



CITY MANAGER
D. Wayne O’Neal
CITY CLERK
Kelly Ann Dolland

City of Fraser

CENTENNIAL COMMUNITY

MAYOR
Michael Carnagie
MAYOR PRO-TEM
David Winowiecki

COUNCIL
Amy Baranski
Kathy Blanke
Suzanne Kalka
Michael Lesich
Patrice M. Schornak

FRASER CITY COUNCIL – REGULAR VIRTUAL MEETING THURSDAY – SEPTEMBER 10TH, 2020 @ 6:30pm AGENDA

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. **CLOSED SESSION**
 - a. To Consult with the City’s Attorney Regarding Trial or Settlement Strategy in Connection with Macomb County Circuit Court Case No. 2019-002843-CD
7. **PRESENTATIONS**
 - a. Building, Code Enforcement, and Master Plan Update, Sarah Traxler, McKenna
 - b. Recreation and Senior Activity Center Update, Director Christina Woods
 - c. Human Resource Services Update, Amy Cell, Amy Cell LLC.
7. **CONSENT AGENDA**
 - a. Approval of Minutes of the Regular Council Meeting of August 13th, 2020
 - b. Receive and File Budget to Actual through July 2020
 - c. Approval of Bills for the month of August - 2020 in the amount of \$1,134,502.72
 - d. Receive and File Finance Budget to Actual Report ending July, 2020
 - e. Receive and File Park & Recreation Commission Minutes of the July 7th, 2020 meeting
 - f. Receive and File Park & Recreation Commission Minutes of the August 11th, 2020 meeting
8. **REQUESTS FOR COUNCIL ACTION**
 - a. Discussion and Approval of Interim City Manager Marc Thompson Employment Contract

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- b. Discussion to Increase to Two City Council Meetings per Month
 - c. Discussion of Extension of Macomb County Covid-19 State of Emergency Through October 8th, 2020
 - d. Request Council set a Public Hearing on the IFT application for Carmela Foods in the amount of \$2,236,568 for a period of 12 years for a new facility expansion on 15 Mile Rd.
 - e. Approval of Covid-19 Fund Reimbursement - First Responder Premium Pay
- 9. PENDING ITEMS OF UNFINISHED BUSINESS / REPORT OF THE CITY ADMINISTRATION**
- 10. REPORT OF MAYOR AND CITY COUNCIL / NEW BUSINESS**
- 11. CITIZEN PARTICIPATION**
- 12. ADJOURNMENT**

(Posted Thursday, September 3rd, 2020 @4:00pm)

Join Zoom Meeting
<https://us02web.zoom.us/j/85101051011>
Meeting ID: 851 0105 1011
One tap mobile
+13126266799,,85101051011# US (Chicago)
+19292056099,,85101051011# US (New York)
Dial by your location
+1 312 626 6799 US (Chicago)
+1 929 205 6099 US (New York)
+1 301 715 8592 US (Germantown)
+1 346 248 7799 US (Houston)
+1 669 900 6833 US (San Jose)
+1 253 215 8782 US (Tacoma)

Meeting ID: 851 0105 1011

Find your local number: <https://us02web.zoom.us/j/85101051011>

NOTICE OF ELECTRONIC PUBLIC MEETING

In accordance with Gov. Whitmer's Executive Order 2020-15, which allows for electronic meetings of public bodies, notice is hereby given that the City of Fraser City Council will be meeting electronically on **Thursday, September 10th, 2020 @ 6:30 p.m.** using Zoom for videoconference and public access. The electronic public meeting will be held as a Zoom electronic conference. The public can participate via the Zoom application, internet and/or telephone. The public will be able to listen to all discussion by Council members and will be permitted to speak for up to five minutes during the public participation section of the agenda. Please note that callers/viewers will automatically be muted. Public comments can be submitted during Public Comment, when viewers are unmuted on an individual basis. Secondly, written comments will be accepted prior to the date and time (no later than 4:30pm day of meeting) by the City Clerk @ kellyd@micityoffraser.com. You may e-mail comments during the meeting 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. Public Hearing comments will be heard during Public Hearing and other comments to will be heard 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.

City of Fraser thanks everyone for their understanding and support as we all attempt to navigate these challenging times together.

City of Fraser Administration
April 2nd, 2020

MEMO

To: Mayor and Council
From: Marc Thompson
Subject: Sept 10, 2020 Council Meeting
Date: Sept. 3, 2020

Our Sept. 10 2020, meeting will begin at 6:30 pm

CLOSED SESSION

Attorney Greg Miehn has requested the opportunity to discuss pending litigation with us. It is for this reason that we adjusted the start time to 6:30 pm.

PRESENTATIONS

Sarah Traxler of McKenna will discuss the status of their work on updating the master plan and perhaps report briefly on rodents and what we may do about the increasing number of complaints .

Christina Wood will report on recreation and Senior Center topics.

Amy Cell will provide an update on HR related topics.

REQUESTS FOR COUNCIL DISCUSSION/ACTION

- A) INTERIM CITY MANAGER CONTRACT: Ratification of the agreement related to the interim city manager position. A simple motion and second be sufficient for this item.
- B) ADDITIONAL COUNCIL MEETINGS: This is a follow up from a prior discussion. The compensation committee established payment for 18 meetings for the 2020-2021 fiscal year. The minutes of their meeting are included.
- C) COVID EMERGENCY: We hope to extend the Covid state of emergency through Oct 8, 2020.
- D) TAX ABATEMENT PUBLIC HEARING: We have received an application for IFT (tax abatement) for an expansion of their facility on 15 Mile Road. We have asked for additional information and as of this date have not received the requested information. This action is simply to set the public hearing for our Oct 8 council meeting, not to decide on the application. Included is the information we have received from the applicant.

- E) **FIRST RESPONDER PREMIUM PAY:** In mid-July we made application for Covid related funding for reimbursement for “hazard pay premiums paid to first responders” in the amount of \$1000 per first responder. In order to receive the reimbursement, we must make the premium payment to our eligible 43 first responders no later than Sept 30. Each of our 43 eligible people have signed a statement that states they understand that if the reimbursement does not occur, they would be required to repay the premium pay. We seek council approval to make the hazard pay premium payment.

We are reviewing the appropriate method by which the council makes this authorization.

PENDING PROJECTS

SENIOR APARTMENTS MANAGEMENT CONTRACT

We are still addressing some questions regarding scope of service, related costs, etc. Before we seek council approval, we need a better understanding the proposal and must be comfortable that the service to our residents will meet our expectations. We hope to resolve our unanswered questions and have a recommendation for our next meeting.

SENIOR APARTMENT REHABILITATION

This project will be getting underway soon and the sequencing of the various parts of this project has changed. Initial focus will be on providing support for all 2nd floor balconies, and rehabilitation of as many west side balconies as possible this year. Mechanical room doors are expected this year, but the entry doors will be later in the 3 year project.

I have reconfirmed that all balconies were inspected by our engineering firm, our building inspector and Mr. Schaefer and those inspections did not reveal any safety concerns that need immediate attention.

PARK IMPROVEMENTS

Improvements to Somerset Park will begin very soon and include replacing play equipment and the walking path. We will also plant some trees. The total cost of this park is expected to be \$178,000.

Pompo Park will commence shortly after Somerset with a similar project scope. The cost at Pompo is expected to be \$160,000

In both projects, our people are doing the removal of the paths and the existing playground equipment. Contractors will be installing the equipment and the walking path.

MAJOR CONSTRUCTION PROJECTS

- Masonic 100% complete
- Fruehauf • \$855,000 contract-final amount expected to be slightly lower
- 60% complete
- • \$1,526,000 contract-- poor soils may result in some increased costs
- Utica Road water line \$60% complete
- • \$2,473,000 contract –increases and deductions expected to balance out
- 14 Mile water line 75% complete
- • \$3,514,000 contract –increases and deductions expected to balance out



September 3, 2020

Hon. Mayor and City Council Members
City of Fraser
33000 Garfield Road
Fraser, Michigan 48026

Subject: Brief Presentation on Building, Planning, and Zoning Work in Progress

Dear Mayor and Council Members:

Thank you for allowing us to provide you with a brief presentation on McKenna's Fraser building, planning, and zoning work in progress as of September, 2020 (this is a summary of the presentation we will deliver during your meeting on the 10th). As you know, the City engaged McKenna as its professional planning and zoning consultant in April, 2017, since which time we have served the City Council, Planning Commission, and Zoning Board of Appeals on matters related to planning and zoning. The following year, starting in July of 2018, the City retained our services to perform as Fraser's Building Official; since then, we have performed weekly office hours leading the department, performing building plan reviews, and performing building inspections.

Subsequently, the City has shifted its staffing away from two full-time clerks in the Building Department; as a result, McKenna has added to our services the performance of weekly Zoning Administration on-site office hours, which includes meeting packet preparation and processing applications (residential and non-residential) assigned in the BS&A system.

McKenna's Fraser team is as follows:

- **John Jackson, AICP, President** – John is the President and owner of McKenna and has presented to Council, held working strategy meetings with administration, and is an involved firm leader.
- **Sarah Traxler, AICP, Executive Vice President** – Sarah began as Fraser's planner from the start of McKenna's involvement with the City, and remains involved as the Community Manager. Sarah is currently serving as the planning and zoning Project Manager and will transition Paul Urbiel, AICP, into that role once he's adequately onboarded.
- **Jim Wright, Building Administrator** – Jim has been with Fraser since we began our building services, serving as the Building Official and Department head.
- **Danielle Bouchard, Associate Planner** – Danielle supports the McKenna team by conducting technical reviews, writing sections of the Master Plan, and attending Planning Commission and Zoning Board of Appeals meetings, preparing minutes on behalf of the City.

Within the coming months, we will be adding to our Fraser team with **Paul Urbiel, AICP, Senior Principal Planner**. Paul has global planning and urban design consultant experience and we are thrilled to add him to the McKenna and Fraser teams! Sarah will continue to serve as Community Manager once Paul is on-boarded; we will introduce him during a future meeting.



ACCOMPLISHMENTS

BUILDING DEPARTMENT

Since our time with the City, there's been a specific focus on the enforcement of its building and related codes, having undertaken the following tasks and accomplishments (some of which are still in progress):

1. The integration of BS&A functionality for processing permits, certificates of compliance, non-owner-occupied certificates, and planning / zoning / engineering processes.
2. Establishing procedures between the City's development-involved departments and consultants such as DPW, AEW, Fire Savvy, and others to better utilize BS&A features under projects with remote access.
3. Training code enforcement officers in the proper use of the BS&A program for code enforcement.
4. Establishing logical and effective schedules and geographic areas for code enforcement officers.
5. Continuing to cross train building and code enforcement officers in the processes and procedures needed to best serve applicants and the public.
6. Cleaning the department's record retention storage area, organizing files, scanning into electronic format for better retention and eliminate all unnecessary paper work and plans.
7. Working on amendment the Zoning Ordinance for ease of use and removal of obsolete elements (see below description of Zoning Ordinance Technical Review).
8. Refining phone answering procedure to better respond to inquiries received with the goal of having all voice messages returned within the same day while reducing the volume of voicemails by prioritizing answering the phone.
9. Establishing a monthly report format between all divisions within the Building Department so that the Building Official/Department Head can now provide a detailed report to the City Manager for reporting to City Council.
10. Working with inspectors to establish a better schedule to provide less inconvenience to customers.

PLANNING AND ZONING

1. City Zoning Administrator and Planner Office Hours

McKenna performs the City's Zoning Administrator functions including, but not limited to, permit review, answering questions, and application coordination between the City's Building, Public Safety, Engineering, and Planning departments. We complete these tasks during regularly scheduled Monday office hours in Fraser City Hall, with additional time in City Hall as needed, and by remote computer access.

McKenna planners provide professional recommendations to the City's Boards and Commissions for pertinent applications and as requested. McKenna staff also keeps the BS&A permit and process system information up-to-date with each application. This upcoming year we will enhance the City's online experience and update forms.



2. **Ongoing Planning Commission Staffing**

McKenna completes the City's Planning Commission administrative functions including, but not limited to, compiling meeting material packets, staffing the meeting itself, preparing agendas and notices, writing meeting minutes, and conducting post-meeting follow up for the Commission and with applicants.

3. **Ongoing Zoning Board of Appeals Staffing**

McKenna completes the City's Zoning Board of appeals packets, staffing the meeting itself, preparing agendas and notices, writing meeting minutes, and conducting post-meeting follow up for the Board and with applicants.

4. **Zoning Ordinance Technical Evaluation**

Working with the Planning Commission, McKenna is wrapping an examination of the current Zoning Ordinance considering modern regulatory methods, the City's Master Plan (in process), and McKenna's day-to-day experience administering the City's and other communities' planning and zoning. This technical evaluation will lay the groundwork for a comprehensive update to the City's Zoning Ordinance (which is not yet funded).

5. **Master Plan**

McKenna is in the process of updating the City's Master Plan, which we estimate is roughly 50% complete. We work with the Planning Commission on presenting and having their review and comment on each section of text and maps; this week, we are working with City Administration to launch a one-month public survey to finalize the public engagement portion of the process, using the input we receive to refine goals and objectives, future land use, and strategies for implementation (survey materials attached).

Once the survey is complete and analyzed, we will incorporate the findings into the goals and objectives; future land use; and implementation / action plan sections of the plan. We will present a final draft of the plan to Planning Commission in November, 2020, which means that adoption by Planning Commission and City Council will be in the early spring months (due to State law requirements about review of the plan by neighboring and other jurisdictions).

LOOKING AHEAD

1. **Rodent Abatement Program**

Our team has begun sketching out a process to address increasing complaints about rodents in the City's neighborhoods. Based on our conversations with the City Manager and Attorneys, we anticipate a multi-pronged approach that incorporates some or all of the following actions:

- A. **Information Campaign** – Synthesize readily-available rodent abatement information into a simple format to post on the City's website; disseminate using social media and other communications platforms the City uses; and which could be printed in a brochure format, as well.
- B. **Increase Code Enforcement** – There may be value in increasing code enforcement with a part-time officer dedicated to rodent abatement for a specified amount of time.



- C. **Code Amendment(s)** – Strengthen the local codes as relates to property maintenance and potentially other unidentified sections so that enforcement is as complete as possible.
- D. **Collaborate with Court** – Arrange meeting(s) and/or ongoing dialogue with the Court and its administrators to ensure that the City's enforcement activities aren't for naught.

2. **Zoning Ordinance Update**

Based on our Technical Evaluation of the Zoning Ordinance, we believe that there are updates that are required to be made to ensure that the City is on strong footing in terms of quality of development as well as defensibility of its codes. At minimum, the Sign Code must be updated to incorporate the concepts (requirements) that resulted from a U.S. Supreme Court case (Reed v. Town of Gilbert) that requires "content neutrality" in sign standards.

We know that change is afoot in Fraser and are here to support the Council, Administration, and Boards and Commissions to appropriately match the community's high expectations for quality with its need for effectiveness and efficiency. The McKenna team looks forward to supporting you and are here to help Fraser continue to succeed and innovate.

Please let us know if we can be of any assistance as we continue with our current program of planning, zoning, and building excellence. Thank you.

Sincerely,

MCKENNA

John R. Jackson, AICP
President

Cc: Sarah Traxler; Jim Wright; Danielle Bouchard



Master Plan Survey Publicity Program

City of Fraser, Michigan

An important component of the public engagement program for the 2020 Fraser Master Plan is the online and “hard copy” survey (attached). The survey has been designed to take less than 10 minutes for respondents to complete and is straightforward and simply worded. This survey language was approved by Planning Commission in March, 2020, just prior to the outbreak of the novel coronavirus; as a result, the survey has been put on hold until there is more clarity and higher likelihood of civic engagement.

Nevertheless, we have established a goal of receiving a minimum of 500 responses to the survey once we are able to administer. McKenna will administer the survey with logistical support by the City of Fraser.

METHODS FOR ACCESSING SURVEY

1. ONLINE

- a. The survey is being conducted on the survey website called Survey Monkey, and can be accessed at the City's homepage or <https://www.surveymonkey.com/r/FraserMasterPlan>
- b. The link can be copied and pasted into emails, onto handouts, or any other means of publicity, and will work by following the link or typing the address into a web browser (i.e. Internet Explorer, Google Chrome, etc.).

2. HARD COPY

- a. Survey Monkey provides for creating PDF versions of the online survey, which can be printed and distributed in hard copy format. This is considered a best practice and crucial element to the survey process, since not all constituents are able to easily navigate the internet, nor do they all have access.
- b. We will work with the City to determine appropriate survey distribution methods assuming there are limitations on gathering and less traffic at public buildings. It is desirable to place the hard copies at public buildings that receive and host older or other residents less likely to access the survey online.

SURVEY DATES

- 1. SURVEY OPEN: September 1, 2020**
- 2. SURVEY CLOSED: October 2, 2020**

POTENTIAL PUBLICITY AND DISTRIBUTION METHODS

1. CITY WEBSITE

- a. The survey should be linked on the home page of the City's website; this will be the primary access to the survey for all online respondents.

2. CITY HALL, LIBRARY, COMMUNITY CENTER, SENIOR HOUSING DEVELOPMENTS

- a. The attached PDF of the survey should be printed and put on display in City Hall, the Library, Community Center, and any other important civic or non-profit buildings, with a person designated to collect filled out surveys and put into an envelope or folder for McKenna to pick up once the survey is complete.
- b. City staff at front desks in the public buildings will display the surveys on a counter and have a manila inter-office envelope to place completed surveys into. They will send the surveys back to City Hall, attn. McKenna in the Building Department, for us to record into the online format because Survey Monkey generates automatic reports concerning results.

3. WEBSITE ALERT CENTER

- a. The City can provide a link on the City's Alert Center page to the website on the home page; should include close date for the survey, and send periodic reminders.
- b. Sample language: *"Attention residents! Your input is needed before October 1st to guide the future of Fraser's Master Plan, including information on neighborhoods, streets, public spaces, and shopping areas. Please visit the City's website at ci.fraser.mi.us for a link to the survey OR visit City Hall or the Library to pick up a hard copy. Thank you for your interest in the future of our community."*

4. CABLE TV

- a. The City can provide information on the Cable TV station, directing viewers to the City's home page link to the survey, or to pick up a copy at City Hall or the Library.
- b. Sample language: *"Attention residents! Your input is needed before October 1st to guide the future of Fraser's Master Plan, including information on neighborhoods, streets, public spaces, and shopping areas. Please visit the City's website at ci.fraser.mi.us for a link to the survey OR visit City Hall or the Library to pick up a hard copy. Thank you for your interest in the future of our community."*

5. EMAIL TO COUNCIL, BOARDS, COMMISSIONS, AND NEIGHBORHOOD GROUPS

- a. City Administration should distribute the link to the survey to members of all Boards and Commissions for whom you have an email address. If the City has email addresses or contact information for neighborhood groups / block clubs, you could also share with those lists.
- b. Sample language: *Dear Council, Board or Commission member, or neighborhood representative, for the City of Fraser -
The City is in the process of updating our Master Plan, and are putting in a sincere effort to gather as many responses to an online and hard copy survey as possible. Thus, we write to you asking you to 1) take the online survey at [\[insert survey link\]](#) or fill out a hard copy of the survey attached to this message and return to City Hall AND 2) forward this email to 10 of your Fraser friends and neighbors, requesting that they too take the survey. The deadline is October 1, 2020 – please contact Sarah Traxler, straxler@mcka.com or (248)596-0920 with any questions. Thank you so much for your support, interest and passion for our great City of Fraser!"*

6. ANNOUNCEMENTS DURING PUBLIC MEETINGS

- a. City Administration should announce the survey during all public meetings or interactions with groups of residents.

7. NEWS ARTICLE

- a. City Administration may wish to contact the local reporter for the newspaper, and share that the City is performing a survey. McKenna can help support these efforts if desired by the City.

Please contact Sarah Traxler, AICP at straxler@mcka.com or Danielle Bouchard at dbouchard@mcka.com with any questions, or if we can be of further assistance. Thank you.



A Survey for the Fraser, MI Master Plan

Your Input is Appreciated!

In support of the preparation of the Fraser Master Plan, City leaders are conducting this survey. Citywide Master Plans serve multiple purposes, from governing how land should be used in the future to prioritizing municipal capital investments over a decade or more. In Michigan, Master Plans are the legal basis for zoning and set a vision for the future of a community's development environment.

This survey focuses on broad topics - from household composition, neighborhood activity, and daily life, to overall mood concerning the community. Responses will give the project team ideas of strategic issues for further analysis and exploration leading into the drafting of the Master Plan.

This survey should take approximately 10-15 minutes to take.

PLEASE RESPOND BY OCTOBER 1, 2020. Thank you for your participation!

Please contact the project team with any questions at straxler@mcka.com



HOUSEHOLD COMPOSITION

This page covers very basic respondent household composition. Answers will assist our survey response analysis.

1. What is your household composition:

- ☐ I live alone or am the lone household adult
- ☐ I live with friends or roommates
- ☐ I live with my partner or spouse
- ☐ I live with other family members

2. Are there children under the age of 18 in your household?

- ☐ Yes
- ☐ No

3. What is your age?

- | | |
|--------------------------------|-----------------------------|
| ☐ Under 18 | ☐ 45-54 |
| ☐ 18-24 | ☐ 55-64 |
| ☐ 25-34 | ☐ 65-74 |
| ☐ 35-44 | ☐ 75+ |



A Survey for the Fraser, MI Master Plan

STAKEHOLDER IDENTIFICATION

This page identifies respondents' stakeholder group. There are many types of stakeholders in a master planning process, and combinations thereof. This information will be used for response analysis.

4. Please select all that apply to you:

☐ I am a resident

☐ I am a property owner

☐ I am a business owner

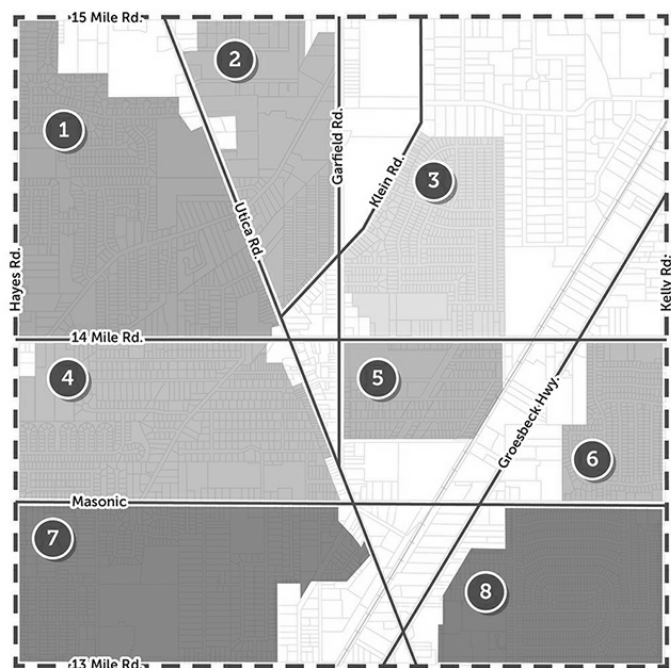
☐ I work in Fraser

☐ I attend an institution in Fraser (e.g. church, library, etc.)

☐ I shop or dine in Fraser

☐ I live nearby

5. If you live in Fraser, in which district do you live? *Please refer to the below map of neighborhood planning districts.*



Neighborhood Planning Areas - City of Fraser, MI

☐ 1

☐ 2

☐ 3

☐ 4

☐ 5

☐ 6

☐ 7

☐ 8

6. If you live in Fraser, for how long have you lived here?

☐ I do not live in Fraser

☐ 11-15 years

☐ 0-5 years

☐ 16-20 years

☐ 6-10 years

☐ 21+ years



A Survey for the Fraser, MI Master Plan

NEIGHBORHOODS

This page focuses on neighborhoods - what defines your neighborhood, what is good about it, and what needs to change. For these questions, answer based on what you consider your neighborhood to be.

7. What are the best aspects of living in your neighborhood (select all that apply)?

- | | |
|---|--|
| ☐ My neighbors | ☐ Nearby schools |
| ☐ The quality of housing | ☐ Access to downtown Fraser |
| ☐ Walkability | ☐ Safety |
| ☐ Nearby parks | |

Other (please specify)

8. How strong is your neighborhood identity (residents often associate identity with location)?

- ☐ Very strong
- ☐ Somewhat strong
- ☐ Neutral
- ☐ No clear identity

9. How well do you know your neighbors?

	Not at all	I know a few	I know many	I know most
On your street	☐	☐	☐	☐
Within 2 blocks	☐	☐	☐	☐
Within 6 blocks	☐	☐	☐	☐

10. How safe are your neighborhood streets?

- ☐ Very safe
- ☐ Moderately safe
- ☐ Somewhat dangerous
- ☐ Very dangerous

11. Regarding sidewalks, please select the answer that most closely aligns with your preference:

- ☐ I believe sidewalks should be installed wherever none currently exist
- ☐ I believe sidewalks should be installed in certain key locations, to be based on analysis by the City, but shouldn't be required everywhere as a matter of policy
- ☐ I believe sidewalks shouldn't be required by the City

12. What needs the most change from its current condition in your neighborhood?

	Requires no change	Requires moderate change	Requires major change
Parks	☐	☐	☐
Safety	☐	☐	☐
Parking management	☐	☐	☐
Speeding	☐	☐	☐
Traffic	☐	☐	☐
Sidewalks	☐	☐	☐
Improve streets	☐	☐	☐
Accessibility	☐	☐	☐
Bike facilities	☐	☐	☐
Noise	☐	☐	☐
Stormwater	☐	☐	☐



A Survey for the Fraser, MI Master Plan

HOUSING

This page focuses on housing - current options, trends, and desires. Most communities include a limited range of types of housing and the location of that housing may not always fit the desire for housing. These questions will help us evaluate the availability and location of housing.

13. Do existing housing options in Fraser meet your needs?

- ☐ Yes
- ☐ No, the cost is too high
- ☐ No, I'd like to downsize
- ☐ No, I'd like a larger house

14. What type of housing would you prefer to live in (at your current income)?

- ☐ Large single-family house (2,000 - 4,000 sq. ft.)
- ☐ Small single-family house (less than 2,000 sq. ft.)
- ☐ Accessory dwelling unit on a single-family property (for ex., an apartment over a garage)
- ☐ Townhouse
- ☐ Apartment
- ☐ Condo

15. Where would you prefer to live?

- ☐ Close to activity (commercial districts, schools, parks)
- ☐ Near active areas, but not too close
- ☐ Away from active areas

16. Is recently constructed housing in your neighborhood in character with its surroundings?

- ☐ I don't live in Fraser
- ☐ Yes
- ☐ No
- ☐ Neutral / not applicable
- ☐ The City shouldn't be concerned with housing character

17. Would you support the City focusing housing attraction efforts on developing additional housing in and/or near the downtown area as a means of generating more activity in the heart of Fraser?

- ☐ Yes
- ☐ No
- ☐ Neutral / unsure



A Survey for the Fraser, MI Master Plan

DISTRICTS AND SERVICES

This page includes a small selection of questions concerning districts around the City - its commercial districts, community facilities, and downtown specifically. Note - a recent parks and recreation master plan addressed a number of details of parking activation and equipment.

18. Which methods of transportation do you use to travel within Fraser (select all that apply)?

- | | |
|---|----------------------------------|
| ☐ Passenger vehicle | ☐ Taxi |
| ☐ SMART Dial-a-Ride | ☐ Bicycle |
| ☐ Uber, Lyft, or other similar service | ☐ Walking |

19. Do you feel that traffic congestion is an issue in Fraser?

- ☐ Yes, I feel burdened by traffic at least three times per week
- ☐ I only occasionally experience traffic congestion
- ☐ No, traffic is not a concern

20. Is parking availability adequate within commercial districts (downtown, Utica Rd., and Groesbeck Hwy. businesses)?

- ☐ Yes
- ☐ Neutral
- ☐ No

21. Do you feel that you have safe and convenient access to parks?

- ☐ Yes
- ☐ Neutral
- ☐ No

22. How do you get to parks (select all that apply)?

- ☐ Driving
- ☐ Bicycling
- ☐ Walking
- ☐ Other

23. Do you feel that you have safe and convenient access to libraries, schools, and other community facilities?

- ☐ Yes
- ☐ Neutral
- ☐ No

24. How do you get to community facilities (select all that apply)?

- ☐ Driving
- ☐ Bicycling
- ☐ Walking
- ☐ Other



ACTIVITIES IN FRASER

This page assesses the frequency that respondents spend time in Fraser for activities outside of the home. Please answer based on your activities before COVID-19 influenced your day-to-day schedule.

25. How often do you visit nearby parks and trails?

- ☐ Daily
- ☐ Weekly
- ☐ Monthly
- ☐ Yearly

26. How often do you dine out in Fraser?

- ☐ Daily
- ☐ Weekly
- ☐ Monthly
- ☐ Yearly

27. How often do you dine outside of Fraser?

- ☐ Daily
- ☐ Weekly
- ☐ Monthly
- ☐ Yearly

28. How often do you shop in Fraser?

- ☐ Daily
- ☐ Weekly
- ☐ Monthly
- ☐ Yearly

29. How often do you shop outside of Fraser?

- ☐ Daily
- ☐ Weekly
- ☐ Monthly
- ☐ Yearly
- ☐ Other (please specify)

30. What other communities in metro Detroit do you enjoy visiting?



A Survey for the Fraser, MI Master Plan

OVERALL MOOD CONCERNING FRASER

This last page of questions assesses respondents' opinions about the City and its future.

