



City of Fraser

CENTENNIAL COMMUNITY

CITY MANAGER

Elaine Leven

CITY CLERK

Cynthia Greenia

**FRASER CITY COUNCIL AGENDA
CITY COUNCIL CHAMBERS
33000 GARFIELD, FRASER, MI 48026
THURSDAY, MARCH 9, 2023 - 6:30 P.M.**

MAYOR

Michael Carnagie

MAYOR PRO-TEM

Patrice M. Schornak

COUNCIL

Amy Baranski

Kathy Blanke

Suzanne Kalka

Patrick O'Dell

Dana Sutherland

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL OF COUNCIL MEMBERS**
- 4. APPROVAL OF AGENDA**
- 5. CITIZEN PARTICIPATION ON AGENDA ITEMS**
- 6. CONSENT AGENDA**
 - a. City Council Regular Meeting Minutes February 9, 2023
 - b. Historical Commission Meeting Minutes December 5, 2022
 - c. Recreation Commission Meeting Minutes January 3, 2023
 - d. Planning Commission Meeting Minutes January 4, 2023
 - e. Zoning Board of Appeals Meeting Minutes January 5, 2023
 - f. Planning/Zoning 2022 Annual Report
 - g. Historic Commission March Report
 - h. Adopt FY 2023/2024 Budget Timeline
 - i. Check Disbursements
 - j. Revenue and Expenditure Report
- 7. NEW BUSINESS**
 - a. Fraser Public Schools Bond Proposal Presentation
 - b. Car Port Pavement Replacement
 - c. DPW Yard Automated Gates
 - d. DPW Supervisor Vacancy
 - e. ACM/Finance Director Vacancy
 - f. Finance Clerk Vacancy
 - g. Library Building Future Plan
- 8. RETURNING BUSINESS**
- 9. REPORT OF CITY ADMINISTRATION**
- 10. REPORT OF MAYOR AND CITY COUNCIL**
- 11. CITIZEN PARTICIPATION**
- 12. CLOSED SESSION**
 - a. Strategy session connected with the negotiation of a collective bargaining agreement:
POAM
 - b. Strategy session connected with the negotiation of a collective bargaining agreement:
COAM
- 13. ADJOURNMENT**



City of Fraser

CENTENNIAL COMMUNITY

City Manager
Elaine Leven
CITY CLERK
Cynthia Greenia

MAYOR
Michael Carnegie
MAYOR PRO-TEM
Patrice M. Schornak
COUNCIL
Amy Baranski
Kathy Blanke
Suzanne Kalka
Patrick O'Dell
Dana Sutherland

FRASER CITY COUNCIL MEETING MINUTES
CITY COUNCIL CHAMBERS
33000 GARFIELD, FRASER, MI 48026
THURSDAY, FEBRUARY 9, 2023 – 6:30 P.M.
DRAFT

A regular meeting of the City of Fraser City Council was held on Thursday, February 9, 2023 at 6:30 p.m. in City Council Chambers, City Hall, 33000 Garfield, Fraser, MI 48026.

1. CALL TO ORDER

Mayor Carnegie called the meeting to order at 6:32 p.m.

2. PLEDGE OF ALLEGIANCE

Mayor Carnegie led the Pledge of Allegiance

3. ROLL CALL OF COUNCIL MEMBERS

Present: Carnegie, Kalka, O'Dell, Schornak, Sutherland

Absent: Baranski, Blanke

Others: City Manager Leven, City Attorney DeNault, Captain Gillies,
Department of Public Works Superintendent Ragsdale, City Engineer Mike Vigneron,
City Clerk Greenia

Motion by Schornak, supported by Kalka to excuse Council Members Baranski and Blanke

AYES: Carnegie, Kalka, O'Dell, Schornak, Sutherland

NAYS: None

Motion Carried

4. APPROVAL OF AGENDA

Mayor Carnegie asked to add the following items to the agenda:

- 7h. Recreation Commission Appointment
- 7i. Resolution to Combine Precincts for May 2, 2023 Special Election
- 7j. Promote to Sergeant and Hire PSO to Fill Vacancy

Motion by O'Dell supported by Schornak to amend the agenda for the February 9, 2023 City Council meeting by adding the following:

**FRASER CITY COUNCIL MEETING MINUTES
THURSDAY, FEBRUARY 9, 2023 – 6:30 P.M.**

- 7h. Recreation Commission Appointment
- 7i. Resolution to Combine Precincts for May 2, 2023 Special Election
- 7j. Promote to Sergeant and Hire PSO to Fill Vacancy

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

Motion by O'Dell supported by Schornak to approve the agenda for the February 9, 2023 Fraser City Council Meeting as amended.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

5. CITIZEN PARTICIPATION

There was no citizen participation at this time.

6. CONSENT AGENDA

The following items were on the Consent Agenda for the February 9, 2023 City Council Meeting:

- a. City Council Regular Meeting Minutes January 12, 2023
- b. Planning Commission Meeting Minutes November 2, 2022
- c. Zoning Board of Appeals Minutes November 3, 2022
- d. Recreation Commission Minutes December 8, 2022
- e. Check Disbursements
- f. Revenue and Expenditure Report

Motion by O'Dell supported by Sutherland to approve the Consent Agenda for the February 9, 2023 Fraser City Council Meeting as presented.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

7. NEW BUSINESS

a. ZBA Appointments

Motion by Schornak supported by Kalka to reappoint Frank Farina to the Zoning Board of Appeals with a term end date of December 31, 2025

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

Mayor Carnagie thanked Mr. Farina for his service.

Motion by O'Dell supported by Schornak to reappoint Mark Burley to the Zoning Board of Appeals with a term end date of December 31, 2025.

**FRASER CITY COUNCIL MEETING MINUTES
THURSDAY, FEBRUARY 9, 2023 – 6:30 P.M.**

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

Council thanked Mr. Burley for his service.

b. Engine Four (4) Equipment Purchase

Captain Gillies presented this item to City Council. He reviewed what type of equipment they were looking for and how much the request was for. Council Member Schornak asked where the funding was coming from for this purchase. Captain Gillies reviewed the cost breakdown of the project. He noted that the original ask for this was \$800,000. So far they had \$692,577 paid into the project, about \$7,500 still due to the company for mounting the equipment and the \$5,900 (approximately) he was asking for tonight. That would put the grand total at \$706,057. This money was originally from the Gambling Forfeiture Fund and that was transferred into the Public Safety Capital Outlay Account.

Motion by Schornak supported by O'Dell to authorize the Department of Public Safety to purchase \$5,979.48 in additional equipment for new Engine Four utilizing funds from the Public Safety Capital Outlay Account.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

c. Part-Time Finance Position

City Manager Leven reviewed that the request for this position was basically to fill a position that had been filled before. It had been vacant for quite some time and it was really necessary and important to have someone who could take on those responsibilities. Discussion was had to make certain this was a position that was not new but had been vacated. City Manager Leven assured them this was the case.

Motion by O'Dell supported by Sutherland to approve filling the vacant Accounting Supervisor role as presented.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

d. Commercial Cross-Connection Program

City Engineer Mike Vigneron and DPW Superintendent Ragsdale, reviewed this item for City Council. Mr. Vigneron began reviewing what was before the City Council tonight. He added that even though this RFP had been sent to 234 vendors when it was posted to BidNet there was only one vendor who submitted an RFP.

Mr. Ragsdale reviewed what the cross-connection program was about. He said that anytime drinking water is connected to non-drinking water that is what is referred to as a cross-connection. We have to have the proper back-flow prevention device to prevent that back-flow into the City's water supply as well as the home owner's water supply.

He indicated that at one time the City had a part-time employee who did these inspections. Discussion was had on the possibility of getting someone back in the City

**FRASER CITY COUNCIL MEETING MINUTES
THURSDAY, FEBRUARY 9, 2023 – 6:30 P.M.**

again who could do this rather than contracting it out. Mr. Ragsdale stated that the City would have to pay per inspection if they were to hire someone to do this.

The proposal was for a three (3) year contract for \$121,824.

Motion by Schornak supported by Carnagie to approve HydroCorp to perform the Commercial Cross-Connection service for the City of Fraser with a three (3) year contract in the amount of \$121,824.

Mayor Carnagie indicated he felt Mr. DeNault should review the contract prior to signing it.

Amended motion:

Motion by Schornak supported by Carnagie to approve HydroCorp to perform the Commercial Cross-Connection service for the City of Fraser with a three (3) year contract in the amount of \$121,824 with City's Attorney reviewing the contract prior to signing, making certain that a thirty (30) day opt out clause is in the contract.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland

NAYS: None

Motion Carried

e. Fire Hydrant Renewal Program

DPW Superintendent Ragsdale explained the request he was making to purchase 23 new EJ Conversion Fire Hydrants. The City was responsible for maintenance of 824 fire hydrants. He would like to purchase some this year and is planning on budgeting funds for next year to purchase more. The type of fire hydrant he was recommending to purchase was much easier to install than the older types.

He wanted to order them now as they would take a while to be delivered to the City. Currently they were about eight (8) weeks out from order to delivery.

Replacement of fire hydrants was needed because the standards have changed for what the Fire Department is required to use and needs. They were also more economical to repair if needed.

Motion by O'Dell supported by Schornak to approve the purchase of 23 new EJ Conversion Fire Hydrants from EJ as submitted in the amount of \$87,545.86.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland

NAYS: None

Motion Carried

f. Senior Activity Center Roof Top Unit Replacement

Mr. Ragsdale shared that one of the nine (9) rooftop HVAC units at the Senior Activity Center had failed. It needed to be replaced. The funding would come out from the Building and Grounds Fund.

Discussion was had on possibly using some CDBG monies. City Manager Leven stated that CDBG funding could not be used this year but maybe next year we could apply for CDBG funding. Mr. Vigneron stated that approximately five (5) years ago CDBG funding did cover the replacement of two (2) HVAC units at the Senior Activity Center. Council

**FRASER CITY COUNCIL MEETING MINUTES
THURSDAY, FEBRUARY 9, 2023 – 6:30 P.M.**

Member Kalka suggested that we apply for CDBG funding to replace additional HVAC units next year.

Motion by O'Dell supported by Kalka to approve \$19,800 for the replacement of HVAC Unit #8 at the Senior Activity Center and that Ingersoll Mechanical be awarded the contract to do so.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

g. Catch Basin Rehabilitation

Mr. Ragsdale reviewed this item for City Council. He shared that approval of this item has the potential to save the City quite a bit of money. He was planning on budgeting money for additional catch basin rehabilitation in next years' budget. He then explained how the catch basins fail and how the rehabilitation would work.

Rehabilitation of a catch basin would cost \$400 each where as if they wait until the catch basin needs repair it could cost approximately \$3,600. The City has 1,563 catch basins. In a study performed by AEW it was revealed that of those 1,563 catch basins 277 were failing.

He was asking for approval of \$50,000 for this purpose in this fiscal year and \$75,000 in next fiscal year's budget. Discussion was had as to where this money was being budgeted and how long it would take them to take care of this project. The contract was a "unit price" contract. The reason Mr. Ragsdale was asking for approval of the expenditure for not only this year's budget but also next year's budget was so that he could lock in the unit cost now.

Motion by Carnagie supported by Schornak to approve, at the cost of \$400 per unit, rehabilitation of catch basins.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

Further discussion was had.

Mayor Carnagie rescinded the motion with Schornak rescinding her support.

Motion by Carnagie supported by Schornak to approve a contract with Havener Tech to perform rehabilitation of 125 catch basins at \$400 per unit in the FY 22/23 and to perform rehabilitation on 187 catch basins at \$400 per unit in the FY 23/24 as submitted.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

h. Recreation Commission Appointment

Council Member Sutherland noted that she had the opportunity to meet Jacob Rice and was present for his interview with the Recreation Commission. After the interview the

**FRASER CITY COUNCIL MEETING MINUTES
THURSDAY, FEBRUARY 9, 2023 – 6:30 P.M.**

Commission unanimously agreed to recommend him for appointment.

Motion by Sutherland supported by Schornak to appoint Jacob Rice to the City of Fraser Recreation Commission with a term ending December 31, 2025.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland

NAYS: None

Motion Carried

i. Resolution to Combine Precincts for May 2, 2023 Special Election

City Clerk Greenia explained that they recently were made aware that Fraser Public Schools had placed a question on the ballot for the May 2, 2023 Election date. She was asking City Council to approve a resolution that would authorize her to combine precincts 3 and 5 into one precinct and precincts 6 and 7 into one precinct. This would reduce the amount of required staffing as well as equipment and supplies. Council Member Kalka asked if we would be required to notify any voters that they may be voting at a different location based on these precincts being combined. Clerk Greenia stated that since 3 and 5 were located in the same building and precincts 6 and 7 were located in the same building no voters would need to go to a different location to vote.

Motion by O'Dell supported by Kalka to adopt Resolution #2023-03 authorizing the City Clerk to combine precinct 3 and 5 and precincts 6 and 7 for the May 2, 2023 Special Election.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland

NAYS: None

Motion Carried

j. Promotion to Sergeant and Hire PSO to Fill Vacancy

Captain Gillies stated that on February 2, 2023 Sergeant Paull submitted his formal resignation. This caused a vacancy in the Sergeant position and if a Sergeant is hired from the current list an opening for a PSO will be created. There is currently one (1) person on the list that could take the Sergeants position. Discussion was had on the current list and applicants for PSO.

Motion by Sutherland supported by Carnagie to approve Captain Gillies' request and authorize promoting of a PSO to the rank of Sergeant and to hire a PSO to fill the vacancy created by that promotion.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland

NAYS: None

Motion Carried

8. RETURNING BUSINESS:

a. Street Committee Update

Mike Vigneron stated that back in November City Council had given AEW approval to review some options for repairing the roads and sidewalks in the City. These options had been presented to the Street Committee in January. The Committee had agreed on a plan they would like to move forward with and the next step was to meet with the Bond Counsel. This meeting

**FRASER CITY COUNCIL MEETING MINUTES
THURSDAY, FEBRUARY 9, 2023 – 6:30 P.M.**

was to get an idea what the project funding would look like to fund a project in the Industrial District and a project for the remainder of the City to address roads and sidewalks.

The Committee gained consensus around initiating an SAD for the Industrial District Project and also starting to prepare the preliminary funding options for the remainder of the City.

Motion by Kalka supported by O'Dell to direct the City Manager to initiate the preliminary proceedings required pursuant to Section 24-4 of the City Ordinance for a Special Assessment to improve the roads in the Industrial District

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

Motion by Kalka supported by O'Dell to direct the City Manager to obtain detailed financial projections and scenarios from the City's financial advisor related to a bond proposal to address roads and sidewalks for the remainder of the City.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

Discussion of other road projects in Fraser ensued.

9. REPORT OF CITY ADMINISTRATION

City Manager Leven reviewed the following items with City Council:

Congratulations to Sergeant Paull on his retirement. Thanks to City Council for approving addressing the vacancies.

The budget worksheets were sent out to Department Heads for their review and preparation.

We were not selected as a SPARK Grant recipient in this round of grants. The next round dates would be announced soon.

We are behind with the audit and hopefully the auditors will be out the week of February 27, 2023. We are doing everything we can to move this forward. We are still waiting for the Pension Actuarial to get the required documents to the City.

10. REPORT OF MAYOR AND CITY COUNCIL

Council Member O'Dell reminded everyone that this Saturday was the Blue Jean Ball. Tickets were no longer being sold. It should be a great time. Happy Valentine's Day to all.

Council Member Sutherland indicated that the Recreation Commission meeting on Tuesday was very productive. She was encouraged with the new Commission Member and also with the hiring of a full-time director. The Library Board to her knowledge is still planning on moving forward. She knows that City Council had requested a meeting with them for information gathering. She asked about meetings that she had heard about for this. Mayor Pro-Tem Schornak said that she and City Council Member Baranski were meeting with two (2)

**FRASER CITY COUNCIL MEETING MINUTES
THURSDAY, FEBRUARY 9, 2023 – 6:30 P.M.**

members of the Library Board that were friends to just get their view on the issue. She also asked about what Plan B was for the tower at Somerset Park? Happy Valentine's Day to all.

Council Member Kalka wished everyone a Happy Valentine's Day to everyone. She then stated that she felt the City Council should start thinking about infrastructure and planning for repair and replacement. Council Member O'Dell suggested that maybe the City should look into hiring a grant writer for various types of grant funding.

Mayor Pro-Tem Schornak said the Historical Commission was having their Open House on March 5, 2023. They were also having a Pre-Easter sale and they have jewelry for sale. Mayor Carnegie mentioned that the cable boxes were in bad shape. He would like to know who to contact to get them back in the correct position. The Honor Guard was asked to present at the Fraser Hockey Team the Motor City Rocker's game. Attending one of these hockey games is a very good night out for families.

11. CITIZEN PARTICIPATION

Deanna Reiner, 15569 Luxemburg agreed that the cable boxes are in bad shape. She had tried to get in touch with someone to take care of them and no one would take responsibility. She then asked if we could get some information regarding the cross-connection program on the website.

Laura Lesich, 15204 Fairview was happy that Council approved Jacob Rice's appointment to the Recreation Commission. There were still two (2) open seats. She thanked everyone involved in getting a new Recreation Director. Fraser First Booster Club was awarded a grant for a Communication Board. Thanks to everyone who helped with the Blue Jean Ball.

12. ADJOURNMENT

Motion by Kalka supported by Sutherland to adjourn the meeting at 8:05 p.m.

AYES: Carnegie, Kalka, O'Dell, Schornak, Sutherland

NAYS: None

Motion Carried

Cindi Greenia, Clerk
City of Fraser

Michael Carnegie, Mayor
City of Fraser



City of Fraser

CENTENNIAL COMMUNITY

City Manager
Elaine Leven
CITY CLERK
Cynthia Greenia

MAYOR
Michael Carnagie
MAYOR PRO-TEM
Patrice M. Schornak
COUNCIL
Amy Baranski
Kathy Blanke
Suzanne Kalka
Patrick O'Dell
Dana Sutherland

FRASER HISTORICAL COMMISSION MEETING MINUTES
HISTORICAL DEPOT
18577 MASONIC, FRASER, MICHIGAN 48026
MONDAY, DECEMBER 5, 2022 @ 7:00 P.M.
AS APPROVED MONDAY, FEBRUARY 6TH, 2023

A meeting of the City of Fraser Historical Commission was held on Monday, December 5, 2022 at 7:00 p.m. in the Historical Depot, 18577 Masonic, Fraser, MI 48026.

1. CALL TO ORDER

Chairman Wright called the meeting to order at 7:05 p.m.

2. PLEDGE OF ALLEGIANCE

Chairman Wright led the Pledge of Allegiance.

ROLL CALL OF HISTORICAL COMMISSION MEMBERS

Present: James Chamberlain, Nancy Ehrke, Tom Iwanicki, Marilynn Wright
Absent (Excused) Karen Hodges, Harry Hodgson
Absent (Not-Excused): Denise Wojciechowski
Members at Large: Kathy Pirtle, Dori Guoin

Others: City Clerk Greenia

3. APPROVAL OF AGENDA

Motion by Iwanicki supported by Chamberlain to approve the Agenda for the December 5, 2022 meeting of the City of Fraser Historical Commission as presented.

AYES: Chamberlain, Ehrke, Iwanicki, Wright
NAYS: None

Motion Carried

4. APPROVAL OF MINUTES

Motion by Iwanicki supported by Ehrke to approve the minutes of the November 7, 2022 Meeting of the City of Fraser Historical Commission as presented.

AYES: Chamberlain, Ehrke, Iwanicki, Wright
NAYS: None

Motion Carried

FRASER HISTORICAL COMMISSION MINUTES
DECEMBER 5, 2022

5. LIAISON REPORT

City Clerk Greenia discussed the meeting dates for 2023. The Historical Commission went over each month's and made a couple of changes. Cindi stated she would get this notice in the paper for the Commission and on the TV and website.

Discussion was had on the new roof. Clerk Greenia noted she had forwarded what she had hoped would be the necessary information to the State of Michigan to continue to keep the Baumgartner House a historical site. Her contact at the DNR was not going to be in until December 12 of 2022 and she would know more than.

It was noted that the company that put the new roof on left a crow bar at the site and Cindi said she would contact them about coming to pick it up.

6. UNFINISHED BUSINESS

a. December Open House

Chairman Wright reviewed that earlier today she deposited \$364.25 at City Hall into the Commission's bank account. She felt this was a very good year for them.

There were not as many people there as they had hoped. There were no decorations put up at the museum. Christmas stockings were taken off the table in the depot and no one seems to know where they went.

b. Ordinance

Clerk Greenia noted that she had spoken to Dori Guoin earlier in the day regarding the proposed Ordinance for the Historical Commission. A history of the Commission was given by Dori Guoin and comments from all Commission members were heard.

Cindi stated she was fairly certain somehow it could be noted in the Ordinance that the group itself started meeting in 1980, even though they were not an "official" group belonging to the City. Concerns were noted regarding meeting at City Hall, the number of commissioners on the commission, the group was concerned about losing their autonomy, they had issues in the past with accounting of monies. Cindi addressed the concerns that she could.

It was agreed that Chairman Wright and Secretary Hodges would contact City Manager Leven to discuss the Ordinance.

7. NEW BUSINESS

a. Half-Price Sale

Chairman Wright said she would need some help preparing for the sale. Commissioners Chamberlain and Ehrke volunteered to help.

FRASER HISTORICAL COMMISSION MINUTES
DECEMBER 5, 2022

b. Pack-Up Christmas Resale

Chairman Wright stated she would need help with this as well. Commissioner Ehrke was going to help with this. Commissioner Chamberlain would help by taking the items to the barn.

b. Take Down Christmas Decorations

Since the museum did not get decorated that was not an issue. Commissioner Chamberlain had decorated the porch and agreed to take those decorations down after Christmas.

8. COMMISSION REPORTS

Chairman Wright stated that as of today the Commission had raised \$3,315.94 and deposited it into their account.

Commissioner Chamberlain was going to fix the candles in the window of the Baumgartner House.

Commissioner Iwanicki had nothing at this time.

Liaison Greenia had nothing to add.

Commissioner Ehrke had nothing at this time.

Commissioner At-Large Guoin reviewed some additional concerns with the proposed ordinance.

9. ADJOURNMENT

Motion by Iwanicki supported by Ehrke to adjourn the meeting at 8:12 p.m.

AYES: Chamberlain, Ehrke, Iwanicki, Wright

NAYS: None

Motion Carried

Respectfully Submitted:

Cindi Greenia, Clerk
City of Fraser



City of Fraser

CENTENNIAL COMMUNITY

City Manager
Elaine Leven
CITY CLERK
Cynthia Greenia

MAYOR
Michael Carnagie
MAYOR PRO-TEM
Patrice M. Schornak
COUNCIL
Amy Baranski
Kathy Blanke
Suzanne Kalka
Patrick O'Dell
Dana Sutherland

**FRASER RECREATION COMMISSION MEETING MINUTES
CITY COUNCIL CHAMBERS
33000 GARFIELD ROAD, FRASER, MI 48026
TUESDAY, JANUARY 3, 2023 - 7:00 P.M.
AS APPROVED FEBRUARY 7, 2023**

A regular meeting of the City of Fraser Recreation Commission was held on Tuesday, January 3, 2023 at City Hall, 33000 Garfield, Fraser, MI 48026.

1. CALL TO ORDER

The meeting was called to order by Chairman Sarah Kelley at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

Chairman Kelley led the Pledge of Allegiance

3. ROLL CALL

Present: Hunt, Kelley, Koch, Walker
Absent: None

Others: Assistant City Manager Mistretta, City Clerk Greenia

4. APPROVAL OF AGENDA

Motion by Koch supported by Hunt to approve the agenda for the January 3, 2023 City of Fraser Recreation Commission as presented/amended.

AYES: Hunt, Kelley, Koch, Walker
NAYS: None

Motion Carried

5. APPROVAL OF MINUTES DECEMBER 8, 2022 RECREATION COMMISSION MEETING

Motion by Koch supported by Kelley to approve the minutes of the December 8, 2022 meeting of the City of Fraser recreation commission as amended.

AYES: Hunt, Kelley, Koch, Walker
NAYS:

Motion Carried

**FRASER RECREATION COMMISSION MEETING MINUTES
TUESDAY, JANUARY 3, 2023 - 7:00 P.M.**

6. VOLUNTEER GROUP REPORTS

Laura Lesich, 15201 Fairview was present and shared that the Fraser First group was in the midst of planning their Annual Blue Jean Ball. It would be held on February 11, 2023. She reviewed the details of the event. The next meeting of the Fraser First Club would be held on January 10, 2023 at the Rams Horn at 6:00 p.m. She invited everyone to join in.

7. REPORTS ON CURRENT EVENTS

Assistant City Manager Mistretta reviewed the new bowling league that would be taking place at Fraser Lanes. She indicated that Advancing Macomb and LK St. Clair were in charge of that.

She was working with Advancing Macomb and LK St. Clair to get more programming and was seeing some response from Advancing Macomb finally.

8. OVERVIEW REPORT OF PARKS AND RECREATION

Assistant City Manager Mistretta told the Commission about the happenings at the Senior Activity Center. There were activities five days a week and some of the programs had sold out. She was happy to see the Seniors getting more involved in the building and happy to see the building full. They were open from 8:00 a.m. to 1:00 p.m. Monday through Friday every week.

Dining Senior Style was taking off and there were more and more participants all the time.

She stated they were in the beginning stages of the Egg Hunt and parade planning at this time.

9. OTHER BUSINESS

a. Approval of 2023 Meeting Dates Recreation Commission

Commission discussed the proposed dates. They decided to move the proposed July 4, 2023 meeting to July 11, 2023 and the November 7, 2023 meeting to November 14, 2023.

Motion by Koch, supported by Hunt to approve the meeting dates as proposed by the City Clerk with the following changes: move the July 4, 2023 meeting to July 11, 2023 and the November 7, 2023 meeting to November 14, 2023.

AYES: Hunt, Kelley, Koch, Walker
NAYS:

Motion Carried

10. CITIZEN PARTICIPATION

Laura Lesich, 15201 Fairview, commented on items of concerns. She was hoping to see the Parks and Recreation Master Plan on their agenda tonight, concerns with our Facebook page, wondered when we would hire someone to help with the Parks and Recreation. Also

**FRASER RECREATION COMMISSION MEETING MINUTES
TUESDAY, JANUARY 3, 2023 - 7:00 P.M.**

she encouraged the current Recreation Commission members to get residents to fill the seats that were open on the Commission.

11. COMMISSION MEMBERS WITH CONCERNS

Commissioner Koch was concerned with a former Commissioner and his status on the Commission.

Motion by Koch, supported by Hunt to officially remove John Hunter from the City of Fraser Parks and Recreation Commission.

AYES: Hunt, Kelley, Koch, Walker

NAYS:

Motion Carried

City Clerk Greenia stated she would check into their By-Laws tomorrow and see if this was necessary and give them updated information.

Commissioner Koch also mentioned she and Commissioner Hunt were in the beginning stages of planning an Easter Road Rally for adults. Discussion on this was had with Assistant City Manager Mistretta. Commissioners agreed to send her an email with details about this event and they would have further discussion on the possible City's involvement in same.

Commissioner Koch then asked how close we were to getting a Parks and Recreation Director. Assistant City Manager Mistretta stated that she had interviews later this week to fill that position. She was hoping to have this all wrapped up next week.

Commissioner Hunt asked if Fraser Lanes was being sold. She also mentioned that she would very much like to see a kickball league in the City.

Commissioner Koch asked how we were doing with the soccer league. Ms. Mistretta noted she had not had any response on that as of yet.

Commissioner Walker stated she did talk to the principal at Mark Twain Elementary and he told her the City could use their gymnasium any time they wanted. The City would just have to provide an insurance information for the school district. She brought the packet of information with her to the meeting and would pass it along to Assistant City Manager Mistretta.

Commissioner Walker then discussed a "Bark in the Park" or a "Frolic in Fraser" that could be good – they could have a local adoption day. She also noted that it might be a good idea to have local gardeners come to the park and share their vegetables.

Chairman Kelley noted she would try to post more online to see if she could encourage more people to join the Recreation Commission. She asked what the status of the grant is for Somerset Park. Discussion was had on this matter.

**FRASER RECREATION COMMISSION MEETING MINUTES
TUESDAY, JANUARY 3, 2023 - 7:00 P.M.**

12. ADJOURNMENT

Motion by Kelley supported by Hunt to adjourn the meeting at 7:27 p.m.

AYES: Hunt, Kelley, Koch, Walker

NAYS: None

Motion Carried

Respectfully Submitted:

Cindi Greenia, Clerk
City of Fraser



City Manager
Elaine Leven
CITY CLERK
Cynthia Greenia

City of Fraser

CENTENNIAL COMMUNITY

MAYOR
Michael Carnagie
MAYOR PRO-TEM
Patrice M. Schornak
COUNCIL
Amy Baranski
Kathy Blanke
Suzanne Kalka
Patrick O'Dell
Dana Sutherland

FRASER PLANNING COMMISSION MEETING MINUTES CITY COUNCIL CHAMBERS 33000 GARFIELD, FRASER, MI 48026 WEDNESDAY, JANUARY 4, 2023 AS APPROVED FEBRUARY 1, 2023

A regular meeting of the City of Fraser Planning Commission Meeting was held on Wednesday, January 4, 2023 at 7:00 P.M. The meeting was held in City Council Chambers, 33000 Garfield Road, Fraser, MI 48026.

1. CALL MEETING TO ORDER

Chairman Warunek called the meeting to order at 7:01 p.m.

Chairman Warunek led the Pledge of Allegiance

2. ROLL CALL

PRESENT: Barr, Czarnecki, Farina, Meyer, Perry, Keil and Warunek
ABSENT: None
OTHERS: Planner Andrew Littman, Attorney Haley Tomich, Planner Alicia Warren,
City Clerk Greenia

3. APPROVAL OF AGENDA – REGULAR MEETING JANUARY 4, 2023

Motion by Keil supported by Farina to approve the Planning Commission Agenda for the January 4, 2023 City of Fraser Planning Commission Meeting as presented.

AYES: Barr, Czarnecki, Farina, Meyer, Perry, Keil, Warunek

NAYS: None

Motion Carried

4. CHAIRPERSON'S OPENING REMARKS

Chairperson Warunek read the formal statement relative to the powers of the Planning Commission and the facts and conditions for granting site plan approval.

5. APPROVAL OF MINUTES – REGULAR MEETING NOVEMBER 2, 2022

Motion by Meyer second by Perry to approve the minutes of November 2, 2022 as amended.

