



# City of Boyne City

Founded 1856

319 N. Lake Street

Boyne City, Michigan 49712  
www.cityofboynecity.com

Phone 231-582-6597  
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BOYNE CITY  
CITY COMMISSION REGULAR MEETING  
Boyne City Hall  
319 North Lake Street  
Tuesday, October 22, 2019 at Noon

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 October 8, 2019 City Commission regular meeting minutes as presented
  - B. Approval to schedule a joint work session with the Planning Commission and the Parks & Recreation Board on Tuesday, November 19, 2019 at 7:00 p.m.
  - C. Approval of the recommendation from the Parks and Recreation Board to accept the resignation of Jo Bowman and appoint Tom Smith to the boards for the remainder of a four year term expiring December 31, 2022
  - D. Approval of the Compensation Commission 2019 recommendation to keep the compensation for the Mayor at the current levels of \$3,250 per year and \$2,700 per year for each Commissioner
4. HEARING CITIZENS COMMENTS (on non-agenda items; 5 minute limit)
5. CORRESPONDENCE
  - A. Correspondence from J.E. Tiffany and Sons, LLC regarding the Boyne USA Boyne River Hydroelectric Project Draft Application for Subsequent License Transmittal to FERC
6. CITY MANAGER'S REPORT
7. REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES
  - A. September, 2019 Financial Statement

8. OLD BUSINESS

A. TOMMBA License Agreement

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

9. NEW BUSINESS

A. Balsam Street Vacation Public Hearing

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

B. Shoreline Demonstration Garden update

Update from the Lake Charlevoix Association on demonstration garden at west end of Sunset Park. Powerpoint available on City website

C. Confirmation of Chief of Police

Consideration to confirm the recommendation of the City Manager to appoint the new Chief of Police for the City of Boyne City. Specific information to be provided prior to the meeting

D. Parks & Recreation Architectural & Engineering Services Firm Recommendation

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

E. Fireworks Ordinance Amendment Second Reading

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

G. Goals Update

Staff Update

10. GOOD OF THE ORDER

11. ANNOUNCEMENTS

- Trick or Treat Hours in Boyne City are from 5:00 p.m. until 8:00 p.m. on Thursday, October 31, 2019
- City Hall will be open from 9:00 a.m. until 1:00 p.m. on Saturday, November 2 and Sunday, November 3 for the purpose of issuing and receiving absentee ballots for the November 5, 2019 election
- The General Election will be held on Tuesday November 5, 2019. Polls are open from 7:00 a.m. until 8:00 p.m.
- The next regular City Commission meeting is scheduled for Tuesday, November 12, 2019 at 7:00 p.m.

12. ADJOURNMENT

**OCTOBER 8, 2019  
REGULAR MEETING**

RECORD OF THE PROCEEDINGS OF THE REGULAR BOYNE CITY COMMISSION MEETING DULY CALLED AND HELD AT BOYNE CITY HALL, 319 NORTH LAKE STREET, ON TUESDAY OCTOBER 8, 2019

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**CALL TO ORDER**

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

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

Absent: None

Staff: Jane Halstead, Michael Cain, Scott McPherson, Tim Faas, Jeff Gaither, Kevin Spate, Mark Fowler

Others: There were 4 citizens in attendance including a representative from the Petoskey News Review.

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Mayor Tom Neidhamer recognized Staff Sgt Kelly Richards of Grayling who died during a training exercise in Seoul South Korea. Richards lived in Boyne City during his younger years. A moment of silence was observed.

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**CONSENT AGENDA  
MOTION**

2019-10-128  
Moved by Grunch  
Second by Page

Approval of the September 23, 2019 City Commission regular meeting minutes as presented  
Approval of a resolution for Charitable Gaming Licenses for the Boyne City Elementary School PTO for their yearly raffle and authorize the City Clerk to complete the resolution.

Ayes: 5  
Nays: 0  
Absent: 0  
Motion carried

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**CITIZENS COMMENTS**

Chris Anderson of 635 N East Street asked about the \$1000 for dumping brush at the DPW facility on Robinson. All businesses which use this service are required to pay the fee. Anderson also inquired on why the City doesn't have more to do for kids –for an example a skate park. Mayor Neidhamer offered to meet with Chris after the meeting to discuss the issue with him.

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**CORRESPONDENCE**

None

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**CITY MANAGERS  
REPORT**

City Manager Cain reported:

- The force main project on M-75 is nearly complete. The contractors are just working through a punch list.
- All overhead doors in the Pavilion have all been installed.

- Temporary service doors have been placed on the Pavilion and final plans and permits are being secured. Construction will begin soon.
- The work on Cedar Street is mostly completed. Water and sewer connections are being worked on for Terrace Street. Construction is about 2 weeks behind on Terrace due to recent weather. The project is expected to be completed October 25<sup>th</sup>.
- The tennis courts will not be repaired until spring. Night time temps need to be in the high 50's in order for the surface coating to cure so it will not be possible to finish the project this year.
- Ground breaking for the Boyne Valley Trail will be Wednesday, October 9th at 8:00 am near the Boyne Mountain tennis courts.
- The brush grinding at North Boyne has been completed. By renting equipment and doing it ourselves it is estimated that we processed twice the material at half the cost of the previous year.
- Boyne City, Charlevoix and East Jordan are supporting SEEDS effort to obtain a grant to initiate curb side recycling.
- Gravel streets in the City are scheduled to be graded this week.
- Wednesday's Farmer's Markets are done for the season. Beginning October 19<sup>th</sup>, the Saturday market will move inside to City Hall.
- Application of the new diamond dust for the softball fields will take place this week.
- Fall leaf pickup will be on Monday and Fridays beginning October 14<sup>th</sup>.
- Bids on Avalanche and the Open Space project will be reviewed at the next Parks and Recreation meeting. A recommendation for the City Commission will be forthcoming.
- Absentee ballots are available.

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

Draft minutes of the September 3, 2019 ZBA Meeting, the September 5, 2019 Main Street Board Meeting, the September 12, 2019 Parks & Recreation Board Meeting, the September 16, 2019 Historical Commission Meeting, the September 16, 2019 Planning Commission Meeting and the September 26, 2019 Airport Board Meeting were received and filed.

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**Storm Water Ordinance**

Consideration of the first reading of the Storm Water Control Ordinance and schedule a second reading for November 12, 2019.

Planning Director Scott McPherson reviewed the history of storm water management in the City. Although Boyne City does not currently have an enforceable ordinance governing storm water, the control and treatment of storm water has been a top concern and priority. Through SAW grant funding, the City, partnering with East Jordan, Charlevoix and the Tappan of the Mitt Watershed Council has been developing a new ordinance. The draft ordinance has been

reviewed and is fully supported by Dr. Grenetta Thomassey, the Director of Watershed Policy for the Tipp of the Mitt Watershed Council. Charlevoix County has tentatively agreed to administer and enforce the ordinance pending review by their legal counsel.

The proposed ordinance is being presented to the City Commission today for a first reading. Ordinance amendments cannot be adopted until at least one month after the meeting at which it is introduced. We are doing this in conjunction with East Jordan and Charlevoix during the same time frame to all the sharing of the publication costs.

Staff Comments: City Manager Cain stated that this is a good collaboration that is consistent with the goals of the City Commission.

Citizens Comments: None

Board Discussion: All are in agreement with the request.

2019-10-129  
Moved by Solomon  
Second by Page

**MOTION**

To schedule the proposed Storm Water Management Ordinance for a second reading on November 12, 2019

Ayes: 5  
Nays: 0  
Absent: 0  
Motion carried

**Michigan Avenue and  
North Lake Street  
Resurfacing**

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Consideration to approve the certified resolution approving the contract with MDOT for the Michigan Avenue and North Lake Street Project (Contract No. 19-5469) and further authorize the City Manager and City Clerk/Treasurer to execute the documents.

Director of Public Works Tim Faas discussed the plans to rehabilitate the pavement of N Lake Street from the City boat launch to W Michigan Avenue. The cost estimate for this project is \$325,900. MDOT has programmed \$209,907 in funds to cover a portion of the cost and the City will have to fund \$115,993 from our Major Street Fund in the 2020/2021 Fiscal Year Budget. The plans have been submitted to MDOT and the project is scheduled to be bid in December of this year. The next step is to execute the contract with MDOT and provide the required certified resolution to MDOT from the City Commission.

Staff Comments: City Manager Cain stated this is one of the worst sections of paved road in the City and needs to be replaced. C2AE is also working on a design for the non-motorized trail which will be built along the same route.

Citizens Comments: Chris Anderson of 635 N East Street stated that there are roads in Boyne City that are in worse condition.

Board Discussion: All are in agreement with the request. Commissioner Conklin did express his disappointment in the delay of the non-motorized trail that is to be constructed along the same route. Would it be possible to have plans to the DNR in April of 2020? Commissioner Solomon wondered about the design of the shoulders and if they would be constructed similar to the shoulders of the new portion of Lake Street.

**MOTION**

2019-10-130  
 Moved by Grunch  
 Second by Page

To approve the certified resolution approving the contract with MDOT for the Michigan Avenue and North Lake Street Project (Contract No. 19-5469) and further authorize the City Manager and City Clerk/Treasurer to execute the documents.

Ayes: 5  
 Nays: 0  
 Absent: 0  
 Motion carried

**Cyber Insurance Quotation**


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Consideration to authorize the City Manager and the City Clerk/Treasurer to take the steps necessary to obtain Cyber Insurance for \$1,621 as noted under the quotation from the BCS insurance company for 2019-2020.

City Manager Michael Cain discussed the need for Cyber Insurance due to the increase in ransomware and other criminal activities that target computer systems of various organizations including governmental agencies. Our insurance agent Paul Olson has provided a quotation for coverage from a firm that he has worked with previously. This expense has not been include in the current budget but can be provided for when we amend the budget if needed.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement with the request.

**MOTION**

2019-10-131  
 Moved by Conklin  
 Second by Solomon

Authorize the City Manager and the City Clerk/Treasurer to take the steps necessary to obtain Cyber Insurance for \$1,621 as noted under the quotation from the BCS insurance company for 2019-2020.

Ayes: 5  
 Nays: 0  
 Absent: 0  
 Motion carried

**Good Of The Order**

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Mayor Neidhamer reported that he and Mayor Pro Tem Grunch attended many good seminars at the MML conference. He plans to compile what they learned and share it with the rest of the Commissioners.

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**ADJOURNMENT**

Motion by Mayor Neidhamer, second by Mayor Pro Tem Grunch to adjourn the Regular City Commission meeting of Tuesday, October 8, 2019 at 8:00 p.m.

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Tom Neidhamer  
Mayor

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Jane Halstead  
Deputy Clerk



# City of Boyne City

# MEMO

Date: October 17, 2019

To: Mayor Neidhamer and the Boyne City City Commission

From: Michael Cain, City Manager *Mc*

Subject: Non-motorized Trail Work Session

As the Commission is aware C2AE has been working on designs for the development of a non-motorized trail from the West Michigan and Boyne City Road intersection into downtown. They should have those plans done in the next few weeks. I would like to schedule a joint work session meeting with the Planning and Park Board to review and discuss those plans. Larry Fox from C2AE would join staff in presenting and reviewing those plans at the meeting. The plans, once available, will be made available with the agenda packet, as usual.

I am proposing that the work session be held on Tuesday, November 19<sup>th</sup> at 7:00 p.m. in the City Commission Chambers.

**RECOMMENDATION:** That the City Commission schedule a joint work session with the Planning Commission and the Park Board on Tuesday, November 19, 2019 in the City Commission Chambers to review plans for the non-motorized trail between the West Michigan and Boyne City Road intersection and downtown, along with any other matters that might properly come before the Commission.

Options:

- A. Postpone for further review and/or information.
- B. Consider other times and/or dates.
- C. Do not schedule a work session.
- D. Other options as determined by the City Commission.



*CITY OF BOYNE CITY*

*MEMO*

**To: Michael Cain, City Manager**

**From: Barb Brooks, Executive Assistant** *BB*

**Date: October 18, 2019**

**Subject: Parks and Recreation Board Member Appointment**

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At the October 10, 2019 meeting of the Parks and Recreation Board, the board unanimously voted to accept the resignation of Jo Bowman and recommend to the City Commission the appointment of Tom Smith to the Parks and Recreation Board serving the remainder of a four year term expiring December 2022 vacated by Bowman.

Smith previously served on the board and resigned due to extensive work related travel. He is no longer traveling for work during the winter months and would like to volunteer serving on the Parks and Recreation Board again.

Recommendation: To accept the resignation of Jo Bowman and appoint Tom Smith to the Parks and Recreation Board for the remainder of a four year term expiring December 31, 2022.

**CITY OF BOYNE CITY**

**To:** Michael Cain, City Manager  
**From:** Cindy Grice, City Clerk/Treasurer *cg*  
**Date:** October 18, 2019  
**Subject:** Compensation Commission



**BACKGROUND**

As allowed by Boyne City Ordinance No. A-78, the Boyne City Compensation Commission may meet in odd numbered years in order to review City Commissioner compensation. The Compensation Commission met on October 18, 2019 on this matter.

**DISCUSSION**

At this meeting, the Compensation Commission reached a decision regarding recommended compensation for the Boyne City Mayor and Commissioners. A motion was approved to recommend to keep the compensation the same, which is \$3,250 annually the Mayor and \$2,700 annually for each Commissioner. Also discussed was the tremendous amount of time spent and the hard work that the City Commissioners do, and although they are doing this job in the spirit of community, they should be fairly compensated. The last pay increase was in 2017.

City Ordinance states the Compensation Commission's recommendations shall be forwarded to the City Commission which shall consider them at a regularly scheduled meeting, which is why this matter is before you today. The options noted for the City Commission in the ordinance are: 1) Approve the recommendation (simple majority needed; 2) Reject the recommendation (2/3 vote of entire Commission required).

**RECOMMENDATION**

That the City Commission approve the Compensation Commission's recommendation to maintain the Mayor and Commissioner's current compensation as provided by City Ordinance A-78.

## J.E. TIFFANY AND SONS, LLC

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1707 N. 39 Road, Manton, Michigan 49663

Telephone:231-735-4546

October 4, 2019

Secretary Kimberly D. Bose  
Federal Energy Regulatory Commission  
888 First Street, N.E.  
Washington, DC 20426



**Re: FERC Project No. 3409 – Boyne USA, Inc. – Boyne River Hydroelectric Project –  
Draft Application for Subsequent License Transmittal**

Dear Secretary Bose:

Boyne USA, Inc. ("Boyne USA"), the licensee for the Boyne River Hydroelectric Project (FERC Project No. 3409) submits the attached Draft License Application for a subsequent license for the Project. The current Federal Energy Regulatory Commission (FERC) License for the Boyne River Dam expires on January 31, 2022.

By filing this Draft License Application with the Commission, Boyne USA is seeking comments from Commission staff, Federal and State resource agencies, Indian Tribes and other interested parties. The Commission's regulations require stakeholders to file all written comments on this Draft License Application with Boyne USA within 90 days of this letter.

The contents of the Draft License Application were prepared in accordance with 18 C.F.R. § 4.61, as applicable. Two volumes are contained herein and will be filed separately. One volume is suitable for public review and the other volume is comprised of Critical Energy Infrastructure Information (CEII) that is not available to the public. The content of each volume and their associated security designations is listed in the Draft Application Document Listing just after the cover sheets of the attached document.

Should you have any questions, please contact Randall Sutton at 231.549.6076 (email [rsutton@boynemountain.com](mailto:rsutton@boynemountain.com)) or myself at 231.735.4546 (email [James.E.Tiffany@gmail.com](mailto:James.E.Tiffany@gmail.com)).

Full Packet (377 pages) Available at  
City Clerk's Office.

Sincerely,

**J.E. Tiffany and Sons, LLC**

A handwritten signature in black ink that reads "James E. Tiffany". The signature is written in a cursive style with a large initial 'J' and a distinct 'E'.

James E. Tiffany, P.E.  
Project Principal

cc: Randall Sutton, Boyne USA  
Ed Grice, Boyne USA  
Stakeholders listed in the Initial Statement (documents provided on enclosed flash drive)

Boyne Mountain Resort  
Randall Sutton  
1 Boyne Mountain Road  
Boyne Falls, MI 49713

City of Boyne City  
319 N. Lake Street  
Boyne City, MI 49712

US MAIL PERMIT NO. 1001 BOYNE CITY MI 49712  
BIG MAIL  
ZIP 49713 \$000.69  
02 4W  
0000347994 OCT 11 2019



DRAFT LICENSE APPLICATION

Boyne River Hydroelectric Project  
FERC PROJECT No. 3409

*Prepared for:*

Boyne USA, Inc.  
One Boyne Mountain Road  
Boyne Falls, Michigan 49713

*Prepared by:*

J.E. Tiffany and Sons, LLC  
Manton, Michigan  
[www.jetiffanyandsons.com](http://www.jetiffanyandsons.com)

September 2019

## APPLICATION DOCUMENT LISTING

### Initial Statement

- Draft License Application
- Appendix A – Distribution List
- Appendix B – Transmittal Letter

### Exhibit A: Project and Operation Descriptions

- Appendix A – Single Line Electrical Diagram \*

### Exhibit E: Environmental

- Appendix A – Environmental Study Report
- Appendix B – Recreation Study Report
- Appendix C – USDA-SCS Customized Soils Report
- Appendix D – Initial Consultation Documents
- Appendix E – First Stage Consultation Documents
- Appendix F – Study Request Consultation Documents
- Appendix G – Stage 2 Consultation

### Exhibit F: Design Drawings and Supporting Basis of Design \*

- Appendix A – Drawings
- Appendix B – Geotechnical Report
- Appendix C – Hydrologic and Hydraulic Report

### Exhibit G: Project Drawings

- Site Map

### Exhibit H: Description of Project Management and Need for Project Power

- Appendix A – Non-Compliance Issues

\* Critical Energy Infrastructure Information (CEII), not to be released to the public

Before the  
Federal Energy Regulatory Commission

BOYNE RIVER HYDROELECTRIC PROJECT

PROJECT NO. 3409

Application for a Subsequent License  
For a Minor Water Power Project, 5 Megawatts or Less

INITIAL STATEMENT  
(PURSUANT TO 18 CFR 4.61)

(1) Boyne USA, Inc. (hereinafter "Licensee" or "Boyne USA") applies to the Federal Energy Regulatory Commission (hereinafter "FERC" or "Commission") for a subsequent license for the Boyne River Hydroelectric Project (hereinafter "Project"), as described in the attached exhibits. The Project is currently licensed to Boyne USA as Project No. 3409, by Order dated February 22, 1982.

(2) The location of the Project is:

State or territory:	Michigan
County:	Charlevoix County
Township or nearby towns:	Boyne Valley Township
Stream or other body of water:	Boyne River

(3) The exact name, business address, and telephone number of the applicant are:

Boyne USA, Inc.  
One Boyne Mountain Road  
Boyne Falls, Michigan 49713  
Telephone: 231-549-6000

(4) The exact name, business address, and telephone number of each person authorized to act as agent for the applicant in this application are:

Mr. Randall Sutton  
Boyne Mountain Resort Area Manager Boyne USA, Inc.  
P.O. Box 19 Boyne Falls, MI 49713  
Tel. 231-549-6076  
rsutton@boynemountain.com

Mr. Ed Grice  
Boyne Mountain Resort President & General Manager Boyne USA, Inc.  
P.O. Box 19 Boyne Falls, MI 49713  
Tel. 231-549-6071  
egrice@boynemountain.com

Mr. James Tiffany, P.E. Project Principal  
J. E. Tiffany and Sons, LLC 1707 N. 39 Road Manton, MI 49663 Tel. 231-735-4546  
James.E.Tiffany@gmail.com

- (5) The applicant is a citizen of the United States and is not claiming preference under section 7(a) of the Federal Power Act. See 16 U.S.C. 796.
- (6) (i) The statutory or regulatory requirements of the State of Michigan, in which the Project is located, which would, assuming jurisdiction and applicability, affect the Project with respect to bed and banks, and to the appropriation, diversion and use of water for power purposes, and with respect to the right to engage in the business of developing, transmitting, and distributing power and in any other business necessary to accomplish the purposes of the license under the Federal Power Act are:

Water Quality Permit from the Michigan Department of Natural Resources (MDNR) to ensure compliance of section 401 of the Federal Clean Water Act.

- (ii) The steps which the Applicant has taken, or plans to take, to comply with each of the laws cited above are:
- The applicant will apply for the 401 Water Quality Certification per 18 CFR § 5.23 (b).

(7) Brief Project description:

The Boyne River Hydroelectric Project, owned by Boyne USA, Inc. (Boyne USA) is located on the Boyne River in Boyne Valley Township, Charlevoix County, Michigan. The Boyne River Hydroelectric Project is a minor project with an installed power capacity of 250kW. The Project is operated in run-of-the-river mode for the protection of fish and wildlife resources in the Boyne River. There is also a 2.5-mile-long 12.47 kV transmission line and appurtenant facilities.

(8) Lands of the United States affected

The Boyne River Dam Hydroelectric Project (Project) is located entirely on private lands.

	Name	Acres
(i) National Forest		0
(ii) Indian Reservation		0
(iii) Public Lands Under Jurisdiction of		0
(iv) Other		0
(v) Total U.S. Lands		0

(9) Construction of the Project

This is an existing Project and no new construction is planned in association with this relicensing.

**CITY OF BOYNE CITY**

To: Michael Cain, City Manager *MC*  
From: Cindy Grice, City Clerk/Treasurer  
Date: October 15, 2019  
Subject: September, 2019 Financial Statement



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Attached is the September, 2019 Financial Statement. We have completed 42% of our Fiscal Year. Following is a brief overview:

**OVERALL REVENUES** – The majority of the Summer taxes have been collected. Therefore the General Operating and Facilities Debt Revenue reflect those distributions in September. Payments will continue to trickle in until March 1. The remainder will be reimbursed by the County Treasurer in April of 2020. The DDA and LDFA funds were also distributed in September. Three of the West Michigan Water special assessments paid their assessment off in full.

**OVERALL EXPENDITURES:** Expenditures continue to track normally. We should have the final Boyne Thunder revenues and expenditures in October.

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

CASH SUMMARY BY FUND FOR BOYNE CITY

FROM 09/01/2019 TO 09/30/2019

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

CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 09/01/2019	Total Debits	Total Credits	Ending Balance 09/30/2019
101	GENERAL FUND	1,811,122.34	1,744,145.43	487,203.13	3,068,064.64
202	MAJOR STREET FUND	29,945.08	10,356.30	40,301.38	0.00
206	FIRE FUND	260,875.36	400.00	11,237.06	250,038.30
210	AMBULANCE FUND	(984.78)	62,138.76	61,153.98	0.00
211	SPECIAL PROJECTS FUND	24,720.49	1,181.00	769.78	25,131.71
213	FARMERS MARKET FUND	57,419.91	3,155.25	3,268.91	57,306.25
242	BOYNE THUNDER FUND	131,770.93	365.40	2,893.30	129,243.03
248	DOWNTOWN DEVELOPMENT AUTHORITY	428,920.85	221,437.92	13,857.57	636,501.20
251	LDFA FUND	776,687.69	125,295.12	85.59	901,897.22
285	MARINA FUND	154,504.20	2,784.59	14,280.38	143,008.41
295	AIRPORT FUND	95,444.85	36,978.54	17,899.10	114,524.29
370	CITY FACILITIES DEBT FUND	125,516.76	266,987.86	0.00	392,504.62
470	CITY FACILITIES CONSTRUCTION FUND	239,478.53	0.00	0.00	239,478.53
590	WASTEWATER FUND	3,876,010.06	140,922.77	291,003.30	3,725,929.53
592	WATER FUND	1,092,802.69	80,407.07	33,341.85	1,139,867.91
661	MOTOR POOL FUND	570,475.44	0.00	58,216.35	512,259.09
	TOTAL - ALL FUNDS	9,674,710.40	2,696,556.01	1,035,511.68	11,335,754.73

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2019	MONTH 09/30/2019	INCREASE (DECREASE)	BALANCE	
			NORMAL (ABNORMAL)			NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND							
Revenues							
Dept 031 - PROPERTY TAX REVENUES							
101-031-400.000	ALLOCATION FROM CUR YR FD BAL	199,651.00	0.00		0.00	199,651.00	0.00
101-031-402.000	PROPERTY TAX COLLECTION	2,756,675.00	2,284,979.44		1,612,479.55	471,695.56	82.89
101-031-403.000	DELQ. PERSONAL PROPERTY TAX	2,500.00	2,093.81		20.01	406.19	83.75
101-031-404.000	MISC TAXES-PILOT/TRAILER PARK	6,163.00	0.00		0.00	6,163.00	0.00
101-031-428.000	W MICHIGAN WATER SPECIAL ASSESSMENT	22,973.00	46,988.70		43,680.34	(24,015.70)	204.54
101-031-445.000	PROPERTY TAX PENALTIES	14,000.00	0.00		0.00	14,000.00	0.00
101-031-447.000	PROPERTY TAX ADMIN FEES	94,000.00	58,383.10		43,310.57	35,616.90	62.11
<b>Total Dept 031 - PROPERTY TAX REVENUES</b>		<b>3,095,962.00</b>	<b>2,392,445.05</b>		<b>1,699,490.47</b>	<b>703,516.95</b>	<b>77.28</b>
Dept 032 - REVENUES							
101-032-452.000	LIQUOR LICENSES	7,880.00	123.75		0.00	7,756.25	1.57
101-032-574.000	REVENUE SHARING	325,663.00	50,300.00		0.00	275,363.00	15.45
101-032-574.100	EVIP	56,309.00	9,887.00		0.00	46,422.00	17.56
101-032-574.200	LOCAL COMM STABILIZATION SHARING	117,000.00	154,788.80		0.00	(37,788.80)	132.30
101-032-578.000	POLICE TRAINING FUNDS	1,300.00	554.05		0.00	745.95	42.62
101-032-579.000	GRANTS-STATE/FEDERAL	1,885,340.00	7,985.68		485.68	1,877,354.32	0.42
<b>Total Dept 032 - REVENUES</b>		<b>2,393,492.00</b>	<b>223,639.28</b>		<b>485.68</b>	<b>2,169,852.72</b>	<b>9.34</b>
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
<b>Total Dept 033 - ADMIN SVC FEE REVENUES</b>		<b>139,500.00</b>	<b>0.00</b>		<b>0.00</b>	<b>139,500.00</b>	<b>0.00</b>
Dept 034 - CHARGES FOR SERVICES							
101-034-606.000	DDA MAINTENANCE FEE	75,000.00	0.00		0.00	75,000.00	0.00
101-034-624.000	ICE RINK CONCESSION	100.00	0.00		0.00	100.00	0.00
101-034-640.000	CABLE FRANCHISE FEES	70,000.00	0.00		0.00	70,000.00	0.00
101-034-642.000	CHARGES/SERVICES & FEES	7,000.00	6,102.61		630.00	897.39	87.18
101-034-660.000	POLICE FINES/ORDINANCE FEES	4,000.00	1,744.37		5.00	2,255.63	43.61
101-034-660.200	SEX OFFENDER REGISTRATION FEE	300.00	100.00		0.00	200.00	33.33
101-034-660.300	POLICE DEPT SURVEY REVENUES	1,200.00	1,050.00		350.00	150.00	87.50
101-034-696.000	SIDEWALK REIMBURSEMENTS	0.00	10.00		0.00	(10.00)	100.00
<b>Total Dept 034 - CHARGES FOR SERVICES</b>		<b>157,600.00</b>	<b>9,006.98</b>		<b>985.00</b>	<b>148,593.02</b>	<b>5.72</b>
Dept 035 - INTEREST / RENTALS							
101-035-664.000	INTEREST EARNINGS	2,000.00	0.00		0.00	2,000.00	0.00
101-035-665.000	RENT - FACILITY ROOMS	2,000.00	0.00		0.00	2,000.00	0.00
101-035-667.000	RENT CITY HALL	14,400.00	10,326.00		1,387.00	4,074.00	71.71
101-035-668.000	RENT - FIRE DEPT	30,000.00	0.00		0.00	30,000.00	0.00
101-035-669.000	RENT - EMS	31,200.00	0.00		0.00	31,200.00	0.00
101-035-670.000	RENT CITY OWNED PROPERTY	2,500.00	880.00		100.00	1,620.00	35.20

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Total Dept 035 - INTEREST / RENTALS		82,100.00	11,206.00	1,487.00	70,894.00	13.65
Dept 036 - OTHER REVENUES						
101-036-585.000	LOCAL TRAIL GRANTS/CONTRIB	127,500.00	30,000.00	30,000.00	97,500.00	23.53
101-036-586.000	GRANTS / LOCAL CONTRIBUTION	54,283.00	20,000.00	10,000.00	34,283.00	36.84
101-036-587.000	MUSEUM CONTRIBUTIONS	0.00	36.00	0.00	(36.00)	100.00
101-036-672.000	POLICE DEPT BICYCLE DONATIONS	100.00	77.00	77.00	23.00	77.00
101-036-673.000	LAND & EQUIP SALES	1,000.00	0.00	0.00	1,000.00	0.00
101-036-678.000	PLANNING/TOWNSHIP REIMB	74,373.00	71,566.05	0.00	2,806.95	96.23
101-036-690.000	MISCELLANOUS INCOME	1,000.00	2,080.23	392.98	(1,080.23)	208.02
Total Dept 036 - OTHER REVENUES		258,256.00	123,759.28	40,469.98	134,496.72	47.92
TOTAL REVENUES		6,126,910.00	2,760,056.59	1,742,918.13	3,366,853.41	45.05
Expenditures						
Dept 101 - LEGISLATIVE						
101-101-703.000	SALARIES-MAYOR/CITY COMMISSION	15,250.00	2,287.47	0.00	12,962.53	15.00
101-101-714.000	SOCIAL SECURITY	1,163.00	174.97	0.00	988.03	15.04
101-101-732.000	MEMBERSHIP DUES/MML	3,000.00	2,981.88	0.00	18.12	99.40
101-101-870.000	TRAINING AND SCHOOLS	4,500.00	1,065.74	343.44	3,434.26	23.68
Total Dept 101 - LEGISLATIVE		23,913.00	6,510.06	343.44	17,402.94	27.22
Dept 151 - PLANNING						
101-151-705.000	SALARIES - PLANNING	110,328.00	43,857.55	8,039.12	66,470.45	39.75
101-151-712.000	INSURANCE: LIFE/AD&D	200.00	167.36	0.00	32.64	83.68
101-151-713.000	INSURANCE MEDICAL	28,206.00	10,279.57	3,262.71	17,926.43	36.44
101-151-714.000	SOCIAL SECURITY	9,205.00	3,793.48	820.49	5,411.52	41.21
101-151-715.000	PENSION	37,380.00	15,770.86	5,863.20	21,609.14	42.19
101-151-716.000	UNEMPLOYMENT	25.00	0.00	0.00	25.00	0.00
101-151-719.000	SICK/VACATION	10,000.00	3,588.36	1,173.68	6,411.64	35.88
101-151-727.000	SUPPLIES	2,000.00	480.16	0.00	1,519.84	24.01
101-151-732.000	MEMBERSHIP DUES	2,500.00	0.00	0.00	2,500.00	0.00
101-151-735.000	MILEAGE/TRAVEL	500.00	0.00	0.00	500.00	0.00
101-151-740.000	TELEPHONE/UTILITIES	1,200.00	381.28	95.59	818.72	31.77
101-151-818.000	PROFESSIONAL/CONTRACTED SVCS	2,000.00	225.00	75.00	1,775.00	11.25
101-151-870.000	TRAINING	2,000.00	1,103.53	22.49	896.47	55.18
101-151-911.000	WORKERS COMPENSATION	1,200.00	1,393.80	0.00	(193.80)	116.15
101-151-970.000	CAPITAL OUTLAY	500.00	0.00	0.00	500.00	0.00
Total Dept 151 - PLANNING		207,244.00	81,040.95	19,352.28	126,203.05	39.10
Dept 173 - GENERAL SERVICES						
101-173-705.000	ADMINISTRATIVE SALARIES/WAGES	346,399.00	135,836.65	24,670.77	210,562.35	39.21
101-173-709.000	ADMIN OVERTIME	3,300.00	983.83	43.09	2,316.17	29.81
101-173-712.000	INSURANCE LIFE/AD&D	1,900.00	464.56	0.00	1,435.44	24.45
101-173-713.000	INSURANCE - MEDICAL	92,500.00	31,405.34	7,370.99	61,094.66	33.95
101-173-714.000	SOCIAL SECURITY	32,000.00	12,127.15	2,302.22	19,872.85	37.90
101-173-715.000	PENSION	185,000.00	52,811.72	20,877.32	132,188.28	28.55
101-173-716.000	UNEMPLOYMENT COMPENSATION	38.00	0.41	0.00	37.59	1.08
101-173-719.000	VACA/SICK EXPENSE	41,600.00	15,505.73	3,070.16	26,094.27	37.27