31. My neighborhood is:

- | | |
|--|---|
| ☐ Becoming much better | ☐ Becoming a little worse |
| ☐ Becoming a little better | ☐ Becoming much worse |
| ☐ Not changing | |

32. The city is:

- | | |
|--|---|
| ☐ Becoming much better | ☐ Becoming a little worse |
| ☐ Becoming a little better | ☐ Becoming much worse |
| ☐ Not changing | |

33. I plan to:

- ☐ Remain in place for the foreseeable future
- ☐ Move within Fraser
- ☐ Move to Fraser
- ☐ Leave Fraser

If you plan on leaving Fraser, for what reason would you leave?

34. Overall, I feel that Fraser:

- ☐ Is a wonderful place in which to live
- ☐ Is a decent place in which to live
- ☐ Is an average place in which to live
- ☐ Is a below average place in which to live

35. If you have any suggestions or ideas for the Fraser Master Plan, please write them in the space below.

Thank you for your time and investment in Fraser!



Fraser Activity Center

Fraser Parks & Recreation • Fraser Senior Center

34935 Hidden Pine Drive • Fraser, MI 48026

Office: (586) 296-8483 Fax: (586) 296-8493

FraserActivityCenter@MiCityofFraser.com • www.MiCityofFraser.com

M E M O R A N D U M

To: Wayne O'Neal, City Manager

From: Christina Woods, Recreation and Senior Center Director

Date: Wednesday, July 29th 2020

Subject: Recreation and Senior Center Update

The Recreation and Senior Center closed on Friday, March 13th 2020. On March 23rd, all other than myself, Jennifer Mellar, Julie Torres and Curt Gibson were furloughed. Myself, Jennifer, Julie and Curt were working at reduced hours and split shifts, using PTO if needed. On April 28th, when it was apparent that this pandemic was going to last even longer than originally thought, Julie was fully furloughed and Jennifer moved to Building to fill a vacancy. At this time I was using up PTO and working reduced hours and became partially furloughed on May 24th. Currently the only persons employed by the Recreation and Senior Center are myself furloughed at 20 hours/week and Curt Gibson, operating 2-3 days a week driving the Senior Van.

The pandemic, closures, and personnel situation have resulted in only the operating functions to remain intact, no programming. While I had hoped to offer programming of some sort, after some preliminary planning it became obvious that without additional personnel and expanded hours for myself it was not possible to do all the planning, registration organizing, supply purchasing and implementation while also keeping up with the basic office functions such as responding to messages, attending meetings, Recreation commission meetings and paperwork, and coordinating the van among other things.

Because the Budget for Recreation and Senior is heavily based on personnel and supply expenses, according to the numbers pulled from BS&A as of July 29th 2020 we are showing a \$69,514.41¹ in decreased expenses due to furloughs and not needing to purchase items for programs.

With the uptick in COVID cases, I recommend being cautious in reopening. With schools reopening in a month, we will quickly see how having persons in closer contact will affect the number of cases. I recommend we wait to see how issues such as schools reopening before we take steps to re-open. I will re-assess this next month, but as of right now I do not think it is prudent to prepare to re-open when there is a high possibility of having to close down again if having the schools open trigger an increase in cases.

¹ This number was obtained by comparing the Recreation and Senior Center numbers from July 1st 2018-July 30th 2019 with July 1st 2019 - July 30th 2020 from BS&A

Until then I continue to work a reduced schedule responding to messages sent to the Recreation and Senior Center, attend meetings, keep updated on best practices and procedures in recreation, and coordinate the van service for essential rides.

Respectfully Submitted,

*Christina Woods
Recreation and Senior Center Director*



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M E M O R A N D U M

To: Marc Thompson, Interim City Manager

From: Christina Woods, Recreation and Senior Center Director

Date: Wednesday, September 2, 2020

Subject: Recreation Commission Recommendation

At the September 1st 2020 Recreation Commission meeting, the commission discussed intent to request council to continue upgrading parks in the city. The commission voted to start to discuss a proposal that will go to council in the coming months for Harrington Park and Playscape improvements, as well as cosmetic upgrades to Blanke Park.

The commission is requesting preliminary thoughts comments and concerns from council as we start this project so that we can make this process as streamlined as possible.

*From the September 1st 2020 Regular Recreation Commission Meeting:
Motion made by Commissioner Paoletti, Seconded by Commissioner LaCasse, to start work on a proposal for Harrington Park Improvements and cosmetic upgrades for Blanke Park.*

Bogdan – Yes

Berube – No

Kelley - Yes

Lacasse – Yes

Paoletti – Yes

Stein – (Absent)

Sutherland – Yes

Respectfully Submitted,

Christina Woods

Recreation and Senior Center Director

Prepared For: Fraser City Council
 Prepared By: Amy Cell, President, Amy Cell Talent (ACT)
 RE: Human Resources Update
 Date: September 2, 2020

Dear Council,

Please find below an update of recent and planned HR activities.

This report also includes a Recruiting Summary and three-month HR Calendar. Please Note: The HR Assessment has been completed and is a separate document.

Key focus areas during September include:

- HR Information System upgrade proposal consideration
- Employee handbook and policy update project commencement
- I-9 and personnel file review project commencement
- Job description update project commencement
- Public Safety Officer onboarding (two positions) and Director recruitment commencement
- Department of Public Works Laborer recruiting
- Staff newsletter launch

HR Dashboard

Element	Completed/Ongoing	Upcoming Activities/Target Timeframe
<u>Payroll, Compensation & Benefits.</u> Ensure a fair and equitable compensation structure and strategy. Ensure that benefits are competitive and cost effective, and that paid leave programs are compliant and managed appropriately.	- Payroll system mapped and entering HR updates. - Met with benefits broker, reviewing dental coverage. - Managing benefits, unemployment, worker's compensation matters. - Received proposal from BS&A for HR information system.	- Review/obtain approval for HR information systems update options from BS&A. (Sept) - Job description, employee classification, KPI review/update. (Sept-Oct) - Compensation structure review. (Nov-Dec) - Analyze and optimize overtime and compensatory time off. (Sept-Nov) - Communicate total compensation. (2021)
<u>Reward & Recognition / Performance Management.</u> Ensure measurements of success, and that each department and individual objectives are aligned with the goals and objectives of the City.	- Newsletter, launching on Sept 4, will feature a staff appreciation element.	- We will coordinate an annual performance management program that can include 360 degree feedback for the City Manager and department heads. (2021) - We will also look at other reward and recognition programs to ensure that staff feel acknowledged and appreciated. (Sept-)

Address performance issues proactively and appropriately.		- We will make sure that there is a training and development plan for each employee. (2021)
<u>Compliance.</u> Ensure that all compliance matters are reviewed and addressed.	- Labor law posters, OSHA requirements are compliant.	- Personnel file review. (Sept-Oct) - I-9 documentation update. (Sept) - Handbook/policy update. (Sept-Nov) - Employment agreement consistency. (Sept)
<u>Employee Relations.</u> Support an engaged workforce, effective leaders, and prompt resolution of conflict. Develop and implement programs that support the employee experience such as engaging in volunteer and health and wellness activities, celebrating birthdays and anniversaries, managing discipline and conflict, and ensuring good onboarding and offboarding processes.	- Team newsletter to launch. (Sept 4) - Termination checklist complete. - New hire orientation, onboarding. - Termination process, exit interviews. - Employee issue resolution.	- Handbook/policy review. (Will include conflict management, discipline). (Sept-Nov) - Launch employee engagement survey. (TBD)
<u>Organization Effectiveness.</u> Support an effective structure and intentional culture. The culture, or unwritten code of beliefs and behaviors should be intentionally managed with clear guidelines and values.		- Identify training needs and develop training plans. (2021) - Consider mentoring programs. (2021) - Determine permanent staffing structure and identify internal candidates to develop into department leader roles, or who can step into them in case of emergencies. (Sept-Dec)
<u>Talent Acquisition.</u> Ensure a thoughtful and intentional talent acquisition strategy that is compliant with federal, state and local laws. We will review long and short term talent needs, and put together a strategic plan for developing the talent pipeline.	- Revised application process. - Reviewed sourcing strategies and added new outreach methods.	

Recruiting Summary

Position	Status Update	Next Steps
DPS Cadets (2)	Two offers have been extended and accepted, going through pre-employment steps.	N/A
DPW Laborer	35 Applicants, 10 invited to take civil service test on Aug 25, 6 completed. Waiting for test results.	- High scoring candidates will be invited to interview with DPW & HR.
Finance Clerk (Hunter Pullis resigned effective 8/28)	Robert Half contacted for temporary replacement.	
DPS Director	- Reviewing contractual process requirements.	- Coordinate next steps with legal counsel and Marc Thompson.
DPW Director	- Interim positions are not ideal in terms of care/commitment/morale.	- Obtain guidance from Marc Thompson.
City Manager	- Recruiting process to launch in Nov.	- Position description to be drafted and reviewed by Council in Oct.
Finance Director	- Interim positions are not ideal in terms of care/commitment/morale.	- Obtain guidance from Marc Thompson

HR Calendar

A full year calendar has been compiled. Please see below for key dates in September-November.

September

7 - Labor Day

15 - Manquen Vance (Benefits broker) receives carrier renewals

October

Week of October 12 - Manquen Vance presents renewals

14 - Medicare Part D - Creditable Coverage notices

Week of October 19 - Manquen Vance provides Open Enrollment materials

November

All month - Open Enrollment

3 - Election Day

11 - Veterans Day

26 - Thanksgiving

27 - Day after Thanksgiving

Human Resources Assessment

Prepared for:
The City of Fraser

Prepared by:
Amy Cell Talent, LLC

September 1, 2020



Purpose

The following report outlines our preliminary findings and recommendations for various aspects of the Human Resource function. These results may be used to help the City's leadership recognize HR gaps and prioritize how and when resources are used to minimize inefficiencies and risks.

Scope and Objectives

Amy Cell Talent, LLC (ACT), conducted a preliminary Human Resources Assessment from August 5, 2020, through August 10, 2020, to determine the effectiveness of the human resources function and provide recommendations for future improvement. Our preliminary assessment focused on the following areas:

- Organizational Review
- Recruitment, Hiring, and Onboarding
- Personnel Files and Records
- Timekeeping, Compensation, and Salary Administration
- Benefits

Assessment Tasks Completed

Our preliminary assessment approach included conducting interviews with key staff, reviewing relevant documents, interacting with staff members, and general observation.

Conducted Interviews with Key Staff

- We interviewed Kelly Dolland, City Clerk/City Benefit Clerk, on 8/05/2020 to discuss several aspects of human resource management which included (1) an organization review, (2) recruitment, hiring, and onboarding, (3) personnel files and records, (4) timekeeping, and (5) benefits.
- We interviewed John Walters, Interim Finance Director, on 8/06/2020 to discuss (1) timekeeping, (2) benefits, and (3) compensation and salary administration.
- We interviewed Tanya Sanches, Payroll Clerk, on 8/06/2020 to gain further insight on (1) timekeeping, and (2) compensation and salary administration.

- We interviewed Wayne O'Neal, former City Manager, on 8/10/2020, to discuss (1) the organization, (2) recruitment, hiring, and onboarding, (3) personnel files and records, (4) compensation and salary administration, and (5) benefits.

Reviewed Relevant Documents

- We reviewed the employee handbook, organizational chart, job postings, and when available, documents, forms, and records that support the HR policies in practice.

Findings

Organizational Review

- Several key positions within the City's administration are being filled by contractors or interim personnel.
- Permanent full-time staff are generally long-tenured and well-versed in the City's administrative process, and culture.
- The responsibilities of the human resource function are being absorbed by multiple employees. Although this arrangement may provide a practical interim solution, it could also result in loss of productivity as employees take on tasks that are outside the scope of their skill set, and further reduce employee engagement due to stress and overwork.
- The Personnel Policies Manual was last updated on July 9, 2009, and the policies included are at risk of being out-of-sync with current practice and State and Federal law.

Recruitment, Hiring, and Onboarding

- EEO-4 records have not been collected and retained in accordance with Public Law 88-352, Title VII of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972.
- The employment application form requires applicants to disclose (1) if they hold United States citizenship or Permanent Resident status, (2) the dates they attended high school, (3) how they would perform the job if accommodation is requested, and

(4) what accommodation they would need to perform the job. This area should be revised to focus on job requirements.

- The City relies on a very limited number of traditional platforms to source job applicants, namely The Macomb Daily, Michigan Municipal League, and the City's website and cable channel.
- The Department of Public Safety handles background checks, however, we have not come across any documentation to indicate that reference checks are routinely performed on leading candidates prior to hire.
- Mandatory Federal and State labor posters were not currently conspicuously displayed.
- In reviewing a sample of job descriptions, we noted that the essential vs. non-essential job functions were not clearly defined, and the job specifications were not included.

Personnel Files and Records

- I-9 forms are included in personnel files and not stored separately.
- Other confidential information such as medical and social security numbers are included in the personnel files.

Timekeeping, Compensation, and Salary Administration

- Employee timesheets are manually completed by employees and submitted to the payroll department, although the City has the capability to manage this process electronically through its current BS&A payroll application.

Benefits

- The insured benefit plans are in compliance and follow the contractual obligations of the labor agreements. Manquen/Vance provides a very useful service to make sure the plans are in compliance with reporting and benefit levels.

Recommendations and Management Response

Organizational Review

- As a best practice, the Personnel Policies Manual should be reviewed on an annual basis.
- Consider updating the Personnel Policies Manual to include policies on emerging workplace issues such as social media and data privacy, bring your own device (BYOD), and LGBT protection.
- Identify staff members who are taking on additional duties. If these responsibilities are intended to be long-term or permanent assignments, the job descriptions should be updated accordingly.

Recruitment, Hiring, and Onboarding

- Expand talent sourcing strategy to include tools such as Pure Michigan Talent Connect, social media platforms, and other online job sites and job boards.
- Consider having the employment application reviewed by an attorney to ensure that it is in compliance with Local, State, and Federal laws.

Personnel Files and Records

- Perform a thorough review of the I-9 file as soon as possible. Given the size of the organization, it is possible to review all the I-9 forms. However, if a subset of I-9 forms is reviewed instead, consider carefully how these forms are chosen to avoid discrimination against employees based on their citizenship status or national origin.
- The U.S. Citizenship and Immigration Services (USCIS) recommends that employers keep I-9 forms separate from personnel records to facilitate an inspection request.
- Confidential information such as employee medical data and social security numbers should be stored separately and securely. The person/s responsible for maintaining this information should be trained to do so.
- Direct questions about a candidate's citizenship and/or permanent resident status should only be asked in connection with the I-9 verification process.

Timekeeping, Compensation, and Salary Administration

- Upgrade to a fully electronic timekeeping process, by utilizing the current BS&A timekeeping functionality.

Management Response

In response, the City of Fraser:

- has set up a Pure Michigan Talent Connect account to reach an expanded pool of job applicants.
- has engaged Marc Thompson as the Interim City Manager, with the goal of finding a permanent full-time replacement within 6 months.
- is actively seeking qualified candidates for the position of DPW laborer, and has secured the services of Amy Cell Talent, LLC to assist in these searches.
- has added a Self Identification Questionnaire to the general job application to collect the required EE0-4 data.
- has installed mandated Federal and State law notices on the City's bulletin board.

Conclusion

Thank you for providing us with the opportunity to partner with the City of Fraser on this Human Resources Assessment. We look forward to discussing these items with you, and supporting your HR needs in the future.

DRAFT MINUTES

Minutes Fraser City Council – Regular Meeting – (Virtual) August 13th, 2020

A Regular Virtual meeting of the Fraser City Council was conducted on the above date at the City Municipal Building, located at 33000 Garfield Road, Fraser, and County of Macomb, Michigan.

Present: Mayor Carnagie, Council Members; Baranski, Blanke, Kalka, Lesich, Schornak and Winowiecki

Absent:

Also Present: Kelly Dolland, City Clerk

Donald DeNault, City Attorney

1. **Call Meeting to Order** – Mayor Carnagie called the Regular Virtual meeting to order at 6:05pm.
2. **Pledge of Allegiance to the Flag of the United States**
3. **Roll Call of Council Members**

Members: Baranski, Blanke, Carnagie, Kalka, Lesich, Schornak and Winowiecki present.

4. **Approval of Agenda**

Member CARNAGIE moved, second by Member BLANKE, TO AMEND AGENDA TO ADD EXTENSION OF CITY OF FRASER COVID-19 STATE OF EMERGENCY THROUGH SEPTEMBER 10TH, 2020.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnagie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

Member KALKA moved, second by Member BARANSKI, TO AMEND AGENDA TO MOVE ITEM 10. STANDING ITEMS, UNFINISHED BUSINESS / PROJECT STATUS UPDATES A., B., C., D., TO 8. REQUESTS FOR COUNCIL ACTION ITEM H., I., J., K.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnagie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

Member WINOWIECKI moved, second by Member KALKA, TO APPROVE AGENDA AS AMENDED.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnagie	yes

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Fraser City Council – Regular Meeting – (Virtual)
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Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

5. Closed Session –

a. Closed Session – Section 8 (C) of the Open Meetings Act for Strategy and Negotiation Sessions Connected with the Negotiation of a Collective Bargaining Agreement (Sergeants)

Member CARNAGIE moved, second by Member SCHORNAK, TO ENTER CLOSED SESSION – SECTION 8 (C) OF THE OPEN MEETINGS ACT FOR STRATEGY AND NEGOTIATION SESSIONS CONNECTED WITH THE NEGOTIATION OF A COLLECTIVE BARGAINING AGREEMENT (SERGEANTS)

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

Enter Closed Session meeting 6:12pm

Meeting called to Session 6:46pm

Member BARANSKI moved, second by Member KALKA, TO RATIFY THE PRE-RATIFIED COLLECTIVE BARGAINING ASSESSOR AGREEMENT AS PRESENTED BY COMMAND OFFICERS ASSOCIATION OF MICHIGAN IN JULY 20TH, 2020.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

6. Citizen Participation on Agenda Items

7. Consent Agenda

- a. Approval of Minutes of the Regular Council Meeting of July 9th, 2020
- b. Approval of Minutes of the Special Council Meeting of July 23rd, 2020
- c. Receive and File Budget to Actual through June 2020
- d. Approval of Bills for the month of July - 2020 in the amount of 3,940,273.75
- e. Receive and File Finance Budget to Actual Report ending June, 2020
- f. Receive and File Recreation Commission Meeting Minutes of June 2nd, 2020
- g. Recreation and Senior Center Update

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Member WINOWIECKI moved, second by Member LESICH, TO APPROVE CONSENT AGENDA AS PRESENTED.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

8. Requests for Council Action

- a. Tabled Item – Permission to Hire a Replacement DPW Laborer Position – Amy Cell, LLC for HR Services

Member SCHORNAK moved, second by Member LESICH, TO REMOVE TABLED ITEM – PERMISSION TO HIRE A REPLACEMENT DPW LABORER POSITION – AMY CELL, LLC FOR HR SERVICES.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

City of Fraser H.R. Director Amy Cell stated H.R. has moved forward with the hiring process of a DPW Laborer. Conversation ensued.

Member BARANSKI moved, second by Member BLANKE, TO APPROVE THE CITY TO PROCEED FORWARD WITH THE INTERVIEW AND HIRE OF A LABORER POSITION.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

- b. Discussion and Update Interim City Manager Interview – Amy Cell, LLC with Marc Thompson

HR Director Amy Cell introduced Interim City Manager Candidate Marc Thompson.

Marc Thompson spoke of his experience, availability and Interim City Manager interest.

Conversation ensued regarding, 4-6-month assignment, audit experience, staff moving in the same direction, opportunity to work remotely, salary range of \$8,400 - \$12,000 a month, Don DeNault ratification of employment contract with Mr. Thompson.

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Member KALKA, moved, second by Member WINOWIECKI, TO APPROVE RESOLUTION TO APPOINT MARC THOMPSON AS INTERIM CITY MANAGER START SEPTEMBER 1ST, 2020 OR SOONER WITH CITY ATTORNEY DON DENAULT EXECUTE AN EMPLOYMENT RESOLUTION NOT TO EXCEED 6-MONTHS.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	no
Schornak	yes
Winowiecki	yes

Motion carried 6-1

Conversation ensued regarding an Acting City Manager.

Member Kalka spoke in favor of Amy Cell as Acting City Manager.

Member BARANSKI moved, second by Member KALKA, TO APPROVE MOTION TO APPROVE RESOLUTION TO APPOINT AMY CELL AS ACTING CITY MANAGER FOR THE CITY OF FRASER AS PRESENTED.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	no
Kalka	yes
Lesich	no
Schornak	yes
Winowiecki	yes

Motion carried 5-2

c. Tabled Item - Discussion of City of Fraser Hazard Mitigation Plan

Member CARNAGIE moved, second by Member SCHORNAK, TO REMOVE TABLED ITEM – DISCUSSION OF CITY OF FRASER HAZARD MITIGATION PLAN APPROVAL.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

Interim Director Mike Pettyes requested Council approval for the Hazard Mitigation Plan.

Conversation ensued.

Member BARANSKI moved, second by Member LESICH, TO APPROVE THE CITY OF FRASER HAZARD MITIGATION PLAN AS PRESENTED.

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Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

d. Discussion Item – Increase to Two City Council Meetings Per Month

Member Baranski spoke of the need to schedule two City Council meeting per month.

Conversation ensued.

Discussion to be placed on September 10th, 2020 agenda

e. Discussion Item – Consider Request for Proposals for IT Services

Member Winowiecki requested an RFP, Request for Proposal to outsource the City of Fraser I.T. Services.

Member Kalka supported a RFP for I.T. Services.

Conversation ensued.

Member WINOWIECKI moved, second by Member BARANSKI, TO DRAFT AND POPULATE AN RFP THAT WOULD FOCUS ON AN EVALUATION OF WHAT OUR CURRENT SYSTEMS ARE AND CURRENT PROCEDURES AND MAKE A RECOMMENDATION TO WHAT THEY WOULD DO TO IMPROVE AND ALSO SUBMIT COST TO BE COMPLETED BY SEPTEMBER 30TH, 2020 AND PRESENTED AT THE OCTOBER 8TH, 2020 REGULAR COUNCIL MEETING.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	no
Schornak	yes
Winowiecki	yes

Motion carried 6-1

Member LESICH moved, second by Member BARANSKI, TO DIRECT THE IT DIRECTOR TO CONTACT CIVIC PLUS, OUR WEBSITE HOST AND INQUIRE COST OF AN UPGRADE TO THEIR NEW PLATFORM AND CONTRACTED SERVICES TO UPGRADE CITY WEBSITE TO MODERN TIMES.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

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Council recess at 8:45pm

Council called back to order 8:50pm

f. Approval to Hire Two Additional Public Safety Officers to Replace Anticipated Retirements

Interim Public Safety Director Mike Pettyes spoke of the succession plan, anticipated retirements and maintaining 29 officers on staff.

Conversation ensued.

Member Schornak advised to work through HR Director Amy Cell.

Member CARNAGIE moved, second by Member WINOWIECKI, TO APPROVE THE HIRE OF TWO ADDITIONAL PUBLIC SAFETY OFFICERS TO REPLACE ANTICIPATED RETIREMENTS.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

g. Discussion of Extension of the City of Fraser Covid-19 State of Emergency Through September 10th, 2020

Member KALKA moved, second by Member WINOWIECKI, TO APPROVE THE EXTENSION OF THE CITY OF FRASER COVID-19 STATE OF EMERGENCY THROUGH September 13th, 2020.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

h. Status Update of Hidden Pines Senior Apartments Management Company RFP – Mark Z

Interim DPW Director Nick Schaefer spoke on topic and will locate Mark Z cost comparison list sheet.

Conversation ensued.

Member Blanke spoke of pot holes in the Senior Housing parking lot, Interim DPW Director Nick Schaefer addressed the parking lot pot holes.

i. Update on City Parks Capital Improvements

Interim DPW Director Nick Schaefer stated park construction will begin in September with completion in late October. Conversation ensued regarding city tennis courts, possible project time line made public.

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j. Update on Infrastructure Improvements – Water Main Replacements and Fruehauf Road Re-surfacing

Interim DPW Director Nick Schaefer stated all projects are going as planned.

k. Discussion of Changing to 24 – Hour Shifts for the Public Safety Department

Member Baranski provided an update regarding Council Committee actions.

Member Kalka spoke of the need to fill the Public Safety Director position with a permanent position, suggested Interim Director Pettyes assist in the recruitment.

Member Carnegie stated City Council must fill City Manager, Finance Director, DPW positions then Public Safety Director.

Meeting disc change.

Meeting called to order 10:06pm.

Member Kalka made a motion seeking employment for Public Safety Director, direct HR Director Amy Cell or City Attorney advertise for full time Public Safety Director position who will implement 24 hour shifts.

Member Blanke asked Interim Public Safety Director Mike Pettyes when he will retire.

Conversation ensued.

Member KALKA moved, second by Member SCHORNAK, TO DIRECT AMY CELL OR CITY ATTORNEY TO SEEK FULL TIME PUBLIC SAFETY DIRECTOR POSITION TO INCLUDE JOB IMPLICATION OF 24 HOUR SHIFT.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	no
Kalka	yes
Lesich	no
Schornak	no
Winowiecki	yes

Motion carried 4-3

10. PENDING ITEMS OF UNFINISHED BUSINESS / REPORT OF THE CITY ADMINISTRATION

a. Property Maintenance Enforcement Options – Don DeNault

City Attorney Don DeNault spoke of the need to update the property maintenance code.

Conversation ensued.

11. REPORT OF MAYOR AND CITY COUNCIL / NEW BUSINESS

Blanke: Thanked Patrice Schornak, Nancy Berube and Ms. Hanke with the Farmer's Market.

Carnegie: City of Fraser does not have a Rat Policy, need a rat ordinance or something similar, Covid-19 cases rose in Macomb County, new ambulance.

Baranski: Congratulated Mayor Carnegie, condolences to the Sexauer Family, thanked council, employees and residents.

Kalka: Requested a Parks & Recreation update in September, requested John Walters deep dive into motor pool. Thanked Amy Cell.

Lesich: Thanked election workers, and stated has a MML Level 1 Elected Official status.

Schornak: Condolences to John Sexauer family

Winowiecki: Spoke highly of Amy Cell, welcome Mr. Thompson as Interim City Manager, move things forward.

Minutes
Fraser City Council – Regular Meeting – (Virtual)
August 13th, 2020
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12. Citizen Participation

Resident Tom McCoy spoke on topic

13. Adjournment

Member WINOWIECKI moved, second by Member LESICH, TO ADJOURN THE REGULAR VIRTUAL COUNCIL MEETING OF AUGUST 13TH, 2020 @ 10:52PM.

