

MANISTEE CITY COUNCIL

MEETING AGENDA

TUESDAY, JUNE 7, 2016 – 7:00 P.M. – COUNCIL CHAMBERS

I. Call to Order.

- a.) PLEDGE OF ALLEGIANCE.
- b.) ROLL CALL.

II. Public Hearings.

III. Citizen Comments on Agenda Related Items.

IV. Consent Agenda. All agenda items marked with an asterisk (*) are on the consent agenda and considered by the City Manager to be routine matters. Prior to approval of the Consent Agenda, any member of Council may have an item from the Consent Agenda removed and taken up during the regular portion of the meeting. Consent agenda items include:

- V. Approval of Minutes.
- VI. a.) Cash Balances.
b.) Revenue & Expense.
- VIII. c.) Consideration of a Resolution Recognizing the Lakeside Club of Manistee as a Non-Profit Organization.
- IX. c.) Notification Regarding Next Work Session.
d.) Consideration of Annual Forest Festival Activities.
e.) Consideration of the Annual Humane Society Tag Day Request.
f.) Consideration of Annual Strut Your Mutt Event on the Riverwalk.
g.) Consideration of Annual Cub Scout Mobile Race.

At this time Council could take action to approve the Consent Agenda as presented.

***V. Approval of Minutes.** Approval of the minutes of the May 17, 2016 regular meeting as attached.

VI. Financial Report.

*a.) CASH BALANCES.

*b.) REVENUE & EXPENSE.

VII. Unfinished Business.

VIII. New Business.

a.) CONSIDERATION OF A RESOLUTION, MICHIGAN NATURAL RESOURCES TRUST FUND ANNIVERSARY.

The Michigan Natural Resources Trust Fund Board will be meeting in Manistee County on June 14 and 15, 2016 in celebration of their Fortieth Anniversary of the Trust Fund. A resolution has been prepared for Council consideration recognizing this anniversary and giving thanks for the financial support received for various projects including the acquisition of Man-Made Lake property, First Street Beach Pavilion, and others.

At this time Council could take action to adopt a resolution giving thanks and appreciation to the Michigan Natural Resources Trust Fund on their Fortieth Anniversary.

b) CONSIDERATION OF A STREET VACATION REQUEST.

A request has been received from Miranda Mead, Karen Schabb, and Don Reinhold to vacate the undeveloped portion of Duffy Street located between Monroe Street and Grove Street; once vacated the street will be divided between the properties as shown on the sketch prepared by Spicer Group Job #123353SG2016.

The Planning Commission reviewed this request at their meeting of May 5, 2016 and recommends approval. The City Attorney has approved the resolution.

At this time Council could take action to authorize the Mayor and City Clerk to sign a resolution to vacate the undeveloped portion of Duffy Street between Monroe Street and Grove Street; and authorize the City Clerk to record the resolution with the Register of Deeds and file it with the State of Michigan.

*c.) CONSIDERATION OF A RESOLUTION RECOGNIZING THE LAKESIDE CLUB OF MANISTEE AS A NON-PROFIT ORGANIZATION.

The Lakeside Club of Manistee would like to conduct a raffle as part of their annual Tour of Homes fundraising campaign. All funds raised from the proceeds go to non-profit organizations within the County of Manistee. Prior to the State of Michigan issuing a license for this raffle, the City of Manistee would need to recognize the Lakeside Club as a non-profit organization.

At this time Council could take action to recognize the Lakeside Club of Manistee as a non-profit organization for the purpose of applying for a Charitable Gaming License through the State of Michigan.

d.) CONSIDERATIONS OF AUTHORIZING RENOVATIONS TO LIGHTHOUSE PARK.

Last summer Lighthouse Park was closed to complete testing for the presence of arsenate, originally used to treat the wood surface. Based on the test results a plan has been formulated to safely reopen the playground. The plan includes utilizing Public Works employees, a volunteer group, and various donations. The remaining out-of-pocket expense is estimated at \$3,000.

At this time Council could take action to authorize the renovations of Lighthouse Park utilizing an estimated \$3,000 from fund balance.

e.) CONSIDERATION OF AMENDING THE REPUBLIC SERVICES CONTRACT.

Following the 2016 City Household Hazardous Waste Program, the usage statistics were analyzed to evaluate the participation. Several ideas have been proposed that would increase value to the citizens. The proposed amendment clarifies responsibilities and allows for the enhancement of the program. The City Attorney has reviewed and approved the amendment.

At this time Council could take action to amend the section of the Republic Services contract as it pertains to the Household Hazardous Waste program and authorize the Mayor and City Clerk to execute the amendment.

f.) CONSIDERATION OF AWARDING A CONTRACT TO RECONSTRUCT TWELFTH STREET FROM MAPLE TO OAK STREET.

In anticipation of the City acquiring the necessary right-of-way to reconstruct the section of Twelfth Street; the project was designed and competitively bid. Four bids were received as follows:

Swidorski Excavating	\$144,110.80
Elmer's Crane and Dozer	\$141,096.72
Schultz Excavating	\$139,270.96
Hallack Contracting	\$136,596.52

Staff recommends awarding the contract to the low bidder, Hallack Contracting. The City Attorney has reviewed and approved the documents.

At this time Council could take action to award a contract to Hallack Contracting in the amount of \$136,596.52; and further authorize the Mayor and City Clerk to execute the documents.

g.) CONSIDERATION OF APPLICATIONS TO BOARDS AND COMMISSIONS.

The City Clerk has taken action to advertise vacancies on the Board of Review, Brownfield Redevelopment Authority, Downtown Development Authority, Housing Commission, Non-Motorized Transportation Committee, Oil and Gas Investment Board, Parks Commission, PEG Commission, and the Zoning Board of Appeals.

All appointments by the Mayor are subject to the Council's approval, unless otherwise specified by statute or ordinance. Nominations for Council appointments do not require a second. After a member of Council nominates an individual for appointment, Council shall vote on the nomination. A majority vote in favor of placement of the nominee is required for appointment.

The following applications have been received:

BOARD OF REVIEW - One *Regular Member* term ending 12/31/18. Applicants shall be taxpaying electors of the City who are owners of property assessed for taxes in the City and, at the time of their appointment, are neither elected or appointed officials of the City; Council appointment.

Mary Kowalski Wilhelm, 421 Cedar Street

BROWNFIELD REDEVELOPMENT AUTHORITY - Three vacancies, terms ending 6/30/19. Applicants must be a City resident or person with interest in property in the City, Mayoral appointment.

Marlene McBride, 217 River Street*

DOWNTOWN DEVELOPMENT AUTHORITY - Two vacancies, terms ending 6/30/20, applicants must have an interest in property in the downtown district, Mayoral appointment.

Todd Mohr, P. O. Box 1011*

HOUSING COMMISSION - One vacancy, term ending 5/31/21, Mayoral appointment.

Dale W. Priester, 346 Fourth Street*

Cheryl A. Stephison, 273 Sixth Avenue, Apt 110

NON-MOTORIZED TRANSPORTATION COMMITTEE - Five vacancies, four terms ending 3/31/18 and one partial term ending 3/31/17, Mayoral appointment.

Mark Tomaszewski, 106 Tamarack Street*

OIL AND GAS INVESTMENT BOARD - One vacancy, term ending 6/30/20, Mayoral appointment.

Douglas A. Parkes, 724 Harbor Drive*

PARKS COMMISSION - Three vacancies, two terms ending 6/30/19 and one partial term ending 6/30/17, two members can be non-residents but must own real estate, business or a profession having a licensed business location in the City, Mayor appointment.

Erin Pontiac, 1003 Engelmann Street*

Lynn M. Vasquez, 489 Water Street*

Mike Quinn, 348 Fifth Avenue

PEG COMMISSION - One vacancy, term ending 12/31/18, applicants must be Manistee County residents, Council appointment.

None

ZONING BOARD OF APPEALS - Four vacancies, one term ending 5/31/18 (alternate member) and three terms ending 5/31/19, Mayoral appointment.

William R. Kracht, 403 First Street*
Mark Hoffman, 361 Second Street*
John H. Perschbacher, 420 Third Street*

*Incumbent

At this time the Mayor and Council could take action to make appointments as noted above.

IX. Notices, Communications, Announcements.

a.) A REPORT FROM THE BROWNFIELD CONSULTANT.

A regular part of each Council meeting is a report from a cooperating agency, organization or department.

At this time Mr. T Eftaxiadis will report on the activities of the Brownfield Redevelopment Authority and respond to any questions the Council may have regarding their activities. No action is required on this item.

b.) PRESENTATION ON LAUNCH MANISTEE BY TIM ERVIN & MARY ANN BEHM.

*c.) NOTIFICATION REGARDING NEXT WORK SESSION.

A Council work session has been scheduled for Tuesday, June 14, 2016 at 7 p.m. A discussion will be conducted on the Downtown Development Authority; and such business as may come before the Council. No action is required on this item.

*d.) CONSIDERATION OF ANNUAL FOREST FESTIVAL ACTIVITIES.

A request has been received from the Manistee Area Chamber of Commerce to authorize the annual Forest Festival Parade and other events beginning Thursday, June 30 and running through Monday, July 4, 2016. The proposed schedule includes parades, fireworks, carnival, hospitality tent, arts & crafts show, special events for the kids, signage, and much more.

At this time Council could take action to support and approve the request to use City services, parks and streets for the annual Forest Festival from June 30 – July 4, 2016; subject to the appropriate department approvals.

*e.) CONSIDERATION OF THE ANNUAL HUMANE SOCIETY TAG DAY REQUEST.

The Manistee County Humane Society is requesting permission to hold their annual Tag Day fundraiser on August 19 & 20, 2016 in the City of Manistee. Funds raised will benefit the Homeward Bound Animal Shelter.

At this time Council could take action to authorize the Manistee County Humane Society to hold their annual Tag Day sales on August 19 & 20, 2016 in the City of Manistee; subject to the appropriate department approvals.

*f.) CONSIDERATION OF ANNUAL STRUT YOUR MUTT EVENT ON THE RIVERWALK.

The Manistee County Humane Society would like to hold their annual Strut Your Mutt event on the Riverwalk on Sunday, September 18, 2016. This event is a very popular and successful fundraiser for the Humane Society and the Homeward Bound animal shelter. This request includes closing the street in front of the Municipal Marina for registration and other activities, followed by a walk along the Riverwalk.

At this time Council could take action to authorize the annual Strut Your Mutt Event on Sunday, September 18, 2016; subject to appropriate department approvals.

*g.) CONSIDERATION OF ANNUAL CUB SCOUT MOBILE RACE.

The Cub Scouts have requested authorization to conduct their annual mobile race on Washington Street from the water tower to 321 Washington Street for a soap box derby type race. The race will take place on Sunday, June 12, 2016 from 1:00 to 3:00 p.m. The group has requested the road be blocked during this time and to have an EMS standing by.

At this time Council could take action to authorize the Cub Scouts soap box derby race on Sunday, June 12, 2016; subject to the appropriate department approvals.

X. Concerns and Comments.

- a.) CITIZEN COMMENT. This is an opportunity for citizens to comment on municipal services, activities or areas of City involvement. Citizens in attendance shall be recognized by the Mayor for comments (limited to five minutes). Letters submitted to Council will not be publicly read.

- b.) OFFICIALS AND STAFF.
- c.) COUNCILMEMBERS.
- d.) CONSIDERATION OF A CLOSED SESSION, CITY MANAGER PERIODIC EVALUATION.

City Manager Thad Taylor has requested a Closed Session this evening as permitted by the Open Meetings Act, Section 8 (a) for a periodic evaluation of the City Manager.

At this time Council could proceed to Closed Session under Section 8 (a) of the Michigan Open Meetings Act.

XI. Adjourn.

TNT:cl

COUNCIL AGENDA ATTACHMENTS:

1. Council Meeting Minutes – May 17, 2016
2. Cash Balances Report
3. Revenue & Expense Report
4. MNRTF Resolution
5. Street Vacation Request
6. Lakeside Club Raffle Resolution
7. Lighthouse Park Renovations
8. Republic Services Contract Amendment
9. Twelfth Street Reconstruction Contract
10. Board and Commission Applications
11. Launch Manistee Report
12. Forest Festival Event Request
13. Humane Society Tag Day Request
14. Strut Your Mutt Event Request
15. Soap Box Derby Request

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – May 17, 2016

A regular meeting of the Manistee City Council was called to order by her honor, Mayor Colleen Kenny on Tuesday, May 17, 2016 at 7:00 p.m. in the City Hall Council Chambers, 70 Maple Street, followed by the Pledge of Allegiance.

PRESENT: Colleen Kenny, Lynda Beaton, Roger Zielinski, James Smith, Robert Goodspeed, Eric Gustad.

ABSENT: Mark Wittlieff.

ALSO PRESENT: City Manager – Thad Taylor, City Attorney – George Saylor, City Deputy Clerk – Mary Bachman, DPW Director – Jeff Mikula (arrived at 7:04 p.m.), Finance Director – Ed Bradford, Public Safety Director – Dave Bachman (arrived at 7:30 p.m.), City Engineer – Shawn Middleton / Spicer Group, Planning & Zoning Administrator – Denise Blakeslee.

CITIZEN COMMENTS ON AGENDA RELATED ITEMS.

Michelle Dalton – 383 11th Street / revenue to fund Riverwalk repairs, Ramsdell Theater business plan, purified water in budget.

CONSENT AGENDA.

- Minutes
 - May 3, 2016 - Regular Meeting
 - May 10, 2016 - Special Meeting
 - May 10, 2016 - Work Session
- Financial Reports
 - Payroll
 - April 29, 2016 - \$114,996.60
 - May 13, 2016 - \$117,111.16
 - Invoices
 - April 12, 2016 - \$517,806.36
 - April 26, 2016 - \$185,858.51
- Notification Regarding Next Work Session – June 7, 2016

A discussion will be conducted on the organizational structure of the Manistee Main Street Downtown Development Authority; and such business as may come before the Council.
- Consideration of VFW Buddy Poppy Campaign

The VFW Walsh Post 4499 has requested authorization to conduct their annual Buddy Poppy Sales in the City of Manistee from July 1 through July 4. Money collected from the event goes to veteran’s relief fund and back to needy veterans in our community.

MOTION by Zielinski, second by Goodspeed to approve the Consent Agenda as presented.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Beaton, Zielinski, Smith, Goodspeed, and Gustad

NAYS: None

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – May 17, 2016

PRESENTATION BY MANISTEE AREA PUBLIC SCHOOLS ON TRACK PROJECT.

Manistee Area Public Schools Superintendent Ron Stoneman and Nick Jaskiw made a presentation to City Council regarding their new track project.

CONSIDERATION OF A LICENSE AGREEMENT, CONSTRUCTION OF MANISTEE AREA PUBLIC SCHOOL TRACK.

The Manistee Area Public Schools has proposed a new track to be constructed on school property south of the High School. Re-grading of approximately 40 feet of City property east of Water Well #7 would eliminate the need for a retaining wall to be constructed. Eliminating the wall would save the project approximately \$30,000. The Department of Public Works has reviewed the site and proposed plans and recommends granting the license agreement. The City Attorney prepared and approves the license agreement.

MOTION by Zielinski, second by Goodspeed to approve a license agreement allowing Manistee Area Public Schools to grade a portion of City property for the construction of the Manistee High School Track; and further authorize the Mayor and City Clerk to execute the document. Brief discussion followed regarding impact on well protection area; if there are proposed changes it will come back before Council.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Beaton, Zielinski, Smith, Goodspeed, and Gustad
NAYS: None

CONSIDERATION OF DRAFT MASTER PLAN FOR REVIEW AND COMMENT.

The City of Manistee Planning Commission has been working on a new Master Plan since 2013. The plan has been drafted using information that was received at a visioning session, online survey and charrette. The County Planning Department was hired in 2015 to prepare all the maps and finish the document. On May 5, 2016 the Planning Commission performed their final review and is now submitting the draft to City Council for review and comment as required under the Planning and Enabling Act.

MOTION by Smith, second by Zielinski to approve the proposed plan for distribution to the public for review and comment; and further assert Council's right to have final review and adoption of the plan.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Beaton, Zielinski, Smith, Goodspeed, and Gustad
NAYS: None

CONSIDERATION OF CONTRACT FOR RIVERWALK REPAIRS.

Last fall it was discovered that a section of the Riverwalk adjacent to the Riverside Marina and Motel has been compromised by erosion. A study was conducted by the City Engineer to look at options for the repair. The selected design includes removing the City's concrete sidewalk, backfilling, and armoring the bank with stone. The sidewalk will be replaced along with reinstalling the private wooden boardwalk.

The City Attorney has reviewed and approved the contract. The project was publicly bid with two bids received as follows:

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – May 17, 2016

Schultz Excavating and Asphalt of Ludington LLC	\$74,600.00*
Swidorski Brothers Excavating LLC	\$77,675.00

*Recommended Bid

MOTION by Gustad, second by Goodspeed to award a contract to Schultz Excavating and Asphalt of Ludington LLC in the amount of \$74,600.00; and further authorize the Mayor and City Clerk to execute the contract and notice of award. Discussion followed regarding where the money will come from for repair; how projects are advertised.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Beaton, Zielinski, Smith, Goodspeed, Gustad

NAYS: None

CONSIDERATION OF EVENT SIGNAGE REQUEST FOR SALMON-A-RAMA.

A request has been received from the organizers of Salmon-A-Rama (lake wide fishing contest on Lake Michigan) to allow the placement of three signs near the boat launch at First Street Beach from June 10 through July 17, 2016. Under Section 2101.A.8 of the Sign Ordinance City Council may approve exceptions to the ordinance for community events.

MOTION by Smith, second by Goodspeed to grant an exception to the Sign Ordinance for the placement of three signs advertising Salmon-A-Rama at the First Street Beach Boat Launch from June 10 through July 17, 2016. Discussion followed regarding being considerate and fair; language that dictates duration; exception to guidelines.

With a roll call vote this motion passed.

AYES: Kenny, Zielinski, Goodspeed, Smith, and Gustad

NAYS: Beaton

CONSIDERATION OF ENTERING INTO A LEASE FOR THE RAMSDELL THEATRE WITH THE NON-PROFIT CORPORATION RAMSDELL REGIONAL CENTER FOR THE ARTS.

At the March 9, 2016 City Council work session, a group of concerned citizens from the Ramsdell Theatre Citizen Committee presented to Council their proposal for the creation of a new board of directors and operational model for the Ramsdell Theatre. Council consensus was that this was a direction they would like to move in. Subsequently, the City Fiscal Year 2016-2017 Budget was prepared and adopted assuming that the Ramsdell would be leased to a non-profit corporation effective July 1, 2016. The City has negotiated a lease agreement with the Ramsdell Regional Center for the Arts to accomplish this. It has been reviewed and approved by the City Attorney.

MOTION by Beaton, second by Smith to enter into a lease agreement for the Ramsdell Theatre with the non-profit corporation Ramsdell Regional Center for the Arts. Discussion followed regarding budget impact; lease issue regarding employment.

With a roll call vote this motion passed unanimously.

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – May 17, 2016

AYES: Kenny, Beaton, Zielinski, Smith, Goodspeed, and Gustad
NAYS: None

A REPORT FROM THE PEG COMMISSION AND THE ALTERNATIVES FOR AREA YOUTH.

Mr. Keith Brown reported on the activities of the PEG Commission and responded to questions the Council had regarding their activities.

Ms. Sheila Kaminski reported on the activities of the Alternatives for Area Youth and responded to questions the Council had regarding their activities.

PRESENTATION BY DPW DIRECTOR JEFF MIKULA ON ROAD IMPROVEMENTS TO BE FUNDED BY REITH-RILEY DEVELOPER AGREEMENT.

CITIZEN COMMENT.

Comments received by:

- Robert Grabowski, 341 4th Street / Asphalt on Maple Street
- Glen Zaring, 321 5th Street / Repairs to Riverwalk

OFFICIALS AND STAFF.

None received

COUNCILMEMBERS.

Beaton stated that some decisions are difficult to make when there is no money but they need to look at safety first; encouraged by the Ramsdell Governing Board.

Zielinski stated that it is refreshing to see the Council room full of people.

Goodspeed wished everyone a great weekend.

Smith asked if recycling containers could possibly be placed downtown in addition to trash containers.

Gustad encouraged community involvement this weekend in the Tight Lines for Troops event; requested an update on 12th Street, Saylor stated that Initial Court Hearings are scheduled for the first week in June/defendants filed a Motion for Public Necessity/continue to have ongoing discussions to find a resolution.

Kenny encouraged community involvement at the Memorial Day Parade and Ceremony.

ADJOURN.

MOTION to adjourn was made by Goodspeed. Meeting adjourned at 7:56 p.m.

Mary Bachman, CMMC/LIA
City Deputy Clerk/Accounts Payable

CASH TRANSACTIONS REPORT

DRAFT

MONTH: APRIL

City of Manistee

Account Number	Beginning Balance	Debit	Credit	Ending Balance
Fund: 101 - GENERAL FUND				
Dept: 000				
001.000 Cash	715,865.30	207,689.44	546,096.56	377,458.18
001.002 Cash - Escrow	96,707.91	2,255.00	414.37	98,548.54
004.000 Cash - Petty	800.00	0.00	0.00	800.00
017.000 MBIA Mi Class Inv	46,242.41	19.00	0.00	46,261.41
Total Dept: 000	859,615.62	209,963.44	546,510.93	523,068.13
Fund: 101	859,615.62	209,963.44	546,510.93	523,068.13
Fund: 202 - MAJOR STREET FUND				
Dept: 000				
001.000 Cash	303,460.21	41,502.65	28,524.95	316,437.91
Total Dept: 000	303,460.21	41,502.65	28,524.95	316,437.91
Fund: 202	303,460.21	41,502.65	28,524.95	316,437.91
Fund: 203 - LOCAL STREET FUND				
Dept: 000				
001.000 Cash	57,937.28	14,401.60	7,286.28	65,052.60
Total Dept: 000	57,937.28	14,401.60	7,286.28	65,052.60
Fund: 203	57,937.28	14,401.60	7,286.28	65,052.60
Fund: 204 - STREET IMPROVEMENT FUND				
Dept: 000				
001.000 Cash	38,207.67	2.32	4,691.50	33,518.49
Total Dept: 000	38,207.67	2.32	4,691.50	33,518.49
Fund: 204	38,207.67	2.32	4,691.50	33,518.49
Fund: 226 - CITY REFUSE FUND				
Dept: 000				
001.000 Cash	66,855.84	18,483.47	15,457.26	69,882.05
001.030 Cash Mgt Chk	99,049.17	4.06	0.00	99,053.23
Total Dept: 000	165,905.01	18,487.53	15,457.26	168,935.28
Fund: 226	165,905.01	18,487.53	15,457.26	168,935.28
Fund: 243 - BROWNFIELD REDEVELOPMENT AUTHO				
Dept: 000				
001.000 Cash	19,199.93	0.00	34.70	19,165.23
Total Dept: 000	19,199.93	0.00	34.70	19,165.23
Fund: 243	19,199.93	0.00	34.70	19,165.23
Fund: 245 - OIL & GAS FUND				
Dept: 000				
001.000 Cash	73,430.56	376.73	0.00	73,807.29
001.020 Money Market	184,864.44	0.00	0.00	184,864.44
Total Dept: 000	258,295.00	376.73	0.00	258,671.73
Fund: 245	258,295.00	376.73	0.00	258,671.73
Fund: 275 - GRANT MANAGEMENT FUND				
Dept: 000				
001.000 Cash	24,816.88	0.00	13,342.90	11,473.98
Total Dept: 000	24,816.88	0.00	13,342.90	11,473.98
Fund: 275	24,816.88	0.00	13,342.90	11,473.98

CASH TRANSACTIONS REPORT

DRAFT

MONTH: APRIL

City of Manistee

Account Number	Beginning Balance	Debit	Credit	Ending Balance
Fund: 290 - PEG COMMISSION				
Dept: 000				
001.000 Cash	5,557.75	6,150.30	3,284.42	8,423.63
Total Dept: 000	5,557.75	6,150.30	3,284.42	8,423.63
Fund: 290	5,557.75	6,150.30	3,284.42	8,423.63
Fund: 296 - RAMSDELL THEATRE				
Dept: 000				
001.000 Cash	76,178.68	26,378.42	15,538.22	87,018.88
001.002 Cash - Escrow	4,630.00	600.00	0.00	5,230.00
004.000 Cash - Petty	200.00	0.00	0.00	200.00
Total Dept: 000	81,008.68	26,978.42	15,538.22	92,448.88
Fund: 296	81,008.68	26,978.42	15,538.22	92,448.88
Fund: 297 - FRIENDS OF THE RAMSDELL				
Dept: 000				
001.000 Cash	12,200.97	0.44	0.00	12,201.41
Total Dept: 000	12,200.97	0.44	0.00	12,201.41
Fund: 297	12,200.97	0.44	0.00	12,201.41
Fund: 430 - CAPITAL IMPROVEMENT FUND				
Dept: 000				
001.000 Cash	79,194.22	2.87	0.00	79,197.09
Total Dept: 000	79,194.22	2.87	0.00	79,197.09
Fund: 430	79,194.22	2.87	0.00	79,197.09
Fund: 490 - RENAISSANCE PARK				
Dept: 000				
001.000 Cash	2,972.78	0.11	0.00	2,972.89
Total Dept: 000	2,972.78	0.11	0.00	2,972.89
Fund: 490	2,972.78	0.11	0.00	2,972.89
Fund: 508 - BOAT RAMP FUND				
Dept: 000				
001.000 Cash	20,366.08	2,820.82	599.44	22,587.46
004.000 Cash - Petty	1,000.00	0.00	0.00	1,000.00
Total Dept: 000	21,366.08	2,820.82	599.44	23,587.46
Fund: 508	21,366.08	2,820.82	599.44	23,587.46
Fund: 573 - WATER & SEWER UTILITY				
Dept: 000				
001.000 Cash	770,023.04	293,069.32	320,351.67	742,740.69
001.002 Cash - Escrow	50,600.00	2,800.00	0.00	53,400.00
004.000 Cash - Petty	300.00	0.00	0.00	300.00
017.000 MBIA Mi Class Inv	490,259.94	201.37	0.00	490,461.31
017.001 MBIA MI Class - 2015 W&S RvBd	2,159,090.54	886.91	0.00	2,159,977.45
Total Dept: 000	3,470,273.52	296,957.60	320,351.67	3,446,879.45
Fund: 573	3,470,273.52	296,957.60	320,351.67	3,446,879.45
Fund: 594 - MARINA FUND				
Dept: 000				
001.000 Cash	7,344.91	658.66	3,498.78	4,504.79
001.002 Cash - Escrow	500.00	500.00	100.00	900.00

CASH TRANSACTIONS REPORT

DRAFT

MONTH: APRIL

City of Manistee

Account Number	Beginning Balance	Debit	Credit	Ending Balance
Total Dept: 000	7,844.91	1,158.66	3,598.78	5,404.79
Fund: 594	7,844.91	1,158.66	3,598.78	5,404.79
Fund: 661 - MOTOR POOL FUND				
Dept: 000				
001.000 Cash	475,563.62	317,059.37	188,290.00	604,332.99
Total Dept: 000	475,563.62	317,059.37	188,290.00	604,332.99
Fund: 661	475,563.62	317,059.37	188,290.00	604,332.99
Fund: 703 - CURRENT TAX COLLECTION				
Dept: 000				
001.000 Cash	88.90	0.00	0.00	88.90
Total Dept: 000	88.90	0.00	0.00	88.90
Fund: 703	88.90	0.00	0.00	88.90
Fund: 704 - PAYROLL CLEARING FUND				
Dept: 000				
001.000 Cash	53,142.42	667,652.53	667,269.87	53,525.08
001.007 Cash - Federal & State Taxes	26,101.04	55,624.16	81,717.95	7.25
Total Dept: 000	79,243.46	723,276.69	748,987.82	53,532.33
Fund: 704	79,243.46	723,276.69	748,987.82	53,532.33
Fund: 705 - DELINQUENT TAX COLLECTION				
Dept: 000				
001.000 Cash	692.03	4,239.88	3,906.08	1,025.83
Total Dept: 000	692.03	4,239.88	3,906.08	1,025.83
Fund: 705	692.03	4,239.88	3,906.08	1,025.83
Grand Totals:	5,963,444.52	1,663,379.43	1,900,404.95	5,726,419.00

