

**AGENDA
CITY OF CHARLEVOIX**

**SPECIAL CITY COUNCIL WORK SESSION
Monday, January 4, 2016 – 5:00 p.m.**

210 State Street, City Hall, 2nd Floor Council Chambers, Charlevoix, MI

- I. **INNOVATION (Pledge of Allegiance)**
- II. **ROLL CALL OF MEMBERS PRESENT**
- III. **INQUIRY REGARDING POSSIBLE CONFLICTS OF INTEREST**
- VI. **GENERAL BUSINESS**
 - A. Review of Proposed 2016 - 17 City Budget
 - B. Proposed Fee Schedule
- V. **ADJOURN**

A light meal will be served

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 weeks 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

December 30, 2016 12:00 noon.



CITY OF CHARLEVOIX

210 STATE ST. CHARLEVOIX, MICH. 49720

Charlevoix City Manager's Office
231-547-3270 mgr@cityofcharlevoix.org

Memo

To: The Honorable Mayor Campbell and the Charlevoix City Council
From: Mark L. Heydlauff, City Manager
Subject: January 4th Budget Work Session
Date: December 31, 2015

You will see enclosed with this memo two drafts we will review during your Work Session on Monday evening. First is a revised draft budget. This is a slightly updated version of the draft you received at your meeting on December 21. It represents minor updates of staff assumptions and recommendations for the coming budget year. During the meeting Monday, please refer to this draft so that we are all "on the same page." You will also find enclosed a draft Fee Schedule for 2016/2017.

Budget Comments

As I indicated to you in a memo you received with the last budget draft, the General Fund does project using just over \$210,000 in fund balance lowering our fund balance to around 28% of annual expenditures. This would still be a very healthy fund balance and this deficit can largely be attributed to significant, one-time investments- largely for recreational assets (golf course and tennis courts). Furthermore, this budget does NOT assume any increase in tax revenue. It is still early in the process to know what the taxable value will be for 2016 but we have assumed no increase. If we see taxable values increase in the coming year like they did this past year, we could anticipate another \$100,000 in tax revenue thus cutting this deficit in half.

Other changes proposed in the General Fund include making full-time a part-time position in the Economic Development and Planning Department. This position will assist with planning, zoning, and largely oversee our GIS system. The GIS system will be gaining more data as we move forward with the SAW Grant in the Wastewater Department. Portions of the Economic Development and Planning Department budget are paid by our utility funds. The HR Assistant wages had been charged entirely to the City Manager budget. Those wages are now spread across our funds including the airport and the utility funds to recognize the work that position performs across our City

departments; the City Manager wages had always been spread using the same formula.

Similarly, the Downtown Development Authority assumes no tax revenue increase in its budget and it currently projects a small use of fund balance to cover expenses; keep in mind, the DDA Fund has over \$700,000 in fund reserves. As I explained in my Manager's Report, it is likely the bond payments will decrease at some point this year if we pursue refunding. This reduction in interest will either be realized immediately in the form of a lower payment or realized over the life of loan by paying principal faster and reducing the overall cost of borrowing. This determination will depend on the amortization plan we select in the months ahead.

A new fund has been added to account for the principal payment and interest of our anticipated Infrastructure Bond sale this spring. We have budgeted for the repayment of these bonds from both the Infrastructure Millage and our portion of the Charlevoix County Road Millage. The revenue from these bonds will be placed into Public Infrastructure Fund #6.

Our Street Funds remain adequately funded and will continue to perform routine maintenance while our Infrastructure Bonds will pay for the full rebuild of several streets. Improving the quality of the streets will slightly lower the annual maintenance costs going forward. While not yet included in the budget, we are getting an estimate on updating a retaining wall on Eaton Avenue akin to the retaining wall placed on State Street.

The Airport Fund is showing some financial improvements and is scheduled to make a \$25,000 loan payment to the Electric Fund this year. The only General Fund support for the Airport will be a lease payment for the ballfields on Carpenter Avenue. We anticipate the findings of our Airport audit and financial analysis might yield additional insights on financial improvements and efficiency gains we might make.

The many Public Improvement Funds we have will generally be unchanged during this year. No major replacements are projected. In the DPW Building Fund, I am budgeting up to \$75,000 for consulting and engineering work to study options and potential designs for a new, joint DPW and Electric Department facility. One of the items a consultant could review would be which sites would be well-suited for this work. The Electric Fund is purchasing a new pole truck (already approved by Council) and we will be bringing a presentation later this year for a new trencher anticipated to cost \$180,000.

Our Electric and Sewer Funds are projected to remain healthy for the coming year. The Sewer Fund will begin making bond payments for the updates taking place at the Waste Water Treatment Plant. It is important for the Electric Fund to continue keeping rates and expenses balanced.

The Water Fund, however, remains very weak. Maintenance items at the Water Plant are being deferred because revenue will not support the expense and reserves are at the Charter-obligated minimum. With the age of the water system, reserves needed to be higher so that when the system began to fail (as occurred over the past two winters) repairs could be funded. We are working with UFS, our utility rate consultant, on what rates will be appropriate going forward. Currently, a 5% water rate increase is projected. Additionally, the Water Fund owes \$400,000 to the DPW Site Fund as a loan to cover the cost of water infrastructure repairs from this past winter. No repayment schedule has yet been made for this loan since the Water Fund is critically low on reserves.

The Employee Fringe Benefit Fund is improving due to changes we negotiated with the CWA and changes made to the non-union employee health benefits.

Fee Schedule

Largely the fee schedule remains unchanged. Ambulance rates, Airport fees, and most Parks and Recreation fees are recommended to stay the same. Parking fees would remain the same except Chief Doan and I recommend changing the parking spaces by the marina. This past year, Council authorized 19 spaces be leased for the summer for \$500 per space; only 14 spaces were leased. In the 2016/2017 budget, we propose leasing up to 10 spaces at \$750 per space. This will increase the number of transient spaces available for visitors to the downtown; this is a concern I have heard from several businesses in that area.

The fees for FOIA are being modified to reflect the FOIA Policy adopted in July. We are removing the IFT Tax Reduction Application fee since this is no longer permitted by state law. Several other fees are being removed because they are not used or are overly cumbersome.

You will see we have modified how we present the Recreation Rates to show the agreement we made with Charlevoix Township to give their residents the same rates on services and activities at Mt. McSauba. Some programs we no longer offer will have their rates removed from the schedule.

We do recommend utility rates rise according to the projections and schedules agreed to in bond issuances. Most notably sewer rates will again rise by 24.5% as stipulated in the bond agreement funding the Wastewater Treatment Plant. As I mentioned before, water rates are recommended to increase by 5% and electric rates should rise slightly.

Marina rates are shown with no change compared with 2015/2016 though I know Council had some discussion about wishing to raise those rates. The Marina season is scheduled to run from May 15 through October 11 (end of Apple Fest). Seasonal slips are charged based on the size of the boat and the length of the season. Harbormaster Hal Evans recommends the current rates which are the same as Mackinac Island though the decision on rates is ultimately Council's insofar as you comply with the rate schedules approved by the Michigan Waterways Commission.

Process

At Monday's Work Session, Treasurer McGinn and I will walk you through the different funds at rates with an overview. If you have questions, please ask them then. Any direction you give on changes will be updated by staff after the meeting. We will then finalize the draft and I will submit to you my proposed budget later in January as obligated by the City Charter. It is not impossible to make changes later but this work session is an important and the best time to look at modifications to the budget.

The philosophy I use when bringing budget recommendations to you is rather conservative. I try to assume revenue will not increase significantly and include the high-side of estimates for expenses. We strive to estimate all things as accurately as possible. Just because an expense is budgeted does not mean we will spend the entire amount. Decisions throughout the year are made using good judgment and assessment of need rather than available funds.

As always, I am happy to discuss questions you may have about the budget at any time.

**CITY OF CHARLEVOIX
GENERAL FUND
2016-17 BUDGET**

	2014-15 Actual	2015-16 Budget	2015-16 Est. Actual	2016-17 Budget
REVENUES				
Taxes	2,262,873	2,193,000	2,322,315	2,322,300
Licenses & Permits	3,970	4,000	4,000	4,000
Federal Grants	-	-	-	-
State Grants & Revenue	244,242	549,300	555,499	288,600
Local Grants & Contributions	24,990	142,600	142,576	36,000
Charges for Services	720,421	693,200	619,035	653,200
Fines & Forfeits	22,825	21,200	21,983	21,000
Interest & Rents	121,334	124,200	124,365	124,400
Other	85,000	14,500	30,741	25,000
Fund Transfers	9,500	137,600	129,936	6,500
TOTAL REVENUES	\$ 3,495,155	\$ 3,879,600	\$ 3,950,449	\$ 3,481,000

EXPENSES				
Legislative	90,254	41,700	71,866	44,400
General Government	521,807	588,900	576,779	565,400
Public Safety	1,127,388	1,115,900	1,117,005	1,109,900
Public Works	218,304	233,600	240,627	235,100
Health & Welfare	376,080	387,600	387,841	432,700
Recreation & Culture	937,805	1,519,600	1,502,532	1,178,300
Other	21,865	50,800	40,966	41,200
Fund Transfers	60,160	50,700	50,700	85,700
TOTAL EXPENSES	\$ 3,353,463	\$ 3,988,800	\$ 3,988,315	\$ 3,692,700

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 141,690	\$ (109,200)	\$ (37,866)	\$ (211,700)
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YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	1,144,863	1,095,031	1,286,553	1,248,687
NET CHANGE IN FUND BALANCE	141,690	(109,200)	(37,866)	(211,700)
FUND BALANCE	\$ 1,286,553	\$ 985,831	\$ 1,248,687	\$ 1,036,987

CASH & INVESTMENTS	\$ 1,276,294	\$ 932,695	\$ 1,238,428	\$ 1,026,728
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FUND BALANCE AS % OF TOTAL EXPENSES	38%	25%	31%	28%
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**CITY OF CHARLEVOIX
MAJOR STREET FUND
2016-17 BUDGET**

