

AGENDA
CITY OF CHARLEVOIX CITY COUNCIL WORK SESSION

Tuesday, January 10, 2017 - 5:00 p.m.
City Hall Council Chambers, 210 State Street Charlevoix, Michigan

1. Invocation or Pledge of Allegiance
2. Roll Call
3. Presentations and Discussions
 - A. Goal Setting for 2017-2018
 - B. Review of Draft 2017-2018 City Budget
4. Other Council Business
 - A. Closed Session- Pending Collective Bargaining Negotiations pursuant to MCL 15.268, Section 8(c)
5. Adjourn

The City of Charlevoix will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon one week's notice to the City of Charlevoix. Individuals with disabilities requiring auxiliary aids or services should contact the City of Charlevoix Clerk's Office in writing or calling the following: City Clerk, 210 State Street, Charlevoix, MI 49720 (231) 547-3250

January 6, 2017 4:00 p.m.



Memo

To: The Honorable Mayor Kurtz and the Charlevoix City Council
From: Mark L. Heydlauff, City Manager
Subject: Work Session for January 10, 2017
Date: January 6, 2017

As you are aware, we have a Work Session planned for January 10, 2017 at 5pm. We will meet around the conference table in the Council Chambers; we have arranged for soup and sandwiches from That French Place.

Goals

At your meeting on Tuesday, you agreed to also discuss goals for the City. I have placed this first on the agenda in case the goals you discuss would alter the budget considerations. It is helpful when Council sets a broad vision and then staff can respond with specific policies in keeping with those priorities. I expect this will be an ongoing discussion.

Budget Draft Overview

The City Charter obligates me to present to you a recommended budget for the ensuing fiscal year by February 15th. My goal in this work session is to outline what staff and I recommend, gather any further input you may have and issue the recommendation in early February. The budget takes effect by ordinance and ordinances must be approved 30 days before they are effective. Thus, the February 20 Council Meeting is the last regular meeting at which the budget could be approved while still taking effect by April 1 when our fiscal year begins.

The General Fund provides many of the services our residents rely on and it is supported primarily through the general operating levy and fees for services. This coming year, it shows a considerable proposed deficit largely due to several large, one-time expenditures. The largest of these is a new HVAC system for City Hall. The total cost of this system is expected to be \$175,000 with the General Fund paying \$105,000 of this. I know this project has come up in the past and been delayed. Other projects included are:

- \$27,000 for an accessible playground at Lake Michigan Beach (includes revenue from the State, County, and Charlevoix County Community Foundation)
- \$12,500 contribution toward the Boyne-Charlevoix Trail
- \$6,000 election equipment expense
- \$51,000 to refurbish tennis courts and basketball courts
- \$15,000 to redo the city website and purchase a new server and related software

The General Fund is projected to end the 2017-2018 Fiscal Year with a fund balance of 27% of expenses. This is still a

healthy fund balance but I would not recommend we let the balance dip below 25%. You can see from the summary that the fund balance is expected to be much better as we end this fiscal year than when we started it. This can be attributed to some projects being delayed (notably the Lake Michigan Beach Playground) and not filling the City Planner position.

The Major and Local Street Funds are performing relatively well. These are used to perform routine maintenance on our streets and not the larger construction we have seen. No major projects are planned in these funds.

The Downtown Development Authority Fund is projected to draw significantly on their cash reserves this year to make some significant upgrades including the construction of wayfinding signage, upgrades to the Bridge Park Building, and more promotional work. They will maintain a cash balance that exceeds their annual expenses; their largest annual expense is payment on the bonds that funded East Park and the Marina.

The General Debt Service Fund is an in and out account created to repay the 2016 Infrastructure Improvement Bonds. It derives revenue from the Infrastructure Improvement Fund (PI #6) and the Street Improvement Fund (PI #7). The one-time proceeds of the 2016 Infrastructure Improvement Bonds were deposited into the Infrastructure Improvement Fund, where they paid the costs of the 2016 work and where we anticipate charging all costs for 2017 infrastructure work. As a reminder for 2017, we are having Performance Engineers draw-up specs for the full reconstruction of the 100 block of West Hurlbut, Antrim (between Bridge and State), and Prospect (between Dixon and Petoskey). We also anticipate roughly \$400,000 of pavement improvement work this following year. We will assess this project as we know more details on the pricing and timing of the reconstruction work. In total, we completed roughly \$2.3 million in infrastructure improvements last summer and we anticipate completing another \$1.6 million in 2017. The Infrastructure Improvement Fund receives revenue from the Infrastructure Levy and the Street Improvement Fund receives revenue from the local share of the Charlevoix County Road Millage.

The Airport Fund is showing signs of improvement. It is repaying with interest, the loan it received from the Electric Fund several years ago and is projected to fund the grant matches from Airport-derived revenue. We will be making one last payment for the ballfields since we were required to "transfer" them from the Airport to the City. The Airport is currently planning to rehabilitate Taxiway A in 2017 using federal grant money.

The Electric Fund remains healthy though it does project a deficit again this year. Excluding depreciation however, it is expected to break even. There are no significant projects planned for the Electric, aside from ongoing system maintenance and upgrades. We propose no change in Electric Rates.

The Sewer Fund will see lower expenses with the Waste Water Treatment Plant improvements now complete. We will continue with routine operations and maintenance on our lift stations throughout the system. We are also working on improving and lowering the cost of the automatic communication systems between the plant and the lift stations. We are recommending a 2% rate increase or \$1 per month for most City customers and \$1.50 per month for most township customers.

The Water Fund continues to struggle with high costs than our rates are supporting. The Fund Balance was significantly depleted during the water freeze-ups three years ago. We are making progress in improving our water capital assets and the DEQ just recognized us for recent improvements to our Water Plant; they plan to use our work as a demonstration to other plants. We do recommend a 15% rate increase; this will mean a roughly \$4.50 increase for City residents and an increase of roughly \$8 for township water customers who have City water.

The Marina Fund is marginally healthy. The fund balance is declining again this year, but we are making some dock repairs and significantly upgrading our Wi-Fi capacity and infrastructure. In the long run, the debt service is stable going forward after we refinanced it last year; the DDA provides most of the revenue to pay this. We are working to fill one more seasonal boat slip and we have an available commercial slip for which we will request proposals this

winter. I also recommend we renew the commercial slip with Sunshine Charters at the same terms of the previous contract. I'll bring that to Council in the next couple of months.

The Employee Fringe Benefit Fund is one of our internal service funds. It charges all funds on the basis of their payroll to account for employment taxes and employee benefits. Health insurance and retirement costs are the biggest driver of expenses in this fund. You will note we are anticipating ending the year with just over \$800,000 in cash in this fund; this is a good "savings account" in case we want to make an extra payment into our MERS pension accounts or another use in the future.

The Motor Pool Fund is another internal service fund that charges equipment rent to our various funds and then purchases and maintains the vehicles they use. Staff will be reviewing the policies for contributions and payments into this fund and may modify the formulas going forward.

The DPW Site Fund has been used over the years to charge our utility funds for future replacement of the DPW site at the corner of Stover and Ferry. We are currently working with Northwest Design Group on developing a plan for a replacement facility to include the Electric Department as well. We expect to have the results of this report later this winter. This will give us cost guidance as we plan the steps toward construction. In the meantime, we have roughly \$1.6 million in cash ready for this project.

Proposed Fee Schedule

Along with the approval of the budget, we ask Council to annually approve the schedule of fees for various items in the City. You will find a draft of this included in the packet. Most of these are finalized, however Interim Airport Manager Matt Wyman is modifying some airport charges in collaboration with the Airport Advisory Committee and we are finalizing some of the specifics for utility rates.

**CITY OF CHARLEVOIX
GENERAL FUND
2017-18 BUDGET**

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
REVENUES				
Taxes	2,294,275	2,322,300	2,354,888	2,337,700
Licenses & Permits	4,942	4,000	5,250	5,300
Federal Grants	-	-	-	-
State Grants & Revenue	236,501	288,600	218,171	256,500
Local Grants & Contributions	41,110	36,000	28,000	36,000
Charges for Services	678,578	653,200	643,540	650,700
Fines & Forfeits	21,033	21,000	21,450	20,900
Interest & Rents	125,462	124,400	128,332	125,500
Other	55,151	25,000	46,744	34,600
Fund Transfers	133,556	6,500	2,500	72,700
TOTAL REVENUES	\$ 3,590,608	\$ 3,481,000	\$ 3,448,874	\$ 3,539,900
EXPENSES				
Legislative	61,632	44,400	52,474	47,800
General Government	506,004	569,000	566,525	756,500
Public Safety	1,010,829	1,119,900	1,052,902	1,102,400
Public Works	245,539	235,100	248,525	252,100
Health & Welfare	419,067	432,700	422,849	426,600
Recreation & Culture	1,031,539	1,159,600	1,049,774	1,164,400
Other	97,906	131,900	126,758	112,700
Fund Transfers	80,304	-	-	-
TOTAL EXPENSES	\$ 3,452,820	\$ 3,692,600	\$ 3,519,806	\$ 3,862,500
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 137,787	\$ (211,600)	\$ (70,932)	\$ (322,600)
YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	1,286,553	1,269,915	1,424,340	1,353,408
NET CHANGE IN FUND BALANCE	137,787	(211,600)	(70,932)	(322,600)
FUND BALANCE	\$ 1,424,340	\$ 1,058,315	\$ 1,353,408	\$ 1,030,808
CASH & INVESTMENTS	\$ 1,451,804	\$ 1,048,056	\$ 1,380,872	\$ 1,058,272
FUND BALANCE AS % OF TOTAL EXPENSES	41%	29%	38%	27%