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
			NORMAL	(ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	BALANCE	
Fund 101 - GENERAL FUND									
Expenditures									
101-173-727.000	OFFICE SUPPLIES	10,000.00	2,421.05		639.73		7,578.95		24.21
101-173-730.000	OFFICE SUPPLIES	10,000.00	2,391.94		173.28		7,608.06		23.92
101-173-731.000	POSTAGE	6,000.00	762.57		217.99		5,237.43		12.71
101-173-732.000	MEMBERSHIP DUES	2,000.00	1,198.25		0.00		801.75		59.91
101-173-740.000	TELEPHONE/UTILITIES	8,600.00	8,634.66		3,624.66		(34.66)		100.40
101-173-818.000	CONTRACTED SERVICES	0.00	350.00		0.00		(350.00)		100.00
101-173-860.000	MOTOR POOL	200.00	23.35		0.00		176.65		11.68
101-173-861.000	VEHICLE EXPENSE	4,800.00	1,690.78		400.00		3,109.22		35.22
101-173-870.000	TRAINING/SCHOOLS/TRAVEL	4,000.00	1,273.91		656.56		2,726.09		31.85
101-173-900.000	ADVERTISING/PUBLSHNG/ORDINANCE	6,500.00	933.76		226.80		5,566.24		14.37
101-173-910.000	INSURANCE/LIABILITY & PROP	22,900.00	10,129.68		0.00		12,770.32		44.23
101-173-911.000	WORKERS COMPENSATION	3,250.00	3,066.36		0.00		183.64		94.35
101-173-970.000	CAPITAL OUTLAY/EQUIPMENT	5,000.00	0.00		0.00		5,000.00		0.00
Total Dept 173 - GENERAL SERVICES		785,987.00	282,011.70		64,273.57		503,975.30		35.88
Dept 191 - ELECTIONS									
101-191-705.000	SALARIES - ELECTIONS	900.00	0.00		0.00		900.00		0.00
101-191-728.000	ELECTION COST	1,800.00	0.00		0.00		1,800.00		0.00
Total Dept 191 - ELECTIONS		2,700.00	0.00		0.00		2,700.00		0.00
Dept 208 - ACCOUNTING/AUDIT									
101-208-808.000	ACCOUNTING/AUDIT	14,000.00	10,500.00		0.00		3,500.00		75.00
Total Dept 208 - ACCOUNTING/AUDIT		14,000.00	10,500.00		0.00		3,500.00		75.00
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	0.00	3,105.00		885.00		(3,105.00)		100.00
101-209-803.000	BOARD OF REVIEW	500.00	0.00		0.00		500.00		0.00
101-209-818.000	CONTRACTED SERVICE	63,000.00	30,000.00		5,000.00		33,000.00		47.62
101-209-900.000	TAX MAILING/BILLING FEE	3,000.00	1,452.23		0.00		1,547.77		48.41
Total Dept 209 - ASSESSMENT/TAXES		68,400.00	34,557.23		5,885.00		33,842.77		50.52
Dept 210 - LEGAL									
101-210-802.000	OTHER LEGAL/COURT, ETC.	50,000.00	8,980.04		4,630.88		41,019.96		17.96
Total Dept 210 - LEGAL		50,000.00	8,980.04		4,630.88		41,019.96		17.96
Dept 248 - GENERAL/OTHER SERVICES									
101-248-714.000	CLEARING A/C-SOCIAL SECURITY	0.00	1,766.30		504.67		(1,766.30)		100.00
101-248-810.000	STREETLIGHTING	53,000.00	14,101.04		3,233.77		38,898.96		26.61
101-248-812.000	LEAF PICK-UP	40,000.00	697.28		0.00		39,302.72		1.74
101-248-818.000	ENGINEER/CONTRACTED SERVICE	15,000.00	24,773.80		6,596.80		(9,773.80)		165.16
101-248-880.000	COMMUNITY PROMOTION	37,500.00	1,794.59		0.00		35,705.41		4.79
101-248-882.000	ZONING ENFORCEMENT EXPENSES	15,000.00	0.00		0.00		15,000.00		0.00
101-248-971.000	LAND ACQUISITION	0.00	(3,218.73)		0.00		3,218.73		100.00

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 248 - GENERAL/OTHER SERVICES		160,500.00	39,914.28	10,335.24	120,585.72	24.87
Dept 250 - HOUSING						
101-250-909.000	FRINGES/MED REIMB/PENSION	0.00	39.84	0.00	(39.84)	100.00
101-250-911.000	WORKERS COMPENSATION	0.00	2,787.60	0.00	(2,787.60)	100.00
Total Dept 250 - HOUSING		0.00	2,827.44	0.00	(2,827.44)	100.00
Dept 265 - PUBLIC BUILDINGS						
101-265-705.000	SALARIES/BLDG MAINT/OPERATER	31,000.00	14,869.30	591.61	16,130.70	47.97
101-265-709.000	OVERTIME- PUBLIC BUILDING	1,500.00	1,435.47	0.00	64.53	95.70
101-265-711.000	SAFETY EQUIPMENT	4,700.00	1,886.14	19.78	2,813.86	40.13
101-265-712.000	INSURANCE: LIFE/AD&D	375.00	123.28	0.00	251.72	32.87
101-265-713.000	INSURANCE MEDICAL	4,915.00	3,553.67	1,789.62	1,361.33	72.30
101-265-714.000	SOCIAL SECURITY	2,761.00	1,551.36	200.65	1,209.64	56.19
101-265-715.000	PENSION	25,388.00	10,737.07	3,669.59	14,650.93	42.29
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	452.20	273.24	1,547.80	22.61
101-265-727.000	SUPPLIES	25,000.00	9,627.85	1,633.04	15,372.15	38.51
101-265-730.000	MAINTENANCE	28,000.00	9,136.51	1,323.00	18,863.49	32.63
101-265-735.000	GAS AND OIL	1,300.00	0.00	0.00	1,300.00	0.00
101-265-740.000	TELEPHONE/UTILITIES	45,000.00	16,412.30	2,756.35	28,587.70	36.47
101-265-818.000	CONTRACTED SERVICES	55,000.00	20,754.84	3,120.00	34,245.16	37.74
101-265-860.000	MOTOR POOL	1,700.00	920.22	0.00	779.78	54.13
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	862.37	0.00	2,237.63	27.82
101-265-911.000	WORKERS COMPENSATION	4,100.00	3,902.64	0.00	197.36	95.19
101-265-975.000	MAJOR EQUIPMENT PURCHASES	0.00	991.28	0.00	(991.28)	100.00
Total Dept 265 - PUBLIC BUILDINGS		236,343.00	97,216.50	15,376.88	139,126.50	41.13
Dept 301 - POLICE DEPARTMENT						
101-301-705.000	SALARIES- POLICE CHIEF/ASST	128,764.00	48,151.57	10,240.00	80,612.43	37.40
101-301-706.000	SALARIES - DISPATCHERS	40,107.00	15,550.92	3,326.40	24,556.08	38.77
101-301-709.000	OVERTIME	27,500.00	14,924.73	4,503.68	12,575.27	54.27
101-301-710.000	SALARY & WAGES OFFICERS	259,820.00	91,010.38	13,019.24	168,809.62	35.03
101-301-712.000	INSURANCE: LIFE AD&D	2,500.00	649.97	0.00	1,850.03	26.00
101-301-713.000	MEDICAL INSURANCE	89,942.00	25,329.30	8,534.85	64,612.70	28.16
101-301-714.000	SOCIAL SECURITY	35,000.00	15,698.56	3,065.72	19,301.44	44.85
101-301-715.000	PENSION	116,556.00	27,093.06	7,012.97	89,462.94	23.24
101-301-716.000	UNEMPLOYMENT COMPENSATION	2,000.00	2.57	0.00	1,997.43	0.13
101-301-719.000	VACA/SICK EXPENSE	44,542.00	27,108.54	3,894.40	17,433.46	60.86
101-301-727.000	SUPPLIES	8,000.00	4,739.34	1,505.32	3,260.66	59.24
101-301-729.000	AMMO/SHOOTING SUPPLIES	3,000.00	1,150.98	0.00	1,849.02	38.37
101-301-730.200	SEX OFFENDER REGISTRATION FEES	300.00	60.00	30.00	240.00	20.00
101-301-731.000	BIKE PATROL	1,000.00	62.00	62.00	938.00	6.20
101-301-735.000	GAS AND OIL	11,000.00	3,861.39	66.73	7,138.61	35.10
101-301-740.000	TELEPHONE/UTILITIES	5,000.00	1,713.66	359.77	3,286.34	34.27
101-301-745.000	CLEANING/FOOD ALLOWANCE	4,830.00	0.00	0.00	4,830.00	0.00
101-301-754.000	UNIFORMS	6,000.00	705.23	230.09	5,294.77	11.75
101-301-818.000	POLICE CONTRACTED SERVICES	8,500.00	6,949.00	2,620.00	1,551.00	81.75
101-301-850.000	RADIO MAINTENANCE	2,000.00	451.30	0.00	1,548.70	22.57
101-301-861.000	VEHICLE EXPENSE	8,000.00	1,873.39	84.40	6,126.61	23.42
101-301-870.000	TRAINING/TRAVEL	9,000.00	5,550.42	309.51	3,449.58	61.67

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-301-871.000	STATE TRAINING FUND	1,500.00	0.00	0.00	1,500.00	0.00
101-301-910.000	LIABILITY INSURANCE	12,000.00	6,157.97	0.00	5,842.03	51.32
101-301-911.000	INS/WORKERS COMP	6,500.00	7,247.76	0.00	(747.76)	111.50
101-301-970.000	CAPITAL OUTLAY	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 301 - POLICE DEPARTMENT		838,361.00	306,042.04	58,865.08	532,318.96	36.50
Dept 706 - ENVIRONMENTAL						
101-706-808.000	427 BOYNE AVENUE	106,000.00	0.00	0.00	106,000.00	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		108,000.00	0.00	0.00	108,000.00	0.00
Dept 751 - PARKS & RECREATION						
101-751-702.000	ICE RINK, WAGES	8,000.00	0.00	0.00	8,000.00	0.00
101-751-705.000	SALARIES- PARKS GENERAL WAGES	82,200.00	58,879.20	8,196.08	23,320.80	71.63
101-751-709.000	PARKS & REC OVERTIME	3,500.00	3,407.12	515.69	92.88	97.35
101-751-711.000	SAFETY EQUIPMENT	0.00	50.34	0.00	(50.34)	100.00
101-751-713.000	INSURANCE MEDICAL	16,953.00	1,217.12	42.88	15,735.88	7.18
101-751-714.000	SOCIAL SECURITY	8,019.00	4,657.64	645.96	3,361.36	58.08
101-751-715.000	PENSION	6,410.00	3,371.27	631.63	3,038.73	52.59
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	45,000.00	6,788.18	2,023.39	38,211.82	15.08
101-751-730.000	MAINTENANCE	33,000.00	2,777.57	452.50	30,222.43	8.42
101-751-738.000	CIVIC PROJECTS	4,000.00	0.00	0.00	4,000.00	0.00
101-751-740.000	TELEPHONE/UTILITIES	27,000.00	9,688.87	1,063.67	17,311.13	35.88
101-751-808.000	PROFESSIONAL SERVICES	141,000.00	17,249.70	0.00	123,750.30	12.23
101-751-818.000	CONTRACTED SERVICES	26,000.00	30,570.00	6,943.00	(4,570.00)	117.58
101-751-860.000	MOTOR POOL	74,000.00	19,851.43	0.00	54,148.57	26.83
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	531.39	0.00	1,568.61	25.30
101-751-911.000	WORKERS COMPENSATION	1,200.00	1,115.04	0.00	84.96	92.92
101-751-970.000	CAPITAL OUTLAY	569,000.00	69,442.84	40,883.59	499,557.16	12.20
101-751-971.000	BC TO BVT TRAIL CONST	902,000.00	0.00	0.00	902,000.00	0.00
101-751-972.000	BVT TO BF TRAIL CONST	518,750.00	0.00	0.00	518,750.00	0.00
Total Dept 751 - PARKS & RECREATION		2,474,142.00	229,597.71	61,398.39	2,244,544.29	9.28
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	1,700.00	0.00	0.00	1,700.00	0.00
101-809-727.000	SIDEWALK SUPPLIES	2,000.00	3,875.18	3,875.18	(1,875.18)	193.76
101-809-818.000	SIDEWALK CONTRACED SERV.	7,000.00	968.10	968.10	6,031.90	13.83

REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY  
 PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 809 - SIDEWALKS		10,700.00	4,843.28	4,843.28	5,856.72	45.26
Dept 899 - CONTINGENCY						
101-899-714.000	RETIREES STIPEND FICA	465.00	0.00	0.00	465.00	0.00
101-899-801.000	TAX TRIBUNAL REFUND	7,900.00	1,900.25	0.00	5,999.75	24.05
101-899-899.000	425 TOWNSHIP REIMBURSEMENT	7,900.00	0.00	0.00	7,900.00	0.00
101-899-984.000	POST RETIREMENT HEALTH INS	21,024.00	8,236.74	1,720.02	12,787.26	39.18
101-899-986.000	RETIREES STIPEND	8,403.00	0.00	0.00	8,403.00	0.00
Total Dept 899 - CONTINGENCY		45,692.00	10,136.99	1,720.02	35,555.01	22.19
Dept 965 - TRANSFERS OUT						
101-965-987.000	TRNSFR TO CEMETERY FUND	40,050.00	22,453.96	2,176.29	17,596.04	56.06
101-965-991.000	TRANSFER TO AMBULANCE	87,956.00	60,309.89	11,093.21	27,646.11	68.57
101-965-994.000	TRANSFER TO FIRE DEPT FUND	63,000.00	0.00	0.00	63,000.00	0.00
101-965-997.000	TRANSFER TO RUBBISH FUND	65,000.00	62,769.52	21,260.00	2,230.48	96.57
101-965-998.000	TRANSFERS TO MAJOR STREET	0.00	10,356.30	10,356.30	(10,356.30)	100.00
101-965-999.000	TRANSFERS TO LOCAL STREET	839,922.00	439,053.09	169,752.64	400,868.91	52.27
Total Dept 965 - TRANSFERS OUT		1,095,928.00	594,942.76	214,638.44	500,985.24	54.29
TOTAL EXPENDITURES		6,126,910.00	1,709,120.98	461,662.50	4,417,789.02	27.90
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		6,126,910.00	2,760,056.59	1,742,918.13	3,366,853.41	45.05
TOTAL EXPENDITURES		6,126,910.00	1,709,120.98	461,662.50	4,417,789.02	27.90
NET OF REVENUES & EXPENDITURES		0.00	1,050,935.61	1,281,255.63	(1,050,935.61)	100.00

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
			NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 202 - MAJOR STREET FUND						
Revenues						
Dept 030 - REVENUES						
202-030-400.000	ALLOCATED FR CUR YR FD BAL	156,457.00	0.00	0.00	156,457.00	0.00
202-030-548.000	METRO ACT FUNDS - PA 48	9,000.00	8,902.14	0.00	97.86	98.91
202-030-549.000	STATE HIGHWAY RECEIPTS	425,000.00	34,199.64	0.00	390,800.36	8.05
202-030-581.000	SAW GRANT	22,369.00	0.00	0.00	22,369.00	0.00
202-030-691.000	TRANSFER FROM GENERAL FUND	0.00	10,356.30	10,356.30	(10,356.30)	100.00
202-030-692.000	ROAD MILLAGE FUNDS	89,192.00	0.00	0.00	89,192.00	0.00
Total Dept 030 - REVENUES		702,018.00	53,458.08	10,356.30	648,559.92	7.61
TOTAL REVENUES		702,018.00	53,458.08	10,356.30	648,559.92	7.61
Expenditures						
Dept 451 - CONSTRUCTION						
202-451-705.000	CONSTRUCTION SALARIES/WAGES	2,100.00	2,440.35	413.26	(340.35)	116.21
202-451-709.000	OVERTIME	250.00	153.33	84.26	96.67	61.33
202-451-713.000	MEDICAL INSURANCE	292.00	420.64	84.08	(128.64)	144.05
202-451-714.000	SOCIAL SECURITY	173.00	190.57	36.49	(17.57)	110.16
202-451-715.000	PENSION	5,000.00	2,465.51	1,041.53	2,534.49	49.31
202-451-818.000	ENGINEERING	58,100.00	38,297.82	3,390.12	19,802.18	65.92
202-451-860.000	CONSTRUCTION MOTOR POOL	4,000.00	2,497.33	0.00	1,502.67	62.43
202-451-981.100	SAW GRANT	24,854.00	24,469.00	7,417.11	385.00	98.45
Total Dept 451 - CONSTRUCTION		94,769.00	70,934.55	12,466.85	23,834.45	74.85
Dept 463 - ROUTINE MAINTANCE						
202-463-705.000	SALARIES- MAINTENANCE	36,700.00	8,099.29	2,639.62	28,600.71	22.07
202-463-706.000	SALARIES - STREET SWEEPING	7,200.00	182.96	115.55	7,017.04	2.54
202-463-709.000	OVERTIME	8,000.00	3,193.23	441.77	4,806.77	39.92
202-463-713.000	MEDICAL INSURANCE	8,928.00	8,831.12	3,824.28	96.88	98.91
202-463-714.000	SOCIAL SECURITY	3,921.00	1,680.53	558.40	2,240.47	42.86
202-463-715.000	PENSION	32,000.00	19,688.82	7,896.86	12,311.18	61.53
202-463-716.000	UNEMPLOYMENT COMP	6.00	0.00	0.00	6.00	0.00
202-463-719.000	VACA/SICK EXPENSE	7,000.00	2,147.34	448.77	4,852.66	30.68
202-463-727.000	SUPPLIES	11,500.00	876.57	162.06	10,623.43	7.62
202-463-819.000	TREE REPLACEMENT	50,000.00	23,437.50	0.00	26,562.50	46.88
202-463-860.000	MOTOR POOL	29,000.00	9,212.85	0.00	19,787.15	31.77
202-463-930.000	REPAIR & MAINTENANCE	150,000.00	112,160.22	648.00	37,839.78	74.77
202-463-931.000	BRIDGE INSPECTIONS	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 463 - ROUTINE MAINTANCE		346,255.00	189,510.43	16,735.31	156,744.57	54.73
Dept 474 - TRAFFIC SERVICE						
202-474-705.000	SALARIES- TRAFFIC SERV	3,400.00	1,735.34	184.36	1,664.66	51.04
202-474-709.000	OVERTIME	1,800.00	1,063.94	204.03	736.06	59.11
202-474-713.000	MEDICAL INSURANCE	569.00	414.28	75.54	154.72	72.81
202-474-714.000	SOCIAL SECURITY	299.00	205.88	28.35	93.12	68.86
202-474-715.000	PENSION	2,500.00	2,094.76	830.30	405.24	83.79
202-474-727.000	SUPPLIES	2,300.00	1,080.03	0.00	1,219.97	46.96
202-474-860.000	MOTOR POOL	5,000.00	352.12	0.00	4,647.88	7.04
202-474-930.000	REPAIR & MAINT.	2,500.00	0.00	0.00	2,500.00	0.00

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 202 - MAJOR STREET FUND						
Expenditures						
Total Dept 474 - TRAFFIC SERVICE		18,368.00	6,946.35	1,322.58	11,421.65	37.82
Dept 478 - WINTER MAINTENANCE						
202-478-705.000	SALARIES- WINTER MAINT	28,700.00	2,609.78	529.54	26,090.22	9.09
202-478-706.000	SIDEWALK MAINTENANCE	13,500.00	0.00	0.00	13,500.00	0.00
202-478-709.000	OVERTIME	18,000.00	33.71	33.71	17,966.29	0.19
202-478-713.000	MEDICAL INSURANCE	9,228.00	67.85	38.80	9,160.15	0.74
202-478-714.000	SOCIAL SECURITY	4,232.00	202.54	75.37	4,029.46	4.79
202-478-715.000	PENSION	18,000.00	8,516.73	4,294.60	9,483.27	47.32
202-478-719.000	VACA/SICK EXPENSE	6,000.00	2,146.57	448.58	3,853.43	35.78
202-478-727.000	SUPPLIES	13,500.00	0.00	0.00	13,500.00	0.00
202-478-860.000	MOTOR POOL	42,000.00	85.74	0.00	41,914.26	0.20
202-478-930.000	WINTER REPAIR & MAINT	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 478 - WINTER MAINTENANCE		158,160.00	13,662.92	5,420.60	144,497.08	8.64
Dept 482 - ADMINISTRATION						
202-482-705.000	SALARIES/WAGES-ADMINISTRATIVE	32,300.00	10,139.08	1,803.16	22,160.92	31.39
202-482-711.000	SAFETY EQUIPMENT	150.00	69.31	0.00	80.69	46.21
202-482-712.000	INSURANCE/LIFE/AD&D	98.00	70.02	0.00	27.98	71.45
202-482-713.000	MEDICAL INSURANCE	4,189.00	0.00	0.00	4,189.00	0.00
202-482-714.000	SOCIAL SECURITY	2,617.00	775.67	137.95	1,841.33	29.64
202-482-715.000	PENSION	15,000.00	6,831.78	2,414.93	8,168.22	45.55
202-482-716.000	UNEMPLOYMENT COMP	12.00	1.61	0.00	10.39	13.42
202-482-750.000	ADMINISTRATIVE FEE	17,000.00	0.00	0.00	17,000.00	0.00
202-482-808.000	PROF SVCS/ACCOUNTING/AUDIT	600.00	0.00	0.00	600.00	0.00
202-482-870.000	TRAINING/SCHOOL/TRAVEL	1,000.00	125.79	0.00	874.21	12.58
202-482-910.000	INSURANCE/LIABILITY	1,600.00	365.90	0.00	1,234.10	22.87
202-482-911.000	WORKERS COMPENSATION	9,900.00	9,338.46	0.00	561.54	94.33
Total Dept 482 - ADMINISTRATION		84,466.00	27,717.62	4,356.04	56,748.38	32.82
TOTAL EXPENDITURES		702,018.00	308,771.87	40,301.38	393,246.13	43.98
Fund 202 - MAJOR STREET FUND:						
TOTAL REVENUES		702,018.00	53,458.08	10,356.30	648,559.92	7.61
TOTAL EXPENDITURES		702,018.00	308,771.87	40,301.38	393,246.13	43.98
NET OF REVENUES & EXPENDITURES		0.00	(255,313.79)	(29,945.08)	255,313.79	100.00

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 203 - LOCAL STREET FUND						
Revenues						
Dept 030 - REVENUES						
203-030-400.000	ALLOCATED FROM CUR YR FD BAL	88,846.00	0.00	0.00	88,846.00	0.00
203-030-548.000	METRO ACT FUNDS	9,000.00	8,902.13	0.00	97.87	98.91
203-030-549.000	STATE HIGHWAY RECEIPTS	207,000.00	13,345.99	0.00	193,654.01	6.45
203-030-581.000	SAW GRANT PROCEEDS	29,651.00	0.00	0.00	29,651.00	0.00
203-030-689.000	TRANSFER FROM W/WW FUNDS	509,850.00	0.00	0.00	509,850.00	0.00
203-030-691.000	TRANSFER FROM GENERAL FUND	839,922.00	439,053.09	169,752.64	400,868.91	52.27
203-030-692.000	ROAD MILLAGE FUNDS	89,192.00	0.00	0.00	89,192.00	0.00
Total Dept 030 - REVENUES		1,773,461.00	461,301.21	169,752.64	1,312,159.79	26.01
TOTAL REVENUES		1,773,461.00	461,301.21	169,752.64	1,312,159.79	26.01
Expenditures						
Dept 451 - CONSTRUCTION						
203-451-705.000	CONSTRUCTION SALARIES/WAGES	2,100.00	4,425.18	1,570.90	(2,325.18)	210.72
203-451-709.000	OVERTIME	200.00	509.98	235.96	(309.98)	254.99
203-451-713.000	MEDICAL INSURANCE	292.00	628.29	389.96	(336.29)	215.17
203-451-714.000	SOCIAL SECURITY	173.00	366.04	131.13	(193.04)	211.58
203-451-715.000	PENSION	5,000.00	2,573.40	1,112.86	2,426.60	51.47
203-451-818.000	ENGINEERING	135,900.00	13,165.77	11,760.57	122,734.23	9.69
203-451-860.000	CONSTRUCTION MOTOR POOL	2,100.00	672.40	0.00	1,427.60	32.02
203-451-981.100	SAW GRANT	32,946.00	6,480.43	1,098.82	26,465.57	19.67
203-451-987.000	STREET CONSTRUCTION	1,009,300.00	121,408.20	121,408.20	887,891.80	12.03
Total Dept 451 - CONSTRUCTION		1,188,011.00	150,229.69	137,708.40	1,037,781.31	12.65
Dept 463 - ROUTINE MAINTANCE						
203-463-705.000	SALARIES- MAINTENANCE	56,500.00	29,418.49	6,767.63	27,081.51	52.07
203-463-706.000	SALARIES - STREET SWEEPING	1,800.00	0.00	0.00	1,800.00	0.00
203-463-709.000	OVERTIME	1,600.00	258.48	0.00	1,341.52	16.16
203-463-713.000	MEDICAL INSURANCE	10,665.00	11,060.34	4,591.56	(395.34)	103.71
203-463-714.000	SOCIAL SECURITY	4,680.00	3,035.11	827.07	1,644.89	64.85
203-463-715.000	PENSION	35,000.00	21,774.08	8,681.87	13,225.92	62.21
203-463-716.000	UNEMPLOYMENT COMP	7.00	0.00	0.00	7.00	0.00
203-463-719.000	VACA/SICK EXPENSE	6,000.00	2,620.61	685.26	3,379.39	43.68
203-463-727.000	SUPPLIES	11,000.00	796.04	166.92	10,203.96	7.24
203-463-819.000	TREE REPLACEMENT	25,000.00	18,437.50	0.00	6,562.50	73.75
203-463-860.000	MOTOR POOL	59,000.00	13,299.07	0.00	45,700.93	22.54
203-463-930.000	ROUTINE MAINT. REPAIR & MAINT	150,000.00	186,849.44	789.00	(36,849.44)	124.57
Total Dept 463 - ROUTINE MAINTANCE		361,252.00	287,549.16	22,509.31	73,702.84	79.60
Dept 474 - TRAFFIC SERVICE						
203-474-705.000	SALARIES- TRAFFIC SERV	2,900.00	164.29	72.21	2,735.71	5.67
203-474-709.000	OVERTIME	700.00	0.00	0.00	700.00	0.00
203-474-713.000	MEDICAL INSURANCE	487.00	16.47	0.00	470.53	3.38
203-474-714.000	SOCIAL SECURITY	259.00	12.27	5.53	246.73	4.74
203-474-715.000	PENSION	2,100.00	1,325.42	541.81	774.58	63.12
203-474-727.000	SUPPLIES	2,500.00	744.06	0.00	1,755.94	29.76
203-474-860.000	MOTOR POOL	1,500.00	56.34	0.00	1,443.66	3.76

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 203 - LOCAL STREET FUND						
Expenditures						
Total Dept 474 - TRAFFIC SERVICE		10,446.00	2,318.85	619.55	8,127.15	22.20
Dept 478 - WINTER MAINTENANCE						
203-478-705.000	SALARIES- WINTER MAINT	31,400.00	198.63	198.63	31,201.37	0.63
203-478-706.000	SIDEWALK MAINTENANCE	5,300.00	0.00	0.00	5,300.00	0.00
203-478-709.000	OVERTIME	5,800.00	0.00	0.00	5,800.00	0.00
203-478-713.000	MEDICAL INSURANCE	8,129.00	126.04	97.01	8,002.96	1.55
203-478-714.000	SOCIAL SECURITY	3,629.00	173.53	46.41	3,455.47	4.78
203-478-715.000	PENSION	18,000.00	9,290.99	3,768.68	8,709.01	51.62
203-478-716.000	UNEMPLOYMENT COMP	6.00	0.00	0.00	6.00	0.00
203-478-719.000	VACA/SICK EXPENSE	6,000.00	2,146.35	448.61	3,853.65	35.77
203-478-727.000	SUPPLIES	12,500.00	312.47	0.00	12,187.53	2.50
203-478-860.000	MOTOR POOL	39,000.00	0.00	0.00	39,000.00	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		130,764.00	12,248.01	4,559.34	118,515.99	9.37
Dept 482 - ADMINISTRATION						
203-482-705.000	SALARIES - ADMINISTRATION	32,300.00	10,346.00	1,803.16	21,954.00	32.03
203-482-711.000	SAFETY EQUIPMENT	150.00	33.13	0.00	116.87	22.09
203-482-712.000	INSURANCE/LIFE/AD&D	98.00	70.02	0.00	27.98	71.45
203-482-713.000	MEDICAL INSURANCE	4,189.00	0.00	0.00	4,189.00	0.00
203-482-714.000	SOCIAL SECURITY	2,617.00	791.45	137.94	1,825.55	30.24
203-482-715.000	PENSION	15,630.00	6,848.35	2,414.94	8,781.65	43.82
203-482-716.000	UNEMPLOYMENT COMP	4.00	1.60	0.00	2.40	40.00
203-482-750.000	ADMINISTRATIVE FEE	15,000.00	0.00	0.00	15,000.00	0.00
203-482-808.000	PROF SVCS/ACCOUNTING/AUDIT	600.00	0.00	0.00	600.00	0.00
203-482-870.000	TRAINING/SCHOOL/TRAVEL	900.00	170.00	0.00	730.00	18.89
203-482-910.000	LIABILITY INS	1,600.00	365.90	0.00	1,234.10	22.87
203-482-911.000	INSURANCE/WORKERS COMP	9,900.00	9,338.46	0.00	561.54	94.33
Total Dept 482 - ADMINISTRATION		82,988.00	27,964.91	4,356.04	55,023.09	33.70
TOTAL EXPENDITURES		1,773,461.00	480,310.62	169,752.64	1,293,150.38	27.08
Fund 203 - LOCAL STREET FUND:						
TOTAL REVENUES		1,773,461.00	461,301.21	169,752.64	1,312,159.79	26.01
TOTAL EXPENDITURES		1,773,461.00	480,310.62	169,752.64	1,293,150.38	27.08
NET OF REVENUES & EXPENDITURES		0.00	(19,009.41)	0.00	19,009.41	100.00

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 206 - FIRE FUND						
Revenues						
Dept 030 - REVENUES						
206-030-400.000	ALLOCATION FROM CUR YR FD BAL	30,292.00	0.00	0.00	30,292.00	0.00
206-030-628.000	FIRE DEPT SERVICE FEES	230,108.00	245,376.39	(92,710.52)	(15,268.39)	106.64
206-030-690.000	MISCELLANEOUS INCOME	0.00	2,600.00	0.00	(2,600.00)	100.00
206-030-691.000	TRANSFER IN OTHER FUNDS	63,000.00	0.00	0.00	63,000.00	0.00
Total Dept 030 - REVENUES		323,400.00	247,976.39	(92,710.52)	75,423.61	76.68
TOTAL REVENUES		323,400.00	247,976.39	(92,710.52)	75,423.61	76.68
Expenditures						
Dept 040 - EXPENDITURES						
206-040-707.000	SALARIES/VOLUNTEERS/OFFICERS	93,000.00	25,268.30	6,431.66	67,731.70	27.17
206-040-714.000	SOCIAL SECURITY	7,000.00	1,933.06	492.03	5,066.94	27.62
206-040-727.000	SUPPLIES / HOSE	19,200.00	1,527.58	208.84	17,672.42	7.96
206-040-730.000	EQUIPMENT / MAINTENANCE	37,000.00	27,138.02	3,928.89	9,861.98	73.35
206-040-735.000	GAS / OIL	3,500.00	766.48	36.44	2,733.52	21.90
206-040-737.000	FIRE HYDRANT RENTAL	27,500.00	0.00	0.00	27,500.00	0.00
206-040-750.000	ADMINISTRATIVE FEE	5,000.00	0.00	0.00	5,000.00	0.00
206-040-850.000	RADIO MAINTENANCE	1,200.00	94.18	0.00	1,105.82	7.85
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	571.88	139.20	6,428.12	8.17
206-040-910.000	INSURANCE/LIABILITY & PROP	11,500.00	3,510.17	0.00	7,989.83	30.52
206-040-911.000	WORKERS COMPENSATION	3,000.00	3,345.12	0.00	(345.12)	111.50
206-040-940.000	BUILDING RENTAL/MAIN	30,000.00	0.00	0.00	30,000.00	0.00
206-040-970.000	CAPITAL OUTLAY	31,000.00	0.00	0.00	31,000.00	0.00
206-040-976.000	FIRE TRUCK REPLACEMENT	45,000.00	0.00	0.00	45,000.00	0.00
Total Dept 040 - EXPENDITURES		323,400.00	64,154.79	11,237.06	259,245.21	19.84
TOTAL EXPENDITURES		323,400.00	64,154.79	11,237.06	259,245.21	19.84
Fund 206 - FIRE FUND:						
TOTAL REVENUES		323,400.00	247,976.39	(92,710.52)	75,423.61	76.68
TOTAL EXPENDITURES		323,400.00	64,154.79	11,237.06	259,245.21	19.84
NET OF REVENUES & EXPENDITURES		0.00	183,821.60	(103,947.58)	(183,821.60)	100.00