AYES: Barr, Czarnecki, Farina, Meyer, Perry, Keil, Warunek

NAYS: None

Motion Carried

CITY OF FRASER PLANNING COMMISSION MEETING MINUTES
JANUARY 4, 2023

At this time, Commissioner Farina asked if Planning Commission could get an update on the status of all of the shared drive and parking agreements from the attorney's office.

6. NEW BUSINESS

A. Public Notices – none at this time

B. Site Plan and Other Reviews: None at this time

C. Zoning Ordinance Text Amendment: Sec. 32-221 Establishment of Board

Discussion was had on the proposed amendment to the Zoning Ordinance. The addition of allowing City Council to appoint as many as two (2) alternates was reviewed. Planner Littman and Attorney Tomich fielded questions on this matter.

The process of getting this proposed DRAFT amendment to City Council was had. It was noted that Planning Commission's role was to review the DRAFT and then either recommend or not recommend approval of the Zoning Ordinance amendment to City Council. Chairman Warunek stated he was happy to see this proposed amendment.

Motion by Farina, supported by Keil to recommend to City Council approval of the proposed amendment to City of Fraser Zoning Ordinance Section 14.00, Codified as Section 32-221 of the City Code of Ordinances regarding giving City Council authority to appoint as many as two (2) alternate members to the Zoning Board of Appeals.

Commissioner Farina asked that the ZBA be made aware of this proposed amendment tomorrow night.

Roll Call Vote:

AYES: Barr, Czarnecki, Farina, Keil, Meyer, Perry, Warunek

NAYS: None

Motion Carried

D. Planning Commissioner Vacancies and Candidates Interviews

Planning Commissioner Kathy Czarnecki term has officially ended as of December 31, 2022. She has submitted her application for reappointment to the Planning Commission for another three (3) year term. There were no other applicants to fill this vacancy at this time.

Planning Commission discussed this matter and agreed that Commissioner Czarnecki was a great asset to the City of Fraser and its Planning Commission.

Motion by Farina, supported by Warunek to recommend to City Council the reappointment of Kathy Czarnecki to the City of Fraser Planning Commission with a term ending December 31, 2025.

Roll Call Voted:

AYES: Barr, Farina, Keil, Meyer, Perry, Warunek

NAYS: None

ABSTAIN: Czarnecki

Motion Carried

CITY OF FRASER PLANNING COMMISSION MEETING MINUTES
JANUARY 4, 2023

E. Elect Planning Commission Officers

Nominations were held for the office of Planning Commission Chairman as follows:

Nomination by Farina with support by Warunek for Kathy Czarnecki to be Chairman of the City of Fraser Planning Commission.

Commissioner Czarnecki accepted the nomination.

Hearing no other nominations, according to the Planning Commission By-Laws, Kathy Czarnecki was deemed to be the City of Fraser Planning Commission Chairman through December 31, 2023.

Discussion was had about concerns that Commissioner Czarnecki would not be approved by City Council by the time of the next Planning Commission meeting. City Clerk Greenia indicated she would speak to City Manager Leven to see if they could add this item to the agenda for next week.

Nominations were held for the office of Planning Commission Vice-Chairman as follows:

Commissioner Keil with support from Commissioner Czarnecki nominated Frank Farina for the office of City of Fraser Planning Commission Vice-Chairman.

Commissioner Farina accepted the nomination.

Commissioner Czarnecki with support from Commissioner Barr nominated Commissioner Perry for the office of City of Fraser Planning Commission Vice-Chairman.

Commissioner Perry accepted the nomination.

At this time a silent vote was taken for the office of the City of Fraser Planning Commission Vice-Chairman.

Attorney Haley Tomich counted the votes. Commissioner Perry received four (4) votes for the office of Vice-Chairman Commissioner Farina received three (3) votes for the office of Vice-Chairman.

Commissioner Perry was deemed as Vice-Chairman of the City of Fraser Planning Commission at this time through December 31, 2023.

Nominations were held for the office of Planning Commission Secretary as follows:

Commissioner Warunek with support from Commissioner Czarnecki nominated Commissioner Keil for the office of the City of Fraser Planning Commission Secretary.

Commissioner Keil accepted the nomination.

CITY OF FRASER PLANNING COMMISSION MEETING MINUTES
JANUARY 4, 2023

Hearing no other nominations according to the Planning Commission By-Laws Commissioner Keil was deemed to be the Secretary of the City of Fraser Planning Commission through December 31, 2023.

F. 2023 Planning Commission Calendar

Discussion of the proposed meeting Calendar was had. Concern was with the proposed meeting on July 5, 2023.

Motion by Czarnecki, supported by Keil to approve the City of Fraser Planning Commission 2023 meeting dates as recommended excepting the July 5, 2023 meeting will be changed to July 17, 2023.

AYES: Barr, Czarnecki, Farina, Meyer, Perry, Keil, Warunek
NAYS: None

Motion Carried

July 17, 2023 is a Monday.

7. UNFINISHED BUSINESS

Nothing at this time.

8. PUBLIC COMMUNICATIONS ON NON-AGENDA ITEMS

Nothing at this time.

9. ZONING BOARD OF APPEALS MEMBER LIAISON REPORT

Commissioner Farina noted they had not had a meeting since October of 2022. Mr. Michael Lesich was a new Zoning Board of Appeals member.

10. COMMISSIONER'S COMMENTS AND ITEMS OF INTEREST/CONCERNS

Commissioner Barr had no comment but wished everyone a very happy 2023.

Commissioner Czarnecki thanked everyone for their nomination.

Commissioner Farina noted he would like to see some update on items on the monthly Planning and Zoning Report. He wanted to see all the parking lot and driveway agreements.

He then shared there was a fish fry at the Knights of Columbus this Friday. It was the last one of the year. It would begin at 4:00 p.m. and run until 6:00 p.m.

Commissioner Keil had nothing at this time.

Commissioner Meyer had nothing at this time.

Commissioner Perry had nothing at this time.

CITY OF FRASER PLANNING COMMISSION MEETING MINUTES
JANUARY 4, 2023

Chairman Warunek thanked everyone for allowing him to serve as Chairman Of the Planning Commission.

Commissioner Farina then had a few other comments. He wondered when the Annual Planning and Zoning Report would be coming out. Planner Littman stated they would have it at their next meeting

Commissioner Czarnecki had concerns regarding Site Plan 2022-03 and the fact that there appears to be tenants in the building already. She asked if that was allowable without final Site Plan Approval?

Commissioner Farina stated there were some newer members on the Zoning Board of Appeals and Planning Commission. He would like to see McKenna pair with our Attorneys to set up a training session for everyone like they had a few years ago. He would like this done free of charge to the City, perhaps in December of this year.

He stated he would like to know what was happening to the proposed updated Sign Ordinance that Mr. Urbiel was working on. Mr. Littman stated he would check into that and start working on it.

11. AJDOURNMENT

Motion by Farina supported by Keil to adjourn the meeting at 7:51 p.m.

AYES: Barr, Czarnecki, Farina, Keil, Meyer, Perry, Warunek

NAYS: None

Motion Carried

Respectfully submitted:

Cindi Greenia, Clerk
City of Fraser



City Manager
Elaine Leven
CITY CLERK
Cynthia Greenia

City of Fraser

CENTENNIAL COMMUNITY

MAYOR
Michael Carnegie
MAYOR PRO-TEM
Patrice M. Schornak
COUNCIL
Amy Baranski
Kathy Blanke
Suzanne Kalka
Patrick O'Dell
Dana Sutherland

**FRASER ZONING BOARD OF APPEALS MEETING MINUTES
CITY COUNCIL CHAMBERS
33000 GARFIELD, FRASER, MI 48026
THURSDAY, JANUARY 5, 2023 – 7:00 PM.
AS APPROVED THURSDAY, FEBRUARY 2, 2023**

A regular meeting of the City of Fraser Zoning Board of Appeals was held on Thursday, January 5, 2023 at 7:00 p.m. The meeting was held in City Council Chambers, 33000 Garfield, Fraser, MI 48026.

1. CALL MEETING TO ORDER

Chairman Stimac called the meeting to order at 7:01 p.m. Chairman Stimac then led the Pledge of Allegiance.

2. ROLL CALL

The following members were present:

Burley, Chimenti, Farina, Lesich, Menendez, Stimac

The following members were absent:

Others: City Attorney Don DeNault, City Planner Andrew Littman, City Planner Alicia Warren, City Clerk Greenia.

3. APPROVAL OF AGENDA

Motion by Lesich supported by Farina to approve the agenda for the January 5, 2023 meeting of the City of Fraser Zoning Board of Appeals as amended

New Business Item 7.

- d. Accept Resignation from ZBA Member Bob Logan
- e. New City Ordinance/Recommendation by Planning Commission

FRASER ZONING BOARD OF APPEALS MINUTES
JANUARY 5, 2023

- f. Meeting Regularity
- g. Training
- h. Planning and Zoning Report
- i. ZBA and Planning Commission By-Laws

AYES: Burley, Chimenti, Farina, Lesich, Menendez, Stimac

NAYS:

Motion Carried

4. FORMAL STATEMENT BY THE CHAIR

Since there were no public hearing on the agenda, Chairman Stimac did not read the formal statement into the record at this time.

5. OLD BUSINESS

None at this time.

6. PUBLIC HEARINGS

None at this time.

7. NEW BUSINESS OF THE BOARD

a. Zoning Board of Appeals 2023 Calendar of Meetings

Discussion was had on the proposed meeting dates for the 2023 Zoning Board of Appeals. Suggestion and discussion was had to move the July meeting from July 6 to July 20th, 2023.

Motion by Farina supported by Menendez to accept the proposed meeting dates for the City of Fraser 2023 Zoning Board of Appeals meetings as presented except noting the July meeting will be held on July 20 and not July 6.

AYES: Burley, Chimenti, Farina, Lesich, Menendez, Stimac

NAYS:

Motion Carried

FRASER ZONING BOARD OF APPEALS MINUTES
JANUARY 5, 2023

b. Appointment of ZBA Members to City Council for Approval

Chairman Stimac reviewed the proposed applications for reappointment as well as new appointment. Currently Frank Farina and Mark Burley had terms that expired on December 31, 2022 as well as Mark Stimac, who was not applying for reappointment, whose term also expired on December 31, 2022. There was a new applicant as well.

Motion by Menendez supported by Lesich to recommend Frank Farina and Mark Burley for reappointment to the City of Fraser Zoning Board of Appeals with a term ending December 31, 2025.

AYES: Chimenti, Lesich, Menendez, Stimac

NAYS:

Motion Carried

ABSTAIN: Burley, Farina

At this time, 7:11 p.m. City Clerk Greenia left the meeting to try to contact the other applicant via phone. She could not reach him.

c. Election of Officers

Motion by Menendez supported by Burley to postpone until City Council acts on reappointment of vacancies for City of Fraser Zoning Board of Appeals Election of Officers To the next regular meeting of the Zoning Board of Appeals.

AYES: Burley, Chimenti, Farina, Lesich, Menendez, Stimac

NAYS:

Motion Carried

d. Accept Letter of Resignation from Zoning Board of Appeals Member Robert Logan

Motion by Stimac supported by Menendez to regretfully accept and file the resignation of Zoning Board of Appeals member Robert Logan and thank him for his years of service to the Zoning Board of Appeals and the City of Fraser.

AYES: Burley, Chimenti, Farina, Lesich, Menendez, Stimac

NAYS:

Motion Carried

e. New City Ordinance/Recommendation by Planning Commission

Board Member Farina reviewed that that the Planning Commission meeting last they discussed and recommended to City Council approval of a Zoning Ordinance Text Amendment regarding membership on the Zoning Board of Appeals and alternates.

FRASER ZONING BOARD OF APPEALS MINUTES
JANUARY 5, 2023

The Board discussed this and had some concerns with it. Attorney DeNault noted that if this amendment was approved by City Council they had been working on a set of changes to the current Zoning Board of Appeals By-Laws which would address the concerns. Board Member Menendez suggested there should be required training for the alternates. Board Member Farina wanted to make sure that the Zoning Board of Appeals was aware this was a possibility.

f. Meeting Regularity

Board Member Farina suggested that if the Zoning Board of Appeals had no items scheduled on the agenda that they plan some type of training for that evening. He would like to see meetings at least quarterly. Discussion was had on that there could be a cost to the City if they were to meet and train if nothing else was on the agenda. Further discussion was had. Board Member Lesich agreed he would like to see meetings at least quarterly.

Chairman Stimac suggested speaking with the City Administration, finding out when new members will be coming aboard and schedule a training.

g. Training

Board Member Farina indicated at the Planning Commission meeting last Night he asked if the Planner – McKenna and Attorney – O'Reilly Rancilio P.C. might be able to put together a joint meeting of the Planning Commission and Zoning Board of Appeals for the purposes of training Sometime in December as they had last year.

Discussion was had on this. It was suggested that December was a busy month. The Board discussed the possibility of doing a large training in September – kind of like the beginning of school. Discussion of updating the binder was had as well. Mr. DeNault stated he could do this.

h. Planning and Zoning Report

Board Member Farina indicated that he would like to see the attorney comments and updates be included in the Planning and Zoning report – such as parking agreements, etc. They would have better information moving forward on all issues and items that way. Attorney DeNault noted that Planning and Zoning and Building were all very good at these items; but he would be happy to do so.

i. ZBA and Planning Commission By-Laws

Board Member Farina wanted to see if everyone on the Zoning Board of Appeals and Planning Commission had a copy of the most up to date By-Laws. Clerk Greenia stated she would be happy to get everyone a copy of the most recent updated version.

**FRASER ZONING BOARD OF APPEALS MINUTES
JANUARY 5, 2023**

Mr. Farina stated that he felt these should be looked at to see if they need to be updated.

8. UNFINISHED BUSINESS OF THE BOARD (NONE)

Nothing at this time.

9. PLANNING COMMISSION LIAISON MEMBER REPORT

Board Member Farina reviewed the actions taken at the Planning Commission last night. This included review of the draft Ordinance amendment as well as the newly elected Planning Commission officers.

10. PUBLIC PARTICIPATION

Kathy Czarnecki ,31726 Pam Court asked about the possibility of anyone on the Zoning Board of Appeals being able to live outside of the City limits. It was noted this was not possible due to State law. She then thanked Mr. Stimac for his years of service to the City of Fraser.

11. APPROVAL OF MINUTES NOVEMBER 3, 2022

Motion by Menendez supported by Lesich to approve the City of Fraser Zoning Board of Appeals Meeting minutes of the November 3, 2022 Zoning Board of Appeals Meeting As presented.

AYES: Chimenti, Lesich, Menendez, Stimac

NAYS:

ABSTAIN: Burley, Farina

Motion Carried

12. MEMBERS' COMMENTS AND ITEMS OF INTEREST

Board Member Burley questioned regarding the ZBA meetings being on the website. Discussion on Board Member Lesich's term was had.

Board Member Lesich wanted to thank Mr. Stimac for his professional service to this City.

Board Member Farina thanked Mr. Stimac for his service to the City. He reviewed all the services Mr. Stimac has performed for the City and stated how much he appreciated him.

Board Member Menendez then stated Mr. Stimac carried with him an immense amount of knowledge not only regarding the planning and zoning laws but also with his history of the City of Fraser. He would be sorely missed. The City of Fraser would miss him very much.

FRASER ZONING BOARD OF APPEALS MINUTES
JANUARY 5, 2023

Chairman Stimac then commented. He reviewed with the Board his history on this body. He wanted to thank everyone for their support over the years. He thanked both City Administration and Staff for their help over the years as well as the City's consultants. He thanked his fellow Board members over the years, particularly for their time and efforts in always doing what is right and best for the residents of the City of Fraser. Finally he thanked his family for their support of him in this service.

13. ADJOURNMENT

Motion by Stimac supported by Farina to adjourn the meeting at 8:06 p.m.

All Ayes

Motion Carried

Respectfully Submitted:

Cindi Greenia, Clerk
City of Fraser



Planning Commission

2022 Annual Planning Report to City Council

City of Fraser, MI

INTRODUCTION AND PURPOSE OF THE ANNUAL PLANNING REPORT

As required per the Michigan Planning Enabling Act (MPEA) Act 33 of 2008, as amended, the Planning Commission shall submit a report of its 2022 activities to the Fraser City Council.

“A planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development.”

In addition to fulfilling this requirement, the Annual Report increases information-sharing between staff, boards, commissions, and the governing body and assists with these entities with anticipating, preparing, and budgeting for upcoming priorities.

PLANNING COMMISSION MEMBERSHIP

The following citizens dedicated their time to serving the City of Fraser as Planning Commissioners in 2022:

- Randy Warunek, Chairperson
- Kenny Perry, Secretary
- Joann Barr
- Kathy Czarnecki
- Frank Farina, ZBA Liaison
- John Keil, Vice Chairperson
- Renee Meyer

PLANNING COMMISSION MEETINGS

The Fraser Planning Commission met six times in 2022. This meets and exceeds the requirements of the MPEA, which requires a minimum of four meetings annually.

1. Wednesday, March 2, 2022
2. Wednesday, June 1, 2022
3. Wednesday, August 3, 2022
4. Wednesday, September 7, 2022
5. Wednesday, October 5, 2022
6. Wednesday, November 2, 2022

2022 in Review

The following tables outline the various development reviews (site plan, special land use, etc.) considered by the Planning Commission.

DEVELOPMENT REVIEWS

City ID	Project Type	Location	Description	Status	Date
SP 21-08	Approval Extension	34400 Utica Road	Request for site plan approval extension for 12 more months.	Approved	August 3, 2022
SP 22-02	Site Plan Amendment Review	34600 Klein	Site plan amendment to make parking lot modifications.	Approved	August 3, 2022
SP 21-08	Site Plan Amendment Review	33400 Utica Road	To amend a previously-approved site plan to redevelop an outlot area of the Big Boy Arena property. Amendments included a smaller building footprint and reconfiguration of the proposed landscaping.	Approved	September 7, 2022
SP 22-03	Site Plan Review	33180 Groesbeck Retail	Modify existing façade of the building, resurfacing the parking lot, addition of a screening wall to the north side of the property.	Partially Approved	September 7, 2022
SLU 22-01	Special Land Use	33460 Utica Road	Special Land Use application to install an outdoor patio at 33460 Utica (Shooter's).	Approved	September 7, 2022
SP 22-04	Site Plan Review	15 Mile Industrial Development	Construction of new 31,489 square foot warehouse and processing facility.	Approved	October 5, 2022
SP 22-06	Site Plan Review	34275 Utica Road	Redevelopment of the Warfield Grille restaurant parcel.	Approved	October 5, 2022
SUB 19-01	Site Plan Amendment Review	Anita Drive SUB parcels 1-10	A site plan amendment to eliminate the required extension of Anita Drive and not develop the furthest east parcel (parcel 5). Denied – notice was recorded that parcel 5 is an unbuildable parcel and no building permits may be issued on parcel 5 unless it is combined with the adjacent parcel or the roadway and utilities are extended to serve it.	Denied	October 5, 2022
RZ 22-01	Rezoning	33071 Garfield	Rezoning of 33071 Garfield from CBD District to RM district.	Denied	November 2, 2022
SP 21-09	Site Plan Amendment Review	34400 Klein	FS 360 site modification application to reconfigure site driveways and add additional parking.	Approved	November 2, 2022
SLU 22-02	Special Land Use	16659 Garfield	Special land use request for an auto vehicle detailing facility. Applicant withdrew request	Withdrawn	November 2, 2022

The following tables outline variances that were considered by the Zoning Board of Appeals in 2022. These are reported to reflect on potential challenges or obsolete regulations within the existing Zoning Ordinance, and to possibly inform future direction for the Planning Commission.

APPEALS

Project Type	Location	Description	Status	Decision	Date
Dimensional Variance	34155 Kelly Road	To place a freestanding sign 41 feet from the Kelly Road centerline (70 feet required). To exceed the number of allowable signs on an Industrial Zoned property (1 allowed, 3 requested).	Approved	Approved	March 3, 2022
Use Variance	34400 Klein	To store gravel outside in the Industrial Restricted district where otherwise not permitted.	Approved	Approved with Conditions	October 6, 2022
Dimensional Variance	33180 Groesbeck Highway	To construct a masonry wall or decorative fence along the north property line.	Approved	Approved	November 3, 2022

Looking Ahead: 2023 Work Plan

In the coming year, the following are additional projects the Planning Commission may undertake:

By preserving what Fraser already has, and enhancing those elements that can be improved, the city can continue to afford residents and visitors with a high-quality place to live, work and play.

MASTER PLAN IMPLEMENTATION

Some of the high priority implementation projects as outlined in the 2021 Master Plan include the following:

- **Business attraction and retention efforts.** The Planning Commission will support business retention and attraction in whatever ways most feasible in 2023. This includes exploring enrollment in the Redevelopment Ready Communities program run by the Michigan Economic Development Corporation.
- Implementation of new districts (and revisions to existing districts) such as Flex Corridor Overlay District and Central Business District (Core and Fringe).
- **Continuing to develop and maintain the City's sidewalk network.** Throughout the course of 2023, the Planning Commission may encourage the construction and/or repair of sidewalks, especially along major thoroughfares.

ORDINANCE UPDATES

In 2023, one of the Planning Commission's work program priorities will include necessary Ordinance updates to address current issues and begin to modernize the Zoning Ordinance.

Sign Regulations

- Ensuring compliance with all State laws
- Ensuring compliance with Reed v. Gilbert
- Analyzing allowable sign area regulations for each zoning district
- Utilizing best practices for signage as they relate to Master Plan implementation, especially along major road corridors such as Groesbeck Highway
- Reorganizing the sign regulations chapter in the Ordinance
- And more!

Mobile Vendor Ordinance

- Address gaps/confusion regarding regulation of temporary uses, specifically food trucks.

Transparency Regulations

Address lack of regulations requiring human-scaled and pedestrian-friendly design of commercial structures

Fraser Historical Commission



2023

E-Mail Newsletter



As Spring approaches, we are getting ready for another exciting year!

The Depot will be open on Sunday March 5th from 1:00 p.m. – 4:00. We have all of our Easter decorations priced and ready for sale. A large variety of Easter Baskets were donated and, are waiting to be filled with Easter candy. Other donations that we have received, which will be sold in the Depot, include a nice assortment of light pink Depression glass, Kinka figurines by Enesco and Goebel dated egg Collection.

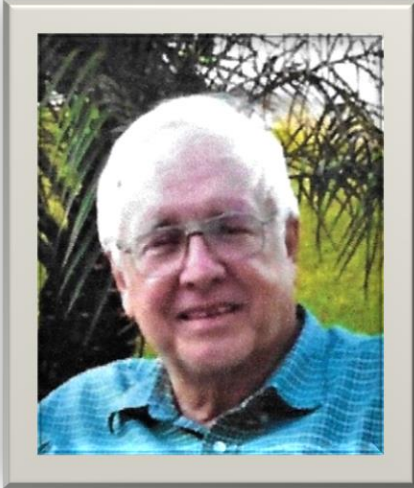


Only the Depot will be open for visitors this month. In late December, when we had the bitter cold spell, the museum lost heat and five of the radiators burst, flooding water into the top and main floor, dripping water into the basement. New radiators have to be installed and a small portion of the ceiling and wall in the parlor needs to be re-plastered and painted. We will be looking for 1800's tapestry to cover the wallpaper gap in the replastered wall. If anyone knows where we can find one, please contact us. The museum will be closed while the repairs are being done. The good news is that a new roof was put on the museum in late November.



Thank you to Oakmont Parkway Senior Community for their donation of the delicious Christmas cookies which we served during our Christmas Open House.

Harry Dennis Hodgson



Harry D. Hodgson, age 78 of Fraser, Michigan, passed away on February 8th, 2023. In accordance with his wishes, cremation has taken place. Expressions of sympathy may be shared with the family on Harry's Tribute wall at ***detroitcremationsociety.com***

Harry is survived by his beloved wife, Sandra Hodgson, his brother Edward and wife Kathleen Hodgson.

No services are scheduled at this time, but there will be a Celebration of Life sometime in the spring after he is interred at the Great Lakes National Cemetery in Holly, Michigan.

Harry Dennis Hodgson was born on February 19, 1943 in Detroit, Michigan, the son of Mr. and Mrs. Theodore and Isabelle (Yahaus) Hodgson. After graduating from St. Philip Neri High School in 1961 he joined the US Air Force and served from 1962 to 1966. He then obtained a Bachelor's Degree at Lawrence Institute of Technology and has had a full career with GM and EDS as a computer technician and operator at the GM Technical Center before retiring. He was a long-time resident of Fraser, Michigan. He got his private pilot's license and he and his brother Ed flew their planes for years out of McKinley Airport until it was closed down. He was an active member of the Baumgartner House Museum and Fraser Depot and realized his boyhood dream of operating a diesel locomotive as a member of the Michigan Transit Museum in Mt. Clemens.

Harry's Obituary was written by his loving family.



Harry was a long-time member of the Fraser Historical Commission, where his contributions were many, and his dedication to the work of the commission and his commitment to the preservation of the Baumgartner House Museum and grounds are greatly appreciated.

We miss you, dear friend. May you Rest in Peace!

The Fraser Historical Commission



Strawberry Memories



**Nuggets of Fraser History Inspired by Our
Original Newsletter, *Strawberry Preserves***

The Hemme Team Barn

Old barns are to farming what old cars are to transportation. They are heirlooms crying to be preserved, and there are sound reasons for saving our old barns.

Once these barns disappear, they will never be reproduced. They reflect a way of farming that no longer exists. Today we build the cheaper “pole” barns, which have no character.

Furthermore, old barns have old boards, some as wide as 20 inches and knot-free. They may even be made of walnut from the heyday of lumbering in Michigan. Wouldn't it be a shame to see these old barns rot or burn?

The Hemme Barn is one of those precious gems. Although not an original farm structure on the Baumgartner property, the Hemme Barn is one from that era. When the property at 33523 Mulvey Road was purchased for development, the Fraser Historical Commission



approached the buyers about saving the 125-year-old barn. William and Mary Martin of Villas of Pine Ridge donated the Hemme Barn to the commission.

On December 8-9, 1990, nine members of the Fraser Lions Club tagged all the boards and beams.



The barn was dismantled by twenty-three Lions Club members on December 15-16.

The hand-hewn timbers and boards were moved to the Baumgartner property, where they sat until they were moved again to the city's DPW yard in 1992. This was the same year in which Mike Stitt was found, a master barn-raiser who would take on the task of assembling the barn again.



The barn was raised by men and women on a cold, rainy Saturday in 1992. The hand-hewn timbers were notched and pegged as in the Days of yore and lifted by brute strength.



The Hemme Barn is so named for Gotthold Hemme, born in Germany on September 7, 1822. He learned his trade and became a journeyman carpenter. He and his wife and daughter immigrated and eventually travelled to Michigan, living in Erin Township, Macomb County. In 1885, he bought 20 acres from John Priehs on Mulvey Road, then Clinton Township. He built his house and the barn at the site.

During the Civil War, he built this “double-door team barn”, an easier way to drive in a team of horses and wagon to unload it. The barn is “notch and peg” construction, the boards secured with square-cut steel nails. The main timbers are hand-hewn logs. German crosses are carved at the top of the barn on either end, possibly for ventilation or simply for decoration.

Mr. Hemme died on November 10, 1896, leaving this beautiful barn in wonderful condition. It is now located behind the Baumgartner House, on the northwest side.



Why Are Most Barns Painted Red?

19th Century Living



Early farmers didn't paint their barns at all. Why waste money on paint? However, by the late 1700s, farmers began to look for a way to protect their wood barns from the elements. It was a functional need, not a decor decision.

Farmers made their own paint, usually with a mix of skimmed milk, lime, and red iron oxide earth pigments—which had a red tint. This created a plastic-like coating that hardened quickly and lasted for years. Linseed oil was subsequently added to the recipe to provide the necessary soaking quality.

Mixing the oxide into the paint protected the wood from mold and moss (which caused decay) and also resulted in a deep red color. It so happens that darker colors also absorb more of the Sun's rays and kept buildings warmer in the wintertime. Thus, the American “barn red” was born.

In the mid- to late 1800s, paint companies started making barn paint with metallic oxides especially formulated for barn use. The red paints sold at a much lower price per gallon than house paint, hence attracting the ever-so-thrifty farmer. Red was the color of favor until whitewash became cheaper, at which point white barns began to spring up.

If you are interested in painting a building “barn red,” it's a shade of red that is 98% saturated and 49% bright. The RYB color model is composed of 48.63% red, 3.92% yellow, and 0.78% blue. Many paint manufacturers, such as Sherwin Williams®, carry a “barn red” color.



For All Those Born Before 1945

You are survivors!

You were born before television, before penicillin, before polio shots, frozen foods, Xerox, plastic, contact lenses, Frisbees, and the Pill.

You were born before radar, credit cards, split atoms, laser beams and ball point pens, before pantyhose, dishwashers, clothes dryers, electric blankets, air conditioners, drip dry clothes....and before man walked on the moon.

You got married first and then lived together. How quaint can that be? In your time, closets were for clothes, not for “coming out of”. Bunnies were small rabbits and rabbits were not Volkswagens. Designer jeans were scheming girls named Jean, and having a meaningful relationship meant getting along well with your cousins.

You were before house-husbands, gay rights, computer dating, dual careers and computer marriages. You were before day-care centers, group therapy and nursing homes. You never heard of FM radio, tape decks, electric typewriters, artificial hearts, word processors, yogurt, and guys wearing earrings. For you, time sharing meant togetherness, and not computers or condominiums: a chip meant a piece of wood: hardware meant hardware and software wasn’t even a word.

In 1940, “Made in Japan” meant junk and the term “making out” referred to how you did on your exam. Pizzas, McDonalds, and instant coffee were unheard of.

You hit the scene when there were 5 and 10 cent stores where you bought things for 5 and 10 cents. For one nickel you could ride a streetcar, make a phone call, buy a Pepsi and enough stamps to mail one letter and two postcards. You could buy a new Chevy Coupe for \$600, but who could afford one? A pity, too , because gas was 9 cents a gallon!

In your day, cigarette smoking was fashionable, grass was mowed, Coke was a cold drink, and Pot was something you cooked in. Rock music was a Grandma’s lullaby and AIDS were helpers in the principal’s office.

You made do with what you had, and you were the last generation that was so dumb as to think you needed a husband to have a baby.

No wonder you are so confused and there is such a generation gap today.

BUT YOU SURVIVED!.....WHAT BETTER REASON TO CELEBRATE???



Happy St. Patrick's Day!