**REVENUE/EXPENDITURE REPORT
DRAFT**

City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Revenues							
Dept: 000							
402.000 Real & Personal Property Tax	2,927,678.00	2,927,678.00	3,017,103.86	0.00	0.00	-89,425.86	103.1
411.000 Delinq Real Property Tax	220,080.00	220,080.00	4,598.06	0.00	0.00	215,481.94	2.1
420.000 Delinq Personal Property Tax	16,498.00	16,498.00	7,491.09	1,517.28	0.00	9,006.91	45.4
445.000 Tax Penalties & Interest	32,592.00	32,592.00	18,465.36	88.08	0.00	14,126.64	56.7
447.000 Tax Administration Fee	94,928.00	94,928.00	88,045.05	0.00	0.00	6,882.95	92.7
450.000 Business Registration	1,500.00	1,500.00	675.00	75.00	0.00	825.00	45.0
485.000 Permits	8,500.00	8,500.00	5,010.00	960.00	0.00	3,490.00	58.9
490.000 Franchise Fees	108,000.00	108,000.00	56,462.53	0.00	0.00	51,537.47	52.3
539.000 State Grant Revenue	8,500.00	8,500.00	1,086.72	0.00	0.00	7,413.28	12.8
539.002 Crim Just Training Grant	2,300.00	2,300.00	1,235.76	0.00	0.00	1,064.24	53.7
573.000 Local Comm Stabilizaton Share	0.00	0.00	392.93	0.00	0.00	-392.93	0.0
574.000 State Share Liquor Tax	8,500.00	8,500.00	8,407.85	0.00	0.00	92.15	98.9
575.000 State Shared Revenue	495,400.00	495,400.00	310,544.00	72,081.00	0.00	184,856.00	62.7
575.001 State CVTRS	160,500.00	160,500.00	110,224.00	27,556.00	0.00	50,276.00	68.7
626.000 Charge for Service	28,000.00	28,000.00	29,719.76	16,377.29	0.00	-1,719.76	106.1
628.000 Charge for Service - Boat Ramp	2,381.00	2,381.00	2,381.00	0.00	0.00	0.00	100.0
629.000 Charge for Serv - Inspections	0.00	0.00	30.00	0.00	0.00	-30.00	0.0
630.000 Charge for Services-Local St.	81,000.00	81,000.00	67,500.00	6,750.00	0.00	13,500.00	83.3
631.000 Charge for Services-Major St.	206,000.00	206,000.00	171,666.70	17,166.67	0.00	34,333.30	83.3
632.000 Charge For Service - Marina	10,573.00	10,573.00	10,573.00	2,643.25	0.00	0.00	100.0
634.000 Charge for Services - Refuse	85,814.00	85,814.00	61,814.00	10,953.50	0.00	24,000.00	72.0
635.000 Charge for Service - W&S	320,496.00	320,496.00	267,080.00	26,708.00	0.00	53,416.00	83.3
636.000 Charge for Service-Transport	235,000.00	235,000.00	211,559.03	19,241.55	0.00	23,440.97	90.0
639.000 Utility Ownership Fee	170,931.00	170,931.00	142,442.50	14,244.25	0.00	28,488.50	83.3
640.000 Payment in Lieu of Taxes	162,446.00	162,446.00	147,049.69	0.00	0.00	15,396.31	90.5
642.000 Sales	6,000.00	6,000.00	4,153.55	448.36	0.00	1,846.45	69.2
655.000 Fines & Forfeits	33,000.00	33,000.00	23,737.53	2,777.31	0.00	9,262.47	71.9
664.000 Interest Income	1,000.00	1,000.00	403.56	44.54	0.00	596.44	40.4
667.000 Rental Income	4,850.00	4,850.00	4,912.50	0.00	0.00	-62.50	101.3
668.000 Riverfront Lease Income	21,470.00	21,470.00	21,470.00	21,470.00	0.00	0.00	100.0
671.000 Other Revenue	500.00	500.00	0.00	0.00	0.00	500.00	0.0
674.000 Contributions/Donations	1,000.00	1,000.00	1,850.00	0.00	0.00	-850.00	185.0
676.000 Reimbursement	164,150.00	164,150.00	164,790.49	3,060.56	0.00	-640.49	100.4
687.000 Refunds	18,000.00	18,000.00	21,188.10	0.00	0.00	-3,188.10	117.7
688.000 Refunds - W.C. Premium	2,000.00	2,000.00	530.00	0.00	0.00	1,470.00	26.5
695.000 Insurance Settlement	0.00	0.00	9,604.32	156.50	0.00	-9,604.32	0.0
699.000 Transfers In	429,035.00	429,035.00	331,242.50	0.00	0.00	97,792.50	77.2
Dept: 000	6,068,622.00	6,068,622.00	5,325,440.44	244,319.14	0.00	743,181.56	87.8
Revenues	6,068,622.00	6,068,622.00	5,325,440.44	244,319.14	0.00	743,181.56	87.8
Expenditures							
Dept: 100 GENERAL							
728.000 SUPPLIES - Operating	1,000.00	1,000.00	429.32	0.00	0.00	570.68	42.9
801.000 Professional Services	41,400.00	41,400.00	26,823.40	0.00	0.00	14,576.60	64.8
822.000 Insurance	81,000.00	81,000.00	85,677.58	0.00	0.00	-4,677.58	105.8
855.000 Utilities - Cell Phones	16,500.00	16,500.00	15,975.36	969.60	0.00	524.64	96.8
859.000 Utilities - Data/Internet	2,000.00	2,000.00	1,723.51	193.74	0.00	276.49	86.2
901.000 Postage	26,000.00	26,000.00	24,538.27	2,420.27	0.00	1,461.73	94.4
925.001 Electric - Street Lights	110,000.00	110,000.00	91,526.74	15,663.18	0.00	18,473.26	83.2
940.000 Rent	1,800.00	1,800.00	1,616.59	0.00	0.00	183.41	89.8
959.000 Bad Debt	500.00	500.00	0.00	0.00	0.00	500.00	0.0
960.000 Bank Charges	8,000.00	8,000.00	8,722.98	0.00	0.00	-722.98	109.0
964.000 Refunds	1,000.00	1,000.00	7,314.47	0.00	0.00	-6,314.47	731.4
989.000 Computer Hardware & Software	10,000.00	10,000.00	8,715.97	399.00	0.00	1,284.03	87.2
992.002 Renaissance Park - Principal	5,616.00	5,616.00	0.00	0.00	0.00	5,616.00	0.0
992.006 2010 DDA Refunding - Principal	120,000.00	120,000.00	120,000.00	0.00	0.00	0.00	100.0
992.007 2010 Cap Imp Principal	230,000.00	230,000.00	230,000.00	0.00	0.00	0.00	100.0
992.008 2013 CI Refunding - Principal	165,000.00	165,000.00	165,000.00	0.00	0.00	0.00	100.0
997.006 2010 DDA Refunding - Interest	19,750.00	19,750.00	19,750.00	0.00	0.00	0.00	100.0

**REVENUE/EXPENDITURE REPORT
DRAFT**

City of Manistee

For the Period: 7/1/2015 to 4/30/2016

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 100 GENERAL							
997.007 2010 Cap Imp Interest	199,035.00	199,035.00	199,035.00	0.00	0.00	0.00	100.0
997.008 2013 CI Refunding - Interest	40,550.00	40,550.00	40,550.00	0.00	0.00	0.00	100.0
999.000 Transfers Out	160,000.00	160,000.00	165,616.00	22,500.00	0.00	-5,616.00	103.5
GENERAL	1,239,151.00	1,239,151.00	1,213,015.19	42,145.79	0.00	26,135.81	97.9
Dept: 101 LEGISLATIVE							
702.000 Salaries	27,052.00	27,052.00	22,543.50	2,254.35	0.00	4,508.50	83.3
712.001 Costs - Social Security	1,677.00	1,677.00	1,397.50	139.75	0.00	279.50	83.3
712.002 Costs - Medicare	392.00	392.00	327.09	32.71	0.00	64.91	83.4
712.009 Costs - Workers Compensation	80.00	80.00	56.77	5.18	0.00	23.23	71.0
728.000 SUPPLIES - Operating	6,600.00	6,600.00	25,906.96	0.00	0.00	-19,306.96	392.5
860.000 Travel & Training	6,500.00	6,500.00	2,062.31	0.00	0.00	4,437.69	31.7
LEGISLATIVE	42,301.00	42,301.00	52,294.13	2,431.99	0.00	-9,993.13	123.6
Dept: 172 MANAGER							
702.000 Salaries	142,625.00	142,625.00	104,063.34	16,569.96	0.00	38,561.66	73.0
708.000 Holiday/Vacation/Sick Sellback	0.00	0.00	2,559.31	0.00	0.00	-2,559.31	0.0
712.001 Costs - Social Security	9,649.00	9,649.00	7,243.41	1,044.09	0.00	2,405.59	75.1
712.002 Costs - Medicare	2,257.00	2,257.00	1,701.36	244.18	0.00	555.64	75.4
712.004 Costs - ICMA Contribution	0.00	0.00	3,919.75	0.00	0.00	-3,919.75	0.0
712.005 Costs - MERS Contribution	13,007.00	13,007.00	7,217.03	1,548.33	0.00	5,789.97	55.5
712.006 Costs - In Lieu of BC/BS	0.00	0.00	1,525.50	339.00	0.00	-1,525.50	0.0
712.007 Costs - SUTA	274.00	274.00	521.54	0.00	0.00	-247.54	190.3
712.009 Costs - Workers Compensation	613.00	613.00	503.14	71.25	0.00	109.86	82.1
712.010 Costs - Blue Cross Insurance	21,589.00	21,589.00	8,766.43	796.94	0.00	12,822.57	40.6
712.011 Costs - Life Insurance	635.00	635.00	778.15	53.55	0.00	-143.15	122.5
712.013 Costs - HSA Contribution	6,000.00	6,000.00	3,000.00	0.00	0.00	3,000.00	50.0
712.014 Costs - Dental Insurance	1,619.00	1,619.00	989.92	116.46	0.00	629.08	61.1
712.015 Costs - Vision / Ancillary	708.00	708.00	336.30	32.45	0.00	371.70	47.5
728.000 SUPPLIES - Operating	2,650.00	2,650.00	839.20	47.82	0.00	1,810.80	31.7
735.000 Periodicals & Publications	150.00	150.00	151.80	0.00	0.00	-1.80	101.2
801.000 Professional Services	500.00	500.00	4,503.92	4,503.92	0.00	-4,003.92	900.8
831.000 Contractual Repairs & Maint.	1,130.00	1,130.00	1,258.88	450.31	0.00	-128.88	111.4
860.000 Travel & Training	3,350.00	3,350.00	1,277.31	247.24	0.00	2,072.69	38.1
865.000 Vehicle Allowance	0.00	0.00	1,600.00	400.00	0.00	-1,600.00	0.0
870.000 Memberships & Dues	1,294.00	1,294.00	1,136.00	0.00	0.00	158.00	87.8
957.000 Motor Pool	9,270.00	9,270.00	7,725.00	772.50	0.00	1,545.00	83.3
985.000 Lease Purchase	2,220.00	2,220.00	1,857.81	0.00	0.00	362.19	83.7
MANAGER	219,540.00	219,540.00	163,475.10	27,238.00	0.00	56,064.90	74.5
Dept: 215 CLERK							
702.000 Salaries	117,047.00	117,047.00	96,227.52	13,504.08	0.00	20,819.48	82.2
704.000 Overtime	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
706.000 Part-Time	11,200.00	11,200.00	3,675.25	0.00	0.00	7,524.75	32.8
712.001 Costs - Social Security	8,712.00	8,712.00	6,307.30	806.34	0.00	2,404.70	72.4
712.002 Costs - Medicare	2,037.00	2,037.00	1,480.76	188.58	0.00	556.24	72.7
712.005 Costs - MERS Contribution	10,766.00	10,766.00	9,031.95	1,232.07	0.00	1,734.05	83.9
712.007 Costs - SUTA	274.00	274.00	475.18	0.00	0.00	-201.18	173.4
712.009 Costs - Workers Compensation	556.00	556.00	462.97	58.08	0.00	93.03	83.3
712.010 Costs - Blue Cross Insurance	9,548.00	9,548.00	8,766.43	796.94	0.00	781.57	91.8
712.011 Costs - Life Insurance	522.00	522.00	475.37	43.79	0.00	46.63	91.1
712.013 Costs - HSA Contribution	3,000.00	3,000.00	3,000.00	0.00	0.00	0.00	100.0
712.014 Costs - Dental Insurance	720.00	720.00	640.53	58.23	0.00	79.47	89.0
712.015 Costs - Vision / Ancillary	354.00	354.00	324.50	29.50	0.00	29.50	91.7
728.000 SUPPLIES - Operating	3,000.00	3,000.00	1,884.92	51.78	0.00	1,115.08	62.8
735.000 Periodicals & Publications	155.00	155.00	151.80	0.00	0.00	3.20	97.9
740.000 Election Expense	7,805.00	7,805.00	4,389.01	650.00	0.00	3,415.99	56.2
801.000 Professional Services	2,500.00	2,500.00	558.00	0.00	0.00	1,942.00	22.3
831.000 Contractual Repairs & Maint.	7,700.00	7,700.00	12,498.48	6,324.42	0.00	-4,798.48	162.3
860.000 Travel & Training	6,000.00	6,000.00	3,400.86	665.62	0.00	2,599.14	56.7

**REVENUE/EXPENDITURE REPORT
DRAFT**

City of Manistee

For the Period: 7/1/2015 to 4/30/2016

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 215 CLERK							
870.000 Memberships & Dues	570.00	570.00	680.00	250.00	0.00	-110.00	119.3
900.000 Printing & Publishing	5,110.00	5,110.00	2,478.47	246.27	0.00	2,631.53	48.5
985.000 Lease Purchase	3,000.00	3,000.00	2,236.68	0.00	0.00	763.32	74.6
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CLERK	201,576.00	201,576.00	159,145.98	24,905.70	0.00	42,430.02	79.0
Dept: 253 FINANCE / TREASURER							
702.000 Salaries	149,360.00	149,360.00	120,261.28	18,334.40	0.00	29,098.72	80.5
704.000 Overtime	1,000.00	1,000.00	24.89	0.00	0.00	975.11	2.5
712.001 Costs - Social Security	9,715.00	9,715.00	8,011.55	1,140.58	0.00	1,703.45	82.5
712.002 Costs - Medicare	2,272.00	2,272.00	1,881.24	266.73	0.00	390.76	82.8
712.005 Costs - MERS Contribution	13,133.00	13,133.00	11,236.07	1,672.79	0.00	1,896.93	85.6
712.006 Costs - In Lieu of BC/BS	0.00	0.00	2,400.00	400.00	0.00	-2,400.00	0.0
712.007 Costs - SUTA	376.00	376.00	799.16	27.36	0.00	-423.16	212.5
712.009 Costs - Workers Compensation	619.00	619.00	569.19	78.84	0.00	49.81	92.0
712.010 Costs - Blue Cross Insurance	21,035.00	21,035.00	11,048.75	1,004.22	0.00	9,986.25	52.5
712.011 Costs - Life Insurance	654.00	654.00	586.26	57.02	0.00	67.74	89.6
712.013 Costs - HSA Contribution	5,250.00	5,250.00	3,000.00	0.00	0.00	2,250.00	57.1
712.014 Costs - Dental Insurance	1,574.00	1,574.00	800.58	72.78	0.00	773.42	50.9
712.015 Costs - Vision / Ancillary	620.00	620.00	324.50	29.50	0.00	295.50	52.3
728.000 SUPPLIES - Operating	3,900.00	3,900.00	4,272.48	138.27	0.00	-372.48	109.6
735.000 Periodicals & Publications	790.00	790.00	723.60	0.00	0.00	66.40	91.6
801.000 Professional Services	24,600.00	24,600.00	25,081.20	0.00	0.00	-481.20	102.0
831.000 Contractual Repairs & Maint.	8,720.00	8,720.00	7,703.50	0.00	0.00	1,016.50	88.3
860.000 Travel & Training	4,500.00	4,500.00	2,039.98	90.00	0.00	2,460.02	45.3
870.000 Memberships & Dues	605.00	605.00	630.00	170.00	0.00	-25.00	104.1
900.000 Printing & Publishing	650.00	650.00	715.86	0.00	0.00	-65.86	110.1
970.000 Capital Outlay - under \$5,000	800.00	800.00	1,870.00	0.00	0.00	-1,070.00	233.8
985.000 Lease Purchase	1,740.00	1,740.00	1,438.80	143.88	0.00	301.20	82.7
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FINANCE / TREASURER	251,913.00	251,913.00	205,418.89	23,626.37	0.00	46,494.11	81.5
Dept: 257 ASSESSOR							
702.000 Salaries	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	0.0
706.000 Part-Time	0.00	0.00	1,829.64	255.00	0.00	-1,829.64	0.0
712.001 Costs - Social Security	2,706.00	2,706.00	130.43	15.81	0.00	2,575.57	4.8
712.002 Costs - Medicare	633.00	633.00	30.49	3.70	0.00	602.51	4.8
712.005 Costs - MERS Contribution	3,648.00	3,648.00	0.00	0.00	0.00	3,648.00	0.0
712.007 Costs - SUTA	137.00	137.00	40.08	6.73	0.00	96.92	29.3
712.009 Costs - Workers Compensation	408.00	408.00	11.93	1.10	0.00	396.07	2.9
712.010 Costs - Blue Cross Insurance	12,041.00	12,041.00	0.00	0.00	0.00	12,041.00	0.0
712.011 Costs - Life Insurance	227.00	227.00	0.00	0.00	0.00	227.00	0.0
712.013 Costs - HSA Contribution	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
712.014 Costs - Dental Insurance	900.00	900.00	145.56	0.00	0.00	754.44	16.2
712.015 Costs - Vision / Ancillary	354.00	354.00	177.00	0.00	0.00	177.00	50.0
728.000 SUPPLIES - Operating	2,000.00	2,000.00	145.99	0.00	0.00	1,854.01	7.3
735.000 Periodicals & Publications	1,000.00	1,000.00	-60.39	0.00	0.00	1,060.39	-6.0
801.000 Professional Services	7,000.00	7,000.00	65,033.30	6,233.33	0.00	-58,033.30	929.0
831.000 Contractual Repairs & Maint.	2,475.00	2,475.00	3,302.34	300.00	0.00	-827.34	133.4
860.000 Travel & Training	1,600.00	1,600.00	0.00	0.00	0.00	1,600.00	0.0
870.000 Memberships & Dues	610.00	610.00	0.00	0.00	0.00	610.00	0.0
874.000 Retire. Costs - Blue Cross	4,500.00	4,500.00	3,659.01	250.00	0.00	840.99	81.3
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ASSESSOR	83,239.00	83,239.00	74,445.38	7,065.67	0.00	8,793.62	89.4
Dept: 265 MUNICIPAL BUILDINGS							
728.000 SUPPLIES - Operating	7,500.00	7,500.00	4,970.62	516.71	0.00	2,529.38	66.3
801.000 Professional Services	2,500.00	2,500.00	325.00	0.00	0.00	2,175.00	13.0
831.000 Contractual Repairs & Maint.	12,000.00	12,000.00	14,070.64	1,016.91	0.00	-2,070.64	117.3
850.000 Phone	12,000.00	12,000.00	18,559.37	1,126.49	0.00	-6,559.37	154.7
920.000 Gas	6,000.00	6,000.00	3,765.29	477.92	0.00	2,234.71	62.8
920.336 Gas - Fire Dept	4,000.00	4,000.00	2,784.00	279.68	0.00	1,216.00	69.6
920.441 Gas - DPW	22,000.00	22,000.00	12,077.12	1,245.33	0.00	9,922.88	54.9

**REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2015 to 4/30/2016

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 265 MUNICIPAL BUILDINGS							
920.446 Gas - Bridge	1,300.00	1,300.00	1,163.68	266.34	0.00	136.32	89.5
922.000 Water	3,000.00	3,000.00	1,463.31	147.33	0.00	1,536.69	48.8
922.336 Water - Fire	1,200.00	1,200.00	1,196.07	126.60	0.00	3.93	99.7
922.441 Water - DPW	3,000.00	3,000.00	1,252.83	61.35	0.00	1,747.17	41.8
922.446 Water - Bridge	1,100.00	1,100.00	903.25	81.33	0.00	196.75	82.1
925.000 Electric	21,500.00	21,500.00	18,205.17	1,631.54	0.00	3,294.83	84.7
925.336 Electric - Fire	5,000.00	5,000.00	4,686.22	443.44	0.00	313.78	93.7
925.441 Electric - DPW	13,500.00	13,500.00	12,172.13	1,228.56	0.00	1,327.87	90.2
925.446 Electric - Bridge	4,800.00	4,800.00	3,342.46	343.67	0.00	1,457.54	69.6
930.000 Repairs & Maintenance	8,500.00	8,500.00	11,763.59	80.15	0.00	-3,263.59	138.4
970.000 Capital Outlay - under \$5,000	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
MUNICIPAL BUILDINGS	131,900.00	131,900.00	112,700.75	9,073.35	0.00	19,199.25	85.4
Dept: 266 ATTORNEY							
802.000 Attorney	50,000.00	50,000.00	43,250.59	4,124.00	0.00	6,749.41	86.5
803.000 Attorney - Litigation	30,000.00	30,000.00	57,953.01	1,014.88	0.00	-27,953.01	193.2
804.000 Attorney - Labor	0.00	0.00	225.00	225.00	0.00	-225.00	0.0
805.000 Attorney - Tax Appeals	0.00	0.00	1,267.10	400.36	0.00	-1,267.10	0.0
ATTORNEY	80,000.00	80,000.00	102,695.70	5,764.24	0.00	-22,695.70	128.4
Dept: 285 CITY ENGINEER							
801.000 Professional Services	12,000.00	12,000.00	10,000.00	2,000.00	0.00	2,000.00	83.3
CITY ENGINEER	12,000.00	12,000.00	10,000.00	2,000.00	0.00	2,000.00	83.3
Dept: 290 BOARDS & COMMISSIONS							
712.001 Costs - Social Security	100.00	100.00	70.68	50.84	0.00	29.32	70.7
712.002 Costs - Medicare	25.00	25.00	16.55	11.89	0.00	8.45	66.2
712.009 Costs - Workers Compensation	5.00	5.00	4.93	3.53	0.00	0.07	98.6
881.000 Board of Review	2,600.00	2,600.00	1,601.10	879.40	0.00	998.90	61.6
883.000 Harbor Commission	250.00	250.00	0.00	0.00	0.00	250.00	0.0
884.000 Historic District Commission	750.00	750.00	221.26	0.00	0.00	528.74	29.5
885.000 Non-Motorized Transportation	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
886.000 Parks Commission	850.00	850.00	214.98	35.98	0.00	635.02	25.3
887.000 Planning Commission	6,000.00	6,000.00	1,986.99	436.44	0.00	4,013.01	33.1
888.000 Tree Commission	350.00	350.00	161.64	0.00	0.00	188.36	46.2
889.000 Zoning Board of Appeals	1,300.00	1,300.00	543.69	216.00	0.00	756.31	41.8
BOARDS & COMMISSIONS	13,230.00	13,230.00	4,821.82	1,634.08	0.00	8,408.18	36.4
Dept: 301 POLICE							
702.000 Salaries	626,625.00	626,625.00	507,513.04	71,647.03	0.00	119,111.96	81.0
704.000 Overtime	16,500.00	16,500.00	23,488.87	1,273.74	0.00	-6,988.87	142.4
706.000 Part-Time	14,196.00	14,196.00	14,170.88	1,987.50	0.00	25.12	99.8
708.000 Holiday/Vacation/Sick Sellback	15,000.00	15,000.00	18,507.51	1,380.00	0.00	-3,507.51	123.4
712.001 Costs - Social Security	1,444.00	1,444.00	907.45	123.24	0.00	536.55	62.8
712.002 Costs - Medicare	11,132.00	11,132.00	8,766.61	1,084.59	0.00	2,365.39	78.8
712.005 Costs - MERS Contribution	71,270.00	71,270.00	63,141.52	9,072.85	0.00	8,128.48	88.6
712.006 Costs - In Lieu of BC/BS	15,034.00	15,034.00	13,231.98	1,220.50	0.00	1,802.02	88.0
712.007 Costs - SUTA	2,131.00	2,131.00	3,272.33	77.05	0.00	-1,141.33	153.6
712.009 Costs - Workers Compensation	16,404.00	16,404.00	15,280.75	1,832.48	0.00	1,123.25	93.2
712.010 Costs - Blue Cross Insurance	106,278.00	106,278.00	88,397.96	8,186.49	0.00	17,880.04	83.2
712.011 Costs - Life Insurance	2,845.00	2,845.00	2,684.32	247.44	0.00	160.68	94.4
712.013 Costs - HSA Contribution	27,000.00	27,000.00	25,160.33	0.00	0.00	1,839.67	93.2
712.014 Costs - Dental Insurance	7,946.00	7,946.00	6,465.29	594.37	0.00	1,480.71	81.4
712.015 Costs - Vision / Ancillary	3,363.00	3,363.00	3,082.76	280.25	0.00	280.24	91.7
715.000 Uniform & Cleaning Allowance	14,650.00	14,650.00	5,552.55	417.49	0.00	9,097.45	37.9
728.000 SUPPLIES - Operating	12,500.00	12,500.00	8,576.98	777.20	0.00	3,923.02	68.6
735.000 Periodicals & Publications	200.00	200.00	246.00	0.00	0.00	-46.00	123.0
770.000 Vehicle Gas	17,000.00	17,000.00	11,912.66	1,142.63	0.00	5,087.34	70.1
801.000 Professional Services	5,600.00	5,600.00	1,449.00	540.00	0.00	4,151.00	25.9
831.000 Contractual Repairs & Maint.	8,155.00	8,155.00	10,403.93	3,286.49	0.00	-2,248.93	127.6

**REVENUE/EXPENDITURE REPORT
DRAFT**

City of Manistee

For the Period: 7/1/2015 to 4/30/2016

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 301 POLICE							
860.000 Travel & Training	7,100.00	7,100.00	6,922.70	639.80	0.00	177.30	97.5
865.000 Vehicle Allowance	4,800.00	4,800.00	4,000.00	400.00	0.00	800.00	83.3
870.000 Memberships & Dues	500.00	500.00	270.00	50.00	0.00	230.00	54.0
874.000 Retire. Costs - Blue Cross	0.00	0.00	3,000.00	250.00	0.00	-3,000.00	0.0
900.000 Printing & Publishing	1,100.00	1,100.00	263.32	0.00	0.00	836.68	23.9
930.000 Repairs & Maintenance	11,000.00	11,000.00	12,694.41	447.73	0.00	-1,694.41	115.4
957.000 Motor Pool	31,930.00	31,930.00	26,608.30	2,660.83	0.00	5,321.70	83.3
970.000 Capital Outlay - under \$5,000	0.00	0.00	1,698.00	0.00	0.00	-1,698.00	0.0
985.000 Lease Purchase	1,800.00	1,800.00	1,179.80	117.98	0.00	620.20	65.5
POLICE	1,053,503.00	1,053,503.00	888,849.25	109,737.68	0.00	164,653.75	84.4
Dept: 336 FIRE							
702.000 Salaries	445,256.00	445,256.00	366,531.87	51,381.57	0.00	78,724.13	82.3
704.000 Overtime	30,000.00	30,000.00	27,218.16	4,009.04	0.00	2,781.84	90.7
706.000 Part-Time	5,000.00	5,000.00	3,982.50	0.00	0.00	1,017.50	79.7
708.000 Holiday/Vacation/Sick Sellback	27,000.00	27,000.00	21,829.97	0.00	0.00	5,170.03	80.9
712.001 Costs - Social Security	310.00	310.00	258.09	0.00	0.00	51.91	83.3
712.002 Costs - Medicare	8,076.00	8,076.00	5,999.09	674.50	0.00	2,076.91	74.3
712.005 Costs - MERS Contribution	100,443.00	100,443.00	86,215.86	11,467.10	0.00	14,227.14	85.8
712.006 Costs - In Lieu of BC/BS	5,011.00	5,011.00	0.00	0.00	0.00	5,011.00	0.0
712.007 Costs - SUTA	1,608.00	1,608.00	2,085.83	0.00	0.00	-477.83	129.7
712.009 Costs - Workers Compensation	17,825.00	17,825.00	17,266.64	1,974.17	0.00	558.36	96.9
712.010 Costs - Blue Cross Insurance	82,195.00	82,195.00	86,459.42	7,859.07	0.00	-4,264.42	105.2
712.011 Costs - Life Insurance	1,938.00	1,938.00	1,886.07	171.83	0.00	51.93	97.3
712.013 Costs - HSA Contribution	21,000.00	21,000.00	23,839.67	0.00	0.00	-2,839.67	113.5
712.014 Costs - Dental Insurance	6,147.00	6,147.00	6,271.21	570.11	0.00	-124.21	102.0
712.015 Costs - Vision / Ancillary	2,655.00	2,655.00	2,728.74	250.75	0.00	-73.74	102.8
715.000 Uniform & Cleaning Allowance	6,000.00	6,000.00	3,765.03	1,402.72	0.00	2,234.97	62.8
716.000 Food Allowance	6,240.00	6,240.00	6,066.66	0.00	0.00	173.34	97.2
728.000 SUPPLIES - Operating	7,700.00	7,700.00	4,834.09	209.93	0.00	2,865.91	62.8
732.000 SUPPLIES - Medical	16,000.00	16,000.00	18,375.83	1,656.10	0.00	-2,375.83	114.8
735.000 Periodicals & Publications	350.00	350.00	0.00	0.00	0.00	350.00	0.0
770.000 Vehicle Gas	8,600.00	8,600.00	5,269.60	373.68	0.00	3,330.40	61.3
790.000 Fire Prevention	2,200.00	2,200.00	1,860.00	0.00	0.00	340.00	84.5
801.000 Professional Services	18,800.00	18,800.00	19,014.20	2,085.29	0.00	-214.20	101.1
831.000 Contractual Repairs & Maint.	4,300.00	4,300.00	5,727.18	1,262.92	0.00	-1,427.18	133.2
860.000 Travel & Training	8,300.00	8,300.00	5,057.18	326.00	0.00	3,242.82	60.9
870.000 Memberships & Dues	400.00	400.00	250.00	0.00	0.00	150.00	62.5
873.000 Education	13,000.00	13,000.00	0.00	0.00	0.00	13,000.00	0.0
874.000 Retire. Costs - Blue Cross	15,000.00	15,000.00	13,750.00	1,250.00	0.00	1,250.00	91.7
900.000 Printing & Publishing	500.00	500.00	102.49	0.00	0.00	397.51	20.5
930.000 Repairs & Maintenance	12,100.00	12,100.00	24,561.32	8,407.32	0.00	-12,461.32	203.0
942.000 Hydrant Rental	21,600.00	21,600.00	21,600.00	5,400.00	0.00	0.00	100.0
956.000 Mutual Aid	200.00	200.00	0.00	0.00	0.00	200.00	0.0
957.000 Motor Pool	63,860.00	63,860.00	53,216.70	5,321.67	0.00	10,643.30	83.3
970.000 Capital Outlay - under \$5,000	7,200.00	7,200.00	8,422.85	689.10	0.00	-1,222.85	117.0
985.000 Lease Purchase	600.00	600.00	393.20	39.32	0.00	206.80	65.5
FIRE	967,414.00	967,414.00	844,839.45	106,782.19	0.00	122,574.55	87.3
Dept: 441 PUBLIC WORKS							
702.000 Salaries	563,034.00	563,034.00	429,350.11	58,890.42	0.00	133,683.89	76.3
704.000 Overtime	27,000.00	27,000.00	37,854.72	4,598.18	0.00	-10,854.72	140.2
706.000 Part-Time	29,120.00	29,120.00	18,870.00	0.00	0.00	10,250.00	64.8
708.000 Holiday/Vacation/Sick Sellback	9,000.00	9,000.00	18,097.51	0.00	0.00	-9,097.51	201.1
712.001 Costs - Social Security	40,169.00	40,169.00	31,465.73	3,840.21	0.00	8,703.27	78.3
712.002 Costs - Medicare	9,394.00	9,394.00	7,362.89	898.14	0.00	2,031.11	78.4
712.004 Costs - ICMA Contribution	2,922.00	2,922.00	2,306.07	293.83	0.00	615.93	78.9
712.005 Costs - MERS Contribution	10,994.00	10,994.00	6,231.21	881.19	0.00	4,762.79	56.7
712.006 Costs - In Lieu of BC/BS	5,011.00	5,011.00	4,502.30	409.30	0.00	508.70	89.8
712.007 Costs - SUTA	2,198.00	2,198.00	3,017.92	20.11	0.00	-819.92	137.3
712.009 Costs - Workers Compensation	37,578.00	37,578.00	36,012.51	4,265.45	0.00	1,565.49	95.8

