

HARBOR COMMISSION AGENDA
MEETING Monday, November 13, 2017
BEGINS AT 7PM
AT 315 BRIDGE ST, 231-264-9274

- 1) CALL TO ORDER**
- 2) APPROVAL OF MINUTES**
 - a. Harbor Commission Meeting held October 9, 2017
- 3) REPORTS**
 - a. Staff – Harbormaster Crissman
 - b. Council – Doug Bronkema
 - c. Treasurer’s Report
- 4) CITIZENS COMMENTS**
- 5) OLD BUSINESS**
- 6) NEW BUSINESS**
 - a. 2018/19 Harbor Budget
 - b. Commission Training – Caroline Kennedy
- 7) CORRESPONDENCE**
- 8) ADJOURNMENT**

PUBLIC NOTICE ANNOUNCEMENT VILLAGE OF ELK RAPIDS
NOTICE OF COMPLIANCE WITH ADA MEETINGS

The Village of Elk Rapids shall provide reasonable auxiliary aids and services, such as signers for the hearing impaired and individuals with disabilities at meetings/hearings upon five (5) days’ notice to the Village. Individuals requiring auxiliary aids or services should contact the Village of Elk Rapids by writing or calling the following: William Cooper / PO Box 398, 315 Bridge St., Elk Rapids, MI 49629 / (231) 264-9274

With seven days advance notice, accommodations can be made for persons with disabilities and/or limited English speaking ability, and persons needing auxiliary aids of services of interpreters, signers, readers or large print.

Con siete días de anticipación, el alojamiento se pueden hacer las personas con discapacidad y / o capacidad limitada de habla Inglés, y las personas que necesitan ayudas auxiliares de servicios de intérpretes, los firmantes, lectores o en letra grande.

Với bảy ngày thông báo trước, phòng có thể được thực hiện cho người khuyết tật và / hoặc hạn chế khả năng nói tiếng Anh, và những người cần hỗ trợ các dịch vụ phụ trợ của thông dịch viên, những người ký tên, người đọc hoặc in lớn.

Nrog xya hnuv ua ntej daim ntawv ceeb toom, kev kho kom haum yuav ua rau cov neeg muaj kev tsis taus thiab / los yog tsis tau lus Askiv hais lus muaj peev xwm, thiab cov neeg hu ua deductible lwm yam kev pab ntawm cov kev pab cuam ntawm cov neeg txhais lus, signers, txawj nyeem ntawv los yog sau loj loj.

與7天前通知，住宿可以為殘疾人和/或有限的英語口語能力，並需要口譯，簽名，讀者或大型印刷服務的輔助器材的人的人進行。

او, قارئین, الإشارة بلغة مختصين, مترجمين توفير يمكن, أيام سبعة من مسبق اشعار وجود مع

بطاقة الانجليزية اللغة يتكلمون لالذين وهؤلاء, الخاصة الاحتياجات لذوي الحجم كبيرة حروف.



Memo

Date: 11/13/2017
 To: Harbor Commission
 From: Eric Crissman
 RE: Staff Report

HARBOR UPDATE:

1. Harbor is fully closed with the exception of raising the gas dock. We are currently working on the gas dock and will hopefully be done by the end of this week.
2. Water levels have not dropped seasonally as expected. They have remained high through the fall with all of the rain.
3. We have used the waiting list to fill three open slips. As of now, we have no open but a lot of slip holders don't make their decision until December when the first payment is due.
4. Seasonal slip contracts were sent out in early November.

Number of Boats										
	Power 2013	Sail 2013	Power 2014	Sail 2014	Power 2015	Sail 2015	Power 2016	Sail 2016	Power 2017	Sail 2017
May	29	7	213	55	196	53	217	55	182	45
June	170	41	310	74	296	78	338	82	282	62
July	376	74	487	121	574	107	593	106	542	106
August	367	62	497	119	507	105	479	103	477	81
September	117	24	289	76	339	82	304	70	309	72
October	21	3	191	53	193	54	198	54	193	49
Total	1080	211	1987	498	2105	479	2129	470	1985	415

Harbor Statistics								
	2014		2015		2016		2017	
	Revenue	#/Gal Sold	Revenue	#/Gal Sold	Revenue	#/Gal Sold	Revenue	#/Gal Sold
Gas	\$193,560.00	40809	\$208,522.00	52980	\$197,542.00	55,320	\$196,968.00	54,729
Diesel	\$92,206.00	24170	\$64,980.00	22180	\$64,732.00	27,395	\$69,744.00	28,748
Transient	\$149,081.00		\$174,242.00		\$187,763.00		\$175,861.00	
Waiting List	\$1,690.00	84	\$2,454.00	122	\$2,160.00	108	\$1,140.00	88
Daily Ramp Passes	\$7,425.00	1485	\$8,239.00	1177	\$9,359.00	1337	\$7,672.00	1096
Seasonal Ramp Passes	\$6,672.00	222	\$8,511.00	212	\$9,975.00	249	\$8,859.00	221
Upper Harbor Ramp	\$4,600.00	920	\$6,284.00	897	\$5,256.00	750	\$5,789.00	827

ELK RAPIDS HARBOR ACCOUNTS
CASH BALANCE REPORT
Monday, November 13, 2017

FUND 407 - HARBOR CAPITAL

CASH BALANCE	<u>(416,256.82)</u>
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FUND 594 - HARBOR ENTERPRISE

CASH BALANCE	524,209.90
CERT. OF DEPOSIT	
PREPAID CONTRACTS	-
TOTAL	<u>524,209.90</u>

FUND 794 - HARBOR CONSTRUCTION

CASH BALANCE	<u>456,922.61</u>
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FUND 795 - HARBOR DEBT