Fraser Historical Commission
Baumgartner House Museum

18577 Masonic, at Kelly
Fraser, Michigan 48026

Send mail to:
Fraser Historical Commission
31250 Kendall
Fraser, MI 48026

To subscribe to this Newsletter:
nehrke.mnca@gmail.com

Fraser Historical Society



The Fraser Historical Society works with the Historical Commission to preserve and celebrate the history of Fraser. Membership is open to all history lovers. The Society meets on the second Wednesday of the month at 1:00 PM, 3 times a year, in March, May, and September. Sometimes we have guest speakers. Our meetings are held at the Depot on the grounds of the Baumgartner House Museum at 18577 Masonic, Fraser, MI. It is a privilege to be involved with the Barn Sales the Historical Commission has in June through October.

The Historical Society is always seeking new members. We are a fun group, interested in preserving history for generations to come! And, right here in Fraser, we have a unique and special opportunity! You may join us for only a \$5.00 per year membership! Please call Lorraine for more information at 586-839-5587 and leave a message, or fill out and mail the form below:

Yes, I want to join the Fraser Historical Society. Enclosed is my check for \$5.00.

Name _____

Address _____

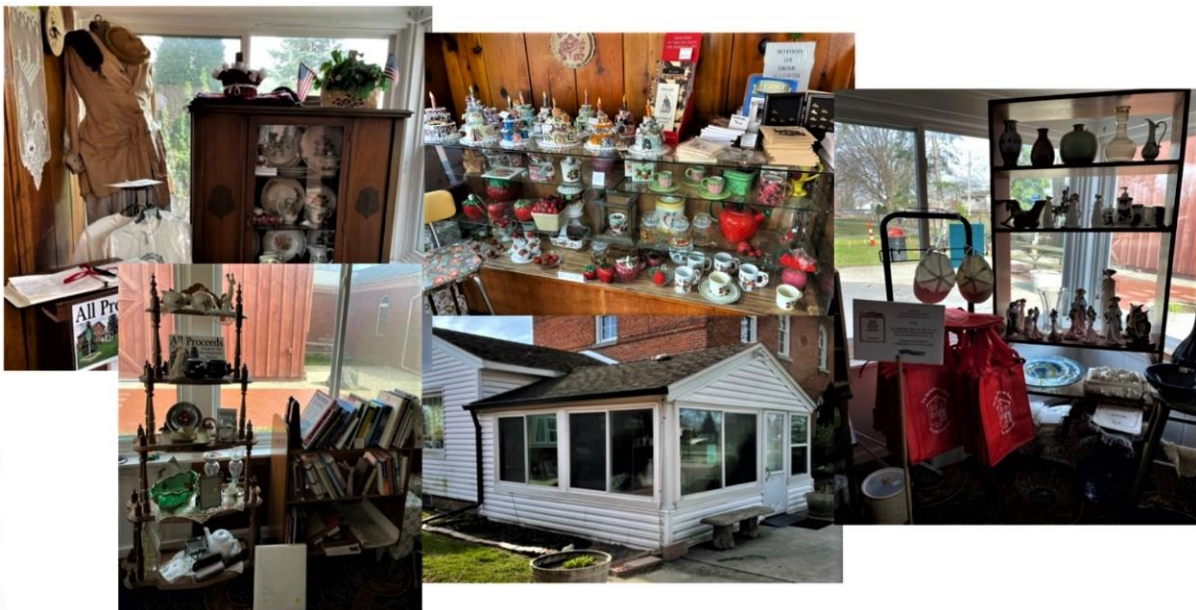
City _____ State _____ Zip _____

Phone Number _____

E-Mail _____

Enclose check for \$5.00 made out to **Fraser Historical Society** and mail to:
17192 East 14 Mile Road, Fraser Michigan, 48026.

NOTE: We also run the Museum Gift Shop. Visit us at the next Open House!





Fraser City Council Agenda Item

SUBJECT TITLE:	Adopt FY 23/24 Budget Timeline	DATE SUBMITTED:	03/01/2023
PREPARED BY:	City Clerk Greenia	NEW OR RETURNING:	New
REQUEST			
City Council needs to set a timeline for the Fiscal Year 2023/2024 Budget process. The timeline will include action on the following items: 2023/2024 Budget 2023/2024 Millage Rates to Support the Budget 2023/2024 Special Assessment District Rates 2023/20254 Water and Sewer Rates I am recommending the following timeline for this process: March 9, 2023 set public hearing dates April 13, 2023 hold public hearings May 11, 2023 adopt Budgets (alternate date of May 15th)			
BUDGET IMPACT			
☐ Obtained Quotes ☐ Solicited Bids thru RFP ☐ Sole Source ☐ Not Applicable (If sole source, include an additional recommended motion to waive competitive bidding)			
Amount:			
Account Number(s):			
Requires Budget Amendment: ☐ NO ☐ YES - Amount:			
Requires Reoccurring Charges: ☐ NO ☐ YES - Amount:			
Requires Travel Expenses: ☐ NO ☐ YES - Amount:			
Offset by Grant Funding: ☐ NO ☐ YES - Amount:			
Additional Information:			
ATTACHMENTS			
RECOMMENDED MOTION(S)			
Motion to accept the dates as presented.			



City of Fraser

Check Disbursement Report

March 9, 2023

EXPENDITURES FOR APPROVAL

101 GENERAL FUND	\$	161,962.84
202 MAJOR STREET FUND	\$	11,798.79
203 LOCAL STREET FUND	\$	18,554.62
210 AMBULANCE FUND	\$	6,336.84
226 GARBAGE AND RUBBISH FUND	\$	62,006.69
401 CAPITAL PROJECTS FUND	\$	1,348.96
270 SENIOR HOUSING FUND	\$	19,644.99
592 WATER AND SEWER FUND	\$	860,684.12
661 MOTOR POOL FUND	\$	21,154.84
703 CURRENT TAX COLLECTION FUND	\$	1,668.19
VENDOR EXPENDITURES	\$	1,165,160.88

02/28/2023 09:41 AM
User: CAROLYNN
DB: Fraser

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
CHECK DATE FROM 02/01/2023 - 02/28/2023

Page 1/20

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
02/03/2023	PNC	139271	AIRGAS USA, LLC	OPERATING SUPPLIES	742.000	265	97.77
				OPERATING SUPPLIES	742.000	265	100.26
				CHECK PNC 139271 TOTAL FOR FUND 101:			198.03
02/03/2023	PNC	139272	ASSESSMENT ADMINISTRATION	PROFESSIONAL/CONTRACTUAL SERVICES	801.000	257	9,902.50
02/03/2023	PNC	139273	AT&T	COMMUNICATIONS (PHONE AND CELL)	850.000	265	509.72
02/03/2023	PNC	139274*	BANK'S VACUUM - SHELBY TWP	OPERATING SUPPLIES	742.000	265	39.98
02/03/2023	PNC	139276	DAVID BISBY	OPERATING SUPPLIES	742.000	301	39.99
02/03/2023	PNC	139277	BOBS SANITATION SERVICE, INC	OPERATING SUPPLIES	742.000	770	190.00
02/03/2023	PNC	139278	BRIGHTER CLEANING SERVICES LLC	PROFESSIONAL/CONTRACTUAL SERVICES	801.000	672	125.00
				PROFESSIONAL/CONTRACTUAL SERVICES	801.000	672	125.00
				PROFESSIONAL/CONTRACTUAL SERVICES	801.000	672	125.00
				CHECK PNC 139278 TOTAL FOR FUND 101:			375.00
02/03/2023	PNC	139279	BS&A SOFTWARE	PROFESSIONAL/CONTRACTUAL SERVICES	801.000	228	6,766.00
02/03/2023	PNC	139282	JASMIN CROMWELL	PROFESSIONAL/CONTRACTUAL SERVICES	801.000	672	259.00
				PROFESSIONAL/CONTRACTUAL SERVICES	801.000	672	149.80
				CHECK PNC 139282 TOTAL FOR FUND 101:			408.80
02/03/2023	PNC	139286*#	DTE ENERGY COMPANY	ELECTRIC	920.000	265	3,587.26
				ELECTRIC	920.000	265	1,308.74
				ELECTRIC	920.000	265	141.23
				ELECTRIC	920.000	265	666.55
				ELECTRIC	920.000	448	138.91
				CHECK PNC 139286 TOTAL FOR FUND 101:			5,842.69
02/03/2023	PNC	139288	FIRE EXTINGUISHER SALES & SERVICE	OPERATING SUPPLIES	742.000	265	110.88
				REPAIRS AND MAINTENANCE	930.000	265	1,316.35
				CHECK PNC 139288 TOTAL FOR FUND 101:			1,427.23

02/28/2023 09:41 AM
User: CAROLYNN
DB: Fraser

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
CHECK DATE FROM 02/01/2023 - 02/28/2023

Page 2/20

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
02/03/2023	PNC	139291	FRASER PUBLIC LIBRARY	DUE TO LIBRARIES	223.000	000	119.12
02/03/2023	PNC	139294	JAYS PLUMBING AND SEWER SERVICES	Escrow Fee	280.000	000	1,000.00
02/03/2023	PNC	139296	KENT COMMUNICATIONS, INC.	MAIL OR POSTAGE	851.000	257	2,512.55
02/03/2023	PNC	139301	MACOMB COUNTY FINANCE DEPARTMENT	COMMUNICATIONS (PHONE AND CELL)	850.000	301	6,600.00
02/03/2023	PNC	139302	21ST CENTURY MEDIA - MICHIGAN	SUBSCRIPTIONS AND PUBLICATIONS	791.000	215	247.25
				SUBSCRIPTIONS AND PUBLICATIONS	791.000	215	355.25
				SUBSCRIPTIONS AND PUBLICATIONS	791.000	215	211.25
				CHECK PNC 139302 TOTAL FOR FUND 101:			813.75
02/03/2023	PNC	139303	MI DEPT OF AGRICULTURE	OPERATING SUPPLIES	742.000	301	145.00
02/03/2023	PNC	139305	MOTION & CONTROL ENTERPRISES, LLC	REPAIRS AND MAINTENANCE	930.000	441	7.48
02/03/2023	PNC	139307	NYE UNIFORM CO	OPERATING SUPPLIES	742.000	301	43.00
02/03/2023	PNC	139308	OAKLAND COUNTY	COMPUTER SERVICES (CLEMIS)	801.000	301	1,365.25
				COMPUTER SERVICES (CLEMIS)	801.000	301	5,510.50
				CHECK PNC 139308 TOTAL FOR FUND 101:			6,875.75
02/03/2023	PNC	139309	OFFICE DEPOT	OPERATING SUPPLIES	742.000	672	96.52
				OPERATING SUPPLIES	742.000	672	28.99
				OPERATING SUPPLIES	742.000	672	107.65
				CHECK PNC 139309 TOTAL FOR FUND 101:			233.16
02/03/2023	PNC	139310	OTIS ELEVATOR COMPANY	OTHER REPAIRS AND MAINTENANCE	930.000	265	6,878.52
02/03/2023	PNC	139312#	STERICYCLE, INC.	PROFESSIONAL/CONTRACTUAL SERVICES	801.000	172	19.01
				PROFESSIONAL/CONTRACTUAL SERVICES	801.000	212	19.02
				PROFESSIONAL/CONTRACTUAL SERVICES	801.000	257	19.01
				PROFESSIONAL/CONTRACTUAL SERVICES	801.000	703	19.02
				CHECK PNC 139312 TOTAL FOR FUND 101:			76.06
02/03/2023	PNC	139314	SUPPLY DEN	OPERATING SUPPLIES	742.000	441	88.36

02/28/2023 09:41 AM
User: CAROLYNN
DB: Fraser

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
CHECK DATE FROM 02/01/2023 - 02/28/2023

Page 3/20

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
02/03/2023	PNC	139316*#	VERIZON	COMMUNICATIONS (PHONE AND CELL)	850.000	228	40.97
				COMMUNICATIONS (PHONE AND CELL)	850.000	441	597.08
				COMMUNICATIONS (PHONE AND CELL)	850.000	703	81.94
				CHECK PNC 139316 TOTAL FOR FUND 101:			719.99
02/03/2023	PNC	139317	WASHINGTON ELEVATOR CO., INC	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	742.000	265	822.25
02/03/2023	PNC	139318	WEINGARTZ	EQUIPMENT REPAIRS	930.000	770	788.95
02/10/2023	PNC	139319	123.NET, INC.	COMMUNICATIONS (PHONE AND CELL)	850.000	228	486.64
02/10/2023	PNC	139321	AEW	Escrow Fee	280.000	000	151.00
02/10/2023	PNC	139322	AMERICA'S FINEST	OPERATING SUPPLIES	742.000	212	348.00
02/10/2023	PNC	139323*	AT&T	COMMUNICATIONS (PHONE AND CELL)	850.000	265	115.64
02/10/2023	PNC	139324	BRIGHTER CLEANING SERVICES LLC	PROFESSIONAL/CONTRACTUAL SERVICES	801.000	672	125.00
				PROFESSIONAL/CONTRACTUAL SERVICES	801.000	672	125.00
				PROFESSIONAL/CONTRACTUAL SERVICES	801.000	672	125.00
				PROFESSIONAL/CONTRACTUAL SERVICES	801.000	672	125.00
				PROFESSIONAL/CONTRACTUAL SERVICES	801.000	672	125.00
				PROFESSIONAL/CONTRACTUAL SERVICES	801.000	672	125.00
				PROFESSIONAL/CONTRACTUAL SERVICES	801.000	672	125.00
				PROFESSIONAL/CONTRACTUAL SERVICES	801.000	672	125.00
				PROFESSIONAL/CONTRACTUAL SERVICES	801.000	672	125.00
				PROFESSIONAL/CONTRACTUAL SERVICES	801.000	672	125.00
				PROFESSIONAL/CONTRACTUAL SERVICES	801.000	672	125.00
				CHECK PNC 139324 TOTAL FOR FUND 101:			1,375.00
02/10/2023	PNC	139325	BRS FIELD OPS, LLC	Final Inspection	280.000	000	30.00
				101-200 Amp	280.000	000	50.00
				RESIDENTIAL, COMMERICAL, & INDUSTRIAL	280.000	000	425.00
				CHECK PNC 139325 TOTAL FOR FUND 101:			505.00
02/10/2023	PNC	139326	PROFESSIONAL BENEFITS SERVICES,	PROFESSIONAL/CONTRACTUAL SERVICES	801.000	270	55.00

02/28/2023 09:41 AM
User: CAROLYNN
DB: Fraser

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
CHECK DATE FROM 02/01/2023 - 02/28/2023

Page 4/20

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
02/10/2023	PNC	139327	ELECTION SYSTEMS & SOFTWARE	OPERATING SUPPLIES	742.000	215	224.67
02/10/2023	PNC	139328	FRASER PUBLIC LIBRARY	DUE TO LIBRARIES	223.000	000	14.55
02/10/2023	PNC	139329	HICKS LEASING COMPANY LLC	Escrow Fee	280.000	000	1,000.00
02/10/2023	PNC	139330	INCLINE LANDSCAPING SERVICES LLC	PROFESSIONAL/CONTRACTUAL SERVICES	801.000	703	4,225.00
02/10/2023	PNC	139331	JIM CHAMBERLAIN	OPERATING SUPPLIES	742.000	803	31.57
02/10/2023	PNC	139332	LAKEVIEW HEATING	Escrow Fee	280.000	000	910.00
				Escrow Fee	280.000	000	90.00
				CHECK PNC 139332 TOTAL FOR FUND 101:			1,000.00
02/10/2023	PNC	139334	MACOMB COUNTY CHAMBER	MEMBERSHIPS	956.000	101	335.00
02/10/2023	PNC	139336	21ST CENTURY MEDIA - MICHIGAN	SUBSCRIPTIONS AND PUBLICATIONS	791.000	215	445.25
				SUBSCRIPTIONS AND PUBLICATIONS	791.000	215	211.25
				SUBSCRIPTIONS AND PUBLICATIONS	791.000	215	211.25
				SUBSCRIPTIONS AND PUBLICATIONS	791.000	215	211.25
				CHECK PNC 139336 TOTAL FOR FUND 101:			1,079.00
02/10/2023	PNC	139338	MICHIGAN MUNICIPAL LEAGUE	UNEMPLOYEMENT COMPENSATION	715.000	212	146.80
				UNEMPLOYEMENT COMPENSATION	715.000	212	213.71
				UNEMPLOYEMENT COMPENSATION	715.000	212	2,268.84
				CHECK PNC 139338 TOTAL FOR FUND 101:			2,629.35
02/10/2023	PNC	139339*	MICHIGAN MUNICIPAL WORKER'S COMP	PREPAID EXPENSES	123.000	000	15,001.08
02/10/2023	PNC	139340	MICHIGAN STATE POLICE	PROFESSIONAL/CONTRACTUAL SERVICES	801.000	301	43.25
02/10/2023	PNC	139341	MUNICIPAL EMERGENCY SERVICES, INC.	OPERATING SUPPLIES	742.000	301	1,674.32
02/10/2023	PNC	139342	O'REILLY RANCILIO PC	PROFESSIONAL SERVICES (LEGAL)	801.000	266	336.00
				PROFESSIONAL SERVICES (LEGAL)	801.000	266	98.00
				PROFESSIONAL SERVICES (LEGAL)	801.000	266	10,337.38
				PROFESSIONAL SERVICES (LEGAL)	801.000	266	2,272.02

02/28/2023 09:41 AM
User: CAROLYNN
DB: Fraser

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
CHECK DATE FROM 02/01/2023 - 02/28/2023

Page 5/20

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				CHECK PNC 139342 TOTAL FOR FUND 101:			13,043.40
02/10/2023	PNC	139344	RANDAZZO HEATING & COOLING	A/c Residential	280.000	000	30.00
				Humidifiers	280.000	000	15.00
				Furnace, Res. up to 500,000btu	280.000	000	35.00
				Final Inspection	280.000	000	30.00
				Final Inspection	280.000	000	30.00
				Furnace	280.000	000	30.00
				AC Res., with circuit	280.000	000	30.00
				CHECK PNC 139344 TOTAL FOR FUND 101:			200.00
02/10/2023	PNC	139345	SARAH MISTRETTA	OPERATING SUPPLIES	742.000	751	48.00
02/10/2023	PNC	139346	THOMSON REUTERS - WEST	OPERATING SUPPLIES	742.000	301	309.95
02/24/2023	PNC	139348*#	AEW	ENGINEERING SERVICES	801.200	441	2,797.44
				ENGINEERING SERVICES	801.200	703	60.00
				CHECK PNC 139348 TOTAL FOR FUND 101:			2,857.44
02/24/2023	PNC	139349	AIRGAS USA, LLC	OPERATING SUPPLIES	742.000	441	359.98
				OPERATING SUPPLIES	742.000	441	67.97
				CHECK PNC 139349 TOTAL FOR FUND 101:			427.95
02/24/2023	PNC	139350	AMERIGAS-STERLING HEIGHTS	MATERIALS & SUPPLIES	742.000	770	2,707.11
02/24/2023	PNC	139353	CINDI GREENIA	OPERATING SUPPLIES	742.000	215	69.99
02/24/2023	PNC	139354#	CINTAS CORPORATION #354	OPERATING SUPPLIES	742.000	265	25.94
				OPERATING SUPPLIES	742.000	441	460.50
				OPERATING SUPPLIES	742.000	441	157.47
				OPERATING SUPPLIES	742.000	441	162.89
				OPERATING SUPPLIES	742.000	672	75.30
				OPERATING SUPPLIES	742.000	672	679.57
				CHECK PNC 139354 TOTAL FOR FUND 101:			1,561.67

02/28/2023 09:41 AM
User: CAROLYNN
DB: Fraser

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
CHECK DATE FROM 02/01/2023 - 02/28/2023

Page 6/20

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
02/24/2023	PNC	139355*	CONSUMERS ENERGY	NATURAL GAS	921.000	265	3,589.95
				NATURAL GAS	921.000	265	1,770.85
				NATURAL GAS	921.000	265	460.78
				NATURAL GAS	921.000	265	1,999.98
				CHECK PNC 139355 TOTAL FOR FUND 101:			<u>7,821.56</u>
02/24/2023	PNC	139357	DDKASSAB, LLC	REPAIRS AND MAINTENANCE	930.000	301	117.00
				REPAIRS AND MAINTENANCE	930.000	301	270.00
				CHECK PNC 139357 TOTAL FOR FUND 101:			<u>387.00</u>
02/24/2023	PNC	139358	DETROIT ENERGY STREET LIGHTS	ELECTRIC (STREET LIGHTING)	920.500	448	22,135.34
02/24/2023	PNC	139359	DEWOLF AND ASSOCIATES	PROFESSIONAL DEVELOPMENT	957.000	301	845.00
02/24/2023	PNC	139360	STATE OF MICHIGAN	PROFESSIONAL/CONTRACTUAL SERVICES	801.000	441	3,000.00
02/24/2023	PNC	139362	FIRE EXTINGUISHER SALES & SERVICE	OPERATING SUPPLIES	742.000	301	51.40
02/24/2023	PNC	139363#	FIRST CHOICE SERVICES	OPERATING SUPPLIES			** VOIDED **
				OPERATING SUPPLIES			** VOIDED **
02/24/2023	PNC	139365*#	CITY OF FRASER	WATER	922.000	265	103.03
				WATER	922.000	265	26.26
				WATER	922.000	265	356.69
				WATER	922.000	265	127.78
				WATER	922.000	265	42.18
				WATER	922.000	770	26.26
				CHECK PNC 139365 TOTAL FOR FUND 101:			<u>682.20</u>
02/24/2023	PNC	139367	GRAINGER	OPERATING SUPPLIES	742.000	265	433.32
02/24/2023	PNC	139368	GREAT LAKES PEST CONTROL CO. INC	REPAIRS AND MAINTENANCE	930.000	672	50.00
02/24/2023	PNC	139372	HALLAHAN & ASSOCIATES, P.C.	PROFESSIONAL/CONTRACTUAL SERVICES	801.000	257	1,140.00
02/24/2023	PNC	139373#	HP, INC.	OPERATING SUPPLIES	742.000	212	168.35
				OPERATING SUPPLIES	742.000	215	515.41

02/28/2023 09:41 AM
User: CAROLYNN
DB: Fraser

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
CHECK DATE FROM 02/01/2023 - 02/28/2023

Page 7/20

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				OPERATING SUPPLIES	742.000	215	291.20
				OPERATING SUPPLIES	742.000	257	174.00
				OPERATING SUPPLIES	742.000	257	654.90
				OPERATING SUPPLIES	742.000	301	1,806.99
				OPERATING SUPPLIES	742.000	301	1,806.99
				CHECK PNC 139373 TOTAL FOR FUND 101:			<u>5,417.84</u>
02/24/2023	PNC	139374*	INGERSOLL MECHANICAL, INC.	OTHER REPAIRS AND MAINTENANCE	930.000	265	6,907.91
02/24/2023	PNC	139375	JOHN MARCHEWITZ	PROFESSIONAL/CONTRACTUAL SERVICES	801.000	672	456.00
02/24/2023	PNC	139376	KIRK, HUTH, LANGE & BADALAMENTI	CITY ATTORNEY	801.000	266	2,356.25
02/24/2023	PNC	139379	MACOMB COUNTY FINANCE DEPARTMENT	PROFESSIONAL/CONTRACTUAL SERVICES	801.000	301	260.00
02/24/2023	PNC	139382	MICHIGAN STATE POLICE	PROFESSIONAL/CONTRACTUAL SERVICES	801.000	301	180.00
02/24/2023	PNC	139383	MI ASSOCIATION OF CODE ENFORCEMENT CONFERENCES		955.000	703	175.00
02/24/2023	PNC	139384	MICHIGAN STATE FIREMEN'S ASSOC	PROFESSIONAL DEVELOPMENT	957.000	301	139.90
02/24/2023	PNC	139386	OFFICE DEPOT	OPERATING SUPPLIES	742.000	215	8.98
				OPERATING SUPPLIES	742.000	215	33.36
				CHECK PNC 139386 TOTAL FOR FUND 101:			<u>42.34</u>
02/24/2023	PNC	139388	PROGRESSIVE PLUMBING CO	Escrow Fee	280.000	000	1,000.00
02/24/2023	PNC	139389*#	REINDEL TRUE VALUE	REPAIRS AND MAINTENANCE	930.000	265	40.99
				REPAIRS AND MAINTENANCE	930.000	770	108.10
				CHECK PNC 139389 TOTAL FOR FUND 101:			<u>149.09</u>
02/24/2023	PNC	139390	ROYAL OAK NAME PLATE CO.	OPERATING SUPPLIES	742.000	301	24.30
02/24/2023	PNC	139391	SEWER AND WATER SPECIALIST, INC.	REPAIRS AND MAINTENANCE	930.000	265	90.00
02/24/2023	PNC	139393*#	SUBURBAN BOLT	REPAIRS AND MAINTENANCE	742.000	441	604.00
02/24/2023	PNC	139395*#	WARREN PIPE & SUPPLY CO.	OPERATING SUPPLIES	742.000	441	9.38

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
02/24/2023	PNC	139396	WILLIAM CLIFT	PROFESSIONAL DEVELOPMENT	957.000	703	20.00
02/24/2023	PNC	139397	WOW INTERNET-CABLE-PHONE	MISC COMMUNICATIONS (INTERNET)	852.000	228	2,521.25
02/24/2023	PNC	139398	ZERO9 HOLSTERS	OPERATING SUPPLIES	742.000	301	120.30
Total for fund 101 GENERAL FUND							161,962.84

02/28/2023 09:41 AM
User: CAROLYNN
DB: Fraser

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
CHECK DATE FROM 02/01/2023 - 02/28/2023

Page 9/20

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 202 MAJOR STREET FUND							
02/03/2023	PNC	139284*	DETROIT SALT COMPANY	WINTER MAINTENANCE - STREETS	930.400	441	1,110.01
				WINTER MAINTENANCE - STREETS	930.400	441	2,212.04
				WINTER MAINTENANCE - STREETS	930.400	441	1,065.69
				CHECK PNC 139284 TOTAL FOR FUND 202:			4,387.74
02/03/2023	PNC	139285	DORNBOS SIGN, INC.	REPAIRS AND MAINTENANCE	930.000	441	515.80
02/03/2023	PNC	139300	MACOMB COUNTY DEPARTMENT OF ROADS	TRAFFIC SERVICES - STREETS	930.300	441	3,149.98
02/03/2023	PNC	139311	STATE OF MICHIGAN	STREET REHABILITATION	930.200	441	1,434.93
02/10/2023	PNC	139339*	MICHIGAN MUNICIPAL WORKER'S COMP	PREPAID EXPENSES	123.000	000	1,003.80
02/24/2023	PNC	139378	MACOMB COUNTY DEPARTMENT OF ROADS	REPAIRS - TRAFFIC SERVICES MAINTENANCE	930.300	441	1,298.95
02/24/2023	PNC	139389*#	REINDEL TRUE VALUE	REPAIRS AND MAINTENANCE	930.000	441	7.59
				Total for fund 202 MAJOR STREET FUND			11,798.79

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 203 LOCAL STREET FUND							
02/03/2023	PNC	139284*	DETROIT SALT COMPANY	WINTER MAINTENANCE - STREETS	930.400	441	4,440.03
				WINTER MAINTENANCE - STREETS	930.400	441	8,848.14
				WINTER MAINTENANCE - STREETS	930.400	441	4,262.78
				CHECK PNC 139284 TOTAL FOR FUND 203:			17,550.95
02/10/2023	PNC	139339*	MICHIGAN MUNICIPAL WORKER'S COMP	PREPAID EXPENSES	123.000	000	1,003.67
				Total for fund 203 LOCAL STREET FUND			18,554.62

02/28/2023 09:41 AM
User: CAROLYNN
DB: Fraser

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
CHECK DATE FROM 02/01/2023 - 02/28/2023

Page 11/20

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 210 AMBULANCE FUND							
02/03/2023	PNC	139299	LINDE GAS & EQUIPMENT, INC.	OPERATING SUPPLIES	742.000	301	418.59
02/10/2023	PNC	139320	ACCUMED BILLING, INC	PROFESSIONAL SERVICES - ACCUMED	801.000	301	1,636.15
				PROFESSIONAL SERVICES - ACCUMED	801.000	301	1,770.46
				CHECK PNC 139320 TOTAL FOR FUND 210:			<u>3,406.61</u>
02/10/2023	PNC	139337	MICHIGAN FIRE INSPECTORS SOCIETY	PROFESSIONAL DEVELOPMENT	957.000	301	1,020.00
02/10/2023	PNC	139339*	MICHIGAN MUNICIPAL WORKER'S COMP	PREPAID EXPENSES	123.000	000	1,286.10
02/24/2023	PNC	139351	BOUND TREE MEDICAL	OPERATING SUPPLIES	742.000	301	270.63
				OPERATING SUPPLIES	742.000	301	12.21
				OPERATING SUPPLIES	742.000	301	(77.30)
				CHECK PNC 139351 TOTAL FOR FUND 210:			<u>205.54</u>
				Total for fund 210 AMBULANCE FUND			6,336.84

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 226 RUBBISH COLLECTION FUND							
02/24/2023	PNC	139366	GFL ENVIRONMENTAL USA	WASTE AND RUBBISH DISPOSAL	801.400	528	53,543.69
				RECYCLING	801.500	528	8,463.00
				CHECK PNC 139366 TOTAL FOR FUND 226:			62,006.69
				Total for fund 226 RUBBISH COLLECTION FUND			62,006.69

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 401 CAPITAL PROJECTS FUND							
02/24/2023	PNC	139348*#	AEW	CAPITAL OUTLAY	972.000	441	564.00
				CAPITAL OUTLAY	972.000	441	448.00
				CHECK PNC 139348 TOTAL FOR FUND 401:			1,012.00
02/24/2023	PNC	139381	MACQUEEN EMERGENCY GROUP	CAPITAL OUTLAY	972.000	301	336.96
				Total for fund 401 CAPITAL PROJECTS FUND			1,348.96

