City of Fraser

CENTENNIAL COMMUNITY

CITY MANAGER
Elaine Leven

MAYOR
Michael Carnagie

MAYOR PRO-TEM
David Winowiecki
COUNCIL
Amy Baranski
Kathy Blanke
Suzanne Kalka
Michael Lesich
Patrice M. Schornak

FRASER CITY COUNCIL – IN PERSON & OPTIONAL VIRTUAL MEETING
THURSDAY, SEPTEMBER 9, 2021 @ 6:30PM

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL OF COUNCIL MEMBERS
4. APPROVAL OF AGENDA
5. CITIZEN PARTICIPATION ON AGENDA ITEMS
6. CONSENT AGENDA
   a. City Council Minutes August 12, 2021
   b. Parks and Recreation Commission Minutes July 6, 2021
   c. Fraser High School Homecoming Parade
   d. August Check Disbursements
7. REQUESTS FOR COUNCIL ACTION
   a. Food Truck Rally
   b. Cross Connection Proposal Bids
   c. Water Reliability Study Proposal
   d. 2022 Water Main Replacement Proposal
   e. Budget Amendments
   f. Public Safety Body Camera Proposal
   g. Interim Public Safety Director
   h. Image Scanning Proposal
   i. Title VI Coordinator Appointment
   j. Hiring Subcommittee Appointments
   k. City Council Rules and Procedures
8. REPORT OF THE CITY ADMINISTRATION
9. STANDING ITEMS/UNFINISHED BUSINESS/PROJECT STATUS UPDATES
   a. 39th District Court Security Update
   b. Park Signage Status Update
   c. South East Regional Emergency Services Authority (SERESA) Update
   d. Library Property Transfer Update
   e. Smoking at Senior Housing Update

f. **Marijuana Facilities Update**
g. **Dairy Queen Property Update**
h. **City of Fraser State of Emergency COVID Status Update**

10. REPORT OF MAYOR AND CITY COUNCIL / NEW BUSINESS

11. CITIZEN PARTICIPATION

12. ADJOURNMENT

(Posted Thursday, September 2, 2021 - 4:00 pm)

IT is inviting you to a scheduled Zoom meeting.
Topic: Fraser City Council In Person & Optional Virtual Regular Meeting
Time: Sep 9, 2021 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting
https://us02web.zoom.us/j/86245617513

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NOTICE OF ELECTRONIC PUBLIC MEETING

To protect the public health and in accordance with the City of Fraser's local state of emergency due to the ongoing COVID-19 pandemic, the **Fraser City Council** will meet electronically on **September 9, 2021 @ 6:30PM** in accordance with the Open Meetings Act, using the Zoom platform for videoconferencing. Public access will also be available in person for those wishing to attend the meeting within the city hall council chamber.

This notice is required to ensure that those wishing to observe and/or participate in the meeting have the opportunity to do so. The public can participate via the Zoom application, internet access via the Zoom website, and/or via telephone using the Zoom telephone number and meeting ID. The public will be able to hear Council members and will be permitted to speak for up to five minutes during the public participation portion(s) of the agenda. Please note that callers/viewers will automatically be muted, and must remain muted until called upon to speak by the Mayor. Written comments will be accepted prior to the date and time (no later than 4:00pm on the day of the meeting) by the City Clerk office at @ clerk@micityoffraser.com. During the meeting, members of the public may e-mail comments to publicmeeting@micityoffraser.com. The e-mail must provide the following: 1. Your name, address, and e-mail address 2. The agenda item in your subject line, if your comments pertain to a specific agenda item. To contact members of the City Council in order to provide input or ask questions on any business before the City Council at the meeting, please use the contact information found on the City of Fraser website: www.ci.fraser.mi.us. Public Hearing comments will be heard during any Public Hearing that is conducted during the meeting, and other comments will be heard or reviewed during public participation. The City of Fraser provides live public access to this meeting on Comcast Channel 5 and WOW Channel 10 and online at www.ci.fraser.mi.us. This live public access meets the OMA's requirements that all public body deliberations and decisions take place at a meeting open to the public. In addition, if technology permits, the meeting will also be streamed via the YouTube website and application. In the event of a change in the status of statewide or local states of emergency, the City Council meeting may be changed from a remote meeting to a live in-person meeting to be held at Fraser City Hall, 33000 Garfield Road, Fraser, MI 48026, on the same date and at the same time. The City will post notice of any change in method of conducting the meeting from a remote meeting to an in-person live meeting, and/or any change in the meeting place for this meeting, to the City's website at www.ci.fraser.mi.us. Interested parties should periodically check for such changes or contact the City Clerk's Office at (586) 293-3100.The City of Fraser thanks all of you for your understanding and support as we all attempt to navigate these challenging times together.

CITY OF FRASER ADMISTRATION – MAY - 2021

City of Fraser

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Fraser City Council
Regular In-Person and Virtual Meeting
THURSDAY, August 8, 2021 @ 6:30 PM

Regular in-person and virtual meeting of the Fraser City Council, conducted on August 12, 2021 at the City Municipal Building, located at 33000 Garfield Rd., Fraser, in the County of Macomb, Michigan

1. CALL TO ORDER

Mayor Carnagie called meeting to order at 6:40 pm.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL OF COUNCIL MEMBERS

PRESENT:

Amy Baranski, Council Member (City Hall)
Kathy Blanke, Council Member (City Hall)
Michael Carnagie, Mayor (City Hall)
Suzanne Kalka, Council Member (Boston, MA)
Michael Lesich, Council Member (City Hall)
Patrice Schornak, Council Member (City Hall)
David Winowiecki, Mayor Pro Tem (City Hall)

ALSO PRESENT:

Elaine Leven, City Manager
Donald DeNault, City Attorney
Vincent Neyland, Finance Director
Amy Cell, HR
Lieutenant David Bisby
Mike Vigneron, AEW
Mary Matuz, Asst.to City Manager

4. APPROVAL OF AGENDA

MOTION by Baranski, second by Schornak, to amend Item 7A to include not only the Concrete Road Repair Program but to also include DPW update.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

MOTION by Carnagie, second by Winowiecki, to approve the agenda as amended

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

5. CITIZEN PARTICIPATION ON AGENDA ITEMS

Bill Range, Director of the Arc of Macomb County spoke on behalf of those with intellectual or developmental disability. Mr. Range advised how impressed the organization is with the McKinley Barrier Free Park; they bring those with disabilities to use the park regularly. They thank and want to commend the City of Fraser and those that built the park.

Lisa Major, resident of Roseville, MI spoke as a parent of a multi disability child who visits McKinley Barrier Free Park and she thanks the City of Fraser.

6. CONSENT AGENDA

MOTION by Winowiecki, second by Blanke, to approve the Consent Agenda contingent upon corrections of typing errors in the meeting minutes.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

a. City Council Minutes April 29, 2021
b. City Council Minutes May 6, 2021
c. City Council Minutes May 13, 2021
d. City Council Minutes May 26, 2021
e. City Council Minutes June 10, 2021
f. City Council Minutes June 24, 2021
g. City Council Minutes July 8, 2021
h. Planning Commission Minutes March 3, 2021
i. Planning Commission Minutes May 5, 2021
j. Historical Commission Minutes December 14, 2020
k. Historical Commission Minutes July 12, 2021
l. Parks and Recreation Minutes June 1, 2021
m. Election Commission Minutes October 8, 2020
n. July Check Disbursements

7. REQUESTS FOR COUNCIL ACTION

a. 2021 Concrete Road Repair Program – Pine Ridge Joint Repair

Mike Vigneron, AEW - advised DPW Superintendent Mark Ragsdale of work needed on a section of Pine Ridge and requested inclusion of work in overall program. Determination and submission of a bid was planned when joint issues on Masonic were found needing repair and an addendum was issued on the bid to include the joints. The low bid was Cadillac Asphalt at $96,800.00. With these details AEW is submitting a letter of recommendation for Cadillac Asphalt and requesting council approval to proceed with this contact.

MOTION by Baranski, second by Blanke, to approve the 2020-2021 Concrete Road Repair Program-Pine Ridge Joint Repair as proposed.

Mayor Carnagie opened the floor for questions or comments:

> Pine Ridge Board President thanked Council and asked for permission to work with Mark Ragsdale to keep residents of Pine Ridge apprised of the project as it's going on.
>
> Council agreed and thanked her for the interest and involvement.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Lesich, Schornak, Winowiecki
Nays – Kalka

Motion carried.

Mark Ragsdale provided a DPW update –

- Street Sweeper has arrived and is in use.
- Paths at Pompo and Somerset Parks have been completed and final restoration is taking place in between recent storms.
- Boris Park is complete.
- Park equipment is being delivered after the manufacturer delay due to a fire.
- Meadows Park due for completion soon with the placement of the pavilion.
- Harrington will begin next week.
- Local flooding today was due to storms in last few days; our system took on 5 times the rain level is it rated for.
- City Hall lost power and the backup generator experienced issues.
- Repairs to the generator are pending, and a load test is scheduled. Storms have maintenance backed up.

b. CLEMIS Live Scan/Mugshot Computers

City Manager Leven requested purchase of equipment to replace the current equipment which will no longer be supported. Quotes for this single source, budgeted item have been produced by the county. Requesting recommendation to approve in the amount of $17,791.24 with the line item of the capital improvement identified on the request.

Member Baranski inquired if purchase can be made from the Drug Forfeiture Fund or Gambling Funds. Recommendation was made to include the request in the motion and funds will be from the Drug Forfeiture Fund if allowed or remaining as stated if it cannot.

MOTION by Baranski, second by Winowiecki, to approve purchase of CLEMIS Live Scan/Mugshot Computers from the Drug Forfeiture Fund or as outlined in the proposal.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

c. Historical Commission Request – Tree Removal and Storage Shed

City Manager Leven advised of Historical Commission request for assistance with budgetary items encountered in recent storms. A storm damaged tree removal cost of $4,500 has taken previously budgeted funds for a shed; however, now due to the tree funding is no longer available. Ms. Leven is requesting a budget amendment to help defer some of the costs as it is City property and for the benefit of everyone.

MOTION by Schornak, second by Baranski, to make the budget adjustment in September to pay for the tree removal and restumping costs.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

d. Historical Commission Appointment – Jeffrey Pollack

MOTION by Baranski, second by Schornak, to appoint Jeffery Pollack to the Historical Commission

Mayor Carnagie opened the floor for questions or comments:

Member Kalka inquired of the time period and was advised it is through June 30, 2024.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

MOTION by Baranski, second by Schornak, to reappoint Harry Hodges to the Historical Commission for the term expiring June 2, 2024.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

Mayor Carnagie provided the floor to Member Blanke, who introduced former 6th Mayor of Fraser, Mr. Joe Boris and his wife Pat who stopped by the meeting having just arrived from the California.

e. Contract for HP MPS (Managed Print Services)

City Manager Leven advised this is a 60-month contract using stated cartridges for the various printers within the offices and services. Advised we do have several, but many are special usage based on the needs of the various departments. The contract includes service.

MOTION by Baranski, second by Lesich, to approve the contract for HP Managed Print Services as outlined in the packet.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

f. Smoking at Senior Housing

City Manager Leven advised complaints have been received regarding the current smoking area with a bench at the Senior Housing building.

Council held discussion regarding State of Michigan regulations, possible ordinance changes, and options for tickets to non-compliant residents or lease verbiage changes with various discipline action options.

Member Kalka advised the decisions made should be carried across the broad spectrum of City buildings, vehicles etc. with a recommendation for moving the bench further from the Senior Housing building and maintaining nonsmoking distances around city properties. Member Baranski supported Member Kalka's comments and moved to motion.

MOTION by Baranski, second by Schornak, to direct Elaine Leven, City Manager assisted by Don DeNault, City Attorney to establish a city wide proposal addressing smoking distances from all city facilities which is realistic and does not infringe on parks or private residences, however, also protects the employees, residents and guests.

Further Council discussion confirmed this motion is not setting the rules, rather giving the directive to Ms. Leven and Mr. DeNault to pursue further research and creation of new processes and policy regarding nonsmoking areas.

Mayor Carnagie opened the floor to further questions and comments:

> James Munt, Resident 34950 Hidden Pine Drive – Apt 319. Advised smoking issues at his apartment are late night rather than daytime and reminded all this site is a wood building,
>
> Ray Voychahouske, Resident 34950 Hidden Pine Drive – Apt 320. Advised of a resident with severe allergies to smoke, which required hospitalization and speech therapy.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

MOTION by Baranski, second by Schornak, to enforce the terms of the lease as currently drafted in whatever capacity legal counsel advises can be done. If under the terms of the lease upon violation if they can be given 30 days' notice to terminate please give council directive so that notice to terminate can be enforced.

AMENDMENT TO THE **MOTION** by Carnagie, second by Schornak, **MOTION** by Baranski, second by Schornak, to enforce the terms of the lease as currently drafted in whatever capacity legal counsel advises can done. If under the terms of the lease upon violation if they can be given 30 days' notice to terminate please give council directive so that notice to terminate can be enforced. Should the resident need to be removed, resident will be held responsible for all cleaning and restoration costs regarding smoke, as it is a violation.

City Manager Leven advised the current lease has items that can be enforced such as a 7 day notice and forfeiture of the security deposit.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

Member Kalka recommends a letter to the residents advising of a zero tolerance policy when the policy is revised and/or the changes are approved. Mayor Carnagie advised the letter should go out at this time advising of the reviews and tolerance.

g. Department Updates

City Manager Leven is looking for consensus on future Department Updates. Past practice has been departments heads provide details to the City Manager which in turn is provided to the City Council. Her vision is a monthly department report to all with the expectation that hot topic items will be sent by email at any time to advise as well as the City Manager receiving messages for items. This allows for communication processing between the Council and Department Heads through the City Manager.

Council agrees with the process which will continue.

h. Staffing Recommendations

Amy Cell, HR presented the following process ideas and staffing positions for consideration based upon close work with City Manager Leven, Department Heads, staff needs and observations of the prior year. Everyone is committed to being fiscally responsible and providing great services to the City of Fraser, while reviewing staff balance workloads.

In department leadership, HR recommends creation of a Hiring Committee of 3 City Council members to work with the City Manager to interview and select Department Managers.

To streamline processes and minimize operational disruptions HR is asking consideration of council to allow the City Manager to work with the HR Department to fill positions in the future that had been budgeted and approved, such as backfilling a full time position or part time position within the budget.

Specific current hiring needs:

- City Clerk
- Confidential Secretary (former Part Time Deputy Clerk with Administrative Support to City Manager) also includes contracts and records management with liaison role with commissions and other needs within the community
- Finance Director/Assistant City Manager - to backfill the position
- DPW – 2 full time positions needing backfill
- Public Safety Officer – backfill position for the August retirement of Lieutenant Pettyes
- Communications Associate – Part Time supporting various communication needs such as Zoom meetings, IT Special Projects. Position may be absorbed by team members in time.
- Accounting Supervisor – Part Time
- Senior Center & Recreations Coordinator - Part Time to assist in managing the Senior Center and recreation activities.
- Housing Maintenance at Senior Center - Consideration to increase the hours of the support person currently at 20 hours 40 hours. Two regular DPW staff are being pulled to do maintenance. More details of this option will come in the future.

MOTION by Baranski, second by Schornak, to hire an entry level Public Safety Officer to fill the vacancy within the total staffing model that will be created when Interim Lieutenant Pettyes retires.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

MOTION by Baranski, second by Winowiecki, to approve the hiring of 2 full time laborers within the DPW Department.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

MOTION by Baranski, second by Kalka, to authorize the City Manager with assistance from Amy Cell to advertise and hire an Assistant City Manager/Finance Director

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

MOTION by Baranski, second by Lesich, to authorize Amy Cell and the City Manager to enter into negotiations with Cynthia Greenia to fill the City Clerk position.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

MOTION by Baranski, second by Kalka, to authorize the hiring of a Part Time Accounting/Finance Supervisor as prior approved in previous meeting however, now being a Part Time Position.

Member Lesich asked that council be kept advised on the pay range as the position search proceeds. The initially provided pay range was for a full time position.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

MOTION by Baranski, second by Schornak, to have a hiring committee to assist with the hiring as outlined by Amy Cell. Made up of three council members, City Manager and Amy Cell for department head positions.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

MOTION by Baranski, second by Schornak, to increase the Senior Apartment on Site contact returned back to 40 hours.

MOTION WITHDRAWN

MOTION by Baranski, second by Schornak, to hire a part time Senior Center Parks and Rec Coordinator to facilitate plans to re-open the Senior Center and assist with the Recreation programs.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

Member Schornak inquired of IT Right maintaining the city website; confirmed they do not handle websites.

MOTION by Schornak, second by Baranski, to increase the wage to $15.00 an hour to support and encourage the return of hard working staff next year.

Member Kalka would prefer the department directors advise council of the salary information prior to approval. As that is the process they have been asked to use in recent years allowing for full transparency and understanding prior to any increased expenditures.
Amy Cell confirmed the rates of salary conversation with DPW Superintendent. There have been recent cases of DPW employment turn over due to salary and there is the understanding of the unique staffing and salary market at this time.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Lesich, Schornak, Winowiecki
Nays – Kalka

Motion carried.

Member Baranski addressed the ability of the City Manager or HR to automatically fill vacant positions; not to say no but to do the necessary analysis to be sure of the need before hiring.

Member Kalka agrees with Member Baranski addressing the transparency and the trust of the new administration and wants to continue with proposals to council.

City Manager Leven addressed the previously Full Time position of Deputy Clerk. The proposed new position, as allowed in the charter, is a non-union Confidential Secretary. Role works with both the City Manager and City Clerk with confidential information, Qualified Voter files. Role will also manage contracts and resident interaction and assistance where appropriate.

MOTION by Kalka, second by Winowiecki, for City Manager to work with Amy Cell to hire a full time Confidential Secretary to help with all issues stated.

Member Carnagie advised that all positions should have full job descriptions available to all. Amy Cell advised that the job description update for the entire organization is in progress all ready and anticipated to be completed in a few weeks.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

MOTION by Schornak, second by Lesich**,** outreach to college students regarding Part Time Communications Position to assist with Zoom, website and various IT Projects with criteria as stated.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

Mayor Carnagie addressed a hybrid position regarding DPW / Senior Center / Recreation based on contacts he's receiving on the opening of the Senior Center. A person who would help coordinate re-opening the Senior Center and coordinate special events when we start having them again such as open houses. Understanding costs, manpower, and DPW needs. Member Baranski concurred with the role.

Member Winowiecki spoke of the maintenance for the Senior Center and would like to see work orders to better develop a job description. Would like to see more experience on the description for HVAC, minor grounds work, repairs.

City Manager Leven clarified that the pay rate change for $15.00 hourly to part time staff will begin in the next pay period.

Member Baranski would like to request a proposal from IT Right regarding working on the meetings technology and broadcasting of meetings.

MOTION by Baranski, second by Blanke**,** to direct the City Manager to explore with IT Right costs for supporting meetings.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

City Manager Leven will follow up with IT Right. If this is an additional scope of work and an acceptable hourly rate she will proceed. If it is a substantial rate she will return to council with details.

Member Lesich advised IT Right does not do actual Audio Visual. Advanced Lighting and Sound should be contacted to be sure the current work is fully completed. Recommended mics that can push to talk which shut off when speaker has finished.

AMENDED MOTION by Baranski, second by Lesich, to direct the City Manager to explore with the proper resource IT issues needed for meetings.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

Mayor Carnagie called for 10 minute break 8:53 pm

Mayor Carnagie called session back to order 9:05 pm

i. Library Property Transfer

City Attorney DeNault provided an update regarding the library project, which was previously delayed by Covid and cemetery issues. Survey, paperwork draft, and easement details are completed for first draft and are being reviewed by the library. The building has some maintenance issues which will be further reviewed. The Library auditors are indicating they should not use library funds for work. Mr. DeNault and Ms. Leven will keep council apprised as the project continues.

No Council Action Needed

j. Proposals for Auditing Services

City Manager Leven advised 2 proposals for audit services were received. One from Rehmann for $36,000 with a single audit of $5,000. One from Yeo & Yeo for $34,000 with a single audit of $6,000.
A single audit is required should a certain amount of federal funding be received. It is anticipated that Fraser will qualify for this need due to COVID funds received.

MOTION by Winowiecki, second by Lesich, to approve the proposal for auditing services by Yeo & Yeo in the amount of $40,000.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

k. McKinley Park Equipment Presentation

Sheri Stein, Fraser First Booster Club President and Patrick O'Dell Fraser First Booster Club Treasurer provided video presentation regarding McKinley Barrier-Free Park. They discussed the many project partners and supporters as the park work has been privately funded. Phase 1 and 2 are complete and they are requesting approval to complete this next Phase, ZipKrooz Zip line, with private funding.

Mayor Carnagie commended them for the unbelievable job and the support over the years to finish this project.

MOTION by Carnagie, second by Lesich**,** to approve the installation of the ZipKrooz line by Associated Installation in the amount of $55,000 all done by private funding.

Member Baranski thanked all for the efforts on the park.

Member Kalka inquired about asset management of the equipment. Mr. O'Dell advised once completed the equipment becomes property of the city with the park. Ms. Kalka advised having the installation company coordinate with DPW Superintendent Mark Ragsdale for maintenance needs. Mr. O'Dell will also advise of the warranty on the equipment.

Mayor Carnagie opened the floor to comments and questions.

Resident, Gary Niedojaldo of 31161 Arbor Court, Hanover Grove property abuts the park. Hanover Grove has done much and will continue to help and support the park. This park provides much for those families with members with disabilities. This group has our full support.

Resident, Karen Silverthorne of 32144 Fruehauf – retired special education teacher. She has followed this project for 16 years and wanted to thank everyone involved.

Resident Quinn, lives at edge of Christina Court. He's excited because he rode the one at Belle Isle and it was really fun.

Resident Vania Apps 31641 York Street. Thanked all the supporters of the park. Pachuca is an excellent company to work with. Children can play together and as a council and community this is giving children an education to not judge people. This city is ahead of the rest.

Resident Member Lesich 15201 Fairview spoke as a resident and board member for the park. In 2006 he spoke to support this project and group and is so glad to be here now to see it finish. It's how I became a part of this community and thank you to all organizations and councils. This town is leading the way and we did it.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

8. REPORT OF THE CITY ADMINISTRATION

- City Manager Leven advised no new issues with the Senior Housing Emergency Lighting in recent storms as prior reported.
- Work on the City Hall electronic community sign continues.
- Work on City Hall security cameras continues.
- Future agenda items include: Council Bylaws, Employee Manual Policy and Procedures, Image scanning, Body Cameras, Water Reliability study
- Attended meeting with Faurecia and Mayor
- Attended the Macomb Area Communities for Regional Opportunities
- Following up on resident complaints.

Member Baranski asked for the following actions:

- HVAC for the council chambers be looked into
- Comcast be looked into for resolve of broadcast issues – today's meeting is black screen and has been a long standing problem.

9. STANDING ITEMS/ UNFINISHED BUSINESS/PROJECT STATUS UPDATES

a. IT Equipment

Finance Director Neyland, presented on the quantity of machines for replacement carrying over from previous meeting. Also advised the election computers need to be replaced, as well as machine for the City Clerk. Quotes have been obtained. Software Licenses are also being reviewed.

MOTION by Baranski, second by Kalka**,** to approve the Phase II - 15 computers (9 laptops, 6 desktops) as outlined in the proposal.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

b. Credit Card Policy

City Manager Leven advised the City Attorney has reviewed and has a 2nd draft of the new policy for further refinement. Looking for a motion to approve the Resolution with the supporting credit card policy.

MOTION by Schornack, second by Kalka**,** to approve the credit card policy and the resolution.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

City Attorney DeNault replied to Member Baranski inquiry if the City Manager should be listed as the final responsible party for use of the credit card. Mr. DeNault advised the City Manager is by hierarchy and logistically oversight.

c. Fee Schedule Updates

City Manager Leven requested the single line item of Pompo Park Pavilion Rental to be added in to the new Fee Schedule after being accidently omitted from the prior approved version at the July Meeting.

MOTION by Blanke, second by Schornack**,** to accept the fee schedule updates.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried

d. Park Signage Status Update

City Manager Leven advised DPW Superintendent Ragsdale is obtaining updated recommendations. Looking to have more details back before council for the next meeting.

Member Lesich asked that the corner of Fairview and Clairview be checked for being on the sign count list. There is currently a sign and he believes it may have been missed on the initial quote.

e. South East Regional Emergency Services Authority (SERESA) Update

City Manager Leven advised no update at this time. Further details in future meetings.

f. City of Fraser State of Emergency COVID Status Updates

City Manager Leven advised no changes at this time. However, we are aware COVID case numbers and variants are increasing. A couple cases have been in the City Offices and we are taking necessary precautions. We will continue to review meeting by meeting for zoom or hybrid status.

Member Baranski confirmed that the City Manager has authority to determine protocols to follow. Asked for clarification of the employee time off policy for COVID related illness.
Amy Cell advised they have been using the Family First Corona Virus Relief Act which provides reimbursement for those out with COVID. However, they are currently reviewing policy regarding vaccinations and such and she would like to follow up further for next month.

10. REPORT OF MAYOR AND CITY COUNCIL / NEW BUSINESS

MEMBER LESICH

- Census numbers released today. Fraser is currently at 14,726 which has been confirmed. The number will be solid for another 10 years.
- Introduced Elaine to the county leaders at the MACRO meeting group.
- Thanked everyone for the support of the McKinley Park projects.

MEMBER WINOWIECKI

- Very impressed with all that was accomplished tonight and was the most productive meeting he can recall in his time on council. Reporting and presentation improvements make it all more efficient. Thanks to those responsible.

MEMBER KALKA

- Agreed with Member Winowiecki
- Congrats to City Attorney, new father.
- Reminder of the Farmers Market on Saturday 11 to 1 at Steffens Park.
- Finishing touches on the Parks are coming and the new tentative date proposed to council for the ribbon cutting is Friday, September 10 in coordination with the Roseville-Eastpointe Chamber.
- Questioned what happened to the plan to hire a management company the Sr. Housing Center.
    - Advised due to the small size, most were not interested.
    - Should we look to bid it out again
    - Members Winowiecki and Baranski agree that we should look to bid this out again with a new bid and staff.

MOTION by Kalka, second by Schornack**,** to send out an RFP for a Senior Housing Management Company

WITHDRAWAL OF MOTION

City Manager Leven, will speak with DPW Superintendent to begin options on a new bid proposal. With further follow up on a future agenda.

MEMBER BARANSKI

- Resident issues:
    - Corner of Luxemburg and Fruehauf was bank owned, now sold and has notification that it is un-inhabitable. Needs grass cut and it now a code violation. Please have it checked for safety.
    - Future agenda subject of marihuana. Residents are asking about the city's position with regard to marihuana as a revenue stream. Request of City Attorney DeNault to educate the council on the options Pros & Cons.
- Park Improvements resident suggested Frisbee Golf Park. Would council be inclined to pursue within the next year or so.
    - Member Winowiecki advised the Parks & Rec have discussed and would support further review for possible action on the issue.

MOTION by Baranski, second by Winowiecki**,** to have city administration pursue the options for Frisbee Golf in Fraser and then return to council

WITHDRAWAL OF MOTION

City Manager Leven will have DPW Superintendent review resources.

Mayor Carnagie suggested possible follow up with Mr. Bennett on partnership regarding golf and Frisbee Golf.

- Resident inquiry for several sand volleyball courts.
- Resident and former Parks and Recreation Commission member advised that they believe council is not following the charter with the commission reporting to council. Member Baranski has provided the inquiry to City Attorney DeNault for review
    - Having Parks & Recreation report to council was discussed and motion made.

MOTION by Baranski, second by Carnagie, to have Parks & Recreation Commission report to council as set forth in the charter. Until advised if anything should be done differently after city attorney review.

Member Lesich asked for confirmation if presentation is done in person or minutes.
City Attorney DeNault will advise of the results of his review of the Charter.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried.

- She thanked all for the participation and the residents efforts at the meeting tonight.
- Congratulations to Member Blanke on another great-grandson.
- Congratulations to Lieutenant Pettyes on his retirement.

MEMBER SCHORNAK

- Reminder of the Baumgartner House Open House and Barn Sale on September 12, 2021 from 1 to 4 pm.
- Reminder that residents can receive water bills via email and set up automatic payments saving time, stamps and paper for the city.
- Congratulations also to Lieutenant Pettyes on his retirement.
- Asked City Attorney DeNault for any update on the DQ situation?
    - City Attorney DeNault advised they are awaiting a possible development idea if a sale hasn't fallen through.

MEMBER BLANKE

- Thanked Mrs. Berube for her work with the Farmer's Market.

MAYOR CARNAGIE

- Advised the discussion of marihuana is of interest and meetings are upcoming as well as rules and guidelines from the City Attorney,
- He has also received requests for people interested in chickens.
- Fire Open House Saturday October 2, 2021 from 11:00 am to 3:00 pm – planning efforts are beginning.
- Honor Guard will have a busy month with the September 11 – national and state 9/11 memorials.
- Agrees with all that this was a great meeting.

11. CITIZEN PARTICIPATION

No visible participants in the zoom waiting room, no in person in the chamber

12. ADJOURNMENT

MOTION by Lesich, second by Schornak, to adjourn.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried

Meeting called to end 10:50 pm

Respectfully submitted,

_____
Elaine Leven, Acting City Clerk

_____
Michael Carnagie, Mayor

Tuesday July 6, 2021 Parks and recreation commission meeting minutes

Present: Chairperson Sarah Kelley, Vice Chairperson Dana Sutherland, and Commissioners Chris Meller, Chris Koch, Echo Hunt and Amanda Rolens

Also Present: Hunter Pullis and David Winowiecki

1. meeting called to order at 7:08 pm by commissioner Kelley
2. Pledge of allegiance
3. Roll call- all members present
4. Motion to approve the Agenda for July 6 2021 made by Commissioner Hunt, 2nd by Commissioner Rolens. Motion carried unanimously
5. Motion to approve the Minutes for June 1st, 2021 -Amend 9B to say Com. Hunt did not vote in either direction. Motion to approve made by Commissioner Kelley, 2nd by Commissioner Koch
6. Volunteer group reports
    a. Vince has an upcoming meeting w/ Lions Club and DPW to go over everything for the fair and fireworks.
    b. Vince has an upcoming meeting with Dana Freers and Steve to discuss another hand painting fundraising for Fort Fraser.

7. Report on Current Events
   Commissioner Sutherland updated on Farmers Market- Huge shout out to Hunter who has taken on a lot. Approx 10 Vendors currently. Thinking a survey on vendors to get feedback. Peyton Kalka is going to do a birdhouse project with the kids at the August Market. Will also have a magician doing a show.

8. Discussion of New Events
   Food Truck Rally- 6 trucks committed and 3 we're waiting on. Taking place Saturday September 18th 2021 from 4-8pm. Will have a magician/dj and games. Event will be in the parking lots off 14 near the soccer fields.

9. Overview Report of Parks and Rec
    a. Hunter Reports: Pompo park is being repaved this week. Somerset Park pathway is being repaired. Harrington, Boris, and Meadows have had equipment removed and should be newly installed within the next 2 weeks. Pavilion at Meadows won't be completed until September. Grafitti at Somerset Park was taken down by DPW.
    b. Hunter Reports: Budget: Supplies $3500.00, Programing for Farmers Market $1750.00, Recreation Revolving Funds $3000.00, Community Promotion $12000.00 and Programming $12000.00. Topic needs further investigation and discussion. Will follow-up with Vince.
    c. Discussion of the 5 year plan and how it effects the park renovations. There will be rollovers and more improvements in the next round.

10. Other business
    No new applicants for Commission Seat ending December 2021, Commissioner Kelley makes a motion to extend the deadline, 2nd by Commissioner Sutherland, motion carried unanimously.

11. Citizen Participation:
    a. Laura Lesich expressed issues finding any information online about our meetings and gave ideas on how to improve that in the future so people know and can participate. Talked about the 5 year plan and how it works. Disappointed in equipment being removed from the parks weeks before new equipment was to be added and the massive delay on park signs. Suggested a bigger look at the budget.
    b. David Winowiecki

spoke on the delays of signs and equipment from a councilman perspective. Discussed with us the idea of possibly adding a disc golf course to Fraser on some unused land.

12. Commission Members With Concerns
    Koch: Would like to see the website update with Commissioner names. Also discussed the idea of a Halloween Trail and getting businesses to sponsor it. Put a poll on FB to find out what kind of activities people are looking for to get ideas.
    Rolens: no concerns
    Hunt: Had 10 winners on the photo park contest, thank you to participants and those who donated. The one mile walk seems to be well received. Discussed signage at the parks.
    Meller: No concerns, just excited for the upcoming fair and fireworks, is thrilled about the park updates as well.
    Sutherland: Asking opinions on how to handle raffles at Farmers Market. All are leaning toward one big raffle in September. Interested in seeing if we can get a port-a-potty at Somerset Park so people are not constantly attempting to use the pool bathrooms which is a liability. This would need to be passed by council. We need to follow-up on the Free Library at Somerset that was offered as a donation by the Library. Discussions of forming a subcommittee to plan activities for seniors.
    Kelley: Is going to try to be more proactive in posting online about meetings and updates.
13. Motion made to adjourn the meeting at 8:17pm t by Commissioner Sutherland, 2nd Commissioner Koch, Motion carried unanimously

FRASER HIGH SCHOOL
Home of the Ramblers
Public Schools FRASER INNOVATE • LEARN • LEAD

PRINCIPAL | Ryan D. Sines, Ed.S. ATHLETIC DIRECTOR | Shane Redshaw CTE DIRECTOR | Brent Brasure
ASSISTANT PRINCIPALS | Helena Fisher • Amy Jager • Kyle Ray

Dear Fraser City Council-

The Fraser High School Student Council is preparing for the 2021 Homecoming festivities. We are excited to bring back the events we were unable to host last year!

One event we need approved is the Homecoming Parade. I have attached the Parade Route, Proof of Insurance for the district, and a letter from the Fraser Police Department. We will be hosting the parade on Friday, October 1 at 6:00 pm.

Please let me know if the Fraser City Council needs any other information from me!

Megan Saputo
English Teacher & Student Council Advisor

City of Fraser
Department of Public Safety
Police • Fire • Ambulance
33000 Garfield Road • Fraser, Michigan 48026
(586) 293-2000 • Fax (586) 296-8480

To whom it may concern,

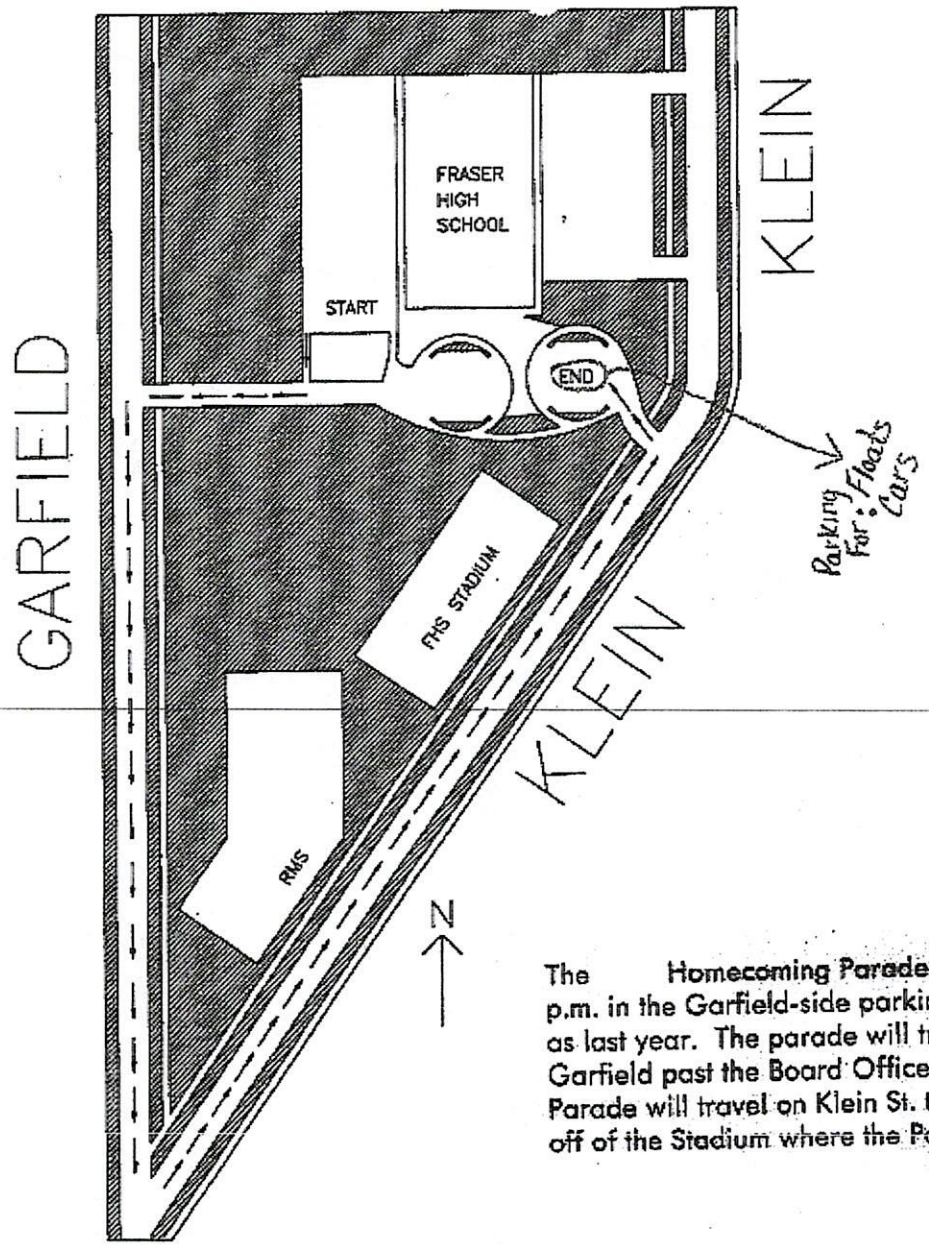
On Friday October 1, 2021 at 1800hrs the Fraser Department of Public Safety will be closing Garfield Rd at the Fraser High School entrance for a Homecoming Parade. The parade route will travel out of the Fraser High School Parking lot (Garfield side), and travel south down Garfield to Klein. The parade route will then travel north on Klein to the parking lot of the football stadium where the route will end.

Please see attached document for further information regarding the parade route.

The Fraser Department of Public Safety will provide all traffic assistance in closing the roadway.

Sincerely,

PSO/SRO Eovaldi



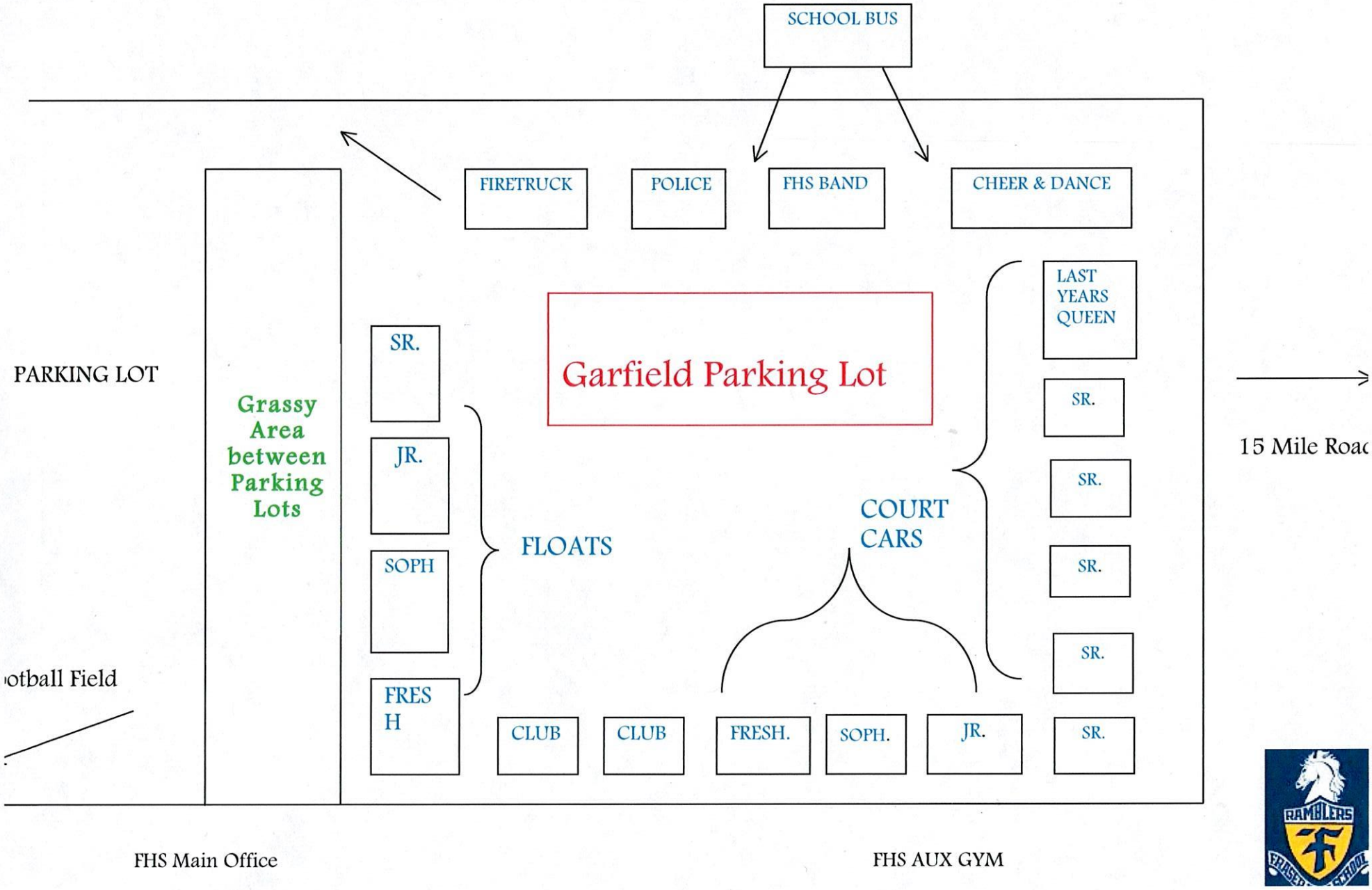
The Homecoming Parade will START at 6:00 p.m. in the Garfield-side parking lot at FHS, just as last year. The parade will travel down Garfield past the Board Office to Klein St. The Parade will travel on Klein St. to the parking lot off of the Stadium where the Parade ends.

Fraser High School
Homecoming Parade

N

Friday, October 1, 2021
6:00 p.m

Garfield



CERTIFICATE OF INSURANCE

Producer

SET SEG
1520 Earl Ave
East Lansing, MI 48823

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.

COMPANIES AFFORDING COVERAGE

Insured

Fraser Public Schools
33466 Garfield Road
Fraser, MI 48026

A MASB-SEG Property/Casualty Pool, Inc.

B SEG Workers' Compensation Fund

THIS IS TO CERTIFY THAT 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 TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMITS	
A	**GENERAL LIABILITY** [X] Comprehensive Form [X] Premises/Operations [X] Incidental Medical Malpractice Coverage [X] Products/Completed Operations [X] Contractual [X] Independent Contractors [X] Broad Form Property Damage [X] Personal Injury	PC-0002769	7/1/21	7/1/22	BI & PD COMBINED OCCURRENCE BI & PD COMBINED GENERAL AGGREGATE PERSONAL INJURY OCCURRENCE PERSONAL INJURY GENERAL AGGREGATE	$1,000,000 $2,000,000 $1,000,000 $2,000,000
B	**WORKERS' COMPENSATION & EMPLOYERS' LIABILITY**	EWC009496	7/1/21	7/1/22	**WORKERS' COMPENSATION** **EMPLOYERS' LIABILITY**	STATUTORY $1,000,000

CERTIFICATE HOLDER

City of Fraser
33000 Garfield Road
Fraser, MI 48026

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL **30** DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE



Dominic Enriquez
PROPERTY/CASUALTY DEPARTMENT

Date August 9, 2021

City of Fraser

Check Disbursement Report

September 9, 2021

EXPENDITURES FOR APPROVAL

101 GENERAL FUND	$	384,327.94
202 MAJOR STREET FUND	$	6,041.41
203 LOCAL STREET FUND	$	4,619.00
210 AMBULANCE FUND	$	9,085.89
226 GARBAGE AND RUBBISH COLLECTION	$	70,619.83
270 SENIOR HOUSING	$	22,455.51
592 WATER & SEWER FUND	$	1,044,106.96
661 MOTOR POOL	$	34,547.00
703 SUMMER TAX COLLECTIONS FUND	$	44,934.98
VENDOR EXPENDITURES	**$**	**1,620,738.52**

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
08/03/2021	PNC	136578	UNITED STATES TREASURY	PROFESSIONAL SERVICES (HR)	801.100	101	862.33
08/04/2021	PNC	136579*#	ADVANCED PEST CONTROL	OTHER REPAIRS AND MAINTENANCE	934.000	267	100.00
08/04/2021	PNC	136582#	AMERICA'S FINEST	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	101	54.00
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	171	54.00
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	260	54.00
				MATERIALS & SUPPLIES	742.000	269	178.00
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	371	54.00
				CHECK PNC 136582 TOTAL FOR FUND 101:			394.00
08/04/2021	PNC	136584	BOBS SANITATION SERVICE, INC	OTHER REPAIRS AND MAINTENANCE	934.000	690	190.00
08/04/2021	PNC	136588*#	CINTAS CORPORATION #354	MATERIALS & SUPPLIES	742.000	265	65.62
				MATERIALS & SUPPLIES	742.000	265	96.96
				MATERIALS & SUPPLIES	742.000	265	62.09
				MATERIALS & SUPPLIES	742.000	269	141.46
				MATERIALS & SUPPLIES	742.000	269	110.78
				CHECK PNC 136588 TOTAL FOR FUND 101:			476.91
08/04/2021	PNC	136590	CLINTON RIVER WATERSHED COUNCIL	PROFESSIONAL DEVELOPMENT	910.000	441	1,970.00
08/04/2021	PNC	136592*#	CONSUMERS ENERGY	NATURAL GAS	921.000	265	439.72
				NATURAL GAS	921.000	266	144.03
				NATURAL GAS	921.000	267	33.76
				NATURAL GAS	921.000	269	116.98
				CHECK PNC 136592 TOTAL FOR FUND 101:			734.49
08/04/2021	PNC	136596	DALE'S LANDSCAPING SUPPLY, INC.	OTHER REPAIRS AND MAINTENANCE	934.000	441	2,340.00
08/04/2021	PNC	136597	DETROIT ENERGY STREET LIGHTS	ELECTRIC (STREET LIGHTING)	920.100	448	18,260.92
08/04/2021	PNC	136598	ENTESHAM RIZVI	CHARGES FOR SERVICES - RECREATION	649.000	000	140.00
08/04/2021	PNC	136599	FAMILY TREE SERVICE LLC	OTHER REPAIRS AND MAINTENANCE	934.000	746	4,500.00
08/04/2021	PNC	136601	FIRE SAVVY CONSULTANTS, LLC	Escrow Fee	283.100	000	600.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
08/04/2021	PNC	136603*#	CITY OF FRASER	WATER	918.000	265	514.06
				WATER	918.000	265	26.26
				WATER	918.000	266	221.59
				WATER	918.000	267	41.53
				WATER	918.000	269	96.92
				WATER	918.000	690	72.07
				CHECK PNC 136603 TOTAL FOR FUND 101:			972.43
08/04/2021	PNC	136604	GABRIDGE & COMPANY, PLC	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	260	15,250.00
08/04/2021	PNC	136605	GALLS, LLC	OPERATING SUPPLIES	746.000	301	1,049.86
08/04/2021	PNC	136606	GREAT LAKES PEST CONTROL CO. INC	OTHER REPAIRS AND MAINTENANCE	934.000	266	150.00
08/04/2021	PNC	136612*#	JOHNSON THERMOL TEMP INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	1,548.75
				OTHER REPAIRS AND MAINTENANCE	934.000	265	300.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	337.50
				OTHER REPAIRS AND MAINTENANCE	934.000	265	150.00
				OTHER REPAIRS AND MAINTENANCE	934.000	269	1,800.00
				CHECK PNC 136612 TOTAL FOR FUND 101:			4,136.25
08/04/2021	PNC	136614	KIRK, HUTH, LANGE & BADALAMENTI	CITY ATTORNEY	801.800	210	72.50
08/04/2021	PNC	136615	LEAF	LEASED ASSETS	983.000	258	900.92
08/04/2021	PNC	136618	MACOMB COUNTY FINANCE DEPARTMENT	OPERATING SUPPLIES	746.000	301	146.98
				PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	301	180.00
				CHECK PNC 136618 TOTAL FOR FUND 101:			326.98
08/04/2021	PNC	136619	MACOMB DUPLICATING COMPANY	SUPPLIES	752.000	136	70.88
08/04/2021	PNC	136620#	MACOMB WHOLESALE SUPPLY	MATERIALS & SUPPLIES	742.000	265	59.99
				OTHER REPAIRS AND MAINTENANCE	742.000	690	131.90
				CHECK PNC 136620 TOTAL FOR FUND 101:			191.89
08/04/2021	PNC	136621	MICHIGAN STATE POLICE	FEE (SEX OFFENDER REGISTRATION)	816.000	301	120.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
08/04/2021	PNC	136622	MICHIGAN MUNICIPAL LEAGUE	UNEMPLOYMENT COMPENSATION	708.000	260	81.62
08/04/2021	PNC	136623	MIDSTATES RECREATION	OTHER REPAIRS AND MAINTENANCE	934.000	690	13,430.00
				OTHER REPAIRS AND MAINTENANCE	934.000	690	14,809.00
				OTHER REPAIRS AND MAINTENANCE	934.000	690	11,063.00
				OTHER REPAIRS AND MAINTENANCE	934.000	690	63,734.01
				CHECK PNC 136623 TOTAL FOR FUND 101:			103,036.01
08/04/2021	PNC	136624	MIDWEST POLICE MOTORCYCLE TRAINING	MOTOR OFFICER SCHOOL	910.000	301	1,595.00
08/04/2021	PNC	136626	OFFICE DEPOT	SUPPLIES	752.000	136	19.79
08/04/2021	PNC	136628	PHILLIPS SECURITY	CAMERA & AUDIO UPGRADE	933.000	258	18,932.54
				NEW FIRE BAY CAMERA	933.000	258	730.39
				CHECK PNC 136628 TOTAL FOR FUND 101:			19,662.93
08/04/2021	PNC	136629*#	PITNEY BOWES RESERVE ACCOUNT	PUBLIC SAFETY - COP PROGRAM	214.400	000	300.00
				MAIL OR POSTAGE	851.000	136	6.51
				MAIL OR POSTAGE	851.000	171	76.79
				MAIL OR POSTAGE	851.000	209	276.58
				MAIL OR POSTAGE	851.000	215	293.87
				MAIL OR POSTAGE	851.000	260	1,387.32
				MAIL OR POSTAGE	851.000	301	475.53
				MAIL OR POSTAGE	851.000	371	1,069.38
				MAIL OR POSTAGE	851.000	441	256.68
				MAIL OR POSTAGE	851.000	691	5.79
				MAIL OR POSTAGE	851.000	691	15.77
				CHECK PNC 136629 TOTAL FOR FUND 101:			4,164.22
08/04/2021	PNC	136630	R&R FIRE TRUCK REPAIR, INC	OPERATING SUPPLIES	746.000	301	324.79
				OPERATING SUPPLIES	746.000	301	160.00
				CHECK PNC 136630 TOTAL FOR FUND 101:			484.79
08/04/2021	PNC	136631	ROBERT HALF INTERNATIONIAL, INC.	PROFESSIONAL SERVICES	801.800	215	1,469.44