CASH BALANCE	<u>126,165.78</u>
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TOTAL	<u><u>691,041.47</u></u>
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BALANCE 10/3/2017	<u><u>715,347.06</u></u>
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CHANGE IN BALANCE FROM 10/3/17	(24,305.59)
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CASH SUMMARY BY ACCOUNT FOR ELK RAPIDS VILLAGE
 FROM 03/01/2017 TO 11/30/2017
 FUND: 407 594 794 795
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 03/01/2017	Total Debits	Total Credits	Ending Balance 11/30/2017
Fund 407	HARBOR CAPITAL FUND				
003-000	CASH ACCOUNT/Harbor Capital	74,914.44	2,480.26	493,651.52	(416,256.82)
Fund 594	HARBOR FUND				
003-000	CASH ACCOUNT/Enterprise Harbor	225,838.48	1,162,689.22	864,317.80	524,209.90
004-000	PREPAID HARBOR CONTRACTS	555,516.77	0.00	555,516.77	0.00
	HARBOR FUND	781,355.25	1,162,689.22	1,419,834.57	524,209.90
Fund 794	HARBOR CONSTRUCTION BREAKWATER				
003-000	CASH HARBOR CONSTRUCTION	456,380.70	541.91	0.00	456,922.61
Fund 795	HARBOR BOND DEBT FUND				
003-000	CASH ACCOUNT/Harbor Debt	121,922.50	123,182.03	118,938.75	126,165.78
	TOTAL - ALL FUNDS	1,434,572.89	1,288,893.42	2,032,424.84	691,041.47

REVENUE AND EXPENDITURE REPORT FOR ELK RAPIDS VILLAGE
 PERIOD ENDING 11/30/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017	ACTIVITY FOR MONTH 11/30/2017	AVAILABLE BALANCE	% BDGT USED
Fund 407 - HARBOR CAPITAL FUND						
Dept 000						
407-000-672-000	INTEREST	0.00	13.12	0.00	(13.12)	100.00
407-000-691-106	FROM/HARBOR/594	290,000.00	0.00	0.00	290,000.00	0.00
407-000-692-201	PEDESTAL REPLACEMENT GRANT	197,000.00	0.00	0.00	197,000.00	0.00
407-000-693-100	INSURANCE REFUND	0.00	2,467.14	0.00	(2,467.14)	100.00
407-000-699-000	PRIOR YR/ENDING CASH BALANCE	74,914.44	0.00	0.00	74,914.44	0.00
Net - Dept 000		561,914.44	2,480.26	0.00	559,434.18	
Dept 544-HARBOR						
407-544-758-400	FUEL LINE REPLACEMENT	4,607.00	4,607.00	0.00	0.00	100.00
407-544-769-000	STRIPE PARKING LOT	4,718.00	4,718.23	0.00	(0.23)	100.00
407-544-964-000	WEED CONTAINMENT	5,000.00	3,541.04	0.00	1,458.96	70.82
407-544-973-000	DREDGING	77,419.00	77,418.95	0.00	0.05	100.00
407-544-975-100	STORAGE BUILDING	50,000.00	0.00	0.00	50,000.00	0.00
407-544-975-475	PEDESTAL REPLACEMENT	394,000.00	333,530.50	0.00	60,469.50	84.65
407-544-975-801	BATH HOUSE AIR CONDITIONING	20,000.00	19,727.08	0.00	272.92	98.64
407-544-975-802	MOWER/GARDEN POWER TOOLS	10,177.00	10,176.72	0.00	0.28	100.00
407-544-975-803	CREDIT CARD SOFTWARE/EQUIP	1,500.00	0.00	0.00	1,500.00	0.00
407-544-975-804	WI-FI UPGRADE	17,965.00	17,965.00	0.00	0.00	100.00
407-544-975-805	SIDEWALK MODIFICATION	5,000.00	4,525.00	0.00	475.00	90.50
407-544-975-806	BATH HOUSE UPGRADES	3,492.00	3,492.00	0.00	0.00	100.00
407-544-975-807	WEBCAM	2,000.00	0.00	0.00	2,000.00	0.00
407-544-975-808	FIVE-YEAR RECREATION PLAN	2,000.00	0.00	0.00	2,000.00	0.00
407-544-975-809	LIGHT POLE LED UPGRADE	13,950.00	13,950.00	0.00	0.00	100.00
407-544-981-300	TO/MOTOR VEHICLE/661	1,000.00	0.00	0.00	1,000.00	0.00
Net - Dept 544-HARBOR		(612,828.00)	(493,651.52)	0.00	(119,176.48)	
Fund 407 - HARBOR CAPITAL FUND:						
TOTAL REVENUES		561,914.44	2,480.26	0.00	559,434.18	0.44
TOTAL EXPENDITURES		612,828.00	493,651.52	0.00	119,176.48	80.55
NET OF REVENUES & EXPENDITURES		(50,913.56)	(491,171.26)	0.00	440,257.70	964.72

