

PENINSULA TOWNSHIP PARK COMMISSION
Regular Meeting
Township Hall
February 7, 2018 - 7:00 p.m.

Agenda

- 1. Call to Order**
- 2. Pledge**
- 3. Roll Call**
- 4. Approve Agenda**
- 5. Brief Citizens Comments**
- 6. Conflict of Interest**
- 7. Consent Agenda**

Any member of the board, staff, or the public may ask that any item on the Consent Agenda be removed and placed elsewhere on the agenda for full discussion.

Correspondence (if any, provided in packet)

Approve Minutes of 1/22/18 meeting

Treasurer's report and invoice list approval

8. Business

- A. 8/19/18 Triathlon request for use of Bowers Harbor Park – Tricia Davies
- B. 2018 Peninsula Township Recreation Plan – Skurski
- C. Budget planning for 2018-2019 - Skurski
- D. Lighthouse Manager's Report – Schultz
 1. Michigan Lighthouse Conference - May 20, 2018 to May 22, 2018
- E. Maintenance Report – Wilkinson

- 9. Citizen Comments**
- 10. Board Comments**
- 11. Adjourn**

Peninsula Township has several portable hearing devices available for audience members. If you would like to use one, please ask the clerk.

MEETING NOTES FOR MINUTES

PENINSULA TOWNSHIP

PARK COMMISSION

SPECIAL MEETING

Location: Peninsula Township Conference Room

Date: January 22, 2018

1. Call to Order at 1:30 PM by Griffiths, Chairperson

2. Pledge of Allegiance

3. Roll call: Present - Griffiths, Chairperson, Atkinson, Skurski, Snow, Schultz, Mission Point Lighthouse Manager, Heller (citizen); Absent Cornell

4. Approve Agenda Skurski moved, Atkinson second: Passed 4/0

5. Brief Citizen Comments for Items Not on the Agenda None

6. Conflict of interest None

7. Consent Agenda Motion to approve consent agenda-Snow; second-Atkinson Passed 4/0

8. Business

A. Commission will go into closed session for a personnel issue

Snow states that in order for the meeting to go into closed session regarding a personnel issue, the person being discussed has to agree. Schultz agreed to the closed session.

Action-Motion Snow moves that commission go into a closed session. Skurski second. Passed 4/0

The Commission went into closed session at 1:40 PM.

At 3:05 PM Snow moves that the closed session end. Atkinson second. Passed 4/0

There was a discussion about the language of the Lighthouse Manager's Job description. Griffiths pointed out missing items. Skurski stated this had been the document used over the last 2 years and there were only minor issues. The job description is part of the contract and needs to be accepted as historical or rewritten. Snow calls for a vote to accept the contract as written.

Action-Motion Snow moved that the goals and contract for the Lighthouse Manager be approved. Skurski second. Passed 3/1 Griffiths opposed

Action-Motion Atkinson moves that the evaluation of Schultz conducted in closed session be approved. Second by Skurski. Passed 4/0

B. Commission in open session will plan budget for this year- Skurski

The township has not been given any dates yet as to when the budget is due. Skurski presented the budget as it stands up to third quarter of 2017. The commission began the process of going over the items in the budget line-by-line. Skurski record of budget specifics is to become part of these minutes.

Action-Motion Skurski moved that commission meet January 30, 2018 at 9AM. Each commissioner is to bring Maintenance and Project budget recommendations for their specific parks. Atkinson second. Passed 4/0

9. Citizen Comments None

10. Board Comments None

11. Adjournment

Action-Motion: Moved by Griffiths and supported by Atkinson to adjourn the meeting at 3:45 PM. Motion passed 4/0

Lola Jackson

Recording Secretary

CL NUMBER	DESCRIPTION	2017-18 ORIGINAL BUDGET	YTD BALANCE 12/31/2017	AVAILABLE BALANCE	BUDGET USED	ACTIVITY FOR MONTH 12/31/2017
Fund 208 - PARKS/HASerot/PHP/ARCHIE						
Revenues						
Dept 030						
208-000-664.000	Interest & Dividends	0.00		(150.30)	100.00	
Total Dept 000		0.00	150.30	(150.30)	100.00	0.00
Dept 751 - PARKS						
208-751-607.EVE	Park Eq. Event Fee 5000	0.00		(5,585.00)	100.00	
208-751-664.000	Interest & Dividends	450.00		0.00	0.00	
208-751-667.000	Rental Income	1,000.00		(20.00)	102.00	
208-751-675.000	Donations	500.00		250.00	50.00	
208-751-699.000	Appropriated Transfers In	100,000.00		0.00	100.00	
Total Dept 751 - PARKS		101,950.00	105,855.00	(4,905.00)	104.81	0.00
TOTAL REVENUES		101,950.00	107,005.30	(5,955.30)	104.95	0.00
Expenditures						
Dept 030						
208-000-807.000	Audit Fees	0.00		(978.89)	100.00	
208-000-818.000	Contractual Services	0.00		(6,319.88)	100.00	
208-000-855.DE2	Noncom. Public Wct. Sup. Fee	0.00		(507.61)	100.00	
208-000-967.BHP	BOMERS HARBOR PARK EXPANSION	0.00		4,225.00	100.00	
208-500-390.000	Appropriations Transfers Out	0.00		(41.76)	100.00	
Total Dept 030		0.00	3,672.94	(3,672.94)	100.00	0.00
Dept 751 - PARKS						
208-751-703.000	Per Diem	7,500.00		2,420.00	67.73	
208-751-710.000	Township/Work Comp	1,750.00		(48.00)	102.74	
208-751-715.000	Employer Social Security	1,600.00		183.74	69.36	
208-751-726.000	Supplies	1,000.00		717.93	28.21	
208-751-783.000	Sending and Printing Services	1,000.00		10,000.00	0.00	
208-751-801.000	Legal Fees	1,000.00		1,000.00	0.00	
208-751-807.000	Audit Fees	1,000.00		22,811.12	49.24	
208-751-818.000	Contractual Services	1,000.00		1,080.00	50.00	
208-751-855.DEQ	Contractual and Recording Sec	2,160.00		(1,088.88)	100.00	
208-751-900.000	Noncom. Public Wct. Sup. Fee	0.00		1,737.60	13.12	
208-751-921.000	Printing & Publishing	2,000.00		1,483.89	40.62	
208-751-926.000	Electricity	1,250.00		(1,643.44)	231.48	
208-751-930.000	Street Lighting	20,000.00		10,539.04	47.50	
208-751-930.100	Repairs and Maintenance	20,000.00		21,650.00	1.50	
208-751-950.000	Log Church Maintenance	22,000.00		(4,000.58)	290.60	
208-751-950.000	BHP Repairs and Maintenance	2,100.00		(307.48)	100.00	
208-751-960.000	Memberships and Dues	0.00		250.00	0.00	
208-751-960.000	Education & Training	250.00		14,324.42	52.25	
208-751-967.BHP	Bomers Harbor Park Expansion	30,000.00		(1,716.20)	100.00	
208-751-970.000	Capital Outlay	0.00				
Total Dept 751 - PARKS		150,110.00	69,688.75	80,421.25	48.43	6,671.69
TOTAL EXPENDITURES		150,110.00	73,361.69	76,748.51	48.27	6,671.69