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				PROFESSIONAL SERVICES	801.800	215	1,496.46
				CHECK PNC 136631 TOTAL FOR FUND 101:			2,965.90
08/04/2021	PNC	136632	CITY OF ROSEVILLE	MAIL OR POSTAGE	851.000	136	420.59
08/04/2021	PNC	136635	SUPPLY DEN	MATERIALS & SUPPLIES	742.000	265	12.05
08/04/2021	PNC	136636*#	T&J LANDSCAPING & SNOW REMOVAL,	OTHER REPAIRS AND MAINTENANCE	934.000	265	55.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	165.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	110.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	115.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	195.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	260.00
				OTHER REPAIRS AND MAINTENANCE	934.000	266	205.00
				CHECK PNC 136636 TOTAL FOR FUND 101:			1,105.00
08/04/2021	PNC	136637	TRI-COUNTY AQUATICS, INC	POND MAINTENACE	930.000	690	565.00
08/04/2021	PNC	136638	ULTRA STITCH EMBROIDERY, INC.	PUBLIC SAFETY - COP PROGRAM	214.400	000	297.00
08/04/2021	PNC	136639*	VERIZON	COMMUNICIATIONS (VEHICLES)	850.500	301	379.30
08/04/2021	PNC	136641*#	WHITLOCK BUSINESS SYSTEMS	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	260	1,473.88
				MAIL OR POSTAGE	851.000	260	2,353.04
				CHECK PNC 136641 TOTAL FOR FUND 101:			3,826.92
08/04/2021	PNC	136642	WOW INTERNET-CABLE-PHONE	OTHER MISC COMMUNICATIONS (INTERNET)	852.000	258	2,505.60
08/05/2021	PNC	136643	FRASER PUBLIC LIBRARY	DUE TO LIBRARIES	223.000	000	11,476.46
08/13/2021	PNC	136645	123.NET,INC.	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	258	481.45
08/13/2021	PNC	136647	AEW	ENGINEERING SERVICES	946.000	371	50.00
				ENGINEERING SERVICES	946.000	371	350.00
				CHECK PNC 136647 TOTAL FOR FUND 101:			400.00
08/13/2021	PNC	136649#	AMERICA'S FINEST	SUPPLIES	752.000	215	285.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	260	274.00
				SUPPLIES	752.000	691	199.00
				CHECK PNC 136649 TOTAL FOR FUND 101:			758.00
08/13/2021	PNC	136650	AMY CELL LLC	PROFESSIONAL SERVICES (HR)	801.100	101	12,000.00
08/13/2021	PNC	136651	ASSESSMENT ADMINISTRATION	PROFESSIONAL SERVICES (ASSESSOR)	801.500	209	9,708.33
08/13/2021	PNC	136652*	AT&T	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	265	507.81
08/13/2021	PNC	136653	MAYSSA ATTIA	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	136	1,050.00
08/13/2021	PNC	136655	BS&A SOFTWARE	SOFTWARE MAINTENANCE AGREEMENTS	933.000	258	12,229.00
08/13/2021	PNC	136657*#	CINTAS CORPORATION #354	MATERIALS & SUPPLIES	742.000	265	65.62
				MATERIALS & SUPPLIES	742.000	265	82.65
				MATERIALS & SUPPLIES	742.000	269	209.49
				CHECK PNC 136657 TOTAL FOR FUND 101:			357.76
08/13/2021	PNC	136658	CIVICPLUS	SOFTWARE MAINTENANCE AGREEMENTS	933.000	258	7,350.24
08/13/2021	PNC	136659*#	CONTRACTORS CONNECTION	SUPPLIES	752.000	441	130.30
08/13/2021	PNC	136662	DANA SUTHERLAND	SUPPLIES	752.000	691	51.42
08/13/2021	PNC	136664	PROFESSIONAL BENEFITS SERVICES,	PROFESSIONAL SERVICES (HR)	801.100	101	55.00
08/13/2021	PNC	136665	DDKASSAB, LLC	Escrow Fee	283.100	000	1,500.00
				INDIVIDUAL OR LARGE SCALE -	283.100	000	1,050.00
				SPECIAL LAND USE REQUEST	283.100	000	1,200.00
				CHECK PNC 136665 TOTAL FOR FUND 101:			3,750.00
08/13/2021	PNC	136666	DENISE WOJCHIECHOWSKI	MATERIALS & SUPPLIES	742.000	267	14.47
08/13/2021	PNC	136667	DETROIT ENERGY STREET LIGHTS	ELECTRIC (STREET LIGHTING)	920.100	448	18,240.53
08/13/2021	PNC	136668*#	DTE ENERGY COMPANY	ELECTRIC	920.000	265	4,924.38
				ELECTRIC	920.000	266	1,205.98

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				ELECTRIC	920.000	267	117.64
				ELECTRIC	920.000	269	876.26
				ELECTRIC	920.000	448	162.52
				CHECK PNC 136668 TOTAL FOR FUND 101:			7,286.78
08/13/2021	PNC	136670	CITY OF FRASER	Escrow Fee	283.100	000	322.21
08/13/2021	PNC	136671*#	GFL ENVIRONMENTAL USA	DUE FROM LIBRARIES	073.000	000	92.23
08/13/2021	PNC	136675	HALLAHAN & ASSOCIATES, P.C.	PROFESSIONAL SERVICES (LEGAL)	801.800	210	836.00
08/13/2021	PNC	136677#	HEWLETT-PACKARD FINANCIAL SERVICES	SUPPLIES			** VOIDED **
				SUPPLIES			** VOIDED **
				LEASED ASSETS			** VOIDED **
				LEASED ASSETS			** VOIDED **
				SUPPLIES			** VOIDED **
				SUPPLIES			** VOIDED **
				SUPPLIES			** VOIDED **
				SUPPLIES			** VOIDED **
08/13/2021	PNC	136678	I.T. RIGHT	HARDWARE	985.000	258	780.00
				HARDWARE	985.000	258	(670.00)
				CHECK PNC 136678 TOTAL FOR FUND 101:			110.00
08/13/2021	PNC	136680*	JOHNSON THERMOL TEMP INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	187.50
				OTHER REPAIRS AND MAINTENANCE	934.000	265	470.00
				CHECK PNC 136680 TOTAL FOR FUND 101:			657.50
08/13/2021	PNC	136681	KENEWELL PRINTING CORPORATION	SUPPLIES	752.000	136	169.72
08/13/2021	PNC	136682	KEYWEST TECHNOLOGY, INC	SOFTWARE MAINTENANCE AGREEMENTS	933.000	258	495.00
08/13/2021	PNC	136686	MACOMB TOWNSHIP	PROFESSIONAL SERVICES	801.800	215	672.66

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				PROFESSIONAL SERVICES	801.800	215	1,587.60
				CHECK PNC 136686 TOTAL FOR FUND 101:			2,260.26
08/13/2021	PNC	136687*#	MACOMB WHOLESALE SUPPLY	MATERIALS & SUPPLIES	742.000	269	125.81
08/13/2021	PNC	136688	MAIL PLUS	MAIL OR POSTAGE	851.000	441	10.00
08/13/2021	PNC	136689	MCAA	PROFESSIONAL DEVELOPMENT	910.000	136	75.00
08/13/2021	PNC	136692	O'REILLY RANCILIO PC	PROFESSIONAL SERVICES (LEGAL)	801.800	210	9,494.92
				PROFESSIONAL SERVICES (LEGAL)	801.800	210	348.00
				PROFESSIONAL SERVICES (LEGAL)	801.800	210	126.00
				PROFESSIONAL SERVICES (LEGAL)	801.800	210	1,848.00
				CHECK PNC 136692 TOTAL FOR FUND 101:			11,816.92
08/13/2021	PNC	136693	OAKLAND COUNTY	COMPUTER SERVICES (CLEMIS)	948.000	301	6,450.75
				COMPUTER SERVICES (CLEMIS)	948.000	301	1,325.50
				CHECK PNC 136693 TOTAL FOR FUND 101:			7,776.25
08/13/2021	PNC	136694*#	OFFICE DEPOT	SUPPLIES	752.000	136	51.64
				SUPPLIES	752.000	441	46.18
				CHECK PNC 136694 TOTAL FOR FUND 101:			97.82
08/13/2021	PNC	136696	EASYPERMIT POSTAGE	POSTAGE CLERK	851.000	215	589.43
08/13/2021	PNC	136699*#	REINDEL TRUE VALUE	MATERIALS & SUPPLIES	742.000	265	120.44
				OTHER REPAIRS AND MAINTENANCE	934.000	269	34.99
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	371	17.99
				MATERIALS & SUPPLIES	742.000	690	143.99
				CHECK PNC 136699 TOTAL FOR FUND 101:			317.41
08/13/2021	PNC	136700	ROBERT HALF INTERNATIONIAL, INC.	PROFESSIONAL SERVICES	801.800	215	1,442.87
				PROFESSIONAL SERVICES	801.800	215	1,599.05
				PROFESSIONAL SERVICES	801.800	215	1,483.18

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				CHECK PNC 136700 TOTAL FOR FUND 101:			4,525.10
08/13/2021	PNC	136701	ROSEDALE SOLUTIONS, LLC	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	260	350.00
08/13/2021	PNC	136702	CITY OF ROSEVILLE	MAIL OR POSTAGE	851.000	136	433.94
08/13/2021	PNC	136703#	ROYAL OAK NAME PLATE CO.	SUPPLIES	752.000	171	37.50
				SUPPLIES	752.000	371	15.00
				SUPPLIES	752.000	691	45.00
				CHECK PNC 136703 TOTAL FOR FUND 101:			97.50
08/13/2021	PNC	136705#	SHRED-IT USA	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	171	18.38
				PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	209	18.39
				PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	371	18.39
				PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	441	18.39
				CHECK PNC 136705 TOTAL FOR FUND 101:			73.55
08/13/2021	PNC	136706	SHREDCORP	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	301	53.00
08/13/2021	PNC	136709	THOMSON REUTERS - WEST	OPERATING SUPPLIES	746.000	301	300.92
08/13/2021	PNC	136710*#	VERIZON	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	258	40.75
				COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	371	81.50
				COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	441	834.36
				CHECK PNC 136710 TOTAL FOR FUND 101:			956.61
08/13/2021	PNC	136713	ZAMBELLI FIREWORKS MANUFACTURING	COMMUNITY PROMOTION	880.000	691	6,000.00
08/16/2021	PNC	136714	HEWLETT-PACKARD FINANCIAL SERVICES	LEASED ASSETS	983.000	258	336.54
				LEASED ASSETS	983.000	258	900.14
				CHECK PNC 136714 TOTAL FOR FUND 101:			1,236.68
08/16/2021	PNC	136715#	HP, INC.	SUPPLIES	752.000	209	15.15
				SUPPLIES	752.000	215	327.73
				SUPPLIES	752.000	260	520.74
				SUPPLIES	752.000	301	1,165.89

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				SUPPLIES	752.000	371	142.40
				SUPPLIES	752.000	441	76.46
				CHECK PNC 136715 TOTAL FOR FUND 101:			2,248.37
08/20/2021	PNC	136718	BOBS SANITATION SERVICE, INC	OTHER REPAIRS AND MAINTENANCE	934.000	690	190.00
08/20/2021	PNC	136719	DELL MARKETING LP	COMPUTER	985.000	258	16,007.76
08/20/2021	PNC	136721	CIARAMITARO. CARLO & DIANE	Escrow Fee	283.100	000	677.79
08/20/2021	PNC	136722	CINTAS CORPORATION #354	SUPPLIES	752.000	371	146.65
08/20/2021	PNC	136723*#	CONSUMERS ENERGY	NATURAL GAS	921.000	265	211.25
				NATURAL GAS	921.000	266	101.00
				NATURAL GAS	921.000	267	33.92
				NATURAL GAS	921.000	269	117.40
				CHECK PNC 136723 TOTAL FOR FUND 101:			463.57
08/20/2021	PNC	136726	EMPCO, INC	PRINTING AND PUBLISHING	900.000	101	4,118.16
08/20/2021	PNC	136727	FIRE SAVVY CONSULTANTS, LLC	Escrow Fee	283.100	000	500.00
				Escrow Fee	283.100	000	600.00
				CHECK PNC 136727 TOTAL FOR FUND 101:			1,100.00
08/20/2021	PNC	136728	FIRST CHOICE SERVICES	MATERIALS & SUPPLIES	742.000	269	101.95
08/20/2021	PNC	136729	GRAINGER	OTHER REPAIRS AND MAINTENANCE	934.000	265	359.94
08/20/2021	PNC	136732	I.T. RIGHT	PROFESSIONAL SERVICES	801.100	258	20,860.00
				PROFESSIONAL SERVICES	801.100	258	(1,400.00)
				CHECK PNC 136732 TOTAL FOR FUND 101:			19,460.00
08/20/2021	PNC	136734	KERR ALBERT OFFICE SUPPLY	SUPPLIES	752.000	260	318.78
				SUPPLIES	752.000	260	1.69
				CHECK PNC 136734 TOTAL FOR FUND 101:			320.47
08/20/2021	PNC	136735	KIESLER POLICE SUPPLY, INC.	OPERATING SUPPLIES	746.000	301	3,210.36

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
08/20/2021	PNC	136736	KIRK, HUTH, LANGE & BADALAMENTI	CITY ATTORNEY	801.800	210	1,181.75
08/20/2021	PNC	136737	DENNIS KOENDERS	MECHANICAL INSP.	703.100	371	1,761.00
08/20/2021	PNC	136738	LEAF	LEASED ASSETS	983.000	258	991.01
08/20/2021	PNC	136740#	MACOMB COUNTY FINANCE DEPARTMENT	SUPPLIES	752.000	136	52.73
				SUPPLIES	752.000	171	26.36
				SUPPLIES	752.000	260	26.36
				SUPPLIES	752.000	301	52.72
				SUPPLIES	752.000	441	26.36
				CHECK PNC 136740 TOTAL FOR FUND 101:			184.53
08/20/2021	PNC	136741#	MACOMB WHOLESALE SUPPLY	MATERIALS & SUPPLIES	742.000	269	179.97
				MATERIALS & SUPPLIES	742.000	690	89.97
				CHECK PNC 136741 TOTAL FOR FUND 101:			269.94
08/20/2021	PNC	136742	21ST CENTURY MEDIA - MICHIGAN	PRINTING AND PUBLISHING	900.000	101	471.00
08/20/2021	PNC	136743	MICHIGAN STATE POLICE	FEE (SEX OFFENDER REGISTRATION)	816.000	301	30.00
08/20/2021	PNC	136744	MIDSTATES RECREATION	OTHER REPAIRS AND MAINTENANCE	934.000	690	5,887.50
08/20/2021	PNC	136746	AXON ENTERPRISE, INC.	OPERATING SUPPLIES	746.000	301	142.12
				OPERATING SUPPLIES	746.000	301	1,476.00
				CHECK PNC 136746 TOTAL FOR FUND 101:			1,618.12
08/20/2021	PNC	136747	POWER SUPPLY EQUIPMENT, LLC	MATERIALS & SUPPLIES	742.000	690	253.00
				MATERIALS & SUPPLIES	742.000	690	132.00
				CHECK PNC 136747 TOTAL FOR FUND 101:			385.00
08/20/2021	PNC	136748	ROBERT HALF INTERNATIONIAL, INC.	PROFESSIONAL SERVICES	801.800	215	1,450.20
08/20/2021	PNC	136749	JAMES SHIMKO	PLUMBING INSP.	703.200	371	861.00
08/20/2021	PNC	136753	WARREN PIPE & SUPPLY CO.	OTHER REPAIRS AND MAINTENANCE	934.000	690	23.38

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
08/20/2021	PNC	136754*#	WASHINGTON ELEVATOR CO., INC	OTHER REPAIRS AND MAINTENANCE	934.000	690	250.00
				Total for fund 101 GENERAL FUND			384,327.94

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 202 MAJOR STREET FUND							
08/04/2021	PNC	136580*#	AEW	PRESERVATION - STREETS	870.000	463	823.70
				PRESERVATION - STREETS	870.000	463	600.00
				CHECK PNC 136580 TOTAL FOR FUND 202:			1,423.70
08/04/2021	PNC	136617	MACOMB COUNTY DEPARTMENT OF ROADS	TRAFFIC SERVICES - STREETS	871.000	463	2,612.58
08/20/2021	PNC	136739	MACOMB COUNTY DEPARTMENT OF ROADS	PRESERVATION - STREETS	870.000	463	2,005.13
				Total for fund 202 MAJOR STREET FUND			6,041.41

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 203 LOCAL STREET FUND							
08/04/2021	PNC	136580*#	AEW	ENGINEERING SERVICES	946.000	463	2,028.00
				STREET REHABILITATION	989.000	463	2,591.00
				CHECK PNC 136580 TOTAL FOR FUND 203:			4,619.00
				Total for fund 203 LOCAL STREET FUND			4,619.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 210 AMBULANCE FUND							
08/04/2021	PNC	136585	BOUND TREE MEDICAL	OPERATING SUPPLIES	746.000	301	459.22
08/04/2021	PNC	136594	CONWAY SHIELD	TWO SETS OF FIRE GEAR	746.000	301	6,417.44
08/04/2021	PNC	136639*	VERIZON	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	301	114.97
08/13/2021	PNC	136646	ACCUMED BILLING, INC	PROFESSIONAL SERVICES - ACCUMED	801.200	301	1,777.67
08/13/2021	PNC	136697	PRAXAIR DISTRIBUTION INC	OPERATING SUPPLIES	746.000	301	316.59
				Total for fund 210 AMBULANCE FUND			9,085.89

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 226 GARBAGE AND RUBBISH COLLECTION FUND							
08/04/2021	PNC	136583*	ARRASTIBIA, SANDA	RECYCLING	033.000	000	0.08
08/13/2021	PNC	136671*#	GFL ENVIRONMENTAL USA	WASTE AND RUBBISH DISPOSAL	919.000	528	51,926.99
				RECYCLING	925.000	528	8,027.76
				COMPOSTING	926.000	528	10,665.00
				CHECK PNC 136671 TOTAL FOR FUND 226:			70,619.75
				Total for fund 226 GARBAGE AND RUBBISH COLLECTION			70,619.83

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 270 SENIOR HOUSING							
08/04/2021	PNC	136579*#	ADVANCED PEST CONTROL	OTHER REPAIRS AND MAINTENANCE	934.000	265	300.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	100.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	120.00
				CHECK PNC 136579 TOTAL FOR FUND 270:			520.00
08/04/2021	PNC	136580*#	AEW	OTHER REPAIRS AND MAINTENANCE	934.000	265	350.00
08/04/2021	PNC	136588*#	CINTAS CORPORATION #354	OTHER REPAIRS AND MAINTENANCE	934.000	265	25.00
08/04/2021	PNC	136591	COMCAST	OTHER MISC COMMUNICATIONS (INTERNET)	852.000	265	114.97
08/04/2021	PNC	136592*#	CONSUMERS ENERGY	NATURAL GAS	921.000	265	405.95
08/04/2021	PNC	136603*#	CITY OF FRASER	WATER	918.000	265	3,028.82
08/04/2021	PNC	136608	INGERSOLL MECHANICAL, INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	752.62
08/04/2021	PNC	136611	JOHNSON CONTROLS	OTHER REPAIRS AND MAINTENANCE	934.000	265	669.86
08/04/2021	PNC	136612*#	JOHNSON THERMOL TEMP INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	112.50
				OTHER REPAIRS AND MAINTENANCE	934.000	265	112.50
				OTHER REPAIRS AND MAINTENANCE	934.000	265	417.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	325.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	112.50
				OTHER REPAIRS AND MAINTENANCE	934.000	265	150.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	2,800.00
				CHECK PNC 136612 TOTAL FOR FUND 270:			4,029.50
08/04/2021	PNC	136633	SPEED CLEAN SERVICE	OTHER REPAIRS AND MAINTENANCE	934.000	265	409.56
08/04/2021	PNC	136636*#	T&J LANDSCAPING & SNOW REMOVAL,	OTHER REPAIRS AND MAINTENANCE	934.000	265	380.00
08/13/2021	PNC	136652*	AT&T	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	265	184.26

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 270 SENIOR HOUSING							
08/13/2021	PNC	136657*#	CINTAS CORPORATION #354	MATERIALS & SUPPLIES	742.000	265	25.00
08/13/2021	PNC	136668*#	DTE ENERGY COMPANY	ELECTRIC	920.000	265	1,219.73
08/13/2021	PNC	136672	GRAINGER	OTHER REPAIRS AND MAINTENANCE	934.000	265	1,140.16
08/13/2021	PNC	136679	INGERSOLL MECHANICAL, INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	563.48
				OTHER REPAIRS AND MAINTENANCE	934.000	265	1,045.94
				OTHER REPAIRS AND MAINTENANCE	934.000	265	6,707.24
				CHECK PNC 136679 TOTAL FOR FUND 270:			8,316.66
08/13/2021	PNC	136680*	JOHNSON THERMOL TEMP INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	168.75
08/13/2021	PNC	136687*#	MACOMB WHOLESALE SUPPLY	MATERIALS & SUPPLIES	742.000	265	29.99
08/13/2021	PNC	136694*#	OFFICE DEPOT	SUPPLIES	742.000	265	16.25
08/13/2021	PNC	136699*#	REINDEL TRUE VALUE	OTHER REPAIRS AND MAINTENANCE	934.000	265	49.93
08/13/2021	PNC	136710*#	VERIZON	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	265	81.50
08/20/2021	PNC	136723*#	CONSUMERS ENERGY	NATURAL GAS	921.000	265	537.00
				Total for fund 270 SENIOR HOUSING			22,455.51

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER AND SEWER FUND							
08/04/2021	PNC	136580*#	AEW	ENGINEERING SERVICES	946.000	526	2,054.00
				PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	527	576.50
				ENGINEERING SERVICES	946.000	527	4,750.00
				CHECK PNC 136580 TOTAL FOR FUND 592:			7,380.50
08/04/2021	PNC	136583*	ARRASTIBIA, SANDA	WATER COMMODITY	642.100	000	0.29
				WATER READY TO SERVE	642.200	000	0.62
				SEWER COMMODITY	642.300	000	0.64
				SEWER READY TO SERVE	642.400	000	0.41
				METER REPLACEMENT	642.500	000	0.04
				CHECK PNC 136583 TOTAL FOR FUND 592:			2.00
08/04/2021	PNC	136586	CHRISTIAN CONCRETE CUTTING INC.	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	934.000	527	300.00
08/04/2021	PNC	136587	CILLUFFO, PAUL	IRRIGATION CREDIT-S	642.300	000	27.93
08/04/2021	PNC	136589	CLANCY EXCAVATING CO.	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	1,334.87
08/04/2021	PNC	136595	CORE & MAIN LP	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	1,313.80
08/04/2021	PNC	136600	FERGUSON WATERWORKS	SUPPLIES	752.000	526	205.71
08/04/2021	PNC	136603*#	CITY OF FRASER	WATER	918.000	526	59.27
08/04/2021	PNC	136607	GUNNERS METERS & PARTS, INC	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	1,175.00
08/04/2021	PNC	136610	JOE GREGORY	PROFESSIONAL DEVELOPMENT	910.000	527	38.55
08/04/2021	PNC	136613	KENNEDY INDUSTRIES INC	OTHER REPAIRS AND MAINTENANCE (LIFT ST)	934.500	527	921.00
08/04/2021	PNC	136625#	MINI MIX, INC	SUPPLIES	752.000	526	1,278.00
				OTHER REPAIRS AND MAINTENANCE	934.000	527	834.00
				CHECK PNC 136625 TOTAL FOR FUND 592:			2,112.00
08/04/2021	PNC	136627	PARAGON LABORATORIES	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	526	920.00
08/04/2021	PNC	136629*#	PITNEY BOWES RESERVE ACCOUNT	MAIL OR POSTAGE	851.000	526	210.78

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER AND SEWER FUND							
08/04/2021	PNC	136634	STEPHENS, JEREMY	WATER READY TO SERVE	642.200	000	28.80
				SEWER READY TO SERVE	642.400	000	19.19
				METER REPLACEMENT	642.500	000	1.90
				CHECK PNC 136634 TOTAL FOR FUND 592:			49.89
08/04/2021	PNC	136641*#	WHITLOCK BUSINESS SYSTEMS	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	526	408.30
				MAIL OR POSTAGE	851.000	526	1,043.90
				PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	527	408.30
				MAIL OR POSTAGE	851.000	527	1,043.91
				CHECK PNC 136641 TOTAL FOR FUND 592:			2,904.41
08/11/2021	PNC	136644	BRICCO EXCAVATING COMPANY, LLC	CAPITAL OUTLAY (WATER SYSTEM)	972.000	526	246,162.80
08/13/2021	PNC	136654	AUDIO SENTRY CORPORATION	OTHER REPAIRS AND MAINTENANCE (LIFT ST)	934.500	527	47.50
08/13/2021	PNC	136656	CHRISTIAN CONCRETE CUTTING INC.	OTHER REPAIRS AND MAINTENANCE	934.000	527	300.00
				OTHER REPAIRS AND MAINTENANCE	934.000	527	300.00
				CHECK PNC 136656 TOTAL FOR FUND 592:			600.00
08/13/2021	PNC	136661	DALE'S LANDSCAPING SUPPLY, INC.	OTHER REPAIRS AND MAINTENANCE	934.000	527	44.00
08/13/2021	PNC	136663	BARNES & SWEENEY ENTERPRISES, INC.	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	934.000	527	480.00
08/13/2021	PNC	136668*#	DTE ENERGY COMPANY	ELECTRIC	920.000	527	565.82
08/13/2021	PNC	136673	GREAT LAKES WATER AUTHORITY	WATER (GREAT LAKES WATER AUTHORITY)	918.500	526	113,237.20
08/13/2021	PNC	136674	GUNNERS METERS & PARTS, INC	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	1,360.00
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	850.00
				CHECK PNC 136674 TOTAL FOR FUND 592:			2,210.00
08/13/2021	PNC	136685#	MACOMB COUNTY PUBLIC WORKS COMM	OAKLAND-MACOMB INTERCEPTOR SRF 2011	305.050	000	33,953.00
				OMIDD DRAIN BONDS (SERIES 2013A)	305.150	000	73,692.56
				OMID 2014A	305.200	000	10,279.15
				2017A MID DRAINAGE DISTRICT SINKHOLE	305.600	000	5,766.02

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER AND SEWER FUND							
				OMIDD 2019B	305.650	000	64,824.08
				INTEREST EXPENSE	992.000	526	4,616.64
				SEWAGE	917.000	527	232,667.00
				INTEREST EXPENSE	992.000	527	1,204.45
				INTEREST EXPENSE	992.000	527	55,071.69
				INTEREST EXPENSE	992.000	527	52,786.20
				INTEREST EXPENSE	992.000	527	708.58
				INTEREST EXPENSE	992.000	527	(315.66)
				INTEREST EXPENSE	992.000	527	4,792.30
				INTEREST EXPENSE	992.000	527	16,228.08
				INTEREST EXPENSE	992.000	527	834.05
				INTEREST EXPENSE	992.000	527	1,463.26
				INTEREST EXPENSE	992.000	527	4,258.55
				INTEREST EXPENSE	992.000	527	6,414.33
				INTEREST EXPENSE	992.000	527	2,425.94
				INTEREST EXPENSE	992.000	527	11,768.85
				PAYING AGENT FEES	993.000	527	16.92
				PAYING AGENT FEES	993.000	527	1.31
				PAYING AGENT FEES	993.000	527	9.85
				PAYING AGENT FEES	993.000	527	10.52
				PAYING AGENT FEES	993.000	527	5.81
				PAYING AGENT FEES	993.000	527	15.73
				PAYING AGENT FEES	993.000	527	8.03
				CHECK PNC 136685 TOTAL FOR FUND 592:			583,507.24
08/13/2021	PNC	136687*#	MACOMB WHOLESALE SUPPLY	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	85.95
08/13/2021	PNC	136690	MINI MIX, INC	OTHER REPAIRS AND MAINTENANCE	934.000	527	672.00
08/13/2021	PNC	136694*#	OFFICE DEPOT	SUPPLIES	752.000	526	98.69
08/13/2021	PNC	136698	PREMIER SAFETY	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	595.00
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	530.00
				CHECK PNC 136698 TOTAL FOR FUND 592:			1,125.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER AND SEWER FUND							
08/13/2021	PNC	136699*#	REINDEL TRUE VALUE	SUPPLIES	752.000	526	37.00
08/13/2021	PNC	136710*#	VERIZON	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	526	120.81
08/13/2021	PNC	136712#	WHITLOCK BUSINESS SYSTEMS	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	526	408.33
				MAIL OR POSTAGE	851.000	526	1,044.06
				PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	527	408.34
				MAIL OR POSTAGE	851.000	527	1,044.06
				CHECK PNC 136712 TOTAL FOR FUND 592:			2,904.79
08/20/2021	PNC	136720#	CAPITAL ONE PUBLIC FUNDING, LLC	INSTALLMENT PURCHASE - WATER METERS	306.600	000	66,010.00
				INTEREST EXPENSE	992.000	527	3,416.89
				CHECK PNC 136720 TOTAL FOR FUND 592:			69,426.89
08/20/2021	PNC	136724	CONTRACTORS PIPE & SUPPLY CORP	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	20.98
08/20/2021	PNC	136725	DALE'S LANDSCAPING SUPPLY, INC.	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	900.00
08/20/2021	PNC	136731	HARDY, JANE	WATER COMMODITY	642.100	000	353.39
				WATER READY TO SERVE	642.200	000	488.80
				SEWER COMMODITY	642.300	000	673.24
				SEWER READY TO SERVE	642.400	000	325.66
				METER REPLACEMENT	642.500	000	32.24
				CHECK PNC 136731 TOTAL FOR FUND 592:			1,873.33
08/20/2021	PNC	136733	KENNEDY INDUSTRIES INC	OTHER REPAIRS AND MAINTENANCE (LIFT ST)	934.500	527	617.25
08/20/2021	PNC	136745	PARAGON LABORATORIES	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	526	164.00
08/20/2021	PNC	136754*#	WASHINGTON ELEVATOR CO., INC	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	250.00
				Total for fund 592 WATER AND SEWER FUND			1,044,106.96

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 661 MOTOR POOL							
08/04/2021	PNC	136581	INTERSTATE BILLING SERVICES INC.	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	286.04
08/04/2021	PNC	136593	CONTRACTORS CONNECTION	RENTALS	932.000	249	460.00
08/04/2021	PNC	136602	FISHER AUTO PARTS, INC	SUPPLIES	932.000	249	252.00
				OTHER REPAIRS AND MAINTENANCE	934.000	249	71.94
				OTHER REPAIRS AND MAINTENANCE	934.000	249	117.23
				CHECK PNC 136602 TOTAL FOR FUND 661:			441.17
08/04/2021	PNC	136609	J.C.L. SNOW PLOW DEALER, INC	OTHER REPAIRS AND MAINTENANCE	931.000	249	758.94
08/04/2021	PNC	136616	LESLIE TIRE SERVICE, INC.	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	380.00
				OTHER REPAIRS AND MAINTENANCE	932.000	249	1,215.18
				CHECK PNC 136616 TOTAL FOR FUND 661:			1,595.18
08/04/2021	PNC	136640	WEINGARTZ	EQUIPMENT REPAIRS	931.000	249	591.84
08/13/2021	PNC	136648	ALTEC INDUSTRIES, INC.	OTHER REPAIRS AND MAINTENANCE	931.000	249	460.57
08/13/2021	PNC	136659*#	CONTRACTORS CONNECTION	EQUIPMENT REPAIRS	931.000	249	207.00
08/13/2021	PNC	136660	CRUISERS	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	689.00
08/13/2021	PNC	136669	FISHER AUTO PARTS, INC	OTHER REPAIRS AND MAINTENANCE	934.000	249	35.94
08/13/2021	PNC	136676	HALT FIRE	OTHER REPAIRS AND MAINTENANCE	934.000	249	235.50
08/13/2021	PNC	136683	L419 SUBURBAN FORD OF STERLING HTS	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	66.90
				VEHICLE REPAIRS AND MAINTENANCE	932.000	249	116.35
				OTHER REPAIRS AND MAINTENANCE	934.000	249	83.48
				CHECK PNC 136683 TOTAL FOR FUND 661:			266.73
08/13/2021	PNC	136691	NORTH RIVER TRUCK	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	476.08
08/13/2021	PNC	136695	OSCAR W. LARSON CO.	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	500.00
08/13/2021	PNC	136704	SAFETY-KLEEN SYSTEMS, INC.	VEHICLE REPAIRS AND MAINTENANCE	934.000	249	357.67

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 661 MOTOR POOL							
08/13/2021	PNC	136707	SPENCER OIL COMPANY	DIESEL FUEL	758.000	249	2,283.65
				GASOLINE	759.000	249	9,324.95
				CHECK PNC 136707 TOTAL FOR FUND 661:			11,608.60
08/13/2021	PNC	136711	WEINGARTZ	EQUIPMENT REPAIRS	931.000	249	18.54
				EQUIPMENT REPAIRS	931.000	249	82.99
				EQUIPMENT REPAIRS	931.000	249	635.15
				CHECK PNC 136711 TOTAL FOR FUND 661:			736.68
08/20/2021	PNC	136716	AIRGAS USA, LLC	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	54.29
				VEHICLE REPAIRS AND MAINTENANCE	932.000	249	60.33
				VEHICLE REPAIRS AND MAINTENANCE	932.000	249	93.45
				CHECK PNC 136716 TOTAL FOR FUND 661:			208.07
08/20/2021	PNC	136717	INTERSTATE BILLING SERVICES INC.	VEHICLE MAINTENANCE	932.000	249	3,683.98
08/20/2021	PNC	136730	GREAT LAKES GROENEVLED LLC	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	9,247.00
08/20/2021	PNC	136750	SPARTAN DISTRIBUTORS	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	1,285.23
08/20/2021	PNC	136751	TAG TINTZ & GRAPHX LLC	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	280.00
08/20/2021	PNC	136755	WEINGARTZ	OTHER REPAIRS AND MAINTENANCE	934.000	249	135.78
				Total for fund 661 MOTOR POOL			34,547.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 703 SUMMER TAX COLLECTION FUND							
08/13/2021	PNC	136684	LANDORF. FRANCINE J	ALL UNDISTRIBUTED TAXES	274.000	000	2,891.15
08/13/2021	PNC	136708	STATE OF MICHIGAN	ALL UNDISTRIBUTED TAXES	274.000	000	40,928.93
08/20/2021	PNC	136752	THOMAS. EKATERINI	ALL UNDISTRIBUTED TAXES	274.000	000	1,114.90
				Total for fund 703 SUMMER TAX COLLECTION FUND			44,934.98
			TOTAL - ALL FUNDS				1,620,738.52

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

Memorandum

To: City of Fraser Mayor and Council
From: Fraser Parks and Recreation Commission
Date: August 31, 2021

At previous recreation meetings, the commission discussed hosting a food truck rally to help foster the reinstatement of recreation activities for the citizens of Fraser. This event is planned for Saturday, 9/18/2021, for four (4) hours from 4pm through 8pm and will be held in east Steffens Park. Admission for the event will be free, but attendees will have to pay for food sold by the food trucks and for alcohol sold by the Lion's Club. After discussion with the City Manager and Parks and Recreation Department we estimated attendees to be max 350.

The food truck rally event will consist of:

- Ten (10) food trucks
- Beer tent manned by the Lions Club
- Live music band
- DJ/balloon artist
- Giant Yard Games for families
- Corn-hole

LOCATION

The food trucks will be located in the farthest rear parking lot of Steffens Park off 14 mile (near the basketball court). The food trucks will not be parked on the grass, so these should not damage any part of the ground. The food trucks will be placed in a large hypotenuse at least 10' apart (ref map included). The beer tent will be operated by the Lions Club and will be located not far away next to the music band. The Lions Club will staff the tent with its own staff/members. The City of Fraser will rent the tent used for the event. The band will set up on the patio just outside of the concession stand. There will be a DJ/balloon artist that will perform in between music sets. A map of the layout is included.

PERMITS/INSPECTIONS

- A Temporary Use Permit application describing the event and details will be completed and signed off on by the city manager and building official for this event. The food trucks will provide their permits (county and state) along with proof of insurance with their application. Food truck application is $35 and an additional $10 per each worker per truck.
- The fire sergeant/marshall will inspect the food trucks on the day of the event and ensure they are 10' apart. Approximate cost of $21.52.
- The Lions Club will furnish their liquor license and permit to sell alcohol.
- The electric power, voltage, circuits and safety requirements were inspected by the electrical engineer (8/31/2021) and were given approval for ample energy to power the band's equipment.

ADVERTISEMENT

- The event will be advertised via a flyer on the City of Fraser's Facebook page. Reference the flyer included.
- Flyers promoted at the Farmers Market and in City Hall.

Memorandum

- Flyers distributed throughout community by the recreation commission.

FRASER DPW

- Block off the rear parking lot
- Move approximately six (6) picnic tables over to the concession stand
- 80' of snow fence for the beer tent and corn-hole area (The tent will be 20'x40' with an extra 40' of snow fence for the corn-hole games.
- Four (4) garbage cans brought over to the event area.
- Rent two (2) porta-potties at $175 each.
- Estimate Three DPW employees needed for five (5) hours at a cost of approximately $20/hour. Total DPW labor cost estimated at $300.

FRASER SAFETY/SECURITY

- Two (2) safety officers needed to police the event with a total cost estimated at $600

DONATIONS

Donations will be accepted for the event from willing donors, but no cost is being charged for revenue from the City of Fraser's perspective. Donations may approximate $1,000 from a conservative perspective, but will likely be higher.

REVENUE

- **Food trucks applications estimated to generate revenue of $700.**
- General ledger for revenue will be Charges for Services – Recreation 101-000-649.000

EXPENDITURES

- Beer tent rental - $750 at 20ft x 40ft with 12 8ft banquet tables and 96 chairs (best estimate)
- Cornhole Boards/Bags Cost – two (2) at $160 each for $320 total
- Porta-potties – two (2) at $175 each for a sum of $350
- DPW labor and related cost - $300
- DPS labor and related cost - $600
- **Total costs estimated to be $2,320**
- General ledger for appropriations charged to Programming 101-691-881.000

Net appropriations for this event estimated to be <$1,620>

Respectfully submitted,
Sarah Kelley, Chairperson Fraser Parks and Recreation Commission

Memorandum

Attached is the food truck layout:



FOOD TRUCK

RALLY



FREE ENTRY

LIVE MUSIC

LOCATION: STEFFENS PARK
33000 GARFIELD RD.
FRASER, MI 48026

Join us for this **FUN** event featuring 10 of your local **Food Trucks**, a **Beer Tent** with **Live Music**, and **Giant Yard Games** fun for all ages!

Trucks:
Real Taco Express
Motor City Sweet Treats
Twisted Street BBQ
Battered Up Waffle Company
Estia Greek Street Food
The D Loft Café
Big Bo's Grill

September 18th, 2021
4:00pm-8:00pm

ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS - SURVEYORS - ARCHITECTS
51301 Schoenherr Road, Shelby Township, MI 48315
586.726.1234 | www.aewinc.com

August 30, 2021

Elaine Leven, City Manager
City of Fraser
33000 Garfield Road
Fraser, Michigan 48026

Reference: Letter of Recommendation for Award
Residential Cross Connection Control Program Services

Dear Ms. Leven:

On Friday, August 27, 2021, one (1) proposal was received to assist the Public Works Department with services related to a residential cross-connection control program. This program is required to remain in regulatory compliance as a public water supply. The proposal covers all aspects of the City's residential cross-connection program for a 3-year period. Below is a summary of the cost proposal received:

Proposer	Year 1	Year 2	Year 3	*Total*
Hydro Corp	$36,996.00	$36,996.00	$36,996.00	*$110,988.00*

We are familiar with HydroCorp and find them qualified to perform the requested services.

Based on our understanding of the need for these services and the proposal submitted, we recommend awarding a 3-year service contract for **Residential Cross Connection Control Program Services** to **HydroCorp,** 5700 Crooks Road, Suite 100, Troy, MI 48337 in the amount of **$110,988.00**.

If you have any questions or need additional information, please advise.

Sincerely,

Michael A. Vigneron, PE

cc: Mark Ragsdale, DPW Superintendent

M:\0190\0190-0307\Gen\Letters\HydroCorpAwardRecommendation-mav_210830.docx

RECEIVED 8:45
CITY CLERK'S OFFICE
AUG 27 REC'D
INITIALS KH TIME 10:05
Opened

HYDROCORP™
THE SAFE WATER AUTHORITY™

City Manager
City of Fraser
33000 Garfield Road
Fraser, MI 48026

RE: Residential Cross Connection Control Program Services

Thank you for your considering our proposal for the City of Fraser Residential Cross Connection Control Program Services. Hydro-Designs, Inc. -DBA HydroCorp is a local Michigan based S-Corporation which was founded in 1983 and incorporated in 1988. Our corporate headquarters is in Troy, MI.

Currently staffed with 85 full time employees in several States, HydroCorp actively assists over 400 communities with their Cross Connection Control Programs (150 in Michigan). Cross Connection Control has been our core business since our founding, although we have expanded into other drinking water related services, which include, but are not limited to, water quality sampling, water meter sales and installation, and legionella prevention and control.

Both principals, Mr. Mark Martin and Mr. Larry LaBute, are actively involved in the day-to-day operations of the company. Mr. LaBute serves as Chief Executive Officer and Mr. Martin is the companies Chief Financial Officer. Bios for all key staff are included in the proposal.

After reviewing the attached proposal, if you have any questions, please contact me directly at 248.250.5022 (direct) or via email at ppatterson@hydrocorpinc.com. All of us here at HydroCorp look forward to the possibility of working with the City of Fraser and its residents.

Sincerely,

Paul M. Patterson
Senior Vice President

CORPORATE OFFICE
5700 Crooks Road, Suite 100, Troy, MI 48098 P 800.690.6651 248.250.5000 F 248.786.1789 hydrocorpinc.com

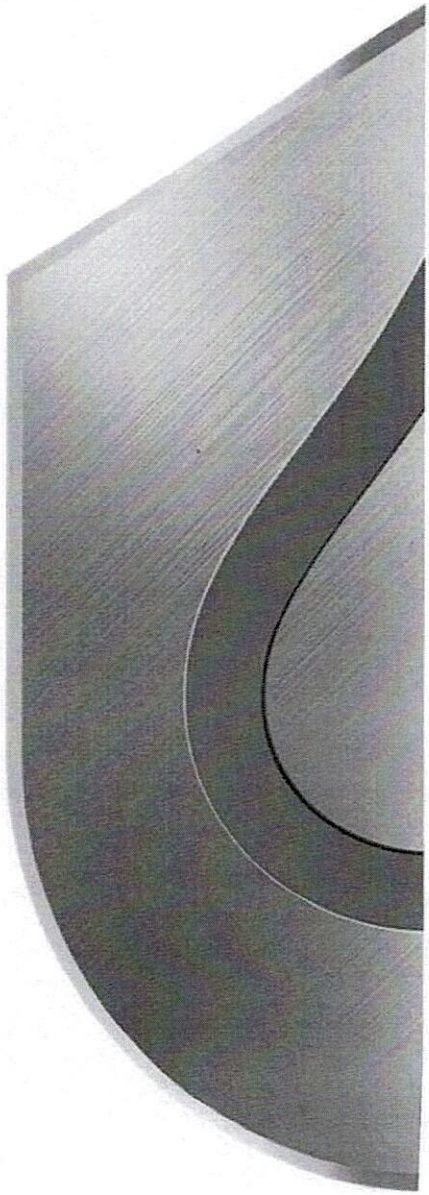
HYDROCORP®

THE SAFE WATER AUTHORITY®

PROPOSAL FOR:

RESIDENTIAL CROSS CONNECTION

CONTROL PROGRAM SERVICES



City of Fraser, MI

33000 Garfield Road

Fraser, MI 48026

PROJECT CONSULTANT

Paul Patterson, Senior Vice President
DIRECT LINE: 734.904.5153
EMAIL: ppatterson@hydrocorpinc.com

August 24, 2021

FRASER

Michigan

Table of Contents

1. EXECUTIVE SUMMARY 2
1.1. Summary of proposed Scope of Work 2
2. QUALIFICATIONS 3
2.1. HydroCorp, The Safe Water Authority 3
2.2. References 4
2.3. Industry Leadership 5
3. STAFF BIOS 6
4. CROSS-CONNECTION PROGRAM WORK PLAN 8
4.1. Development of Written Cross-Connection Control Program Plan 8
4.2. Purpose of the Cross-Connection Control Program 9
4.3. Examples of common Cross-Connection Hazards: 9
5. CROSS-CONNECTION INSPECTION PROCESS 10
5.1. Residential Service Connections 10
5.2. Postal Notification Process 10
5.3. Inspections/Surveys 11
5.4. Residential Site Visits and Appointment Process 12
5.5. Backflow Prevention Assembly Testing Record Tracking and Notification 13
6. SECURE DATA AND WATER CUSTOMER CARE PROCESS 15
6.1. Program Data: 15
6.2. Live Program Data Access for Designated Water Purveyor Staff 16
6.3. Customer Service 17
APPENDIX A – STAFF CERTIFICATIONS 18
APPENDIX B – COST PROPOSAL 20
APPENDIX C – SAMPLE PROFESSIONAL SERVICES AGREEMENT 21
APPENDIX D – ADDITIONAL PUBLIC OUTREACH SERVICES PROVIDED 22
APPENDIX E – IRAN LINKED BUSINESS CERTIFICATION 23

1. EXECUTIVE SUMMARY

1.1. Summary of proposed Scope of Work

Based on your Request for Proposal, HydroCorp™ will provide the following services to the City of Fraser. This project is a continued effort for an ongoing Cross-Connection Control Program and will provide the City with the necessary data and information to maintain compliance with the Michigan Department of Environment, Great Lakes, and Energy (EGLE) Water Bureau Cross Connection Control Regulations. Once this project has been approved and accepted by the City and HydroCorp, you may expect completion of the following elements within a three (3) year period. Additional details of this scope of work are located in Appendix A. The components of the project include but are not limited to:

1. Annually, perform approximately 500 initial inspections, compliance inspections, and re-inspections at individual residential homes located within the City served by the public water supply for cross-connections. Inspections will be conducted in accordance with the EGLE Water Bureau Cross Connection Control regulations. Residential inspections will include a complete inventory of service line material visible inside the home and sump pump discharge locations.
2. Generate all backflow prevention assembly test notices, non-compliance notices and coordinate/monitor backflow prevention assembly testing compliance for all backflow prevention assemblies.
3. Perform administrative functions including: answering water user telephone calls, scheduling of inspections, mailing of all notices, verification of backflow prevention assembly tester credentials & proper testing results and general customer service and program education inquiries.
4. Generate and document the required program data for the facilities using the HydroCorp Software Data Management Program.
5. Submit comprehensive management reports on a quarterly basis.
6. Conduct an annual review meeting to discuss overall program status and recommendations.
7. Provide up to six- (6) ASSE approved hose bibb vacuum breakers or anti-frost hose bibb vacuum breakers, (i.e. combination) per facility as required, in order to place a facility into immediate compliance at the time of inspection.
8. Prepare the annual State of Michigan, EGLE Water Bureau Cross Connection Report.
9. Assist the County with a community wide public relations program including general awareness brochures and customized web site cross connection control program overview content and resources.
10. Provide ongoing support via phone, fax, internet, text or email.

2. QUALIFICATIONS

2.1. HydroCorp, The Safe Water Authority

- Founded in 1983 and incorporated in 1988. The firm has grown from two employees to a staff of over 70 full time associates in multiple states.

- HydroCorp provides Cross-Connection Control Program Management Services to over 300 communities in several states including: Michigan, Wisconsin, Delaware, Maryland, Virginia, Florida and Minnesota. We still have our first customer!

- HydroCorp Conducts over 70,000 on site, Cross-Connection Control Inspections ***annually.***

- Our highly trained staff works in an efficient manner in order to achieve maximum productivity and keep program costs affordable. We have a detailed **system** and **process** that each of our field inspectors follow in order to meet productivity and quality assurance goals.

- Our municipal inspection team has attended training classes and received certification from the following recognized Cross-Connection Control Programs:
  USC -Foundation for Cross Connection Control and Hydraulic Research,
  ASSE- American Society for Sanitary Engineering
  ABPA - American Backflow Prevention Association

- Our trained administrative staff/call center can answer most technical calls related to the cross-connection control program and have attended basic cross-connection control training classes.

- HydroCorp staff and company are active members in many water industry associations including:
  American Water Works Association (AWWA)
  National Rural Water Association (NRWA)
  American Public Works Association (APWA)

- HydroCorp is <u>not</u> a Plumbing Company and does <u>not</u> utilize existing staff to perform backflow prevention assembly testing, repair or plumbing related services.

- HydroCorp has provided significant input/expertise in the revision of 3rd and 4th Edition of the Michigan Department of Environment, Great Lakes and Energy (EGLE) Cross-Connection Rules Manual.