REVENUE AND EXPENDITURE REPORT FOR ELK RAPIDS VILLAGE
PERIOD ENDING 11/30/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017	ACTIVITY FOR MONTH 11/30/2017	AVAILABLE BALANCE	% BDGT USED
Fund 594 - HARBOR FUND						
Dept 000						
594-000-454-000	CONTRACTUAL/SEASONAL UPPER HAF	30,600.00	30,600.20	0.00	(0.20)	100.00
594-000-454-500	CONTRACTUAL/SEASONAL/NEW/UPPEI	38,824.00	38,828.00	0.00	(4.00)	100.01
594-000-455-000	CONTRACTUAL/SEASONAL LOWER HAF	499,800.00	499,800.82	0.00	(0.82)	100.00
594-000-456-000	SALES/GAS	190,000.00	195,932.95	0.00	(5,932.95)	103.12
594-000-457-000	FEES/DIESEL	60,000.00	69,699.66	0.00	(9,699.66)	116.17
594-000-458-000	FEES/SEASONAL RAMP PASSES	8,000.00	8,939.00	0.00	(939.00)	111.74
594-000-458-100	FEES/DAILY RAMP PASSES/LOWER HA	8,000.00	7,587.00	0.00	413.00	94.84
594-000-458-200	FEES/DAILY RAMP PASSES/UPPER HAF	3,000.00	3,578.50	0.00	(578.50)	119.28
594-000-459-000	FEES/TRAILER STORAGE	0.00	218.00	0.00	(218.00)	100.00
594-000-500-000	FEES/PUMP-OUT	3,500.00	8,593.00	0.00	(5,093.00)	245.51
594-000-500-100	FEES/OIL	0.00	0.01	0.00	(0.01)	100.00
594-000-500-200	FEES/ICE	4,500.00	4,074.51	0.00	425.49	90.54
594-000-500-300	FEES/POP	300.00	1,306.80	0.00	(1,006.80)	435.60
594-000-501-000	MERCHANDISE	100.00	187.00	0.00	(87.00)	187.00
594-000-504-000	FEES/PAVILION RENTAL	3,000.00	6,786.00	0.00	(3,786.00)	226.20
594-000-505-000	FEES/COMMERCIAL RAMP PASS	2,250.00	2,800.00	0.00	(550.00)	124.44
594-000-600-000	FEES/TRANSIENT	160,000.00	171,693.00	0.00	(11,693.00)	107.31
594-000-672-000	INTEREST	0.00	423.61	0.00	(423.61)	100.00
594-000-689-000	FROM/GEN/101/BATHROOM CLEANING	9,500.00	0.00	0.00	9,500.00	0.00
594-000-693-250	REIMBURSEMENT/LIBRARY UTILITIES	3,000.00	2,249.99	0.00	750.01	75.00
594-000-694-000	MISCELLANEOUS	2,000.00	2,030.40	0.00	(30.40)	101.52
594-000-694-250	FEES/HARBOR WAITING LIST	1,000.00	1,980.00	0.00	(980.00)	198.00
594-000-695-100	LAUNDRY	500.00	1,183.50	0.00	(683.50)	236.70
594-000-695-200	UP HARB BOX	2,000.00	1,955.90	0.00	44.10	97.80
594-000-699-000	PRIOR YR/ENDING CASH BALANCE	225,838.48	0.00	0.00	225,838.48	0.00
Net - Dept 000		1,255,712.48	1,060,447.85	0.00	195,264.63	
Dept 544-HARBOR						
594-544-700-000	SALARY & WAGES	185,000.00	166,788.96	4,386.25	18,211.04	90.16
594-544-701-000	OVERTIME	5,000.00	1,465.25	0.00	3,534.75	29.31
594-544-705-000	WAGE/HARBORMASTER	52,200.00	35,652.08	2,304.88	16,547.92	68.30
594-544-706-000	TO/GEN/101/POLICE WAGES	15,000.00	0.00	0.00	15,000.00	0.00
594-544-715-000	SOCIAL SECURITY	18,850.00	15,598.96	511.90	3,251.04	82.75
594-544-716-000	HEALTH INSURANCE	35,000.00	27,693.02	0.00	7,306.98	79.12
594-544-718-000	RETIREMENT	12,000.00	5,723.38	320.89	6,276.62	47.69
594-544-719-000	SICK & ACCIDENT	2,964.00	1,226.08	0.00	1,737.92	41.37
594-544-720-000	WORKER'S COMPENSATION	4,200.00	3,041.84	0.00	1,158.16	72.42
594-544-722-000	UNEMPLOYMENT INSURANCE	4,000.00	3,960.00	0.00	40.00	99.00
594-544-751-000	FUEL GAS	175,000.00	157,745.89	83.73	17,254.11	90.14
594-544-752-000	DIESEL GAS	50,000.00	58,968.69	0.00	(8,968.69)	117.94
594-544-754-000	MERCHANDISE	500.00	347.55	0.00	152.45	69.51
594-544-756-000	DUMPSTER	2,200.00	1,524.40	0.00	675.60	69.29
594-544-757-000	SUPPLIES	18,000.00	17,442.02	0.00	557.98	96.90