	2014-15 Actual	2015-16 Budget	2015-16 Est. Actual	2016-17 Budget
REVENUES				
GAS & WEIGHT TAX	190,576	174,505	174,527	177,336
INTEREST EARNINGS	39	-	30	30
STATE REVENUE - OTHER	5,027	580,000	580,000	-
STATE TRUNKLINE REIMBURSEMENT	67,556	75,000	75,000	75,000
OTHER	1,535	-	500	-
TRANSFER FROM INFRASTRUCTURE	25,000	110,000	110,000	-
TRANSFER FROM STREET IMPROVEMENT	25,000	240,100	240,100	35,400
TRANSFER FROM GENERAL	-	-	-	-
CONTRIBUTION FROM PRIVATE SOURCES	-	-	-	-
TOTAL REVENUES	\$ 314,734	\$ 1,179,605	\$ 1,180,157	\$ 287,766

EXPENSES				
ENGINEERING	48,700	92,200	92,180	-
CONTRACTUAL SERVICES	-	837,900	837,870	-
ROUTINE MAINTENANCE	7,754	9,400	9,432	9,300
SWEEPING & FLUSHING	11,918	14,300	14,186	13,900
TREES & SHRUBS	4,367	26,600	26,590	28,000
DRAINAGE	7,406	14,500	14,581	14,700
PAVEMENT MARKING	13,405	15,000	15,000	17,000
TRAFFIC CONTROL	10,500	10,500	10,427	12,100
WINTER MAINTENANCE	92,009	98,100	98,168	98,800
ADMINISTRATION	4,074	3,400	3,338	3,400
SURFACE MAINTENANCE-TRK	10,686	6,600	6,483	6,600
SWEEPING & FLUSHING-TRK	5,689	6,300	6,316	6,300
TREES & SHRUBS-TRK	1,192	800	798	800
DRAINAGE-TRK	646	1,700	1,672	1,700
TRAFFIC SIGN/SIGNAL-TRK	2,822	2,400	2,444	2,600
PAVEMENT MARKING-TRK	-	500	500	500
WINTER MAINTENANCE-TRK	40,827	37,500	37,440	37,900
GUARD RAILS-TRK	-	100	100	100
ROADWAY INSPECTION-TRK	711	800	814	800
TOTAL EXPENSES	\$ 262,703	\$ 1,178,600	\$ 1,178,340	\$ 254,500

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 52,031	\$ 1,005	\$ 1,817	\$ 33,266
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YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	85,287	63,940	137,318	139,136
NET CHANGE IN FUND BALANCE	52,031	1,005	1,817	33,266
FUND BALANCE	\$ 137,318	\$ 64,945	\$ 139,136	\$ 172,402

CASH & INVESTMENTS	\$ 101,663	\$ 11,304	\$ 103,480	\$ 136,747
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**CITY OF CHARLEVOIX
LOCAL STREET FUND
2016-17 BUDGET**

	2014-15 Actual	2015-16 Budget	2015-16 Est. Actual	2016-17 Budget
REVENUES				
GAS & WEIGHT TAX	83,677	78,693	78,702	79,814
STATE GRANTS - OTHER	5,027	-	-	-
INTEREST EARNINGS	16	-	-	-
MISCELLANEOUS INCOME	-	-	-	-
CONTRIBUTION - GENERAL FUND	-	40,000	40,000	75,000
CONTRIBUTION - INFRASTRUCTURE	21,000	-	-	-
CONTRIBUTION - STREET IMPROVEMENT	21,000	-	-	-
TOTAL REVENUES	\$ 130,720	\$ 118,693	\$ 118,702	\$ 154,814

EXPENSES				
ENGINEERING	2,479	-	-	-
CONTRACTUAL SERVICES	39,997	-	-	-
ROUTINE MAINTENANCE	3,347	5,000	4,990	10,800
SWEEPING & FLUSHING	6,100	8,300	8,290	8,300
TREES & SHRUBS	6,389	4,800	4,790	17,200
DRAINAGE	2,727	2,900	2,795	2,400
TRAFFIC CONTROL	3,014	4,300	4,290	1,900
WINTER MAINTENANCE	69,748	88,300	88,392	83,100
ADMINISTRATION	1,627	1,700	1,669	1,700
TOTAL EXPENSES	\$ 135,428	\$ 115,300	\$ 115,218	\$ 125,400

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ (4,708)	\$ 3,393	\$ 3,484	\$ 29,414
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YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	46,150	33,452	41,442	44,926
NET CHANGE IN FUND BALANCE	(4,708)	3,393	3,484	29,414
FUND BALANCE	\$ 41,442	\$ 36,845	\$ 44,926	\$ 74,339

CASH & INVESTMENTS	\$ 30,508	\$ 27,478	\$ 33,992	\$ 63,406
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**CITY OF CHARLEVOIX
DOWNTOWN DEVELOPMENT AUTHORITY FUND
2016-17 BUDGET**

	2014-15 Actual	2015-16 Budget	2015-16 Est. Actual	2016-17 Budget
REVENUES				
CURRENT PROPERTY TAX	34,773	35,800	37,063	37,100
PROPERTY TAX - CAPTURE LOCAL	379,446	375,100	393,066	393,100
DELINQUENT PROPERTY TAX COLLECTED	2,261	-	-	-
PENALTY - PROPERTY TAX	331	-	35	-
FEDERAL / STATE / OTHER GRANTS	15,629	12,200	18,600	1,600
FARMERS MARKET INCOME	22,755	24,500	27,024	28,964
INTEREST EARNINGS	719	500	500	500
RENTS & ROYALTIES - SUNSHINE	5,000	1,000	1,000	1,000
RENTS & ROYALTIES - KEWEENAW	13,125	2,800	2,750	-
RENTS & ROYALTIES - BISCO LEASE	24,898	25,900	25,862	26,900
RENTS & ROYALTIES - ROUND LAKE GROUP	1,666	17,600	17,610	15,300
MISCELLANEOUS & IWF REIMBURSEMENT	9,792	4,000	6,500	3,500
CONTRIBUTION - OTHER SOURCES	26,431	63,000	18,048	2,500
CONTRIBUTION - MAIN STREET	-	17,000	22,000	25,000
CONTRIBUTION - LIGHTING & HOLIDAY DECOR	1,325	1,200	500	500
CONTRIBUTION - PERFORMANCE PAVILION	4,053	3,500	-	-
TRANSFER FROM OTHER FUNDS	-	-	-	-
TOTAL REVENUES	\$ 642,204	\$ 584,100	\$ 670,579	\$ 633,964

EXPENSES				
SALARIES & WAGES	24,510	29,200	30,679	31,300
WAGES - ICMA	2,126	2,500	2,638	2,700
SALARIES & WAGES - TEMPORARY	5,440	2,000	5,130	7,000
EMPLOYEE FRINGE BENEFITS	19,934	22,800	24,392	25,200
OPERATING SUPPLIES	26,289	27,200	27,200	2,200
IWF MAINTENANCE	7,275	7,000	6,000	6,000
MARKETING & PROMOTIONAL SERVICES	28,617	56,100	56,100	25,700
MARKETING & PROMOTIONAL SVCS - FARMERS MK	16,659	16,900	16,800	16,800
MARKETING & PROMOTIONAL SVCS - CRAFT BEER	-	-	-	-
PROMOTION COMMITTEE EXPENSES	-	-	-	-
ORGANIZATION COMMITTEE	-	-	-	3,500
BUSINESS RECRUITMENT/RETENTION	-	-	-	1,500
CONTRACTUAL SERVICES	15,976	16,900	16,900	14,700
SERVICE/MAINTENANCE FEES	-	-	-	-
DESIGN COMMITTEE	-	-	-	10,300
DESIGN CAPITAL IMPROVEMENTS	-	-	-	11,000
LEGAL SERVICES	424	500	500	500
TELEPHONE	923	1,000	992	1,000
CONFERENCE & TRAVEL	4,615	4,000	4,000	4,000
PRINTING & PUBLISHING	1,476	500	500	-
INSURANCE & BONDS	1,751	1,500	1,500	1,800
PARK EQUIPMENT	11,780	17,500	4,500	-
REFUNDS - PROPERTY TAX & TIFA	8,683	5,500	5,500	6,000
MAINTENANCE - BRIDGE PARK BUILDING	1,000	1,000	5,000	16,000
MISCELLANEOUS	2,259	300	300	300
MISCELLANEOUS - FARMERS MARKET	-	-	-	-
MISCELLANEOUS - MAIN STREET	-	5,000	5,000	-
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	-	15,000	25,000	30,000
TRANSFER TO OTHER FUNDS (MARINA)	325,000	331,200	321,395	326,200
TOTAL EXPENSES	\$ 504,736	\$ 583,500	\$ 660,026	\$ 643,700

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 37,468	\$ 20,600	\$ 10,553	\$ (9,736)
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YEAR END BALANCES				
FUND BALANCE / NET POSITION BEGINNING OF YEAR	4,621,960	4,622,015	4,659,428	4,669,980
CHANGE IN FUND BALANCE / NET POSITION	37,468	20,600	10,553	(9,736)
FUND BALANCE / NET POSITION	\$ 4,659,428	\$ 4,642,615	\$ 4,669,980	\$ 4,660,244

CASH & INVESTMENTS	\$ 732,088	\$ 688,137	\$ 742,639	\$ 732,903
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CITY OF CHARLEVOIX
GENERAL DEBT SERVICE FUND
2016-17 BUDGET