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 209 - CEMETERY FUND						
Revenues						
Dept 030 - REVENUES						
209-030-633.000	CHARGES FOR LOTS/SERVICES	20,000.00	14,047.50	955.00	5,952.50	70.24
209-030-691.000	TRANSFERS FROM GENERAL FUND	40,050.00	22,453.96	2,176.29	17,596.04	56.06
Total Dept 030 - REVENUES		60,050.00	36,501.46	3,131.29	23,548.54	60.79
TOTAL REVENUES		60,050.00	36,501.46	3,131.29	23,548.54	60.79
Expenditures						
Dept 040 - EXPENDITURES						
209-040-705.000	SALARIES/WAGES	9,000.00	3,502.29	579.02	5,497.71	38.91
209-040-709.000	OVERTIME	1,500.00	1,082.56	33.40	417.44	72.17
209-040-713.000	MEDICAL INSURANCE	800.00	572.02	89.29	227.98	71.50
209-040-714.000	SOCIAL SECURITY	800.00	340.68	45.20	459.32	42.59
209-040-715.000	CLEARING A/C RETIREMENT	0.00	165.66	22.48	(165.66)	100.00
209-040-727.000	SUPPLIES	2,000.00	1,128.72	0.00	871.28	56.44
209-040-730.000	REPAIRS/MAINTENANCE	10,000.00	367.50	65.00	9,632.50	3.68
209-040-740.000	TELEPHONE/UTILITIES	1,200.00	351.01	11.90	848.99	29.25
209-040-818.000	CONTRACTED SERVICES	25,000.00	18,750.00	3,125.00	6,250.00	75.00
209-040-860.000	MOTOR POOL	8,000.00	4,487.37	0.00	3,512.63	56.09
209-040-910.000	INSURANCE: LIABILITY/PROPERTY	550.00	200.42	0.00	349.58	36.44
209-040-911.000	INSURANCE: WORKERS COMP	1,200.00	1,115.04	0.00	84.96	92.92
Total Dept 040 - EXPENDITURES		60,050.00	32,063.27	3,971.29	27,986.73	53.39
TOTAL EXPENDITURES		60,050.00	32,063.27	3,971.29	27,986.73	53.39
Fund 209 - CEMETERY FUND:						
TOTAL REVENUES		60,050.00	36,501.46	3,131.29	23,548.54	60.79
TOTAL EXPENDITURES		60,050.00	32,063.27	3,971.29	27,986.73	53.39
NET OF REVENUES & EXPENDITURES		0.00	4,438.19	(840.00)	(4,438.19)	100.00

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 210 - AMBULANCE FUND						
Revenues						
Dept 030 - REVENUES						
210-030-626.000	CONTRACTUALS-MEDCD/MEDCR/BCBS	560,320.00	231,467.00	50,430.50	328,853.00	41.31
210-030-628.000	CONTRACT SERVICES	0.00	59,959.17	(14,868.54)	(59,959.17)	100.00
210-030-680.000	TOWNSHIP PARTICIPATION	87,956.00	3,630.39	0.00	84,325.61	4.13
210-030-690.000	DONATIONS	1,000.00	200.00	0.00	800.00	20.00
210-030-691.000	TRANSFERS FROM GENERAL FUND	87,956.00	60,309.89	11,093.21	27,646.11	68.57
Total Dept 030 - REVENUES		737,232.00	355,566.45	46,655.17	381,665.55	48.23
Dept 032 - REVENUES						
210-032-626.000	BOYNE VALLEY CONTRACTUALS	0.00	68,800.00	7,193.50	(68,800.00)	100.00
Total Dept 032 - REVENUES		0.00	68,800.00	7,193.50	(68,800.00)	100.00
Dept 040 - EXPENDITURES						
210-040-400.000	ALLOCATED TO FUND BALANCE	(33,880.00)	0.00	0.00	(33,880.00)	0.00
Total Dept 040 - EXPENDITURES		(33,880.00)	0.00	0.00	(33,880.00)	0.00
TOTAL REVENUES		703,352.00	424,366.45	53,848.67	278,985.55	60.33
Expenditures						
Dept 040 - EXPENDITURES						
210-040-707.000	WAGES	351,518.00	229,143.98	40,474.25	122,374.02	65.19
210-040-712.000	INSURANCE/LIFE, AD&D	300.00	79.34	0.00	220.66	26.45
210-040-713.000	MEDICAL INSURANCE	7,000.00	3,528.10	1,764.05	3,471.90	50.40
210-040-714.000	SOCIAL SECURITY	35,000.00	17,755.47	3,225.25	17,244.53	50.73
210-040-715.000	PENSION	5,244.00	2,247.99	522.82	2,996.01	42.87
210-040-716.000	UNEMPLOYMENT INSURANCE	5.00	0.00	0.00	5.00	0.00
210-040-719.000	VACATION/SICK EXPENSE	2,000.00	0.00	0.00	2,000.00	0.00
210-040-727.000	MEDICAL SUPPLIES	21,600.00	21,895.35	4,513.62	(295.35)	101.37
210-040-730.000	REPAIRS & MAINTENANCE	5,500.00	3,634.14	1,107.02	1,865.86	66.08
210-040-735.000	GAS & OIL	5,800.00	3,529.11	89.37	2,270.89	60.85
210-040-740.000	UTILITIES	2,500.00	971.57	220.47	1,528.43	38.86
210-040-819.000	CONTRACTED SERVICES-BILLING	11,700.00	4,960.00	1,920.00	6,740.00	42.39
210-040-850.000	RADIOS	1,500.00	0.00	0.00	1,500.00	0.00
210-040-854.000	UNIFORMS	3,500.00	1,378.39	1,267.09	2,121.61	39.38
210-040-860.000	MOTOR POOL	4,000.00	1,546.21	0.00	2,453.79	38.66
210-040-870.000	TRAINING	10,000.00	6,212.18	4,437.44	3,787.82	62.12
210-040-910.000	INSURANCE: LIABILITY/PROPERTY	3,500.00	1,193.34	0.00	2,306.66	34.10
210-040-911.000	INSURANCE: WORKERS COMP	4,254.00	5,575.20	0.00	(1,321.20)	131.06
210-040-940.000	FACILITIES RENT	25,000.00	0.00	0.00	25,000.00	0.00
210-040-957.000	BAD DEBT (UNCOLLECTIBLE)	35,780.00	10,593.53	2,267.57	25,186.47	29.61
210-040-957.100	BOYNE VALLEY BAD DEBT	0.00	12,694.78	(152.46)	(12,694.78)	100.00
210-040-970.000	CAPITAL OUTLAY/EQUIPMENT	15,000.00	0.00	0.00	15,000.00	0.00
210-040-971.000	VEHICLE REPLACEMENT	20,000.00	0.00	0.00	20,000.00	0.00
210-040-990.100	REPAYMENT TO GENERAL FUND PRIOR YR	132,651.00	0.00	0.00	132,651.00	0.00
210-040-999.000	CONTRACTUAL-MEDCD/MEDCR/BCBS	0.00	102,058.35	15,080.50	(102,058.35)	100.00
210-040-999.100	BOYNE VALLEY CONTRACTUALS	0.00	28,766.25	4,881.95	(28,766.25)	100.00
Total Dept 040 - EXPENDITURES		703,352.00	457,763.28	81,618.94	245,588.72	65.08

REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY  
 PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 210 - AMBULANCE FUND								
Expenditures								
TOTAL EXPENDITURES		703,352.00	457,763.28	81,618.94	245,588.72	65.08		
Fund 210 - AMBULANCE FUND:								
TOTAL REVENUES		703,352.00	424,366.45	53,848.67	278,985.55	60.33		
TOTAL EXPENDITURES		703,352.00	457,763.28	81,618.94	245,588.72	65.08		
NET OF REVENUES & EXPENDITURES		0.00	(33,396.83)	(27,770.27)	33,396.83	100.00		

REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY  
 PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 211 - SPECIAL PROJECTS FUND						
Revenues						
Dept 030 - REVENUES						
211-030-630.500	ARCHERY RANGE / DONATIONS	0.00	25.00	0.00	(25.00)	100.00
211-030-675.200	DOG PARK CONTRIBUTIONS	0.00	12,452.97	1,181.00	(12,452.97)	100.00
Total Dept 030 - REVENUES		0.00	12,477.97	1,181.00	(12,477.97)	100.00
TOTAL REVENUES		0.00	12,477.97	1,181.00	(12,477.97)	100.00
Expenditures						
Dept 040 - EXPENDITURES						
211-040-970.150	MEMORIAL BENCH	0.00	1,539.74	769.78	(1,539.74)	100.00
Total Dept 040 - EXPENDITURES		0.00	1,539.74	769.78	(1,539.74)	100.00
TOTAL EXPENDITURES		0.00	1,539.74	769.78	(1,539.74)	100.00
Fund 211 - SPECIAL PROJECTS FUND:						
TOTAL REVENUES		0.00	12,477.97	1,181.00	(12,477.97)	100.00
TOTAL EXPENDITURES		0.00	1,539.74	769.78	(1,539.74)	100.00
NET OF REVENUES & EXPENDITURES		0.00	10,938.23	411.22	(10,938.23)	100.00

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2019	MONTH 09/30/2019	INCREASE (DECREASE)	BALANCE	
			NORMAL (ABNORMAL)			NORMAL (ABNORMAL)	
Fund 213 - FARMERS MARKET FUND							
Revenues							
Dept 030 - REVENUES							
213-030-579.000	GRANTS-STATE/FEDERAL	(1,285.00)	2,000.00		0.00	(3,285.00)	(155.64)
213-030-642.000	MISC INCOME	10,500.00	1,871.29		0.00	8,628.71	17.82
213-030-642.100	BAG SALES	0.00	120.00		63.00	(120.00)	100.00
213-030-642.150	DONATIONS	0.00	31.00		0.00	(31.00)	100.00
213-030-642.250	FOOD TRUCK RALLY	12,000.00	15,072.95		177.25	(3,072.95)	125.61
213-030-642.500	POINSETTIA SALES	300.00	0.00		0.00	300.00	0.00
213-030-642.650	MARKET MONEY PURCHASE\	100.00	0.00		0.00	100.00	0.00
213-030-642.700	DAILY VENDOR FEE	25,725.00	550.00		200.00	25,175.00	2.14
213-030-642.725	VENDOR FEE SUMMER 10 FT	0.00	3,175.00		550.00	(3,175.00)	100.00
213-030-642.750	VENDOR FEE-SUMMER 20 FT	0.00	20,225.00		1,925.00	(20,225.00)	100.00
213-030-642.775	VENDOR FEE - WINTER	3,000.00	240.00		240.00	2,760.00	8.00
Total Dept 030 - REVENUES		50,340.00	43,285.24		3,155.25	7,054.76	85.99
TOTAL REVENUES		50,340.00	43,285.24		3,155.25	7,054.76	85.99
Expenditures							
Dept 040 - EXPENDITURES							
213-040-705.000	SALARIES - PLANNING	21,060.00	7,405.20		1,037.00	13,654.80	35.16
213-040-714.000	SOCIAL SECURITY	1,600.00	566.49		79.32	1,033.51	35.41
213-040-716.000	UNEMPLOYMENT INSURANCE	5.00	2.29		0.00	2.71	45.80
213-040-727.000	SUPPLIES	500.00	71.59		71.59	428.41	14.32
213-040-731.000	POSTAGE	50.00	0.00		0.00	50.00	0.00
213-040-732.000	MEMBERSHIP DUES/MML	400.00	0.00		0.00	400.00	0.00
213-040-750.150	BAG MATERIALS	0.00	341.15		0.00	(341.15)	100.00
213-040-750.250	FOOD TRUCK RALLY	12,000.00	8,277.42		0.00	3,722.58	68.98
213-040-750.260	POINSETTIA FUNDRAISER	300.00	0.00		0.00	300.00	0.00
213-040-750.300	MARKET MONEY	400.00	0.00		0.00	400.00	0.00
213-040-750.350	OUTDOOR MARKET	350.00	62.00		0.00	288.00	17.71
213-040-750.360	OUTDOOR MARKET MUSIC	975.00	787.50		0.00	187.50	80.77
213-040-750.370	SNAP REIMBURSEMENT	3,000.00	1,020.00		308.00	1,980.00	34.00
213-040-750.380	DOUBLE UP FOOD BUCKS	2,500.00	1,110.00		368.00	1,390.00	44.40
213-040-750.390	SENIOR PROJECT FRESH	2,500.00	1,334.00		690.00	1,166.00	53.36
213-040-750.400	WIC	2,500.00	1,177.00		715.00	1,323.00	47.08
213-040-870.000	TRAINING AND SCHOOLS	500.00	0.00		0.00	500.00	0.00
213-040-900.000	ADVERTISING/PUBLSHNG/ORDINANCE	1,000.00	0.00		0.00	1,000.00	0.00
213-040-900.400	WINTER PROMOTION	700.00	0.00		0.00	700.00	0.00
Total Dept 040 - EXPENDITURES		50,340.00	22,154.64		3,268.91	28,185.36	44.01
TOTAL EXPENDITURES		50,340.00	22,154.64		3,268.91	28,185.36	44.01
Fund 213 - FARMERS MARKET FUND:							
TOTAL REVENUES		50,340.00	43,285.24		3,155.25	7,054.76	85.99
TOTAL EXPENDITURES		50,340.00	22,154.64		3,268.91	28,185.36	44.01
NET OF REVENUES & EXPENDITURES		0.00	21,130.60		(113.66)	(21,130.60)	100.00

REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY  
 PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 226 - RUBBISH COLLECTION FUND						
Revenues						
Dept 030 - REVENUES						
226-030-691.000	TRANSFER IN FROM GENERAL FUND	0.00	62,769.52	21,260.00	(62,769.52)	100.00
Total Dept 030 - REVENUES		0.00	62,769.52	21,260.00	(62,769.52)	100.00
TOTAL REVENUES		0.00	62,769.52	21,260.00	(62,769.52)	100.00
Expenditures						
Dept 040 - EXPENDITURES						
226-040-818.000	CONTRACTED SERVICES	0.00	62,860.00	21,260.00	(62,860.00)	100.00
Total Dept 040 - EXPENDITURES		0.00	62,860.00	21,260.00	(62,860.00)	100.00
TOTAL EXPENDITURES		0.00	62,860.00	21,260.00	(62,860.00)	100.00
Fund 226 - RUBBISH COLLECTION FUND:						
TOTAL REVENUES		0.00	62,769.52	21,260.00	(62,769.52)	100.00
TOTAL EXPENDITURES		0.00	62,860.00	21,260.00	(62,860.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(90.48)	0.00	90.48	100.00

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 242 - BOYNE THUNDER FUND						
Revenues						
Dept 030 - REVENUES						
242-030-675.000	REVENUES	0.00	2,100.00	0.00	(2,100.00)	100.00
242-030-676.200	REGISTRATIONS	60,000.00	0.00	0.00	60,000.00	0.00
242-030-676.201	REGISTRATIONS 2018	0.00	91,447.46	0.00	(91,447.46)	100.00
242-030-676.220	50 / 50 DRAWING PROCEEDS	1,000.00	2,080.00	0.00	(1,080.00)	208.00
242-030-676.250	AUCTION PROCEEDS	50,000.00	598.00	0.00	49,402.00	1.20
242-030-676.270	BAR PROCEEDS	15,000.00	14,448.70	0.00	551.30	96.32
242-030-676.280	DINNER PROCEEDS	7,000.00	0.00	0.00	7,000.00	0.00
242-030-676.285	FOOD TRUCK REGISTRATIONS	800.00	900.00	0.00	(100.00)	112.50
242-030-676.290	MERCHANDISE SALES	20,000.00	26,327.75	365.40	(6,327.75)	131.64
242-030-676.295	ROOM RENTAL REVENUES	4,000.00	0.00	0.00	4,000.00	0.00
242-030-676.340	SPONSORSHIP	154,450.00	0.00	0.00	154,450.00	0.00
242-030-676.341	SPONSORSHIPS 2018	0.00	25,888.00	0.00	(25,888.00)	100.00
Total Dept 030 - REVENUES		312,250.00	163,789.91	365.40	148,460.09	52.45
TOTAL REVENUES		312,250.00	163,789.91	365.40	148,460.09	52.45
Expenditures						
Dept 040 - EXPENDITURES						
242-040-811.000	BOYNE THUNDER EXPENDITURES	0.00	2,000.00	0.00	(2,000.00)	100.00
242-040-811.200	MERCHANDISE	30,000.00	25,097.44	79.31	4,902.56	83.66
242-040-811.210	CAMP QUALITY	60,000.00	0.00	0.00	60,000.00	0.00
242-040-811.215	CHALLENGE MOUNTAIN	11,000.00	0.00	0.00	11,000.00	0.00
242-040-811.220	CONTRACT LABOR	2,000.00	3,637.50	750.00	(1,637.50)	181.88
242-040-811.240	INSURANCE	4,500.00	1,506.00	0.00	2,994.00	33.47
242-040-811.250	LICENSES AND PERMITS	100.00	0.00	0.00	100.00	0.00
242-040-811.260	MEALS AND ENTERTAINMENT	100,000.00	111,308.32	765.00	(11,308.32)	111.31
242-040-811.265	ALCOHOL / LIQUOR EXPENSE	8,000.00	5,838.69	0.00	2,161.31	72.98
242-040-811.270	ADVERTISING AND PUBLISHING	6,000.00	3,301.83	138.49	2,698.17	55.03
242-040-811.290	SALES TAX	800.00	0.00	0.00	800.00	0.00
242-040-811.300	SUPPLIES	5,000.00	2,494.15	0.00	2,505.85	49.88
242-040-811.305	UTILITIES / WEB DESIGN	500.00	18.17	0.00	481.83	3.63
242-040-811.310	TENT & STORAGE RENTAL	8,250.00	9,359.00	0.00	(1,109.00)	113.44
242-040-811.320	UTILITIES	1,100.00	1,339.75	649.00	(239.75)	121.80
242-040-811.350	PRIZES PAID	10,000.00	8,500.00	0.00	1,500.00	85.00
242-040-811.360	DOCKAGE FEES	5,500.00	4,859.50	511.50	640.50	88.35
242-040-811.380	AUCTION EXPENSES	5,000.00	300.00	0.00	4,700.00	6.00
242-040-811.385	AERIAL FILMING	12,000.00	23,630.17	0.00	(11,630.17)	196.92
242-040-811.390	PAYPAL EXPENSES	2,500.00	1,484.71	0.00	1,015.29	59.39
242-040-811.395	TRANSFER TO MAIN STREET FUND	40,000.00	0.00	0.00	40,000.00	0.00
Total Dept 040 - EXPENDITURES		312,250.00	204,675.23	2,893.30	107,574.77	65.55
TOTAL EXPENDITURES		312,250.00	204,675.23	2,893.30	107,574.77	65.55
Fund 242 - BOYNE THUNDER FUND:						
TOTAL REVENUES		312,250.00	163,789.91	365.40	148,460.09	52.45
TOTAL EXPENDITURES		312,250.00	204,675.23	2,893.30	107,574.77	65.55
NET OF REVENUES & EXPENDITURES		0.00	(40,885.32)	(2,527.90)	40,885.32	100.00

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
Dept 030 - REVENUES						
248-030-400.000	ALLOCATION FROM CUR YR FD BAL	19,156.00	0.00	0.00	19,156.00	0.00
248-030-405.000	CURRENT YEAR TAXES	292,263.00	220,707.92	220,707.92	71,555.08	75.52
248-030-670.000	PROMOTIONS COMMITTEE REVENUE	15,000.00	6,170.00	730.00	8,830.00	41.13
248-030-670.100	BOYNE APPETIT	4,000.00	0.00	0.00	4,000.00	0.00
248-030-670.300	WALKABOUT SCULPTURE SHOW	3,000.00	0.00	0.00	3,000.00	0.00
248-030-675.000	CONTRIBUTIONS	0.00	3.31	0.00	(3.31)	100.00
248-030-676.000	SPECIAL EVENTS - POKER RUN	40,000.00	0.00	0.00	40,000.00	0.00
Total Dept 030 - REVENUES		373,419.00	226,881.23	221,437.92	146,537.77	60.76
TOTAL REVENUES		373,419.00	226,881.23	221,437.92	146,537.77	60.76
Expenditures						
Dept 731 - EXPENDITURES						
248-731-705.000	SALARIES/WAGES	64,262.00	21,819.03	3,232.23	42,442.97	33.95
248-731-712.000	INSURANCE: LIFE/AD&D	250.00	85.78	0.00	164.22	34.31
248-731-713.000	MEDICAL INSURANCE	7,056.00	3,528.10	1,764.05	3,527.90	50.00
248-731-714.000	SOCIAL SECURITY	4,884.00	2,213.02	488.76	2,670.98	45.31
248-731-715.000	PENSION	4,242.00	1,921.69	459.46	2,320.31	45.30
248-731-716.000	UNEMPLOYMENT	10.00	1.47	0.00	8.53	14.70
248-731-719.000	SICK/VACATION	3,058.00	3,581.28	1,392.72	(523.28)	117.11
248-731-727.000	OFFICE SUPPLIES	1,000.00	165.70	0.00	834.30	16.57
248-731-728.000	OFFICE OPERATING EXPENSES	0.00	28.68	0.00	(28.68)	100.00
248-731-730.000	REPAIRS/MAINTENANCE	2,000.00	0.00	0.00	2,000.00	0.00
248-731-732.000	MEMBERSHIP DUES	3,350.00	3,000.00	0.00	350.00	89.55
248-731-740.000	UTILITIES/INTERNET SERVICE	732.00	358.06	80.14	373.94	48.92
248-731-750.000	ADMINISTRATIVE FEE	7,500.00	0.00	0.00	7,500.00	0.00
248-731-760.000	DESIGN COMM EXPENSES	2,250.00	0.00	0.00	2,250.00	0.00
248-731-762.000	DESIGN CAPITAL IMPROVEMENTS	77,500.00	5,000.00	0.00	72,500.00	6.45
248-731-763.000	STREETSCAPE AMENITIES	30,000.00	11,637.33	1,050.00	18,362.67	38.79
248-731-782.000	BUSINESS RECRUITMENT/RETENTION	8,500.00	1,521.81	0.00	6,978.19	17.90
248-731-812.000	ORGANIZATION COMM EXPENSES	1,500.00	2,042.99	166.50	(542.99)	136.20
248-731-870.000	EDUCATION/TRAVEL	5,925.00	2,379.32	925.00	3,545.68	40.16
248-731-900.000	ADVERTISING/PUBLISHING	15,000.00	8,168.25	475.00	6,831.75	54.46
248-731-902.000	PROMOTIONS COMMITTEE EXPENSES	12,000.00	2,000.00	400.00	10,000.00	16.67
248-731-910.000	PROMOTIONS COMMITTEE EVENTS	16,000.00	3,215.19	80.31	12,784.81	20.09
248-731-910.100	BOYNE APPETIT	4,000.00	0.00	0.00	4,000.00	0.00
248-731-910.200	WALKABOUT SCULPTURE SHOW	3,000.00	0.00	0.00	3,000.00	0.00
248-731-910.300	STROLL THE STRETS	16,000.00	14,068.40	2,793.40	1,931.60	87.93
248-731-940.000	FACILITIES RENT	8,400.00	2,750.00	550.00	5,650.00	32.74
248-731-942.000	SERVICE MAINTENANCE FEE	75,000.00	0.00	0.00	75,000.00	0.00
Total Dept 731 - EXPENDITURES		373,419.00	89,486.10	13,857.57	283,932.90	23.96
TOTAL EXPENDITURES		373,419.00	89,486.10	13,857.57	283,932.90	23.96
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		373,419.00	226,881.23	221,437.92	146,537.77	60.76
TOTAL EXPENDITURES		373,419.00	89,486.10	13,857.57	283,932.90	23.96
NET OF REVENUES & EXPENDITURES		0.00	137,395.13	207,580.35	(137,395.13)	100.00

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDT USED
			09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 251 - LDFA FUND						
Revenues						
Dept 000						
251-000-400.000	ALLOCATION FROM CUR YR FD BAL	101,156.00	0.00	0.00	101,156.00	0.00
Total Dept 000		101,156.00	0.00	0.00	101,156.00	0.00
Dept 030 - REVENUES						
251-030-402.000	PROPERTY TAX COLLECTIONS	150,344.00	125,295.12	125,295.12	25,048.88	83.34
Total Dept 030 - REVENUES		150,344.00	125,295.12	125,295.12	25,048.88	83.34
TOTAL REVENUES		251,500.00	125,295.12	125,295.12	126,204.88	49.82
Expenditures						
Dept 040 - EXPENDITURES						
251-040-740.000	UTILITIES	0.00	46.26	10.59	(46.26)	100.00
251-040-750.000	ADMINISTRATIVE FEE	500.00	0.00	0.00	500.00	0.00
251-040-808.000	COMMUNITY PROMOTION	30,000.00	6,500.00	0.00	23,500.00	21.67
251-040-818.000	ENGINEERING	2,500.00	0.00	0.00	2,500.00	0.00
251-040-819.000	PROFESSIONAL SERVICES	10,000.00	150.00	75.00	9,850.00	1.50
251-040-870.000	TRAINING/TRAVEL	500.00	0.00	0.00	500.00	0.00
251-040-900.000	ADVERTISING/PUBLISHING	3,000.00	2,775.00	0.00	225.00	92.50
251-040-968.000	DEPRECIATION	55,000.00	0.00	0.00	55,000.00	0.00
251-040-970.000	PROPERTY REPURCHASE	50,000.00	0.00	0.00	50,000.00	0.00
251-040-971.000	CAPITAL OUTLAY-ENTRANCE SIGN	100,000.00	0.00	0.00	100,000.00	0.00
Total Dept 040 - EXPENDITURES		251,500.00	9,471.26	85.59	242,028.74	3.77
TOTAL EXPENDITURES		251,500.00	9,471.26	85.59	242,028.74	3.77
Fund 251 - LDFA FUND:						
TOTAL REVENUES		251,500.00	125,295.12	125,295.12	126,204.88	49.82
TOTAL EXPENDITURES		251,500.00	9,471.26	85.59	242,028.74	3.77
NET OF REVENUES & EXPENDITURES		0.00	115,823.86	125,209.53	(115,823.86)	100.00

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
			NORMAL	(ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	BALANCE	
Fund 285 - MARINA FUND									
Revenues									
Dept 000									
285-000-400.000	ALLOCATION FROM CUR YR FD BAL	15,700.00	0.00		0.00		15,700.00		0.00
Total Dept 000		15,700.00	0.00		0.00		15,700.00		0.00
Dept 030 - REVENUES									
285-030-624.000	BOAT TRAILER PARKING / AIRPORT	700.00	1,375.00		55.00		(675.00)		196.43
285-030-628.000	MARINA USER FEES/SEASONAL	60,000.00	27,100.00		0.00		32,900.00		45.17
285-030-629.000	MARINA USER FEES	50,000.00	55,770.05		687.23		(5,770.05)		111.54
285-030-630.000	LAUNCH RAMP USER FEES	16,000.00	16,711.29		1,852.36		(711.29)		104.45
285-030-631.000	WATER STREET MARINA REVENUES	20,000.00	26,086.00		0.00		(6,086.00)		130.43
285-030-631.100	KRUEGER MARINA REVENUES	4,500.00	4,125.00		0.00		375.00		91.67
285-030-631.200	BOB KONUPEK MARINA	4,500.00	0.00		0.00		4,500.00		0.00
285-030-670.000	SALE OF ICE/MISC INCOME	1,500.00	1,663.50		65.00		(163.50)		110.90
285-030-680.000	GRANTS/STATE	5,000.00	0.00		0.00		5,000.00		0.00
Total Dept 030 - REVENUES		162,200.00	132,830.84		2,659.59		29,369.16		81.89
TOTAL REVENUES		177,900.00	132,830.84		2,659.59		45,069.16		74.67
Expenditures									
Dept 040 - EXPENDITURES									
285-040-705.000	SALARIES/WAGES	50,000.00	39,648.40		5,249.35		10,351.60		79.30
285-040-705.100	SALARIES - WATER STREET MARINA	6,500.00	7,657.00		900.00		(1,157.00)		117.80
285-040-709.000	OVERTIME	1,500.00	3,588.08		0.00		(2,088.08)		239.21
285-040-713.000	MEDICAL INSURANCE	700.00	465.44		6.47		234.56		66.49
285-040-714.000	SOCIAL SECURITY	4,600.00	3,885.38		470.31		714.62		84.46
285-040-715.000	PENSION COSTS	400.00	200.47		9.06		199.53		50.12
285-040-716.000	UNEMPLOYMENT COMPENSATION	200.00	5.52		0.00		194.48		2.76
285-040-727.000	SUPPLIES	6,500.00	4,954.28		389.08		1,545.72		76.22
285-040-727.100	SUPPLIES - WATER ST MARINA	500.00	0.00		0.00		500.00		0.00
285-040-727.200	WATER STREET MARINA REIMBURSEMENT	11,000.00	0.00		0.00		11,000.00		0.00
285-040-727.300	KRUEGER MARINA REIMBURSEMENT	2,300.00	0.00		0.00		2,300.00		0.00
285-040-727.350	KONUPEK	2,300.00	0.00		0.00		2,300.00		0.00
285-040-730.000	REPAIRS & MAINTENANCE	20,000.00	2,277.08		30.72		17,722.92		11.39
285-040-740.000	TELEPHONE/UTILITIES	12,000.00	5,074.38		731.51		6,925.62		42.29
285-040-754.000	UNIFORMS	500.00	590.65		0.00		(90.65)		118.13
285-040-818.000	CONTRACTED SERVICES	20,000.00	1,000.00		0.00		19,000.00		5.00
285-040-860.000	MOTOR POOL	3,500.00	711.26		0.00		2,788.74		20.32
285-040-870.000	TRAINING/TRAVEL	2,000.00	525.00		0.00		1,475.00		26.25
285-040-910.000	INSURANCE: LIABILITY/PROPERTY	1,300.00	200.42		0.00		1,099.58		15.42
285-040-911.000	INSURANCE: WORKERS COMP	1,100.00	1,115.04		0.00		(15.04)		101.37
285-040-970.000	CAPITAL OUTLAY/EQUIPMENT	5,000.00	0.00		0.00		5,000.00		0.00
285-040-975.000	BUILDINGS/EQUIPMENT	26,000.00	8,950.00		6,250.00		17,050.00		34.42
Total Dept 040 - EXPENDITURES		177,900.00	80,848.40		14,036.50		97,051.60		45.45
TOTAL EXPENDITURES		177,900.00	80,848.40		14,036.50		97,051.60		45.45

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REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDT USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 285 - MARINA FUND								
	TOTAL REVENUES	177,900.00	132,830.84	2,659.59	45,069.16	74.67		
	TOTAL EXPENDITURES	177,900.00	80,848.40	14,036.50	97,051.60	45.45		
	NET OF REVENUES & EXPENDITURES	0.00	51,982.44	(11,376.91)	(51,982.44)	100.00		