User: ERIC
 DB: Elk Rapids

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017	ACTIVITY FOR MONTH 11/30/2017	AVAILABLE BALANCE	% BDGT USED
Fund 594 - HARBOR FUND						
594-544-758-700	ICE MAKERS	3,000.00	2,491.98	0.00	508.02	83.07
594-544-759-500	POP PURCHASE	300.00	431.50	0.00	(131.50)	143.83
594-544-760-300	PROPANE	1,000.00	1,002.96	0.00	(2.96)	100.30
594-544-803-000	AUDITOR	1,300.00	0.00	0.00	1,300.00	0.00
594-544-818-000	CONTRACTUAL FEES	13,000.00	12,412.51	1,881.85	587.49	95.48
594-544-818-500	PROF SVC/SOFTWARE/SUPPORT	500.00	963.59	0.00	(463.59)	192.72
594-544-853-000	PHONE	3,300.00	1,896.59	136.51	1,403.41	57.47
594-544-854-000	CABLE FEES	9,000.00	13,442.47	281.35	(4,442.47)	149.36
594-544-855-000	CREDIT CARD PROCESSING FEES	12,000.00	10,575.07	0.00	1,424.93	88.13
594-544-864-000	TRAINING/CONFERENCES	2,000.00	1,655.54	35.00	344.46	82.78
594-544-880-000	COMMUNITY PROMOTION	2,500.00	554.00	0.00	1,946.00	22.16
594-544-900-000	PRINTING/PUBLICATION	3,000.00	2,166.44	0.00	833.56	72.21
594-544-910-000	INSURANCE/LIABILITY	8,500.00	8,345.39	0.00	154.61	98.18
594-544-920-000	UTILITIES	56,500.00	48,775.85	5,156.62	7,724.15	86.33
594-544-930-000	REPAIRS AND MAINTENANCE	23,000.00	21,387.49	667.32	1,612.51	92.99
594-544-932-200	PURCHASE LUMBER	5,000.00	544.00	0.00	4,456.00	10.88
594-544-941-000	RENT/BLDG/HARBOR/SUPPLIES	3,000.00	4,000.00	0.00	(1,000.00)	133.33
594-544-956-000	MISCELLANEOUS	1,500.00	327.93	0.00	1,172.07	21.86
594-544-958-200	HARBOR ACTIVITIES	3,500.00	3,200.00	0.00	300.00	91.43
594-544-965-200	TO/GEN/101/ADMIN	2,800.00	0.00	0.00	2,800.00	0.00
594-544-965-250	TO/GEN/101/TART TRAIL	5,000.00	0.00	0.00	5,000.00	0.00
594-544-965-400	TO/HARBOR CAP/407	290,000.00	0.00	0.00	290,000.00	0.00
594-544-967-500	HARBOR CONTRACT REFUNDS	10,000.00	2,750.50	0.00	7,249.50	27.51
594-544-970-800	COMPUTER/SOFTWARE PURCHASE	4,000.00	3,850.00	0.00	150.00	96.25
594-544-972-400	SMALL EQUIPMENT	1,000.00	0.00	0.00	1,000.00	0.00
594-544-996-000	TO/HARBOR BOND DEBT/795	123,000.00	123,000.00	0.00	0.00	100.00
Net - Dept 544-HARBOR		(1,167,614.00)	(760,951.93)	(15,766.30)	(406,662.07)	
Fund 594 - HARBOR FUND:						
TOTAL REVENUES		1,255,712.48	1,060,447.85	0.00	195,264.63	84.45
TOTAL EXPENDITURES		1,167,614.00	760,951.93	15,766.30	406,662.07	65.17
NET OF REVENUES & EXPENDITURES		88,098.48	299,495.92	(15,766.30)	(211,397.44)	339.96

REVENUE AND EXPENDITURE REPORT FOR ELK RAPIDS VILLAGE
 PERIOD ENDING 11/30/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017	ACTIVITY FOR MONTH 11/30/2017	AVAILABLE BALANCE	% BDGT USED
Fund 794 - HARBOR CONSTRUCTION BREAKWATER						
Dept 000						
794-000-672-000	INTEREST	0.00	541.91	0.00	(541.91)	100.00
794-000-699-000	PRIOR YR/ENDING CASH BALANCE	456,380.70	0.00	0.00	456,380.70	0.00
Net - Dept 000		456,380.70	541.91	0.00	455,838.79	
Fund 794 - HARBOR CONSTRUCTION BREAKWATER:						
TOTAL REVENUES		456,380.70	541.91	0.00	455,838.79	0.12
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		456,380.70	541.91	0.00	455,838.79	0.12

REVENUE AND EXPENDITURE REPORT FOR ELK RAPIDS VILLAGE
 PERIOD ENDING 11/30/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017	ACTIVITY FOR MONTH 11/30/2017	AVAILABLE BALANCE	% BDGT USED
Fund 795 - HARBOR BOND DEBT FUND						
Dept 000						
795-000-672-000	INTEREST	0.00	182.03	0.00	(182.03)	100.00
795-000-691-115	FROM/HARBOR/594/CONTRACTS	123,000.00	123,000.00	0.00	0.00	100.00
795-000-699-000	PRIOR YR/ENDING CASH BALANCE	121,922.50	0.00	0.00	121,922.50	0.00
Net - Dept 000		244,922.50	123,182.03	0.00	121,740.47	
Dept 795-HARBOR BOND DEBT						
795-795-804-200	PROFESSIONAL SERV/ DEBT AGENT FE	300.00	250.00	0.00	50.00	83.33
795-795-980-400	2012/CAP/IMP/REF/BOND/INT	23,689.00	23,688.75	0.00	0.25	100.00
795-795-980-450	2012/CAP/IMP/REF/BOND/PRIN	95,000.00	95,000.00	0.00	0.00	100.00
Net - Dept 795-HARBOR BOND DEBT		(118,989.00)	(118,938.75)	0.00	(50.25)	
Fund 795 - HARBOR BOND DEBT FUND:						
TOTAL REVENUES		244,922.50	123,182.03	0.00	121,740.47	50.29
TOTAL EXPENDITURES		118,989.00	118,938.75	0.00	50.25	99.96
NET OF REVENUES & EXPENDITURES		125,933.50	4,243.28	0.00	121,690.22	3.37
TOTAL REVENUES - ALL FUNDS		2,518,930.12	1,186,652.05	0.00	1,332,278.07	47.11
TOTAL EXPENDITURES - ALL FUNDS		1,899,431.00	1,373,542.20	15,766.30	525,888.80	72.31
NET OF REVENUES & EXPENDITURES		619,499.12	(186,890.15)	(15,766.30)	806,389.27	30.17