The motion carried unanimously,
Respectfully submitted,

Kelly Dolland, City Clerk

Michael Carnagie, Mayor



City of Fraser

Check Disbursement Report

September 10, 2020

EXPENDITURES FOR APPROVAL

101 GENERAL FUND	\$	612,253.01
202 MAJOR STREET FUND	\$	8,220.03
203 LOCAL STREET FUND	\$	1,658.00
210 AMBULANCE FUND	\$	24,117.94
226 GARBAGE AND RUBBISH COLLECTION	\$	136,934.77
265 DRUG FORFEITURE	\$	2,045.40
270 SENIOR HOUSING	\$	25,085.36
592 WATER & SEWER FUND	\$	296,049.34
661 MOTOR POOL	\$	28,138.87
VENDOR EXPENDITURES	\$	1,134,502.72

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
08/07/2020	PNC	134694	123.NET, INC.	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	258	428.45
08/07/2020	PNC	134695	ADVANCED LIGHTING & SOUND	HARDWARE	985.000	258	24,816.50
08/07/2020	PNC	134696	AMERICA'S FINEST	SUPPLIES	752.000	441	66.00
08/07/2020	PNC	134697	APOLLO FIRE APPARATUS REPAIR	OPERATING SUPPLIES	746.000	301	160.42
08/07/2020	PNC	134698	ASSESSMENT	PROFESSIONAL SERVICES (ASSESSOR)	801.500	209	8,489.58
08/07/2020	PNC	134699	AT&T	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	258	983.00
08/07/2020	PNC	134702	BOBS SANITATION SERVICE, INC	OTHER REPAIRS AND MAINTENANCE	934.000	690	140.00
08/07/2020	PNC	134704	BS&A SOFTWARE	SOFTWARE MAINTENANCE AGREEMENTS	933.000	258	522.00
				SOFTWARE MAINTENANCE AGREEMENTS	933.000	258	11,349.00
				CHECK PNC 134704 TOTAL			11,871.00
08/07/2020	PNC	134705	BUDS LOCK & KEY INC	MATERIALS & SUPPLIES	742.000	690	6,405.00
08/07/2020	PNC	134706	BULLDOG RECORDS MANAGEMENT	SUPPLIES	752.000	215	150.00
08/07/2020	PNC	134708*#	CHRISTIAN CONCRETE CUTTING INC.	OTHER REPAIRS AND MAINTENANCE	934.000	269	300.00
				OTHER REPAIRS AND MAINTENANCE	934.000	269	300.00
				OTHER REPAIRS AND MAINTENANCE	934.000	269	1,978.35
				OTHER REPAIRS AND MAINTENANCE	934.000	269	300.00
				CHECK PNC 134708 TOTAL			2,878.35
08/07/2020	PNC	134709*#	CINTAS CORPORATION #354	MATERIALS & SUPPLIES	742.000	269	580.51
08/07/2020	PNC	134711	COLONY HARDWARE CORPORATION	MATERIALS & SUPPLIES	742.000	269	128.84
08/07/2020	PNC	134715*#	DALE'S LANDSCAPING SUPPLY, INC.	OTHER REPAIRS AND MAINTENANCE	934.000	269	390.00
08/07/2020	PNC	134718#	GMT POWER, INC.	OTHER REPAIRS AND MAINTENANCE	934.000	266	986.20
				OTHER REPAIRS AND MAINTENANCE	934.000	269	620.00
				CHECK PNC 134718 TOTAL			1,606.20

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
08/07/2020	PNC	134720	HALLAHAN & ASSOCIATES, P.C.	PROFESSIONAL SERVICES (LEGAL)	801.800	210	456.00
08/07/2020	PNC	134721	INACOMP	PROFESSIONAL SERVICES	801.100	258	25,200.00
				SOFTWARE MAINTENANCE AGREEMENTS	933.000	258	495.00
				CHECK PNC 134721 TOTAL			25,695.00
08/07/2020	PNC	134722	JOE VITALE	BB188057 - PB18-057	283.100	000	100.00
08/07/2020	PNC	134724*	JOHNSON CONTROLS	OTHER REPAIRS AND MAINTENANCE	934.000	265	1,383.01
08/07/2020	PNC	134726	KELLY DOLLAND	SUPPLIES	752.000	215	27.32
				SUPPLIES	752.000	215	60.00
				CHECK PNC 134726 TOTAL			87.32
08/07/2020	PNC	134727	KERR ALBERT OFFICE SUPPLY	SUPPLIES	752.000	260	254.49
08/07/2020	PNC	134728	KEYWEST TECHNOLOGY, INC	SOFTWARE MAINTENANCE AGREEMENTS	933.000	258	495.00
08/07/2020	PNC	134729	MELISSA M. KING, P.C.	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	136	1,200.00
				PROFESSIONAL SERVICES	801.700	136	1,200.00
				CHECK PNC 134729 TOTAL			2,400.00
08/07/2020	PNC	134730	DENNIS KOENDERS	MECHANICAL INSP.	703.100	371	831.00
08/07/2020	PNC	134731	MACOMB COMMUNITY COLLEGE	TRAINING 302 FUNDS	910.302	301	1,200.00
08/07/2020	PNC	134733#	MACOMB COUNTY FINANCE DEPARTMENT	SUPPLIES	752.000	136	66.22
				SUPPLIES	752.000	171	40.10
				SUPPLIES	752.000	209	38.23
				SUPPLIES	752.000	260	76.40
				SUPPLIES	752.000	301	76.83
				SUPPLIES	752.000	371	25.50
				SUPPLIES	752.000	441	16.65
				CHECK PNC 134733 TOTAL			339.93
08/07/2020	PNC	134735	MACOMB COUNTY TREASURER	TAXES - ALLOWANCE FOR CHARGEBACKS	415.000	000	111.48

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
08/07/2020	PNC	134736#	MACOMB WHOLESALE SUPPLY	MATERIALS & SUPPLIES	742.000	265	159.98
				MATERIALS & SUPPLIES	742.000	265	91.90
				MATERIALS & SUPPLIES	742.000	265	19.80
				MATERIALS & SUPPLIES	742.000	265	34.90
				MATERIALS & SUPPLIES	742.000	265	39.99
				MATERIALS & SUPPLIES	742.000	690	131.90
				MATERIALS & SUPPLIES	742.000	690	399.90
				CHECK PNC 134736 TOTAL			878.37
08/07/2020	PNC	134737	MICHIGAN DOOR	OTHER REPAIRS AND MAINTENANCE	934.000	269	3,855.50
				OTHER REPAIRS AND MAINTENANCE	934.000	269	1,095.00
				CHECK PNC 134737 TOTAL			4,950.50
08/07/2020	PNC	134738	OAKLAND COUNTY	COMPUTER SERVICES (CLEMIS)	948.000	301	1,286.78
				COMPUTER SERVICES (CLEMIS)	948.000	301	6,259.75
				CHECK PNC 134738 TOTAL			7,546.53
08/07/2020	PNC	134740	PHILLIPS SECURITY	SOFTWARE MAINTENANCE AGREEMENTS	933.000	258	3,236.00
				HARDWARE	985.000	258	7,332.24
				HARDWARE	985.000	258	6,244.15
				CHECK PNC 134740 TOTAL			16,812.39
08/07/2020	PNC	134742	ROSEDALE SOLUTIONS, LLC	PROFESSIONAL SERVICES (ACCOUNTING)	801.100	260	4,300.00
08/07/2020	PNC	134743	CITY OF ROSEVILLE	MAIL OR POSTAGE	851.000	136	215.10
				MAIL OR POSTAGE	851.000	136	267.80
				RENTALS	940.000	136	74,788.75
				CHECK PNC 134743 TOTAL			75,271.65
08/07/2020	PNC	134744	NICHOLAS SCHAEFER	SALARIES	703.000	371	678.00
08/07/2020	PNC	134745	JAMES SHIMKO	PLUMBING INSP.	703.200	371	675.00
08/07/2020	PNC	134746	SHREDCORP	OPERATING SUPPLIES	746.000	301	53.00

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
08/07/2020	PNC	134747#	SPEED CLEAN SERVICE	OTHER REPAIRS AND MAINTENANCE	934.000	265	905.10
				OTHER REPAIRS AND MAINTENANCE	934.000	266	425.00
				OTHER REPAIRS AND MAINTENANCE	934.000	690	400.00
				OTHER REPAIRS AND MAINTENANCE	934.000	690	400.00
				OTHER REPAIRS AND MAINTENANCE	934.000	690	400.00
				OTHER REPAIRS AND MAINTENANCE	934.000	690	400.00
				OTHER REPAIRS AND MAINTENANCE	934.000	690	400.00
				OTHER REPAIRS AND MAINTENANCE	934.000	690	400.00
				CHECK PNC 134747 TOTAL			3,730.10
08/07/2020	PNC	134749*#	T&J LANDSCAPING & SNOW REMOVAL,	OTHER REPAIRS AND MAINTENANCE	934.000	266	80.00
				OTHER REPAIRS AND MAINTENANCE	934.000	268	145.00
				OTHER REPAIRS AND MAINTENANCE	934.000	690	225.00
				CHECK PNC 134749 TOTAL			450.00
08/07/2020	PNC	134750#	THOMSON REUTERS - WEST	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	136	225.91
				PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	136	225.91
				OPERATING SUPPLIES	746.000	301	292.16
				CHECK PNC 134750 TOTAL			743.98
08/07/2020	PNC	134751	TRANSWORLD SYSTEMS, INC.	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	301	58.55
08/07/2020	PNC	134753	WOW INTERNET-CABLE-PHONE	OTHER MISC COMMUNICATIONS (INTERNET)	852.000	258	2,490.11
08/14/2020	PNC	134756*#	AEW	Escrow Fee	283.100	000	761.60
				Escrow Fee	283.100	000	617.25
				Escrow Fee	283.100	000	651.00
				Escrow Fee	283.100	000	73.00
				ENGINEERING SERVICES	946.000	441	20,157.50
				ENGINEERING SERVICES	946.000	441	1,785.50
				CHECK PNC 134756 TOTAL			24,045.85
08/14/2020	PNC	134761	BSN SPORTS INC	MATERIALS & SUPPLIES	742.000	690	62.94
08/14/2020	PNC	134762	C & P CONSTRUCTION, INC.	ENGINEERING SERVICES	946.000	441	167,378.13

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
08/14/2020	PNC	134763*#	CINTAS CORPORATION #354	MATERIALS & SUPPLIES	742.000	265	205.15
				MATERIALS & SUPPLIES	742.000	265	260.01
				MATERIALS & SUPPLIES	742.000	269	699.62
				CHECK PNC 134763 TOTAL			<u>1,164.78</u>
08/14/2020	PNC	134768	DETROIT ENERGY STREET LIGHTS	ELECTRIC (STREET LIGHTING)	920.100	448	17,928.53
08/14/2020	PNC	134772	FRASER PUBLIC LIBRARY	DUE TO LIBRARIES	223.000	000	5,845.56
08/14/2020	PNC	134773*#	GFL ENVIRONMENTAL USA	DUE FROM LIBRARIES	073.000	000	90.20
				DUE FROM LIBRARIES	073.000	000	90.20
				CHECK PNC 134773 TOTAL			<u>180.40</u>
08/14/2020	PNC	134774	GREAT LAKES PEST CONTROL CO. INC	OTHER REPAIRS AND MAINTENANCE	934.000	266	150.00
08/14/2020	PNC	134776	HP, INC.	LEASED ASSETS	983.000	258	2,297.98
08/14/2020	PNC	134777*	JOHNSON THERMOL TEMP INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	715.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	150.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	1,381.50
				OTHER REPAIRS AND MAINTENANCE	934.000	265	225.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	337.50
				OTHER REPAIRS AND MAINTENANCE	934.000	265	450.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	3,355.75
				OTHER REPAIRS AND MAINTENANCE	934.000	265	187.50
				OTHER REPAIRS AND MAINTENANCE	934.000	265	150.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	225.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	450.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	915.00
				CHECK PNC 134777 TOTAL			<u>8,542.25</u>
08/14/2020	PNC	134778	KIRK, HUTH, LANGE & BADALAMENTI	CITY ATTORNEY	801.800	210	3,081.45
08/14/2020	PNC	134785	O'REILLY RANCILIO PC	PROFESSIONAL SERVICES (LEGAL)	801.800	210	2,459.00
08/14/2020	PNC	134787	PALETTA. JOSEPH & JACQUELYN	Pool above ground	283.100	000	100.00

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				Final Inspection	283.100	000	30.00
				Pool, Above-ground	283.100	000	60.00
				CHECK PNC 134787 TOTAL			190.00
08/14/2020	PNC	134788	RAFT	PROFESSIONAL DEVELOPMENT	910.000	301	85.00
08/14/2020	PNC	134789*#	REINDEL TRUE VALUE	OTHER REPAIRS AND MAINTENANCE	934.000	265	147.41
				OTHER REPAIRS AND MAINTENANCE	934.000	441	363.22
				CHECK PNC 134789 TOTAL			510.63
08/14/2020	PNC	134791#	SHRED-IT USA	SUPPLIES	752.000	171	17.79
				SUPPLIES	752.000	209	17.78
				SUPPLIES	752.000	260	17.79
				SUPPLIES	752.000	371	17.78
				CHECK PNC 134791 TOTAL			71.14
08/14/2020	PNC	134792*#	SPEED CLEAN SERVICE	OTHER REPAIRS AND MAINTENANCE	934.000	265	1,212.28
				OTHER REPAIRS AND MAINTENANCE	934.000	266	260.00
				OTHER REPAIRS AND MAINTENANCE	934.000	269	1,543.89
				OTHER REPAIRS AND MAINTENANCE	934.000	269	220.00
				OTHER REPAIRS AND MAINTENANCE	934.000	690	400.00
				OTHER REPAIRS AND MAINTENANCE	934.000	690	400.00
				OTHER REPAIRS AND MAINTENANCE	934.000	690	400.00
				OTHER REPAIRS AND MAINTENANCE	934.000	690	400.00
				OTHER REPAIRS AND MAINTENANCE	934.000	690	400.00
				OTHER REPAIRS AND MAINTENANCE	934.000	690	400.00
				CHECK PNC 134792 TOTAL			5,636.17
08/14/2020	PNC	134795	STATE OF MICHIGAN	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	301	43.25
08/14/2020	PNC	134796	SUPPLY DEN	MATERIALS & SUPPLIES	742.000	265	42.65
08/14/2020	PNC	134797#	T&J LANDSCAPING & SNOW REMOVAL,	OTHER REPAIRS AND MAINTENANCE	934.000	265	2,614.27
				OTHER REPAIRS AND MAINTENANCE	934.000	269	5,000.00
				OTHER REPAIRS AND MAINTENANCE	934.000	269	115.00

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND				CHECK PNC 134797 TOTAL			7,729.27
08/14/2020	PNC	134798	TAG TINTZ & GRAPHX LLC	OTHER REPAIRS AND MAINTENANCE	934.000	265	45.00
08/14/2020	PNC	134801	TRI-COUNTY AQUATICS, INC	POND MAINTENACE	930.000	690	565.00
08/14/2020	PNC	134803	UNIVERSAL PLUMBING & SEWER, INC.	Escrow Fee	283.100	000	1,000.00
08/28/2020	PNC	134809	AMY CELL LLC	PROFESSIONAL SERVICES (ACCOUNTING)	801.100	101	12,000.00
				PROFESSIONAL SERVICES (ACCOUNTING)	801.100	101	6,000.00
				CHECK PNC 134809 TOTAL			18,000.00
08/28/2020	PNC	134810	APOLLO FIRE EQUIPMENT	OPERATING SUPPLIES	746.000	301	520.00
08/28/2020	PNC	134811	ASSESSMENT	PROFESSIONAL SERVICES (ASSESSOR)	801.500	209	8,489.58
				PROFESSIONAL SERVICES (ASSESSOR)	801.500	209	8,489.58
				CHECK PNC 134811 TOTAL			16,979.16
08/28/2020	PNC	134812	BANK'S VACUUM - SHELBY TWP	OTHER REPAIRS AND MAINTENANCE	934.000	265	109.52
08/28/2020	PNC	134814	BS&A SOFTWARE	SOFTWARE MAINTENANCE AGREEMENTS	933.000	258	1,000.00
08/28/2020	PNC	134817#	CINTAS CORPORATION #354	OTHER REPAIRS AND MAINTENANCE	934.000	265	134.07
				MATERIALS & SUPPLIES	742.000	269	14.34
				CHECK PNC 134817 TOTAL			148.41
08/28/2020	PNC	134819*#	CONSUMERS ENERGY	NATURAL GAS	921.000	265	374.10
				NATURAL GAS	921.000	266	95.80
				NATURAL GAS	921.000	267	30.10
				NATURAL GAS	921.000	269	107.73
				CHECK PNC 134819 TOTAL			607.73
08/28/2020	PNC	134821*#	DTE ENERGY COMPANY	ELECTRIC	920.000	265	10,175.93
				ELECTRIC	920.000	266	1,369.84
				ELECTRIC	920.000	267	186.37
				ELECTRIC	920.000	269	1,585.50
				ELECTRIC	920.000	448	201.63

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				CHECK PNC 134821 TOTAL			13,519.27
08/28/2020	PNC	134822	ELECTION SOURCE	SUPPLIES	752.000	215	316.19
08/28/2020	PNC	134823*#	CITY OF FRASER	WATER			** VOIDED **
				WATER			** VOIDED **
				WATER			** VOIDED **
				WATER			** VOIDED **
				WATER			** VOIDED **
08/28/2020	PNC	134824	GREYSTONE GOLF CLUB	PROGRAMMING - COP PROGRAM	885.000	301	8,670.00
08/28/2020	PNC	134826#	HP, INC.	SUPPLIES	752.000	171	3,929.45
				SOFTWARE MAINTENANCE AGREEMENTS	933.000	258	4,397.59
				SOFTWARE MAINTENANCE AGREEMENTS	933.000	258	3,854.99
				CHECK PNC 134826 TOTAL			12,182.03
08/28/2020	PNC	134827	HRYNKIW. WILLIAM & JOYCE	Application Fee	283.100	000	30.00
				Pool above ground	283.100	000	100.00
				CHECK PNC 134827 TOTAL			130.00
08/28/2020	PNC	134829	MELISSA M. KING, P.C.	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	136	1,200.00
08/28/2020	PNC	134830	LEAF	LEASED ASSETS	983.000	258	900.92
08/28/2020	PNC	134832	MACOMB COMMUNITY COLLEGE	TRAINING 302 FUNDS	910.302	301	1,215.00
08/28/2020	PNC	134834	MACOMB COUNTY FINANCE DEPARTMENT	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	301	140.00
				PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	301	320.00
				CHECK PNC 134834 TOTAL			460.00
08/28/2020	PNC	134835#	MACOMB WHOLESALE SUPPLY	MATERIALS & SUPPLIES	742.000	265	4,529.53
				MATERIALS & SUPPLIES	742.000	266	363.96
				MATERIALS & SUPPLIES	742.000	269	91.90

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				MATERIALS & SUPPLIES	742.000	269	804.93
				CHECK PNC 134835 TOTAL			<u>5,790.32</u>
08/28/2020	PNC	134836	21ST CENTURY MEDIA - MICHIGAN	PRINTING AND PUBLISHING	900.000	101	988.00
				PRINTING AND PUBLISHING	900.000	101	207.00
				PRINTING AND PUBLISHING	900.000	101	559.00
				PRINTING AND PUBLISHING	900.000	101	383.00
				CHECK PNC 134836 TOTAL			<u>2,137.00</u>
08/28/2020	PNC	134837	MICHIGAN STATE POLICE	FEE (SEX OFFENDER REGISTRATION)	816.000	301	60.00
				FEE (SEX OFFENDER REGISTRATION)	816.000	301	30.00
				CHECK PNC 134837 TOTAL			<u>90.00</u>
08/28/2020	PNC	134838	MICHIGAN ASSOC OF CHIEFS OF POLICE MEMBERSHIPS		915.000	301	100.00
08/28/2020	PNC	134840	NATIONAL CENTER FOR STATE COURTS	PROFESSIONAL DEVELOPMENT	910.000	136	295.00
08/28/2020	PNC	134843	OFFICE DEPOT	SUPPLIES	752.000	136	323.96
				SUPPLIES	752.000	136	115.49
				CHECK PNC 134843 TOTAL			<u>439.45</u>
08/28/2020	PNC	134847	R&R FIRE TRUCK REPAIR, INC	OPERATING SUPPLIES	746.000	301	150.40
08/28/2020	PNC	134848	RAFT	OPERATING SUPPLIES	746.000	301	85.00
08/28/2020	PNC	134849	NICOLE REINHARDT	PUBLIC SAFETY - COP PROGRAM	214.400	000	38.16
08/28/2020	PNC	134850	CITY OF ROSEVILLE	MAIL OR POSTAGE	851.000	136	227.80
08/28/2020	PNC	134851	SERESA	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	325	65,157.50
08/28/2020	PNC	134853	SHREDCORP	OPERATING SUPPLIES	746.000	301	53.00
08/28/2020	PNC	134854*#	SPEED CLEAN SERVICE	OTHER REPAIRS AND MAINTENANCE	934.000	690	400.00
				OTHER REPAIRS AND MAINTENANCE	934.000	690	400.00
				CHECK PNC 134854 TOTAL			<u>800.00</u>
08/28/2020	PNC	134856	THOMSON REUTERS - WEST	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	136	225.91

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
08/28/2020	PNC	134857	TRI-COUNTY AQUATICS, INC	POND MAINTENACE	930.000	690	565.00
Total for fund 101 GENERAL FUND							612,253.01

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 202 MAJOR STREET FUND							
08/07/2020	PNC	134732	MACOMB COUNTY DEPARTMENT OF ROADS	TRAFFIC SERVICES - STREETS	871.000	463	1,421.85
08/07/2020	PNC	134748	STATE OF MICHIGAN	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	463	3,412.06
08/14/2020	PNC	134756*#	AEW	ENGINEERING SERVICES	946.000	463	1,763.50
				ENGINEERING SERVICES	946.000	463	688.50
				CHECK PNC 134756 TOTAL			<u>2,452.00</u>
08/28/2020	PNC	134833	MACOMB COUNTY DEPARTMENT OF ROADS	TRAFFIC SERVICES - STREETS	871.000	463	934.12
				Total for fund 202 MAJOR STREET FUND			8,220.03

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 203 LOCAL STREET FUND							
08/28/2020	PNC	134828	HUNT SIGN COMPANY	TRAFFIC SERVICES - STREETS	871.000	463	1,658.00
				Total for fund 203 LOCAL STREET FUND			1,658.00

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 210 AMBULANCE FUND							
08/07/2020	PNC	134703	BOUND TREE MEDICAL	OPERATING SUPPLIES	746.000	301	473.46
08/07/2020	PNC	134713	COMSOURCE, INC	OPERATING SUPPLIES	746.000	301	951.00
08/07/2020	PNC	134741	PRAXAIR DISTRIBUTION INC	OPERATING SUPPLIES	746.000	301	229.40
08/14/2020	PNC	134755	ACCUMED BILLING, INC	PROFESSIONAL SERVICES - ACCUMED	801.200	301	1,602.21
				PROFESSIONAL SERVICES - ACCUMED	801.200	301	2,090.88
				PROFESSIONAL SERVICES - ACCUMED	801.200	301	2,008.88
				PROFESSIONAL SERVICES - ACCUMED	801.200	301	1,404.12
				PROFESSIONAL SERVICES - ACCUMED	801.200	301	2,039.13
				PROFESSIONAL SERVICES - ACCUMED	801.200	301	2,161.31
				PROFESSIONAL SERVICES - ACCUMED	801.200	301	1,545.58
				PROFESSIONAL SERVICES - ACCUMED	801.200	301	1,668.43
				PROFESSIONAL SERVICES - ACCUMED	801.200	301	1,562.91
				CHECK PNC 134755 TOTAL			
08/14/2020	PNC	134758	ATCO INTERNATIONAL	OPERATING SUPPLIES	746.000	301	205.55
08/14/2020	PNC	134760	BOUND TREE MEDICAL	OPERATING SUPPLIES	746.000	301	88.67
08/14/2020	PNC	134769	ESO, INC.	OPERATING SUPPLIES	746.000	301	3,821.00
08/14/2020	PNC	134779	KODIAK EMERGENCY EQUIPMENT, INC	OPERATING SUPPLIES	746.000	301	1,225.43
08/28/2020	PNC	134813	BOUND TREE MEDICAL	OPERATING SUPPLIES	746.000	301	371.74
				OPERATING SUPPLIES	746.000	301	321.48
				OPERATING SUPPLIES	746.000	301	0.48
				OPERATING SUPPLIES	746.000	301	69.99
				CHECK PNC 134813 TOTAL			
08/28/2020	PNC	134846	PRAXAIR DISTRIBUTION INC	OPERATING SUPPLIES	746.000	301	267.21
08/28/2020	PNC	134859*#	WARREN PIPE & SUPPLY CO.	OPERATING SUPPLIES	746.000	301	9.08
Total for fund 210 AMBULANCE FUND							24,117.94

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 226 GARBAGE AND RUBBISH COLLECTION FUND							
08/14/2020	PNC	134773*#	GFL ENVIRONMENTAL USA	WASTE AND RUBBISH DISPOSAL	919.000	528	49,639.91
				WASTE AND RUBBISH DISPOSAL	919.000	528	49,639.91
				WASTE AND RUBBISH DISPOSAL	919.000	528	1,033.51
				CURBSIDE RECYCLING	925.000	528	7,882.68
				CURBSIDE RECYCLING	925.000	528	7,882.68
				COMPOSTING	926.000	528	10,428.00
				COMPOSTING	926.000	528	10,428.00
				CHECK PNC 134773 TOTAL			136,934.69
08/28/2020	PNC	134825*	GROSSI, DEANNA	RECYCLING	033.000	000	0.08
				Total for fund 226 GARBAGE AND RUBBISH COLLECTION			136,934.77

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 265 DRUG FORFEITURE							
08/28/2020	PNC	134842	OAKLAND COUNTY	PROFESSIONAL AND CONTRACTUAL SERVICES	801.700	310	605.89
08/28/2020	PNC	134858	VERIZON	OPERATING SUPPLIES	746.000	310	1,439.51
				Total for fund 265 DRUG FORFEITURE			2,045.40

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 270 SENIOR HOUSING							
08/07/2020	PNC	134709*#	CINTAS CORPORATION #354	OTHER REPAIRS AND MAINTENANCE	934.000	265	(25.00)
08/07/2020	PNC	134712	COMCAST	MATERIALS & SUPPLIES	742.000	265	105.21
08/07/2020	PNC	134724*	JOHNSON CONTROLS	OTHER REPAIRS AND MAINTENANCE	934.000	265	644.10
08/07/2020	PNC	134725	JOHNSON THERMOL TEMP INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	150.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	3,719.00
				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	112.50
				OTHER REPAIRS AND MAINTENANCE	934.000	265	1,127.30
				CHECK PNC 134725 TOTAL			5,371.30
08/07/2020	PNC	134749*#	T&J LANDSCAPING & SNOW REMOVAL,	OTHER REPAIRS AND MAINTENANCE	934.000	265	360.00
08/14/2020	PNC	134754	ABC WAREHOUSE	MATERIALS & SUPPLIES	742.000	265	1,119.00
				MATERIALS & SUPPLIES	742.000	265	1,119.00
				CHECK PNC 134754 TOTAL			2,238.00
08/14/2020	PNC	134763*#	CINTAS CORPORATION #354	MATERIALS & SUPPLIES	742.000	265	25.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	25.00
				CHECK PNC 134763 TOTAL			50.00
08/14/2020	PNC	134777*	JOHNSON THERMOL TEMP INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	150.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	150.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	150.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	858.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	375.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	150.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	150.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	2,718.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	3,018.00

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Fund: 270 SENIOR HOUSING				CHECK PNC 134777 TOTAL			7,719.00
08/14/2020	PNC	134789*#	REINDEL TRUE VALUE	MATERIALS & SUPPLIES	742.000	265	590.90
08/14/2020	PNC	134790	SHARON SCHOESSLER	ESCROW - SECURITY DEPOSITS	291.000	000	635.00
08/14/2020	PNC	134792*#	SPEED CLEAN SERVICE	OTHER REPAIRS AND MAINTENANCE	934.000	265	327.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	150.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	543.56
				OTHER REPAIRS AND MAINTENANCE	934.000	265	550.00
				CHECK PNC 134792 TOTAL			1,570.56
08/28/2020	PNC	134819*#	CONSUMERS ENERGY	NATURAL GAS	921.000	265	53.92
08/28/2020	PNC	134821*#	DTE ENERGY COMPANY	ELECTRIC	920.000	265	2,058.97
08/28/2020	PNC	134823*#	CITY OF FRASER	WATER			** VOIDED **
08/28/2020	PNC	134844	OTIS ELEVATOR COMPANY	OTHER REPAIRS AND MAINTENANCE	934.000	265	1,369.26
08/28/2020	PNC	134852	KEN SHEPARD	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	265	1,870.00
08/28/2020	PNC	134854*#	SPEED CLEAN SERVICE	OTHER REPAIRS AND MAINTENANCE	934.000	265	474.14
				Total for fund 270 SENIOR HOUSING			25,085.36

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER AND SEWER FUND							
08/07/2020	PNC	134700	AUDIO SENTRY CORPORATION	OTHER REPAIRS AND MAINTENANCE (LIFT ST)	934.500	527	47.50
08/07/2020	PNC	134701	BILL RUSHFORD	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	527	329.00
08/07/2020	PNC	134707	CADILLAC ASPHALT, LLC	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	1,391.50
08/07/2020	PNC	134708*#	CHRISTIAN CONCRETE CUTTING INC.	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	300.00
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	1,020.00
				CHECK PNC 134708 TOTAL			1,320.00
08/07/2020	PNC	134710	CLANCY EXCAVATING CO.	SUPPLIES	752.000	526	2,388.27
08/07/2020	PNC	134714	CORE & MAIN LP	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	627.86
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	1,864.12
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	652.20
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	299.90
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	279.86
				CHECK PNC 134714 TOTAL			3,723.94
08/07/2020	PNC	134715*#	DALE'S LANDSCAPING SUPPLY, INC.	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	1,300.00
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	1,690.00
				CHECK PNC 134715 TOTAL			2,990.00
08/07/2020	PNC	134716	DPW & SON, LLC	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	4,800.00
08/07/2020	PNC	134717	FERGUSON WATERWORKS	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	290.04
08/07/2020	PNC	134719	GUNNERS METERS & PARTS, INC	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	4,280.00
08/07/2020	PNC	134723	JOHN'S LUMBER	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	97.44
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	238.45
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	(12.92)
				CHECK PNC 134723 TOTAL			322.97
08/07/2020	PNC	134734	MACOMB COUNTY PUBLIC WORKS COMM	SEWAGE	917.000	527	216,731.00
08/07/2020	PNC	134739	OLIVER SOD FARM	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	76.40

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER AND SEWER FUND							
08/07/2020	PNC	134752	WARREN PIPE & SUPPLY CO.	SUPPLIES	752.000	526	25.29
				SUPPLIES	752.000	526	21.14
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	263.25
				CHECK PNC 134752 TOTAL			309.68
08/14/2020	PNC	134756*#	AEW	ENGINEERING SERVICES	946.000	526	18,461.40
				ENGINEERING SERVICES	946.000	526	17,401.40
				ENGINEERING SERVICES	946.000	527	1,476.80
				CHECK PNC 134756 TOTAL			37,339.60
08/14/2020	PNC	134764	CONTRACTORS CONNECTION	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	411.15
08/14/2020	PNC	134765	CORE & MAIN LP	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	404.80
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	170.00
				OTHER REPAIRS AND MAINTENANCE	934.000	526	165.00
				OTHER REPAIRS AND MAINTENANCE	934.000	526	123.78
				CHECK PNC 134765 TOTAL			863.58
08/14/2020	PNC	134767	DALE'S LANDSCAPING SUPPLY, INC.	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	650.00
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	650.00
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	2,340.00
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	16.60
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	650.00
				CHECK PNC 134767 TOTAL			4,306.60
08/14/2020	PNC	134770	FERGUSON WATERWORKS	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	1,661.64
08/14/2020	PNC	134805	WASHINGTON ELEVATOR CO., INC	OTHER REPAIRS AND MAINTENANCE	934.000	526	197.00
08/28/2020	PNC	134816	CHRISTIAN CONCRETE CUTTING INC.	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	300.00
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	816.00
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	1,030.50
				CHECK PNC 134816 TOTAL			2,146.50
08/28/2020	PNC	134818	CLANCY EXCAVATING CO.	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	1,024.34