**CITY OF CHARLEVOIX
GENERAL FUND EXPENSES SUMMARY
2017-18 BUDGET**

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
LEGISLATIVE				
Common Council	61,632	44,400	52,474	47,800
TOTAL LEGISLATIVE	\$ 61,632	\$ 44,400	\$ 52,474	\$ 47,800
GENERAL GOVERNMENT				
Mayor	4,259	10,300	9,894	7,000
City Manager	98,321	100,000	100,140	113,700
Elections	18,015	24,400	24,448	24,900
Assessor	56,848	58,500	60,214	58,700
City Attorney	41,016	45,100	45,100	40,000
City Clerk	39,775	45,900	45,900	53,200
City Treasurer	60,607	66,500	67,071	68,800
City Hall & Grounds	109,536	119,000	113,143	289,900
Cemetery	77,627	99,300	100,616	100,300
TOTAL GENERAL GOVERNMENT	\$ 506,004	\$ 569,000	\$ 566,525	\$ 756,500
PUBLIC SAFETY				
Police Department	716,057	752,800	757,700	774,400
Parking Enforcement	7,260	7,200	7,270	7,300
Fire Department	227,357	253,500	241,530	248,500
Planning	60,155	106,400	46,402	72,200
TOTAL PUBLIC SAFETY	\$ 1,010,829	\$ 1,119,900	\$ 1,052,902	\$ 1,102,400
PUBLIC WORKS				
Highways & Streets	233	300	300	300
Leaf Pickup	144,454	133,500	145,376	147,300
Spring Cleanup	50,236	48,100	50,600	51,600
Brush Pickup	50,615	53,200	52,249	52,900
TOTAL PUBLIC WORKS	\$ 245,539	\$ 235,100	\$ 248,525	\$ 252,100
HEALTH & WELFARE				
Ambulance	419,067	432,700	422,849	426,600
TOTAL HEALTH & WELFARE	\$ 419,067	\$ 432,700	\$ 422,849	\$ 426,600
RECREATION & CULTURE				
Parks Department	543,322	402,100	446,910	436,000
Recreation Administration	40,280	55,800	56,629	59,400
City Beaches	15,868	96,400	5,169	97,100
Ball Fields	15,152	21,100	22,029	23,600
Day Camp	61,615	67,700	68,534	69,600
Ice Rink	1,902	7,600	7,288	8,900
Mt. McSauba Ski Hill	97,347	108,500	135,017	133,100
Recreational Sports	3,907	103,400	3,400	55,100
Skate Park	1,798	4,700	4,834	7,900
Golf Course	220,285	259,700	267,240	236,900
Boat Launch	21,938	21,000	21,145	21,300
Community Promotion	8,125	11,600	11,580	15,500
TOTAL RECREATION & CULTURE	\$ 1,031,539	\$ 1,159,600	\$ 1,049,774	\$ 1,164,400
MISCELLANEOUS				
OTHER	97,908	131,900	126,758	112,700
FUND TRANSFERS	80,304	-	-	-
TOTAL MISCELLANEOUS	\$ 178,210	\$ 131,900	\$ 126,758	\$ 112,700
TOTAL EXPENSES	\$ 3,452,820	\$ 3,692,600	\$ 3,519,806	\$ 3,862,500

**CITY OF CHARLEVOIX
MAJOR STREET FUND
2017-18 BUDGET**

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
REVENUES				
GAS & WEIGHT TAX	185,326	177,336	189,484	208,806
INTEREST EARNINGS	20	30	32	32
STATE REVENUE - OTHER	18,609	-	4,527	-
STATE TRUNKLINE REIMBURSEMENT	73,607	75,000	75,000	75,000
OTHER	365	-	25	-
TRANSFER FROM INFRASTRUCTURE	110,000	-	-	-
TRANSFER FROM STREET IMPROVEMENT	320,404	35,400	35,438	-
TRANSFER FROM GENERAL	-	-	-	-
CONTRIBUTION FROM PRIVATE SOURCES	7,500	-	-	-
TOTAL REVENUES	\$ 715,831	\$ 287,766	\$ 304,506	\$ 283,838

EXPENSES				
ENGINEERING	22,153	-	-	-
CONTRACTUAL SERVICES	515,596	-	6,264	-
ROUTINE MAINTENANCE	10,213	9,300	10,122	10,900
SWEEPING & FLUSHING	12,952	13,900	13,151	13,300
TREES & SHRUBS	35,840	28,000	29,948	28,300
DRAINAGE	11,062	14,700	19,276	22,400
PAVEMENT MARKING	15,615	17,000	17,000	5,000
TRAFFIC CONTROL	5,895	12,100	12,064	10,700
WINTER MAINTENANCE	90,940	98,800	101,155	102,200
ADMINISTRATION	3,191	9,800	9,944	10,300
SURFACE MAINTENANCE-TRK	12,369	6,600	9,500	9,600
SWEEPING & FLUSHING-TRK	2,125	6,300	6,661	6,700
TREES & SHRUBS-TRK	844	800	1,068	1,100
DRAINAGE-TRK	1,794	1,700	1,925	2,000
TRAFFIC SIGN/SIGNAL-TRK	1,424	2,600	3,474	3,600
PAVEMENT MARKING-TRK	-	500	-	-
WINTER MAINTENANCE-TRK	44,528	37,900	45,194	45,800
GUARD RAILS-TRK	-	100	-	-
ROADWAY INSPECTION-TRK	718	800	807	900
TOTAL EXPENSES	\$ 787,258	\$ 260,900	\$ 287,551	\$ 272,800

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ (71,427)	\$ 26,866	\$ 16,955	\$ 11,038
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YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	137,318	139,136	65,891	82,846
NET CHANGE IN FUND BALANCE	(71,427)	26,866	16,955	11,038
FUND BALANCE	\$ 65,891	\$ 166,002	\$ 82,846	\$ 93,884

CASH & INVESTMENTS	\$ 0	\$ 130,347	\$ 16,955	\$ 27,993
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**CITY OF CHARLEVOIX
LOCAL STREET FUND
2017-18 BUDGET**

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
REVENUES				
GAS & WEIGHT TAX	77,740	79,814	85,699	95,412
STATE GRANTS - OTHER	18,609	-	-	-
INTEREST EARNINGS	32	-	30	30
MISCELLANEOUS INCOME	-	-	-	-
CONTRIBUTION - GENERAL FUND	-	80,000	80,000	65,000
CONTRIBUTION - INFRASTRUCTURE	-	-	-	-
CONTRIBUTION - STREET IMPROVEMENT	-	-	8,586	-
TOTAL REVENUES	\$ 96,380	\$ 159,814	\$ 174,315	\$ 160,442

EXPENSES				
ENGINEERING	-	-	-	-
CONTRACTUAL SERVICES	-	28,000	28,000	25,000
ROUTINE MAINTENANCE	2,548	10,800	19,288	12,900
SWEEPING & FLUSHING	9,682	8,300	8,338	8,300
TREES & SHRUBS	6,670	17,200	18,752	24,700
DRAINAGE	5,559	2,400	2,319	2,400
TRAFFIC CONTROL	782	1,900	4,503	1,900
WINTER MAINTENANCE	72,457	83,100	82,929	84,000
ADMINISTRATION	1,607	7,900	8,104	8,400
TOTAL EXPENSES	\$ 99,305	\$ 159,600	\$ 172,234	\$ 167,600

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ (2,925)	\$ 214	\$ 2,081	\$ (7,158)
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YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	41,442	44,926	38,517	40,598
NET CHANGE IN FUND BALANCE	(2,925)	214	2,081	(7,158)
FUND BALANCE	\$ 38,517	\$ 45,140	\$ 40,598	\$ 33,440

CASH & INVESTMENTS	\$ 22,937	\$ 34,206	\$ 25,018	\$ 17,860
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**CITY OF CHARLEVOIX
DOWNTOWN DEVELOPMENT AUTHORITY FUND
2017-18 BUDGET**

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
REVENUES				
CURRENT PROPERTY TAX	36,527	37,100	37,742	37,700
PROPERTY TAX - CAPTURE LOCAL	393,086	393,100	392,138	392,100
DELINQUENT PROPERTY TAX COLLECTED	1,246	-	-	-
PENALTY - PROPERTY TAX	136	-	22	-
FEDERAL / STATE / OTHER GRANTS	21,815	1,600	10,549	1,600
FARMERS MARKET INCOME	26,783	26,964	30,516	30,525
INTEREST EARNINGS	1,094	500	540	500
RENTS & ROYALTIES - SUNSHINE	1,000	1,000	1,000	1,000
RENTS & ROYALTIES - KEWEENAW	2,750	-	-	-
RENTS & ROYALTIES - BIBCO LEASE	25,862	26,900	26,861	27,900
RENTS & ROYALTIES - ROUND LAKE GROUP	17,110	15,300	18,469	20,300
RENTS & ROYALTIES - LC BREWERS	405	-	4,860	4,900
MISCELLANEOUS & IWF REIMBURSEMENT	6,155	3,500	3,500	3,500
CONTRIBUTION - OTHER SOURCES	11,648	2,500	11,920	2,500
CONTRIBUTION - MAIN STREET	21,595	25,000	25,000	25,000
CONTRIBUTION - LIGHTING & HOLIDAY DECOR	-	500	500	500
CONTRIBUTION - PERFORMANCE PAVILION	500	-	1,000	-
TRANSFER FROM OTHER FUNDS	-	-	-	-
TOTAL REVENUES	\$ 587,713	\$ 533,984	\$ 564,617	\$ 548,025
EXPENSES				
SALARIES & WAGES	29,736	31,300	10,125	37,600
WAGES - ICMA	2,523	2,700	871	3,200
SALARIES & WAGES - TEMPORARY	6,149	7,000	8,150	7,200
EMPLOYEE FRINGE BENEFITS	23,819	25,200	9,019	30,400
OPERATING SUPPLIES	25,667	2,200	7,963	8,100
IWF MAINTENANCE	9,127	6,000	7,178	7,200
MARKETING & PROMOTIONAL SERVICES	20,529	25,700	29,000	32,300
MARKETING & PROMOTIONAL SVCS - FARMERS MKT	19,662	16,800	21,900	16,800
MARKETING & PROMOTIONAL SVCS - CRAFT BEER	-	-	50	-
PROMOTION COMMITTEE EXPENSES	-	-	300	300
ORGANIZATION COMMITTEE	-	3,500	3,500	3,500
BUSINESS RECRUITMENT/RETENTION	45	1,500	1,500	1,500
CONTRACTUAL SERVICES	16,894	14,700	61,925	18,100
SERVICE/MAINTENANCE FEES	-	-	-	-
DESIGN COMMITTEE	-	10,300	47,808	55,600
DESIGN CAPITAL IMPROVEMENTS	-	11,000	11,000	21,000
LEGAL SERVICES	419	500	500	500
TELEPHONE	1,783	1,000	992	1,000
CONFERENCE & TRAVEL	2,402	4,000	4,000	4,000
PRINTING & PUBLISHING	207	-	3,479	1,500
INSURANCE & BONDS	1,401	1,800	1,800	1,800
PARK EQUIPMENT	14,940	-	9,270	-
REFUNDS - PROPERTY TAX & TIFA	4,909	6,000	6,000	6,000
MAINTENANCE - BRIDGE PARK BUILDING	5,813	16,000	41,551	27,500
MISCELLANEOUS	157	300	300	800
MISCELLANEOUS - FARMERS MARKET	-	-	437	500
MISCELLANEOUS - MAIN STREET	2,532	-	8,526	300
MISCELLANEOUS - LIBRARY/SUBSCRIPTIONS	-	-	-	-
CAPITAL PROJECT - PROFESSIONAL SERVICES	-	-	-	-
CAPITAL PROJECT - CONTRACTUAL SERVICES	-	-	-	-
BOND ISSUANCE COSTS	-	-	-	-
DEBT SERVICE PAYMENTS	-	-	-	-
BOND PRINCIPAL - BRIDGE PARK (LTGO, ACT 99)	-	-	-	-
INTEREST EXPENSE - BONDS	-	-	-	-
PAYING AGENT FEES	-	-	-	-
LIBRARY CONTRIBUTION	25,000	30,000	30,000	30,000
TRANSFER TO OTHER FUNDS (MARINA)	321,395	326,200	260,163	341,800
TOTAL EXPENSES	\$ 535,110	\$ 543,700	\$ 587,305	\$ 658,500
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 32,603	\$ (9,736)	\$ (22,688)	\$ (110,475)
YEAR END BALANCES				
FUND BALANCE / NET POSITION BEGINNING OF YEAR	4,482,783	4,676,055	4,515,386	4,492,698
CHANGE IN FUND BALANCE / NET POSITION	32,603	(9,736)	(22,688)	(110,475)
FUND BALANCE / NET POSITION	\$ 4,515,386	\$ 4,666,319	\$ 4,492,698	\$ 4,382,223
CASH & INVESTMENTS	\$ 782,477	\$ 738,977	\$ 739,789	\$ 629,314