Grills, Tables

1300

1300

2400

2000

9000.00

TABLES

3500

4000.00

6000

Parks Commission Expenditure Report - Approved Invoices				Budget 2017-2018	FEB. 6, 2018	
Parks/Has/BHP/Ar/BJ	Fund #	Acct #	Invoice #	Pay to	For the purpose of	Amount
Date	208-751					
	208-751	818,000				
	208-751	930,000				
	208-751	930,000				
	208-751	855,000				
Subtotal	208-751					
Hessler Log Home	Fund #	Acct #	Invoice #	Pay to	For the purpose of	Amount
Date	213					
	213					
Subtotal						
Dougherty House	Fund #	Acct #	Invoice #	Pay to	For the purpose of	Amount
Date	215					
	215	745,000				
Subtotal						
Belizzari Natural Area	Fund #	Acct #	Invoice #	Pay to	For the purpose of	Amount
Date	212					
	212	956.1				
Subtotal						
Lighthouse Fund	Dep #	Acct #	Invoice #	Pay to	For the purpose of	Amount
Date	508					
12/17/17	508	818,000	1/16/2018	SECURITY SANITATION INC - BELANGER SEPTIC SERVICE	LIGHTHOUSE PORTABLE TOILETS	\$161.00
12/20/17	508	726,000	113-3364429-0615408	AMAZON - USED TOWNSHIP CC	HUNTER FAN	\$79.49
12/20/17	508	726,000	113-5309969-9352265	AMAZON - USED TOWNSHIP CC	CHAIR SET FOR EXISTING TABLE IN LH KEEPERS QRTS	\$135.18
12/20/17	508	726,000	CMP-8147	CAMPGROUND SIGNS.COM - USED MAINIGOLD CC	3 SIGNS & ATTACHMENT KIT	\$75.85
12/22/17	508	726,000	1587-3563-3403-9025	HOUZZ - USED MANIGOLD CC	CEILING FAN LIGHTS	\$139.90
12/4/17	508	726,000	11424	DEWEESE HARDWARE	OUTDOOR TIMER	\$15.99
12/13/2017	508	726,000	1145569	DEWEESE HARDWARE	2 - ELECTRICAL 15' EXTENSION CORD	\$8.34
1/17/2017	508	726,000	685882196	COSTCO - MANIGOLD CC	3 DRAWER FILE CABINET	\$337.07
1/22/2018	508	881,000	18383	WEST MICHIGAN TOURIST ASSC.	ADVERTISING:1/6 PANEL.MI. L-HOUSE MAP-FEATURED	\$755.00
1/18/2018	508	724,000	2593200602	USPS - MANIGOLD CC	POSTAGE FOR KEEPER MTL'S RETURN	\$12.15
12/4/2017	508	930,000	35570	HERTAGE WOOD FLOOR SPECIALIST INC.	REFINISH LH FLOOR;KEEPER QTRS, WEST AREA. 4155QFT	\$2241.00
Lighthouse Giftshop	Dep #	Acct #	Invoice #	Pay to	For the purpose of	Amount
	509					
	509	727,000				
	509	930,000				
Subtotal						
Total Expenditures						\$3960.97
					Approvai: ANNE GRIFFITHS Chair	
					FEB 6 2018	

Parks Commission Expenditure Report - Approved Invoice for Registrar

Budget 2017-2018

FEB. 6, 2018

Parks/Has/BHP/Ar/BJ	Fund #	Acct #	Invoice #	Pay to	For the purpose of	Amount
Date	208-751					
	208-751	818.000				
	208-751	930.000				
	208-751	930.000				
	208-751	855.000				
Subtotal						
Hessler Log Home	Fund #	Acct #	Invoice #	Pay to	For the purpose of	Amount
Date	213					
	213					
Subtotal						
Dougherty House	Fund #	Acct #	Invoice #	Pay to	For the purpose of	Amount
Date	215					
	215	745.000				
Subtotal						
Felzzari Natural Area	Fund #	Acct #	Invoice #	Pay to	For the purpose of	Amount
Date	212					
	212	956.1				
Subtotal						
Lighthouse Fund	Dep #	Acct #	Invoice #	Pay to	For the purpose of	Amount
Date	508					
1/30/18	508	881.000	1	MICHIGAN LIGHTHOUSE ALLIANCE	MAY 22, 2018; CONFERENCE, HOTEL AND BOARD	\$847.40
1/30/18	508	958.000	231-929-7083	NORTHWEST MICHIGAN ASSC OF VOLUNTEER ADMINISTRATORS	ANNUAL DUES	\$20.00
1/30/17	508	960.000	0	MICHIGAN LIGHTHOUSE ALLIANCE	CONFERENCE REGISTRATION FEE	\$80.00
1/10/18	508	881.000	989-306-0076	MICHIGAN LIGHTHOUSE FESTIVAL	DISPLAY BOOTH; AUG 3,4&5	\$100.00
	508	726.000				
	508	726.000				
	508	930.000				
	508	930.000				
Lighthouse Giftshop	Dep #	Acct #	Invoice #	Pay to	For the purpose of	Amount
	509					1,047.40
	509	727.000				
	509	930.000				
Subtotal						
Total Expenditures						\$1047.40

Approval: ANNE GRIFFITHS
Chair X

741 Kenmoor Ave
 Suite E
 Grand Rapids, MI 49546



Bill To:

Mission Point Lighthouse
Ginger Schultz
13235 Center Road
Traverse City, MI 49686

Advertising

Date	INVOICE #	P.O. #	TERMS	CUSTOMER #
1/22/2018	18383		Due Upon Receipt	230682

DESCRIPTION	RATE	AMOUNT
2018 Lake Michigan Lighthouse Map 1/6th panel	605.00	605.00
Lake Michigan Lighthouse Map - featured lighthouse	150.00	150.00
Total		\$755.00

Invoices are due upon receipt

Phone #	Fax #	E-mail	Payments/Credits	\$0.00
616-245-2217 X101	616-954-3924	Jess@wmta.org	Balance Due	\$755.00

Heritage Wood Floor Specialists Inc.