	2014-15 Actual	2015-16 Budget	2015-16 Est. Actual	2016-17 Budget
REVENUES				
FUND TRANSFERS - PI-7				172,517
FUND TRANSFERS - PI-6				34,283
TOTAL REVENUES	\$ -	\$ -	\$ -	206,800
EXPENSES				
PRINCIPAL	-	-	-	175,000
ISSUE COSTS	-	-	-	-
INTEREST	-	-	-	31,300
PAYING AGENT FEES	-	-	-	500
TOTAL EXPENSES	\$ -	\$ -	\$ -	206,800
REVENUES OVER EXPENSES	\$ -	\$ -	\$ -	-
YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	-	-	-	-
NET CHANGE IN FUND BALANCE	-	-	-	-
FUND BALANCE	\$ -	\$ -	\$ -	\$ -
CASH & INVESTMENTS	\$ -	\$ -	\$ -	\$ -

CITY OF CHARLEVOIX
PI #1 FIRE / AMBULANCE REPLACEMENT FUND
2016-17 BUDGET

	2014-15 Actual	2015-16 Budget	2015-16 Est. Actual	2016-17 Budget
REVENUES				
INTEREST EARNINGS	38	-	-	-
SALE OF FIXED ASSETS	-	-	-	-
CONTRIBUTION FROM MOTOR POOL	75,000	76,500	76,500	78,030
TOTAL REVENUES	\$ 75,038	\$ 76,500	\$ 76,500	\$ 78,030
EXPENSES				
CAPITAL OUTLAY	138,069	-	-	-
TOTAL EXPENSES	\$ 138,069	\$ -	\$ -	\$ -
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ (63,031)	\$ 76,500	\$ 76,500	\$ 78,030
YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	79,669	14,669	16,638	93,138
NET CHANGE IN FUND BALANCE	(63,031)	76,500	76,500	78,030
FUND BALANCE	\$ 16,638	\$ 91,169	\$ 93,138	\$ 171,168
CASH & INVESTMENTS	\$ 16,638	\$ 91,169	\$ 93,138	\$ 171,168

CITY OF CHARLEVOIX
PI #2 SEWER CAPITAL FUND-TAP INS*
2016-17 BUDGET

	2014-15 Actual	2015-16 Budget	2015-16 Est. Actual	2016-17 Budget
REVENUES				
INTEREST EARNINGS	164	100	100	100
SEWER TAP INS	13,000	8,000	8,000	8,000
CONTRIBUTIONS FROM OTHER FUNDS	-	-	-	-
TOTAL REVENUES	\$ 13,164	\$ 8,100	\$ 8,100	\$ 8,100
EXPENSES				
CAPITAL OUTLAY	-	-	-	-
TRANSFER TO SEWER FUND	200,000	-	-	-
TOTAL EXPENSES	\$ 200,000	\$ -	\$ -	\$ -
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ (186,836)	\$ 8,100	\$ 8,100	\$ 8,100
YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	235,370	41,470	48,534	56,634
NET CHANGE IN FUND BALANCE	(186,836)	8,100	8,100	8,100
FUND BALANCE	\$ 48,534	\$ 49,570	\$ 56,634	\$ 64,734
CASH & INVESTMENTS	\$ 38,440	\$ 39,476	\$ 46,540	\$ 54,640

* 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*
2016-17 BUDGET

	2014-15 Actual	2015-16 Budget	2015-16 Est. Actual	2016-17 Budget
REVENUES				
INTEREST EARNINGS	204	100	100	100
COLLECTION & CONSTRUCTION FEES:				
CHARLEVOIX CC	2,000	-	2,000	2,000
NORTH POINTE WOODS	-	-	-	-
SOUTHSIDE SEWER US-31	-	-	-	-
PINE POINT	4,000	-	4,000	4,000
OTHER	-	-	-	-
TOTAL REVENUES	\$ 6,204	\$ 100	\$ 6,100	\$ 6,100
EXPENSES				
LEGAL & PROFESSIONAL FEES	-	-	-	-
TRANSFER TO SEWER FUND	-	-	-	-
TOTAL EXPENSES	\$ -	\$ -	\$ -	\$ -
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 6,204	\$ 100	\$ 6,100	\$ 6,100
YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	288,011	292,111	294,215	300,315
NET CHANGE IN FUND BALANCE	6,204	100	6,100	6,100
FUND BALANCE	\$ 294,215	\$ 292,211	\$ 300,315	\$ 306,415
CASH & INVESTMENTS	\$ 290,985	\$ 288,981	\$ 297,085	\$ 303,185

* 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
2016-17 BUDGET

	2014-15 Actual	2015-16 Budget	2015-16 Est. Actual	2016-17 Budget
REVENUES				
CURRENT PROPERTY TAX	442,488	435,400	484,196	471,900
PAYMENT IN LIEU OF TAXES	826	800	800	800
IFT TAXES	1,019	800	995	800
TAXES COLLECTED - DELINQUENT	15,287	14,000	14,000	14,000
STATE GRANTS	-	-	-	-
INTEREST EARNINGS	251	-	143	200
MISCELLANEOUS	-	-	-	-
PROCEEDS FROM BONDS	-	-	-	3,000,000
CONTRIBUTION FROM OTHER FUNDS	-	-	-	-
TOTAL REVENUES	\$ 459,871	\$ 451,000	\$ 500,134	\$ 3,487,700
EXPENSES				
PROFESSIONAL SERVICES	33,098	50,000	50,000	50,000
PROFESSIONAL SERVICES	-	-	-	360,400
CONTRACTUAL SERVICES	-	-	-	1,882,600
REFUNDS & REBATES / MISCELLANEOUS	397	-	-	-
TRANSFER TO GENERAL FUND	7,000	116,600	116,576	-
TRANSFER TO MAJOR STREET	25,000	110,000	110,000	-
TRANSFER TO LOCAL STREET	21,000	-	-	-
TRANSFER TO AIRPORT	32,000	86,300	86,300	63,500
TRANSFER TO GENERAL DEBT OBLIGATIO	-	-	-	34,300
TRANSFER TO SEWER	85,000	109,800	109,800	504,100
TRANSFER TO WATER	5,000	230,800	239,950	576,300
TOTAL EXPENSES	\$ 208,495	\$ 703,600	\$ 712,626	\$ 3,471,200
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 251,376	\$ (252,600)	\$ (212,492)	\$ 16,500
YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	146,372	372,481	397,748	185,256
NET CHANGE IN FUND BALANCE	251,376	(252,600)	(212,492)	16,500
FUND BALANCE	\$ 397,748	\$ 119,881	\$ 185,256	\$ 201,756
CASH & INVESTMENTS	\$ 391,553	\$ 108,646	\$ 179,061	\$ 195,561

CITY OF CHARLEVOIX
PI #7 STREET IMPROVEMENT FUND
2016-17 BUDGET

	2014-15 Actual	2015-16 Budget	2015-16 Est. Actual	2016-17 Budget
REVENUES				
COUNTY ROAD TAX	211,076	211,400	224,310	224,300
PAYMENT IN LIEU OF TAXES	284	300	300	300
DELINQUENT TAXES	10,557	9,000	9,000	9,000
IFT TAX	-	-	-	-
INTEREST EARNINGS	35	-	-	-
TOTAL REVENUES	\$ 221,952	\$ 220,700	\$ 233,610	\$ 233,600
EXPENSES				
PROFESSIONAL SERVICES	-	-	-	-
CONTRACTUAL SERVICES	-	-	-	-
TRANSFER TO MAJOR STREET	25,000	240,100	240,100	35,438
TRANSFER TO LOCAL STREET	21,000	-	-	-
TRANSFER TO GENERAL DEBT SERVICE	-	-	-	172,517
TRANSFER TO WATER	-	30,000	30,000	-
TRANSFER TO INFRASTRUCTURE	-	-	-	-
REFUNDS & REBATES / MISCELLANEOUS	20	-	-	-
TOTAL EXPENSES	\$ 46,020	\$ 270,100	\$ 270,100	\$ 207,955
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 175,932	\$ (49,400)	\$ (36,490)	\$ 25,645
YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	8,959	183,754	184,891	148,401
NET CHANGE IN FUND BALANCE	175,932	(49,400)	(36,490)	25,645
FUND BALANCE	\$ 184,891	\$ 134,354	\$ 148,401	\$ 174,046
CASH & INVESTMENTS	\$ 174,219	\$ 129,147	\$ 137,728	\$ 163,373

**CITY OF CHARLEVOIX
PI #9 INDUSTRIAL PARK FUND
2016-17 BUDGET**

	2014-15 Actual	2015-16 Budget	2015-16 Est. Actual	2016-17 Budget
REVENUES				
FEDERAL REVENUES	-	-	-	-
STATE GRANT	-	36,000	-	-
INTEREST EARNINGS	68	30	30	30
TAP IN FEES - SS SEWER @ MARION CTR	-	-	-	-
TOTAL REVENUES	\$ 68	\$ 36,030	\$ 30	\$ 30
EXPENSES				
OTHER FUNCTIONS	4,726	5,000	5,000	5,000
CAPITAL OUTLAY	6,328	42,000	-	-
TRANSFER TO ELECTRIC	-	34,500	-	-
TOTAL EXPENSES	\$ 11,053	\$ 81,500	\$ 5,000	\$ 5,000
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ (10,985)	\$ (45,470)	\$ (4,970)	\$ (4,970)
YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	101,043	88,678	90,058	85,088
NET CHANGE IN FUND BALANCE	(10,985)	(45,470)	(4,970)	(4,970)
FUND BALANCE	\$ 90,058	\$ 43,208	\$ 85,088	\$ 80,118
CASH & INVESTMENTS	\$ 90,058	\$ 43,208	\$ 85,088	\$ 80,118