2.2. References

a. **West Bloomfield Township,** 2400 Haggerty Road, West Bloomfield, MI 48323 | Garry Simpson Water Superintendent, GSimpsoon@wbtownship.org , 248-451-4785
-HydroCorp Municipal Contract Client since 2006

b. **Canton Charter Township,** 4847 Sheldon Road, Canton, MI 48188 | Brad Byrd, Water Supervisor, brad.byrd@canton-mi.org, 734-394-5291
-HydroCorp Municipal Contract Client since 2006

c. **City of Bay City,** 301 Washington, Bay City, MI 48708 | Robert Dion, Director of Public Works, rdion@baycitymi.org , 989-894-8312
-HydroCorp Municipal Contract Client since 2014

d. **Plainfield Charter Township,** 5195 Plainfield Road, Grand Rapids, MI 49525 | Matt Wheldon, Water Distribution Superintendent, weldonm@plainfieldmi.org, 616-363-9660
-HydroCorp Municipal Contract Client since 2007

e. **City of Livonia,** 12973 Farmington Road, Livonia, MI 48150 | Don Rohraff, Director of Public Works, drohraff@ci.livonia.mi.us, 734-466-2607
-HydroCorp Municipal Contract Client since 2006

Contact:	Paul Patterson
Telephone:	734-904-5153 (Cell)
Email:	PPatterson@hydrocorpinc.com
(Remit to Address)	HydroCorp 5700 Crooks Rd., Ste. 100 Troy, MI 48098
Telephone:	800.690.6651 or 248.250.5000
Legal Status:	S-Corporation, 1988 E.I.D. 38-2810008

Troy, MI Corporate Office

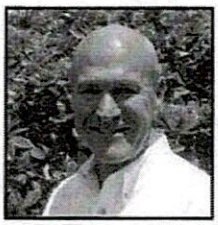


2.3. Industry Leadership

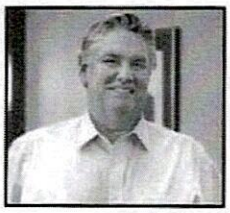
With over 300 municipal clients and for over 30 years, HydroCorp has succeeded in improving health and safety, reducing risk, cutting operational costs, and increasing efficiency for its clients, earning their trust and allegiance. HydroCorp has a 98 percent retention rate among its municipal clients, a virtually unmatched level of customer satisfaction. Entering its fourth decade, HydroCorp is fully committed to the principles and practices that made it a success: Expertise, commitment, knowledge, and service.

3. STAFF BIOS

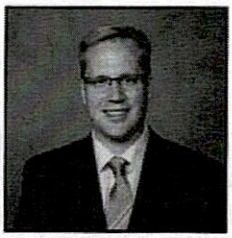
Corporate Officers



Larry J. La Bute, Founder & CEO - Chairman of the Board of Directors. Mr. La Bure founded the company in 1983 to improve the safety of drinking water systems. He graduated from Oakland University with a B.S. in Management and received his Master's degree from S.S. Cyril & Methodius Seminary. Prior to founding HydroCorp, Mr. LaBute successfully founded and ran a water treatment equipment manufacturing company for 12 years.



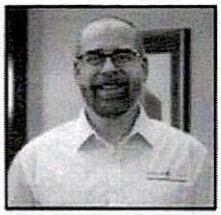
Mark L. Martin, CPA & Chief Financial Officer. Mr. Martin joined HydroCorp in early 2007 and is a seasoned business executive experienced in working with growing small and mid-size companies across a broad range of industries. Mark received a B.S. in Accounting from Michigan State University in 1980 and is also a 10-year board member of Haiti Outreach Mission.



Glenn Adamus, COO. A member of the HydroCorp team for the past fourteen years, Glenn has managed various water quality analysis projects related to process water and potable water systems on HydroCorp's behalf, including Stage 2 DBPR, Lead and Copper Rule, water distribution system/quality characterization studies, water main/system disinfections, legionella risk assessment and monitoring, and industry compliance monitoring. He has also performed and managed numerous cross connection control surveys/consulting projects for large industry and public water systems throughout the United States.

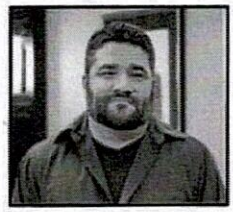


Paul Patterson, Senior Vice President. Mr. Patterson joined HydroCorp, Inc. in 2004, and is responsible for operational oversight of over 200 Cross-Connection Control Programs throughout Michigan, Delaware, Maryland, Florida, Wisconsin and Virginia. Before joining HydroCorp, Mr. Patterson was a member of the U.S. Air Force, where he assisted in the implementation of a stateside installation Cross-Connection Control Program. Paul is an ASSE Certified Instructor for Backflow Assembly Testing Certification and regularly presents at national and regional water industry association conferences.



Dave Cardinal, Vice President, Municipal Division. Dave has over twenty years' experience as a water professional and has a successful record of accomplishments in the cross-connection control industry. Experienced in program development, project management, developing and conducting employee education and training programs, developing and instructing State certified education and training classes, quality assurance, customer service, and client satisfaction.

Dave is responsible for establishing business practices, field operation procedures, and administrative functions related to cross connection control program management. He has assisted with developing State certified training programs in Michigan and Wisconsin and has trained members of the Michigan Department of Environment Great Lakes and Energy, Michigan Department of Health, Wisconsin Department of Natural Resources, municipal employees, plumbers and miscellaneous contractor employees. He has been a guest speaker at many conferences and training seminars.



Ryan Hensley, Administrative Account Manager – Municipal Division. As an Administrative Account Manager Ryan Hensley is responsible for providing administrative support to field surveyors, regional managers and division directors with all components associated with managing a comprehensive cross connection control program, in addition to providing highest level of customer service to our municipal clients. Ryan has been a member of the HydroCorp team for over 10 years and is an ASSE 5150 certified Backflow Prevention Program Administrator.

He is an advanced user of the HydroSoft data management program & responsible for providing day to day tech support to the entire staff and external clients. Ryan also assists in the planning, testing & training of HydroSoft for clients and end users.

Field Inspectors/Surveyors/Technicians

HydroCorp invests continuously in educational training and development of its team members. All HydroCorp Field Inspectors assigned to this project are certified in Cross-Connection Control Surveying and Backflow Prevention Program Management through one the following programs:

****A complete list of staff certifications is located in Appendix B**

4. CROSS-CONNECTION PROGRAM WORK PLAN

4.1. Development of Written Cross-Connection Control Program Plan

HydroCorp will work closely with the CITY to develop and implement a program to meet the specific timeline guidelines established by the CITY and the Michigan Department of Environment, Great Lakes, and Energy (EGLE). Further, HydroCorp will conduct the necessary detailed research of current State of Michigan Administrative Code related to Cross-Connection Control and Backflow Prevention associated with public water system requirements.

Sample Plan Elements

1. INTRODUCTION 2
2. AUTHORITY 3
   2.1. Inspector/Designated Agent 3
3. PROGRAM APPROACH 4
4. INSPECTIONS 5
   4.1 Request for Internal Cross Connection Control Information 6
   4.2 Submission of Internal Cross Connection Control Information 6
   4.3 Containment 7
5 APPLICATION OF BACKFLOW PREVENTERS 8
6 TESTING BACKFLOW PREVENTION ASSEMBLIES 10
7 RECORD KEEPING 11
8 ENFORCEMENT 12
9 NEW SERVICE INSPECTION 13
   9.1 Procedures 13
   9.2 Inspections 13
   9.3 Compliance 13
   9.4 Non-Compliance 13
10 PUBLIC EDUCATION 14
11 ANNUAL REPORT 15
APPENDIX A - LOCAL ORDINANCE i
APPENDIX B - FIELD FORMS ii
APPENDIX C ASSEMBLY AND DEVICE LEGEND iv
APPENDIX D – NON-RESIDENTIAL PROGRAM NOTICE TEMPLATES v
APPENDIX E – RESIDENTIAL PROGRAM NOTICE TEMPLATES xx
APPENDIX F – TEST FORM xxxi
APPENDIX G – INSTALLATION SCHEMATICS xxxii

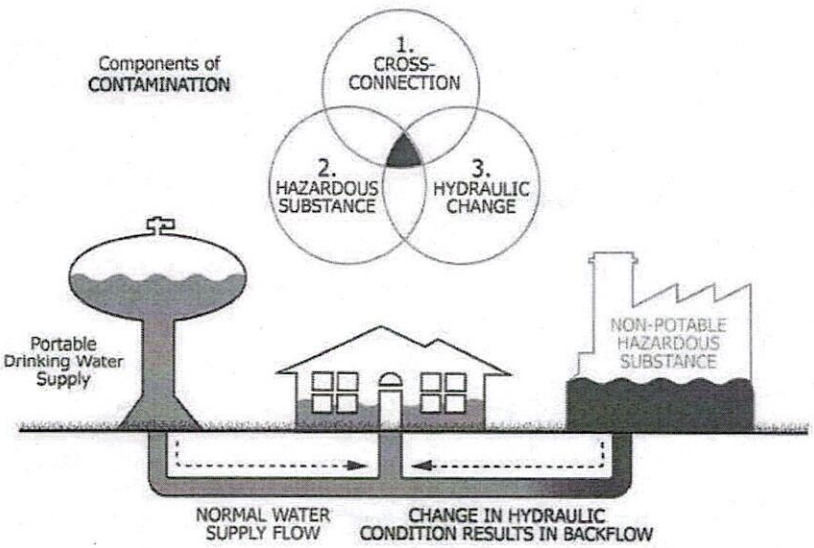
4.2. Purpose of the Cross-Connection Control Program

- Protect the water supply/public health and safety from backflow
- Comply with state and local regulations
- Minimize risk and liability
- Eliminate hazardous cross-connections to the drinking water supply

A cross-connection is defined as a connection or arrangement of piping or appurtenances through which a backflow could occur. Backflow is defined as the undesirable reversal of flow of water of questionable quality, wastes or other contaminants into a public water supply.

4.3. Examples of common Cross-Connection Hazards:

- Garden Hose connections lacking backflow prevention devices
- Water Softener discharge lines directly connected to drain piping
- Boilers with missing or inappropriate backflow preventers
- Backflow Prevention Assemblies improperly installed or missing test documentation
- Toilets with faulty or unapproved anti-siphon valves
- Lawn Irrigation systems with missing or inappropriate backflow preventers
- Restaurant equipment with missing or inappropriate backflow preventers
- Dental office equipment with missing or inappropriate backflow preventers
- Fire Sprinkler systems with missing or inappropriate backflow preventers
- Chemical mixing systems in janitorial closets with missing or inappropriate backflow preventers
- Unprotected water supply bypasses
- Improper type of backflow prevention assembly for the degree of hazard



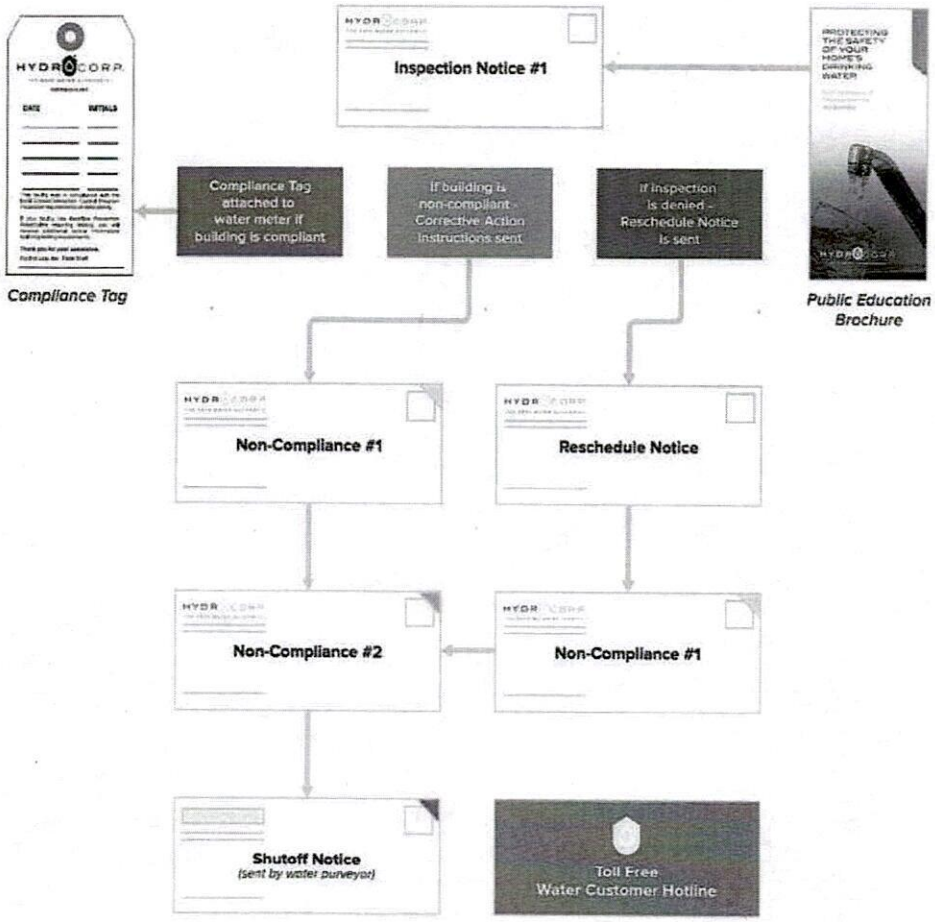
5. CROSS-CONNECTION INSPECTION PROCESS

5.1. Residential Service Connections

This proposal includes services for Residential Cross-Connection Inspections. Customized appointments will be necessary for Residential site visits.

5.2. Postal Notification Process

POSTAL NOTIFICATION PROCESS - INSPECTIONS



Compliance Tag

Public Education Brochure

5.3. Inspections/Surveys

Inspections shall consist of entering a home from the point where water service enters the facility (usually the meter) and tracing the piping to each end point of use. Using standardized, electronic inspection forms, the inspector shall identify and note the location and nature of any direct and potential cross connections, location and details of backflow prevention devices, methods & assemblies, and other pertinent program information. If the inspector is refused proper access, the City will assume a cross-connection is present and take the necessary action to ensure the public water supply is protected.

The highest priority for inspections shall be placed on homes that pose the highest risk, that have a high probability that backflow will occur, or are known/suspected to have cross-connections.
Once initial inspections are complete, a re-inspection frequency shall be determined for each account in accordance with the requirements of the Utility/City Cross-Connection Control Plan. The Plan will include detailed inspection frequency information and be submitted to the EGLE for final approval.

Definitions:

- *Initial Inspection* – the first time a HydroCorp representative inspects a facility for cross-connections. Degree of Hazard is assigned and/or verified during this facility visit. The Degree of Hazard will dictate future re-inspection frequency/schedule of facility, (facility will be either compliant or non-compliant after this inspection).

- *Compliance Inspection* – subsequent visit by a HydroCorp representative to a facility that was non-compliant during the *Initial Inspection* to verify that corrective action was completed and meets the program requirements.

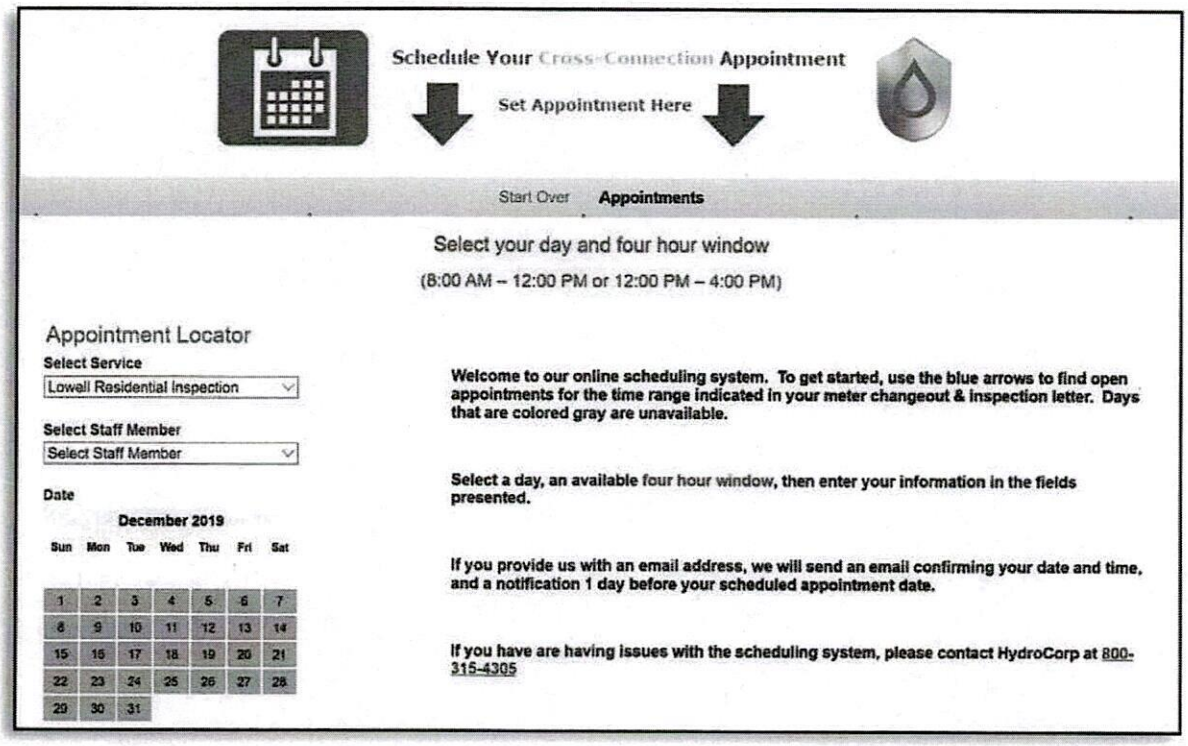
- *Re-Inspection* – Revisit by a HydroCorp representative to a facility that was previously inspected. The re-inspection frequency/schedule is based on the degree of hazard assigned to the facility during the initial inspection (Re-Inspection cycle/frequency to be determined when Plan is developed).

5.4. Residential Site Visits and Appointment Process

Residential Water Customer will be able to arrange specific dates and approximate time of site visits by HydroCorp Field Technicians. Two methods are offered for within the postal notice and instructions provided to the Water Customer at minimum of 2 weeks prior to available schedule of field technicians.

Method 1: Water Customers may call hours the HydroCorp toll free phone number during normal business hours and speak to a HydroCorp Customer Service Representative to set and confirm their appointment

Method 2: Water Customers can visit the HydroCorp Appointment website available 24hrs per day to set and confirm their appointment.



5.5. Backflow Prevention Assembly Testing Record Tracking and Notification

- **Water Customers who have Testable Backflow Prevention Assemblies are notified via postal notice with instructions to submit test record data from a Certified Tester. Certified Testers are required to register (no fee) via a designated secure website provided by HydroCorp during the duration of contract period.**

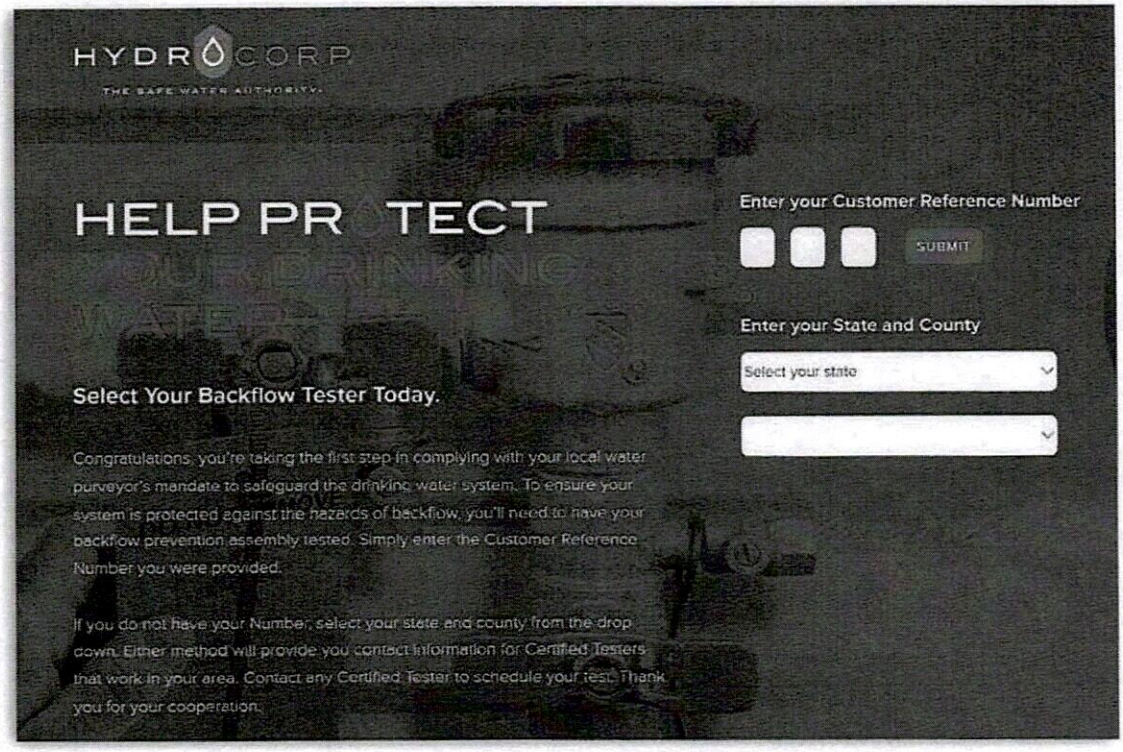
- **HydroCorp monitors backflow prevention assembly tester credentials and qualifications in order to ensure that only qualified and state certified contractors are conducting the work.**

- **HydroCorp monitors backflow prevention assembly test results. Test results that do not contain all required information are marked as "failed" and a phone call is made to the tester seeking the correct information.**

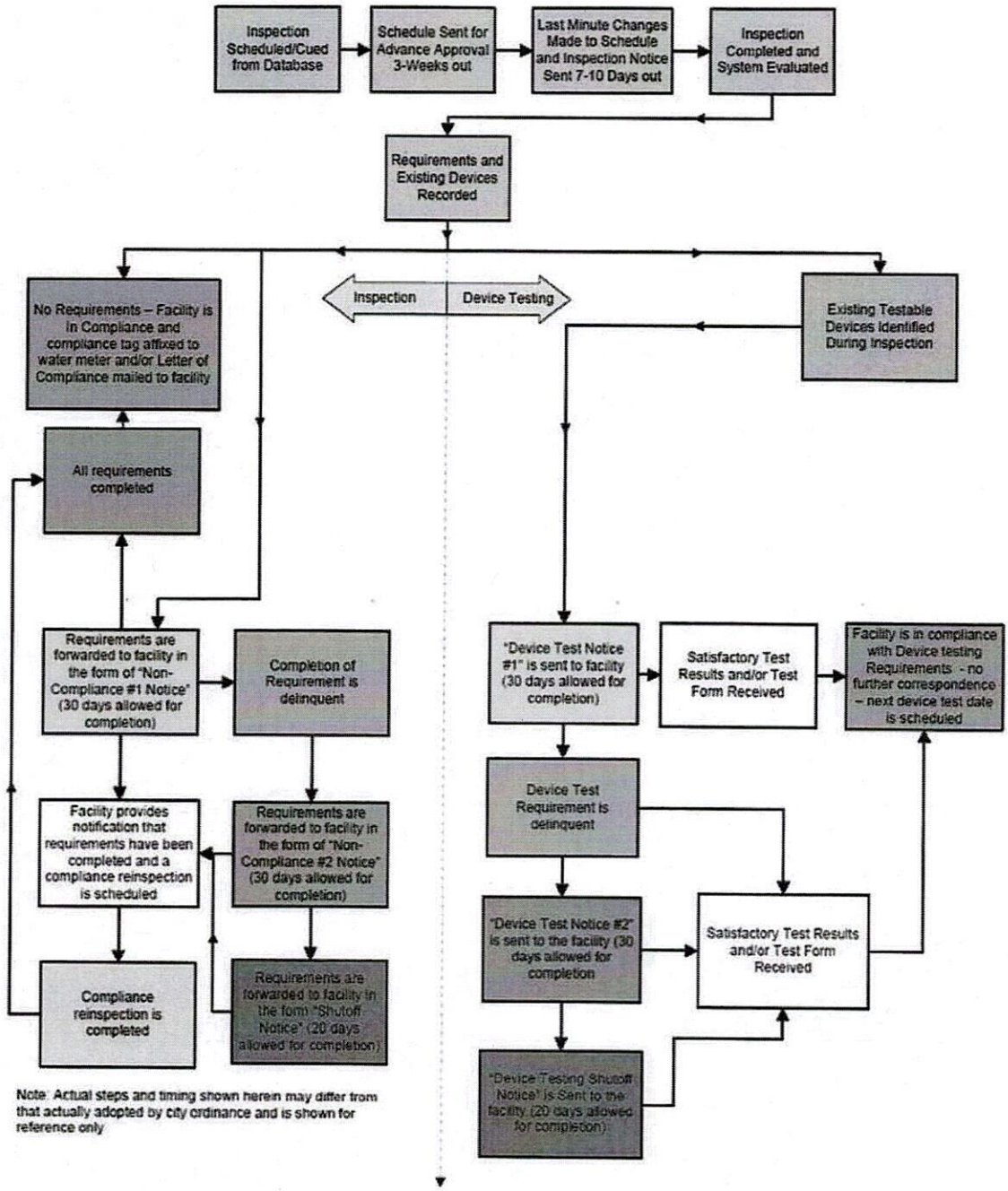
- **HydroCorp utilizes a two-step approach/review process when sending out program notices to ensure accuracy and improve compliance results and customer service.**

- **HydroCorp continually monitors program database information and reviews this with the County Contact in order to improve compliance results and customer service**

Example Screen for Online Backflow Preventer Test Record Portal:



Inspection and Annual Backflow Test Record Compliance Process:



6. SECURE DATA AND WATER CUSTOMER CARE PROCESS

6.1. Program Data:

The most critical element of a Cross-Connection Control Program is data integrity. Without accurate data, the Cross-Connection Control program will experience customer service, administrative, and reporting issues and also result in field survey inefficiencies. HydroCorp will coordinate with the County to obtain accurate account listing/address information.

Specialized Software:

HydroCorp utilizes HydroSoft® (proprietary software) to manage Cross-Connection Control Program data. All program data captured shall remain the property of the Utility/County. The Utility/County can access program data, information and reports on-line via a web browser. All Client Data is secured on our Application Server, which is behind both a Hardware and a Software Firewall.
Standard reports include the following:

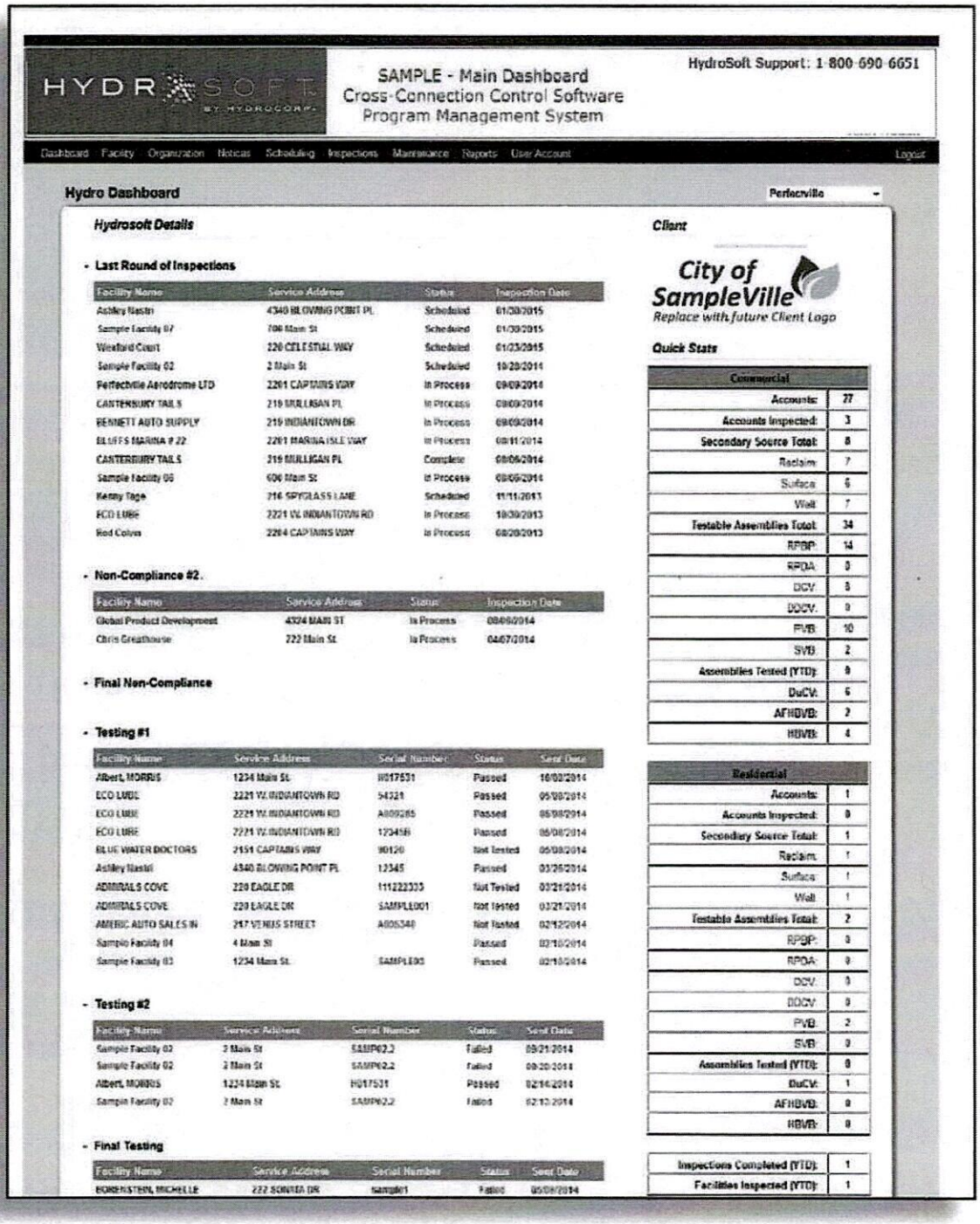
- Inspections scheduled, completed, overdue and compliance status
- Custom queries, data exports and reports as needed
- EGLE Annual Report

Information Technology Infrastructure:
HydroCorp has a dedicated department responsible for Information Technology (I/T) infrastructure for internal (staff) needs as well as external (client) communication and reporting needs. We also have a dedicated person responsible for new client start up and database implementation in order to insure we have the most accurate information possible at any given point in time. We have continually invested in both hardware infrastructure (Network Servers, Client Workstations, Firewalls and Tablet P.C's for Field Inspectors) and software in order to leverage technology in the workplace and to improve customer service and assist in lowering our costs to our clients. HydroCorp has a contracted service agreement with a local I/T Company that performs monthly routine system maintenance and monitors our infrastructure/servers for optimum performance and reliability.

Program Data and Backup:
Client Data is secured on our Application Server, which is behind both a Hardware and a Software Firewall. The Application Server is backed up twice a day. 5 copies of the backup are then created and stored at 3 separate locations. 3 of the 5 backup copies are stored locally. One is on the application server itself, one is on our File server, and one is backed up to a Network Attached Storage (NAS) device. Having 3 local backup copies stored on the different machines means that in the unlikely event of a hardware malfunction, we can recover the data very quickly. Additionally, we employ a secure on-line backup service that stores 2 copies of our backup at two independent locations.

6.2. Live Program Data Access for Designated Water Purveyor Staff

Main Dashboard Example



6.3. Customer Service

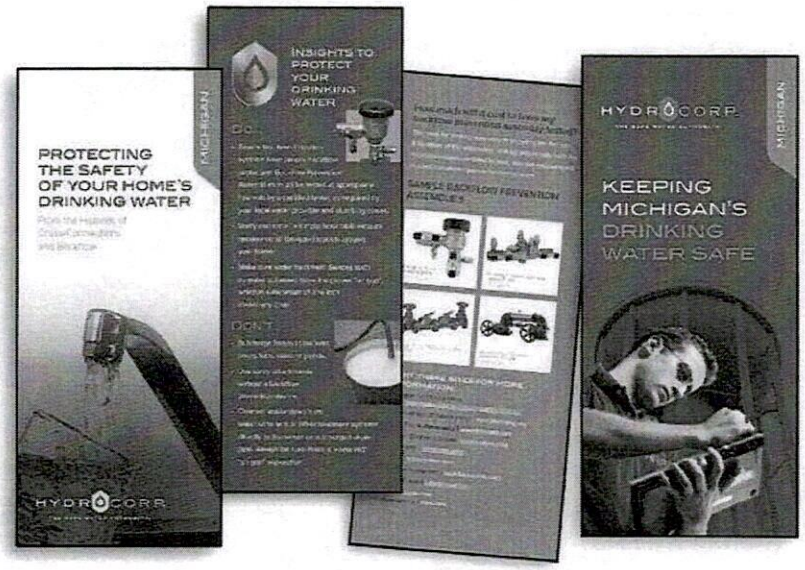
HydroCorp has an extensive customer service call center to answer incoming telephone calls from water users. The call center is staffed from the hours of 8:00AM – 5:00PM MON-FRI. Most program calls and questions can be answered by one of our ASSE Backflow Prevention Program Certified representatives. Our field staff also carry tablet pc's and smartphones and can respond in a timely manner to any customer related issues.

Frequently asked questions, program brochures and other general Cross-Connection Control information can be found on our website. http://www.hydrocorpinc.com/resources/faq/

Public Education is a key component of a successful Cross-Connection Control Program. Some of the ways HydroCorp has assisted communities in their public education efforts include, but are not limited to:

- Providing a specific website with basic cross-connection control information and FAQ's , example: http://www.hydrocorpinc.com/resources/faq/
- Newspaper/press releases regarding cross-connection control and preparing/developing information that could be dispersed through social media
- Direct mailing of informational brochures
- Speaking at town hall, council meetings, working groups, and at homeowners' association meetings
- Creation of Public Education Videos

Sample Public Education Brochures



APPENDIX A – STAFF CERTIFICATIONS

ASSE Series 5000 Certification Listings for HydroCorp Employees
http://asse-plumbing.org/certified.asp

Last Name	First Name	Certification #	Certification Type	Expiration Date	
Hoffman	Jerome	34290	5110-Tester	3/31/2023	
Patterson	Paul	9199	5110-Tester	10/31/2023	
Alttama	Bill	25237	5110-Tester	12/31/2023	
Patel	Jigar	20555	5110-Tester	7/31/2021	
Cardinal	Dave	26905	5110-Tester	1/31/2022	* Also a course proctor
Adamus	Glenn	20618	5110-Tester	10/31/2022	
Hetrick	Matt	34289	5120-Surveyor	3/31/2023	
Hoffman	Jerome	34290	5120-Surveyor	3/31/2023	
John	Moe	34291	5120-Surveyor	3/31/2023	
Nick	Oliver	34292	5120-Surveyor	3/31/2023	
Wolf	Craig	34294	5120-Surveyor	3/31/2023	
Patterson	Paul	9199	5120-Surveyor	10/31/2023	
Alttama	Bill	25237	5120-Surveyor	12/31/2023	
Ayers	Jerry	18181	5120-Surveyor	1/31/2022	
Cardinal	Dave	26905	5120-Surveyor	1/31/2022	
Derozier	Danny	30566	5120-Surveyor	1/31/2022	
Hensley	Ryan	18184	5120-Surveyor	1/31/2022	
McLaren	Gary	18186	5120-Surveyor	1/31/2022	
Rick	Kinney	30567	5120-Surveyor	1/31/2022	
Rugg	Gerald	27375	5120-Surveyor	1/31/2022	
Scott	Mitchell	30569	5120-Surveyor	1/31/2022	
Wade	Kubina	30568	5120-Surveyor	1/31/2022	
Adamus	Glenn	20618	5120-Surveyor	10/31/2022	
Patterson	Paul	9199	5130-Repairer	10/31/2023	
Patel	Jigar	20555	5130-Repairer	7/31/2021	
Patterson	Paul	9199	5150-BP Administrator	10/31/2023	* Also a course instructor and proctor
Auferoth	Edward	18180	5150-BP Administrator	1/31/2022	
Ayers	Jerry	18181	5150-BP Administrator	1/31/2022	
Crable	John	25241	5150-BP Administrator	1/31/2022	
Hensley	Ryan	18184	5150-BP Administrator	1/31/2022	
McLaren	Gary	18186	5150-BP Administrator	1/31/2022	
Patterson	Bethany	18187	5150-BP Administrator	1/31/2022	
Hensley	Jodi	42080	5150-BP Administrator	2/28/2022	
Kim	Pritchard	42082	5150-BP Administrator	2/28/2022	
Sandra	Redlin	42084	5150-BP Administrator	2/28/2022	
Adamus	Glenn	18179	5150-BP Administrator	10/31/2022	* Also a course instructor and proctor

Cross-Connection Control Certifications:

5110 – Backflow Prevention Assembly Tester
5120 – Cross-Connection Control Surveyor
5130 – Backflow Prevention Assembly Repairer
5140 – Fire Sprinkler Cross-Connection Control Tester
5150 – Backflow Prevention Program Administrator

Operator Information

Name: Gary G. Bendes
Operator ID: 3443
Home Address Updated:* 1/8/2019

WSSN: 9400
District Number: 100
ERG Eligible: No More info

*If you have since relocated please contact the OTCP unit to update your home address.

Certification Information

Certifications	Issue Date	Expiration Date
D-4	01/10/2019	01/15/2022
S-1	01/10/2019	01/15/2022

Operator Information

Name: Christopher A. DuBerg
Operator ID: 6133
Home Address Updated:* 11/20/2018

WSSN: 3100
District Number: 43
ERG Eligible: No More info

*If you have since relocated please contact the OTCP unit to update your home address.

Certification Information

Certifications	Issue Date	Expiration Date
S-2	11/29/2018	01/15/2022

Operator Information

Name: Jerry A. Hoffman
Operator ID: 6453
Home Address Updated:* 7/10/2019

WSSN: 9400
District Number: 100
ERG Eligible: No More info

*If you have since relocated please contact the OTCP unit to update your home address.

Certification Information

Certifications	Issue Date	Expiration Date
S-2	07/16/2019	07/15/2022

APPENDIX B – COST PROPOSAL

RESIDENTIAL CROSS CONNECTION CONTROL PROGRAM SERVICES (RFP)
FEE PROPOSAL

FIRM: HydroCorp

Fee Proposal to provide Residential Cross Connection Control Program Services as defined in the Scope of Work:

Year 1: $36,996.00

Year 2: $36,996.00

Year 3: $36,996.00

Total: $110,988.00

*NOTE: HydroCorp will invoice 36 equal payments of $3,083.00 per month for the duration of the contract. Pricing shall remain valid for a minimum of 90 days from date of bid openings. HydroCorp shall enter a Professional Services Agreement with the City of Fraser within 10 days of award. Sample PSA is provided as Appendix

Mark Martin
CFO/Principal

APPENDIX C – SAMPLE PROFESSIONAL SERVICES AGREEMENT

PROFESSIONAL SERVICE AGREEMENT

This agreement, made and entered into this INSERT DATE:_____by and between the City of Fraser, organized and existing under the laws of the State of Michigan, referred to as "Utility", and HydroCorp™ a Michigan Corporation, referred to as "HydroCorp".

WHEREAS, the Utility supplies potable water throughout its corporate boundary to property owners; and desires to enter into a professional services contract for cross connection control program inspection, reporting and management services.

WHEREAS, HydroCorp is experienced in and capable of supplying professional inspection of potable water distribution systems and cross connection control program management to the Utility and the Utility desires to engage HydroCorp to act as its independent contractor in its cross connection control program.

WHEREAS, the Utility has the authority under the laws of the State of Michigan and its local governing body to enter into this professional services contract.

NOW THEREFORE, in consideration of the mutual agreements herein contained, and subject to the terms and conditions herein stated, the parties agree as follows:

ARTICLE I. Purpose

During the term of this Agreement, the Utility agrees to engage HydroCorp as an independent contractor to inspect and document its findings on its potable water distribution system in public, commercial and industrial facilities within the community. Each party to this Agreement agrees that it will cooperate in good faith with the other, its agents, and subcontractors to facilitate the performance of the mutual obligations set forth in this Agreement. Both Parties to this Agreement recognize and acknowledge that the information presented to them is complete and accurate, yet due to the inaccessible nature of water piping or due to access constraints within water users' facilities, complete and accurate data is not always available.

ARTICLE II. Scope of Services

The scope of services to be provided by HydroCorp under this Agreement will include the inspections/surveys, program administration, answering telephone call inquires, scheduling of inspections, program compliance review, public education materials, preparation of quarterly management reports, and annual cross connection reports with respect to the facilities to the extent specifically set forth in this Article II (hereinafter the "Scope of Services"). Should other reports/services be included within the Scope of Services, the same shall be appended to this Agreement as Exhibit 1.

2.1 **PROGRAM REVIEW/PROGRAM START UP MEETING.** HydroCorp will conduct a Program Startup Meeting for the Cross-Connection Control/Backflow Prevention Program. Items for discussion/review will include the following:

- Review state & local regulations
- Review and/or provide assistance in establishing local Cross-Connection Control Ordinance
- Review/establish wording and timeliness for program notifications including:
  - Inspection Notice
  - Compliance Notice
  - Non-Compliance Notices 1-2, Penalty Notices
- Special Program Notices
- Electronic use of notices/program information
- Obtain updated facility listing, address information and existing program data from Utility.
- Prioritize Inspections (Utility owned buildings, schools, high hazard facilities, special circumstances.)
- Review/establish procedure for vacant facilities.

- Establish facility inspection schedule.
- Review/establish procedures and protocol for addressing specific hazards.
- Review/establish high hazard, complex facilities and large industrial facility inspection/containment procedures including supplemental information/notification that may be requested from these types of facilities in order to achieve program compliance.
- Review/establish program reporting procedures including electronic reporting tools.
- Review/establish educational and public awareness brochures.

2.2 **INSPECTIONS.** HydroCorp will perform initial inspections, compliance inspections, and re-inspections at individual residential properties located within the utility served by the public water supply for cross-connections. Inspections will be conducted in accordance with the Michigan Department of Environmental Quality Cross Connection Control Rules.

- *Initial Inspection* – the first time a HydroCorp representative inspects a facility for cross connections. Degree of Hazard will be assigned and/or verified during this facility visit. The Degree of Hazard will dictate future re-inspection frequency/schedule of facility, (facility will be either compliant or non-compliant after this inspection).
- *Compliance Inspection* – subsequent visit by a HydroCorp representative to a facility that was non-compliant during the *Initial Inspection* to verify that corrective action was completed and meets the program requirements.
- *Re-Inspection* – Revisit by a HydroCorp representative to a facility that was previously inspected. The re-inspection frequency/schedule is based on the degree of hazard assigned to the facility during the initial inspection (ten year re-inspection cycle, as agreed to by the parties).

2.3 **INSPECTION SCHEDULE.** HydroCorp shall determine and coordinate the inspection schedule. Inspection personnel will check in/out on a daily basis with the Utility's designated contact person. The initial check in will include a list of inspections scheduled. An exit interview will include a list of inspections completed.

2.4 **PROGRAM DATA.** HydroCorp will generate and document the required program data for the Facility Types listed in the Scope of Services using the HydroCorp Software Data Management Program. Program Data shall remain property of the Utility; however, the HydroCorp Software Data Management program shall remain the property of HydroCorp and can be purchased for an additional fee. Data services will include:

- Prioritize and schedule inspections.
- Notify users of inspections, backflow device installation and testing requirements if applicable.
- Monitor inspection compliance using the HydroCorp online software management program.
- Maintain program to comply with all EGLE regulations

2.5 **MANAGEMENT REPORTS.** HydroCorp will submit comprehensive management reports in electronic, downloadable format on a quarterly & annual basis to the Utility. Reports to include the following information:

- Name, location and date of inspections
- Number of facilities inspected/surveyed
- Number of facilities compliant/non-compliant

2.6 **REVIEW OF CROSS-CONNECTION CONTROL ORDINANCE.** HydroCorp will review or assist in the development of a cross-connection control ordinance. Items for review include:

- Code adoption references, standard operational procedures, program notice documentation, reporting procedures and preference standards.
- Penalties for noncompliance.

2.7 VACUUM BREAKERS. HydroCorp will provide up to four (4) ASSE approved hose bibb vacuum breakers or anti-frost hose bibb vacuum breakers per facility as required, in order to place a facility into immediate compliance at the time of inspection if no other cross-connections are identified.

2.8 PUBLIC RELATIONS PROGRAM. HydroCorp will assist the Utility with a community-wide public relations program including general awareness brochures and website cross connection control program content.

2.9 SUPPORT. HydroCorp will provide ongoing support via phone, fax, text, website or email for the contract period.

2.10 FACILITY TYPES. The facility types included in the program are as follows:

- Residential
- Multifamily

2.11 INSPECTION TERMS. HydroCorp will perform a minimum of **1,500** inspections over a **three – (3) year contract period.** The total inspections include all initial inspections, compliance and re-inspections. *Vacant facilities that have been provided to HydroCorp, scheduled no show or refusal of inspection will count as an inspection/site visit for purposes of the contract.*

2.12 COMPLIANCE WITH DEPARTMENT OF ENVIORMENT, GREAT LAKES AND ENERGY (EGLE). HydroCorp will assist in compliance with EGLE, Michigan Plumbing Code, and Michigan Residential Code cross connection control program requirements.

2.13 POLICY MANUAL. HydroCorp will review and/or develop a comprehensive cross connection control policy manual/plan and submit to the appropriate regulatory agency for approval on behalf of the Utility.

2.14 INVENTORY. HydroCorp shall inventory all accessible (ground level) backflow prevention assemblies and devices. Documentation will include: location, size, make, model and serial number if applicable.

2.15 DATA MANAGEMENT. HydroCorp shall provide data management and program notices for all inspection services throughout the contract period.

2.16 ANNUAL YEAR END REVIEW. HydroCorp will conduct an on-site annual year-end review meeting to discuss overall program status and specific program recommendations.

2.17 CROSS CONNECTION CONTROL BROCHURES. HydroCorp will provide approximately **1,500** cross-connection control educational brochures for the duration of the Agreement.

2.18 INSURANCE. HydroCorp will provide all required copies of general liability, workers' compensation and errors and omissions insurance naming the Utility as an additional insured if required.

ARTICLE III. Responsibilities of the Utility

3.1 UTILITY'S REPRESENTATIVE. On or before the date services are to commence under this Agreement, the Utility shall designate an authorized representative ("Authorized Representative") to administer this Agreement.

3.2 COMPLIANCE WITH LAWS. The Utility, with the technical and professional assistance of HydroCorp, shall comply with all applicable local, state, and federal laws, codes, ordinances, and regulations as they pertain to the water inspection and testing, and shall pay for any capital improvements needed to bring the water treatment and delivery system into compliance with the aforementioned laws.

3.3 NOTICE OF LITIGATION. In the event that the Utility or HydroCorp has or receives notice of or undertakes the prosecution of any actions, claims, suits, administrative proceedings, investigations or other proceedings in connection with this Agreement, the party receiving such notice or undertaking of such prosecution shall give the other party timely notice of such proceedings and will inform the other party in advance of all hearings regarding such proceedings

3.4 FACILITY LISTING. The Utility must provide HydroCorp a complete list of facilities to be inspected, including facility name, type of service connection, address, contact person, and phone number, (if available). ***Electronic file format such as Microsoft Excel, etc. is required. An additional one-time fee to manually enter facility listing will be charged at the rate of $80.00 per hour. Incorrect facility addresses will be returned to the Utility contact and corrected address will be requested.***

3.5 LETTERHEAD/LOGO. The Utility will provide HydroCorp with an electronic file copy of the utility logo or utility letterhead and all envelopes for the mailing of all official program correspondence only. (300 dpi in either .eps, or other high quality image format for printing.)

ARTICLE IV. Term, Compensation and Changes in Scope of Services

4.1 TERM AND TERMINATION TERM. Services by HydroCorp under this Agreement shall commence on INSERT DATE _____ and end three- (3) years from such date, unless this Agreement is renewed or terminated as provided herein. The terms of this Agreement shall be valid only upon the execution of this Agreement within ninety (90) days of its receipt. Failure to execute this Agreement within the ninety (90) day period shall deem the proposed terms void.

4.2 RENEWAL. Upon the expiration of the original term (or renewal term), unless either party provides written notice of termination not less than sixty (60) days prior to the expiration of the initial term (or any such renewal term), this Agreement shall automatically renew for a three (3) year term. Any increases in pricing for the renewal term will be equal to the Consumer Price Index (3-year average) as measured in the Detroit-Warren-Dearborn area at the time of renewal or 6%, whichever is less.

4.3 TERMINATION. The Utility or HydroCorp may terminate this Agreement at any time and on any date in the initial and renewal terms of this Agreement, with or without any cause, by giving written notice of such intent to terminate to the other party at least thirty (30) days prior to the effective date of termination. Notice of the intent to terminate shall be given in writing by personal service, by an authorized agent, or by certified mail, return receipt requested. The Utility shall pay the balance of any outstanding accounts for work performed by HydroCorp.

4.4 BASE COMPENSATION. The Utility shall pay HydroCorp as compensation ("Base Compensation") for labor, equipment, material, supplies, and utilities provided and the services performed pursuant to this Agreement, **$3,083.00 per month, $36,996.00 annually, for a three – (3) year contract total of $110,988.00.** Completed inspections shall consist of all initial inspections, re-inspections and compliance inspections as defined in section 2.2.

4.5 PAYMENT OF INVOICES. Upon presentation of invoices by HydroCorp, all payments including base and other compensation shall be due and payable on the first day of each month (due date) after the month for which services have been rendered. All such payments shall be made no later than thirty (30) days after the due date. Failure to pay shall be deemed a default under this Agreement. For any payment to HydroCorp which is not made within thirty (30) calendar days after the due date, HydroCorp, shall receive interest at one and one-half (1½) percent per month on the unpaid balance.

4.6 CHANGES IN SCOPE OF SERVICES. In the event that the Utility requests and HydroCorp consents to perform additional work or services involving the consulting, management, operation, maintenance, and repair of the Utility's water delivery system where such services or work exceeds or changes the Scope of Services contemplated under this Agreement, HydroCorp shall be provided additional compensation. Within thirty (30) calendar days from the date of notice of such additional work or services, the parties shall mutually agree upon an equitable sum for additional compensation. This amount shall be added to the monthly sum effective at the time of change in scope. Changes in the Scope of Service include, but are not limited to, requests for additional service by the Utility or additional costs incurred in meeting new or changed government regulations or reporting requirements.

4.7 CLIENT CONFIDENTIALITY. Disclosure of all communications between HydroCorp and the Utility regarding business practices and other methods and forms of doing business is subject to the provisions of Michigan Public Records Law. HydroCorp agrees to make available for inspection and copying all records in its possession created, produced, collected or otherwise related to this Agreement to the same extent as if the records were maintained by the Utility. HydroCorp expressly acknowledges and agrees that its obligations concerning Public Records Law and compliance regarding records related to this Agreement should not be limited by copyright, license, privacy and/or confidentiality except as authorized under the Public Records Law.