**CITY OF CHARLEVOIX
GENERAL DEBT SERVICE FUND
2017-18 BUDGET**

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
REVENUES				
INTEREST EARNINGS	-	-	1	-
MISCELLANEOUS	-	-	3,552	-
CONTRIBUTIONS FROM OTHER FUNDS	-	-	-	-
CONTRIBUTIONS FROM OTHER FUNDS PI6	-	34,283	79,198	150,483
CONTRIBUTIONS FROM OTHER FUNDS PI7	-	172,517	172,517	172,517
TOTAL REVENUES	\$ -	\$ 206,800	\$ 255,268	\$ 323,000
EXPENSES				
BOND PRINCIPAL	-	175,000	180,000	190,000
BOND INTEREST	-	31,300	71,715	133,000
PAYING AGENT FEES	-	500	81	100
TOTAL EXPENSES	\$ -	\$ 206,800	\$ 251,796	\$ 323,100
REVENUES OVER EXPENSES	\$ -	\$ -	\$ 3,472	\$ (100)
YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	-	-	-	3,472
NET CHANGE IN FUND BALANCE	-	-	3,472	(100)
FUND BALANCE	\$ -	\$ -	\$ 3,472	\$ 3,372
CASH & INVESTMENTS	\$ -	\$ -	\$ 3,472	\$ 3,372

**CITY OF CHARLEVOIX
 PI #1 FIRE / AMBULANCE REPLACEMENT FUND
 2017-18 BUDGET**

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
REVENUES				
INTEREST EARNINGS	13	-	-	-
SALE OF FIXED ASSETS	-	-	-	-
CONTRIBUTION FROM MOTOR POOL	76,500	78,030	78,030	79,591
TOTAL REVENUES	\$ 76,513	\$ 78,030	\$ 78,030	\$ 79,591
EXPENSES				
CAPITAL OUTLAY - PUBLIC SAFETY	-	-	-	40,000
MACHINERY & EQUIPMENT - FIRE	-	-	-	-
MACHINERY & EQUIPMENT-AMBULANCE	-	-	-	-
TOTAL EXPENSES	\$ -	\$ -	\$ -	\$ 40,000
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 76,513	\$ 78,030	\$ 78,030	\$ 39,591
YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	16,638	93,138	93,151	171,181
NET CHANGE IN FUND BALANCE	76,513	78,030	78,030	39,591
FUND BALANCE	\$ 93,151	\$ 171,168	\$ 171,181	\$ 210,772
CASH & INVESTMENTS	\$ 93,151	\$ 171,168	\$ 171,181	\$ 210,771

**CITY OF CHARLEVOIX
PI #2 SEWER CAPITAL FUND-TAP INS*
2017-18 BUDGET**

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
REVENUES				
INTEREST EARNINGS	66	100	100	100
SEWER TAP INS	9,000	8,000	11,000	8,000
CONTRIBUTIONS FROM OTHER FUNDS	-	-	-	-
TOTAL REVENUES	\$ 9,066	\$ 8,100	\$ 11,100	\$ 8,100
EXPENSES				
CAPITAL OUTLAY	-	-	-	-
TRANSFER TO SEWER FUND	-	-	-	-
TOTAL EXPENSES	\$ -	\$ -	\$ -	\$ -
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 9,066	\$ 8,100	\$ 11,100	\$ 8,100
YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	48,534	56,634	57,600	68,700
NET CHANGE IN FUND BALANCE	9,066	8,100	11,100	8,100
FUND BALANCE	\$ 57,600	\$ 64,734	\$ 68,700	\$ 76,800
CASH & INVESTMENTS	\$ 47,506	\$ 54,640	\$ 58,606	\$ 66,706

* This fund is part of the Sewer Fund and is shown here for internal accounting purposes only.

**CITY OF CHARLEVOIX
 PI #5 SEWER CAPITAL FUND - NORTHSIDE / SOUTHSIDE SEWER*
 2017-18 BUDGET**

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
REVENUES				
INTEREST EARNINGS	253	100	100	100
COLLECTION & CONSTRUCTION FEES:				
CHARLEVOIX CC	-	2,000	2,000	2,000
NORTH POINTE WOODS	-	-	2,000	-
SOUTHSIDE SEWER US-31	-	-	-	-
PINE POINT	2,000	4,000	2,000	2,000
OTHER	-	-	1,500	-
TOTAL REVENUES	\$ 2,253	\$ 6,100	\$ 7,600	\$ 4,100
EXPENSES				
LEGAL & PROFESSIONAL FEES	-	-	-	-
TRANSFER TO SEWER FUND	-	-	-	-
TOTAL EXPENSES	\$ -	\$ -	\$ -	\$ -
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 2,253	\$ 6,100	\$ 7,600	\$ 4,100
YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	256,562	300,315	258,816	266,416
NET CHANGE IN FUND BALANCE	2,253	6,100	7,600	4,100
FUND BALANCE	\$ 258,816	\$ 306,415	\$ 266,416	\$ 270,516
CASH & INVESTMENTS	\$ 293,238	\$ 303,185	\$ 300,838	\$ 304,938

* This fund is part of the Sewer Fund and is shown here for internal accounting purposes only.

**CITY OF CHARLEVOIX
PI #6 INFRASTRUCTURE IMPROVEMENTS FUND
2017-18 BUDGET**

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
REVENUES				
CURRENT PROPERTY TAX	455,843	471,900	460,870	460,900
PAYMENT IN LIEU OF TAXES	496	800	800	800
IFT TAXES	1,208	800	850	900
TAXES COLLECTED - DELINQUENT	8,059	14,000	14,000	14,000
STATE GRANTS	-	-	-	-
INTEREST EARNINGS	418	200	2,150	1,200
MISCELLANEOUS				
PROCEEDS FROM BONDS	4,025,131	3,000,000	-	-
CONTRIBUTION FROM OTHER FUNDS	-	-	-	-
TOTAL REVENUES	\$ 4,491,154	\$ 3,487,700	\$ 478,670	\$ 477,800

EXPENSES				
PROFESSIONAL SERVICES	303,661	50,000	360,361	257,300
PROFESSIONAL SERVICES	-	360,400	-	-
CONTRACTUAL SERVICES	-	1,882,600	2,352,643	1,539,600
REFUNDS & REBATES / MISCELLANEOUS	10,413	-	-	-
BOND ISSUANCE COSTS	67,023	-	-	-
TRANSFER TO GENERAL FUND	116,576	-	-	-
TRANSFER TO MAJOR STREET	110,000	-	-	-
TRANSFER TO LOCAL STREET	-	-	-	-
TRANSFER TO AIRPORT	86,300	63,500	-	-
TRANSFER TO GENERAL DEBT OBLIGATIC	-	34,300	79,198	150,500
TRANSFER TO SEWER	109,800	504,100	-	-
TRANSFER TO WATER	239,950	576,300	-	-
TOTAL EXPENSES	\$ 1,043,722	\$ 3,471,200	\$ 2,792,202	\$ 1,947,400

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 3,447,432	\$ 16,500	\$ (2,313,532)	\$ (1,469,600)
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YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	397,748	185,256	3,845,180	1,531,648
NET CHANGE IN FUND BALANCE	3,447,432	16,500	(2,313,532)	(1,469,600)
FUND BALANCE	\$ 3,845,180	\$ 201,756	\$ 1,531,648	\$ 62,048

CASH & INVESTMENTS	\$ 3,862,591	\$ 195,561	\$ 1,549,058	\$ 79,458
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**CITY OF CHARLEVOIX
PI #7 STREET IMPROVEMENT FUND
2017-18 BUDGET**

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
REVENUES				
COUNTY ROAD TAX	215,316	224,300	225,265	225,300
PAYMENT IN LIEU OF TAXES	540	300	300	300
DELINQUENT TAXES	9,270	9,000	9,000	9,000
IFT TAX	-	-	-	-
INTEREST EARNINGS	173	-	-	-
TOTAL REVENUES	\$ 225,299	\$ 233,600	\$ 234,565	\$ 234,600
EXPENSES				
PROFESSIONAL SERVICES	-	-	-	-
CONTRACTUAL SERVICES	-	-	-	-
TRANSFER TO MAJOR STREET	240,100	35,438	35,438	-
TRANSFER TO LOCAL STREET	-	-	8,586	-
TRANSFER TO GENERAL DEBT SERVICE	-	172,517	172,517	172,517
TRANSFER TO WATER	30,000	-	-	-
TRANSFER TO INFRASTRUCTURE	-	-	-	-
REFUNDS & REBATES / MISCELLANEOUS	39	-	-	-
TOTAL EXPENSES	\$ 270,139	\$ 207,955	\$ 216,541	\$ 172,517
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ (44,840)	\$ 25,645	\$ 18,024	\$ 62,083
YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	184,891	148,401	140,051	158,075
NET CHANGE IN FUND BALANCE	(44,840)	25,645	18,024	62,083
FUND BALANCE	\$ 140,051	\$ 174,046	\$ 158,075	\$ 220,158
CASH & INVESTMENTS	\$ 112,735	\$ 163,373	\$ 130,759	\$ 192,842

**CITY OF CHARLEVOIX
PI #9 INDUSTRIAL PARK FUND
2017-18 BUDGET**

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
REVENUES				
FEDERAL REVENUES	-	-	-	-
STATE GRANT	-	-	-	-
INTEREST EARNINGS	75	30	60	60
TAP IN FEES - SS SEWER @ MARION CTR	-	-	-	-
TOTAL REVENUES	\$ 75	\$ 30	\$ 60	\$ 60
EXPENSES				
OTHER FUNCTIONS	3,500	5,000	3,500	3,500
CAPITAL OUTLAY	-	-	-	-
TRANSFER TO ELECTRIC	-	-	-	-
TOTAL EXPENSES	\$ 3,499	\$ 5,000	\$ 3,500	\$ 3,500
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ (3,424)	\$ (4,970)	\$ (3,440)	\$ (3,440)
YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	90,058	85,088	86,635	83,195
NET CHANGE IN FUND BALANCE	(3,424)	(4,970)	(3,440)	(3,440)
FUND BALANCE	\$ 86,635	\$ 80,118	\$ 83,195	\$ 79,755
CASH & INVESTMENTS	\$ 86,634	\$ 80,118	\$ 83,194	\$ 79,755