CITY OF CHARLEVOIX
PI #12 MT. MCSAUBA RECREATION IMPROVEMENT FUND
2016-17 BUDGET

	2014-15 Actual	2015-16 Budget	2015-16 Est. Actual	2016-17 Budget
REVENUES				
INTEREST EARNINGS	4	-	-	-
GRANTS	-	-	-	-
RENTS & ROYALTIES-TOWER LEASES	7,002	5,700	7,000	7,000
CONTRIBUTION - PRIVATE SOURCES	-	-	-	-
TOTAL REVENUES	\$ 7,006	\$ 5,700	\$ 7,000	\$ 7,000
EXPENSES				
TRANSFER TO MOTOR POOL (GROOMER)	-	-	-	-
TRANSFER TO GENERAL FUND	-	4,000	-	4,000
TOTAL EXPENSES	\$ -	\$ 4,000	\$ -	\$ 4,000
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 7,006	\$ 1,700	\$ 7,000	\$ 3,000
YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	1,230	6,930	8,236	15,236
NET CHANGE IN FUND BALANCE	7,006	1,700	7,000	3,000
FUND BALANCE	\$ 8,236	\$ 8,630	\$ 15,236	\$ 18,236
CASH & INVESTMENTS	\$ 8,223	\$ 9,213	\$ 15,223	\$ 18,223

CITY OF CHARLEVOIX
AIRPORT FUND
2016-17 BUDGET

	2014-16 Actual	2015-16 Budget	2016-16 Est. Actual	2016-17 Budget
REVENUES				
INTEREST EARNINGS	10	-	-	-
FEDERAL GRANTS	-	-	-	-
RENTS & ROYALTIES - AIRPORT PERMITS	17,737	18,000	18,000	18,000
RENTS & ROYALTIES - HANGAR RENTS	25,188	28,500	28,500	28,500
LAND LEASES	14,016	9,200	9,200	9,200
RENTAL CAR RENTS	-	1,000	1,000	1,000
STATE GRANTS	966	700	700	700
PARKING FEES	85,275	88,500	83,000	80,000
GROUND HANDLING FEE	-	-	9,100	10,000
CONTRACT FUEL REIMBURSEMENT	612,547	625,000	625,000	625,000
FUEL FEES - RETAIL	401,359	450,000	400,000	420,000
INTO WING FEES	88,334	90,000	92,000	92,000
AFTER HOURS CALLOUT FEES	7,460	7,500	12,100	12,100
FUEL FLOWAGE FEES - FAIAW	29,308	30,000	30,000	30,000
FUEL SALES - NON-TAX	11,781	10,000	10,000	10,000
THRU-PUT FEES	511	-	-	-
LANDING & RAMP FEES	48,758	50,000	52,000	52,000
GROUND SERVICES	420	8,500	2,000	2,000
CONTRIBUTED CAPITAL	607,999	1,639,700	1,639,700	1,206,500
CONTRIBUTIONS & DONATIONS	-	-	-	-
SALE OF FIXED ASSETS	-	-	-	-
REFUNDS & REBATES - INSURANCE	24,925	4,000	4,000	4,000
ADVANCE FROM ELECTRIC	-	-	-	-
TRANSFER FROM OTHER FUNDS	42,951	87,000	87,300	63,500
MISCELLANEOUS	1,542	700	6,100	6,100
TOTAL REVENUES	\$ 2,021,366	\$ 3,156,300	\$ 3,109,700	\$ 2,670,600
EXPENSES				
SALARIES & WAGES - FULL TIME	86,053	81,300	103,726	113,800
WAGES - ICMA	7,843	7,500	9,969	10,300
SALARIES & WAGES - TEMPORARY	87,531	87,700	94,899	50,700
EMPLOYEE FRINGE BENEFITS	80,251	77,300	98,726	95,200
OFFICE SUPPLIES	3,981	2,500	2,500	7,000
CLEANING SUPPLY - TERMINAL	341	-	-	1,000
ICE/COFFEE SUPPLY	-	-	-	1,200
EQUIPMENT MAINT & REPAIR	11,980	15,000	15,000	-
FUEL TRUCK MAINTENANCE	79	-	-	-
SNOW EQUIPMENT MAINTENANCE	4,056	-	-	11,000
LAWN EQUIPMENT MAINTENANCE	-	-	-	5,000
UNIFORMS & PPE	931	1,000	1,000	2,300
AVIATION FUEL	942,358	950,000	800,000	950,000
DIESEL FUEL	3,419	9,500	9,500	9,500
FUEL - HOLIDAY GAS STATION	1,169	1,000	1,000	3,000
FUEL TRUCK LEASE	6,045	22,500	22,500	22,500
FUEL MASTER PUMP REPAIRS	830	100	7,500	8,500
FUEL TRUCK REPAIRS	421	800	800	800
REPAIRS AND MAINTENANCE SUPPLIES	-	-	-	2,000
PROFESSIONAL SERVICES	8,720	2,200	2,250	8,300
CONTRACTUAL SERVICES	10,188	11,600	12,800	11,600
LEGAL FEES	388	1,000	1,000	2,500
TELEPHONE	1,865	1,500	1,484	1,500
CONFERENCE & TRAVEL	798	800	1,000	1,500
INSURANCE & BONDS	8,212	8,600	8,600	9,100
HANGAR REPAIRS	254	1,800	1,800	1,800
INSURANCE CLAIMS - CITY SHARE	-	-	-	-
UTILITIES	30,970	33,100	33,100	33,100
TERMINAL BLDG REPAIR & GROUNDS	11,033	4,000	4,000	4,000
SRE BLDG & HANGERS REPAIR & MAINT	4,877	3,200	3,200	3,200
TRASH REMOVAL	71	-	-	700
EQUIPMENT RENTAL	-	500	500	500
DUES & MEMBERSHIPS	296	100	225	100
PRINTING & PUBLISHING	1,817	1,300	1,300	1,300
MISCELLANEOUS	2,315	1,500	4,000	4,000
CREDIT CARD PROCESSING FEE	14,433	15,000	15,000	15,000
REFUNDS & REBATES	-	-	-	-
MACHINERY & EQUIPMENT	70	500	500	500
CAPITAL OUTLAY - APRON GRANT/RUNWAY S-27	-	86,300	86,300	60,500
DEBT SERVICE - PRINCIPAL (MOOT, Act99)	-	17,200	17,200	-
DEBT SERVICE - INTEREST (MDOT, Act99)	3,221	2,100	2,100	1,400
GRANT MATCH TO STATE	-	-	-	-
DEPRECIATION	301,200	285,000	285,000	290,000
TRANSFER TO ELECTRIC	10,000	10,000	10,000	25,000
TOTAL EXPENSES	\$ 1,848,437	\$ 1,783,600	\$ 1,664,501	\$ 1,768,900
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 372,948	\$ 1,404,800	\$ 1,445,199	\$ 901,700
YEAR END BALANCES				
NET POSITION BEGINNING OF YEAR	6,458,918	5,810,371	5,829,867	7,275,067
CHANGE IN NET POSITION	372,948	1,404,800	1,445,199	901,700
NET POSITION	\$ 6,829,867	\$ 7,215,171	\$ 7,275,067	\$ 8,176,767
CASH & INVESTMENTS	\$ 201	\$ 57,782	\$ 90,700	\$ 75,900

**CITY OF CHARLEVOIX
ELECTRIC FUND
2016-17 BUDGET**

	2014-15 Actual	2015-16 Budget	2015-16 Est. Actual	2016-17 Budget
REVENUES				
ELECTRIC SERVICES	25,570	25,700	25,700	25,700
POWER SALES	5,444,708	5,936,400	5,860,250	5,860,000
POWER COST ADJ REVENUES	1,225,444	1,142,082	1,150,000	1,147,792
FINES & FORFEITS	32,771	35,000	32,000	35,000
INTEREST & RENTS	22,658	21,355	21,355	21,380
OTHER	9,673	3,500	6,600	3,500
TRANSFER FROM OTHER FUNDS	13,500	69,500	35,000	50,000
TOTAL REVENUES	\$ 6,774,324	\$ 7,233,537	\$ 7,130,905	\$ 7,143,372
EXPENSES				
TRANSMISSION / DISTRIBUTION	938,665	1,347,500	1,343,177	1,635,200
ACCOUNTING & ADMIN	577,735	654,800	670,639	681,700
PURCHASED POWER	4,399,064	4,819,300	4,419,219	4,652,400
CAPITAL IMPROVEMENTS	20,767	470,500	411,025	358,000
DEPRECIATION	506,096	525,000	525,000	525,000
FUND TRANSFERS	226,100	232,100	132,120	522,500
DEBT SERVICE	-	-	-	-
TOTAL EXPENSES	\$ 6,668,426	\$ 8,049,200	\$ 7,501,180	\$ 8,374,800
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 105,897	\$ (815,663)	\$ (370,275)	\$ (1,231,428)
YEAR END BALANCES				
NET POSITION BEGINNING OF YEAR	10,835,875	10,059,213	10,941,772	10,571,496
CHANGE IN NET POSITION	105,897	(815,663)	(370,275)	(1,231,428)
NET POSITION	\$ 10,941,772	\$ 9,243,550	\$ 10,571,496	\$ 9,340,069
RESERVE FOR DEPOSITS	85,000	85,000	85,000	85,000
CHARTER RESERVE	75,000	75,000	75,000	75,000
UNRESTRICTED	4,638,065	3,915,510	4,792,789	4,086,362
CASH & INVESTMENTS	\$ 4,798,065	\$ 4,075,510	\$ 4,952,789	\$ 4,246,362