4.8 ACCESSIBILITY. Backflow prevention device information will be completed in full only when the identifying information (i.e. data plate, brass tag, etc.) is accessible and visible from ground level or from a fixed platform/mezzanine.

4.9 CONFINED SPACES. – HydroCorp personnel will not enter confined spaces.

ARTICLE V. Risk Management and General Provisions

5.1 INFORMATION. Both Parties to this Agreement recognize and acknowledge that the information presented to them is complete to the best of their knowledge, yet due to the inaccessible nature of water piping or lack of access provided by property owner/water user, complete accurate data is not always available. Cross-connection control inspection and results are documented as of a specific date. The property owner and/or water user may make modifications to the potable water system after the inspection date that may impact compliance with the program.

5.2 LIMITATION OF LIABILITY. HydroCorp's liability to the Utility for any loss, damage, claim, or expense of any kind or nature caused directly or indirectly by the performance or non-performance of obligations pursuant to this Agreement shall be limited to general money damages in an amount not to exceed or within the limits of the insurance coverage provided hereunder. HydroCorp shall in no event be liable for indirect or consequential damages, including but not limited to, loss of profits, loss of revenue, or loss of facilities, based upon contract, negligence, or any other cause of action.

5.3 HYDROCORP INSURANCE. HydroCorp currently maintains the following insurance coverage's and limits:

	Occurrence	Aggregate
Comprehensive General Liability	$1 Million	$2 Million
Excess Umbrella Liability	$5 Million	$5 Million
Automobile Liability (Combined Single Limit)	$1 Million	
Worker's Compensation/ Employer's Liability	$1 Million	
Errors and Omissions	$2 Million	$2 Million

Within thirty (30) calendar days of the start of the project, HydroCorp shall furnish the Utility with satisfactory proof of such insurance, and each policy will require a 30-day notice of cancellation to be given to the Utility while this Agreement is in effect. The Utility shall be named as an additional insured according to its interest under the general liability policy during the term of this Agreement.

5.4 UTILITY INSURANCE. The Utility will maintain liability insurance on an all risk basis and including extended coverage for matters set forth in this Agreement.

5.5 RELATIONSHIP. The relationship of HydroCorp to the Utility is that of independent contractor and not one of employment. None of the employees or agents of HydroCorp shall be considered employees of the Utility. For the purposes of all state, local, and federal laws and regulations, the Utility shall exercise primary management, and operational and financial decision-making authority.

5.6 ENTIRE AGREEMENT AMENDMENTS. This Agreement contains the entire Agreement between the Utility and HydroCorp, and supersedes all prior or contemporaneous communications, representations, understandings, or agreements. This Agreement may be modified only by a written amendment signed by both parties.

5.7 HEADINGS, ATTACHMENTS, AND EXHIBITS. The heading contained in this Agreement is for reference only and shall not in any way affect the meaning or interpretation of this Agreement. The Attachments and Exhibits to this Agreement shall be construed as integral parts of this Agreement.

5.8 WAIVER. The failure on the part of either party to enforce its rights as to any provision of this Agreement shall not be construed as a waiver of its rights to enforce such provisions in the future.

5.9 ASSIGNMENT. This Agreement shall not be assigned by either party without the prior written consent of the other unless such assignment shall be to the affiliate or successor of either party.

5.10 FORCE MAJEURE. A party's performance under this Agreement shall be excused if, and to the extent that, the party is unable to perform because of actions due to causes beyond its reasonable control such as, but not limited to, Acts of God, the acts of civil or military authority, loss of potable water sources, water system contamination, floods, quarantine restrictions, riot, strikes, commercial impossibility, fires, explosions, bombing, and all such interruptions of business, casualties, events, or circumstances reasonably beyond the control of the party obligated to perform, whether such other causes are related or unrelated, similar or dissimilar, to any of the foregoing. In the event of any such force majeure, the party unable to perform shall promptly notify the other party of the existence of such force majeure and shall be required to resume performance of its obligations under this Agreement upon the termination of the aforementioned force majeure.

5.11 AUTHORITY TO CONTRACT. Each party warrants and represents that it has authority to enter into this Agreement and to perform the obligations, including any payment obligations, under this Agreement.

5.12 GOVERNING LAW AND VENUE. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan, regardless of the fact that any of the parties hereto may be or may become a resident of a different state or jurisdiction. Any dispute between the parties, with both parties consent, may be settled by arbitration in accordance with the applicable rules of the American Arbitration Association, Any

arbitration award or determination shall be final and binding and any court of competent jurisdiction may enter a judgment on such award which shall be enforceable in the same manner as any other judgment of the such court. Any suit or action arising shall be filed in a court of competent jurisdiction within the State of Michigan, venue by the presiding County. The parties hereby consent to the personal jurisdiction of said court within the State of Michigan.

5.13 COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which together shall be deemed to be one and the same instrument.

5.14 NOTICES. All notices, requests, demands, payments and other communications which are required or may be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally or sent by nationally recognized overnight carrier, or mailed by certified mail, postage prepaid, return receipt requested, as follows:

If to HydroCorp:

HydroCorp
c/o Mark Martin
5700 Crooks Road, Ste. 100
Troy, MI 48337
(248) 250-5005

If to Utility:

City of Fraser
Mark Ragsdale, MSA
31250 Kendall
Fraser, MI 48026
(586) 293-2001

5.15 SEVERABILITY. Should any part of this Agreement for any reason, be declared invalid or void, such declaration will not affect the remaining portion, which will remain in full force and effect as if the Agreement has been executed with the invalid portion eliminated.

SIGNATURES

IN WITNESS WHEREOF, the parties have duly executed this Agreement effective as of the date first above written.

City of Fraser

_____

By:
Title:

HydroCorp

_____

By: Paul M. Patterson
Its: Senior Vice President

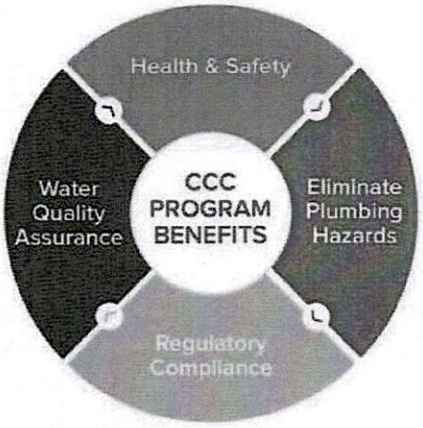
APPENDIX D – ADDITIONAL PUBLIC OUTREACH SERVICES PROVIDED

Cross-Connection Control Program Public Awareness Toolkit

HYDROCORP™
THE SAFE WATER AUTHORITY™

Critical Knowledge from HydroCorp™ – The Safe Water Authority™

As your CCC Program Service provider, HydroCorp has assembled these exclusive tools and resources to assist with public awareness on this important newly implemented safety program.



Residential Cross-Connection Control

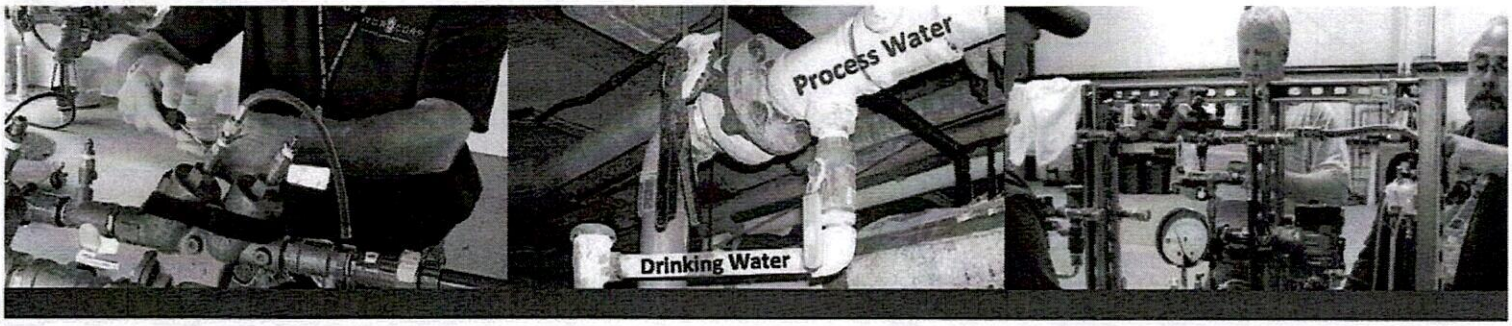
Preventing backflow contamination and locating undetected cross-connections to the public water supply is a team effort between building owners and the water purveyor. Informing local water customers and building owners affected by the Cross-Connection Control (CCC) program is essential for program success and compliance.

***Public Awareness Toolkit includes:**

1. Public Awareness/FAQ Web Page hosted by HydroCorp.
2. Common Definitions and Code references.
3. Digital Tri-Fold Educational Brochure - Printed versions available for fee.
4. Pre-written Social Media posts/links.
5. Technical images for use on Utility/City website and Social Media posts.

**HydroCorp extends limited permission use of these digital and intellectual resources to HydroCorp clients in the duration of a Cross-Connection Control Program Service Contract.*

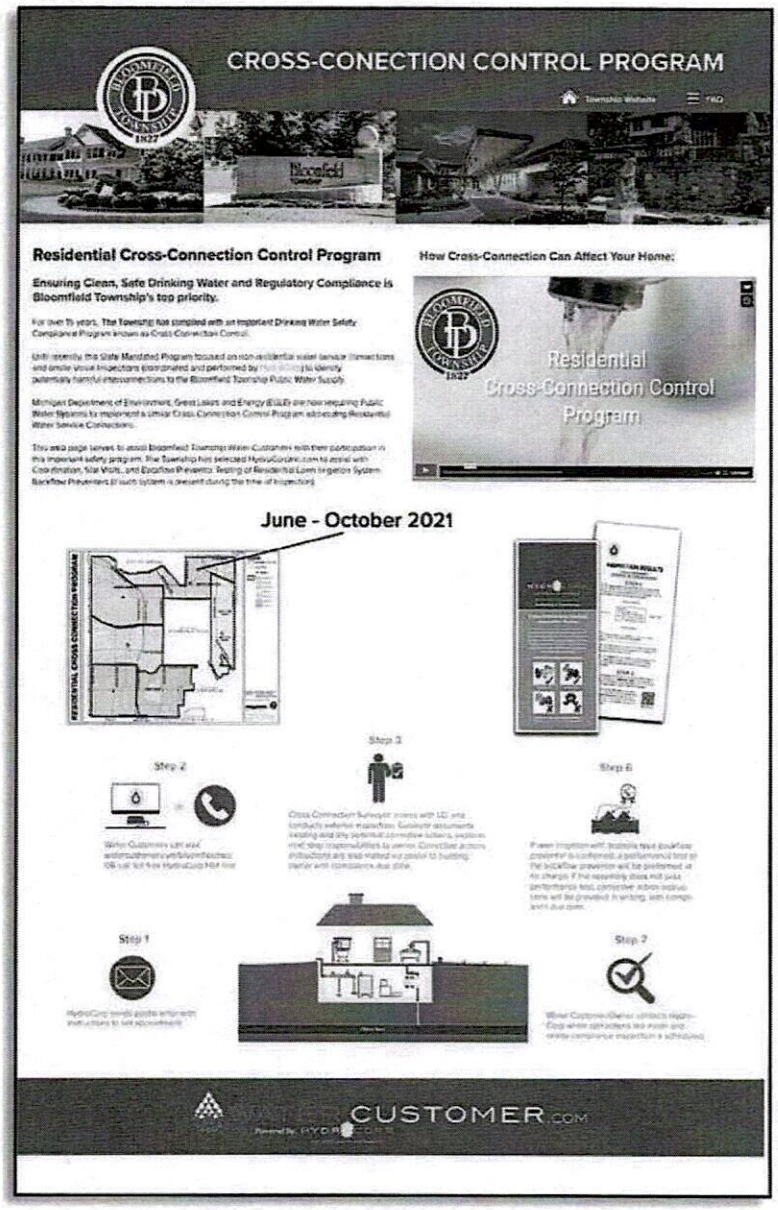
HydroCorp · 5700 Crooks Rd. Suite 100 Troy, MI 48098
hydrocorpinc.com



Public Awareness/FAQ Web Page hosted by HydroCorp.

a. (Developed within 2 weeks from award of Residential CCC Program contract)

Example: https://watercustomer.com/bloomfield-township



APPENDIX E – IRAN LINKED BUSINESS CERTIFICATION

IRAN LINKED BUSINESS CERTIFICATION

Pursuant to Michigan Public Act 517 of 2012, any Bidder that submits a bid on a request for proposal with the City of Fraser shall certify that Bidder is not an Iran linked business. An Iran linked business is not eligible to submit a bid on a request for proposal with the City. See attached definitions regarding this certification.

The undersigned Bidder does hereby certify, pursuant to Michigan Public Act 517 of 2012, that:

Bidder is not a person engaging in investment activities in the energy sector of Iran, including a person that provides oil or liquefied natural gas tankers, or products used to construct or maintain pipelines used to transport oil or liquefied natural gas, for the energy sector of Iran, or

Bidder is not a financial institution that extends credit to another person if that person will use the credit to engage in investment activities in the energy sector of Iran.

Date: 8/26/2021

By: Paul M. Patterson

Its: Senior Vice President

Subscribed and sworn to before me, a Notary Public on this 26th day of 2021

Notary Public Karen Lynn Hanson

Oakland County, Michigan

My Commission Expires: July 11, 2025

DEFINITIONS

(A) "Energy sector of Iran" means activities to develop petroleum or natural gas resources or nuclear power in Iran.

(B) "Investment" means 1 or more of the following:
- i. A commitment or contribution of funds or property.
- ii. A loan or other extension of credit.
- iii. The entry into or renewal of a contract for goods or services.

(C) "Investment activity" means 1 or more of the following:
- i. A person who has an investment of $20,000,000.00 or more in the energy sector of Iran.
- ii. A financial institution that exceeds $20,000,000.00 or more in credit to another person, for 45 days or more, if that person will use the credit for investment in the energy sector of Iran.

(D) "Iran" means any agency or instrumentality of Iran.

(E) "Iran linked business" means either of the following:
- i. A person engaging in investment activities in the energy sector of Iran, including a person that provides oil or liquefied natural gas tankers or products used to construct or maintain pipelines used to transport oil or liquefied natural gas for the energy sector of Iran.
- ii. A financial institution that extends credit to another person, if that person will use the credit to engage in investment activities in the energy sector of Iran.

(F) "Person" means any of the following:
- i. An individual, corporation, company, limited liability company, business association, partnership, society, trust, or any other nongovernmental entity, organization, or group.
- ii. Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in section 1701(c) (3) of the international financial institutional act, 22 USC 262r(c) (3).
- iii. Any successor, subunit, parent company, or subsidiary of, or company under common ownership or control with, any entity described in subparagraph (i) or (ii).

(G) "Public entity" means this state or an agency or authority of this state, school district, community college district, intermediate school district, city, village, township, county, public authority, or public airport authority.

ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS - SURVEYORS - ARCHITECTS
51301 Schoenherr Road, Shelby Township, MI 48315
586.726.1234 | www.aewinc.com

August 31, 2021 Update
March 18, 2021

Elaine Leven, City Manager
City of Fraser
33000 Garfield Road
Fraser, Michigan 48026

Reference: Proposal for Professional Services

Water Distribution System Reliability Study and General Plan Update
City of Fraser

Dear Ms. Leven:

We are pleased to provide the City of Fraser with a proposal for professional services to update your Water Distribution System Reliability Study and General Plan, which are required to be submitted by the Michigan Department of Environment, Great Lakes and Energy (EGLE).

Understanding of the Project

In 2007, our office prepared a Water Distribution System Reliability Study and General Plan for the City of Fraser in accordance with Parts 12 and 16 of the Administrative Rules promulgated under the Michigan Safe Drinking Act (1976 PA 399) at the time.

Part 12, Reliability, Rule 1203 (2) requires that the reliability study be updated every 5 years. An update to City's Water Distribution System Reliability Study is far past due and EGLE has determined that an updated study must be prepared, or the City risks possible enforcement action. EGLE has acknowledged the recent addition of PRVs into the system has a large effect on system operation, and has allowed the City to submit the report after a period of operating the PRVs, but no later than the end of 2021.

The minimum information that is now required by Part 12 of the Administrative Rules promulgated under the Michigan Safe Drinking Water Act (1976 PA 399) include:

a) Basic planning data, including current population and number of service connections.
b) Sufficient water production and consumption data, to identify trends for both 5 year and 20 year planning periods, including the following elements:
(1) The present and projected average daily demand.
(2) The present and projected maximum daily demand.
(3) The present and projected maximum hourly demand.
(4) The present and projected fire flow demand.
(5) The basis of demand projections.
(6) Monthly and annual production totals for each source, including water purchased from another public water supply.
(7) Annual totals for each customer class as determined by the public water supply.
(8) A water shortage response plan for emergencies.

Similarly, Part 16, General Plan, Rule 1603 (2) states that the City must prepare an updated General Plan upon request of EGLE. EGLE has requested that an updated General Plan be prepared and submitted in conjunction with the updated reliability study.

The minimum information that is now required by Part 16 of the Administrative Rules promulgated under the Michigan Safe Drinking Water Act (1976 PA 399) include:

a) The general layout of the entire waterworks system, including treatment systems and distribution systems, and the location of valves, hydrants, storage tanks, watermains, pumps, wells, and pumping facilities.
b) Rated capacity of the waterworks system, including capacity of the developed water source, treatment system, storage tanks, pumping facilities, and equipment to maintain system reliability.

Additionally, as Fraser's water distribution system is intended to provide fire protection, the General Plan must also include:

a) A hydraulic analysis of the distribution system showing pressure contours under peak demands.
b) An inventory of water main by size, material and age.
c) Service area maps including existing and future service area boundaries.

Services to be Provided

AEW will provide the following services:

1. Meet with City staff to assist them in identifying City data collection requirements.
2. AEW will update the computer model of the current system to include water mains that have been constructed or replaced since the most recent study update.
3. AEW will review prior City water use and peak demand events and select final existing and future peak water demands (use in gallons per minute (gpm)) based upon City compiled use records and demand factors used by Great Lakes Water Authority (GLWA) for similar municipalities.
4. AEW will discuss and review with the Public Safety Department and Department of Public Works (DPW) personnel to develop the proposed level of service for fire demands.
5. AEW will meet with DPW personnel to conduct an approximately one-hour long hydrant flow testing seminar.
6. AEW will provide up to one employee for fire flow testing assistance.
7. AEW will apply future water demands and fire flows to determine the water main sizes required for the selected future main locations.
8. AEW will perform all hydraulic analyses using KYPIPE 2020 pipe network analysis software. The model will be updated and calibrated utilizing existing demands and fire flow test data. The model will be used to identify deficiencies at current pipe roughness values and at a future deteriorated condition. The analysis will be completed for average day, maximum day, and maximum (peak) hour. Available fire flows at 20 psi residual pressure will be predicted for existing, 5-year and 20-year projections.
9. AEW will coordinate with the City and prepare a recommended 5-year and 20-year capital improvement program.
10. AEW will provide a report stating the assumptions made and methods of analysis, and recommendations. The report will include map exhibits detailing the existing and proposed distribution systems on 8 ½" x 11", 11" X 17" or larger format. Seven copies of this report will be provided. Three copies of this report supplemented with computer output appendices will also be provided. An electronic copy of the computer files will also be available upon request.
11. Attend meetings with City staff to review the report and answer questions.

12. A draft report is anticipated to be completed by mid-October 2021. The final report will be completed and submitted to EGLE no later than December 31, 2021.

Responsibilities of the Client

Fraser shall provide water use records; access to City personnel; hydrant flow test information; any related operation and system condition information. The City shall also provide AEW with the total number of residential meters along with the annual usage of the City's 25 largest commercial customers. All information must be available on a timely basis. City personnel shall also make themselves available for coordination and review meetings upon reasonable request. Southeast Michigan Council of Governments (SEMCOG) population projections will be utilized unless the City provides its own projections.

In order to accurately model the water system, a series of flow tests must be performed. We anticipate that 30 to 40 tests will be required and that the DPW and/or Fire Department personnel will assist in performing the tests. The test data will be used to calibrate the computer model. System demand and GLWA supply pressures must also be identified for each flow test.

Fee for Professional Services

AEW will provide an engineer to work with the Public Works Department staff to perform hydrant flow tests at 30 to 40 locations. We anticipate this work will be performed over a 5-day period. AEW will perform this work on an hourly basis in accordance with the hourly rates in our current contract with the City of Fraser. The anticipated budget for the fire flow testing field work is $4,500.00.

AEW will perform all other tasks listed above for a lump sum of $17,500.00.

The total anticipated budget for completing the City of Fraser Water Distribution System Reliability Study and General Plan Update is $22,000.00.

Execution of the Agreement

We trust that this proposal meets your needs. Please advise if any modifications or clarifications are required. When you are prepared to authorize us to proceed, please sign, date, and return one copy of this agreement with original signatures for our use.

We thank you once again for the opportunity to work with you on this project.

Sincerely,

Anderson, Eckstein and Westrick, Inc.:

Michael A. Vigneron, PE
Senior Project Engineer

Scott Lockwood, PE
Executive Vice President

Accepted By:

_____
Signature

_____
Printed Name, Title

_____
Date

Enclosure: Current Hourly Rate Schedule

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#11

EXHIBIT "A"

HOURLY CHARGE RATE

EMPLOYEE CLASSIFICATION	HOURLY RATE CHARGE
PRINCIPAL ENGINEER/SURVEYOR/ARCHITECT	$ 100.00
SENIOR PROJECT ENGINEER/SURVEYOR/ARCHITECT	100.00
LICENSED ENGINEER/SURVEYOR/ARCHITECT	100.00
GRADUATE ENGINEER/SURVEYOR/ARCHITECT	81.00
TEAM LEADER	81.00
ENGINEERING AIDE III	67.00
ENGINEERING AIDE II	61.00
ENGINEERING AIDE I	56.00
ENGINEERING AIDE TRAINEE	39.00
SECRETARIAL (SPECIAL PROJECTS)	33.00
SURVEY FIELD (3 PERSON)	163.00
SURVEY FIELD (2 PERSON)	137.00
CONFINED SPACE ENTRY CREW	185.00
DATA COLLECTOR (SURVEY CREW)	21.00
COMPUTER SYSTEM	11.00
GPS SURVEY EQUIPMENT	56.00

EFFECTIVE JULY 1, 2005

ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS - SURVEYORS - ARCHITECTS
51301 Schoenherr Road, Shelby Township, MI 48315
586.726.1234 | www.aewinc.com

August 31, 2021

Elaine Leven, City Manager
City of Fraser
33000 Garfield Road
Fraser, MI 48026

Reference: Proposal for Professional Services
2022 Water Main Replacement

Dear Ms. Leven:

We are pleased to submit to you our proposal to prepare plans, specifications and provide full construction engineering services on the above referenced project.

Understanding of the Project

We understand the City wishes to continue water main replacement efforts to improve system reliability. In accordance with past capital improvement presentations, the next segments being considered for water main replacement are:

- Vincent Easement – Luxemburg to Toulouse
- Spring Court – South Wind to South Wind
- Winsome – Eveningside to Slumber
- Airport – Eveningside to Slumber

The project would consist of replacing the water main in the Vincent Easement by pipe bursting, as this construction technique will help to limit disturbance between affected houses, while work on the other 3 streets would likely be completed with open-cut construction methods (possibly under the sidewalk) utilizing ductile iron pipe. Work would include replacing all gate valves and hydrants within the project limits, reconnecting existing water services to the new water main, and associated restoration.

We have estimated the construction cost of this project at approximately $1,675,000.

We understand the design engineering work would ideally occur during the City's current (FY 21-22) budget year, with construction and construction engineering occurring during the City's FY 22-23 budget year.

Fee for Professional Services

We propose that the engineering fee for this project be in accordance with our basic agreement as follows:

1) Design Engineering
We propose to furnish the topographic survey, design, plans and specifications, obtain bids and provide a recommendation of award for the project for 5.8% of construction costs in accordance with our Agreement with the City of Fraser. The fee for design phase services is estimated at $97,150.00.

2) Construction Staking, Contract Administration and Inspection
Fee to be on an hourly charge basis for the various personnel as required in accordance with the attached current hourly rate schedule. It is our understanding that full time construction inspection may be required for this project. For budget purposes, you may estimate construction phase costs at 11.5% of the construction cost or $192,625.00.

3) Testing and Lab Services
Work for density and concrete testing, as required, will be billed at actual cost as invoiced in accordance with our Agreement. Any proposed testing will be discussed with the City prior to our authorizing the work. For budget purposes, you may estimate this cost at 1.5% of the construction cost or $25,125.00.

A summary of the estimated project costs are as follows:

Construction Cost Estimate	$1,675,000.00
Design Engineering	$ 97,150.00
Const. Staking, Contract Admin., Inspection	$ 192,625.00
Testing	$ 25,125.00
Contingencies (5%)	$ 83,750.00
Estimated Total	$2,073,650.00

If you have any questions or require any additional information, please advise. We will await your authorization.

Sincerely,

Anderson, Eckstein and Westrick, Inc.

Michael A. Vigneron, PE
Senior Project Engineer

Scott Lockwood, PE
Executive Vice President

Enclosure: Hourly Rate Schedule

Accepted By

Signature

Printed Name, Title

Date

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#11

EXHIBIT "A"

HOURLY CHARGE RATE

EMPLOYEE CLASSIFICATION	HOURLY RATE CHARGE
PRINCIPAL ENGINEER/SURVEYOR/ARCHITECT	$ 100.00
SENIOR PROJECT ENGINEER/SURVEYOR/ARCHITECT	100.00
LICENSED ENGINEER/SURVEYOR/ARCHITECT	100.00
GRADUATE ENGINEER/SURVEYOR/ARCHITECT	81.00
TEAM LEADER	81.00
ENGINEERING AIDE III	67.00
ENGINEERING AIDE II	61.00
ENGINEERING AIDE I	56.00
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SURVEY FIELD (2 PERSON)	137.00
CONFINED SPACE ENTRY CREW	185.00
DATA COLLECTOR (SURVEY CREW)	21.00
COMPUTER SYSTEM	11.00
GPS SURVEY EQUIPMENT	56.00

EFFECTIVE JULY 1, 2005

BUDGET AMENDMENTS RECOMMENDED FOR SEPT 2021 COUNCIL APPROVAL

DEPT	GL NUMBER	GL DESCRIPTION	EXPLANATION	2021-22 ADOPTED BUDGET	SEP2021 Recommended Amount	$$ Difference Requested	% Difference Requested
REVENUES	101-000-427.000	TAXES - COMMUNITY WIDE SPECIAL ASSESSMT	Error in Tax Caculation - should be at TV of $452,627,778 @ 3.5 MILs	1,471,889	1,357,883	(114,006)	-8%
ALS	210-301-850.000	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	Formerly taking Verizon bill for ALS from Drug Forfeiture, discussed w/ Lieut Bisby; plenty of funds in ALS.	275	2,000	1,725	627%
Public Safety	101-301-850.000	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	Formerly taking Verizon bill for Safety from Drug Forfeiture, discussed w/ Lieut Bisby to more accurately classify this cost. Moved funds from #101-301-850.500 (below)	0	10,275	10,275	
Public Safety	101-301-850.500	COMMUNICATIONS (VEHICLES)	Excess amount in this GL (ref prior year activity). Moved $1,725 to ALS (above) and $10,275 to #101-301-850.000 (above).	20,000	8,000	(12,000)	-60%
Public Safety	101-301-712.000	CASH IN LIEU OF BENEFITS (INS OPT OUT)	No budget amount created for this GL, although $52k was budgeted last year, with activity as of end of year at $53,150. Est 9 emps @ $3,850/mth.	0	50,000	50,000	
City Manager	101-171-712.000	CASH IN LIEU OF BENEFITS (INS OPT OUT)	City manager will be paid $450 per month over 10 months (sep-jun) for insurance opt-out. GL created	0	4,500	4,500	
City Manager	101-171-702.000	WAGES - FULL TIME EMPLOYEES	New FT employee position for Confidential Secretary - est $24/hr @ 40hrs @ 42 wks/fiscal yr - New GL created	0	40,320	40,320	
Clerk	101-215-801.800	PROFESSIONAL SERVICES	Robert Half - Mary M temp serv; avgs @ $1450/wk over 10wks until moving to FT employee. Macomb Township Election Coordinator (outsourced)	4,500	37,069	32,569	724%
City Manager	101-171-851.000	MAIL OR POSTAGE	Pitney Bowes postage/mail - no budget for this	-	303	303	
Safety	101-301-851.000	MAIL OR POSTAGE	Pitney Bowes postage/mail - underbudget for this	1,200	1,500	300	25%
Building	101-371-851.000	MAIL OR POSTAGE	Pitney Bowes postage/mail - underbudget for this	1,030	1,833	803	78%
DPW	101-441-712.000	CASH IN LIEU OF BENEFITS (INS OPT OUT)	No budget amount created for this GL, although $13k was budgeted last year. Est 3 emps at $1,250/mth.	-	15,000	15,000	
DPW	101-441-717.023	MERS DIVISION 23 DPW	Billed $22,388/month for fiscal period, which is $268,656/year. Account underbudget	182,452	268,656	86,204	47%
DPW	101-441-910.000	PROFESSIONAL DEVELOPMENT	Continued education for MAPSI - $2k + $2k for this year's course pushed back due to COVID. Prof Dev for DPW Spvr $2k. Work zone safety training $3k	3,090	9,000	5,910	191%
DPW	101-441-911.000	CONFERENCES	APWA National Conf $3k; State APWA Conf - $2k + $2k due to this year's conf pushed to Oct & next one is in May (same fiscal period)	515	7,000	6,485	1259%
WATER	592-526-910.000	PROFESSIONAL DEVELOPMENT	Water certifications for DPW employees	-	3,500	3,500	
SEWER	592-527-910.000	PROFESSIONAL DEVELOPMENT	Sewer certifications for DPW employees	2,500	1,500	(1,000)	-40%
Building	101-371-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	AmeriScan - Scan building records stored upstairs	72,500	114,425	41,925	
Recreation	101-691-933.000	SOFTWARE MAINTENANCE AGREEMENTS	Recreation portal hit IT last year - better breakout	-	4,500	4,500	
IT	101-258-933.000	SOFTWARE MAINTENANCE AGREEMENTS	Transfer $4.5k to Recreation sftwr GL (see above)	125,000	120,500	(4,500)	-4%
Assessing	101-209-801.500	PROFESSIONAL SERVICES (ASSESSOR)	Adj for contract price increase for 2021-22 year	107,215	116,888	9,673	9%
IT	101-258-703.000	SALARIES	Communications Associate - est $25/hr @ 29hrs/wk @ 44wks/fiscal yr	29,000	31,950	2,950	10%
Finance	101-260-712.000	CASH IN LIEU OF BENEFITS (INS OPT OUT)	No budget amount created for this GL, although $5,400 was budgeted last year. Est was 1 emp @ $350/mth.	-	4,200	4,200	
Finance	101-260-704.000	WAGES - PART-TIME EMPLOYEES	Part-time accounting supervisor - est $35/hr @ 29hrs/wk @ 44 wks/fiscal yr	-	44,660	44,660	
Recreation	101-691-704.000	WAGES - PART-TIME EMPLOYEES	Part-time parks & recreation coordinator - est $25/hr @ 29hrs/wk @ 42wks per year	10,500	19,950	9,450	90%
Historical Commission	101-746-934.000	OTHER REPAIRS AND MAINTENANCE	Tree damage from July storm cost the dept virtually the whole budget at the beginning of the fiscal year; additional funds needed for stump grinding.	5,000	9,500	4,500	
Retiree	101-861-712.000	CASH IN LIEU OF BENEFITS (INS OPT OUT)	Not enough in budget for this GL, 7 retirees @ $350/mo is $2,450/month.	21,000	29,400	8,400	40%
Retiree	101-861-717.011	MERS DIVISION 10 SUPERVISOR	Billed $4,089/month for fiscal period, which is $49,068 per year. Account underbudget	18,191	49,068	30,877	170%
Retiree	101-301-717.000	DEFINED BENEFIT PLAN (MERS)	Council approved $200k payment to MERS DB plan. Incorrectly had it budgeted for OPEB (ref below).	-	200,000	200,000	
Retiree	101-861-723.000	RETIREE HEALTH CARE - OPEB	Budgeted extra $200k payment approved by Council to wrong GL Account - (corrected above)	2,442,192	2,242,192	(200,000)	-8%
					NEW $$ REQUESTED	401,530	

Represents no new $$ requested; simply a reallocation among GL accounts for proper classification.
Indicates new $$ requested

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
ESTIMATED REVENUES					
Dept 000					
101-000-402.000	TAXES - CURRENT REAL PROPERTY TAXI	8,297,029	8,297,029	1,673,611	8,297,029
101-000-410.000	TAXES - CURRENT PERSONAL PROPERTY	500,000	500,000	105,328	500,000
101-000-411.000	TAXES - DELINQUENT REAL PROPERTY 1	1,177	1,177		1,177
101-000-412.000	TAXES - DELINQUENT PERSONAL PROPEI	9,270	9,270		9,270
101-000-415.000	TAXES - ALLOWANCE FOR CHARGEBACKS	(1,000)	(1,000)		(1,000)
101-000-427.000	TAXES - COMMUNITY-WIDE SPECIAL AS:	1,471,889	1,471,889	185,607	1,357,883
101-000-432.000	TAXES - PAYMENT IN LIEU OF TAXES	40,291	40,291		40,291
101-000-437.000	TAXES - INDUSTRIAL FACILITY TAX	192,695	192,695	17,260	192,695
101-000-445.000	TAXES - PENALTIES AND INTEREST ON	10,000	10,000	968	10,000
101-000-447.000	TAXES - PROPERTY TAX ADMINISTRATIC	263,996	263,996	51,640	263,996
101-000-476.400	BUSINESS LICENSES - PRECIOUS METAI	50	50		50
101-000-477.000	LICENSES AND PERMITS - CABLE TV (V	94,600	94,600		94,600
101-000-477.100	LICENSES AND PERMITS - CABLE TV ((	156,000	156,000		156,000
101-000-478.000	LICENSES AND PERMITS - VIDEO FRANC	43,600	43,600		43,600
101-000-479.000	LICENSES AND PERMITS - CELLULAR TC	104,250	104,250	27,551	104,250
101-000-543.302	STATE GRANTS - TRAINING FUNDS PA 3	10,000	10,000		10,000
101-000-543.500	STATE GRANTS - LIQUOR LICENSE FEE	10,946	10,946	10,093	10,946
101-000-547.000	STATE GRANT - COURT EQUITY	27,250	27,250	6,836	27,250
101-000-573.000	LOCAL COMMUNITY STABILIZATION SHAI	698,960	698,960		698,960
101-000-574.000	STATE GRANTS - STATE REVENUE SHARI	1,533,623	1,533,623		1,533,623
101-000-621.000	PROBATION OVERSIGHT FEE	15,000	15,000	706	15,000
101-000-627.000	BUILDING INSPECTION AND PERMIT FEI	281,250	281,250	47,568	281,250
101-000-628.000	PLANNING COMMISSION FEES	5,000	5,000	2,001	5,000
101-000-629.000	ZONING BOARD OF APPEALS FEES	2,500	2,500	1,200	2,500
101-000-645.000	CHARGES FOR SERVICES - PUBLIC SAFI	150,000	150,000	20,324	150,000
101-000-646.000	CHARGES FOR SERVICES - PUBLIC WORI	20,000	20,000	2,614	20,000
101-000-647.000	CHARGES FOR SERVICES - CITY CLERK	2,500	2,500	100	2,500
101-000-648.000	CHARGES FOR SERVICES - FINANCE	1,000	1,000	189	1,000
101-000-649.000	CHARGES FOR SERVICES - RECREATION	45,000	45,000	225	45,000
101-000-649.100	CHARGES FOR SERVICES - PARK RENTAI			2,315	
101-000-649.500	CHARGES FOR SERVICES - SENIOR CENT	15,000	15,000		15,000
101-000-650.000	TRANSACTION FEES (PAWN SHOP)	5,000	5,000	1,338	5,000
101-000-655.000	DISTRICT COURT - FINES/COSTS-DIST	350,000	350,000	32,664	350,000
101-000-664.000	INTEREST INCOME AND RENT CONTROL	19,600	19,600		19,600
101-000-674.900	DONATION - PARK DONATIONS			365	
101-000-676.202	ADMIN SERVICES - MAJOR STREETS	100,142	100,142		100,142
101-000-676.203	ADMIN SERVICES - LOCAL STREETS	42,918	42,918		42,918
101-000-676.210	ADMIN SERVICES - AMBULANCE	116,347	116,347		116,347
101-000-676.226	ADMIN SERVICES - REFUSE	78,197	78,197		78,197
101-000-676.526	ADMIN SERVICES - WATER	212,097	212,097		212,097
101-000-676.527	ADMIN SERVICES - SEWER	174,360	174,360		174,360
101-000-682.000	OTHER REVENUE - RETIREE HEALTH CAI	34,000	34,000	12,500	34,000
101-000-687.000	OTHER REVENUE - REFUNDS OR REBATES	8,000	8,000	500	8,000
101-000-688.000	OTHER REVENUE - SMART PROGRAM	15,000	15,000		15,000
101-000-689.000	OTHER REVENUE - CASH OVER OR SHORT			(64)	
101-000-699.000	INTERFUND TRANSFERS IN	166,622	166,622		166,622
Totals for dept 000 -		15,324,159	15,324,159	2,203,439	15,210,153
TOTAL ESTIMATED REVENUES		15,324,159	15,324,159	2,203,439	15,210,153
APPROPRIATIONS					
Dept 101 - CITY COUNCIL					
101-101-703.000	SALARIES	48,600	48,600	5,621	48,600
101-101-709.000	FICA	3,013	3,013	348	3,013
101-101-711.000	MEDICARE	705	705	82	705
101-101-732.000	WORKERS COMPENSATION INSURANCE EXI	130	130		130
101-101-752.000	SUPPLIES	1,000	1,000		1,000
101-101-752.100	OPERATING SUPPLIES (MATERIALS&SUPI	100	100	54	100
101-101-801.100	PROFESSIONAL SERVICES (HR)			24,973	
101-101-900.000	PRINTING AND PUBLISHING	15,000	15,000	4,589	15,000
101-101-911.000	CONFERENCES	2,500	2,500		2,500
101-101-915.000	MEMBERSHIPS	1,500	1,500		1,500
101-101-915.200	MEMBERSHIPS (MML)	6,366	6,366		6,366
101-101-915.300	MEMBERSHIPS (SEMCOG)	1,700	1,700	1,702	1,700
Totals for dept 101 - CITY COUNCIL		80,614	80,614	37,369	80,614
Dept 136 - DISTRICT COURT					
101-136-702.000	WAGES - FULL TIME EMPLOYEES	144,447	144,447	26,595	144,447
101-136-703.000	SALARIES	27,434	27,434	4,572	27,434
101-136-704.000	WAGES - PART TIME EMPLOYEES	12,000	12,000		12,000
101-136-705.000	VACATION PAY	9,359	9,359	4,710	9,359
101-136-706.000	HOLIDAY PAY	8,958	8,958	574	8,958
101-136-709.000	FICA	12,627	12,627	1,997	12,627
101-136-711.000	MEDICARE	2,953	2,953	467	2,953
101-136-714.000	LONGEVITY PAY	1,470	1,470		1,470
101-136-717.000	DEFINED BENEFIT PENSION PLAN (MERS	8,744	8,744	655	8,744

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
APPROPRIATIONS					
Dept 136 - DISTRICT COURT					
101-136-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYI	55,800	55,800	9,012	55,800
101-136-732.000	WORKERS COMPENSATION INSURANCE EXI	699	699		699
101-136-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	3,250	3,250	240	3,250
101-136-752.000	SUPPLIES	6,180	6,180	294	6,180
101-136-801.000	PROFESSIONAL AND CONTRACTUAL SERVI	51,809	51,809	3,233	51,809
101-136-823.000	INTERPRETER FEES	1,000	1,000		1,000
101-136-851.000	MAIL OR POSTAGE	2,500	2,500	861	2,500
101-136-860.000	TRANSPORTATION	500	500		500
101-136-910.000	PROFESSIONAL DEVELOPMENT	1,000	1,000	1,125	1,000
101-136-933.000	SOFTWARE MAINTENANCE AGREEMENTS	2,500	2,500		2,500
101-136-940.000	RENTALS	300,000	300,000		300,000
Totals for dept 136 - DISTRICT COURT		653,230	653,230	54,335	653,230
Dept 171 - CITY MANAGER					
101-171-702.000	WAGES - FULL TIME EMPLOYEES				40,320
101-171-703.000	SALARIES	124,800	124,800	21,993	124,800
101-171-705.000	VACATION PAY	7,378	7,378	462	7,378
101-171-706.000	HOLIDAY PAY	7,993	7,993		7,993
101-171-709.000	FICA	8,691	8,691	1,392	8,691
101-171-711.000	MEDICARE	2,032	2,032	326	2,032
101-171-712.000	CASH IN LIEU OF BENEFITS (INS OPT				4,500
101-171-716.000	DEFINED CONTRIBUTION PENSION (401	12,480	12,480	1,256	12,480
101-171-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYI	18,600	18,600		18,600
101-171-732.000	WORKERS COMPENSATION INSURANCE EXI	955	955		955
101-171-752.000	SUPPLIES	1,000	1,000	64	1,000
101-171-752.100	OPERATING SUPPLIES (MATERIALS&SUPI			54	
101-171-791.000	SUBSCRIPTIONS AND PUBLICATIONS	1,000	1,000		1,000
101-171-801.000	PROFESSIONAL AND CONTRACTUAL SERVI	5,000	5,000	18	5,000
101-171-843.000	MEDICAL PROVIDER SERVICES	14,420	14,420	(27)	14,420
101-171-850.000	COMMUNICATIONS (TELEPHONE, CELL, I			(41)	
101-171-851.000	MAIL OR POSTAGE			77	303
101-171-860.000	TRANSPORTATION	4,200	4,200		4,200
101-171-910.000	PROFESSIONAL DEVELOPMENT	1,000	1,000		1,000
101-171-911.000	CONFERENCES	1,000	1,000		1,000
101-171-915.000	MEMBERSHIPS	2,000	2,000		2,000
Totals for dept 171 - CITY MANAGER		212,549	212,549	25,574	257,672
Dept 209 - ASSESSING					
101-209-703.000	SALARIES	1,545	1,545	68	1,545
101-209-709.000	FICA	155	155	(15)	155
101-209-711.000	MEDICARE	23	23	(4)	23
101-209-752.000	SUPPLIES	5,000	5,000	91	5,000
101-209-801.000	PROFESSIONAL AND CONTRACTUAL SERVI			18	
101-209-801.500	PROFESSIONAL SERVICES (ASSESSOR)	107,215	107,215	19,417	116,888
101-209-801.800	PROFESSIONAL SERVICES (LEGAL)	10,000	10,000		10,000
101-209-851.000	MAIL OR POSTAGE	4,000	4,000	277	4,000
Totals for dept 209 - ASSESSING		127,938	127,938	19,852	137,611
Dept 210 - LEGAL					
101-210-801.800	PROFESSIONAL SERVICES (LEGAL)	160,000	160,000	13,835	160,000
Totals for dept 210 - LEGAL		160,000	160,000	13,835	160,000
Dept 215 - CLERK					
101-215-703.000	SALARIES	115,798	115,798	3,712	115,798
101-215-705.000	VACATION PAY	15,591	15,591		15,591
101-215-706.000	HOLIDAY PAY	8,222	8,222	289	8,222
101-215-707.000	TEMPORARY EMPLOYEES	25,000	25,000	983	25,000
101-215-709.000	FICA	10,361	10,361	309	10,361
101-215-711.000	MEDICARE	2,423	2,423	72	2,423
101-215-713.000	OVERTIME	2,500	2,500		2,500
101-215-716.000	DEFINED CONTRIBUTION PENSION (401	7,000	7,000	415	7,000
101-215-717.000	DEFINED BENEFIT PENSION PLAN (MER	1,571	1,571		1,571
101-215-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYI	37,200	37,200	34	37,200
101-215-732.000	WORKERS COMPENSATION INSURANCE EXI	304	304		304
101-215-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	50	50		50
101-215-752.000	SUPPLIES	9,000	9,000	613	9,000
101-215-791.500	SUBSCRIPTIONS AND PUBLICATIONS (CC	3,000	3,000		3,000
101-215-801.800	PROFESSIONAL SERVICES	4,500	4,500	12,840	37,069
101-215-851.000	MAIL OR POSTAGE	4,000	4,000	883	4,000
101-215-910.000	PROFESSIONAL DEVELOPMENT	800	800		800
101-215-911.000	CONFERENCES	3,000	3,000		3,000
101-215-970.000	CAPITAL OUTLAY	3,100	3,100		3,100
Totals for dept 215 - CLERK		253,420	253,420	20,150	285,989
Dept 258 - INFORMATION TECHNOLOGY					
101-258-703.000	SALARIES	29,000	29,000		31,950

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
APPROPRIATIONS					
Dept 258 - INFORMATION TECHNOLOGY					
101-258-705.000	VACATION PAY	1,427	1,427		1,427
101-258-706.000	HOLIDAY PAY	900	900		900
101-258-709.000	FICA	1,942	1,942	55	1,942
101-258-711.000	MEDICARE	454	454	13	454
101-258-713.000	OVERTIME			902	
101-258-716.000	DEFINED CONTRIBUTION PENSION (401	941	941		941
101-258-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYI	7,000	7,000	20	7,000
101-258-732.000	WORKERS COMPENSATION INSURANCE EXI	72	72		72
101-258-752.000	SUPPLIES	10,000	10,000		10,000
101-258-801.100	PROFESSIONAL SERVICES	90,000	90,000	19,460	90,000
101-258-850.000	COMMUNICATIONS (TELEPHONE, CELL, I	25,000	25,000	1,004	25,000
101-258-851.000	MAIL OR POSTAGE	2,500	2,500		2,500
101-258-852.000	OTHER MISC COMMUNICATIONS (INTERNI	45,000	45,000	3,610	45,000
101-258-910.000	PROFESSIONAL DEVELOPMENT	1,500	1,500		1,500
101-258-933.000	SOFTWARE MAINTENANCE AGREEMENTS	125,000	125,000	48,798	120,500
101-258-983.000	LEASED ASSETS	29,000	29,000	4,365	29,000
101-258-985.000	HARDWARE	45,000	45,000	16,118	45,000
Totals for dept 258 - INFORMATION TECHNOLOGY		414,736	414,736	94,345	413,186
Dept 260 - FINANCE					
101-260-702.000	WAGES - FULL TIME EMPLOYEES	120,000	120,000	19,017	120,000
101-260-703.000	SALARIES	71,500	71,500	18,615	71,500
101-260-704.000	WAGES - PART TIME EMPLOYEES				44,660
101-260-705.000	VACATION PAY	20,393	20,393	3,525	20,393
101-260-706.000	HOLIDAY PAY	13,855	13,855	1,073	13,855
101-260-708.000	UNEMPLOYMENT COMPENSATION	13,160	13,160		13,160
101-260-709.000	FICA	13,996	13,996	2,750	13,996
101-260-711.000	MEDICARE	3,273	3,273	643	3,273
101-260-712.000	CASH IN LIEU OF BENEFITS (INS OPT			700	4,200
101-260-713.000	OVERTIME	2,100	2,100	1,603	2,100
101-260-714.000	LONGEVITY PAY			500	
101-260-716.000	DEFINED CONTRIBUTION PENSION (401	11,000	11,000	1,692	11,000
101-260-717.000	DEFINED BENEFIT PENSION PLAN (MER	10,088	10,088	238	10,088
101-260-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYI	74,400	74,400	6,861	74,400
101-260-732.000	WORKERS COMPENSATION INSURANCE EXI	1,250	1,250		1,250
101-260-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	5,000	5,000	481	5,000
101-260-752.000	SUPPLIES	3,000	3,000	868	3,000
101-260-752.100	OPERATING SUPPLIES (MATERIALS&SUPI	8,000	8,000	328	8,000
101-260-801.000	PROFESSIONAL AND CONTRACTUAL SERVI	79,328	79,328	1,824	79,328
101-260-801.050	BANK SERVICE CHARGES	40,000	40,000	4,276	40,000
101-260-850.000	COMMUNICATIONS (TELEPHONE, CELL, I			(41)	
101-260-851.000	MAIL OR POSTAGE	7,500	7,500	3,740	7,500
101-260-910.000	PROFESSIONAL DEVELOPMENT	2,500	2,500		2,500
101-260-915.000	MEMBERSHIPS	190	190		190
Totals for dept 260 - FINANCE		500,533	500,533	68,693	549,393
Dept 265 - CITY HALL					
101-265-704.000	WAGES - PART TIME EMPLOYEES	27,000	27,000	5,936	27,000
101-265-707.000	TEMPORARY EMPLOYEES	1,030	1,030		1,030
101-265-709.000	FICA	1,738	1,738	368	1,738
101-265-711.000	MEDICARE	406	406	86	406
101-265-742.000	MATERIALS & SUPPLIES	20,600	20,600	775	20,600
101-265-801.000	PROFESSIONAL AND CONTRACTUAL SERVI	250	250		250
101-265-850.000	COMMUNICATIONS (TELEPHONE, CELL, I	5,278	5,278	508	5,278
101-265-852.000	OTHER MISC COMMUNICATIONS (INTERNI	556	556		556
101-265-918.000	WATER	15,862	15,862		15,862
101-265-920.000	ELECTRIC	47,000	47,000	4,924	47,000
101-265-921.000	NATURAL GAS	23,896	23,896	651	23,896
101-265-934.000	OTHER REPAIRS AND MAINTENANCE	68,959	68,959	3,791	68,959
Totals for dept 265 - CITY HALL		212,575	212,575	17,039	212,575
Dept 266 - ACTIVITY CENTER					
101-266-704.000	WAGES - PART TIME EMPLOYEES	10,300	10,300	1,600	10,300
101-266-709.000	FICA	639	639	99	639
101-266-711.000	MEDICARE	155	155	23	155
101-266-742.000	MATERIALS & SUPPLIES	9,064	9,064		9,064
101-266-918.000	WATER	4,000	4,000		4,000
101-266-920.000	ELECTRIC	8,000	8,000	1,206	8,000
101-266-921.000	NATURAL GAS	5,000	5,000	245	5,000
101-266-934.000	OTHER REPAIRS AND MAINTENANCE	31,415	31,415	355	31,415
Totals for dept 266 - ACTIVITY CENTER		68,573	68,573	3,528	68,573
Dept 267 - BAUMGARTNER HOUSE					
101-267-742.000	MATERIALS & SUPPLIES	3,605	3,605	14	3,605
101-267-852.000	OTHER MISC COMMUNICATIONS (INTERNI	412	412		412
101-267-918.000	WATER	2,122	2,122		2,122