**CITY OF CHARLEVOIX
 PI #12 MT. MCSAUBA RECREATION IMPROVEMENT FUND
 2017-18 BUDGET**

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
REVENUES				
INTEREST EARNINGS	10	-	10	10
GRANTS	-	-	-	-
RENTS & ROYALTIES-TOWER LEASES	7,628	7,000	7,000	7,000
CONTRIBUTION - PRIVATE SOURCES	-	-	-	-
TOTAL REVENUES	\$ 7,638	\$ 7,000	\$ 7,010	\$ 7,010
EXPENSES				
TRANSFER TO MOTOR POOL (GROOMER)	-	-	-	-
TRANSFER TO GENERAL FUND	-	4,000	-	-
TOTAL EXPENSES	\$ -	\$ 4,000	\$ -	\$ -
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 7,638	\$ 3,000	\$ 7,010	\$ 7,010
YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	8,236	15,236	15,874	22,884
NET CHANGE IN FUND BALANCE	7,638	3,000	7,010	7,010
FUND BALANCE	\$ 15,874	\$ 18,236	\$ 22,884	\$ 29,894
CASH & INVESTMENTS	\$ 13,527	\$ 18,223	\$ 20,537	\$ 27,547

CITY OF CHARLEVOIX
 AIRPORT FUND
 2017-18 BUDGET

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
REVENUES				
INTEREST EARNINGS	10	-	70	71
FEDERAL GRANTS	-	-	-	-
RENTS & ROYALTIES - AIRPORT PERMITS	16,558	18,000	20,000	20,400
RENTS & ROYALTIES - HANGAR RENTS	27,915	28,500	28,500	29,070
LAND LEASES	8,096	9,200	800	816
RENTAL CAR RENTS	400	1,000	-	-
STATE GRANTS	-	700	-	-
PARKING FEES	85,007	80,000	96,237	98,161
GROUND HANDLING FEE	9,545	10,000	9,500	9,690
CONTRACT FUEL REIMBURSEMENT	476,550	550,000	550,000	561,000
FUEL FEES - RETAIL	294,498	350,000	350,000	357,000
INTO WING FEES	94,444	92,000	98,000	99,960
AFTER HOURS CALLOUT FEES	12,520	12,100	12,300	12,546
FUEL FLOWAGE FEES - FA IAW	28,843	30,000	30,000	30,600
FUEL SALES - NON-TAX	6,857	10,000	10,000	10,200
THRU-PUT FEES	-	-	15	15
LANDING & RAMP FEES	53,833	52,000	60,000	61,200
GROUND SERVICES	1,920	2,000	3,200	3,264
LAVATORY SERVICE FEES	-	-	100	102
DISCOUNTS - AIRPORT SALES TAX	4	-	100	102
CONTRIBUTED CAPITAL	1,639,700	1,206,500	1,639,700	662,250
SALE OF FIXED ASSETS	-	-	-	-
REFUNDS & REBATES - INSURANCE	3,795	4,000	8,000	8,160
ADVANCE FROM ELECTRIC	-	-	-	-
TRANSFER FROM OTHER FUNDS	97,000	63,500	10,700	10,700
TAXABLE MERCHANDISE	315	-	600	612
VENDING MACHINE PROCEEDS	-	-	2,500	2,550
MISCELLANEOUS	7,256	6,100	200	204
TOTAL REVENUES	\$ 2,865,095	\$ 2,525,800	\$ 2,830,522	\$ 1,978,674

EXPENSES				
SALARIES & WAGES - FULL TIME	99,596	113,800	113,180	125,400
WAGES - ICMA	8,623	10,300	10,219	11,500
SALARIES & WAGES - TEMPORARY	57,269	50,200	50,253	61,600
EMPLOYEE FRINGE BENEFITS	105,921	95,200	94,686	107,100
OFFICE SUPPLIES	3,268	7,000	6,000	6,000
CLEANING SUPPLY - TERMINAL	732	1,000	1,000	1,000
ICE/COFFEE SUPPLY	421	1,200	750	800
VENDING MACHINE SUPPLY	-	-	1,750	1,800
EQUIPMENT MAINT & REPAIR	311	-	-	-
FUEL TRUCK MAINTENANCE	333	-	60	-
SNOW EQUIPMENT MAINTENANCE	13,517	11,000	17,000	13,000
LAWN EQUIPMENT MAINTENANCE	2,992	5,000	7,000	23,000
UNIFORMS & PPE	1,403	2,300	2,300	2,300
AVIATION FUEL	668,092	800,000	700,000	700,000
DIESEL FUEL	3,866	9,500	8,500	8,500
FUEL - HOLIDAY GAS STATION	1,397	3,000	3,000	3,000
FUEL TRUCK LEASE	21,120	22,500	22,500	22,500
FUEL MASTER PUMP REPAIRS	7,355	8,500	8,500	8,500
FUEL TRUCK REPAIRS	623	800	1,200	1,500
REPAIRS AND MAINTENANCE SUPPLIES	1,681	2,000	2,500	3,000
PROFESSIONAL SERVICES	6,365	8,300	8,250	2,300
CONTRACTUAL SERVICES	10,219	11,600	12,500	12,500
LEGAL FEES	5,158	2,500	2,500	2,500
TELEPHONE	2,108	1,500	1,484	1,700
CONFERENCE & TRAVEL	872	1,500	1,500	1,500
INSURANCE & BONDS	8,487	9,100	8,283	8,800
HANGAR REPAIRS	1,532	1,800	1,800	41,800
INSURANCE CLAIMS - CITY SHARE	1,949	-	2,670	-
UTILITIES	29,411	33,100	33,100	33,100
TERMINAL BLDG REPAIR & GROUNDS	3,109	4,000	4,000	4,000
SRE BLDG & HANGERS REPAIR & MAINT	6,330	3,200	3,200	5,100
TRASH REMOVAL	606	700	650	700
EQUIPMENT RENTAL	421	500	500	500
DUES & MEMBERSHIPS	70	100	125	100
PRINTING & PUBLISHING	1,510	1,300	1,300	1,300
MISCELLANEOUS	3,538	4,000	4,000	4,000
CREDIT CARD PROCESSING FEE	12,153	15,000	11,600	10,200
REFUNDS & REBATES	-	-	-	-
MACHINERY & EQUIPMENT	2,405	500	500	1,500
CAPITAL OUTLAY - APRON GRANT/RUNWAY 9-27	-	60,500	63,500	36,750
DEBT SERVICE - PRINCIPAL (MDOT, Act99)	-	-	-	-
DEBT SERVICE - INTEREST (MDOT, Act99, Elect Loan)	2,085	1,400	1,400	1,200
GRANT MATCH TO STATE	-	-	-	-
DEPRECIATION	385,045	290,000	400,000	500,000
TRANSFER TO ELECTRIC	-	25,000	25,000	25,000
TOTAL EXPENSES	\$ 1,481,891	\$ 1,618,900	\$ 1,638,260	\$ 1,795,050

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 1,383,204	\$ 906,700	\$ 1,292,262	\$ 183,624
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YEAR END BALANCES				
NET POSITION BEGINNING OF YEAR	5,666,159	7,216,207	7,048,363	8,340,625
CHANGE IN NET POSITION	1,383,204	906,700	1,292,262	183,624
NET POSITION	\$ 7,048,363	\$ 8,122,907	\$ 8,340,625	\$ 8,524,249
CASH & INVESTMENTS	\$ 26,395	\$ 22,041	\$ 78,958	\$ 100,332

**CITY OF CHARLEVOIX
ELECTRIC FUND
2017-18 BUDGET**

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
REVENUES				
ELECTRIC SERVICES	57,159	25,700	35,700	25,700
POWER SALES	5,473,927	5,860,000	5,860,250	5,860,000
POWER COST ADJ REVENUES	1,011,194	1,147,792	1,150,000	1,153,531
FINES & FORFEITS	33,131	35,000	32,000	35,000
INTEREST & RENTS	27,783	21,380	21,380	20,880
OTHER	12,273	3,500	6,600	3,500
TRANSFER FROM OTHER FUNDS	-	50,000	50,000	75,000
TOTAL REVENUES	\$ 6,615,466	\$ 7,143,372	\$ 7,155,930	\$ 7,173,611
EXPENSES				
TRANSMISSION / DISTRIBUTION	1,254,686	1,635,200	1,530,445	1,578,300
ACCOUNTING & ADMIN	547,578	686,300	641,249	691,900
PURCHASED POWER	4,105,484	4,652,400	4,364,103	4,420,800
CAPITAL IMPROVEMENTS	11,688	358,000	335,100	313,000
DEPRECIATION	464,680	525,000	525,000	525,000
FUND TRANSFERS	132,120	522,500	522,500	173,200
DEBT SERVICE	-	-	-	-
TOTAL EXPENSES	\$ 6,516,236	\$ 8,379,400	\$ 7,918,398	\$ 7,702,200
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 99,229	\$ (1,236,028)	\$ (762,468)	\$ (528,589)
YEAR END BALANCES				
NET POSITION BEGINNING OF YEAR	9,994,060	10,570,975	10,093,289	9,330,821
CHANGE IN NET POSITION	99,229	(1,236,028)	(762,468)	(528,589)
NET POSITION	\$ 10,093,289	\$ 9,334,947	\$ 9,330,821	\$ 8,802,232
RESERVE FOR DEPOSITS	85,000	85,000	85,000	85,000
CHARTER RESERVE	75,000	75,000	75,000	75,000
UNRESTRICTED	5,031,584	4,081,241	4,794,117	4,790,528
CASH & INVESTMENTS	\$ 5,191,584	\$ 4,241,241	\$ 4,954,117	\$ 4,950,528