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 536 SENIOR HOUSING FUND							
02/03/2023	PNC	139274*	BANK'S VACUUM - SHELBY TWP	REPAIRS AND MAINTENANCE	930.000	265	329.99
02/03/2023	PNC	139275	BARBARA LESMEISTER	ESCROW - SECURITY DEPOSITS	292.000	000	565.00
02/03/2023	PNC	139286*#	DTE ENERGY COMPANY	ELECTRIC	920.000	265	869.88
02/03/2023	PNC	139287	E CARPETDIRECT, INC.	OTHER REPAIRS AND MAINTENANCE	930.000	265	4,632.00
02/03/2023	PNC	139293	INGERSOLL MECHANICAL, INC.	OTHER REPAIRS AND MAINTENANCE	930.000	265	8,175.00
02/03/2023	PNC	139316*#	VERIZON	COMMUNICATIONS (PHONE AND CELL)	850.000	265	40.97
02/10/2023	PNC	139323*	AT&T	COMMUNICATIONS (PHONE AND CELL)	850.000	265	186.86
02/24/2023	PNC	139355*	CONSUMERS ENERGY	NATURAL GAS	921.000	265	1,094.17
02/24/2023	PNC	139365*#	CITY OF FRASER	WATER	922.000	265	2,903.89
02/24/2023	PNC	139369	GREAT LAKES SECURITY HARDWARE	REPAIRS AND MAINTENANCE	930.000	265	15.80
02/24/2023	PNC	139374*	INGERSOLL MECHANICAL, INC.	REPAIRS AND MAINTENANCE	930.000	265	187.50
02/24/2023	PNC	139389*#	REINDEL TRUE VALUE	REPAIRS AND MAINTENANCE	930.000	265	551.69
02/24/2023	PNC	139395*#	WARREN PIPE & SUPPLY CO.	REPAIRS AND MAINTENANCE	930.000	265	92.24
Total for fund 536 SENIOR HOUSING FUND							19,644.99

02/28/2023 09:41 AM
User: CAROLYNN
DB: Fraser

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
CHECK DATE FROM 02/01/2023 - 02/28/2023

Page 15/20

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER AND SEWER FUND							
02/03/2023	PNC	139280	CLANCY EXCAVATING CO.	SUPPLIES	742.000	537	944.08
02/03/2023	PNC	139281	CORE & MAIN LP	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	742.000	536	862.86
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	742.000	536	613.56
				CHECK PNC 139281 TOTAL FOR FUND 592:			<u>1,476.42</u>
02/03/2023	PNC	139283	HYDRO-DESIGNS, INC.	PROFESSIONAL/CONTRACTUAL SERVICES	801.000	536	3,083.00
02/03/2023	PNC	139286*#	DTE ENERGY COMPANY	ELECTRIC	920.000	537	282.59
02/03/2023	PNC	139295	KENNEDY INDUSTRIES INC	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	930.000	537	609.00
02/03/2023	PNC	139304	MISS DIG SYSTEM, INC	PROFESSIONAL/CONTRACTUAL SERVICES	801.000	536	1,996.10
02/03/2023	PNC	139316*#	VERIZON	COMMUNICATIONS (PHONE AND CELL)	850.000	536	193.01
02/10/2023	PNC	139335#	MACOMB COUNTY PUBLIC WORKS COMM	2010 NORTH GRATIOT DRAIN	303.200	000	1,375.25
				CLINTONDALE PUMP STATION DEBT	305.100	000	52,119.38
				NORTH GRATIOT REFUNDING	305.400	000	16,632.72
				2017A MID DRAINAGE DISTRICT REFUNDING	305.550	000	117,972.30
				2017A MID DRAINAGE DISTRICT SINKHOLE	305.600	000	68,797.53
				PRINCIPAL	991.000	537	31,140.26
				PRINCIPAL	991.000	537	21,081.16
				PRINCIPAL	991.000	537	8,830.82
				INTEREST EXPENSE	993.000	537	755.59
				INTEREST EXPENSE	993.000	537	726.75
				INTEREST EXPENSE	993.000	537	5,556.59
				INTEREST EXPENSE	993.000	537	10,280.36
				INTEREST EXPENSE	993.000	537	2,217.14
				INTEREST EXPENSE	993.000	537	4,359.97
				INTEREST EXPENSE	993.000	537	3,879.46
				INTEREST EXPENSE	993.000	537	53,430.64
				INTEREST EXPENSE	993.000	537	49,979.68
				INTEREST EXPENSE	993.000	537	4,374.34
				INTEREST EXPENSE	993.000	537	671.92
				INTEREST EXPENSE	993.000	537	14,958.94

02/28/2023 09:41 AM
User: CAROLYNN
DB: Fraser

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
CHECK DATE FROM 02/01/2023 - 02/28/2023

Page 16/20

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER AND SEWER FUND							
				INTEREST EXPENSE	993.000	537	(290.22)
				INTEREST EXPENSE	993.000	537	1,060.30
				INTEREST 1989	994.000	537	8.03
				INTEREST 1989	994.000	537	15.73
				INTEREST 1989	994.000	537	5.81
				INTEREST 1989	994.000	537	22.56
				INTEREST 1989	994.000	537	0.26
				INTEREST 1989	994.000	537	1.05
				INTEREST 1989	994.000	537	8.57
				INTEREST 1989	994.000	537	9.85
				INTEREST 1989	994.000	537	10.52
				CHECK PNC 139335 TOTAL FOR FUND 592:			469,993.26
02/10/2023	PNC	139339*	MICHIGAN MUNICIPAL WORKER'S COMP	PREPAID EXPENSES	123.000	000	1,883.51
02/10/2023	PNC	139343	PLICHOTA, JULIE	WATER COMMODITY	642.100	000	0.41
				WATER READY TO SERVE	642.200	000	8.90
				SEWER COMMODITY	642.300	000	0.78
				SEWER READY TO SERVE	642.400	000	5.93
				METER REPLACEMENT	642.500	000	0.59
				CHECK PNC 139343 TOTAL FOR FUND 592:			16.61
02/10/2023	PNC	139347#	WHITLOCK BUSINESS SYSTEMS	PROFESSIONAL/CONTRACTUAL SERVICES	801.000	536	794.49
				MAIL OR POSTAGE	851.000	536	1,185.93
				PROFESSIONAL/CONTRACTUAL SERVICES	801.000	537	794.49
				MAIL OR POSTAGE	851.000	537	1,185.94
				CHECK PNC 139347 TOTAL FOR FUND 592:			3,960.85
02/24/2023	PNC	139348*#	AEW	ENGINEERING SERVICES	801.200	536	288.03
				CAPITAL OUTLAY	972.000	536	1,358.76
				CAPITAL OUTLAY	972.000	536	2,960.38
				ENGINEERING SERVICES (SAW GRANT)	801.200	537	569.15
				CHECK PNC 139348 TOTAL FOR FUND 592:			5,176.32
02/24/2023	PNC	139352	CAPITAL ONE PUBLIC FUNDING, LLC	INTEREST EXPENSE	993.000	537	1,752.02

02/28/2023 09:41 AM
User: CAROLYNN
DB: Fraser

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
CHECK DATE FROM 02/01/2023 - 02/28/2023

Page 17/20

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER AND SEWER FUND							
02/24/2023	PNC	139356	CORE & MAIN LP	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	742.000	536	2,350.88
02/24/2023	PNC	139361	FERGUSON WATERWORKS	PROFESSIONAL/CONTRACTUAL SERVICES	801.000	536	22,015.14
02/24/2023	PNC	139365*#	CITY OF FRASER	WATER	922.000	536	16.16
02/24/2023	PNC	139370	GREAT LAKES WATER AUTHORITY	WATER (GREAT LAKES WATER AUTHORITY)	922.500	536	103,662.62
02/24/2023	PNC	139380	MACOMB COUNTY PUBLIC WORKS COMM	SEWAGE	923.000	537	240,870.00
02/24/2023	PNC	139385	MOTOR CITY ELECTRIC TECHNOLOGIES	PROFESSIONAL/CONTRACTUAL SERVICES	801.000	537	180.00
02/24/2023	PNC	139387	PARAGON LABORATORIES	PROFESSIONAL/CONTRACTUAL SERVICES	801.000	536	184.00
02/24/2023	PNC	139389*#	REINDEL TRUE VALUE	OPERATING SUPPLIES	742.000	536	38.55
Total for fund 592 WATER AND SEWER FUND							860,684.12

02/28/2023 09:41 AM
User: CAROLYNN
DB: Fraser

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
CHECK DATE FROM 02/01/2023 - 02/28/2023

Page 18/20

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 661 MOTOR POOL FUND							
02/03/2023	PNC	139289	FISHER AUTO PARTS, INC	VEHICLE REPAIRS AND MAINTENANCE	930.000	596	6.55
02/03/2023	PNC	139290	FRASER AUTO BODY, INC	VEHICLE REPAIRS AND MAINTENANCE	930.000	596	845.60
02/03/2023	PNC	139292	GMT POWER, INC.	REPAIRS AND MAINTENANCE	930.000	596	770.00
02/03/2023	PNC	139297	L419 SUBURBAN FORD OF STERLING HTS	OTHER REPAIRS AND MAINTENANCE	930.000	596	764.78
02/03/2023	PNC	139298	LESLIE TIRE SERVICE, INC.	VEHICLE REPAIRS AND MAINTENANCE	930.000	596	1,847.00
				VEHICLE REPAIRS AND MAINTENANCE	930.000	596	678.16
				CHECK PNC 139298 TOTAL FOR FUND 661:			2,525.16
02/03/2023	PNC	139306	NBC TRUCK EQUIPMENT	REPAIRS AND MAINTENANCE	930.000	596	239.31
02/03/2023	PNC	139313	SUBURBAN BOLT	VEHICLE REPAIRS AND MAINTENANCE	930.000	596	95.97
				VEHICLE REPAIRS AND MAINTENANCE	930.000	596	33.00
				CHECK PNC 139313 TOTAL FOR FUND 661:			128.97
02/03/2023	PNC	139315	TRUCK & TRAILER SPECIALTIES, INC.	REPAIRS AND MAINTENANCE	930.000	596	95.00
				VEHICLE REPAIRS AND MAINTENANCE	930.000	596	647.62
				CHECK PNC 139315 TOTAL FOR FUND 661:			742.62
02/10/2023	PNC	139333	LESLIE TIRE SERVICE, INC.	VEHICLE REPAIRS AND MAINTENANCE	930.000	596	782.48
02/10/2023	PNC	139339*	MICHIGAN MUNICIPAL WORKER'S COMP	PREPAID EXPENSES	123.000	000	285.84
02/24/2023	PNC	139364	FISHER AUTO PARTS, INC	OPERATING SUPPLIES	742.000	596	155.31
02/24/2023	PNC	139377	LESLIE TIRE SERVICE, INC.	VEHICLE REPAIRS AND MAINTENANCE	930.000	596	658.16
02/24/2023	PNC	139389*#	REINDEL TRUE VALUE	OPERATING SUPPLIES	742.000	596	20.90
				REPAIRS AND MAINTENANCE	930.000	596	104.86
				CHECK PNC 139389 TOTAL FOR FUND 661:			125.76
02/24/2023	PNC	139392	SPENCER OIL COMPANY	DIESEL FUEL	758.000	596	5,271.58
				GASOLINE	759.000	596	7,523.49

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 661 MOTOR POOL FUND				CHECK PNC 139392 TOTAL FOR FUND 661:			12,795.07
02/24/2023	PNC	139393*#	SUBURBAN BOLT	VEHICLE REPAIRS AND MAINTENANCE	930.000	596	8.60
02/24/2023	PNC	139394	TAG TINTZ & GRAPHX LLC	REPAIRS AND MAINTENANCE	930.000	596	320.63
				Total for fund 661 MOTOR POOL FUND			21,154.84

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 703 CURRENT TAX COLLECTION FUND							
02/24/2023	PNC	139371	GUST. CLAUDIA	ART - IFT	274.000	000	1,668.19
				Total for fund 703 CURRENT TAX COLLECTION FUND			1,668.19
TOTAL - ALL FUNDS							1,165,160.88

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

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

		2022-23		YTD BALANCE	ACTIVITY FOR	AVAILABLE	
		ORIGINAL	2022-23	02/28/2023	MONTH 02/28/23	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED
Fund 101 - GENERAL FUND							
Revenues							
Dept 000							
Account Type: Revenue							
101-000-402.000	TAXES - CURRENT REAL PROPERTY TAXES	8,601,131.00	8,601,131.00	8,245,610.54	0.00	355,520.46	95.87
101-000-410.000	TAXES - CURRENT PERSONAL PROPERTY TAXES	556,496.00	556,496.00	529,649.69	0.00	26,846.31	95.18
101-000-411.000	TAXES - DELINQUENT REAL PROPERTY TAXES	1,200.00	1,200.00	5,898.31	0.00	(4,698.31)	491.53
101-000-412.000	TAXES - DELINQUENT PERSONAL PROPERTY	10,000.00	10,000.00	13,958.91	475.45	(3,958.91)	139.59
101-000-415.000	TAXES - ALLOWANCE FOR CHARGEBACKS	(500.00)	(500.00)	(80.23)	0.00	(419.77)	16.05
101-000-427.000	TAXES - COMMUNITYWIDE SPECIAL ASSESSMENT	975,910.00	975,910.00	459,200.88	0.00	516,709.12	47.05
101-000-432.000	TAXES - PAYMENT IN LIEU OF TAXES	40,000.00	40,000.00	22,505.71	0.00	17,494.29	56.26
101-000-437.000	TAXES - INDUSTRIAL FACILITY TAX	130,000.00	130,000.00	62,939.38	0.00	67,060.62	48.41
101-000-445.000	TAXES - PENALTIES AND INTEREST ON TAXES	10,000.00	10,000.00	5,868.19	41.80	4,131.81	58.68
101-000-447.000	TAXES - PROPERTY TAX ADMINISTRATION FEE	250,000.00	250,000.00	251,562.55	12.32	(1,562.55)	100.63
101-000-476.000	BUSINESS LICENSES AND PERMITS	100.00	100.00	0.00	0.00	100.00	0.00
101-000-477.100	CABLE TV FRANCHISE FEES - WOW	65,000.00	65,000.00	59,610.27	0.00	5,389.73	91.71
101-000-477.200	CABLE TV FRANCHISE FEES - COMCAST	155,000.00	155,000.00	77,668.25	38,861.82	77,331.75	50.11
101-000-477.300	CABLE TV FRANCHISE FEES - DTV	24,000.00	24,000.00	10,628.64	0.00	13,371.36	44.29
101-000-478.000	CELL TOWER LICENSES AND PERMITS	72,000.00	72,000.00	57,060.35	4,529.76	14,939.65	79.25
101-000-502.000	FEDERAL GRANTS - GENERAL GOVERNMENT	0.00	767,800.00	0.00	0.00	767,800.00	0.00
101-000-505.000	FEDERAL GRANTS - PUBLIC SAFETY	767,800.00	0.00	0.00	0.00	0.00	0.00
101-000-522.000	FEDERAL GRANTS - CDBG	53,973.00	53,973.00	0.00	0.00	53,973.00	0.00
101-000-543.000	STATE GRANTS	16,000.00	16,000.00	12,238.05	0.00	3,761.95	76.49
101-000-547.000	STATE GRANTS - COURT EQUITY	27,250.00	27,250.00	13,762.20	0.00	13,487.80	50.50
101-000-569.000	STATE GRANTS - OTHER	0.00	0.00	8,880.00	0.00	(8,880.00)	100.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	700,000.00	700,000.00	868,998.47	0.00	(168,998.47)	124.14
101-000-574.000	STATE REVENUE SHARING	1,629,450.00	1,629,450.00	1,227,546.00	0.00	401,904.00	75.33
101-000-621.000	PROBATION OVERSIGHT FEE	10,000.00	10,000.00	4,244.59	0.00	5,755.41	42.45
101-000-627.000	BUILDING INSPECTION FEES	250,000.00	250,000.00	166,089.50	12,104.00	83,910.50	66.44
101-000-628.000	PLANNING COMMISSION FEES	5,000.00	5,000.00	7,715.00	0.00	(2,715.00)	154.30
101-000-629.000	ZONING BOARD OF APPEALS FEES	2,500.00	2,500.00	3,001.70	800.00	(501.70)	120.07
101-000-645.000	CHARGES FOR CITY SERVICES	217,000.00	217,000.00	154,009.78	11,450.12	62,990.22	70.97
101-000-656.000	DISTRICT COURT FEES	336,000.00	336,000.00	169,216.17	0.00	166,783.83	50.36
101-000-657.000	ORDINANCE FINES AND COSTS	5,000.00	5,000.00	4,004.00	0.00	996.00	80.08
101-000-665.000	INTEREST INCOME	6,000.00	6,000.00	828.45	0.00	5,171.55	13.81
101-000-673.000	GAIN/LOSS ON SALE OF ASSETS	15,000.00	15,000.00	33,698.49	198.35	(18,698.49)	224.66
101-000-675.000	OTHER REVENUE	40,040.00	40,040.00	145,150.80	141,595.80	(105,110.80)	362.51
101-000-677.000	ADMINISTRATIVE SERVICES	724,061.00	724,061.00	0.00	0.00	724,061.00	0.00
101-000-681.000	RETIREE HEALTH INSURANCE CONTRIBUTION	60,000.00	60,000.00	36,635.10	4,335.91	23,364.90	61.06
101-000-685.000	OPIOID SETTLEMENT REVENUE	0.00	0.00	34,612.34	34,612.34	(34,612.34)	100.00
101-000-687.000	REFUNDS OR REBATES	5,000.00	5,000.00	20,478.39	0.00	(15,478.39)	409.57
101-000-689.000	CASH OVER OR SHORT	100.00	100.00	2,494.44	0.00	(2,394.44)	2,494.44
Total Revenue:		15,760,511.00	15,760,511.00	12,715,684.91	249,017.67	3,044,826.09	80.68
Total Dept 000		15,760,511.00	15,760,511.00	12,715,684.91	249,017.67	3,044,826.09	80.68
TOTAL REVENUES		15,760,511.00	15,760,511.00	12,715,684.91	249,017.67	3,044,826.09	80.68
Expenditures							
Dept 101 - CITY COUNCIL							
Account Type: Expenditure							
101-101-703.000	SALARIES	35,000.00	35,000.00	23,160.96	2,670.12	11,839.04	66.17
101-101-713.000	FICA	2,170.00	2,170.00	1,435.95	165.58	734.05	66.17

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

		2022-23		YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2022-23 AMENDED BUDGET	02/28/2023 NORM (ABNORM)	MONTH 02/28/23 INCR (DECR)	BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-101-714.000	MEDICARE	508.00	508.00	335.86	38.73	172.14	66.11
101-101-716.000	WORKERS COMPENSATION INSURANCE EXPENSE	130.00	130.00	0.00	0.00	130.00	0.00
101-101-742.000	OPERATING SUPPLIES	600.00	600.00	103.01	0.00	496.99	17.17
101-101-900.000	PRINTING AND PUBLISHING	5,000.00	5,000.00	2,429.00	0.00	2,571.00	48.58
101-101-955.000	CONFERENCES	500.00	500.00	910.70	0.00	(410.70)	182.14
101-101-956.000	MEMBERSHIPS	10,000.00	10,000.00	5,756.00	0.00	4,244.00	57.56
Total Expenditure:		53,908.00	53,908.00	34,131.48	2,874.43	19,776.52	63.31
Total Dept 101 - CITY COUNCIL		53,908.00	53,908.00	34,131.48	2,874.43	19,776.52	63.31
Dept 172 - CITY MANAGER							
Account Type: Expenditure							
101-172-703.000	SALARIES	102,923.00	102,923.00	63,931.60	7,385.60	38,991.40	62.12
101-172-704.000	WAGES - FULL TIME EMPLOYEES	44,586.00	44,586.00	27,508.00	3,680.00	17,078.00	61.70
101-172-710.000	VACATION	12,585.00	12,585.00	12,271.20	1,846.40	313.80	97.51
101-172-711.000	HOLIDAY	7,746.00	7,746.00	6,041.20	0.00	1,704.80	77.99
101-172-712.000	OVERTIME	0.00	0.00	1,880.25	0.00	(1,880.25)	100.00
101-172-713.000	FICA	10,741.00	10,741.00	7,020.12	810.32	3,720.88	65.36
101-172-714.000	MEDICARE	2,512.00	2,512.00	1,641.80	189.51	870.20	65.36
101-172-716.000	WORKERS COMPENSATION INSURANCE EXPENSE	780.00	780.00	0.00	0.00	780.00	0.00
101-172-717.000	CASH IN LIEU OF BENEFITS (INS OPT OUT)	5,400.00	5,400.00	3,600.00	450.00	1,800.00	66.67
101-172-724.100	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	7,739.00	7,739.00	2,117.63	267.67	5,621.37	27.36
101-172-725.100	DEFINED CONTRIBUTION PENSION (401A-457B)	15,827.00	15,827.00	8,976.12	1,032.96	6,850.88	56.71
101-172-742.000	OPERATING SUPPLIES	1,000.00	1,000.00	1,712.25	0.00	(712.25)	171.23
101-172-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	5,000.00	5,000.00	1,792.75	19.66	3,207.25	35.86
101-172-843.000	MEDICAL PROVIDER SERVICES	5,000.00	5,000.00	73.00	0.00	4,927.00	1.46
101-172-851.000	MAIL OR POSTAGE	500.00	500.00	0.00	0.00	500.00	0.00
101-172-860.000	TRANSPORTATION	1,500.00	1,500.00	127.53	0.00	1,372.47	8.50
101-172-955.000	CONFERENCES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-172-956.000	MEMBERSHIPS	200.00	200.00	300.00	0.00	(100.00)	150.00
101-172-957.000	PROFESSIONAL DEVELOPMENT	500.00	500.00	0.00	0.00	500.00	0.00
Total Expenditure:		225,539.00	225,539.00	138,993.45	15,682.12	86,545.55	61.63
Total Dept 172 - CITY MANAGER		225,539.00	225,539.00	138,993.45	15,682.12	86,545.55	61.63
Dept 212 - FINANCE							
Account Type: Expenditure							
101-212-703.000	SALARIES	37,269.00	37,269.00	60,023.09	7,061.54	(22,754.09)	161.05
101-212-704.000	WAGES - FULL TIME EMPLOYEES	92,600.00	92,600.00	41,336.77	5,938.58	51,263.23	44.64
101-212-710.000	VACATION	16,123.00	16,123.00	2,678.35	0.00	13,444.65	16.61
101-212-711.000	HOLIDAY	7,903.00	7,903.00	1,945.89	0.00	5,957.11	24.62
101-212-712.000	OVERTIME	1,500.00	1,500.00	661.59	0.00	838.41	44.11
101-212-713.000	FICA	9,926.00	9,926.00	6,595.89	793.96	3,330.11	66.45
101-212-714.000	MEDICARE	2,321.00	2,321.00	1,542.60	185.69	778.40	66.46
101-212-715.000	UNEMPLOYEMENT COMPENSATION	13,160.00	13,160.00	2,780.27	0.00	10,379.73	21.13
101-212-716.000	WORKERS COMPENSATION INSURANCE EXPENSE	711.00	711.00	0.00	0.00	711.00	0.00
101-212-717.000	CASH IN LIEU OF BENEFITS (INS OPT OUT)	2,100.00	2,100.00	350.00	0.00	1,750.00	16.67
101-212-718.000	LONGEVITY PAY	2,000.00	2,000.00	500.00	0.00	1,500.00	25.00
101-212-724.100	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	56,116.00	56,116.00	30,344.41	3,588.80	25,771.59	54.07
101-212-724.200	RETIREE HEALTH SAVINGS PLAN (ICMA)	5,000.00	5,000.00	937.56	144.24	4,062.44	18.75
101-212-725.100	DEFINED CONTRIBUTION PENSION (401A-457B)	3,400.00	3,400.00	4,801.82	564.92	(1,401.82)	141.23

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	02/28/2023 NORM (ABNORM)	MONTH 02/28/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Expenditures							
101-212-725.200	DEFINED BENEFIT PENSION PLAN (MERS)	10,088.00	10,088.00	102.98	39.30	9,985.02	1.02
101-212-742.000	OPERATING SUPPLIES	11,500.00	11,500.00	2,539.28	0.00	8,960.72	22.08
101-212-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	80,000.00	80,000.00	19,738.79	19.67	60,261.21	24.67
101-212-850.000	COMMUNICATIONS (PHONE AND CELL)	300.00	300.00	0.00	0.00	300.00	0.00
101-212-851.000	MAIL OR POSTAGE	7,500.00	7,500.00	5,523.77	0.00	1,976.23	73.65
101-212-955.000	CONFERENCES	500.00	500.00	468.78	0.00	31.22	93.76
101-212-956.000	MEMBERSHIPS	500.00	500.00	120.00	0.00	380.00	24.00
101-212-957.000	PROFESSIONAL DEVELOPMENT	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-212-965.000	BANK SERVICE CHARGES	40,000.00	40,000.00	4,320.04	100.00	35,679.96	10.80
Total Expenditure:		403,017.00	403,017.00	187,311.88	18,436.70	215,705.12	46.48
Total Dept 212 - FINANCE		403,017.00	403,017.00	187,311.88	18,436.70	215,705.12	46.48
Dept 215 - CLERK							
Account Type: Expenditure							
101-215-703.000	SALARIES	76,632.00	76,632.00	46,677.02	4,730.78	29,954.98	60.91
101-215-704.000	WAGES - FULL TIME EMPLOYEES	0.00	0.00	84.34	0.00	(84.34)	100.00
101-215-705.000	WAGES - PART TIME EMPLOYEES	0.00	0.00	2,702.50	0.00	(2,702.50)	100.00
101-215-706.000	WAGES - TEMPORARY/SEASONAL EMPLOYEES	35,000.00	35,000.00	27,845.72	0.00	7,154.28	79.56
101-215-710.000	VACATION	1,577.00	1,577.00	4,099.99	1,576.92	(2,522.99)	259.99
101-215-711.000	HOLIDAY	3,784.00	3,784.00	2,838.44	0.00	945.56	75.01
101-215-712.000	OVERTIME	0.00	0.00	1,986.36	0.00	(1,986.36)	100.00
101-215-713.000	FICA	7,254.00	7,254.00	3,975.39	378.67	3,278.61	54.80
101-215-714.000	MEDICARE	1,696.00	1,696.00	929.73	88.56	766.27	54.82
101-215-716.000	WORKERS COMPENSATION INSURANCE EXPENSE	526.00	526.00	0.00	0.00	526.00	0.00
101-215-724.100	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	18,240.00	18,240.00	1,502.50	72.96	16,737.50	8.24
101-215-724.200	RETIREE HEALTH SAVINGS PLAN (ICMA)	0.00	0.00	47.30	0.00	(47.30)	100.00
101-215-725.100	DEFINED CONTRIBUTION PENSION (401A-457B)	6,600.00	6,600.00	4,289.27	504.62	2,310.73	64.99
101-215-725.200	DEFINED BENEFIT PENSION PLAN (MERS)	0.00	0.00	5.02	0.00	(5.02)	100.00
101-215-742.000	OPERATING SUPPLIES	17,500.00	17,500.00	12,064.36	687.74	5,435.64	68.94
101-215-791.000	SUBSCRIPTIONS AND PUBLICATIONS	4,200.00	4,200.00	3,422.74	0.00	777.26	81.49
101-215-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	3,600.00	3,600.00	1,491.82	0.00	2,108.18	41.44
101-215-851.000	MAIL OR POSTAGE	4,000.00	4,000.00	1,682.61	0.00	2,317.39	42.07
101-215-955.000	CONFERENCES	3,000.00	3,000.00	651.60	0.00	2,348.40	21.72
101-215-956.000	MEMBERSHIPS	200.00	200.00	0.00	0.00	200.00	0.00
101-215-957.000	PROFESSIONAL DEVELOPMENT	500.00	500.00	0.00	0.00	500.00	0.00
Total Expenditure:		184,309.00	184,309.00	116,296.71	8,040.25	68,012.29	63.10
Total Dept 215 - CLERK		184,309.00	184,309.00	116,296.71	8,040.25	68,012.29	63.10
Dept 228 - INFORMATION TECHNOLOGY							
Account Type: Expenditure							
101-228-705.000	WAGES - PART TIME EMPLOYEES	37,700.00	37,700.00	0.00	0.00	37,700.00	0.00
101-228-713.000	FICA	2,337.00	2,337.00	0.00	0.00	2,337.00	0.00
101-228-714.000	MEDICARE	547.00	547.00	0.00	0.00	547.00	0.00
101-228-716.000	WORKERS COMPENSATION INSURANCE EXPENSE	170.00	170.00	0.00	0.00	170.00	0.00
101-228-742.000	OPERATING SUPPLIES	500.00	500.00	0.00	0.00	500.00	0.00
101-228-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	210,500.00	210,500.00	96,238.26	6,766.00	114,261.74	45.72
101-228-850.000	COMMUNICATIONS (PHONE AND CELL)	20,000.00	20,000.00	5,284.43	486.64	14,715.57	26.42
101-228-852.000	MISC COMMUNICATIONS (INTERNET)	45,000.00	45,000.00	25,936.53	2,521.25	19,063.47	57.64
101-228-941.000	LEASED ASSETS	29,000.00	29,000.00	1,648.50	0.00	27,351.50	5.68