**VILLAGE OF ELK RAPIDS
HARBOR DRAFT BUDGET FOR FISCAL YEAR 2018-2019**

DRAFT

GL Number	Description	Actual 2014-15	Actual 2015-16	Actual 2016-17	Amended 2017-18	Requested 2018-19	
HARBOR CAPITAL FUND - FUND 407							
REVENUES							
407-000-672-000	INTEREST	56	69	74	0	\$0	
407-000-691-106	TR/FR/HARBOR/594	152,000	280,000	149,000	290,000	\$31,000	Transfer in from Harbor Operations
407-000-692-201	GRANT FUNDS - PEDESTAL REPLACE	0	0	0	197,000	\$0	
407-000-693-100	INSURANCE REFUND	0	14,954	0	0	\$0	
407-000-699-000	PRIOR YR/ENDING CASH BALANCE	0	0	0	77,500	\$47,000	
		152,056	295,023	149,074	564,500	\$78,000	
EXPENDITURES							
407-544-755-100	FUEL HOSE/NOZZLE REPLACEMENT	0	0	4,138	0	\$0	
407-544-756-100	PURCHASE BUOYS	0	0	0	0	\$5,000	Had damage to multiple channel marker buoys in 2017 and need to replace
407-544-758-400	FUEL LINE REPLACEMENT	0	5,353	0	4,607	\$0	
407-544-769-000	PARKING LOT STRIPING	0	0	0	4,718	\$0	
407-544-962-100	REPLACE ROOF	0	0	1,680	0	\$0	
407-544-964-000	WEED CONTAINMENT	5,070	4,332	1,332	5,000	\$5,000	Invasive aquatic weed treatment
407-544-970-100	CAP/OUTLAY/SEC/CAMERA	3,387	0	0	0	\$0	
407-544-973-000	DREDGING	47,715	0	0	77,419	\$0	
407-544-974-000	TR/TO/GEN CAP/401/SOFTWARE	3,015	1,820	0	0	\$0	
407-544-975-100	STORAGE BUILDING	0	0	0	50,000	\$0	
407-544-975-200	SHOWER IMPROVEMENTS	0	0	11,432	0	\$0	
407-544-975-475	PEDESTAL REPLACEMENT	0	0	17,203	394,000	\$0	
407-544-975-700	NEW LOCKS	0	0	2,372	0	\$0	
407-544-975-801	BATHHOUSE AIR CONDITIONING	0	0	0	20,000	\$0	
407-544-975-802	MOWER/GARDEN POWER TOOLS	0	0	0	10,177	\$0	
407-544-975-803	CREDIT CARD SOFT/EQUIPMENT	0	0	0	1,500	\$1,500	Purchase software and equipment to convert to chip reader for credit card processing
407-544-975-804	WIFI UPGRADE	0	0	0	17,965	\$15,000	Add two access points within the harbor and possibly fiber installation into E building
407-544-975-805	SIDEWALK MODIFICATION	0	0	0	5,000	\$0	
407-544-975-806	BATHHOUSE UPGRADES	0	0	0	3,492	\$5,000	New countertops in bathhouse
407-544-975-807	WEBCAM	0	0	0	2,000	\$0	
407-544-975-808	FIVE-YEAR RECREATION PLAN	0	0	0	2,000	\$0	
407-544-975-809	LIGHT POLE LED UPGRADE	0	0	0	13,950	\$0	
407-544-981-300	TR/TO/MOTOR VEHICLE/661	1,000	1,000	1,000	1,000	\$1,000	
407-544-981-350	HARBOR VEHICLE/VAN	0	0	0	0	\$0	
407-544-997-000	TRANSFER OUT	0	295,342	37,206	0	\$0	
407-544-999-000	TR/TO/GEN/101/SAND CLEAR	87,632	0	0	0	\$0	
						\$20,000	Sidewalk pavers along shorelines in harbor are very uneven and becoming an issue
	PICNIC TABLES					\$25,000	Replace 36 picnic tables at harbor
		147,819	307,847	76,363	612,828	\$77,500	
HARBOR CAPITAL FUND - FUND 407							
	TOTAL REVENUES					\$78,000	
	TOTAL EXPENDITURES					\$77,500	
	EXCESS OF REVENUES OVER EXP.					\$500	
HARBOR FUND - FUND 594							
REVENUES							
594-000-454-000	CONTRACTUAL/SEASONAL UPPER HAR	30,000	30,000	30,000	30,600	\$30,600	Seasonal Contract Fees
594-000-454-500	CONTRACTUAL/SEASONAL/NEW/UPPER	36,944	38,063	38,063	38,824	\$38,063	Seasonal Contract Fees
594-000-455-000	CONTRACTUAL/SEASONAL LOWER HAR	490,455	490,501	489,783	499,800	\$499,800	Seasonal Contract Fees
594-000-456-000	SALES/GAS	193,560	208,522	197,542	190,000	\$190,000	Gas sales
594-000-457-000	FEES/DIESEL	92,206	64,980	64,732	60,000	\$60,000	Diesel sales
594-000-458-000	FEES/SEASONAL RAMP PASSES	6,672	8,511	9,975	8,000	\$8,000	Seasonal Ramp pass sales \$40 each
594-000-458-100	FEES/DAILY RAMP PASSES LOWER	7,425	8,239	9,359	8,000	\$7,000	Lower Harbor Daily ramp pass sales \$7 each
594-000-458-200	FEES/DAILY RAMP PASSES UPPER	0	2,222	2,590	3,000	\$3,000	Upper Harbor Daily ramp pass sales \$7 each when taken by staff member (staffed Fri/Sat/Sun May 15 to Labor Day
594-000-459-000	FEES/TRAILER STORAGE	272	0	155	0	\$0	Have been entering any trailer storage revenue in Miscellaneous
594-000-500-000	FEES/PUMP-OUT	3,953	4,025	4,490	3,500	\$6,000	Pump out sales from gas dock and portable pumpouts at the slips
594-000-500-100	FEES/OIL	40	29	0	0	\$0	
594-000-500-200	FEES/ICE	4,229	5,348	5,274	4,500	\$4,000	Ice sales
594-000-500-300	FEES/POP	1,091	446	474	300	\$500	Sales from pop machine at harbor
594-000-501-000	MERCHANDISE	0	390	426	100	\$100	Hats and shirts
594-000-504-000	FEES/PAVILION RENTAL	4,200	3,600	4,150	3,000	\$3,000	Rental of pavilion
594-000-505-000	FEES/COMMERCIAL RAMP PASS	2,050	2,500	2,350	2,250	\$2,250	Mainly boat hauling companies for commercial use of the ramp
594-000-600-000	FEES/TRANSIENT	149,081	174,242	187,763	160,000	\$160,000	Sales from transient rental of slips