**CITY OF CHARLEVOIX
SEWER FUND*
2017-18 BUDGET**

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
REVENUES				
OPERATIONS				
STATE GRANTS	47,359	306,000	306,000	306,000
SEWER SERVICES - MISCELLANEOUS	466	-	5,000	-
SEWER SALES	1,910,515	2,255,300	2,320,000	2,366,400
DISCOUNTS FORFEITED	9,789	7,200	7,700	7,200
INTEREST EARNINGS - OPERATIONS	2,368	500	1,500	500
OTHER & PASS THRU'S	5,616	5,000	5,000	5,000
SALE OF FIXED ASSETS	-	-	-	-
PROCEEDS FROM BOND SALE / SRF LOAN	-	726,100	745,624	-
TRANSFER FROM OTHER FUNDS	-	-	-	-
TRANSFER FROM INFRASTRUCTURE	109,800	504,100	-	-
CAPITAL IMPROVEMENT FUND				
SEWER SERVICES-TAP INS	9,000	8,000	11,000	8,000
INTEREST EARNINGS - CAPITAL RESERVE	66	100	100	100
TRANSFER FROM OTHER FUNDS PI #2	-	-	-	-
NORTHSIDE SEWER				
NORTHSIDE SEWER FEES	2,000	6,000	7,500	4,000
INTEREST EARNINGS - NORTHSIDE SEWER	253	100	100	100
MISC INCOME - PASS THRU PAYMENTS	-	-	-	-
SOUTHSIDE SEWER AREA				
SEWER SERVICES-TAP INS	9,000	8,000	11,000	8,000
SEWER CONSTRUCTION FEES	-	-	-	-
INTEREST EARNINGS - OVERSIZING	66	100	100	100
TRANSFER FROM OTHER FUNDS	-	-	-	-
TOTAL REVENUES	\$ 2,106,298	\$3,826,500	\$ 3,420,624	\$ 2,705,400
EXPENSES				
OPERATIONS				
WASTEWATER TREATMENT PLANT	605,299	706,600	706,287	703,000
SEWER LINES	124,892	151,600	143,985	159,300
ACCOUNTING & ADMIN	228,280	267,900	265,098	279,100
LIFT STATIONS	76,631	272,100	271,867	121,300
CAPITAL IMPROVEMENTS	2,835	1,570,700	1,115,709	340,000
DEPRECIATION	169,157	522,000	522,000	525,000
DEBT SERVICE	150,849	248,000	248,000	627,700
FUND TRANSFERS	39,820	36,200	36,200	53,000
CAPITAL IMPROVEMENT FUND				
FUND TRANSFERS	-	-	-	-
NORTHSIDE SEWER				
NORTHSIDE SEWER LEGAL / PROF FEES	-	-	-	-
CAPITAL IMPROVEMENTS	-	-	-	-
TOTAL EXPENSES	\$ 1,397,763	\$ 3,775,100	\$ 3,309,146	\$ 2,808,400
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 708,535	\$ 51,400	\$ 111,478	\$ (103,000)
YEAR END BALANCES				
NET POSITION BEGINNING OF YEAR	6,223,356	6,311,652	6,931,891	7,043,369
CHANGE IN NET POSITION	708,535	51,400	111,478	(103,000)
NET POSITION	\$ 6,931,891	\$ 6,363,052	\$ 7,043,369	\$ 6,940,369
CHARTER RESERVE	75,000	75,000	75,000	75,000
BOND DEBT SERVICE REQUIREMENTS	750,000	750,000	750,000	750,000
CASH PI #2 RESERVE FOR CAPITAL	47,506	54,640	58,606	66,706
CASH PI #5 NORTHSIDE SEWER RESERVE	293,238	303,185	297,338	301,438
UNRESTRICTED	1,589,969	1,299,512	2,208,247	2,618,047
CASH & INVESTMENTS	\$ 2,755,714	\$ 2,482,337	\$ 3,389,192	\$ 3,811,192

* Includes Capital Reserve Fund (402), Northside Sewer Fund (405) and Sewer Fund (590)

**CITY OF CHARLEVOIX
WATER FUND
2017-18 BUDGET**

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
REVENUES				
STATE & FEDERAL GRANTS	-	-	-	-
FEDERAL GRANT	-	-	-	-
WATER SERVICES-TAP INS	8,424	3,500	7,844	3,500
WATER SERVICES-READ-O-MATIC	1,683	1,200	1,200	1,200
WATER SERVICES-MISC	2,000	5,000	2,000	5,000
WATER SALES	1,013,168	1,050,500	1,186,364	1,364,300
INTEREST EARNINGS	1,351	200	200	200
DISCOUNTS FORFEITED	5,920	6,000	6,000	6,000
TRANSFER FROM DPW	-	-	-	-
TRANSFER FROM MOTOR POOL	-	-	-	-
TRANSFER FROM INFRASTRUCTURE	239,950	576,300	-	-
TRANSFER FROM STREET IMPROVEMENT	30,000	-	-	-
MISCELLANEOUS	20,087	17,000	17,000	17,000
TOTAL REVENUES	\$ 1,322,582	\$ 1,659,700	\$ 1,220,608	\$ 1,397,200
EXPENSES				
TRANSMISSION & DISTRIBUTION	454,597	354,500	378,119	400,100
ACCOUNTING & ADMIN	182,191	201,900	198,139	180,700
WATER TREATMENT PLANT	450,495	525,900	534,250	584,500
CAPITAL IMPROVEMENTS	13,870	576,300	12,500	350,000
DEPRECIATION	224,077	238,000	235,000	238,000
FUND TRANSFERS	3,620	56,900	-	8,700
DEBT SERVICE	-	-	-	-
TOTAL EXPENSES	\$ 1,328,851	\$ 1,953,500	\$ 1,358,008	\$ 1,762,000
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ (6,269)	\$ (293,800)	\$ (137,400)	\$ (364,800)
YEAR END BALANCES				
NET POSITION BEGINNING OF YEAR	4,189,511	4,423,214	4,183,242	4,045,843
CHANGE IN NET POSITION	(6,269)	(293,800)	(137,400)	(364,800)
NET POSITION	\$ 4,183,242	\$ 4,129,414	\$ 4,045,843	\$ 3,681,043
CHARTER RESERVE	75,000	75,000	75,000	75,000
UNRESTRICTED	50,189	59,227	147,789	20,989
CASH & INVESTMENTS	\$ 125,189	\$ 134,227	\$ 222,789	\$ 95,989

**CITY OF CHARLEVOIX
MARINA FUND
2017-18 BUDGET**

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
REVENUES				
STATE GRANTS	-	-	-	-
LAUNDRY REVENUE	1,425	1,400	1,730	1,700
RENTS & ROYALTIES - DOCKING SEASONAL	51,916	55,000	68,000	55,000
RENTS & ROYALTIES - DOCKING RESERV SYSTEM	356,103	325,000	335,000	325,000
RENTS & ROYALTIES - DOCKING TRANSIENT	25,666	23,000	19,000	23,000
RENTS & ROYALTIES - SUNSHINE	4,000	4,000	4,000	4,000
RENTS & ROYALTIES - KEWEENAW	10,710	-	-	-
INTEREST INCOME	583	250	80	80
FUND TRANSFERS FROM OTHER FUNDS	-	-	-	-
FUND TRANSFERS FROM DDA - DEBT SVC	321,395	326,200	260,163	341,800
SALE OF FIXED ASSETS	-	-	-	-
MISCELLANEOUS-OTHER REVENUE	-	-	-	-
TOTAL REVENUES	\$ 771,798	\$ 734,850	\$ 687,973	\$ 750,580
EXPENSES				
SALARIES & WAGES - FULL TIME	7,301	8,200	8,210	8,300
WAGES - ICMA	965	1,100	1,074	1,100
SALARIES & WAGES - TEMPORARY	70,435	67,400	78,337	72,400
EMPLOYEE FRINGE BENEFITS	16,759	16,400	18,072	17,300
OFFICE SUPPLIES	20	-	70	100
OPERATING SUPPLIES	6,678	12,800	10,978	28,900
PROFESSIONAL SERVICES	6,253	5,300	1,750	5,300
CONTRACTUAL SERVICES	4,355	8,400	4,380	31,900
STATE CRS COMMISSION FEES	11,968	16,000	13,000	14,300
STATE CRS RESERVATION FEES	6,742	8,600	8,000	8,800
LEGAL FEES	372	-	-	-
TELEPHONE	759	800	1,211	1,300
CONFERENCE/TRAVEL/TRAINING	450	1,300	-	900
INSURANCE & BONDS	2,820	3,000	2,658	3,000
UTILITIES	58,730	66,000	61,688	64,800
BUILDING & DOCK MAINTENANCE	3,290	7,500	14,891	14,100
EQUIPMENT RENTAL	417	700	700	700
MISCELLANEOUS	1,880	700	1,772	2,200
CREDIT CARD PROCESSING FEES	7,084	7,900	7,500	7,600
REFUNDS & REBATES	-	-	-	-
AMORTIZATION EXPENSE	26,836	2,500	-	-
DEPRECIATION	658,242	658,000	658,000	658,000
MACHINERY & EQUIPMENT	261	1,800	2,364	300
INTEREST EXPENSE	6,930	6,700	6,680	6,400
TRANSFER TO ELECTRIC - ADVANCE REIMBUSE	-	25,000	25,000	50,000
DEBT SERVICE - PRINCIPAL	-	275,000	300,000	315,000
DEBT SERVICE - INTEREST	173,626	176,200	85,163	151,800
BOND ISSUANCE COSTS	69,062	-	-	-
DEBT SERVICE - PAYING AGENT FEES	473	400	500	500
TOTAL EXPENSES	\$ 1,142,710	\$ 1,377,700	\$ 1,311,997	\$ 1,465,000
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ (370,912)	\$ (642,850)	\$ (624,025)	\$ (714,420)
YEAR END BALANCES				
NET POSITION BEGINNING OF YEAR	3,582,636	2,993,675	3,211,724	2,587,699
CHANGE IN NET POSITION	(370,912)	(642,850)	(624,025)	(714,420)
NET POSITION	\$ 3,211,724	\$ 2,350,825	\$ 2,587,699	\$ 1,873,279
CASH AT PAYING AGENT UNRESTRICTED	11,400	100,000	100,000	100,000
	186,456	193,946	131,831	75,411
CASH & INVESTMENTS	\$ 197,856	\$ 293,946	\$ 231,831	\$ 175,411

**CITY OF CHARLEVOIX
EMPLOYEE FRINGE BENEFIT FUND
2017-18 BUDGET**

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
REVENUES				
EFB-GENERAL FUND	640,760	677,800	654,443	680,900
EFB-MAJOR STREET	35,812	38,000	40,649	41,400
EFB-LOCAL STREET	17,196	18,500	21,203	21,400
EFB-AIRPORT	85,105	95,200	94,686	107,100
EFB-ELECTRIC	501,011	580,500	537,003	579,700
EFB-SEWER	241,638	252,100	264,805	280,200
EFB-WATER	243,186	238,600	250,731	231,600
EFB-MARINA	16,584	16,300	18,072	17,300
EFB-MOTOR VEHICLE	71,157	64,200	64,842	69,000
EFB-EFB	332,639	310,100	309,134	318,400
EFB-DDA	23,819	25,200	8,150	7,200
REFUND & REBATES-INSURANCE	-	-	-	-
INTEREST EARNINGS	1,154	1,000	1,000	1,000
MISC INCOME - WELLNESS	-	-	-	-
TRANSFER FROM OTHER FUNDS	-	-	-	-
TOTAL REVENUES	\$ 2,210,060	\$ 2,317,500	\$ 2,264,719	\$ 2,355,200
EXPENSES				
WAGES (ICMA)	28,742	34,600	34,699	35,100
FRINGE BENEFITS	332,639	310,100	309,134	318,400
WORKERS COMPENSATION	76,300	80,100	85,752	89,500
SOCIAL SECURITY	279,672	302,400	296,514	302,400
HEALTHCARE PREMIIUMS	559,516	687,900	632,244	687,900
HEALTHCARE - OPT OUT	29,855	36,000	13,730	36,000
EMPLOYER SHARE HSA	70,871	72,600	72,600	73,300
WELLNESS COMMITTEE	-	-	-	-
WELLNESS INCENTIVES FOR HSA ACCOUNT	-	-	-	-
LIFE INSURANCE	7,356	8,000	7,850	8,000
RETIREMENT FUND CONTRIB.	290,281	295,700	296,045	302,000
HOLIDAY PAY	95,041	96,800	96,786	98,700
SICK PAY	92,246	76,700	76,200	78,600
SICK LEAVE/CITY S&A	-	2,000	2,000	2,000
VACATION PAY	190,860	180,300	180,268	182,000
UNEMPLOYMENT COMPENSATION	27,733	79,900	79,900	70,000
PERSONAL LEAVE	31,702	34,500	32,019	32,300
JURY DUTY/FUNERAL LEAVE	6,088	4,000	4,500	5,000
LONGEVITY	9,104	9,300	8,400	9,000
COMP TIME USED	11,841	8,400	11,700	9,600
PROFESSIONAL SERVICES	2,259	2,700	2,700	2,700
CONFERENCE & TRAVEL	1,760	2,000	2,000	2,000
MISCELLANEOUS	1,811	2,500	4,700	4,700
TOTAL EXPENSES	\$ 2,145,677	\$ 2,326,500	\$ 2,249,743	\$ 2,349,200
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 64,383	\$ (9,000)	\$ 14,976	\$ 6,000
YEAR END BALANCES				
NET POSITION BEGINNING OF YEAR	598,114	644,411	662,497	677,473
CHANGE IN NET POSITION	64,383	(9,000)	14,976	6,000
NET POSITION	\$ 662,497	\$ 635,411	\$ 677,473	\$ 683,473
CASH & INVESTMENTS	\$ 795,592	\$ 739,059	\$ 810,568	\$ 816,568