**REVENUE/EXPENDITURE REPORT
DRAFT**

City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 441 PUBLIC WORKS							
712.010 Costs - Blue Cross Insurance	103,520.00	103,520.00	85,016.43	7,127.72	0.00	18,503.57	82.1
712.011 Costs - Life Insurance	2,270.00	2,270.00	1,829.88	164.12	0.00	440.12	80.6
712.013 Costs - HSA Contribution	28,500.00	28,500.00	23,750.00	500.00	0.00	4,750.00	83.3
712.014 Costs - Dental Insurance	7,766.00	7,766.00	6,191.26	519.17	0.00	1,574.74	79.7
712.015 Costs - Vision / Ancillary	4,071.00	4,071.00	3,451.50	295.00	0.00	619.50	84.8
715.000 Uniform & Cleaning Allowance	7,303.00	7,303.00	5,481.47	788.70	0.00	1,821.53	75.1
728.000 SUPPLIES - Operating	13,500.00	13,500.00	14,441.39	1,919.85	0.00	-941.39	107.0
735.000 Periodicals & Publications	250.00	250.00	151.80	0.00	0.00	98.20	60.7
770.000 Vehicle Gas	72,750.00	72,750.00	30,586.40	2,790.46	0.00	42,163.60	42.0
801.000 Professional Services	3,560.00	3,560.00	17,523.36	739.31	0.00	-13,963.36	492.2
831.000 Contractual Repairs & Maint.	10,450.00	10,450.00	10,747.62	2,302.17	0.00	-297.62	102.8
860.000 Travel & Training	5,450.00	5,450.00	1,943.14	0.00	0.00	3,506.86	35.7
870.000 Memberships & Dues	400.00	400.00	418.00	209.00	0.00	-18.00	104.5
874.000 Retire. Costs - Blue Cross	0.00	0.00	2,750.00	250.00	0.00	-2,750.00	0.0
900.000 Printing & Publishing	500.00	500.00	1,172.90	0.00	0.00	-672.90	234.6
930.000 Repairs & Maintenance	78,000.00	78,000.00	82,207.62	14,979.43	0.00	-4,207.62	105.4
955.000 Christmas Decorations	9,300.00	9,300.00	5,606.10	0.00	0.00	3,693.90	60.3
957.000 Motor Pool	74,160.00	74,160.00	61,800.00	6,180.00	0.00	12,360.00	83.3
985.000 Lease Purchase	1,560.00	1,560.00	1,262.78	125.90	0.00	297.22	80.9
PUBLIC WORKS	1,159,730.00	1,159,730.00	951,402.62	112,987.66	0.00	208,327.38	82.0
Dept: 748 COMMUNITY DEVELOPMENT OFFICE							
702.000 Salaries	91,688.00	91,688.00	82,070.68	11,521.74	0.00	9,617.32	89.5
704.000 Overtime	250.00	250.00	64.62	0.00	0.00	185.38	25.8
712.001 Costs - Social Security	6,263.00	6,263.00	5,223.11	676.05	0.00	1,039.89	83.4
712.002 Costs - Medicare	1,465.00	1,465.00	1,226.49	158.11	0.00	238.51	83.7
712.005 Costs - MERS Contribution	6,677.00	6,677.00	7,894.68	1,069.50	0.00	-1,217.68	118.2
712.007 Costs - SUTA	274.00	274.00	475.19	0.00	0.00	-201.19	173.4
712.009 Costs - Workers Compensation	238.00	238.00	2,103.86	264.09	0.00	-1,865.86	884.0
712.010 Costs - Blue Cross Insurance	21,589.00	21,589.00	19,815.18	1,801.16	0.00	1,773.82	91.8
712.011 Costs - Life Insurance	227.00	227.00	207.90	18.90	0.00	19.10	91.6
712.013 Costs - HSA Contribution	6,000.00	6,000.00	6,000.00	0.00	0.00	0.00	100.0
712.014 Costs - Dental Insurance	1,619.00	1,619.00	1,441.11	131.01	0.00	177.89	89.0
712.015 Costs - Vision / Ancillary	708.00	708.00	649.00	59.00	0.00	59.00	91.7
728.000 SUPPLIES - Operating	3,650.00	3,650.00	1,265.48	5.01	0.00	2,384.52	34.7
735.000 Periodicals & Publications	250.00	250.00	183.80	0.00	0.00	66.20	73.5
831.000 Contractual Repairs & Maint.	2,400.00	2,400.00	2,051.34	419.54	0.00	348.66	85.5
860.000 Travel & Training	2,300.00	2,300.00	1,235.51	0.00	0.00	1,064.49	53.7
865.000 Vehicle Allowance	2,400.00	2,400.00	2,000.00	200.00	0.00	400.00	83.3
870.000 Memberships & Dues	400.00	400.00	56.00	56.00	0.00	344.00	14.0
900.000 Printing & Publishing	200.00	200.00	0.00	0.00	0.00	200.00	0.0
COMMUNITY DEVELOPMENT OFFICE	148,598.00	148,598.00	133,963.95	16,380.11	0.00	14,634.05	90.2
Dept: 751 PARKS & RECREATION							
702.000 Salaries	86,611.00	86,611.00	70,431.22	9,993.62	0.00	16,179.78	81.3
704.000 Overtime	7,960.00	7,960.00	12,986.93	634.08	0.00	-5,026.93	163.2
706.000 Part-Time	47,190.00	47,190.00	31,789.45	0.00	0.00	15,400.55	67.4
708.000 Holiday/Vacation/Sick Sellback	500.00	500.00	3,839.46	0.00	0.00	-3,339.46	767.9
712.001 Costs - Social Security	8,820.00	8,820.00	7,525.42	635.85	0.00	1,294.58	85.3
712.002 Costs - Medicare	2,063.00	2,063.00	1,760.09	148.72	0.00	302.91	85.3
712.007 Costs - SUTA	1,907.00	1,907.00	1,056.62	0.00	0.00	850.38	55.4
712.009 Costs - Workers Compensation	3,998.00	3,998.00	3,958.64	303.93	0.00	39.36	99.0
712.010 Costs - Blue Cross Insurance	19,096.00	19,096.00	16,955.33	1,801.16	0.00	2,140.67	88.8
712.011 Costs - Life Insurance	302.00	302.00	274.15	12.70	0.00	27.85	90.8
712.013 Costs - HSA Contribution	6,000.00	6,000.00	6,000.00	0.00	0.00	0.00	100.0
712.014 Costs - Dental Insurance	1,439.00	1,439.00	1,254.35	131.01	0.00	184.65	87.2
712.015 Costs - Vision / Ancillary	708.00	708.00	634.25	59.00	0.00	73.75	89.6
715.000 Uniform & Cleaning Allowance	1,031.00	1,031.00	557.02	0.00	0.00	473.98	54.0
728.000 SUPPLIES - Operating	10,800.00	10,800.00	10,713.39	2,016.03	0.00	86.61	99.2
770.000 Vehicle Gas	6,000.00	6,000.00	7,086.35	277.61	0.00	-1,086.35	118.1
801.000 Professional Services	500.00	500.00	0.00	0.00	0.00	500.00	0.0

REVENUE/EXPENDITURE REPORT
DRAFT

City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 751 PARKS & RECREATION							
831.000 Contractual Repairs & Maint.	22,500.00	22,500.00	27,017.57	3,763.45	0.00	-4,517.57	120.1
860.000 Travel & Training	500.00	500.00	650.00	0.00	0.00	-150.00	130.0
870.000 Memberships & Dues	250.00	250.00	0.00	0.00	0.00	250.00	0.0
874.000 Retire. Costs - Blue Cross	0.00	0.00	1,113.01	250.00	0.00	-1,113.01	0.0
900.000 Printing & Publishing	500.00	500.00	796.22	682.67	0.00	-296.22	159.2
920.000 Gas	1,000.00	1,000.00	744.42	72.44	0.00	255.58	74.4
922.000 Water	13,000.00	13,000.00	12,090.35	445.31	0.00	909.65	93.0
925.000 Electric	20,000.00	20,000.00	17,802.73	944.31	0.00	2,197.27	89.0
930.000 Repairs & Maintenance	48,000.00	48,000.00	37,988.72	800.67	0.00	10,011.28	79.1
957.000 Motor Pool	37,080.00	37,080.00	30,900.00	3,090.00	0.00	6,180.00	83.3
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PARKS & RECREATION	347,755.00	347,755.00	305,925.69	26,062.56	0.00	41,829.31	88.0
Dept: 801 APPROPRIATIONS							
890.000 Alternatives for Area Youth	13,000.00	13,000.00	13,000.00	0.00	0.00	0.00	100.0
891.001 2-1-1	3,000.00	3,000.00	3,000.00	0.00	0.00	0.00	100.0
892.000 Alliance for Economic Success	46,518.00	46,518.00	46,518.00	11,629.50	0.00	0.00	100.0
893.000 Junior Baseball	3,500.00	3,500.00	3,500.00	0.00	0.00	0.00	100.0
893.500 MAPS Paine Pool	40,000.00	40,000.00	40,000.00	10,000.00	0.00	0.00	100.0
894.000 Manistee Recreation Assoc.	28,500.00	28,500.00	28,500.00	7,125.00	0.00	0.00	100.0
894.500 Manistee Saints	6,000.00	6,000.00	6,000.00	0.00	0.00	0.00	100.0
895.000 Man. Co. Historical Museum	10,500.00	10,500.00	10,500.00	0.00	0.00	0.00	100.0
896.000 PEG Studio	25,500.00	25,500.00	25,500.00	0.00	0.00	0.00	100.0
899.000 Veteran's Memorial Day	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
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APPROPRIATIONS	177,518.00	177,518.00	176,518.00	28,754.50	0.00	1,000.00	99.4
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Expenditures	6,129,368.00	6,129,368.00	5,399,511.90	546,589.89	0.00	729,856.10	88.1
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Net Effect for GENERAL FUND	-60,746.00	-60,746.00	-74,071.46	-302,270.75	0.00	13,325.46	121.9
Change in Fund Balance:			-74,071.46				

REVENUE/EXPENDITURE REPORT
DRAFT

City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 202 - MAJOR STREET FUND							
Revenues							
Dept: 000							
539.000 State Grant Revenue	5,839.00	5,839.00	26,875.17	0.00	0.00	-21,036.17	460.3
576.000 Act 51 Revenue	385,000.00	385,000.00	279,209.20	41,464.92	0.00	105,790.80	72.5
626.000 Charge for Service	185,000.00	185,000.00	100,000.40	0.00	0.00	84,999.60	54.1
641.000 Snow Removal	0.00	0.00	16,235.85	0.00	0.00	-16,235.85	0.0
664.000 Interest Income	100.00	100.00	302.45	37.73	0.00	-202.45	302.5
676.000 Reimbursement	0.00	0.00	26,825.44	0.00	0.00	-26,825.44	0.0
699.000 Transfers In	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
Dept: 000	585,939.00	585,939.00	449,448.51	41,502.65	0.00	136,490.49	76.7
Revenues	585,939.00	585,939.00	449,448.51	41,502.65	0.00	136,490.49	76.7
Expenditures							
Dept: 000							
728.000 SUPPLIES - Operating	500.00	500.00	0.00	0.00	0.00	500.00	0.0
935.000 Traffic Services	12,000.00	12,000.00	6,752.63	1,349.47	0.00	5,247.37	56.3
936.000 Preservation Streets	150,000.00	150,000.00	161,151.63	16,528.72	0.00	-11,151.63	107.4
937.000 Routine Maintenance Bridges	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
938.000 Winter Maintenance Streets	177,000.00	177,000.00	109,000.42	8,083.33	0.00	67,999.58	61.6
999.000 Transfers Out	191,369.00	191,369.00	172,836.70	0.00	0.00	18,532.30	90.3
Dept: 000	535,869.00	535,869.00	449,741.38	25,961.52	0.00	86,127.62	83.9
Expenditures	535,869.00	535,869.00	449,741.38	25,961.52	0.00	86,127.62	83.9
Net Effect for MAJOR STREET FUND	50,070.00	50,070.00	-292.87	15,541.13	0.00	50,362.87	-0.6
Change in Fund Balance:			-292.87				

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 203 - LOCAL STREET FUND							
Revenues							
Dept: 000							
539.000 State Grant Revenue	5,839.00	5,839.00	26,875.17	0.00	0.00	-21,036.17	460.3
576.000 Act 51 Revenue	138,000.00	138,000.00	96,923.17	14,393.84	0.00	41,076.83	70.2
664.000 Interest Income	80.00	80.00	125.57	7.76	0.00	-45.57	157.0
676.000 Reimbursement	140,000.00	140,000.00	0.00	0.00	0.00	140,000.00	0.0
699.000 Transfers In	368,369.00	451,369.00	422,836.70	0.00	0.00	28,532.30	93.7
Dept: 000	652,288.00	735,288.00	546,760.61	14,401.60	0.00	188,527.39	74.4
Revenues	652,288.00	735,288.00	546,760.61	14,401.60	0.00	188,527.39	74.4
Expenditures							
Dept: 000							
728.000 SUPPLIES - Operating	500.00	500.00	304.80	0.00	0.00	195.20	61.0
935.000 Traffic Services	5,000.00	5,000.00	536.28	0.00	0.00	4,463.72	10.7
936.000 Preservation Streets	482,800.00	482,800.00	440,826.83	3,916.67	0.00	41,973.17	91.3
938.000 Winter Maintenance Streets	77,500.00	77,500.00	39,342.07	2,833.33	0.00	38,157.93	50.8
999.000 Transfers Out	81,369.00	81,369.00	62,836.70	0.00	0.00	18,532.30	77.2
Dept: 000	647,169.00	647,169.00	543,846.68	6,750.00	0.00	103,322.32	84.0
Expenditures	647,169.00	647,169.00	543,846.68	6,750.00	0.00	103,322.32	84.0
Net Effect for LOCAL STREET FUND	5,119.00	88,119.00	2,913.93	7,651.60	0.00	85,205.07	3.3
Change in Fund Balance:			2,913.93				

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 204 - STREET IMPROVEMENT FUND							
Revenues							
Dept: 000							
495.000 ROW Fee	23,500.00	23,500.00	0.00	0.00	0.00	23,500.00	0.0
664.000 Interest Income	360.00	360.00	215.83	2.32	0.00	144.17	60.0
672.000 Special Assessment Revenue	1,500.00	1,500.00	1,471.45	0.00	0.00	28.55	98.1
676.000 Reimbursement	7,143.00	7,143.00	0.00	0.00	0.00	7,143.00	0.0
699.000 Transfers In	83,000.00	83,000.00	0.00	0.00	0.00	83,000.00	0.0
Dept: 000	115,503.00	115,503.00	1,687.28	2.32	0.00	113,815.72	1.5
Revenues	115,503.00	115,503.00	1,687.28	2.32	0.00	113,815.72	1.5
Expenditures							
Dept: 000							
801.000 Professional Services	7,500.00	7,500.00	3,445.45	3,445.45	0.00	4,054.55	45.9
984.000 Capital Outlay - Trees	5,000.00	5,000.00	4,691.50	4,691.50	0.00	308.50	93.8
999.000 Transfers Out	103,000.00	103,000.00	0.00	0.00	0.00	103,000.00	0.0
Dept: 000	115,500.00	115,500.00	8,136.95	8,136.95	0.00	107,363.05	7.0
Expenditures	115,500.00	115,500.00	8,136.95	8,136.95	0.00	107,363.05	7.0
Net Effect for STREET IMPROVEMENT FUND	3.00	3.00	-6,449.67	-8,134.63	0.00	6,452.6714,989.0	
Change in Fund Balance:			-6,449.67				

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 226 - CITY REFUSE FUND							
Revenues							
Dept: 000							
402.000 Real & Personal Property Tax	197,300.00	197,300.00	195,188.81	0.00	0.00	2,111.19	98.9
411.000 Delinq Real Property Tax	10,380.00	10,380.00	136.71	0.00	0.00	10,243.29	1.3
420.000 Delinq Personal Property Tax	200.00	200.00	400.93	80.24	0.00	-200.93	200.5
626.000 Charge for Service	233,200.00	233,200.00	195,348.25	19,570.65	0.00	37,851.75	83.8
643.000 Yard Bags	12,250.00	12,250.00	7,148.00	2,040.00	0.00	5,102.00	58.4
644.000 Trash Bags	1,000.00	1,000.00	843.50	4.00	0.00	156.50	84.4
664.000 Interest Income	150.00	150.00	58.83	6.58	0.00	91.17	39.2
671.000 Other Revenue	0.00	0.00	1.00	0.00	0.00	-1.00	0.0
Dept: 000	454,480.00	454,480.00	399,126.03	21,701.47	0.00	55,353.97	87.8
Revenues	454,480.00	454,480.00	399,126.03	21,701.47	0.00	55,353.97	87.8
Expenditures							
Dept: 000							
728.000 SUPPLIES - Operating	2,500.00	2,500.00	3,255.12	835.20	0.00	-755.12	130.2
755.000 Yard Bags	15,000.00	15,000.00	11,784.00	7,171.20	0.00	3,216.00	78.6
820.000 Administration	31,814.00	31,814.00	31,814.00	7,953.50	0.00	0.00	100.0
826.000 Refuse Contract Fees	331,593.00	331,593.00	254,668.14	53,516.79	0.00	76,924.86	76.8
827.000 Municipal Refuse Fees	24,000.00	24,000.00	15,600.25	204.32	0.00	8,399.75	65.0
828.000 Trash Haul Contract Fees	26,000.00	26,000.00	0.00	0.00	0.00	26,000.00	0.0
829.000 Trash Haul City	18,000.00	18,000.00	0.00	0.00	0.00	18,000.00	0.0
829.001 Yard Waste Contract Fees	8,000.00	8,000.00	0.00	0.00	0.00	8,000.00	0.0
829.002 Yard Waste City	36,000.00	36,000.00	30,000.00	3,000.00	0.00	6,000.00	83.3
970.000 Capital Outlay - under \$5,000	0.00	0.00	12,683.61	0.00	0.00	-12,683.61	0.0
Dept: 000	492,907.00	492,907.00	359,805.12	72,681.01	0.00	133,101.88	73.0
Expenditures	492,907.00	492,907.00	359,805.12	72,681.01	0.00	133,101.88	73.0
Net Effect for CITY REFUSE FUND	-38,427.00	-38,427.00	39,320.91	-50,979.54	0.00	-77,747.91	-102.3
Change in Fund Balance:			39,320.91				

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 243 - BROWNFIELD REDEVELOPMENT AUTHO							
Revenues							
Dept: 000							
402.000 Real & Personal Property Tax	0.00	0.00	339.26	0.00	0.00	-339.26	0.0
Dept: 000	0.00	0.00	339.26	0.00	0.00	-339.26	0.0
Revenues	0.00	0.00	339.26	0.00	0.00	-339.26	0.0
Expenditures							
Dept: 000							
728.000 SUPPLIES - Operating	0.00	0.00	34.70	0.00	0.00	-34.70	0.0
801.000 Professional Services	0.00	0.00	11,189.00	0.00	0.00	-11,189.00	0.0
Dept: 000	0.00	0.00	11,223.70	0.00	0.00	-11,223.70	0.0
Expenditures	0.00	0.00	11,223.70	0.00	0.00	-11,223.70	0.0
Net Effect for BROWNFIELD REDEVELOPMENT AUTHO	0.00	0.00	-10,884.44	0.00	0.00	10,884.44	0.0
Change in Fund Balance:			-10,884.44				

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 245 - OIL & GAS FUND							
Revenues							
Dept: 000							
664.000 Interest Income	250,000.00	250,000.00	161,169.83	2.67	0.00	88,830.17	64.5
665.001 Unrealized Gain\Losson Investm	275,000.00	275,000.00	-278,057.71	0.00	0.00	553,057.71	-101.1
666.000 Oil Royalties	80,000.00	80,000.00	26,760.53	374.06	0.00	53,239.47	33.5
Dept: 000	605,000.00	605,000.00	-90,127.35	376.73	0.00	695,127.35	-14.9
Revenues	605,000.00	605,000.00	-90,127.35	376.73	0.00	695,127.35	-14.9
Expenditures							
Dept: 000							
728.000 SUPPLIES - Operating	200.00	200.00	0.00	0.00	0.00	200.00	0.0
801.000 Professional Services	52,000.00	52,000.00	38,115.52	0.00	0.00	13,884.48	73.3
999.000 Transfers Out	457,680.00	457,680.00	457,680.00	0.00	0.00	0.00	100.0
Dept: 000	509,880.00	509,880.00	495,795.52	0.00	0.00	14,084.48	97.2
Expenditures	509,880.00	509,880.00	495,795.52	0.00	0.00	14,084.48	97.2
Net Effect for OIL & GAS FUND	95,120.00	95,120.00	-585,922.87	376.73	0.00	681,042.87	-616.0
Change in Fund Balance:			-585,922.87				

REVENUE/EXPENDITURE REPORT
DRAFT

City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 249 - BUILDING INSPECTOR							
Expenditures							
Dept: 000							
831.000 Contractual Repairs & Maint.	0.00	0.00	186.33	0.00	0.00	-186.33	0.0
Dept: 000	0.00	0.00	186.33	0.00	0.00	-186.33	0.0
Expenditures	0.00	0.00	186.33	0.00	0.00	-186.33	0.0
Net Effect for BUILDING INSPECTOR	0.00	0.00	-186.33	0.00	0.00	186.33	0.0
Change in Fund Balance:			-186.33				

**REVENUE/EXPENDITURE REPORT
DRAFT**

City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 275 - GRANT MANAGEMENT FUND							
Revenues							
Dept: 000							
501.000 Federal Grant	48,000.00	48,000.00	47,620.00	0.00	0.00	380.00	99.2
570.000 Local Grants	0.00	0.00	20,000.00	0.00	0.00	-20,000.00	0.0
570.066 2015 Cycle 1 -Fire Heart Monit	0.00	0.00	15,000.00	0.00	0.00	-15,000.00	0.0
570.067 2015 Cycle 1 - Police Vests	0.00	0.00	3,000.00	0.00	0.00	-3,000.00	0.0
570.068 2015 Cycle 2 AEDs	0.00	0.00	8,214.00	0.00	0.00	-8,214.00	0.0
674.000 Contributions\Donations	0.00	0.00	3,000.00	0.00	0.00	-3,000.00	0.0
Dept: 000	48,000.00	48,000.00	96,834.00	0.00	0.00	-48,834.00	201.7
Revenues	48,000.00	48,000.00	96,834.00	0.00	0.00	-48,834.00	201.7
Expenditures							
Dept: 901 LOCAL REVENUE SHARING GRANTS							
965.052 2012 Cycle 1 Playground Equip	0.00	0.00	25,000.00	0.00	0.00	-25,000.00	0.0
965.065 2014 Cycle 2 - Police Video	0.00	0.00	66.65	0.00	0.00	-66.65	0.0
965.066 2015 Cycle 1 - Fire Heart Moni	0.00	0.00	15,000.00	0.00	0.00	-15,000.00	0.0
965.067 2015 Cycle 1 - Police Vests	0.00	0.00	2,541.90	0.00	0.00	-2,541.90	0.0
965.068 2015 Cycle 2 AEDs	0.00	0.00	8,134.00	0.00	0.00	-8,134.00	0.0
LOCAL REVENUE SHARING GRANTS	0.00	0.00	50,742.55	0.00	0.00	-50,742.55	0.0
Dept: 902 OTHER GRANTS							
970.002 Rotary Park	93,000.00	93,000.00	70,417.71	0.00	0.00	22,582.29	75.7
970.004 FEMA Grant - Fire Exhaust Rmvl	0.00	0.00	47,452.90	13,092.90	0.00	-47,452.90	0.0
OTHER GRANTS	93,000.00	93,000.00	117,870.61	13,092.90	0.00	-24,870.61	126.7
Expenditures	93,000.00	93,000.00	168,613.16	13,092.90	0.00	-75,613.16	181.3
Net Effect for GRANT MANAGEMENT FUND	-45,000.00	-45,000.00	-71,779.16	-13,092.90	0.00	26,779.16	159.5
Change in Fund Balance:			-71,779.16				

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2015 to 4/30/2016

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 290 - PEG COMMISSION							
Revenues							
Dept: 000							
570.000 Local Grants	34,300.00	34,300.00	33,550.00	6,150.00	0.00	750.00	97.8
578.000 Cable Grant	6,600.00	6,600.00	2,829.70	0.00	0.00	3,770.30	42.9
664.000 Interest Income	0.00	0.00	2.43	0.30	0.00	-2.43	0.0
Dept: 000	40,900.00	40,900.00	36,382.13	6,150.30	0.00	4,517.87	89.0
Revenues	40,900.00	40,900.00	36,382.13	6,150.30	0.00	4,517.87	89.0
Expenditures							
Dept: 000							
728.000 SUPPLIES - Operating	1,339.00	1,339.00	1,689.88	0.00	0.00	-350.88	126.2
801.000 Professional Services	38,000.00	38,000.00	31,666.70	3,166.67	0.00	6,333.30	83.3
870.000 Memberships & Dues	275.00	275.00	0.00	0.00	0.00	275.00	0.0
930.000 Repairs & Maintenance	200.00	200.00	170.14	0.00	0.00	29.86	85.1
970.000 Capital Outlay - under \$5,000	1,086.00	1,086.00	0.00	0.00	0.00	1,086.00	0.0
Dept: 000	40,900.00	40,900.00	33,526.72	3,166.67	0.00	7,373.28	82.0
Expenditures	40,900.00	40,900.00	33,526.72	3,166.67	0.00	7,373.28	82.0
Net Effect for PEG COMMISSION	0.00	0.00	2,855.41	2,983.63	0.00	-2,855.41	0.0
Change in Fund Balance:			2,855.41				

**REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 296 - RAMSDELL THEATRE							
Revenues							
Dept: 000							
652.000 Sales - Movies/Opera	6,653.00	6,653.00	0.00	0.00	0.00	6,653.00	0.0
653.000 Sales - Performances	31,875.00	31,875.00	24,936.08	2,177.58	0.00	6,938.92	78.2
664.000 Interest Income	50.00	50.00	18.84	3.34	0.00	31.16	37.7
667.000 Rental Income	22,440.00	22,440.00	14,424.74	445.00	0.00	8,015.26	64.3
667.001 Rental Income - Ballroom	27,000.00	27,000.00	15,337.50	850.00	0.00	11,662.50	56.8
667.002 Rental Income - Theatre	4,700.00	4,700.00	3,800.00	0.00	0.00	900.00	80.9
667.003 Rental Income - Hardy Hall	1,600.00	1,600.00	1,562.50	512.50	0.00	37.50	97.7
671.000 Other Revenue	0.00	0.00	2,000.00	0.00	0.00	-2,000.00	0.0
674.000 Contributions/Donations	10,000.00	10,000.00	40.00	0.00	0.00	9,960.00	0.4
699.000 Transfers In	268,830.00	268,830.00	251,359.94	22,500.00	0.00	17,470.06	93.5
Dept: 000	373,148.00	373,148.00	313,479.60	26,488.42	0.00	59,668.40	84.0
Revenues	373,148.00	373,148.00	313,479.60	26,488.42	0.00	59,668.40	84.0
Expenditures							
Dept: 000							
702.000 Salaries	47,777.00	47,777.00	39,371.50	5,512.71	0.00	8,405.50	82.4
706.000 Part-Time	13,580.00	13,580.00	12,230.00	1,320.00	0.00	1,350.00	90.1
712.001 Costs - Social Security	3,804.00	3,804.00	3,320.02	413.15	0.00	483.98	87.3
712.002 Costs - Medicare	890.00	890.00	778.75	96.62	0.00	111.25	87.5
712.005 Costs - MERS Contribution	4,357.00	4,357.00	3,687.18	502.97	0.00	669.82	84.6
712.007 Costs - SUTA	137.00	137.00	431.25	34.86	0.00	-294.25	314.8
712.009 Costs - Workers Compensation	2,158.00	2,158.00	529.17	74.91	0.00	1,628.83	24.5
712.010 Costs - Blue Cross Insurance	9,548.00	9,548.00	8,766.43	796.94	0.00	781.57	91.8
712.011 Costs - Life Insurance	113.00	113.00	245.72	22.68	0.00	-132.72	217.5
712.013 Costs - HSA Contribution	3,000.00	3,000.00	3,000.00	0.00	0.00	0.00	100.0
712.014 Costs - Dental Insurance	720.00	720.00	640.53	58.23	0.00	79.47	89.0
712.015 Costs - Vision / Ancillary	354.00	354.00	324.50	29.50	0.00	29.50	91.7
728.000 SUPPLIES - Operating	10,000.00	10,000.00	2,935.25	15.15	0.00	7,064.75	29.4
752.000 Ramsdell - Movie / Opera Expen	4,090.00	4,090.00	5,347.69	1,420.00	0.00	-1,257.69	130.8
753.000 Ramsdell - Performance Expense	28,381.00	28,381.00	20,227.46	1,121.41	0.00	8,153.54	71.3
801.000 Professional Services	8,500.00	8,500.00	10,333.00	0.00	0.00	-1,833.00	121.6
822.000 Insurance	2,000.00	2,000.00	4,159.67	0.00	0.00	-2,159.67	208.0
831.000 Contractual Repairs & Maint.	18,000.00	18,000.00	8,274.66	1,794.22	0.00	9,725.34	46.0
850.000 Phone	600.00	600.00	1,733.79	156.30	0.00	-1,133.79	289.0
860.000 Travel & Training	1,000.00	1,000.00	1,328.08	0.00	0.00	-328.08	132.8
870.000 Memberships & Dues	485.00	485.00	425.00	0.00	0.00	60.00	87.6
892.500 Marketing	5,000.00	5,000.00	3,176.77	0.00	0.00	1,823.23	63.5
900.000 Printing & Publishing	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
901.000 Postage	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
920.000 Gas	14,000.00	14,000.00	9,779.16	1,122.84	0.00	4,220.84	69.9
922.000 Water	480.00	480.00	416.85	36.69	0.00	63.15	86.8
925.000 Electric	15,000.00	15,000.00	10,603.78	783.75	0.00	4,396.22	70.7
930.000 Repairs & Maintenance	10,000.00	10,000.00	7,400.26	0.00	0.00	2,599.74	74.0
940.000 Rent	0.00	0.00	1,000.00	0.00	0.00	-1,000.00	0.0
970.000 Capital Outlay - under \$5,000	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
Dept: 000	212,974.00	212,974.00	160,466.47	15,312.93	0.00	52,507.53	75.3
Dept: 574 DEBT SERVICE							
998.000 Ramsdell Theatre Roof - Int	3,147.00	3,147.00	2,619.73	0.00	0.00	527.27	83.2
998.002 Ramsdell Theatre HVAC - Intere	36,412.00	36,412.00	36,411.82	0.00	0.00	0.18	100.0
DEBT SERVICE	39,559.00	39,559.00	39,031.55	0.00	0.00	527.45	98.7
Expenditures	252,533.00	252,533.00	199,498.02	15,312.93	0.00	53,034.98	79.0
Net Effect for RAMSDELL THEATRE	120,615.00	120,615.00	113,981.58	11,175.49	0.00	6,633.42	94.5
Change in Fund Balance:			113,981.58				

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 297 - FRIENDS OF THE RAMSDELL							
Revenues							
Dept: 000							
664.000 Interest Income	0.00	0.00	2.16	0.44	0.00	-2.16	0.0
674.000 Contributions\Donations	0.00	0.00	9,462.53	0.00	0.00	-9,462.53	0.0
Dept: 000	0.00	0.00	9,464.69	0.44	0.00	-9,464.69	0.0
Revenues	0.00	0.00	9,464.69	0.44	0.00	-9,464.69	0.0
Expenditures							
Dept: 000							
728.000 SUPPLIES - Operating	0.00	0.00	267.81	0.00	0.00	-267.81	0.0
801.000 Professional Services	0.00	0.00	70.00	0.00	0.00	-70.00	0.0
Dept: 000	0.00	0.00	337.81	0.00	0.00	-337.81	0.0
Expenditures	0.00	0.00	337.81	0.00	0.00	-337.81	0.0
Net Effect for FRIENDS OF THE RAMSDELL	0.00	0.00	9,126.88	0.44	0.00	-9,126.88	0.0
Change in Fund Balance:			9,126.88				