2870 LaFranier Road
Traverse City, MI 49686

Phone -231-947-9589 Fax -231-947-0750

www.heritagewoodfloors.com

INVOICE

Invoice Number - 35570

Invoice Date - 12/4/17

Bill To:

PENINSULA TOWNSHIP
GINGER SCHULTZ
20500 CENTER ROAD
TRAVERSE CITY, MI 49686

Job Site:

OLD MISSION TOWNSHIP
GINGER SCHULTZ
20500 CENTER ROAD
TRAVERSE CITY, MI 49686

Phone: 231-645-0759

Alt Phone:

Fax:

Description	Amount
COMBINED QUOTE 35570 AND 34804	
RESIDENCE AREA	
DARK CAULK AND EPOXY FILL OPEN GAPS	460.00
SAND AND REPAIR WORN AREAS	325.00
TWO REPAIRS IN BEDROOM	160.00
TOP COAT LIVING ROOM FLOOR	360.00
OPTION	
FURNITURE MOVE OUT AND BACK	
QUOTE: 34804	
RETAIL SHOW AREA ON WATER SIDE OF BUILDING	
415 SQ.FT. REFINISH FLOORS (DUSTLESS SANDING)	2,241.00

Thank you for your business !!

Terms: Net Due Upon Completion

Total Invoice Amount	3,546.00
Payment/Credit Applied	1,773.00
Amount Due	1,773.00

Michigan Lighthouse Alliance

ARRIVE: Sunday, May 20, 2018 DEPART: Tuesday, May 22, 2018
ACCOMMODATIONS MAY BE AVAILABLE PRIOR TO AND FOLLOWING THE ABOVE DATES

Return this form by: Friday, April 20, 2018

To: Reservations Department
Grand Hotel
PO Box 286
Mackinac Island, Michigan 49757
Telephone: (906) 847-3331
Fax: (906) 847-0945
E-Mail: groupforms@grandhotel.com



SALUTATIONS _____

(please print or type)

Address _____

City _____ State _____ Zip Code _____ Call Phone (____) _____

If sharing a room, name(s) of person(s) sharing with you: _____ Business Telephone (____) _____

E-mail _____ Conference Registration Number (optional) _____

Grand Hotel offers a variety of room types for conference attendees. Guests sometimes ask to arrive earlier or remain later than the conference's official dates. We welcome your request for a specific room, room type, or room dates either prior to or following the conference. While your request will receive careful attention, please understand that it cannot be guaranteed.

ARRIVAL DATE: _____ DEPARTURE DATE: _____

PLEASE RESERVE THE FOLLOWING ACCOMMODATIONS:

\$263.28 daily, per person, based on double occupancy

\$419.45 daily, based on single occupancy

Grand Hotel operates on the Modified American Plan. This means that your daily rate includes breakfast, Grand Luncheon Buffet, and dinner.

RESERVATIONS FOR ADDITIONAL PERSONS

9 years of age and under, no charge, except for luggage charge 10 through 17 years of age, \$76.15 daily, per person

18 years of age and over, \$179.40 daily, per person

For an adult staying in a guest room with one or more children, the adult will pay the single convention rate; the children will be at the appropriate children's rates listed above. For any children staying in a guest room without an adult, the oldest child will be charged the single convention rate and the remaining children will be at the additional persons rates listed above.

THE RATE UTILIZED FOR YOUR MEETING IS A FLAT, RUN-OF-THE-HOUSE PLAN, MEANING GUEST ROOMS WILL BE RESERVED IN PRIORITY ORDER ACCORDING TO DATE RESERVATION FORM IS RECEIVED BY GRAND HOTEL.

NO TIPPING: Tipping to any employee anywhere within Grand Hotel is not required, expected or permitted. There is tipping at the following offsite restaurant locations: The Jockey Club at the Grand Stand, The Gate House and Fort Mackinac Tea Room.

NOTE: The above rate is inclusive of the 19.5% added charge, Michigan 6% Sales Tax, and the 2% Mackinac Island Assessment charge on the per person daily room rate. There is also a one-time charge of \$8.50 per person, to the above rate, for transfer of luggage from the dock to the Hotel and return. Taxi transportation to and from the boat docks and the Hotel is not included in the daily rate.

The block of rooms being held for this meeting is based on estimated attendance. Please make your reservation as promptly as possible. Requests received after the block is filled will be contacted and given an option of being placed on a waitlist. The waitlist is not a guarantee of a room. All rooms in the block, which have not been reserved 30 days in advance of the meeting, will be released for other guests. Individual group reservations are subject to a 10-day cancellation policy. Reservation deposits will be refunded if cancelled 10 or more days prior to arrival, less a \$45.00 processing fee. Reservations cancelled less than 10 days prior will forfeit the room deposit.

Once a guest confirms a departure date upon check-in, should check-out occur earlier than agreed, there will be a \$400.00 charge.

DEPOSIT POLICY: A deposit, including luggage charge, must accompany this form in order to hold your room.

METHOD OF DEPOSIT: Please select method of payment.

Please charge one full night rate to my credit card

Please charge my full stay to my credit card

CREDIT CARD NUMBER: _____ EXPIRATION DATE: _____

SIGNATURE: _____ (Not valid without signature)

Grand Hotel accepts VISA, MasterCard, Discover, American Express, traveler's checks, personal checks, and cash payments for bills.

CHECK-IN TIME: After 4:00 p.m.

CHECK-OUT TIME: Before 11:00 a.m.

Visit our Web site at <http://www.grandhotel.com>

Your hotel confirmation will be arriving to you via e-mail. Please check your confirmation to make sure it is correct and print it for your records. Please contact us with any questions or changes.

In accordance with Michigan Law, all Grand Hotel guests rooms, meeting rooms, restaurants and bars are non-smoking

1/30/18 [Signature]

Peninsula Township Special Event Application

Please fill this application out completely, read the attached documents, and sign and date at the bottom.