**CITY OF CHARLEVOIX
MOTOR POOL FUND
2017-18 BUDGET**

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
REVENUES				
INTEREST AND RENTS	821	400	832	832
EQUIPMENT RENTAL	722,743	681,500	745,362	736,300
SALE OF FIXED ASSETS	7,428	2,000	3,378	2,000
OTHER	3,817	-	1,197	-
CONTRIBUTIONS FROM OTHER FUNDS	-	394,000	394,000	-
TOTAL REVENUES	\$ 734,808	\$ 1,077,900	\$ 1,144,769	\$ 739,132
EXPENSES				
MOTOR POOL	374,140	404,200	385,681	389,800
CAPITAL EXPENDITURES	23,253	558,200	558,200	271,300
DEPRECIATION	244,326	215,000	245,000	250,000
FUND TRANSFERS	104,420	102,300	102,330	103,900
TOTAL EXPENSES	\$ 746,139	\$ 1,279,700	\$ 1,291,211	\$ 1,015,000
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ (11,330)	\$ (201,800)	\$ (146,442)	\$ (275,868)
YEAR END BALANCES				
NET POSITION BEGINNING OF YEAR	1,692,175	1,456,509	1,680,845	1,534,402
CHANGE IN NET POSITION	(11,330)	(201,800)	(146,442)	(275,868)
NET POSITION	\$ 1,680,845	\$ 1,254,709	\$ 1,534,402	\$ 1,258,534
CASH & INVESTMENTS	\$ 688,541	\$ 604,084	\$ 787,099	\$ 761,231

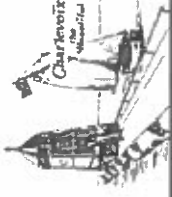
**CITY OF CHARLEVOIX
DPW SITE FUND
2017-18 BUDGET**

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
REVENUES				
INTEREST EARNINGS	2,191	1,000	2,200	2,244
CONTRIBUTION-MOTOR POOL	24,300	24,300	24,300	24,300
CONTRIBUTION-ELECTRIC	126,000	126,000	126,000	126,000
CONTRIBUTION-WATER	-	-	-	-
CONTRIBUTION-SEWER	36,200	36,200	36,200	36,200
CONTRIBUTION-OTHER	-	-	-	-
TOTAL REVENUES	\$ 188,691	\$ 187,500	\$ 188,700	\$ 188,744
EXPENSES				
PROFESSIONAL SERVICES	146	75,000	30,000	-
CONTRACTUAL SERVICES	-	-	-	-
LEGAL FEES	806	-	50	-
DEPRECIATION	3,497	4,000	4,000	4,000
TRANSFER TO OTHER - WATER	-	-	-	-
TOTAL EXPENSES	\$ 4,449	\$ 79,000	\$ 34,050	\$ 4,000
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 184,242	\$ 108,500	\$ 154,650	\$ 184,744
YEAR END BALANCES				
NET POSITION BEGINNING OF YEAF	1,227,868	1,011,366	1,412,109	1,566,759
CHANGE IN NET POSITION	184,242	108,500	154,650	184,744
NET POSITION	\$ 1,412,109	\$ 1,119,866	\$ 1,566,759	\$ 1,751,503
CASH & INVESTMENTS	\$ 1,297,915	\$ 1,009,860	\$ 1,456,565	\$ 1,645,309

**CITY OF CHARLEVOIX
PERPETUAL CARE TRUST FUND
2017-18 BUDGET**

	2015-16 Actual	2016-17 Budget	2016-17 Est. Actual	2017-18 Budget
REVENUES				
CHARGES FOR SERVICES	3,825	4,000	4,000	4,000
INTEREST EARNINGS	2,656	750	2,000	2,000
TOTAL REVENUES	\$ 6,481	\$ 4,750	\$ 6,000	\$ 6,000
EXPENSES				
PERPETUAL CARE EXPENDITURES	-	-	-	-
TOTAL EXPENSES	\$ -	\$ -	\$ -	\$ -
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 6,481	\$ 4,750	\$ 6,000	\$ 6,000
YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	406,166	400,915	412,647	418,647
NET CHANGE IN FUND BALANCE	6,481	4,750	6,000	6,000
FUND BALANCE	\$ 412,647	\$ 405,665	\$ 418,647	\$ 424,647
CASH & INVESTMENTS	\$ 412,534	\$ 405,313	\$ 418,534	\$ 424,534

Charlevoix Municipal Airport Schedule of Rates and Charges



Aircraft Landing & Ramp Fees	2016-17 (4/1/2016 - 3/31/2017)		2017-18 (4/1/2017 - 3/31/2018)	
	Minimum Fuel Purchase		Minimum Fuel Purchase	
Single Engine				
Landing Fee	\$0.00	N/A	\$0.00	N/A
Ramp Fee (overnight)	8.00		8.00	
Weekly Pass	25.00		25.00	Remove
Monthly Pass	60.00		60.00	
Yearly Pass	260.00		260.00	Remove
Piston Twin				
Landing Fee	20.00	50 gallons	20.00	50 gallons
Ramp Fee (overnight)	15.00		15.00	
Weekly Pass	50.00		50.00	Remove
Monthly Pass	150.00		150.00	
Yearly Landing Fee Pass (Wording Was: Yearly Pass)	450.00		550.00	
Single Turbo Prop (including Meridian, TBM & Eclipse Jet)				
Landing Fee	45.00	75 gallons	50.00	75 gallons
Ramp Fee (overnight)	30.00		30.00	
Weekly Pass	130.00		130.00	Remove
Monthly Pass	300.00		300.00	
Yearly Landing Fee Pass (Wording Was: Yearly Pass)	600.00		700.00	
Twin Turbo Prop (including Pilatus & Caravan singles)				
Landing Fee	60.00	100 gallons	65.00	100 gallons
Ramp Fee (overnight)	40.00		40.00	
Weekly Pass	150.00		150.00	Remove
Monthly Pass	400.00		400.00	
Yearly Landing Fee Pass (Wording Was: Yearly Pass)	800.00		900.00	

Charlevoix Municipal Airport Schedule of Rates and Charges



Aircraft Landing & Ramp Fees

2016-17 (4/1/2016 - 3/31/2017) 2017-18 (4/1/2017 - 3/31/2018)

Type	2016-17 (4/1/2016 - 3/31/2017)	2017-18 (4/1/2017 - 3/31/2018)	Minimum Fuel Purchase	Minimum Fuel Purchase
Type I Jet (up to 20,000 lbs)				
Landing Fee	\$80.00	\$90.00	150 gallons	175
Ramp Fee (overnight)	40.00	40.00		
Weekly Pass	150.00	150.00		Remove
Monthly Pass	400.00	400.00		
Yearly Landing Fee Pass (Wording Was: Yearly Pass)	900.00	1,100.00		
Type II Jet (20,000 - 40,000 lbs)				
Landing Fee	110.00	125.00	200 gallons	225
Ramp Fee (overnight)	50.00	50.00		
Weekly Pass	200.00	200.00		Remove
Monthly Pass	500.00	500.00		
Yearly Landing Fee Pass (Wording Was: Yearly Pass)	1,000.00	1,200.00		
Type III Jet (over 40,000 lbs)				
Landing Fee	135.00	150.00	250 gallons	275
Ramp Fee (overnight)	70.00	70.00		
Weekly Pass	250.00	250.00		Remove
Monthly Pass	700.00	700.00		
Yearly Landing Fee Pass (Wording Was: Yearly Pass)	1,200.00	1,500.00		

- NOTES: 1) Landing fee or ramp fee waived for one day with a qualifying minimum purchase of fuel.
 2) Only one fee to be charged per day, either ramp or landing fee.
 3) Yearly pass covers all landing and ramp fees for one year.
 4) Landing fees are waived for aircraft that land as a result of an in-flight emergency, doing touch-and-goes, are based at Charlevoix Airport, or are owned by the military, state or federal government. Medical flights are not exempt from landing fees.

Hangar Rental Rates (per month)

Units 1, 2, 3, 8, 9 & 10	155.00	160.00
Units 4, 5 & 7	160.00	165.00
Unit 6	215.00	220.00
Box B	230.00	235.00
Box C	415.00	420.00
Box D	180.00	185.00

* Proposed rates are not effective until current leases expire.
 Proposed rates are effective through March 31, 2016.