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City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 430 - CAPITAL IMPROVEMENT FUND							
Revenues							
Dept: 000							
664.000 Interest Income	200.00	200.00	20.14	2.87	0.00	179.86	10.1
699.000 Transfers In	457,680.00	457,680.00	457,680.00	0.00	0.00	0.00	100.0
Dept: 000	457,880.00	457,880.00	457,700.14	2.87	0.00	179.86	100.0
Revenues	457,880.00	457,880.00	457,700.14	2.87	0.00	179.86	100.0
Expenditures							
Dept: 000							
970.000 Capital Outlay - under \$5,000	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	0.0
979.003 Ramsdell - Roof Note	69,880.00	69,880.00	52,409.94	0.00	0.00	17,470.06	75.0
979.004 Ramsdell - HVAC Note	108,950.00	108,950.00	108,950.00	0.00	0.00	0.00	100.0
979.019 Marina Bldg Note Support	40,000.00	40,000.00	40,000.00	0.00	0.00	0.00	100.0
979.020 First St Bond	72,640.00	72,640.00	56,079.36	0.00	0.00	16,560.64	77.2
979.022 5th Ave Beach Improve FY14/15	0.00	0.00	5,794.78	0.00	0.00	-5,794.78	0.0
979.023 Rotary Park Grnt Match FY14/15	0.00	0.00	20,000.00	0.00	0.00	-20,000.00	0.0
979.025 Fire Rear Garage Door FY13/14	0.00	0.00	2,059.76	0.00	0.00	-2,059.76	0.0
979.026 Wayfinding Signs FY 15/16	7,500.00	7,500.00	7,500.00	0.00	0.00	0.00	100.0
979.027 Simunitions FY 15/16	7,500.00	7,500.00	5,943.79	0.00	0.00	1,556.21	79.3
979.028 Heart Monitor FY 15/16	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.0
999.000 Transfers Out	180,000.00	180,000.00	180,000.00	0.00	0.00	0.00	100.0
Dept: 000	551,470.00	551,470.00	478,737.63	0.00	0.00	72,732.37	86.8
Expenditures	551,470.00	551,470.00	478,737.63	0.00	0.00	72,732.37	86.8
Net Effect for CAPITAL IMPROVEMENT FUND	-93,590.00	-93,590.00	-21,037.49	2.87	0.00	-72,552.51	22.5
Change in Fund Balance:			-21,037.49				

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 490 - RENAISSANCE PARK							
Revenues							
Dept: 000							
664.000 Interest Income	0.00	0.00	0.68	0.11	0.00	-0.68	0.0
699.000 Transfers In	5,616.00	5,616.00	5,616.00	0.00	0.00	0.00	100.0
Dept: 000	5,616.00	5,616.00	5,616.68	0.11	0.00	-0.68	100.0
Revenues	5,616.00	5,616.00	5,616.68	0.11	0.00	-0.68	100.0
Expenditures							
Dept: 000							
992.002 Renaissance Park - Principal	5,616.00	5,616.00	3,743.92	0.00	0.00	1,872.08	66.7
Dept: 000	5,616.00	5,616.00	3,743.92	0.00	0.00	1,872.08	66.7
Expenditures	5,616.00	5,616.00	3,743.92	0.00	0.00	1,872.08	66.7
Net Effect for RENAISSANCE PARK	0.00	0.00	1,872.76	0.11	0.00	-1,872.76	0.0
Change in Fund Balance:			1,872.76				

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 508 - BOAT RAMP FUND							
Revenues							
Dept: 000							
642.000 Sales	34,000.00	34,000.00	26,109.00	2,860.00	0.00	7,891.00	76.8
664.000 Interest Income	10.00	10.00	4.80	0.82	0.00	5.20	48.0
Dept: 000	34,010.00	34,010.00	26,113.80	2,860.82	0.00	7,896.20	76.8
Revenues	34,010.00	34,010.00	26,113.80	2,860.82	0.00	7,896.20	76.8
Expenditures							
Dept: 000							
728.000 SUPPLIES - Operating	2,500.00	2,500.00	467.41	8.99	0.00	2,032.59	18.7
801.000 Professional Services	500.00	500.00	0.00	0.00	0.00	500.00	0.0
820.000 Administration	2,381.00	2,381.00	2,381.00	0.00	0.00	0.00	100.0
850.000 Phone	330.00	330.00	946.06	96.31	0.00	-616.06	286.7
892.500 Marketing	500.00	500.00	0.00	0.00	0.00	500.00	0.0
922.000 Water	1,600.00	1,600.00	1,749.87	132.03	0.00	-149.87	109.4
925.000 Electric	3,500.00	3,500.00	2,828.47	199.70	0.00	671.53	80.8
930.000 Repairs & Maintenance	1,000.00	1,000.00	49.49	49.49	0.00	950.51	4.9
960.000 Bank Charges	600.00	600.00	468.43	22.58	0.00	131.57	78.1
970.000 Capital Outlay - under \$5,000	800.00	800.00	0.00	0.00	0.00	800.00	0.0
Dept: 000	13,711.00	13,711.00	8,890.73	509.10	0.00	4,820.27	64.8
Dept: 574 DEBT SERVICE							
998.003 Interest - Internal Loan	1,897.00	1,897.00	1,897.48	0.00	0.00	-0.48	100.0
DEBT SERVICE	1,897.00	1,897.00	1,897.48	0.00	0.00	-0.48	100.0
Expenditures	15,608.00	15,608.00	10,788.21	509.10	0.00	4,819.79	69.1
Net Effect for BOAT RAMP FUND	18,402.00	18,402.00	15,325.59	2,351.72	0.00	3,076.41	83.3
Change in Fund Balance:			15,325.59				

**REVENUE/EXPENDITURE REPORT
DRAFT**

City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 573 - WATER & SEWER UTILITY							
Revenues							
Dept: 000							
539.000 State Grant Revenue	0.00	0.00	181,490.88	27,530.65	0.00	-181,490.88	0.0
608.000 Penalties	36,225.00	36,225.00	36,127.76	3,410.20	0.00	97.24	99.7
610.000 Water Ready to Serve	199,099.00	199,099.00	146,019.61	16,114.20	0.00	53,079.39	73.3
611.000 Sewer Ready to Serve	604,240.00	604,240.00	421,627.57	46,775.96	0.00	182,612.43	69.8
612.000 New Service	2,500.00	2,500.00	12,700.00	0.00	0.00	-10,200.00	508.0
626.000 Charge for Service	1,000.00	1,000.00	389.92	0.00	0.00	610.08	39.0
648.000 Water Sales	867,178.00	867,178.00	646,223.79	63,449.65	0.00	220,954.21	74.5
649.000 Sewer Sales	2,056,413.00	2,056,413.00	1,592,826.09	169,719.05	0.00	463,586.91	77.5
650.000 Meter Sales	3,500.00	3,500.00	3,639.00	338.00	0.00	-139.00	104.0
664.000 Interest Income	1,500.00	1,500.00	6,536.20	1,088.28	0.00	-5,036.20	435.7
667.000 Rental Income	69,922.00	69,922.00	86,300.69	0.00	0.00	-16,378.69	123.4
669.000 Hydrant & Tunnel Rental	21,600.00	21,600.00	21,600.00	5,400.00	0.00	0.00	100.0
671.000 Other Revenue	3,500.00	3,500.00	8,970.67	1,280.00	0.00	-5,470.67	256.3
676.000 Reimbursement	0.00	0.00	25,772.11	17.50	0.00	-25,772.11	0.0
680.000 Capital Cost Recovery	31,924.00	31,924.00	57,974.64	1,987.95	0.00	-26,050.64	181.6
695.000 Insurance Settlement	0.00	0.00	7,536.57	0.00	0.00	-7,536.57	0.0
699.000 Transfers In	457,680.00	457,680.00	457,680.00	0.00	0.00	0.00	100.0
Dept: 000	4,356,281.00	4,356,281.00	3,713,415.50	337,111.44	0.00	642,865.50	85.2
Revenues	4,356,281.00	4,356,281.00	3,713,415.50	337,111.44	0.00	642,865.50	85.2
Expenditures							
Dept: 100 GENERAL							
961.000 Utility Ownership Fee	170,931.00	170,931.00	142,442.50	14,244.25	0.00	28,488.50	83.3
999.000 Transfers Out	457,680.00	732,706.00	670,006.44	0.00	0.00	62,699.56	91.4
GENERAL	628,611.00	903,637.00	812,448.94	14,244.25	0.00	91,188.06	89.9
Dept: 541 ADMINISTRATION							
702.000 Salaries	68,625.00	68,625.00	76,096.70	12,674.25	0.00	-7,471.70	110.9
704.000 Overtime	1,200.00	1,200.00	362.16	0.00	0.00	837.84	30.2
712.001 Costs - Social Security	4,576.00	4,576.00	4,735.16	747.35	0.00	-159.16	103.5
712.002 Costs - Medicare	1,070.00	1,070.00	1,112.77	174.78	0.00	-42.77	104.0
712.005 Costs - MERS Contribution	3,984.00	3,984.00	7,079.06	1,156.38	0.00	-3,095.06	177.7
712.007 Costs - SUTA	274.00	274.00	604.80	0.00	0.00	-330.80	220.7
712.009 Costs - Workers Compensation	1,055.00	1,055.00	1,141.96	203.56	0.00	-86.96	108.2
712.010 Costs - Blue Cross Insurance	15,569.00	15,569.00	17,378.27	1,801.16	0.00	-1,809.27	111.6
712.011 Costs - Life Insurance	265.00	265.00	214.96	22.05	0.00	50.04	81.1
712.013 Costs - HSA Contribution	4,500.00	4,500.00	5,250.00	0.00	0.00	-750.00	116.7
712.014 Costs - Dental Insurance	1,170.00	1,170.00	1,295.58	131.01	0.00	-125.58	110.7
712.015 Costs - Vision / Ancillary	531.00	531.00	531.00	59.00	0.00	0.00	100.0
728.000 SUPPLIES - Operating	10,900.00	10,900.00	6,345.83	174.58	0.00	4,554.17	58.2
735.000 Periodicals & Publications	150.00	150.00	0.00	0.00	0.00	150.00	0.0
801.000 Professional Services	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
802.000 Attorney	0.00	0.00	4,118.00	95.00	0.00	-4,118.00	0.0
820.000 Administration	320,496.00	320,496.00	267,080.00	26,708.00	0.00	53,416.00	83.3
831.000 Contractual Repairs & Maint.	4,300.00	4,300.00	742.66	106.43	0.00	3,557.34	17.3
850.000 Phone	8,000.00	8,000.00	20,388.32	2,004.60	0.00	-12,388.32	254.9
860.000 Travel & Training	3,000.00	3,000.00	47.50	0.00	0.00	2,952.50	1.6
870.000 Memberships & Dues	300.00	300.00	0.00	0.00	0.00	300.00	0.0
900.000 Printing & Publishing	6,000.00	6,000.00	2,731.82	1,275.10	0.00	3,268.18	45.5
960.000 Bank Charges	8,000.00	8,000.00	7,857.93	892.92	0.00	142.07	98.2
970.000 Capital Outlay - under \$5,000	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
ADMINISTRATION	469,965.00	469,965.00	425,114.48	48,226.17	0.00	44,850.52	90.5
Dept: 542 WATER OPERATION							
702.000 Salaries	131,560.00	131,560.00	100,707.85	14,707.20	0.00	30,852.15	76.5
704.000 Overtime	22,242.00	22,242.00	21,424.73	2,768.52	0.00	817.27	96.3
708.000 Holiday/Vacation/Sick Sellback	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
712.001 Costs - Social Security	8,602.00	8,602.00	7,348.09	1,026.06	0.00	1,253.91	85.4
712.002 Costs - Medicare	2,012.00	2,012.00	1,721.05	239.98	0.00	290.95	85.5

**REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 573 - WATER & SEWER UTILITY							
Expenditures							
Dept: 542 WATER OPERATION							
712.005 Costs - MERS Contribution	0.00	0.00	3,669.46	499.29	0.00	-3,669.46	0.0
712.007 Costs - SUTA	410.00	410.00	842.38	0.00	0.00	-432.38	205.5
712.009 Costs - Workers Compensation	4,859.00	4,859.00	4,687.09	627.22	0.00	171.91	96.5
712.010 Costs - Blue Cross Insurance	25,515.00	25,515.00	32,858.22	3,012.66	0.00	-7,343.22	128.8
712.011 Costs - Life Insurance	454.00	454.00	403.20	37.80	0.00	50.80	88.8
712.013 Costs - HSA Contribution	7,500.00	7,500.00	8,500.00	0.00	0.00	-1,000.00	113.3
712.014 Costs - Dental Insurance	1,739.00	1,739.00	2,387.19	218.34	0.00	-648.19	137.3
712.015 Costs - Vision / Ancillary	1,062.00	1,062.00	944.00	88.50	0.00	118.00	88.9
715.000 Uniform & Cleaning Allowance	1,455.00	1,455.00	2,201.78	108.80	0.00	-746.78	151.3
728.000 SUPPLIES - Operating	3,750.00	3,750.00	5,648.63	1,037.34	0.00	-1,898.63	150.6
745.000 Chemicals	35,500.00	35,500.00	17,404.30	4,560.00	0.00	18,095.70	49.0
750.000 Meters	45,000.00	45,000.00	14,563.48	1,843.74	0.00	30,436.52	32.4
770.000 Vehicle Gas	7,500.00	7,500.00	4,542.34	262.52	0.00	2,957.66	60.6
801.000 Professional Services	28,000.00	28,000.00	12,950.69	4,775.00	0.00	15,049.31	46.3
822.000 Insurance	3,500.00	3,500.00	5,230.92	0.00	0.00	-1,730.92	149.5
824.000 Lab Testing	9,000.00	9,000.00	7,147.79	344.47	0.00	1,852.21	79.4
831.000 Contractual Repairs & Maint.	57,000.00	57,000.00	23,771.69	1,770.00	0.00	33,228.31	41.7
860.000 Travel & Training	2,500.00	2,500.00	1,542.40	0.00	0.00	957.60	61.7
870.000 Memberships & Dues	525.00	525.00	479.25	0.00	0.00	45.75	91.3
925.000 Electric	70,000.00	70,000.00	56,606.38	3,286.48	0.00	13,393.62	80.9
930.000 Repairs & Maintenance	58,900.00	58,900.00	126,451.07	394.24	0.00	-67,551.07	214.7
957.000 Motor Pool	36,050.00	36,050.00	30,041.70	3,004.17	0.00	6,008.30	83.3
970.000 Capital Outlay - under \$5,000	20,800.00	20,800.00	28,703.55	7,777.00	0.00	-7,903.55	138.0
WATER OPERATION	587,435.00	587,435.00	522,779.23	52,389.33	0.00	64,655.77	89.0
Dept: 543 SEWER - WWTP							
702.000 Salaries	175,365.00	175,365.00	106,180.42	13,141.60	0.00	69,184.58	60.5
704.000 Overtime	12,602.00	12,602.00	15,717.77	1,764.53	0.00	-3,115.77	124.7
708.000 Holiday/Vacation/Sick Sellback	2,000.00	2,000.00	11,045.39	9,201.92	0.00	-9,045.39	552.3
712.001 Costs - Social Security	11,493.00	11,493.00	8,197.46	1,470.88	0.00	3,295.54	71.3
712.002 Costs - Medicare	2,688.00	2,688.00	1,918.10	344.00	0.00	769.90	71.4
712.005 Costs - MERS Contribution	0.00	0.00	819.56	223.66	0.00	-819.56	0.0
712.007 Costs - SUTA	547.00	547.00	758.34	12.04	0.00	-211.34	138.6
712.009 Costs - Workers Compensation	4,250.00	4,250.00	3,298.32	578.77	0.00	951.68	77.6
712.010 Costs - Blue Cross Insurance	31,934.00	31,934.00	18,566.44	1,331.64	0.00	13,367.56	58.1
712.011 Costs - Life Insurance	605.00	605.00	428.40	25.20	0.00	176.60	70.8
712.013 Costs - HSA Contribution	9,000.00	9,000.00	6,875.00	875.00	0.00	2,125.00	76.4
712.014 Costs - Dental Insurance	2,399.00	2,399.00	1,346.42	97.04	0.00	1,052.58	56.1
712.015 Costs - Vision / Ancillary	1,416.00	1,416.00	958.75	73.75	0.00	457.25	67.7
715.000 Uniform & Cleaning Allowance	3,728.00	3,728.00	2,624.58	432.48	0.00	1,103.42	70.4
728.000 SUPPLIES - Operating	25,040.00	25,040.00	28,533.01	3,039.71	0.00	-3,493.01	113.9
745.000 Chemicals	30,000.00	30,000.00	20,807.46	2,827.55	0.00	9,192.54	69.4
770.000 Vehicle Gas	4,250.00	4,250.00	2,105.66	140.43	0.00	2,144.34	49.5
801.000 Professional Services	24,500.00	24,500.00	26,314.52	500.00	0.00	-1,814.52	107.4
822.000 Insurance	20,000.00	20,000.00	23,088.42	0.00	0.00	-3,088.42	115.4
824.000 Lab Testing	10,900.00	10,900.00	5,292.44	1,386.59	0.00	5,607.56	48.6
831.000 Contractual Repairs & Maint.	73,000.00	73,000.00	33,751.96	3,102.53	0.00	39,248.04	46.2
860.000 Travel & Training	4,000.00	4,000.00	1,570.20	305.00	0.00	2,429.80	39.3
870.000 Memberships & Dues	600.00	600.00	398.00	0.00	0.00	202.00	66.3
874.000 Retire. Costs - Blue Cross	0.00	0.00	375.00	250.00	0.00	-375.00	0.0
920.000 Gas	21,000.00	21,000.00	13,546.17	1,027.21	0.00	7,453.83	64.5
925.000 Electric	117,000.00	117,000.00	111,117.85	9,551.46	0.00	5,882.15	95.0
930.000 Repairs & Maintenance	86,500.00	86,500.00	45,922.13	3,962.33	0.00	40,577.87	53.1
957.000 Motor Pool	36,050.00	36,050.00	30,041.70	3,004.17	0.00	6,008.30	83.3
SEWER - WWTP	710,867.00	710,867.00	521,599.47	58,669.49	0.00	189,267.53	73.4
Dept: 544 SEWER COLLECTION (STREETS)							
702.000 Salaries	41,746.00	41,746.00	40,902.54	4,816.80	0.00	843.46	98.0
704.000 Overtime	1,750.00	1,750.00	3,736.98	60.21	0.00	-1,986.98	213.5
708.000 Holiday/Vacation/Sick Sellback	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
712.001 Costs - Social Security	2,890.00	2,890.00	2,666.81	286.07	0.00	223.19	92.3

**REVENUE/EXPENDITURE REPORT
DRAFT**

City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 573 - WATER & SEWER UTILITY							
Expenditures							
Dept: 544 SEWER COLLECTION (STREETS)							
712.002 Costs - Medicare	676.00	676.00	623.71	66.91	0.00	52.29	92.3
712.007 Costs - SUTA	137.00	137.00	429.65	0.00	0.00	-292.65	313.6
712.009 Costs - Workers Compensation	1,544.00	1,544.00	1,602.29	113.17	0.00	-58.29	103.8
712.010 Costs - Blue Cross Insurance	12,041.00	12,041.00	11,701.82	1,004.22	0.00	339.18	97.2
712.011 Costs - Life Insurance	151.00	151.00	163.80	12.60	0.00	-12.80	108.5
712.013 Costs - HSA Contribution	3,000.00	3,000.00	3,000.00	0.00	0.00	0.00	100.0
712.014 Costs - Dental Insurance	900.00	900.00	849.10	72.78	0.00	50.90	94.3
712.015 Costs - Vision / Ancillary	354.00	354.00	383.50	29.50	0.00	-29.50	108.3
715.000 Uniform & Cleaning Allowance	2,366.00	2,366.00	822.65	18.40	0.00	1,543.35	34.8
728.000 SUPPLIES - Operating	5,000.00	5,000.00	1,616.68	297.06	0.00	3,383.32	32.3
745.000 Chemicals	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
801.000 Professional Services	35,000.00	35,000.00	0.00	0.00	0.00	35,000.00	0.0
831.000 Contractual Repairs & Maint.	15,300.00	15,300.00	0.00	0.00	0.00	15,300.00	0.0
860.000 Travel & Training	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
930.000 Repairs & Maintenance	18,000.00	18,000.00	11,811.30	3,513.52	0.00	6,188.70	65.6
957.000 Motor Pool	36,050.00	36,050.00	30,041.60	3,004.16	0.00	6,008.40	83.3
970.000 Capital Outlay - under \$5,000	4,800.00	4,800.00	400.00	0.00	0.00	4,400.00	8.3
SEWER COLLECTION (STREETS)	188,205.00	188,205.00	110,752.43	13,295.40	0.00	77,452.57	58.8
Dept: 574 DEBT SERVICE							
960.000 Bank Charges	1,500.00	1,500.00	1,552.50	0.00	0.00	-52.50	103.5
995.003 1997 B SRF Bond Interest	1,463.00	1,463.00	1,462.50	0.00	0.00	0.50	100.0
995.005 1998 B SRF Bond Interest	12,488.00	12,488.00	12,487.50	0.00	0.00	0.50	100.0
995.007 1999 B SRF Bond Interest	18,688.00	18,688.00	18,687.50	0.00	0.00	0.50	100.0
995.008 2005 W/S Refunding Interest	133,283.00	133,283.00	133,282.50	61,491.25	0.00	0.50	100.0
995.009 2006 SRF Bond Interest	28,393.00	28,393.00	28,393.14	0.00	0.00	-0.14	100.0
995.010 2010 SRF Bond Interest	13,402.00	13,402.00	13,401.88	0.00	0.00	0.12	100.0
995.011 2010 DWRf Bond Interest	9,375.00	9,375.00	9,375.00	0.00	0.00	0.00	100.0
995.012 2010 Capital Imp Bond Interest	127,588.00	0.00	0.00	0.00	0.00	0.00	0.0
995.013 2011 SRF Bond Interest	27,769.00	27,769.00	27,769.36	0.00	0.00	-0.36	100.0
995.014 2011 DWRf Bond Interest	9,314.00	9,314.00	9,313.88	0.00	0.00	0.12	100.0
995.015 2015 W/S Revenue Bond - Int	86,250.00	86,250.00	86,750.00	43,375.00	0.00	-500.00	100.6
DEBT SERVICE	469,513.00	341,925.00	342,475.76	104,866.25	0.00	-550.76	100.2
Dept: 902 OTHER GRANTS							
988.000 SAW Grant Expense	0.00	0.00	106,898.35	51,749.49	0.00	-106,898.35	0.0
OTHER GRANTS	0.00	0.00	106,898.35	51,749.49	0.00	-106,898.35	0.0
Dept: 903 CAPITAL OUTLAY - over \$5,000							
987.001 2015 Maywood Tank Painting	0.00	0.00	164,039.80	0.00	0.00	-164,039.80	0.0
987.002 2015 RenPk PS Generator	0.00	0.00	6,600.00	0.00	0.00	-6,600.00	0.0
987.003 2015 Industrial Park PS Upgrad	0.00	0.00	152,342.43	0.00	0.00	-152,342.43	0.0
987.004 2015 Sweetnam PS Upgrades	0.00	0.00	89,188.93	0.00	0.00	-89,188.93	0.0
987.005 2015 Return Activated Sludge P	0.00	0.00	6,234.63	939.32	0.00	-6,234.63	0.0
987.006 2015 Riverbank Sewer Line	0.00	0.00	94,947.93	11,996.29	0.00	-94,947.93	0.0
987.007 2015 Sixth Ave Pump Station	0.00	0.00	77,021.71	21,965.00	0.00	-77,021.71	0.0
987.008 2015 Flow Monitoring	0.00	0.00	15,173.28	0.00	0.00	-15,173.28	0.0
CAPITAL OUTLAY - over \$5,000	0.00	0.00	605,548.71	34,900.61	0.00	-605,548.71	0.0
Expenditures	3,054,596.00	3,202,034.00	3,447,617.37	378,340.99	0.00	-245,583.37	107.7
Net Effect for WATER & SEWER UTILITY	1,301,685.00	1,154,247.00	265,798.13	-41,229.55	0.00	888,448.87	23.0
Change in Fund Balance:			265,798.13				

**REVENUE/EXPENDITURE REPORT
DRAFT**

City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 594 - MARINA FUND							
Revenues							
Dept: 000							
642.000 Sales	3,500.00	3,500.00	1,757.50	0.00	0.00	1,742.50	50.2
645.000 Charge for Sales - Fuel	90,900.00	90,900.00	77,317.38	0.00	0.00	13,582.62	85.1
646.000 Charge for Sales - Dockage	75,000.00	75,000.00	44,963.00	340.00	0.00	30,037.00	60.0
664.000 Interest Income	50.00	50.00	3.84	0.24	0.00	46.16	7.7
667.000 Rental Income	2,000.00	2,000.00	1,910.00	500.00	0.00	90.00	95.5
699.000 Transfers In	40,000.00	40,000.00	40,000.00	0.00	0.00	0.00	100.0
Dept: 000	211,450.00	211,450.00	165,951.72	840.24	0.00	45,498.28	78.5
Revenues	211,450.00	211,450.00	165,951.72	840.24	0.00	45,498.28	78.5
Expenditures							
Dept: 000							
704.000 Overtime	500.00	500.00	0.00	0.00	0.00	500.00	0.0
706.000 Part-Time	25,000.00	25,000.00	16,399.93	0.00	0.00	8,600.07	65.6
712.001 Costs - Social Security	1,581.00	1,581.00	1,095.37	0.00	0.00	485.63	69.3
712.002 Costs - Medicare	370.00	370.00	256.18	0.00	0.00	113.82	69.2
712.007 Costs - SUTA	367.00	367.00	-713.49	0.00	0.00	1,080.49	-194.4
712.009 Costs - Workers Compensation	895.00	895.00	733.94	0.00	0.00	161.06	82.0
728.000 SUPPLIES - Operating	7,500.00	7,500.00	3,299.95	332.92	0.00	4,200.05	44.0
730.000 SUPPLIES - Fuel	81,990.00	81,990.00	67,901.45	0.00	0.00	14,088.55	82.8
801.000 Professional Services	500.00	500.00	0.00	0.00	0.00	500.00	0.0
820.000 Administration	10,573.00	10,573.00	10,573.00	2,643.25	0.00	0.00	100.0
822.000 Insurance	1,750.00	1,750.00	1,664.42	0.00	0.00	85.58	95.1
831.000 Contractual Repairs & Maint.	3,500.00	3,500.00	2,758.13	300.00	0.00	741.87	78.8
892.500 Marketing	4,000.00	4,000.00	425.00	0.00	0.00	3,575.00	10.6
920.000 Gas	1,400.00	1,400.00	2,015.10	226.93	0.00	-615.10	143.9
922.000 Water	8,000.00	8,000.00	5,440.30	322.15	0.00	2,559.70	68.0
925.000 Electric	15,000.00	15,000.00	7,790.37	674.78	0.00	7,209.63	51.9
930.000 Repairs & Maintenance	3,000.00	3,000.00	2,127.98	0.00	0.00	872.02	70.9
958.000 Sales Tax	4,000.00	4,000.00	3,411.07	0.00	0.00	588.93	85.3
960.000 Bank Charges	8,500.00	8,500.00	3,971.97	0.00	0.00	4,528.03	46.7
970.000 Capital Outlay - under \$5,000	0.00	0.00	7,601.91	0.00	0.00	-7,601.91	0.0
Dept: 000	178,426.00	178,426.00	136,752.58	4,500.03	0.00	41,673.42	76.6
Dept: 574 DEBT SERVICE							
998.001 Marina Bldg - Interest	9,581.00	9,581.00	9,566.26	0.00	0.00	14.74	99.8
998.003 Interest - Internal Loan	5,540.00	5,540.00	5,540.24	0.00	0.00	-0.24	100.0
DEBT SERVICE	15,121.00	15,121.00	15,106.50	0.00	0.00	14.50	99.9
Expenditures	193,547.00	193,547.00	151,859.08	4,500.03	0.00	41,687.92	78.5
Net Effect for MARINA FUND	17,903.00	17,903.00	14,092.64	-3,659.79	0.00	3,810.36	78.7
Change in Fund Balance:			14,092.64				

REVENUE/EXPENDITURE REPORT
DRAFT

City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 661 - MOTOR POOL FUND							
Revenues							
Dept: 000							
664.000 Interest Income	0.00	0.00	105.66	21.87	0.00	-105.66	0.0
670.002 Equipment Rental - City Mgr.	0.00	0.00	7,725.00	772.50	0.00	-7,725.00	0.0
670.003 Equipment Rental - Fire	0.00	0.00	53,216.70	5,321.67	0.00	-53,216.70	0.0
670.004 Equipment Rental - Parks	0.00	0.00	30,900.00	3,090.00	0.00	-30,900.00	0.0
670.005 Equipment Rental - Police	0.00	0.00	26,608.30	2,660.83	0.00	-26,608.30	0.0
670.006 Equipment Rental - Public Work	0.00	0.00	61,800.00	6,180.00	0.00	-61,800.00	0.0
670.007 Equipment Rental - StreetSewer	0.00	0.00	30,041.60	3,004.16	0.00	-30,041.60	0.0
670.008 Equipment Rental - Water	0.00	0.00	30,041.70	3,004.17	0.00	-30,041.70	0.0
670.009 Equipment Rental - WWTP	0.00	0.00	30,041.70	3,004.17	0.00	-30,041.70	0.0
Dept: 000	0.00	0.00	270,480.66	27,059.37	0.00	-270,480.66	0.0
Revenues	0.00	0.00	270,480.66	27,059.37	0.00	-270,480.66	0.0
Expenditures							
Dept: 000							
822.000 Insurance	0.00	0.00	33,177.00	0.00	0.00	-33,177.00	0.0
971.001 DPW - Plow Trucks	0.00	0.00	188,290.00	188,290.00	0.00	-188,290.00	0.0
971.003 DPW - Sidewalk Tractor/Blower	0.00	0.00	79,930.05	0.00	0.00	-79,930.05	0.0
971.004 DPW - Pickup	0.00	0.00	25,968.38	0.00	0.00	-25,968.38	0.0
972.001 PARKS - Mowers	0.00	0.00	8,750.28	0.00	0.00	-8,750.28	0.0
972.004 PARKS - Gator	0.00	0.00	19,850.00	0.00	0.00	-19,850.00	0.0
974.002 FIRE - Rescue Ambulance	0.00	0.00	29,000.00	0.00	0.00	-29,000.00	0.0
975.001 WATER - Pickup	0.00	0.00	26,085.38	0.00	0.00	-26,085.38	0.0
977.001 WS - Vactor	0.00	0.00	26,704.73	0.00	0.00	-26,704.73	0.0
Dept: 000	0.00	0.00	437,755.82	188,290.00	0.00	-437,755.82	0.0
Expenditures	0.00	0.00	437,755.82	188,290.00	0.00	-437,755.82	0.0
Net Effect for MOTOR POOL FUND	0.00	0.00	-167,275.16	-161,230.63	0.00	167,275.16	0.0
Change in Fund Balance:			-167,275.16				

REVENUE/EXPENDITURE REPORT
DRAFT

City of Manistee

For the Period: 7/1/2015 to 4/30/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 704 - PAYROLL CLEARING FUND							
Revenues							
Dept: 000							
664.000 Interest Income	0.00	0.00	29.49	9.66	0.00	-29.49	0.0
Dept: 000	0.00	0.00	29.49	9.66	0.00	-29.49	0.0
Revenues	0.00	0.00	29.49	9.66	0.00	-29.49	0.0
Net Effect for PAYROLL CLEARING FUND	0.00	0.00	29.49	9.66	0.00	-29.49	0.0
Change in Fund Balance:			29.49				
Grand Total Net Effect:	1,371,154.00	1,306,716.00	-472,582.13	-540,504.41	0.00	1,779,298.13	

RESOLUTION

Michigan Natural Resources Trust Fund Board 40th Anniversary Celebration

WHEREAS, The Manistee City Council extends its warmest welcome to the Michigan Natural Resources Trust Fund Board of Trustees and Staff who are meeting in Manistee County June 14 and 15, 2016 in celebration of the Fortieth Anniversary of the Trust Fund; and

WHEREAS, As with communities throughout Michigan, the City of Manistee has been blessed with financial support from the Trust Fund for projects of great importance to the quality of life and economic well-being of the City, including the construction of the First Street Beach Pavilion, the acquisition of Man-Made Lake property, and portions of the Manistee Riverwalk; and

WHEREAS, The Trust Fund Board will hold a dedication ceremony in recognition of the Fortieth Anniversary of the Fund at First Street Beach, including a Tree Planting, to forever recognize the monumental achievements made possible through the Fund both in Manistee and throughout Michigan; now, therefore, be it

RESOLVED, That on behalf of the Manistee City Council and the Citizens of this Community, we give thanks and appreciation to the Trust Fund Board and Staff, as well as sincere appreciation for the honor of hosting this very special Board meeting in Manistee County.