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 295 - AIRPORT FUND						
Revenues						
Dept 030 - REVENUES						
295-030-400.000	ALLOCATION FROM CUR YR FD BAL	3,986.00	0.00	0.00	3,986.00	0.00
295-030-625.000	AIRPORT GASOLINE SALES	65,000.00	62,707.02	8,550.90	2,292.98	96.47
295-030-630.100	DRAG RACE REGISTRATIONS	10,000.00	11,373.00	11,298.00	(1,373.00)	113.73
295-030-670.000	RENT	6,864.00	7,819.50	4,006.50	(955.50)	113.92
295-030-675.000	RENT - HANGAR	42,500.00	16,550.00	4,750.00	25,950.00	38.94
295-030-690.000	CHARGES FOR SERVICES/FEES	500.00	182.00	27.00	318.00	36.40
Total Dept 030 - REVENUES		128,850.00	98,631.52	28,632.40	30,218.48	76.55
TOTAL REVENUES		128,850.00	98,631.52	28,632.40	30,218.48	76.55
Expenditures						
Dept 040 - EXPENDITURES						
295-040-705.000	SALARIES/WAGES	6,250.00	3,101.82	685.50	3,148.18	49.63
295-040-713.000	MEDICAL INSURANCE	1,500.00	407.56	39.36	1,092.44	27.17
295-040-714.000	SOCIAL SECURITY	500.00	230.71	51.70	269.29	46.14
295-040-715.000	CLEARING A/C RETIREMENT	200.00	137.20	36.10	62.80	68.60
295-040-716.000	UNEMPLOYMENT COMPENSATION	100.00	0.00	0.00	100.00	0.00
295-040-727.000	SUPPLIES	5,000.00	229.37	147.50	4,770.63	4.59
295-040-730.000	REPAIRS/MAINTENANCE	3,000.00	7.78	7.78	2,992.22	0.26
295-040-736.000	AVIATION FUEL (FOR SALE)	60,000.00	0.00	0.00	60,000.00	0.00
295-040-740.000	TELEPHONE/UTILITIES	7,250.00	2,566.78	259.27	4,683.22	35.40
295-040-817.000	DRAG RACE EXPENSES	5,000.00	5,263.23	4,663.23	(263.23)	105.26
295-040-818.000	ENGINEERING	2,500.00	840.00	280.00	1,660.00	33.60
295-040-819.000	ENVIRONMENTAL	250.00	0.00	0.00	250.00	0.00
295-040-860.000	MOTOR POOL	8,000.00	1,825.05	0.00	6,174.95	22.81
295-040-870.000	TRAINING	1,000.00	0.00	0.00	1,000.00	0.00
295-040-880.000	EVENTS	2,000.00	0.00	0.00	2,000.00	0.00
295-040-910.000	INSURANCE: LIABILITY/EQUIPMENT	5,000.00	2,444.39	1,913.00	2,555.61	48.89
295-040-911.000	INSURANCE: WORKERS COMP	300.00	278.76	0.00	21.24	92.92
295-040-970.000	CAPITAL OUTLAY/EQUIPMENT	1,000.00	0.00	0.00	1,000.00	0.00
295-040-975.000	AIRPORT IMPROVEMENTS	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 040 - EXPENDITURES		128,850.00	17,332.65	8,083.44	111,517.35	13.45
TOTAL EXPENDITURES		128,850.00	17,332.65	8,083.44	111,517.35	13.45
Fund 295 - AIRPORT FUND:						
TOTAL REVENUES		128,850.00	98,631.52	28,632.40	30,218.48	76.55
TOTAL EXPENDITURES		128,850.00	17,332.65	8,083.44	111,517.35	13.45
NET OF REVENUES & EXPENDITURES		0.00	81,298.87	20,548.96	(81,298.87)	100.00

REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY  
 PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 370 - CITY FACILITIES DEBT FUND						
Revenues						
Dept 030 - REVENUES						
370-030-400.000	ALLOCATION FROM CUR YR FD BAL	10,482.00	0.00	0.00	10,482.00	0.00
370-030-402.000	PROPERTY TAX COLLECTION	430,856.00	362,140.85	266,987.86	68,715.15	84.05
Total Dept 030 - REVENUES		441,338.00	362,140.85	266,987.86	79,197.15	82.06
TOTAL REVENUES		441,338.00	362,140.85	266,987.86	79,197.15	82.06
Expenditures						
Dept 040 - EXPENDITURES						
370-040-970.000	INTEREST EXPENSE	176,338.00	0.00	0.00	176,338.00	0.00
370-040-990.000	PRINCIPAL	265,000.00	0.00	0.00	265,000.00	0.00
Total Dept 040 - EXPENDITURES		441,338.00	0.00	0.00	441,338.00	0.00
TOTAL EXPENDITURES		441,338.00	0.00	0.00	441,338.00	0.00
Fund 370 - CITY FACILITIES DEBT FUND:						
TOTAL REVENUES		441,338.00	362,140.85	266,987.86	79,197.15	82.06
TOTAL EXPENDITURES		441,338.00	0.00	0.00	441,338.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	362,140.85	266,987.86	(362,140.85)	100.00

REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY  
 PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 470 - CITY FACILITIES CONSTRUCTION FUND						
Revenues						
Dept 030 - REVENUES						
470-030-400.000	ALLOCATION FROM CUR YR FD BAL	35,000.00	0.00	0.00	35,000.00	0.00
470-030-664.000	INTEREST EARNINGS	15,000.00	4,696.04	0.00	10,303.96	31.31
Total Dept 030 - REVENUES		50,000.00	4,696.04	0.00	45,303.96	9.39
TOTAL REVENUES		50,000.00	4,696.04	0.00	45,303.96	9.39
Expenditures						
Dept 040 - EXPENDITURES						
470-040-970.000	CONSTRUCTION CITY FACILITIES	50,000.00	161.54	0.00	49,838.46	0.32
Total Dept 040 - EXPENDITURES		50,000.00	161.54	0.00	49,838.46	0.32
TOTAL EXPENDITURES		50,000.00	161.54	0.00	49,838.46	0.32
Fund 470 - CITY FACILITIES CONSTRUCTION FUND:						
TOTAL REVENUES		50,000.00	4,696.04	0.00	45,303.96	9.39
TOTAL EXPENDITURES		50,000.00	161.54	0.00	49,838.46	0.32
NET OF REVENUES & EXPENDITURES		0.00	4,534.50	0.00	(4,534.50)	100.00

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 590 - WASTEWATER FUND						
Revenues						
Dept 030 - REVENUES						
590-030-400.000	ALLOCATIONS FROM CUR YR FD BAL	300,485.00	0.00	0.00	300,485.00	0.00
590-030-403.000	DELQ ACCOUNTS - TAX ROLL	3,000.00	3,132.04	1,699.12	(132.04)	104.40
590-030-577.000	BOYNE USA GRANT REIMBURSEMENT	0.00	6,475.00	0.00	(6,475.00)	100.00
590-030-581.000	GRANTS - CDBG	494,000.00	0.00	0.00	494,000.00	0.00
590-030-581.100	SAW GRANT REVENUES	171,187.00	33,627.47	0.00	137,559.53	19.64
590-030-640.000	SOMMERSET RESERVE	0.00	3,698.73	3,698.73	(3,698.73)	100.00
590-030-641.000	WASTEWATER REVENUES	1,010,762.00	261,320.32	43,782.88	749,441.68	25.85
590-030-642.000	WASTEWATER CHGS/SVCS & FEES	4,000.00	634.02	0.00	3,365.98	15.85
590-030-643.000	WATER BILL PENALTIES	8,000.00	4,295.16	1,045.41	3,704.84	53.69
590-030-648.000	TAP IN FEES - WATER	10,000.00	17,778.50	1,527.00	(7,778.50)	177.79
590-030-664.000	INTEREST EARNINGS	1,700.00	0.00	0.00	1,700.00	0.00
590-030-690.000	MISCELLANEOUS INCOME	0.00	1,500.00	0.00	(1,500.00)	100.00
590-030-691.000	SRF LOAN PAYMENT - BOYNE MTN	226,422.00	19,235.80	15,335.80	207,186.20	8.50
Total Dept 030 - REVENUES		2,229,556.00	351,697.04	67,088.94	1,877,858.96	15.77
TOTAL REVENUES		2,229,556.00	351,697.04	67,088.94	1,877,858.96	15.77
Expenditures						
Dept 590 - EXPENDITURES						
590-590-705.000	SALARIES- WASTEWATER	109,266.00	40,364.77	7,884.04	68,901.23	36.94
590-590-709.000	OVERTIME- WASTEWATER	9,000.00	4,830.89	1,023.98	4,169.11	53.68
590-590-711.000	SAFETY EQUIPMENT	750.00	414.64	132.49	335.36	55.29
590-590-712.000	INSURANCE COST	200.00	84.32	0.00	115.68	42.16
590-590-713.000	MEDICAL INSURANCE	26,164.00	9,262.19	2,687.68	16,901.81	35.40
590-590-714.000	SOCIAL SECURITY	8,588.00	3,918.33	790.75	4,669.67	45.63
590-590-715.000	PENSION	30,000.00	15,819.19	4,935.85	14,180.81	52.73
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	6,019.08	938.34	3,980.92	60.19
590-590-726.000	LAB SUPPLIES	6,000.00	2,937.53	360.00	3,062.47	48.96
590-590-727.000	SUPPLIES	7,500.00	1,637.82	468.43	5,862.18	21.84
590-590-730.000	EQUIPMENT/MAINTENANCE	60,000.00	49,194.22	1,651.00	10,805.78	81.99
590-590-731.000	POSTAGE	1,600.00	668.58	110.00	931.42	41.79
590-590-735.000	GAS/OIL	4,000.00	1,709.19	0.00	2,290.81	42.73
590-590-740.000	TELEPHONE/UTILITIES	130,000.00	46,578.54	3,316.06	83,421.46	35.83
590-590-745.000	CHEMICALS	35,000.00	13,612.80	0.00	21,387.20	38.89
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	2,181.00	106.00	8,819.00	19.83
590-590-818.000	ENGINEERING	40,000.00	6,582.88	5,880.28	33,417.12	16.46
590-590-819.000	SRF	500.00	0.00	0.00	500.00	0.00
590-590-860.000	MOTOR POOL	7,000.00	362.72	0.00	6,637.28	5.18
590-590-861.000	VEHICLE EXPENSE	3,000.00	0.00	0.00	3,000.00	0.00
590-590-870.000	TRAINING/TRAVEL	3,000.00	1,096.90	0.00	1,903.10	36.56
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	862.37	0.00	8,137.63	9.58
590-590-911.000	WORKERS COMPENSATION	2,700.00	3,345.12	0.00	(645.12)	123.89
590-590-968.000	DEPRECIATION EXPENSE	310,000.00	0.00	0.00	310,000.00	0.00
590-590-970.000	CAPITAL OUTLAY	187,330.00	0.00	0.00	187,330.00	0.00
590-590-971.000	SAW GRANT	171,187.00	73,923.26	6,318.28	97,263.74	43.18
590-590-981.000	SEWER LINE CONSTRUCTION	494,000.00	270,191.46	253,916.46	223,808.54	54.69
590-590-990.000	SRF PRINCIPLE EXPENSE	450,000.00	0.00	0.00	450,000.00	0.00

REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY  
 PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 590 - WASTEWATER FUND						
Expenditures						
590-590-991.000	SRF INTEREST EXPENSE	70,510.00	35,254.72	0.00	35,255.28	50.00
Total Dept 590 - EXPENDITURES		<u>2,229,556.00</u>	<u>590,852.52</u>	<u>290,519.64</u>	<u>1,638,703.48</u>	<u>26.50</u>
TOTAL EXPENDITURES		<u>2,229,556.00</u>	<u>590,852.52</u>	<u>290,519.64</u>	<u>1,638,703.48</u>	<u>26.50</u>
Fund 590 - WASTEWATER FUND:						
TOTAL REVENUES		2,229,556.00	351,697.04	67,088.94	1,877,858.96	15.77
TOTAL EXPENDITURES		<u>2,229,556.00</u>	<u>590,852.52</u>	<u>290,519.64</u>	<u>1,638,703.48</u>	<u>26.50</u>
NET OF REVENUES & EXPENDITURES		0.00	(239,155.48)	(223,430.70)	239,155.48	100.00

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGDG USED
		AMENDED BUDGET	NORMAL	09/30/2019 (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)		
Fund 592 - WATER FUND									
Revenues									
Dept 032 - REVENUES									
592-032-400.000	ALLOCATION FROM CUR YR FD BAL	179,606.00		0.00		0.00		179,606.00	0.00
592-032-403.000	DELINQUENT ACCOUNT/TAX ROLL	2,000.00		2,088.02		1,132.75		(88.02)	104.40
592-032-641.000	WATER USER FEES	655,178.00		159,887.21		43,078.71		495,290.79	24.40
592-032-642.000	WATER CHGS SERVICES & FEES	2,000.00		747.00		0.00		1,253.00	37.35
592-032-643.000	PENALTIES/LATE FEES	7,500.00		3,085.56		713.73		4,414.44	41.14
592-032-645.000	FIRE HYDRANT FEES	27,500.00		0.00		0.00		27,500.00	0.00
592-032-648.000	WATER TAP-IN FEES	20,000.00		17,972.30		0.00		2,027.70	89.86
592-032-664.000	INTEREST EARNINGS	500.00		0.00		0.00		500.00	0.00
592-032-672.000	SPECIAL ASSESSMENT	20,800.00		0.00		0.00		20,800.00	0.00
Total Dept 032 - REVENUES		915,084.00		183,780.09		44,925.19		731,303.91	20.08
TOTAL REVENUES		915,084.00		183,780.09		44,925.19		731,303.91	20.08
Expenditures									
Dept 592 - EXPENDITURES									
592-592-705.000	SALARIES- WATER DEPT	109,266.00		39,149.14		7,884.04		70,116.86	35.83
592-592-709.000	OVERTIME	16,000.00		5,560.00		1,123.76		10,440.00	34.75
592-592-711.000	SAFETY EQUIPMENT	1,000.00		367.50		0.00		632.50	36.75
592-592-712.000	INSURANCE COSTS - LIABILITY	200.00		84.32		0.00		115.68	42.16
592-592-713.000	MEDICAL INSURANCE	26,164.00		9,240.82		2,583.79		16,923.18	35.32
592-592-714.000	SOCIAL SECURITY	8,588.00		3,760.82		779.96		4,827.18	43.79
592-592-715.000	PENSION	30,000.00		15,643.04		4,922.73		14,356.96	52.14
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		4,295.06		674.66		5,704.94	42.95
592-592-727.000	SUPPLIES/MATERIALS	20,000.00		9,596.24		1,508.46		10,403.76	47.98
592-592-728.000	METERS/MATERIALS	25,000.00		8,102.36		0.00		16,897.64	32.41
592-592-730.000	REPAIRS/MAINTENANCE	55,000.00		11,218.47		95.00		43,781.53	20.40
592-592-731.000	POSTAGE	1,600.00		657.79		110.00		942.21	41.11
592-592-735.000	GAS/OIL PURCHASES	7,000.00		1,233.25		0.00		5,766.75	17.62
592-592-740.000	TELEPHONE/UTILITIES	50,000.00		21,276.26		4,544.22		28,723.74	42.55
592-592-745.000	CHEMICALS	12,000.00		2,632.75		812.00		9,367.25	21.94
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		776.00		526.00		8,224.00	8.62
592-592-818.000	ENGINEERING	15,000.00		7,566.56		5,880.28		7,433.44	50.44
592-592-860.000	MOTOR POOL	2,500.00		714.00		0.00		1,786.00	28.56
592-592-861.000	VEHICLE EXPENSE	4,000.00		123.33		121.04		3,876.67	3.08
592-592-870.000	TRAINING/TRAVEL	3,000.00		841.00		0.00		2,159.00	28.03
592-592-900.000	PUBLISHING	1,400.00		793.20		0.00		606.80	56.66
592-592-910.000	LIABILITY/BUILDING INSURANCE	3,800.00		2,517.24		0.00		1,282.76	66.24
592-592-911.000	WORKERS COMPENSATION	2,500.00		2,787.60		0.00		(287.60)	111.50
592-592-970.000	WATER SYSTEM CAPITAL OUTLAY	322,630.00		10,790.00		0.00		311,840.00	3.34
592-592-981.000	WATER LINE CONSTRUCTION	0.00		20,129.06		0.00		(20,129.06)	100.00
592-592-990.000	DWRP PRINCIPAL	105,000.00		0.00		0.00		105,000.00	0.00
592-592-990.100	WATER LINE EXTENSION PRINCIPAL	20,800.00		0.00		0.00		20,800.00	0.00
592-592-991.000	DWRP INTEREST	10,750.00		5,375.00		0.00		5,375.00	50.00
592-592-991.100	WATER LINE EXTENSION INTEREST	11,375.00		0.00		0.00		11,375.00	0.00
Total Dept 592 - EXPENDITURES		915,084.00		185,230.81		31,565.94		729,853.19	20.24
TOTAL EXPENDITURES		915,084.00		185,230.81		31,565.94		729,853.19	20.24

REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY  
 PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDT USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 592 - WATER FUND								
Fund 592 - WATER FUND:								
	TOTAL REVENUES	915,084.00	183,780.09	44,925.19	731,303.91	20.08		
	TOTAL EXPENDITURES	915,084.00	185,230.81	31,565.94	729,853.19	20.24		
	NET OF REVENUES & EXPENDITURES	0.00	(1,450.72)	13,359.25	1,450.72	100.00		

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 661 - MOTOR POOL FUND						
Revenues						
Dept 030 - REVENUES						
661-030-400.000	ALLOCATION FROM CUR YR FD BAL	165,514.00	0.00	0.00	165,514.00	0.00
661-030-608.000	BILLINGS WATER/WW FUND	9,500.00	308.16	0.00	9,191.84	3.24
661-030-609.000	BILLINGS MAJOR STREET	80,000.00	12,148.04	0.00	67,851.96	15.19
661-030-610.000	BILLINGS LOCAL STREET	101,600.00	14,027.81	0.00	87,572.19	13.81
661-030-611.000	BILLINGS GENERAL FUND	75,700.00	21,468.93	0.00	54,231.07	28.36
661-030-612.000	BILLINGS AIRPORT FUND	8,000.00	1,825.05	0.00	6,174.95	22.81
661-030-614.000	BILLINGS TO MARINA FUND	3,500.00	711.26	0.00	2,788.74	20.32
661-030-615.000	BILLINGS TO CEMETERY FUND	8,000.00	4,487.37	0.00	3,512.63	56.09
661-030-673.000	EQUIPMENT SALES	5,000.00	15,000.00	0.00	(10,000.00)	300.00
661-030-690.000	MISCELLANOUS INCOME	12,000.00	8,000.00	0.00	4,000.00	66.67
Total Dept 030 - REVENUES		468,814.00	77,976.62	0.00	390,837.38	16.63
TOTAL REVENUES		468,814.00	77,976.62	0.00	390,837.38	16.63
Expenditures						
Dept 040 - EXPENDITURES						
661-040-705.000	SALARIES- MOTOR POOL	1,500.00	1,085.38	428.75	414.62	72.36
661-040-706.000	SALARIES- COMPOST	5,000.00	1,547.97	114.35	3,452.03	30.96
661-040-709.000	OVERTIME- MOTOR POOL	5,000.00	16.55	0.00	4,983.45	0.33
661-040-713.000	MEDICAL INSURANCE	1,248.00	362.11	84.72	885.89	29.02
661-040-714.000	SOCIAL SECURITY	566.00	196.42	39.69	369.58	34.70
661-040-715.000	PENSION	20,000.00	11,688.26	4,101.18	8,311.74	58.44
661-040-727.000	SUPPLIES	27,000.00	8,188.11	3,163.09	18,811.89	30.33
661-040-730.000	EQUIPMENT MAINTENANCE	45,000.00	867.48	376.02	44,132.52	1.93
661-040-735.000	GAS AND OIL	30,000.00	7,126.73	0.00	22,873.27	23.76
661-040-740.000	TELEPHONE/UTILITIES	17,000.00	4,482.47	540.72	12,517.53	26.37
661-040-750.000	ADMINISTRATIVE FEE	5,500.00	0.00	0.00	5,500.00	0.00
661-040-818.000	CONTRACTED SERVICES	30,000.00	11,466.09	1,462.50	18,533.91	38.22
661-040-910.000	INSURANCE	11,000.00	3,510.22	0.00	7,489.78	31.91
661-040-911.000	INSURANCE/WORKERS COMPENSATION	1,000.00	0.00	0.00	1,000.00	0.00
661-040-968.000	DEPRECIATION	62,000.00	0.00	0.00	62,000.00	0.00
661-040-970.000	EQUIPMENT PURCHASES	207,000.00	750.00	0.00	206,250.00	0.36
Total Dept 040 - EXPENDITURES		468,814.00	51,287.79	10,311.02	417,526.21	10.94
TOTAL EXPENDITURES		468,814.00	51,287.79	10,311.02	417,526.21	10.94
Fund 661 - MOTOR POOL FUND:						
TOTAL REVENUES		468,814.00	77,976.62	0.00	390,837.38	16.63
TOTAL EXPENDITURES		468,814.00	51,287.79	10,311.02	417,526.21	10.94
NET OF REVENUES & EXPENDITURES		0.00	26,688.83	(10,311.02)	(26,688.83)	100.00

REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY  
 PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	09/30/2019 NORMAL (ABNORMAL)	MONTH 09/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 701 - TRUST & AGENCY FUND						
Expenditures						
Dept 000						
701-000-791.000	GENERAL FUND TRAILER PARK FEES	0.00	(76.00)	0.00	76.00	100.00
701-000-792.000	TRAILER PARK FEES DUE COUNTY	0.00	(76.00)	0.00	76.00	100.00
701-000-793.000	TRAILER PARK FEES DUE SCH/COUNTY	0.00	(2,128.00)	(456.00)	2,128.00	100.00
Total Dept 000		0.00	(2,280.00)	(456.00)	2,280.00	100.00
TOTAL EXPENDITURES		0.00	(2,280.00)	(456.00)	2,280.00	100.00
Fund 701 - TRUST & AGENCY FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	(2,280.00)	(456.00)	2,280.00	100.00
NET OF REVENUES & EXPENDITURES		0.00	2,280.00	456.00	(2,280.00)	100.00
TOTAL REVENUES - ALL FUNDS		15,088,242.00	5,829,912.17	2,670,285.18	9,258,329.83	38.64
TOTAL EXPENDITURES - ALL FUNDS		15,088,242.00	4,365,805.49	1,164,739.50	10,722,436.51	28.94
NET OF REVENUES & EXPENDITURES		0.00	1,464,106.68	1,505,545.68	(1,464,106.68)	100.00

**CITY OF BOYNE CITY**

To: Michael Cain, City Manager *Mc*

From: Tim Faas, Director of Public Works *TF*

Date: October 17, 2019

Subject: **License Agreement with TOMMBA on the  
Boyne Forest Trail System Project Recommendation**

**BACKGROUND:**

In 2013 the Top of Michigan Mountain Bike Association (TOMMBA) entered into an agreement with the Boyne City Public Schools for the development and use of surplus school property known as the Boyne School Forest Trail for mountain biking. Recently TOMMBA entered into a separate agreement with the Walloon Lake Association and Conservancy (WLAC) for the development, maintenance and use of 40 acres of recently acquired property west of the Boyne School Forest Trail for mountain biking.

The City of Boyne City has been an interested and supportive partner with TOMMBA, WLAC and the Boyne City Public Schools to further the objective of adding more mountain biking trails in the region. The City of Boyne City owns an 80 acre property, west of the above two properties, that would be developed by TOMMBA for future trails connecting all three properties creating a network of trails for varying rider skill levels. The City of Boyne City also owns a property off of Old Horton Bay Road which would ideally serve as a trailhead and parking lot for access to the combined Boyne Forest Trail system.

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

In addition, the City Clerk received a letter of support for the agreement from the Evangeline Township Supervisor which is included in the packet. Also attached is a letter from TOMMBA outlining some history in working together with the City and highlighting the approach it would take with the development of the trails.

**RECOMMENDATION:**

It is my recommendation that the City Commission approve entering into a license agreement with TOMMBA on the development, maintenance and use of a portion of city-owned property in Evangeline Township for the purpose of completing the Boyne Forest Trail System. Further, I would recommend that the City Manager to execute the documents.

Encl: Draft License Agreement between TOMMBA and the City of Boyne City  
Letter of Support from Evangeline Township dated August 13, 2019  
News Article from Nov 2018 on Mountain Bike Mecca  
Changes Summary  
Letter from TOMMBA dated September 23, 2019

**License Agreement  
Between  
City of Boyne City and Top of Michigan Mountain Bike Association**

This License Agreement ("Agreement") is made and entered into by and between the CITY OF BOYNE CITY ("CITY"), a Michigan municipal corporation, and the TOP OF MICHIGAN MOUNTAIN BIKE ASSOCIATION ("TOMMBA"), a local nonprofit mountain biking organization.

When used herein, "TOMMBA" includes TOMMBA and its representatives, volunteers, members, heirs, executors, administrators, successors, and assigns (jointly and severally).

**1. Definitions: For purposes of this Agreement the following terms shall be defined as follows:**

- a. "TOMMBA" means Top of Michigan Mountain Bike Association and its representatives.
- b. The "Property" means the four parcels of land owned by the City commonly known as the Old Horton Bay Road Property and the adjacent 80 acres located in Evangeline Township, Charlevoix County, Michigan, and legally detailed on Exhibit A attached.
- c. The "Trails" means the system of approximately twenty (20) miles of multi-use trails located on the Property, and those trails have been approved by the City. The term "Trails" includes a trail head. The Trails are initially depicted by the Concept Plan attached as Exhibit B. Upon any changes to the Concept Plan, the parties shall amend Exhibit B from time to time to reasonably describe the Trails.

**2. License:** CITY hereby grants a non-exclusive license (the "License") to TOMMBA, and TOMMBA hereby accepts the License from the CITY, on the terms and conditions hereinafter set forth. In consideration of this License, TOMMBA will make improvements to the Trails as provided herein. This license is personal to TOMMBA and does not run with the land.

**3. Benefits to the CITY and the Public:** TOMMBA will provide the following public benefits:

- a. **Trail building and maintenance:** TOMMBA has extensive volunteer experience with trail construction and maintenance and is willing to share such experience with the CITY at the Property pursuant to the terms hereof.
- b. **Promoting safety and protecting and enhancing natural resources:** Simply by being present and by observing and reporting.
- c. **Observing and Reporting:** If TOMMBA observes any issues with safety or violations of Property rules by users, TOMMBA will report those to CITY. CITY will provide to TOMMBA guidelines for reporting safety or other issues on the Property; these guidelines will be updated as needed.
- d. **Informing and Educating (But Not Enforcing):** If TOMMBA observes any issues with safety or violations of Property rules by users, then, to the extent (i) TOMMBA is comfortable speaking up, (ii) is knowledgeable about Property rules; and (iii) the situation seems unsafe, TOMMBA may inform and educate users

about the issue(s). TOMMBA shall remain professional and polite and shall not serve in an enforcement role.

4. **Site Improvements:** TOMMBA accepts access to the Property AS-IS with all risks and faults. Upon approval by CITY, TOMMBA may, at no cost to the CITY, enter that portion of the Property necessary to (i) to construct, install, improve, maintain & repair Trails, together with related improvements required or convenient for full use, function, and enjoyment of the Trails, such as bicycle racks, repair tools, informational and way-finding signs; and (ii) to make minor topographical changes to the surface of the Property for the necessity and convenience of locating and developing the Trail and related improvements. The Trails shall be constructed and maintained so as to minimize erosion and sedimentation and ensure proper drainage, utilizing best management practices, and shall be subject to all applicable laws, regulations, and permits. Prior to any construction, TOMMBA shall submit a written plan to CITY for review and approval. TOMMBA shall not undertake any Property modifications, beyond those on the approved plans, without written approval of CITY.
5. **Use:** The Trails and Property shall be used only for the purpose described herein. TOMMBA will conduct programs in compliance with this Agreement.
  - a. **Good standing.** Only TOMMBA members who are familiar with the Trails may access the Property. TOMMBA shall ensure that those accessing and using the Property are familiar with the Property and its prior uses.
  - b. **Rules.** Rules for Property use will be posted at the Property and on the CITY website and are attached hereto as Exhibit C, which may be amended from time-to-time. TOMMBA is responsible for adhering to these rules and any updates that might be issued. The CITY Director of Public Works is hereby delegated the authority to make and enforce such additional orders, rules, and/or regulations as, in his/her discretion, are necessary to fully comply with the purpose and intent of this Agreement. TOMMBA agrees to comply with the rules as updated and amended.
  - c. **Trash and recycling.** It is the responsibility of TOMMBA to keep the Trails and Property as clean as it was found following construction. TOMMBA shall remove all trash and recycling from the site after completion on any construction on the Property.
  - d. **Trail maintenance.** TOMMBA will provide all trail and trailhead maintenance to support the authorized uses under this agreement.
6. **Supervision:** TOMMBA shall exercise reasonable diligence in supervising its members. TOMMBA shall not conduct its trail construction & maintenance activities in any manner that might jeopardize the safety of users, the public, other site users, and/or cause any property damage. TOMMBA shall make every effort not to disturb other users and/or wildlife that may be present on the Property at the time of TOMMBA's activities.
7. **Marketing:** TOMMBA may use CITY's logo on any written materials and outreach associated with the Trails upon the consent of the City's City Manager. The City of Boyne City shall be named as the owner of the Property on any media outreach. Before providing any written materials to public media outlets, TOMMBA shall provide copies of such materials to the CITY staff contact for approval.

8. **Non-Transferrable:** This Agreement shall not be transferred or assigned by TOMMBA.
9. **CITY Rights:** CITY retains all land and property rights associated with the Property. This Agreement does not give TOMMBA any vested rights nor any preference/priority regarding any program or matter at the Property or any other CITY program.
10. **Fiscal Responsibility:** CITY is not fiscally responsible for TOMMBA or any programs of TOMMBA unless contractually agreed to in writing.
11. **Insurance:** TOMMBA will provide to CITY evidence of comprehensive general liability insurance of at least \$1,000,000 per occurrence naming the CITY as an additional insured with respect to the activities authorized in this Agreement prior to accessing the Property or scheduling any activities pursuant hereto. TOMMBA's liability insurance shall apply as primary insurance with respect to any other insurance or self-insurance programs afforded to CITY, and TOMMBA waives all rights of subrogation against CITY and its agents, representatives, officers, directors and employees for recovery of damages to the extent these damages are covered by insurance maintained by TOMMBA pursuant to this Agreement. The foregoing insurance requirements do not replace, waive, alter or limit the hold-harmless or indemnification provisions of this Agreement.
12. **Indemnify and Hold Harmless:** TOMMBA shall indemnify, defend (with counsel approved by CITY, which approval shall not be unreasonably withheld), and hold harmless CITY and its elected officials, directors, commissioners, legal representatives, agents, successors, assigns, employees, volunteers, and contractors (the "CITY Parties") from and against any and all assessed or incurred liabilities, costs, losses, orders, liens, penalties, damages, claims, causes of action, demands, and/or judgments (each, a "Claim") arising from, related to, or brought forth on account of any injury to or death of any person or damage to any property, personal or real, arising from or connected with any act or omission by TOMMBA or any person directly or indirectly employed by, acting as an agent for, or on the Property as a result of TOMMBA, including but not limited to willful misconduct, a negligent act, error, or omission, an ultra-hazardous activity, an activity giving rise to strict liability, or a defect in design, and including any such Claim that arises from conduct occurring before or after the Effective Date (defined below) of this Agreement. TOMMBA's indemnity obligation set forth above shall not apply to any Claim to the extent that the same arises from the active negligence or willful misconduct of CITY.

Acceptance of insurance certificates and endorsements required under this Agreement does not relieve TOMMBA from liability under this indemnification and hold-harmless clause. This indemnification and hold-harmless clause shall apply whether or not such insurance policies have been determined to be applicable to any of such damages or claims for damages.

TOMMBA agrees to be solely responsible for any and all liability, claims, loss, damages, costs and expenses, including attorneys' fees, arising out of or resulting from any injury to persons or damage to property which arise out of its access and use of the Property or any of CITY's property and facilities. TOMMBA agrees to defend, indemnify and hold harmless the CITY Parties against any and all such claims, demands, causes of action,

suits and expenses, arising out of or resulting from its access and use of the Property or any of CITY's property and facilities.

TOMMBA is aware that access and use of the Property and transportation to/from it presents certain risks, including but not limited to bodily injury, illness, death, loss or damage to personal property, and/or other safety-related dangers. TOMMBA further understands that activities involving open space, natural lands, hiking, and biking present inherent risks, including but not limited to variable weather, uneven ground, hill slopes, falling rocks, fences, potentially hazardous historic structures, power systems, wells and water systems, natural or human-made water features, potentially hazardous animals and plants, getting lost, and absence or delay of medical attention.

TOMMBA acknowledges these risks and certifies that TOMMBA is voluntarily participating and voluntarily assuming all risks, consequences, and potential liability for this participation. TOMMBA hereby waives, discharges, holds harmless, and releases from liability the CITY Parties from any and all liability, claims, causes of action, debts, and demands that may arise from TOMMBA's access and use of the Property or any of CITY's property and facilities. In the case of injury, accident, illness, or inability to complete an activity, TOMMBA will bear the full cost of any additional transportation or evacuation procedures performed by CITY or otherwise. TOMMBA understands and intends that this assumption of risk and release is binding on TOMMBA and TOMMBA's representatives, volunteers, members, heirs, executors, administrators, successors, and assigns.