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
APPROPRIATIONS					
Dept 267 - BAUMGARTNER HOUSE					
101-267-920.000	ELECTRIC	1,700	1,700	118	1,700
101-267-921.000	NATURAL GAS	2,987	2,987	68	2,987
101-267-934.000	OTHER REPAIRS AND MAINTENANCE	4,120	4,120	100	4,120
Totals for dept 267 - BAUMGARTNER HOUSE		14,946	14,946	300	14,946
Dept 269 - DPW BUILDING					
101-269-742.000	MATERIALS & SUPPLIES	16,631	16,631	794	16,631
101-269-801.000	PROFESSIONAL AND CONTRACTUAL SERV]	1,000	1,000		1,000
101-269-918.000	WATER	1,827	1,827		1,827
101-269-920.000	ELECTRIC	9,000	9,000	876	9,000
101-269-921.000	NATURAL GAS	10,480	10,480	234	10,480
101-269-934.000	OTHER REPAIRS AND MAINTENANCE	37,540	37,540	2,173	37,540
Totals for dept 269 - DPW BUILDING		76,478	76,478	4,077	76,478
Dept 270 - HUMAN RESOURCES					
101-270-801.100	PROFESSIONAL SERVICES (HR)	144,000	144,000		144,000
Totals for dept 270 - HUMAN RESOURCES		144,000	144,000		144,000
Dept 301 - PUBLIC SAFETY					
101-301-702.000	WAGES - FULL TIME EMPLOYEES	2,312,965	2,312,965	517,647	2,312,965
101-301-703.000	SALARIES	120,000	120,000		120,000
101-301-704.000	WAGES - PART TIME EMPLOYEES	51,000	51,000	9,379	51,000
101-301-705.000	VACATION PAY	256,224	256,224	51,577	256,224
101-301-706.000	HOLIDAY PAY	114,570	114,570	66,806	114,570
101-301-709.000	FICA	198,943	198,943	45,846	198,943
101-301-711.000	MEDICARE	46,527	46,527	10,722	46,527
101-301-712.000	CASH IN LIEU OF BENEFITS (INS OPT			8,150	50,000
101-301-713.000	OVERTIME	302,000	302,000	55,816	302,000
101-301-714.000	LONGEVITY PAY	52,000	52,000	3,990	52,000
101-301-717.000	DEFINED BENEFIT PENSION PLAN (MERS			13,996	200,000
101-301-717.020	MERS DIVISION 20 POLC	1,158,972	1,158,972	96,581	1,158,972
101-301-717.021	MERS DIVISION 21 POAM	693,198	693,198	55,274	693,198
101-301-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYE	595,200	595,200	57,881	595,200
101-301-721.000	CLOTHING ALLOWANCE	56,702	56,702	39,150	56,702
101-301-731.000	EDUCATION ALLOWANCE	32,000	32,000	4,631	32,000
101-301-732.000	WORKERS COMPENSATION INSURANCE EXI	80,576	80,576		80,576
101-301-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	19,500	19,500	3,317	19,500
101-301-746.000	OPERATING SUPPLIES	87,134	87,134	6,827	87,134
101-301-752.000	SUPPLIES	10,000	10,000	1,219	10,000
101-301-801.000	PROFESSIONAL AND CONTRACTUAL SERV]	50,000	50,000	320	50,000
101-301-816.000	FEE (SEX OFFENDER REGISTRATION)	850	850	150	850
101-301-843.000	MEDICAL PROVIDER SERVICES	5,800	5,800		5,800
101-301-850.000	COMMUNICATIONS (TELEPHONE, CELL, I				10,275
101-301-850.500	COMMUNICIATIONS (VEHICLES)	20,000	20,000	379	8,000
101-301-851.000	MAIL OR POSTAGE	1,200	1,200	476	1,500
101-301-886.000	PROGRAMMING - OWI ENFORCEMENT	50	50		50
101-301-889.000	PROGRAMMING - PUBLIC SAFETY DONAT]			(360)	
101-301-910.000	PROFESSIONAL DEVELOPMENT	20,000	20,000	2,295	20,000
101-301-910.302	PROFESSIONAL DEVELOPMENT (PA 302)	10,000	10,000	1,400	10,000
101-301-915.000	MEMBERSHIPS	1,500	1,500		1,500
101-301-932.000	VEHICLE REPAIRS AND MAINTENANCE	257,004	257,004		257,004
101-301-948.000	COMPUTER SERVICES (CLEMIS)	45,000	45,000	2,243	45,000
101-301-956.000	BAD DEBT EXPENSE	20,000	20,000		20,000
Totals for dept 301 - PUBLIC SAFETY		6,618,915	6,618,915	1,055,712	6,867,490
Dept 325 - COMMUNICATIONS/DISPATCH					
101-325-801.000	PROFESSIONAL AND CONTRACTUAL SERV]	303,672	303,672		303,672
Totals for dept 325 - COMMUNICATIONS/DISPATCH		303,672	303,672		303,672
Dept 371 - BUILDING DEPARTMENT					
101-371-702.000	WAGES - FULL TIME EMPLOYEES	85,500	85,500	7,592	85,500
101-371-703.000	SALARIES	21,000	21,000		21,000
101-371-703.100	MECHANICAL INSP.	32,000	32,000	1,761	32,000
101-371-703.200	PLUMBING INSP.	10,000	10,000	861	10,000
101-371-704.000	WAGES - PART TIME EMPLOYEES	109,611	109,611	14,785	109,611
101-371-705.000	VACATION PAY	9,149	9,149	1,492	9,149
101-371-706.000	HOLIDAY PAY	6,420	6,420	176	6,420
101-371-709.000	FICA	18,066	18,066	1,604	18,066
101-371-711.000	MEDICARE	4,225	4,225	375	4,225
101-371-712.000	CASH IN LIEU OF BENEFITS (INS OPT	2,700	2,700		2,700
101-371-713.000	OVERTIME	5,000	5,000	2,147	5,000
101-371-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYE	37,200	37,200	2,823	37,200
101-371-732.000	WORKERS COMPENSATION INSURANCE EXI	2,660	2,660		2,660
101-371-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	2,575	2,575	240	2,575
101-371-752.000	SUPPLIES	3,863	3,863	304	3,863
101-371-752.100	OPERATING SUPPLIES (MATERIALS&SUP]	9,682	9,682	72	9,682

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
APPROPRIATIONS					
Dept 371 - BUILDING DEPARTMENT					
101-371-801.000	PROFESSIONAL AND CONTRACTUAL SERVI	72,500	72,500	18	114,425
101-371-850.000	COMMUNICATIONS (TELEPHONE, CELL, I	2,500	2,500		2,500
101-371-851.000	MAIL OR POSTAGE	1,030	1,030	1,069	1,833
101-371-910.000	PROFESSIONAL DEVELOPMENT	773	773		773
101-371-911.000	CONFERENCES	2,060	2,060		2,060
101-371-915.000	MEMBERSHIPS	1,030	1,030		1,030
101-371-932.000	VEHICLE REPAIRS AND MAINTENANCE	10,255	10,255		10,255
101-371-946.000	ENGINEERING SERVICES	15,000	15,000	50	15,000
Totals for dept 371 - BUILDING DEPARTMENT		464,799	464,799	35,369	507,527
Dept 410 - ZONING BOARD OF APPEALS					
101-410-703.000	SALARIES	1,854	1,854		1,854
101-410-709.000	FICA	115	115		115
101-410-711.000	MEDICARE	27	27		27
101-410-713.000	OVERTIME	309	309		309
101-410-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYI	200	200		200
101-410-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	10	10		10
101-410-900.000	PRINTING AND PUBLISHING	1,500	1,500		1,500
Totals for dept 410 - ZONING BOARD OF APPEALS		4,015	4,015		4,015
Dept 441 - DEPARTMENT OF PUBLIC WORKS					
101-441-702.000	WAGES - FULL TIME EMPLOYEES	245,155	245,155	54,122	245,155
101-441-703.000	SALARIES	85,000	85,000	33,692	85,000
101-441-704.000	WAGES - PART TIME EMPLOYEES	10,000	10,000	5,283	10,000
101-441-705.000	VACATION PAY	28,342	28,342	11,768	28,342
101-441-706.000	HOLIDAY PAY	14,486	14,486	2,428	14,486
101-441-707.000	TEMPORARY EMPLOYEES	7,224	7,224		7,224
101-441-709.000	FICA	25,842	25,842	7,014	25,842
101-441-711.000	MEDICARE	6,044	6,044	1,640	6,044
101-441-712.000	CASH IN LIEU OF BENEFITS (INS OPT			2,050	15,000
101-441-713.000	OVERTIME	18,880	18,880	4,141	18,880
101-441-714.000	LONGEVITY PAY	7,720	7,720	875	7,720
101-441-716.000	DEFINED CONTRIBUTION PENSION (401I			2,923	
101-441-717.000	DEFINED BENEFIT PENSION PLAN (MERS			1,086	
101-441-717.023	MERS DIVISION 23 DPW	182,452	182,452	22,388	268,656
101-441-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYI	93,000	93,000	10,012	93,000
101-441-721.000	CLOTHING ALLOWANCE	9,600	9,600		9,600
101-441-732.000	WORKERS COMPENSATION INSURANCE EXI	12,000	12,000		12,000
101-441-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	5,500	5,500	868	5,500
101-441-741.000	UNIFORMS	3,500	3,500		3,500
101-441-752.000	SUPPLIES	20,000	20,000	289	20,000
101-441-801.000	PROFESSIONAL AND CONTRACTUAL SERVI	18,800	18,800	18	18,800
101-441-850.000	COMMUNICATIONS (TELEPHONE, CELL, I	6,000	6,000	(180)	6,000
101-441-851.000	MAIL OR POSTAGE	618	618	267	618
101-441-910.000	PROFESSIONAL DEVELOPMENT	3,090	3,090	1,970	9,000
101-441-911.000	CONFERENCES	515	515		7,000
101-441-915.000	MEMBERSHIPS	1,030	1,030		1,030
101-441-916.000	STORM DRAINS	200,000	200,000		200,000
101-441-932.000	VEHICLE REPAIRS AND MAINTENANCE	61,527	61,527		61,527
101-441-934.000	OTHER REPAIRS AND MAINTENANCE	20,000	20,000	2,340	20,000
101-441-946.000	ENGINEERING SERVICES	30,000	30,000		30,000
Totals for dept 441 - DEPARTMENT OF PUBLIC WORKS		1,116,325	1,116,325	164,994	1,229,924
Dept 448 - STREET LIGHTING					
101-448-920.000	ELECTRIC	2,575	2,575	163	2,575
101-448-920.100	ELECTRIC (STREET LIGHTING)	214,939	214,939	18,241	214,939
Totals for dept 448 - STREET LIGHTING		217,514	217,514	18,404	217,514
Dept 690 - PARK MAINTENANCE					
101-690-704.000	WAGES - PART TIME EMPLOYEES	31,000	31,000	3,576	31,000
101-690-707.000	TEMPORARY EMPLOYEES	55,000	55,000	16,259	55,000
101-690-709.000	FICA	5,363	5,363	1,230	5,363
101-690-711.000	MEDICARE	1,254	1,254	288	1,254
101-690-713.000	OVERTIME	500	500		500
101-690-742.000	MATERIALS & SUPPLIES	31,930	31,930	888	31,930
101-690-801.000	PROFESSIONAL AND CONTRACTUAL SERVI	2,500	2,500		2,500
101-690-918.000	WATER	412	412		412
101-690-930.000	POND MAINTENANCE	3,090	3,090	1,130	3,090
101-690-932.000	VEHICLE REPAIRS AND MAINTENANCE	7,691	7,691		7,691
101-690-934.000	OTHER REPAIRS AND MAINTENANCE	50,000	50,000	843	50,000
Totals for dept 690 - PARK MAINTENANCE		188,740	188,740	24,214	188,740
Dept 691 - RECREATION					
101-691-702.000	WAGES - FULL TIME EMPLOYEES	9,500	9,500		9,500
101-691-703.000	SALARIES	27,500	27,500		27,500
101-691-703.700	SALARIES (RECREATION COMMISSION)	1,250	1,250	120	1,250

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
APPROPRIATIONS					
Dept 691 - RECREATION					
101-691-704.000	WAGES - PART TIME EMPLOYEES	10,500	10,500		19,950
101-691-705.000	VACATION PAY	6,355	6,355		6,355
101-691-706.000	HOLIDAY PAY	3,096	3,096		3,096
101-691-707.000	TEMPORARY EMPLOYEES	20,000	20,000		20,000
101-691-709.000	FICA	4,927	4,927	7	4,927
101-691-711.000	MEDICARE	1,152	1,152	2	1,152
101-691-714.000	LONGEVITY PAY	1,260	1,260		1,260
101-691-716.000	DEFINED CONTRIBUTION PENSION (401	2,450	2,450		2,450
101-691-717.000	DEFINED BENEFIT PENSION PLAN (MERS	2,336	2,336		2,336
101-691-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYI	18,600	18,600		18,600
101-691-732.000	WORKERS COMPENSATION INSURANCE EXI	2,838	2,838		2,838
101-691-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	938	938		938
101-691-752.000	SUPPLIES	3,500	3,500	295	3,500
101-691-801.950	PROFESSIONAL AND CONTRACTUAL SERVI	11,630	11,630		11,630
101-691-850.000	COMMUNICATIONS (TELEPHONE, CELL, I	1,545	1,545		1,545
101-691-851.000	MAIL OR POSTAGE	309	309	22	309
101-691-880.000	COMMUNITY PROMOTION	12,000	12,000	12,000	12,000
101-691-881.000	PROGRAMMING	12,000	12,000		12,000
101-691-882.000	PROGRAMMING - FARMERS MARKET	1,750	1,750		1,750
101-691-888.000	PROGRAMMING - RECREATION REVOLVIN	3,000	3,000		3,000
101-691-915.000	MEMBERSHIPS	2,500	2,500		2,500
101-691-932.000	VEHICLE REPAIRS AND MAINTENANCE	2,564	2,564		2,564
101-691-933.000	SOFTWARE MAINTENANCE AGREEMENTS			4,500	4,500
Totals for dept 691 - RECREATION		163,500	163,500	16,946	177,450
Dept 746 - HISTORICAL COMMISSION					
101-746-709.000	FICA	56	56	5	56
101-746-711.000	MEDICARE	16	16	1	16
101-746-713.000	OVERTIME	1,000	1,000	84	1,000
101-746-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYI	26	26		26
101-746-752.000	SUPPLIES	500	500		500
101-746-934.000	OTHER REPAIRS AND MAINTENANCE	5,000	5,000	4,607	9,500
Totals for dept 746 - HISTORICAL COMMISSION		6,598	6,598	4,697	11,098
Dept 750 - SENIOR ACTIVITY CENTER					
101-750-702.000	WAGES - FULL TIME EMPLOYEES	24,000	24,000		24,000
101-750-703.000	SALARIES	25,000	25,000		25,000
101-750-704.000	WAGES - PART TIME EMPLOYEES	66,000	66,000	2,584	66,000
101-750-705.000	VACATION PAY	1,445	1,445		1,445
101-750-706.000	HOLIDAY PAY	2,402	2,402	46	2,402
101-750-709.000	FICA	7,368	7,368	163	7,368
101-750-711.000	MEDICARE	1,723	1,723	38	1,723
101-750-716.000	DEFINED CONTRIBUTION PENSION (401	2,450	2,450		2,450
101-750-717.000	DEFINED BENEFIT PENSION PLAN (MERS	2,336	2,336		2,336
101-750-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYI	18,600	18,600		18,600
101-750-732.000	WORKERS COMPENSATION INSURANCE EXI	966	966		966
101-750-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	938	938		938
101-750-752.000	SUPPLIES	4,500	4,500		4,500
101-750-801.950	PROFESSIONAL AND CONTRACTUAL SERVI	5,150	5,150		5,150
101-750-850.000	COMMUNICATIONS (TELEPHONE, CELL, I	979	979		979
101-750-851.000	MAIL OR POSTAGE	258	258		258
101-750-881.000	PROGRAMMING	9,476	9,476		9,476
101-750-932.000	VEHICLE REPAIRS AND MAINTENANCE	21,791	21,791		21,791
Totals for dept 750 - SENIOR ACTIVITY CENTER		195,382	195,382	2,831	195,382
Dept 801 - PLANNING COMMISSION					
101-801-703.000	SALARIES	2,575	2,575		2,575
101-801-709.000	FICA	167	167		167
101-801-711.000	MEDICARE	39	39		39
101-801-713.000	OVERTIME	412	412		412
101-801-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYI	260	260		260
101-801-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	20	20		20
101-801-801.900	PROFESSIONAL SERVICES (PLANNING)	84,000	84,000		84,000
101-801-900.000	PRINTING AND PUBLISHING	1,545	1,545		1,545
101-801-946.000	ENGINEERING SERVICES	15,000	15,000		15,000
Totals for dept 801 - PLANNING COMMISSION		104,018	104,018		104,018
Dept 861 - RETIREE					
101-861-712.000	CASH IN LIEU OF BENEFITS (INS OPT	21,000	21,000	4,550	29,400
101-861-717.010	MERS DIVISION 10 SUPERVISOR	778,140	778,140	64,845	778,140
101-861-717.011	MERS DIVISION 11 CLERICAL	18,191	18,191	4,089	49,068
101-861-723.000	RETIREE HEALTH CARE - OPEB	2,442,192	2,442,192	148,006	2,242,192
101-861-840.000	INSURANCE PREMIUM (LIFE)	2,136	2,136	444	2,136
Totals for dept 861 - RETIREE		3,261,659	3,261,659	221,934	3,100,936
Dept 951 - INSURANCE					

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
APPROPRIATIONS					
Dept 951 - INSURANCE					
101-951-935.000	PROPERTY LIABILITY INSURANCE	331,492	331,492	537,291	331,492
Totals for dept 951 - INSURANCE		331,492	331,492	537,291	331,492
Dept 965 - TRANSFERS OUT CONTROL					
101-965-966.000	TRANSFERS OUT TO CAPITAL PROJECTS	2,983,500	2,983,500		2,983,500
Totals for dept 965 - TRANSFERS OUT CONTROL		2,983,500	2,983,500		2,983,500
TOTAL APPROPRIATIONS		18,879,721	18,879,721	2,441,489	19,277,025
NET OF REVENUES/APPROPRIATIONS - FUND 101		(3,555,562)	(3,555,562)	(238,050)	(4,066,872)

BUDGET REPORT FOR CITY OF FRASER
Fund: 202 MAJOR STREET FUND

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
ESTIMATED REVENUES					
Dept 000					
202-000-546.000	STATE GRANTS - HIGHWAY AND STREETS	1,001,417	1,001,417		1,001,417
202-000-548.000	STATE GRANTS - METRO ACT	7,752	7,752		7,752
202-000-664.000	INTEREST INCOME AND RENT CONTROL	7,000	7,000		7,000
Totals for dept 000 -		1,016,169	1,016,169		1,016,169
TOTAL ESTIMATED REVENUES		1,016,169	1,016,169		1,016,169
APPROPRIATIONS					
Dept 463 - STREET ACTIVITIES					
202-463-702.000	WAGES - FULL TIME EMPLOYEES	35,000	35,000	2,763	35,000
202-463-705.000	VACATION PAY	3,400	3,400	17,881	3,400
202-463-706.000	HOLIDAY PAY	3,000	3,000		3,000
202-463-709.000	FICA	2,995	2,995	1,296	2,995
202-463-711.000	MEDICARE	700	700	303	700
202-463-713.000	OVERTIME	5,000	5,000	255	5,000
202-463-714.000	LONGEVITY PAY	1,900	1,900		1,900
202-463-717.000	DEFINED BENEFIT PENSION PLAN (MERS	2,300	2,300	6	2,300
202-463-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYE	18,600	18,600	1,743	18,600
202-463-721.000	CLOTHING ALLOWANCE	1,200	1,200		1,200
202-463-732.000	WORKERS COMPENSATION INSURANCE EXP	5,874	5,874		5,874
202-463-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	500	500	4	500
202-463-803.101	ADMINISTRATIVE SERVICES (GENERAL F	100,142	100,142		100,142
202-463-870.000	PRESERVATION - STREETS	398,787	398,787	3,429	398,787
202-463-871.000	TRAFFIC SERVICES - STREETS	20,000	20,000	2,613	20,000
202-463-872.000	WINTER MAINTENANCE - STREETS	41,200	41,200		41,200
202-463-932.000	VEHICLE REPAIRS AND MAINTENANCE	57,682	57,682		57,682
202-463-995.000	INTERFUND TRANSFER OUT	250,354	250,354		250,354
Totals for dept 463 - STREET ACTIVITIES		948,634	948,634	30,293	948,634
TOTAL APPROPRIATIONS		948,634	948,634	30,293	948,634
NET OF REVENUES/APPROPRIATIONS - FUND 202		67,535	67,535	(30,293)	67,535

BUDGET REPORT FOR CITY OF FRASER
Fund: 203 LOCAL STREET FUND

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
ESTIMATED REVENUES					
Dept 000					
203-000-546.000	STATE GRANTS - HIGHWAY AND STREETS	429,179	429,179		429,179
203-000-548.000	STATE GRANTS - METRO ACT	33,048	33,048		33,048
203-000-664.000	INTEREST INCOME AND RENT CONTROL	7,000	7,000		7,000
203-000-699.000	INTERFUND TRANSFERS IN	250,354	250,354		250,354
Totals for dept 000 -		719,581	719,581		719,581
TOTAL ESTIMATED REVENUES		719,581	719,581		719,581
APPROPRIATIONS					
Dept 463 - STREET ACTIVITIES					
203-463-702.000	WAGES - FULL TIME EMPLOYEES	45,000	45,000	9,606	45,000
203-463-705.000	VACATION PAY	4,500	4,500	992	4,500
203-463-706.000	HOLIDAY PAY	800	800	221	800
203-463-709.000	FICA	4,185	4,185	742	4,185
203-463-711.000	MEDICARE	979	979	173	979
203-463-713.000	OVERTIME	15,000	15,000	1,141	15,000
203-463-714.000	LONGEVITY PAY	2,200	2,200		2,200
203-463-717.000	DEFINED BENEFIT PENSION PLAN (MERS	2,300	2,300		2,300
203-463-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYE	18,600	18,600	3,305	18,600
203-463-721.000	CLOTHING ALLOWANCE	1,200	1,200		1,200
203-463-732.000	WORKERS COMPENSATION INSURANCE EXP	5,874	5,874		5,874
203-463-803.101	ADMINISTRATIVE SERVICES (GENERAL F	42,918	42,918		42,918
203-463-870.000	PRESERVATION - STREETS	111,800	111,800		111,800
203-463-871.000	TRAFFIC SERVICES - STREETS	5,150	5,150		5,150
203-463-872.000	WINTER MAINTENANCE - STREETS	56,650	56,650		56,650
203-463-932.000	VEHICLE REPAIRS AND MAINTENANCE	30,123	30,123		30,123
203-463-946.000	ENGINEERING SERVICES	135,000	135,000	2,028	135,000
203-463-989.000	STREET REHABILITATION			2,591	
Totals for dept 463 - STREET ACTIVITIES		482,279	482,279	20,799	482,279
TOTAL APPROPRIATIONS		482,279	482,279	20,799	482,279
NET OF REVENUES/APPROPRIATIONS - FUND 203		237,302	237,302	(20,799)	237,302

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
ESTIMATED REVENUES					
Dept 000					
210-000-402.000	TAXES - CURRENT REAL PROPERTY TAXI	441,047	441,047	88,958	441,047
210-000-410.000	TAXES - CURRENT PERSONAL PROPERTY	25,000	25,000	5,599	25,000
210-000-412.000	TAXES - DELINQUENT PERSONAL PROPEI	515	515		515
210-000-432.000	TAXES - PAYMENT IN LIEU OF TAXES	928	928		928
210-000-437.000	TAXES - INDUSTRIAL FACILITY TAX	10,242	10,242	917	10,242
210-000-445.000	TAXES - PENALTIES AND INTEREST ON	1,098	1,098		1,098
210-000-573.000	LOCAL COMMUNITY STABILIZATION SHAI	37,559	37,559		37,559
210-000-638.000	AMBULANCE TRANSPORT FEES	335,000	335,000	36,604	335,000
210-000-664.000	INTEREST INCOME AND RENT CONTROL	14,000	14,000		14,000
Totals for dept 000 -		865,389	865,389	132,078	865,389
TOTAL ESTIMATED REVENUES		865,389	865,389	132,078	865,389
APPROPRIATIONS					
Dept 301 - PUBLIC SAFETY					
210-301-702.000	WAGES - FULL TIME EMPLOYEES	280,529	280,529	67,274	280,529
210-301-704.000	WAGES - PART TIME EMPLOYEES	3,500	3,500		3,500
210-301-705.000	VACATION PAY	21,988	21,988	3,792	21,988
210-301-706.000	HOLIDAY PAY	11,541	11,541	7,955	11,541
210-301-709.000	FICA	21,799	21,799	5,282	21,799
210-301-711.000	MEDICARE	5,098	5,098	1,235	5,098
210-301-713.000	OVERTIME	30,900	30,900	1,846	30,900
210-301-714.000	LONGEVITY PAY	3,140	3,140		3,140
210-301-717.000	DEFINED BENEFIT PENSION PLAN (MERS	25,914	25,914	2,571	25,914
210-301-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYI	93,000	93,000	6,666	93,000
210-301-721.000	CLOTHING ALLOWANCE	7,750	7,750	5,400	7,750
210-301-722.000	FOOD ALLOWANCE	5,500	5,500		5,500
210-301-723.000	RETIREE HEALTH CARE - OPEB	98,185	98,185		98,185
210-301-731.000	EDUCATION ALLOWANCE	2,060	2,060	77	2,060
210-301-732.000	WORKERS COMPENSATION INSURANCE EXI	7,562	7,562		7,562
210-301-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	6,000	6,000	963	6,000
210-301-746.000	OPERATING SUPPLIES	31,000	31,000	861	31,000
210-301-801.000	PROFESSIONAL AND CONTRACTUAL SERVI	4,000	4,000		4,000
210-301-801.200	PROFESSIONAL SERVICES (ACCUMED)	21,000	21,000	1,778	21,000
210-301-803.101	ADMINISTRATIVE SERVICES (GENERAL I	116,347	116,347		116,347
210-301-850.000	COMMUNICATIONS (TELEPHONE, CELL, I	275	275	115	2,000
210-301-910.000	PROFESSIONAL DEVELOPMENT	18,000	18,000		18,000
210-301-932.000	VEHICLE REPAIRS AND MAINTENANCE	67,936	67,936		67,936
210-301-933.000	SOFTWARE MAINTENANCE AGREEMENTS	6,000	6,000		6,000
210-301-956.000	BAD DEBT EXPENSE	1,000	1,000		1,000
Totals for dept 301 - PUBLIC SAFETY		890,024	890,024	105,815	891,749
TOTAL APPROPRIATIONS		890,024	890,024	105,815	891,749
NET OF REVENUES/APPROPRIATIONS - FUND 210		(24,635)	(24,635)	26,263	(26,360)

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
ESTIMATED REVENUES					
Dept 000					
211-000-664.000	INTEREST INCOME AND RENT CONTROL			11	
Totals for dept 000 -				11	
TOTAL ESTIMATED REVENUES				11	
NET OF REVENUES/APPROPRIATIONS - FUND 211				11	

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
ESTIMATED REVENUES					
Dept 000					
226-000-402.000	TAXES - CURRENT REAL PROPERTY TAXI	633,768	633,768	129,923	633,768
226-000-410.000	TAXES - CURRENT PERSONAL PROPERTY	40,000	40,000	8,177	40,000
226-000-432.000	TAXES - PAYMENT IN LIEU OF TAXES	1,303	1,303		1,303
226-000-437.000	TAXES - INDUSTRIAL FACILITY TAX	14,719	14,719	1,340	14,719
226-000-445.000	TAXES - PENALTIES AND INTEREST ON	1,000	1,000		1,000
226-000-573.000	LOCAL COMMUNITY STABILIZATION SHAI	52,720	52,720		52,720
226-000-637.000	RECYCLING FEES	108,000	108,000	17,998	108,000
226-000-664.000	INTEREST INCOME AND RENT CONTROL	1,000	1,000		1,000
Totals for dept 000 -		852,510	852,510	157,438	852,510
TOTAL ESTIMATED REVENUES		852,510	852,510	157,438	852,510
APPROPRIATIONS					
Dept 528 - REFUSE COLLECTION/ DISPOSAL					
226-528-803.101	ADMINISTRATIVE SERVICES (GENERAL I	78,197	78,197		78,197
226-528-919.000	WASTE AND RUBBISH DISPOSAL	620,000	620,000	51,927	620,000
226-528-925.000	RECYCLING	105,000	105,000	8,028	105,000
226-528-926.000	COMPOSTING	100,000	100,000	10,665	100,000
226-528-940.000	RENTALS	73,000	73,000		73,000
226-528-956.000	BAD DEBT EXPENSE	250	250		250
Totals for dept 528 - REFUSE COLLECTION/ DISPOSAL		976,447	976,447	70,620	976,447
TOTAL APPROPRIATIONS		976,447	976,447	70,620	976,447
NET OF REVENUES/APPROPRIATIONS - FUND 226		(123,937)	(123,937)	86,818	(123,937)

BUDGET REPORT FOR CITY OF FRASER
Fund: 265 DRUG FORFEITURE

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
ESTIMATED REVENUES					
Dept 000					
265-000-655.950	FINES AND FORFEITURES (DRUG)	10,000	10,000	528	10,000
265-000-664.000	INTEREST INCOME AND RENT CONTROL	2,800	2,800		2,800
Totals for dept 000 -		12,800	12,800	528	12,800
TOTAL ESTIMATED REVENUES		12,800	12,800	528	12,800
APPROPRIATIONS					
Dept 310 - DRUG FORFEITURE					
265-310-746.000	OPERATING SUPPLIES	16,000	16,000		16,000
265-310-983.000	LEASED ASSETS	15,864	15,864		15,864
Totals for dept 310 - DRUG FORFEITURE		31,864	31,864		31,864
TOTAL APPROPRIATIONS		31,864	31,864		31,864
NET OF REVENUES/APPROPRIATIONS - FUND 265		(19,064)	(19,064)	528	(19,064)

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
ESTIMATED REVENUES					
Dept 000					
267-000-664.000	INTEREST INCOME AND RENT CONTROL	19,000	19,000	7	19,000
Totals for dept 000 -		19,000	19,000	7	19,000
TOTAL ESTIMATED REVENUES		19,000	19,000	7	19,000
NET OF REVENUES/APPROPRIATIONS - FUND 267		19,000	19,000	7	19,000

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
ESTIMATED REVENUES					
Dept 000					
270-000-600.000	RENT	548,000	548,000	94,280	548,000
270-000-657.000	ORDINANCE FINES AND COSTS			58	
270-000-664.000	INTEREST INCOME AND RENT CONTROL	2,080	2,080		2,080
Totals for dept 000 -		550,080	550,080	94,338	550,080
TOTAL ESTIMATED REVENUES		550,080	550,080	94,338	550,080
APPROPRIATIONS					
Dept 265 - CITY HALL					
270-265-702.000	WAGES - FULL TIME EMPLOYEES	4,000	4,000	554	4,000
270-265-704.000	WAGES - PART TIME EMPLOYEES	52,000	52,000	6,552	52,000
270-265-709.000	FICA	3,627	3,627	473	3,627
270-265-711.000	MEDICARE	848	848	111	848
270-265-713.000	OVERTIME	2,500	2,500	544	2,500
270-265-717.000	DEFINED BENEFIT PENSION PLAN (MERS	500	500	27	500
270-265-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYE	1,400	1,400	58	1,400
270-265-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	100	100	13	100
270-265-742.000	MATERIALS & SUPPLIES	15,000	15,000	71	15,000
270-265-752.100	OPERATING SUPPLIES (MATERIALS&SUPI			116	
270-265-850.000	COMMUNICATIONS (TELEPHONE, CELL, I	2,700	2,700	184	2,700
270-265-852.000	OTHER MISC COMMUNICATIONS (INTERNI	1,200	1,200	115	1,200
270-265-918.000	WATER	40,000	40,000		40,000
270-265-920.000	ELECTRIC	11,000	11,000	1,220	11,000
270-265-921.000	NATURAL GAS	5,000	5,000	943	5,000
270-265-934.000	OTHER REPAIRS AND MAINTENANCE	435,000	435,000	17,618	435,000
270-265-935.000	PROPERTY LIABILITY INSURANCE	33,000	33,000	25,964	33,000
270-265-968.000	DEPRECIATION AND DEPLETION	91,979	91,979		91,979
Totals for dept 265 - CITY HALL		699,854	699,854	54,563	699,854
TOTAL APPROPRIATIONS		699,854	699,854	54,563	699,854
NET OF REVENUES/APPROPRIATIONS - FUND 270		(149,774)	(149,774)	39,775	(149,774)

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
APPROPRIATIONS					
Dept 945 - DEBT					
307-945-995.000	INTERFUND TRANSFER OUT	165,028	165,028		165,028
Totals for dept 945 - DEBT		165,028	165,028		165,028
TOTAL APPROPRIATIONS		165,028	165,028		165,028
NET OF REVENUES/APPROPRIATIONS - FUND 307		(165,028)	(165,028)		(165,028)

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
ESTIMATED REVENUES					
Dept 000					
401-000-699.000	INTERFUND TRANSFERS IN	2,983,500	2,983,500		2,983,500
Totals for dept 000 -		2,983,500	2,983,500		2,983,500
TOTAL ESTIMATED REVENUES		2,983,500	2,983,500		2,983,500
APPROPRIATIONS					
Dept 258 - INFORMATION TECHNOLOGY					
401-258-972.000	CAPITAL OUTLAY - INFORMATION TECHN	152,000	152,000		152,000
Totals for dept 258 - INFORMATION TECHNOLOGY		152,000	152,000		152,000
Dept 265 - CITY HALL					
401-265-972.000	CAPITAL OUTLAY - CITY HALL	400,000	400,000		400,000
Totals for dept 265 - CITY HALL		400,000	400,000		400,000
Dept 301 - PUBLIC SAFETY					
401-301-972.000	CAPITAL OUTLAY - PUBLIC SAFETY	181,500	181,500		181,500
Totals for dept 301 - PUBLIC SAFETY		181,500	181,500		181,500
Dept 441 - DEPARTMENT OF PUBLIC WORKS					
401-441-972.000	CAPITAL OUTLAY - PUBLIC WORKS	240,000	240,000	224,820	240,000
Totals for dept 441 - DEPARTMENT OF PUBLIC WORKS		240,000	240,000	224,820	240,000
Dept 690 - PARK MAINTENANCE					
401-690-972.000	CAPITAL OUTLAY - PARKS MAINTENANCE	250,000	250,000		250,000
Totals for dept 690 - PARK MAINTENANCE		250,000	250,000		250,000
Dept 691 - RECREATION					
401-691-972.000	CAPITAL OUTLAY - RECREATION	60,000	60,000		60,000
Totals for dept 691 - RECREATION		60,000	60,000		60,000
TOTAL APPROPRIATIONS		1,283,500	1,283,500	224,820	1,283,500
NET OF REVENUES/APPROPRIATIONS - FUND 401		1,700,000	1,700,000	(224,820)	1,700,000

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
APPROPRIATIONS					
Dept 463 - STREET ACTIVITIES					
402-463-999.000	OPERATING TRANS OUT	1,594	1,594		1,594
Totals for dept 463 - STREET ACTIVITIES		1,594	1,594		1,594
TOTAL APPROPRIATIONS		1,594	1,594		1,594
NET OF REVENUES/APPROPRIATIONS - FUND 402		(1,594)	(1,594)		(1,594)

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
ESTIMATED REVENUES					
Dept 000					
592-000-633.000	CROSS CONNECTION FEES			100	
592-000-642.100	SALES - WATER COMMODITY	2,810,563	2,810,563	495,225	2,810,563
592-000-642.200	SALES - WATER RTS	1,179,769	1,179,769	196,374	1,179,769
592-000-642.300	SALES - SEWER COMMODITY	4,832,593	4,832,593	771,495	4,832,593
592-000-642.400	SALES - SEWER RTS	751,000	751,000	127,677	751,000
592-000-642.500	SALES - METER REPLACEMENT FEE	63,600	63,600	10,766	63,600
592-000-642.600	SALES - WATER TAP FEES	3,600	3,600	1,800	3,600
592-000-642.700	SALES - SEWER TAP FEES	3,000	3,000	1,200	3,000
592-000-655.700	PENALTIES	80,000	80,000	14,721	80,000
592-000-664.000	INTEREST INCOME AND RENT CONTROL	50,000	50,000		50,000
592-000-678.000	MISCELLANEOUS			(46)	
Totals for dept 000 -		9,774,125	9,774,125	1,619,312	9,774,125
TOTAL ESTIMATED REVENUES		9,774,125	9,774,125	1,619,312	9,774,125
APPROPRIATIONS					
Dept 526 - WATER					
592-526-702.000	WAGES - FULL TIME EMPLOYEES	194,000	194,000	30,283	194,000
592-526-704.000	WAGES - PART TIME EMPLOYEES	20,000	20,000	96	20,000
592-526-705.000	VACATION PAY	20,675	20,675	9,354	20,675
592-526-706.000	HOLIDAY PAY	13,136	13,136	615	13,136
592-526-709.000	FICA	19,110	19,110	2,818	19,110
592-526-711.000	MEDICARE	4,469	4,469	659	4,469
592-526-713.000	OVERTIME	55,620	55,620	5,846	55,620
592-526-714.000	LONGEVITY PAY	4,800	4,800		4,800
592-526-717.000	DEFINED BENEFIT PENSION PLAN (MERS	47,356	47,356	637	47,356
592-526-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYE	55,800	55,800	8,454	55,800
592-526-721.000	CLOTHING ALLOWANCE	3,600	3,600		3,600
592-526-732.000	WORKERS COMPENSATION INSURANCE EXI	7,934	7,934		7,934
592-526-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	1,000	1,000	340	1,000
592-526-752.000	SUPPLIES	15,450	15,450	341	15,450
592-526-752.100	OPERATING SUPPLIES (MATERIALS&SUPI	128,750	128,750	7,111	128,750
592-526-801.000	PROFESSIONAL AND CONTRACTUAL SERVI	22,000	22,000	1,901	22,000
592-526-803.101	ADMINISTRATIVE SERVICES (GENERAL I	212,097	212,097		212,097
592-526-850.000	COMMUNICATIONS (TELEPHONE, CELL, I	137,000	137,000		137,000
592-526-851.000	MAIL OR POSTAGE	15,000	15,000	2,299	15,000
592-526-883.000	PERMITS	5,854	5,854		5,854
592-526-910.000	PROFESSIONAL DEVELOPMENT				3,500
592-526-915.000	MEMBERSHIPS	785	785		785
592-526-918.000	WATER	824	824		824
592-526-918.500	WATER (GREAT LAKES WATER AUTHORITY	1,291,200	1,291,200		1,291,200
592-526-932.000	VEHICLE REPAIRS AND MAINTENANCE	63,450	63,450		63,450
592-526-934.000	OTHER REPAIRS AND MAINTENANCE	41,200	41,200		41,200
592-526-946.000	ENGINEERING SERVICES	125,000	125,000	2,054	125,000
592-526-956.000	BAD DEBT EXPENSE	15,000	15,000		15,000
592-526-968.000	DEPRECIATION AND DEPLETION	210,000	210,000		210,000
592-526-972.000	CAPITAL OUTLAY (WATER SYSTEM)	94,300	94,300	246,163	94,300
592-526-992.000	INTEREST EXPENSE	10,712	10,712	4,617	10,712
Totals for dept 526 - WATER		2,836,122	2,836,122	323,588	2,839,622
Dept 527 - SEWER					
592-527-702.000	WAGES - FULL TIME EMPLOYEES	99,000	99,000	8,291	99,000
592-527-705.000	VACATION PAY	21,513	21,513		21,513
592-527-706.000	HOLIDAY PAY	3,869	3,869		3,869
592-527-709.000	FICA	8,518	8,518	527	8,518
592-527-711.000	MEDICARE	1,992	1,992	123	1,992
592-527-713.000	OVERTIME	13,000	13,000	304	13,000
592-527-717.000	DEFINED BENEFIT PENSION PLAN (MERS	47,356	47,356	160	47,356
592-527-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYE	37,200	37,200	970	37,200
592-527-721.000	CLOTHING ALLOWANCE	3,500	3,500		3,500
592-527-732.000	WORKERS COMPENSATION INSURANCE EXI	3,248	3,248		3,248
592-527-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	1,000	1,000	73	1,000
592-527-752.000	SUPPLIES	10,000	10,000		10,000
592-527-801.000	PROFESSIONAL AND CONTRACTUAL SERVI	300,000	300,000	1,393	300,000
592-527-803.101	ADMINISTRATIVE SERVICES (GENERAL I	174,360	174,360		174,360
592-527-834.000	FEES AND PERMITS	22,000	22,000		22,000
592-527-850.000	COMMUNICATIONS (TELEPHONE, CELL, I	1,200	1,200		1,200
592-527-851.000	MAIL OR POSTAGE	13,000	13,000	2,088	13,000
592-527-910.000	PROFESSIONAL DEVELOPMENT	2,500	2,500	39	1,500
592-527-917.000	SEWAGE	2,875,207	2,875,207	232,667	2,875,207
592-527-920.000	ELECTRIC	3,000	3,000	566	3,000
592-527-932.000	VEHICLE REPAIRS AND MAINTENANCE	211,500	211,500		211,500
592-527-934.000	OTHER REPAIRS AND MAINTENANCE	275,000	275,000	2,096	275,000
592-527-934.500	OTHER REPAIRS AND MAINTENANCE (LII	100,000	100,000	1,776	100,000
592-527-946.000	ENGINEERING SERVICES	115,000	115,000	4,750	115,000
592-527-956.000	BAD DEBT EXPENSE	10,300	10,300		10,300

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
APPROPRIATIONS					
Dept 527 - SEWER					
592-527-968.000	DEPRECIATION AND DEPLETION	1,272,000	1,272,000		1,272,000
592-527-973.000	CAPITAL OUTLAY (SEWER SYSTEM)	352,500	352,500		352,500
592-527-991.000	PRINCIPAL	1	1		1
592-527-992.000	INTEREST EXPENSE	525,704	525,704	161,058	525,704
592-527-993.000	PAYING AGENT FEES	1,000	1,000	68	1,000
Totals for dept 527 - SEWER		6,504,468	6,504,468	416,949	6,503,468
TOTAL APPROPRIATIONS		9,340,590	9,340,590	740,537	9,343,090
NET OF REVENUES/APPROPRIATIONS - FUND 592		433,535	433,535	878,775	431,035

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
ESTIMATED REVENUES					
Dept 000					
645-000-664.000	INTEREST INCOME AND RENT CONTROL	3,000	3,000		3,000
645-000-700.000	HCARE ISF CHARGES FOR SERVICES	658,104	658,104	88,373	658,104
Totals for dept 000 -		661,104	661,104	88,373	661,104
TOTAL ESTIMATED REVENUES		661,104	661,104	88,373	661,104
APPROPRIATIONS					
Dept 999 - SELF INSURANCE					
645-999-837.000	HEALTH INSURANCE CLAIMS	661,104	661,104	156,486	661,104
Totals for dept 999 - SELF INSURANCE		661,104	661,104	156,486	661,104
TOTAL APPROPRIATIONS		661,104	661,104	156,486	661,104
NET OF REVENUES/APPROPRIATIONS - FUND 645				(68,113)	

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 ADOPTED BUDGET	2021-22 ACTIVITY	2021-22 DRAFT 1 BUDGET
ESTIMATED REVENUES					
Dept 000					
661-000-643.000	EQUIPMENT RENTAL	791,524	791,524		791,524
661-000-664.000	INTEREST INCOME AND RENT CONTROL	3,000	3,000	2	3,000
Totals for dept 000 -		794,524	794,524	2	794,524
TOTAL ESTIMATED REVENUES		794,524	794,524	2	794,524
APPROPRIATIONS					
Dept 249 - MOTOR POOL					
661-249-702.000	WAGES - FULL TIME EMPLOYEES	8,000	8,000		8,000
661-249-705.000	VACATION PAY	1,631	1,631		1,631
661-249-706.000	HOLIDAY PAY	3,170	3,170		3,170
661-249-709.000	FICA	794	794		794
661-249-711.000	MEDICARE	186	186		186
661-249-713.000	OVERTIME	2,000	2,000		2,000
661-249-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYI	1,500	1,500		1,500
661-249-732.000	WORKERS COMPENSATION INSURANCE EXI	1,834	1,834		1,834
661-249-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	500	500		500
661-249-752.000	SUPPLIES	1,500	1,500		1,500
661-249-758.000	DIESEL FUEL	36,000	36,000	2,284	36,000
661-249-759.000	GASOLINE	80,000	80,000	9,325	80,000
661-249-801.000	PROFESSIONAL AND CONTRACTUAL SERVI	2,500	2,500		2,500
661-249-805.000	ENTERPRISE FLEET MANAGEMENT	190,000	190,000	11,889	190,000
661-249-850.000	COMMUNICATIONS (TELEPHONE, CELL, I	1,000	1,000		1,000
661-249-931.000	EQUIPMENT REPAIRS	50,000	50,000	3,168	50,000
661-249-932.000	VEHICLE REPAIRS AND MAINTENANCE	176,916	176,916	24,643	176,916
661-249-934.000	OTHER REPAIRS AND MAINTENANCE	20,000	20,000	1,038	20,000
661-249-936.000	VEHICLE LIABILITY INSURANCE	79,993	79,993		79,993
661-249-968.000	DEPRECIATION AND DEPLETION	120,000	120,000		120,000
661-249-992.000	INTEREST EXPENSE	17,000	17,000		17,000
Totals for dept 249 - MOTOR POOL		794,524	794,524	52,347	794,524
TOTAL APPROPRIATIONS		794,524	794,524	52,347	794,524
NET OF REVENUES/APPROPRIATIONS - FUND 661				(52,345)	
ESTIMATED REVENUES - ALL FUNDS		33,572,941	33,572,941	4,295,526	33,458,935
APPROPRIATIONS - ALL FUNDS		35,155,163	35,155,163	3,897,769	35,556,692
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		(1,582,222)	(1,582,222)	397,757	(2,097,757)

City of Fraser
Department of Public Safety
Police-Fire-Ambulance
33000 Garfield Fraser, Michigan 48026
(586) 293-2000 Fax (586) 296-8480

September 1, 2021

To: Elaine Leven, City Manager

Re: Request for Council Approval – Patrol Car and Body Worn Cameras

Madam,

As you know, video technology has become essential for law enforcement in regards to evidence collection, officer accountability and post incident review for training purposes. The Fraser Department of Public Safety has In-Car video recording capabilities in all patrol cars, with the current L3 In-Car Video system serving the department since 2012. The current In-Car video system provides video evidence captured while officers are conducting traffic stops, investigations and responding to emergencies.

While this In-Car system has served the department effectively in the past, the system is out of date and no longer supported by the manufacturer. Some issues the department is currently experiencing are lack of adequate storage space on the server for video retention and wireless microphone batteries not holding an adequate charge for an entire shift. Parts are currently only available via E-Bay, which are becoming scarcer by the week.

The L3 support contract was allowed to expire in early 2020 by the former IT head, which was believed to have occurred due to the cost of a replacement system being budgeted in the IT Department for the budget year commencing July 1, 2020. Since that time, we have had several catastrophic events that have required contract support to purge our physical server to make room for new video files. Additionally, the backup system was allowed to fail in late 2019, or early 2020, and was never replaced, which caused additional hardships to the server.

Marc Thompson, former interim city manager, asked to me to begin to look at a new system in or about the end of September of 2020. Marc asked that we include body cameras in the scope of the project. I sought input from the officers at the onset of the project, with only one officer responding. His comments were that he had body cameras at his old department and felt they were an asset.

There are currently two (2) large vendors when it comes to body worn cameras and in-car systems. They are Axon and WatchGuard (Motorola). SafeFleet was contacted for

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pricing as well, however their primary scope of business is in the private sector. (SafeFleet bought out L3 Mobile Vision). The primary option for storage is now cloud based, where in the past we had our own physical server in the building, and user licensing for individual officers is now a requirement.

After visiting departments that use Axon and WatchGuard, my recommendation is for the WatchGuard system. The Axon system has backend software that is much nicer, however, the extra $52,077.35 does not justify the purchase. The camera quality and durability seemed the same. I heard complaints from Axon users regarding the officer portals not being user friendly. Additionally, Axon administrative staff stated that there were significant problems in downloading to the cloud, causing delay in the ability for officers to complete reports, which could potentially cause increased overtime costs from having to wait. We have two (2) options available for council to decide, however, my recommendation is for the combined body worn camera and in-car camera package

Patrol Car Cameras Only:

Current quote from Watch Guard for eight In-Car video systems to outfit all Fraser patrol cars. This in-car equipment includes panoramic dash mounted camera, DVR, control panel, Infrared camera for backseat and wireless microphone. Also includes mounting equipment, docking/transfer/charging stations, Software-as-a-service and support software. Recorded events captured on these in-car video systems are uploaded wirelessly via cellular network from vehicle to evidence storage. This software includes Command Central Evidence cloud based evidence system for unlimited storage and unlimited cloud sharing of videos. Upload server containing 8TB of storage at the department. Contract also includes initial set-up and training, five year no fault hardware warranty and advance hardware support.

Recommended proposal purchase price $82,740.00 with an annual invoice of $16,548.00 over five years.

Upgrade to Body Worn Cameras: ******RECOMMENDED PURCHASE*****

Current In-Car video system allows only audio recordings of investigations that take place out of view of the camera that is mounted facing out of the windshield of the patrol car. We recognize that as part of our overall community policing strategy, body worn cameras have the potential to significantly improve trust between our officers and the people we serve.

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This proposal in addition to the above listed In-Car video systems, adds 25 Body Worn Cameras for sworn personnel. These Body Worn Cameras have the capability of synchronized video between In-Car Video and body worn camera. These body worn cameras will be issued to road patrol personnel who have a high level of daily interaction with the public. All body worn cameras will be replaced at the 36 month, or sooner, if new models become available.

Recommended proposal total purchase price of $163,075, which would be broken into annual payments of $32,615. The first payment would be $33,360, which includes $745 in direct purchase items.