1. Applicant: Name Endurance Evolution, LLC
Address: 120 E. Front St, 2nd Floor
Traverse City, MI 49684
Phone Number(s) 612-840-6436 - Tricia Davies, contact person
Email address events@enduranceevolution.com

2. Date of Your Event: Sunday August 19, 2018
3. Type of Event Triathlon

4. Number of People You Are Expecting 950, including spectators

5. Park You are Requesting to Use Bowers Harbor Park

6. Will you be bringing in tables, chairs, etc? yes / no

7. Please Describe any Other Details of Your Event :
Bowers Harbor Park will serve as the finish area and the Bowers Harbor Devils Dive property
will serve as the parking area

8. Read the attached information specific to the Park that you are requesting to use and the attached *Peninsula Township Park Regulation Ordinance No. 5.*

I have read Ordinance No. 5 and the specific regulations regarding Bowers Harbor Park / Mission Point Lighthouse Park (circle one) and agree to the terms therein.

Tricia Davies 12/21/2017
Applicant Signature Date

Tricia Davies 612-840-6436
Printed Name Contact Phone

<u>For Peninsula Township Official Only</u>	
Next Park Commission Meeting _____	
Approved / Denied (with reason)	

Chairman- Park Commission	_____
	Date

CERTIFICATE OF INSURANCE

PRINT DATE: 1/26/2018

CERTIFICATE NUMBER: 20180126582683

AGENCY:

Integro USA Inc.
 d/b/a Integro Insurance Brokers
 2727 Paces Ferry Road, Building Two, Suite 1500
 Atlanta, GA 30339
 678-324-3300 (Phone), 678-324-3303 (Fax)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

NAMED INSURED:

USA Triathlon of Colorado Joel Gaff
 5825 Delmonico Drive
 Colorado Springs CO 80919-2401

INSURERS AFFORDING COVERAGE:

INSURER A: Philadelphia Indemnity Ins. Co. NAIC #: 18058
 INSURER B: Philadelphia Indemnity Ins. Co. NAIC #: 18058

EVENT INFORMATION:

Traverse City Triathlon (8/19/2018 - 8/19/2018)

POLICY/COVERAGE INFORMATION:

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INS	TYPE OF INSURANCE:	POLICY NUMBER(S):	EFFECTIVE:	EXPIRES:	LIMITS:
A	GENERAL LIABILITY				
	X Occurrence	PHPK1738697	12/1/2017 12:01 AM	12/1/2018 12:01 AM	GENERAL AGGREGATE (Applies Per Event) \$2,000,000
	X Participant Legal Liability				EACH OCCURRENCE \$1,000,000
					DAMAGE TO RENTED PREMISES (Each Occ.) \$1,000,000
					MEDICAL EXPENSE (Any one person) EXCLUDED
					PERSONAL & ADV INJURY \$1,000,000
					PRODUCTS-COMP/OP AGG \$2,000,000
B	UMBRELLA/EXCESS LIABILITY				
	X Occurrence	PHUB607478	12/1/2017 12:01 AM	12/1/2018 12:01 AM	EACH OCCURRENCE \$10,000,000
					AGGREGATE (Applies Per Event) \$10,000,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS:

Coverage applies to the USA Triathlon sanctioned or approved event specified on this certificate.

The certificate holder is an additional insured as per form PI-AM-002: Additional Insured - Certificate Holders.

The General Liability policy is primary as per Form CG0001 (04/13).

The General Liability policy contains Form CG2404 (05/09): Waiver of Transfer of Rights of Recovery Against Others to Us, but only as required by written contract or agreement executed by the named insured prior to an occurrence resulting in a loss or a claim.

CERTIFICATE HOLDER:

Peninsula Township and Peninsula Township Park Commission
 13235 Center Rd.
 Traverse City MI 49686

NOTICE OF CANCELLATION:

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

AUTHORIZED REPRESENTATIVE:



PERIOD ENDING 12/31/2017		2017-18		ORIGINAL BUDGET		YTD BALANCE 12/31/2017		AVAILABLE BALANCE		% BUDGET USED		ANNUALIZED SPENDING (9 MONTHS BASIS)		BUDGET REQUEST		COMMENTS AND CHANGES		
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2017-18	YTD BALANCE 12/31/2017	AVAILABLE BALANCE	% BUDGET USED	ANNUALIZED SPENDING (9 MONTHS BASIS)	BUDGET REQUEST	COMMENTS AND CHANGES									
Fund 208 - PARKS/PASECT/BHP/ACMIE																		
Revenues																		
Dept 000	Interest & Dividends	0.00	0.00	150.30	(150.30)	100.00	199.90	0.00	MOVE TO 751									
Total Dept 000		0.00	0.00	150.30	(150.30)	100.00	199.90											
ADD GRANTS																		
Dept 751 - PARKS	Parks Lg. Event Fee	0.00	0.00	5,585.00	(5,585.00)	100.00	7,428.05	150,000.00	SEEK GRANTS FOR PLAYGROUND BHE (\$250,000 TOTAL COST NO ADDITIONAL EVENTS PLANNED IN 2017-18									
208-751-607-EVT	Interest & Dividends	450.00	0.00	0.00	450.00	0.00	199.90	250.00	FROM 000, INTEREST RATES UP									
208-751-664-000	Rental Income	1,000.00	1,020.00	1,020.00	(20.00)	102.00	1,356.60	1,000.00	NO ADDITIONAL EVENTS PLANNED IN 2017-18									
208-751-675-000	Donations	500.00	250.00	250.00	250.00	50.00	332.50	250.00	NO ADDITIONAL EVENTS PLANNED IN 2017-18									
208-751-699-000	Appropriated Transfers In	100,000.00	100,000.00	100,000.00	0.00	100.00	100,000.00	250.00	NO ADDITIONAL EVENTS PLANNED IN 2017-18									
Total Dept 751 - PARKS		101,950.00	106,855.00	106,855.00	(4,905.00)	104.81	109,317.05	156,500.00	NEED NEW 2018-19 agreement									
TOTAL REVENUES		101,950.00	107,005.30	107,005.30	(5,055.30)	104.96	109,317.05	156,500.00										
Expenditures																		
Dept 000	Audit Fees	0.00	0.00	978.89	(978.89)	100.00	1,301.92	0.00	MOVE TO 715									
208-000-807-000	Contractual Services	0.00	0.00	6,319.68	(6,319.68)	100.00	8,405.17	0.00	MOVE TO 715									
208-000-855-DEQ	Public Wat. Sup. Fee	0.00	0.00	557.61	(557.61)	100.00	741.67	0.00	MOVE TO 751									
208-000-967-BHP	BHP EXPANSION	0.00	0.00	(4,225.00)	4,225.00	100.00	(5,619.25)	0.00	MOVE TO 751									
208-000-999-000	Appropriates Transfers Out	0.00	0.00	41.76	(41.76)	100.00	55.54	0.00	MOVE TO 751									
Total Dept 000		0.00	0.00	3,672.94	(3,672.94)	100.00	4,885.01	0.00										
Dept 751 - PARKS	ADD SECRETARIAL HELP							2600	4HR/50WEEK @ \$13									
208-751-703-000	ADD FUNDRAISING COST							7,500.00	5% OF FUNDS TARGET									
208-751-710-000	Per Diem	7,500.00	5,080.00	5,080.00	2,420.00	67.73	6,756.40	9,800.00	MJS - 24 MTGS AT \$80/90									
208-751-715-000	Townpak/Work Comp	1,750.00	1,798.00	1,798.00	(48.00)	102.74	2,391.34	2,500.00	MJS - ACTUAL 17-18 RATIO									
208-751-726-000	Employer Social Security	600.00	416.16	416.16	183.84	69.36	553.49	1,176.00	MJS- 0.12									
	Supplies	1,000.00	282.08	282.08	717.92	28.21	375.17	1,000.00	HOLD BUDGET									
208-751-783-000	Seeding & Planting	10,000.00	0.00	0.00	10,000.00	0.00	0.00	10,000.00	CARRYOVER BUDGET (CONTRACT OUT IF NEEDED)									
208-751-801-000	Legal Fees	1,000.00	0.00	0.00	1,000.00	0.00	0.00	1,000.00	AT BUDGET - HOLDER									