**13. Liability Waivers, Volunteer Policies, Guests; Injuries:**

- a. **Liability waivers.** TOMMBA will be responsible for obtaining from each of its members accessing or using the Property liability waivers drafted and disseminated by TOMMBA in the form of Exhibit D attached.
- b. **Volunteer policies.** TOMMBA will be responsible for drafting and enforcing its own volunteer policies.
- c. **Guests.** TOMMBA will be fully responsible for the actions and omissions of TOMMBA guests (i.e., non-TOMMBA members), if any.
- d. **Injuries.** If any TOMMBA representative or guest is injured while on the Property, TOMMBA shall promptly thereafter provide to CITY a complete report of such injury.

**14. Term.** This License Agreement will renew from year to year unless terminated by the City or TOMMBA. This agreement, including the License granted by the City, may be terminated by either party upon sixty (60) days written notice to the other party, except the City may revoke the License at any time at the will of the City. The termination of this Agreement shall not relieve TOMMBA of its obligation owing the City prior to termination.

**15. General Provisions.** This Agreement and the items incorporated herein contain all of the matters of agreement of the parties hereto with respect to the matters herein. No provisions of this Agreement may be amended or modified without the written consent of both parties. The parties may execute this instrument in two or more counterparts, which shall, in the aggregate, be signed by all parties; each counterpart shall be deemed an original instrument as against any party who has signed it.

AGREED AND ACCEPTED:

**City of Boyne City**

\_\_\_\_\_  
Name:  
Its: City Manager

\_\_\_\_\_  
Date

**Top of Michigan Mountain Bike Association**

\_\_\_\_\_  
Name:  
Its:

\_\_\_\_\_  
Date

**CITY's primary contact for this Agreement (name, email, phone, mailing address):**

Michael Cain, City Manager  
[mcaain@boynecity.com](mailto:mcaain@boynecity.com)  
319 N Lake St  
Boyne City, MI 49712

**TOMMBA's primary contact for this Agreement (name, email, phone, mailing address):**

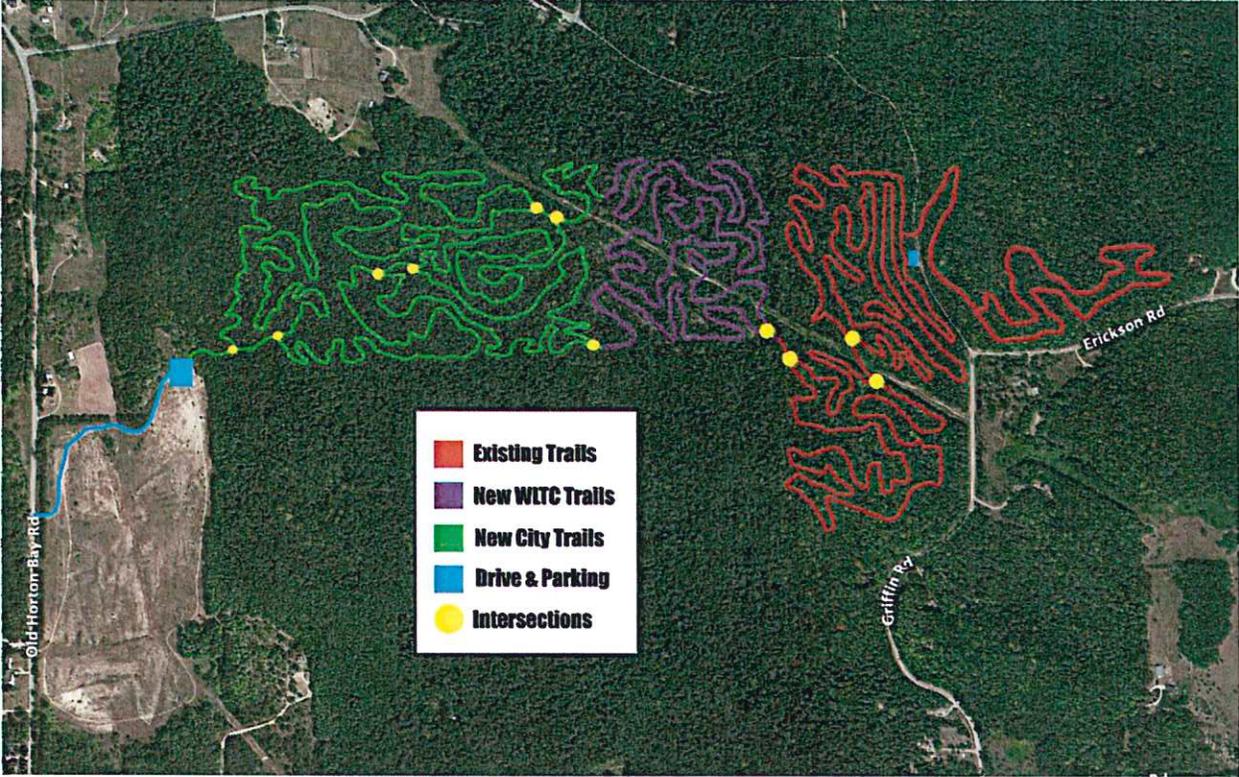
Steve Schnell  
[sschnell@tommba.org](mailto:sschnell@tommba.org)  
231-330-7070  
PO Box 112, Boyne City, MI 49712

**Documents attached and incorporated herein by this reference:**

- Exhibit A – Property Description
- Exhibit B – Concept Plan
- Exhibit C – Property Rules
- Exhibit D – Liability Waiver

**Exhibit A – Property Description**

Exhibit B – Concept Plan



## **Exhibit C – Property Rules**

This City-owned Property is open to the Public for Outdoor Recreational and Educational Purposes. While you're visiting, please respect property limits and keep area neighborhoods tranquil. Help us protect the plants, animals, and habitats that make these places special.

1. Stay on the trail
2. Carry out your trash
3. Keep pets on a leash

The following uses are strictly prohibited:

1. Motorized Vehicles
2. Snow mobiles
3. Camping along the Trail System
4. Removal of Plants
5. Dumping, and Fires Prohibited
6. Equestrian
7. Hunting

For more information, contact the City of Boyne City, Public Works Department 231/582-0375.

Exhibit D – Liability Waiver



*A friendly, progressive open space community*

August 13, 2019

Boyer City Commission:

We are writing on behalf of Evangeline Township in support of the use of the City-owned former landfill property in Evangeline Township for multi-use trails. This property has been dormant for many decades; recreational use of the northern 80 acres will add to a valuable resource for our region.

The collaboration we are experiencing in Evangeline Township is unprecedented. Working together, the Township, Boyne City Public Schools, Walloon Lake Conservancy, Michigan Department of Natural Resources and the Top of Michigan Mountain Bike Association has developed a trail network that serves multiple year-round uses. We welcome the City of Boyne City to join the collaboration.

The addition of the City-owned property to the trails network will bring a level of biking that is not currently available in Boyne: 9 miles of expert level trails in a forest canopy with long vistas. Adding this missing component will further enhance our outdoor resources and the destination appeal of Boyne City. Social, health and economic benefits will follow.

The recent acquisition by the Walloon Lake Conservancy of 40 acres of privately-owned property which connects the Boyne School Forest Trail and the City-owned property was conceived with trail building on the City property in mind. Upon completion, more than 20 miles of multi-use trails will be available in the Boyne Forest Trails System in Evangeline Township.

We recommend this worthy project for your consideration and approval.

Sincerely,



James Howell  
Supervisor

[Sign Up](#)

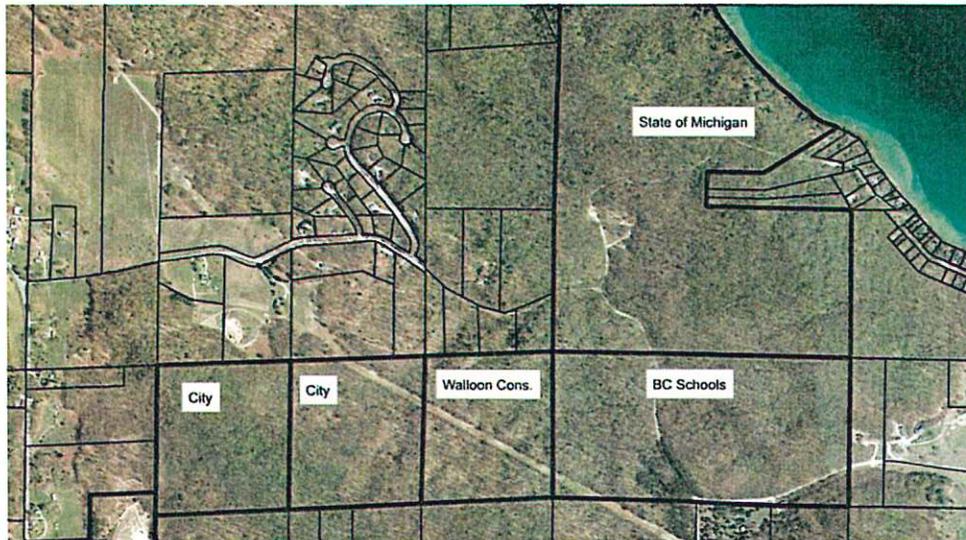
[Log In](#)

[https://www.petoskeynews.com/blue/collaborative-plan-could-be-a-mountain-biking-mecca-in-the/article\\_62045cd1-2b7f-5667-9f92-88f702a08040.html](https://www.petoskeynews.com/blue/collaborative-plan-could-be-a-mountain-biking-mecca-in-the/article_62045cd1-2b7f-5667-9f92-88f702a08040.html)

BOYNE CITY

## Collaborative plan could be a mountain biking mecca in the making

Steve Zucker (231) 439-9346 [szucker@petoskeynews.com](mailto:szucker@petoskeynews.com) Nov 26, 2018



This map, provided by Boyne City officials, shows the location of several properties in Charlevoix County's Evangeline Township that could ultimately become home to about 20 miles of mountain biking trails

[Buy Now](#)

Courtesy image/

**BOYNE CITY** — A proposed collaborative effort among a handful of Northern Michigan nonprofit and governmental entities could turn the Boyne City area into a mountain biking mecca.

At its regular semimonthly meeting on Nov. 13, the Boyne City City Commission gave its support by consensus for city officials to continue working with representatives from the Top of Michigan Mountain Biking Association on a plan that ultimately could result in a system of about 20 miles of trails on four parcels of property north of the city in Evangeline Township.

The association, which in 2016 spearheaded an effort to upgrade and expand the trail system at the city's Avalanche Preserve and in 2017 undertook a project to create 9 miles of trails on the Boyne City Public Schools' forest property on Erickson Road, is now proposing a plan that would tie the trails on the school property into a new network of trails on three neighboring parcels.

One of the nearby parcels is 80 acres of undeveloped city-owned property.

Situated between the city's 80 acres and the school district's property is a 40-acre parcel which the Walloon Lake Trust and Conservancy is in line to purchase. In earlier meetings with city officials, conservancy officials said they are supportive of a plan that would allow the property they intend to purchase to become part of a trail system. Additionally, city manager Michael Cain said Michigan Department of Natural Resources representatives have indicated some willingness to allow the same trail system to extend into state-owned property to the north of the school property.

If all the trails are ultimately constructed as tentatively proposed, it would result in about about 20 miles of trails of various difficulty among the four entities' properties, Cain said.

Heather Huffstutler, director of conservation programs with the conservancy, said the organization is under contract to purchase the property by April 1 and plans to soon begin a fundraising campaign to both pay for the property and provide some startup money for the trail-building efforts.

Michael Cortright with the Top of Michigan Mountain Bike Association noted the city-owned property is much like the Avalanche preserve property, which offers a wide array of riding experiences. He said the

trail system as a whole “would really help put Boyne on the map among areas considered to be top mountain biking destinations in the state such as Copper Harbor and Marquette.”

Cortright said the association estimates that the trail system could help bring as much as \$500,000 in tourism spending to the area annually.

Michelle Cortright, speaking on behalf of Evangline Township, said the township board fully supports the plan because it meets many of the township’s goals.

She also said she’s excited about the cooperative nature of the effort.

“I think this can be a model for collaboration for others to follow in the future,” Cortright said.

Cain said the plans have evolved significantly since discussions first began earlier this year.

“I didn’t foresee we’d get this far this quickly,” Cain said.

He noted that the effort matches well with the city’s and local Main Street Program’s goals to use recreation as a tool for economic development.

“Really this does build on our desire and earlier efforts to become a trail town community,” Cain said.

Although all of the commissioners supported the city moving forward in working with all of the groups involved on the trail plan, commissioner Dean Solomon said he is concerned about creating a project that is intended for just a single use on city property. He also said the

commission should be mindful of one of its recently approved goals of not taking on new projects before addressing the many other projects the city has in progress.

“One of the concerns is maintenance and long-term sustainability,” Solomon said.

He suggested that a memo of understanding among the parties involved — addressing who is responsible for ongoing upkeep — would help address some of these concerns.

Addressing some of Solomon’s concerns, the biking association’s Michael Cortright said all of the trails — although optimized for mountain biking — would be open for other uses such as hiking or snowshoeing. He also noted that there are already numerous two-track trails on the properties that might be more appealing to hikers.

He also noted that, much like the other paths the association has constructed in the area, these trails would be designed to be “sustainable” — meaning, they should be less susceptible to erosion and should not require much maintenance.

Cain noted that, as it stands currently, the association isn’t asking for anything from the city other than permission.

He said even if at some time in the future the trail system doesn’t work out, “all our other options (for using the property) are still available. There’s nothing that commits us that this has to be trails forever.”

Cain noted that city officials are also planning to investigate the feasibility of a select-cut timber harvest on the city’s property that could take place in conjunction with the trail construction.

The city manager said he would keep the commission updated as plans

on the part of all parties involved move forward.

## **TOMMBA Agreement Changes Summary**

### August Version

Document called a "Property Use Agreement"

Section entitled **Purpose**

Section on **Notifications**

Section on **Benefits to TOMMBA**

Section on **General Property Maintenance**

Section on **Right of Review**

Agreement may not be transferred

Section on **Insurance & Indemnity**

Section on **Liability Waivers**

Sections on **Term & Termination**

Three year term

30 day notice of termination

Section on **City's Rights**

### October Version

Document called a "License Agreement"

Section retitled **Definitions**

Agreement does not run with the land

Exhibit to be added with legal description of the parcels

Section deleted – not needed, will change over time

Section deleted – not relevant

Section deleted – unrelated to license

Section deleted – don't renew it if unacceptable

Agreement shall not be transferred

to be reviewed yet by our insurance carrier

language retained and Exhibit D added with form

Section was refined and combined

Annual license term with auto-renewal

60 day notice of termination

modified to be non-exclusive license

Boyne City Commission:

The Top of Michigan Mountain Bike Association (TOMMBA) has a long track record of coordinating volunteers in the creation of sustainable multi-use trails. TOMMBA volunteers have coordinated trail building in the Boyne area, including working closely with the City of Boyne City on multi-use trails at Avalanche. Like the City, TOMMBA support sustainable trail design and has coordinated over 2500 hours of volunteer trail maintenance.

TOMMBA is excited about leading the effort to create new multi-use trails on the City's Old Horton Bay Road property. Together, we will focus on safety and remove only those trees that will safeguard the wellbeing of users, preserving the desirable forest canopy.

The trails will be constructed sustainably, in adherence with the International Mountain Bike Association's guidelines. TOMMBA volunteers are also coordinating efforts to create trails on the property adjacent to the City-owned land, recently acquired by the Walloon Lake Trust & Conservancy, working to the high environmental standards of the Conservancy. The same set of environmental principles that were used on the Boyne School property and the Walloon Lake Conservancy property will be followed on the City's property. TOMMBA is committed to the environmental benefits of not logging the property at this time.

The Boyne Forest Trail System will become a "family of trails" that, upon completion, will provide more than 20 miles of multi-use trails. City property that has been inactive for decades will come alive with outdoor recreation activity.

Thank you for your consideration of the Agreement. We look forward to working with the City of Boyne City on another successful project.

Sincerely,

 9-25-2019

Scott Beal, Chair

Top of Michigan Mountain Bike Association

**CITY OF BOYNE CITY**

**To:** Michael Cain, City Manager *Mc*  
**From:** Scott McPherson, Planning Director *SM*  
**Date:** October 22, 2019  
**Subject:** Balsam Street Vacation Request Public Hearing

**Background**

An application for the vacation of a public way has been submitted by the Barron & Engstrom representing Thomas Stockbridge at 639 Woodland Drive. The application is requesting the entirety of Balsam Place be vacated from Woodland Drive to Shady Lane.

Currently 4 properties are accessed from Balsam Place which are 631, 639, 641, and 645 Woodland Street. The application petition included 647 Woodland however it appears this property is not adjacent to Balsam Street and the access for the property is entirely within the Woodland Street ROW. Three of the properties, 631, 639 and 641 are parcels bifurcated by Balsam Street. If the street is vacated permits for two new driveways from Woodland Street for 631 and 639 would be requested. The remaining properties would continue to use the existing access and driveways as currently configured. City sanitary sewer line is located in the developed portion of the street as shown in the attached vicinity map. The portion of the street that is proposed to be vacated is 33' wide and borders three properties. All the adjacent property owners have signed the petition for the application. As required the public notice for the vacation request was completed and in response to the notice a letter to the editor from Dorne Davis opposing the vacation request was submitted to the Boyne City Gazette (attached) and phone contact was received from a DTE representative citing concern regarding existing gas infrastructure and the need to reserve easements if the vacation request is approved. The developed portion of the street is currently plowed by the City and is designated on the City's Act 51 map. The proposal was reviewed by City Department heads and given the property is a developed street that is certified and maintained and there is existing public and private infrastructure within the street, and there have been no reported pedestrian or vehicle accidents on Balsam Street City staff saw no compelling need to vacate the street.

**Action**

The Planning Commission reviewed the request at their regular meeting on July 15, 2019 and based on findings that; the developed street is dead end (the potential for a future connection to Shady Lane would be eliminated, however the City has no current plans to improve Shady Lane); no future development potential on Balsam, safety of residents crossing street of a bisected parcels, and elimination of maintenance costs, the Planning Commission recommended the alley as requested be vacated. At the August 27, 2019 City Commission meeting the Commission reviewed the request and the report from the Planning Commission and determined that the application should proceed and directed staff to schedule a public hearing and distribute public notification in accordance with the required procedures. As

directed the required public notice was distributed and a public hearing was scheduled for October 22, 2019.

**Recommendation**

Review and consider all public input and make a determination on the proposed vacation request.

**Options**

1. Approve requested street vacation as proposed, pending the granting of all necessary easements for public and private utilities and following conditions:
  - a. The City will not plow or maintain Balsam Street or any connecting pavement to Woodland Street.
  - b. A legal description of the easement area must be provided.  
(A draft resolution has been provided should the Commission approve the request.)
2. Do not approve the proposed alley vacation
3. Postpone action on the request pending further information
4. Other action as determined by the Commission

**BARRON & ENGSTROM, P.L.C.**

**ATTORNEYS AND COUNSELORS AT LAW**

**P.O. BOX 309  
309 PETOSKEY AVENUE  
CHARLEVOIX, MICHIGAN 49720**

**DANIEL B. BARRON**  
[dbarron@barronengstrom.com](mailto:dbarron@barronengstrom.com)

**EDWARD F. ENGSTROM**  
[efengstrom@barronengstrom.com](mailto:efengstrom@barronengstrom.com)

**TELEPHONE: (231) 547-9950  
TELEFAX: (231) 547-2977  
[beplc@barronengstrom.com](mailto:beplc@barronengstrom.com)**

July 10, 2019

Scott McPherson  
Boyne City Planning/Zoning Department  
627 W. Michigan Ave.  
Boyne City, MI

Re: *Final Mile Investments, LLC v City of Boyne City, et al.*

Dear Mr. McPherson:

I have enclosed a completed Boyne City Planning Commission Public Way Vacation Application seeking to vacate Balsam Place of the Glenwood Beach Resort. I have included a statement as to the public interest and access issues. I also enclosed an ALTA survey depicting the area at issue and how access will be obtained. Any easements necessary for utilities and/or ingress/egress will arise or remain. All property owners on Balsam Place do not have a problem with it being vacated and signed the application.

Furthermore, you will find enclosed a check made payable to the City of Boyne City in the amount of \$500.00.

If you need any additional information, I will obtain it for you upon your request.

Very truly yours,

**BARRON & ENGSTROM, P.L.C.**

Edward F. Engstrom

EFE/an



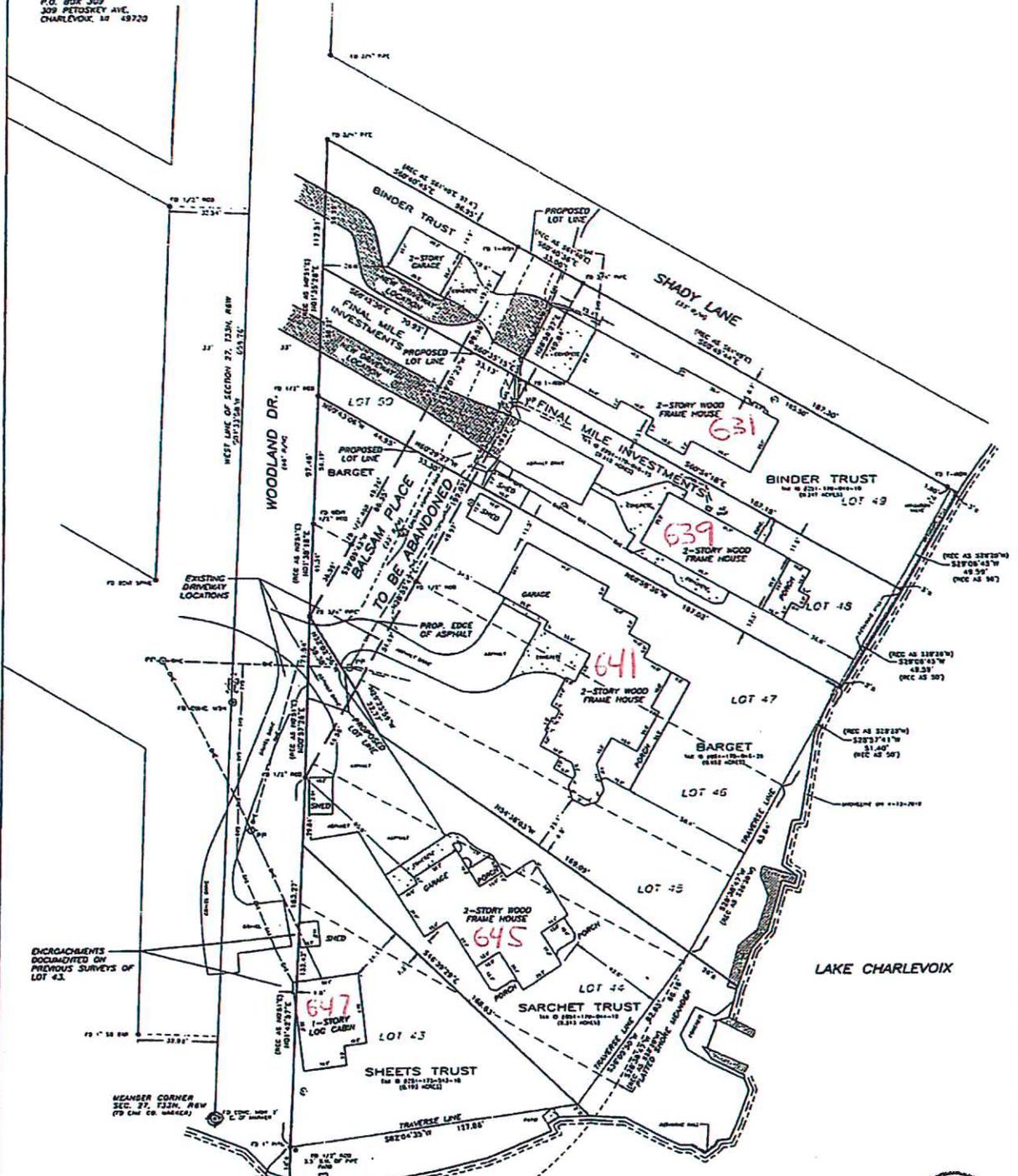
SCALE 1" = 20'  
 1" = 20'

CERTIFIED TO:  
 EDWARD ENGSTROM  
 BARRON & ENGSTROM P.L.C.  
 P.O. BOX 309  
 309 PETOSKEY AVE.  
 CHARLEVOIX, MI 49720

WEST 1/4 CORNER  
 SEC. 27, T33N, R6W  
 TO CONC. MONUMENT

ALTA/NSPS SURVEY  
 WITH PROPOSED DRIVE LOCATIONS

LOTS 43 - 50 & BALSAM PLACE  
 PLAT OF GLENWOOD BEACH RESORT  
 (BLK 1 OF PLAT, PAGE 83)  
 CITY OF BOWNE CITY, CHARLEVOIX COUNTY, MICHIGAN



ENCROACHMENTS DOCUMENTED ON PREVIOUS SURVEYS OF LOT 43.

MEMBER CORNER  
 SEC. 27, T33N, R6W  
 (TO CH. CO. MICHIGAN)

- LEGEND:**
1. DIMENSIONS ARE IN FEET AND DECIMALS THEREOF.
  2. DIMENSIONS ARE BASED ON PLAT NUMBER'S OF LOTS 43 - 50 UPON THE PLAT OF GLENWOOD BEACH RESORT.
  3. "W" DIMENSIONS POINTS INDICATED IN PLAT.
  4. "E" DIMENSIONS CO-ORDINATE MEASUREMENT FOUND IN PLAT.
  5. 1/2" x 3/4" STEEL PIPE WITH AN O.D. OF 1.315" IS SET AT ALL POINTS MARKED WITH IT.

- UTILITY LEGEND:**
- POWER POLE
  - GAS ANCHOR
  - STREET LAMP
  - TELEPHONE POLE
  - C&G POLE
  - ELECTRICAL TRANSMISSION
  - 1" WATER MAIN
  - 2" WATER MAIN
  - 4" WATER MAIN
  - 6" WATER MAIN
  - 8" WATER MAIN
  - 12" WATER MAIN
  - 18" WATER MAIN
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  - 414" WATER MAIN
  - 420" WATER MAIN
  - 426" WATER MAIN
  - 432" WATER MAIN
  - 438" WATER MAIN
  - 444" WATER MAIN
  - 450" WATER MAIN
  - 456" WATER MAIN
  - 462" WATER MAIN
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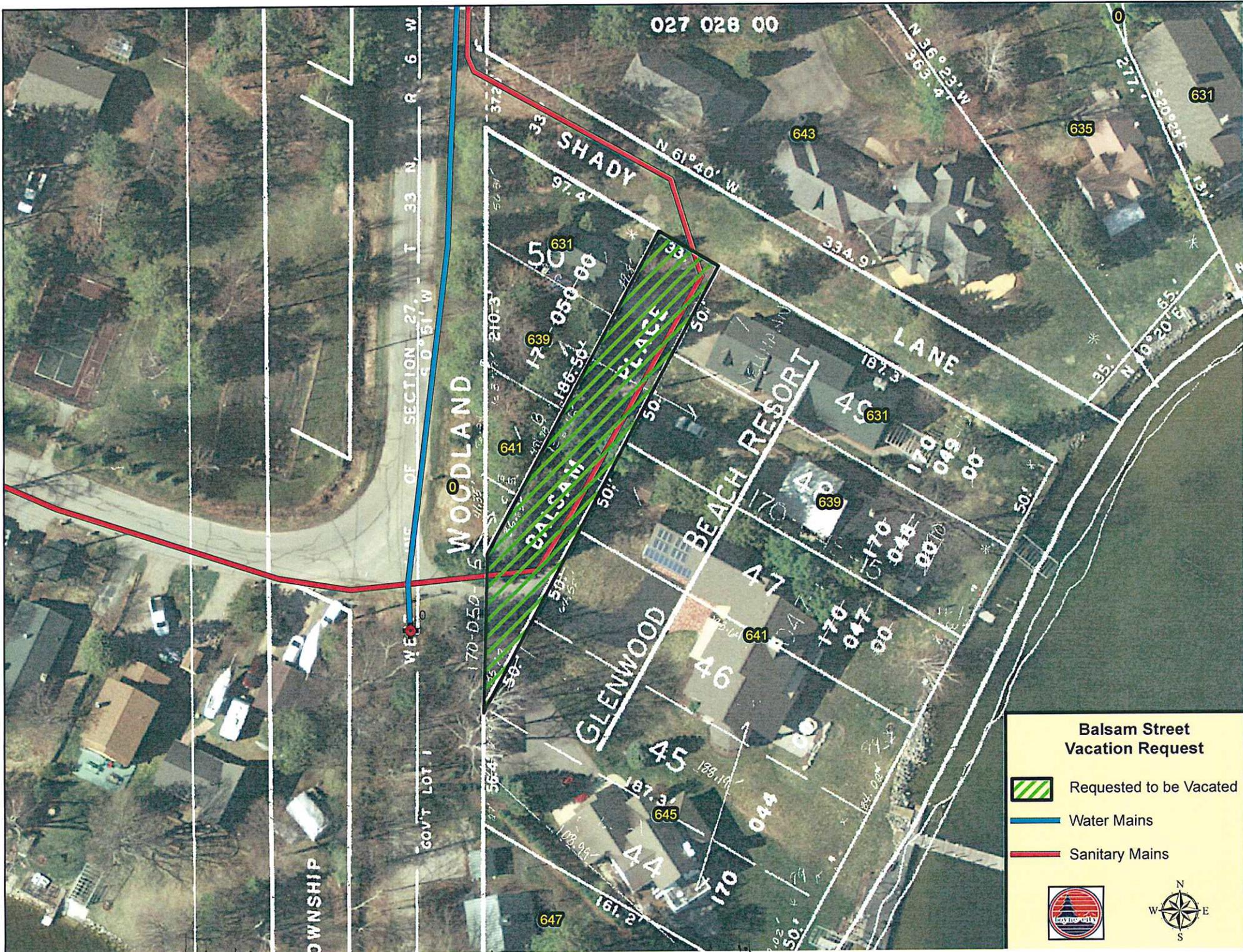
NOTE: NO TITLE COMMENT OR ALTA/NSPS TABLE "A" INFORMATION PROVIDED.

CERTIFICATION:  
 To BARRON & ENGSTROM, P.L.C.:  
 This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS. The survey was completed on April 15, 2018.  
 Date of Plat or Map: 4/15/2018  
 Scott A. Ferguson  
 P.S. 50448

FERGUSON & CHAMBERLAIN ASSOCIATES, INC.  
 PROFESSIONAL SURVEYORS  
 181 W. WINDOM STREET  
 CHARLEVOIX, MICHIGAN 49720  
 Phone: (231) 341-8882  
 Email: info@fergusonchamberlain.com

Survey No.	205	Date	04/15/2018
Client No.	549	Account No.	27294-12-219
Job No.	50-27294-19	Sheet	1 of 1
NO. DATE	REVISION	BY	

S



**Balsam Street  
Vacation Request**

-  Requested to be Vacated
-  Water Mains
-  Sanitary Mains







APPLICATION CHECKLIST:  
PUBLIC WAY VACATION

The following is a list of material which must be submitted with your application. For some applications, it will not be necessary to submit all of the listed materials. Consult with the Planning Department if you have any questions. Please do not turn in your application until all materials which apply to your proposal have been checked off. A hearing date will not be assigned until you application materials are complete.

Applicant to check  
if submitted

**Pre-Submittal Meeting**

A meeting with a planner is recommended prior to submittal



**Application**

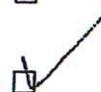
A petition form signed by the owners of the property abutting the portion of the street or alley to be vacated. If any petitioner is purchasing abutting or underlying property under a real estate contract, the seller of that property must also sign the vacation petition.



A statement of why the proposed vacation is in the public interest.



A statement explaining how no property will be denied direct access as a result of the vacation.

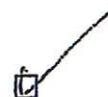


The legal description should be for a **full** street, alley, or easement vacation. Only in rare and unusual circumstances does the City approve a partial vacation.



**Fees**

A check to the City of Boyne City for the filing fee



**Plans**

Applicant to submit a map of area proposed to be vacated



*For Application submitted by Final Mile Investments, LLC  
to vacate Balsam Place*

**STATEMENT REGARDING WHY VACATION OF BALSAM PLACE  
IS IN THE PUBLIC'S INTEREST AND THE ACCESS ISSUE**

**Public Interest**

Balsam Place does not currently benefit the public except for the property owners that live along it. It is simply a road that is approximately 30 feet wide and 248.86 feet long used by the owners of the five homes exiting along it. Shady Lane which runs perpendicular to Balsam Place **will not** be effected in any manner.

The City will save in not having to maintain and/or plow Balsam Place and any funding it receives will be less then the benefit it will gain by having that road vacated for tax and other purposes. Allowing the vacation to occur will fulfill the City's mission statement of providing ethical and responsible local government.