Funding of $90,000 for project was approved as part of the current budget year and allocated in the Public Safety Capital Outlay account, GL 401-301-972-000. The reoccurring annual payments would have to become part future annual public safety budgets

Additionally, Sgt Gillies has completed and submitted grant application to the Small Rural Tribal Body Worn Camera Program, which will award $2,000 for each body worn camera used by a department, bringing our grant request amount to $50,000. There are no guarantees for the award, but we have applied for the alternative source of funding regardless.

Feel free to contact me should you require anything further in the matter.

Best Regards,

L.3

Lt. David Bisby
Acting Interim Director of Public Safety
Fraser DPS
33000 Garfield
Fraser MI 48026
bisbyd@fraserdps.com
(586)-293-2000 ext 202

SRT

Small Rural Tribal
BODY WORN CAMERA PROGRAM

(/sp/srtbwc_microgrant_program)

Application

Save Draft | Mark Complete | Close

The Bureau of Justice Assistance (BJA) of the Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) and Justice & Security Strategies (JSS) are seeking applications for a new federal micro-grant program that funds the implementation or expansion of body-worn camera (BWC) programs for small, rural, and tribal law enforcement agencies (SRT).

Funding under this program supports agencies seeking to establish or expand comprehensive BWC programs and have specified plans to implement this technology in a manner that maximizes the benefits of BWCs. As part of their submission, applicants will provide information on their plans to deploy this technology, as well as specific ways it will be used to enhance the applicant agency's mission.

BWC programs are an important tool that could be an integrated part of a jurisdiction's holistic problem-solving and community-engagement strategy, helping to increase both trust and communication between the police and the communities they serve. BWCs can be highly effective, providing an objective audio and visual record of interactions that can capture empirical evidence in the event of a crime, police-citizen interaction, or use-of-force incident.

This micro-grant program is competitive and requires a 1:1 match. Funds must be used to purchase body-worn cameras and may include expenses reasonably related to BWC program implementation. Federal funds shall not be used to pay for data storage costs associated with body-worn camera footage. Funding can be used to support pilot BWC programs, establish new BWC implementation, or expand existing programs. Funding is capped at $2,000 per camera.

Applications must be submitted by 11:59 pm ET on August 31, 2021.

We anticipate that this will be a highly competitive solicitation, and applicants are strongly encouraged to apply and submit before the deadline.

The online application for the micro-grant program is user-friendly. It consists of approximately 30 questions requiring yes/no answers, multiple choice answers with drop-down menus, brief narratives, and a budget section.

Once your application has been reviewed by BJA and JSS, you will receive application status notifications through your submission portal. BJA and JSS may ask for additional information at any time during the application process.

For additional and detailed instructions regarding the current micro-grant solicitation, application review process, as well as financial and grant administration information, please click here. (https://www.srtbwc.com/wp-content/uploads/2021/07/SRT-BWC-Application-Instructions.pdf)

Agency Information

Agency *

Fraser Dept of Public Safety , US-MI

If your agency is not listed in the dropdown, please type "Other" and select it from the dropdown list.

Agency Address

33000 GARFIELD RD

Agency City

FRASER

Agency State

US-MI

Agency Zip

48026

Is the agency address correct? *

- (●) Yes
- ( ) No

What is your agency ORI? *

5040900

If you do not have an ORI, please write N/A.

Which of the following best describes your agency? *

Municipal Police Agency

Please check only one.

Which of the following descriptions is applicable to your agency? *

Please check all that apply.

- ☐ Small Agency (1 – 10 current sworn officers)
- ☑ Small Agency (11 – 50 current sworn officers)
- ☐ Rural Agency
- ☐ Tribal Law Enforcement (Federally recognized)
- ☐ None of the above

Click here to find out if our agency qualifies as a rural agency. (https://data.hrsa.gov/tools/rural-health)

For agencies seeking to qualify based upon a rural designation, please click on the link above. This link will bring you to the Health Resources and Services Administration (HRSA) federal agency website for you to verify your county and/or address information as rural. After you have verified your eligibility, please return to this submission portal to complete your application. For more information on rural eligibility, please refer to the detailed instruction package **here. (https://www.srtbwc.com/wp-content/uploads/2021/07/SRT-BWC-Application-Instructions.pdf)**

How many full-time sworn police officers/deputies does your agency currently employ? *

29

Does your agency currently use body-worn cameras? *

- ○ Yes
- ◉ No

Under this grant program, how many cameras do you anticipate needing? *

25

Who oversees all of your agency operations (i.e., Chief, Sheriff, Commissioner, Director, etc.)? *

Different from Profile

Operations Contact First Name *

David

Operations Contact Last Name *

Bisby

Operations Contact Title *

Patrol Division Commander

Who is the Point of Contact for this application? *

Same as Profile

Did an outside entity, such as a consultant or vendor, assist with the completion of this application? *

- ○ Yes
- ◉ No

Can your agency commit to providing matching funds for this project? *

- ◉ Yes
- ○ No

Body-Worn Camera Information

The following statements are common reasons that agencies would like to purchase body-worn cameras. Please identify the top three statements that best fit your agency's interest in BWCs.

1. Highest priority *

BWCs provide evidence for the investigation or prosecution of crimes

2. Next highest priority *

BWCs will provide accountability for police activities

3. Third highest priority *

BWCs will help to resolve citizen complaints

Does your state require body-worn cameras for officers? *

- ○ Yes
- ◉ No
- ○ Don't Know

Do you know who will serve as the Project Director for your BWC program? *

Yes

Who in your agency will be serving as the Project Director (i.e. provide management oversight of the project) for your BWC program? *

Different from Profile

Project Director First Name *

David

Project Director Last Name *

Bisby

Project Director Rank or Agency Role *

Patrol Division Commander

Approximately how long has the Project Director served in your agency? *

10 or more years

Has the Project Director managed similar technology projects in the past? *

Please check all that apply.

- [x] In-Car Video
- [x] Computer or IT Systems
- [x] Communications Systems (Ex: Radios)
- [ ] Other
- [ ] The Project Director has not managed any similar technology projects in the past.

Does the Project Director have experience with any of the following tasks? *

Please check all that apply.

- [x] Staff Supervision
- [x] Budget Management
- [x] Project Timelines
- [x] Training
- [x] Vendor Relations or Procurement
- [x] Community Relations
- [ ] Other
- [ ] The Project Director does not have any experience with the above listed tasks.

How does your agency plan to purchase your body-worn cameras? *

A vendor has already been selected

How much time will be spent for training on BWCs per officer/deputy before deployment occurs? *

6-10 hours per officer/deputy

What topics does your agency plan to cover during your BWC training? *

Please select all that apply.

- [x] Policy
- [x] State Statutes
- [x] Equipment and Technology Operations
- [ ] Other

What types of training will your agency use? *

Please select all that apply.

- [x] Roll-call training
- [ ] Academy Training
- [x] Refresher or Annual Trainings
- [ ] Other

What method of training will be used by your agency? *

Please select all that apply.

- [x] Lectures
- [x] Web-based
- [x] Field on the job training
- [x] Scenario-based
- [ ] Other

Can your agency commit to the development of a training plan for BWC users that at the minimum includes BWC operations, BWC policy, and any state or local laws and regulations affecting BWC deployment and use? *

- (●) Yes
- ( ) No

Does your agency currently have a body-worn camera program or plan for a BWC program? *

- ( ) Yes
- (●) No

Does your agency currently employ In-Car Video (ICV)? *

- (●) Yes
- ( ) No

Does your agency have a policy for ICV? *

- (●) Yes
- ( ) No

Does your agency have a system to manage the ICV footage? *

- (●) Yes
- ( ) No

Has your agency worked with your local or state prosecutor's office in the development of your body-worn camera program? *

- ( ) Yes
- (●) No

Has your agency worked with members or organizations within the community in the development of your body-worn camera program? *

- ( ) Yes
- (●) No

Grant Management Experience

Within the last 5 years, has your agency received a federal grant for any purpose, other than the Patrick Leahy Bulletproof Vest Partnership? *

- (●) Yes
- ( ) No
- ( ) Don't Know

Approximately, how much in federal funds has your agency received in the past 5 years? *

$50,000+

Did this grant originate from an agency within the U.S. Department of Justice? (i.e., from the Office of Community Oriented Policing Services (COPS), National Institute of Justice (NIJ), Office for Victims of Crime (OVC), the Bureau of Justice Assistance (BJA), Office on Violence Against Women (OVW) and/or Office of Juvenile Justice and Delinquency Prevention (OJJDP)). *

- ( ) Yes
- (●) No

Has your agency ever received a state or local grant for any purpose? *

- ( ) Yes
- (●) No
- ( ) Don't Know

Does your agency have a pending application(s) with other potential funding sources for BWC? *

- ○ Yes
- ◉ No

If you were to receive funding under this program, how would your agency plan to fund this body-worn camera program after the grant ends? *

Please check all that apply.

- ☑ Agency budget
- ☐ Apply for additional federal or state grants
- ☐ Apply for private funds
- ☐ We do not have any plans
- ☐ Other

Data Collection and Reporting

Will your agency commit to routinely reporting the number of officer-involved citizen complaints? *

- ◉ Yes
- ○ No

Is your agency willing to cooperate with a program evaluation or a research study on digital evidence management? *

- ◉ Yes
- ○ No

Will your agency commit to routinely reporting the number of officer-involved uses of force? *

- ◉ Yes
- ○ No

Project Narrative

In this section, please describe how funding from this BWC program will assist each of the following entities:

A.) Your agency;
B.) Your community; and
C.) Your criminal justice partners.

Project Narrative *

A) The Fraser Department of Public Safety is currently researching replacing the in-car camera systems in our patrol vehicles. These cameras are over nine years old and have since been discontinued. Our department is struggling to keep the in-car cameras working and have identified a need to replace the entire in-car camera system. These in-car cameras have benefitted the department for evidentiary reasons with recording audio/video from traffic stops, criminal complaints, and other emergencies. Body worn cameras will also be used as a training

Word Count: **433 / 600**

Budget

This will be automatically calculated from the budget form. No manual entry is required.

Total Request Amount

$	50,000.00

Total Match Amount

$	113,820.00

wizehive
(http://www.wizehive.com/)

MOTOROLA SOLUTIONS	WatchGuard Video 415 E. Exchange Allen, TX 75002 (P) 800-605-6734 (F) 212-383-9661	WATCH GUARD

Issued To:	Fraser Police Department - Attention: David Bisby	Date:	07-27-21
Project Name:	(25) BWC, (8) INC, VaaS	Quote ID:	BRY-0109-02

Qty	Item #	Description
(17)	AAS-BWC-5YR-001 $2,940.00 Each ***PaaS***	**Body-worn camera and evidence management software - 5 Year Video-as-a-Service Package @ $49 per Month** <u>Software, Hardware & Refresh:</u> • Video-as-a-Service includes CommandCentral Evidence, the cloud-based evidence management system with unlimited device storage and unlimited cloud sharing. o User licenses on a per-device basis. o 50 GB of non-device storage included per device, averaged across all devices in the program o CommandCentral Evidence, Records, Redaction, Sharing, Community Engagement capabilities and capture application included. • Body-worn camera (battery + choice of mount included) • Third year technology (Hardware) refresh. <u>Subscription, Support & Warranty:</u> • 5-year agreement (billed Quarterly or Annually) • Advanced hardware replacement service & 24/7 support • No-Fault hardware warranty
(8)	AAS-ICV-BWC-5YR $11,340.00 Each ***PaaS***	**Integrated Body-worn camera and In-car video and evidence management software - 5 Year Video-as-a-Service Package @ $189 per Month** <u>Software, Hardware & Refresh:</u> • Video-as-a-Service includes the cloud-based evidence management system, with unlimited storage and unlimited cloud sharing. o User licenses on a per-device basis. o CommandCentral Evidence, capture, records, redaction and community engagement capabilities included. • Body-worn camera (choice of mount) o Third year technology (Hardware) refresh. • CarDetector Mobile LPR w/ Vigilant LEARN (PlateSearch) • In-Car Video System (Choice of forward camera) o Includes 200GB DVR, Control panel & Infrared cabin camera o WiFi Dock, HiFi wireless microphone kit, MiKroTik WiFi Kit & Smart Power Switch <u>Subscription, Support & Warranty:</u> • 5-year agreement (billed Quarterly or Annually) • No-Fault hardware warranty, Advanced hardware replacement service & 24/7 support

(3)	AAS-BWC-XFS-DOC $3,600.00 Each ***PaaS***	**Transfer Station (8 Bay) Video-as-a-Service Package @ $30 per Month** • 8-Bay Ethernet Transfer Station o Ethernet Cable, Rack mount (optional) & Power Cord
(1)	AAS-UPL-SVR-001 $6,000.00 Each ***PaaS***	**Upload Server - Video-as-a-Service Package @ $100 per Month** • Upload Server o Fast video offload, 8 TB of storage, 5 Year Warranty
(1)	IV-ACK-WF-CS-AP $250.00 Each	**MikroTik Configured Wireless Access Point, 802.11n, 5GHz, SXT, AP (Sector)** • MikroTik Configured Wireless Access Point, 802.11n, 5GHz, SXT, AP
(5)	WGP02614 $99.00 Each	**V300, Battery, Removable and Rechargable, 3.8V, 4180mAh**
(1)	WGW00122-400 $5,000.00 Each ***PaaS***	**Managed Software Installation Service; On-Site Assist Install, Training, Configuration, Project Management, Consultation**
(25)	FRT-BWC-01 $15.00 Each ***PaaS***	**Shipping - BWC Unit** • Freight delivery for each Body Worn Camera Unit
(8)	FRT-ICV-01 $25.00 Each ***PaaS***	**Shipping - ICV Unit** • Freight delivery for each In Car Video Unit
Subtotal Price (Excluding sales tax)		**$163,820.00**

Purchase as a Service (PaaS)
Financial Profile

Total Price:	$163,075.00
Contract Term:	5 Years
Monthly Payments:	$2,717.92
Annual Invoice:	***$32,615.00***

Quote Notes:

1. This Quote is valid for 90 days from the Quote Date. Pricing may change thereafter.
2. Any sales transaction resulting from this Quote is based on and subject to the applicable Motorola's Standard Terms and Conditions, notwithstanding terms and conditions on purchase orders or other Customer ordering documents.
3. Motorola's Standard Terms and Conditions are found at www.motorolasolutions.com/product-terms.
4. Payment Terms: Equipment-Net 30 days upon shipment; Installation-Net 30 days upon completion; Services and Subscription Agreements-Net 30 days from receipt of Order.
5. The pricing in this Quote does not include any applicable taxes (e.g. sales/use tax).
6. NOTE TO SELLER: For existing customers, please validate whether additional terms are required for the sale of any new product, software, service or subscription with your assigned territory legal resource.

Quoted by: Payeton Schnell - 507-841-2879 - payeton.schnell@motorolasolutions.com

Total Price	**$163,820.00**
Deferred	**$163,075.00** (5 Payments of $32,615.00)
Direct Purchase Items	**$745.00**
Due Now	**$33,360.00**
Annual Invoice (Excluding sales tax)	**$32,615.00**



WATCHGUARD 4RE®
HD PANORAMIC IN-CAR VIDEO SYSTEM

Simple controls, HD cameras, wireless uploads and full integration with body-worn cameras have made the WatchGuard 4RE the world leader for in-car video policing.

KEY FEATURES

INTUITIVE CONTROL – Icon-driven user interface and direct access keys make operation quick and simple.

FULLY INTEGRATED WITH BODY CAMERA – The WatchGuard 4RE In-Car system and one or more body-worn cameras can work seamlessly, capturing synchronized vide of an event from multiple vantage points.

UPLOAD ANYWHERE, ANYTIME – Recorded events are uploaded wirelessly via cellular network from vehicle to evidence storage with no officer involvement.

SMART, EVENT-BASED RESOLUTION RECORDING – Record simultaneously in HD and SD and automatically save using a resolution configured to the event category.

FULL PANORAMIC HD COVERAGE – See everything in front of the patrol car with the stunning video quality of a rotatable HD camera and an HD panoramic camera, all in one compact, rugged housing.

NEVER MISS AN INCIDENT – RECORD AFTER THE FACT provides the power to go back in time and capture important evidence days after it happened, even when record wasn't pressed.

Dual Drive Architecture – Video is continuously recorded to the internal Solid State Hard Drive (SSHD) and all active recordings are written to both the internal hard drive and the removable USB Flash Drive, providing event transfer options and backup.



Full Coverage, Full Detail



Zero Impact On Line Of Sight



12X Optical Zoom



Infrared Illumination



Added Viewing

SPECIFICATIONS

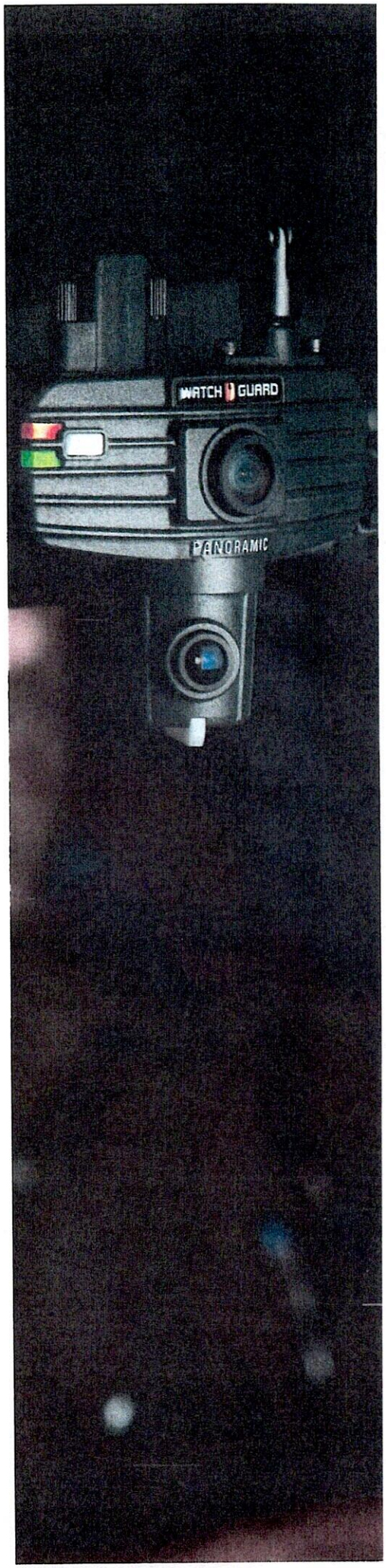
Hard Drive Storage Capacity 200GB	Integrated and GPS for Speed and Location YES
Certified to Military Specification MIL STD 810-G	Integrated Crash Detection YES
Operation Conditions -40° F to 185° F	Hours of Recording Up to 80 hours

motorolasolutions.com/in-car

MOTOROLA SOLUTIONS

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WATCHGUARD V300
CONTINUOUS-OPERATION BODY CAMERA

The WatchGuard V300 continuous-operation body camera with detachable battery, wireless uploading and expansive storage addresses law enforcement's need for cameras to operate beyond a 12-hour shift.

KEY FEATURES

DETACHABLE BATTERY – Easily change the WatchGuard V300's rechargeable battery while on the go. Keep an extra battery at the ready for unexpectedly long shifts, extra shifts or part-time jobs where a body camera is required.

AUTOMATIC WIRELESS UPLOADING – Send critical video back to headquarters while still in the field. When docked in the vehicle, the V300 uploads to evidence management systems via wireless networks like LTE and FirstNet, anytime, anywhere.

INTEGRATED WITH IN-CAR SYSTEM – One or more V300 cameras and a WatchGuard 4RE® in-car system can work seamlessly as a single system, capturing synchronized video of an incident from multiple vantage points.

NATURAL FIELD OF VIEW – Eliminate the fisheye effect from wide-angle lenses that warps video footage. Our distortion correction technology provides a clear and complete evidence review process.

ABSOLUTE ENCRYPTION – Elevate your data security with encryption at rest and in transit technology. V300 guards your data and your reputation.

RECORD-AFTER-THE-FACT – Go back in time and capture video from events days after they happened, even when a recording wasn't automatically triggered or initiated by the officer. Don't rely on mere seconds of pre-event buffering to prove your case.



SPECIFICATIONS

Dimensions	2.6 x 1.1 x 3.6 in (65 x 29 x 91 mm) W x D x H
Weight	6.8 oz (193 g)
Storage	128 GB
IP Rating	IP 67
Resolution	1080p, 720p and 480p
Microphones	Dual
Vertical Field of View	Electronic Turret +15° /- 20°
Field of View	130°
Encryption	At rest and in transit

www.motorolasolutions.com/v300

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SPECIFICATIONS

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Depth	1 1/8"
Storage	128 GB
IP Rating	IP 67
Resolution	1080p, 720p and 480p
Microphones	Dual
Vertical Field of View	Electronic Turret +15° /- 20°
Field of View	130°
Encryption	At rest and in transit

www.watchguardvideo.com

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WATCHGUARD 4RE®
HD PANORAMIC IN-CAR VIDEO SYSTEM

Simple controls, HD cameras, wireless uploads and full integration with body-worn cameras have made the WatchGuard 4RE the world leader for in-car video policing.

KEY FEATURES

INTUITIVE CONTROL – Icon-driven user interface and direct access keys make operation quick and simple.

FULLY INTEGRATED WITH BODY CAMERA – The WatchGuard 4RE In-Car system and one or more body-worn cameras can work seamlessly, capturing synchronized vide of an event from multiple vantage points.

UPLOAD ANYWHERE, ANYTIME – Recorded events are uploaded wirelessly via cellular network from vehicle to evidence storage with no officer involvement.

SMART, EVENT-BASED RESOLUTION RECORDING – Record simultaneously in HD and SD and automatically save using a resolution configured to the event category.

FULL PANORAMIC HD COVERAGE – See everything in front of the patrol car with the stunning video quality of a rotatable HD camera and an HD panoramic camera, all in one compact, rugged housing.

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Full Coverage, Full Detail



Zero Impact On Line Of Sight



12X Optical Zoom



Infrared Illumination



Added Viewing

SPECIFICATIONS

Hard Drive Storage Capacity
256GB

Certified to Military Specification
MIL STD 810-G

Operation Conditions
-40 °F to 185 °F

Integrated and GPS for Speed and Location
YES

Integrated Crash Detection
YES

Hours of Recording
Up to 80 hours

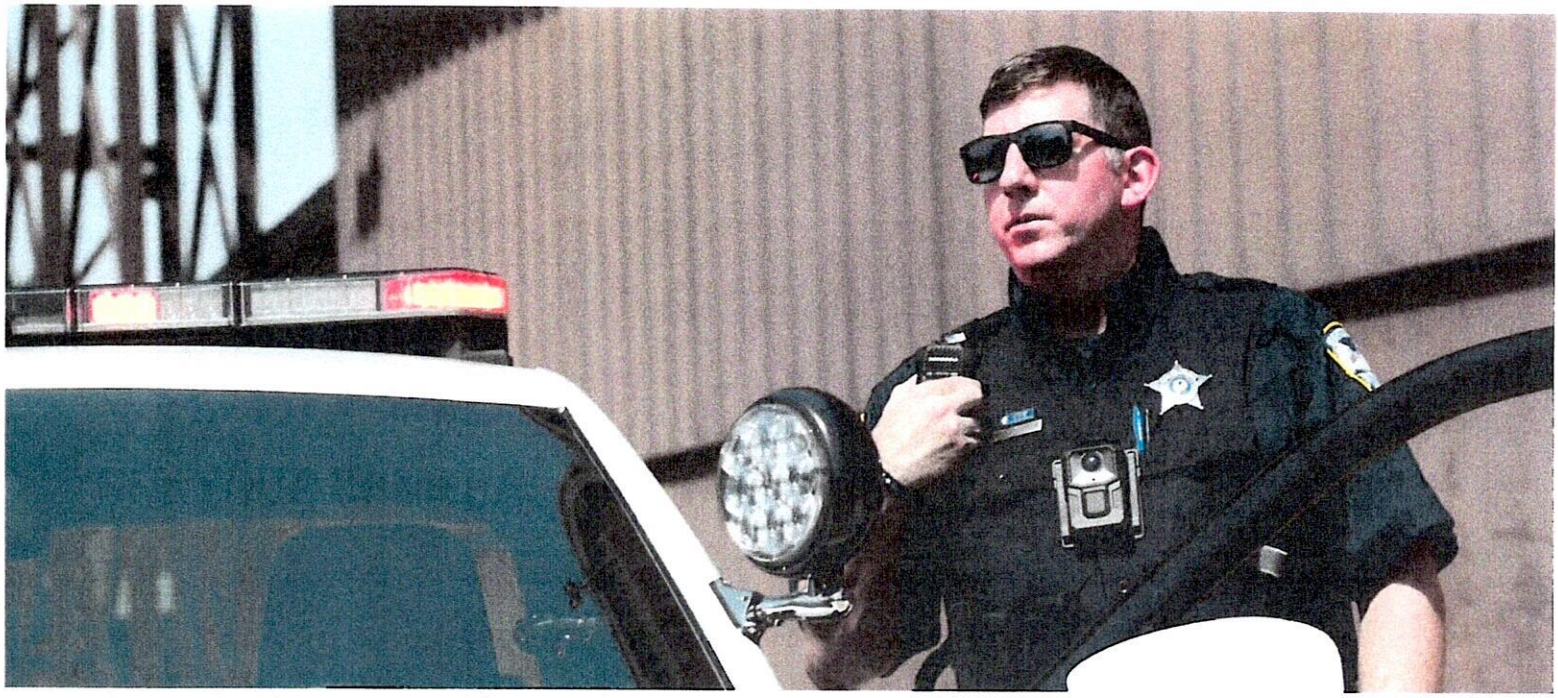
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VIDEO-AS-A-SERVICE

GET YOUR CAMERAS AND GET GOING

Our simple pay-as-you-go program helps you get everything needed for your body-worn and in-car camera video policing program without any upfront investment.

As the requirement for law enforcement video systems continues to grow, the obstacles to acquisition remain the same.

Raising funding and securing grants is difficult and time-consuming. Data storage and system maintenance costs are hard to predict. And video technology continues to mature, making a big investment potentially risky.

Motorola Solutions is overcoming these obstacles by delivering its body-worn cameras, in-car video systems, evidence management software and support services through Video-as-a-Service.

With no up-front investment required, you can deploy a new camera system and start using it immediately under a simple pay-as-you-go program. Everything you need is provided, including unlimited system users, unlimited data storage, 24/7 support and no-fault warranty coverage.

NO NEED TO RAISE FUNDS

Simply get what you need with no up-front investment and pay as you go. Turn a large capital investment into a manageable operation expense.

BUDGET PREDICTABILITY

Plan with confidence. The camera system, software, video storage and maintenance are included at a price that stays the same each month.

ASSURED PERFORMANCE

Get five years of no-fault hardware warranty, advance hardware replacement and 24/7 phone support, for assured performance and a worry-free experience.

TECHNOLOGY REFRESH

Receive free body-worn cameras and batteries during the program to refresh your inventory, keeping you current with the latest technology.

PACKAGE SUMMARY

	BODY-WORN CAMERAS	IN-CAR CAMERAS	INTEGRATED SYSTEM
Systems	WatchGuard V300 continuous-operation body-worn camera, detachable battery and camera mount.	WatchGuard 4RE® in-car video system, CarDetector Mobile LPR and PlateSearch® software, infrared cabin camera, choice of forward-facing HD camera, HiFi microphone, WiFi upload kit and smart power switch.	Body Camera System + In-Car System + WiFi access point/ body-worn camera dock for a seamless, integrated camera system.
Evidence Management	WatchGuard EvidenceLibrary.com cloud-based management system. Unlimited users, unlimited storage, unlimited sharing.		
Support	Five years of no-fault hardware warranty, advance hardware replacement and 24/7 phone support.		
Refresh	New body-worn camera with battery in third year.		New body-worn camera with battery in third year.

For more information, please visit
motorolasolutions.com/video-as-a-service

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MOTOROLA SOLUTIONS	WatchGuard Video 415 E. Exchange Allen, TX 75002 (P) 800-605-6734 (F) 212-383-9661	WATCHGUARD

Issued To:	Fraser Police Department - Attention: David Bisby	Date:	07-27-21
Project Name:	(8) INC VaaS	Quote ID:	BRY-0108-02

Qty	Item #	Description

(8)	AAS-ICV-5YR-001
	$8,940.00 Each
	PaaS
		In-car video and evidence management software - 5 Year Video-as-a-Service Package @ $149 per Month
		<u>Software, Hardware & Refresh:</u>
		• Video-as-a-Service includes the CommandCentral Evidence cloud-based evidence management system
		  o Unlimited users, Unlimited storage & Unlimited cloud sharing
		• CarDetector Mobile LPR w/ Vigilant LEARN (PlateSearch)
		• In-Car Video System (Choice of forward camera)
		  o Includes 200GB DVR, Control panel & Infrared cabin camera
		  o HiFi wireless microphone kit, MiKroTik WiFi Kit & Smart Power Switch
		<u>Subscription, Support & Warranty:</u>
		• 5-year agreement (billed Quarterly or Annually)

Subtotal Price (Excluding sales tax)		**$71,520.00**

Qty	Item #	Description
(1)	AAS-UPL-SVR-001 $6,000.00 Each ***PaaS***	**Upload Server - Video-as-a-Service Package @ $100 per Month** • Upload Server o Fast video offload, 8 TB of storage, 5 Year Warranty
Subtotal Price (Excluding sales tax)		**$6,000.00**

Qty	Item #	Description
(1)	IV-ACK-WF-CS-AP $250.00 Each	**MikroTik Configured Wireless Access Point, 802.11n, 5GHz, SXT, AP (Sector)** • MikroTik Configured Wireless Access Point, 802.11n, 5GHz, SXT, AP
Subtotal Price (Excluding sales tax)		**$250.00**

Qty	Item #	Description
(1)	WGW00122-400 $5,000.00 Each ***PaaS***	**Managed Software Installation Service; On-Site Assist Install, Training, Configuration, Project Management, Consultation**
Subtotal Price (Excluding sales tax)		**$5,000.00**

Qty	Item #	Description
(8)	FRT-ICV-01 $25.00 Each ***PaaS***	**Shipping - ICV Unit** • Freight delivery for each In Car Video Unit
Subtotal Price (Excluding sales tax)		**$200.00**

Qty	Item #	Description
(1)	FRT-MISC $20.00 Each ***PaaS***	**Miscellaneous Shipping** • Freight delivery for Hardware (Parts and/or Accessories)
Subtotal Price (Excluding sales tax)		**$20.00**

Purchase as a Service (PaaS)
Financial Profile

Total Price:	$82,740.00
Contract Term:	5 Years
Monthly Payments:	$1,379.00
Annual Invoice:	***$16,548.00***

Quote Notes:

1. This Quote is valid for 90 days from the Quote Date. Pricing may change thereafter.
2. Any sales transaction resulting from this Quote is based on and subject to the applicable Motorola's Standard Terms and Conditions, notwithstanding terms and conditions on purchase orders or other Customer ordering documents.
3. Motorola's Standard Terms and Conditions are found at www.motorolasolutions.com/product-terms.
4. Payment Terms: Equipment-Net 30 days upon shipment; Installation-Net 30 days upon completion; Services and Subscription Agreements-Net 30 days from receipt of Order.
5. The pricing in this Quote does not include any applicable taxes (e.g. sales/use tax).
6. NOTE TO SELLER: For existing customers, please validate whether additional terms are required for the sale of any new product, software, service or subscription with your assigned territory legal resource.

Quoted by: Payeton Schnell - 507-841-2879 - payeton.schnell@motorolasolutions.com

Total Price	**$82,990.00**	
Deferred	**$82,740.00**	(5 Payments of $16,548.00)
Direct Purchase Items	**$250.00**	
Due Now	**$16,798.00**	
Annual Invoice (Excluding sales tax)	**$16,548.00**	



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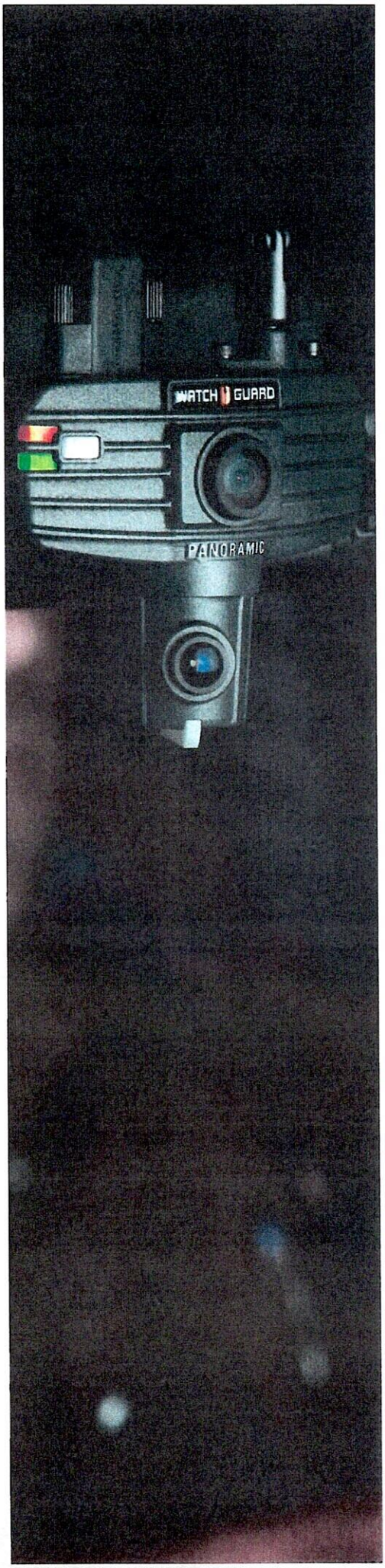
Hard Drive Storage Capacity 200GB	Integrated and GPS for Speed and Location YES
Certified to Military Specification MIL STD 810-G	Integrated Crash Detection YES
Operation Conditions -40° F to 185° F	Hours of Recording Up to 80 hours

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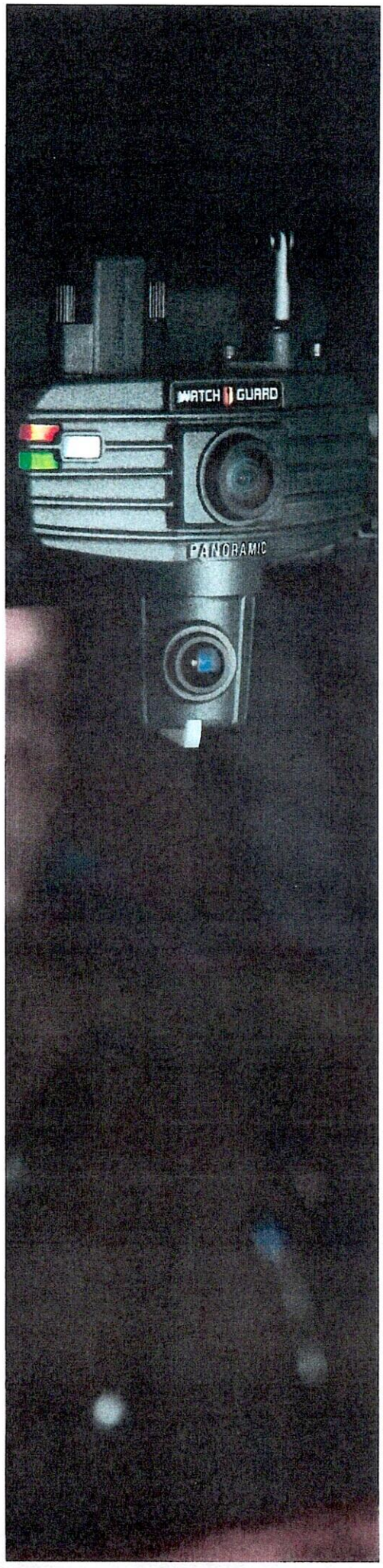
Hard Drive Storage Capacity 256GB	Integrated and GPS for Speed and Location YES
Certified to Military Specification MIL STD 810-G	Integrated Crash Detection YES
Operation Conditions -40 °F to 185 °F	Hours of Recording Up to 80 hours

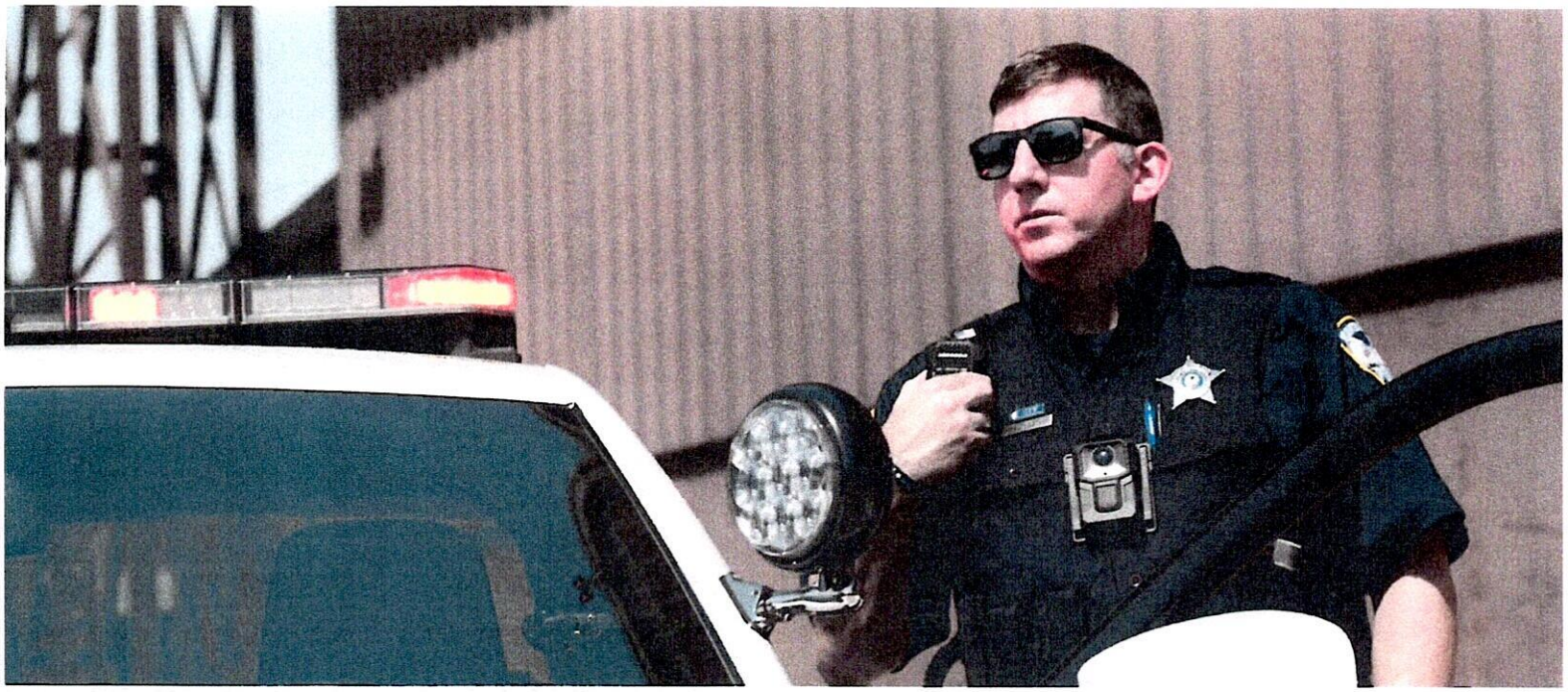
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TECHNOLOGY REFRESH

Receive free body-worn cameras and batteries during the program to refresh your inventory, keeping you current with the latest technology.

PACKAGE SUMMARY

	BODY-WORN CAMERAS	IN-CAR CAMERAS	INTEGRATED SYSTEM
Systems	WatchGuard V300 continuous-operation body-worn camera, detachable battery and camera mount.	WatchGuard 4RE® in-car video system, CarDetector Mobile LPR and PlateSearch® software, infrared cabin camera, choice of forward-facing HD camera, HiFi microphone, WiFi upload kit and smart power switch.	Body Camera System + In-Car System + WiFi access point/ body-worn camera dock for a seamless, integrated camera system.
Evidence Management	WatchGuard EvidenceLibrary.com cloud-based management system. Unlimited users, unlimited storage, unlimited sharing.		
Support	Five years of no-fault hardware warranty, advance hardware replacement and 24/7 phone support.		
Refresh	New body-worn camera with battery in third year.		New body-worn camera with battery in third year.

For more information, please visit
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Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic: (800) 978-2737
International: +1.800.978.2737

Q-329258-44414.975TC

Issued: 08/06/2021

Quote Expiration: 09/30/2021

Account Number: 109843

Payment Terms: N30

Delivery Method: Fedex - Ground

SHIP TO	BILL TO
Business;Delivery;Invoice-33000 Garfield Rd 33000 Garfield Rd Fraser, MI 48026-1858 USA	Fraser Police Dept. 33000 Garfield Rd Fraser, MI 48026-1858 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Tierney Conlon Phone: (480) 712-4910 Email: tconlon@axon.com Fax:	David Bisby Phone: 586 293 1425 Email: bisbyd@fraserdps.com Fax:

Program Length	60 Months
TOTAL COST	$215,897.35
ESTIMATED TOTAL W/ TAX	$215,897.35

Average Savings Per Year	$11,597.69
TOTAL SAVINGS	$57,988.47

PAYMENT PLAN

PLAN NAME	INVOICE DATE	TAX AMOUNT	AMOUNT DUE
Year 1	Dec, 2021	$0.00	$46,429.54
Year 2	Dec, 2022	$0.00	$46,429.54
Year 3	Dec, 2023	$0.00	$46,429.54
Year 4	Dec, 2024	$0.00	$46,429.54
Year 4	Dec, 2025	$0.00	$46,429.54

Quote Details

Bundle Summary

Item	Description	QTY	Average Cost Per Year	Cost Per User Per Month
AB3C	AB3 Camera Bundle	29	$3,770.41	$10.83
AB3MBD	AB3 Multi Bay Dock Bundle	3	$858.71	$23.85
BWCamTAP	Body Worn Camera TAP Bundle	29	$9,061.92	$26.04
BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	3	$987.66	$27.44
BasicLicense	Basic License Bundle	19	$3,180.60	$13.95
ProLicense	Pro License Bundle	10	$4,352.40	$36.27
Fleet3B+TAP	Fleet 3 Basic + TAP	8	$15,088.32	$157.17

Individual Items USD

Category	Item	Description	Requested Ship Date
Other	73478	REDACTION ASSISTANT USER LICENSE	
Other	85144	AXON STARTER	
Other	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	

Bundle: AB3 Camera Bundle Quantity: 29 Start: 1/1/2022 End: 12/31/2026 Total: 18852.03 USD

Category	Item	Description	Requested Ship Date
Camera	73202	AXON BODY 3 - NA10	12/01/2021
Camera Mount	74020	MAGNET MOUNT, FLEXIBLE, AXON RAPIDLOCK	12/01/2021
USB	11534	USB-C to USB-A CABLE FOR AB3 OR FLEX 2	12/01/2021
Spare Mounts	74020	MAGNET MOUNT, FLEXIBLE, AXON RAPIDLOCK	12/01/2021

Bundle: AB3 Multi Bay Dock Bundle Quantity: 3 Start: 1/1/2022 End: 12/31/2026 Total: 4293.53 USD

Category	Item	Description	Requested Ship Date
Dock	74210	AXON BODY 3 - 8 BAY DOCK	12/01/2021
Power Cord	71019	NORTH AMER POWER CORD FOR AB3 8-BAY, AB2 1-BAY / 6-BAY DOCK	12/01/2021
Wall Mount	70033	WALL MOUNT BRACKET, ASSY, EVIDENCE.COM DOCK	12/01/2021

Bundle: Body Worn Camera TAP Bundle Quantity: 29 Start: 1/1/2022 End: 12/31/2026 Total: 45309.6 USD

Category	Item	Description	Requested Ship Date

Camera Warranty	80464	EXT WARRANTY, CAMERA (TAP)	12/01/2021
Camera Refresh 1 with Spares	73309	AXON CAMERA REFRESH ONE	06/01/2024
Camera Refresh 2 with Spares	73310	AXON CAMERA REFRESH TWO	12/01/2027

Bundle: Body Worn Camera Multi-Bay Dock TAP Bundle Quantity: 3 Start: 1/1/2022 End: 12/31/2026 Total: 4938.3 USD

Category	Item	Description	Requested Ship Date
Dock Warranty	80465	EXT WARRANTY, MULTI-BAY DOCK (TAP)	12/01/2021
Multi-Bay Dock Refresh 1	73689	MULTI-BAY BWC DOCK 1ST REFRESH	06/01/2024
Multi-Bay Dock Refresh 2	73688	MULTI-BAY BWC DOCK 2ND REFRESH	12/01/2027

Bundle: Basic License Bundle Quantity: 19 Start: 1/1/2022 End: 12/31/2026 Total: 15903 USD

Category	Item	Description	Requested Ship Date
E.com License	73840	EVIDENCE.COM BASIC LICENSE	
A La Carte Storage	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	

Bundle: Pro License Bundle Quantity: 10 Start: 1/1/2022 End: 12/31/2026 Total: 21762 USD

Category	Item	Description	Requested Ship Date
E.com License	73746	PROFESSIONAL EVIDENCE.COM LICENSE (Formerly SKU 73746)	
A La Carte Storage	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	

Bundle: Fleet 3 Basic + TAP Quantity: 8 Start: 1/1/2022 End: 12/31/2026 Total: 75441.59 USD

Category	Item	Description	Requested Ship Date
Storage	80410	FLEET, EVIDENCE LICENSE, 1 CAMERA STORAGE, LICENSE	
E.com License	80400	FLEET, VEHICLE LICENSE, LICENSE	
Camera Kit & Warranty	72036	FLEET 3 STANDARD 2 CAMERA KIT	12/01/2021
SIM	72034	FLEET SIM, VZW	12/01/2021
Router	11634	CRADLEPOINT IBR900-1200M-NPS+5 YEAR NETCLOUD	12/01/2021
Router Antenna	71200	FLEET ANT, AIRGAIN, 5-IN-1, 2LTE, 2WIFI, 1GNSS, BL	12/01/2021
Ethernet Cable	74110	FLEET ETHERNET CABLE, CAT6, 25 FT	12/01/2021
Vehicle Installation	73391	FLEET 3 NEW INSTALLATION (PER VEHICLE)	
Camera Refresh	72040	FLEET REFRESH, 2 CAMERA KIT	12/01/2027
Axon Signal Unit	70112	AXON SIGNAL UNIT	12/01/2021
Cable Assembly	70117	AXON SIGNAL UNIT, CABLE ASSEMBLY	12/01/2021
Other	80495	EXT WARRANTY, FLEET 3, 2 CAMERA KIT	12/01/2021

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at www.axon.com/legal/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature

Date Signed

8/6/2021

FLEET STATEMENT OF WORK BETWEEN AXON ENTERPRISE AND AGENCY

Introduction

This Statement of Work ("SOW") has been made and entered into by and between Axon Enterprise, Inc. ("AXON"), and Fraser Police Dept. the ("AGENCY") for the purchase of the Axon Fleet in-car video solution ("FLEET") and its supporting information, services and training. (AXON Technical Project Manager/The AXON installer)

Purpose and Intent

AGENCY states, and AXON understands and agrees, that Agency's purpose and intent for entering into this SOW is for the AGENCY to obtain from AXON deliverables, which used solely in conjunction with AGENCY's existing systems and equipment, which AGENCY specifically agrees to purchase or provide pursuant to the terms of this SOW.

This SOW contains the entire agreement between the parties. There are no promises, agreements, conditions, inducements, warranties or understandings, written or oral, expressed or implied, between the parties, other than as set forth or referenced in the SOW.

Acceptance

Upon completion of the services outlined in this SOW, AGENCY will be provided a professional services acceptance form ("Acceptance Form"). AGENCY will sign the Acceptance Form acknowledging that services have been completed in substantial conformance with this SOW and the Agreement. If AGENCY reasonably believes AXON did not complete the professional services in conformance with this SOW, AGENCY must notify AXON in writing of the specific reasons within seven (7) calendar days from delivery of the Acceptance Form. AXON will remedy the issues to conform with this SOW and re-present the Acceptance Form for signature. If AXON does not receive the signed Acceptance Form or written notification of the reasons for rejection within 7 calendar days of the delivery of the Acceptance Form, AGENCY will be deemed to have accepted the services in accordance to this SOW.

Force Majeure

Neither party hereto shall be liable for delays or failure to perform with respect to this SOW due to causes beyond the party's reasonable control and not avoidable by diligence.

Schedule Change

Each party shall notify the other as soon as possible regarding any changes to agreed upon dates and times of Axon Fleet in-car Solution installation-to be performed pursuant of this Statement of Work.

Axon Fleet Deliverables

Typically, within (30) days of receiving this fully executed SOW, an AXON Technical Project Manager will deliver to AGENCY's primary point of contact via electronic media, controlled documentation, guides, instructions and videos followed by available dates for the initial project review and customer readiness validation. Unless otherwise agreed upon by AXON, AGENCY may print and reproduce said documents for use by its employees only.

Security Clearance and Access

Upon AGENCY's request, AXON will provide the AGENCY a list of AXON employees, agents, installers or representatives which require access to the AGENCY's facilities in order to perform Work pursuant of this Statement of Work. AXON will ensure that each employee, agent or representative has been informed or and consented to a criminal background investigation by AGENCY for the purposes of being allowed access to AGENCY's facilities. AGENCY is responsible for providing AXON with all required instructions and documentation accompanying the security background check's requirements.

Training

AXON will provide training applicable to Axon Evidence, Cradlepoint NetCloud Manager and Axon Fleet application in a train-the-trainer style method unless otherwise agreed upon between the AGENCY and AXON.

Local Computer

AGNECY is responsible for providing a mobile data computer (MDC) with the same software, hardware, and configuration that AGENCY personnel will use with the AXON system being installed. AGENCY is responsible for making certain that any and all security settings (port openings, firewall settings, antivirus software, virtual private network, routing, etc.) are made prior to the installation, configuration and testing of the aforementioned deliverables.

Network

AGENCY is responsible for making certain that any and all network(s) route traffic to appropriate endpoints and AXON is not liable for network breach, data interception, or loss of data due to misconfigured firewall settings or virus infection, except to the extent that such virus or infection is caused, in whole or in part, by defects in the deliverables.

Cradlepoint Router

When applicable, AGENCY must provide AXON Installers with temporary administrative access to Cradlepoint's NetCloud Manager to the extent necessary to perform Work pursuant of this Statement of Work.