Charlevoix Municipal Airport

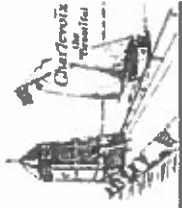
Schedule of Rates and Charges



	2016-17 (4/1/2016 - 3/31/2017)	2017-18 (4/1/2017 - 3/31/2018)
Land Lease Rates (per month, per square foot)	\$0.30	\$0.30
Access Rate for Through-the-Fence Operations (per square foot)	0.35	0.35
100LL Contract Fuel into Plane Fee (per gallon)	0.35	0.35
100LL Fuel Delivery Surcharge (Fuel Truck) (per gallon)	0.25	0.25
After Hours Call Out Fee (1st hour) - May-September	120.00	120.00
After Hours Call Out Fee (1st hour) - October-April	150.00	150.00
Additional Hours	100.00	100.00
Ground Power Unit (GPU) Connection (1 hour maximum)	75.00	75.00
Vehicle Parking Fees		
Daily	3.00	3.00
Overnight	5.00	5.00
Weekly	20.00	20.00
Monthly	60.00	60.00
6 Months	110.00	110.00
6 Months - Premium	200.00	200.00
Annual	200.00	200.00
Annual - Premium	365.00	365.00
Commercial Operations		
On-Airport Rental Car Service (per year)	Set By Contract	Set By Contract
Aircraft Servicing, Maintaining & Repairing (per year)	500.00	500.00
Catering Service	100.00	100.00
On-Airport Part 135 Operator (per year)	3,600.00	3,600.00
Off-Airport Part 135 Operator (per year)	-	-
Parachuting & Jump Schools (per year)	2,500.00	2,500.00

City of Charlevoix, Michigan

Ambulance Rates

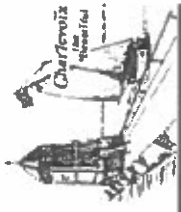


	2016-17		2017-18	
	Resident	Non-Resident	Resident	Non-Resident
Base Rate - Basic Life Support (BLS)	\$525.00	\$525.00	\$525.00	\$525.00
Base Rate - Advanced Life Support (ALS)	600.00	600.00	600.00	600.00
Intercepts (ALS)	75.00	75.00	75.00	75.00
Mileage Rate / Loaded Mile	700.00	700.00	700.00	700.00
	11.50	11.50	11.50	11.50
Transfers - Basic Life Support (BLS)	525.00	525.00	525.00	525.00
Transfers - Advanced Life Support (ALS)	600.00	600.00	600.00	600.00
Response Fee: Treatment / No Transport	450.00	450.00	450.00	450.00
JAWS Charge	750.00	750.00	750.00	750.00
Lift Assist Only	150.00	150.00	150.00	150.00

Note: Additional unit time may be added to base rate

City of Charlevoix, Michigan

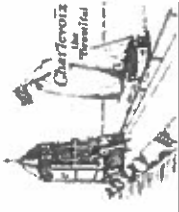
Cemetery Rates



	2016-17		2017-18	
	(04/01/2016-03/31/2017)	Resident	Non-Resident	(04/01/2017-03/31/2018)
	Resident	Non-Resident	Resident	Non-Resident
Adult Lots	\$400.00	\$600.00	\$400.00	\$600.00
Baby Lots	200.00	300.00	200.00	300.00
Adult Opening	300.00	450.00	300.00	450.00
Baby Opening	150.00	225.00	150.00	225.00
Winter Opening	600.00	900.00	600.00	900.00
Adult Exhumation	600.00	900.00	600.00	900.00
Cremation Opening	175.00	275.00	175.00	275.00
Cremation Exhumation	200.00	300.00	200.00	300.00
Winter Storage: City Cemetery	100.00	100.00	100.00	100.00
Winter Storage: Other Cemetery	150.00	150.00	150.00	150.00
Monument Foundation: Single or Double (price per square inch)	0.25	0.25	0.25	0.25
Replacement Deed	10.00	10.00	10.00	10.00
Deed Transfers: One to Four (1-4) (price each)	20.00	20.00	20.00	20.00
Deed Transfers: More than Four (4+)	At Cost	At Cost	At Cost	At Cost
Perpetual Care	175.00	275.00	175.00	275.00
Seeding / Topseeding / Leveling	Cost	Cost	Cost	Cost
Full Setup	100.00	100.00	100.00	100.00
Partial Setup	50.00	50.00	50.00	50.00
Saturday / Sunday / Holiday	Double	Double	Double	Double

Charlevoix Municipal Marina

Dock Rates



	2016-17		2017-18	
	(04/01/2016-03/31/2017)		(04/01/2017-03/31/2018)	
	May Tier D Rate / Night	June - Oct. 15th Tier E Rate / Night	May Tier D Rate / Night	June - Oct. 15th Tier E Rate / Night

Daily Fee Schedule - Transient Boaters

Slip Size Per Waterways	2016-17 May Tier D Rate / Night	2016-17 June - Oct. 15th Tier E Rate / Night	2017-18 May Tier D Rate / Night	2017-18 June - Oct. 15th Tier E Rate / Night
28'	36.00	45.00	36.00	45.00
29'	37.00	46.00	37.00	46.00
33'	43.00	53.00	43.00	53.00
38'	52.00	61.00	52.00	61.00
40'	59.00	64.00	59.00	64.00
44'	65.00	70.00	65.00	70.00
45'	67.00	72.00	67.00	72.00
50'	74.00	80.00	74.00	80.00
65'	96.00	104.00	96.00	104.00
80'	118.40	128.00	118.40	128.00

Per Foot

1.48
1.60
1.48
1.60

Daily Dingy Fee

5.00
5.00
5.00
5.00

Seasonal Fee Schedule

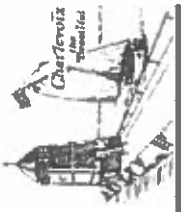
Waterways daily transient slip rate tier "C" multiplied by 154 days.

- Dingy - Individuals (price per year)
- Dingy - Commercial (price per year)
- Burns Street Dockage (price per foot)

500.00
600.00
37.94
500.00
600.00
37.94

City of Charlevoix, Michigan

Parking Fees & Fines



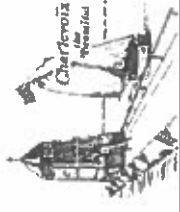
Parking Fines & Fees

	2016-17 (04/01/2016-03/31/2017)	2017-18 (04/01/2017-03/31/2018)
Non-Metered		
All Violations: Paid Within 72 Hours	\$15.00	\$15.00
All Violations: Paid After 72 Hours	30.00	30.00
Metered Parking, Signed 10 Minute or 2 Hour Limit Parking		
Expired Meter: Paid Within 24 Hours	10.00	10.00
Expired Meter: Paid After 24	30.00	30.00
Expired Meter: Paid Within 24 to 72 Hours	N/A	N/A
Expired Meter: Paid After 72 Hours	N/A	N/A
Reserved Parking - Acacia Lot (14 spaces May 1st through October 15th)	750.00	750.00

Ferry Boat Launch Ramp Parking Fees

	2016-17 (04/01/2016-03/31/2017)		2017-18 (04/01/2017-03/31/2018)	
	Resident	Non-Resident	Resident	Non-Resident
Seasonal	20.00	40.00	20.00	40.00
Daily: Car and/or Car with Trailer	5.00	8.00	5.00	8.00
Commercial	1,000.00	1,000.00	1,000.00	1,000.00
10-punch (any commercial, limit one)	100.00	100.00	100.00	100.00

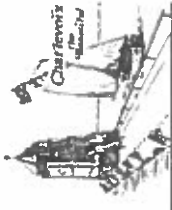
City of Charlevoix, Michigan Planning & Zoning Fee Schedule



	2016-17 (04/01/2016-03/31/2017)	2017-18 (04/01/2017-03/31/2018)
Level A Site Plan Review	\$100.00	\$100.00
Level B Site Plan Review	275.00	275.00
Rezoning Application	325.00	325.00
Variance - Zoning Board of Appeals	350.00	350.00
Zoning Permit	40.00	40.00
Zoning Appeals	300.00	300.00
Special Use Permit	300.00	300.00
Parcel Division	125.00	125.00
Sign Permit	25.00	25.00
Sign Variance	300.00	300.00
Alley Abandonment	250.00	250.00
Sidewalk Café (Annual Fee)	50.00	50.00

NOTE: If City's cost exceeds fee by more than 20%, an additional fee will be charged.

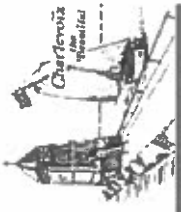
Freedom of Information Act (FOIA) Request



	2016-17 (04/01/2016-03/31/2017)	2017-18 (04/01/2017-03/31/2018)
Copies (per page)	\$0.10	\$0.10
Blueprints (each)	Minimum \$3 or Cost	Minimum \$3 or Cost
CDs (each)	3.00	3.00
Flash Drives (each)	Actual Cost	Actual Cost
Election Reports (per page)	0.10	0.10
Election Report - Labels (per page) (labels provided by customer)	0.10	0.10
Mailing Containers	Actual Cost	Actual Cost
Postage	Actual Cost	Actual Cost
Cost of labor to locate, examine, redact, copy and/or transfer records (Cost is calculated by rounding down to the nearest quarter hour)	Hourly Wage plus 50% fringe benefit Factor of the least paid employee capable of performing the work	Hourly Wage plus 50% fringe benefit Factor of the least paid employee capable of performing the work

City of Charlevoix, Michigan

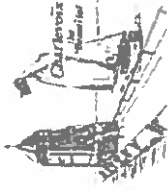
Recreation Rates - Other



	2016-17 (04/01/2016-03/31/2017)		2017-18 (04/01/2017-03/31/2018)	
	Resident	Non-Resident	Resident	Non-Resident
Pavilion Reservation				
Picnic Pavilion Rental - Weekday	\$30.00	\$55.00	\$30.00	\$55.00
Picnic Pavilion Rental - Weekend or Holiday	50.00	80.00	50.00	80.00
Picnic Pavilion Rental - Non-Profit	-	-	-	-
Performance Pavilion Rental (case by case)	50.00	100.00	50.00	100.00
Use of Public Property (case by case basis) (must be approved)	50.00	100.00	50.00	100.00
Wedding on Public Property (must be approved)	150.00	250.00	150.00	250.00
Sports Fees				
Team Fees (Basketball, Volleyball, Softball) (per team)	150.00	150.00	150.00	150.00
Youth Sport (per person)	25.00	25.00	25.00	25.00
Skate Park (Carpenter Avenue)				
Daily Pass	1.00	1.00	1.00	1.00
Seven Day Punch Card	5.00	5.00	5.00	5.00

City of Charlevoix, Michigan

Recreation Rates - Mt. McSauba



	2016-17 (04/01/2016-03/31/2017)		2017-18 (04/01/2017-03/31/2018)	
	City & Charlevoix	Non-Resident	City & Charlevoix	Non-Resident
	Township Resident		Township Resident	
Day Camp				
Mt. McSauba Day Camp (per person per week)	95.00	110.00	95.00	110.00
Mt. McSauba Ski Hill				
Weeknight Daily	\$10.00	\$15.00	\$10.00	\$15.00
Weekend Daily	13.00	18.00	13.00	18.00
Season Pass: 1 Person	130.00	199.00	130.00	199.00
Each Additional Family Member	70.00	80.00	70.00	80.00
Equipment Rental				
Downhill Skis or Snowboard	10.00	12.00	10.00	12.00
Cross Country Skis or Snowshoes (8 hour rental)	5.00	8.00	5.00	8.00
Cross Country Skis or Snowshoes (24 hour rental)	10.00	12.00	10.00	12.00
Lessons				
Group Ski or Snowboard Lessons (per person)	45.00	50.00	45.00	50.00
Group Ski or Snowboard Lessons with Rental (per person)	55.00	60.00	55.00	60.00
Individual Ski or Snowboard Lessons with Rental (1/2 hour)	25.00	30.00	25.00	30.00
Individual Ski or Snowboard Lessons with Rental (1 hour)	35.00	40.00	35.00	40.00
Skating Rink				
Daily Fee	1.00	1.00	1.00	1.00
Season Pass	50.00	50.00	50.00	50.00
Ice Stakes Rental	1.00	1.00	1.00	1.00
Mt. McSauba Area Rental Fee				
Initial Rate (Two hours)	150.00	250.00	150.00	250.00
Additional rate per hour	100.00	100.00	100.00	100.00
Supervisor fee per hour (Required)	25.00	25.00	25.00	25.00

Resident: Must meet one of the following criteria: 1) Taxpayer in the City of Charlevoix or Charlevoix Township (including business or personal property), 2) Renter in the City of Charlevoix or Charlevoix Township and registered to vote in the City of Charlevoix or Charlevoix Township or 3) a dependent of an adult resident, claimed by the adult on their income taxes as a legal dependent and under the age of 18.