**CITY OF CHARLEVOIX
SEWER FUND*
2016-17 BUDGET**

	2014-15 Actual	2015-16 Budget	2015-16 Est. Actual	2016-17 Budget
REVENUES				
OPERATIONS				
STATE GRANTS	349,373	306,000	306,000	306,000
SEWER SERVICES - MISCELLANEOUS	1,138	-	-	-
SEWER SALES	1,543,374	1,773,900	1,773,900	2,208,500
DISCOUNTS FORFEITED	8,554	7,200	7,200	7,200
INTEREST EARNINGS - OPERATIONS	940	500	500	500
OTHER & PASS THRU'S	5,506	5,000	5,000	5,000
SALE OF FIXED ASSETS	-	-	-	-
PROCEEDS FROM BOND SALE / SRF LOAN	-	7,375,500	9,104,158	726,100
TRANSFER FROM OTHER FUNDS	-	-	-	-
TRANSFER FROM INFRASTRUCTURE	85,000	109,800	109,780	504,100
CAPITAL IMPROVEMENT FUND				
SEWER SERVICES-TAP INS	13,000	8,000	8,000	8,000
INTEREST EARNINGS - CAPITAL RESERVE	164	100	100	100
TRANSFER FROM OTHER FUNDS PI #2	-	-	-	-
NORTHSIDE SEWER				
NORTHSIDE SEWER FEES	6,000	-	-	-
INTEREST EARNINGS - NORTHSIDE SEWER	204	100	100	100
MISC INCOME - PASS THRU PAYMENTS	-	-	-	-
SOUTHSIDE SEWER AREA				
SEWER SERVICES-TAP INS	-	-	-	-
SEWER CONSTRUCTION FEES	-	-	-	-
INTEREST EARNINGS - OVERSIZING	-	-	-	-
TRANSFER FROM OTHER FUNDS	-	-	-	-
TOTAL REVENUES	\$ 2,013,252	\$ 9,586,100	\$ 11,314,738	\$ 3,765,600
EXPENSES				
OPERATIONS				
WASTEWATER TREATMENT PLANT	630,927	699,100	699,108	708,600
SEWER LINES	133,908	150,800	130,781	148,900
ACCOUNTING & ADMIN	189,578	245,200	263,114	264,800
LIFT STATIONS	59,017	74,000	59,426	272,100
CAPITAL IMPROVEMENTS	13,253	7,825,800	9,554,438	1,570,700
DEPRECIATION	184,910	660,000	660,000	660,000
DEBT SERVICE	3,215	248,000	248,000	248,000
FUND TRANSFERS	36,200	39,800	39,820	36,200
CAPITAL IMPROVEMENT FUND				
FUND TRANSFERS	-	-	-	-
NORTHSIDE SEWER				
NORTHSIDE SEWER LEGAL / PROF FEES	-	-	-	-
CAPITAL IMPROVEMENTS	-	-	-	-
TOTAL EXPENSES	\$ 1,251,007	\$ 9,942,700	\$ 11,654,688	\$ 3,907,300
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 762,242	\$ (356,600)	\$ (339,950)	\$ (141,700)
YEAR END BALANCES				
NET POSITION BEGINNING OF YEAR	5,607,901	5,464,855	6,370,143	6,030,193
CHANGE IN NET POSITION	782,242	(356,600)	(339,950)	(141,700)
NET POSITION	\$ 6,370,143	\$ 5,108,255	\$ 6,030,193	\$ 5,888,493
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	38,440	39,476	46,540	54,640
CASH PI #5 NORTHSIDE SEWER RESERVE	290,985	288,981	297,085	303,185
UNRESTRICTED	312,103	500,389	617,953	1,122,053
CASH & INVESTMENTS	\$ 1,466,528	\$ 1,653,846	\$ 1,786,578	\$ 2,304,878

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

**CITY OF CHARLEVOIX
WATER FUND
2016-17 BUDGET**

	2014-15 Actual	2015-16 Budget	2015-16 Est. Actual	2016-17 Budget
REVENUES				
STATE & FEDERAL GRANTS	82,000	-	-	-
FEDERAL GRANT	114,299	-	-	-
WATER SERVICES-TAP INS	4,782	3,500	3,500	3,500
WATER SERVICES-READ-O-MATIC	964	1,200	1,000	1,200
WATER SERVICES-MISC	2,259	5,000	3,000	5,000
WATER SALES	894,343	913,500	913,500	959,200
INTEREST EARNINGS	612	200	200	200
DISCOUNTS FORFEITED	5,522	6,000	6,000	6,000
TRANSFER FROM DPW	-	-	400,000	-
TRANSFER FROM MOTOR POOL	49,209	-	-	-
TRANSFER FROM INFRASTRUCTURE	5,000	230,900	239,950	576,300
TRANSFER FROM STREET IMPROVEMENT	-	30,000	30,000	-
MISCELLANEOUS	17,128	63,400	17,000	17,000
TOTAL REVENUES	\$ 1,176,117	\$ 1,253,700	\$ 1,614,150	\$ 1,568,400
EXPENSES				
TRANSMISSION & DISTRIBUTION	410,118	330,900	324,784	364,600
ACCOUNTING & ADMIN	182,846	189,800	199,721	200,000
WATER TREATMENT PLANT	364,100	560,900	453,053	525,900
CAPITAL IMPROVEMENTS	131,623	316,200	562,379	576,300
DEPRECIATION	229,140	235,000	235,000	238,000
FUND TRANSFERS	-	3,600	3,620	-
DEBT SERVICE	-	-	-	-
TOTAL EXPENSES	\$ 1,317,827	\$ 1,636,400	\$ 1,778,556	\$ 1,904,800
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ (141,710)	\$ (382,700)	\$ (164,406)	\$ (336,400)
YEAR END BALANCES				
NET POSITION BEGINNING OF YEAR	4,729,592	4,568,804	4,587,882	4,423,476
CHANGE IN NET POSITION	(141,710)	(382,700)	(164,406)	(336,400)
NET POSITION	\$ 4,587,882	\$ 4,186,104	\$ 4,423,476	\$ 4,087,076
CHARTER RESERVE	75,000	75,000	75,000	75,000
UNRESTRICTED	44,695	456	115,289	16,889
CASH & INVESTMENTS	\$ 119,695	\$ 75,456	\$ 190,289	\$ 91,889

**CITY OF CHARLEVOIX
MARINA FUND
2016-17 BUDGET**

	2014-15 Actual	2015-16 Budget	2015-16 Est. Actual	2016-17 Budget
REVENUES				
STATE GRANTS	18,000	-	-	-
LAUNDRY REVENUE	1,550	1,600	1,425	1,400
RENTS & ROYALTIES - DOCKING SEASONAL	47,470	47,900	51,916	52,400
RENTS & ROYALTIES - DOCKING RESERV SYSTEM	305,614	303,300	356,103	359,700
RENTS & ROYALTIES - DOCKING TRANSIENT	20,870	21,200	25,766	26,000
RENTS & ROYALTIES - SUNSHINE	-	4,000	4,000	4,000
RENTS & ROYALTIES - KEWEENAW	-	10,710	10,710	-
INTEREST INCOME	499	100	236	250
FUND TRANSFERS FROM OTHER FUNDS	-	-	-	-
FUND TRANSFERS FROM DDA - DEBT SVC	325,000	331,200	321,395	326,200
SALE OF FIXED ASSETS	-	-	-	-
MISCELLANEOUS-OTHER REVENUE	535	-	100	-
TOTAL REVENUES	\$ 719,538	\$ 720,010	\$ 771,851	\$ 769,950
EXPENSES				
SALARIES & WAGES - FULL TIME	27,887	6,900	8,848	8,000
WAGES - ICMA	2,814	1,100	1,197	1,100
SALARIES & WAGES - TEMPORARY	64,437	65,100	65,718	67,400
EMPLOYEE FRINGE BENEFITS	31,417	15,100	16,869	16,300
OFFICE SUPPLIES	1	-	-	-
OPERATING SUPPLIES	7,983	8,100	8,100	11,200
PROFESSIONAL SERVICES	5,729	5,200	5,250	5,300
CONTRACTUAL SERVICES	11,870	8,400	10,380	8,400
STATE CRS COMMISSION FEES	11,607	16,000	16,000	16,000
STATE CRS RESERVATION FEES	8,262	8,600	8,600	8,600
LEGAL FEES	155	-	-	-
TELEPHONE	1,157	800	792	800
CONFERENCE/TRAVEL/TRAINING	-	1,300	1,250	1,300
INSURANCE & BONDS	2,799	3,000	3,000	3,000
UTILITIES	61,821	65,300	65,300	68,000
BUILDING & DOCK MAINTENANCE	18,344	6,500	6,500	7,500
EQUIPMENT RENTAL	630	700	700	700
MISCELLANEOUS	63	700	700	700
CREDIT CARD PROCESSING FEES	7,765	7,800	7,800	7,900
REFUNDS & REBATES	67	-	-	-
AMORTIZATION EXPENSE	2,440	2,500	2,500	2,500
DEPRECIATION	658,048	657,500	657,500	658,000
MACHINERY & EQUIPMENT	-	-	-	1,800
INTEREST EXPENSE	3,483	6,900	6,930	6,700
TRANSFER TO ELECTRIC - ADVANCE REIMBUSE	3,500	25,000	25,000	25,000
DEBT SERVICE - PRINCIPAL	-	255,000	255,000	275,000
DEBT SERVICE - INTEREST	191,195	186,395	186,395	176,200
DEBT SERVICE - PAYING AGENT FEES	300	400	400	400
TOTAL EXPENSES	\$ 1,123,774	\$ 1,364,295	\$ 1,380,527	\$ 1,375,800
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ (404,236)	\$ (634,285)	\$ (588,876)	\$ (605,850)
YEAR END BALANCES				
NET POSITION BEGINNING OF YEAR	3,986,873	3,297,549	3,582,638	2,993,761
CHANGE IN NET POSITION	(404,236)	(634,285)	(588,876)	(605,850)
NET POSITION	\$ 3,582,638	\$ 2,663,264	\$ 2,993,761	\$ 2,387,911
CASH AT PAYING AGENT	93,198	100,000	100,000	100,000
UNRESTRICTED	117,062	96,301	178,883	231,033
CASH & INVESTMENTS	\$ 210,259	\$ 196,301	\$ 278,883	\$ 331,033