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER AND SEWER FUND							
08/28/2020	PNC	134820	CORE & MAIN LP	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	136.00
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	54.06
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	1,084.32
				CHECK PNC 134820 TOTAL			<u>1,274.38</u>
08/28/2020	PNC	134821*#	DTE ENERGY COMPANY	ELECTRIC	920.000	527	537.07
08/28/2020	PNC	134823*#	CITY OF FRASER	WATER			** VOIDED **
				SEWAGE			** VOIDED **
				SEWAGE			** VOIDED **
08/28/2020	PNC	134825*	GROSSI, DEANNA	WATER READY TO SERVE	642.200	000	0.71
				SEWER READY TO SERVE	642.400	000	0.48
				METER REPLACEMENT	642.500	000	0.05
				CHECK PNC 134825 TOTAL			<u>1.24</u>
08/28/2020	PNC	134839	MINI MIX, INC	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	1,352.00
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	908.00
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	390.00
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	908.00
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	1,725.00
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	1,500.00
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	242.00
				CHECK PNC 134839 TOTAL			<u>7,025.00</u>
08/28/2020	PNC	134845	PIPETEK INFRASTRUCTURE SERVICES	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	200.00
08/28/2020	PNC	134859*#	WARREN PIPE & SUPPLY CO.	SUPPLIES	752.000	526	60.94
				Total for fund 592 WATER AND SEWER FUND			296,049.34

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 661 MOTOR POOL							
08/14/2020	PNC	134757	INTERSTATE BILLING SERVICES INC.	EQUIPMENT REPAIRS	931.000	249	714.47
				EQUIPMENT REPAIRS	931.000	249	1,436.00
				CHECK PNC 134757 TOTAL			2,150.47
08/14/2020	PNC	134759	BELL EQUIPMENT COMPANY	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	9,439.27
08/14/2020	PNC	134766	CRUISERS	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	110.50
08/14/2020	PNC	134771	FISHER AUTO PARTS, INC	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	13.29
08/14/2020	PNC	134775	HALT FIRE	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	1,860.62
08/14/2020	PNC	134780	LESLIE TIRE SERVICE, INC.	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	389.80
08/14/2020	PNC	134781	MACOMB WHOLESALE SUPPLY	SUPPLIES	752.000	249	112.50
08/14/2020	PNC	134782	MICHIGAN CAT	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	2,692.72
08/14/2020	PNC	134783	MICHIGAN DEPARTMENT OF STATE	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	104.00
08/14/2020	PNC	134784	MICHIGAN DEPARTMENT OF STATE	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	78.00
08/14/2020	PNC	134786	OSCAR W. LARSON CO.	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	500.00
08/14/2020	PNC	134793	SPENCER OIL COMPANY	DIESEL FUEL	758.000	249	582.61
				GASOLINE	759.000	249	2,369.72
				CHECK PNC 134793 TOTAL			2,952.33
08/14/2020	PNC	134794	STATE INDUSTRIAL PRODUCTS	SUPPLIES	752.000	249	230.54
08/14/2020	PNC	134799	TERMINAL SUPPLY	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	383.15
08/14/2020	PNC	134800	TRACTION-GENUINE PARTS CO	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	142.89
08/14/2020	PNC	134802	UNITED AUTO PARTS	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	107.57
08/14/2020	PNC	134804	WARREN PIPE & SUPPLY CO.	EQUIPMENT REPAIRS	931.000	249	20.74
08/14/2020	PNC	134806	WEINGARTZ	SUPPLIES	752.000	249	23.96
				VEHICLE REPAIRS AND MAINTENANCE	932.000	249	76.99
				VEHICLE REPAIRS AND MAINTENANCE	932.000	249	81.99

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Fund: 661 MOTOR POOL				VEHICLE REPAIRS AND MAINTENANCE	932.000	249	72.94
				CHECK PNC 134806 TOTAL			<u>255.88</u>
08/28/2020	PNC	134807	AIRGAS USA, LLC	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	97.90
				VEHICLE REPAIRS AND MAINTENANCE	932.000	249	64.02
				VEHICLE REPAIRS AND MAINTENANCE	932.000	249	59.39
				CHECK PNC 134807 TOTAL			<u>221.31</u>
08/28/2020	PNC	134808	INTERSTATE BILLING SERVICES INC.	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	73.95
08/28/2020	PNC	134815	BUFF WHELAN CHEVROLET INC	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	815.67
08/28/2020	PNC	134831	LESLIE TIRE SERVICE, INC.	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	643.40
08/28/2020	PNC	134841	NICKEL & SAPH, INC	VEHICLE LIABILITY INSURANCE	936.000	249	2,181.00
08/28/2020	PNC	134855	SUNBELT RENTALS, INC.	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	2,369.31
08/28/2020	PNC	134860	WEINGARTZ	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	289.96
				Total for fund 661 MOTOR POOL			28,138.87
TOTAL - ALL FUNDS							1,134,502.72

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

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



City of Fraser

CENTENNIAL COMMUNITY

INTERIM CITY MANAGER
Marc Thompson
CITY CLERK
Kelly Ann Dolland

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

September 3, 2020

City Council
33000 Garfield Rd
Fraser, MI 48026

Re: Budget to Actual Report through July 2020

Dear City Council,

I have prepared the Budget to Actual Report through the month end July 2020. General Fund (GF) revenues are 8% and expenditures are 11% which are within normal operating ranges. The Fruehauf Rd capital project was originally budgeted in fiscal 2020 but was re-allocated to fiscal year 2021 due to construction delays. The budgeted amount of the project is \$1,526,703. Approximately \$170,000 of costs related to that project was incurred in July 2020. GF budgeted revenues are \$14,775,839 for fiscal 2021 and budgeted expenditures are \$14,855,474, without consideration of the Fruehauf Rd capital project. Projected fund balance amounts are as follows:

GF Fund Balance as of June 30, 2020	= \$8,237,688
Less Fruehauf cost	= (\$1,526,703)
Projected loss for fiscal 2021	= (\$79,635)
Est. Fund Balance at June 30, 2021	= \$6,631,350
Assigned for future capital projects	= \$1,250,000
Est. nonspendable fund balance	= \$148,000
Unassigned Fund Balance	= \$5,233,350
Est. Fund Balance at June 30, 2021	= \$6,631,350

Very truly yours,

John Walters

John Walters
Interim City Finance Director
(586) 925-0871
financedir@micityoffraser.com

CITY OF FRASER, MACOMB COUNTY, MI (MUNICODE: 502030)
BUDGET TO ACTUAL REPORT - JULY 2020

		2020-21				
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2020-21 AMENDED BUDGET	7/31/2020 YTD BALANCE	7/31/2020 DIFFERENCE	7/31/2020 % BDGT
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-402.000	TAXES - CURRENT REAL PROPERTY TAXES	8,055,368.00	8,055,368.00	969,862.34	7,085,505.66	12.04
101-000-410.000	TAXES - CURRENT PERSONAL PROPERTY TAXES	636,656.00	636,656.00	68,408.38	568,247.62	10.74
101-000-411.000	TAXES - DELINQUENT REAL PROPERTY TAXES	1,143.00	1,143.00	0.00	1,143.00	0.00
101-000-412.000	TAXES - DELINQUENT PERSONAL PROPERTY	9,000.00	9,000.00	0.00	9,000.00	0.00
101-000-415.000	TAXES - ALLOWANCE FOR CHARGEBACKS	(1,000.00)	(1,000.00)	(111.48)	(888.52)	11.15
101-000-427.000	TAXES - COMMUNITY-WIDE SPECIAL ASSESMEN	1,977,499.93	1,977,499.93	106,527.25	1,870,972.68	5.39
101-000-432.000	TAXES - PAYMENT IN LIEU OF TAXES	39,117.00	39,117.00	0.00	39,117.00	0.00
101-000-437.000	TAXES - INDUSTRIAL FACILITY TAX	187,083.00	187,083.00	10,608.97	176,474.03	5.67
101-000-445.000	TAXES - PENALTIES AND INTEREST ON TAXES	10,000.00	10,000.00	0.00	10,000.00	0.00
101-000-447.000	TAXES - PROPERTY TAX ADMINISTRATION FEE	256,307.00	256,307.00	29,548.14	226,758.86	11.53
101-000-477.000	LICENSES AND PERMITS - CABLE TV (WOW)	94,600.00	94,600.00	0.00	94,600.00	0.00
101-000-477.100	LICENSES AND PERMITS - CABLE TV (COMCAST	156,000.00	156,000.00	0.00	156,000.00	0.00
101-000-478.000	LICENSES AND PERMITS - VIDEO FRANCHISE	43,600.00	43,600.00	0.00	43,600.00	0.00
101-000-479.000	LICENSES AND PERMITS - CELLULAR TOWER	14,965.00	14,965.00	6,112.96	8,852.04	40.85
101-000-543.302	STATE GRANTS - TRAINING FUNDS PA 302	10,000.00	10,000.00	0.00	10,000.00	0.00
101-000-543.500	STATE GRANTS - LIQUOR LICENSE FEE	10,946.00	10,946.00	0.00	10,946.00	0.00
101-000-547.000	STATE GRANT - COURT EQUITY	27,250.00	27,250.00	0.00	27,250.00	0.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	698,960.00	698,960.00	0.00	698,960.00	0.00
101-000-574.000	STATE GRANTS - STATE REVENUE SHARING	1,080,000.00	1,080,000.00	0.00	1,080,000.00	0.00
101-000-621.000	PROBATION OVERSIGHT FEE	15,000.00	15,000.00	0.00	15,000.00	0.00
101-000-627.000	BUILDING INSPECTION AND PERMIT FEES	281,250.00	281,250.00	25,865.80	255,384.20	9.20
101-000-628.000	PLANNING COMMISSION FEES	5,000.00	5,000.00	2,100.00	2,900.00	42.00
101-000-629.000	ZONING BOARD OF APPEALS FEES	2,500.00	2,500.00	0.00	2,500.00	0.00
101-000-645.000	CHARGES FOR SERVICES - PUBLIC SAFETY	150,000.00	150,000.00	7,302.73	142,697.27	4.87
101-000-646.000	CHARGES FOR SERVICES - PUBLIC WORKS	20,000.00	20,000.00	910.00	19,090.00	4.55
101-000-647.000	CHARGES FOR SERVICES - CITY CLERK	2,500.00	2,500.00	0.00	2,500.00	0.00
101-000-648.000	CHARGES FOR SERVICES - FINANCE	1,000.00	1,000.00	30.00	970.00	3.00
101-000-649.000	CHARGES FOR SERVICES - RECREATION	39,028.00	39,028.00	0.00	39,028.00	0.00
101-000-649.100	CHARGES FOR SERVICES - PARK RENTALS	0.00	0.00	(15.00)	15.00	100.00
101-000-649.500	CHARGES FOR SERVICES - SENIOR CENTER	24,770.00	24,770.00	0.00	24,770.00	0.00

101-000-650.000	TRANSACTION FEES (PAWN SHOP)	5,000.00	5,000.00	172.00	4,828.00	3.44
101-000-655.000	DISTRICT COURT - FINES/COSTS-DIST CT.	323,062.50	323,062.50	0.00	323,062.50	0.00
101-000-664.000	INTEREST INCOME AND RENT CONTROL	19,600.00	19,600.00	0.00	19,600.00	0.00
101-000-674.900	DONATION - PARK DONATIONS	0.00	0.00	1,000.00	(1,000.00)	100.00
101-000-676.001	OTHER REVENUE - REIMBURSEMENTS (WCF)	0.00	0.00	2,614.08	(2,614.08)	100.00
101-000-676.202	ADMIN SERVICES - MAJOR STREETS	24,574.00	24,574.00	0.00	24,574.00	0.00
101-000-676.203	ADMIN SERVICES - LOCAL STREETS	17,246.00	17,246.00	0.00	17,246.00	0.00
101-000-676.210	ADMIN SERVICES - AMBULANCE	56,770.00	56,770.00	0.00	56,770.00	0.00
101-000-676.526	ADMIN SERVICES - WATER	192,991.00	192,991.00	0.00	192,991.00	0.00
101-000-676.527	ADMIN SERVICES - SEWER	124,831.00	124,831.00	0.00	124,831.00	0.00
101-000-682.000	OTHER REVENUE - RETIREE HEALTH CARE	34,000.00	34,000.00	3,176.10	30,823.90	9.34
101-000-687.000	OTHER REVENUE - REFUNDS OR REBATES	8,000.00	8,000.00	67.49	7,932.51	0.84
101-000-688.000	OTHER REVENUE - SMART PROGRAM	15,000.00	15,000.00	0.00	15,000.00	0.00
101-000-689.000	OTHER REVENUE - CASH OVER OR SHORT	0.00	0.00	55.00	(55.00)	100.00
101-000-699.000	INTERFUND TRANSFERS IN	106,222.00	106,222.00	0.00	106,222.00	0.00
Total Dept 000		14,775,839.43	14,775,839.43	1,234,234.76	13,541,604.67	8.35
TOTAL REVENUES		14,775,839.43	14,775,839.43	1,234,234.76	13,541,604.67	8.35

Expenditures

Dept 101 - CITY COUNCIL

101-101-703.000	SALARIES	48,600.00	48,600.00	6,690.24	41,909.76	13.77
101-101-709.000	FICA	3,013.20	3,013.20	414.80	2,598.40	13.77
101-101-711.000	MEDICARE	704.70	704.70	97.01	607.69	13.77
101-101-732.000	WORKERS COMPENSATION INSURANCE EXPENSE	130.00	130.00	0.00	130.00	0.00
101-101-752.000	SUPPLIES	1,000.00	1,000.00	0.00	1,000.00	0.00
101-101-801.100	PROFESSIONAL SERVICES (ACCOUNTING)	75,000.00	75,000.00	6,000.00	69,000.00	8.00
101-101-900.000	PRINTING AND PUBLISHING	15,000.00	15,000.00	2,137.00	12,863.00	14.25
101-101-911.000	CONFERENCES	2,500.00	2,500.00	0.00	2,500.00	0.00
101-101-915.000	MEMBERSHIPS	1,500.00	1,500.00	0.00	1,500.00	0.00
101-101-915.200	MEMBERSHIPS (MML)	6,366.00	6,366.00	0.00	6,366.00	0.00
101-101-915.300	MEMBERSHIPS (SEMCOG)	1,631.00	1,631.00	1,662.00	(31.00)	101.90
Total Dept 101 - CITY COUNCIL		155,444.90	155,444.90	17,001.05	138,443.85	10.94

Dept 136 - DISTRICT COURT

101-136-702.000	WAGES - FULL TIME EMPLOYEES	127,271.00	127,271.00	15,231.59	112,039.41	11.97
101-136-703.000	SALARIES	28,840.00	28,840.00	4,572.42	24,267.58	15.85
101-136-704.000	WAGES - PART TIME EMPLOYEES	16,234.00	16,234.00	210.68	16,023.32	1.30
101-136-705.000	VACATION PAY	8,462.00	8,462.00	1,213.74	7,248.26	14.34
101-136-706.000	HOLIDAY PAY	7,516.00	7,516.00	954.95	6,561.05	12.71
101-136-709.000	FICA	11,767.17	11,767.17	1,031.63	10,735.54	8.77
101-136-711.000	MEDICARE	2,752.00	2,752.00	241.26	2,510.74	8.77
101-136-714.000	LONGEVITY PAY	1,470.00	1,470.00	0.00	1,470.00	0.00
101-136-717.000	DEFINED BENEFIT PENSION PLAN (MERS)	4,300.00	4,300.00	484.13	3,815.87	11.26
101-136-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	64,000.00	64,000.00	4,297.91	59,702.09	6.72
101-136-732.000	WORKERS COMPENSATION INSURANCE EXPENSE	699.00	699.00	0.00	699.00	0.00
101-136-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	3,750.00	3,750.00	144.24	3,605.76	3.85
101-136-752.000	SUPPLIES	6,180.00	6,180.00	66.22	6,113.78	1.07
101-136-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	51,809.00	51,809.00	1,425.91	50,383.09	2.75
101-136-823.000	INTERPRETER FEES	1,000.00	1,000.00	0.00	1,000.00	0.00
101-136-851.000	MAIL OR POSTAGE	2,500.00	2,500.00	267.80	2,232.20	10.71
101-136-860.000	TRANSPORTATION	500.00	500.00	0.00	500.00	0.00
101-136-910.000	PROFESSIONAL DEVELOPMENT	500.00	500.00	0.00	500.00	0.00
101-136-933.000	SOFTWARE MAINTENANCE AGREEMENTS	2,500.00	2,500.00	0.00	2,500.00	0.00
101-136-940.000	RENTALS	300,000.00	300,000.00	0.00	300,000.00	0.00
Total Dept 136 - DISTRICT COURT		642,050.17	642,050.17	30,142.48	611,907.69	4.69

Dept 171 - CITY MANAGER

101-171-703.000	SALARIES	99,750.00	99,750.00	17,769.22	81,980.78	17.81
101-171-705.000	VACATION PAY	12,115.39	12,115.39	12,115.39	0.00	100.00
101-171-706.000	HOLIDAY PAY	5,250.00	5,250.00	1,312.50	3,937.50	25.00
101-171-709.000	FICA	7,261.15	7,261.15	1,727.24	5,533.91	23.79
101-171-711.000	MEDICARE	1,698.17	1,698.17	403.95	1,294.22	23.79
101-171-716.000	DEFINED CONTRIBUTION PENSION (401A-457B)	10,200.00	10,200.00	969.24	9,230.76	9.50
101-171-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	20,000.00	20,000.00	1,333.63	18,666.37	6.67
101-171-732.000	WORKERS COMPENSATION INSURANCE EXPENSE	955.00	955.00	0.00	955.00	0.00
101-171-752.000	SUPPLIES	1,000.00	1,000.00	3,987.34	(2,987.34)	398.73
101-171-791.000	SUBSCRIPTIONS AND PUBLICATIONS	1,000.00	1,000.00	0.00	1,000.00	0.00
101-171-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	5,000.00	5,000.00	0.00	5,000.00	0.00
101-171-801.300	PROFESSIONAL SERVICES (CORNERSTONE)	14,420.00	14,420.00	0.00	14,420.00	0.00
101-171-843.000	MEDICAL PROVIDER SERVICES	3,500.00	3,500.00	834.23	2,665.77	23.84
101-171-860.000	TRANSPORTATION	4,200.00	4,200.00	700.00	3,500.00	16.67
101-171-910.000	PROFESSIONAL DEVELOPMENT	1,000.00	1,000.00	0.00	1,000.00	0.00
101-171-911.000	CONFERENCES	1,000.00	1,000.00	0.00	1,000.00	0.00
101-171-915.000	MEMBERSHIPS	2,000.00	2,000.00	500.00	1,500.00	25.00
Total Dept 171 - CITY MANAGER		190,349.71	190,349.71	41,652.74	148,696.97	21.88

Dept 209 - ASSESSING

101-209-703.000	SALARIES	1,545.00	1,545.00	60.00	1,485.00	3.88
101-209-709.000	FICA	155.00	155.00	1.86	153.14	1.20
101-209-711.000	MEDICARE	23.00	23.00	0.43	22.57	1.87
101-209-752.000	SUPPLIES	5,000.00	5,000.00	56.01	4,943.99	1.12
101-209-801.500	PROFESSIONAL SERVICES (ASSESSOR)	107,215.00	107,215.00	8,489.58	98,725.42	7.92
101-209-851.000	MAIL OR POSTAGE	4,000.00	4,000.00	0.00	4,000.00	0.00
Total Dept 209 - ASSESSING		117,938.00	117,938.00	8,607.88	109,330.12	7.30

Dept 210 - LEGAL

101-210-801.800	PROFESSIONAL SERVICES (LEGAL)	230,000.00	230,000.00	5,996.45	224,003.55	2.61
Total Dept 210 - LEGAL		230,000.00	230,000.00	5,996.45	224,003.55	2.61

Dept 215 - CLERK						
101-215-703.000	SALARIES	56,227.50	56,227.50	6,271.54	49,955.96	11.15
101-215-704.000	WAGES - PART TIME EMPLOYEES	21,675.00	21,675.00	2,565.27	19,109.73	11.84
101-215-705.000	VACATION PAY	4,325.19	4,325.19	0.00	4,325.19	0.00
101-215-706.000	HOLIDAY PAY	2,811.38	2,811.38	296.26	2,515.12	10.54
101-215-707.000	TEMPORARY EMPLOYEES	34,556.00	34,556.00	1,344.75	33,211.25	3.89
101-215-709.000	FICA	7,569.89	7,569.89	566.26	7,003.63	7.48
101-215-711.000	MEDICARE	1,770.38	1,770.38	132.42	1,637.96	7.48
101-215-713.000	OVERTIME	2,500.00	2,500.00	0.00	2,500.00	0.00
101-215-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	25,000.00	25,000.00	1,682.98	23,317.02	6.73
101-215-732.000	WORKERS COMPENSATION INSURANCE EXPENSE	304.00	304.00	0.00	304.00	0.00
101-215-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	50.00	50.00	0.00	50.00	0.00
101-215-752.000	SUPPLIES	9,000.00	9,000.00	559.56	8,440.44	6.22
101-215-791.500	SUBSCRIPTIONS AND PUBLICATIONS (CODE)	3,000.00	3,000.00	0.00	3,000.00	0.00
101-215-801.800	PROFESSIONAL SERVICES	4,500.00	4,500.00	1,850.00	2,650.00	41.11
101-215-851.000	MAIL OR POSTAGE	4,000.00	4,000.00	992.36	3,007.64	24.81
101-215-910.000	PROFESSIONAL DEVELOPMENT	800.00	800.00	0.00	800.00	0.00
101-215-911.000	CONFERENCES	3,000.00	3,000.00	0.00	3,000.00	0.00
101-215-970.000	CAPITAL OUTLAY	3,100.00	3,100.00	0.00	3,100.00	0.00
Total Dept 215 - CLERK		184,189.34	184,189.34	16,261.40	167,927.94	8.83
Dept 258 - INFORMATION TECHNOLOGY						
101-258-703.000	SALARIES	64,284.48	64,284.48	7,417.44	56,867.04	11.54
101-258-705.000	VACATION PAY	4,944.96	4,944.96	0.00	4,944.96	0.00
101-258-706.000	HOLIDAY PAY	3,214.22	3,214.22	0.00	3,214.22	0.00
101-258-709.000	FICA	5,541.94	5,541.94	496.68	5,045.26	8.96
101-258-711.000	MEDICARE	1,707.00	1,707.00	116.16	1,590.84	6.80
101-258-716.000	DEFINED CONTRIBUTION PENSION (401A-457B)	3,362.00	3,362.00	593.49	2,768.51	17.65
101-258-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	25,000.00	25,000.00	1,682.98	23,317.02	6.73
101-258-732.000	WORKERS COMPENSATION INSURANCE EXPENSE	258.00	258.00	0.00	258.00	0.00
101-258-752.000	SUPPLIES	10,000.00	10,000.00	0.00	10,000.00	0.00
101-258-801.100	PROFESSIONAL SERVICES	30,000.00	30,000.00	0.00	30,000.00	0.00
101-258-850.000	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	25,000.00	25,000.00	1,411.93	23,588.07	5.65
101-258-851.000	MAIL OR POSTAGE	2,500.00	2,500.00	0.00	2,500.00	0.00
101-258-852.000	OTHER MISC COMMUNICATIONS (INTERNET)	45,000.00	45,000.00	2,982.11	42,017.89	6.63
101-258-910.000	PROFESSIONAL DEVELOPMENT	1,500.00	1,500.00	0.00	1,500.00	0.00
101-258-933.000	SOFTWARE MAINTENANCE AGREEMENTS	270,000.00	270,000.00	19,752.82	250,247.18	7.32
101-258-983.000	LEASED ASSETS	29,000.00	29,000.00	2,227.69	26,772.31	7.68
101-258-985.000	HARDWARE	45,000.00	45,000.00	6,244.15	38,755.85	13.88
Total Dept 258 - INFORMATION TECHNOLOGY		566,312.60	566,312.60	42,925.45	523,387.15	7.58

Dept 260 - FINANCE

101-260-702.000	WAGES - FULL TIME EMPLOYEES	48,864.12	48,864.12	6,998.57	41,865.55	14.32
101-260-703.000	SALARIES	79,446.78	79,446.78	0.00	79,446.78	0.00
101-260-704.000	WAGES - PART TIME EMPLOYEES	16,265.00	16,265.00	2,105.25	14,159.75	12.94
101-260-705.000	VACATION PAY	4,629.00	4,629.00	1,208.00	3,421.00	26.10
101-260-706.000	HOLIDAY PAY	8,951.00	8,951.00	687.75	8,263.25	7.68
101-260-708.000	UNEMPLOYMENT COMPENSATION	9,150.00	9,150.00	0.00	9,150.00	0.00
101-260-709.000	FICA	9,933.39	9,933.39	670.07	9,263.32	6.75
101-260-711.000	MEDICARE	2,323.13	2,323.13	156.71	2,166.42	6.75
101-260-712.000	CASH IN LIEU OF BENEFITS (INS OPT OUT)	5,400.00	5,400.00	0.00	5,400.00	0.00
101-260-713.000	OVERTIME	2,060.00	2,060.00	0.00	2,060.00	0.00
101-260-716.000	DEFINED CONTRIBUTION PENSION (401A-457B)	7,004.00	7,004.00	0.00	7,004.00	0.00
101-260-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	25,000.00	25,000.00	3,203.33	21,796.67	12.81
101-260-732.000	WORKERS COMPENSATION INSURANCE EXPENSE	862.00	862.00	0.00	862.00	0.00
101-260-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	5,000.00	5,000.00	144.24	4,855.76	2.88
101-260-752.000	SUPPLIES	2,853.00	2,853.00	348.68	2,504.32	12.22
101-260-752.100	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	7,519.00	7,519.00	0.00	7,519.00	0.00
101-260-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	64,328.00	64,328.00	1,734.05	62,593.95	2.70
101-260-801.050	BANK SERVICE CHARGES	40,000.00	40,000.00	0.00	40,000.00	0.00
101-260-801.100	PROFESSIONAL SERVICES (ACCOUNTING)	0.00	0.00	4,300.00	(4,300.00)	100.00
101-260-851.000	MAIL OR POSTAGE	7,500.00	7,500.00	2,298.17	5,201.83	30.64
101-260-910.000	PROFESSIONAL DEVELOPMENT	2,500.00	2,500.00	0.00	2,500.00	0.00
101-260-915.000	MEMBERSHIPS	190.00	190.00	0.00	190.00	0.00
Total Dept 260 - FINANCE		349,778.42	349,778.42	23,854.82	325,923.60	6.82

Dept 265 - CITY HALL

101-265-704.000	WAGES - PART TIME EMPLOYEES	30,900.00	30,900.00	3,720.00	27,180.00	12.04
101-265-707.000	TEMPORARY EMPLOYEES	1,030.00	1,030.00	0.00	1,030.00	0.00
101-265-709.000	FICA	1,979.66	1,979.66	230.64	1,749.02	11.65
101-265-711.000	MEDICARE	462.98	462.98	53.94	409.04	11.65
101-265-742.000	MATERIALS & SUPPLIES	20,600.00	20,600.00	1,458.51	19,141.49	7.08
101-265-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	250.00	250.00	0.00	250.00	0.00
101-265-850.000	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	5,278.00	5,278.00	0.00	5,278.00	0.00
101-265-852.000	OTHER MISC COMMUNICATIONS (INTERNET)	556.00	556.00	0.00	556.00	0.00
101-265-918.000	WATER	15,862.00	15,862.00	4,387.08	11,474.92	27.66
101-265-920.000	ELECTRIC	47,000.00	47,000.00	0.00	47,000.00	0.00
101-265-921.000	NATURAL GAS	23,896.00	23,896.00	343.58	23,552.42	1.44
101-265-934.000	OTHER REPAIRS AND MAINTENANCE	68,959.00	68,959.00	5,154.39	63,804.61	7.47
Total Dept 265 - CITY HALL		216,773.64	216,773.64	15,348.14	201,425.50	7.08

Dept 266 - ACTIVITY CENTER

101-266-704.000	WAGES - PART TIME EMPLOYEES	10,300.00	10,300.00	0.00	10,300.00	0.00
101-266-709.000	FICA	639.00	639.00	0.00	639.00	0.00
101-266-711.000	MEDICARE	155.00	155.00	0.00	155.00	0.00
101-266-742.000	MATERIALS & SUPPLIES	9,064.00	9,064.00	0.00	9,064.00	0.00
101-266-918.000	WATER	4,000.00	4,000.00	906.04	3,093.96	22.65
101-266-920.000	ELECTRIC	8,000.00	8,000.00	0.00	8,000.00	0.00
101-266-921.000	NATURAL GAS	5,000.00	5,000.00	149.45	4,850.55	2.99
101-266-934.000	OTHER REPAIRS AND MAINTENANCE	31,415.00	31,415.00	1,561.20	29,853.80	4.97
Total Dept 266 - ACTIVITY CENTER		68,573.00	68,573.00	2,616.69	65,956.31	3.82

Dept 267 - BAUMGARTNER HOUSE

101-267-742.000	MATERIALS & SUPPLIES	3,605.00	3,605.00	0.00	3,605.00	0.00
101-267-852.000	OTHER MISC COMMUNICATIONS (INTERNET)	412.00	412.00	0.00	412.00	0.00
101-267-918.000	WATER	2,122.00	2,122.00	504.44	1,617.56	23.77
101-267-920.000	ELECTRIC	1,700.00	1,700.00	0.00	1,700.00	0.00
101-267-921.000	NATURAL GAS	2,987.00	2,987.00	14.00	2,973.00	0.47
101-267-934.000	OTHER REPAIRS AND MAINTENANCE	4,120.00	4,120.00	0.00	4,120.00	0.00
Total Dept 267 - BAUMGARTNER HOUSE		14,946.00	14,946.00	518.44	14,427.56	3.47