**VILLAGE OF ELK RAPIDS
HARBOR DRAFT BUDGET FOR FISCAL YEAR 2018-2019**

DRAFT

GL Number	Description	Actual 2014-15	Actual 2015-16	Actual 2016-17	Amended 2017-18	Requested 2018-19	
594-000-672-000	INTEREST	917	1,001	1,081	0	\$0	
594-000-689-000	TR/FR/GEN/101/BATHROOM CLEANING	9,280	9,280	9,280	9,500	\$9,500	transfer from GF for cleaning supplies and time to clean Cedar St and Memorial Park restrooms
594-000-692-000	TRANSFER IN	0	0	37,206	0	\$0	
594-000-693-250	REIMBURSEMENT/LIBRARY UTILITIES	3,255	3,820	2,963	3,000	\$3,000	Library has an sub electric meter from the harbor and harbor staff do monthly readings and send them an invoice
594-000-694-000	MISCELLANEOUS	2,663	3,739	7,103	2,000	\$2,000	can returnables, trailer storage fees, shuttling tips for gas, etc
594-000-694-250	FEES/HARBOR WAITING LIST	1,690	2,454	2,160	1,000	\$1,000	Harbor waiting list sales \$20 per application
594-000-695-100	LAUNDRY	605	1,075	1,073	500	\$1,000	Harbor offers boaters 2 washer/dryers \$1.75 per wash/\$0.75 per dry
594-000-695-200	UP HARB BOX	2,487	4,062	2,666	2,000	\$2,000	Upper Harbor Daily Ramp sales from the courtesy box
594-000-699-000	PRIOR YR/ENDING CASH BALANCE	0	0	0	200,000	\$100,000	low estimate
		1,043,075	1,067,049	1,110,658	1,229,874		\$1,130,813
EXPENDITURES							
594-544-700-000	SALARY & WAGES	159,355	177,631	159,692	185,000	\$185,000	Includes Assistant Harbormaster, seasonal staff, percentages to all village staff
594-544-701-000	OVERTIME	2,947	3,839	7,564	5,000	\$2,500	Decreased due to efficiency
594-544-705-000	WAGE/HARBORMASTER	46,028	46,897	51,165	52,200		
594-544-706-000	TR/TO/GEN/101/POLICE WAGES	14,735	15,425	15,000	15,000	\$15,000	transfer of 3% to GF for police wages
594-544-715-000	SOCIAL SECURITY	15,687	16,799	17,529	18,850		
594-544-716-000	HEALTH INSURANCE	31,971	33,555	39,080	35,000		
594-544-718-000	RETIREMENT	9,860	9,111	7,940	12,000		
594-544-719-000	SICK & ACCIDENT	1,982	2,046	2,240	2,964		
594-544-720-000	WORKER'S COMPENSATION	3,752	4,983	5,344	4,200		
594-544-722-000	UNEMPLOYMENT INSURANCE	0	0	0	4,000	\$0	
594-544-751-000	FUEL GAS	182,637	183,458	161,259	175,000	\$175,000	Cost estimate of purchasing gas. Harbor charges \$.30 to \$.50 above cost
594-544-752-000	DIESEL GAS	77,244	47,311	48,068	50,000	\$50,000	Cost estimate of diesel. Harbor has to pay .24 motor fuel tax to State of MI for recreation diesel. Harbor charges \$.50 above cost to account for taxes and revenue
594-544-754-000	MERCHANDISE	0	1,002	0	500	\$500	Hats and shirts as needed
594-544-756-000	DUMPSTER	900	1,823	1,958	2,200	\$2,200	Dumpster for trash disposal. 1-2 dumpsters emptied 1-2 times per week based upon need
594-544-757-000	SUPPLIES	15,846	18,632	16,261	18,000	\$18,000	Cleaning supplies, office supplies, maintenance supplies, hardware, uniforms, pet waste bags. Increased for office paper at office
594-544-758-700	ICE MAKERS	3,082	3,264	3,492	3,000	\$3,000	purchase ice as needed
594-544-759-500	POP PURCHASE	406	115	334	300	\$450	purchase pop as needed
594-544-760-300	PROPANE	336	978	698	1,000	\$1,000	Fill propane tank for pavilion furnace and propane tanks for gas grills as needed
594-544-801-000	PROFESSIONAL SERVICES	809	0	0	0	\$0	
594-544-803-000	AUDITOR	900	1,100	1,300	1,300	\$1,300	Annual audit