**CITY OF CHARLEVOIX
EMPLOYEE FRINGE BENEFIT FUND
2016-17 BUDGET**

	2014-15 Actual	2015-16 Budget	2015-16 Est. Actual	2016-17 Budget
REVENUES				
EFB-GENERAL FUND	705,737	706,200	706,094	679,200
EFB-MAJOR STREET	33,377	37,600	37,408	38,000
EFB-LOCAL STREET	15,400	19,200	19,064	18,500
EFB-AIRPORT	80,251	77,300	98,726	95,200
EFB-ELECTRIC	482,704	561,500	563,114	580,500
EFB-SEWER	229,133	236,500	243,913	252,100
EFB-WATER	256,295	233,500	236,964	238,600
EFB-MARINA	31,417	15,100	16,669	16,300
EFB-MOTOR VEHICLE	78,071	64,500	63,207	64,200
EFB-EFB	324,898	308,200	312,121	310,100
EFB-DDA	19,934	22,800	24,392	25,200
REFUND & REBATES-INSURANCE	-	-	-	-
INTEREST EARNINGS	1,056	1,000	1,000	1,000
MISC INCOME - WELLNESS	-	-	-	-
TRANSFER FROM OTHER FUNDS	-	-	-	-
TOTAL REVENUES	\$ 2,259,273	\$ 2,283,400	\$ 2,322,671	\$ 2,318,900

EXPENSES				
WAGES (ICMA)	28,532	34,400	35,032	34,600
FRINGE BENEFITS	323,079	308,200	312,121	310,100
WORKERS COMPENSATION	65,266	68,500	76,300	80,100
SOCIAL SECURITY	277,890	296,500	296,514	302,400
HEALTHCARE PREMIUMS	575,814	638,900	641,078	687,900
HEALTHCARE - OPT OUT	33,683	36,000	32,975	36,000
EMPLOYER SHARE HSA	59,643	60,000	71,900	72,600
WELLNESS COMMITTEE	(1,150)	-	-	-
WELLNESS INCENTIVES FOR HSA ACCOUNT	3,050	-	-	-
LIFE INSURANCE	9,111	8,000	8,205	8,000
RETIREMENT FUND CONTRIB.	297,084	295,200	293,906	295,700
HOLIDAY PAY	87,528	94,900	94,887	96,800
SICK PAY	86,952	80,400	80,433	76,700
SICK LEAVE/CITY S&A	-	2,000	2,000	2,000
VACATION PAY	167,767	182,200	182,239	180,300
UNEMPLOYMENT COMPENSATION	52,690	79,900	79,905	79,900
PERSONAL LEAVE	29,621	33,900	33,942	34,500
JURY DUTY/FUNERAL LEAVE	4,075	2,600	4,051	4,000
LONGEVITY	10,400	9,300	9,104	9,300
COMP TIME USED	8,777	4,200	9,800	8,400
PROFESSIONAL SERVICES	1,726	2,700	2,651	2,700
CONFERENCE & TRAVEL	1,492	2,000	2,000	2,000
MISCELLANEOUS	1,499	2,500	2,484	2,500
TOTAL EXPENSES	\$ 2,124,527	\$ 2,242,300	\$ 2,271,507	\$ 2,326,500

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 133,746	\$ 41,100	\$ 51,164	\$ (7,600)
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YEAR END BALANCES				
NET POSITION BEGINNING OF YEAR	464,372	544,529	598,118	649,282
CHANGE IN NET POSITION	133,746	41,100	51,164	(7,600)
NET POSITION	\$ 598,118	\$ 585,629	\$ 649,282	\$ 641,682

CASH & INVESTMENTS	\$ 701,766	\$ 733,843	\$ 752,930	\$ 745,330
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**CITY OF CHARLEVOIX
MOTOR POOL FUND
2016-17 BUDGET**

	2014-15 Actual	2015-16 Budget	2015-16 Est. Actual	2016-17 Budget
REVENUES				
INTEREST AND RENTS	870	400	400	400
EQUIPMENT RENTAL	666,115	676,100	872,944	861,100
SALE OF FIXED ASSETS	47,600	2,000	2,000	2,000
OTHER	2,387	-	-	-
CONTRIBUTIONS FROM OTHER FUNDS	100,000	100,000	-	394,000
TOTAL REVENUES	\$ 816,952	\$ 778,500	\$ 875,344	\$ 1,257,500
EXPENSES				
MOTOR POOL	428,538	417,600	414,557	398,300
CAPITAL EXPENDITURES	9,384	352,500	212,500	558,200
DEPRECIATION	222,353	210,000	210,000	215,000
FUND TRANSFERS	99,300	104,400	104,420	102,300
TOTAL EXPENSES	\$ 759,575	\$ 1,084,500	\$ 941,477	\$ 1,273,800
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 57,377	\$ (306,000)	\$ (66,134)	\$ (16,300)
YEAR END BALANCES				
NET POSITION BEGINNING OF YEAR	1,634,798	1,449,674	1,692,175	1,626,041
CHANGE IN NET POSITION	57,377	(306,000)	(66,134)	(16,300)
NET POSITION	\$ 1,692,175	\$ 1,143,674	\$ 1,626,041	\$ 1,609,741
CASH & INVESTMENTS	\$ 616,550	\$ 498,691	\$ 760,416	\$ 959,116

**CITY OF CHARLEVOIX
DPW SITE FUND
2016-17 BUDGET**

	2014-15 Actual	2015-16 Budget	2015-16 Est. Actual	2016-17 Budget
REVENUES				
INTEREST EARNINGS	3,407	1,000	1,000	1,000
CONTRIBUTION-MOTOR POOL	24,300	24,300	24,300	24,300
CONTRIBUTION-ELECTRIC	123,600	126,000	126,000	126,000
CONTRIBUTION-WATER	-	-	-	-
CONTRIBUTION-SEWER	36,200	36,200	36,200	36,200
CONTRIBUTION-OTHER	-	-	-	-
TOTAL REVENUES	\$ 187,507	\$ 187,500	\$ 187,500	\$ 187,500
EXPENSES				
PROFESSIONAL SERVICES	-	-	-	75,000
CONTRACTUAL SERVICES	-	-	-	-
DEPRECIATION	3,549	4,000	4,000	4,000
TRANSFER TO OTHER - WATER	-	-	400,000	-
TOTAL EXPENSES	\$ 3,549	\$ 4,000	\$ 404,000	\$ 79,000
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 183,958	\$ 183,500	\$ (216,500)	\$ 108,500
YEAR END BALANCES				
NET POSITION BEGINNING OF YEAF	1,043,908	1,225,008	1,227,866	1,011,366
CHANGE IN NET POSITION	183,958	183,500	(216,500)	108,500
NET POSITION	\$ 1,227,866	\$ 1,408,508	\$ 1,011,366	\$ 1,119,866
CASH & INVESTMENTS	\$ 1,109,860	\$ 1,293,692	\$ 897,350	\$ 1,009,860

**CITY OF CHARLEVOIX
PERPETUAL CARE TRUST FUND
2016-17 BUDGET**

	2014-15 Actual	2015-16 Budget	2015-16 Est. Actual	2016-17 Budget
REVENUES				
CHARGES FOR SERVICES	2,875	4,000	4,000	4,000
INTEREST EARNINGS	1,765	750	750	750
TOTAL REVENUES	\$ 4,640	\$ 4,750	\$ 4,750	\$ 4,750
EXPENSES				
PERPETUAL CARE EXPENDITURES	-	10,000	10,000	-
TOTAL EXPENSES	\$ -	\$ 10,000	\$ 10,000	\$ -
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 4,640	\$ (5,250)	\$ (5,250)	\$ 4,750
YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	401,525	406,275	406,165	400,915
NET CHANGE IN FUND BALANCE	4,640	(5,250)	(5,250)	4,750
FUND BALANCE	\$ 406,165	\$ 401,025	\$ 400,915	\$ 405,665
CASH & INVESTMENTS	\$ 405,813	\$ 400,223	\$ 400,563	\$ 405,313

City of Charlevoix, Michigan

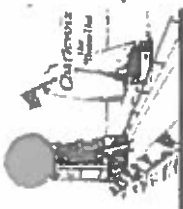
Ambulance Rates



	Current Resident	Current Non-Resident	Proposed Resident	Proposed 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
Note: Additional unit time may be added to base rate	55.00	75.00	55.00	75.00
Intercepts (ALS)	600.00	700.00	600.00	700.00
Mileage Rate / Loaded Mile	11.50	11.50	11.50	11.50
Transfers - Basic Life Support (BLS)	425.00	525.00	425.00	525.00
Transfers - Advanced Life Support (ALS)	500.00	600.00	500.00	600.00
Response Fee: Treatment / No Transport	400.00	450.00	400.00	450.00
JAWS Charge	500.00	750.00	500.00	750.00
Lift Assist Only	100.00	150.00	100.00	150.00

City of Charlevoix, Michigan

Cemetery Rates



	Current Resident	Current Non-Resident	Proposed Resident	Proposed Non-Resident
Adult Lots	\$400.00	\$800.00	\$400.00	\$800.00
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 Airport

Schedule of Rates and Charges



Aircraft Landing & Ramp Fees		Current	Proposed	Minimum Fuel Purchase
Single Engine	Landing Fee	\$0.00	\$0.00	N/A
	Ramp Fee (overnight)	8.00	8.00	
	Weekly Pass	25.00	25.00	
	Monthly Pass	60.00	60.00	
	Yearly Pass	260.00	260.00	
Piston Twin	Landing Fee	20.00	20.00	50 gallons
	Ramp Fee (overnight)	15.00	15.00	
	Weekly Pass	50.00	50.00	
	Monthly Pass	150.00	150.00	
	Yearly Pass	450.00	450.00	
Single Turbo Prop (including Meridian, TBM & Eclipse Jet)	Landing Fee	45.00	45.00	75 gallons
	Ramp Fee (overnight)	30.00	30.00	
	Weekly Pass	130.00	130.00	
	Monthly Pass	300.00	300.00	
	Yearly Pass	600.00	600.00	
Twin Turbo Prop (including Pilatus & Caravan singles)	Landing Fee	60.00	60.00	100 gallons
	Ramp Fee (overnight)	40.00	40.00	
	Weekly Pass	150.00	150.00	
	Monthly Pass	400.00	400.00	
	Yearly Pass	800.00	800.00	

Charlevoix Municipal Airport

Schedule of Rates and Charges



Aircraft Landing & Ramp Fees		Current	Proposed
Type I Jet (up to 20,000 lbs)			
Landing Fee	\$80.00		
Ramp Fee (overnight)	40.00		
Weekly Pass	150.00		
Monthly Pass	400.00		
Yearly Pass	900.00		
Type II Jet (20,000 - 40,000 lbs)			
Landing Fee	110.00		
Ramp Fee (overnight)	50.00		
Weekly Pass	200.00		
Monthly Pass	500.00		
Yearly Pass	1,000.00		
Type III Jet (over 40,000 lbs)			
Landing Fee	135.00		
Ramp Fee (overnight)	70.00		
Weekly Pass	250.00		
Monthly Pass	700.00		
Yearly Pass	1,200.00		
Minimum Fuel Purchase		150 gallons	150 gallons
Minimum Fuel Purchase		200 gallons	200 gallons
Minimum Fuel Purchase		250 gallons	250 gallons
Hangar Rental Rates (per month)			
Units 1, 2, 3, 8, 9 & 10	155.00		
Units 4, 5 & 7	160.00		
Unit 6	215.00		
Box B	230.00		
Box C	415.00		
Box D	180.00		

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.