Any existing utility easements for the benefit of the City and/or public will remain.

**Access**

The only purpose of Balsam Place is to provide the Sheets Trust, Sarchet Trust, Bruce and Net G. Barget, Final Mile Investment Group, LLC, and Binder Trust property owners ingress and egress. All of those property owners have signed the application agreeing Balsam Place can be vacated.

The owners of the Binder Trust and Final Mile Investments parcels will gain access by the new driveways depicted within the attached Alta survey. The owners of the three other parcels will gain access by the existing portion of balsam place they use to currently gain access with the appropriate easement(s) arising based upon it becoming private property if the vacation request is successful.

# LETTERS

SEND YOUR LETTERS TO EDITOR@BOYNEGAZETTE.COM

## REMEMBERING GRANDMA

**Editor:**  
Chris, I want to personally thank you for keeping my grandmother Shirley's legacy alive with your touching article (Sept. 18 edition). Growing up, I just knew I had the best grandparents in the world, but reading how she impacted your life brought tears to the eyes of my parents and I.

she got and couldn't be prouder when she became a great grandmother to my daughter, Brie—who she also spoiled! She was involved in every Boyne City activity she could find and truly left her mark on this town. Like you, her impression was felt and is fondly remembered by many.

Your tribute to her didn't go unnoticed, and I greatly enjoyed reading it.

*Lea Howie, Granddaughter of Shirley Howie  
Boyne City*

## DON'T VACATE BALSAM ST.

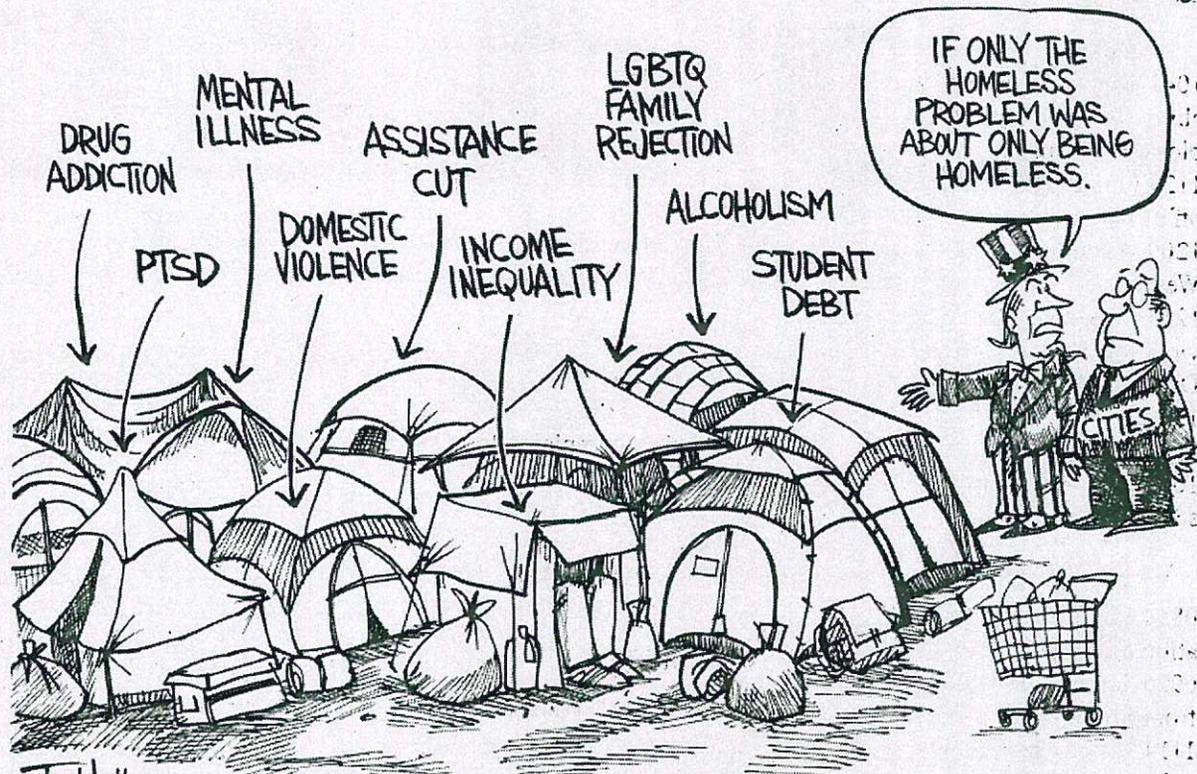
**Editor:**  
Please do not vacate Balsam Street.

It's the only prepared surface parking area allowing disabled citizens access to the shady Lane public access which is flat and level.

Please please don't shut out the handicapped from a scenic lake view and tranquil respite.

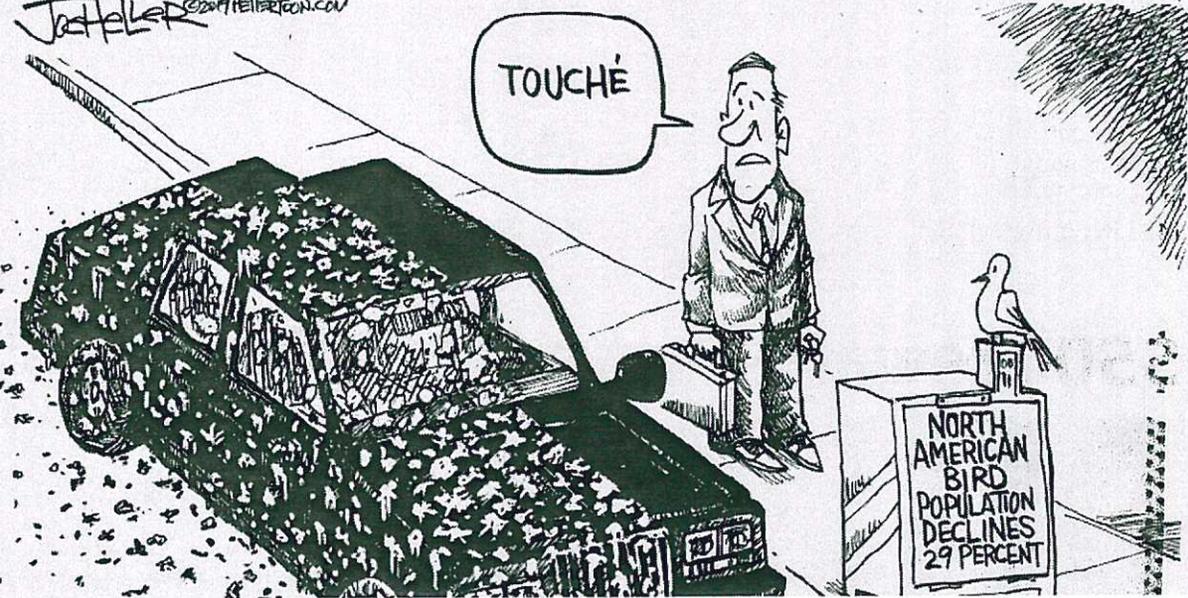
*Dorne Davis  
Boyne City and Mt. Pleasant*

She spoiled us every opportunity



Joe Heller © 2019 HELLERRETON.COM

Joe Heller © 2019 HELLERRETON.COM



—GUEST COMMENTARY— 10

# Your right to know

**RESOLUTION VACATING PORTIONS OF BALSAM PLACE**

CITY OF BOYNE CITY (a Michigan Municipal Corporation)

\_\_\_\_\_, 2019

Affecting property located in the City of Boyne City, County of Charlevoix, described as:

## RESOLUTION VACATING PORTIONS OF BALSAM PLACE

CITY OF BOYNE CITY (a Michigan Municipal Corporation)

\_\_\_\_\_, 2019

WHEREAS, the Home Rule City Act, Act 279 of 1909, MCL 117.1 et seq. (the "Home Rule City Act"), permits the City of Boyne City to provide in its Charter for the use, regulation, improvement and control of the surface of its streets, alleys and public ways and for the space above and beneath them. MCLA 117.4h(1). The Home Rule City Act has been interpreted by Michigan Courts grant cities the power to discontinue, vacate streets, alleys and public ways, or portions thereof.

WHEREAS, Final Mile Investment Group, LLC, a Michigan limited liability company ("Petitioner"), as owner of Lot 48, Glenwood Beach Resort, according to the Plat recorded in Liber 1 of Plats, Page 85, Charlevoix County Records, requested the City of Boyne City vacate a portion of Balsam Place lying between Lot 45 to Lot 49, Glenwood Beach Resort, as depicted in the Plat;

WHEREAS, Petitioner has represented to the City that Lots within the Plat have been modified or consolidated as follows:

- A. Lot 44 and Lot 45 were consolidated (Tax Parcel Code No. 051-170-044-10, owned by Betty Sarchet Trust);
- B. Lot 46, Lot 47, and a portion of Lot 50 were consolidated (Tax Parcel Code No. 051-170-046-25, owned by Defendant Bruce & Net G. Barget);
- C. Lot 48 and a portion of Lot 50 were consolidated (Tax Parcel Code No. 051-170-048-15, owned by Final Mile Investment Groups, LLC);
- D. Lot 49 and a portion of Lot 50 were consolidated (Tax Parcel Code No. 051-170-049-10, owned by Cynthia L. Binder Living Trust)

WHEREAS, the Michigan Land Division Act, Act 288 of 1967 as amended (the "LDA"), permits a municipality to discontinue and otherwise vacate an existing street, alley or other public land shown by a plat by resolution; and

WHEREAS, the portion of Balsam Avenue sought to be vacated is not within 25 meters of a lake or the general course of a stream as restricted under the LDA at Section 255(a) (MCL 560.255a);

WHEREAS, the City of Boyne City, determines that it is necessary for the health, welfare, comfort and safety of the people of the City of Boyne City to discontinue Balsam Avenue as described herein, **provided** the City of Boyne City for itself, its successors and

assigns, reserve an easement for public utility purposes and other public purposes within the street herein discontinued and **further provided** the City of Boyne City shall have no liability to adjacent property owners for the continuation of said utility easements.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF BOYNE CITY, that the City of Boyne City hereby discontinues and vacates only that portion of Balsam Avenue commonly described as the portion of Balsam Place lying between Lot 45 to Lot 49, Glenwood Beach Resort, as depicted in the Plat, legally described above and on **Exhibit A**.

BE IT FURTHER RESOLVED, that the City of Boyne City, for itself and other public utility companies, hereby reserves an easement in Balsam Street described above for public utility purposes (including construction, maintenance and reconstruction of utilities) and other public purposes within the right of way;

BE IT FURTHER RESOLVED, that the City of Boyne City, for itself and other public utility company, and their successors and assigns, reserves the right to repair, reconstruct, replace and maintain utilities in Balsam Street described above and shall not be liable to any adjacent property owner;

BE IT FURTHER RESOLVED, that adjacent property owners shall not place any object(s) within Balsam Street described above that will in any way interfere with the rights of the City of Boyne City, its successors or assigns, to service and replace the utilities in Balsam Street described above;

BE IT FURTHER RESOLVED that, consistent with the Michigan Land Division Act, this Resolution shall be recorded within 30 days with the Register of Deeds for Charlevoix County.

BE IT FURTHER RESOLVED that a copy of this Resolution shall also be sent to the State Treasurer's office.

\*\*\*\*\*

Cindy Grice, Clerk for the City of Boyne City, hereby certifies that the foregoing resolution was duly introduced and adopted at a regular meeting of the City Commission for the City of Boyne City held on this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Cindy Grice, City Clerk

STATE OF MICHIGAN                    )  
                                                  ) ss  
COUNTY OF CHARLEVOIX            )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2019, by Cindy Grice, City Clerk of CITY OF BOYNE CITY a Michigan municipal corporation, on behalf of the said corporation.

\_\_\_\_\_  
, Notary Public  
County, Michigan  
Acting in Charlevoix County, Michigan  
My Commission Expires:

Resolution prepared by and when recorded return to:  
James J. Murray  
Plunkett Cooney  
406 Bay Street, Ste. 300  
Petoskey, MI 49770  
231-348-6413

**EXHIBIT A**  
**LEGAL DESCRIPTION**

Open.06056.60760.22987622-1

# LCA/BC Demonstration Garden - Lessons Learned



# JUNE 9, 2019 DEDICATION

Months of work and dedication  
Future looked good



Then came high water



# Beginning of a long-term experiment

- Un-anticipated problems: storm waves repeatedly breaking over the sea-wall



wash out of bark mulch & small cobble



drowned plants near to the sea wall; challenged plants further back



Response of the committee: Reaffirmed our 3 year commitment  
Acknowledged we expected to learn from the experience

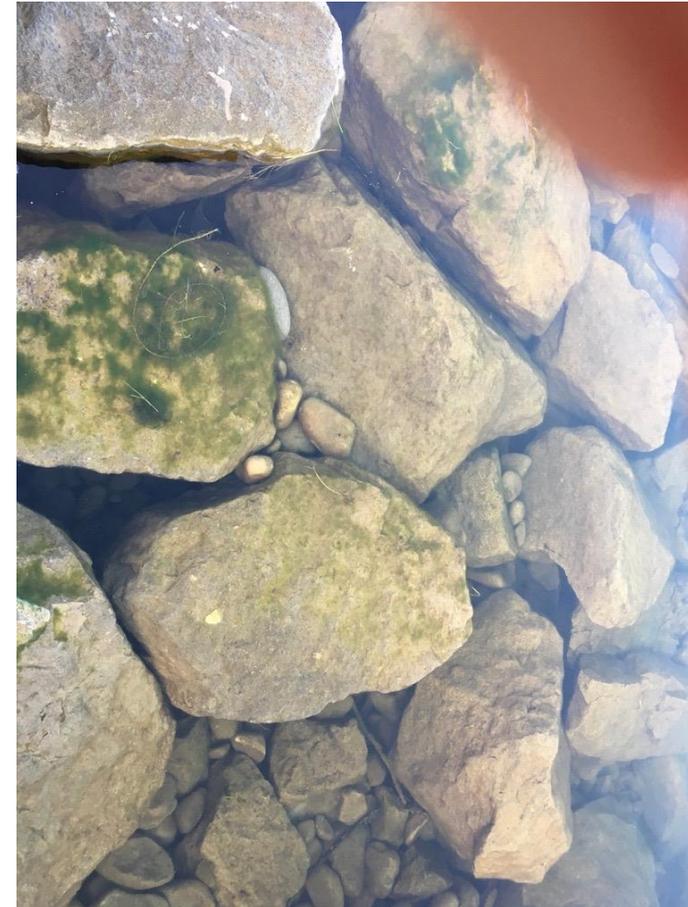


# What have we learned so far

- We've been reminded of our lake's uniqueness.
- No other inland lakes in our region have experienced a 4 foot rise in lake levels over the last 5 years.
- This means standard inland lake solutions may not work for us.



sea walls do not afford the protection their visual image suggests



# Our most successful plot, by Charlevoix Landscaping

- started with larger (3-5 gallon) plants,
- set them close together
- in a woven landscape fabric and
- used larger stone cobble.



# The plants which suffered the worst

- suffered the impact of the waves breaking over the seawall.
- Those which were just washed over survived,
  - although without the growth we'd expected to see in the first year
  - their survival points to the validity of what we are trying to do.



# How best to deal with the high water?

- Need further study
- Some have been drowned
- 5 years ago high, dry and ugly



# More long-term lessons

- Perhaps insufficient analysis of watery portion



# More long-term lessons

- The unanticipated problems are the most challenging
- when in doubt, go with nature
- Reminder that lakes are dynamic



# LCA: Committed to learning and sharing what we learn



**CITY OF BOYNE CITY**

To: Michael Cain, City Manager *Mc*  
 From: Tim Faas, Director of Public Works *TF*  
 Date: October 17, 2019  
 Subject: **Architectural & Engineering Services Firm Recommendation**

**BACKGROUND:**

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

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

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

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

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

The Parks & Recreation Commission unanimously supported the selection of Beckett & Raeder at its October 10<sup>th</sup> meeting. These services will be charged to the 2019/2020 Parks Budget - Account #101-751-808.000 (Professional Services).

**RECOMMENDATION:**

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

Encl: Summary of Costs & Hours  
Proposal from Beckett & Raeder dated Oct 1, 2019  
Parks & Recreation Plan Update Work Plan from Beckett & Raeder

Beckett & Raeder, Inc. (BRI) is pleased to submit for consideration a Work Plan for the Boyne City Five-Year Recreation Master Plan.

We have formed a Consultant Team with park and recreation specialists, planners, landscape architects, and community engagement specialists to assist the City in this important effort.

#### WORK PLAN

Through careful reading of your solicitations for services, we understand that the City of Boyne City desires to formulate a comprehensive plan for its park and recreation assets which is compliant with the Michigan Department of Natural Resources guidelines, and which will provide a decision-making framework for the elected and appointed officials with regard to the orderly and effective development of its recreation and open space assets. We further understand that this plan is to be firmly rooted in, and reflective of, residents' preferences and priorities.

Recreation is a service that should be integrated with other community services, such as transportation, planning, zoning, and public safety, and community initiatives like corridor revitalization and neighborhood preservation. We believe that the community should be part of every planning process, that every interaction between citizen and government is a chance to build a stronger relationship, and that this relationship is the key to building resilient, cohesive, prosperous communities.

Layered on the community input is the technical aspects of the recreation planning process where data and field work compile an assessment of what has been achieved, what needs to be transformed, and what needs to be developed. This is accomplished by using proprietary data sources, interactive GIS mapping, field assessment and collaboration with the City's recreation and development professionals. The result of this process renders a 2020-24 Recreation Plan that is aligned with other City plans, goals and objectives.

The Work Plan on the following pages presents an efficient and thorough process for achieving the goals above. The **Initiation and Organization** provides an opportunity for the City and Consultant Team to refine the Scope of Work, address key areas of concern, and exchange responsibilities. This first phase of the project also includes the document review and inventory.

BRI will take a deep look into available public and private data sources to develop a snapshot of the community, uncover trends, and determine the interaction and connection between natural and man-made environments. A thorough site investigation will be done of the parks to provide the City of Boyne City with a detailed inventory of the park system and an accessibility assessment.

People and Priorities involves community engagement. This task includes creating, hosting and implementing a new park and recreation survey and stakeholder input. Materials will be developed to educate the public about the Park and Recreation Planning process. City of Boyne City will be able to use the materials in their social media efforts, on the website, through direct mail and email notifications. BRI will compile all of the input gathered through the community engagement process and provide a final summary of results.

The Recreation Plan will be drafted and made available to the City for review. After the plan is reviewed by the Leadership team and edits are made, the plan will be made available for public

review and comment. The Consultant Team will work with the City to move the plan through the formal adoption process. The end result is a Recreation Plan that also meets the MDNR Guidelines.

## 1.0 Initiation & Organization

This initial phase of the process includes the kick-off meeting which establishes client expectations and finalization of any revisions to the work plan, meeting schedules, points of contact, and exchange of contact information.

<p><b>1.1 Preliminary Meeting</b></p> <ul style="list-style-type: none"> <li>BRI and the City of Boyne City to meet and discuss project expectations, a final work plan and special considerations. The City will provide all relevant previous planning reports, background information, and GIS data.</li> </ul>	<p><b>Ongoing Tasks</b> Establish communication process, Review existing documents, and establish Recreation Plan expectations.</p>
<p><b>1.2 Document Review</b></p> <ul style="list-style-type: none"> <li>BRI will review the City's suite of previous planning documents to identify elements which should be adopted into the Recreation Plan to ensure alignment with other City goals and objectives. All data which will influence the five-year plan will be taken into consideration.</li> </ul>	<p><b>Deliverables</b> Summary of document reviews and assessment of pertinent findings that influence parks and recreation planning.</p>
<p><b>1.3 Leadership Team</b></p> <ul style="list-style-type: none"> <li>The City will convene a Leadership team comprised of representatives from the Parks and Recreation Department staff and a Recreation Plan Subcommittee. The Leadership Team will meet as needed with BRI team members to guide project development, provide feedback, and approve work products.</li> </ul>	<p><b>Meetings (1)</b> Kick Off meeting (1)</p>

## 2.0 People and Place

This phase of the work plan involves a review of existing conditions which includes an understanding of the characteristics of the City residents and the place where they live. This information helps form the foundation and later the framework for the strategic plan.

<p><b>2.1 Demographic Review</b></p> <ul style="list-style-type: none"> <li>Characteristics of the City's population will be reviewed, with emphasis on trends and projections, particularly with regard to age, race, and household types. Information will be presented in an engaging, graphic format.</li> </ul>	<p><b>Ongoing Tasks</b> Review of existing conditions that influence park and recreation planning.</p> <p><b>Deliverables</b> Demographic dashboard Socio-Economic assessment Target Market Segmentation Pedestrian Shed Analysis Natural Features and Open Space Park and Facilities Non-Motorized Network</p>
<p><b>2.2 Socio Economic Review</b></p> <ul style="list-style-type: none"> <li>Conduct trends research as it affects community demographic, economic, culture, and leisure issues to impact the Parks and Recreation Services. BRI utilizes proprietary data sources to review target market segments which indicate preferences for various recreation and cultural venues.</li> </ul>	
<p><b>2.3 Pedestrian Shed Assessment</b></p> <ul style="list-style-type: none"> <li>Using proprietary demographic information BRI prepares a pedestrian shed 5-minute and 10-minute walk time analysis around each neighborhood park. This information provides age-related information that can be used to evaluate the type of facilities at the respective park and determine potential revisions that better reflect the immediate neighborhood.</li> </ul>	
<p><b>2.4 Built Systems</b></p> <ul style="list-style-type: none"> <li>Compile and review information on existing built systems including transportation networks, rail, and location of significant cultural and historic properties, existing land use patterns, and forecasted development patterns.</li> </ul>	
<p><b>2.5 Natural Systems</b></p>	
<ul style="list-style-type: none"> <li>Compile and review information on natural systems such as tributaries, wetlands, woodlands, and other natural components.</li> </ul>	

### 3.0 People and Priorities

Recreation is about people and this phase of the work plan is focused on gaining as much input from the community as reasonable. Specific tasks include development and analysis of a parks and recreation survey, coordinating and facilitating stakeholder sessions and community input sessions. All of this information is compiled to determine general reoccurring themes, community expectations and potential projects and programs. At the conclusion of this phase a meeting is held with the Leadership Team to review the findings.

3.1 Survey Development and Analysis	<p><b>Ongoing Tasks</b> Solicitation of community input using several formats including community input sessions, stakeholder meetings and survey</p> <p><b>Deliverables</b> Analysis of survey results Compilation of the public input Overall summary of community comments and dialogue</p>
<ul style="list-style-type: none"> <li>An electronic survey will be developed, hosted and conducted by BRI.</li> </ul>	
<ul style="list-style-type: none"> <li>BRI will provide the City with a printable version of the survey to distribute hard copies in various locations.</li> </ul>	
<ul style="list-style-type: none"> <li>Surveys will be made available at City sponsored events.</li> </ul>	
<ul style="list-style-type: none"> <li>BRI will analyze the data collected from the survey and provide a summary of the results highlighting the statistics.</li> </ul>	
3.3 Stakeholder Meeting	
<ul style="list-style-type: none"> <li>BRI will meet with stakeholders to gather input on the direction of the Recreation Planning.</li> </ul>	
3.5 Summary of Findings	
<ul style="list-style-type: none"> <li>BRI will compile the results of the survey, roundtables and public involvement sessions into a final report.</li> </ul>	

## 4.0 People, Place and Plan

Subject to the outcome of the Community Engagement the direction of the plan is defined, and the information is compiled to conform with the MDNR guidelines and requirements. The draft Plan is then used to facilitate further review and input from the Leadership Team and the community prior to final preparation and adoption.

4.1 Plan Mechanics	<b>Ongoing Tasks</b>
<ul style="list-style-type: none"> <li>• The Michigan Department of Natural Resources (MDNR) requirements and standards will be used in developing the Recreation Plan. At a minimum the following will be included:</li> </ul>	Preparation of Plan incorporating MDNR requirements.
<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>○ Community Description</li> </ul> </li> </ul>	
<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>○ Administrative Structure</li> </ul> </li> </ul>	<b>Deliverables</b>
<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>○ Recreation and Resource Inventory including a Barrier-Free Evaluation of each park.</li> </ul> </li> </ul>	2020-2024 Recreation Plan.
<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>○ Action Plan, Capital Improvement Schedule and Rationale</li> </ul> </li> </ul>	GIS Mapping
<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>○ Description of the Public Input Process</li> </ul> </li> </ul>	
4.2 Guiding Principles	
<ul style="list-style-type: none"> <li>• The following guiding principles will be used in the development of the five-year plan.</li> </ul>	
<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>○ Overall recreational commitments must remain within the financial capacity of the City.</li> </ul> </li> </ul>	
<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>○ Existing and proposed facilities, whenever possible, should support multiple uses and/or joint uses, including recommendations on enhancing existing parks and recreation facilities and programs.</li> </ul> </li> </ul>	
4.3 Plan Preparation	
<ul style="list-style-type: none"> <li>• BRI will provide a comprehensive strategic master park plan using all of the information provided by the City of Boyne City and through the public engagement process.</li> </ul>	
<ul style="list-style-type: none"> <li>• Identify the community's needs for active and passive recreation facilities and program development.</li> </ul>	
<ul style="list-style-type: none"> <li>• BRI will provide an analysis of the community's needs based upon the existing recreation facilities and programs and through the public input process.</li> </ul>	
<ul style="list-style-type: none"> <li>• Provide a draft plan in digital format for the required 30-day public review period.</li> </ul>	
4.4 Mapping	
<ul style="list-style-type: none"> <li>• Preparation of supporting maps using GIS. These typically include existing facilities, pedestrian walking sheds, nonmotorized network, natural features, service zones, and strategic plan initiatives.</li> </ul>	
4.5 Finalization and Adoption	
<ul style="list-style-type: none"> <li>• BRI will prepare the plan for final adoption and submit letters of transmittal to the regional planning agencies. Our team will convey the final plan based upon the input from the 30-day</li> </ul>	

public review period. BRI will present the final plan to the City Council for the final approval.	
<ul style="list-style-type: none"> <li>BRI will attend the public hearing at the appropriate City Council meeting and assist with the final adoption procedures.</li> </ul>	
4.6 Deliverables	
<ul style="list-style-type: none"> <li>BRI will provide the City with all the requested deliverables.</li> </ul>	
<ul style="list-style-type: none"> <li>BRI will assist with final submittal of the plan to the MDNR.</li> </ul>	

**Architectural & Engineering Services  
Avalanche & Open Space Properties**

<b>Firm Name</b>	<b>Total Cost</b>	<b>Total Hours</b>	<b>Ave Hourly Rate</b>
Orchard Hiltz & McCliment (OHM)	\$52,824.00	525	\$100.62
C2AE	\$46,697.00	394	\$118.52
Beckett & Raeder Inc.	\$38,240.00	340	\$112.47
Beckett & Raeder Inc. (Option 1)	\$52,854.50	515	\$102.63

# City of Boyne City

Request for Proposals Response

ARCHITECTURAL AND ENGINEERING SERVICES

FOR THE AVALANCHE & THE OPEN SPACE PROPERTIES

October 1, 2019





*innovative*

### OUR CORE VALUES

The Beckett & Raeder, Inc. team firmly believes and employs the following set of core values, which actively drive each professional throughout the duration of any project and contract. As a team, we strive to be:

- Responsive
- Exceeding Expectations
- Creative
- Passionate
- Dedicated

It is fundamental that each client receives services and expertise from Beckett & Raeder, Inc. while strictly adhering to the core values.

October 1, 2019

City of Boyne City  
Mr. Tim Faas, Director of Public Works  
319 N. Lake St.  
Boyne City, Michigan 49712

**Regarding: Request for Proposals  
Architectural and Engineering Services for the Avalanche & the Open Space Properties**

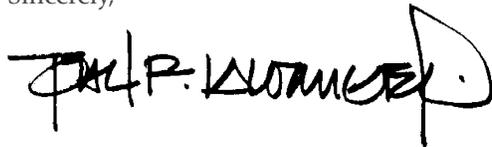
Dear Mr. Faas,

Beckett & Raeder, Inc. is pleased to submit for your review and consideration, our professional services proposal for Architectural and Engineering Services for the Avalanche and Open Space Properties. We have assembled a team with local knowledge and experience, a background in waterfront and parks and recreation programming, engineering, and design, and work in environmentally sensitive areas.

Our proposed approach for this project calls for building on the past work of and decisions made by the City and community, while at the same time, confirming and enhancing existing resident input regarding development of the two facilities, so that the end result represents a community consensus as closely as possible. The first step in this process is to perform a site inventory to gain a full understanding of existing conditions, opportunities and challenges. As we move into preliminary design, we will share our inventory and analysis with the public for confirmation and develop graphic concepts for review by the City and community before proceeding to complete the final schematic plans, accompanying cost estimates, proposed implementation phasing and potential funding opportunities. Please note that our proposal also offers the additional service of preparing an updated parks and recreation master plan. A current parks and recreation plan will be instrumental in successful application to many funding opportunities.

As local residents, advocates of, and participants in outdoor recreation in Northern Michigan, our team is certainly aware of the existing quality and long-term potential for Avalanche and the Open Space, and would value the chance to work with the City of Boyne City to help bring their aspirations for both facilities to fruition. Thank for the opportunity to submit this proposal, we look forward to the possibility of working with you and Boyne City on this project.

Sincerely,

A handwritten signature in black ink, appearing to read "John R. Iacoangeli". The signature is stylized and written in a cursive-like font.

John R. Iacoangeli, AICP, LEED AP, CNU-A, Principal



*imagine*

# Introduction & Firm Background

# Business Organization



Beckett & Raeder, Inc. is a Michigan Corporation headquartered in Ann Arbor with additional offices in Petoskey and Traverse City, Michigan. The firm includes landscape architects, planners, civil engineers, LEED accredited professionals, and support staff maintaining registrations in the States of Michigan, Ohio, Indiana, and Illinois and certification at the national level.

### HISTORY

Beckett & Raeder, Inc. was established as a Michigan corporation in 1966 with its corporate office in Ann Arbor, Michigan.

### SERVICES

Major areas of practice and scope of services include sustainable design, land use programming and analysis, master planning, campus planning, placemaking, site planning and civil engineering, site development, municipal engineering, storm water management, downtown revitalization and redevelopment, community planning and urban design, economic development, public/private development services, and environmental services.

### OFFICERS

Deb Cooper, President  
John Iacoangeli, Executive Vice President / Treasurer  
Christy Summers, Secretary

### PHILOSOPHY

All commissions accepted by the firm are accomplished under the direct supervision of one of the firm's six principals. Senior Associates, Associates, Project Landscape Architects, Planners, and Engineers are assigned to projects in accordance with their individual expertise and the requirements of the project. In keeping with the philosophy of the office, the project team is involved in all aspects of the work through its entire duration. The firm routinely engages other consultants, as the work plan requires.