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-228-960.000	MISCELLANEOUS	40,000.00	40,000.00	3,987.00	0.00	36,013.00	9.97
Total Expenditure:		385,754.00	385,754.00	133,094.72	9,773.89	252,659.28	34.50
Total Dept 228 - INFORMATION TECHNOLOGY		385,754.00	385,754.00	133,094.72	9,773.89	252,659.28	34.50
Dept 257 - ASSESSING							
Account Type: Expenditure							
101-257-703.000	SALARIES	0.00	0.00	270.00	0.00	(270.00)	100.00
101-257-705.000	WAGES - PART TIME EMPLOYEES	1,400.00	1,400.00	0.00	0.00	1,400.00	0.00
101-257-713.000	FICA	87.00	87.00	11.16	0.00	75.84	12.83
101-257-714.000	MEDICARE	21.00	21.00	2.62	0.00	18.38	12.48
101-257-742.000	OPERATING SUPPLIES	4,000.00	4,000.00	1,979.44	174.00	2,020.56	49.49
101-257-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	118,830.00	118,830.00	83,342.75	9,922.16	35,487.25	70.14
101-257-851.000	MAIL OR POSTAGE	2,700.00	2,700.00	4,996.17	0.00	(2,296.17)	185.04
101-257-900.000	PRINTING AND PUBLISHING	1,850.00	1,850.00	469.72	0.00	1,380.28	25.39
101-257-957.000	PROFESSIONAL DEVELOPMENT	150.00	150.00	0.00	0.00	150.00	0.00
Total Expenditure:		129,038.00	129,038.00	91,071.86	10,096.16	37,966.14	70.58
Total Dept 257 - ASSESSING		129,038.00	129,038.00	91,071.86	10,096.16	37,966.14	70.58
Dept 265 - BUILDINGS AND GROUNDS							
Account Type: Expenditure							
101-265-705.000	WAGES - PART TIME EMPLOYEES	24,128.00	24,128.00	15,584.00	1,856.00	8,544.00	64.59
101-265-713.000	FICA	1,496.00	1,496.00	966.20	115.07	529.80	64.59
101-265-714.000	MEDICARE	350.00	350.00	225.96	26.91	124.04	64.56
101-265-742.000	OPERATING SUPPLIES	38,500.00	38,500.00	12,660.37	485.20	25,839.63	32.88
101-265-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	750.00	750.00	251.15	0.00	498.85	33.49
101-265-850.000	COMMUNICATIONS (PHONE AND CELL)	6,000.00	6,000.00	4,520.36	601.02	1,479.64	75.34
101-265-920.000	ELECTRIC	61,900.00	61,900.00	54,152.55	5,607.72	7,747.45	87.48
101-265-921.000	NATURAL GAS	32,000.00	32,000.00	29,108.39	7,821.56	2,891.61	90.96
101-265-922.000	WATER	16,900.00	16,900.00	7,836.34	0.00	9,063.66	46.37
101-265-930.000	REPAIRS AND MAINTENANCE	117,500.00	208,496.00	122,868.45	128.98	85,627.55	58.93
Total Expenditure:		299,524.00	390,520.00	248,173.77	16,642.46	142,346.23	63.55
Total Dept 265 - BUILDINGS AND GROUNDS		299,524.00	390,520.00	248,173.77	16,642.46	142,346.23	63.55
Dept 266 - LEGAL							
Account Type: Expenditure							
101-266-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	160,000.00	165,000.00	130,559.69	1,809.00	34,440.31	79.13
Total Expenditure:		160,000.00	165,000.00	130,559.69	1,809.00	34,440.31	79.13
Total Dept 266 - LEGAL		160,000.00	165,000.00	130,559.69	1,809.00	34,440.31	79.13
Dept 270 - HUMAN RESOURCES							
Account Type: Expenditure							
101-270-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	10,000.00	10,000.00	3,086.76	55.00	6,913.24	30.87
Total Expenditure:		10,000.00	10,000.00	3,086.76	55.00	6,913.24	30.87

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	02/28/2023 NORM (ABNORM)	MONTH 02/28/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Expenditures							
Total Dept 270 - HUMAN RESOURCES		10,000.00	10,000.00	3,086.76	55.00	6,913.24	30.87
Dept 286 - DISTRICT COURT							
Account Type: Expenditure							
101-286-703.000	SALARIES	27,435.00	27,435.00	18,289.68	2,286.21	9,145.32	66.67
101-286-704.000	WAGES - FULL TIME EMPLOYEES	141,442.00	141,442.00	96,217.50	12,040.33	45,224.50	68.03
101-286-705.000	WAGES - PART TIME EMPLOYEES	25,500.00	25,500.00	0.00	0.00	25,500.00	0.00
101-286-710.000	VACATION	8,903.00	8,903.00	5,834.16	325.63	3,068.84	65.53
101-286-711.000	HOLIDAY	7,842.00	7,842.00	5,962.55	0.00	1,879.45	76.03
101-286-713.000	FICA	11,499.00	11,499.00	7,257.27	820.03	4,241.73	63.11
101-286-714.000	MEDICARE	2,689.00	2,689.00	1,697.27	191.77	991.73	63.12
101-286-716.000	WORKERS COMPENSATION INSURANCE EXPENSE	835.00	835.00	0.00	0.00	835.00	0.00
101-286-718.000	LONGEVITY PAY	1,785.00	1,785.00	1,785.00	0.00	0.00	100.00
101-286-724.100	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	59,518.00	59,518.00	36,028.48	4,503.56	23,489.52	60.53
101-286-724.200	RETIREE HEALTH SAVINGS PLAN (ICMA)	2,500.00	2,500.00	817.36	96.16	1,682.64	32.69
101-286-725.200	DEFINED BENEFIT PENSION PLAN (MERS)	7,439.00	7,439.00	1,642.34	187.12	5,796.66	22.08
101-286-742.000	OPERATING SUPPLIES	31,800.00	31,800.00	2,308.77	0.00	29,491.23	7.26
101-286-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	57,800.00	57,800.00	23,254.27	1,016.67	34,545.73	40.23
101-286-851.000	MAIL OR POSTAGE	4,500.00	4,500.00	1,183.08	0.00	3,316.92	26.29
101-286-860.000	TRANSPORTATION	500.00	500.00	441.22	0.00	58.78	88.24
101-286-940.000	RENTALS	300,000.00	300,000.00	149,577.50	0.00	150,422.50	49.86
101-286-957.000	PROFESSIONAL DEVELOPMENT	2,500.00	2,500.00	2,033.52	0.00	466.48	81.34
Total Expenditure:		694,487.00	694,487.00	354,329.97	21,467.48	340,157.03	51.02
Total Dept 286 - DISTRICT COURT		694,487.00	694,487.00	354,329.97	21,467.48	340,157.03	51.02
Dept 301 - PUBLIC SAFETY							
Account Type: Expenditure							
101-301-703.000	SALARIES	87,698.00	87,698.00	43,732.50	8,330.00	43,965.50	49.87
101-301-704.000	WAGES - FULL TIME EMPLOYEES	2,288,070.00	2,288,070.00	1,428,186.15	154,692.06	859,883.85	62.42
101-301-705.000	WAGES - PART TIME EMPLOYEES	86,379.00	86,379.00	33,713.73	4,697.88	52,665.27	39.03
101-301-710.000	VACATION	316,822.00	316,822.00	168,980.16	11,658.71	147,841.84	53.34
101-301-711.000	HOLIDAY	124,289.00	124,289.00	44,038.24	1,147.50	80,250.76	35.43
101-301-712.000	OVERTIME	310,000.00	310,000.00	254,112.48	24,066.87	55,887.52	81.97
101-301-713.000	FICA	175,303.00	175,303.00	121,743.42	13,054.14	53,559.58	69.45
101-301-714.000	MEDICARE	40,998.00	40,998.00	28,638.30	2,935.57	12,359.70	69.85
101-301-716.000	WORKERS COMPENSATION INSURANCE EXPENSE	12,724.00	12,724.00	0.00	0.00	12,724.00	0.00
101-301-717.000	CASH IN LIEU OF BENEFITS (INS OPT OUT)	54,000.00	54,000.00	30,950.00	3,550.00	23,050.00	57.31
101-301-718.000	LONGEVITY PAY	31,920.00	31,920.00	15,025.25	92.00	16,894.75	47.07
101-301-720.000	EDUCATION ALLOWANCE	27,880.00	27,880.00	14,078.72	1,656.32	13,801.28	50.50
101-301-721.000	CLOTHING ALLOWANCE	44,550.00	44,550.00	(225.00)	(562.50)	44,775.00	(0.51)
101-301-724.100	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	407,871.00	407,871.00	225,333.83	29,052.34	182,537.17	55.25
101-301-724.200	RETIREE HEALTH SAVINGS PLAN (ICMA)	42,500.00	42,500.00	13,261.07	1,538.56	29,238.93	31.20
101-301-725.100	DEFINED CONTRIBUTION PENSION (401A-457B)	0.00	11,224.00	10,073.19	1,423.64	1,150.81	89.75
101-301-725.200	DEFINED BENEFIT PENSION PLAN (MERS)	275,000.00	275,000.00	39,213.46	4,820.36	235,786.54	14.26
101-301-725.500	MERS DIVISION 20 POLC	1,159,000.00	1,159,000.00	673,393.00	0.00	485,607.00	58.10
101-301-725.600	MERS DIVISION 21 POAM - VOLUNTARY	663,288.00	663,288.00	398,342.00	0.00	264,946.00	60.06
101-301-742.000	OPERATING SUPPLIES	62,000.00	79,225.00	51,700.68	2,314.84	27,524.32	65.26
101-301-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	73,200.00	73,243.25	30,513.80	543.25	42,729.45	41.66
101-301-843.000	MEDICAL PROVIDER SERVICES	5,800.00	5,800.00	2,396.00	0.00	3,404.00	41.31
101-301-850.000	COMMUNICATIONS (PHONE AND CELL)	12,000.00	12,000.00	9,457.09	0.00	2,542.91	78.81

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-301-851.000	MAIL OR POSTAGE	1,500.00	1,500.00	27.68	0.00	1,472.32	1.85
101-301-885.000	PROGRAMMING - COP PROGRAM	0.00	0.00	13,300.00	0.00	(13,300.00)	100.00
101-301-930.000	REPAIRS AND MAINTENANCE	250,000.00	250,000.00	9,524.18	387.00	240,475.82	3.81
101-301-956.000	MEMBERSHIPS	1,500.00	1,500.00	555.00	0.00	945.00	37.00
101-301-957.000	PROFESSIONAL DEVELOPMENT	25,000.00	25,000.00	12,801.54	845.00	12,198.46	51.21
Total Expenditure:		6,579,292.00	6,607,784.25	3,672,866.47	266,243.54	2,934,917.78	55.58
Total Dept 301 - PUBLIC SAFETY		6,579,292.00	6,607,784.25	3,672,866.47	266,243.54	2,934,917.78	55.58
Dept 325 - COMMUNICATIONS/DISPATCH							
Account Type: Expenditure							
101-325-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	410,000.00	410,000.00	203,930.00	0.00	206,070.00	49.74
Total Expenditure:		410,000.00	410,000.00	203,930.00	0.00	206,070.00	49.74
Total Dept 325 - COMMUNICATIONS/DISPATCH		410,000.00	410,000.00	203,930.00	0.00	206,070.00	49.74
Dept 441 - DEPARTMENT OF PUBLIC WORKS							
Account Type: Expenditure							
101-441-703.000	SALARIES	166,604.00	166,604.00	102,865.34	13,021.63	63,738.66	61.74
101-441-704.000	WAGES - FULL TIME EMPLOYEES	282,539.00	282,539.00	191,095.67	24,805.46	91,443.33	67.64
101-441-705.000	WAGES - PART TIME EMPLOYEES	49,764.00	49,764.00	12,204.00	1,188.00	37,560.00	24.52
101-441-706.000	WAGES - TEMPORARY/SEASONAL EMPLOYEES	0.00	0.00	468.00	0.00	(468.00)	100.00
101-441-710.000	VACATION	47,603.00	47,603.00	29,266.15	1,818.15	18,336.85	61.48
101-441-711.000	HOLIDAY	23,375.00	23,375.00	18,300.70	454.52	5,074.30	78.29
101-441-712.000	OVERTIME	11,000.00	11,000.00	9,127.65	0.00	1,872.35	82.98
101-441-713.000	FICA	37,163.00	37,163.00	23,534.96	2,605.74	13,628.04	63.33
101-441-714.000	MEDICARE	8,691.00	8,691.00	5,504.20	609.41	3,186.80	63.33
101-441-716.000	WORKERS COMPENSATION INSURANCE EXPENSE	2,697.00	2,697.00	0.00	0.00	2,697.00	0.00
101-441-717.000	CASH IN LIEU OF BENEFITS (INS OPT OUT)	16,800.00	16,800.00	10,000.00	1,250.00	6,800.00	59.52
101-441-718.000	LONGEVITY PAY	4,725.00	4,725.00	2,200.00	0.00	2,525.00	46.56
101-441-721.000	CLOTHING ALLOWANCE	6,000.00	7,200.00	8,400.00	0.00	(1,200.00)	116.67
101-441-722.000	UNIFORMS	500.00	500.00	280.00	0.00	220.00	56.00
101-441-724.100	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	75,774.00	75,774.00	27,979.31	3,621.34	47,794.69	36.92
101-441-724.200	RETIREE HEALTH SAVINGS PLAN (ICMA)	7,500.00	7,500.00	3,157.75	403.83	4,342.25	42.10
101-441-725.100	DEFINED CONTRIBUTION PENSION (401A-457B)	14,000.00	14,000.00	9,938.37	1,169.22	4,061.63	70.99
101-441-725.200	DEFINED BENEFIT PENSION PLAN (MERS)	7,600.00	7,600.00	5,773.82	703.21	1,826.18	75.97
101-441-725.700	MERS DIVISION 23 DPW	335,820.00	335,820.00	178,598.00	0.00	157,222.00	53.18
101-441-742.000	OPERATING SUPPLIES	10,000.00	10,000.00	8,215.00	560.37	1,785.00	82.15
101-441-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	15,000.00	15,000.00	7,431.06	3,000.00	7,568.94	49.54
101-441-801.200	ENGINEERING SERVICES	30,000.00	30,000.00	18,670.69	2,797.44	11,329.31	62.24
101-441-843.000	MEDICAL PROVIDER SERVICES	0.00	0.00	394.00	0.00	(394.00)	100.00
101-441-850.000	COMMUNICATIONS (PHONE AND CELL)	6,000.00	6,000.00	4,048.05	0.00	1,951.95	67.47
101-441-851.000	MAIL OR POSTAGE	500.00	500.00	0.00	0.00	500.00	0.00
101-441-930.000	REPAIRS AND MAINTENANCE	19,209.00	19,209.00	2,225.97	0.00	16,983.03	11.59
101-441-930.100	REPAIRS - STORM DRAINS MAINTENANCE	870,000.00	870,000.00	0.00	0.00	870,000.00	0.00
101-441-955.000	CONFERENCES	7,000.00	7,000.00	1,782.27	0.00	5,217.73	25.46
101-441-956.000	MEMBERSHIPS	500.00	500.00	245.00	0.00	255.00	49.00
101-441-957.000	PROFESSIONAL DEVELOPMENT	10,000.00	10,000.00	3,793.07	0.00	6,206.93	37.93
Total Expenditure:		2,066,364.00	2,067,564.00	685,499.03	58,008.32	1,382,064.97	33.15

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

		2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 101 - GENERAL FUND							
Expenditures							
Total Dept 441 - DEPARTMENT OF PUBLIC WORKS		2,066,364.00	2,067,564.00	685,499.03	58,008.32	1,382,064.97	33.15
Dept 448 - STREET LIGHTING							
Account Type: Expenditure							
101-448-920.000	ELECTRIC	2,000.00	2,000.00	1,288.98	125.17	711.02	64.45
101-448-920.500	ELECTRIC (STREET LIGHTING)	220,000.00	220,000.00	138,326.58	0.00	81,673.42	62.88
Total Expenditure:		222,000.00	222,000.00	139,615.56	125.17	82,384.44	62.89
Total Dept 448 - STREET LIGHTING		222,000.00	222,000.00	139,615.56	125.17	82,384.44	62.89
Dept 672 - SENIOR ACTIVITY CENTER							
Account Type: Expenditure							
101-672-705.000	WAGES - PART TIME EMPLOYEES	62,733.00	62,733.00	17,799.38	2,217.19	44,933.62	28.37
101-672-710.000	VACATION	0.00	0.00	486.28	0.00	(486.28)	100.00
101-672-711.000	HOLIDAY	0.00	0.00	464.57	0.00	(464.57)	100.00
101-672-713.000	FICA	3,889.00	3,889.00	1,162.52	137.46	2,726.48	29.89
101-672-714.000	MEDICARE	910.00	910.00	271.89	32.15	638.11	29.88
101-672-716.000	WORKERS COMPENSATION INSURANCE EXPENSE	282.00	282.00	0.00	0.00	282.00	0.00
101-672-742.000	OPERATING SUPPLIES	4,500.00	4,500.00	3,003.44	116.40	1,496.56	66.74
101-672-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	5,000.00	6,067.00	9,306.95	706.00	(3,239.95)	153.40
101-672-850.000	COMMUNICATIONS (PHONE AND CELL)	979.00	979.00	0.00	0.00	979.00	0.00
101-672-851.000	MAIL OR POSTAGE	300.00	300.00	0.00	0.00	300.00	0.00
101-672-881.000	PROGRAMMING	9,500.00	9,500.00	371.00	0.00	9,129.00	3.91
101-672-930.000	REPAIRS AND MAINTENANCE	21,791.00	0.00	50.00	0.00	(50.00)	100.00
Total Expenditure:		109,884.00	89,160.00	32,916.03	3,209.20	56,243.97	36.92
Total Dept 672 - SENIOR ACTIVITY CENTER		109,884.00	89,160.00	32,916.03	3,209.20	56,243.97	36.92
Dept 701 - PLANNING							
Account Type: Expenditure							
101-701-703.000	SALARIES	1,700.00	1,700.00	260.00	0.00	1,440.00	15.29
101-701-713.000	FICA	105.00	105.00	16.12	0.00	88.88	15.35
101-701-714.000	MEDICARE	25.00	25.00	3.77	0.00	21.23	15.08
101-701-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	84,000.00	84,000.00	24,480.85	0.00	59,519.15	29.14
101-701-900.000	PRINTING AND PUBLISHING	1,000.00	1,000.00	520.73	0.00	479.27	52.07
Total Expenditure:		86,830.00	86,830.00	25,281.47	0.00	61,548.53	29.12
Total Dept 701 - PLANNING		86,830.00	86,830.00	25,281.47	0.00	61,548.53	29.12
Dept 702 - ZONING							
Account Type: Expenditure							
101-702-703.000	SALARIES	0.00	0.00	125.00	0.00	(125.00)	100.00
101-702-705.000	WAGES - PART TIME EMPLOYEES	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-702-713.000	FICA	0.00	0.00	7.75	0.00	(7.75)	100.00
101-702-714.000	MEDICARE	0.00	0.00	1.80	0.00	(1.80)	100.00
101-702-900.000	PRINTING AND PUBLISHING	1,000.00	1,000.00	535.25	0.00	464.75	53.53
Total Expenditure:		2,500.00	2,500.00	669.80	0.00	1,830.20	26.79

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

		2022-23		YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2022-23 AMENDED BUDGET	02/28/2023 NORM (ABNORM)	MONTH 02/28/23 INCR (DECR)	BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
Total Dept 702 - ZONING		2,500.00	2,500.00	669.80	0.00	1,830.20	26.79
Dept 703 - BUILDING DEPARTMENT							
Account Type: Expenditure							
101-703-704.000	WAGES - FULL TIME EMPLOYEES	83,840.00	83,840.00	27,045.39	3,390.92	56,794.61	32.26
101-703-705.000	WAGES - PART TIME EMPLOYEES	29,406.00	29,406.00	48,183.18	5,767.76	(18,777.18)	163.85
101-703-708.000	INDEPENDENT CONTRACTOR	22,000.00	22,000.00	417.00	0.00	21,583.00	1.90
101-703-710.000	VACATION	8,922.00	8,922.00	3,411.47	363.73	5,510.53	38.24
101-703-711.000	HOLIDAY	5,043.00	5,043.00	3,102.22	23.96	1,940.78	61.52
101-703-712.000	OVERTIME	5,000.00	5,000.00	155.25	0.00	4,844.75	3.11
101-703-713.000	FICA	8,179.00	8,179.00	4,985.43	570.42	3,193.57	60.95
101-703-714.000	MEDICARE	1,913.00	1,913.00	1,165.96	133.41	747.04	60.95
101-703-716.000	WORKERS COMPENSATION INSURANCE EXPENSE	594.00	594.00	0.00	0.00	594.00	0.00
101-703-717.000	CASH IN LIEU OF BENEFITS (INS OPT OUT)	4,200.00	4,200.00	0.00	0.00	4,200.00	0.00
101-703-718.000	LONGEVITY PAY	500.00	500.00	0.00	0.00	500.00	0.00
101-703-724.100	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	26,161.00	26,161.00	12,637.78	2,083.82	13,523.22	48.31
101-703-724.200	RETIREE HEALTH SAVINGS PLAN (ICMA)	1,250.00	1,250.00	798.24	96.16	451.76	63.86
101-703-725.100	DEFINED CONTRIBUTION PENSION (401A-457B)	0.00	0.00	588.80	294.40	(588.80)	100.00
101-703-742.000	OPERATING SUPPLIES	3,000.00	3,000.00	2,831.74	0.00	168.26	94.39
101-703-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	100,000.00	100,000.00	77,513.64	4,244.67	22,486.36	77.51
101-703-801.200	ENGINEERING SERVICES	10,000.00	10,000.00	1,234.00	60.00	8,766.00	12.34
101-703-850.000	COMMUNICATIONS (PHONE AND CELL)	1,000.00	1,000.00	574.20	0.00	425.80	57.42
101-703-851.000	MAIL OR POSTAGE	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-703-930.000	REPAIRS AND MAINTENANCE	10,255.00	10,255.00	0.00	0.00	10,255.00	0.00
101-703-955.000	CONFERENCES	2,100.00	2,100.00	175.00	0.00	1,925.00	8.33
101-703-956.000	MEMBERSHIPS	500.00	500.00	60.00	0.00	440.00	12.00
101-703-957.000	PROFESSIONAL DEVELOPMENT	1,500.00	1,500.00	110.00	20.00	1,390.00	7.33
Total Expenditure:		326,863.00	326,863.00	184,989.30	17,049.25	141,873.70	56.60
Total Dept 703 - BUILDING DEPARTMENT		326,863.00	326,863.00	184,989.30	17,049.25	141,873.70	56.60
Dept 751 - RECREATION							
Account Type: Expenditure							
101-751-702.000	ELECTED/APPOINTED OFFICIALS PAY	1,250.00	1,250.00	525.00	0.00	725.00	42.00
101-751-703.000	SALARIES	37,269.00	37,269.00	0.00	0.00	37,269.00	0.00
101-751-704.000	WAGES - FULL TIME EMPLOYEES	16,445.00	16,445.00	601.19	0.00	15,843.81	3.66
101-751-705.000	WAGES - PART TIME EMPLOYEES	30,160.00	30,160.00	0.00	0.00	30,160.00	0.00
101-751-706.000	WAGES - TEMPORARY/SEASONAL EMPLOYEES	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-751-710.000	VACATION	5,552.00	5,552.00	0.00	0.00	5,552.00	0.00
101-751-711.000	HOLIDAY	3,017.00	3,017.00	0.00	0.00	3,017.00	0.00
101-751-713.000	FICA	8,352.00	8,352.00	61.05	0.00	8,290.95	0.73
101-751-714.000	MEDICARE	1,954.00	1,954.00	14.28	0.00	1,939.72	0.73
101-751-716.000	WORKERS COMPENSATION INSURANCE EXPENSE	226.00	226.00	0.00	0.00	226.00	0.00
101-751-717.000	CASH IN LIEU OF BENEFITS (INS OPT OUT)	2,100.00	2,100.00	0.00	0.00	2,100.00	0.00
101-751-724.100	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	9,212.00	9,212.00	0.00	0.00	9,212.00	0.00
101-751-724.200	RETIREE HEALTH SAVINGS PLAN (ICMA)	0.00	0.00	10.10	0.00	(10.10)	100.00
101-751-725.100	DEFINED CONTRIBUTION PENSION (401A-457B)	3,400.00	3,400.00	0.00	0.00	3,400.00	0.00
101-751-742.000	OPERATING SUPPLIES	3,500.00	3,500.00	759.30	48.00	2,740.70	21.69
101-751-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	21,025.00	21,025.00	19,525.00	0.00	1,500.00	92.87
101-751-850.000	COMMUNICATIONS (PHONE AND CELL)	1,545.00	1,545.00	0.00	0.00	1,545.00	0.00
101-751-851.000	MAIL OR POSTAGE	309.00	309.00	0.00	0.00	309.00	0.00
101-751-880.000	COMMUNITY PROMOTION	12,000.00	12,000.00	10,000.00	0.00	2,000.00	83.33

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

		2022-23		YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	ORIGINAL	2022-23	02/28/2023	MONTH 02/28/23	BALANCE	% BDGT
		BUDGET	AMENDED BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED
Fund 101 - GENERAL FUND							
Expenditures							
101-751-881.000	PROGRAMMING - RECREATION REVOLVING FUNDS	12,000.00	12,000.00	1,259.67	0.00	10,740.33	10.50
101-751-882.000	PROGRAMMING - FARMERS MARKET	1,750.00	1,750.00	67.58	0.00	1,682.42	3.86
101-751-900.000	PRINTING AND PUBLISHING	0.00	639.00	638.50	0.00	0.50	99.92
101-751-956.000	MEMBERSHIPS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Expenditure:		182,066.00	182,705.00	33,461.67	48.00	149,243.33	18.31
Total Dept 751 - RECREATION		182,066.00	182,705.00	33,461.67	48.00	149,243.33	18.31
Dept 770 - PARK MAINTENANCE							
Account Type: Expenditure							
101-770-705.000	WAGES - PART TIME EMPLOYEES	72,384.00	72,384.00	0.00	0.00	72,384.00	0.00
101-770-706.000	WAGES - TEMPORARY/SEASONAL EMPLOYEES	65,226.00	65,226.00	11,901.00	0.00	53,325.00	18.25
101-770-712.000	OVERTIME	500.00	500.00	162.00	0.00	338.00	32.40
101-770-713.000	FICA	8,532.00	8,532.00	737.87	0.00	7,794.13	8.65
101-770-714.000	MEDICARE	1,995.00	1,995.00	172.56	0.00	1,822.44	8.65
101-770-742.000	OPERATING SUPPLIES	20,000.00	20,000.00	14,592.38	3,642.87	5,407.62	72.96
101-770-922.000	WATER	430.00	430.00	438.54	0.00	(8.54)	101.99
101-770-930.000	REPAIRS AND MAINTENANCE	107,003.00	340,699.00	64,044.89	0.00	276,654.11	18.80
Total Expenditure:		276,070.00	509,766.00	92,049.24	3,642.87	417,716.76	18.06
Total Dept 770 - PARK MAINTENANCE		276,070.00	509,766.00	92,049.24	3,642.87	417,716.76	18.06
Dept 803 - HISTORICAL COMMISSION							
Account Type: Expenditure							
101-803-702.000	ELECTED/APPOINTED OFFICIALS PAY	1,260.00	1,260.00	0.00	0.00	1,260.00	0.00
101-803-713.000	FICA	100.00	100.00	0.00	0.00	100.00	0.00
101-803-714.000	MEDICARE	25.00	25.00	0.00	0.00	25.00	0.00
101-803-742.000	OPERATING SUPPLIES	500.00	500.00	641.97	221.57	(141.97)	128.39
101-803-930.000	REPAIRS AND MAINTENANCE	2,500.00	2,500.00	45.98	0.00	2,454.02	1.84
Total Expenditure:		4,385.00	4,385.00	687.95	221.57	3,697.05	15.69
Total Dept 803 - HISTORICAL COMMISSION		4,385.00	4,385.00	687.95	221.57	3,697.05	15.69
Dept 951 - INSURANCE							
Account Type: Expenditure							
101-951-801.100	PROPERTY LIABILITY INSURANCE	553,410.00	576,677.00	576,677.00	0.00	0.00	100.00
Total Expenditure:		553,410.00	576,677.00	576,677.00	0.00	0.00	100.00
Total Dept 951 - INSURANCE		553,410.00	576,677.00	576,677.00	0.00	0.00	100.00
Dept 961 - RETIREE							
Account Type: Expenditure							
101-961-717.000	CASH IN LIEU OF BENEFITS (INS OPT OUT)	29,400.00	29,400.00	19,600.00	2,450.00	9,800.00	66.67
101-961-724.300	RETIREE HEALTH CARE - OPEB	2,925,998.00	2,925,998.00	714,859.90	164,331.43	2,211,138.10	24.43
101-961-725.300	MERS DIVISION 10 SUPERVISOR	635,433.00	635,433.00	414,946.00	0.00	220,487.00	65.30
101-961-725.400	MERS DIVISION 11 CLERICAL	51,528.00	51,528.00	25,753.00	0.00	25,775.00	49.98
101-961-840.000	INSURANCE PREMIUM (LIFE)	2,136.00	2,136.00	1,267.20	158.40	868.80	59.33

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	02/28/2023 NORM (ABNORM)	MONTH 02/28/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Expenditures							
Total Expenditure:		3,644,495.00	3,644,495.00	1,176,426.10	166,939.83	2,468,068.90	32.28
Total Dept 961 - RETIREE		3,644,495.00	3,644,495.00	1,176,426.10	166,939.83	2,468,068.90	32.28
Dept 966 - TRANSFERS OUT							
Account Type: Expenditure							
101-966-995.000	TRANSFERS OUT TO CAPITAL PROJECTS FUND	216,500.00	216,500.00	0.00	0.00	216,500.00	0.00
Total Expenditure:		216,500.00	216,500.00	0.00	0.00	216,500.00	0.00
Total Dept 966 - TRANSFERS OUT		216,500.00	216,500.00	0.00	0.00	216,500.00	0.00
TOTAL EXPENDITURES		17,226,235.00	17,588,801.25	8,262,119.91	620,365.24	9,326,681.34	46.97
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		15,760,511.00	15,760,511.00	12,715,684.91	249,017.67	3,044,826.09	80.68
TOTAL EXPENDITURES		17,226,235.00	17,588,801.25	8,262,119.91	620,365.24	9,326,681.34	46.97
NET OF REVENUES & EXPENDITURES		(1,465,724.00)	(1,828,290.25)	4,453,565.00	(371,347.57)	(6,281,855.25)	243.59
BEG. FUND BALANCE		10,915,854.25	10,915,854.25	10,915,854.25			
END FUND BALANCE		9,450,130.25	9,087,564.00	15,369,419.25			