Dept 269 - DPW BUILDING

101-269-704.000	WAGES - PART TIME EMPLOYEES	7,210.00	7,210.00	0.00	7,210.00	0.00
101-269-707.000	TEMPORARY EMPLOYEES	1,030.00	1,030.00	0.00	1,030.00	0.00
101-269-709.000	FICA	510.88	510.88	0.00	510.88	0.00
101-269-711.000	MEDICARE	119.48	119.48	0.00	119.48	0.00
101-269-742.000	MATERIALS & SUPPLIES	20,631.00	20,631.00	1,546.70	19,084.30	7.50
101-269-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	1,000.00	1,000.00	0.00	1,000.00	0.00
101-269-918.000	WATER	1,957.00	1,957.00	0.00	1,957.00	0.00
101-269-920.000	ELECTRIC	9,000.00	9,000.00	0.00	9,000.00	0.00
101-269-921.000	NATURAL GAS	16,480.00	16,480.00	110.60	16,369.40	0.67
101-269-934.000	OTHER REPAIRS AND MAINTENANCE	18,540.00	18,540.00	8,838.85	9,701.15	47.67
Total Dept 269 - DPW BUILDING		76,478.36	76,478.36	10,496.15	65,982.21	13.72

Dept 301 - PUBLIC SAFETY

101-301-702.000	WAGES - FULL TIME EMPLOYEES	2,177,399.10	2,177,399.10	331,557.64	1,845,841.46	15.23
101-301-703.000	SALARIES	95,000.00	95,000.00	0.00	95,000.00	0.00
101-301-704.000	WAGES - PART TIME EMPLOYEES	48,728.46	48,728.46	4,724.72	44,003.74	9.70
101-301-704.500	WAGES - PART TIME EMPLOYEES	1,601.40	1,601.40	0.00	1,601.40	0.00
101-301-705.000	VACATION PAY	247,213.32	247,213.32	81,696.41	165,516.91	33.05
101-301-706.000	HOLIDAY PAY	102,375.36	102,375.36	64,314.29	38,061.07	62.82
101-301-709.000	FICA	189,189.71	189,189.71	34,654.78	154,534.93	18.32
101-301-711.000	MEDICARE	44,245.98	44,245.98	8,104.74	36,141.24	18.32
101-301-712.000	CASH IN LIEU OF BENEFITS (INS OPT OUT)	32,000.00	32,000.00	9,200.00	22,800.00	28.75
101-301-713.000	OVERTIME	297,854.28	297,854.28	31,105.85	266,748.43	10.44
101-301-714.000	LONGEVITY PAY	49,275.08	49,275.08	1,968.75	47,306.33	4.00
101-301-717.000	DEFINED BENEFIT PENSION PLAN (MERS)	75,000.00	75,000.00	6,056.05	68,943.95	8.07
101-301-717.020	MERS DIVISION 20 POLC	1,152,276.00	1,152,276.00	96,023.00	1,056,253.00	8.33
101-301-717.021	MERS DIVISION 21 POAM	695,280.00	695,280.00	57,940.00	637,340.00	8.33
101-301-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	486,000.00	486,000.00	28,522.49	457,477.51	5.87
101-301-721.000	CLOTHING ALLOWANCE	56,702.00	56,702.00	39,262.50	17,439.50	69.24
101-301-731.000	EDUCATION ALLOWANCE	32,000.00	32,000.00	3,140.85	28,859.15	9.82
101-301-732.000	WORKERS COMPENSATION INSURANCE EXPENSE	80,576.00	80,576.00	0.00	80,576.00	0.00
101-301-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	13,000.00	13,000.00	1,396.23	11,603.77	10.74
101-301-746.000	OPERATING SUPPLIES	50,000.00	50,000.00	1,247.84	48,752.16	2.50
101-301-752.000	SUPPLIES	10,000.00	10,000.00	76.83	9,923.17	0.77
101-301-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	50,000.00	50,000.00	168.55	49,831.45	0.34
101-301-816.000	FEE (SEX OFFENDER REGISTRATION)	850.00	850.00	90.00	760.00	10.59
101-301-843.000	MEDICAL PROVIDER SERVICES	5,800.00	5,800.00	0.00	5,800.00	0.00
101-301-850.500	COMMUNICIATIONS (VEHICLES)	20,000.00	20,000.00	0.00	20,000.00	0.00
101-301-851.000	MAIL OR POSTAGE	1,200.00	1,200.00	0.00	1,200.00	0.00
101-301-886.000	PROGRAMMING - OWI ENFORCEMENT	50.00	50.00	0.00	50.00	0.00
101-301-910.000	PROFESSIONAL DEVELOPMENT	20,000.00	20,000.00	0.00	20,000.00	0.00
101-301-910.302	PROFESSIONAL DEVELOPMENT (PA 302)	10,000.00	10,000.00	0.00	10,000.00	0.00
101-301-915.000	MEMBERSHIPS	975.00	975.00	0.00	975.00	0.00
101-301-932.000	VEHICLE REPAIRS AND MAINTENANCE	290,034.00	290,034.00	0.00	290,034.00	0.00
101-301-948.000	COMPUTER SERVICES (CLEMIS)	38,200.00	38,200.00	0.00	38,200.00	0.00
101-301-956.000	BAD DEBT EXPENSE	20,000.00	20,000.00	0.00	20,000.00	0.00
Total Dept 301 - PUBLIC SAFETY		6,392,825.69	6,392,825.69	801,251.52	5,591,574.17	12.53

Dept 325 - COMMUNICATIONS/DISPATCH

101-325-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	260,630.00	260,630.00	0.00	260,630.00	0.00
Total Dept 325 - COMMUNICATIONS/DISPATCH		260,630.00	260,630.00	0.00	260,630.00	0.00

Dept 371 - BUILDING DEPARTMENT						
101-371-702.000	WAGES - FULL TIME EMPLOYEES	103,000.00	103,000.00	5,214.22	97,785.78	5.06
101-371-703.000	SALARIES	21,000.00	21,000.00	678.00	20,322.00	3.23
101-371-703.100	MECHANICAL INSP.	32,000.00	32,000.00	831.00	31,169.00	2.60
101-371-703.200	PLUMBING INSP.	5,000.00	5,000.00	675.00	4,325.00	13.50
101-371-704.000	WAGES - PART TIME EMPLOYEES	109,611.00	109,611.00	8,258.50	101,352.50	7.53
101-371-705.000	VACATION PAY	9,149.00	9,149.00	4,808.99	4,340.01	52.56
101-371-706.000	HOLIDAY PAY	6,420.00	6,420.00	168.56	6,251.44	2.63
101-371-709.000	FICA	18,065.56	18,065.56	1,168.69	16,896.87	6.47
101-371-711.000	MEDICARE	4,225.01	4,225.01	273.34	3,951.67	6.47
101-371-712.000	CASH IN LIEU OF BENEFITS (INS OPT OUT)	2,700.00	2,700.00	0.00	2,700.00	0.00
101-371-713.000	OVERTIME	2,500.00	2,500.00	603.75	1,896.25	24.15
101-371-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	18,000.00	18,000.00	1,311.07	16,688.93	7.28
101-371-732.000	WORKERS COMPENSATION INSURANCE EXPENSE	2,660.00	2,660.00	0.00	2,660.00	0.00
101-371-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	2,575.00	2,575.00	144.24	2,430.76	5.60
101-371-752.000	SUPPLIES	3,863.00	3,863.00	43.28	3,819.72	1.12
101-371-752.100	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	9,682.00	9,682.00	0.00	9,682.00	0.00
101-371-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	62,500.00	62,500.00	4,911.40	57,588.60	7.86
101-371-850.000	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	2,500.00	2,500.00	0.00	2,500.00	0.00
101-371-851.000	MAIL OR POSTAGE	1,030.00	1,030.00	0.00	1,030.00	0.00
101-371-910.000	PROFESSIONAL DEVELOPMENT	773.00	773.00	0.00	773.00	0.00
101-371-911.000	CONFERENCES	2,060.00	2,060.00	0.00	2,060.00	0.00
101-371-915.000	MEMBERSHIPS	1,030.00	1,030.00	0.00	1,030.00	0.00
101-371-932.000	VEHICLE REPAIRS AND MAINTENANCE	47,258.00	47,258.00	0.00	47,258.00	0.00
101-371-946.000	ENGINEERING SERVICES	15,000.00	15,000.00	0.00	15,000.00	0.00
Total Dept 371 - BUILDING DEPARTMENT		482,601.57	482,601.57	29,090.04	453,511.53	6.03
Dept 410 - ZONING BOARD OF APPEALS						
101-410-703.000	SALARIES	1,854.00	1,854.00	175.00	1,679.00	9.44
101-410-709.000	FICA	115.00	115.00	10.85	104.15	9.43
101-410-711.000	MEDICARE	27.00	27.00	2.52	24.48	9.33
101-410-713.000	OVERTIME	309.00	309.00	0.00	309.00	0.00
101-410-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	200.00	200.00	0.00	200.00	0.00
101-410-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	10.00	10.00	0.00	10.00	0.00
101-410-900.000	PRINTING AND PUBLISHING	1,500.00	1,500.00	0.00	1,500.00	0.00
Total Dept 410 - ZONING BOARD OF APPEALS		4,015.00	4,015.00	188.37	3,826.63	4.69

Dept 441 - DEPARTMENT OF PUBLIC WORKS

101-441-702.000	WAGES - FULL TIME EMPLOYEES	296,736.00	296,736.00	43,772.00	252,964.00	14.75
101-441-703.000	SALARIES	80,000.00	80,000.00	9,153.85	70,846.15	11.44
101-441-704.000	WAGES - PART TIME EMPLOYEES	7,930.00	7,930.00	3,276.00	4,654.00	41.31
101-441-705.000	VACATION PAY	44,505.86	44,505.86	13,895.83	30,610.03	31.22
101-441-706.000	HOLIDAY PAY	17,156.10	17,156.10	1,719.25	15,436.85	10.02
101-441-707.000	TEMPORARY EMPLOYEES	29,294.00	29,294.00	0.00	29,294.00	0.00
101-441-709.000	FICA	31,249.36	31,249.36	4,179.19	27,070.17	13.37
101-441-711.000	MEDICARE	7,308.32	7,308.32	977.39	6,330.93	13.37
101-441-712.000	CASH IN LIEU OF BENEFITS (INS OPT OUT)	2,200.00	2,200.00	2,300.00	(100.00)	104.55
101-441-713.000	OVERTIME	20,000.00	20,000.00	895.54	19,104.46	4.48
101-441-714.000	LONGEVITY PAY	6,200.00	6,200.00	0.00	6,200.00	0.00
101-441-717.000	DEFINED BENEFIT PENSION PLAN (MERS)	7,600.00	7,600.00	1,019.84	6,580.16	13.42
101-441-717.023	MERS DIVISION 23 DPW	219,792.00	219,792.00	18,316.00	201,476.00	8.33
101-441-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	108,000.00	108,000.00	5,322.41	102,677.59	4.93
101-441-721.000	CLOTHING ALLOWANCE	8,400.00	8,400.00	0.00	8,400.00	0.00
101-441-732.000	WORKERS COMPENSATION INSURANCE EXPENSE	12,000.00	12,000.00	0.00	12,000.00	0.00
101-441-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	5,500.00	5,500.00	658.43	4,841.57	11.97
101-441-741.000	UNIFORMS	4,000.00	4,000.00	0.00	4,000.00	0.00
101-441-752.000	SUPPLIES	20,000.00	20,000.00	597.65	19,402.35	2.99
101-441-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	20,000.00	20,000.00	0.00	20,000.00	0.00
101-441-850.000	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	6,000.00	6,000.00	0.00	6,000.00	0.00
101-441-851.000	MAIL OR POSTAGE	618.00	618.00	0.00	618.00	0.00
101-441-910.000	PROFESSIONAL DEVELOPMENT	1,890.00	1,890.00	1,890.00	0.00	100.00
101-441-911.000	CONFERENCES	515.00	515.00	0.00	515.00	0.00
101-441-915.000	MEMBERSHIPS	1,030.00	1,030.00	0.00	1,030.00	0.00
101-441-916.000	STORM DRAINS	200,000.00	200,000.00	0.00	200,000.00	0.00
101-441-932.000	VEHICLE REPAIRS AND MAINTENANCE	14,209.00	14,209.00	0.00	14,209.00	0.00
101-441-934.000	OTHER REPAIRS AND MAINTENANCE	10,000.00	10,000.00	363.22	9,636.78	3.63
101-441-946.000	ENGINEERING SERVICES	40,000.00	40,000.00	0.00	40,000.00	0.00
101-441-989.000	STREET REHABILITATION	1,526,703.00	1,526,703.00	169,163.63	1,357,539.37	11.08
Total Dept 441 - DEPARTMENT OF PUBLIC WORKS		2,748,836.64	2,748,836.64	277,500.23	2,471,336.41	10.10

Dept 448 - STREET LIGHTING

101-448-920.000	ELECTRIC	2,575.00	2,575.00	0.00	2,575.00	0.00
101-448-920.100	ELECTRIC (STREET LIGHTING)	156,000.00	156,000.00	17,928.53	138,071.47	11.49
Total Dept 448 - STREET LIGHTING		158,575.00	158,575.00	17,928.53	140,646.47	11.31

Dept 690 - PARK MAINTENANCE

101-690-704.000	WAGES - PART TIME EMPLOYEES	31,000.00	31,000.00	5,112.00	25,888.00	16.49
101-690-707.000	TEMPORARY EMPLOYEES	55,000.00	55,000.00	6,807.50	48,192.50	12.38
101-690-709.000	FICA	5,363.00	5,363.00	739.03	4,623.97	13.78
101-690-711.000	MEDICARE	1,254.25	1,254.25	172.84	1,081.41	13.78
101-690-713.000	OVERTIME	500.00	500.00	0.00	500.00	0.00
101-690-742.000	MATERIALS & SUPPLIES	31,930.00	31,930.00	13,927.96	18,002.04	43.62
101-690-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	2,500.00	2,500.00	0.00	2,500.00	0.00
101-690-918.000	WATER	412.00	412.00	0.00	412.00	0.00
101-690-930.000	POND MAINTENANCE	3,090.00	3,090.00	0.00	3,090.00	0.00
101-690-932.000	VEHICLE REPAIRS AND MAINTENANCE	3,553.00	3,553.00	0.00	3,553.00	0.00
101-690-934.000	OTHER REPAIRS AND MAINTENANCE	80,000.00	80,000.00	48,361.00	31,639.00	60.45
Total Dept 690 - PARK MAINTENANCE		214,602.25	214,602.25	75,120.33	139,481.92	35.00

Dept 691 - RECREATION

101-691-702.000	WAGES - FULL TIME EMPLOYEES	20,180.00	20,180.00	0.00	20,180.00	0.00
101-691-703.000	SALARIES	24,500.00	24,500.00	1,319.22	23,180.78	5.38
101-691-703.700	SALARIES (RECREATION COMMISSION)	1,250.00	1,250.00	165.00	1,085.00	13.20
101-691-705.000	VACATION PAY	7,291.00	7,291.00	0.00	7,291.00	0.00
101-691-706.000	HOLIDAY PAY	5,591.00	5,591.00	188.46	5,402.54	3.37
101-691-707.000	TEMPORARY EMPLOYEES	30,000.00	30,000.00	0.00	30,000.00	0.00
101-691-709.000	FICA	5,919.26	5,919.26	193.49	5,725.77	3.27
101-691-711.000	MEDICARE	1,384.34	1,384.34	45.22	1,339.12	3.27
101-691-712.000	CASH IN LIEU OF BENEFITS (INS OPT OUT)	5,400.00	5,400.00	900.00	4,500.00	16.67
101-691-714.000	LONGEVITY PAY	1,260.00	1,260.00	0.00	1,260.00	0.00
101-691-716.000	DEFINED CONTRIBUTION PENSION (401A-457B)	4,750.00	4,750.00	548.10	4,201.90	11.54
101-691-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	12,872.00	12,872.00	24.12	12,847.88	0.19
101-691-732.000	WORKERS COMPENSATION INSURANCE EXPENSE	2,838.00	2,838.00	0.00	2,838.00	0.00
101-691-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	1,875.00	1,875.00	0.00	1,875.00	0.00
101-691-752.000	SUPPLIES	2,060.00	2,060.00	0.00	2,060.00	0.00
101-691-801.950	PROFESSIONAL AND CONTRACTUAL SERVICES	11,630.00	11,630.00	0.00	11,630.00	0.00
101-691-850.000	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	1,545.00	1,545.00	0.00	1,545.00	0.00
101-691-851.000	MAIL OR POSTAGE	309.00	309.00	0.00	309.00	0.00
101-691-880.000	COMMUNITY PROMOTION	12,000.00	12,000.00	0.00	12,000.00	0.00
101-691-881.000	PROGRAMMING	12,000.00	12,000.00	0.00	12,000.00	0.00
101-691-882.000	PROGRAMMING - FARMERS MARKET	0.00	0.00	189.85	(189.85)	100.00
101-691-915.000	MEMBERSHIPS	2,500.00	2,500.00	0.00	2,500.00	0.00
Total Dept 691 - RECREATION		167,154.60	167,154.60	3,573.46	163,581.14	2.14

Dept 746 - HISTORICAL COMMISSION						
101-746-709.000	FICA	56.00	56.00	0.00	56.00	0.00
101-746-711.000	MEDICARE	16.00	16.00	0.00	16.00	0.00
101-746-713.000	OVERTIME	1,000.00	1,000.00	0.00	1,000.00	0.00
101-746-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	26.00	26.00	0.00	26.00	0.00
101-746-752.000	SUPPLIES	500.00	500.00	0.00	500.00	0.00
101-746-934.000	OTHER REPAIRS AND MAINTENANCE	5,000.00	5,000.00	0.00	5,000.00	0.00
Total Dept 746 - HISTORICAL COMMISSION		6,598.00	6,598.00	0.00	6,598.00	0.00
Dept 750 - SENIOR ACTIVITY CENTER						
101-750-702.000	WAGES - FULL TIME EMPLOYEES	20,180.00	20,180.00	0.00	20,180.00	0.00
101-750-703.000	SALARIES	24,500.00	24,500.00	1,319.22	23,180.78	5.38
101-750-704.000	WAGES - PART TIME EMPLOYEES	32,972.00	32,972.00	488.12	32,483.88	1.48
101-750-705.000	VACATION PAY	1,380.00	1,380.00	0.00	1,380.00	0.00
101-750-706.000	HOLIDAY PAY	1,781.00	1,781.00	0.00	1,781.00	0.00
101-750-709.000	FICA	5,010.41	5,010.41	146.03	4,864.38	2.91
101-750-711.000	MEDICARE	1,171.79	1,171.79	34.16	1,137.63	2.92
101-750-716.000	DEFINED CONTRIBUTION PENSION (401A-457B)	4,750.00	4,750.00	548.10	4,201.90	11.54
101-750-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	11,000.00	11,000.00	24.11	10,975.89	0.22
101-750-732.000	WORKERS COMPENSATION INSURANCE EXPENSE	966.00	966.00	0.00	966.00	0.00
101-750-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	1,875.00	1,875.00	0.00	1,875.00	0.00
101-750-752.000	SUPPLIES	4,500.00	4,500.00	0.00	4,500.00	0.00
101-750-801.950	PROFESSIONAL AND CONTRACTUAL SERVICES	5,150.00	5,150.00	0.00	5,150.00	0.00
101-750-850.000	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	979.00	979.00	0.00	979.00	0.00
101-750-851.000	MAIL OR POSTAGE	258.00	258.00	0.00	258.00	0.00
101-750-881.000	PROGRAMMING	9,476.00	9,476.00	(57.75)	9,533.75	(0.61)
101-750-932.000	VEHICLE REPAIRS AND MAINTENANCE	19,763.00	19,763.00	0.00	19,763.00	0.00
Total Dept 750 - SENIOR ACTIVITY CENTER		145,712.20	145,712.20	2,501.99	143,210.21	1.72
Dept 801 - PLANNING COMMISSION						
101-801-703.000	SALARIES	2,575.00	2,575.00	260.00	2,315.00	10.10
101-801-709.000	FICA	167.00	167.00	16.12	150.88	9.65
101-801-711.000	MEDICARE	39.00	39.00	3.77	35.23	9.67
101-801-713.000	OVERTIME	412.00	412.00	0.00	412.00	0.00
101-801-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	260.00	260.00	0.00	260.00	0.00
101-801-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	20.00	20.00	0.00	20.00	0.00
101-801-801.900	PROFESSIONAL SERVICES (PLANNING)	75,000.00	75,000.00	6,796.70	68,203.30	9.06
101-801-900.000	PRINTING AND PUBLISHING	1,545.00	1,545.00	0.00	1,545.00	0.00
101-801-946.000	ENGINEERING SERVICES	15,000.00	15,000.00	0.00	15,000.00	0.00
Total Dept 801 - PLANNING COMMISSION		95,018.00	95,018.00	7,076.59	87,941.41	7.45

Dept 861 - RETIREE						
101-861-712.000	CASH IN LIEU OF BENEFITS (INS OPT OUT)	21,000.00	21,000.00	3,500.00	17,500.00	16.67
101-861-717.010	MERS DIVISION 10 SUPERVISOR	492,168.00	492,168.00	41,014.00	451,154.00	8.33
101-861-717.011	MERS DIVISION 11 CLERICAL	53,988.00	53,988.00	4,499.00	49,489.00	8.33
101-861-723.000	RETIREE HEALTH CARE - OPEB	2,060,982.00	2,060,982.00	55,063.58	2,005,918.42	2.67
101-861-840.000	INSURANCE PREMIUM (LIFE)	2,136.00	2,136.00	173.76	1,962.24	8.13
Total Dept 861 - RETIREE		2,630,274.00	2,630,274.00	104,250.34	2,526,023.66	3.96
Dept 951 - INSURANCE						
101-951-935.000	PROPERTY LIABILITY INSURANCE	262,500.00	262,500.00	321,374.97	(58,874.97)	122.43
Total Dept 951 - INSURANCE		262,500.00	262,500.00	321,374.97	(58,874.97)	122.43
TOTAL EXPENDITURES		16,382,177.09	16,382,177.09	1,855,278.06	14,526,899.03	11.32
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		14,775,839.43	14,775,839.43	1,234,234.76	13,541,604.67	8.35
TOTAL EXPENDITURES		16,382,177.09	16,382,177.09	1,855,278.06	14,526,899.03	11.32
NET OF REVENUES & EXPENDITURES		(1,606,337.66)	(1,606,337.66)	(621,043.30)	(985,294.36)	38.66

Fund 202 - MAJOR STREET FUND

Revenues

Dept 000

202-000-546.000	STATE GRANTS - HIGHWAY AND STREETS	637,350.00	637,350.00	0.00	637,350.00	0.00
202-000-548.000	STATE GRANTS - METRO ACT	7,752.00	7,752.00	0.00	7,752.00	0.00
202-000-664.000	INTEREST INCOME AND RENT CONTROL	7,000.00	7,000.00	0.00	7,000.00	0.00
Total Dept 000		652,102.00	652,102.00	0.00	652,102.00	0.00
TOTAL REVENUES		652,102.00	652,102.00	0.00	652,102.00	0.00

Expenditures

Dept 463 - STREET ACTIVITIES

202-463-702.000	WAGES - FULL TIME EMPLOYEES	35,000.00	35,000.00	10,040.80	24,959.20	28.69
202-463-705.000	VACATION PAY	3,400.00	3,400.00	711.58	2,688.42	20.93
202-463-706.000	HOLIDAY PAY	3,000.00	3,000.00	218.95	2,781.05	7.30
202-463-709.000	FICA	2,994.60	2,994.60	720.52	2,274.08	24.06
202-463-711.000	MEDICARE	700.35	700.35	168.50	531.85	24.06
202-463-713.000	OVERTIME	5,000.00	5,000.00	746.12	4,253.88	14.92
202-463-714.000	LONGEVITY PAY	1,900.00	1,900.00	0.00	1,900.00	0.00
202-463-717.000	DEFINED BENEFIT PENSION PLAN (MERS)	2,300.00	2,300.00	0.00	2,300.00	0.00
202-463-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	24,000.00	24,000.00	2,756.76	21,243.24	11.49
202-463-721.000	CLOTHING ALLOWANCE	1,200.00	1,200.00	0.00	1,200.00	0.00
202-463-732.000	WORKERS COMPENSATION INSURANCE EXPENSE	5,874.00	5,874.00	0.00	5,874.00	0.00
202-463-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	500.00	500.00	0.00	500.00	0.00
202-463-803.101	ADMINISTRATIVE SERVICES (GENERAL FUND)	25,311.00	25,311.00	0.00	25,311.00	0.00
202-463-870.000	PRESERVATION - STREETS	400,000.00	400,000.00	0.00	400,000.00	0.00
202-463-871.000	TRAFFIC SERVICES - STREETS	20,000.00	20,000.00	1,421.85	18,578.15	7.11
202-463-872.000	WINTER MAINTENANCE - STREETS	41,200.00	41,200.00	0.00	41,200.00	0.00
202-463-932.000	VEHICLE REPAIRS AND MAINTENANCE	80,935.00	80,935.00	0.00	80,935.00	0.00
Total Dept 463 - STREET ACTIVITIES		653,314.95	653,314.95	16,785.08	636,529.87	2.57
TOTAL EXPENDITURES		653,314.95	653,314.95	16,785.08	636,529.87	2.57

Fund 202 - MAJOR STREET FUND:

TOTAL REVENUES	652,102.00	652,102.00	0.00	652,102.00	0.00
TOTAL EXPENDITURES	653,314.95	653,314.95	16,785.08	636,529.87	2.57
NET OF REVENUES & EXPENDITURES	(1,212.95)	(1,212.95)	(16,785.08)	15,572.13	1,383.82

Fund 203 - LOCAL STREET FUND

Revenues

Dept 000

203-000-546.000	STATE GRANTS - HIGHWAY AND STREETS	275,025.00	275,025.00	0.00	275,025.00	0.00
203-000-548.000	STATE GRANTS - METRO ACT	33,048.00	33,048.00	0.00	33,048.00	0.00
203-000-664.000	INTEREST INCOME AND RENT CONTROL	7,000.00	7,000.00	0.00	7,000.00	0.00
Total Dept 000		315,073.00	315,073.00	0.00	315,073.00	0.00
TOTAL REVENUES		315,073.00	315,073.00	0.00	315,073.00	0.00

Expenditures

Dept 463 - STREET ACTIVITIES

203-463-702.000	WAGES - FULL TIME EMPLOYEES	45,000.00	45,000.00	6,254.67	38,745.33	13.90
203-463-705.000	VACATION PAY	4,500.00	4,500.00	484.04	4,015.96	10.76
203-463-706.000	HOLIDAY PAY	800.00	800.00	215.13	584.87	26.89
203-463-709.000	FICA	4,185.00	4,185.00	438.04	3,746.96	10.47
203-463-711.000	MEDICARE	978.75	978.75	102.44	876.31	10.47
203-463-713.000	OVERTIME	15,000.00	15,000.00	111.22	14,888.78	0.74
203-463-714.000	LONGEVITY PAY	2,200.00	2,200.00	0.00	2,200.00	0.00
203-463-717.000	DEFINED BENEFIT PENSION PLAN (MERS)	2,300.00	2,300.00	0.00	2,300.00	0.00
203-463-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	24,720.00	24,720.00	1,124.67	23,595.33	4.55
203-463-721.000	CLOTHING ALLOWANCE	1,200.00	1,200.00	0.00	1,200.00	0.00
203-463-732.000	WORKERS COMPENSATION INSURANCE EXPENSE	5,874.00	5,874.00	0.00	5,874.00	0.00
203-463-803.101	ADMINISTRATIVE SERVICES (GENERAL FUND)	17,763.00	17,763.00	0.00	17,763.00	0.00
203-463-870.000	PRESERVATION - STREETS	61,800.00	61,800.00	3,335.00	58,465.00	5.40
203-463-871.000	TRAFFIC SERVICES - STREETS	5,150.00	5,150.00	0.00	5,150.00	0.00
203-463-872.000	WINTER MAINTENANCE - STREETS	56,650.00	56,650.00	0.00	56,650.00	0.00
203-463-932.000	VEHICLE REPAIRS AND MAINTENANCE	46,780.00	46,780.00	0.00	46,780.00	0.00
Total Dept 463 - STREET ACTIVITIES		294,900.75	294,900.75	12,065.21	282,835.54	4.09
TOTAL EXPENDITURES		294,900.75	294,900.75	12,065.21	282,835.54	4.09

Fund 203 - LOCAL STREET FUND:

TOTAL REVENUES	315,073.00	315,073.00	0.00	315,073.00	0.00
TOTAL EXPENDITURES	294,900.75	294,900.75	12,065.21	282,835.54	4.09
NET OF REVENUES & EXPENDITURES	20,172.25	20,172.25	(12,065.21)	32,237.46	59.81