208-751-807.000	Audit Fees	1,000.00	0.00	1,000.00	0.00	1,301.92	1,300.00	AT ANNUALIZED SPENDING
208-751-818.000	Contractual Services	45,000.00	22,158.88	22,841.12	49.24	29,471.31	50,000.00	ADJUST TO NEW CONTRACT)
208-751-818.010	Recording Sec	2,160.00	1,080.00	1,080.00	50.00	1,436.40	2,880.00	24 MEETINGS @120
208-751-855.DEQ	Public Wat. Sup. Fee	0.00	1,088.88	(1,088.88)	100.00	1,448.21	2,200.00	000 & 715 ANNUALIZED
208-751-900.000	Printing & Publishing	2,000.00	262.40	1,737.60	13.12	348.99	1,200.00	BASED ON PROJECTED NEEDS
208-751-921.000	Electricity	2,500.00	1,016.11	1,483.89	40.64	1,351.43	3,900.00	LATE BILLINGS & EXPECTATIONS
208-751-926.000	Street Lighting	1,250.00	2,893.44	(1,643.44)	231.48	3,848.28	3,900.00	ANNUALIZED
208-751-930.000	Repairs and Maintenance	20,000.00	9,460.96	10,539.04	47.30	12,583.08	22,800.00	BASE12500 + 7000 PLAYGROUND FIX, +HAZ PLAY 2280
208-751-930.100	Log Church Maintenance	22,000.00	350.00	21,650.00	1.59	465.50	12,000.00	(EXPECTED BID AT 9-12000) PLUS WINDOWS
208-751-930.200	BHP Repairs & Maintenance	2,100.00	6,102.58	(4,002.58)	290.60	8,116.43	30,600.00	8200 ANNUALIZED-GRILLS 2400 ,TABLES 5000, TENNIS COUR
208-751-958.000	Memberships and Dues	0.00	307.48	(307.48)	100.00	408.95	500.00	ANNUALIZED
208-751-960.000	Education & Training	250.00	0.00	250.00	0.00	0.00	250.00	PLANNED
208-751-967.BHP	BHP Expansion	30,000.00	15,675.58	14,324.42	52.25	20,848.52	262,000.00	SPLIT FENCE 12000, PLAYGROUND 250,000
208-751-970.000	Capital Outlay	0.00	1,716.20	(1,716.20)	100.00	2,282.55	0.00	
Total Dept 751 - PARKS		150,110.00	69,688.75	80,421.25	46.43	93,987.96	429,106.00	
TOTAL EXPENDITURES		150,110.00	73,361.69	76,748.31	48.87	93,987.96	429,106.00	
Fund 208 - PARKS/HASEROT/BHP/ARCHIE:								
TOTAL REVENUES		101,950.00	107,005.30	(5,055.30)	104.96	109,516.95	156,500.00	INCLUDES 150,000 GRANTS & DONATIONS
TOTAL EXPENDITURES		150,110.00	73,361.69	76,748.31	48.87	98,872.97	429,106.00	INCLUDES 262,000 BHE
NET OF REVENUES & EXPENDITURES		(48,160.00)	33,643.61	(81,803.61)	69.86	10,643.98	(272,606.00)	REQUEST FROM TOWNSHIP - INCLUDES 150,000 EXPECTED D
Fund 212 - Pelizzari Natural Area								
Revenues								
Dept 000								
212-000-407.000	Delinquent Taxes	6,900.00	6,962.78	(62.78)	100.91		0.00	MJS (ANNUALIZED)
212-000-620.000	Tax Collection Payover	318,000.00	0.00	318,000.00	0.00	0.00	0.00	MJS (AS REQUIRED)
212-000-664.000	Interest & Dividends	500.00	497.32	2.68	99.46	661.44	650.00	MJS (ANNUALIZED)
212-000-675.000	Donations	0.00	700.00	(700.00)	100.00	931.00	0.00	MJS (AS REQUIRED)
212-000-676.000	Miscellaneous	0.00	819.75	(819.75)	100.00	1,090.27	1,000.00	MJS (ANNUALIZED)
212-751-699.000	Appropriated Transfers In	0.00	0.00	0.00	0.00	0.00	4,650.00	MJS (AS REQUIRED- 5000)
Total Dept 000		325,400.00	8,979.85	316,420.15	2.76	2,682.70	6,300.00	NO ADDITIONAL TAX REVENUES INCLUDED
TOTAL REVENUES		325,400.00	8,979.85	316,420.15	2.76	2,682.70	6,300.00	
Expenditures								
Dept 000								
212-000-807.000	Audit Fees	500.00	0.00	500.00	0.00	0.00	500.00	MJS (ANNUALIZED)
212-000-818.000	Contractual Services	2,300.00	980.64	1,319.36	42.64	1,304.25	1,500.00	MJS (ANNUALIZED)