594-544-818-000	CONTRACTUAL FEES	12,600	16,974	16,538	13,000	\$13,000	Underground Fuel system inspections/winterization; Irrigation system operation and maintenance; Winterize water systems on docks, bathhouse, pavilion; Cintas weekly towel delivery, Office water cooler delivery, State Michigan Fees and Registrations
594-544-818-100	CONTRACTUAL	0	0	240	0	\$0	
594-544-818-500	PROF SVC/SOFTWARE/SUPPORT	144	453	899	500	\$500	IT Right or software purchase
594-544-853-000	PHONE	2,340	3,656	2,992	3,300	\$2,000	Phone service for 3 lines
594-544-854-000	CABLE FEES	6,223	8,609	9,364	9,000	\$13,000	Satellite TV service to each slip, Common area 2 TVs, Internet for 2 locations
594-544-855-000	CREDIT CARD PROCESSING FEES	10,487	11,846	12,750	12,000	\$12,000	Based upon number of sales
594-544-864-000	TRAINING/CONFERENCES	2,326	1,137	2,014	2,000	\$2,000	Staff training each spring for new employees, Annual Harbormasters Meeting, other training opportunities as needed
594-544-880-000	COMMUNITY PROMOTION	500	2,784	2,444	2,500	\$2,500	Advertisement/Printing in local publications
594-544-900-000	PRINTING/PUBLICATION	1,637	372	3,732	3,000	\$3,000	Bid advertisements; printing flyers, etc. Increased due to adding harbor contract printing/ mailing costs
594-544-910-000	INSURANCE/LIABILITY	4,522	5,111	8,320	8,500	\$8,500	Liability and Underground Storage Tank Ins
594-544-920-000	UTILITIES	52,252	56,175	62,553	56,500	\$56,500	Electric, Water, Sewer
594-544-930-000	REPAIRS AND MAINTENANCE	21,974	23,071	23,618	23,000	\$23,000	Annual Maintenance to facilities, docks, equipments
594-544-932-200	PURCHASE LUMBER	314	2,107	4,366	5,000	\$5,000	deck boards and posts for docks
594-544-941-000	RENT/BLDG/HARBOR/SUPPLIES	5,441	5,044	3,000	3,000	\$4,000	Rent for a 40' x 40' storage building to store all supplies off site
594-544-956-000	MISCELLANEOUS	14,799	1,284	2,425	1,500	\$1,500	Any unexpected expenses that don't fit into supplies or maintenance
594-544-958-200	HARBOR ACTIVITIES	2,930	2,685	3,000	3,500	\$3,500	Harbor Sunset Concerts
594-544-965-200	TR/TO/GEN/101/ADMIN	2,800	2,800	2,800	2,800	\$0	Eliminated due to harbor purchasing all admin supplies
594-544-965-250	TR/TO/GEN/101/TART TRAILS	0	0	0	5,000	\$0	
594-544-965-400	TR/TO/HARBOR CAP/407	64,368	280,000	149,000	290,000	\$31,000	Transfer to Harbor Capital
594-544-967-500	HARBOR CONTRACT REFUNDS	7,041	9,218	4,329	10,000	\$10,000	Expected cost of contract refunds. Boaters can receive a 1/2 refund if requested by July 1 of each season.
594-544-968-100	DEPRECIATION EXPENSE	255,014	0	256,162	0	\$0	
594-544-970-800	COMPUTER/SOFTWARE PURCHASE	3,967	4,000	4,271	4,000	\$4,000	Software for Marina Operating Software at harbor and Contract/Waiting list software at Village Office
594-544-972-400	SMALL EQUIPMENT	950	1,000	2,030	1,000	\$1,000	Computers, handheld radios, maintenance tools that are unexpected
594-544-996-000	TR/TO/HARBOR BOND/795/CONTRACTS	125,000	118,000	110,000	123,000	\$125,000	Transfer to bond fund for payment
		1,166,106	1,124,295	1,225,771	1,167,614		\$774,950
HARBOR FUND - FUND 594							
	TOTAL REVENUES						\$1,130,813
	TOTAL EXPENDITURES						\$774,950
	EXCESS OF REVENUES OVER EXP.						\$355,863