Fund 210 - AMBULANCE FUND

Revenues

Dept 000

210-000-402.000	TAXES - CURRENT REAL PROPERTY TAXES	428,201.00	428,201.00	51,551.31	376,649.69	12.04
210-000-410.000	TAXES - CURRENT PERSONAL PROPERTY TAXES	33,936.00	33,936.00	3,636.20	30,299.80	10.71
210-000-412.000	TAXES - DELINQUENT PERSONAL PROPERTY	500.00	500.00	0.00	500.00	0.00
210-000-432.000	TAXES - PAYMENT IN LIEU OF TAXES	901.00	901.00	0.00	901.00	0.00
210-000-437.000	TAXES - INDUSTRIAL FACILITY TAX	9,944.00	9,944.00	563.85	9,380.15	5.67
210-000-445.000	TAXES - PENALTIES AND INTEREST ON TAXES	1,098.00	1,098.00	0.00	1,098.00	0.00
210-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	37,559.00	37,559.00	0.00	37,559.00	0.00
210-000-638.000	AMBULANCE TRANSPORT FEES	335,000.00	335,000.00	24,764.04	310,235.96	7.39
210-000-664.000	INTEREST INCOME AND RENT CONTROL	14,000.00	14,000.00	0.00	14,000.00	0.00
Total Dept 000		861,139.00	861,139.00	80,515.40	780,623.60	9.35
TOTAL REVENUES		861,139.00	861,139.00	80,515.40	780,623.60	9.35

Expenditures

Dept 301 - PUBLIC SAFETY

210-301-702.000	WAGES - FULL TIME EMPLOYEES	285,922.00	285,922.00	61,183.91	224,738.09	21.40
210-301-704.000	WAGES - PART TIME EMPLOYEES	3,500.00	3,500.00	0.00	3,500.00	0.00
210-301-705.000	VACATION PAY	31,170.00	31,170.00	2,481.61	28,688.39	7.96
210-301-706.000	HOLIDAY PAY	15,875.00	15,875.00	8,223.88	7,651.12	51.80
210-301-709.000	FICA	23,656.00	23,656.00	5,072.76	18,583.24	21.44
210-301-711.000	MEDICARE	5,540.00	5,540.00	1,186.38	4,353.62	21.41
210-301-713.000	OVERTIME	30,900.00	30,900.00	5,378.05	25,521.95	17.40
210-301-714.000	LONGEVITY PAY	3,140.00	3,140.00	0.00	3,140.00	0.00
210-301-717.000	DEFINED BENEFIT PENSION PLAN (MERS)	12,300.00	12,300.00	2,239.04	10,060.96	18.20
210-301-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	65,000.00	65,000.00	5,779.41	59,220.59	8.89
210-301-721.000	CLOTHING ALLOWANCE	7,750.00	7,750.00	6,750.00	1,000.00	87.10
210-301-722.000	FOOD ALLOWANCE	5,500.00	5,500.00	0.00	5,500.00	0.00
210-301-731.000	EDUCATION ALLOWANCE	2,060.00	2,060.00	0.00	2,060.00	0.00
210-301-732.000	WORKERS COMPENSATION INSURANCE EXPENSE	7,562.00	7,562.00	0.00	7,562.00	0.00
210-301-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	6,000.00	6,000.00	719.29	5,280.71	11.99
210-301-746.000	OPERATING SUPPLIES	21,000.00	21,000.00	262,377.67	(241,377.67)	1,249.42
210-301-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	4,000.00	4,000.00	0.00	4,000.00	0.00
210-301-801.200	PROFESSIONAL SERVICES (ACCUMED)	21,000.00	21,000.00	1,562.91	19,437.09	7.44
210-301-803.101	ADMINISTRATIVE SERVICES (GENERAL FUND)	56,770.00	56,770.00	0.00	56,770.00	0.00
210-301-850.000	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	275.00	275.00	0.00	275.00	0.00
210-301-910.000	PROFESSIONAL DEVELOPMENT	8,000.00	8,000.00	0.00	8,000.00	0.00
210-301-932.000	VEHICLE REPAIRS AND MAINTENANCE	69,261.00	69,261.00	0.00	69,261.00	0.00
210-301-956.000	BAD DEBT EXPENSE	1,000.00	1,000.00	0.00	1,000.00	0.00
Total Dept 301 - PUBLIC SAFETY		687,181.00	687,181.00	362,954.91	324,226.09	52.82
TOTAL EXPENDITURES		687,181.00	687,181.00	362,954.91	324,226.09	52.82

Fund 210 - AMBULANCE FUND:

TOTAL REVENUES	861,139.00	861,139.00	80,515.40	780,623.60	9.35
TOTAL EXPENDITURES	687,181.00	687,181.00	362,954.91	324,226.09	52.82
NET OF REVENUES & EXPENDITURES	173,958.00	173,958.00	(282,439.51)	456,397.51	162.36

Fund 226 - GARBAGE AND RUBBISH COLLECTION FUND

Revenues

Dept 000

226-000-402.000	TAXES - CURRENT REAL PROPERTY TAXES	615,309.00	615,309.00	74,567.27	540,741.73	12.12
226-000-410.000	TAXES - CURRENT PERSONAL PROPERTY TAXES	48,393.00	48,393.00	5,259.80	43,133.20	10.87
226-000-432.000	TAXES - PAYMENT IN LIEU OF TAXES	1,265.00	1,265.00	0.00	1,265.00	0.00
226-000-437.000	TAXES - INDUSTRIAL FACILITY TAX	14,290.00	14,290.00	815.71	13,474.29	5.71
226-000-445.000	TAXES - PENALTIES AND INTEREST ON TAXES	1,000.00	1,000.00	0.00	1,000.00	0.00
226-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	52,720.00	52,720.00	0.00	52,720.00	0.00
226-000-637.000	RECYCLING FEES	106,800.00	106,800.00	9,001.12	97,798.88	8.43
226-000-664.000	INTEREST INCOME AND RENT CONTROL	1,000.00	1,000.00	0.00	1,000.00	0.00
Total Dept 000		840,777.00	840,777.00	89,643.90	751,133.10	10.66

TOTAL REVENUES

840,777.00	840,777.00	89,643.90	751,133.10	10.66
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Expenditures

Dept 528 - REFUSE COLLECTION/ DISPOSAL

226-528-919.000	WASTE AND RUBBISH DISPOSAL	578,860.00	578,860.00	49,639.91	529,220.09	8.58
226-528-925.000	RECYCLING	99,910.00	99,910.00	7,882.68	92,027.32	7.89
226-528-926.000	COMPOSTING	108,150.00	108,150.00	10,428.00	97,722.00	9.64
226-528-940.000	RENTALS	73,000.00	73,000.00	0.00	73,000.00	0.00
226-528-956.000	BAD DEBT EXPENSE	250.00	250.00	0.00	250.00	0.00
Total Dept 528 - REFUSE COLLECTION/ DISPOSAL		860,170.00	860,170.00	67,950.59	792,219.41	7.90

TOTAL EXPENDITURES

860,170.00	860,170.00	67,950.59	792,219.41	7.90
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Fund 226 - GARBAGE AND RUBBISH COLLECTION FUND:

TOTAL REVENUES	840,777.00	840,777.00	89,643.90	751,133.10	10.66
TOTAL EXPENDITURES	860,170.00	860,170.00	67,950.59	792,219.41	7.90
NET OF REVENUES & EXPENDITURES	(19,393.00)	(19,393.00)	21,693.31	(41,086.31)	111.86

Fund 265 - DRUG FORFEITURE

Revenues

Dept 000

265-000-655.950	FINES AND FORFEITURES (DRUG)	10,000.00	10,000.00	373.00	9,627.00	3.73
265-000-664.000	INTEREST INCOME AND RENT CONTROL	2,800.00	2,800.00	0.00	2,800.00	0.00
Total Dept 000		12,800.00	12,800.00	373.00	12,427.00	2.91

TOTAL REVENUES

12,800.00	12,800.00	373.00	12,427.00	2.91
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Expenditures

Dept 310 - DRUG FORFEITURE

265-310-746.000	OPERATING SUPPLIES	16,000.00	16,000.00	598.19	15,401.81	3.74
265-310-983.000	LEASED ASSETS	15,864.00	15,864.00	0.00	15,864.00	0.00
Total Dept 310 - DRUG FORFEITURE		31,864.00	31,864.00	598.19	31,265.81	1.88

TOTAL EXPENDITURES

31,864.00	31,864.00	598.19	31,265.81	1.88
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Fund 265 - DRUG FORFEITURE:

TOTAL REVENUES		12,800.00	12,800.00	373.00	12,427.00	2.91
TOTAL EXPENDITURES		31,864.00	31,864.00	598.19	31,265.81	1.88
NET OF REVENUES & EXPENDITURES		(19,064.00)	(19,064.00)	(225.19)	(18,838.81)	1.18

Fund 267 - GAMBLING FORFEITURE

Revenues

Dept 000

267-000-664.000 INTEREST INCOME AND RENT CONTROL

Total Dept 000

19,000.00	19,000.00	0.00	19,000.00	0.00
19,000.00	19,000.00	0.00	19,000.00	0.00
19,000.00	19,000.00	0.00	19,000.00	0.00

TOTAL REVENUES

Fund 267 - GAMBLING FORFEITURE:

TOTAL REVENUES

TOTAL EXPENDITURES

NET OF REVENUES & EXPENDITURES

19,000.00	19,000.00	0.00	19,000.00	0.00
0.00	0.00	0.00	0.00	0.00
19,000.00	19,000.00	0.00	19,000.00	0.00

Fund 270 - SENIOR HOUSING

Revenues

Dept 000

270-000-600.000	RENT	548,000.00	548,000.00	46,924.51	501,075.49	8.56
270-000-657.000	ORDINANCE FINES AND COSTS	0.00	0.00	29.00	(29.00)	100.00
270-000-664.000	INTEREST INCOME AND RENT CONTROL	2,080.00	2,080.00	0.00	2,080.00	0.00
Total Dept 000		550,080.00	550,080.00	46,953.51	503,126.49	8.54
TOTAL REVENUES		550,080.00	550,080.00	46,953.51	503,126.49	8.54

Expenditures

Dept 265 - CITY HALL

270-265-702.000	WAGES - FULL TIME EMPLOYEES	4,000.00	4,000.00	0.00	4,000.00	0.00
270-265-704.000	WAGES - PART TIME EMPLOYEES	52,000.00	52,000.00	4,654.50	47,345.50	8.95
270-265-709.000	FICA	3,700.00	3,700.00	326.60	3,373.40	8.83
270-265-711.000	MEDICARE	900.00	900.00	76.38	823.62	8.49
270-265-713.000	OVERTIME	2,500.00	2,500.00	613.88	1,886.12	24.56
270-265-717.000	DEFINED BENEFIT PENSION PLAN (MERS)	500.00	500.00	0.94	499.06	0.19
270-265-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	1,400.00	1,400.00	0.00	1,400.00	0.00
270-265-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	100.00	100.00	0.31	99.69	0.31
270-265-742.000	MATERIALS & SUPPLIES	15,000.00	15,000.00	2,934.11	12,065.89	19.56
270-265-752.000	SUPPLIES	0.00	0.00	89.08	(89.08)	100.00
270-265-850.000	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	2,700.00	2,700.00	0.00	2,700.00	0.00
270-265-852.000	OTHER MISC COMMUNICATIONS (INTERNET)	1,200.00	1,200.00	(18.23)	1,218.23	(1.52)
270-265-918.000	WATER	40,000.00	40,000.00	6,830.14	33,169.86	17.08
270-265-920.000	ELECTRIC	11,000.00	11,000.00	0.00	11,000.00	0.00
270-265-921.000	NATURAL GAS	5,000.00	5,000.00	239.67	4,760.33	4.79
270-265-934.000	OTHER REPAIRS AND MAINTENANCE	285,000.00	285,000.00	8,803.36	276,196.64	3.09
270-265-935.000	PROPERTY LIABILITY INSURANCE	33,000.00	33,000.00	26,015.35	6,984.65	78.83
270-265-968.000	DEPRECIATION AND DEPLETION	91,979.00	91,979.00	0.00	91,979.00	0.00
Total Dept 265 - CITY HALL		549,979.00	549,979.00	50,566.09	499,412.91	9.19
TOTAL EXPENDITURES		549,979.00	549,979.00	50,566.09	499,412.91	9.19

Fund 270 - SENIOR HOUSING:

TOTAL REVENUES		550,080.00	550,080.00	46,953.51	503,126.49	8.54
TOTAL EXPENDITURES		549,979.00	549,979.00	50,566.09	499,412.91	9.19
NET OF REVENUES & EXPENDITURES		101.00	101.00	(3,612.58)	3,713.58	3,576.81

Fund 301 - GENERAL DEBT SERVICE (CITY HALL)

Expenditures

Dept 945 - DEBT

301-945-999.000 OPERATING TRANS OUT

Total Dept 945 - DEBT

106,222.00	106,222.00	0.00	106,222.00	0.00
106,222.00	106,222.00	0.00	106,222.00	0.00
106,222.00	106,222.00	0.00	106,222.00	0.00

TOTAL EXPENDITURES

Fund 301 - GENERAL DEBT SERVICE (CITY HALL):

TOTAL REVENUES

TOTAL EXPENDITURES

NET OF REVENUES & EXPENDITURES

0.00	0.00	0.00	0.00	0.00
106,222.00	106,222.00	0.00	106,222.00	0.00
(106,222.00)	(106,222.00)	0.00	(106,222.00)	0.00

Fund 307 - DEBT SERVICE (2015 STREET BOND)

Revenues

Dept 000

307-000-402.000	TAXES - CURRENT REAL PROPERTY TAXES	307,642.00	307,642.00	37,281.95	270,360.05	12.12
307-000-410.000	TAXES - CURRENT PERSONAL PROPERTY TAXES	44,856.00	44,856.00	2,629.90	42,226.10	5.86
307-000-412.000	TAXES - DELINQUENT PERSONAL PROPERTY	500.00	500.00	0.00	500.00	0.00
307-000-432.000	TAXES - PAYMENT IN LIEU OF TAXES	2,146.00	2,146.00	0.00	2,146.00	0.00
307-000-437.000	TAXES - INDUSTRIAL FACILITY TAX	7,145.00	7,145.00	407.85	6,737.15	5.71
307-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	87,384.00	87,384.00	0.00	87,384.00	0.00
307-000-664.000	INTEREST INCOME AND RENT CONTROL	770.00	770.00	0.00	770.00	0.00
Total Dept 000		450,443.00	450,443.00	40,319.70	410,123.30	8.95

TOTAL REVENUES

450,443.00	450,443.00	40,319.70	410,123.30	8.95
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Expenditures

Dept 945 - DEBT

307-945-991.000	PRINCIPAL	875,000.00	875,000.00	0.00	875,000.00	0.00
307-945-992.000	INTEREST	10,938.00	10,938.00	0.00	10,938.00	0.00
307-945-993.000	PAYING AGENT FEES	500.00	500.00	0.00	500.00	0.00
Total Dept 945 - DEBT		886,438.00	886,438.00	0.00	886,438.00	0.00

TOTAL EXPENDITURES

886,438.00	886,438.00	0.00	886,438.00	0.00
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Fund 307 - DEBT SERVICE (2015 STREET BOND):

TOTAL REVENUES	450,443.00	450,443.00	40,319.70	410,123.30	8.95
TOTAL EXPENDITURES	886,438.00	886,438.00	0.00	886,438.00	0.00
NET OF REVENUES & EXPENDITURES	(435,995.00)	(435,995.00)	40,319.70	(476,314.70)	9.25

Fund 592 - WATER AND SEWER FUND

Revenues

Dept 000

592-000-642.100	SALES - WATER COMMODITY	2,749,174.47	2,749,174.47	271,931.23	2,477,243.24	9.89
592-000-642.200	SALES - WATER RTS	1,154,000.00	1,154,000.00	98,315.54	1,055,684.46	8.52
592-000-642.300	SALES - SEWER COMMODITY	4,832,592.70	4,832,592.70	442,540.03	4,390,052.67	9.16
592-000-642.400	SALES - SEWER RTS	751,000.00	751,000.00	63,909.03	687,090.97	8.51
592-000-642.500	SALES - METER REPLACEMENT FEE	63,600.00	63,600.00	5,384.00	58,216.00	8.47
592-000-642.600	SALES - WATER TAP FEES	3,600.00	3,600.00	0.00	3,600.00	0.00
592-000-642.700	SALES - SEWER TAP FEES	3,000.00	3,000.00	0.00	3,000.00	0.00
592-000-642.900	SALES - WATER METER FEES	0.00	0.00	(140.00)	140.00	100.00
592-000-655.700	PENALTIES	10,000.00	10,000.00	(5.07)	10,005.07	(0.05)
592-000-664.000	INTEREST INCOME AND RENT CONTROL	54,000.00	54,000.00	0.00	54,000.00	0.00
Total Dept 000		9,620,967.17	9,620,967.17	881,934.76	8,739,032.41	9.17
TOTAL REVENUES		9,620,967.17	9,620,967.17	881,934.76	8,739,032.41	9.17

Expenditures

Dept 526 - WATER

592-526-702.000	WAGES - FULL TIME EMPLOYEES	194,000.00	194,000.00	16,216.33	177,783.67	8.36
592-526-704.000	WAGES - PART TIME EMPLOYEES	20,000.00	20,000.00	2,928.00	17,072.00	14.64
592-526-705.000	VACATION PAY	20,674.68	20,674.68	8,896.46	11,778.22	43.03
592-526-706.000	HOLIDAY PAY	13,136.40	13,136.40	880.78	12,255.62	6.70
592-526-709.000	FICA	19,333.53	19,333.53	3,126.90	16,206.63	16.17
592-526-711.000	MEDICARE	4,521.55	4,521.55	731.31	3,790.24	16.17
592-526-713.000	OVERTIME	55,620.00	55,620.00	19,610.36	36,009.64	35.26
592-526-714.000	LONGEVITY PAY	4,800.00	4,800.00	2,500.00	2,300.00	52.08
592-526-717.000	DEFINED BENEFIT PENSION PLAN (MERS)	704,000.00	704,000.00	324.64	703,675.36	0.05
592-526-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	111,240.00	111,240.00	7,466.26	103,773.74	6.71
592-526-721.000	CLOTHING ALLOWANCE	3,600.00	3,600.00	0.00	3,600.00	0.00
592-526-732.000	WORKERS COMPENSATION INSURANCE EXPENSE	7,934.00	7,934.00	0.00	7,934.00	0.00
592-526-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	102,000.00	102,000.00	162.43	101,837.57	0.16
592-526-752.000	SUPPLIES	15,450.00	15,450.00	4,079.70	11,370.30	26.41
592-526-752.100	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	128,750.00	128,750.00	30,955.62	97,794.38	24.04
592-526-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	22,000.00	22,000.00	413.94	21,586.06	1.88
592-526-803.101	ADMINISTRATIVE SERVICES (GENERAL FUND)	192,991.00	192,991.00	0.00	192,991.00	0.00
592-526-850.000	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	1,545.00	1,545.00	0.00	1,545.00	0.00
592-526-851.000	MAIL OR POSTAGE	15,000.00	15,000.00	1,034.55	13,965.45	6.90
592-526-883.000	PERMITS	5,854.00	5,854.00	0.00	5,854.00	0.00
592-526-915.000	MEMBERSHIPS	785.00	785.00	0.00	785.00	0.00
592-526-918.000	WATER	824.00	824.00	113.60	710.40	13.79
592-526-918.500	WATER (GREAT LAKES WATER AUTHORITY)	1,263,000.00	1,263,000.00	125,902.40	1,137,097.60	9.97
592-526-932.000	VEHICLE REPAIRS AND MAINTENANCE	81,103.00	81,103.00	0.00	81,103.00	0.00
592-526-934.000	OTHER REPAIRS AND MAINTENANCE	41,200.00	41,200.00	4,004.25	37,195.75	9.72
592-526-946.000	ENGINEERING SERVICES	25,000.00	25,000.00	17,401.40	7,598.60	69.61
592-526-956.000	BAD DEBT EXPENSE	15,000.00	15,000.00	0.00	15,000.00	0.00
592-526-968.000	DEPRECIATION AND DEPLETION	210,000.00	210,000.00	0.00	210,000.00	0.00
592-526-972.000	CAPITAL OUTLAY (WATER SYSTEM)	0.00	0.00	1,247,650.78	(1,247,650.78)	100.00
592-526-992.000	INTEREST EXPENSE	173,600.00	173,600.00	0.00	173,600.00	0.00
Total Dept 526 - WATER		3,452,962.16	3,452,962.16	1,494,399.71	1,958,562.45	43.28

Dept 527 - SEWER						
592-527-702.000	WAGES - FULL TIME EMPLOYEES	99,000.00	99,000.00	4,897.38	94,102.62	4.95
592-527-705.000	VACATION PAY	21,512.78	21,512.78	0.00	21,512.78	0.00
592-527-706.000	HOLIDAY PAY	3,868.86	3,868.86	0.00	3,868.86	0.00
592-527-709.000	FICA	8,734.66	8,734.66	385.82	8,348.84	4.42
592-527-711.000	MEDICARE	2,042.78	2,042.78	90.22	1,952.56	4.42
592-527-713.000	OVERTIME	13,000.00	13,000.00	1,395.19	11,604.81	10.73
592-527-717.000	DEFINED BENEFIT PENSION PLAN (MERS)	527,000.00	527,000.00	107.07	526,892.93	0.02
592-527-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	72,100.00	72,100.00	137.00	71,963.00	0.19
592-527-721.000	CLOTHING ALLOWANCE	3,500.00	3,500.00	0.00	3,500.00	0.00
592-527-732.000	WORKERS COMPENSATION INSURANCE EXPENSE	3,248.00	3,248.00	0.00	3,248.00	0.00
592-527-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	77,000.00	77,000.00	40.98	76,959.02	0.05
592-527-752.000	SUPPLIES	10,000.00	10,000.00	0.00	10,000.00	0.00
592-527-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	300,000.00	300,000.00	413.94	299,586.06	0.14
592-527-803.101	ADMINISTRATIVE SERVICES (GENERAL FUND)	124,831.00	124,831.00	0.00	124,831.00	0.00
592-527-850.000	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	1,200.00	1,200.00	0.00	1,200.00	0.00
592-527-851.000	MAIL OR POSTAGE	13,000.00	13,000.00	1,034.56	11,965.44	7.96
592-527-910.000	PROFESSIONAL DEVELOPMENT	2,500.00	2,500.00	0.00	2,500.00	0.00
592-527-917.000	SEWAGE	2,875,206.95	2,875,206.95	216,731.00	2,658,475.95	7.54
592-527-920.000	ELECTRIC	3,000.00	3,000.00	0.00	3,000.00	0.00
592-527-932.000	VEHICLE REPAIRS AND MAINTENANCE	196,640.00	196,640.00	0.00	196,640.00	0.00
592-527-934.500	OTHER REPAIRS AND MAINTENANCE (LIFT ST)	100,000.00	100,000.00	190.00	99,810.00	0.19
592-527-946.000	ENGINEERING SERVICES	25,000.00	25,000.00	0.00	25,000.00	0.00
592-527-956.000	BAD DEBT EXPENSE	10,300.00	10,300.00	0.00	10,300.00	0.00
592-527-968.000	DEPRECIATION AND DEPLETION	1,272,000.00	1,272,000.00	0.00	1,272,000.00	0.00
592-527-991.000	PRINCIPAL	1.00	1.00	0.00	1.00	0.00
592-527-992.000	INTEREST EXPENSE	559,000.00	559,000.00	0.00	559,000.00	0.00
592-527-993.000	PAYING AGENT FEES	1,000.00	1,000.00	0.00	1,000.00	0.00
Total Dept 527 - SEWER		6,324,686.03	6,324,686.03	225,423.16	6,099,262.87	3.56
TOTAL EXPENDITURES		9,777,648.19	9,777,648.19	1,719,822.87	8,057,825.32	17.59
Fund 592 - WATER AND SEWER FUND:						
TOTAL REVENUES		9,620,967.17	9,620,967.17	881,934.76	8,739,032.41	9.17
TOTAL EXPENDITURES		9,777,648.19	9,777,648.19	1,719,822.87	8,057,825.32	17.59
NET OF REVENUES & EXPENDITURES		(156,681.02)	(156,681.02)	(837,888.11)	681,207.09	534.77

Fund 645 - MEDICAL SELF INSURANCE FUND

Revenues

Dept 000

645-000-664.000	INTEREST INCOME AND RENT CONTROL	5,400.00	5,400.00	0.00	5,400.00	0.00
645-000-700.000	HCARE ISF CHARGES FOR SERVICES	658,104.00	658,104.00	52,828.17	605,275.83	8.03
Total Dept 000		663,504.00	663,504.00	52,828.17	610,675.83	7.96

TOTAL REVENUES

663,504.00	663,504.00	52,828.17	610,675.83	7.96
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Expenditures

Dept 999 - SELF INSURANCE

645-999-837.000	HEALTH INSURANCE CLAIMS	663,504.00	663,504.00	96,850.88	566,653.12	14.60
Total Dept 999 - SELF INSURANCE		663,504.00	663,504.00	96,850.88	566,653.12	14.60

TOTAL EXPENDITURES

663,504.00	663,504.00	96,850.88	566,653.12	14.60
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Fund 645 - MEDICAL SELF INSURANCE FUND:

TOTAL REVENUES		663,504.00	663,504.00	52,828.17	610,675.83	7.96
TOTAL EXPENDITURES		663,504.00	663,504.00	96,850.88	566,653.12	14.60
NET OF REVENUES & EXPENDITURES		0.00	0.00	(44,022.71)	44,022.71	100.00

Fund 661 - MOTOR POOL

Revenues

Dept 000

661-000-643.000	EQUIPMENT RENTAL	830,494.00	830,494.00	0.00	830,494.00	0.00
661-000-664.000	INTEREST INCOME AND RENT CONTROL	6,400.00	6,400.00	0.00	6,400.00	0.00
Total Dept 000		836,894.00	836,894.00	0.00	836,894.00	0.00
TOTAL REVENUES		836,894.00	836,894.00	0.00	836,894.00	0.00

Expenditures

Dept 249 - MOTOR POOL

661-249-702.000	WAGES - FULL TIME EMPLOYEES	59,300.00	59,300.00	0.00	59,300.00	0.00
661-249-705.000	VACATION PAY	4,500.00	4,500.00	0.00	4,500.00	0.00
661-249-706.000	HOLIDAY PAY	2,761.00	2,761.00	261.54	2,499.46	9.47
661-249-709.000	FICA	4,172.00	4,172.00	16.01	4,155.99	0.38
661-249-711.000	MEDICARE	979.00	979.00	3.75	975.25	0.38
661-249-713.000	OVERTIME	7,000.00	7,000.00	0.00	7,000.00	0.00
661-249-718.000	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	9,373.00	9,373.00	0.00	9,373.00	0.00
661-249-721.000	CLOTHING ALLOWANCE	1,200.00	1,200.00	0.00	1,200.00	0.00
661-249-732.000	WORKERS COMPENSATION INSURANCE EXPENSE	1,834.00	1,834.00	0.00	1,834.00	0.00
661-249-733.000	RETIREE HEALTH SAVINGS PLAN (ICMA)	1,000.00	1,000.00	3.29	996.71	0.33
661-249-752.000	SUPPLIES	0.00	0.00	1,508.91	(1,508.91)	100.00
661-249-758.000	DIESEL FUEL	36,000.00	36,000.00	2,014.39	33,985.61	5.60
661-249-759.000	GASOLINE	80,000.00	80,000.00	5,833.49	74,166.51	7.29
661-249-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	2,500.00	2,500.00	0.00	2,500.00	0.00
661-249-805.000	ENTERPRISE FLEET MANAGEMENT	190,000.00	190,000.00	11,889.15	178,110.85	6.26
661-249-850.000	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	1,000.00	1,000.00	0.00	1,000.00	0.00
661-249-931.000	EQUIPMENT REPAIRS	50,000.00	50,000.00	20.74	49,979.26	0.04
661-249-932.000	VEHICLE REPAIRS AND MAINTENANCE	176,916.00	176,916.00	26,552.94	150,363.06	15.01
661-249-934.000	OTHER REPAIRS AND MAINTENANCE	20,000.00	20,000.00	0.00	20,000.00	0.00
661-249-936.000	VEHICLE LIABILITY INSURANCE	79,993.00	79,993.00	89,990.00	(9,997.00)	112.50
661-249-968.000	DEPRECIATION AND DEPLETION	120,000.00	120,000.00	0.00	120,000.00	0.00
661-249-991.000	PRINCIPAL	1.00	1.00	0.00	1.00	0.00
661-249-992.000	INTEREST EXPENSE	17,000.00	17,000.00	0.00	17,000.00	0.00
Total Dept 249 - MOTOR POOL		865,529.00	865,529.00	138,094.21	727,434.79	15.95
TOTAL EXPENDITURES		865,529.00	865,529.00	138,094.21	727,434.79	15.95

Fund 661 - MOTOR POOL:

TOTAL REVENUES	836,894.00	836,894.00	0.00	836,894.00	0.00
TOTAL EXPENDITURES	865,529.00	865,529.00	138,094.21	727,434.79	15.95
NET OF REVENUES & EXPENDITURES	(28,635.00)	(28,635.00)	(138,094.21)	109,459.21	482.26

TOTAL REVENUES - ALL FUNDS	29,598,618.60	29,598,618.60	2,426,803.20	27,171,815.40	8.20
TOTAL EXPENDITURES - ALL FUNDS	31,758,927.98	31,758,927.98	4,320,966.09	27,437,961.89	13.61
NET OF REVENUES & EXPENDITURES	(2,160,309.38)	(2,160,309.38)	(1,894,162.89)	(266,146.49)	87.68

Fraser Parks & Recreation Commission
Minutes of the Regular Meeting
July 7th, 2020
Virtual Meeting VIA Zoom

A regular meeting of the Fraser Parks and Recreation Commission was conducted on the above date VIA Zoom due to stay at home orders surrounding COVID 19.