212-000-921.000	Electricity	500.00	224.82	275.18	44.96	299.01	300.00	MJS (ANNUALIZED)
212-000-930.000	Repairs and Maintenance	1,000.00	368.50	631.50	36.85	490.11	3,500.00	BUDGET & REGRADE & FILL PARKING
212-000-956.100	Contingency/Miscellaneous	500.00	180.00	320.00	36.00	239.40	500.00	MJS (BUDGET)
212-000-961.000	Refund of Taxes	250.00	0.00	250.00	0.00	0.00	0.00	MJS (BUDGET)
212-000-970.000	Capital Outlay	2,500.00	0.00	2,500.00	0.00		0.00	0
212-000-991.000	Debt Service - Principal	265,000.00	265,000.00	0.00	100.00		0.00	MJS (BUDGET)
212-000-995.000	Debt Service - Interest	15,469.00	15,468.75	0.25	100.00		0.00	MJS (BUDGET)
212-000-997.CRB	CRNA Bond Debt Service	750.00	750.00	0.00	100.00		0.00	MJS (BUDGET)
Total Dept 000		288,769.00	282,972.71	5,796.29	97.99	2,332.77	6,300.00	NO TAX RELATED EXPENSES INCLUDED
TOTAL EXPENDITURES		288,769.00	282,972.71	5,796.29	97.99	2,332.77	6,300.00	
Fund 212 - Pelizzari Natural Area:								
TOTAL REVENUES		325,400.00	8,979.85	316,420.15	2.76	2,682.70	6,300.00	
TOTAL EXPENDITURES		288,769.00	282,972.71	5,796.29	97.99	2,332.77	6,300.00	
NET OF REVENUES & EXPENDITURES		36,631.00	(273,992.86)	310,623.86	747.98	349.94	0.00	
Fund 508 - Lighthouse Fund								
Revenues								
Dept 000								
508-751-699.000								
508-000-508.LHG	Lighthouse Grant	40,000.00	0.00	40,000.00	0.00	0.00	0	WHERE ARE FUNDS FROM GRANT? - ANNE - EXPECTE
508-000-664.000	Interest & Dividends	100.00	40.02	59.98	40.02	53.23	50.00	ANNUALIZED
508-000-667.100	Keeper Program	6,500.00	4,245.00	2,255.00	65.31	5,645.83	5,700.00	ANNUALIZED
508-000-667.200	Lighthouse Tours	76,000.00	85,573.00	(9,573.00)	112.60	113,812.09	85,000.00	USE YTD -NO ADDITIONAL SALES IN 1ST QTR 2018.
508-000-675.000	Donations	2,000.00	8,653.13	(6,653.13)	432.66	11,508.66	3,000.00	USE YTD -NO ADDITIONAL DONATIONS \$5000 ONE TIME GIFT
Total Dept 000		124,600.00	98,511.15	26,088.85	79.06	131,019.83	108,750.00	
TOTAL REVENUES		124,600.00	98,511.15	26,088.85	79.06	131,019.83	108,750.00	
Expenditures								
Dept 000								
508-000-708.000	Lighthouse Manager	8,500.00	6,830.96	1,669.04	80.36	9,085.18	9,025.00	BUDGET 27 HR/52 WK @ \$19.05(26750) - 1/3 LH)
508-000-710.000	Townpak/Work Comp	2,300.00	0.00	2,300.00	0.00	0.00	2,450.00	BUDGET BUDGET RATIO)
508-000-715.000	Employer Social Security	650.00	522.54	127.46	80.39	694.98	1,090.00	AS REQUIRED - 12%
508-000-724.000	POSTAGE	0.00	20.84	(20.84)	100.00	27.72	50.00	ANNUALIZED)

15,000.00 REQUEST TO BALANCE

WHERE ARE FUNDS FROM GRANT? - ANNE - EXPECTE ANNUALIZED

ANNUALIZED USE YTD -NO ADDITIONAL SALES IN 1ST QTR 2018. USE YTD -NO ADDITIONAL DONATIONS \$5000 ONE TIME GIFT

BUDGET 27 HR/52 WK @ \$19.05(26750) - 1/3 LH) BUDGET BUDGET RATIO) AS REQUIRED - 12% ANNUALIZED)

508-000-726.000	Supplies	3,000.00	587.83	2,412.17	19.59	781.81	3,000.00	BUDGET
508-000-726.KPR	Keeper Quarter Supplies	0.00	22.24	(22.24)	100.00	29.58	250.00	MJS (AS REQUIRED)
508-000-726.LHS	Lighthouse Signs	0.00	87.90	(87.90)	100.00	116.91	1,500.00	MJS (AS REQUIRED- SIGNAGE IN/OUT BIG SIGN)
508-000-728.000	Grounds	800.00	1,122.68	(322.68)	140.34	1,493.16	1,500.00	ANNUALIZED
508-000-729.000	Museum Displays	0.00	529.65	(529.65)	100.00	704.43	5,000.00	MJS (AS REQUIRED- FROM \$5000 GIFT CARRYOVER)
508-000-745.000	Heating Fuel	1,300.00	389.96	910.04	30.00	518.65	1,300.00	BUDGET - HEATING SEASON BEGINNING)
508-000-801.000	Legal Fees	850.00	393.75	456.25	46.32	523.69	850.00	BUDGET)
508-000-807.000	Audit Fees	600.00	587.34	12.66	97.89	781.16	800.00	ANNUALIZED)
508-000-818.000	Contractual Services	13,100.00	9,775.48	3,324.52	74.62	13,001.39	22,000.00	ANNUALIZED , PORTABLE TOILETS, CONTRACT INCREASE
508-000-818.BGC	Background Checks	0.00	118.32	(118.32)	100.00	157.37	250.00	INCREASE IN SECURITY REQUIREMENTS)
508-000-818.LHG	Lighthouse Grant Match	0.00	10,582.23	(10,582.23)	100.00	14,074.37	0	BALANCE PAID OFF IN 17-18
508-000-818.SEC	Security	600.00	169.92	430.08	28.32	225.99	300.00	BUDGET - NEW SYSTEM)
508-000-818.WEB	Website	0.00	143.10	(143.10)	100.00	190.32	500.00	TO IMPROVE/EXPAND PRESENCE)
508-000-850.000	Com/Telephone	1,500.00	1,221.51	278.49	81.43	1,624.61	3,000.00	AS REQUIRED- NEW PHONE & CONTRACT
508-000-855.DEQ	Public Wat. Sup. Fee	0.00	265.87	(265.87)	100.00	353.61	400.00	ANNUALIZED)
508-000-870.000	Mileage	3,000.00	1,287.63	1,712.37	42.92	1,712.55	3,000.00	BUDGET)
508-000-881.000	Community Activities	1,000.00	1,077.02	(77.02)	107.70	1,432.44	1,500.00	ADD SLIEGH & OTHERS)
508-000-900.000	Printing & Publishing	1,500.00	595.00	905.00	39.67	791.35	1,500.00	BUDGET , NEW PAMPHLETS)
508-000-921.000	Electricity	2,000.00	778.71	1,221.29	38.94	1,035.68	2,000.00	BUDGET N- HEAT SEASON)
508-000-930.000	Repairs and Maintenance	17,500.00	8,317.14	9,182.86	47.53	11,061.80	42,800	BASE 15000(CAPITAL OUTLAY, ANNEX WINDOW 2000, ANNEX ROOF 3000, OIL ROOF 800,LH UPPER WINDOW 16000 LH PARKING 1500, PUBLIC PARKING 4500
508-000-956.000	Contingency Fund	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00	BUDGET)
508-000-958.000	Memberships and Dues	345.00	445.00	(100.00)	128.99	591.85	750.00	ANNUALIZED)
508-000-960.000	Education & Training	0.00	30.00	(30.00)	100.00	39.90	1,000.00	MICH LH ALLIANCE CONF 1000
508-000-970.000	Capital Outlay	13,000.00	2,733.00	10,267.00	21.02	3,634.89	0	MOVE TO MAIT & REPAIRS
508-000-999.000	Appropriated Transfers Out	40,000.00	40,000.00	0.00	100.00	XXXXXXX	0	MJS (17-18 WAS PAYBACK TO TOWNSHIP FOR GRANT_CASH FL
Total Dept 000		114,045.00	88,635.62	25,409.38	77.72	64,685.37	108,315.00	
TOTAL EXPENDITURES		114,045.00	88,635.62	25,409.38	77.72	64,685.37	108,315.00	
Fund 508 - Lighthouse Fund:								