FURTHER SAYETH NOT THIS RESOLUTION.

Mayor Colleen Kenny

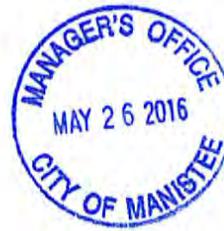
Dated

ATTEST:

Michelle Wright, City Clerk

Dated

Memorandum



TO: Thad Taylor
City Manager

FROM: Denise Blakeslee
Planning & Zoning Administrator 

DATE: May 26, 2016

RE: Mead, Schaab and Reinhold Street Vacation Request

Denise Blakeslee
Planning & Zoning
Administrator
70 Maple Street
Manistee, MI 49660
231.398.2805
dblakeslee@manisteemi.gov
www.manisteemi.gov

Thad, the Planning Commission held a public hearing on May 5, 2016 in response to a request from Miranda Mead, Karen Schabb and Don Reinhold to vacate the undeveloped portion of Duffy Street located between Monroe Street and Grove Street; once vacated the street will be divided between the properties as shown on sketch prepared by Spicer Group Job #123353SG2016. The Planning Commission made a recommendation for City Council to approve the request.

DPW Director Jeff Mikula identified a City Sanitary Sewer Main that crosses through the right of way and asked that the street vacation be subject to an easement. The resolution includes language reserving any existing utility easements and includes an easement over the north 15 feet of the portion of Duffy Street being vacated for the maintenance, construction and improvements of the City sanitary sewer and restricts the property owner from placing any structures on the easement except for a fence.

The street vacation request does not preserve an easement for pedestrian use. The attached resolution has been approved by the City Attorney.

Memorandum



To: Planning Commissioners

FROM: Denise Blakeslee
Planning & Zoning Administrator 

DATE: April 11, 2016

RE: Street Vacation Request

Denise Blakeslee
Planning & Zoning
Administrator
70 Maple Street
Manistee, MI 49660
231.398.2805
dblakeslee@manisteemi.gov
www.manisteemi.gov

Commissioners, we have received a request from Miranda Mead, Karen Schaab and Don Reinhold to vacate that portion of undeveloped Duffy Street located between Monroe Street and Grove Street. A public hearing has been noticed and the request has been reviewed by the DPW Director and City Engineer.



The Planning Commission is asked to make a recommendation to City Council.



Planning & Zoning, City Hall
 70 Maple Street, P.O. Box 358,
 Manistee, MI 49660
 231.398.2806 (phone)
 231.723.1546 (fax)

Street or Alley Vacation Request Form

Please Print

Vacation of a Public Right-of-way Requirements

Requests must be received 25 days prior to the City of Manistee Planning Commission meeting to be placed on the agenda. Requests require a Public Hearing and Council Approval. Notice shall include publication in a newspaper, posting in City Hall, and notification by first class mail of all parties within 300 feet of the affected portion of street/alley. **Applicants must furnish title work to show all easements.**

Applicant Information

Property Address: 220 Grove St Parcel # 51-144-708-01

Name of Owner #1: Miranda Mead

Mailing Address: 220 Grove St Manistee, MI 49660

Phone #: 231-510-2059 Cell#: 231-510-2059 e-mail: miranda72906@gmail.com

Property Address: 215 Monroe St Parcel # 51-144-704-05

Name of Owner #2: Karen Schrab

Mailing Address: 215 Monroe St

Phone #: (231) 690-2203 Cell#: (231) 299-4394 e-mail: ksturchief@yahoo.com

Property Address: 17 Duffy St. Parcel # 51-144-704-11

Name of Owner #3: Don Reinhold

Mailing Address: 17 Duffy St. MANISTEE, MI 49660

Phone #: 231 723 2948 Cell#: 231 510 1399 e-mail: donreinhold@yahoo.com

Property Address: _____ Parcel # 51 - _____

Name of Owner#4: _____

Mailing Address: _____

Phone #: _____ Cell#: _____ e-mail: _____

Site Plan Requirements

The applicant is responsible to provide a survey showing the streets and street names and lot dimensions of all parcels involved in the vacation and legal descriptions of the proposed resulting parcels. **The Planning Commission reserves the right to require additional information necessary to meet the requirements of the Zoning Ordinance.**

Authorization

By signing the application the applicant is authorizing City Staff permission to make site inspections as necessary. The undersigned affirms that the information included in this application is correct.

Applicant #1 Signature: Miranda Mead Date: 3-7-16

Applicant #2 Signature: Karen Schrab Date: 3-7-16

Applicant #3 Signature: Don Reinhold Date: 3/7/16

Applicant #4 Signature: _____ Date: _____

Fee of \$750.00 and Site Plan for project attached (permit cannot be issued without site plan)

Office Use Only

Fee: \$750.00 Receipt # 34253

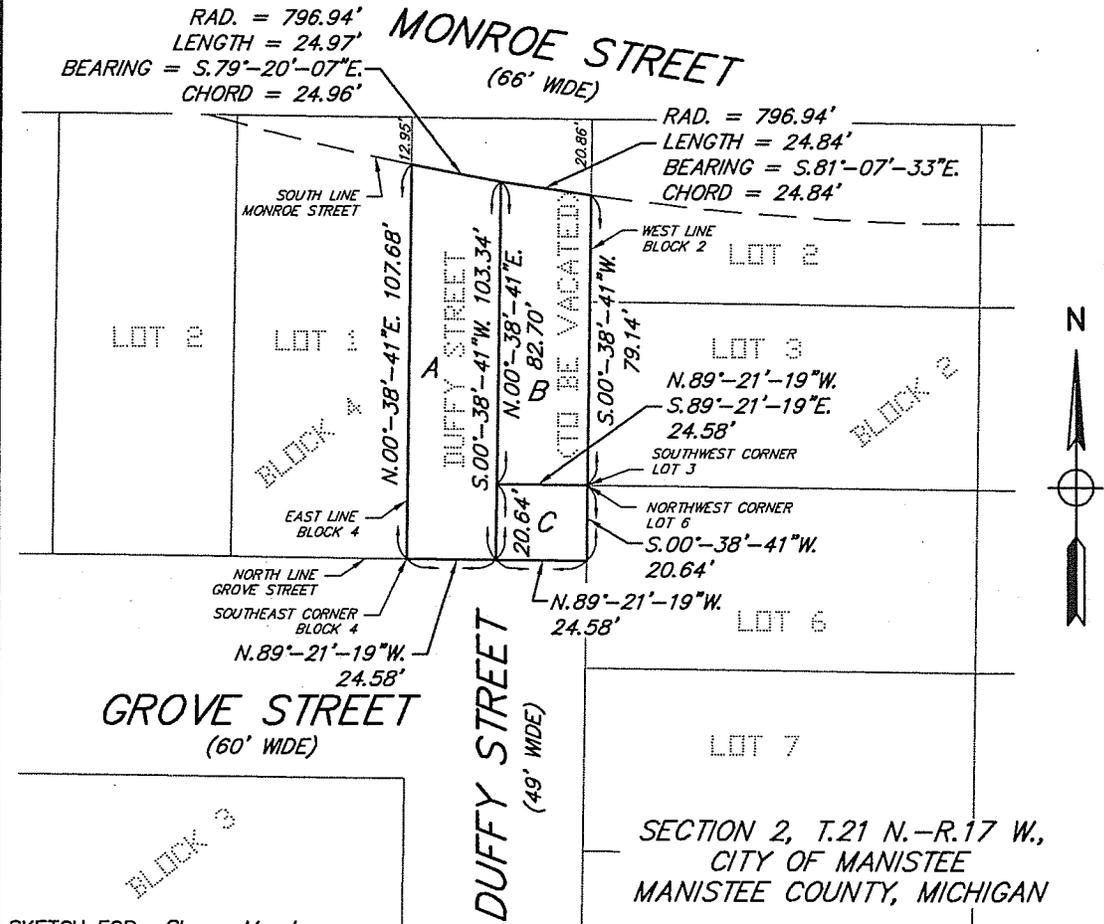
Signature: [Signature] Date: 4-4-16



Spicer Group
302 River Street
Manistee, MI 49660
TEL (231) 794-5620

SCALE: 1" = 40'

DWG. NO.: JA-4529



SKETCH FOR: Shawn Mead
220 Grove Street
Manistee, MI
DATE: March 26, 2016

BEARINGS ARE BASED ON A
2001 SURVEY BY STAPLEY FOR
THE CITY OF MANISTEE.

SKETCH OF:
ROAD RIGHT OF WAY TO BE VACATED:
That portion of Duffy Street, Duffy's Addition to the City of Manistee, according to the recorded plat thereof, Manistee County Records, lying East of Block 4, West of Block 2, South of Monroe Street and North of Grove Street.

DRAWN BY: MLU CHECKED BY: PGB	PLOT DATE: 03-24-16 SHEET 1 OF 1	JOB#: 123353SG2016 DWG#: JA-4529
----------------------------------	-------------------------------------	-------------------------------------

CITY OF MANISTEE PLANNING COMMISSION

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

May 5, 2016

A meeting of the Manistee City Planning Commission was held on Thursday, May 5, 2016 at 7pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 7:00 pm by Vice Chair Barry

ROLL CALL

Members Present: Maureen Barry, Aaron Bennett, Ray Fortier, Marlene McBride, Mark Wittlieff

Members Absent: Gabriel Walker (excused), Roger Yoder (excused)

Others: Miranda Mead (220 Grove Street), Denise Blakeslee (Planning & Zoning Administrator) and others

APPROVAL OF AGENDA

Motion by Mark Wittlieff, seconded by Marlene McBride that the agenda be approved as prepared.

With a Roll Call vote this motion passed 4 to 0.

Yes: Fortier, McBride, Wittlieff, Barry
No: None

APPROVAL OF MINUTES

Motion by Mark Wittlieff, seconded by Marlene McBride that the minutes of the April 7, 2016 Planning Commission Meeting be approved as prepared.

With a Roll Call vote this motion passed 4 to 0.

Yes: Fortier, McBride, Wittlieff, Barry
No: None

PUBLIC HEARING

Vice Chair Barry opened the Public Hearing at 7:01 pm

PC-2016-06 – Miranda Mead, Karen Schaab, and Don Reinhold – Street Vacation Request

A Public Hearing is being held in response to a request from Miranda Mead, Karen Schaab and Don Reinhold to vacate that portion of undeveloped Duffy Street located between Monroe Street and Grove Street.

Miranda Mead, 220 Grove Street – Ms. Mead presented the case to the Planning Commission. They have made a request to vacate the undeveloped portion of Duffy Street. Their property currently has three front yards that prohibits them from making improvements to the property.

Commissioner Bennett entered the meeting at 7:06 pm

Denise Blakeslee, Planning & Zoning Administrator – The application that was received was signed by all three adjacent property owners. If vacated the street would be divided down the middle with the west half being added to the Mead parcel. The east half of the street would be divided with the portion adjacent to the property being assigned to the Schaab and Reinhold parcels.

Staff forwarded the request to the DPW Director and City Engineer's office and the utility companies. Staff received an email from Eric Gustad, Public Affairs Area Manager, Consumers Energy and Memo from DPW Director Jeff Mikula (attached) that were distributed to the Commissioners.

The Planning Commission is responsible for reviewing the request and making recommendation to City Council who have the final approval.

Vice Chair Barry opened the hearing for public comments.

None

Vice Chair Barry asked if any correspondence had been received in response to the request.

No additional correspondence was received.

There were no more additional comments; the Public Hearing was closed at 7:09 pm.

PUBLIC COMMENT ON AGENDA RELATED ITEMS

None

NEW BUSINESS

PC-2016-06 – Miranda Mead, Karen Schaab, and Don Reinhold – Street Vacation Request

A Public Hearing was held earlier in response to a request from Miranda Mead, Karen Schaab and Don Reinhold to vacate that portion of undeveloped Duffy Street located between Monroe Street and Grove Street.

Motion by Aaron Bennett, seconded by Mark Wittlieff that the Planning Commission recommends to City Council to approve the request from Miranda Mead, Karen Schaab and Don Reinhold to vacate that portion of undeveloped Duffy Street located between Monroe Street and Grove Street reserving any existing utility easements including a 30 foot permanent easement to the City centered over the sanitary sewer main that crosses through the right-of-way.

With a Roll Call vote this motion passed 5 to 0.

Yes: Wittlieff, Fortier, Bennett, McBride, Barry
No: None

OLD BUSINESS

Master Plan Update

The Planning Commission received a final draft of the Master Plan for review. The next step is to submit the proposed plan to the City Council for review and comment.

Staff noted three minor corrections.

Motion by Mark Wittlieff, seconded by Ray Fortier that the Planning Commission submits the final draft of the Master Plan to City Council for review and comment.

With a Roll Call vote this motion passed 5 to 0.

Yes: Wittlieff, Fortier, Bennett, McBride, Barry
No: None

PUBLIC COMMENTS AND COMMUNICATIONS

None

CORRESPONDENCE

None

STAFF/SUB-COMMITTEE REPORTS

Denise Blakeslee, Planning & Zoning Administrator – Reminder that there is a sign workshop on May 18, 2016.

MEMBERS DISCUSSION

None

The next regular meeting of the Planning Commission will be held on Thursday, June 2, 2016

ADJOURNMENT

Motion by Ray Fortier, seconded by Mark Wittlieff that the meeting be adjourned. MOTION PASSED UNANIMOUSLY.

Meeting adjourned at 7:15 pm

MANISTEE PLANNING COMMISSION

Denise J. Blakeslee, Recording Secretary

DRAFT

Denise Blakeslee

From: Eric D. Gustad <Eric.Gustad@cmsenergy.com>
Sent: Wednesday, April 20, 2016 12:53 PM
To: Denise Blakeslee
Subject: Duffy Street Vacation
Attachments: 20160420124722663.pdf

Follow Up Flag: Flag for follow up
Flag Status: Flagged

Hello Denise,

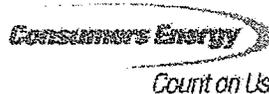
Thank you for taking the time to explain this project to me. I had our service team lead go out and inspect the site and it doesn't look like we have any of our utilities that would be impacted. In short Consumers Energy does not have any utilities that would be affected by this agreement and would not object to the agreement as proposed. Stipulating as we discussed any rights protected by utility right of way if there were a need in the future.

Thank you and have a great day,

Eric D. Gustad
Public Affairs Area Manager
Mason-Mecosta-Manistee-Osceola-Lake
5035 W Progress Drive
Ludington, MI 49431
Office: 231-480-2032
Cell: 231-233-8830

WORKING TO DELIVER THE ENERGY YOU NEED. WHENEVER YOU NEED IT.
THAT'S OUR PROMISE TO MICHIGAN.

 Please consider the environment before printing this email



MEMO TO: Denise Blakeslee; Planning and Zoning
Administrator

FROM: Jeffrey W. Mikula, Public Works Director

DATE: May 3, 2016 *JM*

SUBJECT: Duffy St Vacation Request



Public Works
231-723-7132

The Public Works Department has reviewed the request. Strategically this section is not needed to improve or enhance the street network and therefore does not object to the request.

There is a City Sanitary Sewer Main that crosses through this Right of Way. The sewer serves the Mead house and the homes to the west along Grove St. and outlets to Washington St. The vacation should be subject to a 30 foot permanent easement to the City centered over the pipeline. No structures can be built within the easement. The City will remove the guardrail sections on the property once the vacation process is completed.

The proposed driveway approach onto Monroe St is also acceptable.
A few conditions should include:

- 1) Should the construction of the driveway impact a City sanitary manhole casting, the casting must be adjusted to be flush with the surrounding land/driveway.
- 2) The driveway flares should begin along the south edge of the asphalt bike lane. Any loose or crack asphalt should be replaced.
- 3) Storm water should be directed to the ditch line of Monroe St and not onto the roadway surface itself.



**RESOLUTION TO VACATE
THE UNDEVELOPED PORTION OF DUFFY STREET
LOCATED BETWEEN MONROE STREET AND GROVE STREET**

WHEREAS, the Miranda Mead, Karen Schaab and Don Reinhold properties are adjacent to the undeveloped portion of Duffy Street located between Monroe Street and Grove Street; and

WHEREAS, on April 4, 2016 Miranda Mead, Karen Schaab and Don Reinhold submitted a request to vacate the undeveloped portion of Duffy Street located between Monroe Street and Grove Street; and

WHEREAS, in response to the request the City of Manistee Planning Commission held a Public Hearing on May 5, 2016 to allow public input on said request; and

WHEREAS, the Planning Commission took action to recommend to City Council to vacate the undeveloped portion of Duffy Street located between Monroe Street and Grove Street;

NOW, THEREFORE IT IS RESOLVED, that the undeveloped portion of Duffy Street located between Monroe Street and Grove Street be hereby vacated, reserving any existing utility easements and further excepting, conveying and reserving for the City an easement over the north 15 feet of the portion of Duffy Street being vacated. The easement excepted, conveyed and reserved for the benefit of the City is for maintenance, construction and improvement of the City sanitary sewer. The easement excepted, conveyed and reserved for the City shall include the restriction that the property owner not place any structures upon said easement, except that the landowner may locate a fence over the easement area subject to the requirement that the landowner be responsible for any costs associated with removal and replacement of the fence should the City be required to maintain, construct or improve the sanitary sewer for which the easement is reserved. This vacation is pursuant to Council's authority as contained in Public Act 288 of 1967, MCL 560.256, and Section 13-3 of the City of Manistee Charter;; and

IT IS FURTHER RESOLVED, that the resulting vacated street be allocated between adjoining property owners, as provided by statute; and

IT IS FURTHER RESOLVED, that the City, while approving the vacation request, will not take action to amend the Plat of Duffy's Addition and that any requirement that may be imposed for the amendment of the Plat shall be the responsibility of the property owners; and

IT IS FURTHER RESOLVED, that the City Clerk is directed to record a certified copy of this resolution with the Manistee County Register of Deeds and send a copy of the same to the appropriate Department of the State of Michigan within thirty (30) days of the adoption of this resolution as provided by statute.

Those voting in favor:

Those voting against:

Those absent or abstaining:

RESOLUTION DECLARED PASSED.

Colleen Kenny, Mayor

Dated: _____, 2016

CERTIFICATION

I, City Clerk for the City of Manistee, Michigan, do hereby CERTIFY that the foregoing is a true and correct copy of the Resolution adopted by the City of Manistee, City Council at a meeting held on the _____ day of June, 2016.

Michelle Wright, City Clerk

Dated: _____, 2016

May 23, 2016

Manistee City Council
C/o Michelle Wright, City Clerk
70 Maple St.
Manistee, MI 49660

Dear Council Members,

I represent the Lakeside Club of Manistee as the the Chair of this summer's Tour of Homes. As part of this long time fund raiser for local institutions and organizations (since 1948!), we wish to hold a raffle of a print of Dempsey Manor. In order to do so, we need your help in filling out a State of Michigan Gaming License. We ask that you recognize our club as "a nonprofit organization operating in the community." We will also be sending in copies of revenue and expense statements for further proof.

In 1885, at our inception, we were associated with the Women's Federation Club. We are now a separate entity *without* our own 501c3 designation, but as you can see by the enclosed article from the last Tour of Homes, we raise money for the good of a number of community groups.

This is raffle will be at the Dempsey Manor on July 16, and the profits will be added to our Tour of Homes ticket sales.

Thank you for your consideration.

Sincerely,



Nanci Swenson
Chair of 2016 tour of Homes

723-4395

enclosures



Charitable Gaming Division
 Box 30023, Lansing, MI 48909
 OVERNIGHT DELIVERY:
 101 E. Hillsdale, Lansing MI 48933
 (517) 335-5780
 www.michigan.gov/cg

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES
 (Required by MCL.432.103(K)(ii))

At a Regular meeting of the Manistee City Council
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by Mayor Kenny on 06/07/2016
DATE

at 7:30 ~~am~~/p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from Lakeside Club of Manistee
NAME OF ORGANIZATION CITY

county of Manistee, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for approval.
APPROVAL/DISAPPROVAL

APPROVAL

DISAPPROVAL

Yeas: _____

Yeas: _____

Nays: _____

Nays: _____

Absent: _____

Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the Manistee City Council at a regular
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on 06/07/2016.
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

Michelle Wright, City Clerk/Chief Deputy Treasurer

PRINTED NAME AND TITLE

70 Maple Street, Manistee MI 49660

ADDRESS

COMPLETION: Required.
 PENALTY: Possible denial of application.

BSL-CG-1153(R6/09)

Michelle Wright

From: George V. Saylor <GSaylor@mikameyers.com>
Sent: Thursday, May 26, 2016 12:34 PM
To: Michelle Wright
Cc: Thad Taylor
Subject: RE: Recognizing Club as a Non-Profit Organization

Michelle:

Michigan law requires that when a nonprofit organization is requesting a charitable gaming license from the state of Michigan, that they must obtain a resolution from the local governmental subdivision in which the organization conducts its principal activities recognizing the organization as a non-affiliated (with a state or national group) nonprofit. Here is the statute:

k) "Service organization" means either of the following:

(i) A branch, lodge, or chapter of a national or state organization that is organized not for pecuniary profit and that is authorized by its written constitution, charter, articles of incorporation, or bylaws to engage in a fraternal, civic, or service purpose within the state.

*(ii) A local civic organization that is organized not for pecuniary profit; that is not affiliated with a state or national organization; **that is recognized by resolution adopted by the local governmental subdivision in which the organization conducts its principal activities;** whose constitution, charter, articles of incorporation, or bylaws contain a provision for the perpetuation of the organization as a nonprofit organization; whose entire assets are used for charitable purposes; and whose constitution, charter, articles of incorporation, or bylaws contain a provision that all assets, real property, and personal property shall revert to the benefit of the local governmental subdivision that granted the resolution upon dissolution of the organization.*

Mich. Comp. Laws Ann. § 432.103 (West)

The law requires that in their bylaws, or other organizational document, that if they were to cease to exist that their assets would revert to the City. Our confirmation of that is not necessary, that I can see, to approve the Resolution. My assumption is that they will have to represent to the state the other requirements of the statute. There is no requirement that the organization be incorporated under state law as a nonprofit corporation and, in fact, the Lakeside Club is not incorporated.

The statute does provide that only a "qualified organization" is entitled to the license. The definition of a qualified organization is:

g) "Qualified organization" means, subject to subdivision (h), either of the following:

(i) A bona fide religious, educational, service, senior citizens, fraternal, or veterans' organization that operates without profit to its members and that either has been in existence continuously as an organization for a period of 5 years or is exempt from taxation under section 501(c) of the internal revenue code of 1986, 26 USC 501.

(ii) Only for the purpose of conducting a small raffle or a large raffle under this act, a component of the military or the Michigan national guard whose members are in active service or active state service.

Mich. Comp. Laws Ann. § 432.103 (West)

It would appear that the Lakeside Club is a qualified organization. I don't see a problem with the request based upon the information presented.

George

**Gockerman Wilson
Saylor & Hesslin**

A Mika Meyers Beckett & Jones Law Firm

George V. Saylor, III

Gockerman Wilson Saylor & Hesslin

A Mika Meyers Beckett & Jones Law Firm

414 Water Street

Manistee, MI 49660

Tel: 231-723-8333

Fax: 231-723-3888

mikameyers.com

E-mail: gsaylor@mikameyers.com

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From: Michelle Wright [<mailto:mwright@manisteemi.gov>]

Sent: Thursday, May 26, 2016 11:12 AM

To: George V. Saylor

Subject: Recognizing Club as a Non-Profit Organization

Hi George –

Thad asked that I have you review the attached documents. It is a request from the Lakeside Club to have the City recognize them as a non-profit organization for the purposes of obtaining a charitable gaming license. Thad wasn't sure that the City could do this. We did have a similar request from the United Way a few years ago without any issues. This is intended to be on the next City Council agenda.

Thank you and have a great weekend!

Michelle Wright

Michelle Wright MMC | CPFA, MiCPT

City Clerk | Chief Deputy Treasurer

City of Manistee

70 Maple Street | Manistee MI 49660 | p: 231-398-2803 | f: 231-723-5410

mwright@manisteemi.gov | www.manisteemi.gov



Hi Michelle,
I hope to attend
the June 7 meeting.
If I cannot, I
will ask someone
from the Club to pick
up the sheet. Thank you
Nanci Swenson 723-4395



The Lakeside Club
was formed in 1885.



The Club began its
Tour of Homes in
1948.



All of the funds raised
from the proceeds
from the sale of tickets
to the Tour of Homes
go to non-profit
organizations within
the County of
Manistee.



Tour of
Homes
Saturday,
July 16
1-5 pm
Ticket Price
\$15.00
for
information
go to:

lakesideclubhometour.weebly.com
visitmanisteecounty.com/lakesideclub

DONATION: FROM PAGE 1A

Helge, president of the club.

"We were really pleased to be able to give \$1,500 to the library this year," she said.

It was one of the largest donations from the club to the library, said Charles Haemker, library director, at a recent Manistee County Library Board meeting. The grants are usually for \$500 or \$1,000.

At the meeting, the library board dedicated the \$1,500 to juvenile resources, with \$1,000 going to books and \$500 to programming — both of which had been cut in the recently passed fiscal year 2014-15 library budget.

"The budget is tight," Haemker said at the club's luncheon on Thursday. "We've restored some material cuts with your contribution."

The library and club have a long-standing history. The Lakeside Club purchased and donated the land at 95 Maple St. in Manistee so that the library could be built.

It was originally suggested at the library board meeting to put the money toward the capital improvement fund, but

members wanted to dedicate it to something the club was more connected to.

"The Lakeside Club started the library and started with the books," said Kathy Scarlata, board vice president. "The books were the most important thing, so I think that would be appropriate."

Helge said literacy and reading were important components of the club in the early years. It was founded in 1885.

"The youth is where our future is at — we all seem to be feathering our nest and we wonder what the hell is wrong with youth," said John Faher, library board member. "Maybe it's something important we failed to render."

The board voted unanimously to dedicate the funds to juvenile books and programming.

Museum operational expenses will be funded with the \$1,000 grant.

"It's always tight," said Mark Fedder, museum director. "This will help keep the lights on."

Lakeside Club grants are funded through proceeds from the annual Tour of Homes.



Members of the Lakeside Club and beneficiaries of the club's fundraising efforts pose outside the Manistee Library after a luncheon and check presentation on Thursday.

Michelle Graves/News Advocate p

2013-2014 LAKESIDE CLUB GRANT APPLICATION

No.	Grant Applicant & Contact	Focus
1	Catholic Community of Manistee – Matthew 25:35 Food Pantry Contact: Joan Gamache, Food Pantry Coordinator	To provide food assistance to Manistee County residents who are low income (at or below 200% of Federal Poverty level) and food insecure. Pat Rebedew \$400
2	Choices of Manistee County, Inc. Contact: Anita Mlejnek, Bookkeeper	Purchase safe, durable, and multi-age playground equipment (or materials) for children staying in our shelter and/or attending group. Linda Hatton \$400
3	Friends of the Ramsdell, Inc. Contact: Michael Terry, Executive Director	The mission of the Friends of the Ramsdell is to provide support for meaningful and memorable experiences through the arts and community at the Historic Ramsdell Theatre and Community Arts Center. \$400
4	Homeward Bound Animal Shelter Contact: Brit Goda, Shelter Manager	To use the funds to expand the cat room by purchasing more cat cages therefore increasing our ability to help more homeless cats in Manistee County. We would like to expand the room by two sections or 8 cages total allowing us to help 8-20 more cats depending on size and age. Deb Green \$400
5	Lighthouse Pregnancy Care Center Contact: Myra L. Lautner, Director	To purchased childbirth/parenting modules of EARN WHILE YOU LEARN program. Clients attending classes earn baby items they cannot afford. \$400
6	Love, INC. – The Boot Closet Contacts: Phyllis Cowden,	The focus of this grant request centers on The Boot Closet , a GAP ministry of Love INC of Manistee and Benzie Counties. Stocked by donations of gently used boots of all sizes as well as monetary donations to supplement needed sizes. The Boot Closet is located at The First

	<p>Catrina Brown, Coordinators</p> <p>Love, INC. – The Boot Closet - Con't</p>	<p>Congregational Church, Manistee. It serves as the gathering and distribution place for families and individuals who are in dire need of winter boots. The Closet strives to service children first and, then, adult family members in so far as sizes and boots are available. While gently used boot donations are valuable, they do not begin to provide the full complement of needed sizes. Funds are desperately needed to help purchase the range of sizes required for its clients. If approved, this grant request of \$300 - \$500 would be extremely helpful in supporting the Love INC mission of helping needy families.</p> <p style="text-align: right;">\$400</p>
7	<p>Manistee Community Kitchen</p> <p>Contact: Al Frye, COO</p>	<p>The focus of this proposal is to raise money for the support of all of our programs.</p> <p>MCK – Board Member</p> <p style="text-align: right;">\$400</p>
8	<p>Manistee County Council on Aging</p> <p>Contact: Sarah Howard</p> <p style="text-align: right;">Nita Leslie</p>	<p>The Manistee County Council on Aging (Senior Center) is applying for a Lakeside Club grant to support MCCOA's annual Christmas gift drive, which benefits the residents of Manistee County Adult Foster Care (AFC) homes. Every year, MCCOA works with Manistee County's Holiday Hope Team to collect and buy small gifts for AFC residents, elderly people who are no longer able to care for themselves but don't require formal nursing care. Last year, MCCOA provided multiple gifts, each individually wrapped, to 40 residents of AFC homes located in Manistee, Manistee Township, Kaleva, Brethren and Bear Lake. MCCOA initially planned to assist 30 AFC residents but received a request from another home on December 23, which MCCOA met by December 25.</p> <p style="text-align: right;">\$400</p>
9	<p>Manistee County Historical Museum</p> <p>Contact: Mark Fedder, Director</p>	<p>The Museum is requesting money from the Lakeside Club to help support the Museum in continuing to preserve Manistee County's history.</p> <p style="text-align: right;">\$ 1,000</p>
10	<p>Manistee County Library</p>	<p>Charles Hamaker</p> <p style="text-align: right;">\$ 1,500</p>
11	<p>Northern Pathways Equine Center</p> <p>Contact: Mary Van Dorp, Director</p> <p style="text-align: right;">Linda Wright</p>	<p>In addressing two identified needs, improved program efficacy, and increased safety for our participants, NPEC has developed a plan to renovate the interior of the of current stable facility. The plan includes the addition of individual stall space, enlarged tack room, grooming area, and automatic waters. The implementation of two new pilot programs, plus the desire to serve future generations has amplified the need for facility improvement.</p> <p style="text-align: right;">\$400</p>

12	<p>Project Read Northwest</p> <p>Contact: Blanche Price, Director</p>	<p>The focus of this proposal is to support the Project Read Northwest program, keeping it vital and meeting the needs of the times by increasing literacy services available to Benzie and Manistee Counties and partnering with like-minded organizations in the area. We also need to train our volunteer tutors, giving them the resources, materials and skills that will help facilitate effective work with the students. Our Mission Statement is: <i>To eradicate illiteracy wherever we find it.</i> Research supports that a person who can read is a more productive person and contributing member to their community. Their children also benefit in improved reading skills, grades and test scores, and are less likely to drop out of school.</p> <p style="text-align: right;">\$400</p>
13	<p>Spay Neuter Action Group – SNAG</p> <p>Contact: Kristie Harless, President</p>	<p>To reduce the number of unwanted puppies and kittens born in Manistee County.</p> <p style="text-align: right;">\$400</p>
14	<p>West Shore Amateur Hockey Association</p> <p>Contact: Charlin Mortensen, President</p>	<p>The focus of this proposal is to obtain a portion of the funds required to provide equipment for the only youth hockey program operated in Manistee and Mason Counties. The West Shore Amateur Hockey Association is the primary sponsor of West Shore Wolves Hockey. West Shore Wolves hockey is comprised of 5 levels of play that serves both boys and girls of various ages. The Learn to Play program is for children aged 3-6. The Mites team is for children aged 7-8, the Squirts team is for children aged 9-10, and the Peewee team for youth aged 11-12, and the Bantam team for ages 13-14. After age 14, children are able to continue hockey with the Lakeshore Hockey Boosters, Manistee Chippewa Hockey.</p> <p style="text-align: right;">\$400</p>



Public Works
231-723-7132

MEMO TO: Thad Taylor, City Manager
FROM: Jeffrey W. Mikula, Public Works Director
DATE: June 1, 2016 *JWM*
SUBJECT: Lighthouse Park Renovations

As you are aware, Lighthouse Park has been closed since last summer to evaluate the presence of hazardous materials. The wood used to build the playground structure was treated with Chromium Copper Arsenate (CCA) as a preservative. CCA was commonly used until 2001.