Present: Chairperson Cheryl LaCasse, Vice Chairperson Sherry Stein, Secretary Renee Paoletti; Commissioners Nancy Berube, David Bogdan, Sarah Kelley, Dana Sutherland

Also Present: Recreation and Senior Director Christina Woods

1. Call Meeting to Order

Chairperson Cheryl LaCasse called meeting to order at 7:07 pm.

2. Pledge of Allegiance

3. Approval of Agenda for July 7th 2020.

Agenda for June 2nd 2020 approved by Commissioner Stein seconded by Commissioner Kelley. Motion Carried Unanimously.

4. Approval of Minutes from June 2nd 2020.

Minutes from June 2nd 2020 approved by Commissioner Sutherland, seconded by Commissioner Kelley. Motion Carried Unanimously.

5. Fraser Parks and Recreation and Senior Center Gratitudes

Thank you to all first responders and healthcare workers during this time. Thank you to Curt Gibson for his continued diligence in assisting seniors using the van service. Thank you to the Farmers market volunteers for working together to put together the Farmers Market

6. Report on Parks

A. Ongoing Parks Improvement Project Discussion

Interim Director Schaefer met with MI Rec to create a new plan for the asphalt pathways. Great Lakes Recreation Company stated there's a 6 week lead time for playground equipment and then it will be two weeks to install. Goddard is backed up but will be done with the tennis courts around august.

Commissioner Berube asked if both playgrounds will be done at the same time. The assumption is they will be done one at a time, not concurrently. Commissioner Bogdan asked for an update regarding signage. Interim DPW Director Schaeffer is looking at companies for quotes per council's direction.

B. Status of Parks

Parks are open and getting a lot of use. Calls daily requesting pavilion permits. We are not reserving pavilions this season, they are first come first served. Fraser Public Schools have been offering lunches at McKinley. The new restroom locks are in at the parks. They are unlocked between 7 am and 10 pm. There will be a green light visible from the road as a visual notification if the power has gone out in the restroom or if the door is not closed all the way.

7. Volunteer Group Reports

A. Updates on McKinley Barrier Free Park

The new global motion playground equipment is in as well as the sensory garden pathway. The peace totem poles are in that were designed by 10 artists. FF is offering

Fraser Parks & Recreation Commission
Minutes of the Regular Meeting
July 7th, 2020
Virtual Meeting VIA Zoom

a free coloring sheet on their website and if you bring it to the Dairy Maid you will get a free ice cream. There is a raffle currently for \$250 in local gift cards. Fraser First installed a water line to the sensory garden and that is installed. Next meeting is at July 21st at 6 pm.

B. Updates on Fraser Fresh Farmers Market

DPW installed the dog waste stations that Farmers market installed. The market opens on Saturday July 11th at 9 am.

8. Overview Report from Parks and Recreation Director

3 months into the COVID crisis and the Director has come to the conclusion that while the worktime is restricted and without additional employees there will be no programming as originally envisioned. Calls and message inquiries as well as the van have been taking up a lot of time. The van has been picking up as we are now open for dr appointments. The plan is to bring staff back in September and start offering programming in October.

9. Other Business

A. Discussion regarding Zoom Meeting – issues and future plans

Director Woods apologized to Commissioner Bogdan for the mix up last month. There was an issue with the connection and the intention was to kick Commissioner Bogdan off the zoom meeting so that he would have to sign back on and hopefully the problem would be fixed. We could not get his zoom to restart and he had to miss the meeting. The commission discussed a plan if this situation happens again and decided on the policy:

If a Commissioner is unable to attend or log onto a zoom meeting, we will attempt to reach them to assist before moving on to holding the meeting as long as quorum is reached. Motion made by Commissioner Sutherland, Seconded by Commissioner Kelley. Motion carried unanimously.

Director Woods stated that until it is safe to do so we will continue to do Zoom meetings as the council chambers is not conducive to social distancing.

B. Discussion on recreation positions: Chairperson, Vice Chairperson and Secretary, position terms ending June 30th 2021

These positions are up for nomination yearly. The commission will first announce any nominations and the nominee can state if they accept the nomination. After nominations, commissioners can make motions for the positions.

C. Nominations for Chairperson, Vice Chairperson and secretary

Commissioner Paoletti and LaCasse asked to step down from their positions. Commissioner LaCasse, seconded by Commissioner Stein nominated Commissioner Kelley for Chairperson. Commissioner Kelley accepted the nomination. Commissioner Stein seconded by Commissioner Lacasse nominated Commissioner Sutherland for Vice Chair. Commissioner Sutherland accepted the nomination. Commissioner Kelly nominated Commissioner Bogdan for Secretary. Commissioner Bogdan declined. Discussion ensued on the role of secretary. As long as Director Woods could remember the minutes were typed by the Recreation Department. Recently, Commissioner Paoletti took on this responsibility. Director Woods stated she would investigate whether we need to have a secretary as it is a role that is not used as

D. Motions for Chairperson, Vice Chairperson and Secretary

Commissioner LaCasse, seconded by Commissioner Stein motioned to appoint Commissioner Kelley for Recreation Chairperson, position ending June 30th 2021. Motion carried unanimously.

Fraser Parks & Recreation Commission
Minutes of the Regular Meeting
July 7th, 2020
Virtual Meeting VIA Zoom

Commissioner Stein, seconded by Commissioner LaCasse motioned to appoint Commissioner Sutherland for Recreation Vice Chairperson, position ending June 30th 2021. Motion carried unanimously.

Commissioner LaCasse, Seconded by Commissioner Bogdan motioned to table the position of Recreation Secretary. Motion passed unanimously.

E. Receipt of Parks and Recreation Bylaws and Boards and Commissions handbook

A copy of the Bylaws and Boards and Commissions handbook was distributed to the commissioners.

10. Citizen Participation

None

11. Commission members with concerns

Sutherland – Thank you for the nomination! Excited about the updates to the park, especially Somerset park. Won't be able to attend this farmers market but is available to help with the next one.

Bogdan – No concerns, Looks forward to the Farmers Market.

Paoletti – Can't wait to see the park constructions, looking forward to the Farmers Market

Kelley – Thanks for the nomination! Will try to attend the Farmers Market with her work schedule.

Stein – Excited about the parks. Will be at the farmer's market.

LaCasse – Happy about the park updates, encourages people to view the peace totems at McKinley. Stay safe and healthy.

Berube – See you at the market and bring your mask to wear at the vendor sites.

Fraser Parks & Recreation Commission
Minutes of the Regular Meeting
July 7th, 2020
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Director Woods took a moment to thank Betty Slominski who has recently passed and was an active member of the historical commission.

12. Adjournment

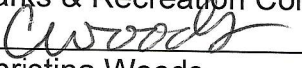
Motion from Commissioner Berube, seconded by Commissioner Sutherland to adjourn the meeting at 8:05 pm. Motion Carried Unanimously.

Respectfully Submitted,

Sarah Kelley
Chairperson
Parks & Recreation Commission

Dana Sutherland
Vice Chairperson
Parks & Recreation Commission

Renee Paoletti
Secretary
Parks & Recreation Commission


Christina Woods
Director Parks & Recreation



Fraser Parks & Recreation Commission
Minutes of the Regular Meeting
August 11th, 2020
Virtual Meeting VIA Zoom

A regular meeting of the Fraser Parks and Recreation Commission was conducted on the above date VIA Zoom due to stay at home orders surrounding COVID 19.

Present: Chairperson Sarah Kelley, Vice Chairperson Dana Sutherland, Secretary Sherry Stein; Commissioners Nancy Berube, David Bogdan, Cheryl LaCasse, Renee Paoletti

Also Present: Recreation and Senior Director Christina Woods

1. Call Meeting to Order

Chairperson Kelley called meeting to order at 7:03 pm.

2. Pledge of Allegiance

3. Approval of Agenda for August 11 2020.

Agenda for August 11 2020 approved by Commissioner Paoletti seconded by Commissioner Stein. Motion Carried Unanimously.

4. Approval of Minutes from July 7th 2020.

Minutes from July 7th 2020 approved by Commissioner LaCasse, seconded by Commissioner Sutherland. Motion Carried Unanimously.

5. Fraser Parks and Recreation and Senior Center Gratitudes

Thank you to all first responders and healthcare workers during this time. Thank you to Curt Gibson for his continued diligence in assisting seniors using the van service. Thank you to Fraser First for your continued work and dedication to the park. Thank you to the Farmers market volunteers for working together to put together the Farmers Market. Thank you to everyone who worked the election, it was a lot of work and was well run and successful!

6. Report on Parks

Tennis courts have been resurfaced. Purchase order for equipment has been signed, equipment is due to be in the next week or two. Possible installation date of September 14th, but realistically installation will start two weeks after. We are aiming to have everything done and completed by October. Commission requested a schematic for the pathways.

7. Volunteer Group Reports

A. Updates on McKinley Barrier Free Park

The raffle was a success, and had extra prizes to offer 7 winners out of 400. The donor bricks from the past couple of months have been installed. Hoping to have landscaping in the sensory garden by the beginning of November. Raised garden beds are being

Fraser Parks & Recreation Commission
Minutes of the Regular Meeting
August 11th, 2020
Virtual Meeting VIA Zoom

made and will be put in next spring. Getting the donor benches in. Finding events to do while social distancing is a challenge.

B. Updates on Fraser Fresh Farmers Market

The market was a success on Saturday, had new vendors. Sold masks to raise money for the dog park. Last market will be in September 12.

8. Overview Report from Parks and Recreation Director

Reviewing other cities and virtual programming has not been successful. We are not going to start programming at this time due to COVID. Still without employees, we are suspended other than essential services. Awaiting the re-opening of schools and we will see quickly if a large scale re-opening can be done without the COVID numbers skyrocketing. Due to furloughs the departments have saved \$70k as of end of July.

9. Other Business

A. Discussion on Recreation Position: Secretary, position term ending June 30th 2021

Director Woods investigated the request to eliminate the secretary position because the Recreation holds the records and records the minutes of the Commission meetings. The position is spelled out in ordinance and therefore must not be eliminated. Discussion ensued on who would take the secretary position, knowing that the recreation department will continue to complete the minutes and hold the records.

B. Nominations for Secretary

Vice Chair Sutherland nominated commissioner Bogdan, Commissioner Bogdan denied.

Commissioner Stein volunteered for secretary, commissioner Bogdan seconded

C. Motions for Secretary position terms ending June 30th 2021

Commissioner LaCasse nominated, seconded by commissioner Paoletti to nominate Commissioner Stein to Secretary term ending June 30th 2021. Motion carried unanimously.

10. Citizen Participation

Laura Lesich – 15212 Fairview – Commended the commission for continuing meetings. Recommended doing a virtual contest, possibly a mask design contest.. Commission agrees that is a great idea. Recommends coming up with the next park plan.

11. Commission members with concerns

Sutherland – No Concerns, had a great time at the farmers market. Recommended a virtual live opening of the new parks. Had an idea to color a picture to dress “daisy”, the dog statue on Fruehauf, for Halloween.

Bogdan – No Concerns, stay safe! Spoke with Fraser Bike Shop and they would like to help out and be involved.

Paoletti – Looking forward to Somerset and Pompo. Hoping for an end to COVID

Kelley – Had a suggestion for senior pen pals. Expressed concern for the missing girl from McKinley Park. If you see something say something.

Stein – Excited about the park! We need to come up with the next plan to keep the momentum.

Fraser Parks & Recreation Commission
Minutes of the Regular Meeting
August 11th, 2020
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LaCasse – Looking forward to Somerset and recommends we think about a modern park layout to recommend to council for Boris Park

Berube – Inquired about the Fall fest, if it was still on. Christina said there will not be a recreation event connected to Fall Fest.

12. Adjournment

Motion from Chairperson Kelley, seconded by Commissioner Paoletti to adjourn the meeting at 7:51 pm. Motion Carried Unanimously.

Respectfully Submitted,

Sarah Kelley
Chairperson
Parks & Recreation Commission

Dana Sutherland
Vice Chairperson
Parks & Recreation Commission

Sherry Stein
Secretary
Parks & Recreation Commission

Christina Woods
Director Parks & Recreation

Woods
#virtual

DRAFT

Local Officers Compensation Commission Meeting Tuesday, July 9th, 2019

Fraser Local Officers Compensation Commission was conducted on the above date at the City Municipal Building located at 33000 Garfield Road, Fraser, County of Macomb, Michigan.

Present: Robert Brannon, Joseph Chimenti, Frank Farina and Roseanne Menendez

Absent: Anna Cameron

Also Present: Kelly Dolland, Recording Secretary

1. Call Meeting to Order

Chairman Farina called the July 9th, 2019 Compensation Commission meeting to order at 4:07pm.

2. Approval of Agenda

Member MENENDEZ moved, seconded by Member BRANNON, TO APPROVE AGENDA AS PRESENTED.

The motion carried unanimously

3. Approval of the May 31st, 2017 Compensation Commission Meeting Minutes

Member MENENDEZ moved, seconded by Member BRANNON, TO APPROVE MAY 31ST, 2017 COMPENSATION COMMISSION MEETING MINUTES AS SUBMITTED.

The motion carried unanimously.

4. Election of Chairperson and Vice Chairperson

Member MENENDEZ moved, seconded by Member FARINA, TO NOMINATE MEMBER BRANNON AS CHAIRMAN.

Member Brannon accepted.

The motion carried unanimously.

Member BRANNON moved, seconded by Member MENENDEZ, TO NOMINATE MEMBER CHIMENTI AS VICE CHAIRMAN.

Member Chimenti accepted.

The motion carried unanimously.

5. Discussion of Salaries of Mayor and Council

Member MENENDEZ, second by Member CHIMENTI, TO MAINTAIN IDENTICAL SALARY FOR MAYOR, \$4,531 AND COUNCIL, \$3,835 LIMIT TO 18 COUNCIL MEETINGS PER FISCAL YEAR.

The motion carried unanimously.

Local Officers Compensation Commission Meeting
Tuesday, July 9th, 2019
Page 2

6. Discussion of Wedding Ceremony Fee and Location.

Member MENENDEZ moved, second by Member BRANNON, TO MAINTAIN EXISTING WEDDING CEREMONY FEE AND LOCATION.

The motion carried unanimously.

7. Citizen Participation - none

8. Adjournment

Motion by Member MENENDEZ, seconded by Member BRANNON, TO ADJOURN THE LOCAL OFFICERS COMPENSATION COMMISSION MEETING OF TUESDAY, JULY 9TH, 2019 @ 4:38PM

The motion carried unanimously.

Respectfully submitted,

Kelly Dolland, City Clerk

/kd

**WAGE REVIEW
FOR MAYOR AND COUNCIL**

Fiscal Year	Mayor	Council Member		
2019-2020	\$ 4,531.00	plus \$75/meeting	\$ 3,835.00	plus \$75 / meeting
2018-2019	\$ 4,531.00	plus \$75/meeting	\$ 3,835.00	plus \$75 / meeting
2017-2018	\$ 4,531.00	plus \$75/meeting	\$ 3,835.00	plus \$75 / meeting
2016-2017	\$ 4,531.00	plus \$125/meeting	\$ 3,835.00	plus \$125/meeting
2016-2017	\$ 4,531.00	plus \$125/meeting	\$ 3,835.00	plus \$125/meeting
2015-2016	\$ 4,531.00	plus \$125/meeting	\$ 3,835.00	plus \$125/meeting
2010-2015	\$ 4,531.00	plus \$125/meeting	\$ 3,835.00	plus \$125/meeting
2009-2010	\$ 4,531.00	plus \$100/meeting	\$ 3,835.00	plus \$100/meeting
2007-2009	\$ 4,531.00	plus \$75/meeting	\$ 3,835.00	plus \$75 /meeting
2002-2007	\$ 4,531.00	plus \$150/meeting	\$ 3,835.00	plus \$150/meeting
2001-2002	\$ 4,531.00	plus \$125/meeting	\$ 3,835.00	plus \$125/meeting
2000-2001	\$ 4,531.00	plus \$100/meeting	\$ 3,835.00	plus \$100/meeting
1999-2000	\$ 4,531.00	plus \$50/meeting	\$ 3,835.00	plus \$50/meeting
1998-1999	\$ 4,531.00		\$ 3,835.00	
1997-1998	\$ 4,381.00		\$ 3,684.00	
1994-1997	\$ 4,231.00		\$ 3,535.00	
MEETING RECAP				
<u>Fiscal Year</u>				
2019-2020	Total of 19 Meetings			
2018-2019	Total of 13 Meetings			
2017-2018	Total of 19 Meetings			
2016-2017	Total of 27 Meetings			
2015-2016	Total of 21 Meetings			
2014-2015	Total of 17 Meetings			
2013-2014	Total of 17 Meetings			
2012-2013	Total of 14 Meetings			
2011-2012	Total of 17 Meetings			
2010-2011	Total of 14 Meetings			
2009-2010	Total of 18 Meetings			
2008-2009	Total of 16 Meetings			
2007-2008	Total of 17 Meetings			
2006-2007	Total of 20 Meetings			
2005-2006	Total of 18 Meetings			
2004-2005	Total of 18 Meetings			
2003-2004	Total of 20 Meetings			
2002-2003	Total of 18 Meetings			
2001-2002	Total of 21 Meetings			
2000-2001	Total of 16 Meetings			
1999-2000	Total of 21 Meetings			
1998-1999	Total of 17 Meetings			
1997-1998	Total of 19 Meetings			

**WAGE REVIEW
FOR MAYOR AND COUNCIL**

1996-1997	Total of 30 Meetings		
1995-1996	Total of 20 Meetings		
1994-1995	Total of 21 Meetings		

WAGE REVIEW FOR MAYOR AND COUNCIL

[illegible]

**WAGE REVIEW
FOR MAYOR AND COUNCIL**

DIVISION 1. - GENERALLY

Secs. 2-45—2-55. - Reserved.

DIVISION 2. - LOCAL OFFICERS' COMPENSATION COMMISSION

FOOTNOTE(S):

--- (4) ---

State Law reference— Authority to create, MCL 117.5c, MSA 5.2084(3).

Sec. 2-56. - Established.

The city council does hereby establish a local officers' compensation commission for the city.

(Ord. No. 95, § 1, 4-13-72)

Sec. 2-57. - Purpose.

The purpose and function of the local officers' compensation commission is to determine the salaries of all local elected officials.

(Ord. No. 95, § 2, 4-13-72)

Sec. 2-58. - Composition; eligibility and restrictions on eligibility.

The local officers' compensation commission shall consist of five (5) members, who are registered electors of the city, who shall be appointed by the mayor, subject to confirmation by the majority of the city council. However, no member or employee of the legislative, judicial or executive branch of any level of government or member of the immediate family of such member or employee shall be eligible to be a member of the commission.

(Ord. No. 95, § 3, 4-13-72)

Sec. 2-59. - Terms of office.

(a)

The members of the local officers' compensation commission shall be initially appointed as follows:

(1)

One (1) member for a term of five (5) years;

(2)

One (1) member for a term of four (4) years;

(3)

One (1) member for a term of three (3) years;

(4)

One (1) member for a term of two (2) years;

(5)

One (1) member for a term of one (1) year.

(b)

Annually thereafter, the mayor, with the approval of the council, shall appoint one (1) member of the commission for a term of five (5) years.

(c)

Members shall be appointed before October first of the year of appointment.

(Ord. No. 95, § 4, 4-13-72)

Sec. 2-60. - Compensation.

The members of the local officers' compensation commission shall receive no compensation, but shall be entitled to their actual and necessary expenses incurred in the performance of their duties.

(Ord. No. 95, § 6, 4-13-72)

Sec. 2-61. - Filling of vacancies.

Vacancies on the local officers' compensation commission occasioned by removals, resignations or otherwise, shall be reported to the city council and shall be filled for the remainder of the unexpired term in the same manner as original appointments.

(Ord. No. 95, § 5, 4-13-72)

Sec. 2-62. - Authority to organize; final vote; session days.

(a)

Immediately after their appointment, the members of the local officers' compensation commission shall meet and organize by electing one of their members chairperson and electing such other officers as they may deem necessary.

They shall also have the power to adopt such bylaws and regulations as they deem necessary for the carrying on of the business of the commission.

(b)

A majority of the members of the commission shall constitute a quorum for conducting its business. However, the commission shall take no action or make determinations without a concurrence of a majority of the members appointed and serving on the commission.

(c)

The commission shall meet for not more than fifteen (15) session days in every odd-numbered year. A "session day" means any calendar day on which the commission meets and a quorum is present.

(Ord. No. 95, § 7, 4-13-72)

Sec. 2-63. - Powers and duties.

(a)

The local officers' compensation commission shall have the power to and shall determine the salaries of all elected officials of the city. The determination of such salaries shall become effective thirty (30) days after being filed with the city clerk, unless rejected by a vote of two-thirds of the city council. In case of such rejection, the existing salary shall prevail. The commission shall make its determination within forty-five (45) calendar days of its first meeting.

(b)

The commission shall not be responsible for review, approval or accounting for routine expense allowances or other expenses paid to elected officials in addition to salary.

(Ord. No. 95, § 8, 4-13-72)

Sec. 2-64. - Supersedes conflicting charter and ordinance provisions.

This division shall supersede and take precedence over all existing Charter provisions and other ordinances of the city relating to either the fixing of salaries of elected officials or establishing a procedure for the fixing of such salaries.

(Ord. No. 95, § 9, 4-13-72)

Secs. 2-65—2-75. - Reserved.

DIVISION 3. - CITIZENS ADVISORY COMMITTEE

Sec. 2-76. - Established.

A citizens advisory committee is hereby established.

(Res. of 3/27/75)

Sec. 2-77. - Chairperson and executive board.

The city council shall appoint a chairperson of the citizens advisory committee and members of an executive board who shall be empowered to appoint persons as members of the committee, so that the various segments of the community-at-large may be represented.

Kelly Dolland

Update Commission members

05-2017

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form, call (517) 373-3302.

To be completed by Clerk of Local Government Unit	
Signature of Clerk	▶ Date Received by Local Unit

STC Use Only	
▶ Application Number	▶ Date Received by STC

APPLICANT INFORMATION

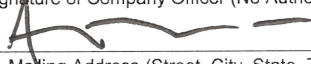
All boxes must be completed.

▶ 1a. Company Name (Applicant must be the occupant/operator of the facility) Carmela Foods Distributing, Inc.		▶ 1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 5149													
▶ 1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 18350 15 Mile Road, Fraser MI 48026		▶ 1d. City/Township/Village (indicate which) Fraser	▶ 1e. County Macomb												
▶ 2. Type of Approval Requested ☒ New (Sec. 2(5)) ☐ Transfer ☐ Speculative Building (Sec. 3(8)) ☐ Rehabilitation (Sec. 3(6)) ☐ Research and Development (Sec. 2(10)) ☐ Increase/Amendment		▶ 3a. School District where facility is located Fraser	▶ 3b. School Code 50100												
▶ 4. Amount of years requested for exemption (1-12 Years) 12															
5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed. Carmela Foods Distributing, Inc. dba Carmela Specialty Foods & Wines is an importer and distributor of specialty foods, wine and center of the plate proteins. We distribute these items through out the State of Michigan. The new addition to the building will give us more opportunity to add to and expand our business. Refrigeration, packaging, cutting and cooking equipment will be added to the space totalling \$1,500,000.															
6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.		▶ 2,236,568 Real Property Costs													
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total		▶ Personal Property Costs													
6c. Total Project Costs * Round Costs to Nearest Dollar		▶ 2,236,568 Total of Real & Personal Costs													
7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC. <table border="0"><thead><tr><th></th><th>Begin Date (M/D/Y)</th><th>End Date (M/D/Y)</th><th></th></tr></thead><tbody><tr><td>Real Property Improvements</td><td>▶ 08/01/2020</td><td>08/01/2022</td><td>▶ ☐ Owned ☒ Leased</td></tr><tr><td>Personal Property Improvements</td><td>▶ 10/01/2020</td><td>10/01/2022</td><td>▶ ☒ Owned ☐ Leased</td></tr></tbody></table>					Begin Date (M/D/Y)	End Date (M/D/Y)		Real Property Improvements	▶ 08/01/2020	08/01/2022	▶ ☐ Owned ☒ Leased	Personal Property Improvements	▶ 10/01/2020	10/01/2022	▶ ☒ Owned ☐ Leased
	Begin Date (M/D/Y)	End Date (M/D/Y)													
Real Property Improvements	▶ 08/01/2020	08/01/2022	▶ ☐ Owned ☒ Leased												
Personal Property Improvements	▶ 10/01/2020	10/01/2022	▶ ☒ Owned ☐ Leased												
▶ 8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. ☐ Yes ☒ No															
▶ 9. No. of existing jobs at this facility that will be retained as a result of this project. 105		▶ 10. No. of new jobs at this facility expected to create within 2 years of completion. 25													
11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation. <table border="0"><tbody><tr><td>a. TV of Real Property (excluding land)</td><td>_____</td></tr><tr><td>b. TV of Personal Property (excluding inventory)</td><td>_____</td></tr><tr><td>c. Total TV</td><td>_____</td></tr></tbody></table>				a. TV of Real Property (excluding land)	_____	b. TV of Personal Property (excluding inventory)	_____	c. Total TV	_____						
a. TV of Real Property (excluding land)	_____														
b. TV of Personal Property (excluding inventory)	_____														
c. Total TV	_____														
▶ 12a. Check the type of District the facility is located in: ☒ Industrial Development District ☐ Plant Rehabilitation District															
▶ 12b. Date district was established by local government unit (contact local unit) June 16, 1977		▶ 12c. Is this application for a speculative building (Sec. 3(8))? ☐ Yes ☒ No													

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name Anthony Tocco, Jr	13b. Telephone Number 586-899-8065	13c. Fax Number	13d. E-mail Address atocco@carmelafoods.com
14a. Name of Contact Person Anthony Tocco, Jr.	14b. Telephone Number 586-899-8065	14c. Fax Number	14d. E-mail Address atocco@carmelafoods.com
▶ 15a. Name of Company Officer (No Authorized Agents) Anthony Tocco, Jr.			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number	15d. Date 8/27/2020
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 18350 15 Mile Road Fraser MI 48026		15f. Telephone Number 586-899-8065	15g. E-mail Address atocco@carmelafoods.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit ☐ Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion ☐ Yes ☐ No ☐ Denied (Include Resolution Denying)		16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable ☐ 1. Original Application plus attachments, and one complete copy ☐ 2. Resolution establishing district ☐ 3. Resolution approving/denying application. ☐ 4. Letter of Agreement (Signed by local unit and applicant) ☐ 5. Affidavit of Fees (Signed by local unit and applicant) ☐ 6. Building Permit for real improvements if project has already begun ☐ 7. Equipment List with dates of beginning of installation ☐ 8. Form 3222 (if applicable) ☐ 9. Speculative building resolution and affidavits (if applicable)	
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable ☐ 1. Notice to the public prior to hearing establishing a district. ☐ 2. Notice to taxing authorities of opportunity for a hearing. ☐ 3. List of taxing authorities notified for district and application action. ☐ 4. Lease Agreement showing applicants tax liability.			
16c. LUCI Code		16d. School Code	
17. Name of Local Government Body		▶ 18. Date of Resolution Approving/Denying this Application	

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

**Michigan Department of Treasury
State Tax Commission
PO Box 30471
Lansing, MI 48909**

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

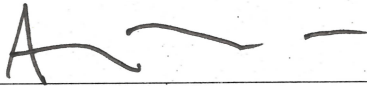
STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

Carmela Foods Distributing, Inc.

Statement Attached To And Made Part Of
Form 1012
Application For Industrial Facilities Exemption Certificate

**-AFFIDAVIT-
DATE OF PROJECT COMMENCEMENT**

I, Anthony Tocco, Jr., CEO of Carmella Foods Distributing, Inc., do hereby certify that the commencement of the installation of the real property described in this application occurred on 8/1/2020.

 8/27/2020

SIGNATURE DATE

CEO
TITLE

IFT LETTER OF AGREEMENT
Per P.A. 334 of 1993

INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE
LETTER OF AGREEMENT:

This agreement between (Company) Carmela Foods Distributing, Inc. and the City of Fraser is for the requirements of P.A. 198, as amended, P.A. 334, Section 22. In consideration of approval of this exemption certificate, Carmela Foods Distributing, Inc. understands that through its investment of (money) \$2,236,568 and the City of Fraser, by its investment of the IFT, are mutually investing and benefiting from this economic development project, and, furthermore, agree to the following:

N.A.

This agreement is assignable and transferable by either party with advance written consent. The agreement may only be altered upon mutual consent of both parties.

City of Fraser

Date



Applicant Signature

8/27/2020
Date

INDUSTRIAL FACILITIES EXEMPTION APPLICATION AFFIDAVIT OF FEES

In accordance with State Tax Commission Bulletin No. 3 dated January 1998, the Local Unit and Applicant for Industrial Facilities Exemption Certificate do hereby swear and affirm that no payment of any kind, whether they be referred to as "fees," "payments in lieu of taxes," "donations," or by other like terms, such payments are contrary to the legislative intent of Act 198 that exemption certificates have the effect of abating all ad valorem property taxes levied by taxing units with the unit of local government which approves the certificate.

We do swear and affirm by our signatures below that "no payment of any kind in excess of the fee allowed, as amended by Public Act 323 of 1996, has been made or promised in exchange for favorable consideration of an exemption certificate application."

City/Township/Village of: Fraser

Signed: _____

Print Name: _____

Title: _____

Dated: _____

Applicant: Carmela Foods Distributing, Inc.

Signed:

Print Name: ANTHONY TOCCO

Title: C.E.O.