### LOCATIONS

**Ann Arbor**  
535 W. William,  
Suite 101  
Ann Arbor, MI 48103  
734.663.2622

**Traverse City**  
148 E. Front St.,  
Suite 207  
Traverse City 49684  
231.933.8400

**Petoskey**  
113 Howard Street  
Petoskey, MI 49770  
231.347.2523

**WEBSITE**  
[www.bria2.com](http://www.bria2.com)

### CONTACT:

John R. Iacoangeli, AICP, LEED AP, CNU-A,  
Principal  
231.347.2523 | [jri@bria2.com](mailto:jri@bria2.com)

# Professional Affiliations & Organizations



Beckett & Raeder, Inc. is staffed by registered professional engineers, landscape architects, community planners, and environmental and ecological professionals and has specialized training and maintains professional affiliation with the following:

## FEDERAL ID NUMBER

38-2166513

## STATE TAX ID NUMBER

098644

## ACCREDITATIONS

U. S. Green Building Council LEED Accredited Professionals  
Form Based Code Institute (FBCI)  
Congress for the New Urbanism Accreditation (CNU-A)

## CERTIFICATIONS

Michigan Economic Development Association Certified Economic Development Professional  
Certified Stormwater Operator  
Housing Development Finance Professional (HDFP)  
Project Management Boot Camp  
PASER Road Rating  
Planning and Zoning Instructor (MAP)  
Certificate of Real Estate  
Certified Playground Safety Inspector (CPSI)  
American Institute of Certified Planners (AICP)  
National Charrette Institute Certification (NCI)  
Certified Park and Recreation Professional

## REGISTRATIONS

Professional Registered Engineers

- State of Michigan (PE)
- State of Ohio (PE)

Professional Landscape Architects

- State of Michigan (PLA)
- State of Ohio (PLA)
- State of Illinois (PLA)
- State of Indiana (PLA)
- Council of Landscape Architects Registration Boards

Residential Builder License

- State of Michigan

## SPECIALIZED TRAINING

EPA Brownfield Redevelopment  
People, Places and Placemaking  
Economics of Place  
Neighborhoods, Streets and Connections  
Form Planning and Regulation  
Collaborative Public Involvement  
Applied Placemaking  
Complete Streets  
Geographic Information Systems  
FEMA ICS-100, IS-00029, EFS 15  
FEMA ICS-200, IS-00700 (NIMS)  
Green Roof Design  
Charrette System Training (NCI)

# Professional Affiliations & Organizations

## MEMBERSHIPS

American Planning Association (APA)	American Society of Landscape Architects (ASLA)	American Society of Civil Engineers (ASCE)	American Public Works Association (APWA)	Congress for the New Urbanism	Detroit Association of Planners
Heritage Ohio (Ohio Main Street)	Improving Michigan's Access to Geographic Information Networks (IMAGIN)	Institute of Transportation Engineers (ITE)	Michigan Association of Physical Plant	Administrators (MIAPPA)	Michigan Association of Planning (MAP)
MAP Planners in Private Practice	Michigan Complete Streets	Michigan Downtown Association (MDA)	Michigan Economic Development Association (MEDA)	Michigan Historic Preservation Network	Michigan Municipal League (MML)
mParks (Michigan Recreation and Park Association)	Michigan Rural Network	Michigan Society of Professional Engineers	Michigan School Business Officials (MSBO)	National Complete Streets	National Main Street Center
National Society of Professional Engineers	National Trust for Historic Preservation	Preservation Detroit	Society of Marketing Professional Services (SMPS)	Society of College and University Professionals (SCUP)	South Oakland County Municipal Engineers (SOCME)
Southern Michigan Water and Sewer Utilities Association (SMW & SUA)	Toledo Metropolitan Area of Council of Governments (TMACOG)	Urban Land Institute	URISA (Urban and Regional Information Systems Association)		

## Services



### MASTER PLANNING

- Campus Planning
- Traditional Neighborhood & Small Town Design
- Community Master Planning Watershed Planning
- Recreation Master Planning
- Park Master Planning
- Rural Land Planning Services
- Land Use Planning

### COMMUNITY PLANNING & ZONING

- Comprehensive Master Plans Brownfield Redevelopment
- Zoning Ordinance /Codes
- Specialized Zoning Ordinance Provisions Development
- Standards and Guidelines
- Site Plan Review
- Strategic Planning
- Expert Witness Zoning Testimony
- Community Development
- Greenway Planning
- New Urbanism

### ENVIRONMENTAL SERVICES

- Site Evaluation and Analysis
- Low Impact, Conservation Design
- Wetland Delineation
- Constructed Wetland Design & Installation
- Wetland Restoration
- Storm Water Management

### ANALYSIS & EVALUATION

- Site Analysis
- Feasibility Studies
- Site Selection Studies
- Buildout Analysis
- Market Analysis
- Demographics
- Natural Features Interpretive Studies

### PROJECT CONSTRUCTION

- Construction Administration
- Field Inspection
- Storm Water Operator
- Bridge Inspection
- Specification Writing
- Project Cost Estimating
- Construction Drawings

### DOWNTOWN & ECONOMIC DEVELOPMENT

- Brownfield Redevelopment
- Grant Writing
- Downtown Management
- Downtown Master Plans
- Special Finance Districts
- Adaptive Reuse Studies
- Retail Market Analysis
- Strategic Planning/Visioning Workshops
- Physical Design Plans
- Streetscape Design & Implementation
- Wayfinding & Signage
- Tax Increment Financing & Development Plans
- DDA Creation

### SITE DESIGN

- Planting Design
- Irrigation Design
- Grading Plans
- Utility Plans
- Pavement Design
- Lighting Design
- Site Design Guidelines
- Park Design

### URBAN DESIGN

- Corridor Design & Planning
- Streetscape Design
- Waterfront Design

### FACILITY DESIGN

- Marina Design
- Playground Design
- Athletic Facility Design
- K-12 Site Development
- Subdivision Design
- Campgrounds
- Parks Design
- Higher Education

### INFRASTRUCTURE

- Storm Water Management
- Water Distribution Systems
- Sanitary Sewer Systems
- Capacity Analysis
- Capital Improvement
- Program Wellhead Design & Protection
- Pavement Evaluation
- Streets and Roads
- Onsite Sewage Treatment
- Utility Marking
- Parking

## Selected Recent Awards



### **MICHIGAN ASSOCIATION OF PLANNING**

Economic Planning and Development Award, 2018  
Project Rising Tide

Urban Design Award, 2018  
Jackson Downtown Streetscape  
Jackson, MI

Best Practice Award, 2018  
Planning for Resiliency in Michigan:  
A Comprehensive Handbook

Urban Design Award, 2017  
Jackson Blackman Park Expansion  
Jackson, MI

Daniel Burnham Award for a  
Comprehensive Plan, 2016  
Jackson Community Master Plan  
Jackson, MI

Implementation Award, 2016  
Bear River Valley Recreation Area  
Petoskey, Michigan

Daniel Burnham Award for a  
Comprehensive Plan, 2015  
Acme Township Master Plan  
Acme, MI

Innovation in Economic Planning &  
Development, 2015  
Lakes to Land Regional Initiative: Food  
and Farm System Assessment

Innovation in Regional  
Planning, 2014  
Lakes to Land Regional Planning Initiative

Daniel Burnham Award for a  
Comprehensive Plan, 2013  
Peshawbestown Master Plan  
Grand Traverse Band of Ottawa  
and Chippewa Indians

Daniel Burnham Award for a  
Comprehensive Plan, 2010  
Onekama Community Master Plan  
Onekama, Michigan

### **AMERICAN SOCIETY OF LANDSCAPE ARCHITECTS**

Merit Award, Michigan Chapter,  
2017, General Design  
Chicago Drive Corridor  
Grandville, Michigan

Merit Award, Michigan Chapter,  
2017, Planning & Analysis  
Peshawbestown Community  
Master Plan  
Peshawbestown, Michigan

Merit Award, Michigan Chapter,  
2016, Landscape Architectural Design  
Jackson Blackman Park Expansion,  
Jackson, Michigan

Merit Award, Michigan Chapter,  
2016, Landscape Architectural  
Sustainability  
Wall Street East Parking Structure,  
Ann Arbor, Michigan

## Selected Recent Awards

**Honor Award, Michigan Chapter, 2016, Landscape Architectural Sustainability**  
Marshbank Park  
West Bloomfield Township, Michigan

**Merit Award, Michigan Chapter, 2015, Landscape Architectural Design**  
Munger Graduate Residences,  
University of Michigan  
Ann Arbor, Michigan

**Merit Award, Michigan Chapter, 2014, Historic Significance**  
Petoskey Bayfront Park  
Petoskey, Michigan

**Merit Award, Michigan Chapter, 2013, Planning & Analysis**  
River Raisin Heritage Corridor East Master  
Plan Monroe, Michigan

**Merit Award, Michigan Chapter, 2010**  
Outdoor Learning Center  
Central Michigan University  
Mt. Pleasant, Michigan

**mParks (MICHIGAN RECREATION AND PARK ASSOCIATION) Design Award 2018**  
Petoskey Downtown Greenway  
Petoskey, Michigan

**Outstanding Park Design Award, 2018**  
Petoskey Downtown Greenway,  
South Segment  
Petoskey, Michigan

**Design Award, Outstanding Facility 2017**  
Silver Lake State Park  
Mears, Michigan

**Landscape Design Award, 2014**  
White Lake Bloomer Park  
White Lake Charter Township, Michigan

**Outstanding Park Design Award, 2013**  
Argo Cascades  
Ann Arbor, Michigan  
**Design Award, Landscape Design, 2011**  
Bear River Valley Recreation Area  
City of Petoskey, Michigan

**Landscape Design Award, 2011**  
Marshbank Park  
West Bloomfield Township, Michigan

**Landscape Design Award, 2010**  
Outdoor Learning Center  
Central Michigan University  
Mount Pleasant, Michigan

**IMAGIN (Improving Michigan's Access to Geographic Information Networks) Innovation Award, 2018**  
Acme Township, Michigan

**EDUCATION DESIGN SHOWCASE Project of Distinction, 2017 Outstanding Design and Architecture**  
Lasch Family Golf Center, Michigan State  
University  
East Lansing, Michigan

**NATIONAL TRUST FOR HISTORIC PRESERVATION Richard H. Driehaus National Preservation Honor Award, 2014**  
McGregor Pool  
Wayne State University  
Detroit, Michigan

**MICHIGAN HISTORIC PRESERVATION NETWORK Government/Institution Award, 2016**  
River Raisin Heritage Corridor, East Master  
Plan  
Monroe, Michigan  
**Cultural Landscape Award, 2014**

McGregor Memorial Conference Center  
Reflecting Pool and Sculpture Garden for  
Contribution to Historic Preservation in  
Michigan  
Wayne State University  
Detroit, Michigan

### **GREAT LAKES PARK TRAINING INSTITUTE**

**Great Lakes Park, Facility, & Recreation Program Award, 2013**  
Marshbank Park  
West Bloomfield Township, Michigan

### **WASHTENAW CONTRACTORS ASSOCIATION**

**Pyramid Award, 2018**  
University of Michigan Art & Architecture  
A. Alfred Taubman Wing  
Ann Arbor, Michigan

### **OAKLAND COUNTY**

**Oak Land Award, 2012**  
Marshbank Park  
West Bloomfield Township, Michigan



*illuminate*

# Work Plan

# PROJECT UNDERSTANDING



The City of Boyne City, Michigan is seeking to retain a professional landscape architectural and engineering consultant(s) to complete schematic-level preliminary design plans and associated preliminary opinions of probable costs for two City-owned properties: Avalanche Preserve and 475 Lake Street.

**Avalanche Preserve**, commonly known as Avalanche, is a City-owned nature and recreational preserve on the City's south side, ranging over 300 acres across northern Michigan hardwoods set on topography ranging from rolling to dramatic, and providing some of the area's most scenic views. The facility is primarily undeveloped and serves as a nature preserve with recreation facilities intertwined within the facility. Presently, the park features a trail and stairway leading to the top of Avalanche hill overlook, an 18-hole frisbee golf course, and over 7 miles of walking and mountain biking trails, sledding hills, a warming house, restrooms, parking, skating rink surface, and archery range. Additional recreational programming is included in the City's 2010 Avalanche Master Plan. One outcome of the plan was the 2015 Avalanche Preserve Resource Inventory and Master Plan, a comprehensive inventory and analysis of environmental and natural conditions at Avalanche. Avalanche is included in the City's 2015-2019 Parks and Recreation Master Plan.

For this proposal, the City requests that preliminary design efforts focus on the core area of Avalanche. Programming for the core area is proposed on pg. 19-21 from the Avalanche Master Plan as summarized below:

- Park Center with Fireplace, Concessions, Meeting Room, Restrooms and Deck
- 17,000 sf. Paved Surface for Skating Rink and Potential Skate park

- Main Sledding Hill
- Mid-Slope Overlook
- Sledding Hill for Young Children
- Mid-Slope East Face Trail
- Parking

A successful preliminary design plan for this phase of improvements at Avalanche will build upon past planning efforts from the Avalanche Master Plan and documents noted above. A Schematic Design Plan for the core area would represent a considerable step forward toward completing the recommendations included in the Avalanche Master Plan.

**475 Lake Street**, known as the Open Space, is a 4.7-acre lake front property located just north of downtown, adjacent to the City's municipal boating access site. The Open Space is bordered by Lake Charlevoix to the west, the Honeywell property to the south, and Lake St. to the east. The property was purchased in 2018 with the assistance of the Michigan Natural Resources Trust Fund program and recorded as a Conservation Easement, which identifies certain restrictions and general programming. The City desires to develop the Open Space in a manner that promotes the waterfront beauty of the site, while complying with the terms of the easement. Development of the Open Space also represents a key opportunity to enhance adjacent links; for example, developing and enhancing a link from the Boyne City-Charlevoix trail terminating at the boating access site to City Hall and downtown.

Successful Schematic Design for each facility will include the necessary inventory and analysis, review of past planning efforts, public input sessions for each park, draft schematic design plan review by City officials and the public, the final schematic design plan and accompanying supporting graphics, preliminary opinions of probable cost, implementation phasing and potential funding sources. Successful Schematic

Design Plan deliverables will also place the City in the strongest practical position for potential grant funding opportunities.

**Project Team Ability:** BRI has successfully implemented numerous award winning park projects throughout the state, in many cases from conceptual design through funding application and construction implementation. For this proposal, we have assembled a project team with significant experience in park and recreation design, municipal engineering, public engagement, and parks and recreation programming and funding. Perhaps as importantly, our team is composed of professionals who enjoy planning and designing recreational improvements that truly benefit their communities. We all live in or near communities that prioritize recreational opportunities and are avid users of those amenities. We have included examples of this work within this proposal.

**John Iacoangeli**, PCP, AICP, LEED AP, CNU, Principal, who leads our planning department, works from our Petoskey office with planning clients throughout Northern Michigan and will be principal-in-charge for this project.

**Christy Summers**, PLA, ASLA, LEED AP, Principal, is a Professional Landscape Architect working in our Ann Arbor office, with many years of experience planning, designing and implementing public parks, boating access and trails projects.

**Tim Knutsen**, PLA, ASLA, CPSI, Project Manager, is a Professional Landscape Architect and Senior Associate who manages our Petoskey office. Tim has experience from design through funding acquisition and implementation on numerous parks and recreation, boating access and trails projects in the Northern Michigan area, and has past experience designing improvements for the Avalanche overlook.

**Chris DeGood**, P.E., is a civil engineer with over 20 years of experience on a range of projects, including site planning and stormwater management for environmentally sensitive sites, who also works in Traverse City.

**Carrie Klingelsmith**, CPRP, CPSI, a member of our planning department, is a Certified Parks and Recreation Professional with past experience both as a parks and recreation department director and planning and design professional, which provides her with valuable experience in project funding opportunities.

### **Construction Cost, Ongoing Maintenance Cost, and Schedule Control:**

Cost control and understanding of the budget and schedule throughout the project is necessary for successful implementation. However, if we only had to focus on cost as a factor, this objective would be easy to meet. Cost control is more often a matter of balancing best quality or aesthetic on one hand with affordability and durability on the other. By identifying the City's expectations regarding quality and character, as well as maintenance capacity, available budget and potential funding sources early in the inventory and analysis phase, we can meet those expectations through careful selection of materials and development of design details that provide a more durable construction and condition.

In general, we believe that by being cautious and conservative regarding cost information, though not to the point of sacrificing program, is the best approach to avoid unexpected cost factors. In the subsequent Work Plan, we have described a deliberate process by which the project schedule and costs are initially identified and maintained as the work progresses.



# WORK PLAN

This work plan proposes a methodology and process to complete the design efforts defined in the RFP in a manner that allows the City of Boyne City, stakeholders and public numerous opportunities to provide input toward the final schematic plans for Avalanche and the Open Space, and which builds on the City's previous planning and design efforts. We anticipate the best solution to be an outcome of addressing and balancing various, and sometimes competing criteria, and as such, our process will seek to combine the opportunities and constraints of the project sites and budgets in a manner that best fulfills the City's goals for the project.

Boyne City has completed significant past inventory, analysis and planning for Avalanche Preserve, as outlined in the 2010 Avalanche Master Plan. The programming for the Core Area is clearly defined within the plan. Accordingly, our approach for schematic design for Avalanche strives to build on this effort. While the conservation easement expresses a general sense of the type and character of development anticipated within the Open Space, we suggest that more thorough public input be obtained, to ensure that goals and objectives are clearly understood and to place the Open Space in a strong position for potential implementation-phase funding applications.

## TASK 1: PRELIMINARY INVESTIGATIVE WORK AND MEETINGS

This task will serve to set the design process in motion by making final revisions to the proposed Work Plan and Schedule, and by establishing an on-going communication procedure between the consultant team and the City. We will gather all data and information necessary to guide the design, identifying significant factors and patterns that will directly or indirectly influence schematic design plan preparation for Avalanche and the Open Space. Accordingly, this task will involve the following:

### 1.1 INITIAL PROJECT MEETING

BRI will coordinate and administer the initial meeting with Boyne City in order to discuss specific details relative to the project, the final work plan and special considerations in the design process. We recommend establishment of a project stakeholder group, consisting of members representing specific stakeholder interest groups,

who will be points-of-contact for these groups. We recommend that the stakeholder group be limited to eight (8) people. Finally, we will establish public meeting times and dates. The initial meeting will serve to confirm basic attitudes and priorities relative to plan development, identify data to be included in the schematic plan exercise, identify potential review agencies and partners and relevant development ordinances.

### 1.2 PROJECT SCHEDULE

Immediately following Task 1.1 (Initial Project Meeting), we will refine the project schedule presented herein and develop a timeline of meetings, which will be followed and/or updated during subsequent phases of the project. The BRI Team will coordinate with the City by phone or in-person meeting to present and discuss the design process and schedule, and to inform the City regarding opportunities for stakeholder and community input. Once complete, this will serve as the project timeline, some of which may be shared with the public in order to coordinate presentations with as much advance notice as possible.

### 1.3 ANALYSIS OF PREVIOUS PLANNING

We will analyze all previous planning and design documents provided to us relative to the project areas, and will suggest conclusions from this information that will influence or impact the design plans for Avalanche and the Open Space, including but not limited to the following:

- 2010 Avalanche Master Plan
- 2015 Avalanche Preserve Resource Inventory and Management Plan
- 2015-2019 Boyne City Parks and Recreation Master Plan
- Avalanche Mountain Bike Trails Plan
- Open Space Conservation Easement



## TASK 2: SCHEMATIC DESIGN

This task is particularly critical to the design process because it establishes in basic terms, the character, quality and intent of the ultimate implementation. Effective input and review are critical. We, therefore, intend to work very closely with Boyne City to elicit consensus and meaningful input on the proposed design solutions.

### 2.1 AREA INVENTORY AND ANALYSIS

The BRI team will perform physical site analyses of the lower Avalanche Preserve and the Open Space, in order to confirm or make adjustments to the proposed master plan for Avalanche and to verify input received for the Open Space. The objective of this analysis will be to establish a sound framework on which to base design decisions. This task will include, but not necessarily be limited to, inventory and analysis of the following:

- Natural Elements – Natural elements, which will serve to influence or shape the plan in either positive or negative ways, such as orientation, vegetation and topography.
- Man-Made Elements - Review the man-made elements which will serve to influence or shape the plan in either positive or negative ways, such as existing buildings, lighting, furnishings, utilities (both underground and overhead), pleasant and unpleasant views, landmarks, adjacencies, public art and historic context.
- Circulation Systems, such as parking areas, sidewalks, alleys, streets, bike routes, trails, crosswalks.
- Utilities, such as transmission lines, sanitary sewers, water main, storm sewers, electrical lines, telephone and communications
- Visual and Aesthetic Elements - The BRI Team will evaluate visual and aesthetic elements including views, landmarks, and other perceptive character which exists within or adjacent to the project area.
- Design Influences – This work will involve an analysis of the physical structure and fabric of the Avalanche and Open Space vicinities, to identify and evaluate design influences on this project, generally consisting of land-use patterns, traffic patterns and linkages.
- Plan Determinants - We will work

with Boyne City to establish basic plan determinants, through a review of the site's opportunities and constraints. These determinants are goals or statements of conviction that are based on positive or negative implications of all existing elements, and which will become the basic criteria for the evaluation of design concepts to be prepared in a later phase.

### 2.2 INITIAL PUBLIC MEETINGS – AVALANCHE PRESERVE AND THE OPEN SPACE

Our team will help facilitate a separate afternoon or evening visioning meeting for each of the two facilities, during which the public would be encouraged to provide input regarding schematic plan development. We will begin by summarizing our findings from the Area Inventory and Analyses, followed by a description of the previous planning efforts identified in Task 1.3. Attendees will then be guided through a series of exercises intended to generate input and recommendations for improvements for each of the two facilities. BRI will gather the input received and summarize it in a document provided to the City. The input received from this first public meeting will be used in combination with the City's prior public input and planning efforts.

### 2.3 SCHEMATIC DESIGN CONCEPTS

The concept development phase will be based on public input sessions and the pertinent conclusions and determinants established in the preceding tasks, and will investigate options for recreational and environmental components, options for parking layouts, safe site pedestrian and vehicular circulation, stormwater management, and utility implications. Considerations will be given to optimal site utilization and efficiencies, sight line optimization or buffering, context sensitivity, and other aesthetics. Considerations will also be given to:

- Utility implications
- Minimizing environmental impact (shoreline protection, stormwater management, etc.).
- Accessibility
- Safety
- Context and relationship to adjacent spaces
- Future Maintenance Requirements

Finally, consideration will be given to possible funding sources for possible improvements included in the Schematic Design plans.

Our team will prepare graphic preliminary concept plans for each facility. Elements of each facility that lend themselves to alternatives will also be explored. The preliminary concepts will be informal in nature and graphically descriptive. Our team will meet in person or by conference call with project stakeholders to review the concepts before moving to presentation.

#### **2.4 SCHEMATIC DESIGN CONCEPTS REVIEW MEETING**

Subsequent to the preparation of Schematic Design Concept alternative plans, we will meet separately the Parks and Recreation and City Commissions to present preliminary concepts. Our team will also provide loose, illustrative sketches as required to communicate design intent.

BRI will formalize the input received during the review by summarizing and circulating meeting notes from the presentations.

#### **2.5 FINAL SCHEMATIC DESIGN PLANS**

Using the input received during Draft Schematic plan presentation, our team will refine the consensus direction into one Final Design Plan each for Avalanche and the Open Space. The drawing format will be an illustrative color plan view rendering mounted to a 24x36 board. The BRI Team will prepare a Preliminary Opinion of Probable Construction Cost based on the based on the Final Schematic Design Plans. Additionally, the BRI Team will provide a potential implementation phasing sequence for each facility, and a summary of potential funding sources for the improvements included in the Schematic Design plans.

Finally, our team will compile public input summaries, meeting notes and additional input and provide them to the City in an organized electronic format.

#### **2.6 FINAL SCHEMATIC DESIGN PLANS PRESENTATION**

Subsequent to the preparation of final Schematic Design plans, we will meet separately the Parks and Recreation and City Commissions to present the plans, preliminary opinions of probable cost, potential phasing sequences and possible available funding sources.





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# Timeline

# Proposed Timeline

Boyerne City Avalanche and Open Space Schematic Design and Engineering																	
		November				December				January				February			
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
<b>Task 1: Preliminary Investigative Work and Meetings</b>																	
1.1	Initial Project Meeting	Yellow															
1.2	Project Schedule	Red															
1.3	Analysis of Previous Planning	Red	Red														
<b>Task 2: Schematic Design</b>																	
2.1	Area Inventory and Analysis	Red	Red	Red													
2.2	Initial Public Meetings				Yellow												
2.3	Schematic Design Concepts					Red	Red	Red	Red								
2.4	Schematic Design Concepts Review Meetings									Yellow							
2.5	Final Schematic Plans										Red	Red	Red	Red	Red		
2.6	Final Schematic Plan Presentation															Yellow	
	BRI Scope Items																
	Owner / Public Involvement																

NOTE: The proposed schedule is suggested and can be adjusted per the City's preference.



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# Project Staffing

## Our Team



### John R. Iacoangeli, AICP, LEED AP, CNU-A, FBCI Principal, Community Planner

John joined Beckett & Raeder, Inc. (BRI) as a Principal in 1991 and is a Professional Certified Planner and a member of the American Institute of Certified Planners. John has over thirty years experience working with public and private sector clients on a variety of community and economic development based projects. He has been involved in the preparation and implementation of downtown and neighborhood revitalization, community development, economic development, historic preservation, and natural resource-based projects for numerous communities throughout the Midwest. His area of specialization is project implementation involving federal and state grants, local municipal financing, special authority financing, and public-private partnerships.

He serves as an advisor-consultant to planning commissions and a variety of redevelopment authorities (DDA, CIA, BRA) and is a frequent instructor for the Michigan Association of Planning and the MIPlace program.

#### EDUCATION

Master of Public Administration,  
Northern Michigan University, Marquette,  
Michigan

Bachelor of Science, Resource  
Management, University of Michigan,  
Ann Arbor, Michigan

#### CERTIFICATES

Certificate of Real Estate, University of  
Michigan and Michigan Association of  
Realtors

Congress for New Urbanism  
Accreditation

Form Based Code Institute Certification

LEED Accredited Professional

FEMA

ICS-100, IS-00029, EFS 15.

ICS-200, IS-00700 (NIMS)

#### AFFILIATIONS

Rural Partners of Michigan (Board)

Toledo Metropolitan Council of  
Governments (Committee)

NorthSky (Rotary Charities of Traverse  
City)

#### SELECTED EXPERIENCE

Lakes to Land Regional Initiative  
Collaborative Master Plan for sixteen  
communities in Benzie and Manistee  
Counties

Innovation in Regional Planning Award –  
Michigan Association of Planning, 2014

Lakes to Land Farm and Food System  
Assessment  
Innovation in Economic Planning and  
Development – Michigan Association of  
Planning, 2015

Acme Township Placemaking &  
Master Plan, Acme Township, Michigan  
Daniel Burnham Award for a  
Comprehensive Plan – Michigan  
Association of Planning, 2015

River Raisin Heritage Corridor East  
Master Plan  
Monroe County Historical Society,  
National Park Service, City of Monroe,  
Monroe, Michigan

Merit Award – Michigan Chapter  
of American Society of Landscape  
Architects, 2013

Honor Award – Michigan Historic  
Preservation Network, 2016

Peshawbestown Master Plan, Grand  
Traverse Band of Chippewa and Ottawa  
Indians, Peshawbestown, Michigan  
Daniel Burnham Award for a  
Comprehensive Plan – Michigan  
Association of Planning, 2012

Michigan State Housing Development  
Authority, Downtowns of Promise  
Strategic Planning  
Flint, Saginaw, Benton Harbor,  
Hamtramck, Highland Park, Muskegon  
Heights, and Detroit's Joy-Southfield  
Neighborhood

City of Marquette Master Plan,  
Historic Waterfront and Lower  
Harbor Master Plan, Redevelopment  
Plan, Marquette, Michigan

Dexter Strategic Plan and  
Placemaking, Dexter, Michigan

## Our Team



### Christy D. Summers, PLA, ASLA, LEED AP Principal, Landscape Architect

Christy has more than 20 years of landscape architecture, design, and project implementation experience. Christy has been involved in a variety of project types including urban and downtown design, waterfronts, community master planning, corridor study and design, passive and active recreation design, historic site planning, access to recreation, and ADA design, trails and green ways, and campus and corporate projects. As a Principal with the firm, her responsibilities include project management, design, construction document preparation, construction administration, and construction observation for both large and small projects. As a LEED Accredited Professional, Christy seeks opportunities to include sustainable design techniques in all of her projects.

#### EDUCATION

Bachelor of Landscape Architecture  
Michigan State University  
East Lansing, Michigan

Master of Landscape Architecture  
University of Michigan  
Ann Arbor, Michigan

#### LICENSES & CERTIFICATES

Licensed Landscape Architect  
Michigan, Ohio  
LEED Accredited Professional

#### AFFILIATIONS

American Society of Landscape Architects

Michigan Complete Streets

Michigan Recreation & Parks Association

#### BOARDS & COMMITTEES

Michigan ASLA Past President

#### SELECTED EXPERIENCE

River Raisin Heritage Corridor-East  
Master Plan  
Monroe County Historical Society,  
National Park Service, City of Monroe  
Monroe, Michigan

Acme Township Placemaking  
Acme, Michigan

Interlochen Physical Design Master Plan  
Green Lake Township, Michigan

Port Sanilac Downtown &  
Waterfront Plan  
Port Sanilac, Michigan

Adams Downtown Physical Design Plan  
Adams, Wisconsin

Kingsbury Park Redevelopment Plan  
Defiance, Ohio

Blackman Park Expansion  
Jackson, Michigan

Oakland County Parks & Recreation  
Commission:  
Lyon Oaks County Park  
Addison Oaks County Park  
Groveland Oaks County Park

Sharon Mills County Park  
Washtenaw County Parks & Recreation  
Sharon Township, Michigan

MDNR Recreation Projects:  
Belle Isle Park Strategic Management Plan  
J.W. Wells State Park  
Brighton State Recreation Area  
Rifle River State Recreation Area  
Dodge #4 State Park  
Silver Lake State Park  
Waterloo State Recreation Area  
(MDEQ Permitting on All)

## Our Team



### Timothy Knutsen, PLA, ASLA, CPSI Senior Associate

Tim is a design professional with more than 18 years of experience in site design and development. He also heads up our Petoskey, Michigan office working with Northwest Michigan clients on public and private projects. Tim's project experience includes downtown streetscape design, campus developments and athletic improvements for schools and colleges, trail and recreational design. Tim received his Bachelor of Landscape Architecture and Associate in Landscape and Nursery Management from Michigan State University and began his career at Beckett & Raeder, Inc. in 1998.

#### EDUCATION

Bachelor of Science, Landscape Architecture, Nursery Management  
Michigan State University  
East Lansing, Michigan

#### LICENSES and CERTIFICATES

Licensed Landscape Architect  
No. 3901001663

Certified Playground Safety Inspector

#### AFFILIATIONS

American Society of Landscape Architects

#### SELECTED EXPERIENCE

Bear River Recreation Master Plan Design Award, Michigan Recreation & Park Association - 2016, Petoskey, Michigan

City of Petoskey Bear River Recreation Master Plan Design Award, Michigan Recreation & Park Association - 2011  
Petoskey, Michigan

City of Petoskey Downtown Greenway (MDNR MNRTF), Michigan Recreation & Park Association Design Award - 2019  
Petoskey, Michigan

City of Petoskey Bear River Whitewater and Habitat Improvements  
Petoskey, Michigan

City of Petoskey Belle Iron Trail Bridge Crossing Preliminary Engineering  
Petoskey, Michigan

Onkama Township Langland Park Beach Access Improvements (MDNR MNRTF)  
Permitting, Final  
Boyne City, Michigan

MDNR Petoskey State Park Non-Motorized Trail Preliminary Design, MDEQ/USACE Permitting, Final Design and Engineering

Downtown Gateway Study  
Petoskey, Michigan

Avalanche Park Overlook Improvements  
One Water Street  
Boyne City, Michigan

Traverse City Grandview Tunnel  
Traverse City, Michigan

Kalkaska Township Feasibility Study Park Design  
Kalkaska, Michigan

Acme Connector Trail  
Williamsburg, Michigan

City of Petoskey Stair Tower  
Petoskey, Michigan

City of Petoskey Iron Belle Trail  
Petoskey, Michigan

## Our Team



### Christopher DeGood, P.E. Senior Associate, Civil Engineer

Chris is a Civil Engineer at Beckett & Raeder with more than 20 years of experience managing and designing a variety of projects, including: institutional, commercial development, residential development, municipal, state, and federal government, industrial, and non-profit. He has provided professional civil engineering services for site selection, feasibility studies, land development plans, project land entitlements, stormwater management plans, low-impact development plans, utility plans, construction documents, technical specifications, and permit applications. He has also represented clients in all phases of the project approval and construction process.

#### EDUCATION

Bachelor of Science in Civil and Environmental Engineering  
University of Michigan  
Ann Arbor, Michigan

Master of Science in Project Management  
Northwestern University  
Evanston, Illinois

#### REGISTRATIONS

Licensed Professional Engineer  
State of Michigan  
License Number: 6201049611

#### AFFILIATIONS

American Society of Civil Engineers

Traverse City Rotary Club

Traverse City Rotary Camps & Services  
Board of Trustees

Traverse City Rotary Water Committee,  
Chairperson

TART Trails Board of Directors, President

Garfield Township Planning Commission

Garfield Township Parks Commission

#### SELECTED EXPERIENCE\*

Municipal Engineer General Services:

Hayes Township, Michigan

\*City of Traverse City, Michigan

\*Village of Suttons Bay, Michigan

\*City of Naperville, Illinois

\*Village of Green Oaks, Illinois

Recreation and Trail Infrastructure:

Bayfront Planning, Traverse City,  
Michigan

Acme Connector Trail, Traverse City,  
Michigan

Green Stormwater Infrastructure:

\*Village at Grand Traverse Commons,  
Traverse City

\*State of Michigan Office Building,  
Traverse City, Michigan

\*Munson Medical Center, Traverse City,  
Michigan

\*Suttons Bay, Michigan

\*City of Traverse City, Michigan

Healthcare Institution Infrastructure:

McLaren Lapeer Medical Office Building,  
Lapeer, Michigan

State of Michigan Caro Psychiatric  
Hospital, Caro, Michigan

Munson Surgery Expansion, Traverse City  
Munson North Tower, Traverse City,  
Michigan

\* Munson Medical Center Cowell Family  
Cancer Center, Traverse City, Michigan\*

McLaren Macomb Hospital Northwest  
Addition, Mount Clemens, Michigan

University Infrastructure:

University of Michigan

Michigan State University

Eastern Michigan University

Western Michigan University

***\*Work performed outside of Beckett  
& Raeder, Inc***

## Our Team



### Caitlin Jackson, PLA, ASLA Associate, Landscape Architect

Caitlin has worked on a variety of project types in her 4 years at BRI including university site development, park design and corridor revitalization. She has experience in site design, community facilitation, master planning, construction document production, plant materials, cost estimating, hardscape detailing, three-dimensional modeling and photo manipulation. She is a Certified Charrette Planner through the National Charrette Institute in Charrette System Planning.