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

		2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 202 - MAJOR STREET FUND							
Revenues							
Dept 000							
Account Type: Revenue							
202-000-543.000	STATE GRANTS	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
202-000-546.000	STATE GRANTS - HIGHWAY AND STREETS	1,039,123.00	1,039,123.00	766,364.85	0.00	272,758.15	73.75
Total Revenue:		1,047,123.00	1,047,123.00	766,364.85	0.00	280,758.15	73.19
Total Dept 000		1,047,123.00	1,047,123.00	766,364.85	0.00	280,758.15	73.19
TOTAL REVENUES		1,047,123.00	1,047,123.00	766,364.85	0.00	280,758.15	73.19
Expenditures							
Dept 441 - DEPARTMENT OF PUBLIC WORKS							
Account Type: Expenditure							
202-441-704.000	WAGES - FULL TIME EMPLOYEES	45,553.00	45,553.00	33,887.43	5,151.70	11,665.57	74.39
202-441-710.000	VACATION	4,677.00	4,677.00	1,304.20	0.00	3,372.80	27.89
202-441-711.000	HOLIDAY	2,644.00	2,644.00	2,404.21	0.00	239.79	90.93
202-441-712.000	OVERTIME	10,000.00	10,000.00	5,623.02	1,322.73	4,376.98	56.23
202-441-713.000	FICA	3,353.00	3,353.00	2,586.57	388.06	766.43	77.14
202-441-714.000	MEDICARE	784.00	784.00	604.88	90.75	179.12	77.15
202-441-716.000	WORKERS COMPENSATION INSURANCE EXPENSE	243.00	243.00	0.00	0.00	243.00	0.00
202-441-721.000	CLOTHING ALLOWANCE	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
202-441-724.100	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	7,739.00	7,739.00	1,928.21	1,349.39	5,810.79	24.92
202-441-724.200	RETIREE HEALTH SAVINGS PLAN (ICMA)	1,250.00	1,250.00	687.06	99.96	562.94	54.96
202-441-725.200	DEFINED BENEFIT PENSION PLAN (MERS)	0.00	0.00	1,425.02	187.70	(1,425.02)	100.00
202-441-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	100,142.00	105,492.00	0.00	0.00	105,492.00	0.00
202-441-801.200	ENGINEERING SERVICES	505,000.00	508,100.00	39,177.55	0.00	468,922.45	7.71
202-441-930.000	REPAIRS AND MAINTENANCE	84,935.00	84,935.00	2,257.49	1,548.20	82,677.51	2.66
202-441-930.200	REPAIRS - STREETS MAINTENANCE	398,787.00	398,787.00	192,567.43	0.00	206,219.57	48.29
202-441-930.300	REPAIRS - TRAFFIC SERVICES MAINTENANCE	25,000.00	25,000.00	18,126.06	0.00	6,873.94	72.50
202-441-930.400	REPAIRS - WINTER STREET MAINTENANCE	11,000.00	11,000.00	10,873.26	0.00	126.74	98.85
202-441-995.000	INTERFUND TRANSFER OUT	259,780.00	259,780.00	0.00	0.00	259,780.00	0.00
Total Expenditure:		1,462,087.00	1,470,537.00	313,452.39	10,138.49	1,157,084.61	21.32
Total Dept 441 - DEPARTMENT OF PUBLIC WORKS		1,462,087.00	1,470,537.00	313,452.39	10,138.49	1,157,084.61	21.32
TOTAL EXPENDITURES		1,462,087.00	1,470,537.00	313,452.39	10,138.49	1,157,084.61	21.32
Fund 202 - MAJOR STREET FUND:							
TOTAL REVENUES		1,047,123.00	1,047,123.00	766,364.85	0.00	280,758.15	73.19
TOTAL EXPENDITURES		1,462,087.00	1,470,537.00	313,452.39	10,138.49	1,157,084.61	21.32
NET OF REVENUES & EXPENDITURES		(414,964.00)	(423,414.00)	452,912.46	(10,138.49)	(876,326.46)	106.97
BEG. FUND BALANCE		2,093,106.05	2,093,106.05	2,093,106.05			
END FUND BALANCE		1,678,142.05	1,669,692.05	2,546,018.51			

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 203 - LOCAL STREET FUND							
Revenues							
Dept 000							
Account Type: Revenue							
203-000-543.000	STATE GRANTS	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
203-000-546.000	STATE GRANTS - HIGHWAY AND STREETS	445,338.00	445,338.00	329,742.30	0.00	115,595.70	74.04
203-000-699.000	INTERFUND TRANSFERS IN	259,780.00	259,780.00	0.00	0.00	259,780.00	0.00
Total Revenue:		740,118.00	740,118.00	329,742.30	0.00	410,375.70	44.55
Total Dept 000		740,118.00	740,118.00	329,742.30	0.00	410,375.70	44.55
TOTAL REVENUES		740,118.00	740,118.00	329,742.30	0.00	410,375.70	44.55
Expenditures							
Dept 441 - DEPARTMENT OF PUBLIC WORKS							
Account Type: Expenditure							
203-441-704.000	WAGES - FULL TIME EMPLOYEES	47,624.00	47,624.00	20,744.56	1,630.43	26,879.44	43.56
203-441-710.000	VACATION	6,835.00	6,835.00	5,847.84	0.00	987.16	85.56
203-441-711.000	HOLIDAY	2,866.00	2,866.00	2,469.69	0.00	396.31	86.17
203-441-712.000	OVERTIME	11,000.00	11,000.00	5,961.80	823.87	5,038.20	54.20
203-441-713.000	FICA	3,771.00	3,771.00	2,390.36	151.59	1,380.64	63.39
203-441-714.000	MEDICARE	882.00	882.00	559.00	35.44	323.00	63.38
203-441-716.000	WORKERS COMPENSATION INSURANCE EXPENSE	274.00	274.00	0.00	0.00	274.00	0.00
203-441-718.000	LONGEVITY PAY	2,300.00	2,400.00	2,400.00	0.00	0.00	100.00
203-441-721.000	CLOTHING ALLOWANCE	1,200.00	1,200.00	1,200.00	0.00	0.00	100.00
203-441-724.100	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	23,453.00	23,453.00	8,833.82	265.67	14,619.18	37.67
203-441-724.200	RETIREE HEALTH SAVINGS PLAN (ICMA)	1,250.00	1,250.00	45.77	8.04	1,204.23	3.66
203-441-725.200	DEFINED BENEFIT PENSION PLAN (MERS)	2,300.00	2,300.00	124.38	24.79	2,175.62	5.41
203-441-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	17,246.00	17,246.00	0.00	0.00	17,246.00	0.00
203-441-801.200	ENGINEERING SERVICES	22,000.00	38,150.20	7,985.46	0.00	30,164.74	20.93
203-441-930.000	REPAIRS AND MAINTENANCE	46,780.00	46,780.00	4,268.49	434.40	42,511.51	9.12
203-441-930.200	REPAIRS - STREETS MAINTENANCE	161,800.00	161,800.00	615.00	0.00	161,185.00	0.38
203-441-930.300	REPAIRS - TRAFFIC SERVICES MAINTENANCE	5,150.00	5,150.00	0.00	0.00	5,150.00	0.00
203-441-930.400	REPAIRS - WINTER STREET MAINTENANCE	44,000.00	44,000.00	23,898.58	0.00	20,101.42	54.31
Total Expenditure:		400,731.00	416,981.20	87,344.75	3,374.23	329,636.45	20.95
Total Dept 441 - DEPARTMENT OF PUBLIC WORKS		400,731.00	416,981.20	87,344.75	3,374.23	329,636.45	20.95
TOTAL EXPENDITURES		400,731.00	416,981.20	87,344.75	3,374.23	329,636.45	20.95
Fund 203 - LOCAL STREET FUND:							
TOTAL REVENUES		740,118.00	740,118.00	329,742.30	0.00	410,375.70	44.55
TOTAL EXPENDITURES		400,731.00	416,981.20	87,344.75	3,374.23	329,636.45	20.95
NET OF REVENUES & EXPENDITURES		339,387.00	323,136.80	242,397.55	(3,374.23)	80,739.25	75.01
BEG. FUND BALANCE		800,260.88	800,260.88	800,260.88			
END FUND BALANCE		1,139,647.88	1,123,397.68	1,042,658.43			

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 210 - AMBULANCE FUND							
Revenues							
Dept 000							
Account Type: Revenue							
210-000-402.000	TAXES - CURRENT REAL PROPERTY TAXES	457,468.00	457,468.00	432,515.16	0.00	24,952.84	94.55
210-000-410.000	TAXES - CURRENT PERSONAL PROPERTY TAXES	29,581.00	29,581.00	28,152.83	0.00	1,428.17	95.17
210-000-412.000	TAXES - DELINQUENT PERSONAL PROPERTY	1,000.00	1,000.00	739.95	25.41	260.05	74.00
210-000-432.000	TAXES - PAYMENT IN LIEU OF TAXES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
210-000-437.000	TAXES - INDUSTRIAL FACILITY TAX	6,500.00	6,500.00	3,345.20	0.00	3,154.80	51.46
210-000-445.000	TAXES - PENALTIES AND INTEREST ON TAXES	400.00	400.00	232.80	0.00	167.20	58.20
210-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	43,500.00	43,500.00	48,006.34	0.00	(4,506.34)	110.36
210-000-638.000	AMBULANCE TRANSPORT FEES	335,000.00	335,000.00	125,133.29	4,129.49	209,866.71	37.35
Total Revenue:		874,449.00	874,449.00	638,125.57	4,154.90	236,323.43	72.97
Total Dept 000		874,449.00	874,449.00	638,125.57	4,154.90	236,323.43	72.97
TOTAL REVENUES		874,449.00	874,449.00	638,125.57	4,154.90	236,323.43	72.97
Expenditures							
Dept 301 - PUBLIC SAFETY							
Account Type: Expenditure							
210-301-704.000	WAGES - FULL TIME EMPLOYEES	266,860.00	266,860.00	157,434.64	13,402.10	109,425.36	59.00
210-301-705.000	WAGES - PART TIME EMPLOYEES	0.00	0.00	1,262.25	216.00	(1,262.25)	100.00
210-301-710.000	VACATION	16,052.00	24,978.00	24,977.66	0.00	0.34	100.00
210-301-711.000	HOLIDAY	9,979.00	9,979.00	5,215.66	0.00	4,763.34	52.27
210-301-712.000	OVERTIME	20,000.00	20,000.00	11,408.14	57.74	8,591.86	57.04
210-301-713.000	FICA	19,401.00	19,401.00	12,232.52	838.39	7,168.48	63.05
210-301-714.000	MEDICARE	4,537.00	4,537.00	2,860.81	196.08	1,676.19	63.06
210-301-716.000	WORKERS COMPENSATION INSURANCE EXPENSE	1,408.00	1,408.00	0.00	0.00	1,408.00	0.00
210-301-718.000	LONGEVITY PAY	1,680.00	1,785.00	1,785.00	0.00	0.00	100.00
210-301-719.000	FOOD ALLOWANCE	5,000.00	5,000.00	4,500.00	0.00	500.00	90.00
210-301-720.000	EDUCATION ALLOWANCE	4,000.00	4,000.00	653.82	76.92	3,346.18	16.35
210-301-721.000	CLOTHING ALLOWANCE	6,750.00	6,750.00	(1,800.00)	0.00	8,550.00	(26.67)
210-301-724.100	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	38,930.00	38,930.00	25,189.10	3,030.86	13,740.90	64.70
210-301-724.200	RETIREE HEALTH SAVINGS PLAN (ICMA)	5,100.00	5,100.00	2,893.81	288.48	2,206.19	56.74
210-301-725.200	DEFINED BENEFIT PENSION PLAN (MERS)	15,000.00	15,000.00	5,276.44	512.98	9,723.56	35.18
210-301-742.000	OPERATING SUPPLIES	32,000.00	32,314.17	22,134.13	282.84	10,180.04	68.50
210-301-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	146,477.00	146,477.00	13,789.79	0.00	132,687.21	9.41
210-301-850.000	COMMUNICATIONS (PHONE AND CELL)	2,000.00	2,000.00	830.28	0.00	1,169.72	41.51
210-301-930.000	REPAIRS AND MAINTENANCE	70,000.00	70,000.00	0.00	0.00	70,000.00	0.00
210-301-957.000	PROFESSIONAL DEVELOPMENT	10,000.00	10,000.00	2,520.00	1,020.00	7,480.00	25.20
Total Expenditure:		675,174.00	684,519.17	293,164.05	19,922.39	391,355.12	42.83
Total Dept 301 - PUBLIC SAFETY		675,174.00	684,519.17	293,164.05	19,922.39	391,355.12	42.83
TOTAL EXPENDITURES		675,174.00	684,519.17	293,164.05	19,922.39	391,355.12	42.83
Fund 210 - AMBULANCE FUND:							
TOTAL REVENUES		874,449.00	874,449.00	638,125.57	4,154.90	236,323.43	72.97
TOTAL EXPENDITURES		675,174.00	684,519.17	293,164.05	19,922.39	391,355.12	42.83

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

		2022-23		YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	ORIGINAL	2022-23	02/28/2023	MONTH 02/28/23	BALANCE	% BDGT
		BUDGET	AMENDED BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED
Fund 210 - AMBULANCE FUND							
NET OF REVENUES & EXPENDITURES		199,275.00	189,929.83	344,961.52	(15,767.49)	(155,031.69)	181.63
BEG. FUND BALANCE		1,631,644.62	1,631,644.62	1,631,644.62			
END FUND BALANCE		1,830,919.62	1,821,574.45	1,976,606.14			

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

		2022-23		YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	ORIGINAL	2022-23	02/28/2023	MONTH 02/28/23	BALANCE	% BDGT
		BUDGET	AMENDED BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED
Fund 211 - DISTRICT COURT OPERATIONS FUND							
Revenues							
Dept 000							
Account Type: Revenue							
211-000-665.000	INTEREST INCOME	0.00	0.00	398.58	0.00	(398.58)	100.00
Total Revenue:		0.00	0.00	398.58	0.00	(398.58)	100.00
Total Dept 000		0.00	0.00	398.58	0.00	(398.58)	100.00
TOTAL REVENUES		0.00	0.00	398.58	0.00	(398.58)	100.00
Fund 211 - DISTRICT COURT OPERATIONS FUND:							
TOTAL REVENUES		0.00	0.00	398.58	0.00	(398.58)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	398.58	0.00	(398.58)	100.00
BEG. FUND BALANCE		1,078,866.52	1,078,866.52	1,078,866.52			
END FUND BALANCE		1,078,866.52	1,078,866.52	1,079,265.10			

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

		2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 226 - RUBBISH COLLECTION FUND							
Revenues							
Dept 000							
Account Type: Revenue							
226-000-402.000	TAXES - CURRENT REAL PROPERTY TAXES	679,947.00	679,947.00	642,887.28	0.00	37,059.72	94.55
226-000-410.000	TAXES - CURRENT PERSONAL PROPERTY TAXES	43,968.00	43,968.00	41,846.70	0.00	2,121.30	95.18
226-000-412.000	TAXES - DELINQUENT PERSONAL PROPERTY	500.00	500.00	1,070.25	32.02	(570.25)	214.05
226-000-432.000	TAXES - PAYMENT IN LIEU OF TAXES	1,300.00	1,300.00	0.00	0.00	1,300.00	0.00
226-000-437.000	TAXES - INDUSTRIAL FACILITY TAX	5,500.00	5,500.00	4,972.70	0.00	527.30	90.41
226-000-445.000	TAXES - PENALTIES AND INTEREST ON TAXES	600.00	600.00	346.05	0.00	253.95	57.68
226-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	100,000.00	100,000.00	64,929.39	0.00	35,070.61	64.93
226-000-607.000	FEES	108,000.00	108,000.00	72,086.91	9,013.16	35,913.09	66.75
226-000-665.000	INTEREST INCOME	0.00	0.00	63.45	0.00	(63.45)	100.00
Total Revenue:		939,815.00	939,815.00	828,202.73	9,045.18	111,612.27	88.12
Total Dept 000		939,815.00	939,815.00	828,202.73	9,045.18	111,612.27	88.12
TOTAL REVENUES		939,815.00	939,815.00	828,202.73	9,045.18	111,612.27	88.12
Expenditures							
Dept 528 - RUBBISH COLLECTION/DISPOSAL							
Account Type: Expenditure							
226-528-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	78,197.00	78,197.00	0.00	0.00	78,197.00	0.00
226-528-801.400	WASTE AND RUBBISH DISPOSAL	650,000.00	650,000.00	448,143.15	0.00	201,856.85	68.95
226-528-801.500	RECYCLING	100,000.00	100,000.00	67,011.24	0.00	32,988.76	67.01
226-528-801.600	COMPOSTING	100,000.00	100,000.00	74,160.27	0.00	25,839.73	74.16
226-528-969.000	BAD DEBT EXPENSE	100.00	100.00	1.67	0.00	98.33	1.67
Total Expenditure:		928,297.00	928,297.00	589,316.33	0.00	338,980.67	63.48
Total Dept 528 - RUBBISH COLLECTION/DISPOSAL		928,297.00	928,297.00	589,316.33	0.00	338,980.67	63.48
TOTAL EXPENDITURES		928,297.00	928,297.00	589,316.33	0.00	338,980.67	63.48
Fund 226 - RUBBISH COLLECTION FUND:							
TOTAL REVENUES		939,815.00	939,815.00	828,202.73	9,045.18	111,612.27	88.12
TOTAL EXPENDITURES		928,297.00	928,297.00	589,316.33	0.00	338,980.67	63.48
NET OF REVENUES & EXPENDITURES		11,518.00	11,518.00	238,886.40	9,045.18	(227,368.40)	2,074.03
BEG. FUND BALANCE		532,300.47	532,300.47	532,300.47			
END FUND BALANCE		543,818.47	543,818.47	771,186.87			

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

		2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 265 - DRUG FORFEITURE FUND							
Revenues							
Dept 000							
Account Type: Revenue							
265-000-657.000	ORDINANCE FINES AND COSTS	5,000.00	5,000.00	1,085.00	0.00	3,915.00	21.70
265-000-665.000	INTEREST INCOME	0.00	0.00	441.89	0.00	(441.89)	100.00
Total Revenue:		5,000.00	5,000.00	1,526.89	0.00	3,473.11	30.54
Total Dept 000		5,000.00	5,000.00	1,526.89	0.00	3,473.11	30.54
TOTAL REVENUES		5,000.00	5,000.00	1,526.89	0.00	3,473.11	30.54
Expenditures							
Dept 311 - DRUG FORFEITURE							
Account Type: Expenditure							
265-311-742.000	OPERATING SUPPLIES	46,000.00	132,659.25	51,273.00	0.00	81,386.25	38.65
265-311-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
265-311-995.000	OPERATING TRANS OUT	110,000.00	110,000.00	0.00	0.00	110,000.00	0.00
Total Expenditure:		176,000.00	262,659.25	51,273.00	0.00	211,386.25	19.52
Total Dept 311 - DRUG FORFEITURE		176,000.00	262,659.25	51,273.00	0.00	211,386.25	19.52
TOTAL EXPENDITURES		176,000.00	262,659.25	51,273.00	0.00	211,386.25	19.52
Fund 265 - DRUG FORFEITURE FUND:							
TOTAL REVENUES		5,000.00	5,000.00	1,526.89	0.00	3,473.11	30.54
TOTAL EXPENDITURES		176,000.00	262,659.25	51,273.00	0.00	211,386.25	19.52
NET OF REVENUES & EXPENDITURES		(171,000.00)	(257,659.25)	(49,746.11)	0.00	(207,913.14)	19.31
BEG. FUND BALANCE		587,610.04	587,610.04	587,610.04			
END FUND BALANCE		416,610.04	329,950.79	537,863.93			

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	02/28/2023 NORM (ABNORM)	MONTH 02/28/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 266 - GAMBLING FORFEITURE FUND							
Revenues							
Dept 000							
Account Type: Revenue							
266-000-665.000	INTEREST INCOME	0.00	0.00	12,393.62	0.00	(12,393.62)	100.00
Total Revenue:		0.00	0.00	12,393.62	0.00	(12,393.62)	100.00
Total Dept 000		0.00	0.00	12,393.62	0.00	(12,393.62)	100.00
TOTAL REVENUES		0.00	0.00	12,393.62	0.00	(12,393.62)	100.00
Expenditures							
Dept 301 - PUBLIC SAFETY							
Account Type: Expenditure							
266-301-995.000	INTERFUND TRANSFER OUT	658,595.00	658,595.00	0.00	0.00	658,595.00	0.00
Total Expenditure:		658,595.00	658,595.00	0.00	0.00	658,595.00	0.00
Total Dept 301 - PUBLIC SAFETY		658,595.00	658,595.00	0.00	0.00	658,595.00	0.00
TOTAL EXPENDITURES		658,595.00	658,595.00	0.00	0.00	658,595.00	0.00
Fund 266 - GAMBLING FORFEITURE FUND:							
TOTAL REVENUES		0.00	0.00	12,393.62	0.00	(12,393.62)	100.00
TOTAL EXPENDITURES		658,595.00	658,595.00	0.00	0.00	658,595.00	0.00
NET OF REVENUES & EXPENDITURES		(658,595.00)	(658,595.00)	12,393.62	0.00	(670,988.62)	1.88
BEG. FUND BALANCE		972,787.80	972,787.80	972,787.80			
END FUND BALANCE		314,192.80	314,192.80	985,181.42			

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

		2022-23		YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	ORIGINAL	2022-23	02/28/2023	MONTH 02/28/23	BALANCE	% BDGT
		BUDGET	AMENDED BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED
Fund 301 - GENERAL DEBT SERVICE FUND							
Revenues							
Dept 000							
Account Type: Revenue							
301-000-412.000	TAXES - DELINQUENT PERSONAL PROPERTY	0.00	0.00	92.25	15.84	(92.25)	100.00
Total Revenue:		0.00	0.00	92.25	15.84	(92.25)	100.00
Total Dept 000		0.00	0.00	92.25	15.84	(92.25)	100.00
TOTAL REVENUES		0.00	0.00	92.25	15.84	(92.25)	100.00
Fund 301 - GENERAL DEBT SERVICE FUND:							
TOTAL REVENUES		0.00	0.00	92.25	15.84	(92.25)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	92.25	15.84	(92.25)	100.00
BEG. FUND BALANCE		358.30	358.30	358.30			
END FUND BALANCE		358.30	358.30	450.55			

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

		2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 401 - CAPITAL PROJECTS FUND							
Revenues							
Dept 000							
Account Type: Revenue							
401-000-699.000	INTERFUND TRANSFERS IN	985,095.00	985,095.00	0.00	0.00	985,095.00	0.00
Total Revenue:		985,095.00	985,095.00	0.00	0.00	985,095.00	0.00
Total Dept 000		985,095.00	985,095.00	0.00	0.00	985,095.00	0.00
TOTAL REVENUES		985,095.00	985,095.00	0.00	0.00	985,095.00	0.00
Expenditures							
Dept 228 - INFORMATION TECHNOLOGY							
Account Type: Expenditure							
401-228-972.000	CAPITAL OUTLAY	0.00	7,680.00	0.00	0.00	7,680.00	0.00
Total Expenditure:		0.00	7,680.00	0.00	0.00	7,680.00	0.00
Total Dept 228 - INFORMATION TECHNOLOGY		0.00	7,680.00	0.00	0.00	7,680.00	0.00
Dept 265 - BUILDINGS AND GROUNDS							
Account Type: Expenditure							
401-265-972.000	CAPITAL OUTLAY	770,000.00	770,000.00	11,462.16	0.00	758,537.84	1.49
Total Expenditure:		770,000.00	770,000.00	11,462.16	0.00	758,537.84	1.49
Total Dept 265 - BUILDINGS AND GROUNDS		770,000.00	770,000.00	11,462.16	0.00	758,537.84	1.49
Dept 301 - PUBLIC SAFETY							
Account Type: Expenditure							
401-301-972.000	CAPITAL OUTLAY	768,595.00	772,895.00	704,644.05	2,118.60	68,250.95	91.17
Total Expenditure:		768,595.00	772,895.00	704,644.05	2,118.60	68,250.95	91.17
Total Dept 301 - PUBLIC SAFETY		768,595.00	772,895.00	704,644.05	2,118.60	68,250.95	91.17
Dept 441 - DEPARTMENT OF PUBLIC WORKS							
Account Type: Expenditure							
401-441-972.000	CAPITAL OUTLAY	1,625,000.00	1,625,000.00	1,012.00	1,012.00	1,623,988.00	0.06
Total Expenditure:		1,625,000.00	1,625,000.00	1,012.00	1,012.00	1,623,988.00	0.06
Total Dept 441 - DEPARTMENT OF PUBLIC WORKS		1,625,000.00	1,625,000.00	1,012.00	1,012.00	1,623,988.00	0.06
Dept 672 - SENIOR ACTIVITY CENTER							
Account Type: Expenditure							
401-672-972.000	CAPITAL OUTLAY	46,000.00	46,000.00	29,350.00	0.00	16,650.00	63.80
Total Expenditure:		46,000.00	46,000.00	29,350.00	0.00	16,650.00	63.80
Total Dept 672 - SENIOR ACTIVITY CENTER		46,000.00	46,000.00	29,350.00	0.00	16,650.00	63.80

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

		2022-23		YTD BALANCE	ACTIVITY FOR	AVAILABLE		
GL NUMBER	DESCRIPTION	ORIGINAL	2022-23	02/28/2023	MONTH 02/28/23	BALANCE		% BDGT
		BUDGET	AMENDED BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)		USED
Fund 401 - CAPITAL PROJECTS FUND								
Expenditures								
Dept 751 - RECREATION								
Account Type: Expenditure								
401-751-972.000	CAPITAL OUTLAY	0.00	27,500.00	0.00	0.00	27,500.00		0.00
Total Expenditure:		0.00	27,500.00	0.00	0.00	27,500.00		0.00
Total Dept 751 - RECREATION		0.00	27,500.00	0.00	0.00	27,500.00		0.00
Dept 770 - PARK MAINTENANCE								
Account Type: Expenditure								
401-770-972.000	CAPITAL OUTLAY	125,500.00	208,100.00	127,543.00	0.00	80,557.00		61.29
Total Expenditure:		125,500.00	208,100.00	127,543.00	0.00	80,557.00		61.29
Total Dept 770 - PARK MAINTENANCE		125,500.00	208,100.00	127,543.00	0.00	80,557.00		61.29
TOTAL EXPENDITURES		3,335,095.00	3,457,175.00	874,011.21	3,130.60	2,583,163.79		25.28
Fund 401 - CAPITAL PROJECTS FUND:								
TOTAL REVENUES		985,095.00	985,095.00	0.00	0.00	985,095.00		0.00
TOTAL EXPENDITURES		3,335,095.00	3,457,175.00	874,011.21	3,130.60	2,583,163.79		25.28
NET OF REVENUES & EXPENDITURES		(2,350,000.00)	(2,472,080.00)	(874,011.21)	(3,130.60)	(1,598,068.79)		35.36
BEG. FUND BALANCE		2,363,162.13	2,363,162.13	2,363,162.13				
END FUND BALANCE		13,162.13	(108,917.87)	1,489,150.92				

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

		2022-23		YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	ORIGINAL	2022-23	02/28/2023	MONTH 02/28/23	BALANCE	% BDGT
		BUDGET	AMENDED BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED
Fund 592 - WATER AND SEWER FUND							
Revenues							
Dept 000							
Account Type: Revenue							
592-000-445.000	TAXES - PENALTIES AND INTEREST ON TAXES	10,000.00	10,000.00	16,656.12	0.00	(6,656.12)	166.56
592-000-607.000	FEES	12,500.00	12,500.00	0.00	0.00	12,500.00	0.00
592-000-642.100	SALES - WATER COMMODITY	2,810,563.00	2,810,563.00	1,899,384.45	198,255.44	911,178.55	67.58
592-000-642.200	SALES - WATER RTS	1,179,769.00	1,179,769.00	785,145.76	97,773.80	394,623.24	66.55
592-000-642.300	SALES - SEWER COMMODITY	4,832,593.00	4,832,593.00	2,984,367.28	368,700.68	1,848,225.72	61.75
592-000-642.400	SALES - SEWER RTS	751,000.00	751,000.00	510,888.12	63,785.25	240,111.88	68.03
592-000-642.500	SALES - METER REPLACEMENT FEE	63,600.00	63,600.00	43,103.98	5,380.00	20,496.02	67.77
592-000-642.600	SALES - WATER TAP FEES	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
592-000-642.700	SALES - SEWER TAP FEES	3,600.00	3,600.00	0.00	0.00	3,600.00	0.00
592-000-642.900	SALES - WATER METER FEES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
592-000-657.000	ORDINANCE FINES AND COSTS	75,000.00	75,000.00	48,861.90	(6.60)	26,138.10	65.15
592-000-665.000	INTEREST INCOME	0.00	0.00	3,583.35	0.00	(3,583.35)	100.00
592-000-675.000	OTHER REVENUE	0.00	0.00	(615.88)	(15.92)	615.88	100.00
Total Revenue:		9,749,625.00	9,749,625.00	6,291,375.08	733,872.65	3,458,249.92	64.53
Total Dept 000		9,749,625.00	9,749,625.00	6,291,375.08	733,872.65	3,458,249.92	64.53
TOTAL REVENUES		9,749,625.00	9,749,625.00	6,291,375.08	733,872.65	3,458,249.92	64.53
Expenditures							
Dept 536 - WATER							
Account Type: Expenditure							
592-536-703.000	SALARIES	0.00	0.00	219.20	0.00	(219.20)	100.00
592-536-704.000	WAGES - FULL TIME EMPLOYEES	61,350.00	90,715.00	114,923.39	12,360.31	(24,208.39)	126.69
592-536-705.000	WAGES - PART TIME EMPLOYEES	9,600.00	9,600.00	0.00	0.00	9,600.00	0.00
592-536-710.000	VACATION	8,327.00	8,327.00	6,673.37	236.58	1,653.63	80.14
592-536-711.000	HOLIDAY	4,194.00	5,390.00	8,808.39	0.00	(3,418.39)	163.42
592-536-712.000	OVERTIME	50,000.00	50,000.00	33,614.78	4,137.94	16,385.22	67.23
592-536-713.000	FICA	5,609.00	8,175.00	10,289.32	1,023.33	(2,114.32)	125.86
592-536-714.000	MEDICARE	1,312.00	1,912.00	2,406.42	239.32	(494.42)	125.86
592-536-716.000	WORKERS COMPENSATION INSURANCE EXPENSE	407.00	407.00	0.00	0.00	407.00	0.00
592-536-718.000	LONGEVITY PAY	0.00	1,500.00	1,500.00	0.00	0.00	100.00
592-536-721.000	CLOTHING ALLOWANCE	1,800.00	2,400.00	2,400.00	0.00	0.00	100.00
592-536-724.100	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	19,466.00	22,051.00	29,135.61	3,244.24	(7,084.61)	132.13
592-536-724.200	RETIREE HEALTH SAVINGS PLAN (ICMA)	1,875.00	1,875.00	955.22	121.68	919.78	50.95
592-536-725.200	DEFINED BENEFIT PENSION PLAN (MERS)	0.00	0.00	3,362.94	397.84	(3,362.94)	100.00
592-536-742.000	OPERATING SUPPLIES	120,000.00	120,021.94	31,413.19	2,193.12	88,608.75	26.17
592-536-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	254,991.00	266,991.00	186,091.35	184.00	80,899.65	69.70
592-536-801.200	ENGINEERING SERVICES	70,000.00	70,000.00	30,736.30	288.03	39,263.70	43.91
592-536-802.000	EASEMENTS	6,854.00	6,854.00	6,657.93	0.00	196.07	97.14
592-536-850.000	COMMUNICATIONS (PHONE AND CELL)	1,000.00	1,000.00	1,351.56	0.00	(351.56)	135.16
592-536-851.000	MAIL OR POSTAGE	15,000.00	15,010.00	8,306.86	0.00	6,703.14	55.34
592-536-922.000	WATER	855.00	855.00	113.12	0.00	741.88	13.23
592-536-922.500	WATER (GREAT LAKES WATER AUTHORITY)	1,342,848.00	1,342,848.00	660,206.43	0.00	682,641.57	49.16
592-536-930.000	REPAIRS AND MAINTENANCE	91,103.00	91,103.00	6,448.73	(100.00)	84,654.27	7.08
592-536-956.000	MEMBERSHIPS	785.00	785.00	254.69	0.00	530.31	32.44
592-536-957.000	PROFESSIONAL DEVELOPMENT	8,500.00	8,500.00	95.00	0.00	8,405.00	1.12
592-536-969.000	BAD DEBT EXPENSE	1,000.00	1,000.00	19.95	0.00	980.05	2.00
592-536-972.000	CAPITAL OUTLAY	2,500,000.00	2,500,000.00	79,319.14	4,319.14	2,420,680.86	3.17