Tests have indicated that Arsenate has leached from the wood and is present in the surrounding wood chips and soil. Concentrations in the soil exceed Michigan Department of Environmental limits for human contact.

We have explored several options including renovating the playground as well as the removal of the structure. We believe renovating the structure provides the best public benefit. Renovation would include removing the existing wood chips, placing a barrier on the ground surface (to prevent human contact), staining the structure and placing a new surface treatment. Initial estimates placed the project costs at \$30-35,000. During the Fiscal Year 2016-17 budget process, funds were not identified to complete this renovation.

Since the budget process, we have been working with Bobbi Rogers, a local resident who has completed further research and is organizing a citizen volunteer group to be named "Friends of Lighthouse Park" (FLP) which would assist in the renovation process. We have identified the following work plan and estimated costs.

Wood Chip Removal:	DPW (HAZMAT training cost)	\$500
Wood Chip Disposal:	Republic Services (donated)	\$0
Place Soil Barrier:	DPW (material cost)	\$2,000
Sealant:	FLP (donations \$650)	\$0
Apply sealant:	FLP (donations \$100)	\$0
Wood Chips:	Packaging Corporation (donated)	\$0
Place Wood Chips:	FLP	\$0
New Signage:	(estimated)	\$500

We are seeking approval from Council to utilize Friends of Lighthouse Park volunteers, Public Works employees and equipment, and accepting donations from Republic services, Packaging Corporation of America, and others to proceed with the renovations and protection of the playground structure. The additional \$3,000 +/- would need to come from fund balance.



MEMO TO: Thad Taylor, City Manager
FROM: Jeffrey W. Mikula, Public Works Director
DATE: May 31, 2016 *JWM*
SUBJECT: Republic Services Contract Revisions

Public Works
231-723-7132

The City of Manistee in conjunction with Republic Services, offers a Household Hazardous Waste Program. The program is offered over a three day period in late April and has historically been held at the Public Works Garage. It should be noted that a countywide program is also offered during the summer.

Republic has analyzed the participation and type of materials disposed of following this year's program. The summary is attached, and indicates 2.2% of households participated this year and the majority of the material, 86.2% were paint disposal.

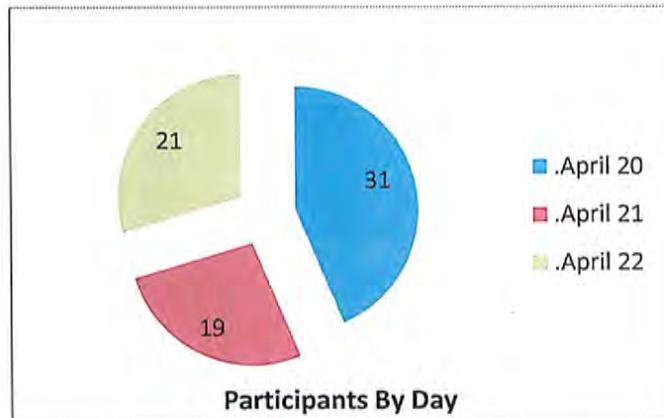
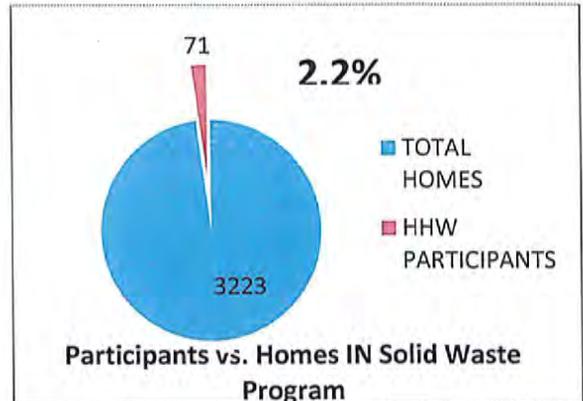
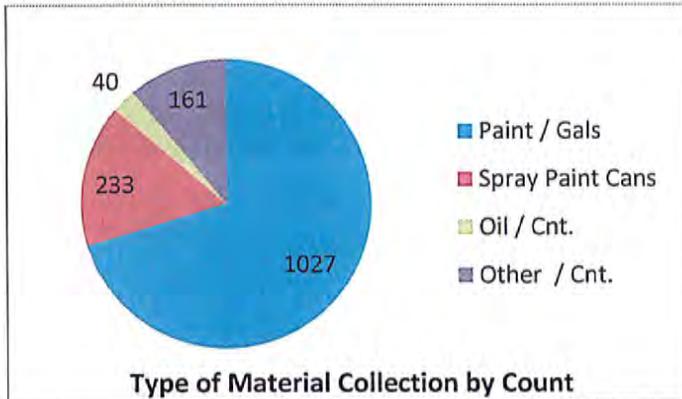
We have meet with Republic several times to see if the program can be enhanced and/or changed to better serve the Citizens of the City. Ideas discussed were to better promote the program, consider making it a one day event on a Saturday, changing the location to something centralized and visible, offering specific new collection such as electronics, pharmaceuticals, etc.

The attached amendment to the Republic Contract cleans up the current language, creates limits of responsibility and allows us to further explore and enhance the annual program. Public Works recommends the contract amendment.

City of Manistee Household Hazardous Waste Collection Event - April 2016

Republic Services has performed at Household Hazardous Waste Collection event as part of the city contract identifies a 3-day collection event performed annually. For 2016 Republic Services collected materials for drop off at the City's DPW garage on April 20th, 21st, & 22nd.

Below you will find three dashboards outlining the results of this collection event.



Republic Services would like to suggest some opportunities to increase the community's awareness and level of participation. We feel it is important to the health and environmental safety of the City of Manistee to improve this event which is designed to keep harmful chemicals from entering the waste water treatment plant, storm drains and the landfill.

By evaluating the effectiveness of other programs throughout the state of Michigan and surrounding states it has been determined that a majority of communities hold their Household Hazardous Waste events as a single Saturday collection as it allows more residents to participate. Based on this information and the history of the past city collections, it is the belief at Republic Services that the modification of the HHW program would increase the benefits to all city residents.

Please review the proposal of improvement on the following page for additional details.

Current Contract Language

#7, (e) READS:

The Contractor agree to assist the City in conducting and completing the City's Annual Spring Trash Haul by providing rear load packer trucks at rate set forth on Attachment A. In conjunction with the Spring Trash Haul or at least annually, the Contractor agrees to provide a free household hazardous waste drop off site for City residents to dispose of household hazardous waste materials. The drop off site shall be open on three days during the annually established dates between the hours of 8:00 a.m. and 4:00 p.m. The City has the sole right to cancel spring trash haul in any given year. If spring trash haul is cancelled in any given year, the Contractor shall receive no compensation for that particular year, as identified in Attachment A.

Proposed Contract Language

#7, (e) – READS:

The Contractor agree to assist the City in conducting and completing the City's Annual Spring Trash Haul by providing rear load packer trucks at rate set forth on Attachment A. The City has the sole right to cancel spring trash haul in any given year. If spring trash haul is cancelled in any given year, the Contractor shall receive no compensation for that particular year, as identified in Attachment A.

#7, (g) – READS:

The Contractor agrees to organize and execute a collection event which is designed to reduce the amount of environmentally harmful waste stored by residents within their homes. The collection program shall occur annually to be held on as a single Saturday event from 9:00a.m. – 2:00p.m. Furthermore, the proposed plan for the collection event shall be pre-approved and authorized by the city manager and/or their designated appointee by February 29th of each year and scheduled to occur during May or April of that year. The Contractor agrees to assume any costs of the collection event up to \$5,000.00 and the City agrees that if, due to participation, the event costs exceed that amount covered by the Contractor then the City shall subsidize any invoiced costs from the vendors as agreed on in the pre-approval meeting.

Examples of environmentally harmful waste stored by residents within their homes include latex and oil based paints and varnishes, motor oil, electronic waste, and pharmaceuticals.

AMENDMENT TO CONTRACT FOR REFUSE DISPOSAL

City of Manistee, Michigan

Amendment to Contract

This amendment (the "Amendment") is made by City of Manistee and Harland's Sanitary Landfill //dba Republic Services, Inc., parties to the contract dated May 30, 2016 (the "Contract").

The contract is amended as follows:

Republic Services Inc. ("Contractor") and the City of Manistee ("City") agree to modify the Refuse Collection & Removal Agreement section 7. Item (e.).

Modified #7, (e.) – READS:

The Contractor agree to assist the City in conducting and completing the City's Annual Spring Trash Haul by providing rear load packer trucks at rate set forth on Attachment A. The City has the sole right to cancel spring trash haul in any given year. If spring trash haul is cancelled in any given year, the Contractor shall receive no compensation for that particular year, as identified in Attachment A.

Added #7, (g.) – READS:

The Contractor agrees to organize and execute a collection event which is designed to reduce the amount of environmentally harmful waste stored by residents within their homes. The collection program shall occur annually to be held on as a single Saturday event from 9:00a.m. – 2:00p.m. Furthermore, the proposed plan for the collection event shall be pre-approved and authorized by the city manager and/or their designated appointee by February 29th of each year and scheduled to occur during May or April of that year. The Contractor agrees to assume any costs of the collection event up to \$5,000.00 and the City agrees that if, due to participation, the event costs exceed that amount covered by the Contractor then the City shall subsidize any invoiced costs from the vendors as agreed on in the pre-approval meeting.

Examples of environmentally harmful waste stored by residents within their homes include latex and oil based paints and varnishes, motor oil, electronic waste, and pharmaceuticals.

Except as set forth in this Amendment, the Contract is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this amendment and the Contract or any earlier amendment, the terms of this amendment will prevail.

This amendment is accepted by both parties effective May 30th, 2016.

CITY OF MANISTEE

Dated: _____

By: _____

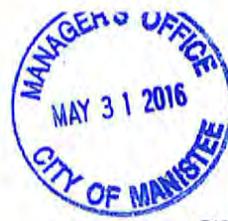
Dated: _____

By: _____

REPUBLIC SERVICES

Dated: _____

By: _____



Public Works
231-723-7132

MEMO TO: Thad Taylor, City Manager
FROM: Jeffrey W. Mikula, Public Works Director
DATE: May 31, 2016
SUBJECT: Twelfth St Reconstruction (Maple to Oak)

JWM

The section of Twelfth Street from Maple to Oak is in very poor condition. Reviews by two engineering firms have concluded the existing roadway can no long be repaired and requires complete reconstruction. The existing right of way is 33 ft. The City has filed suit to obtain an additional 30ft of right of way to the south. The project was designed and competitively bid anticipating the additional right of way. The window for the project is June through August while school is on their summer break.

Four bids were received as follows:

- Swidorski Excavating - \$144,110.80
- Elmer's Crane and Dozer - \$141,096.72
- Schultz Excavating - \$139,270.96
- Hallack Contracting - \$136,596.52

The engineer's estimate for construction is \$140,000. We are very pleased with the grouping of the bids and each of the contractors have local experience and are qualified to complete the project. We recommend awarding to the low bidder, Hallack Contracting.

May 27, 2016

Jeff Mikula
Director of Public Works
City of Manistee
70 Maple Street
Manistee, MI 49660

RE: 12th Street Improvements, Maple to Oak
Bid Tabulation and Recommendation
VIA EMAIL

Jeff,

We received four bids for this project, with the low bid being \$136,596.52 and the high bid being \$144,110.80. Enclosed is a copy of the bid tabulation.

Hallack Contracting, Inc. submitted the low bid for the above mentioned project and has successfully completed projects in the area.

We recommend the award of this project to Hallack Contracting, Inc. at the unit prices bid which, when applied to the estimated quantities, result in a total bid of one hundred thirty-six thousand, five hundred ninety-six dollars and fifty-two cents (\$136,596.52).

In addition to placing the advertisement in the paper, and posting the documents to our bidding website, we have included with this letter a copy of the contractors that we specifically contacted in regards to this project, and we sent them the advertisement directly.

We will prepare the Contract documents and obtain the necessary insurances and bonding documents from the contractor once the City has approved the contract, and the Notice of Award is issued.

If you have any question or comments, please contact me at (989) 928-8027.

Sincerely,



Shawn P. Middleton, P.E., CFM
Sr. Project Manager

SPICER GROUP, INC
302 River Street
Manistee, MI 49660
Cell: (989) 928-8027
E-mail: shawnm@spicergroup.com

Copy: SGI File 12092416-034
Thad Taylor, City Manager
Ed Bradford, Chief Financial Officer
Bob Briggs, Spicer Group, Inc.

PROJECT: 12TH STREET IMPROVEMENT PROJECT, OAK TO MAPLE
 BID DATE: 27-May-16

BIDDER:

Hallack Contracting, Inc.
 Hart, MI

Schultz Excavating & Asphalt, LLC
 Ludington, MI

<u>Item No.</u>	<u>Estimated Quantity</u>	<u>Units</u>	<u>MDOT #</u>	<u>Description</u>	<u>Unit Price</u>	<u>Amount</u>	<u>Unit Price</u>	<u>Amount</u>
1.	1	LSUM	1500001	Mobilization, Max. _____	\$20,680.00	\$20,680.00	\$9,500.00	\$9,500.00
2.	1	Ea	2020004	Tree, Rem 6 inch to 18 inch	\$250.00	\$250.00	\$450.00	\$450.00
3.	3	Ea	2030011	Dr Structure, Rem	\$395.00	\$1,185.00	\$175.00	\$525.00
4.	76	Ft	2030015	Sewer, Rem, Less than 24 inch	\$5.00	\$380.00	\$15.00	\$1,140.00
5.	122	Ft	2040020	Curb and Gutter, Rem	\$5.00	\$610.00	\$9.00	\$1,098.00
6.	32	Syd	2040055	Sidewalk, Rem	\$5.00	\$160.00	\$12.00	\$384.00
7.	500	Cyd	2050016	Excavation, Earth	\$5.00	\$2,500.00	\$10.00	\$5,000.00
8.	7	Ea	2080020	Erosion Control, Inlet Protection, Fabric Drop	\$85.00	\$595.00	\$130.00	\$910.00
9.	145	Cyd	2050010	Embankment, CIP	\$8.00	\$1,160.00	\$17.00	\$2,465.00
10.	1,642	Syd	3020020	Aggregate Base, 8 inch	\$7.00	\$11,494.00	\$10.75	\$17,651.50
11.	63	Syd	3070008	Approach, C11, 6 inch	\$6.25	\$393.75	\$21.00	\$1,323.00
12.	127	Ft	4020600	Sewer, C1 E, 12 inch, Tr Det B	\$50.00	\$6,350.00	\$54.00	\$6,858.00
13.	1	Ea	4021209	Sewer Tap, 36 inch	\$500.00	\$500.00	\$700.00	\$700.00
14.	5	Ea	4030005	Dr Structure Cover, Adj, Case 1	\$395.00	\$1,975.00	\$750.00	\$3,750.00
15.	1	Ea	4030010	Dr Structure Cover, Type B	\$795.00	\$795.00	\$750.00	\$750.00
16.	5	Ea	4030050	Dr Structure Cover, Type K	\$900.00	\$4,500.00	\$1,000.00	\$5,000.00
17.	5	Ea	4037050	Dr Structure, 36 inch dia	\$1,250.00	\$6,250.00	\$1,500.00	\$7,500.00
18.	1	Ea	4030220	Dr Structure, 60 inch dia	\$1,850.00	\$1,850.00	\$5,650.00	\$5,650.00

PROJECT: 12TH STREET IMPROVEMENT PROJECT, OAK TO MAPLE
 BID DATE: 27-May-16

BIDDER:

					Hallack Contracting, Inc. Hart, MI		Schultz Excavating & Asphalt, LLC Ludington, MI	
19.	3	Ea	4030312	Dr Structure, Tap, 12 inch	\$250.00	\$750.00	\$275.00	\$825.00
20.	1,504	Syd	5010005	HMA Surface, Rem	\$2.00	\$3,008.00	\$2.00	\$3,008.00
21.	362	Ton	5010033	HMA, 13A	\$81.49	\$29,499.38	\$72.00	\$26,064.00
22.	63	Syd	8010005	Driveway, Nonreinf Conc, 6 inch	\$37.35	\$2,353.05	\$36.00	\$2,268.00
23.	783	Ft	8020038	Curb and Gutter, Conc, Det F4	\$17.78	\$13,921.74	\$20.00	\$15,660.00
24.	200	Sft	8030034	Sidewalk Ramp, Conc, 4 inch	\$6.10	\$1,220.00	\$7.00	\$1,400.00
25.	1,090	Sft	8030044	Sidewalk, Conc, 4 inch	\$4.10	\$4,469.00	\$3.00	\$3,270.00
26.	330	Sft	8030046	Sidewalk, Conc, 6 inch	\$4.50	\$1,485.00	\$4.00	\$1,320.00
27.	20	Ft	8030010	Detectable Warning Surface	\$60.00	\$1,200.00	\$20.00	\$400.00
28.	2	Ea	8070095	Post, Mailbox	\$85.00	\$170.00	\$150.00	\$300.00
29.	2	Ea	8100402	Sign, Type III, Erect, Salv	\$100.00	\$200.00	\$45.00	\$90.00
30.	2	Ea	8100403	Sign, Type III, Rem	\$50.00	\$100.00	\$30.00	\$60.00
31.	144	Ft	8110024	Pavt Mrkg, Ovly Cold Plastic, 6 inch, Crosswalk	\$2.65	\$381.60	\$2.65	\$381.60
32.	600	Ft	8110232	Pavt Mrkg, Waterborne, 4 inch, Yellow	\$0.50	\$300.00	\$0.50	\$300.00
33.	600	Ft	8110252	Pavt Mrkg, Waterborne, 2nd Application, 4 inch, Yellow	\$0.25	\$150.00	\$0.25	\$150.00
34.	31	Ft	8110045	Pavt Mrkg, Ovly Cold Plastic, 24 inch, Stop Bar	\$12.00	\$372.00	\$17.81	\$552.11
35.	4	Ea	8120012	Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	\$100.00	\$400.00	\$120.00	\$480.00
36.	4	Ea	8120013	Barricade, Type III, High Intensity,	\$1.00	\$4.00	\$1.00	\$4.00

PROJECT: 12TH STREET IMPROVEMENT PROJECT, OAK TO MAPLE
 BID DATE: 27-May-16

BIDDER:

					Hallack Contracting, Inc. Hart, MI		Schultz Excavating & Asphalt, LLC Ludington, MI	
Double Sided, Lighted, Oper								
37.	1	LSUM	8120170	Minor Traf Devices	<u>\$2,925.00</u>	<u>\$2,925.00</u>	<u>\$1,700.00</u>	<u>\$1,700.00</u>
38.	25	Ea	8120250	Plastic Drum, High Intensity, Furn	<u>\$15.00</u>	<u>\$375.00</u>	<u>\$20.00</u>	<u>\$500.00</u>
39.	25	Ea	8120251	Plastic Drum, High Intensity, Oper	<u>\$1.00</u>	<u>\$25.00</u>	<u>\$1.00</u>	<u>\$25.00</u>
40.	105	Sft	8120350	Sign, Type B, Temp, Prismatic, Furn	<u>\$5.00</u>	<u>\$525.00</u>	<u>\$3.00</u>	<u>\$315.00</u>
41.	105	Sft	8120351	Sign, Type B, Temp, Prismatic, Oper	<u>\$1.00</u>	<u>\$105.00</u>	<u>\$1.00</u>	<u>\$105.00</u>
42.	550	Syd	8160100	Slope Restoration, Type A	<u>\$5.00</u>	<u>\$2,750.00</u>	<u>\$6.50</u>	<u>\$3,575.00</u>
43.	1	Ea	8230431	Gate Box, Adj, Case 1	<u>\$295.00</u>	<u>\$295.00</u>	<u>\$95.00</u>	<u>\$95.00</u>
44.	83	Ft	8237001	Sanitary Service Lateral, PVC, 6 inch, Tr Det B	<u>\$45.00</u>	<u>\$3,735.00</u>	<u>\$31.25</u>	<u>\$2,593.75</u>
45.	2	Ea	8237001	Water Serv	<u>\$1,250.00</u>	<u>\$2,500.00</u>	<u>\$1,350.00</u>	<u>\$2,700.00</u>
46.	1	Ea	8237001	Water Main, 4 inch, Cut and Plug	<u>\$1,500.00</u>	<u>\$1,500.00</u>	<u>\$375.00</u>	<u>\$375.00</u>
47.	1	Ea	8237050	Gate Box, Rem	<u>\$250.00</u>	<u>\$250.00</u>	<u>\$100.00</u>	<u>\$100.00</u>
TOTAL BID.....					<u><u>\$136,596.52</u></u>	<u><u>\$139,270.96</u></u>		

PROJECT: 12TH STREET IMPROVEMENT PROJECT, OAK TO MAPLE
 BID DATE: 27-May-16

BIDDER:

Elmer's Crane and Dozer, Inc.
 Traverse City, MI

Swidorski Bros. Excavating LLC
 Manistee, MI

<u>Item No.</u>	<u>Estimated Quantity</u>	<u>Units</u>	<u>MDOT #</u>	<u>Description</u>	<u>Unit Price</u>	<u>Amount</u>	<u>Unit Price</u>	<u>Amount</u>
1.	1	LSUM	1500001	Mobilization, Max. _____	\$14,000.00	\$14,000.00	\$4,000.00	\$4,000.00
2.	1	Ea	2020004	Tree, Rem 6 inch to 18 inch	\$325.00	\$325.00	\$250.00	\$250.00
3.	3	Ea	2030011	Dr Structure, Rem	\$475.00	\$1,425.00	\$600.00	\$1,800.00
4.	76	Ft	2030015	Sewer, Rem, Less than 24 inch	\$18.75	\$1,425.00	\$14.00	\$1,064.00
5.	122	Ft	2040020	Curb and Gutter, Rem	\$14.50	\$1,769.00	\$10.00	\$1,220.00
6.	32	Syd	2040055	Sidewalk, Rem	\$28.50	\$912.00	\$25.00	\$800.00
7.	500	Cyd	2050016	Excavation, Earth	\$19.50	\$9,750.00	\$4.00	\$2,000.00
8.	7	Ea	2080020	Erosion Control, Inlet Protection, Fabric Drop	\$75.00	\$525.00	\$100.00	\$700.00
9.	145	Cyd	2050010	Embankment, CIP	\$9.50	\$1,377.50	\$9.00	\$1,305.00
10.	1,642	Syd	3020020	Aggregate Base, 8 inch	\$9.75	\$16,009.50	\$7.50	\$12,315.00
11.	63	Syd	3070008	Approach, C1 I, 6 inch	\$17.50	\$1,102.50	\$19.00	\$1,197.00
12.	127	Ft	4020600	Sewer, C1 E, 12 inch, Tr Det B	\$50.00	\$6,350.00	\$53.00	\$6,731.00
13.	1	Ea	4021209	Sewer Tap, 36 inch	\$180.00	\$180.00	\$400.00	\$400.00
14.	5	Ea	4030005	Dr Structure Cover, Adj, Case 1	\$395.00	\$1,975.00	\$195.00	\$975.00
15.	1	Ea	4030010	Dr Structure Cover, Type B	\$600.00	\$600.00	\$415.00	\$415.00
16.	5	Ea	4030050	Dr Structure Cover, Type K	\$795.00	\$3,975.00	\$625.00	\$3,125.00
17.	5	Ea	4037050	Dr Structure, 36 inch dia	\$1,100.00	\$5,500.00	\$2,100.00	\$10,500.00
18.	1	Ea	4030220	Dr Structure, 60 inch dia	\$2,975.00	\$2,975.00	\$2,900.00	\$2,900.00

PROJECT: 12TH STREET IMPROVEMENT PROJECT, OAK TO MAPLE
 BID DATE: 27-May-16

BIDDER:

					Elmer's Crane and Dozer, Inc. Traverse City, MI		Swidorski Bros. Excavating LLC Manistec, MI	
19.	3	Ea	4030312	Dr Structure, Tap, 12 inch	\$150.00	\$450.00	\$125.00	\$375.00
20.	1,504	Syd	5010005	HMA Surface, Rem	\$2.85	\$4,286.40	\$3.00	\$4,512.00
21.	362	Ton	5010033	HMA, 13A	\$61.86	\$22,393.32	\$98.75	\$35,747.50
22.	63	Syd	8010005	Driveway, Nonreinf Conc, 6 inch	\$35.00	\$2,205.00	\$48.00	\$3,024.00
23.	783	Ft	8020038	Curb and Gutter, Conc, Det F4	\$17.25	\$13,506.75	\$24.00	\$18,792.00
24.	200	Sft	8030034	Sidewalk Ramp, Conc, 4 inch	\$6.00	\$1,200.00	\$4.50	\$900.00
25.	1,090	Sft	8030044	Sidewalk, Conc, 4 inch	\$3.90	\$4,251.00	\$4.50	\$4,905.00
26.	330	Sft	8030046	Sidewalk, Conc, 6 inch	\$4.35	\$1,435.50	\$5.20	\$1,716.00
27.	20	Ft	8030010	Detectable Warning Surface	\$65.25	\$1,305.00	\$45.00	\$900.00
28.	2	Ea	8070095	Post, Mailbox	\$100.00	\$200.00	\$125.00	\$250.00
29.	2	Ea	8100402	Sign, Type III, Erect, Salv	\$49.00	\$98.00	\$125.00	\$250.00
30.	2	Ea	8100403	Sign, Type III, Rem	\$33.00	\$66.00	\$45.00	\$90.00
31.	144	Ft	8110024	Pavt Mrkg, Ovly Cold Plastic, 6 inch, Crosswalk	\$2.90	\$417.60	\$6.95	\$1,000.80
32.	600	Ft	8110232	Pavt Mrkg, Waterborne, 4 inch, Yellow	\$0.55	\$330.00	\$2.50	\$1,500.00
33.	600	Ft	8110252	Pavt Mrkg, Waterborne, 2nd Application, 4 inch, Yellow	\$0.27	\$162.00	\$1.67	\$1,002.00
34.	31	Ft	8110045	Pavt Mrkg, Ovly Cold Plastic, 24 inch, Stop Bar	\$13.00	\$403.00	\$32.00	\$992.00
35.	4	Ea	8120012	Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	\$115.00	\$460.00	\$120.00	\$480.00
36.	4	Ea	8120013	Barricade, Type III, High Intensity,	\$1.10	\$4.40	\$2.50	\$10.00

PROJECT: 12TH STREET IMPROVEMENT PROJECT, OAK TO MAPLE
 BID DATE: 27-May-16

BIDDER:

Elmer's Crane and Dozer, Inc.
 Traverse City, MI

Swidorski Bros. Excavating LLC
 Manistee, MI

Double Sided, Lighted, Oper

37.	1	LSUM	8120170	Minor Traf Devices	<u>\$5,500.00</u>	<u>\$5,500.00</u>	<u>\$2,275.00</u>	<u>\$2,275.00</u>
38.	25	Ea	8120250	Plastic Drum, High Intensity, Furn	<u>\$21.00</u>	<u>\$525.00</u>	<u>\$22.00</u>	<u>\$550.00</u>
39.	25	Ea	8120251	Plastic Drum, High Intensity, Oper	<u>\$1.10</u>	<u>\$27.50</u>	<u>\$1.50</u>	<u>\$37.50</u>
40.	105	Sft	8120350	Sign, Type B, Temp, Prismatic, Furn	<u>\$4.35</u>	<u>\$456.75</u>	<u>\$4.60</u>	<u>\$483.00</u>
41.	105	Sft	8120351	Sign, Type B, Temp, Prismatic, Oper	<u>\$1.10</u>	<u>\$115.50</u>	<u>\$1.50</u>	<u>\$157.50</u>
42.	550	Syd	8160100	Slope Restoration, Type A	<u>\$4.75</u>	<u>\$2,612.50</u>	<u>\$9.50</u>	<u>\$5,225.00</u>
43.	1	Ea	8230431	Gate Box, Adj, Case 1	<u>\$120.00</u>	<u>\$120.00</u>	<u>\$400.00</u>	<u>\$400.00</u>
44.	83	Ft	8237001	Sanitary Service Lateral, PVC, 6 inch, Tr Det B	<u>\$40.00</u>	<u>\$3,320.00</u>	<u>\$31.50</u>	<u>\$2,614.50</u>
45.	2	Ea	8237001	Water Serv	<u>\$1,600.00</u>	<u>\$3,200.00</u>	<u>\$1,800.00</u>	<u>\$3,600.00</u>
46.	1	Ea	8237001	Water Main, 4 inch, Cut and Plug	<u>\$1,750.00</u>	<u>\$1,750.00</u>	<u>\$550.00</u>	<u>\$550.00</u>
47.	1	Ea	8237050	Gate Box, Rem	<u>\$120.00</u>	<u>\$120.00</u>	<u>\$75.00</u>	<u>\$75.00</u>
TOTAL BID.....						<u><u>\$141,096.72</u></u>	<u><u>\$144,110.80</u></u>	

COMPANY	ADDRESS	PHONE #	FAX #	EMAIL
Bonney Brothers	1637 N. Thompsonville Road, Beulah, MI 49617	231-357-2817	231-325-4133	mkramer@live.com
Carl's Excavating	2525 Wildwood Road, Manistee, MI 49660	231-723-6357	231-723-7899	carlsexcavatinginc@hotmail.com
Central MI Contracting, Inc.	1301 Commerce Drive, Farwell, MI 48622 Here are the 24 hour contact numbers for our staff: Bo Dunkle - 989.429.7436 or 989.588.6877 Deena Dunkle - 989.233.7157	989-588-9778	989-588-9667	deena@CentralMichiganContracting.com
CJ's Excavating, Inc.	9051 E. 48 1/2 RD, Cadillac, MI 49601	231-775-1773	231-775-0703	margie@cjsexcavating.com
Diversco Construction CO	570 Market Ave.SW, Grand Rapids, MI 49503	616-458-6379	616-458-6467	mark@diverscoconst.com
Elmers	PO Box 6150, (3600 Rennie School Road 49684), Traverse City, MI 49696	231-943-3443	231-943-5508	mikef@teamelmers.com bpeace@teamelmers.com rovermeyer@teamelmers.com nbroad@teamelmers.com
Jackson-Merkey Contractors, Inc.	555 E. Western Avenue, Muskegon, MI 49442	231-728-9344	231-726-2060	bdelong@jackson-merkey.com
Kal Excavating	PO Box 92, Omena, MI 49674	231-386-5321	231-386-9059	jvoss@kalexexcavating.com
Kamminga & Roodvoets, Inc.	3435 Broadmoor, SE, Grand Rapids, MI 49512	616-949-0800	616-949-1894	klynska@kandrinc.com
McCormick Sand	5430 Russell Road, Twin Lake, MI 49457	231-766-0466	231-766-5162	jesse@mccormicksand.com
M & M Excavating	17 Old State Road, Gaylord, MI 49735	989-732-6277	989-732-9650	colleen@m-mexcavating.com
Molon Excavating	PO Box 1860 (125 Buckshot Dr) Traverse City, MI 49685	231-943-3929	231-943-3954	kwilton@molonexcavating.net tbrayton@molonexcavating.net
Rieth-Riley	5565 W. First Street, Ludington 49431	231-845-7031	231-845-5621	rmisener@rieth-riley.com jsmieqowski@rieth-riley.com
Schippers Excavating, Inc.	9329 Lake Michigan Dr., West Olive, MI 49640	616-895-4119	616-895-9356	tmoelker@schippersexcavating.com
Scodeller Construction	51722 Grand River, Wixom, MI 48393	248-374-1102	248-374-1109	tomstornant149@sbcglobal.net
Swidorski Brothers	4786 Red Apple Road, Manistee, MI 49660	231-723-7244	231-723-7244	swidbros@hotmail.com
Thompson Brothers	388 W. McMillan Road, North Muskegon, MI 49445	231-766-2828	231-766-2889	tbi388@frontier.com
Davis Construction	4457 40th Street SE, Kentwood, MI 49512	616-456-0059		pat@davisconstruction.us
Heystek Contracting, Inc.	225 Grover Street, PO Box 56, Montrose, MI 48457	810-639-6533	810-639-6282	heystekcontracting@centurytel.net
McQuestion (DJ) & Sons, Inc	17708 18 Mile Road, Leroy, MI 49655	231-768-4403	231-768-5246	tompep@djmcquestion.com
Al Bufka Construction, Inc.	1421 West County Line Rd., Manistee, MI 49660	231-723-7753		albufka@albufkaconstruction.com

NOTICE OF AWARD

Date of Issuance: May 31, 2016

Owner:	City of Manistee	Owner's Contract No.:	
Engineer:	Spicer Group, Inc.	Engineer's Project No.:	12092415-034
Project:	12 th Street Improvements, Maple to Oak	Contract Name:	12 th Street Improvements, Maple to Oak
Bidder:	Hallack Contracting, Inc.		
Bidder's Address:	4223 W. Pold Road Hart, MI 49420		

TO BIDDER:

You are notified that Owner has accepted your Bid dated May 27, 2016 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for:

12th Street Improvements, Maple to Oak.