Evidence.com

AGENCY must provide AXON Installers with temporary administrative access to Axon Evidence.com to the extent necessary to perform Work pursuant of this SOW.

Wireless Upload System

If purchased by the AGENCY, on such dates and times mutually agreed upon by the parties, AXON will install and configure into AGENCY's existing network a wireless network infrastructure as identified in the AGENCY's binding quote based on conditions of the sale.

VEHICLE INSTALLATION

Preparedness

On such dates and times mutually agreed upon by the parties, the AGENCY will deliver all vehicles to an AXON Installer less weapons and items of evidence. Vehicle(s) will be deemed 'out of service' to the extent necessary to perform Work pursuant of this SOW.

Existing Mobile Video Camera System Removal

On such dates and times mutually agreed upon by the parties, the AGENCY will deliver all vehicles to an AXON Installer which will remove from said vehicles all components of the existing mobile video camera system unless otherwise agreed upon by the AGENCY.

Major components will be salvaged by the AXON Installer for auction by the AGENCY. Wires and cables are ~~not~~ considered expendable and will not be salvaged. Salvaged components will be placed in a designated area by the AGENCY within close proximity of the vehicle in an accessible work space.

Prior to removing the existing mobile video camera systems, it is both the responsibility of the AGENCY and the AXON Installer to test the vehicle's systems' operation to identify and operate, documenting any existing component or system failures and in detail, identify which components of the existing mobile video camera system will be removed by the AXON Installer.

In-Car Hardware/Software Delivery and Installation

On such dates and times mutually agreed upon by the parties, the AGENCY will deliver all vehicles to an AXON Installer, who will install and configure in each vehicle in accordance with the specifications detailed in the system's installation manual and its relevant addendum(s). Applicable in-car hardware will be installed and configured as defined and validated by the AGENCY during the pre-deployment discovery process.

If a specified vehicle is unavailable on the date and time agreed upon by the parties, AGENCY will provide a similar vehicle for the installation process. Delays due to a vehicle, or substitute vehicle, not being available at agreed upon dates and times may results in additional fees to the AGENCY. If the AXON Installer determines that a vehicle is not properly prepared for installation ("Not Fleet Ready"), such as a battery not being properly charged or properly up-fit for in-service, field operations, the issue shall be reported immediately to the AGENCY for resolution and a date and time for the future installation shall be agreed upon by the parties.

Upon completion of installation and configuration, AXON will systematically test all installed and configured in-car hardware and software to ensure that ALL functions of the hardware and software are fully operational and that any deficiencies are corrected unless otherwise agreed upon by the AGENCY, installation, configuration, test and the correct of any deficiencies will be completed in each vehicle accepted for installation.

Prior to installing the Axon Fleet camera systems, it is both the responsibility of the AGENCY and the AXON Installer to test the vehicle's existing systems' operation to identify, document any existing component or vehicle systems' failures. Prior to any vehicle up-fitting the AXON Installer will introduce the system's components, basic functions, integrations and systems overview along with reference to AXON approved, AGENCY manuals, guides, portals and videos. It is both the responsibility of the AGENCY and the AXON Installer to agree on placement of each components, the antenna(s), integration recording trigger sources and customer preferred power, ground and ignition sources prior to permanent or temporary installation of an Axon Fleet camera solution in each vehicle type. Agreed placement will be documented by the AXON Installer.

AXON welcomes up to 5 persons per system operation training session per day, and unless otherwise agreed upon by the AGENCY, the first vehicle will be used for an installation training demonstration. The second vehicle will be used for an assisted installation training demonstration. The installation training session is customary to any AXON Fleet installation service regardless of who performs the continued Axon Fleet system installations.

The customary training session does not 'certify' a non-AXON Installer, customer-employed Installer or customer 3rd party Installer, since the AXON Fleet products does not offer an Installer certification program. Any work performed by non-AXON Installer, customer-employed Installer or customer 3rd party Installer is not warrantied by AXON, and AXON is not liable for any damage to the vehicle and its existing systems and AXON Fleet hardware.

Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic: (800) 978-2737
International: +1.800.978.2737

Q-329208-44414.958TC

Issued: 08/06/2021
Quote Expiration: 09/30/2021
Account Number: 109843
Payment Terms: N30
Delivery Method: Fedex - Ground

SHIP TO	BILL TO
Business;Delivery;Invoice-33000 Garfield Rd 33000 Garfield Rd Fraser, MI 48026-1858 USA	Fraser Police Dept. 33000 Garfield Rd Fraser, MI 48026-1858 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Tierney Conlon Phone: (480) 712-4910 Email: tconlon@axon.com Fax:	David Bisby Phone: 586 293 1425 Email: bisbyd@fraserdps.com Fax:

Program Length	60 Months
TOTAL COST	$118,500.61
ESTIMATED TOTAL W/ TAX	$118,500.61

Average Savings Per Year	$5,142.34
TOTAL SAVINGS	$25,711.71

PAYMENT PLAN

PLAN NAME	INVOICE DATE	TAX AMOUNT	AMOUNT DUE
Year 1	Dec, 2021	$0.00	$25,483.99
Year 2	Dec, 2022	$0.00	$25,484.00
Year 3	Dec, 2023	$0.00	$25,484.00
Year 4	Dec, 2024	$0.00	$25,484.00
Year 5	Dec, 2025	$0.00	$25,484.00

Quote Details

Bundle Summary

Item	Description	QTY	Average Cost Per Year	Cost Per User Per Month
BasicLicense	Basic License Bundle	19	$3,180.60	$13.95
ProLicense	Pro License Bundle	10	$4,352.40	$36.27
DynamicBundle	Dynamic Bundle	8	$892.80	$9.30
Fleet3B+TAP	Fleet 3 Basic + TAP	8	$15,088.32	$157.17

Individual Items USD

Category	Item	Description	Requested Ship Date
Other	80146	VIRTUAL BODYCAM STARTER	

Bundle: Basic License Bundle Quantity: 19 Start: 1/1/2022 End: 12/31/2026 Total: 15903 USD

Category	Item	Description	Requested Ship Date
E.com License	73840	EVIDENCE.COM BASIC LICENSE	
A La Carte Storage	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	

Bundle: Pro License Bundle Quantity: 10 Start: 1/1/2022 End: 12/31/2026 Total: 21762 USD

Category	Item	Description	Requested Ship Date
E.com License	73746	PROFESSIONAL EVIDENCE.COM LICENSE (Formerly SKU 73746)	
A La Carte Storage	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	

Bundle: Dynamic Bundle Quantity: 8 Start: 1/1/2022 End: 12/31/2026 Total: 4464 USD

Category	Item	Description	Requested Ship Date
Other	72035	FLEET 3 WIRELESS MIC KIT	12/01/2021

Bundle: Fleet 3 Basic + TAP Quantity: 8 Start: 1/1/2022 End: 12/31/2026 Total: 75441.61 USD

Category	Item	Description	Requested Ship Date
Storage	80410	FLEET, EVIDENCE LICENSE, 1 CAMERA STORAGE, LICENSE	
E.com License	80400	FLEET, VEHICLE LICENSE, LICENSE	
Camera Kit & Warranty	72036	FLEET 3 STANDARD 2 CAMERA KIT	12/01/2021

SIM	72034	FLEET SIM, VZW	12/01/2021
Router	11634	CRADLEPOINT IBR900-1200M-NPS+5 YEAR NETCLOUD	12/01/2021
Router Antenna	71200	FLEET ANT, AIRGAIN, 5-IN-1, 2LTE, 2WIFI, 1GNSS, BL	12/01/2021
Ethernet Cable	74110	FLEET ETHERNET CABLE, CAT6, 25 FT	12/01/2021
Vehicle Installation	73391	FLEET 3 NEW INSTALLATION (PER VEHICLE)	
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ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

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Signature

Date Signed

8/6/2021

FLEET STATEMENT OF WORK BETWEEN AXON ENTERPRISE AND AGENCY

Introduction

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Purpose and Intent

AGENCY states, and AXON understands and agrees, that Agency's purpose and intent for entering into this SOW is for the AGENCY to obtain from AXON deliverables, which used solely in conjunction with AGENCY's existing systems and equipment, which AGENCY specifically agrees to purchase or provide pursuant to the terms of this SOW.

This SOW contains the entire agreement between the parties. There are no promises, agreements, conditions, inducements, warranties or understandings, written or oral, expressed or implied, between the parties, other than as set forth or referenced in the SOW.

Acceptance

Upon completion of the services outlined in this SOW, AGENCY will be provided a professional services acceptance form ("Acceptance Form"). AGENCY will sign the Acceptance Form acknowledging that services have been completed in substantial conformance with this SOW and the Agreement. If AGENCY reasonably believes AXON did not complete the professional services in conformance with this SOW, AGENCY must notify AXON in writing of the specific reasons within seven (7) calendar days from delivery of the Acceptance Form. AXON will remedy the issues to conform with this SOW and re-present the Acceptance Form for signature. If AXON does not receive the signed Acceptance Form or written notification of the reasons for rejection within 7 calendar days of the delivery of the Acceptance Form, AGENCY will be deemed to have accepted the services in accordance to this SOW.

Force Majeure

Neither party hereto shall be liable for delays or failure to perform with respect to this SOW due to causes beyond the party's reasonable control and not avoidable by diligence.

Schedule Change

Each party shall notify the other as soon as possible regarding any changes to agreed upon dates and times of Axon Fleet in-car Solution installation-to be performed pursuant of this Statement of Work.

Axon Fleet Deliverables

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Upon AGENCY's request, AXON will provide the AGENCY a list of AXON employees, agents, installers or representatives which require access to the AGENCY's facilities in order to perform Work pursuant of this Statement of Work. AXON will ensure that each employee, agent or representative has been informed or and consented to a criminal background investigation by AGENCY for the purposes of being allowed access to AGENCY's facilities. AGENCY is responsible for providing AXON with all required instructions and documentation accompanying the security background check's requirements.

Training

AXON will provide training applicable to Axon Evidence, Cradlepoint NetCloud Manager and Axon Fleet application in a train-the-trainer style method unless otherwise agreed upon between the AGENCY and AXON.

Local Computer

AGNECY is responsible for providing a mobile data computer (MDC) with the same software, hardware, and configuration that AGENCY personnel will use with the AXON system being installed. AGENCY is responsible for making certain that any and all security settings (port openings, firewall settings, antivirus software, virtual private network, routing, etc.) are made prior to the installation, configuration and testing of the aforementioned deliverables.

Network

AGENCY is responsible for making certain that any and all network(s) route traffic to appropriate endpoints and AXON is not liable for network breach, data interception, or loss of data due to misconfigured firewall settings or virus infection, except to the extent that such virus or infection is caused, in whole or in part, by defects in the deliverables.

Cradlepoint Router

When applicable, AGENCY must provide AXON Installers with temporary administrative access to Cradlepoint's NetCloud Manager to the extent necessary to perform Work pursuant of this Statement of Work.

Evidence.com

AGENCY must provide AXON Installers with temporary administrative access to Axon Evidence.com to the extent necessary to perform Work pursuant of this SOW.

Wireless Upload System

If purchased by the AGENCY, on such dates and times mutually agreed upon by the parties, AXON will install and configure into AGENCY's existing network a wireless network infrastructure as identified in the AGENCY's binding quote based on conditions of the sale.

VEHICLE INSTALLATION

Preparedness

On such dates and times mutually agreed upon by the parties, the AGENCY will deliver all vehicles to an AXON Installer less weapons and items of evidence. Vehicle(s) will be deemed 'out of service' to the extent necessary to perform Work pursuant of this SOW.

Existing Mobile Video Camera System Removal

On such dates and times mutually agreed upon by the parties, the AGENCY will deliver all vehicles to an AXON Installer which will remove from said vehicles all components of the existing mobile video camera system unless otherwise agreed upon by the AGENCY.

Major components will be salvaged by the AXON Installer for auction by the AGENCY. Wires and cables are ~~not~~ considered expendable and will not be salvaged. Salvaged components will be placed in a designated area by the AGENCY within close proximity of the vehicle in an accessible work space.

Prior to removing the existing mobile video camera systems, it is both the responsibility of the AGENCY and the AXON Installer to test the vehicle's systems' operation to identify and operate, documenting any existing component or system failures and in detail, identify which components of the existing mobile video camera system will be removed by the AXON Installer.

In-Car Hardware/Software Delivery and Installation

On such dates and times mutually agreed upon by the parties, the AGENCY will deliver all vehicles to an AXON Installer, who will install and configure in each vehicle in accordance with the specifications detailed in the system's installation manual and its relevant addendum(s). Applicable in-car hardware will be installed and configured as defined and validated by the AGENCY during the pre-deployment discovery process.

If a specified vehicle is unavailable on the date and time agreed upon by the parties, AGENCY will provide a similar vehicle for the installation process. Delays due to a vehicle, or substitute vehicle, not being available at agreed upon dates and times may results in additional fees to the AGENCY. If the AXON Installer determines that a vehicle is not properly prepared for installation ("Not Fleet Ready"), such as a battery not being properly charged or properly up-fit for in-service, field operations, the issue shall be reported immediately to the AGENCY for resolution and a date and time for the future installation shall be agreed upon by the parties.

Upon completion of installation and configuration, AXON will systematically test all installed and configured in-car hardware and software to ensure that ALL functions of the hardware and software are fully operational and that any deficiencies are corrected unless otherwise agreed upon by the AGENCY, installation, configuration, test and the correct of any deficiencies will be completed in each vehicle accepted for installation.

Prior to installing the Axon Fleet camera systems, it is both the responsibility of the AGENCY and the AXON Installer to test the vehicle's existing systems' operation to identify, document any existing component or vehicle systems' failures. Prior to any vehicle up-fitting the AXON Installer will introduce the system's components, basic functions, integrations and systems overview along with reference to AXON approved, AGENCY manuals, guides, portals and videos. It is both the responsibility of the AGENCY and the AXON Installer to agree on placement of each components, the antenna(s), integration recording trigger sources and customer preferred power, ground and ignition sources prior to permanent or temporary installation of an Axon Fleet camera solution in each vehicle type. Agreed placement will be documented by the AXON Installer.

AXON welcomes up to 5 persons per system operation training session per day, and unless otherwise agreed upon by the AGENCY, the first vehicle will be used for an installation training demonstration. The second vehicle will be used for an assisted installation training demonstration. The installation training session is customary to any AXON Fleet installation service regardless of who performs the continued Axon Fleet system installations.

The customary training session does not 'certify' a non-AXON Installer, customer-employed Installer or customer 3rd party Installer, since the AXON Fleet products does not offer an Installer certification program. Any work performed by non-AXON Installer, customer-employed Installer or customer 3rd party Installer is not warrantied by AXON, and AXON is not liable for any damage to the vehicle and its existing systems and AXON Fleet hardware.

SAFE FLEET Law Enforcement

COBAN | Mobile-Vision

Quote: Q-18012-1

Date: 7/16/2021, 12:50 PM
Expires On: 9/17/2021

COBAN Technologies, Inc.
SF Mobile-Vision, Inc.
11375 W. Sam Houston Pkwy S., Suite 800
Houston, Texas 77031-2348
United States

Phone: (281) 925-0488
Fax: (281) 925-0535
Email: SFLE-Sales@safefleet.net

Ship To
David Bisby
Fraser Department Of Public Safety, MI
33000 Garfield Rd.
Fraser, Michigan 48026
United States
293-2000 ext#202
bisbyd@fraserdps.com

Bill To
Fraser Department Of Public Safety, MI
33000 Garfield Rd.
Fraser, Michigan 48026
United States

SALESPERSON	EXT	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Michael Ciesliga	x	mike.ciesliga@safefleet.net		Net 30

H1 In-Car Video System ** Including BWC vehicle docks **

LINE NO.	PART #	DESCRIPTION	UNIT PRICE	QTY	EXTENDED
QL-0105122	FOCUS-51-00	FOCUS H1 IN-CAR SYSTEM - PACKAGE 2 2 CAMERAS AND WIRELESS MICROPHONE Features: • 4.3" touchscreen monitor • GPS • Crash Sensor • Smart Power Module (SPM) w/ UPS • 16 GB internal Solid State OS drive • 128 GB internal Solid State Fail-Safe drive • 64 GB removable Thumb Drive • Internal 802.11 A/G/N/AC wireless card • Backseat wide angle IR camera with built in covert microphone • Front facing HD low profile color camera • Wireless microphone & receiver • Three year limited hardware warranty	USD 5,215.00	8	USD 41,720.00
QL-0105125	MZZ-01	MOUNTING For secure mounting within the vehicle	USD 100.00	8	USD 800.00
QL-0105126	SCOPT-27	TWO DUAL BAND ANTENNAS (802.11 A/G/N/AC) For wireless upload to Access Point	USD 205.00	8	USD 1,640.00
QL-0105127	FOCUS-04-06	FOCUS H1 64 GB SECURED PEN DRIVE	USD 250.00	1	USD 250.00
QL-0105134	SCAA-016	FOCUS H1 SUPPORT KIT	USD 125.00	1	USD 125.00
			H1 In-Car Video System TOTAL:		USD 44,535.00

Device Licensing

LINE NO.	PART #	DESCRIPTION	UNIT PRICE	QTY	EXTENDED
QL-0105123	WLIC-26	COBAN COMMAND CENTER SOLUTION ** In-car ** • Per Active Device • Software License with First Year Technical Support Continued license and support for subsequent years require annual purchase of WMAIN-123	USD 150.00	8	USD 1,200.00
				Device Licensing TOTAL:	USD 1,200.00

Server

LINE NO.	PART #	DESCRIPTION	UNIT PRICE	QTY	EXTENDED
QL-0105250	SVR5416TB5YR	DELL POWER EDGE R540 - 16.2TB - 5YR PROSUPPORT W/ LCD & UPS	USD 12,743.52	1	USD 12,743.52
QL-0105251	WLIC-00-202-03	MICROSOFT WINDOWS SERVER 2019 STANDARD + 5 USER CALS	USD 1,150.00	1	USD 1,150.00
QL-0105252	WLIC-00-203-01	MICROSOFT SQL SERVER 2019 STANDARD Includes 5 Device CALs, NFI, English	USD 2,995.00	1	USD 2,995.00
				Server TOTAL:	USD 16,888.52

Deployment Services and Training

LINE NO.	PART #	DESCRIPTION	UNIT PRICE	QTY	EXTENDED
QL-0105129	LINST-10	ICV (STANDARD) HARDWARE INSTALLATION (Minimum 10 Installs if not purchased in conjunction with LSET-19) • Per Vehicle COBAN Fleet Technician will travel on-site to install the In-Car Video System	USD 595.00	8	USD 4,760.00
QL-0105253	LSET-21	BACKOFFICE SETUP PACKAGE C Includes: - 3 Days on-site and remote project deployment - Back office configuration and setup - Admin and User Training Project Implementation, Multi-Platform On-site / Remote Project Implementation.	USD 3,895.00	1	USD 3,895.00
				Deployment Services and Training TOTAL:	USD 8,655.00

Shipping

LINE NO.	PART #	DESCRIPTION	UNIT PRICE	QTY	EXTENDED
QL-0105130	LFEE-050	SHIPPING - IN CAR VIDEO SYSTEMS	USD 50.00	8	USD 400.00
QL-0105131	LFEE-055	SHIPPING - Back Office Hardware • Per Server / Auto DVD	USD 350.00	1	USD 350.00
				Shipping TOTAL:	USD 750.00

TOTAL:	USD 72,028.52

Terms & Conditions

Applicable sales taxes are not reflected on this proposal, and will be included on the invoice. In the event Sales Tax is requested to be listed on the proposal, it will be the responsibility of the Agency to provide the current Tax rate and amount. Any purchases that are exempt from Sales Tax must be accompanied by a tax exemption and/ or re-seller certificate.

This quote is presented to the customer under the condition that it remains a valid quote for only 60 days after the stated Quote Date, after which the quote becomes null and void.

Please email or fax a signed copy of this quotation and other referenced documents to SFLE-Sales@safefleet.net or (281) 925-0535
Safe Fleet Law Enforcement order requests above $2,500.00 require an Agency issued Purchase Order prior to processing.

COBAN Technologies, Inc.
11375 W. Sam Houston Pkwy S., Suite 800
Houston, Texas 77031-2348

IN WITNESS WHEREOF, the Parties have caused this Agreement to Purchase to be executed and delivered by their respective authorized representatives whose signatures appear below.

COBAN Technologies, Inc.		Fraser Department Of Public Safety, MI	
Signature:	_____	Signature:	_____
Printed Name:	_____	Printed Name:	_____
Title:	_____	Title:	_____
Dated:	_____	Dated:	_____

SAFE FLEET Law Enforcement

COBAN | Mobile-Vision

Quote: Q-18013-1

Date: 7/16/2021, 2:31 PM
Expires On: 9/17/2021

COBAN Technologies, Inc.
SF Mobile-Vision, Inc.
11375 W. Sam Houston Pkwy S., Suite 800
Houston, Texas 77031-2348
United States

Phone: (281) 925-0488
Fax: (281) 925-0535
Email: SFLE-Sales@safefleet.net

Ship To
David Bisby
Fraser Department Of Public Safety, MI
33000 Garfield Rd.
Fraser, Michigan 48026
United States
293-2000 ext#202
bisbyd@fraserdps.com

Bill To
Fraser Department Of Public Safety, MI
33000 Garfield Rd.
Fraser, Michigan 48026
United States

SALESPERSON	EXT	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Michael Ciesliga	x	mike.ciesliga@safefleet.net		Net 30

H1 In-Car Video System ** Including BWC vehicle docks **

LINE NO.	PART #	DESCRIPTION	UNIT PRICE	QTY	EXTENDED
QL-0105142	FOCUS-51-00	FOCUS H1 IN-CAR SYSTEM - PACKAGE 2 2 CAMERAS AND WIRELESS MICROPHONE Features: • 4.3" touchscreen monitor • GPS • Crash Sensor • Smart Power Module (SPM) w/ UPS • 16 GB internal Solid State OS drive • 128 GB internal Solid State Fail-Safe drive • 64 GB removable Thumb Drive • Internal 802.11 A/G/N/AC wireless card • Backseat wide angle IR camera with built in covert microphone • Front facing HD low profile color camera • Wireless microphone & receiver • Three year limited hardware warranty	USD 5,215.00	8	USD 41,720.00
QL-0105145	MZZ-01	MOUNTING For secure mounting within the vehicle	USD 100.00	8	USD 800.00
QL-0105146	SCOPT-27	TWO DUAL BAND ANTENNAS (802.11 A/G/N/AC) For wireless upload to Access Point	USD 205.00	8	USD 1,640.00
QL-0105147	FOCUS-04-06	FOCUS H1 64 GB SECURED PEN DRIVE	USD 250.00	1	USD 250.00
QL-0105154	SCAA-016	FOCUS H1 SUPPORT KIT	USD 125.00	1	USD 125.00
			H1 In-Car Video System TOTAL:		USD 44,535.00

X2 Body Cameras

LINE NO.	PART #	DESCRIPTION	UNIT PRICE	QTY	EXTENDED
QL-0105170	FOCUS-11-00	FOCUS X2 BODY WORN CAMERA PACKAGE Includes: - FOCUS X2 Body Worn Camera - Single Office Dock & Power Supply - USB Cable - Magnetic Uniform Mount	USD 595.00	29	USD 17,255.00

LINE NO.	PART #	DESCRIPTION	UNIT PRICE	QTY	EXTENDED
QL-0105171	FOCUS-02-00	FOCUS BWC VEHICLE INTEGRATION DOCK Automatic vehicle trigger activation and temporary in-field charging Playback, tagging, and Wi-Fi upload through COBAN In-Car Video System	USD 475.00	8	USD 3,800.00
				X2 Body Cameras TOTAL:	USD 21,055.00

Device Licensing

LINE NO.	PART #	DESCRIPTION	UNIT PRICE	QTY	EXTENDED
QL-0105143	WLIC-26	COBAN COMMAND CENTER SOLUTION ** In-car ** • Per Active Device • Software License with First Year Technical Support Continued license and support for subsequent years require annual purchase of WMAIN-123	USD 150.00	8	USD 1,200.00
QL-0105174	WLIC-26	COBAN COMMAND CENTER SOLUTION • Per Active Device • Software License with First Year Technical Support • X2 Body Camera	USD 150.00	29	USD 4,350.00
				Device Licensing TOTAL:	USD 5,550.00

Server

LINE NO.	PART #	DESCRIPTION	UNIT PRICE	QTY	EXTENDED
QL-0105512	SVR5433TB5YR	DELL POWER EDGE R540 - 33.3TB - 5YR PROSUPPORT W/ LCD & UPS	USD 15,911.00	1	USD 15,911.00
QL-0105513	WLIC-00-202-03	MICROSOFT WINDOWS SERVER 2019 STANDARD + 5 USER CALS	USD 1,150.00	1	USD 1,150.00
QL-0105514	WLIC-00-203-01	MICROSOFT SQL SERVER 2019 STANDARD Includes 5 Device CALs, NFI, English	USD 2,995.00	1	USD 2,995.00
				Server TOTAL:	USD 20,056.00

Deployment Services and Training

LINE NO.	PART #	DESCRIPTION	UNIT PRICE	QTY	EXTENDED
QL-0105148	LSET-19	BACKOFFICE SETUP PACKAGE B Includes: • 4 Days remote and on-site project deployment • Back office configuration and setup • Admin and User Training Project Deployment, Multi-Platform On-site / Remote Project Implementation	USD 4,695.00	1	USD 4,695.00
QL-0105149	LINST-10	ICV (STANDARD) HARDWARE INSTALLATION (Minimum 10 Installs if not purchased in conjunction with LSET-19) • Per Vehicle COBAN Fleet Technician will travel on-site to install the In-Car Video System	USD 550.00	8	USD 4,400.00
QL-0105515	LINST-20	BWC VEHICLE DOCK / BLUETOOTH TRANSMITTER BOX INSTALLATION / Vehicle Minimum 20 installs if not purchased in conjunction with Backoffice Setup Package	USD 225.00	8	USD 1,800.00
				Deployment Services and Training TOTAL:	USD 10,895.00

Shipping

LINE NO.	PART #	DESCRIPTION	UNIT PRICE	QTY	EXTENDED
QL-0105150	LFEE-050	SHIPPING - IN CAR VIDEO SYSTEMS	USD 50.00	8	USD 400.00
QL-0105259	LFEE-054	SHIPPING - Body Worn Cameras	USD 15.00	29	USD 435.00
QL-0105151	LFEE-055	SHIPPING - Back Office Hardware • Per Server	USD 350.00	1	USD 350.00
				Shipping TOTAL:	USD 1,185.00

TOTAL: USD 103,276.00

Terms & Conditions

Applicable sales taxes are not reflected on this proposal, and will be included on the invoice. In the event Sales Tax is requested to be listed on the proposal, it will be the responsibility of the Agency to provide the current Tax rate and amount. Any purchases that are exempt from Sales Tax must be accompanied by a tax exemption and/ or re-seller certificate.

This quote is presented to the customer under the condition that it remains a valid quote for only 60 days after the stated Quote Date, after which the quote becomes null and void.

Please email or fax a signed copy of this quotation and other referenced documents to SFLE-Sales@safefleet.net or (281) 925-0535 Safe Fleet Law Enforcement order requests above $2,500.00 require an Agency issued Purchase Order prior to processing.

COBAN Technologies, Inc.
11375 W. Sam Houston Pkwy S., Suite 800
Houston, Texas 77031-2348

IN WITNESS WHEREOF, the Parties have caused this Agreement to Purchase to be executed and delivered by their respective authorized representatives whose signatures appear below.

COBAN Technologies, Inc.		Fraser Department Of Public Safety, MI	
Signature:	_____	Signature:	_____
Printed Name:	_____	Printed Name:	_____
Title:	_____	Title:	_____
Dated:	_____	Dated:	_____

memo

City of Fraser

To: Mayor and City Council

From: Elaine Leven, City Manager

Date: August 31, 2021

Re: Interim Public Safety Director

With the recent retirement of Interim Public Safety Director Pettyes we are in a position with no Director or Interim Director to lead the Public Safety Department. There are certain duties that need to be performed for the department, such as required reporting, administration, accounting, and representation of the city at meetings for emergency management, fire chiefs, police chiefs, and SERESA.

Currently Lt. Bisby is the highest ranking officer, and is responsible for the Patrol Division. This leaves a gap for the management of the Criminal Investigations Division and the Fire Division. Prior to retiring, Interim Director Pettyes conveyed the necessary information to Lt. Bisby to fulfill these duties, which he has been doing since August 23.

We are an Act 78 community (per our Charter) which requires us to utilize the Civil Service Commission for appointment, employment, and promotion in the Public Safety Department. They will be meeting next week to certify the results from the oral board that occurred in July. Though we are moving forward with this process we are still in need of addressing the issue of leadership immediately.

It is my recommendation to appoint Lt. David Bisby as the Interim Director of Public Safety, with the 10% pay premium per the Lieutenants union contract, retroactive to Monday, August 23, 2021.

City of Fraser

Building & Code Enforcement Department

MEMORANDUM

TO: Vincent Neyland, Finance Director
FROM: Bruce Eck, Building Official
RE: Budget Amendment, Scanning files and blue prints for Building Dept.

DATE: 08/24/2021

I would like to propose after looking at all three scan proposals Ameriscan to complete this scan project for $41,925.00 if done within one calendar year. They could also be broken down over two calendar years at 20,962.60. This seems the best based on my prior experience dealing with scanning companies on these types of documents. The other two proposals one very high double the price and one slightly lower. Ameriscan though I have witnessed there work and feel this is the best scan proposal at this time. They will scan all documents provide a separate data base for archive scans and shred and dispose of all paper documents. See all three proposals with this memo. The money for this service will be drawn from the Professional and Contractual Services account number 101-371-801.000.

Respectfully,

Bruce Eck,
Building Official

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May 10, 2021

Bruce Eck
City of Fraser
33000 Garfield Road
Fraser, MI 48026

Dear Bruce,

AmeriScan Imaging Services, Inc. (AmeriScan) is pleased to submit a proposal for your document scanning needs. This document outlines the scanning requirements and clearly demonstrates that AmeriScan's team has the necessary experience and the business know-how to undertake such a project.

AmeriScan Imaging Services uses industry-leading document imaging technologies to provide superior scanning services to our clients. By combining the latest technologies with years of experience in the document imaging market, we provide our clients with accurate, high-quality digital files while maintaining the highest level of customer support in the industry.

In order to service our clients effectively, we have invested in the latest high speed document scanning equipment and software. In addition, we have developed processes and procedures that maximize the efficiency with which assignments are completed. Further, AmeriScan prides itself on being flexible, delivering images and index data in formats that fit your needs.

Again, we thank you for the opportunity to submit a proposal and we look forward to developing a strong partnership and a mutually rewarding business relationship for the years to come.

Sincerely,

Kevin S. Serbenski

Kevin Serbenski
Director of Sales & Marketing
AmeriScan Imaging Services

50600 Rizzo Drive
Shelby Township, MI 48315

P: 586.532.0020
F: 586.532.9995
Toll Free: 877.707.0020

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Service Specification

Project Introduction

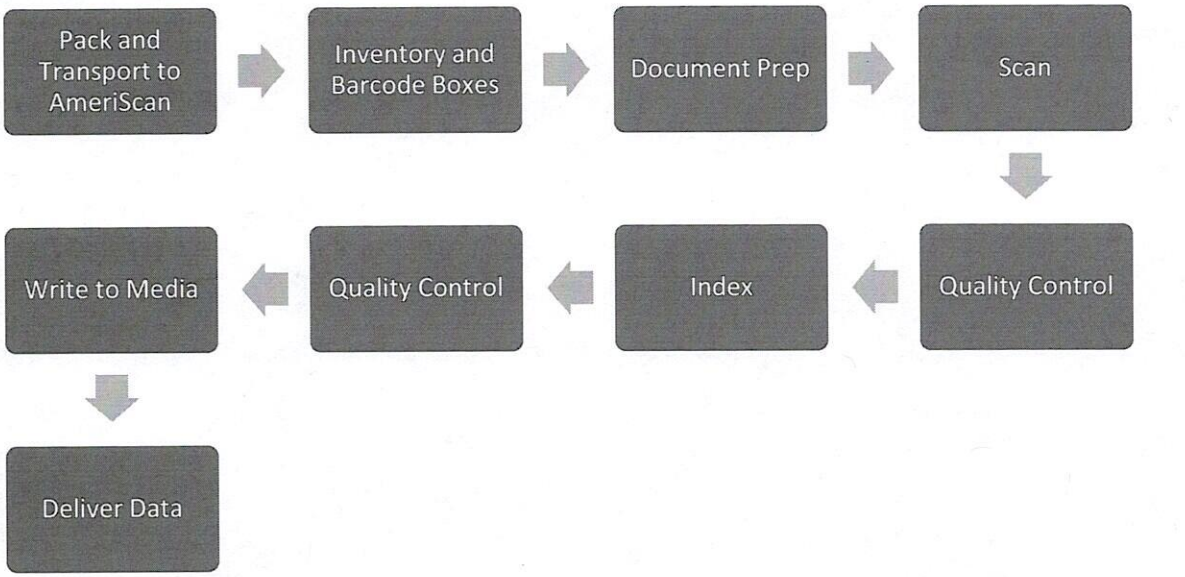
City of Fraser has building records to scan and index. The files are located on the main floor in file cabinets and upstairs in the storage area at 33000 Garfield Road Fraser, MI 48026. The files will be packed in boxes, inventoried, transported to our imaging facility, prepped, scanned, indexed, and delivered back on a portable drive. All the files are currently stored in file cabinets, boxes and loose (drawings). The files will be scanned as a multi-page PDF file and indexed by property address, document type, and full-text (OCR).

Inventory and Page Count Formula

1. Approximately 200 boxes of building files after packed in boxes. 200 boxes x 2,000 pages per box = 400,000 pages. Each box has approximately 25 drawings per box. 200 boxes x 25 = 5,000 drawings.

2. Approximately 7,500 loose drawings.

Project Workflow



50690 Rizzo Drive
Shelby Township, MI 48315
P: 586.532.0900
F: 586.532.9996
Toll Free: 877.727.0002

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Document Preparation

- Remove any binding and all pages from file folder
- Remove all staples, paper clips, other binding
- Tape torn or tattered documents to allow proper scanning
- Insertion of bar-code sheets for document breaks

Document Scanning

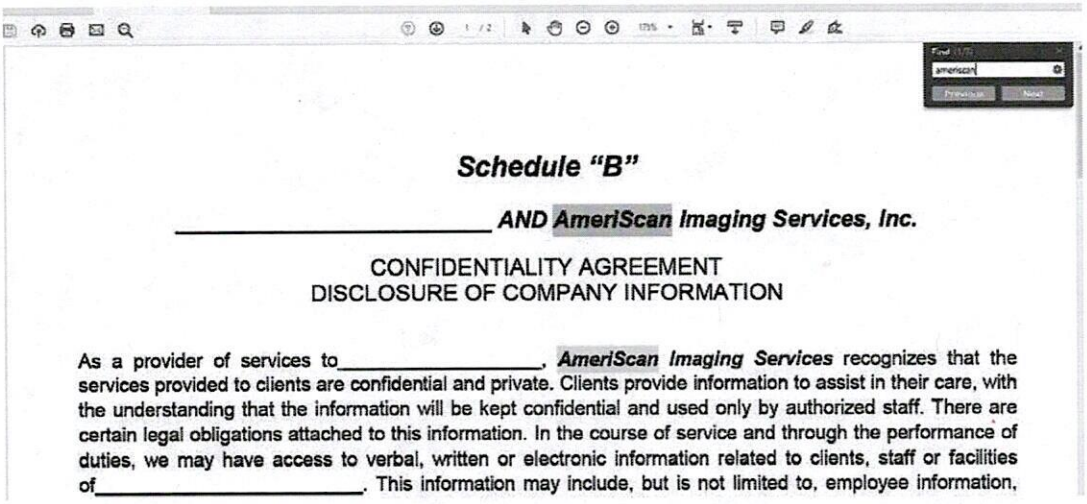
AmeriScan shall use the following processes to ensure the highest quality image results from the scanning of each file (InoTec high speed scanners and Paper Vision Capture software):

- Scan each file into a multi-page PDF or TIF file at 300 dpi
- Remove any blank pages from each pdf file
- Scan all files in black & white
- Ensure correct orientation for each file
- Color scanning is available upon request (additional cost does apply)

Indexing Methodology

The index fields are used to identify and search for a particular file. Index Fields: Address, document type, and full-text (OCR).

OCR - Key Word Searching:
All scanned files will go through an OCR (Optical Character Recognition) process. This process allows you to search within a scanned document by key-word and/or phrase.



Schedule "B"

_____ ***AND AmeriScan Imaging Services, Inc.***

CONFIDENTIALITY AGREEMENT
DISCLOSURE OF COMPANY INFORMATION

As a provider of services to_____, ***AmeriScan Imaging Services*** recognizes that the services provided to clients are confidential and private. Clients provide information to assist in their care, with the understanding that the information will be kept confidential and used only by authorized staff. There are certain legal obligations attached to this information. In the course of service and through the performance of duties, we may have access to verbal, written or electronic information related to clients, staff or facilities of_____. This information may include, but is not limited to, employee information,

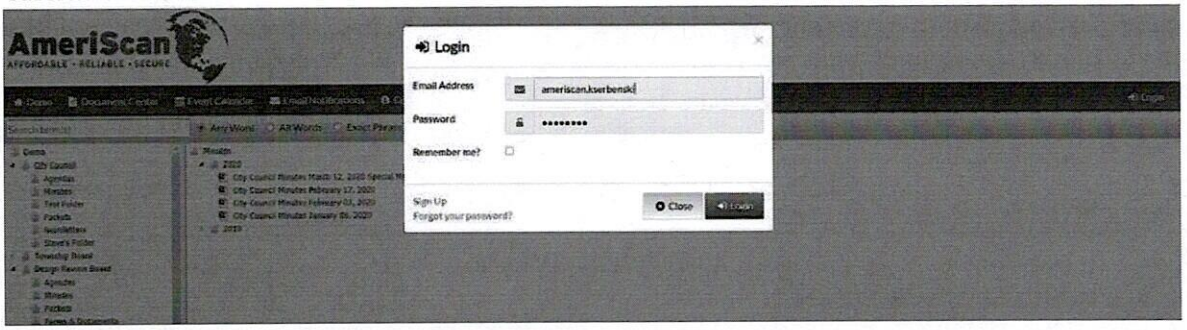
50690 Rizzo Drive
Shelby Township, MI 48315
P: 586.532.0022
F: 586.532.4996
Toll Free: 877.727.0022

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File Requests – Customer Web Portal

Once the files are in our possession that doesn't mean you can't access them. AmeriScan will provide file requests to you and your staff at no additional charge. Just let us know what you need and we will upload the requests to a secure web portal. If you need the actual hard copy file and/or box(s) we can deliver them as needed. Our hours of operation are 8:00 am - 4:30 pm, Monday thru Friday. If you have a file request, you can email us at filerequest@ameriscanimaging.com or call us at (877) 727-0022. You will need to provide your name, company name, customer account number, contact number, email address, and the file(s), document(s), and/or box(s) you're requesting. All file requests will be processed at 4:00 pm that day. Emergency requests will be processed immediately. Individuals requesting files need to be on the authorization form. A dedicated phone number will be provided for after hour file requests.

Customer Portal:



Quality Control

Document preparation and scanning shall be carefully monitored and evaluated to ensure the highest quality output. The following quality control items shall be monitored by AmeriScan on each prepped and scanned file:

- Legibility of text, proper document type, correct number of documents, correct page sequence, correct orientation.
- Ensure that each barcode matches the client file.
- Re-scanning corrected documents.

Data Transfer / Write to Portable Drive

Once the converted files have successfully passed all quality control reviews, we will transfer the images and index data onto a portable drive. AmeriScan Imaging Services will retain all electronic data for 12 months after delivery.

50620 Rizzo Drive
Shelby Township, MI 48315

P: 586.532.0020
F: 586.532.9996
Toll Free: 877.727.0022

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Project Timeline

The project start and completion date will be determined after a service agreement is signed. We are recommending City of Fraser choose our budget scan program. Budget Scan allows the City of Fraser to break the project down into phases and spread the project cost over multiple years.

Storage and Document Destruction

No charge for hard copy document storage during the scanning process and 12 months after the project has been delivered. AmeriScan will retain a copy of the electronic data for 12 months after the project has been delivered. After the 12 months has expired, AmeriScan will need to have an authorized person sign a secure document destruction letter. All document destruction is done on-site at AmeriScan Imaging Services. The hard copy documents can be returned (delivery fee will apply).

Access to Files After Scanned

AmeriScan recommends 2 options for delivering the scanned files:

(1) USB Portable Drive: The portable drive would contain a folder for each property address. Inside each folder will be all the scanned documents for that address. The folders can be stored on the City of Fraser's server for staff to access.

(2) Documents-On-Demand (DOD). DOD is a cloud based portal that is offered by AmeriScan. The files would be available via a web browser. The price for this service is based on the amount of space used. The estimated cost would be $1,250 a year. DOD would also be available to other departments for additional documents to be stored and accessed. Today, our 100 Michigan municipalities use DOD for document storage.

50690 Razo Drive
Shelby Township, MI 48315

P: 586.532.0022
F: 586.532.4996
Toll Free: 877.227.0022

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Project Investment – Hard Copy Scanning

SERVICE	INVESTMENT
Pickup	$250.00
Pack and Inventory Boxes (boxes included)	$4.00/each
Document Prep	Included
Scanning	$0.055/image
Large Format Scanning	$1.35/image
Indexing/OCR	$0.08/doc
Media	Included
**Document Destruction*	*$4.00/Box*

Service Description	Quantity	Unit Investment	Total Investment
Pickup	1	$250.00	$250.00
Pack and Inventory Boxes	200	$4.00	$800.00
Document Preparation			Included
Scanning Services (Standard Pages)	400,000	$0.055	$22,000.00
Scanning Services (Large Format)	12,500	$1.35	$16,875.00
Indexing/OCR Services	25,000	$0.08	$2,000.00
**Document Destruction*	*200*	*$4.00*	*$800.00*
		Project Investment	$41,925.00

NOTE: The Project Investment represents a good faith estimate of the costs for the Works. The actual cost may vary and will depend on the actual number of images/boxes scanned.

****Optional Service***

50690 Pizzo Drive
Shelby Township, MI 48315

P: 586.532.0930
F: 586.532.9996
Toll Free: 877.727.0023

BluePoint International

Document Imaging Services
www.SmartImaging.com
800.552.6620

PROPOSAL

Document Processing Services

Date: 4/30/2021 Updated: 5/3/2021

GENERAL	
Prepared for:	City of Fraser 33000 Garfield Rd Fraser, MI 48026
Project	Document Imaging
Document Type	General
Document Size	Various: 8 X 11, Drawings
Pre-scan Preparation (Staple Removal)	Yes
Est. Volume	N/A
Pages per file	10-1,000
IMAGING	
Output Format	PDF
Resolution	300 dpi
B&W/Color	B&W and occasional color
INDEXING	
DB/Index file	NA
File organization	1 PDF per batch
Output Hierarchy	N/A
Filename	Address (12345 Street)
DELIVERY	
Delivery Method	External Hard Drive
Frequency	N/A
CD/DVD type	N/A
FTP server location (client/vendor)	N/A

BluePoint International

Document Imaging Services
www.SmartImaging.com
800.552.6620

PRICING

Service Item	Price	Notes
Transportation	Included	
Empty Boxes	Included	
Pre-scan preparation	Included	
Delivery media	Included	
Document storage	Included	2 months
Paper Recycling	Included	
Price	**Letter, Legal Size: 5.7 cents/img.** **Drawings: $1.85/img.** **Estimated total: $48,000**	

Service Summary

- Estimated total cost: $48,000
- Cost and timeframe estimates:
  . Project to be completed in 4 phases over 8-12 months (2-3 month/phase)
  . Estimated cost for each phase: $12,000
  . Scanned files from each phase to be delivered on separate drive
  . A separate invoice to be generated upon completion of each phase
  . A second proposal will be generated if above total estimated cost is reached and additional funds are needed for project completion
- Paperwork material to be destroyed pending client approval

- Material to be picked up in boxes from client's location(s)
- Bluepoint to provide complete pre-scan preparation of pages if necessary (staple removal, orientation, unfolding, etc)
- Output Format: PDF
- Scanned files to be named as "street address" (12345 Street)
- Scanned files to be delivered on external hard drive
- Original material to be stored for a period of 2 (two) months after electronic file delivery

Archiving and Information Management

ARC™ Document Solutions

This Proposal Prepared specifically for:

City of Frazer

Dated: May 6, 2021
Re: Digital Imaging Services

Proposal to be submitted to:

City of Frazer, Michigan
Attn: Bruce Eck
Building Official

3300 Garfield Road
Fraser, MI 48026
586-293-3100 Ext 150

Submitting Party:

ARC Document Solutions
Attn: Kathleen Dunn
Sales Consultant
Email: Kathleen.dunn@e-arc.com

ARC Michigan, Clawson Service Center
1009 West Maple Road | Clawson, Michigan 48017
Phone: 248-288-5600

ARC™ Document Solutions

Executive Summary

ARC Document Solutions, Inc. would like to be considered to provide the City of Frazer with a scanning solution for their digital imaging and document conversion needs. As a leader in the field of Document Management, we are confident in our ability to provide City of Frazer a solution that meets all of their project objectives at a competitive cost, while providing the additional long-term benefits of producing high-quality reusable digital files for any future requirement.

The City of Frazer has identified the following items as some key project objectives:

- ✓ *The ability to handle all aspects of the **scanning/indexing** of the selected documents, and provide back high-quality digital files in PDF file format*
- ✓ *The ability to manage a large-scale scanning project with a **very high level of accuracy and reliability***
- ✓ *The ability and willingness to understand the City of Frazer record structure in order to properly identify, separate and manage the physical documents properly & accurately when converting to the digital file structure requested.*

ARC Document Solutions can meet all of these project requirements but would like to go beyond these initial guidelines and provide some additional guidance and support, through the use of our vast experience in the field of complete document management.

We share our Best Practices learned over the years in working with some of the largest document collections from Fortune 500 Companies, and also some of the smaller ones. We have project managers with extensive scanning skills and experience, combined with a cutting-edge ARC Technology Division that drives our everyday success as a company.

For the City of Frazer, we will handle all the Full-Service Scanning work that is required, in order to produce for you the best possible images that your original documents can provide.... so that you may be able to leverage and reuse this company record data whenever it is required, and as often as it may be needed.

Our mission is simple...

To deliver our customers' time-critical information whenever they want it, wherever they want it, in whatever form they want it.

I. Vendor Profile

A. Vendor Summary and Information

ARC Document Solutions is one of the leading document solutions companies in the United States, providing business-to-business document management technology and services to the architectural, engineering and construction industries. ARC also provides document management services to companies in non-AEC industries, such as technology, oil & gas, retail, education, entertainment, food & hospitality, and numerous other industries.

ARC provides its services through its suite of reprographics & technology products, along with a network of service centers across the country. ARC is a publicly traded corporation (NYSE: ARC) that was incorporated in Texas; although the company headquarters is currently located in California:

ARC Document Solutions, Inc. - 12657 Alcosta Blvd. Suite 200 | San Ramon, CA 94583

The ARC Board of Directors is made up of the following members:

▪ K. Suriyakumar	Chairman, President & CEO
▪ Cheryl Cook	Director
▪ Bradford L. Brooks	Director
▪ Mark W. Mealy	Director
▪ Dewitt Kerry McCluggage	Director
▪ Tracey Luttrell	Director, Corporate Counsel & Secretary

Additional information surrounding our Board of Directors, CEO & Chief Officers, and recent financial information are available on our website, www.e-arc.com under the *About Us / About ARC / Investers* page, or within our recent *SEC Fillings* posted online. Any required insurance documentation can be made available upon selection, if requested.

ARC provides its document management solutions both On-Site in thousands of its customers' offices, and Off-site in more than 170 service centers around the world, and in the cloud.

Also, with such a strong focus on document archiving, ARC has assembled and produced a helpful video series dedicated to ***Records and Information Governance***, and an e-book on ***Document Retention and Information Governance*** which it makes available upon request, for informational purposes only.

This information, along with actual customer testimonial videos and general archiving FAQ's, provides our clients with the knowledge they require to make an informed choice, when determining a qualified vendor to help manage their document collections, and valuable business records & information.

ARC is also keenly focused on "Expectation Management" working hard to ensure that our expectation for a successful project outcome closely aligns with our customer's expectation for each project we execute.

Therefore, once presented with a specific project need or scope, ARC can develop a focused Work Statement for the project at hand upon request, which would include a complete description of work to be performed including technical specifications for that project.

In addition, the Work Statement could include pick-up and delivery schedules for each segment of the project, schedules for periodic update meetings and communications, as well as staff assignments who would be responsible for the critical elements of each project. The Work Statement can outline the deliverables, as well as the methods and workflow to achieve a successful outcome for the project, including quality assurance controls and anticipated quality check procedures and indicate details relating to the project costs.

ARC Document Solutions spares no expense when it comes to staffing and equipping its scanning centers. We deploy the most sophisticated document scanners and processing software as part of our Quality Assurance Plan, and to ensure that we achieve the highest quality results possible.

In addition, we operate our facilities under a premise to eliminate human intervention wherever possible. Because, where we can eliminate human intervention, we can minimize the risk of error.

B. Professional Commercial Scanning Equipment

ARC utilizes only high-volume, high-efficiency, production-grade scanning equipment within all of its AIM/Scanning centers.

For any ***Large Format Documents*** such as Architectural or Engineering Plans, Site & Elevation Plans, oversized charts, graphs, or, we use a collection of KIP and Context scanners capable of capturing images up to 48" in width in either Black & White (1 bit), Grayscale (8 bit), or Full Color.

Our ***Small Format*** scanners are required to meet certain professional standards, and possess specific features or functions, to allow us to programmatically generate the best possible digital output when processing a project.

We utilize a collection of some of the top Kodak, Cannon, and Fujitsu scanner models available. These premium units include some of the following features:

- ***Ultrasonic Double-Feed Detection*** - Unlike multifunction copiers and low-end scanners, all our high- speed scanners possess a double-feed detection system, in order to guarantee that all documents are imaged and none are accidentally skipped. The systems emit an ultrasonic "ping" which penetrates through the paper being scanned and is heard by a receiver on the base of the feeding tray. This allows the scanner to detect if more than one page is trying to pass through the scanner. This includes multiple sheets, sheets with post-it notes or tape-downs on them, etc.. If a double-feed is detected, the scanners stop the imaging process immediately and allow the technicians to correct the issue... then resume the image capture process.