City of Charlevoix, Michigan

Golf Course Rates



Daily Rates	2016-17 (04/01/2016-03/31/2017)			2017-18 (04/01/2017-03/31/2018)		
	Prior To Memorial Day	Summer	After Labor Day	Prior To Memorial Day	Summer	After Labor Day
9 Holes Monday-Friday						
9 Holes Monday-Thursday	\$14.00	\$15.00	\$13.00	\$14.00	\$15.00	\$13.00
9 Holes Saturday-Sunday / Holiday						
9 Holes Friday-Sunday / Holiday	14.00	16.00	13.00	14.00	16.00	13.00
18 Holes Monday-Friday						
18 Holes Monday-Thursday	19.00	23.00	19.00	19.00	23.00	19.00
18 Holes Saturday-Sunday / Holiday						
18 Holes Friday-Sunday / Holiday	19.00	25.00	19.00	19.00	25.00	19.00
Resident: 5 Play Punch Card	60.00	60.00	60.00	60.00	60.00	60.00
Non-Resident: 5 Play Punch Card	60.00	60.00	60.00	60.00	60.00	60.00
* No proposed changes in daily fees for 2016. Suggestion to combine Resident/Non-Resident 5 Play Punch Card into one line item.						
Pull Cart Rental	3.00			3.00		
Club Rental	12.00			12.00		
Locker Rental - Upper / Lower	30.00 / 40.00			30.00 / 40.00		
Season Pass	Resident	Non-Resident		Resident	Non-Resident	
Single	320.00	465.00		320.00	465.00	
Double	(*)	(*)		(*)	(*)	
Family	495.00	625.00		495.00	625.00	
Student	185.00	200.00		185.00	200.00	
Senior Citizen - Single	255.00	400.00		255.00	400.00	
Senior Citizen - Double	385.00	535.00		385.00	535.00	
Senior Citizen - Blended	(*)	(*)		(*)	(*)	
* Eliminate Pass Holder Category						

Resident: Must meet one of the following criteria: 1) Taxpayer in the City of Charlevoix (including business or personal property), 2) Renter in the City of Charlevoix and registered to vote in the City of Charlevoix or 3) a dependent of an adult resident, claimed by the adult on their income taxes as a legal dependent and under the age of 18.
 Senior Citizen: Age 55 and over.
 Student: Under age 18 and parent's homestead address is in the Charlevoix School District.

Miscellaneous Fees



	2016-17 (04/01/2016-03/31/2017)	2017-18 (04/01/2017-03/31/2018)
Temporary / Seasonal Business Fees		
Solicitor's License: 1st Day, One Person	\$50.00	\$50.00
Additional Days (per day)	\$5.00	\$5.00
Additional Person on License (per person)	25.00	25.00
Roadside Stand / Temporary Business (per application)	100.00	100.00
Transient Merchant	50.00	50.00
Mass Gathering Permit	100.00	100.00
Public safety services for events (applies to for-profit organizations only)	1,000.00	1,000.00
Standby for Fireworks (Equipment & Personnel) (per hour)	500.00	500.00
Police Escort Fee (per occurrence)	100.00	100.00
Liquor License Transfer Fee Remove: Transfer	100.00	100.00
Trash License (annual fee)	10.00	10.00
Garden Plots (per plot)	35.00	35.00
City Flag	35.00	35.00
Outdoor Dining Fee	50.00	50.00
Facsimile (send or receive a fax) (per page)	1.00	1.00
NSF / Returned Check Charge (per occurrence)	45.00	45.00
ACH NSF Charge (per occurrence)	35.00	35.00
Police Bad Check Processing Fee (per request)	45.00	45.00
Copies		
City Charter (free on city website)	10.00	10.00
City Zoning Code (free on city website)	10.00	10.00
Code Book (free on city website)	30.00	30.00
City Budget (loose leaf)	15.00	15.00
City Council Rules & Procedures	2.00	2.00
General Copies (per copy)	0.25	0.25
Accident Report (per report)	2.00	2.00
Election Inspectors (per hour)	10.00	10.00
Election chairperson (per hour)	10.50	10.50
Election Receiving Board Member (per hour)	11.50	11.50
Board of Review Member (per day)	50.00	50.00
Mileage		
Per Diem - Council / Mayor (per day)	IRS Rate / Mile	IRS Rate / Mile
More Than 25 Miles (set by Compensation Commission)	50.00	50.00
	75.00	75.00

City of Charlevoix, Michigan

Water & Sewer Rates



WATER RATES

Service Charge - Meter Size	IN CITY		RURAL	
	2016-17	2017-18	2016-17	2017-18
3/4" or Smaller	\$17.80	\$21.25	\$35.60	\$42.25
1"	22.75	27.25	45.50	54.25
1 1/2"	36.00	42.45	72.00	84.65
2"	51.00	60.25	102.00	120.25
3"	87.50	101.25	175.00	202.25
4"	168.00	196.25	336.00	392.25
6"	315.00	367.25	N/A	N/A
Sprinkling Meter	3.00	4.25	6.00	8.25
Commodity Charge	2016-17	2017-18	2016-17	2017-18
1st 2,000 Gallons	3.10	3.45	6.20	6.90
3rd-50th 1,000 Gallons	3.10	3.45	6.20	6.90
51st 1,000 Gallons and Over	3.10	3.45	6.20	6.90
Water Usage Minimum (Gallons)	2,000	2,000.00	2,000	2,000.00
Water Minimum Charge	20.90	24.70	41.80	49.15
Privilege Fees	2016-17	2017-18	2016-17	2017-18
New User Cost per REU, Prepaid	1,000.00	1,000.00	1,500.00	1,500.00
Turn On Fee - Water	175.00	175.00	300.00	300.00
Turn On / Off Fee - Water (Seasonal)	25.00	25.00	35.00	35.00
Turn On Fee - Sprinkler	25.00	25.00	35.00	35.00

Water = Increased by 15%
Per UFS Study

****Note: 2016-17 rates effective dates are 4/1/2016 - 3/31/2017
2017-18 rates effective dates are 4/1/2017 - 3/31/2018

SEWER RATES

Service Charge - Meter Size	IN CITY		RURAL	
	2016-17	2017-18	2016-17	2017-18
3/4" or Smaller	\$37.00	\$38.00	\$55.50	\$57.00
1"	52.00	\$54.00	78.00	\$81.00
1 1/2"	85.00	\$88.00	127.50	\$132.00
2"	123.00	\$128.00	184.50	\$192.00
3"	235.00	\$242.00	352.50	\$363.00
4"	398.00	\$410.00	597.00	\$615.00
6"	N/A	N/A	600.00	\$620.00
Commodity Charge	2016-17	2017-18	2016-17	2017-18
Commodity Rate per 1,000 Gallons	6.25	6.25	9.38	9.38
Sewer Minimum Charge	49.50	50.50	74.26	75.76
Summer Sprinkling Rate	N/A	N/A	N/A	N/A
Privilege Fees	2016-17	2017-18	2016-17	2017-18
New User Cost per REU, Prepaid	2,000.00	2,000.00	3,000.00	3,000.00
Turn On Fee - Water & Sewer	500.00	500.00	750.00	750.00

Sewer = Increased by 2.0%
Per UFS Study

City of Charlevoix, Michigan

Electric Rates



2016-17
(04/01/2016-03/31/2017)

2017-18
(04/01/2017-03/31/2018)

	Rate / kWh	Customer Charge	PCA*	Rate / kWh	Customer Charge	PCA*
Residential - In City	\$0.0817	\$5.25	\$0.02198	\$0.0817	\$5.25	\$0.02139
Residential - In Senior	0.0744	5.25	0.02198	0.0744	5.25	0.02139
Residential - Rural	0.0946	6.00	0.02198	0.0946	6.00	0.02139
Residential - Rural Senior	0.0921	6.00	0.02198	0.0921	6.00	0.02139
Commercial - In City (GS-C)	0.0917	12.00	0.02198	0.0917	12.00	0.02139
Commercial - Out (GS-R)	0.1048	12.00	0.02198	0.1048	12.00	0.02139
Commercial - Demand	0.0505	42.00	0.02198	0.0505	42.00	0.02139
Industrial & Charity Demand	0.0400	235.70	0.02198	0.0400	235.70	0.02139
Demand KW	10.90 / KW			10.90 / KW		

* PCA changes twice a year (in April & October) (PCA = Power Cost Adjustment)

Renewable Credits:

These credits are available for approved renewable generation:

- Solar
- Wind

2016-17 Credit Rate/kWh
\$0.0844
\$0.0504

2017-18 Credit Rate/kWh
\$0.0844
\$0.0504

Disconnect / Reconnect - Regular
Disconnect / Reconnect - After Hours
Disconnect / Reconnect - Regular Without 24 Hour Notice

2016-17
150.00
50.00

2017-18
150.00
50.00

Disconnect / Reconnect - Seasonal**
Disconnect / Reconnect - Seasonal After Hours**

2016-17
115.00
167.00

2017-18
115.00
167.00

** Disconnected from the system for longer than one billing cycle

Reconnect - Non Payment
Reconnect - Non Payment After Hours

2016-17
30.00
150.00

2017-18
30.00
150.00

Trenching for All Underground Residential Services 200 amps & Under

2016-17
3.00 Per Foot

2017-18
3.00 Per Foot

Meter Test
- Additional meter test at the same location

2016-17
25.00
5.00

2017-18
25.00
5.00

Security Lights (Per Month)

70 Watt	5.28	5.60
100 Watt	6.60	7.08
150 Watt	8.92	9.23
250 Watt	14.11	15.24
400 Watt	20.79	22.60
105 Watt LED (400 W equivalent)	9.70	10.23
1000 Watt	47.37	51.90

	2016-17 In City	2016-17 Rural	2017-18 In City	2017-18 Rural
	5.28	5.60	5.28	5.60
	6.60	7.08	6.60	7.08
	8.92	9.23	8.92	9.23
	14.11	15.24	14.11	15.24
	20.79	22.60	20.79	22.60
	9.70	10.23	9.70	10.23
	47.37	51.90	47.37	51.90