TOTAL REVENUES	124,600.00	98,511.15	26,088.85	79.06	131,019.83	108,750.00	NEED TO BE DETERMINED
TOTAL EXPENDITURES	114,045.00	88,635.62	25,409.38	77.72	64,685.37	108,315.00	NEED TO BE DETERMINED
NET OF REVENUES & EXPENDITURES	10,555.00	9,875.53	679.47	93.56	66,334.45	435.00	NEED TO BE DETERMINED
Fund 509 - LIGHTHOUSE GIFT SHOP							
Revenues							
Dept 000							
509-000-664.000	200.00	43.55	156.45	21.78	57.92	75.00	MJS (ANNUALIZED)
							NEED TO BE DETERMINED BASEDON MTLIS PURCHASED SALES SHOW NO INCREASE FOR EXPECTED 1ST QTR
509-000-667.300	66,000.00	70,575.12	(4,575.12)	106.93	70,575.12	70,000.00	
509-000-667.400	4,000.00	4,336.62	(336.62)	108.42	5,767.70	4,400.00	MJS (ANNUALIZED - SEE ABOVE)
509-000-675.000	0.00	44.82	(44.82)	100.00	59.61	100	MJS PLACEHOLDER
Total Dept 000	70,200.00	75,000.11	(4,800.11)	106.84	76,460.36	74,575.00	
TOTAL REVENUES	70,200.00	75,000.11	(4,800.11)	106.84	76,460.36	74,575.00	
Expenditures							
Dept 000							
509-000-707.000	0.00	530.00	(530.00)	100.00	704.90	3,000.00	MJS ? (10HRS/25WKS @\$12 = 3000)
509-000-708.000	16,000.00	15,938.86	61.14	99.62	21,198.68	18,000.00	MJS 2/3 OF TIME - DISCUSS
509-000-710.000	1,200.00	0.00	1,200.00	0.00	0.00	1,300.00	MJS (AS REQUIRED- RATIO)
509-000-710.BND	0.00	(11.80)	11.80	100.00	(15.69)	100.00	MJS (AS REQUIRED- SECURITY
509-000-715.000	1,300.00	1,259.90	40.10	96.92	1,675.67	2,530.00	MJS (AS REQUIRED- 12%)
509-000-716. TAX	4,000.00	4,237.18	(237.18)	105.93	5,635.45	4,400.00	MJS YTD ONLY BASED ON SALES \$
509-000-716. TDI	0.00	(6.00)	6.00	100.00	(7.98)	0.00	MJS ?
509-000-724.000	0.00	36.10	(36.10)	100.00	48.01	100.00	MJS (ANNUALIZED)
509-000-726.000	500.00	1,759.71	(1,259.71)	351.94	2,340.41	2,500.00	MJS (ANNUALIZED)
509-000-727.000	33,000.00	41,760.96	(8,760.96)	126.55	55,542.08	42,000.00	MJS YTD - DRIVES SALES PLAN -SHOULD BE 2X MARKUP
509-000-806.000	0.00	241.08	(241.08)	100.00	320.64	250.00	MJS (CHANGES WITH SALES \$)
509-000-806.CCF	2,000.00	1,525.93	474.07	76.30	2,029.49	2,100.00	MJS (CHANGES WITH SALES \$)
509-000-807.000	600.00	587.34	12.66	97.89	781.16	800.00	MJS (ANNUALIZED)
509-000-900.000	600.00	249.00	351.00	41.50	331.17	600.00	MJS (AS REQUIRED- INCREASE IN SALES & TOUR AIDS

509-000-901.000	Cash Short	100.00	116.30	(16.30)	116.30	154.68	200.00	MJS (CHANGES WITH SALES \$)
509-000-956.100	Contingency, Miscellaneous	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	MJS - BUDGET
Total Dept 000		60,300.00	68,224.56	(7,924.56)	113.14	90,738.66	78,880.00	
TOTAL EXPENDITURES		60,300.00	68,224.56	(7,924.56)	113.14	90,738.66	78,880.00	
Fund 509 - LIGHTHOUSE GIFT SHOP:								
TOTAL REVENUES		70,200.00	75,000.11	(4,800.11)	106.84	131,019.83	74,575.00	
TOTAL EXPENDITURES		60,300.00	68,224.56	(7,924.56)	113.14	90,738.66	78,880.00	
NET OF REVENUES & EXPENDITURES		9,900.00	6,775.55	3,124.45	68.44	40,281.16	(4,305.00)	NEEDS ATTENTION
TOTAL REVENUES - exclusive of Pelizzari TAX FUNDS		299,432.70	289,496.41	332,653.59	46.53	374,239.31		
TOTAL EXPENDITURES -exclusive of PNA TAX FUNDS		326,787.77	513,194.58	100,029.42	83.69	256,629.78		
NET OF REVENUES & EXPENDITURES exclusive of Pelizzari TAX FUNDS		(27,355.06)	(223,698.17)	232,624.17	2,506.14	117,609.53		
TOTAL REVENUES - ALL FUNDS		622,150.00	289,496.41	332,653.59	46.53	319,479.94		IN ERROR DUE TO NO TAX ADDITIONS
TOTAL EXPENDITURES - ALL FUNDS		613,224.00	513,194.58	100,029.42	83.69	374,239.31		IN ERROR DUE TO NO TAX CREDITS TO PURCHASE
NET OF REVENUES & EXPENDITURES		8,926.00	(223,698.17)	232,624.17	2,506.14	(54,759.37)		