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

Charlevoix Municipal Airport

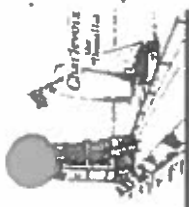
Schedule of Rates and Charges



	Current	Proposed
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

Charlevoix Municipal Marina

Dock Rates



Daily Fee Schedule - Transient Boaters

Slip Size Per Waterways

	Current May Tier D Rate / Night	Current June - Oct. 12th Tier E Rate / Night	Proposed May Tier D Rate / Night	Proposed June - Oct. 11th 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
Harbormaster can adjust fees if slip size is different than boat size per Waterways 12/16/13 letter				
Daily Dingy Fee	5.00	5.00	5.00	5.00

Seasonal Fee Schedule

Waterways daily transient slip rate Schedule "B" multiplied by 163 days.

	Current	Proposed
Dingy - Individuals (price per year)	500.00	500.00
Dingy - Commercial (price per year)	600.00	600.00
Burns Street Dockage (price per foot)	37.94	37.94

City of Charlevoix, Michigan

Parking Fees & Fines



Parking Fines & Fees

	Current	Proposed
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 (10 spaces May 1st through October 15th)	500.00	750.00

Ferry Boat Launch Ramp Parking Fees

	Current Resident	Current Non-Resident	Proposed Resident	Proposed Non-Resident
Seasonal				
Daily: Car and/or Car with Trailer	20.00	40.00	20.00	40.00
Commercial	5.00	8.00	5.00	8.00
10-punch (any commercial, limit one)	1,000.00	1,000.00	1,000.00	1,000.00
	100.00	100.00	100.00	100.00

City of Charlevoix, Michigan

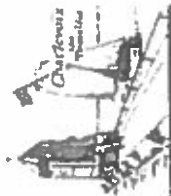
Miscellaneous Fees



Temporary / Seasonal Business Fees		Current	Proposed
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
Auctioneer License (per auction)	Request to Remove	no charge	no charge
Roadside Stand / Temporary Business (per application)		100.00	100.00
Transient Merchant		50.00	50.00
Street Performer	Request to Remove	no charge	no charge
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		100.00	100.00
IFT Tax Reduction Request	Request to Remove	500.00	500.00
Trash License (annual fee)		10.00	10.00
Garden Plots (per plot)		25.00	25.00
City Flag		35.00	35.00
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 Budget (in binder with tabs) (3 documents)	Request to Remove	50.00	50.00
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

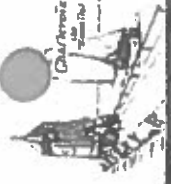
Freedom of Information Act (FOIA) Request



	Current	Proposed
Copies (per page)	\$0.10	\$0.10
Blueprints (each)	Minimum \$3 or Cost	Minimum \$3 or Cost
CDs (each)	3.00	3.00
Videos (each)	3.00	3.00
Flash Drives (each)	0.10	0.10
Election Reports (per page)	0.10	0.10
Election Report - Labels (per page) (labels provided by customer)		
Mailing Containers	Actual Cost	Actual Cost
Postage	Actual Cost	Actual Cost
Cost of labor incurred in duplication & mailing	Hourly Wage of Deputy Clerk	Hourly Wage of Deputy Clerk
Cost of labor incurred in searching for, examining, and reviewing a requested public record and for the deletion and separation of exempt from nonexempt information as requested by the FOIA	Hourly Wage of Deputy Clerk When Time Spent Exceeds 30 Minutes	Hourly Wage of Deputy Clerk When Time Spent Exceeds 30 Minutes
Cost of labor to locate, examine, redact, copy and/or transfer records (Cost is calculated by rounding down to the nearest quarter hour)	Request to remove this item	Hourly Wage plus 50% fringe benefit Factor of the least paid employee capable of performing the work

City of Charlevoix, Michigan

Golf Course Rates



Daily Rates	Current		Proposed	
	Prior To Memorial Day	After Labor Day	Summer	After Labor Day
9 Holes Monday-Friday	\$14.00	\$13.00	\$15.00	\$13.00
9 Holes Monday-Thursday				
9 Holes Saturday-Sunday / Holiday	14.00	13.00	16.00	13.00
9 Holes Friday-Sunday / Holiday	19.00	19.00	23.00	19.00
18 Holes Monday-Friday				
18 Holes Monday-Thursday	19.00	19.00	25.00	19.00
18 Holes Saturday-Sunday / Holiday				
18 Holes Friday-Sunday / Holiday	60.00	60.00	60.00	60.00
Resident: 5 Play Punch Card	60.00	60.00	60.00	60.00
Non-Resident: 5 Play Punch Card				

* No proposed changes in daily fees for 2016. Suggestion to combine Resident/Non-Resident 5 Play Punch Card into one line item.

	Current		Proposed	
	Resident	Non-Resident	Resident	Non-Resident
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	Current		Proposed	
	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

Golf Lessons	Current		Proposed	
	Per Hour	Per 1/2 Hour	Per Hour	Per 1/2 Hour
Adult	30.00	20.00	30.00	20.00
Two Adults	40.00	30.00	40.00	30.00
Junior (17 & Under)	20.00	15.00	20.00	15.00

* Green fees waived for playing lesson.

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.

City of Charlevoix, Michigan

Planning & Zoning Fee Schedule

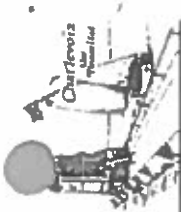


	Current	Proposed
Level A Site Plan Review	\$100.00	\$100.00
Level B Site Plan Review	275.00	275.00
Rezoning Application	325.00	325.00
Variance - Zoning Board of Appeals	350.00	350.00
Zoning Permit	40.00	40.00
Zoning Appeals	300.00	300.00
Special Use Permit	300.00	300.00
Parcel Division	125.00	125.00
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.

City of Charlevoix, Michigan

Recreation Rates - Other



	Current Resident	Current Non-Resident	Proposed Resident	Proposed 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)	125.00	125.00	150.00	150.00
Youth Sport (per person)	20.00	25.00	25.00	25.00
Skate Park (Carpenter Avenue)				
Daily Pass	5.00	5.00	1.00	1.00
Seven Day Punch Card	25.00	25.00	5.00	5.00

City of Charlevoix, Michigan

Recreation Rates - Mt. McSauba



	Current Resident	Current Non-Resident	Proposed City & Charlevoix Township Resident	Proposed Non-Resident
Day Camp				
Mt. McSauba Day Camp (per person per week)	95.00	110.00	95.00	110.00
Northern Kids Club (Remove this section)				
Mt. McSauba - Mornings Mon-Fri Inclusive (per person)	15.00	15.00	n/a	n/a
Mt. McSauba - Afternoons Mon-Wed Inclusive (per person)	25.00	25.00	n/a	n/a
Mt. McSauba - Friday Afternoon	30.00	30.00	n/a	n/a
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
Ski Team Pass (Remove this line)	50.00	60.00	n/a	n/a
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 Skates Rental	1.00	1.00	1.00	1.00
Mt. McSauba Area Rental Fee NEW				
Initial Rate (Two hours)			150.00	150.00
Additional rate per hour			100.00	100.00
Supervisor fee per hour (Required)			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

Water & Sewer Rates



WATER RATES

Service Charge - Meter Size	IN CITY		RURAL	
	Current	Proposed	Current	Proposed
3/4" or Smaller	\$14.60	\$15.33	\$29.20	\$30.66
1"	18.50	19.43	37.00	38.85
1 1/2"	29.80	31.29	59.60	62.58
2"	42.00	44.10	84.00	88.20
3"	74.00	77.70	148.00	155.40
4"	140.00	147.00	280.00	294.00
6"	263.00	276.15	N/A	N/A
Sprinkling Meter	2.00	2.00	4.00	4.00
Commodity Charge				
1st 2,000 Gallons	Current	Proposed	Current	Proposed
3rd-50th 1,000 Gallons	3.45	3.62	6.90	7.25
51st 1,000 Gallons and Over	2.70	2.84	5.40	5.67
Water Usage Minimum (Gallons)	2,000	2,000	2,000	2,000
Water Minimum Charge	18.05	18.95	36.10	37.91
Privilege Fees				
New User Cost per REU, Prepaid	Current	Proposed	Current	Proposed
Turn On Fee - Water	1,000.00	1,000.00	1,500.00	1,500.00
Turn On / Off Fee - Water (Seasonal)	150.00	150.00	250.00	250.00
Turn On Fee - Sprinkler	25.00	25.00	35.00	35.00

Water = Increased by 5%
Per UFS Study

Water Tap Fees		Current	Proposed
3/4" Line		\$250.00	\$250.00
1" Line		320.00	320.00
Larger Than 1" Line		cost	cost
Other Fees			
Service Upgrade (remove old galvanized pipe)		Current	Proposed
Bacteriological Tests		500.00	500.00
		20.00 / sample	20.00 / sample