The Contract Price of the awarded Contract is: \$ 136,596.52.

3 unexecuted counterparts of the Agreement and Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

a set of the Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:

1. Deliver to Engineer 2 counterparts of the Agreement, fully executed by Bidder.
2. Deliver with the executed Agreement(s) the Contract security [*e.g., performance and payment bonds*] and insurance documentation as specified in the Instructions to Bidders and General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any):

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: City of Manistee

Authorized Signature
By: Colleen Kenny
Title: Mayor

Authorized Signature
By: Michelle Wright
Title: City Clerk

Copy: Engineer

AGREEMENT

This agreement is by and between City of Manistee (“Owner”) and
Hallack Contracting, Inc. (“Contractor”).

Owner and Contractor hereby agree as follows:

ARTICLE 1 – WORK

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents.

ARTICLE 2 – THE PROJECT

2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows: 12th Street Improvements, Maple to Oak.

ARTICLE 3 – ENGINEER

3.01 The Project has been designed by Spicer Group, Inc.

3.02 The Owner has retained Spicer Group, Inc. (“Engineer”) to act as Owner’s representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

ARTICLE 4 – CONTRACT TIMES

4.01 *Time of the Essence*

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 *Contract Times: Dates*

A. The Work will be substantially completed on or before August 19, 2016, and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before September 2, 2016.

4.03 *Liquidated Damages*

A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with the Contract. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty):

1. Substantial Completion: Contractor shall pay Owner \$500 for each day that expires after the time (as duly adjusted pursuant to the Contract) specified in Paragraph 4.02.A above for Substantial Completion until the Work is substantially complete.

2. Completion of Remaining Work: After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time (as duly adjusted pursuant to the Contract) for completion and readiness for final payment, Contractor shall pay Owner \$500 for each day that expires after such time until the Work is completed and ready for final payment.
3. Liquidated damages for failing to timely attain Substantial Completion and final completion are not additive and will not be imposed concurrently.

4.04 *Special Damages*

- A. In addition to the amount provided for liquidated damages, Contractor shall reimburse Owner (1) for any fines or penalties imposed on Owner as a direct result of the Contractor's failure to attain Substantial Completion according to the Contract Times, and (2) for the actual costs reasonably incurred by Owner for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for Substantial Completion (as duly adjusted pursuant to the Contract), until the Work is substantially complete.
- B. After Contractor achieves Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Times, Contractor shall reimburse Owner for the actual costs reasonably incurred by Owner for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for Work to be completed and ready for final payment (as duly adjusted pursuant to the Contract), until the Work is completed and ready for final payment.

ARTICLE 5 – CONTRACT PRICE

5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents the amounts that follow, subject to adjustment under the Contract:

- A. For all Unit Price Work, an amount equal to the sum of the extended prices (established for each separately identified item of Unit Price Work by multiplying the unit price times the actual quantity of that item):

<u>Item No.</u>	<u>Quantity</u>	<u>Units</u>	<u>MDOT #</u>	<u>Description</u>	<u>Unit Price</u>	<u>Amount</u>
1.	1	LSUM	1500001	Mobilization, Max. _____	\$20,680.00	\$20,680.00
2.	1	Ea	2020004	Tree, Rem 6 inch to 18 inch	\$250.00	\$250.00
3.	3	Ea	2030011	Dr Structure, Rem	\$395.00	\$1,185.00
4.	76	Ft	2030015	Sewer, Rem, Less than 24 inch	\$5.00	\$380.00
5.	122	Ft	2040020	Curb and Gutter, Rem	\$5.00	\$610.00
6.	32	Syd	2040055	Sidewalk, Rem	\$5.00	\$160.00
7.	500	Cyd	2050016	Excavation, Earth	\$5.00	\$2,500.00

8.	7	Ea	2080020	Erosion Control, Inlet Protection, Fabric Drop	<u>\$85.00</u>	<u>\$595.00</u>
9.	145	Cyd	2050010	Embankment, CIP	<u>\$8.00</u>	<u>\$1,160.00</u>
10.	1,642	Syd	3020020	Aggregate Base, 8 inch	<u>\$7.00</u>	<u>\$11,494.00</u>
11.	63	Syd	3070008	Approach, CI I, 6 inch	<u>\$6.25</u>	<u>\$393.75</u>
12.	127	Ft	4020600	Sewer, CI E, 12 inch, Tr Det B	<u>\$50.00</u>	<u>\$6,350.00</u>
13.	1	Ea	4021209	Sewer Tap, 36 inch	<u>\$500.00</u>	<u>\$500.00</u>
14.	5	Ea	4030005	Dr Structure Cover, Adj, Case 1	<u>\$395.00</u>	<u>\$1,975.00</u>
15.	1	Ea	4030010	Dr Structure Cover, Type B	<u>\$795.00</u>	<u>\$795.00</u>
16.	5	Ea	4030050	Dr Structure Cover, Type K	<u>\$900.00</u>	<u>\$4,500.00</u>
17.	5	Ea	4037050	Dr Structure, 36 inch dia	<u>\$1,250.00</u>	<u>\$6,250.00</u>
18.	1	Ea	4030220	Dr Structure, 60 inch dia	<u>\$1,850.00</u>	<u>\$1,850.00</u>
19.	3	Ea	4030312	Dr Structure, Tap, 12 inch	<u>\$250.00</u>	<u>\$750.00</u>
20.	1,504	Syd	5010005	HMA Surface, Rem	<u>\$2.00</u>	<u>\$3,008.00</u>
21.	362	Ton	5010033	HMA, 13A	<u>\$81.49</u>	<u>\$29,499.38</u>
22.	63	Syd	8010005	Driveway, Nonreinf Conc, 6 inch	<u>\$37.35</u>	<u>\$2,353.05</u>
23.	783	Ft	8020038	Curb and Gutter, Conc, Det F4	<u>\$17.78</u>	<u>\$13,921.74</u>
24.	200	Sft	8030034	Sidewalk Ramp, Conc, 4 inch	<u>\$6.10</u>	<u>\$1,220.00</u>
25.	1,090	Sft	8030044	Sidewalk, Conc, 4 inch	<u>\$4.10</u>	<u>\$4,469.00</u>
26.	330	Sft	8030046	Sidewalk, Conc, 6 inch	<u>\$4.50</u>	<u>\$1,485.00</u>
27.	20	Ft	8030010	Detectable Warning Surface	<u>\$60.00</u>	<u>\$1,200.00</u>

28.	2	Ea	8070095	Post, Mailbox	<u>\$85.00</u>	<u>\$170.00</u>
29.	2	Ea	8100402	Sign, Type III, Erect, Salv	<u>\$100.00</u>	<u>\$200.00</u>
30.	2	Ea	8100403	Sign, Type III, Rem	<u>\$50.00</u>	<u>\$100.00</u>
31.	144	Ft	8110024	Pavt Mrkg, Ovly Cold Plastic, 6 inch, Crosswalk	<u>\$2.65</u>	<u>\$381.60</u>
32.	600	Ft	8110232	Pavt Mrkg, Waterborne, 4 inch, Yellow	<u>\$0.50</u>	<u>\$300.00</u>
33.	600	Ft	8110252	Pavt Mrkg, Waterborne, 2nd Application, 4 inch, Yellow	<u>\$0.25</u>	<u>\$150.00</u>
34.	31	Ft	8110045	Pavt Mrkg, Ovly Cold Plastic, 24 inch, Stop Bar	<u>\$12.00</u>	<u>\$372.00</u>
35.	4	Ea	8120012	Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	<u>\$100.00</u>	<u>\$400.00</u>
36.	4	Ea	8120013	Barricade, Type III, High Intensity, Double Sided, Lighted, Oper	<u>\$1.00</u>	<u>\$4.00</u>
37.	1	LSUM	8120170	Minor Traf Devices	<u>\$2,925.00</u>	<u>\$2,925.00</u>
38.	25	Ea	8120250	Plastic Drum, High Intensity, Furn	<u>\$15.00</u>	<u>\$375.00</u>
39.	25	Ea	8120251	Plastic Drum, High Intensity, Oper	<u>\$1.00</u>	<u>\$25.00</u>
40.	105	Sft	8120350	Sign, Type B, Temp, Prismatic, Furn	<u>\$5.00</u>	<u>\$525.00</u>
41.	105	Sft	8120351	Sign, Type B, Temp, Prismatic, Oper	<u>\$1.00</u>	<u>\$105.00</u>
42.	550	Syd	8160100	Slope Restoration, Type A	<u>\$5.00</u>	<u>\$2,750.00</u>

43.	1	Ea	8230431	Gate Box, Adj, Case 1	<u>\$295.00</u>	<u>\$295.00</u>
44.	83	Ft	8237001	Sanitary Service Lateral, PVC, 6 inch, Tr Det B	<u>\$45.00</u>	<u>\$3,735.00</u>
45.	2	Ea	8237001	Water Serv	<u>\$1,250.00</u>	<u>\$2,500.00</u>
46.	1	Ea	8237001	Water Main, 4 inch, Cut and Plug	<u>\$1,500.00</u>	<u>\$1,500.00</u>
47.	1	Ea	8237050	Gate Box, Rem	<u>\$250.00</u>	<u>\$250.00</u>
TOTAL BID.....						<u><u>\$136,596.52</u></u>

The extended prices for Unit Price Work set forth as of the Effective Date of the Contract are based on estimated quantities. As provided in Paragraph 13.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer.

ARTICLE 6 – PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

- A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor’s Applications for Payment on or about the 5th day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.
 - 1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract
 - a. 90 percent of Work completed (with the balance being retainage). If the Work has been 50 percent completed as determined by Engineer, and if the character and progress of the Work have been satisfactory to Owner and Engineer, then as long as the character and progress of the Work remain satisfactory to Owner and Engineer, there will be no additional retainage; and
- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 100 percent of the Work completed, less such amounts set off by

Owner pursuant to Paragraph 15.01.E of the General Conditions, and less 100 percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the punch list of items to be completed or corrected prior to final payment.

6.03 *Final Payment*

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 15.06 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 15.06.

ARTICLE 7 – INTEREST

7.01 All amounts not paid when due shall bear interest at the rate of 0 percent per annum.

ARTICLE 8 – CONTRACTOR'S REPRESENTATIONS

8.01 In order to induce Owner to enter into this Contract, Contractor makes the following representations:

- A. Contractor has examined and carefully studied the Contract Documents, and any data and reference items identified in the Contract Documents.
- B. Contractor has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Contractor is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
- E. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (3) Contractor's safety precautions and programs.
- F. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
- G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

- J. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

ARTICLE 9 – CONTRACT DOCUMENTS

9.01 *Contents*

- A. The Contract Documents consist of the following:
1. This Agreement.
 2. Performance bond.
 3. Payment bond.
 4. General Conditions.
 5. Supplementary Conditions.
 6. Specifications as listed in the table of contents of the Project Manual.
 7. The Drawings as listed on the document title page.
 8. Addenda (number 1).
 9. Exhibits to this Agreement (enumerated as follows):
 10. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
 - a. Notice to Proceed.
 - b. Work Change Directives.
 - c. Change Orders.
 - d. Field Orders.
- B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in the General Conditions.

ARTICLE 10 – MISCELLANEOUS

10.01 *Terms*

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 *Assignment of Contract*

- A. Unless expressly agreed to elsewhere in the Contract, no assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, money that may become due and money that is due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 *Successors and Assigns*

- A. Owner and Contractor each binds itself, its successors, assigns, and legal representatives to the other party hereto, its successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 *Contractor's Certifications*

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
 1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

10.06 *Other Provisions*

- A. Owner stipulates that if the General Conditions that are made a part of this Contract are based on EJCDC® C-700, Standard General Conditions for the Construction Contract, published by the Engineers Joint Contract Documents Committee®, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or "track changes" (redline/strikeout), or in the Supplementary Conditions.
- B. *Equal Opportunity*

Contractor shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status, or because of a handicap that is unrelated to the person's ability to perform the duties of a particular job or position.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on _____ (which is the Effective Date of the Contract).

OWNER:

CONTRACTOR:

City of Manistee

Hallack Contracting, Inc.

By: _____

By: _____

Title: Mayor

Title: _____

(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: _____

Attest: _____

Title: City Clerk

Title: _____

Address for giving notices:

Address for giving notices:

70 Maple Street

4223 W. Polk Road

Manistee, MI 49660

Hart, MI 49420

License No.: _____
(where applicable)

(If Owner is a corporation, attach evidence of authority to sign. If Owner is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)

NOTE TO USER: Use in those states or other jurisdictions where applicable or required.



APPLICANTS NEEDED BOARDS and COMMISSIONS VACANCIES

BOARD OF REVIEW. One vacancy – term ending 12/31/18 (regular member). *Applicants must be a City taxpaying, registered voters.* Purpose: Hears property valuation appeals.

BROWNFIELD REDEVELOPMENT AUTHORITY. Three vacancies – terms ending 6/30/19. *Applicants must be City resident or person with interest in property in the City.* Purpose: Promote revitalization of environmentally distressed and functionally obsolete areas.

DOWNTOWN DEVELOPMENT AUTHORITY. Two vacancies – terms ending 6/30/20. *Applicants must have an interest in property in the downtown district.* Purpose: Central business district and tax increment financing authority.

HOUSING COMMISSION. One vacancy – term ending 5/31/21. Purpose: Oversees senior/low income housing.

NON-MOTORIZED TRANSPORTATION COMMITTEE. Five vacancies – 4 terms ending 3/31/18 and 1 partial term ending 3/31/17. Purpose: Provide safe, scenic routes throughout the City that encourages non-motorized transportation use for fitness, transportation and tourism.

OIL & GAS INVESTMENT BOARD. One vacancy – term ending 6/30/20. Purpose: Oversees investment of Oil & Gas Trust Fund.

PARKS COMMISSION. Three vacancies – 2 terms ending 6/30/19 and 1 partial term ending 6/30/17. *Applicants – two members can be non-residents but must own real estate, business or a profession having a licensed business location in the City.* Purpose: Advisory on parks development, maintenance, and improvements.

PEG COMMISSION. One vacancy – term ending 12/31/18. *Applicants must be Manistee County residents.* Purpose: Oversees operation of Manistee Public Access Television.

ZONING BOARD OF APPEALS. Four vacancies – 1 term ending 5/31/18 (alternate member) and 3 terms ending 5/31/19. Purpose: Hears appeals to zoning, building issues.

Application forms are available at the City Clerk's office, 70 Maple Street or on the City website at <http://www.manisteemi.gov>. Applications must be returned by Friday, May 27, 2016 to be considered for appointment at the June 7, 2016 City Council meeting.

MAY 06 2016



CITY OF MANISTEE
CLERK - TREASURER

APPLICATION FOR APPOINTMENT

Thank you for your expression of interest in serving this community by volunteering for appointment to a board or commission. Please provide the requested information in addition to any other information you think appropriate for the Mayor and City Council to consider. Please plan on attending the Council meeting at which this matter will be considered. The public notice for this vacancy included that date.

BOARD OR COMMISSION APPLIED FOR: Board of Review

NAME: Mary Kowalski Wilhelm

ADDRESS: 421 Cedar St.
Manistee, MI 49660

PHONE: (Home) 231-723-9821 (Work) NA

E-MAIL: marykawa2@gmail.com personal or work

I want to volunteer for this position because:

I have a desire to serve the community to maintain property values & quality of life in Manistee. I will bring considerable knowledge to the board as I keep informed of Manistee real estate trends and do cont. education classes each year

Please add any particular education, experience or background you think appropriate to include:
BBA Davenport University 1997
MI Real Estate License 24 yrs. 1992 to Present
MD " " " 6 yrs. (State of Maryland) 1986-1992

Feel free to attach any additional information.

I (will) (will not) be able to attend the Council meeting. Please circle one.

Mary Kowalski Wilhelm 5/6/16
Signature Dated

The City of Manistee does not discriminate on the basis of race, color, religion, sex, national origin, age or disability. If you have a disability and may need accommodation to participate fully on this board or commission, please contact the City ADA Officer, or check this box and someone will contact you to discuss your needs.



RECEIVED

MAY 25 2016

CITY OF MANISTEE
APPLICATION FOR APPOINTMENT TO THE BOARD OF TREASURER

Thank you for your expression of interest in serving this community by volunteering for appointment to a board or commission. Please provide the requested information in addition to any other information you think appropriate for the Mayor and City Council to consider. Please plan on attending the Council meeting at which this matter will be considered. The public notice for this vacancy included that date.

BOARD OR COMMISSION APPLIED FOR: City Brownfield Redevelopment

NAME: Marlene McBride

ADDRESS: 217 River St.
Manistee, MI

PHONE: (~~Home~~ ^{Cell}) 248-331-7917 (Work) _____

E-MAIL: _____ () personal or () work

I want to volunteer for this position because:

I have been a member for sometime I think I have learned many things to help me be a good board member

Please add any particular education, experience or background you think appropriate to include:

I am a member of planning Comm. I have taken many classes thru Mich State Ext and with this knowledge and experience will help me on this Board

Feel free to attach any additional information.

I (will) (will not) be able to attend the Council meeting. Please circle one.

Marlene McBride 5/23/16
Signature Dated

The City of Manistee does not discriminate on the basis of race, color, religion, sex, national origin, age or disability. If you have a disability and may need accommodation to participate fully on this board or commission, please contact the City ADA Officer, or check this box and someone will contact you to discuss your needs.



RECEIVED

MAY 17 2016

CITY OF MANISTEE
CLERK - TREASURER

APPLICATION FOR APPOINTMENT

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BOARD OR COMMISSION APPLIED FOR: DDA

NAME: Todd Mohr

ADDRESS: PO Box 1011
Manistee, MI 49660

PHONE: (Home) 231-301-1667 (Work) _____

E-MAIL: todd@mittenmedicals.net () personal or () work

I want to volunteer for this position because:

I have been on this board for 2 years and would like to be re-appointed. I would like to continue helping with the growth of our downtown

Please add any particular education, experience or background you think appropriate to include:

Feel free to attach any additional information.

I (will) (will not) be able to attend the Council meeting. Please circle one.

[Signature]
Signature

5-16-17
Dated

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RECEIVED

MAY 17 2016

CITY OF MANISTEE
CLERK TREASURER

APPLICATION FOR APPOINTMENT

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BOARD OR COMMISSION APPLIED FOR: HOUSING COMMISSION

NAME: DALE W PRIESTER

ADDRESS: 346 4th St
Manistee, MI 49680

PHONE: (Home) 231-723-3033 (Work) 231-723-3528

E-MAIL: dale.priester.0094@statefarm.com personal or work

I want to volunteer for this position because:
past experience, and generally a pleasant
experience

Please add any particular education, experience or background you think appropriate to include:

Feel free to attach any additional information.

I (will) (will not) be able to attend the Council meeting. Please circle one.

[Signature] 5/17/2016
Signature Dated

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RECEIVED

MAY 3 1 2016

CITY OF MANISTEE
CLERK - TREASURER

APPLICATION FOR APPOINTMENT

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BOARD OR COMMISSION APPLIED FOR: Housing Commission

NAME: CHERYL A STEPHISON

ADDRESS: 273 SIXTH AVE, APT 110
MANISTEE

PHONE: (Home) 299-4416 (Work) _____

E-MAIL: CASTEPHISON@YAHOO.COM personal or work

I want to volunteer for this position because:

I AM INTERESTED IN HOUSING ISSUES. I WAS
PREVIOUSLY ON THE BOARD. I AM MOVING FROM
HARBORVIEW AND WILL NOT BE IN PUBLIC HOUSING

Please add any particular education, experience or background you think appropriate to include:

BA IN POLITICAL SCIENCE. I HAVE LIVED IN
PUBLIC HOUSING FOR 10 YEARS

Feel free to attach any additional information.

I (will) (will not) be able to attend the Council meeting. Please circle one.

Cheryl A Stephison 5-27-16
Signature Dated

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RECEIVED

MAY 27 2016

CITY OF MANISTEE
CLERK - TREASURER

APPLICATION FOR APPOINTMENT

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BOARD OR COMMISSION APPLIED FOR: Oil & Gas Board

NAME: Douglas R. Parkes

ADDRESS: 724 Harbor Drive
Manistee, MI 49660

PHONE: (Home) 231-723-8657 (Work) 231-690-2225

E-MAIL: douglas.parkes@hotmail.com personal or work

I want to volunteer for this position because:

I believe the City has been very fortunate to have received this money & thanks to Council at the time the money was entrusted so as to provide benefit to future generations. I believe the Board has done a good job of oversight & maintenance & I would like to continue in that capacity.

Please add any particular education, experience or background you think appropriate to include:

30+ years membership on Oil & Gas Investment Board, 25+ years Financial/Banking experience, active in numerous local, regional & state boards

Feel free to attach any additional information.

I (will) (will not) be able to attend the Council meeting. Please circle one.

Douglas R. Parkes 5/26/16
Signature Dated

*I am currently scheduled to be out of town on 6/7 & unsure if I will be back in time to attend the meeting.

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MAY 26 2013

CITY OF MANISTEE
CLERK - TREASURER

APPLICATION FOR APPOINTMENT

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BOARD OR COMMISSION APPLIED FOR: PARKS Commission

NAME: LYNN M. VASQUEZ

ADDRESS: 489 Water ST
Manistee, MI 49660

PHONE: (Home) 231 690 3897 (Work) 231 723 5696

E-MAIL: LLAWARDS@ATT.net personal or work

I want to volunteer for this position because:

I feel a well maintained park helps our neighborhoods thrive.
I want to see that each of our neighborhoods have a park
that will meet that area's needs.

Please add any particular education, experience or background you think appropriate to include:

I have been on the PARKS Commission for ~~that~~ last three years and
have held the Chair and Corresponding Secretary position.

Feel free to attach any additional information.

I (will) (will not) be able to attend the Council meeting. Please circle one.

Lynn M. Vasquez
Signature

5-26-2016
Dated

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RECEIVED

MAY 26 2016

CITY OF MANISTEE
CLERK - TREASURER

APPLICATION FOR APPOINTMENT

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BOARD OR COMMISSION APPLIED FOR: PARKS COMMISSION

NAME: MIKE QUINN

ADDRESS: 348 FIFTH AVE
MANISTEE, MI 49660

PHONE: (Home) 231 887-4447 ^{CELL} (Work) 231 690-3997

E-MAIL: SALVAGEMIKE708@GMAIL.COM personal or work

I want to volunteer for this position because:

TO HELP KEEP THE PARKS AND BEACHES IN GOOD REPAIR
FOR CITY RESIDENTS AND TO PROMOTE THE CITY TO
VISITORS

Please add any particular education, experience or background you think appropriate to include:

U.S. NAVY (RETIRED, 24 YRS.) B.S./M.S. ECONOMICS, M.A.
HISTORY, GOOD ORGANIZATIONAL SKILLS

Feel free to attach any additional information.

I (will) (will not) be able to attend the Council meeting. Please circle one.

Mike Quinn
Signature

5/26/16
Dated

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APPLICATION FOR APPOINTMENT

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BOARD OR COMMISSION APPLIED FOR: PARKS COMMISSION

NAME: Erin Pontiac

ADDRESS: 1003 Engelman St.
Manistee, MI 49660

PHONE: (Home) 887-4175 (Work) 510-3457

E-MAIL: erinpontiac@gmail.com personal or work

I want to volunteer for this position because:

I feel that the commission would benefit
a long with the City. I have gained a lot
of knowledge since being a member for 3 plus years.

Please add any particular education, experience or background you think appropriate to include:

Feel free to attach any additional information.

I (will) will not be able to attend the Council meeting. Please circle one.

Erin Pontiac 5/6/17
Signature Dated

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RECEIVED

MAY 06 2016

CITY OF MANISTEE
CLERK - TREASURER

APPLICATION FOR APPOINTMENT

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BOARD OR COMMISSION APPLIED FOR: ZONING BOARD OF APPEALS

NAME: WILLIAM R. KRACHT

ADDRESS: 403 FIRST STREET
MANISTEE, MI 49660

PHONE: (Home) 398-0669 (Work) N/A

E-MAIL: billkracht@chartermi.net personal or work

I want to volunteer for this position because:

I WANT TO CONTINUE TO USE THE INVESTMENT I (AND THE CITY OF MANISTEE) HAVE MADE TO BENEFIT MANISTEE.

Please add any particular education, experience or background you think appropriate to include:

MEMBER OF ZBA FOR MANY YEARS (I THINK IT'S 12 NOW). OBTAINED AND CONTINUE TO MAINTAIN MASTER CITIZEN PLANNER STATUS/CERTIFICATION.

Feel free to attach any additional information.

I (will) (will not) be able to attend the Council meeting. Please circle one.

William R. Kracht May 6 2016
Signature Dated

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APPLICATION FOR APPOINTMENT

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BOARD OR COMMISSION APPLIED FOR: ZBA

NAME: MARK HOFFMAN

ADDRESS: 361 SECOND ST

PHONE: (Home) 398 0546 (Work) _____

E-MAIL: _____ () personal or () work

I want to volunteer for this position because:
IT PROVIDES ME WITH AN OPPORTUNITY TO OFFER MY "CIVIC DUTY" TO MY CITY.

Please add any particular education, experience or background you think appropriate to include:
CIVIL ENG DEGREE, LICENSED BUILDER, EXPERIENCED BOARD MEMBER

Feel free to attach any additional information.

I (will) (will not) be able to attend the Council meeting. Please circle one.

Mark Hoffman
Signature

MAY 15 2016
Dated

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RECEIVED

MAY 20 2016

CITY OF MANISTEE
CITY CENTER

APPLICATION FOR APPOINTMENT

Thank you for your expression of interest in serving this community by volunteering for appointment to a board or commission. Please provide the requested information in addition to any other information you think appropriate for the Mayor and City Council to consider. Please plan on attending the Council meeting at which this matter will be considered. The public notice for this vacancy included that date.

BOARD OR COMMISSION APPLIED FOR: ZONING Board of Appeals

NAME: John H. Perschbacher

ADDRESS: 420 Third Street
MANISTEE, MI 49660

PHONE: (Home) 231-723-9803 (Work) None

E-MAIL: None () personal or () work

I want to volunteer for this position because:

I have served on the ZBA since 9-15-98; I feel I've served the city well
and would like to continue.

Please add any particular education, experience or background you think appropriate to include:

Feel free to attach any additional information.

I (will) (will not) be able to attend the Council meeting. Please circle one.
(IF Requested to do so.)

John Perschbacher MAY 17, 2016
Signature Dated

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Annual Report
2014 - 2015

Purpose & Mission

Launch Manistee is pleased to share their accomplishments for the 2014-15 year. This past year brought about innovative and exciting collaborations and growth in Manistee County as Launch Manistee promoted its **Purpose and Mission:**

Launch Manistee will build, coordinate and promote pathways to prepare its residents for school, college, other postsecondary options, and career.