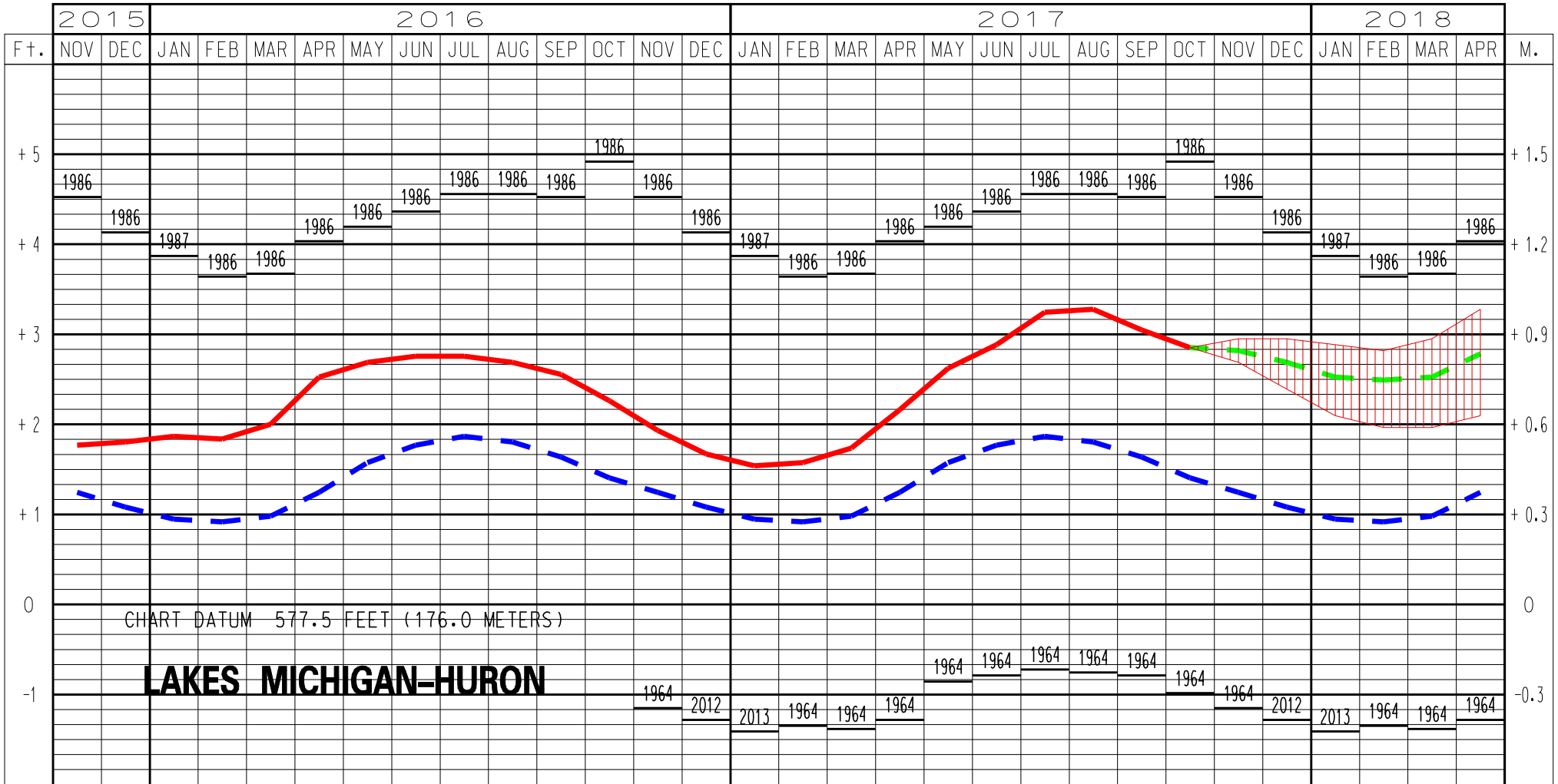
**VILLAGE OF ELK RAPIDS
HARBOR DRAFT BUDGET FOR FISCAL YEAR 2018-2019**

DRAFT

GL Number	Description	Actual 2014-15	Actual 2015-16	Actual 2016-17	Amended 2017-18	Requested 2018-19			
HARBOR CONSTRUCTION BREAKWATER - FUND 794									
REVENUES									
794-000-574-000	GRANT/STATE MONIES	22,401	0	0	0	\$0			
794-000-672-000	INTEREST	921	948	832	0	\$0			
794-000-699-000	PRIOR YR/ENDING CASH BALANCE		0	0	455,000	\$456,000			
		23,322	948	832	455,000	\$456,000			
EXPENDITURES									
794-794-973-000	DREDGING	1,920	0	0	0	\$0			
		1,920	0	0	0	\$0			
HARBOR CONSTRUCTION BREAKWATER - FUND 794									
	TOTAL REVENUES					\$456,000			
	TOTAL EXPENDITURES					\$0			
	EXCESS OF REVENUES OVER EXP.					\$456,000			
HARBOR BOND DEBT FUND - FUND 795									
REVENUES									
795-000-672-000	INTEREST	279	286	293	0				
795-000-691-115	TR/FR/HARBOR/594/CONTRACTS	125,000	118,000	110,000	123,000	\$125,000			
795-000-699-000	PRIOR YR/ENDING CASH BALANCE	0	0	0	121,579	\$125,993			
		125,279	118,286	110,293	244,579	\$250,993			
EXPENDITURES									
795-795-804-200	PROFESSIONAL SERV/ DEBT AGENT FEES	250	250	250	300	\$300			
795-795-980-400	2012/CAP/IMP/REF/BOND/INT	27,370	25,900	25,089	23,689	\$25,000			
795-795-980-450	2012/CAP/IMP/REF/BOND/PRIN	0	0	0	95,000	\$100,000			
		27,620	26,150	25,339	118,989	\$125,300			
HARBOR BOND DEBT FUND - FUND 795									
	TOTAL REVENUES					\$250,993			
	TOTAL EXPENDITURES					\$125,300			
	EXCESS OF REVENUES OVER EXP.					\$125,693			

CORRESPONDENCE

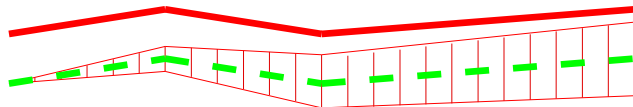
LAKES MICHIGAN-HURON WATER LEVELS - NOVEMBER 2017



LEGEND

LAKE LEVELS

RECORDED

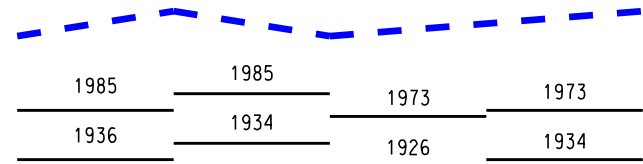


PROJECTED

AVERAGE **

MAXIMUM **

MINIMUM **



** Average, Maximum and Minimum for period 1918-2016