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

		2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 592 - WATER AND SEWER FUND							
Expenditures							
592-536-991.000	PRINCIPAL	185,000.00	185,000.00	185,000.00	0.00	0.00	100.00
592-536-993.000	INTEREST EXPENSE	63,734.00	63,734.00	32,791.49	0.00	30,942.51	51.45
Total Expenditure:		4,825,610.00	4,876,053.94	1,443,094.38	28,645.53	3,432,959.56	29.60
Total Dept 536 - WATER		4,825,610.00	4,876,053.94	1,443,094.38	28,645.53	3,432,959.56	29.60
Dept 537 - SEWER							
Account Type: Expenditure							
592-537-704.000	WAGES - FULL TIME EMPLOYEES	61,350.00	61,350.00	22,879.97	2,690.35	38,470.03	37.29
592-537-710.000	VACATION	8,327.00	8,327.00	0.00	0.00	8,327.00	0.00
592-537-711.000	HOLIDAY	4,194.00	4,194.00	0.00	0.00	4,194.00	0.00
592-537-712.000	OVERTIME	7,000.00	7,000.00	598.50	91.60	6,401.50	8.55
592-537-713.000	FICA	5,609.00	5,609.00	1,434.03	170.09	4,174.97	25.57
592-537-714.000	MEDICARE	1,312.00	1,312.00	335.31	39.78	976.69	25.56
592-537-716.000	WORKERS COMPENSATION INSURANCE EXPENSE	407.00	407.00	0.00	0.00	407.00	0.00
592-537-721.000	CLOTHING ALLOWANCE	1,800.00	1,800.00	0.00	0.00	1,800.00	0.00
592-537-724.100	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	19,466.00	19,466.00	2,288.68	110.12	17,177.32	11.76
592-537-724.200	RETIREE HEALTH SAVINGS PLAN (ICMA)	1,875.00	1,875.00	203.27	25.46	1,671.73	10.84
592-537-725.200	DEFINED BENEFIT PENSION PLAN (MERS)	0.00	0.00	575.08	69.72	(575.08)	100.00
592-537-742.000	OPERATING SUPPLIES	12,500.00	13,311.19	4,849.55	0.00	8,461.64	36.43
592-537-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	224,831.00	274,247.70	10,381.61	180.00	263,866.09	3.79
592-537-801.200	ENGINEERING SERVICES (SAW GRANT)	50,000.00	50,000.00	24,009.07	569.15	25,990.93	48.02
592-537-850.000	COMMUNICATIONS (PHONE AND CELL)	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
592-537-851.000	MAIL OR POSTAGE	13,000.00	13,000.00	8,306.87	0.00	4,693.13	63.90
592-537-920.000	ELECTRIC	10,000.00	10,000.00	6,000.70	1,339.44	3,999.30	60.01
592-537-923.000	SEWAGE (FIXED)	2,961,463.00	2,961,463.00	1,711,733.42	0.00	1,249,729.58	57.80
592-537-930.000	REPAIRS AND MAINTENANCE	206,640.00	206,640.00	609.00	0.00	206,031.00	0.29
592-537-969.000	BAD DEBT EXPENSE	500.00	500.00	20.58	0.00	479.42	4.12
592-537-972.000	CAPITAL OUTLAY	500,000.00	500,000.00	0.00	0.00	500,000.00	0.00
592-537-991.000	PRINCIPAL	500,000.00	500,000.00	566,052.24	61,052.24	(66,052.24)	113.21
592-537-993.000	INTEREST EXPENSE	400,000.00	400,000.00	412,188.07	153,713.48	(12,188.07)	103.05
592-537-994.000	INTEREST 1989	150.00	150.00	159.38	82.38	(9.38)	106.25
Total Expenditure:		4,991,424.00	5,041,651.89	2,772,625.33	220,133.81	2,269,026.56	54.99
Total Dept 537 - SEWER		4,991,424.00	5,041,651.89	2,772,625.33	220,133.81	2,269,026.56	54.99
TOTAL EXPENDITURES		9,817,034.00	9,917,705.83	4,215,719.71	248,779.34	5,701,986.12	42.51
Fund 592 - WATER AND SEWER FUND:							
TOTAL REVENUES		9,749,625.00	9,749,625.00	6,291,375.08	733,872.65	3,458,249.92	64.53
TOTAL EXPENDITURES		9,817,034.00	9,917,705.83	4,215,719.71	248,779.34	5,701,986.12	42.51
NET OF REVENUES & EXPENDITURES		(67,409.00)	(168,080.83)	2,075,655.37	485,093.31	(2,243,736.20)	1,234.91
BEG. FUND BALANCE		12,992,293.86	12,992,293.86	12,992,293.86			
END FUND BALANCE		12,924,884.86	12,824,213.03	15,067,949.23			

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

		2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 661 - MOTOR POOL FUND							
Revenues							
Dept 000							
Account Type: Revenue							
661-000-643.000	EQUIPMENT RENTAL	775,266.00	775,266.00	0.00	0.00	775,266.00	0.00
661-000-665.000	INTEREST INCOME	0.00	0.00	282.03	0.00	(282.03)	100.00
Total Revenue:		775,266.00	775,266.00	282.03	0.00	774,983.97	0.04
Total Dept 000		775,266.00	775,266.00	282.03	0.00	774,983.97	0.04
TOTAL REVENUES		775,266.00	775,266.00	282.03	0.00	774,983.97	0.04
Expenditures							
Dept 596 - MOTOR POOL							
Account Type: Expenditure							
661-596-742.000	OPERATING SUPPLIES	1,500.00	1,500.00	1,218.54	155.31	281.46	81.24
661-596-758.000	DIESEL FUEL	30,000.00	30,000.00	26,303.99	0.00	3,696.01	87.68
661-596-759.000	GASOLINE	100,000.00	100,000.00	52,485.63	0.00	47,514.37	52.49
661-596-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	120,750.00	120,750.00	79,623.62	0.00	41,126.38	65.94
661-596-801.100	VEHICLE LIABILITY INSURANCE	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00
661-596-930.000	REPAIRS AND MAINTENANCE	180,000.00	180,000.85	88,872.46	2,342.89	91,128.39	49.37
661-596-981.000	CAPITAL OUTLAY (VEHICLES)	287,000.00	287,000.00	173,285.04	0.00	113,714.96	60.38
661-596-993.000	INTEREST EXPENSE	2,000.00	2,000.00	1,237.82	0.00	762.18	61.89
Total Expenditure:		821,250.00	821,250.85	423,027.10	2,498.20	398,223.75	51.51
Total Dept 596 - MOTOR POOL		821,250.00	821,250.85	423,027.10	2,498.20	398,223.75	51.51
TOTAL EXPENDITURES		821,250.00	821,250.85	423,027.10	2,498.20	398,223.75	51.51
Fund 661 - MOTOR POOL FUND:							
TOTAL REVENUES		775,266.00	775,266.00	282.03	0.00	774,983.97	0.04
TOTAL EXPENDITURES		821,250.00	821,250.85	423,027.10	2,498.20	398,223.75	51.51
NET OF REVENUES & EXPENDITURES		(45,984.00)	(45,984.85)	(422,745.07)	(2,498.20)	376,760.22	919.31
BEG. FUND BALANCE		1,070,005.51	1,070,005.51	1,070,005.51			
END FUND BALANCE		1,024,021.51	1,024,020.66	647,260.44			

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

		2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 677 - SELF INSURANCE FUND							
Revenues							
Dept 000							
Account Type: Revenue							
677-000-680.000	HCARE ISF CHARGES FOR SERVICES	600,000.00	600,000.00	342,171.26	44,030.85	257,828.74	57.03
Total Revenue:		600,000.00	600,000.00	342,171.26	44,030.85	257,828.74	57.03
Total Dept 000		600,000.00	600,000.00	342,171.26	44,030.85	257,828.74	57.03
TOTAL REVENUES		600,000.00	600,000.00	342,171.26	44,030.85	257,828.74	57.03
Expenditures							
Dept 999 - SELF INSURANCE							
Account Type: Expenditure							
677-999-837.000	HEALTH INSURANCE CLAIMS	865,411.00	865,411.00	395,104.48	12,856.28	470,306.52	45.66
Total Expenditure:		865,411.00	865,411.00	395,104.48	12,856.28	470,306.52	45.66
Total Dept 999 - SELF INSURANCE		865,411.00	865,411.00	395,104.48	12,856.28	470,306.52	45.66
TOTAL EXPENDITURES		865,411.00	865,411.00	395,104.48	12,856.28	470,306.52	45.66
Fund 677 - SELF INSURANCE FUND:							
TOTAL REVENUES		600,000.00	600,000.00	342,171.26	44,030.85	257,828.74	57.03
TOTAL EXPENDITURES		865,411.00	865,411.00	395,104.48	12,856.28	470,306.52	45.66
NET OF REVENUES & EXPENDITURES		(265,411.00)	(265,411.00)	(52,933.22)	31,174.57	(212,477.78)	19.94
BEG. FUND BALANCE		(104,897.85)	(104,897.85)	(104,897.85)			
END FUND BALANCE		(370,308.85)	(370,308.85)	(157,831.07)			

PERIOD ENDING 02/28/2023

% Fiscal Year Completed: 66.58

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

		2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 703 - CURRENT TAX COLLECTION FUND							
Revenues							
Dept 000							
Account Type: Revenue							
703-000-665.000	INTEREST INCOME	0.00	0.00	3,597.73	0.00	(3,597.73)	100.00
Total Revenue:		0.00	0.00	3,597.73	0.00	(3,597.73)	100.00
Total Dept 000		0.00	0.00	3,597.73	0.00	(3,597.73)	100.00
TOTAL REVENUES		0.00	0.00	3,597.73	0.00	(3,597.73)	100.00
Fund 703 - CURRENT TAX COLLECTION FUND:							
TOTAL REVENUES		0.00	0.00	3,597.73	0.00	(3,597.73)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	3,597.73	0.00	(3,597.73)	100.00
BEG. FUND BALANCE		(105.52)	(105.52)	(105.52)			
END FUND BALANCE		(105.52)	(105.52)	3,492.21			
TOTAL REVENUES - ALL FUNDS		31,477,002.00	31,477,002.00	21,929,957.80	1,040,137.09	9,547,044.20	69.67
TOTAL EXPENDITURES - ALL FUNDS		36,365,909.00	37,071,932.55	15,504,532.93	921,064.77	21,567,399.62	41.82
NET OF REVENUES & EXPENDITURES		(4,888,907.00)	(5,594,930.55)	6,425,424.87	119,072.32	(12,020,355.42)	114.84
BEG. FUND BALANCE - ALL FUNDS		34,933,247.06	34,933,247.06	34,933,247.06			
END FUND BALANCE - ALL FUNDS		30,044,340.06	29,338,316.51	41,358,671.93			



Fraser City Council Agenda Item

SUBJECT TITLE:	Car Port Pavement Replacement	DATE SUBMITTED:	2/23/23
PREPARED BY:	Michael Vigneron – AEW	NEW OR RETURNING:	New
REQUEST			
Request that City Council consider the quotes received for replacement of the pavement below the car ports at City Hall and Senior Housing for possible award of a construction contract. The area under the car ports was not included in the parking lot resurfacing work awarded last fall with construction planned for spring 2023. If awarded, this work would be performed in advance of the parking lot resurfacing work that will occur at both locations this spring.			
BUDGET IMPACT			
☒ Obtained Quotes ☐ Solicited Bids thru RFP ☐ Sole Source ☐ Not Applicable (If sole source, include an additional recommended motion to waive competitive bidding)			
Amount: \$126,290.00 (\$50,516.00 for City Hall and \$75,774.00 for Senior Housing)			
Account Number(s): 536-265-930.000 (Senior Housing) & 401-265-972.000 (City Hall)			
Requires Budget Amendment: ☐ NO ☒ YES - Amount: \$30,939.25 – 536-265-930.000			
Requires Budget Amendment: ☐ NO ☒ YES - Amount: \$50,433.50 – 401-265-972.000			
Requires Reoccurring Charges: ☒ NO ☐ YES - Amount:			
Requires Travel Expenses: ☒ NO ☐ YES - Amount:			
Offset by Grant Funding: ☒ NO ☐ YES - Amount:			
Additional Information: This request has been reviewed by the City Manager and Public Works Superintendent.			
ATTACHMENTS			
AEW Letter of Recommendation			
RECOMMENDED MOTION(s)			
Motion to award a contract for the Car Port Pavement Replacement work to L. Anthony Construction, Inc. in the amount of \$126,290.00.			

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

February 23, 2023

Elaine Leven, City Manager
City of Fraser
33000 Garfield Road
Fraser, Michigan 48026**Reference: Letter of Recommendation for Award**
Car Port Pavement Replacement

Dear Ms. Leven:

During the award of the parking lot resurfacing work at City Hall and Senior Housing, there was discussion related to the condition of the pavement under the carports, which was not part of the awarded scope. To address the condition of the car port pavement, proposals were requested from four (4) local concrete contractors to replace the existing asphalt pavement under the car ports at City Hall and Senior Housing with concrete pavement. Below is a summary of the cost proposals received:

Proposer	Total Cost	City Hall	Senior Housing
L. Anthony Construction, Inc.	\$126,290.00	\$50,516.00	\$75,774.00
Galui Construction, Inc.	\$128,390.00	\$51,356.00	\$77,034.00
Mattioli Cement Co. LLC	\$141,635.00	\$56,654.00	\$84,981.00
Great Lakes Contracting Solutions, LLC	\$145,067.50	\$58,027.00	\$87,040.50

We are familiar with the low bidder, L. Anthony Construction, and find them qualified to perform the requested services.

If it is City Council's desire to proceed with this work, we recommend awarding a contract for the **Car Port Pavement Replacement** to **L. Anthony Construction, Inc.**, 11085 Lisa Lane, Shelby Township, MI 48316 in the amount of **\$126,290.00**.

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

Sincerely,

Michael A. Vigneron, PE

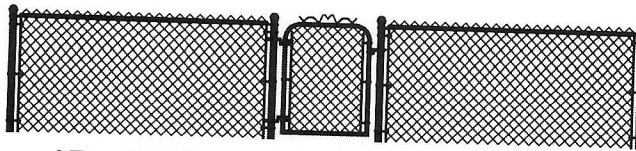
cc: Mark Ragsdale, DPW Superintendent

M:\0190\0190-0307\Gen\Letters\CarPortConcreteAwardRecommendation-mav_230223.docx



Fraser City Council Agenda Item

SUBJECT TITLE:	D.P.W. Yard Automated Gates	DATE SUBMITTED:	New
PREPARED BY:	Mark Ragsdale	NEW OR RETURNING:	New
REQUEST			
This agenda request is to approve Mr. Fence to install new automated entrance and exit security gates at the D.P.W. yard. Currently, manual gates are padlocked at night but are kept open during business hours allowing anyone to drive through the D.P.W. yard, where illegal dumping has been going on, safety issues with residents driving Infront of moving equipment, and the risk of theft to the equipment and fuel. The installation of new automated gates that requires a key fob to enter and exit the yard will eliminate and greatly reduce these issues. During the budget process \$100,000 was budgeted for this project.			
BUDGET IMPACT			
☒ Obtained Quotes ☐ Solicited Bids thru RFP ☐ Sole Source ☐ Not Applicable (If sole source, include an additional recommended motion to waive competitive bidding)			
Amount: \$31,469.00			
Account Number(s): 401-441-972.000 \$100,000 Budgeted			
Requires Budget Amendment: ☒ NO ☐ YES - Amount:			
Requires Reoccurring Charges: ☒ NO ☐ YES - Amount:			
Requires Travel Expenses: ☒ NO ☐ YES - Amount:			
Offset by Grant Funding: ☒ NO ☐ YES - Amount:			
Additional Information:			
ATTACHMENTS			
3 quotes from the following vendors: • Mr. Fence \$31,469.00 • Kimberly Fence \$31,538.75 • Colonial Fence \$58,380.00			
RECOMMENDED MOTION(S)			
The Superintendent of Public Works recommends the approval of Mr. Fence (the lowest bidder) to perform the installation of new automated gates at the D.P.W. yard at the cost of \$31,469.00			



MR. FENCE, INC.
WARREN, MICHIGAN 48091
mrfence.bz

22160 Ryan Rd
586 758-4490 OFFICE, 758-4544 FAX
fence@mrfence.bz

PROPOSAL/CONTRACT

Page 1 of 1
12/21/2022

Customer Information:

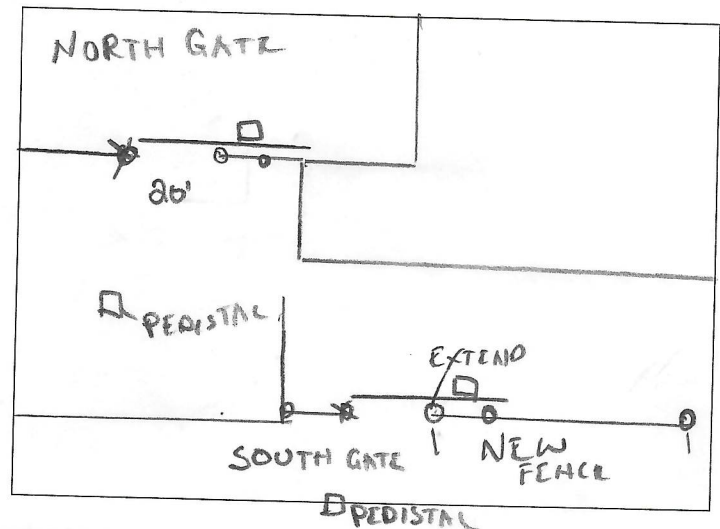
Mark Ragsdale, Superintendent
Public Works Dept.
31250 Kendall
Fraser, Michigan 48026

Job Information:

Two cantilevers with two
operators, small footage of
fence.

Notes:

- Assumes permit not required, or additional. Assumes payment in full within 30 days of invoice. Replace two (2) sets of double drive gates and approximately 44' of fence with two new cantilever gates for approximate 20' openings and approximately 44' of new 6' high galvanized (silver) commercial duty chain link fence, asphalt breaks capped with concrete, dirt hauled from site.
- Installing two Pedestal In - Auto Close - Free Exit (each gate) with Liftmaster Model CSL24 commercial high-traffic operators (built in battery back up, continuous duty motor, heavy-duty gear driven transmission, 5-year manufacturer warranty), two photo eye assemblies to reverse gate if object is detected during



TERMS & CONDITIONS

MR. FENCE, INC. agrees to guarantee above fence labor for one year. Material warranty is based on product chosen and the manufacturers warranty.

MR. FENCE, INC. shall obtain the fence permit, assuming no restrictions or variance requirements. MR. FENCE, INC. will assist the customer, upon request, in determining where the fence is to be erected, but under no circumstance does MR. FENCE, INC. assume any responsibility concerning property lines or in any way guarantee their accuracy. If property pins cannot be located it is recommended that the customer have the property surveyed.

MR. FENCE, INC. will contact MISS DIG to have underground public utilities located and marked. However, MR. FENCE, INC. assumes no responsibility for unmarked sprinkler lines, or any other unmarked buried lines or objects. The customer will assume all liability for any damage caused by directing MR. FENCE, INC. to dig in the immediate vicinity of known utilities. Additional charges for work agreed to while the installer is on site, or by asking office staff to add additional work on site, will be added to the final billing. The full amount of this contract, along with any additional charges, will become payable upon completion of installation whether or not it has been invoiced.

A finance charge of 1 1/2% per month (or a minimum of \$1.00), which is an annual percentage rate of 18%, shall be applied to accounts that are not paid within 10 days after completion of any work invoiced. All materials will remain the property of MR. FENCE, INC. until all invoices pertaining to this job are paid in full. The customer agrees to pay all interest and any costs incurred in the collection of this debt.

VISA, DISCOVER and MATERCARD are accepted for a 3% service charge. AMERICAN EXPRESS is a 5% service charge. MR. FENCE, INC. is a 5-Star, *****, Certainteed (Bufftech) contractor.

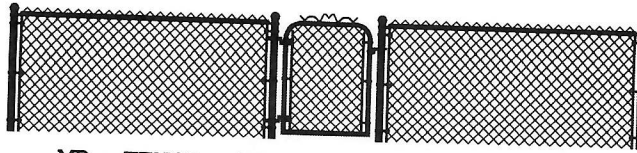
Approved & Accepted for Customer:

Contract Amount: \$ 31469.00
Down Payment: \$
Balance Due: \$ 31469.00

Accepted for MR. FENCE, INC.:

Customer
Salesperson

Date
Date



MR. FENCE, INC.
WARREN, MICHIGAN 48091
mrfence.bz

22160 Ryan Rd
586 758-4490 OFFICE, 758-4544 FAX
fence@mrfence.bz

PROPOSAL/CONTRACT

Page 1 of 1
12/21/2022

Customer Information:

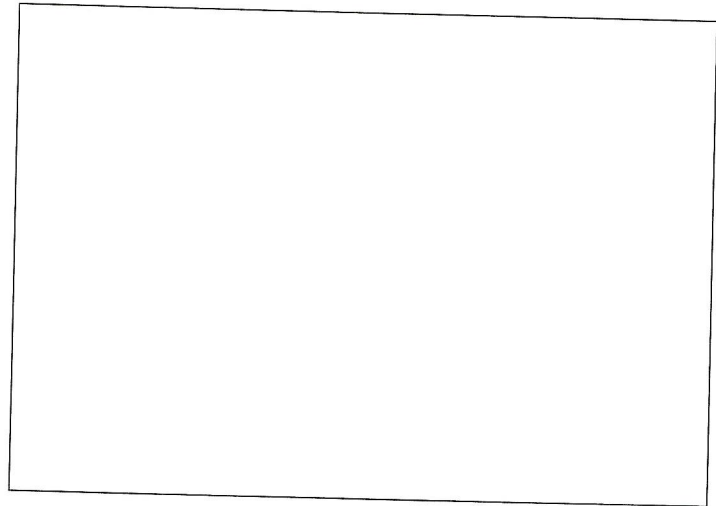
Mark Ragsdale, Superintendent
Public Works Dept.
31250 Kendall
Fraser, Michigan 48026

Job Information:

Two cantilevers with two
operators, small footage of
fence.

Notes:

- PAGE TWO, CONTINUED:
close cycle (minimum safety) and two
safety edge assemblies to stop gate upon
obstruction during open cycle, four (4)
vehicle detection loops saw cut and
installed into new/like roadway surface
(gate will auto close after vehicle
passes.) Two drive up gooseneck
pedestals, vehicle height, black powder
coated surface, includes detectors for
vehicle protection and free exit function,
two concrete pedestal footings, two (2) 4"
protection posts with PVC covers on
approach side of each pedestal. One safety
pole on each gate. **Access controls by
others, all power, conduits and wire runs
by others. One (1) safety pole on each
new cantilever.



TERMS & CONDITIONS

MR. FENCE, INC. agrees to guarantee above fence labor for one year. Material warranty is based on product chosen and the manufacturers warranty.

MR. FENCE, INC. shall obtain the fence permit, assuming no restrictions or variance requirements. MR. FENCE, INC. will assist the customer, upon request, in determining where the fence is to be erected, but under no circumstance does MR. FENCE, INC. assume any responsibility concerning property lines or in any way guarantee their accuracy. If property pins cannot be located it is recommended that the customer have the property surveyed.

MR. FENCE, INC. will contact MISS DIG to have underground public utilities located and marked. However, MR. FENCE, INC. assumes no responsibility for unmarked sprinkler lines, or any other unmarked buried lines or objects. The customer will assume all liability for any damage caused by directing MR. FENCE, INC. to dig in the immediate vicinity of known utilities. Additional charges for work agreed to while the installer is on site, or by asking office staff to add additional work on site, will be added to the final billing. The full amount of this contract, along with any additional charges, will become payable upon completion of installation whether or not it has been invoiced.

A finance charge of 1 1/2% per month (or a minimum of \$1.00), which is an annual percentage rate of 18%, shall be applied to accounts that are not paid within 10 days after completion of any work invoiced. All materials will remain the property of MR. FENCE, INC. until all invoices pertaining to this job are paid in full. The customer agrees to pay all interest and any costs incurred in the collection of this debt.

VISA, DISCOVER and MATERCARD are accepted for a 3% service charge. AMERICAN EXPRESS is a 5% service charge. MR. FENCE, INC. is a 5-Star, *****, Certainteed (Bufftech) contractor.

Approved & Accepted for Customer:

Contract Amount: \$ 31469.00

Down Payment: \$

Balance Due: \$ 31469.00

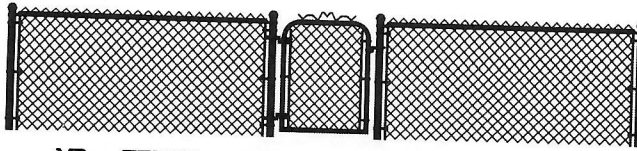
Customer

Date

Accepted for MR. FENCE, INC.:

Salesperson

Date



MR. FENCE, INC.
WARREN, MICHIGAN 48091
mrfence.bz

22160 Ryan Rd
586 758-4490 OFFICE, 758-4544 FAX
fence@mrfence.bz

PROPOSAL/CONTRACT

Page 1 of 1
12/21/2022

Customer Information:

Mark Ragsdale, Superintendent
Public Works Dept.
31250 Kendall
Fraser, Michigan 48026

Job Information:

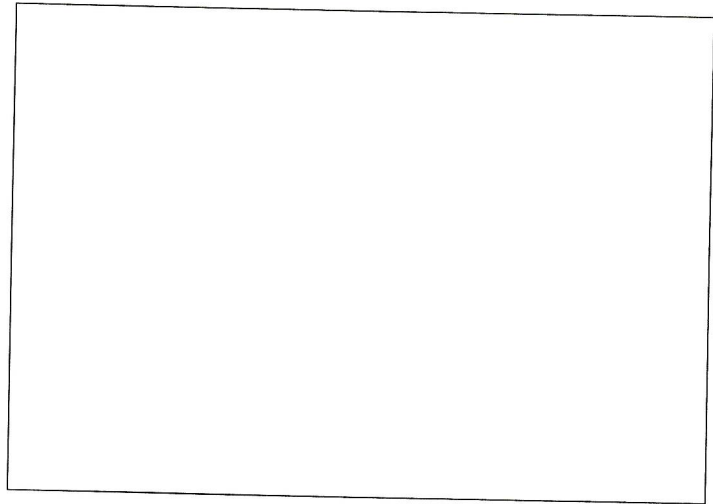
Two cantilevers with two
operators, small footage of
fence.

Notes:

- PAGE THREE - CONTINUED:

OPTIONS: 1: ADD \$530.00 for knox key switch (if required) that allows authorized users of knox key to open gate, fire department access device, recommended owner to contact local fire department for their requirements. 2: ADD \$900.00 if both pedestals are dual tier.

Quote based on direct route excavation and no utilities in path. Soft dig additional if required, GPR markings additional if required. Any damage to private lines not marked by MISS DIG will be at the customers expense and responsibility to repair.



TERMS & CONDITIONS

MR. FENCE, INC. agrees to guarantee above fence labor for one year. Material warranty is based on product chosen and the manufacturers warranty.

MR. FENCE, INC. shall obtain the fence permit, assuming no restrictions or variance requirements. MR. FENCE, INC. will assist the customer, upon request, in determining where the fence is to be erected, but under no circumstance does MR. FENCE, INC. assume any responsibility concerning property lines or in any way guarantee their accuracy. If property pins cannot be located it is recommended that the customer have the property surveyed.

MR. FENCE, INC. will contact MISS DIG to have underground public utilities located and marked. However, MR. FENCE, INC. assumes no responsibility for unmarked sprinkler lines, or any other unmarked buried lines or objects. The customer will assume all liability for any damage caused by directing MR. FENCE, INC. to dig in the immediate vicinity of known utilities. Additional charges for work agreed to while the installer is on site, or by asking office staff to add additional work on site, will be added to the final billing. The full amount of this contract, along with any additional charges, will become payable upon completion of installation whether or not it has been invoiced.

A finance charge of 1 1/2% per month (or a minimum of \$1.00), which is an annual percentage rate of 18%, shall be applied to accounts that are not paid within 10 days after completion of any work invoiced. All materials will remain the property of MR. FENCE, INC. until all invoices pertaining to this job are paid in full. The customer agrees to pay all interest and any costs incurred in the collection of this debt.

VISA, DISCOVER and MATERCARD are accepted for a 3% service charge. AMERICAN EXPRESS is a 5% service charge. MR. FENCE, INC. is a 5-Star, *****, Certainteed (Bufftech) contractor.

Approved & Accepted for Customer:

Contract Amount: \$ 31469.00

Down Payment: \$

Balance Due: \$ 31469.00

Customer

Date

Accepted for MR. FENCE, INC.:

Salesperson

Date

KIMBERLY FENCE & SUPPLY COMPANY

6470 E. 9 Mile Rd.
Warren, MI 48091

Re: Fence Proposal

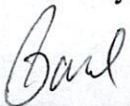
Dear *Mark*

Enclosed please find the proposed contract for the fencing needs that we discussed. Please review and if it meets your approval, please sign the front and initial the back of one copy and return to my office along with the required 50% deposit.

We realize that your fencing needs are a substantial investment, and that you want a product and installation that will last. The price quoted to you is an honest price and we do not believe in cutting back on our materials or quality of workmanship.

If you have any questions, please contact the office. Thank you for the opportunity to be of service to you.