GL NUMBER	DESCRIPTION	2017-18 ORIGINAL BUDGET	YTD BALANCE 12/31/2017	AVAILABLE BALANCE	% BDC T USED	ACTIVITY F.R MONTH 12/31/2017
Fund 509 - LIGHTHOUSE GIFT SHOP						
Revenues						
Dept 000						
509-000-664.000	Interest & Dividends	200.00	43.55	156.45	21.78	7.32
509-000-667.300	Gift Shop Sales	66,000.00	70,575.12	(4,575.12)	106.93	0.00
509-000-667.400	Lighthouse Sales Tax	4,000.00	4,336.62	(336.62)	108.42	0.00
509-000-675.000	Donations	0.00	44.82	(44.82)	100.00	0.00
Total Dept 000		70,200.00	75,000.11	(4,800.11)	106.84	7.32
TOTAL REVENUES		70,200.00	75,000.11	(4,800.11)	106.84	7.32
Expenditures						
Dept 000						
509-000-707.000	Temporary Employees	0.00	530.00	(530.00)	100.00	315.00
509-000-708.000	Gift Shop Manager	16,000.00	15,938.66	61.14	99.62	1,910.13
509-000-710.000	Towmpak/Work Comp	1,200.00	0.00	1,200.00	0.00	0.00
509-000-710.END	Bonding	0.00	(11.80)	11.80	100.00	(11.80)
509-000-715.000	Employer Social Security	1,300.00	1,259.90	40.10	96.92	170.23
509-000-716.FAX	LHGS ST Pd to MI	4,000.00	4,237.18	(237.18)	105.93	64.57
509-000-716.TDI	Sales Tax Discount	0.00	(6.00)	6.00	100.00	0.00
509-000-724.000	POSTAGE	0.00	33.10	(36.10)	100.00	0.00
509-000-726.000	Supplies	500.00	1,759.71	(1,259.71)	351.94	0.00
509-000-727.000	Merchandise For Lighthouse Gift Shop	33,000.00	41,760.96	(8,760.96)	126.55	1,241.87
509-000-806.000	Banking Supplies	0.00	241.08	(241.08)	100.00	0.00
509-000-806.CCF	Credit Card Fees	2,000.00	1,525.93	474.07	76.30	0.00
509-000-807.000	Audit Fees	600.00	587.34	12.66	97.89	0.00
509-000-900.000	Printing & Publishing	600.00	249.00	351.00	41.50	0.00
509-000-901.000	Cash Short	100.00	116.30	(16.30)	116.30	0.00
509-000-956.100	Contingency, Miscellaneous	1,000.00	0.00	1,000.00	0.00	0.00
Total Dept 000		60,300.00	68,224.56	(7,924.56)	113.14	3,690.00
TOTAL EXPENDITURES		60,300.00	68,224.56	(7,924.56)	113.14	3,690.00
Fund 509 - LIGHTHOUSE GIFT SHOP:						
TOTAL REVENUES		70,200.00	75,000.11	(4,800.11)	106.84	7.32
TOTAL EXPENDITURES		60,300.00	68,224.56	(7,924.56)	113.14	3,690.00
NET OF REVENUES & EXPENDITURES		9,900.00	6,775.55	3,124.45	68.44	(3,682.68)
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		622,150.00	289,496.41	332,653.59	46.53	827.07
NET OF REVENUES & EXPENDITURES		613,224.00	513,194.58	100,029.42	83.69	13,615.30
NET OF REVENUES & EXPENDITURES		8,926.00	(223,698.17)	232,624.17	2,506.14	(12,788.23)



Report February 7, 2018

GENERAL MATTERS & MARKETING

The lighthouse gift shop is now closed. I have completed the 2017 financials and the demographics reports. I gave copies of the demographics reports to TC Tourism and Michigan Tourism contacts. We are getting new furniture for the Keeper Quarters living room. I am painting the gift shop walls white. I am fielding about 12 calls and emails weekly for visitor questions, concerns and lost and found.

Lighthouse Education

I have included in my invoices the costs for the Michigan lighthouse festivals for 2018. One is in May the other in August.

My phone and shop tablets: I have the cost for the phone upgrade and it will be about \$25-\$30 more a month for service and the phone is free if I get the Iphone 6S. I would like to get another Samsung tablet for the gift shop too.

MAINTENANCE & REPAIRS

Tower Window Repairs & Replacement of One window

I did not yet get confirmed date for Mihm Enterprises to do the tower repairs project, but we are on their project list for early 2018. Mihm's quote for the full project is \$12,195.

Historic wood floors

The work on the historic wood floors is done and I included the final invoice.

Hole in Porch Floor

Bob will be starting the repair job in the porch floor soon.

Historic Oil House Roof Repair

I need the \$200 deposit check for Montgomery Painting for the oil house roof work.

Storage Building Roof Repair/Replacement

I'm getting more quotes for the roof work.

Parking lot –I have a quote from Great Lakes Paving for resealing the blacktop and adding 5 arrows and parking lines in the lighthouse parking lot - \$4,012. January 15th, I contacted 2 more companies but have not received quotes.

Signage

I have a quote to replace the southside lighthouse sign is still in discussion with Brian the planner.

Park Toilets

I am getting detailed report of the new park/beach toilets that are at a Leelanau Beach.

GIFT SHOP & MUSEUM

I am working on more museum boards/displays to add to the second floor and storage building for secure displays.

KEEPER PROGRAM

I have been scheduling the 2018 calendar with keepers and it is nearly full. This past month I have contacted the scheduled keepers about sending their keeper fees before May 1st. Fees are coming in daily.