- ***Black-Back Scanners*** - To minimize a "bleed-through" or "ghost" image from the backside of a page being scanned, we utilize scanners with a Black-Back to cancel out the unintended image and provide a higher quality scan. This allows for a much higher percentage of a cleaner image.

- ***Image Quality Parameter*** - Sets a quality level that is compared to every image as it is captured to assure no low-quality images are produced. Questionable images are stopped and require the scanning operator to review and define the proper quality adjustment for the image.

- ***Twin Imaging Cameras*** - For high-speed, auto-feed imaging projects, we utilize scanners that can capture both sides of a page on a single pass through the scanner. This allows for a much higher image-per-minute count which can considerably shorten the completion time of a project.

- ***Background Color Drop-out*** – This allow for the scanner to identify when a specific colored page is used (Ex: Accounts Payable Reports printed on Blue Paper). The scanner can then isolate that color background and "drop it" or "convert it" to a white background. This will allow for a much better contrast level and produce a much cleaner digital file image.

C. Experience & References

ARC Document Solutions has extensive experience in the area of Scanning, Document Management, Cloud Storage, Equipment Placement and General Reprographics work. This includes providing similar solutions for companies in the industries of Engineering & Construction, Energy, Transportation, Education, Manufacturing, Medical, and Oil & Gas.

Please see below a short listing of clients that we have provided solutions for:

- **AECOM**	- **Southwest Airlines**	- **Rush University Hospital**
- **MGM**	- **Howard Hughes**	- **San Francisco Unified School District**
- **State Farm**	- **Turner Construction**	- **Texas Children's Hospital**
- **Leidos**	- **Dow Chemical**	- **Louisiana Supreme Court / Tulane Univ.**
- **Six Flags**	- **ExxonMobil**	- **Chevron Phillips Chemical**
- **Disney**	- **Shell Oil Pipeline**	- **Jacobs Engineering**
- **Gensler**	- **Ennis Steel Industries, Inc.**	- **San Francisco International Airport**

D. ARC Management Personnel

Should this project be awarded to ARC Document Solutions for execution, the following is a listing of the Sr. Management Team that will be overseeing its operation, along with an experience summary of its General Manager:

- **Vince Pingel** - *General Manager, National Director of AIM Operations* ***20+ Years***

  Vince has been involved in document scanning since 1991. His experience expands a wide variety of industries, markets and specialty areas. In 1996 Vince was contracted to capture the complete legacy of the National Geographic magazine, including every page from every issue, in high-quality full color.

  In the early 2000's, Vince served as a liaison for the marketing team at Adobe, introducing Adobe to the wide format construction document industry, and was later asked to sit on an Adobe committee for the development of their Acrobat- Version 6. In 2006, Vince's team was contracted to capture the historical legacy of the State Supreme Court for the State of Louisiana. This project resulted from the disastrous Hurricane Katrina, which nearly destroyed all hand printed decisions and transcripts for State Supreme Court cases dating back to 1845.

Additional Key ARC Personnel that will oversee the execution of this project include:

- **Anthony Peronti – Regional Director of AIM Operations** 20+ Years Experience
- **Scott Scheuber – Regional AIM Scanning Support Manager** 20+ Years Experience
- **Joseph K Bondi – AIM Scanning Manager** 27+ Years Experience

For the purposes of this proposal document, the main contact at ARC will be as follows:

Joseph K Bondi – AIM Scanning Manager
ARC Document Solutions – Clawson Service Center

1009 West Maple Road, Clawson Michigan 48017
Phone: 248-288-5600

II. Scope of Work & Assessment

Document Collection: For the purposes of this proposal, ARC Document Solutions is basing its unit pricing on the following document quantity estimates and requested services:

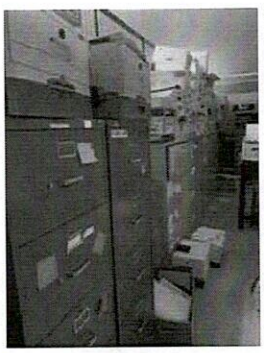
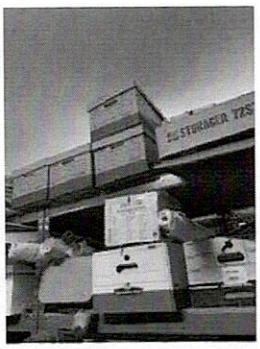
- Inside Cage
- 70 – spec boxes / 10 banker boxes – full of large 40% & small format 60%
- 34 – Full drawers 42" wide (long banker box width) Large format 50% & small format 50%
- 38 – drawers 13" wide - Large Format 50% & small format 50%

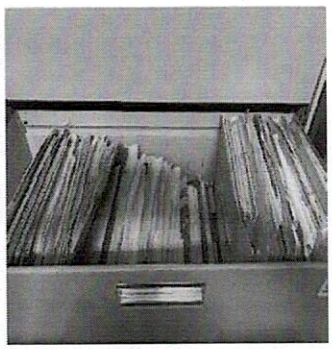
- Outside of cage
- 29 spec boxes 1/3 full small format only
- 5 drawer file cabinet wide 30" full of large & small format
- 2000 – 2500 lose drawings total from cage & outside cage.

- Up Stairs
- 10 wide 42" drawers - semi full Large Format & sm. Format
- 9 spec boxes full of large & small format

Total Project Estimates	
Total Est. Spec Boxes	146
Total Est. Banker Boxes	59
Total Est. Prep Labor (1 hr/b	205
Total Est. SF Scans	358,811
Total Est LF Scans	45,506
Total Est Folders	7,165

- Scanning of all files in B&W @ 200dpi
- Resolution: 200 dpi
- Format: PDF Files
- Indexing to include: Address & Date
- Drawing Collection appears to be Moderate-to-High Prep; Est. 1 Hour Prep per box



III. Solution Definition

ARC Document Solutions can develop for City of Frazer a complete, stress-free solution for their document solutions needs, and help to ensure a smooth transition during their conversion process.

A. Professional Document Archival Scanning

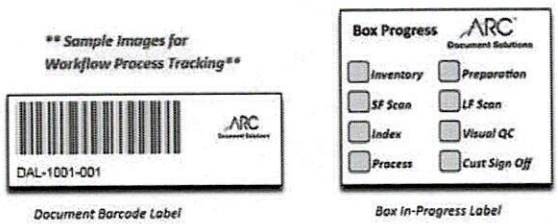
All prep work, which includes the removal of any staples, clips, or binders... unfolding or taping torn documents, and removal of any post-it notes or attached items from the documents are performed by ARC personnel prior to scanning. Also, for all scanning solutions, ARC utilizes some of the best technology in the industry which includes equipment that monitors for Double-Feed Detection, Image Quality Parameters, Color Detection, and possible Auto-Metadata Extraction in some cases.

Quality Assurance Plan

ARC has QA & QC process built into almost every level of our production operation to ensure our outputs meet the highest industry standards. We follow standards and guidelines provided by American National Standards Institute (ANSI), National Archives of USA (NARA) and other professional agencies such as AIIM and ARMA. We also use DICE Target System, where applicable, recommended by the Library of Congress to ensure all our color scans meet their guidelines.

Inventory Quality Assurance Control

ARC Document Solutions begins its Quality Control at the initial Inventory Stage of the project. Proper identification of the quantity of documents that are to be processed is the first step in the conversion workflow. To ensure every record is accounted for, ARC uses a traditional barcoding system for identification, processing, tracking, and the validation of completion for any given record.
The Sequential Barcodes are applied to all items being identified as part of the document collection. This first level of identification assists with Chain-of-Custody tracking, content validating, and the resulting delivery verification. Progress Labels are also utilized at this level to assist with visual tracking of items through the workflow process, and to provide a secondary assurance that the records contained within have been properly completed and validated.



Document Barcode Label *Box In-Progress Label*

This assures that each item is accounted for, is scanned in its original order, and no items are skipped during the process. It also allows for an easier QC Validation process when confirming the proper number of digital files produced.

Image Quality Control

ARC utilizes only high-volume, high-efficiency production equipment within its AIM/Scanning centers. Scanner operators will quality check all images during the capture process for visual accuracy and readability. We will ensure:

- Everything in the source file is converted into digital format
- Images are in correct readable rotation
- Output images are in focus and properly aligned *(unless original documentation is not aligned)*
- Image sizes are a correct 100% scale to the original document with no abnormal cropping
- Documents are scanned in the same order they have been received
- No duplication of pages created through the scan/rescan processes
- Proper capture of old & damaged documents
- Proper management of post-it-notes and small size documents

Operators perform quality control checks throughout the conversion process, comparing an individual scan to the original document to ensure there is no decline in quality. If for some reason a scanned image is not as clear as the original, our quality control inspectors will rescan the image to the highest attainable quality.

Indexing & Metadata Quality Control

Indexing and metadata capture can be facilitated using of both a manual and programmatic process. For standard data entry, ARC's software allows for the definition of multiple attribute fields per file to properly matchup the captured metadata to the images by listing the indexing requirements in one area of the screen, while showing the visual of the scanned image in the other area of the screen simultaneously.
Once a batch of files is completed, the built-in Quality Assurance (QA) steps in the software requires the technician to review the indexed data by providing a visual 1-to-1 view with the image, and a data view (spreadsheet-like view) of the data entered to look for anomalies, missing values, typos, etc.

Output Validation Quality Assurance

Upon final migration of a file, the output quantities are validated in a final QA Step. It the case of this pending project, the QA Validation will validate the actual number of files within the batch, against the actual number of digital files produced. This process ensures that all physical files have the proper corresponding digital files for all physical records.

Completed Files & Physical Drawings

Once all the PDF Files are migrated and validated, the files can be provided back to City of Frazer via an encrypted hard drive unit. Physical documents can then either be delivered back to City of Frazer on the next scheduled delivery date, or stored and held for a period of up to 60 days before being shredded (client approval required).

IV. Pricing Matrix

Service Description		Unit Price	Extended
Scanning – 200 dpi B&W			
▪ Small Format Scanning	Est. 358,811 images	*$ 0.08 per Image*	*$ 28,704.00*
▪ Large Format Scanning	Est. 45,506 images	*$ 0.89 per image*	*$ 40,500.34*
▪ OCR Processing for Text Searchability		*-No Charge-*	*$ 0.00*
Document Prep/Repair			
▪ Est. 1 Hour per box Expected		*$ 65.00 per hour*	*$13,325.00*
Indexing			
▪ Fields extracted to be Project Name & Date	Est. 7,165 Files	*$ 0.50 per File*	*$ 3,582.50*
▪ Folder Name = Project Name			*-No Charge-*
▪ File Name = Project Name_Date.pdf			
Optional Services:			
• ***Boxing Supplies (Boxes, Tape, Tags, etc.)***		*$ 200.00 / all*	
• ***ARC Boxing Labor (Per Employee per Hour)***		*$ 65.00 per hour*	
• ***Shredding - Spec Boxes & Banker Boxes***		*$ 7.50 per box*	
• ***Shredding – Large Format Drawings***		*$ 10.00 per 1,000 sheets*	
Estimated Total Project Investment (*as proposed*):			***$86,112.74***
Transportation Costs (Not Included):		***TBD Based on Schedule***	***TBD***

Extended Pricing estimates are based on the estimated quantities listed against the supplied *Unit Price*.

Actual quantities provided by City of Frazer will be processed and determine final pricing, which may be lower or higher than this estimated total amount.

ARC Document Solutions believes that this project could be completed within ***4 Months*** as described above.

If you have questions or need additional information, please contact us at your convenience. If you are ready to move forward with the outlined above, we will provide you with any additional contract documentation required and begin the scheduling process for the required resources needed... and commence this project immediately.

Thank you for the opportunity.
We look forward to providing you excellent service in the processing of this project.

ARC Document Solutions
Attn: Kathleen Dunn
Sales Consultant
Email: Kathleen.dunn@e-arc.com

ARC Michigan, Clawson Service Center
1009 West Maple Road | Clawson, Michigan 48017
Phone: 248-288-5600

memo

City of Fraser

To: Mayor and City Council

From: Elaine Leven, City Manager

Date: September 1, 2021

Re: Title VI Coordinator

As a recipient of federal funding, the City of Fraser is required to have a Title VI Non-Discrimination Plan and a designated Title VI Coordinator. This is a requirement from the federal government since we receive federal road funding. MDOT requires us to provide an annual report regarding any Title VI projects or complaints, which is typically due in October. As part of the reporting we have to include the contact information for the Title VI Coordinator. It appears to have been previously appointed to the Clerk.

I recommend appointing the City Clerk Cynthia Greenia as the Title VI Coordinator for the City of Fraser.

memo

City of Fraser

To: Mayor and City Council

From: Elaine Leven, City Manager

Date: August 6, 2021

Re: Hiring Subcommittee

For the purpose of hiring Department heads it was agreed that a Hiring Subcommittee would work with HR and the City Manager. To continue with this process we need to appoint 3 members of Council to the Subcommittee. Given that we are currently seeking an Assistant City Manager/Finance Director it is imperative we have this group in place to effectively and quickly take action.

MEMORANDUM

TO: City Council

FROM: Donald P. DeNault, Jr.

RE: Rules of Procedure Updates

DATE: August 30, 2021

Pursuant to City Council's direction, revisions to the Rules of Procedure are ready for Council's consideration. Based on feedback from City Council members earlier this year, the following modifications have been made and are identified with redlining as follows:

Section 1.3(b)

Two typographical errors have been corrected (now matches the Charter).

Section 2.1(a)

The proposed changes would clarify that a Councilmember's comments are appropriate for current, as well as the next pending, item of business on the agenda, and are also appropriate under New Business.

Section 2.7

The term "televised" has been modernized to include streaming telecasts if technology allows.

Section 3.4

The start time for City Council meetings has been adjusted to 6:30 p.m.

Section 3.7

Per Councilmember feedback, this section has been updated to allow for attendees to stream a Council meeting on a social media platform.

Section 3.8(b)

This change fixes a typographical error (to ensure the purpose mirrors the language found in the Open Meetings Act).

Section 5.1

Two minor typographical errors have been corrected.

Section 5.2

The existing language in this section was very awkward. The changes retain the intent but clarify the meaning.

Section 7.4

The new verbiage clarifies that it applies to requests by members of City Council (because these rules are City Council's rules and not applicable to others).

Section 7.11

I am recommending that this section be deleted, because the same requirement is also set forth in Section 1.3(e). However, if Council prefers that all standing committees (should we ever have any) consist of at least *three* members (rather than the minimum requirement of two), Section 1.3(e) can be amended to match the language in the existing Section 7.11.

City of Fraser

City Council Rules and Procedures

Adopted March 8, 2001

(Revised April 13, 2017)

(Revised March 12, 2020)

(Revised September 9, 2021)

DRAFT

Adopted March 8, 2001
(Revised April 13, 2017)
(Revised March 12, 2020)
(Revised September 9, 2021)

Table of Contents

I. AUTHORITY

1.1 Adoption of Rules and Procedures
1.2 City Council
1.3 Council Authority

II. GENERAL RULES

2.1 Rules of Parliamentary Procedure
2.2 City Manager
2.3 City Attorney
2.4 Recorder
2.5 Department Heads and Employees
2.6 Quorum/Attendance
2.7 Meetings
2.8 Minutes of Regular Meetings
2.9 Records of Meetings
2.10 Requests for Remarks to be Included

III. MEETING PROCEDURES

3.1 Presiding Officer
3.2 Special Meetings
3.3 Place of Meetings
3.4 Time of Meetings
3.5 Study/Work Sessions
3.6 Recessed Meetings
3.7 Meeting to be Public
3.8 Closed Sessions
3.9 Minutes of Closed Sessions
3.10 Confidentiality of Closed Session Information

DRAFT

IV. ORDER OF BUSINESS

4.1 Agenda
4.2 Distribution
4.3 Additional Materials
4.4 Format
4.5 Call to Order
4.6 Public Hearings
4.7 Consent Agenda

V. PUBLIC PARTICIPATION AND COMMENTS

5.1 Procedure for Addressing Council
5.2 Time Limits
5.3 Profanity, Topicality, and Personal Remarks
5.4 Response to Public Comment
5.5 Council Position on Citizen Participation

VI. CERTIFICATES

6.1 Certificates of Appreciation, Thanks or Goodwill

VII. COUNCIL DECORUM

7.1 Conduct
7.2 Time Limits/Order
7.3 Seating Assignments
7.4 Requests by Council
7.5 Voting and Discussion
7.6 Duty to Vote
7.7 Conduct of Discussion
7.8 Interruptions
7.9 Liaison Appointments
7.10 Public Comment
7.11 Standing Committees
7.12 Vacancies in Office/Removal from Office
7.13 Electronics and Telephone Communication During Session

VIII. SUSPENDING RULES OF CONDUCT

8.1 Suspension of Rules

DRAFT

I. AUTHORITY

1.1. Adoption of Rules and Procedures. These rules and procedures are adopted by the Council pursuant to Section 6.7 of the City Charter.

1.2. City Council. Section 4.1 of the City Charter provides:

"There shall be a City Council of seven (7) members consisting of the elected Councilmen and the Mayor, who shall be deemed a member of the Council for all purposes. The Council shall constitute the legislative and governing body of the City and shall have power and authority, except as otherwise provided in this charter or by statute, to exercise all powers conferred upon or possessed by the City, and shall have the power and authority to enact and adopt such laws, ordinances, and resolutions as it shall deem proper in the exercise thereof. In all cases where the word "Council" is used in this charter, the same shall be synonymous with the word "Commission," or any other term used in any statute or federal law referring to municipal legislative or governing bodies."

1.3. Council Authority. Section 6.7 of the City Charter provides:

The Council shall determine its own rules and order of business subject to the following provisions:

a) A journal of the proceedings of each meeting in the English language shall be kept by the Clerk and shall be signed by the presiding officer and clerk of the meeting.

b) A vote upon all ordinances and resolutions shall be taken ~~the~~ by "Yes" and "No" vote and entered upon the records, except that where the vote is unanimous it shall only be necessary to so state.

c) No Council member shall vote on any question in which he or she has a financial interest, other than the common public interest, or on any question concerning his or her own conduct, but on all other questions each member who is present shall vote when his or her name is called unless excused by unanimous consent of the remaining members present. Any member refusing to vote except when not so required by this paragraph shall be guilty of misconduct in office.

d) In all roll call votes the names of the members of the Council shall be called in alphabetical order.

e) Any standing committee of the Council shall be composed of at least two members.

DRAFT

II. GENERAL RULES

2.1 Rules of Parliamentary Procedure. The rules of parliamentary practice as contained in Robert's Rules of Order, most recent edition, shall govern the Council in all cases to which they are applicable, provided they are not in conflict with these Rules, City Code, Charter, or other applicable laws.

a) **Discussion.** A Council member may speak when no motion is pending upon recognition by the Presiding Officer as provided in these Rules. The Council member's comments should be limited to the current or next pending item of business on the Agenda, unless offered under New Business, but need not result in a motion relating to that business. (Amended September 9, 2021)

b) **Precedence of Motions**. When any main motion is upon the floor and the question is under debate, no motions shall be received but the following and they shall have precedence in the following order:

Not Debatable

- Questions of privilege (general/personal)
- Recess
- Adjourn
- To lay on the table
- To call for the previous question
- To limit debate

Debatable

- To postpone (limited to same or next meeting)
- To commit or refer the question
- To amend

Incidental Motions (Not debatable unless noted)

- Point of Order
- Appeal (Requires a second; debate limited)
- Point of Information
- Parliamentary Inquiry
- Division (Requests verification of a vote)
- Division of a Question (Requires a second)
- Object to Consideration (Requires 2/3 vote)
- Permission to Withdraw

Restoratory Motions (Least precedence)

- Rescind (Requires a second) (Requires five (5) affirmative votes) (Debatable)

DRAFT

- Reconsider (Requires a second) (Requires five (5) affirmative votes) (Can be made only by member of prevailing side) (Debatable) (Same day only) (The making takes precedence over all; consideration has precedence over none)

c) **Division of the Question**. A motion for a division of any question may be made when the question will admit of a division so distinct that if one part be taken away, the other will stand as an entire question for decision.

d) **Withdrawal of a Motion or Support**. A member may withdraw his or her motion or support at any time before it is put to a vote.

e) **Varying Order of Procedure**. The Mayor may, at any time, by a majority vote of the members of the Council present permit a member to introduce an item of business out of the regular order of business.

f) **Points of Order**.

1) The Presiding Officer shall be addressed as "Mr. Mayor/Madam Mayor" or "Mr. Chairman/Madam Chairwoman." The Mayor Pro Tempore, when acting for the Mayor, shall be addressed as "Mayor Pro Tern (surname)." Members of the Council shall be addressed as "Council member (surname)."

2) A motion may be made by saying, "Mr. Mayor/Madam Mayor, I move that, etc." or "Mr. Chairman/Madam Chairwoman, I move that, etc."

3) A speaker is out of order when speaking of matters foreign to the issue.

4) Rule violations must receive immediate attention from the Presiding Officer.

5) It is the privilege of any member to request a roll call vote. No vote on the request is required.

6) On questions that are debatable, the minority has the undeniable right to deliberate.

2.2 **City Manager.** The City Manager/Clerk shall attend all meetings of the Council, and is entitled to attend all meetings of the City Committees, Boards, or Commissions. The City Manager/Clerk shall have the right to

DRAFT

take part in all discussions and make recommendations to the Mayor and Council. (Charter § 4.7, 6.7; City Code § 2-18)

2.3 **City Attorney.** The City Attorney shall attend all regular meetings of the Council and shall, upon request, give an opinion, either written or oral, on questions of law. The City Attorney shall act as the Council's parliamentarian and shall rule on questions of order. (Charter § 4.10)

2.4 **Recorder.** The City Manager/Clerk shall attend all meetings of the Council and shall keep a permanent journal (minutes). The City Manager/Clerk shall perform such other recording duties as may be requested by the Council. (Charter § 4.7, 6.7; City Code § 2-18)

2.5 **Department Heads and Employees.** Administrative personnel of the City shall attend Council meetings upon request of the Council or the City Manager/Clerk.

2.6 **Quorum/Attendance.**

a) A majority of the members of the Council in office shall be a quorum for the transaction of business at all meeting of the Council, but in the absence of a quorum a lesser number may adjourn any meeting to a later date, and in the absence of all members the Clerk may adjourn any meeting to a date not later than one week hence. (Charter § 6.5)

b) Any three or more members of the Council may by vote either request or compel the attendance of its members and other officers of the City at any meeting. Any member of the Council or other officer who when notified of such request for his or her attendances fails to attend such meeting for reasons other than confining illness or absence from the County of Macomb shall be deemed guilty of misconduct in office unless excused by the Council. (Charter § 6.6)

c) No member of the Council may absent himself or herself without first having informed the Mayor or City Manager/Clerk of the impending absence and the reasons therefore. A member's office shall be declared vacant by the Council if such member shall miss four consecutive regular meetings of the Council, or twenty-five percent of such meetings in any fiscal year of the City, unless such absences shall be excused by the Council and the reason therefore entered in the proceedings of the Council at the time of each absence. (Charter § 5.2)

2.7 **Meetings.** The Council shall provide by resolution for the time and place of its regular meetings and shall hold at least one regular meeting each month.

DRAFT

The dates, times, and places of such regular Council meetings shall be posted within ten (10) days of the Council's first meeting in a calendar year. Any deviation to changing a regularly scheduled Council meeting shall be voted upon by Council by a majority vote. A public notice stating the new dates, times, and places of the Council's regular meetings shall be posted within three (3) days after the meeting at which the change is made. All regularly scheduled Council meetings shall be televised and all other Council meetings involving the majority of members of Council shall be televised, unless Council shall expressly decide by a simple majority vote at a televised Council meeting that a future meeting shall not be televised. For purposes of this section, the term "televised" shall include, in addition to broadcasting via television channels, a telecast via streaming on one or more social media platforms if technology allows (Charter § 6.1; MCL 15.265) (Amended February 14, 2002 and September 9, 2021)

2.8 **Minutes of Regular Meetings.** Each regular meeting shall be recorded by the Recorder. The Clerk shall keep a permanent journal (minutes) of the proceedings of each regular meeting. The minutes shall be signed by the presiding officer and Clerk of the meeting. Corrections in the minutes shall be made not later than the next meeting after the meeting to which the minutes refer. Corrected minutes shall be available no later than the next subsequent meeting after correction. The corrected minutes shall show both the original entry and the correction. Proposed minutes shall be available for public inspection not more than eight (8) business days after the meeting to which the minutes refer. Approved minutes shall be available for public inspection not later than five (5) business days after the meeting at which the minutes are approved by the public body. (Charter § 4.7, 6.7; MCL 15.269).

2.9 **Records of Meetings.** The Clerk shall be responsible for maintaining the official record and minutes of each meeting of the Council. The minutes shall include all the actions of the Council with respect to motions. The minutes shall show the date, time, place, members present, members absent, any decisions made at a meeting open to the public, and the purpose or purposes for which a closed session is held. The minutes shall include all roll call votes taken at the meeting, and shall include the names of the mover and supporter for each motion and the vote of the Council. The minutes shall also state whether the vote was by voice or by roll call. For votes upon all ordinances and resolutions, the "Yes" and "No" votes of each member (or abstention) shall be included in the minutes, except that where the vote is unanimous it shall only be necessary to so state. (Charter § 6.7; MCL 15.269)

2.10 **Requests for Remarks to be Included.** Any member of the Council may request to have his or her comments printed as part of the record. If there are no objections by any member of Council, the comments may be included. If there is an objection to such printing of the comments, the Council shall

decide the matter by majority vote. Such comments to be included as part of the official record shall be provided in writing by the member at the meeting in question or, if the comments are oral and transcription is requested after the meeting in question, transcribed exactly by the Recorder from the electronic recording. Any dispute regarding the accuracy of the comments shall be resolved by the electronic recording of the meeting.

III. MEETING PROCEDURES

3.1 Presiding Officer.

a) The Mayor shall be the presiding officer of the Council. In the absence or disability of the Mayor, the Mayor Pro Tern shall perform the duties of Mayor. In the event of absence or disability of both, the Council may designate another of its members to serve as Acting Mayor during such absence or disability and the Acting Mayor shall perform the duties of Presiding Officer. (Charger § 4.4, 4.5)

b) The Presiding Officer shall enforce orderly conduct at meetings and shall preserve order and decorum, prevent attacks on personalities or the impugning of members' motives, and confine members in debate to the question under discussion. Any police officer designated by the Presiding Officer of the meeting shall serve as the Sergeant-at-arms of the Council in the enforcement of the provisions of this subsection. (Charter § 6.6)

3.2 Special Meetings. Special meetings shall be called by the Clerk on the written request of the Mayor or any three members of the Council on at least twenty-four (24) hours written notice to each member of the Council served personally or left at his or her usual place residence, but a special meeting may be held on shorter notice if all members of the Council are present or have waived notice thereof in writing. A public notice stating the date, time, and place of the special meeting shall be posted at least eighteen (18) hours before the meeting. No business shall be transacted at any special meeting of the Council unless the same is stated in the notice of such meeting. However, any business which might lawfully come before a regular meeting may be transacted at such special meeting if all the members present consent thereto and all the members absent file their written consent. (Charter § 6.2, 6.3; MCL 15.265)

3.3 Place of Meetings. All regular and special meetings of the Council shall be open to the public and citizens shall have a reasonable opportunity to be heard. Regularly scheduled meetings shall be held in the Council Chambers at City Hall. Whenever the regular meeting place of the Council shall appear to be inadequate for members of the public to attend, the Mayor may change the meeting to a larger facility located in the City of Fraser. A notice of such

DRAFT

change shall be prominently posted on the door of the regular meeting place, and advertised on the City cable channel if available. (Charter § 6.1, 6.4)

3.4 Time of Meetings. Regular meetings shall begin at ~~7~~6:~~0~~30 P.M. in the evening unless the Council shall by majority vote in session set a different stating time. (Amended March 12, 2009 and September 9, 2021)

3.5 Study/Work Sessions. The Council may meet informally in Study/Work Sessions (open to the public) at the call of the Mayor or majority of the Council, to review forthcoming programs of the City, receive progress reports on currents programs or projects, or receive other similar information from the City Manager, provided that all discussions and conclusions thereon shall be informal. Study/Work Sessions shall be conducted in accordance with the City Charter and state law requirements governing special meetings.

3.6 Recessed Meetings. Any meeting of the Council may be recessed to a later date and time, provided that no adjournment shall be for a longer period than until the next scheduled meeting. Meetings adjourned by the Clerk for lack of all members shall be rescheduled for a date not more than one week later. Meetings recessed for more than thirty-six (36) hours shall be reconvened only after a public notice stating the date, time, and place of the meeting has been posted at least eighteen (18) hours before the meeting. (Charter § 6.5; MCL 15.265)

3.7 Meeting to be Public. All meetings shall be open to the public and shall be held in a place available to the general public. All persons shall be permitted to attend any meeting except as otherwise provided by state law, and all persons shall have a reasonable opportunity to be heard. The right of a person to attend a meeting includes the right to tape-record, to videotape, to broadcast live on radio, ~~and~~ to telecast live on television, and to stream via social media platforms the proceedings at a public meeting. The exercise of this right shall not be dependent upon the prior approval of the City Council. Reasonable rules and regulations adopted by the Council may be utilized to minimize the possibility of disrupting the meeting. All decisions of the Council shall be made at a meeting open to the public. All deliberations of the Council constituting a quorum of its members shall take place at a meeting open to the public, except as otherwise provided by law. (Charter § 6.4; MCL 15.263) (Amended September 9, 2021)

3.8 Closed Sessions. The City Council may only meet in closed session for purposes allowed in the Open Meetings Act as follows:

a) To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member,

or individual agent, when the named person requests a closed hearing.

b) For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement when either negotiating party requests a closed hearing.

c) To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained. A 2/3 roll call vote of members elected or appointed and serving is required to call a closed session for this purpose.

d) To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only when an open meeting would have a detrimental financial effect on the litigating or settlement position of the Council. A 2/3 roll call vote of members elected or appointed and serving is required to call a closed session for this purpose.

e) To review and consider the contents of an application for employment or appointment to a public office when the candidate requests that the application remain confidential. All interviews for employment or appointment to a public office shall be held in an open meeting pursuant to the Open Meetings Act. A 2/3 roll call vote of members elected or appointed and serving is require to call a closed session for this purpose.

f) To consider material exempt from discussion or disclosure by state or federal statute. A 2/3 roll call vote of members elected or appointed and serving is required to call a closed session for this purpose. (MCL 15.267, 15.268)

3.9 Minutes of Closed Sessions. The roll call vote and the purpose or purposes for calling the closed session shall be entered into the minutes of the open meeting at which the vote is taken. A separate set of minutes shall be taken by the Clerk or designee at the closed session. These minutes shall be retained by the Clerk, are not available to the public, and shall only be disclosed if required by a civil action filed under the Open Meetings Act. These minutes may be destroyed 1 year and 1 day after approval of the minutes of the regular meeting at which the closed session was approved. (MCL 15.267)

3.10 Confidentiality of Closed Session Information. City Council members and individuals in attendance at closed sessions shall not divulge confidential information discussed in a closed session in advance of the time prescribed for its authorized release to the public by the City Council.

DRAFT

Council members shall honor the confidentiality of the debate, discussions, and preliminary action taken in executive session. Premature and/or unauthorized disclosure may subject the Council member to civil and criminal penalties as set forth in the Open Meetings Act. (Penalties, MCL 15.272, 15.273)

IV. ORDER OF BUSINESS

4.1 **Agenda.** The City Manager, or his/her designee, shall prepare an agenda of business to be considered at each regular Council meeting. Any Council member, in writing, via email communication, or by telephone conversation with the City Manager, may add any agenda item. Items of business requested by a Council member must be submitted by the close of business on the eighth day prior to the date of the Council meeting to which the agenda pertains (or the ninth day if the eighth day is a holiday or City Hall is closed). The agenda at any Council meeting may be amended by a majority of the quorum, and any item submitted by a Council member may be withdrawn by that Council member at any time. (Amended October 13, 2016, April 13, 2017, and March 12, 2020)

4.2 **Distribution.** A draft agenda and supporting materials shall be prepared for the Mayor, City Council, City Attorney, and affected departments of the City and be distributed in draft form on the tenth day preceding the regular Council meeting to which the agenda pertains (or the ninth day if the tenth day is a holiday or City Hall is closed). The final agenda and supporting materials shall be prepared for the Mayor and City Council, City Attorney, press, and public and be distributed to Council members on the seventh day preceding the regular Council meeting to which the agenda pertains. The agenda shall then be posted the Friday preceding the regular Council meeting by no later than 4:30 p.m. The Council shall have the option of deleting any item from the agenda or postponing an item on the agenda to a subsequent Council meeting. Should an item be tabled but not to a certain date, it shall not appear until it is requested to be removed from the table by Council. (Amended January 9, 2014 and March 12, 2020)

4.3 **Additional Materials.** Additional supporting materials relating to any agenda item shall be furnished by the City Manager to the City Council at least 72 hours prior to the City Council meeting, if practical. (Amended March 12, 2020)

4.4 **Format.** The agenda of a Regular Meeting of the City Council shall be prepared in accordance with the following format:

- Call Meeting to Order
- Pledge of Allegiance
- Roll Call of Council Members

DRAFT

- Approval of Agenda
- Citizen Participation on Agenda Items
- Consent Agenda
- Request for Council Action
- Report of City Administration
- Standing Items/Unfinished Business/Project Status Updates
- Report of Mayor/City Council/New Business
- Citizen Participation
- Closed Session (If required and approved)
- Adjournment

4.5 Call to Order. The meetings of the Council shall be called to order by the Presiding Officer. In the absence of both the Mayor and the Mayor Pro Tern, the meeting shall be called to order by the City Manager/Clerk for the election of an Acting Mayor during such absence. (Charter § 4.4, 4.5)

4.6 Public Hearings.

a) The Presiding Officer opens and closes the Public Hearing. All persons who wish to be heard shall be heard. However, the Presiding Officer may change the order of speakers so that testimony is heard in the most logical grouping (e.g. Petitioners, Proponents, Opponents, Adjacent Owners, Vested Interests, etc.) If a member of the public is addressing the Council at a scheduled public hearing, he or she shall stand or signal to obtain recognition by the Presiding Officer at the opening of the hearing, or at the conclusion of the remarks of the previous speaker.

b) The Presiding Officer introduces the agenda item, opens the public hearing, and may announce the following rules of order:

1) "All comments by proponents, opponents, or the public shall be made from the speaker's table and any individual making comments shall first give their name and address. This is required because an official record of the public hearing is being made."

2) "It is not necessary to be a proponent or opponent in order to speak."

3) "No comments shall be made from any other location, and anyone making 'out of order' comments may be subject to removal from the meeting."

4) "There will be no demonstrations during or at the conclusion of anyone's remarks or presentations."

DRAFT

5) "These rules are intended to promote an orderly system of holding a public hearing, to give every person an opportunity to be heard, and to ensure that no individual is embarrassed by exercising his or her right of free speech."

4.7 Consent Agenda.

a) The consent agenda is defined as those items on the Council agenda which are considered routine by the City Manager. Special consideration items such as waivers of bid requirements require action as a consideration and are not to be a part of the consent agenda. The suggested action should be printed as part of the agenda, and, unless a member of the Council specifically requests action taken separately on said item, the consent agenda shall be considered without debate by motion and vote of the Council. Those items approved under the heading "Consent Agenda" shall appear in the Council Minutes in the adopted form. The Consent agenda shall include the following items:

- Approval of Minutes
- Approval of Payment of Bills
- Award of Bids
- Setting Dates for Public Hearings
- Proclamation
- Approval of annual recurring expenditures and/or contract to the lowest bidder meeting specifications and approved by Council in the Annual Budget
- Additional Routine Items

V. PUBLIC PARTICIPATION AND COMMENTS

5.1 Procedure for Addressing Council. Each person addressing the Council shall approach the microphone and give his/her name and address in an audible tone of voice for the record. All remarks shall be addressed to the Council as a body, and not to any individual member thereof. No person, other than members of the Council and the person having the floor, shall be permitted to enter into any discussion, either directly or through the members of the Council. No questions shall be asked by the Council Members, except through the Mayor. (Authority to establish rules, MCL 15.263).

5.2 Time Limits. Citizen participation shall be permitted for up to five (5) minutes on any agenda item ~~at~~ near the beginning of the meeting, but citizens who utilize that opportunity shall not participate again ~~no participation~~ on agenda items during the meeting, even if they did not use

DRAFT

the full 5 minutes. ~~and at~~Near the end of the meeting, citizen participation shall be permitted for up to five (5) minutes on any City business. ~~**Part B: Citizen participation f**~~For those who have not spoken previously ~~on~~ during citizen participation ~~at~~ near the beginning of the meeting, citizen participation shall be permitted for ~~will have~~ up to five (5) minutes on each agenda item during the meeting, and for up to an additional five (5) minutes on any City business ~~at~~ near the end of the meeting. (Charter § 6.4) (Amended July 27, 2006 and September 9, 2021)

5.3 Profanity, Topicality, and Personal Remarks.

a) Persons addressing the Council shall make responsible comments relating to matters before the Council, City business or policy, or issues of community concern or interest. Such persons shall refrain from making defamatory or profane remarks, or remarks constituting a personal attack upon a Councilperson or City official or employee which is totally unrelated to the manner in which the Councilperson, official, or employee performs his or her public duties. While commenting upon the actions, inactions, or performance of the Council or any of the City's commissions, boards, employees, or consultants, profane, vulgar, or abusive language will not be tolerated. (Personal attacks, OAG, 1977-1978, No 5332, p536 (July 13, 1978))

b) The Mayor shall call to order any person who is being disorderly or disruptively boisterous by speaking when not recognized by the Mayor or otherwise disrupting the proceedings by failing to be germane, or by making personal attacks or vulgar or defamatory remarks. Such persons shall thereupon be seated until the Mayor shall have determined whether the person is in order. If a person so engaged in presentation shall be called out of order, he or she shall not be permitted to speak at the same meeting, except upon special leave by the Council. If a person shall continue to be disorderly and disrupt the meeting, the Mayor may order the Sergeant-at-arms or the Department of Public Safety to remove the person from the meeting.

5.4 Response to Public Comment. Council members shall not respond to general audience participation, unless permitted to do so by the Mayor. Matters raised by the public may also be referred to the City Manager, the appropriate department head, or to the City Attorney by the Mayor.

5.5 Council Position on Citizen Participation. The Mayor and Council encourage citizen participation so that the views of each citizen may be heard and expressed in an amicable, professional manner. Council members and citizens should refrain from disparaging remarks, confining their

DRAFT

comments to the matter at hand and not personalizing any issue so as to arouse, demean, or defame any Council member, employee, or citizen.

VI. CERTIFICATES

6.1 Certificates of Appreciation, Thanks, or Goodwill. The City Council may issue plaques, awards, and certificates to express appreciation, thanks, or goodwill. The following certificates may be issued on behalf of the City by the City Manager/Clerk without prior vote or approval of the Council:

a) Certificates of appreciation for work done on a strictly voluntary basis by any person or group.

b) Awards for merit in areas of academics, service to the City, or service to the community at large.

c) Certificates of appreciation for retiring employees.

d) Certificates of appreciation from the City Council may be awarded by the Mayor (or in his/her absence, the Mayor Pro Tern) whenever delaying the award for the next scheduled meeting would be detrimental to the City's image or timeliness of the award. These instances include, but are not limited to, death or injury of an employee while serving in the line of duty, or death or injury of a former or retired employee.

VII. COUNCIL DECORUM

7.1 Conduct. Each Council member shall conduct himself or herself in a manner consistent with the dignity and decorum of the office and shall act in a manner which accords respect to the public, staff members, the Mayor, and fellow Councilmembers.

7.2 Time Limits/Order. There shall be no formal time limit for Council members to discuss a topic, except when Council agrees to set a temporary limit on discussion for a particular topic, by means of a vote of the majority of Council.

7.3 Seating Assignments – The Mayor has the discretionary authority at the beginning of each elective term of office, or when a vacancy occurs or is filled, to decide seating arrangements for members of Council. In case of disability, long hospitalization, or death of the Mayor, those decisions will remain in effect until a new Mayor is elected.

7.4 Requests by Council. If a request by a member of the City Council to the City Attorney, City Manager or a Department would involve any substantial

DRAFT

costs to the City, such requests shall first be submitted to the City Manager who will decide if the request is warranted. If the City Manager finds that the request would involve any substantial costs to the City, such request shall be submitted to Council for discussion and vote. (Amended January 12, 2012 and September 9, 2021)

7.5 Voting and Discussion.

a) Roll call votes shall be taken when required by policy/law, at the request of any member of Council, or when the Presiding Officer cannot determine the results of a voice vote. In all roll call votes, the names of the members of the Council shall be called in alphabetical order. (Charter § 6.7)

b) The following actions require the affirmative vote of five members of the Council:

- Creation or abolition of an office
- Imposition of a tax or assessment
- Vacation or abolishment of a street, lane, alley, or other public place
- Sale or disposition of real estate or any interest therein
- Condemnation of private property for public use
- Appropriation of money; authorization to incur obligations and to expend public funds for a stated purpose.
- Reconsideration or rescission of any vote of the Council (Charter § 7.7)

7.6 Duty to Vote. Whenever a question is put before the Presiding Officer, every member who is present shall vote, provided that no member shall be required to vote if:

- That member has a financial interest in the question before the Council;
- The question concerns the member's own conduct; or
- The member is excused from voting by unanimous consent of the remaining members present. (Charter § 6.7)

7.7 Conduct of Discussion. During Council discussion and debate, no member shall speak until recognized by the Presiding Officer. After such recognition, the member shall confine discussion to the question at hand. Personal comments about other individuals should be avoided. When addressing other members of the Council, they should be addressed by title and/or last name but not by first name. No member shall be permitted to

DRAFT

speak a second time on a motion as long as another is requesting recognition to speak for a first time.

7.8 Interruptions. A member of Council once recognized, shall not be interrupted when speaking, unless the Mayor calls the meeting or the member to order. If a member, while speaking, is called to order, the member shall cease speaking until the question(s) of order are determined and if in order, shall be permitted to proceed.

7.9 Liaison Appointments. The Mayor may appoint, upon concurrence of Council, a member of Council to serve as an official liaison between Council and any City commission, board, or committee.

7.10 Public Comment. A Council member is free to give his/her opinion, free to say which way he/she plans to vote, and free to speculate on which way he/she thinks the Council will vote, but shall not speak as if the vote has already taken place.

7.11 Standing Committees. Any standing committee of the Council shall be composed of at least ~~three~~ two (~~3~~2) members. (Charter § 6.7) (Amended September 9, 2021)

7.12 Vacancies in Office/Removal from Office.

a) Any elective City office shall be declared vacant by the Council upon the occurrence of any of the following events before the expiration of the term of such office:

- For any reason specified by statute or by the City Charter as creating a vacancy in office;
- If no person is elected to, or qualifies for, the office at the election at which such office is to be filled;
- If the officer shall be found guilty by a competent tribunal of any act constituting misconduct in officer under the provisions of the Charter;
- If the officer shall absent himself/herself continuously from the City for more than thirty consecutive days in any one year without the permission of the Council; or
- If a Council member shall miss four consecutive regular meetings of the Council, or twenty-five percent of such meetings in any fiscal year of the City, unless such

DRAFT

absences shall be excused in the proceedings of the Council at the time of each absence. (Charter § 5.2)

b) The office of any member of any board or commission created by, or pursuant to, the Charter shall be declared vacant by the Council:

1) For any reason specified by statute or by the City Charter as creating a vacancy in office;

2) If the officer shall be found guilty by a competent tribunal of any act constituting misconduct in office under the provisions of the Charter;

3) If such officer shall miss four consecutive regular meetings of such board or commission, or twenty-five percent of such meetings in any fiscal year of the City, unless such absences shall be excused by such board or commission and the reason therefore entered in the proceedings of the Council at the time of each absence. (Charter § 5.2)

c) Removals of officers by the Council shall be made for either of the following reasons:

1) For any reason specified by statute for removal of City officers by the governor; or

2) For misconduct in office under the provisions of the Charter.

d) Such removals by the Council shall be made only after hearing of which such officer has been given notice by the Clerk at least ten (10) days in advance, either personally or by delivering the same at his/her last known place of residence. Such notice shall include a copy of the charges against such officer. The hearing shall afford an opportunity to the officer, in person or by attorney, to be heard in his/her defense, to cross-examine witnesses, and to present testimony. If such officer shall neglect to appear at such hearing and answer such charges, his/her failure to do so may be deemed cause for his/her removal. A majority vote of the members of the Council in office at the time, exclusive of any member whose removal is being considered, shall be required for any such removal. (Charter § 5.2)

e) Resignations of elective officers shall be made in writing and filed with the Clerk and shall be acted upon by the Council at its next regular meeting following receipt thereof by the Clerk. Resignations

DRAFT

of appointive officers shall be made in writing to the appointing officer or body and shall be acted upon immediately. (Charter § 5.3)

f) Vacancies in elective offices shall be filled by appointment of the Council of a person possessing the qualifications for the office. Any person appointed to a vacancy in any such elective offices shall hold office until such vacancy is filled at the next regular City election. The process for this appointment will be to contact the next highest vote getter from the previous election to see if he/she is interested in filling the vacancy. If so, that person shall fill the vacancy. If not, the same process will be followed for the next highest vote getter and so on. If all persons are not interested in filling the vacancy, Council may appoint any person possessing the qualifications for office. (Amended January 14, 2016)

If three (3) or more vacancies exist simultaneously in the positions of Mayor and Council members, the Clerk shall within ten (10) days call a special election to be held within sixty (6) days to fill such vacancies for the unexpired terms of the officers whose offices have become vacant. This section shall not apply to the filling of vacancies resulting from recall. Vacancies in appointive offices shall be filled in the manner provided for making the original appointment. (Charter § 5.4)

7.13 Electronic and Telephone Communication During Session. While Council is in session, Councilpersons shall not send or review electronic communications relating to City business from other Council members, staff, or public at large. While Council is in session, Council members are permitted to receive, review, and respond to electronic communications involving matters other than City business and are emergency in nature.

VIII. SUSPENDING RULES OF CONDUCT

8.1 Suspension of Rules. Any provision of these rules not governed by the City Charter of City Code may be temporarily suspended by a roll call vote of a majority of Council.

DRAFT

39th District Court

Memo

DATE: August 27, 2021

TO: Fraser City Manager, Elaine Leven
Fraser Finance Director, Vince Neyland

CC: Roseville Controller, John Walters

FROM: Court Administrator, Donna Navarro

RE: Security Equipment Purchase

The 39th District Court has established a required security committee under Local Administrative Order 2019-2 in accordance with Michigan Supreme Court Administrative Order 2019-1.

The State Court Administrators Office (SCAO), under the Michigan Supreme Court has provided the court with the Michigan Court Security Manual. A security equipment audit was conducted with guidance from the Court Security Audit Checklist within this document.

Following the equipment audit, it was concluded that court security equipment needs to be replaced and upgraded. The findings of this audit were reviewed with the Chief Judge.

A previous memo dated June 28, 2021 was submitted to the Finance Department for a purchase order (attached). Purchase requisition 21-0496 and 21-0497 were generated (attached). Former Interim City Manager, Marc Thompson, wanted to review the request. A second review was also requested by the Chief Judge.

After extensive research and a second meeting held July 21, 2021; the Chief Judge authorizes this purchase with funds from the District Court Operations Fund considering the following:

- This is a district court special revenue fund that has accrued with little expenditure activity. Additionally, activity within this fund is under chief judge/court discretion

- Previous security purchases and upgrades have been a capital expense for 39th District Court – Roseville Division/City of Roseville funds

We would like to move forward with this purchase. Pursuant to SCAO, the court is in Phase IV of returning to Full Capacity; therefore, the need is much greater for updated security equipment. Safety for the public and our staff is a high priority.

This equipment is in a holding pattern with the vendors. Please review and contact me at 586.447.4432 within 21 days with any questions. While approval of funds is not required, your assistance in expediting the purchase order process and issuing the check is appreciated.

39th District Court

Memo

DATE: June 28, 2021

TO: Finance Department

FROM: Donna Navarro and Jennifer Erne JE DN

RE: Purchase Order Request

Please generate the following purchase orders:

1. Vendor: Point Security Inc.
   5815 NC Hwy. 8 South
   Lexington, NC 27929
   336.357.3417
   GL: 211.000.264 – District Court Operations
   Amount: $975.90
   Description: (3) Hand Held Metal Detectors, Model PD240

2. Vendor: Point Security Inc.
   5815 NC Hwy. 8 South
   Lexington, NC 27929
   336.357.3417
   GL: 211.000.264 – District Court Operations
   Amount: $10,305.00
   Description: Walk-Through Metal Detector w/Thermal Camera, Model SMD600 Plus and TDU

3. Vendor: Point Security Inc.
   5815 NC Hwy. 8 South
   Lexington, NC 27929
   336.357.3417
   GL: 211.000.264 – District Court Operations
   Amount: $34,060.00
   Description: X-Ray Inspection System, Model HI-SCAN 6046si

4. Vendor: AXON Enterprise, Inc.
   17800 N 85th St.
   Scottsdale, AZ 85255
   800.978.2737
   GL: 211.000.264 – District Court Operations
   Amount: $28,056.20
   Description: (8) Tasers, Model Taser 7 CQ

Purchase Requisition

07/23/2021
12:05 PM

Purchase Requisition No 21-0496

Requested Date 06/28/2021 **Department** PO ADMIN
Required Date
Requested By

Preferred Vendor POINT
POINT SECURITY, INC.
Address 5815 NC HWY. 8 SOUTH
LEXINGTON, NC 27292

Req. Description HAND HELD METAL DETECTORS, WALK THROUGH METAL DETECTOR

Qty.	Description	GL Number 1	Unit Price	Amount
3	DISTRICT COURT OPERATIONS	211-000-264.000	325.30	975.90
1	DISTRICT COURT OPERATIONS	211-000-264.000	10,305.00	10,305.00
1	DISTRICT COURT OPERATIONS	211-000-264.000	34,060.00	34,060.00
			Total:	45,340.90

Purchase Requisition

07/23/2021
10:59 AM

Purchase Requisition No 21-0497

Requested Date 06/28/2021
Required Date
Requested By

Department PO ADMIN

Preferred Vendor AXOENT
AXON ENTERPRISE, INC.
Address 17800 N 85TH ST.

SCOTTSDALE, AZ 85255

Req. Description TASER 7 EVIDENCE.COM ACCESS LICENSE

Qty.	Description	GL Number 1	Unit Price	Amount
1	DISTRICT COURT OPERATIONS	211-000-264.000	28,056.20	28,056.20
			Total:	28,056.20