Sincerely,



Paul Loshaw
Estimator

KIMBERLY FENCE

KIMBERLY FENCE & SUPPLY INC.
WARREN, MI 48091
www.kimberlyfence.com

6470 E. 9 MILE RD.
OFFICE 586-920-2014 FAX 586-510-4939
sales@kimberlyfence.com

PROPOSAL/CONTRACT

Page 1
01/30/2023

Customer Information:

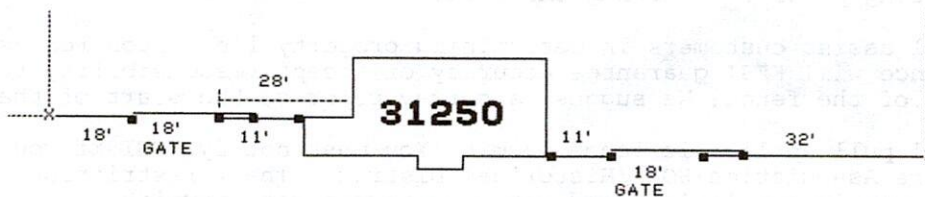
FRASER PUBLIC WORKS
MARK-586-212-2712
31250 KENDALL
FRASER, MI 48026

Job Site Information:

E-DPWSUPT@MICITYOFFRASER.COM
E-HUNTERP@MICITYOFFRASER.COM
MARK RAGSDALE EXT-351

Job Description:

FURNISH AND INSTALL 6' TALL COMMERCIAL CHAIN LINK FENCE AND CANTILEVER GATES. DIGGING SPOILS TO REMAIN ON SITE, CUSTOMER HAS A SPOT.



REMOVE EXISTING, HAUL AWAY
ALL IN BLACKTOP/CONCRETE
OPERATOR POSTS BY KIMBERLY FENCE
INTERNATIONAL CONTROLS
#52727

Approved & Accepted for Customer:

Contract Amount: \$ 31538.75

Down Payment: \$ 15000.00

Balance Upon Completion: \$ 16538.75

Customer

Date

Accepted for KIMBERLY FENCE & SUPPLY INC.:

Salesperson

Date

KIMBERLY FENCE

KIMBERLY FENCE & SUPPLY INC.
WARREN, MI 48091
www.kimberlyfence.com

6470 E. 9 MILE RD.
OFFICE 586-920-2014 FAX 586-510-4939
sales@kimberlyfence.com

PROPOSAL/CONTRACT

Page 2
01/30/2023

Customer Information:

FRASER PUBLIC WORKS
MARK-586-212-2712
31250 KENDALL
FRASER, MI 48026

Job Site Information:

E-DPWSUPT@MICITYOFFRASER.COM
E-HUNTERP@MICITYOFFRASER.COM
MARK RAGSDALE EXT-351

TERMS AND CONDITIONS

Kimberly Fence & Supply is referred to as KFSI for this document.

*KFSI will, if applicable, remove & haul away old fence(s) & install new fence per manufacturer's specifications and/or ASTM standards.

*KFSI will reasonably clean up dirt (spoils) created from digging & place it as directed within the property. Dirt WILL NOT be hauled away without added costs agreed to in writing prior to starting the work.

*KFSI will assist customers in determining property lines upon request. Under NO circumstance will KFSI guarantee accuracy or accept responsibility for inaccurate placement of the fence. We suggest a survey prior to the start of the fence.

*KFSI will pull applicable fence permit. You must notify KFSI if you are part of a Home Owners Association (HOA) / Historical District. Their restrictions may differ from city or township regulations and may require separate permits.

*KFSI will call Miss Dig to mark public utilities. Miss Dig DOES NOT mark private utilities such as, but not limited to, electrical, gas, sprinkler lines, etc. Any damage to private lines will be at the customer's expense & responsibility to repair.

*KFSI retains the right to charge for what it determines to be unforeseen digging conditions. Each yard is entitled to 3 "Hand Dug" holes. In case of, but not limited to, Miss Dig conflicts, buried concrete, rocks and/or debris requiring in excess of 3 hand dug holes, a \$ 25.00 per additional hole charge may apply. Fence set to existing grade. Gate hardware installed @ installer's discretion unless noted. Restoration is excluded.

*Balance is due upon completion of the work. All materials remain the property of KFSI until paid in full. The customer agrees to allow KFSI access & right to remove materials in the event of non-payment. Partial balance payments may be required.

*The customer is not entitled to cancel or change the contract once initiated. Upon receipt of a written request, KFSI may, at its discretion, agree to terminate or change the contract. Returned credit card deposits are subject to a 10% fee. Any labor & material costs incurred prior to cancellation are non-refundable. Special order & non-stock items are non-refundable.

*The proposal/contract is valid for 30 days from the date on the proposal/contract unless otherwise indicated in writing by KFSI.

*Warranty info see www.kimberlyfence.com/warranty-information

Initial _____

Initial _____

KIMBERLY FENCE

KIMBERLY FENCE & SUPPLY INC.
WARREN, MI 48091
www.kimberlyfence.com

6470 E. 9 MILE RD.
OFFICE 586-920-2014 FAX 586-510-4939
sales@kimberlyfence.com

PROPOSAL/CONTRACT

Page 1
01/30/2023

Customer Information:

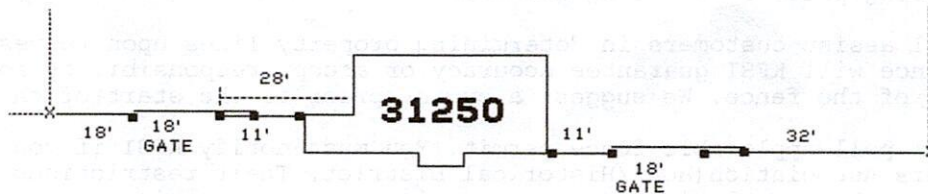
FRASER PUBLIC WORKS
MARK-586-212-2712
31250 KENDALL
FRASER, MI 48026

Job Site Information:

E-DPWSUPT@MICITYOFFRASER.COM
E-HUNTERP@MICITYOFFRASER.COM
MARK RAGSDALE EXT-351

Job Description:

FURNISH AND INSTALL 6' TALL COMMERCIAL CHAIN LINK FENCE AND CANTILEVER GATES. DIGGING SPOILS TO REMAIN ON SITE, CUSTOMER HAS A SPOT.



REMOVE EXISTING, HAUL AWAY
ALL IN BLACKTOP/CONCRETE
OPERATOR POSTS BY KIMBERLY FENCE
INTERNATIONAL CONTROLS
#52727

Approved & Accepted for Customer:

Contract Amount: \$ 31538.75

Down Payment: \$ 15000.00

Balance Upon Completion: \$ 16538.75

Customer

Date

Accepted for KIMBERLY FENCE & SUPPLY INC.:

Salesperson

Date

KIMBERLY FENCE

KIMBERLY FENCE & SUPPLY INC.
WARREN, MI 48091
www.kimberlyfence.com

6470 E. 9 MILE RD.
OFFICE 586-920-2014 FAX 586-510-4939
sales@kimberlyfence.com

PROPOSAL/CONTRACT

Page 2
01/30/2023

Customer Information:

FRASER PUBLIC WORKS
MARK-586-212-2712
31250 KENDALL
FRASER, MI 48026

Job Site Information:

E-DPWSUPT@MICITYOFFRASER.COM
E-HUNTERP@MICITYOFFRASER.COM
MARK RAGSDALE EXT-351

TERMS AND CONDITIONS

Kimberly Fence & Supply is referred to as KFSI for this document.

*KFSI will, if applicable, remove & haul away old fence(s) & install new fence per manufacturer's specifications and/or ASTM standards.

*KFSI will reasonably clean up dirt (spoils) created from digging & place it as directed within the property. Dirt WILL NOT be hauled away without added costs agreed to in writing prior to starting the work.

*KFSI will assist customers in determining property lines upon request. Under NO circumstance will KFSI guarantee accuracy or accept responsibility for inaccurate placement of the fence. We suggest a survey prior to the start of the fence.

*KFSI will pull applicable fence permit. You must notify KFSI if you are part of a Home Owners Association (HOA)/Historical District. Their restrictions may differ from city or township regulations and may require separate permits.

*KFSI will call Miss Dig to mark public utilities. Miss Dig DOES NOT mark private utilities such as, but not limited to, electrical, gas, sprinkler lines, etc. Any damage to private lines will be at the customer's expense & responsibility to repair.

*KFSI retains the right to charge for what it determines to be unforeseen digging conditions. Each yard is entitled to 3 "Hand Dug" holes. In case of, but not limited to, Miss Dig conflicts, buried concrete, rocks and/or debris requiring in excess of 3 hand dug holes, a \$ 25.00 per additional hole charge may apply. Fence set to existing grade. Gate hardware installed @ installer's discretion unless noted. Restoration is excluded.

*Balance is due upon completion of the work. All materials remain the property of KFSI until paid in full. The customer agrees to allow KFSI access & right to remove materials in the event of non-payment. Partial balance payments may be required.

*The customer is not entitled to cancel or change the contract once initiated. Upon receipt of a written request, KFSI may, at its discretion, agree to terminate or change the contract. Returned credit card deposits are subject to a 10% fee. Any labor & material costs incurred prior to cancellation are non-refundable. Special order & non-stock items are non-refundable.

*The proposal/contract is valid for 30 days from the date on the proposal/contract unless otherwise indicated in writing by KFSI.

*Warranty info see www.kimberlyfence.com/warranty-information

Initial _____

Initial _____

International Controls & Equipment

sales@IceGateSystems.com | www.IceGateSystems.com

35083 Cordelia
Clinton Twp., MI 48035
Phone: 586-791-5400
Fax: 586-791-0903



Customer:

Kimberly Fence
6470 E. 9 Mile Rd.
Warren, MI 48091

Job Location:

Fraser DPW
31250 Kendall
Fraser MI 48026

Attention	Valid Through	Ship Via	Salesperson	Terms
Paul	4/30/2023		RC	Net 30

Qty	Description	Price	Amount
	* Operator Posts By Kimberly Fence * Access Controls by Existing Security Company * All Power & Control Conduits And Wire Runs By Others * UL325 Compliant Slide Gate By Fence Company; ie Entire Gate Screened, Roller Covers, Catch Bracket, Positive Stops, Gate Fall Down Protection, Protected Gaps Greater Than 2 1/4 Inches and Less Than 16 inches, etc. * Municipality Approvals/Permits/Special Requirements/Emergency Access, By Customer Or Additional If Required. * Quote Based On Direct Route Excavation and No Utilities In Path. * Soft Dig Additional If Required. * GPR Markings Additional If Required. * ICE Will Call Miss Dig To Mark Public Utilities. Miss Dig Does Not Mark Private Utilities Such As, But Not Limited To, Electrical, Gas, Sprinkler Lines, etc. Any Damage To Private Lines Will Be At The Customer's Expense And Responsibility To Repair. * For Resale; Tax Not Included. All material will remain the property of International Controls until all invoices pertaining to this job are paid in full. ICE retains its right or ownership, access and/or removal of said material(s) in the event of non-payment. ICE assumes no responsibility for any unmarked sprinkler lines, or any other unmarked burial lines or objects. The customer will assume all liability for damage caused by directing ICE to dig in the immediate vicinity of known utilities. ICE accepts personal checks, cashier's checks, money orders and most major credit cards. An additional 4% processing and convenience fee will be added to all Credit Card payments. Quoted price includes Liability insurance up to \$2 million, additional insurance requires a surcharge which will be added to any and all applicable invoices.		

CONDITIONS: The prices and terms outlined in this quotation are not subject to verbal change nor any other alterations unless approved in writing by the Seller. Also, the fulfillment of performance of said quotation and agreement may become invalid in time of work strikes, accident, fire, unavailability of materials or circumstances beyond our control. Typographical and stenographic errors subject to correction. Conditions not specifically stated herein shall be governed by established trade customs. **TERMS INCONSISTENT WITH THOSE STATED HEREIN WHICH MAY APPEAR ON PURCHASER'S FORMAL ORDER WILL NOT BE BINDING ON THE SELLER.**

TO ACCEPT THIS PROPOSAL PLEASE COMPLETE THE FOLLOWING INFORMATION AND RETURN:

PO Number: _____ Date: _____ Signature / Name: _____

International Controls & Equipment

sales@IceGateSystems.com | www.IceGateSystems.com

35083 Cordelia
Clinton Twp., MI 48035
Phone: 586-791-5400
Fax: 586-791-0903



Customer:

Kimberly Fence
6470 E. 9 Mile Rd.
Warren, MI 48091

Job Location:

Fraser DPW
31250 Kendall
Fraser MI 48026

Attention	Valid Through	Ship Via	Salesperson	Terms
Paul	4/30/2023		RC	Net 30

Qty	Description	Price	Amount
	CARD IN - AUTO CLOSE - FREE EXIT (Provide and Install)		
2	Liftmaster Model CSL24 Commercial High-Traffic Slide Gate Operators * Built In Battery Back Up and Continuous-Duty Motor. * Heavy-Duty Commercial Gear Driven Transmission. * Soft Start/Stop To Increase Operators Life. * Meets Minimum UL325 Safety Standards When Equipped With Two Forms Of External Entrapment Protection. * 5-Year Manufacturer's Warranty.		
2	Photo Eye Assemblies Spanning Gate Opening To Reverse Gates If Object Is Detected During Close Cycle. *Secondary Entrapment Detection Devices Per UL325 Minimum Safety.		
2	Safety Gate Edge Assemblies; Stops Gates Upon Obstruction During Open Cycle. * Entrapment Detection Device Required Per UL325 Minimum Safety Compliance **** NOTE: The Current UL325 Operators Require Monitored External Entrapment Protection Devices, Monitoring Both The Open and Close Direction of Travel.		
4	Vehicle Detection Loops; Saw Cut & Installed Into New/Like-New Roadway Surface. * Includes Detectors For Vehicle Protection and Free Exit Function. * Gate Will Auto Close After Vehicle Passes.		
1	Gooseneck Pedestal at North Entry Gate, Pick-up Truck Height; Black Powder Coat Finish		
1	Concrete Pedestal Footing		
2	4" Protection Posts with PVC Covers to Protect Entrance Pedestal		
1	Knox Key Switch * Allows Authorized Users Of Knox Key To Open Gate. * Fire Department Access Device. * Recommend Owner To Contact Local Fire Department For Their Requirements. *Knox Keyswitch to be Mounted on Lead Gate Roller Post		
1	TOTAL QUOTE:		
	*Continued on Page 2		

CONDITIONS: The prices and terms outlined in this quotation are not subject to verbal change nor any other alterations unless approved in writing by the Seller. Also, the fulfillment of performance of said quotation and agreement may become invalid in time of work strikes, accident, fire, unavailability of materials or circumstances beyond our control. Typographical and stenographic errors subject to correction. Conditions not specifically stated herein shall be governed by established trade customs. TERMS INCONSISTENT WITH THOSE STATED HEREIN WHICH MAY APPEAR ON PURCHASER'S FORMAL ORDER WILL NOT BE BINDING ON THE SELLER.

TO ACCEPT THIS PROPOSAL PLEASE COMPLETE THE FOLLOWING INFORMATION AND RETURN:

PO Number: _____ Date: _____ Signature / Name: _____

Colonial Fence

18421 Masonic
Fraser MI 48026
Office: 586-992-2617
Cell: 810-444-5569

Estimate

Date	Estimate #
1/25/2023	21183

Name / Address
DPW C/O Rose 31250 Kendall Fraser MI 48026

P.O. No.	Terms	Rep
Tennis Court	50% Down	Kathy

Item	Description	Qty	Rate	Total
Material & Labor	Material & Labor (Tennis Court) Hot Dip 1 3/4" Mesh by 10' Tall 2 1/2" Line Post - 3" Terminal Post Commercial Grade Chain Link Fence (2 Rail with Bottom Tension Wire) Core Drill/ Saw Cut Concrete	830	55.00	45,650.00
4'6" Gate	54" x 7' Single Swing Gate with Latch and Hinges SPS20 9GA. GALV.	4	900.00	3,600.00
Labor	Remove Existing Tennis Court Chain Link Fence and Concrete Footings	830	8.00	6,640.00
Labor	Haul Away and Dispose of Chain Link Fence and Concrete Footings	830	3.00	2,490.00
50% Down Balance Due Upon Completion		Total		
		\$58,380.00		



Fraser City Council Agenda Item

SUBJECT TITLE:	Supervisor Position	DATE SUBMITTED:	2/23/23
PREPARED BY:	Mark Ragsdale	NEW OR RETURNING:	New
REQUEST			
This agenda item request is to fill the vacant full-time position of D.P.W. Supervisor, due to the recent resignation of the current D.P.W. Supervisor, Melissa Frierson and to have a union employee fill this position temporarily until a permanent Supervisor is hired. This is a salary, on call, non -union position, that reports to the D.P.W. Superintendent.			
BUDGET IMPACT			
☐ Obtained Quotes ☐ Solicited Bids thru RFP ☐ Sole Source ☒ Not Applicable (If sole source, include an additional recommended motion to waive competitive bidding)			
Amount: \$80,000			
Account Number(s): 101-441-703.000			
Requires Budget Amendment: ☒ NO ☐ YES - Amount:			
Requires Reoccurring Charges: ☒ NO ☐ YES - Amount:			
Requires Travel Expenses: ☒ NO ☐ YES - Amount:			
Offset by Grant Funding: ☒ NO ☐ YES - Amount:			
Additional Information: None			
ATTACHMENTS			
Letter of Resignation from Melissa Frierson.			
RECOMMENDED MOTION(S)			
It is the recommendation of the D.P.W. Superintendent to refill this position as soon as possible and advertise the position on the Michigan Municipal League and American Public Works websites and have a union employee do the job on a temporary basis until a permanent Supervisor has been hired.			

February 22, 2023

Mark Ragsdale
DPW Superintendent
31250 Kendall
Fraser, MI 48026

Dear Mr., Ragsdale:

I would like to inform that I am resigning from my position as Department of Public Works Supervisor for the City of Fraser, effective March 3, 2023.

Thank you for the support and the opportunities that you have provided me. I have truly enjoyed my tenure with the City of Fraser; however, I have accepted a Management position with the Great Lakes Water Authority to further my personal growth objectives.

If I can be of any assistance, please let me know. I would be glad to help however I can.

Respectfully,

Melissa Frierson



Fraser City Council Agenda Item

SUBJECT TITLE:	ACM/Finance Director Vacancy	DATE SUBMITTED:	3/2/2023
PREPARED BY:	Elaine Leven, City Manager	NEW OR RETURNING:	New
REQUEST			
We have received a resignation notice from Assistant City Manager Sarah Mistretta and I am looking to fill the position as soon as possible. Her last day is scheduled for March 24, 2023. As you may recall, Sarah was handling Finance, IT, Recreation, and also took over the HR duties when we ended the services of our consultant. I have had conversations with Sarah regarding the position and how to split the duties into more manageable roles. With the support of our IT vendor I have been able to handle coordinating most of our needs. We have recently filled the Recreation Coordinator position as well. I have drafted job descriptions for two roles, Finance Director and HR Administrator. This should fulfill our current needs.			
BUDGET IMPACT			
☐ Obtained Quotes ☐ Solicited Bids thru RFP ☐ Sole Source ☒ Not Applicable (If sole source, include an additional recommended motion to waive competitive bidding)			
Amount:			
Account Number(s):			
Requires Budget Amendment: ☐ NO ☐ YES - Amount:			
Requires Reoccurring Charges: ☐ NO ☐ YES - Amount:			
Requires Travel Expenses: ☐ NO ☐ YES - Amount:			
Offset by Grant Funding: ☐ NO ☐ YES - Amount:			
Additional Information:			
ATTACHMENTS			
Finance Director Job Description Human Resources Administrator Job Description			
RECOMMENDED MOTION(S)			
Motion to move forward with filling the positions as requested within the recommended wage scales			



CITY MANAGER

Elaine Leven

CITY CLERK

Cynthia Greenia

City of Fraser

CENTENNIAL COMMUNITY

MAYOR

Michael Carnagie

MAYOR PRO-TEM

Patrice M. Schornak

COUNCIL

Amy Baranski

Kathy Blanke

Suzanne Kalka

Patrick O'Dell

Dana Sutherland

JOB DESCRIPTION – FINANCE DIRECTOR

Salary/Hourly Rate: \$75,000-\$90,000

Benefits: 401A, Dental, Vision, Life Insurance, PTO

Employment Type: Full-time

Department: Finance Department

Supervised by: City Manager

Position Summary: Under the direction of the City Manager, plans, organizes and directs the administration and management of the Finance Department; serves as City Treasurer; coordinates the activities relating to accounting, fiscal reporting, debt management, all treasury functions including cash management, investments; oversees utility billing; participates in preparing financial analyses and reports; expert professional assistance and support to City management on financial, accounting, financing, and related matters. Exercises independent judgment and initiative in representing the Department within assigned areas of fiscal and management functions.

Essential Job Functions:

- Directs overall Finance operations, implementing and administering programs, policies, and procedures.
- Responsible for all required duties of the City Treasurer, including tax billing, disbursement, reconciliation, and reporting.
- Responsible for all bank activity online and bank reconciliations, investment report, wire transfers for pension contributions, state taxes, etc.
- Balance and posting of cash/checks for all department receipts.
- Attends regular, special city council, and other meetings as necessary, representing the Finance Department.
- Sets forth desired objectives, develops procedures, and proposes changes in existing methods.
- Plans, organizes, and directs fiscal and management control functions.
- Responsible for the preparation of the monthly and annual financial reports.

- Directs and participates in management studies, and reports on complex financial analysis and organizational and administrative policies.
- Demonstrates continuous effort to improve operations, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service.
- Oversees preparation of the annual financial audit(s) of the City; monitors, participates in resolving audit issues; reviews drafts for accuracy; follows up and reports on implementation of auditor findings.
- Oversees bi-weekly/monthly payrolls, direct deposits for payroll, ICMA, and federal taxes.
- Works in conjunction with the City Manager on the preparation of the City Budget.
- Maintains a variety of records and prepares related reports as required by various state, city, and cooperative organizations.
- Processes and reviews delinquent personal property payments and NSF checks.
- Performs other duties, as needed.

Required Knowledge, Skills, Abilities and Minimum Qualifications:

Requirements include the following:

- Thorough knowledge of accounting and financial planning and financial management principles and practices.
- Ability to make prompt decisions on complex matters and make evaluations concerning day to day operations.
- Ability to perform or supervise the performance of a variety of projects, receive unexpected top priority assignments and solve interpersonal or procedural problems simultaneously amidst frequent interruptions.
- Ability to resolve complex problems which require the evaluation of alternative methods or solutions.
- Ability to set objectives, delegate, and prioritize workflow in such a way that the overall mission and/or goals of the Department are met.
- Ability to solicit cooperation from persons and departments throughout the City.
- Ability to plan, organize, supervise, and review the work of subordinate employees/supervisors.
- Skills and abilities in written and oral communication sufficient to handle sensitive projects and problems.
- Develop strong working relationships with divergent groups and communicate technical and philosophical concepts to lay persons.

Education: Possession of a Bachelor's degree in finance/accounting, public administration, or business administration.



CITY MANAGER

Elaine Leven

CITY CLERK

Cynthia Greenia

City of Fraser

CENTENNIAL COMMUNITY

MAYOR

Michael Carnagie

MAYOR PRO-TEM

Patrice M. Schornak

COUNCIL

Amy Baranski

Kathy Blanke

Suzanne Kalka

Patrick O'Dell

Dana Sutherland

JOB DESCRIPTION – Human Resources Administrator

Salary/Hourly Rate: \$60,000 - \$70,000

Benefits: 401A, Dental, Vision, Life Insurance, PTO

Employment Type: Full-time

Department: Managers Department

Supervised by: City Manager

Position Summary: Under the direction of the City Manager, responsible for the administration and direction of Human Resources function, including payroll and benefits. Manages labor relations, training, classification and pay, benefits administration and a wide array of other activities. Responsible for maintaining the integrity and confidentiality of departmental records and employee/customer documentation. Position requires extensive depth of expertise and knowledge in specialized functions or business areas that can be used to develop and implement policies and procedures as well as determining efficient and innovative ways to accomplish the organization's business strategies.

Essential Job Functions:

- Plan, coordinate, implement and maintain processes to facilitate the recruiting, hiring, retention, coaching, discipline, review, and separation of employees in accordance with federal, state and local laws and regulations. This includes job classification and descriptions, wage and salary rates, benefit and training programs. Examples of duties include the following:
 1. Facilitate recruitment processes, including the development of job postings, posting openings internally and externally, reviewing applications, scheduling required testing, managing applicant tracking, and providing correspondence to applicants on the selection process
 2. Responsible for all new hire orientation and paperwork, and distribution of paperwork including conditional offer of employment, criminal history check, motor vehicle record

check, policies and procedures, union contract (if applicable), insurance documentations, tax forms, I-9 form, personnel change notices and other related documents

3. Maintain personnel files for employees and retirees
 4. Assist with labor negotiation and contract interpretation, including the collection of relevant data, analyzing, and reporting
 5. Monitor and process paperwork for employee wage step ups, rate changes, promotions, out of job class assignments and other reasons
 6. Initiate paperwork for resignations/terminations, conduct exit interviews, and distribute completed documentation to the appropriate entities
 7. Monitor Family Medical Leave requests and assure that the proper paperwork is filed and maintained
 8. Compile, process, and file the necessary paperwork relating to worker's compensation injuries, coordinating with staff members of the City's authorized clinic and/or medical facilities, worker's compensation carrier and others relating to on-the-job injuries
 9. Prepare garnishments and verifications of employment for employees and retirees when needed
- Administer the City's health insurance benefits program including enrollment, required notifications, and Patient Protection and Affordable Care Act (PPACA) reporting. Provide customer service support to employees and retirees, with the assistance of the City's benefits administrator.
 - Create and maintain pension records for eligible employees and plan members
 - Process payroll functions, including bi-weekly, monthly, and miscellaneous payrolls
 - Prepare reoccurring invoices for monthly insurance benefits
 - Serve as the City's Title VI Coordinator and EEO/Affirmative Action Officer, investigate claims of discrimination, wrongful employment practices, and related claims
 - Assist actuary in processing annual valuations, GASB 67/68, estimated benefits, retirement benefits, and EDRO calculations
 - Conduct all legally required aspects of Workers Compensation, including preparing the OSHA Report and forms for any injuries that occur on the job
 - Perform other duties as necessary

Required Knowledge, Skills, Abilities and Minimum Qualifications:

- Advanced knowledge of human resource policies and practices of public personnel administration, including labor and union contracts
- Advanced knowledge of employee classification, compensation and benefits, recruitment, selection, training, and labor relations
- Working knowledge of risk management and safety practices
- Skill in planning, directing, and administering personnel programs and systems
- Able to work independently and in support of teams
- Computer skills: Microsoft Word, Microsoft Excel, Microsoft PowerPoint

- Must be a team player
- Strong communication skills
- Ability to work with confidential and sensitive information with an impeccable degree of ethics

Education:

Bachelor's Degree in human resources, public administration or a closely related field; master's degree preferred; supplemented by five or more years' experience in the human resources field, including at least two years of supervisory experience; experience in a municipal government environment preferred; or an equivalent combination of education, certification, training, and/or experience. Must have or be able to obtain HR certification from the Society for Human Resource Management (SHRM) or the International Project Management Association (IPMA).



Fraser City Council Agenda Item

SUBJECT TITLE:	Finance Clerk Vacancy	DATE SUBMITTED:	3/2/2023
PREPARED BY:	Elaine Leven, City Manager	NEW OR RETURNING:	New
REQUEST			
We received a resignation notice from the recently hired Finance Clerk. She did not feel this position was a good match for her. We are looking to fill this full-time union position as quickly as possible.			
BUDGET IMPACT			
☐ Obtained Quotes ☐ Solicited Bids thru RFP ☐ Sole Source ☒ Not Applicable (If sole source, include an additional recommended motion to waive competitive bidding)			
Amount:			
Account Number(s):			
Requires Budget Amendment: ☐ NO ☐ YES - Amount:			
Requires Reoccurring Charges: ☐ NO ☐ YES - Amount:			
Requires Travel Expenses: ☐ NO ☐ YES - Amount:			
Offset by Grant Funding: ☐ NO ☐ YES - Amount:			
Additional Information:			
ATTACHMENTS			
Finance Clerk Job Description			
RECOMMENDED MOTION(s)			
Motion to allow the City Manager to proceed with hiring an applicant to fill the vacant full-time Finance Clerk position			



CITY MANAGER

Elaine Leven

CITY CLERK

Cynthia Greenia

City of Fraser

CENTENNIAL COMMUNITY

MAYOR

Michael Carnagie

MAYOR PRO-TEM

Patrice M. Schornak

COUNCIL

Amy Baranski

Kathy Blanke

Suzanne Kalka

Patrick O'Dell

Dana Sutherland

JOB DESCRIPTION – FINANCE CLERK

Salary/Hourly Rate: See Teamsters CBA

Benefits: See Teamsters CBA

Employment Type: Full-time

Department: Finance Department

Supervised by: Finance Director

Position Summary: Under the direct supervision of the Finance Director/Treasurer performs a variety of accounts payable/accounts receivable/utility billing/front-desk customer service/clerical support tasks, and other duties as assigned by the Finance Director/Treasurer. Acts as a liaison and resource to other city departments, staff, officials, outside agencies, and the public. This job requires proficiency in typing and records processing, computer skills, independent judgment, accuracy, and organizational skills. *This position is not limited to just water billing, accounts payable, and accounts receivable.* This is a full time position, the hours are Monday-Friday 8:00 A.M. to 4:30 P.M. and non-negotiable.

Essential Job Functions:

- Primary person to assist customers at counter – all cash receipts at counter and mail, e-check processing (investigates and resolves problems presented by residents/public to their satisfaction)
- Primary person to answer the phone – water bills, customer concerns regarding water/taxes/etc. (receives, screens, and routes telephone calls, and assists visitors by ascertaining needs, taking in water/tax bill receipts)
- Performs water bill processing to include: creating/scheduling all work orders, processing final reads and final bills, addressing customer concerns, send out shut off notices, update customer accounts, pool fill credits, letters, etc.
- Responsible for all parts of accounts payable and issue 1099's (includes credit applications)

- Responsible for all parts of accounts receivable; OIUL's, OWI's, Cost Recovery, Fire Inspection, False Alarms, Pawn Shop transactions, misc, and other
- Receipt and reconcile District Court receipts (help out with daily close and lock-up)
- Receipt and reconcile MC payments for various departments
- Responsible for sorting and distributing incoming/outgoing mail
- Help with audit preparation

Education:

Possession of a high school diploma or its equivalent with courses in accounting, computer operation, and office procedures. This position will require analytical and problem solving skills. BS&A knowledge and accounting degree is preferred.

Experience:

A minimum of one to three years of finance/clerical experience or equivalent. Accounting background is preferred.