#### EDUCATION

Bachelor of  
Landscape Architecture  
Michigan State University  
East Lansing, MI

#### LICENSES & CERTIFICATES

Licensed Landscape Architect  
Certified Charrette Planner  
National Charrette Institute

#### AFFILIATIONS

American Society of Landscape Architects  
  
American Planning Association

#### SELECTED EXPERIENCE

River Raisin Heritage Corridor East  
Master Plan  
(Award winning)  
Monroe County Historical Society,  
National Park Service  
Monroe, Michigan

Acme Township Placemaking, Master  
Plan, and Parks & Recreation Plan  
Acme Township, Michigan  
Daniel Burnham Award for a  
Comprehensive Plan, Michigan  
Association of Planning – 2015

Frankfort Recreation Plan  
Frankfort, Michigan

Michigan Avenue Streetscape  
Jackson, Michigan

Blackman Park Expansion  
Jackson, Michigan

Monroe Parks & Recreation Plan  
Monroe, Michigan

Pittsfield Township Parks &  
Recreation Plan  
Pittsfield Township, Michigan

Parks & Recreation Master Plan  
Pleasant Ridge, Michigan

Pleasant Ridge Parks & Recreation  
Master Plan  
Pleasant Ridge, Michigan

State Street Corridor Improvement  
Study  
Saginaw, Michigan

Mellus Park Conceptual Design  
Lincoln Park, Michigan

MSU Special Housing Needs  
Spartan Village Redevelopment  
East Lansing, Michigan

Midland Farmers Market Place Plan  
Midland, Michigan

Traverse City Farmers Market  
Traverse City, Michigan

## Our Team



### Carrie Klingel Smith, CPRP Project Professional

Carrie brings to Beckett & Raeder, Inc. a diverse background in both the public and private sector. As a Certified Park and Recreation Professional, she is dedicated and passionate about recreation services, programming, and their land uses. Carrie has worked in the public sector for a variety of municipalities, giving her unique insight into the daily operations of local governments, acting as a recreation programmer and park and recreation director. She matches this expertise with private sector experience that spans grant writing, marketing, development, and building partnerships and collaborative efforts. Carrie has successfully raised nearly \$1,000,000 dollars in grant funding for her clients over the years and strives to secure funding for important recreational projects.

#### EDUCATION

Bachelor of Applied Arts, Recreation,  
Parks and Leisure Service Administration

Central Michigan University  
Mt. Pleasant, Michigan

#### LICENSES & CERTIFICATES

Certified Park and Recreation Professional  
Certified Playground Safety Inspector

#### AFFILIATIONS

mParks - Michigan Recreation & Park  
Association

mParks Regional Association Knuckles  
Knorth

#### BOARDS & COMMITTEES

Petoskey Chamber of Commerce

#### SELECTED EXPERIENCE

Charlevoix County Parks Master Plan,  
Charlevoix, Michigan - in progress

Eaton Rapids Area Joint Recreation  
Plan, Eaton Rapids, Michigan - In  
progress

City of River Rouge Recreation Plan,  
River Rouge, Michigan - in progress

Acme Township Parks and Recreation  
Plan, Acme, Michigan 2019

Bay Township Parks and Recreation  
Plan, Boyne City, Michigan 2019

Kalkaska Township Feasibility Study  
Kalkaska, Michigan - in progress

City of Farmington Hills Park and  
Recreation Plan, Farmington Hills,  
Michigan 2019

Orion Township Park and Recreation  
Plan, Lake Orion, Michigan 2019

HARP – Honor Area Restoration  
Project, Honor, Michigan – in progress

Natura Architectural Consulting, LLC,  
Business Development Director  
Finding resources and leveraging  
relationships for potential projects;  
preparing proposals and marketing  
materials; implementing social media  
efforts; calendar management

M.C. Smith Associates & Architectural  
Group, Inc., Park and Recreation  
Strategic Planning and Marketing  
Director

Preparation of 5-Year Park and Recreation  
Plans; park system inventories and  
analysis; finding resources and leveraging  
relationships for potential projects;  
community grant writing that secured  
nearly \$900,000 dollars in two years;  
preparing proposals and marketing  
materials; implementing social media  
efforts.

Byron Township  
Parks and Recreation Director

Planning, designing, marketing, and  
implementing programs; administration  
of department budget; developing  
partnerships and collaborations; oversight  
of facility operations; acquired \$100,000  
dollars in grant funding.

City of Wyoming Parks & Recreation  
Department, Recreation Programmer

Planning, designing, and implementing  
programs; recording program  
attendance; expanding current activities;  
supervising leagues, instructors, and  
employees



*intuitive*

## Experience and Qualifications

## Selected Project Experience



### MDNR Straits of Mackinac Heritage Center

St. Ignace, Michigan

The Michigan Department of Natural Resources (MDNR) engaged Beckett & Raeder, Inc. to lead a comprehensive and collaborative planning study, resulting in the preparation of an Illustrative Master Plan for the Straits of Mackinac Heritage Center and Father Marquette National Memorial. The project included development of graphic visualization products, in the form of both plan-view and perspective images, to serve as visual communication and marketing tools.

MDNR intends to utilize these graphics to identify and formalize an innovative development partnership for public and private investment on this highly visible site that serves as the gateway to the Upper Peninsula. Working with State and local stakeholders, the project is envisioned to leverage the unique historic, cultural, educational, and recreational resources of this site and region through a sustainable public/private business model.

The Heritage Center will be positioned on the site of the current Father Marquette National Memorial and former location of the Father Marquette Museum, demolished by fire nearly 20 years ago. The site is a part of 181-acre Straits State Park which is positioned immediately north of the Mackinac Bridge and is divided by Interstate 75 (I-75), a thoroughfare that provides tremendous visibility to the site, despite its also being a formidable barrier between the two portions of the park.

The project includes improved site circulation for both motorized and non-motorized vehicles, as well as pedestrians; a visitor / interpretive building; parking and other support amenities; a trailhead for the Iron Belle Trail, as well as over two miles of internal trails; a pedestrian bridge connecting both sides of Straits State Park over I-75; an enhanced and formalized multi-purpose space that the local tribe will use for annual Powwows; an outdoor amphitheater taking advantage of the site's natural topography; and enhanced views and overlook opportunities to the Straits of Mackinac and Mackinac Bridge.

The Master Plan provides for transformation from a passive site with minimal natural and cultural interpretation into a vibrant destination that inspires reflection, learning, and healthy lifestyles through cultural and natural resource-based experiences built around the Anishinaabe and French heritage of the region.



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# Selected Project Experience



## Onekama Community Parks Access Plan

Onekama, Michigan

The Onekama Community Parks Access Plan was unique from its onset. The plan was envisioned and supported by a multi-jurisdictional alliance of regional stakeholders including the Village of Onekama, Onekama Township, Onekama Community Board of Education, Portage Lake Association, Portage Lake Watershed Forever Council, Explore the Shores Leadership Team, Manistee County Alliance for Economic Success, and State of Michigan Coastal Zone Management Program.

This collective group of stakeholders retained Beckett & Raeder, Inc. (BRI) to develop a cooperative strategy to serve the recreation access needs of Onekama jurisdictional residents as well as a large seasonal population. In order for the community to fully understand its assets and needs, BRI inventoried 13 parks within the village and township and developed two matrices illustrating existing and potential park amenities.

This allowed the collective Onekama community to understand deficiencies and identify six "priority parks" for design development and improvements.

In addition to access and recreational opportunity recommendations for the overall park system, BRI produced detailed design master plans for each of the "priority parks." Implementation strategies were developed and, in 2013, BRI assisted with Michigan Natural Resources Trust Fund grant applications to support master plan implementation for Village Park and Captain John Langland Park. Both grant requests were successful and first phase development of both parks was recently completed. The improvements have contributed to increased access to recreation, new recreational opportunities, new landmark spaces for the community, and improved ecosystem quality.



# Selected Project Experience

## Escanaba Northshore Plan Escanaba, Michigan



In the mid-1800's through the early 1900's, Escanaba was one of Michigan's busiest ports and most important commercial fisheries. Iron ore and timber flowed from the Upper Peninsula's woods and mines through Escanaba and on to manufacturing destinations throughout the Great Lakes. While the volume and intensity of activity has reduced in recent decades, Escanaba's Bay de Noc shore remains a working waterfront that is vital to the community's economy. Great Lakes freighters make frequent calls on Escanaba's port with deliveries of coal and stone and exports of taconite pellets. While commercial fishing in Bay de Noc ceased years ago, sport fishing remains strong and is an important contributor to the local economy.

Escanaba's City leaders recognized these changes over the years and commissioned Beckett & Raeder to produce a Northshore Master Plan that envisions the future of Escanaba's Northshore. One result of the plan's public involvement process was the understanding that the Northshore's maritime and industrial heritage remains an integral part of Escanaba's identity. It is also a key component of destination tourism along with sport fishing, hunting, hiking, skiing, snowmobiling, and other outdoor activities.

The project team developed a Northshore Master Plan that identified opportunities for multi-use development infill of former industrial properties, better integration of the waterfront with adjacent neighborhoods and downtown, and public space viewing and interpretation of Escanaba's maritime industries, past and present. Specifically, the plan proposed short and long term goals such as expansion of successful existing maritime industries, neighborhood housing infill, neighborhood commercial centers and public greens, waterfront civic center and outdoor amphitheater, downtown streetscape improvements leading to the waterfront, downtown shopper's docks, and non-motorized greenways linking the waterfront, downtown, and adjacent neighborhoods.

## Monroe History Corridor – East Master Plan

Monroe, Michigan

2013 Merit Award - American Society of Landscape Architects

Michigan Chapter



The designation of the River Raisin Battlefield National Park (RRBNP) in the City of Monroe gave the community a unique opportunity to reinvent itself as a destination for historic, cultural, recreational and ecological tourism. An assessment of area-wide resources, commissioned by the National Park Service for the RRBNP, resulted in a “placemaking” concept for greater Monroe community. This concept envisioned the River Raisin as a “History Corridor” linking the RRBNP with Sterling State Park, U.S. Fish and Wildlife Eagle Island Marsh, the nearby Michigan Department of Natural Resources wetlands and wildlife habitat, properties south of the River Raisin including Hellenberg Field, Soldiers and Sailors Park, and historic and cultural resources in downtown Monroe.

Raeder developed a master plan that includes both interpretative and entertainment elements. The plan also integrates the adaptable reuse of over a dozen brownfield sites into the project area. Proposed improvements, estimated at \$90 million dollars, include a renovated visitor’s center, an historic village complete with French Ribbon Farms and vineyards, a chapel for on-site weddings, a Peace Garden, a large amphitheater, and a waterfront complex for entertainment and dining. Together, these create a year-round draw for visitors to the National Park and serve as a gateway to the community, and beyond. For more information, please visit <http://www.nps.gov/rira/index.htm>

Working with the Monroe County Historical Society, the National Park Service, and stakeholders, Beckett &

**Ashmun Bay Park**  
*Sault Ste. Marie, Michigan*



Beckett & Raeder, Inc. was retained by Sault Ste. Marie to develop a long-range master plan for Ashmun Bay Park. The park is nestled between Ashmun Bay and the Edison Sault Electric Company power canal and consists of 50 acres of mostly undeveloped property with over 5,000 feet of shoreline along the St. Mary's River. The site is relatively flat and contains woodlands, wetlands, meadow and the mouth of Ashmun Creek.

The master plan process included community wide visioning sessions to gain valuable insight as to how the park is currently used and what vision the community has for the future of the park. The master plan includes facilities for both passive and active recreation and non-motorized trail connections (including snowmobiles during the winter season). The proposed improvements include universal access to all recreation elements including updating the boat launch and trailer parking area including restrooms, a fish cleaning station, an accessible fishing platform, a children's fishing pond, a pier and overlook. Another highlight is the adaptive reuse of the Old Fort Street Bridge. The bridge is integrated in the non-motorized trail system as a separated non-motorized crossing of the main vehicular route in the park. The trail system continues the length of the park with a series of paths and boardwalks that provide access to scenic overlooks along Ashmun Bay. This trail connection also provides snowmobile access in the winter months. An amphitheater, band shell, restrooms, and children's play area are located in the central part of the park, providing a location for community activities and events.



*inspire*

## References

## References



*M-115 Corridor Plan Vision Illustration, Cadillac, Michigan*

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# Proposed Fee

## Proposed Fee

Boyne City Avalanche and Open Space Schematic Design Plans  
Professional Fee Proposal

Total Not-to-Exceed Design Services:

<i>Product</i>	<i>Hours</i>	<i>Budget</i>
<i>Boyne City Avalanche Preserve</i>	182	\$20,550
<i>Boyne City Open Space</i>	158	\$17,690

Not included in Proposal:  
Geotechnical Testing  
Permitting  
Topographic Survey

Boyne City Parks and Recreation Plan Update  
Professional Fee Proposal

<i>Optional</i>	<i>Hours</i>	<i>Budget</i>
<i>Parks and Recreation Master Plan Update</i>	175	\$18,900

Printing expenses are to be determined based upon rate schedule.

**NOTE:** Should the City elect to contract for all three components identified above, BRI will offer a 7.5% credit against the total fee.



*involve*

Thank you.

John R. Iacoangeli, AICP, LEED AP, CNU-A  
Principal  
231.347.2523 | [jri@bria2.com](mailto:jri@bria2.com)

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Beckett&Raeder

*Landscape Architecture  
Planning, Engineering &  
Environmental Services*

## Selected Project Experience

### Petoskey State Park

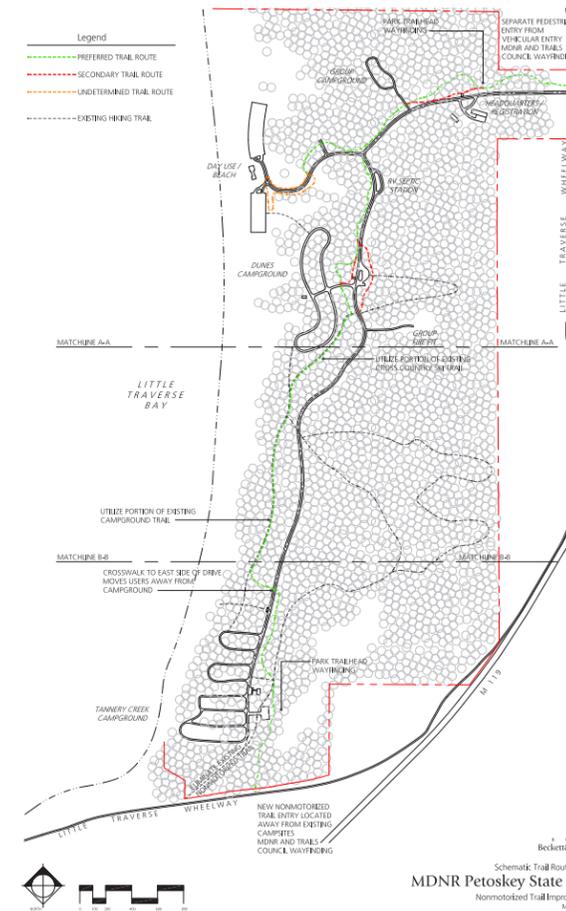
*Petoskey, Michigan*

The State of Michigan retained Beckett & Raeder, Inc. to assist in designing and engineering a fully accessible non-motorized trail to connect park uses and to link the park with adjacent amenities, intended to serve both day visitors and campers. Petoskey State Park is a 303-acre wooded park with over a mile of Lake Michigan beachfront and dramatic topography consistent with its status as regulated Critical Dunes. The park includes two campground areas with restrooms and showers, a day use beach with restrooms and concessions, and miles of foot trails.

Building on previous efforts by the State and a Michigan State University Landscape Architecture study for the proposed non-motorized trail, Beckett & Raeder, Inc. prepared a trail route consisting of two unique sections, designed to be implemented in phases. The most critical phase includes a non-motorized accessible trail from the park entrance on M-119 to the day-use beach area, separated from the busy entrance road and park headquarters. The subsequent section spans from the day-use beach at the northwest end of the park to the campgrounds at the southern edge of the park.

In areas where the road was deemed too busy to propose a trail adjacent to the road shoulder, Beckett & Raeder, Inc. proposed a complete separation of the trail from the road. For these trail segments, we faced the challenge of protecting steep slopes and existing vegetation, while establishing a trail route through dramatic topography that also met recreational accessibility guidelines. The Owner was regularly involved in design development and once a consensus on a final design was reached, Beckett & Raeder met with MDEQ onsite to review the proposed trail route before preparing and submitting applications for and receiving MDEQ Critical Dunes and MDNR Threatened and Endangered Species permits.

The non-motorized trail allows pedestrian park users of all abilities to move safely throughout the park, and accommodates users of the adjacent Little Traverse Wheelway who wish to appreciate all that the park has to offer.



## Selected Project Experience

### Bear River Valley Recreation Area 2016 Michigan Association of Planning Excellence Award for Implementation Petoskey, Michigan

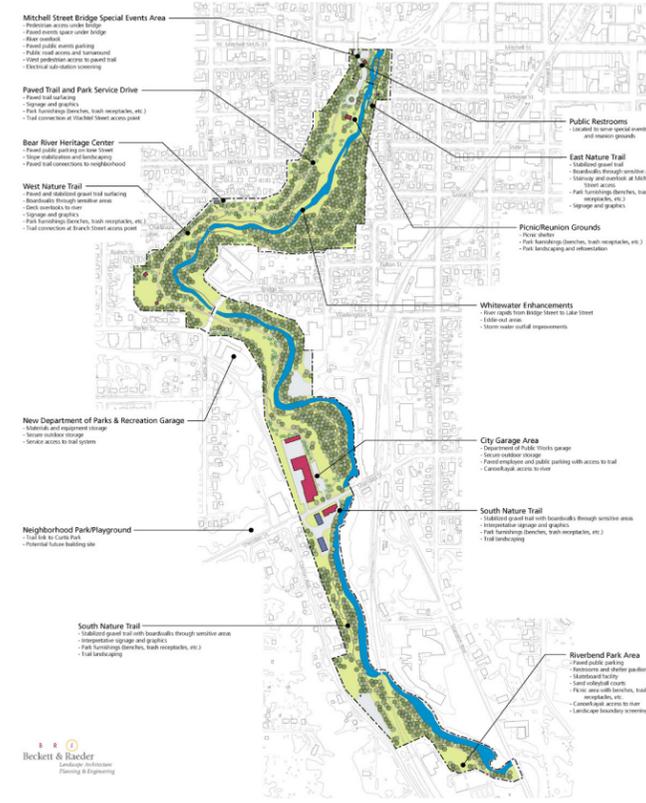
The opportunity to move ahead with improvements to the Bear River Valley represented the culmination of years of planning and programming which began in the early 1980's with the Bear River Valley Recreation Area Development Strategy. Future funding potential was identified and put in place with the 1985 Tax Increment Finance District and Plan which included the Petoskey waterfront from Magnus Park to the Arboretum and the Bear River Valley to Riverbend Park.

Programming for improvements and features in the valley was outlined in the Tax Increment Finance Development Plan update of 2004 and was subsequently confirmed as a future project in the 2008 - 2012 Petoskey Parks and Recreation Five Year Master Plan.

The basic concept was to enhance public opportunities to access the valley through adjacent street improvements, including public parking by creating specific entrance points with stairs and ramps to access the valley floor and its system of trails and recreational features. For the most part, the valley floor including the Bear River was left in its natural state. At selected points, special features such as picnic shelters, river overlooks, wetland boardwalks, etc are provided. Except for minor penetrations and parking at Quaintance Street, Sheridan Street and Riverbend Park, motorized traffic in the valley is restricted to occasional service and maintenance equipment on the main trail. The main trail from Quaintance to Sheridan is a 10' wide, hard surfaced and universally accessible to allow persons with all mobility ranges to experience the full length of the valley floor. Likewise, all facilities in the valley floor are barrier free.

Side trails in other areas of the valley and valley walls consist of shredded bark natural trails, stabilized aggregate trails and hard surfaced trails connecting the main trail to the many valley entrances. Boardwalks were developed where the trails traverse wetland areas. Certain existing trail segments are part of the multi-state North Country Trail and are so designated with signs and markers.

There are several large open grass areas that can accommodate group gatherings. The Reunion Grounds south of the Mitchell Street Bridge is a lower level plain suitable for informal recreation and games. Improvements include a picnic shelter with fireplace and a public restroom facility.



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## Selected Project Experience

### Petoskey Waterfront *Petoskey, Michigan*

Bayfront Park is the primary feature and activity center of the Petoskey waterfront. The major goal of the park development was to provide increased public access to Little Traverse Bay and to establish an effective pedestrian and functional linkage between the waterfront and the renown downtown "Gaslight" shopping district. Improvements to the park were funded primarily by local sources through the Petoskey Tax Increment Finance Authority, with projected State of Michigan participation through the Waterways Division and Recreation Services Division of the Department of Natural Resources and a total project commitment of up to five million dollars.

Main features of the park include a central promenade linking the downtown to the City pier, marina and waterfront walkway; waterfront playground, softball tournament field, rivermouth boardwalk, new City Hall and Public Service Buildings, open picnic and activity greens, and arboretum. Services provided by our firm included design, engineering and construction administration for all park facilities, roads, utilities, shoreline stabilization, and the pedestrian tunnel linking downtown to the waterfront park under the highway.

Beckett and Raeder, Inc. has served as the design and engineering firm on all waterfront projects since the inception of the waterfront master plan in 1979 - 1980. Since that time over thirty projects have been implemented consistent with the original concept for the waterfront area.



1992 Honor Award for Waterfront Development  
2014 Merit Award for Historic Significance  
*Michigan Chapter of the American Society of Landscape Architects*

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## Marquette Lower Harbor Master Plan

Marquette, Michigan

Historically, the Marquette Lower Harbor has been the industrial center of the community. Water related activities such as fishing, bulk commodity transshipment, boat building and repair, and recreational boating have dominated the harbor. As the national economy shifted its raw material needs, transshipment of materials decreased at the harbor and over time ore docks and rail yards, which provided inland connections to mines, and consumers were abandoned.

In response to the underutilization of these facilities the City of Marquette commissioned a review of opportunities in the harbor and how to best maximize development opportunities without impairing historic, recreational, scenic and environmental elements. Once a community consensus was reached on a land use program, a framework plan was prepared for the lower harbor. In order to blend near-term projects with the framework plan, an illustrative plan was prepared to highlight the type and extent of development. Supplementing these plans were conceptual elevations on the quality and character of the proposed development.

To guide the long range development of the harbor, a new zoning district was proposed known as the "Waterfront District". This zoning district divided the harbor into five sub-areas which regulated future development based on the framework plan.



CITY OF MARQUETTE  
**LOWER HARBOR STUDY**  
Illustrative Plan



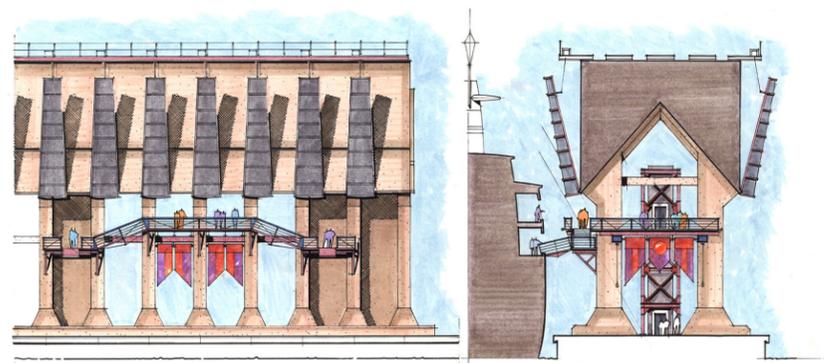
The findings of the Marquette Lower Harbor Study identified the opportunities available to the community to utilize this former Central Wisconsin railyard and industrial site for a mixed use development. In response to the study, City officials, in conjunction with Beckett & Raeder, Inc. put in place an implementation program for the property.

A key element of the adopted site master plan was the inclusion of an ADA accessible and multi-purposed shared pathway to Lake Superior, and the retention of land along the shoreline of Lake Superior and the Whetstone Creek as public open space.

Access through the property was accommodated by a three-tiered system of routes: a new road for vehicular traffic, a shared pathway, and a pedestrian walkway. Each route needed to cross the Whetstone Creek, which prior to the project execution was encapsulated in a large storm sewer. Once the Whetstone Creek was "daylighted" bridges were erected for the extension of Lakeshore Drive, the shared pathway along Lake Superior, and the pedestrian walkway along the Whetstone Creek.

Beckett & Raeder, Inc. worked with the City of Marquette on the procurement and implementation of a Transportation Enhancement Grant administered through MDOT. Today, the Lower Harbor is used by residents and visitors, and has been referenced by the Governor's Office as a model project for Michigan's new economy.

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CITY OF MARQUETTE  
**LOWER HARBOR STUDY**  
Ore Dock  
Beckett and Raeder, Inc.  
July 2001





# BOYNE CITY POLICE

319 North Lake St. Boyne City, MI 49712 • police@boynecity.com • Phone: (231) 582-6611 • Fax: (231) 582-3670

To: Michael Cain, City Manager   
From: Jeff Gaither, Police Chief   
Date: October 17, 2019  
Subject: Fireworks Ordinance Second Reading

On September 10, 2019 the City Commission held a first reading of the proposed new Fireworks Ordinance. The new State Law, House Bill 5939, had significantly reduced the number of days people can shoot off fireworks unrestricted, from 30 to 12 and allowed local governments to establish ordinances that prohibit fireworks use on any day other than those listed.

The following sections of the current ordinance should be rescinded as they currently conflict with the new state law:

*Sec. 34-112. - Fireworks defined.*

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

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

*Sec. 34-116. - Penalty.*

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

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

The new language for section 34-113 should read:

***A person shall not ignite, discharge or use consumer fireworks except after 11 a.m. on the following days:***

***(a) December 31 until 1 a.m. on January 1.***

***(b) The Saturday and Sunday immediately preceding Memorial Day until 11:45 p.m. on each of those days.***

***(c) June 29 to July 4 until 11:45 p.m. on each of those days.***

***(d) July 5, if that date is a Friday or Saturday, until 11:45 p.m.***

***(e) The Saturday and Sunday immediately preceding Labor Day until 11:45 p.m. on each of those days.***

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*Jeff Gaither, Chief of Police*

Penalty Subsections (a) and (b) should be replaced with:

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

I recommend the new Fireworks Ordinance language outlined above and as allowed/mandated by the state law, be given a second reading and then enacted as a City Ordinance.

#### Other Options

Rescind the entire fireworks ordinance

Allow additional days for fireworks

Consider age requirements (prohibiting use under 18)

Other options as determined by the Commission

## CITY OF BOYNE CITY

To: Michael Cain, City Manager  
From: Tim Faas, Director of Public Works  
Date: October 18, 2019  
Subject: 2018-2020 City Goals Review



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Here is an update on the goals pertaining to Public Works.

### **Be excellent stewards of taxpayer funds**

Scott McPherson and I met in March to discuss the five year capital projects for Planning Commission. An updated list was prepared for the purposes of the 2019-2020 Budget.

In September I conducted a PASER evaluation, with assistance from the staff at Networks North-west, of all the non-Federal Aid eligible roads in the city for the purposes of refining the five year capital projects this winter. This will help us ensure the right investment, at the right time, to cost effectively manage the pavement network assets of the city.

### **Protect Lake Charlevoix and Boyne River**

Met with representatives from East Jordan and Charlevoix regarding pursuit of a common stormwater ordinance for the three (3) communities. An ordinance developed by C2AE has since been approved and staff and the first reading by the City Commission was recently held with second reading scheduled for November 12, 2019.

### **Enhance recreational opportunities**

Several backlogged projects from 2017 and 2018 are now completed:

- posts at Rotary Park to delineate the parking areas adjacent to the soccer fields;
- completion of parking lot, signs and landscaping at Riverside Park;
- outdoor picnic shelter at the 1910 Building

The reconstruction and top dressing of the two main softball fields at Rotary Park was substantially completed by the Public Works staff.

A new user group was created by the Parks & Recreation Commission to enhance the experiences of the users of our softball and baseball fields and improve safety.

An agreement has been drafted with TOMMBA on licensing of the proposed Old Horton Bay Road property and the adjacent 80 acres for development of multi-use trails. The agreement is expected to be approved yet in October by the City Commission.

City Goals Planning Dept Priority Items: Quarterly Update October 22, 2019

1. Improve the City's Capital Improvement Plan

Incomplete-No specific activities on this to report.

2. Inventory city properties for potential housing development

Complete-GIS layer of all cities properties has been developed and reviewed for potential housing

3. Develop property maintenance standards

In Process-International Property Maintenance Code previously provided to City Commission will be brought forward for adoption with consulted City attorney in regards to required changes and adoption process, anticipate draft ordinance will be ready for introduction to City Commission in November.

4. Review zoning ordinance and master plan with intention to eliminate housing barriers

In Process – Planning Commission completed review zoning ordinance and drafted proposed amendments to help eliminate housing barriers. Planning Commission scheduled a Public hearing on October 21 2019, anticipate submittal to City Commission in November.

5. Examine issues arising from short term rentals.

In Process-Data base of short-term rentals compiled and mapped.

6. Research successful private/public partnerships in housing development

Ongoing -Continue to work with Boyne Housing Solutions Committee to explore options for potential public private partnerships such as the use of landbanks to facilitate housing development. Will be attending Northwest Michigan Housing Summit on October 18, 2019.

7. Reaffirm community vision for acceptable uses and building form on potential redevelopment sites.

Incomplete- No specific activities on this to report.

8. Review Master Plan and zoning ordinance to assure adequate opportunities exist for commercial, office, residential and mixed uses and especially small and home based businesses.

Complete- Zoning ordinance reviewed, Commercial and offices uses allowed in POD, CBD, TCD, GCD, RC/IND and PID this appears adequate area for these uses, home occupations and home based business currently allowed by right and conditional use in RED, TRD, WRD and MFRD this appears to be adequate area for these uses, Mixed uses allowed in WMD, CBD and TCD several redevelopment opportunities for mixed uses in these areas, several sites identified and deemed priority sites by the planning commission for RRC recertification. Limited area available for new small lot single family and multifamily residential uses. While expansion of these districts may help, available infrastructure is a limiting factor.

9. Develop storm water ordinance in cooperation with East Jordan and Charlevoix.

In Process- Draft ordinance for the three cities has been reviewed and approved by Charlevoix County for administration. Introduced to City Commission on October 8, 2019. Anticipate adoption on November 12, 2019. East Jordan and Charlevoix will adopt within similar timeframe.

# October 2019

October 2019							November 2019						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Sep 29	30	Oct 1 5:00pm ZBA	2	3 8:30am Main Street Board mtg.	4	5
6	7	8 7:00pm City Commission	9	10 5:00pm Parks & Rec	11	12
13	14 12:00pm EDC/LDFA Meeting	15 Marina Closes	16	17	18	19
20	21 5:00pm Planning Commission	22 12:00pm City Commission	23	24 5:30pm Airport Advisory Board	25	26
27	28	29	30	31 5:00pm Trick or Treat	Nov 1	2

# November 2019

November 2019							December 2019						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	8	9	1	2	3	4	5	6	7
10	11	12	13	14	15	16	8	9	10	11	12	13	14
17	18	19	20	21	22	23	15	16	17	18	19	20	21
24	25	26	27	28	29	30	22	23	24	25	26	27	28
							29	30	31				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Oct 27	28	29	30	31	Nov 1	2
3	4	5 5:00pm ZBA	6	7 8:30am Main Street Board mtg.	8	9
10	11 11:00am Veterans Day Ceremony 12:00pm EDC/LDFA	12 7:00pm City Commission	13	14 5:00pm Parks & Rec	15	16
17	18 5:00pm Planning Commission	19	20	21 5:00pm Historic District	22 5:00pm Holiday Open House 6:00pm Santa Parade	23
24	25	26 12:00pm City Commission	27	28 City Offices Closed Thanksgiving 2:30pm Thanksgiving Dinner (Eagles Hall) 5:30pm Airport Advisory	29 City Offices Closed	30