Dated: 8/27/2020

**APPLICATION
INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE
ATTACHMENT - SECTION 6A**

**ATTACHMENT TO 6A - COST OF BUILDING
BUILDERS ESTIMATE**

**Carmela Foods Distributing, Inc.
18350 15 Mile Road
Fraser, MI 48026**

COST OF LAND IMPROVEMENTS	Estimated	
	Installation Date	Cost
Excavating/Grading/Underground		\$106,568
Pavement - Exterior		\$20,000
Landscaping/Lawn Sprinkler System		\$20,000
TOTAL COST		\$146,568

COST OF BUILDING	Estimated	
	Installation Date	Cost
Footings		\$60,000
Interior Concrete Floor		\$250,000
Interior Office Buildout		\$15,000
Shop Office Buildout		\$45,000
Exterior Glazing including Door & Hardware		\$35,000
Masonry/Limestone		\$100,000
Steel		\$375,000
Roof		\$200,000
Siding		\$90,000
Doors		\$125,000
Fire Suppression/Detection		\$130,000
Painting/Wallpaper		\$60,000
HVAC Heating & Cooling		\$90,000
Electrical		\$325,000
Plumbing		\$175,000
Millwork, Bathroom Accessories		\$15,000
TOTAL COST		\$2,090,000

GRAND TOTAL: REAL PROPERTY - \$2,236,568

Carmela Foods Distributing, Inc.

LEGAL DESCRIPTION

18350 15 Mile Road
Fraser, MI 48026

Industrial Facilities Tax Exemption Application

Parcel Identification Number: 03-11-32-226-017

Legal Description:

SPLIT/COMBINED ON 12/03/2015 FROM 11-32-226-015, 11-32-226-014; T2N, R13E, SEC 32; COMM AT NE COR SEC 32; TH N89°50'16"W 787.89 FT; TH S00°05'43"E 269.81 FT TO POB; TH S00°05'43"E 755.32 FT; TH N89°48'34"W 208.08 FT; TH N10°22'31"W 74.95 FT; TH N24°32'47"W 207.00 FT; TH N00°30'34"E 492.15 FT; TH N89°54'17"E 301.94 FT TO POB 4.95 AC

Carmela Foods Distributing, Inc.

18350 15 MILE RD

Mon Aug 24 2020 04:15:39 PM.



Carmela Foods Distributing, Inc.
18350 15 MILE RD

Mon Aug 24 2020 04:16:24 PM.



Michael Pettyes

From: Treas-CARES <Treas-CARES@michigan.gov> on behalf of Treas-CARES
Sent: Friday, July 17, 2020 11:01 AM
To: Michael Pettyes
Subject: RE: City of Fraser- Hazard Pay Application Packet

Your submission of the First Responder Hazard Pay Premiums Program (FRHPPP) Application Packet has been received.

We will contact you if additional information is needed.

Thank you.

Revenue Sharing and Grants Division
Michigan Department of Treasury
517-335-0155
www.michigan.gov/revenuesharing

From: Michael Pettyes <pettyesm@fraserdps.com>
Sent: Wednesday, July 15, 2020 11:22 AM
To: Treas-CARES <Treas-CARES@michigan.gov>
Subject: City of Fraser- Hazard Pay Application Packet

CAUTION: This is an External email. Please send suspicious emails to abuse@michigan.gov

Please let me know if you need anything further.

Sincerely,
Director Mike Pettyes
Fraser Department of Public Safety
33000 Garfield Rd
Fraser MI 48026
(586) 293-2000 ext. 201
Cell# (586) 295-6045
www.micityoffraser.com





**First Responder Hazard Pay Premiums Program
Application Packet
2020 Public Act 123**

Coronavirus Aid, Relief, and Economic Security (CARES) Act,
Public Law 116-136

Application Period: July 7 – September 30, 2020

NOTE: As U.S. Department of the Treasury issues future guidance and clarifications, the specific guidelines listed in this document are subject to change. Changes will be addendums to this document.

Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Table of Contents

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Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Application Instructions

The purpose of this document is to provide guidance to eligible applicants that would like to apply for Coronavirus Relief Funding under the Michigan Department of Treasury's First Responder Hazard Pay Premiums Program.

To receive reimbursement, eligible applicants must review, complete, and sign this entire application packet. All pages will either be initialed or signed. Pages 1 through 15 must be returned to the Michigan Department of Treasury via email or fax, as outlined in the document.

If you need to enter more employees than the Hazard Pay Premiums Payment Report (page 13) will allow, the data for the remaining employees must be submitted on additional reports. An excel template can be found at

https://www.michigan.gov/treasury/0,4679,7-121-1751_2197-532758--,00.html

Signatures are required on pages 10 and 15. After verifying the entire application packet and reviewing all the requirements and terms and conditions of the grant, the same person needs to initial and date each page and sign both pages 10 and 15. The contact person on Form 5723, the signatory on that form, the page initials, and the certification at the end of the packet must all be the same person.

Questions, contact the Michigan Department of Treasury at: Treas-CARES@michigan.gov or 517-335-0155.

Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Program Information

Program Description

The program was created by 2020 Public Act 123 to reimburse and/or pay for qualifying first responder hazard pay premiums provided to first responders who have performed hazardous duty or work involving physical hardship related to COVID-19. The program is funded under the Coronavirus Aid, Relief, and Economic Security (CARES) Act, Public Law 116-136.

Reimbursements and payments will be on a first-come, first-served basis. An application is deemed to be submitted when all required supporting documentation has been emailed or faxed to the Michigan Department of Treasury.

Eligible Expenditures

Eligible hazard pay premiums must be paid to employees by September 30, 2020 to qualify for the program.

Eligible hazard pay premiums are for:

- Law Enforcement Officers
- Firefighters
- Emergency Medical Technicians (EMTs)
- Paramedics
- 9-1-1 Operators
- Local Unit of Government Corrections Officers
- Airport Public Safety Officers
- Eligible personnel associated with ambulance operations licensed under section 20920 of the Public Health Code (1978 PA 368; MCL 333.20920)
- Private EMTs and paramedics that contract with municipalities or hospitals, if the hazard pay premiums are paid through the applicant

Eligible Applicants

- Cities
- Villages
- Townships
- Counties
- Public Airport Operators
- Ambulance Operations licensed under section 20920 of the Public Health Code (1978 PA 368; MCL 333.20920)

Available Program Amount

- \$100,000,000

Maximum Available Limits

- \$1,000 per eligible employee
- \$5,000,000 to any one applicant

**Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Program Information**

Application Period

- July 7 – September 30, 2020

Method of Submission

- The entire application packet must be submitted, with all the required forms, signatures, and initials, to the Michigan Department of Treasury via Email (Treas-CARES@michigan.gov) or fax (517-335-3298) by 11:59 p.m. EST on the last day of the application period.

Distributions

- Payments and Reimbursements will be on a first-come, first-served basis.
- Payments will be made no later than November 14, 2020.

Reporting Requirements

1. Each eligible applicant that applies for a subaward must register with the Federal System for Award Management (SAM). For applications submitted on or before July 26, 2020 the applicant has until July 26, 2020 to register in the SAM system. Applicants that apply after July 26, 2020, must register in the SAM system prior to sending an application to the Michigan Department of Treasury. The SAM website is: <https://www.sam.gov/SAM/>.
2. Each applicant must fully complete and return the application packet by the submission deadline with each page dated and initialed including the completion of the following documents in the packet:
 - a. FRHPPP Reimbursement Request (Form 5723)
 - b. Hazard Pay Premiums Payment Report
 - c. Certification

The Michigan Department of Treasury may request an applicant to submit detailed backup (including payroll reports) to support the hazard pay premiums requested to be reimbursed/paid. Please do not submit any detailed backup unless the Michigan Department of Treasury requests submission from the applicant.

Contact Information

Treasury CARES Grant Programs Hotline
517-335-0155

Email Address
Treas-CARES@michigan.gov

Initial  Date 7/15/2020

Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Subrecipient Information

Subrecipient Information

Funds were awarded to the State of Michigan as Federal Financial Assistance from the U.S. Department of Treasury. The funds were awarded under the Social Security Act, as amended by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") <https://home.treasury.gov/policy-issues/cares/state-and-local-governments> as the Coronavirus Relief Fund (CRF).

CFDA #: 21.019

FAIN #: SLT0040 and SLT0247

Coronavirus Relief Funds are considered federal financial assistance and have been assigned a Catalog of Federal Domestic Assistance (CFDA) or Assistance Listing Number of 21.019. Fund payments are considered to be federal financial assistance subject to the Single Audit Act (31 U.S.C. Sections 7501 – 7507) and the related provisions of the Uniform Guidance, 2 Code of Federal Regulations (CFR) Section 200.303 regarding internal controls, Section 200.330 – 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements. Under the Single Audit Act, local jurisdictions will need to report expenditures under this program using the CFDA number 21.019.

The State of Michigan is making these funds available to eligible applicants for reimbursement/payment of first responder hazard pay premiums provided to first responders who have performed hazardous duty or work involving physical hardship related to COVID-19. Eligible applicants, including but not limited to the certifying local official submitting this application, are required to review the CRF guidance and associated FAQs and other documents to certify their compliance with the terms and conditions of the grant at <https://home.treasury.gov/policy-issues/cares/state-and-local-governments>.

Coronavirus Relief Funds are considered federal financial assistance subject to the Single Audit Act and the Uniform Guidance. The following Uniform Guidance provisions have been identified as significant and summarized below. Applicants must review the Uniform Guidance at https://www.ecfr.gov/cgi-bin/text-idx?SID=6214841a79953f26c5c230d72d6b70a1&tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl for complete requirements.

Use of Funds

The CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that:

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19)
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government
3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020

Hazard pay means additional pay for performing hazardous duty or work involving physical hardship, in each case that is related to COVID-19. The Guidance says that funding may be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are **substantially dedicated** to mitigating or responding to the COVID-19 public health emergency. Hazard pay is a form of payroll expense and is subject to this limitation, so Fund payments may only be used to cover hazard pay for such individuals.

Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Subrecipient Information

Utilization of CARES Act for this Program

For this First Responder Hazard Pay Premiums Program (FRHPPP), eligible applicants can request reimbursement/payment for hazard pay premiums paid or will be paid to eligible employees no later than September 30, 2020. The amount of hazard pay premiums is limited to \$1,000 per employee and \$5,000,000 per applicant.

Coronavirus Relief Fund payments are not required to be used as the source of funding of last resort. However, as noted below, recipients may not use payments from the Fund to cover expenditures for which they will receive reimbursement. For this reason, the State of Michigan's First Responder Hazard Pay Premiums Program, Reimbursement Request (Form 5723) requires each applicant to affirm that the amounts for which reimbursement/payment is being requested have not been submitted or will not be submitted to another federal source of funding (for example, FEMA) for reimbursement/payment.

To obtain a payroll reimbursement for employees that are not normally classified as public safety and public health, but are "similar" in the context of the guidance (e.g. employees who are substantially dedicated to COVID-19 response), each jurisdiction's chief administrative officer must decide if their costs are appropriate to charge to the Coronavirus Relief Fund and document the justification for that decision.

Subaward Period of Performance and Available Funding

Under the First Responder Hazard Pay Premiums Program (FRHPPP), reimbursements/payments from the State of Michigan will be issued on a first-come, first-served basis and will cover hazard pay premiums paid to eligible employees during the period of time of March 1, 2020 – September 30, 2020. Eligible applicants receiving funding under this program may not use the proceeds to establish a sub-award to another entity.

The last date of the performance period for the subawards is September 30, 2020.

The total amount of Coronavirus Relief Funds available for the First Responder Hazard Pay Premiums Program is \$100,000,000. Funding will be issued on a first-come, first-served basis once an eligible applicant submits all the required documentation to the Michigan Department of Treasury.

Initial EDT Date 7/15/2020

Michigan Department of Treasury

First Responder Hazard Pay Premiums Program (FRHPPP)

Subrecipient Information

Responsibilities, Records, Repayments & Future Audits

The U.S. Department of Treasury has indicated that the two provisions of the Uniform Guidance, 2 Code of Federal Regulations (CFR) Section 200.303 regarding internal controls, Section 200.220 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements are applicable to all CRF subawards at this time. However, guidance is evolving, and jurisdictions will be required to comply with additional guidance as it is published. Effective internal controls must be established and maintained (2 CFR Section 200.303). All reimbursements requested under this program should be accounted for with supporting documentation. Eligible applicants should maintain documentation evidencing that the funds were expended in accordance with federal, state, and local regulations. In accordance with federal Uniform Guidance, funds received under this program shall be included on the eligible applicant's Schedule of Expenditures of Federal Awards (SEFA) and included within the scope of the eligible applicant's Single Audit.

Any funds received under the authorizing legislation for this program expended by the eligible applicant in a manner that does not adhere to the Coronavirus Aid, Relief, and Economic Security Act, Public Law 116-136 or Uniform Guidance 2 CFR 200, as applicable, shall be returned to the state. If it is determined that an eligible applicant receiving funds under this act expends any funds under this act for a purpose that is not consistent with the requirements of the Coronavirus Aid, Relief, and Economic Security Act, Public Law 116-136, or Uniform Guidance 2 CFR 200, the state budget director is authorized to withhold payment of state funds, in part or in whole, payable from any state appropriation.

All subawards are subject to future audits and eligible applicants must allow the State of Michigan, any of its duly authorized representatives and/or the State of Michigan's Office of the Auditor General access to the eligible applicant's records and financial statements to ensure compliance with Federal statutes, regulations and the terms and conditions of the grant award.

Registration

Each eligible applicant that receives a subaward must register with the Federal System for Award Management (SAM). For applications submitted on or before July 26, 2020 the applicant has until July 26, 2020 to register in the SAM system. Applicants that apply after July 26, 2020, must register in the SAM system prior to applying to the Michigan Department of Treasury. The SAM website is: <https://www.sam.gov/SAM/>.

Uniform Guidance

The Coronavirus Relief Fund Frequently Asked Questions accessible at <https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf> confirm that CRF payments are subject to the following requirements in the OMB Uniform Guidance (2 CFR Part 200): section 2 CFR 200.303 regarding internal controls, sections 2 CFR 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements. These Uniform Guidance provisions are summarized below. If further clarification is needed, the Uniform Guidance is available in the electronic Code of Federal Regulations:

https://www.ecfr.gov/cgi-bin/text-idx?SID=6214841a79953f26c5c230d72d6b70a1&tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl

2 CFR 200.303 Internal Controls - The non-Federal entity must:

- 1 Establish and maintain effective internal control over the Federal award that provides reasonable assurance that the non-Federal entity is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the Federal award.
- 2 Comply with Federal statutes, regulations, and the terms and conditions of the Federal awards.
- 3 Evaluate and monitor the non-Federal entity's compliance with statutes, regulations and the terms and conditions of Federal awards.
- 4 Take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings.
- 5 Take reasonable measures to safeguard protected personally identifiable information.

Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Subrecipient Information

2 CFR 200.330 – 200.332 Subrecipient Monitoring and Management

The First Responder Hazard Pay Premiums Program subawards are for an individual eligible applicant's direct hazard pay premiums cost. The eligible applicant receiving the subaward shall not issue any subawards to any other entity.

Subpart F – Audit Requirements

200.501 – Audit Requirements.

- (a) *Audit required.* A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year in accordance with the provisions of this part.

200.508 – Auditee Responsibilities

The auditee must:

1. Procure or otherwise arrange for the audit required.
2. Prepare appropriate financial statements, including the schedule of expenditures of Federal awards.
3. Promptly follow up and take corrective action on audit findings.
4. Provide the auditor with access to personnel, accounts, books, records, supporting documentation, and other information as needed for the auditor to perform the audit.

Record Retention Requirements

Recipients of Coronavirus Relief Fund payments shall maintain and make available to the U.S. Department of Treasury, Office of Inspector General, upon request, all documents and financial records sufficient to establish compliance with subsection 601(d) of the Social Security Act, as amended, (42 U.S.C. 801(d)), which provides:

d) USE OF FUNDS.—A State, Tribal government, and unit of local government shall use the funds provided under a payment made under this section to cover only those costs of the State, Tribal government, or unit of local government that—

1. *are necessary expenditures incurred due to the public health emergency with respect to COVID-19;*
2. *were not accounted for in the budget most recently approved as of the date of enactment of this section for the State or government; and*
3. *were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.*

Records to support compliance with subsection 601(d) may include, but are not limited to, copies of the following:

1. general ledger and subsidiary ledgers used to account for (a) the receipt of Coronavirus Relief Fund payments and (b) the disbursements from such payments to meet eligible expenses related to the public health emergency due to COVID-19;
2. budget records for 2019 and 2020;
3. payroll, time records, human resource records to support costs incurred for payroll expenses related to addressing the public health emergency due to COVID-19;
4. receipts of purchases made related to addressing the public health emergency due to COVID-19;
5. contracts and subcontracts entered into using Coronavirus Relief Fund payments and all documents related to such contracts;
6. grant agreements and grant subaward agreements entered into using Coronavirus Relief Fund payments and all documents related to such awards;

Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Subrecipient Information

7. all documentation of reports, audits, and other monitoring of contractors, including subcontractors, and grant recipient and subrecipients;
8. all documentation supporting the performance outcomes of contracts, subcontracts, grant awards, and grant recipient subawards;
9. all internal and external email/electronic communications related to use of Coronavirus Relief Fund payments; and
10. all investigative files and inquiry reports involving Coronavirus Relief Fund payments.

Records shall be maintained for a period of five (5) years after final payment is made using Coronavirus Relief Fund monies. These record retention requirements are applicable to prime recipients and their grantees and subgrant recipients, contractors, and other levels of government that received transfers of Coronavirus Relief Fund payments from prime recipients.

First Responder Hazard Pay Premiums Program Reimbursement Request

Issued under authority of 2020 Public Act 123. Filing is mandatory to qualify for payments.

The First Responder Hazard Pay Premiums program is to reimburse and/or pay for first responder hazard pay premiums provided to first responders who have performed hazardous duty or work involving physical hardship related to COVID-19.

Eligible applicants are: Cities, Villages, Townships, Counties, Public Airport Operators and Ambulance Operations (licensed under section 20920 of the Public Health Code, 1978 PA 368, MCL 333.20920).

Applicants must:

1. Submit to the Michigan Department of Treasury (Treasury) a signed *First Responder Hazard Pay Premiums Program, Reimbursement Request* (Form 5723).
2. Submit to Treasury a detailed report that supports the requested reimbursement amounts. The report shall include by employee, the employee's name, eligible employee type, amount of first responder hazard pay premium being requested, and date the first responder hazard pay premium was paid/will be paid to the employee.

Reimbursement Requests must be submitted to Treasury no later than September 30, 2020; however, reimbursements will be processed on a first-come, first-served basis until all funding has been exhausted.

PART 1: APPLICANT INFORMATION			
Applicant Name	Applicant County Name	Federal Identification Number	
City of Fraser	Macomb	38 600 7219	
Applicant Local Unit Code	Contact Name	SAM DUNS Number	
50-2030	Michael Pettyes	020841078	
Contact E-Mail Address	Contact Title	Contact Telephone Number	Extension
pettyesm@fraserdps.com	Director of Public Safety	(586) 293-2000	201
PART 2: FIRST RESPONDER HAZARD PAY PREMIUMS			
For each Eligible Employee Type, enter the total amount of Hazard Pay Premiums. Attach a report listing the name of each employee, the eligible employee type, payment date, and the employee's hazard pay amount being requested. Reimbursements are limited to \$1,000 per eligible employee.			
Eligible Employee Types	Number of Employees	Total Amount Requested	
Law Enforcement Officers	29	\$ 29,000.00	
Firefighters	9	\$ 9,000.00	
Emergency Medical Technicians			
Paramedics	5	\$ 5,000.00	
9-1-1 Operators			
Local Unit of Government Corrections Officers			
Airport Public Safety Officers			
Private EMTs/Paramedics (if paid for by the applicant)			
Ambulance Operations (licensed under section 20920 of the Public Health Code)			

Continued on page 2.

PART 3: QUESTIONS

1. Were/will any of the above entered first responder hazard pay premiums been/be reimbursed or funded by any other federal funds?

☐ Yes ☒ No

2. Were/are any of the above entered first responder hazard pay premiums included in a reimbursement request under the Public Safety and Public Health Payroll Reimbursement (PSPHPR) program?

☐ Yes ☒ No

3. Did you attach a detailed report to support the reimbursement request?

☒ Yes ☐ No The report shall include by employee, the employees name, eligible employee type, amount of first responder hazard pay premium being requested, and date the first responder hazard pay premium was paid/will be paid to the employee.

PART 4: CERTIFICATION

The undersigned hereby certifies to the Michigan Department of Treasury that the above requested hazard pay premium amounts are accurate, that no more than \$1,000 per employee has been requested, and that the hazard pay premiums have been paid to eligible employees of the applicant or will be paid to eligible employees by September 30, 2020. The undersigned additionally certifies that none of the above hazard pay premium amounts have been or will be paid for with any other federal funds or are being requested for reimbursement under the State of Michigan's Public Safety and Public Health Payroll Reimbursement program. The applicant agrees to reimburse the State of Michigan if any of the above amounts are deemed to be fraudulent or inaccurate.

Chief Administrative Officer Signature (as defined in MCL 141.422b)

Printed Name of Chief Administrative Officer (as defined in MCL 141.422b)

D. Wayne O'Neal

Title

City Manager

Date

7/15/2020

Completed and signed form (including required documentation) should be E-mailed to: Treas-CARES@michigan.gov.

If you are unable to submit via E-mail, fax the completed form and required documentation to 517-335-3298.

For questions, call 517-335-0155.

Instructions for *First Responder Hazard Pay Premiums Program,* Reimbursement Request (Form 5723)

PART 1: APPLICANT INFORMATION

Applicant Name: Enter the name of the eligible applicant. Eligible applicants are: Cities, Villages, Townships, Counties, Public Airport Operators and Ambulance Operations (licensed under section 20920 of the Public Health Code, 1978 PA 368, MCL 333.20920).

Applicant County Name: Enter the county name that the eligible applicant is located in.

Federal Identification Number: Enter the applicant's Federal Employer Identification Number (FEIN).

Applicant Local Unit Code: For Cities, Villages, Townships, and Counties enter the revenue sharing [local unit code](#). Public Airport Operators and Ambulance Operations can leave this field blank.

Contact Name: Enter the Full name of the individual that can answer any questions related to the form being submitted, including required attachment.

SAM DUNS Number: Enter the federal System for Award Management (SAM) DUNS Number. Applicants that apply on or before July 26, 2020 have until July 26, 2020 to register in the SAM system. All applicants that apply after July 26, 2020 must register in the SAM system prior to sending an application packet to the Michigan Department of Treasury.

Contact E-Mail Address/Contact Title/Contact Telephone Number/Extension: Enter the information for the contact person that can answer any questions regarding the reimbursement request.

PART 2: FIRST RESPONDER HAZARD PAY PREMIUMS

For each of the eligible employee types listed, enter the total number of employees and total amount of first responder hazard pay premiums being requested for reimbursement.

PART 3: QUESTIONS

Question 3: To complete the Detailed Report, use the form provided in the First Responder Hazard Pay Premiums Program Application packet.

Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Hazard Pay Premiums Payment Report – Instructions

Hazard Pay Premiums Payment Report – Instructions

1. Enter the requested information on the Hazard Pay Premiums Payment Report on page 13 for each eligible employee that was or will be paid an eligible hazard pay premium.
 - a. There could be multiple lines for the same employee.
 - b. The total of the chart should equal the hazard pay premiums amounts being requested for reimbursement on Form 5723 *First Responder Hazard Pay Premiums Program, Reimbursement Request*.
 - c. Attach additional sheets if needed.
 - d. Eligible Employee Types are:
 - i. Law Enforcement Officers
 - ii. Firefighters
 - iii. Emergency Medical Technicians (EMTs)
 - iv. Paramedics
 - v. 9-1-1 Operators
 - vi. Local Unit of Government Corrections Officers
 - vii. Airport Public Safety Officers
 - viii. Eligible personnel associated with ambulance operations licensed under section 20920 of the Public Health Code (1978 PA 368; MCL 333.20920)
 - ix. Private EMTs and paramedics that contract with municipalities or hospitals, if the hazard pay premiums are paid through the applicant
2. Guidelines:
 - a. Do not include any hazard pay premiums that the eligible applicant requested to be reimbursed under the Public Safety and Public Health Payroll Reimbursement Program.
 - b. The program will only reimburse the actual hazard pay premium paid to the employee, not the associated fringes and payroll taxes.

Initial SDW Date 7-15-20

Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Certification

I, D. Wayne O'Neal, am the chief executive of City of Fraser (eligible applicant's legal name), and I certify that:

1. I have the authority on behalf of City of Fraser (eligible applicant's legal name) to request a First Responder Hazard Pay Premiums Program payment from the State of Michigan pursuant to Section 601 of 2020 Public Act 123, from the allocation of funds to the State of Michigan from the Coronavirus Relief Fund as created in the CARES Act.
2. I understand that the State of Michigan will rely on this certification as a material representation in issuing a First Responder Hazard Pay Premiums Program payment to City of Fraser (eligible applicant's legal name).
3. City of Fraser (eligible applicant's legal name) is receiving the First Responder Hazard Pay Premiums Program payment as a reimbursement/payment to reimburse and/or pay for first responder hazard pay premiums provided to first responders who have performed hazardous duty or work involving physical hardship related to COVID-19 and will be used only to cover those costs.
4. Any funds provided as a reimbursement/payment from the State of Michigan under the First Responder Hazard Pay Premiums Program that are found to be based on inaccurate, non-qualifying, or fraudulent information will be returned to the State of Michigan.
5. Funds provided as a reimbursement/payment under the First Responder Hazard Pay Premiums Program from the State of Michigan pursuant to this certification must adhere to official federal guidance (2 CFR 200) issued or to be issued on what constitutes a necessary expenditure as described in the guidance for the U.S. Treasury Coronavirus Relief Fund at <https://home.treasury.gov/policy-issues/cares/state-and-local-governments>. I reviewed the guidance prior to completing this request for reimbursement. I understand and agree that any funds expended by an eligible applicant in any manner that does not adhere to official federal guidance shall be returned to the State of Michigan.
6. Any eligible applicant receiving funds under the First Responder Hazard Pay Premiums Program shall retain documentation supporting the reimbursement/payment request, including but not limited to payroll records and timesheets. Such documentation shall be provided to the State of Michigan upon request and maintained by the jurisdiction for five (5) years.
7. Program funds provided pursuant to this application and certification cannot be used as a revenue replacement for lower than expected tax or other revenue collections.
8. Program funds received pursuant to this application and certification cannot be used for expenditures for which the eligible applicant has received any other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for that same expense.
9. Program funds received pursuant to this application and certification cannot be used to reimburse or subaward another entity or local unit of government.
10. I have read and agree on behalf of City of Fraser (eligible applicant's legal name) to comply with all applicable provisions and requirements corresponding to the receipt of funds required in the Coronavirus Aid, Relief, and Economic Security Act, Public Law 115-136, and Uniform Guidance, 2 CFR 200.
11. Further, that I understand and agree on behalf of City of Fraser (eligible applicant's legal name) that any funds received under this act and expended by itself or a sub-recipient in any manner that does not comply with the Coronavirus Aid, Relief, and Economic Security Act, Public Law 116-136, or Uniform Guidance, 2 CFR 200, as applicable shall be returned to the State of Michigan.



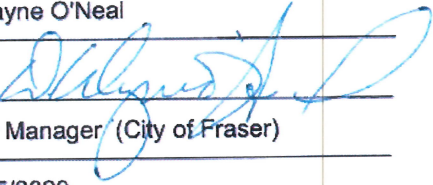
7-15-20

**Michigan Department of Treasury
First Responder Hazard Pay Premiums Program (FRHPPP)
Certification**

12. Further, that I understand and agree on behalf of City of Fraser (eligible applicant's legal name) that expenditures are not eligible for reimbursement under this section if such expenses have been or will be reimbursed by any other federal funds, and if such expenditure is reimbursed by any other federal funds the undersigned eligible applicant will return said funds to the State of Michigan.
13. The governing body has been notified of the submission of this application, and are aware of the Federal statutes, regulations and terms and conditions of the grant award.

I certify under the penalties of perjury set forth in the Michigan Penal Code, MCL 750.423, that I have read the above certification and my statements contained herein are true and correct to the best of my knowledge.

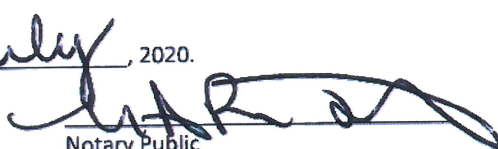
By: D. Wayne O'Neal

Signature: 

Title: City Manager (City of Fraser)

Date: 7/15/2020

Subscribed and sworn to before me this 15 day of July, 2020.


Notary Public

**NICOLE A. REINHARDT
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF MACOMB
My Commission Expires June 12, 2023
Acting in the County of Macomb.**

My commission expires 06-12-2023



City of Fraser
Department of Public Safety

Police-Fire-Ambulance

33000 Garfield Fraser, Michigan 48026
(586) 293-2000 Fax (586) 296-8480

July 14, 2020

To: All Department Personnel

From: Int. Director M. Pettyes

Ref: CARES Hazard Pay

The department has submitted application to the State for reimbursement of the CARES hazard pay bonus in the amount of \$1,000 per listed employee. The payments are tentatively scheduled for the September 25th, 2020 payroll.

Employees signing the attached signature sheet agree to receive the hazard pay bonus under the premise that reimbursement will be granted by the State, and should it be denied, any money received related to the CARES hazard pay in advance would have to be returned to the City.

Only employees who sign the attached signature sheet are eligible to receive the CARES hazard pay.