SEWER RATES

Service Charge - Meter Size	IN CITY		RURAL	
	Current	Proposed	Current	Proposed
3/4" or Smaller	\$29.50	\$37.19	\$44.25	\$55.79
1"	41.50	\$52.83	62.25	\$79.24
1 1/2"	67.50	\$86.95	101.25	\$130.43
2"	97.50	\$125.91	146.25	\$189.87
3"	188.00	\$242.91	282.00	\$364.37
4"	318.00	\$411.07	477.00	\$616.61
6"	N/A	N/A	485.00	\$627.27
Commodity Charge				
Commodity Rate per 1,000 Gallons	Current	Proposed	Current	Proposed
Sewer Minimum Charge	5.60	6.27	8.40	11.11
Summer Sprinkling Rate	40.70	49.60	61.05	77.97
	N/A	N/A	N/A	N/A
Privilege Fees				
New User Cost per REU, Prepaid	Current	Proposed	Current	Proposed
Turn On Fee - Water & Sewer	2,000.00	2,000.00	3,000.00	3,000.00
	420.00	420.00	630.00	630.00

Sewer = Increased by 24.5%
Per UFS Study

City of Charlevoix, Michigan

Electric Rates



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

Current	Proposed
Credit Rate/kWh	Credit Rate/kWh
N/A	\$0.0844
N/A	\$0.0504

Current	Proposed
Credit Rate/kWh	Credit Rate/kWh
N/A	\$0.0844
N/A	\$0.0504

Disconnect / Reconnect - Regular	150.00	150.00
Disconnect / Reconnect - Alter Hours	50.00	50.00
Disconnect / Reconnect - Regular Without 24 Hour Notice		
Disconnect / Reconnect - Seasonal**	115.00	115.00
Disconnect / Reconnect - Seasonal Alter Hours**	167.00	167.00

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

Reconnect - Non Payment	30.00	30.00
Reconnect - Non Payment Alter Hours	150.00	150.00

Trenching for All Underground Residential Services 200 amps & Under	3.00 Per Foot	3.00 Per Foot
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Security Lights (Per Month)

32 Watt LED	4.66	4.66
70 Watt	5.28	5.28
100 Watt	6.60	6.60
150 Watt	8.92	8.92
250 Watt	14.11	14.11
400 Watt	20.79	20.79
1000 Watt	47.37	47.37

CITY OF CHARLEVOIX
Millage Rates

SUMMER	2008	2009	2010	2011	2012	2013	2014	2015
County of Charlevoix								
County Allocated	4.5288	4.7000	4.7000	4.7000	4.7000	4.7000	4.7000	4.7000
City of Charlevoix								
City Operating	9.0500	9.0500	9.0500	9.0500	9.0500	9.0500	9.0500	9.0500
Infrastructure	2.1028	2.1028	2.1028	2.0593	2.0593	2.0593	2.0593	2.0593
Refuse PA 213	1.0000	1.0000	1.0000	0.9000	0.9000	0.9000	1.0000	1.0000
	12.1528	12.1528	12.1528	12.0093	12.0093	12.0093	12.1093	12.1093
Charlevoix Public Schools								
Local School Tax	18.0000	18.0000	18.0000	18.0000	18.0000	18.0000	18.0000	18.0000
Sinking Fund								
School Bond 2011	1.2800	1.4500	1.8000	2.0800	1.9000	1.9000	1.9000	1.9000
School Bond 2008	1.5700	1.4000	0.9500	0.7700	1.0200	0.9250	0.8750	0.9250
School Bond 2012						0.0900	0.1400	0.0900
School Bond 2015								0.2000
	20.8500	20.8500	20.8500	20.8500	20.9200	20.9150	20.9150	21.1150
State of Michigan								
State Education Tax (SET)	6.0000	6.0000	6.0000	6.0000	6.0000	6.0000	6.0000	6.0000
SUMMER TOTALS								
Homestead	25.5316	25.7028	25.7028	25.5593	25.6293	25.6243	25.7243	25.9243
Non-Homestead	43.5318	43.7028	43.7028	43.5593	43.6293	43.6243	43.7243	43.9243
WINTER								
County of Charlevoix								
County Allocated								
Transit	0.2408	0.2500	0.2500	0.2500	0.2500	0.2500	0.2500	0.2500
Recycle	0.1500	0.1500	0.1500	0.1500	0.1500	0.1500	0.1500	0.1500
Senior Citizen	0.4000	0.4000	0.4000	0.4000	0.4000	0.6500	0.6500	0.6500
Grandvue	0.7464	0.7464	0.7464	0.7500	0.7500	0.7500	0.7500	0.7500
Grandvue Bond	0.5400	0.5400	0.5400	0.1750	0.1750			
County Roads		1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
County Parks							0.1500	0.1500
County Veterans							0.1000	0.1000
	2.0772	3.0864	3.0864	2.7250	2.7250	2.8000	3.0500	3.0500
Charlevoix District Library								
Operating 97	1.0779	0.4440	0.4440	0.4440	0.4440	0.4440	0.4440	0.4440
Operating 04		0.6339	0.6339	0.6339	0.6339	0.6339	0.6339	0.6339
Debt - Bond	0.4000	0.6200	0.7900	0.7400	0.7400	0.7600	0.7600	0.7500
	1.4779	1.6979	1.8679	1.8179	1.8179	1.8379	1.8379	1.8279
Recreational Authority	0.3271	0.3271	0.3271	0.3271	0.3271	0.3271	0.3333	0.3333
Charlevoix-Emmet ISD								
Allocated 2012	0.1942	0.2000	0.2000	0.2000	0.2000	0.2000	0.2000	0.2000
Spec Ed 1964	0.6713	0.6713	0.6713	0.6713	0.6713	0.6713	0.6713	0.6713
Spec Ed 2008	1.1600	1.1600	1.1600	1.1600	1.1600	1.1600	1.1600	1.1600
Voc Ed 2014	0.7468	0.7468	0.7500	0.7500	0.7500	0.7500	0.7500	0.7500
	2.7723	2.7781	2.7813	2.7813	2.7813	2.7813	2.7813	2.7813
WINTER TOTALS	6.6545	7.6895	8.0627	7.6513	7.6513	7.7463	8.0025	7.9925
ANNUAL TOTALS								
Homestead	32.1861	33.5923	33.7655	33.2106	33.2806	33.3706	33.7268	33.9168
Non-Homestead	50.1861	51.5923	51.7655	51.2106	51.2806	51.3706	51.7268	51.9168
DDA	1.3631	1.3631	1.3631	1.3631	1.3631	1.3631	1.3631	1.3631
Homestead w/DDA	33.5492	34.9554	35.1286	34.5737	34.6437	34.7337	35.0899	35.2799
Non-Homestead w/DDA	51.5492	52.9554	53.1286	52.5737	52.6437	52.7337	53.0899	53.2799
TAXABLE VALUES								
Homestead	73,116,886	77,190,792	77,190,792	79,044,516	79,917,642	79,176,387	78,120,115	80,728,851
Non-Homestead	185,913,611	172,155,301	172,155,301	158,347,901	160,507,747	160,597,017	160,352,104	162,511,769
	239,030,297	249,346,093	249,346,093	237,392,417	240,425,389	239,773,404	238,472,219	243,240,620
IFT Taxable Value	4,557,524	4,477,650	4,477,650	3,081,784	2,607,700	2,060,900	1,061,175	966,009
	243,587,821	253,823,743	253,823,743	240,474,201	243,033,089	241,834,304	239,533,394	244,206,629
DDA TAXABLE VALUES								
Homestead	839,842	732,526	732,526	1,853,017	2,005,343	2,551,237	2,163,935	2,045,483
Non-Homestead	30,750,652	31,262,892	31,262,892	26,159,347	25,741,012	25,349,423	25,163,219	25,698,488
	31,590,494	31,995,418	31,995,418	28,012,364	27,746,355	27,900,660	27,327,154	27,743,971
DDA Capture TV	21,877,056	22,270,867	18,773,135	18,287,813	18,021,804	18,176,109	17,488,235	17,850,921
DDA Capture \$\$ SUMME	622,145	104,673	575,567	564,603	558,981	581,127	293,965	300,061
DDA Capture \$\$ WINTER	109,554	115,427	124,020	121,867	110,312	116,326	85,481	
DDA Capture \$\$ TOTAL	731,699	220,100	699,587	686,470	669,293	677,453	379,446	300,061
STATE EQUALIZED VALUE (SEV)								
City of Charlevoix	339,342,200	334,882,350	277,742,000	306,356,100	262,387,616	244,570,525	238,085,704	248,408,960
DDA	42,084,600	40,078,100	32,210,700	32,474,900	29,704,400	29,338,300	29,088,100	30,859,300

**AGENDA
CITY OF CHARLEVOIX CITY COUNCIL MEETING**

Monday, January 4, 2016 - 7:00 p.m.

210 State Street, City Hall, Second Floor City Council Chambers, Charlevoix, Michigan

- I. Invocation or Pledge of Allegiance**
- II. Roll Call of Members Present**
- III. Inquiry Regarding Possible Conflicts of Interest**
- IV. Consent Agenda**
 - A. City Council Meeting Minutes - December 21, 2015 Regular Meeting** **PG 1-9**
 - B. Accounts Payable Check Registers & Payroll Check Registers** **PG 9-21**
- V. Public Hearings**
- VI. Reports**
- VII. Requests, Petitions and Communications and Actions Thereon**
 - A. Renewal of Chamber of Commerce Lease** **PG 22-31**
 - B. Financial Audit Extension Letter** **PG 32-34**
- VIII. Introduction and Initial Actions Relating to Ordinances or to Resolutions That Require Publication or Hearings Prior to Final or Further Action**
- IX. Resolutions**
- X. Ordinances**
- XI. Miscellaneous Business**
- XII. Audience – Non-Agenda Input (written requests take precedent)**
- XIII. 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 weeks 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

Posted December 30, 2015 Noon.