Who We Are

The Launch Manistee network started because of the efforts of a diverse group of interested and involved community members convened by the Manistee County Community Foundation who wanted to build and sustain a culture of education in Manistee County. Supported by a planning grant through the Michigan College Access Network (MCAN) in 2012 and an implementation grant awarded by MCAN in 2013, Launch Manistee expanded its focus during its planning stages to incorporate a “cradle to career” philosophy and scope in order to promote the value of life-long learning. Launch Manistee partners saw an opportunity for Manistee County residents, beginning with early childhood education, to become empowered to advance themselves and their community through education.

A collective impact framework was adopted with the community working together as partners toward the same goals through a coordinated action plan. Launch Manistee hired a program coordinator who began in that capacity in June 2014. The role of the Launch Manistee program coordinator is to guide the vision and strategy, support the common activities, establish shared measurement practices, and build public good will. The Leadership Team of Launch Manistee provides the strategic direction and oversight. The Manistee County Community Foundation provides administrative and fiscal management for Launch Manistee. The three Action Teams of Launch Manistee (Early Childhood, Postsecondary Options, and Career Readiness) work on targeted initiatives and projects to support the goals of Launch Manistee.

The Launch Manistee network includes partners from education, business, government, human services, work force development, and other organizations.

“Large-scale social change requires broad cross-sector coordination, yet the social sector remains focused on the isolated intervention of individual organizations. Substantially greater progress could be made in alleviating many of our most serious and complex social problems if nonprofits, governments, businesses, and the public were brought together around a common agenda to create collective impact.”¹

Launch Manistee’s Visionary Goals

By 2020, all 3 and 4 year old children in Manistee County will have access to a range of options for quality preschool experiences regardless of ability to pay.

By 2025, 60% of Manistee County residents (ages 25-64) will have a postsecondary degree or high-quality credential, a shared goal with the Lumina Foundation, Michigan College Access Network, Council of Michigan Foundations and many other Local College Access Networks throughout Michigan.

“The world we live in undergoes rapid and constant change so the future cannot be anticipated. Issues are global in scope. These factors demand an educated work force to build and sustain a vibrant economy and healthy community. Manistee County must value life-long learning beginning with early childhood and empower its residents to advance themselves and their communities through education. Education is a lifelong journey that starts before a child sets foot in a classroom and continues well past a cap and gown ceremony. Education is much more inclusive than what happens in the school building alone and involves the collective energy, investment, and commitment of parents, family, and the community.”

Launch Manistee Common Agenda

Why Launch Manistee?

In Manistee County:

- ▶ Manistee County ranks 61/83 counties (2015 Kids Count in Michigan child well being ranking in economic security, health, family, community and education)
- ▶ 25.8% of our children live in poverty
- ▶ 59.5% of our students receive free or reduced lunch
- ▶ 53% of our 3 and 4 year olds attend a preschool program
- ▶ 29.36% of our residents have a 2 or 4 year degree (compared to 38.4 % Michigan & 40% nationally)
- ▶ Our students and families (especially low income and/or first generation college going) lack exposure to postsecondary options
- ▶ Educational attainment is the biggest predictor of success for cities and metro areas today

Current Launch Manistee Leadership Team

Alliance for Economic Success	Manistee Area Public Schools	Manistee Intermediate School District
Baker College of Cadillac	Manistee Catholic Central Schools	Onkama Consolidated Schools
Bear Lake Schools	Manistee Area Chamber of Commerce	Staircase Youth Services
CASMAN Academy	Manistee County Community Foundation	United Way of Manistee County
FiveCAP, Inc.	Manistee County Government	West Shore Community College
Kaleva Norman Dickson Schools	Manistee County Department of Health and Human Services	Youth Advisory Council of the Manistee County Community Foundation
Little River Band of Ottawa Indians	Manistee Great Start Collaborative	
Little River Casino Resort		

What's next for Launch Manistee in 2015-16:

- ▶ Increased network development through use of a network mapping survey and completion of a network evaluation
- ▶ Early Childhood projects which focus on preschool *accessibility* (development of a pre-school scholarship system and increased use of Child Development and Care Assistance), *quality* (common curriculum, professional development, and assessment), and development of common language on kindergarten/ school readiness
- ▶ Continue with all postsecondary readiness initiatives- Michigan College Application Week, College Cash Campaign, Decision Day
- ▶ Second annual County-Wide Free Application for Federal Student Aid (FAFSA)completion event
- ▶ Inaugural county-wide Career Expo for high school students
- ▶ Development of a scholarship clearinghouse for high school students
- ▶ Continued pursuit of additional College and Career Advising assistance in Manistee County

Our Data & Dashboard

During this year, the Leadership team of Launch Manistee worked diligently to reach consensus on its common agenda, dashboard, and Launch Manistee priorities for the Action teams. Launch Manistee framed its common agenda into 3 distinct areas:

- Early Childhood
- Postsecondary
- Career Readiness

Launch Manistee's Vision

COLLEGE IS POSTSECONDARY EDUCATION

Launch Manistee uses the term “college” to refer to the attainment of valuable postsecondary credentials beyond high school, including professional/technical certificates and academic degrees.

POSTSECONDARY EDUCATION IS A NECESSITY

Postsecondary education is a prerequisite to success in a knowledge-based economy. Everyone must pursue and complete a post- secondary credential or degree beyond high school.

POSTSECONDARY EDUCATION IS FOR EVERYONE

The postsecondary education attainment rates among low-income students and students of color are significantly lower than those of other students. Launch Manistee is committed to closing these gaps.

POSTSECONDARY EDUCATION IS A PUBLIC GOOD

Postsecondary educational opportunity and attainment are critical to a just and equitable society, strong economy, and healthy communities.

NETWORK DEVELOPMENT

{ The process of network development and implementation

During the 2014-2015 year, Launch Manistee initiated the process of network development and implementation through professional development and development of an evaluation strategy. With assistance from Rotary Charities of Traverse City and the NorthSky Nonprofit Network, Launch Manistee is currently developing an evaluation plan to assess the effectiveness of the design and implementation of the Launch Manistee network. In addition Launch Manistee was selected as one of six regional networks to take part in a six month network learning/development project sponsored by Rotary Charities of Traverse City. The project focuses on understanding network relationships and using network-building techniques to strengthen the impact of networks in communities.

NETWORK DEVELOPMENT HIGHLIGHTS

- ▶ The Launch Manistee Program Coordinator is hired.
- ▶ Program Coordinator attends Michigan College Access Network (MCAN) Maritime Academy.
- ▶ Launch Manistee Leadership Team reaches agreement on a Common Agenda, Launch Manistee Dashboard, and priority areas for Action Teams.
- ▶ Three Action Teams are developed and initiate meetings:
 - Early Childhood
 - Postsecondary
 - Career Readiness
- ▶ Program Coordinator attends *Strive Together, Every Child Cradle to Career, 2015 Convening of Exploring Communities in Indianapolis*.
- ▶ Michigan College Access Network recognizes Launch Manistee and school efforts in Decision Day in its *Michigan College Access Blog*.

EARLY CHILDHOOD

{ All Manistee County residents will be ready for school

Ensure that Manistee County children will have a high quality preschool experience.

The evidence is clear: A solid foundation in children's early years sets them up for success in school and beyond, paving the way for higher test scores, fewer behavioral problems, better job opportunities, and greater income.²

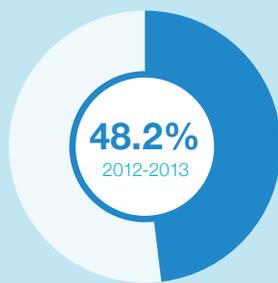
Preschool programs can have a substantial impact on early learning and development. Positive effects on children's development are found for language, literacy and early math skills; for social and emotional outcomes; and in children's health.³

One third of Michigan children entered kindergarten unprepared for school.⁴

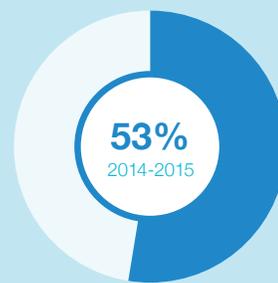
EARLY CHILDHOOD HIGHLIGHTS

- ▶ Kindergarten survey developed to send out to all kindergarten parents to discover why and/or why not children are attending preschool programs.
- ▶ Kindergarten survey is distributed in all area schools.
- ▶ Exploration and development of a system to incorporate preschool data into student level K-12 data.
- ▶ Joined with the Great Start Collaborative in co-hosting an inaugural Early Childhood Luncheon in Manistee.
- ▶ In collaboration with the Manistee ISD and area schools, information and data will be available as to which children attended preschool and local data will be available on the benefits of preschool attendance.
- ▶ Teaching Strategies Gold Creative Curriculum Daily Resources provided to 6 area preschool programs through a Partnership Agreement with Launch Manistee.

METRIC 1. Increase the percentage of Manistee County children enrolled in preschool



MANISTEE COUNTY

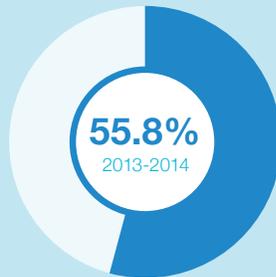


MANISTEE COUNTY

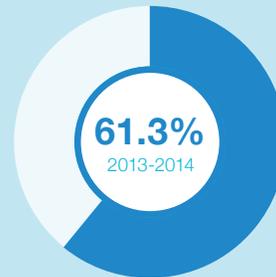
METRIC 2. Increase the percentage of students entering kindergarten with the necessary academic and social/emotional skills

*No data is available for this metric

METRIC 3. Increase the percentage of 3rd grade students at or above grade level in reading



MANISTEE COUNTY



MICHIGAN

*No data currently available for M-STEP testing which replaced MEAP testing in the 2014-15 school year

POSTSECONDARY

{ All Manistee County residents
will be ready for postsecondary options

Ensure that Manistee County students graduate from high school or obtain a GED and are prepared to begin postsecondary education.

Lower educational, financial, social and systemic barriers to postsecondary access and success; ensure that Manistee County students are educated about and provided knowledge and access to available options for success.

POSTSECONDARY HIGHLIGHTS

- ▶ All six area high schools sign up for participation in Michigan College Application Week.
- ▶ Michigan College Application Week is held from November 3-7, 2014.
- ▶ Inaugural Free Application for Federal Student Aid (FAFSA) completion event held in Manistee County.
- ▶ Sponsored and promoted a FAFSA Completion event competition between 6 area high schools.
- ▶ Decision Day events are held in area high schools.



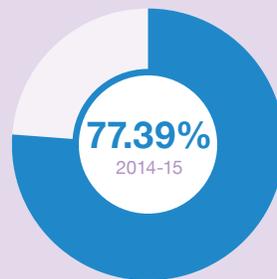
60% of Americans will obtain a college degree, certificate or other high-quality credential by the year 2025. The Lumina Foundation states: “We’re convinced – and economists and other experts give us good reason to be convinced – that reaching this goal is a national imperative. The only way the United States can meet its growing need for talent is to significantly increase Americans’ attainment of high-quality, college-level credentials. It’s the only way we can prepare for lasting success in the workplace and in life.”¹⁴

METRIC 4. Increase the percentage of students with a clear expectation of pursuing postsecondary education*



MANISTEE COUNTY

Data from 8th graders on the Explore Test (discontinued).



MANISTEE COUNTY

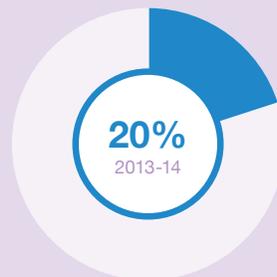
Data from 9th graders using a survey with the same questions on the discontinued Explore Test.

*Postsecondary education is defined as career and technical school, a 2-year community college, a 4-year college/university and graduate or professional study.

METRIC 5. Increase the percentage of Manistee County high school graduating cohort that meets college ready benchmarks on ACT for all subjects



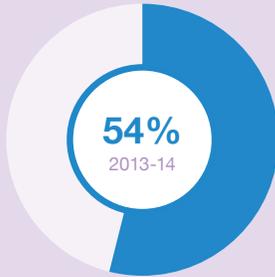
MANISTEE COUNTY



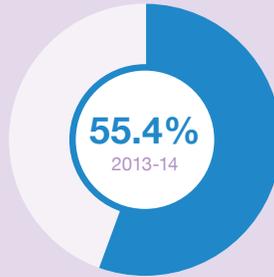
MICHIGAN

*Current testing results on the Spring 2015 ACT are not available to date.

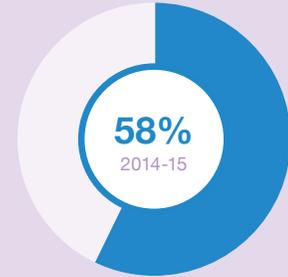
METRIC 6. Increase the percentage of Manistee County high school graduating cohort that completes a FAFSA



MANISTEE COUNTY



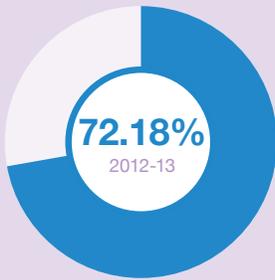
MICHIGAN



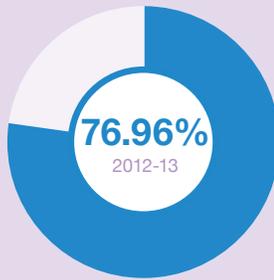
CURRENT MANISTEE COUNTY

Current state data not available to date.

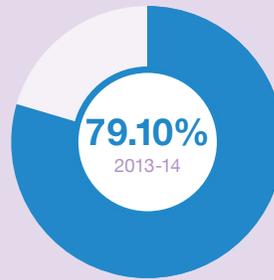
METRIC 7. Increase high school graduation rates for Manistee County students



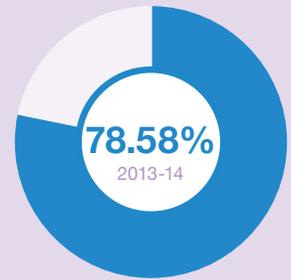
MANISTEE COUNTY



MICHIGAN

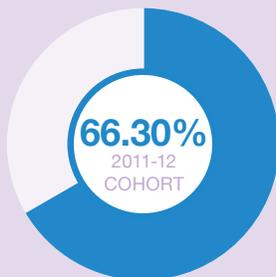


MANISTEE COUNTY

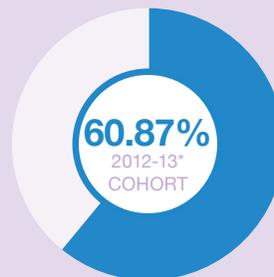


MICHIGAN

METRIC 8. Increase the percentage of Manistee County high school graduating cohort that enrolls in a postsecondary program or institution within 12 months after graduation



MANISTEE COUNTY



MICHIGAN

*This information does not include CASMAN Academy – no data was available for the 2012-13 cohort.

CAREER READINESS

{ All Manistee County residents
will be ready for careers }

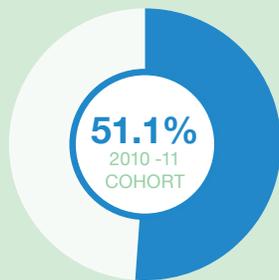
Support students as they complete a college degree or high-quality postsecondary credential and enter the workforce by providing knowledge and access to available resources.

Develop a competitive local workforce with local employment opportunities to build a vibrant local economy.

CAREER READINESS HIGHLIGHTS

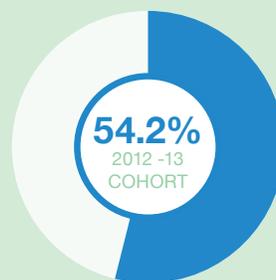
- ▶ Report on *Local Options & Participation for Postsecondary Education in Manistee County* completed; group moved direction to incorporate a more comprehensive project which will outline the scope of both education and training for Manistee County residents and what employers provide in employee education and training.

METRIC 9. Increase the percentage of Manistee County graduating cohort that persists for a 2nd year.



MANISTEE COUNTY

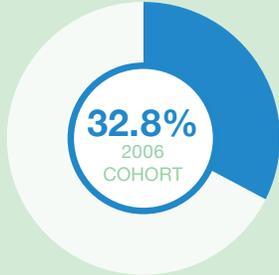
(Of those who enrolled in a postsecondary program or institution within 12 months after graduation, 81.75% persisted for a 2nd year).



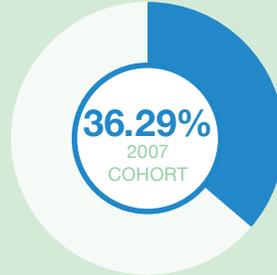
MANISTEE COUNTY

(Of those who enrolled in a postsecondary program or institution within 12 months after graduation, 81.93% persisted for a 2nd year).

METRIC 10. Increase the percentage of Manistee County high school graduating cohort that complete a postsecondary degree within 6 years of high school graduation.



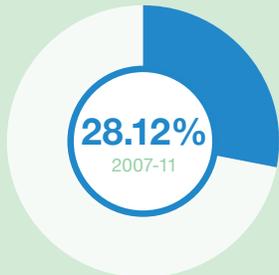
MANISTEE COUNTY



MANISTEE COUNTY

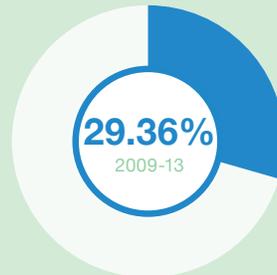
(Of those who enrolled in a postsecondary program or institution within 12 months after graduation, 58.44% completed a postsecondary degree within 6 years of high school graduation).

METRIC 11. Increase Manistee County's postsecondary attainment rate (for residents ages 25-64) and be listed in the top quartile of Michigan counties



MANISTEE COUNTY

(2007-2011 American Community Survey 5-year estimates) 45th out of 83 counties.



MANISTEE COUNTY

(2009-2013 American Community Survey 5-year estimates) 39th out of 83 counties.

METRIC 12. Increase local options/participation for postsecondary education and training in Manistee County

*No data is available for this metric

A Year in Review

JUNE 2014

- ▶ The Launch Manistee Program Coordinator is hired.

AUGUST 2014

- ▶ Program Coordinator attends MCAN's Maritime Academy.
- ▶ All six area high schools sign up for participation in Michigan College Application Week.
"Michigan will be hosting its fourth annual College Application Week with nearly 300 Michigan high schools participating. Launch Manistee organized and led the effort to get 100% school participation for College Application Week for the first time in Manistee County."

OCTOBER 2014

- ▶ Launch Manistee Leadership team reaches agreement on a Common Agenda, Launch Manistee Dashboard, and priority areas for Action Teams.

NOVEMBER 2014

- ▶ Three Action Teams are developed and initiate meetings:
 - Early Childhood
 - Postsecondary
 - Career Readiness
- ▶ Michigan College Application week is held from November 3-7, 2014

Learn more about Michigan College Application Week on the following page

DECEMBER 2014

- ▶ Kindergarten survey developed to send out to all kindergarten parents to discover why children are/are not attending preschool programs.

FEBRUARY 2015

- ▶ Kindergarten survey is distributed in all area schools.
- ▶ Exploration and development of a system to incorporate preschool data into K-12 student level data.
- ▶ Inaugural FAFSA completion event held in Manistee County.



One of the problems many students face is finding the financial means to pay for their education. It is why Launch Manistee, West Shore Community College, Baker College and Northwestern Michigan College and all six area schools joined forces on Tuesday to sponsor a workshop to help students and their parents complete a Free Application for Federal Student Aid (FAFSA) at the West Shore Medical Education Center. Launch Manistee Program Coordinator Mary Ann Behm said “the experts” were on hand to help students and parents fill out the application online.

{ Michigan College Application Week

Manistee County's first county-wide College Application Week was a smashing success with 204 out of 212 high school seniors from all six Manistee County school districts completing at least one application to attend college. By the end of the Nov. 3-7 College Application Week, students had completed a total of 455 college applications, with 383 applications being completed during the week-long event. Thirty percent of those seniors indicated that they would be first generation college going students.

The goal of Michigan College Application Week was to give every graduating senior the opportunity to apply to college or another postsecondary opportunity and promote the need for education beyond high school.

Participating schools and school counselors leading the effort included: Bear Lake High School, Michael Grahl; Brethren High School, Gail Bennett; CASMAN Academy, Henry Van Gemert; Manistee Catholic Central, Ed Kolanowski; Manistee High School, Paul Howes; and Onekama High School, Scott McKenney.

Launch Manistee partnered with Northwest Michigan Works to provide the same opportunity to non-traditional graduates, such as those with a GED and students who may not otherwise apply to college. Five participants at the MIWorks Learning Lab in Manistee completed college applications during this College Application Event.

"Manistee's results are a home run and everyone involved should be immensely proud."

Brandy Johnson, Executive Director of the Michigan College Access Network



MARCH 2015

- ▶ Report on *Local Options & Participation for Postsecondary Education in Manistee County* completed; group moves direction to incorporate a more comprehensive project which will outline the scope of both education and training for Manistee County residents and what employers provide in employee education and training.
- ▶ Program Coordinator attends Strive Together, Every Child Cradle to Career, 2015 Convening of *Exploring Communities* in Indianapolis.

APRIL 2015



- ▶ Joined with the Great Start Collaborative in co-hosting an inaugural Early Childhood Luncheon in Manistee.



- ▶ Sponsored and promoted a FAFSA completion event competition between 6 area high schools. Students at Manistee Catholic Central were awarded Big Al's Pizza for having the largest number of students who filled out the FAFSA application.

MAY 2015

- ▶ Decision Day events are held in area high schools.

"We are having a blast! A bit chaotic with other things going on here, but the seniors are in such an excited mood! They have gone to talk to our middle school students...purely their idea, and are loving the experience of sharing with the younger students. We head into the gym for our rally at 1:35. Kids are all in their shirts...took lots of pictures!"

— Gail Bennett,
Brethren High School Counselor



MAY 2015 *continued*

- ▶ **Manistee High School and Brethren High School are awarded a grant for a full-time College and Career Advisor.**

The Michigan College Access Network (MCAN) has made college advisers available to select high schools in Michigan for the next three years.

Advisers are recent college graduates who will be working alongside high school counselors and other professionals to help increase the number of college-bound students.

Superintendent Marlen Cordes said the whole idea for this program initiated with Mary Ann Behm of the Launch Manistee program.

“Fortunately for KND and the Manistee Area Public Schools, they were able to create a position for the two schools to share an individual,” he said. “That person will just be working with our seniors on career counseling.”

— Marlen Cordes, Superintendent, Kaleva Norman Dickson Schools

JUNE 2015

- ▶ **In collaboration with the Manistee ISD and area schools, information and data will be available as to which children attended preschool and local data will be available on the benefits of preschool attendance.**
- ▶ **Michigan College Access Network recognizes Launch Manistee and school efforts in Decision Day in its *Michigan College Access Network Blog*.**

“Launch Manistee has bragging rights. The LCAN successfully rallied all six high schools within its boundaries to participate in College Decision Day (and two other statewide initiatives) for the first time this year. Launch Manistee’s inaugural effort resulted in six high schools participating in all three state-wide initiatives; they should certainly be proud of that.”

Michigan College Access Network Blog

JULY 2015

- ▶ **Teaching Strategies Gold Creative Curriculum Daily Resources provided to 6 area preschool programs through a Partnership Agreement with Launch Manistee.**

REFERENCES

1. Kania & Kramer. Winter 2011. Collective Impact. Stanford Social Innovation Review.
2. The Annie E. Casey Foundation. 2014. Creating Opportunity for Families – a Two-Generation Approach (KIDS COUNT Policy Report). Baltimore, MD.
3. Hirokazu Yoshikawa, et al. October 2013. Investing in our Future: The Evidence Base on Preschool Education. Ann Arbor, MI: Society for Research in Child Development.
4. W.K. Kellogg Foundation; Crain Content Studio. February 2015. Invest in Our children, Our Economy, Our future – Executive Insights. Detroit, MI.
5. Lumina Foundation. April 2015. A Stronger Nation through Higher Education. Indianapolis, IN.

“Launch Manistee is an innovative, cooperative initiative that reflects a shared appreciation of the relationship between a quality pre-school experience, achievement in K-12 education, completion of postsecondary programs and success of individuals and communities. We are pleased to support an initiative that builds for Michigan’s future and helps develop the future leaders of the communities we serve.”

Carolyn Bloodworth, Secretary / Treasurer of the Consumers Energy Foundation



Mary Ann Behm

Launch Manistee Program Coordinator
(231) 590-4853 | mbehm@launchmanistee.org

**Launch Manistee is grateful to the following donors for their support of the network through
Launch Manistee Fund of the Manistee County Community Foundation
and for contributions in kind.**

Bayard & Nancy Lyon

ExxonMobil

Manistee Rotary Club

Big Al's Pizza

Frey Foundation

Michigan College Access Network

Blarney Castle Oil & Propane

James and Chris MacInnes

Oleson Foundation

Consumers Energy Company

Kresge Foundation

Pennies from Heaven Foundation

Council of Michigan Foundations

Manistee County Community
Foundation Spirit of Giving Fund

Sports Ink

Crystal Mountain

Manistee County Community
Foundation Youth Advisory
Council (YAC)

United Way of Manistee County



Thursday, May 12, 2016

Memo to: Thad Taylor
From: Chief Bachman
Re: Forest Festival Special events

Thad;

The chamber of commerce has submitted a package request for the annual forest festival activities.

Routine requests include fireworks at the beach, a parade on the 4th, bands and entertainment in the tent area of Douglas Park, the arts and craft show and the car show. The package also includes a request to hang a banner on the arch of River street .

Again this year, the flea market will happen on the softball diamonds. In addition they are requesting the use of the fire department to kick off the duck race on the Maple Street Bridge.

The Chamber has done a great job pf preparing the package and all the necessary forms and insurance certificates.

City staff supports this event extensively with setup, crowd and traffic control and a number of other behind the scene activities.

I know of no reason not to approve the request.

I have assigned Sgt. Schmeling to coordinate on behalf of the pd. He will work with the DPW director on road closures and other requests contained in the package.

db

A handwritten signature or set of initials in black ink, appearing to be "B" with a vertical line through it.



May 13, 2016

Manistee City Council
City Hall
70 Maple Street
PO Box 358
Manistee, MI 49660

RE: 2016 Manistee National Forest Festival

Dear Mayor Kenny and Council Members,

On behalf of the Manistee National Forest Festival Committee we are asking City Council to consider approval for use of public lands during for the Manistee National Forest Festival scheduled for June 30 – July 4, 2016. This signature event is celebrating its 80th Anniversary and is a huge economic impact to Manistee. The event puts Manistee County on the map for visitors and residents.

The majority of events will take place in and around Douglas Park, First Street Beach. The area will have vendors, hospitality tent, car show and numerous other activities. Kids Day will be held in the North Softball Field, the Duck Race will be held on the Manistee River and the Independence Day Parade will be held Downtown.

The Manistee World of Arts & Crafts will be held at Red Szymarek Park, and that committee would need use of the park from Wednesday, June 29 through Sunday July 3.

At this time we respectfully request council approval to use public lands for the Manistee National Forest Festival.

Respectfully Submitted,

Stacie Bytwork
Executive Director

Enclosure

11 Cypress Street
Manistee, MI 49660
Phone 231-723-2575 Fax 231-723-1515
www.manisteechamber.com

**Request for Services by the City of Manistee DPW
Manistee National Forest Festival**

Manistee National Forest Festival

- Arrange for dumpsters at the beach. (*Flea Market, Carnival and Lion's shelter area*).
- Set up snow fencing in Lion's Shelter area.
- Put up barricades in downtown area for Independence Day Parade remove after parade. (July 4th)
- Place parade viewing stand on River Street by the fountain. (July 4th)
- Place barricades and plywood by boat launch for car show. (July 2nd)
- Make sure electrical works in the Lion's shelter area, entertainment area, and by the boat launch.
- Hang festival banner on River Street arch. (June 27th)
- Hang festival flags along First Street leading to beach.
- Hang Manistee World of Arts & Crafts banner by Chamber building. (June 27th)
- Put up barricades and caution tape at the beach for the fireworks. (July 3rd)
- Clean up after parade.
- Attend Forest Festival meetings.
- DPW on call during the Forest Festival.
- Bring extra picnic tables to the Lions Shelter area.
- Block off Softball parking lot for kids day (July 1)
- Block off Maple Street Bridge for Duck Race rubber ducks released by City of Manistee Fire Department (July 4th).
- Turn off sprinklers in the South Softball Field.
- Turn off sprinklers in the North Softball Field.



Denise Blakeslee, Planning & Zoning Administrator
 City Hall
 70 Maple Street
 Manistee, MI 49660
 231.398.2805 (phone)
 dblakeslee@manisteemi.gov

SPECIAL EVENT SIGNAGE REQUEST

Please Print

<p>Under Section 2101.A.8 City Council may approve exceptions to Article 21 Signs of the City of Manistee Zoning Ordinance for signage for community events. Permission must be granted from private property owners before signs can be installed for Council approved events. Requests must be received <u>no later than 10 days before</u> the next regularly scheduled Council Meeting to be placed on the agenda.</p> <p><i>Under no circumstance are signs to be installed in the City right-of-way (area between the sidewalk and curb if there is no curb signs need to be placed at least 15 feet from the edge of the street. If your event is proposing to post signs to promote your event you must complete the following:</i></p>		
EVENT SIGNAGE		
Event Name: Manistee World of Arts & Crafts		
Date of Event: July 2-3, 2016		
Reoccurring Event (specify):		
SIGNAGE INFORMATION		
Number of Signs Proposed: 1		
Types of Sign(s): Banner		
Size of Sign(s): 3 ft x 12 ft		
Proposed Location of Sign(s): On the poles by the Chamber building (Mason Street)		
Date Signs to be installed: June 24, 2016	Date Signs to be removed: July 5, 2016	
CONTACT INFORMATION		
Person(s)/Organization(s) Making Request: Manistee Area Chamber of Commerce		
Main Contact Person: Stacie Bytwork, Executive Director		
Address: 11 Cypress Street Manistee MI 49660		
Phone: 231-723-2575	Cell: 269-998-9525	Email: staciebytwork@manisteechamber.com
AUTHORIZATION		
<p><i>I hereby certify that the locations for the proposed signage have been authorized by the owner(s) of the property and that signs will not be placed in the MDOT or City Right-of-way. All information submitted on this application is accurate to the best of my knowledge.</i></p>		
Signature: <u>Stacie Bytwork</u>		Date: <u>5/11/14</u>
Office Use Only		
<input checked="" type="checkbox"/> Request complete/Forward to City Council for Consideration		
Notes: <u>W/ Forest Festival Request</u>		
Signature: <u>Denise Blakeslee</u>		Date: <u>5-25-16</u>



David M. Bachman, Director of Public Safety
 Police Department
 70 Maple Street
 Manistee, MI 49660
 231.723-2533 (phone)
 dbachman@manisteemi.gov

SPECIAL EVENT REQUEST

Please Print

NARRATIVE		
You are requested to submit a letter that includes any special requests (i.e. barricades, closing of streets, picnic tables, extra garbage containers etc.) and details your Special Event		
Name Event: Manistee National Forest Festival Flea Market		
Date Event: June 30 - July 4, 2016		
Time of Event: 10 am - Dusk		
NUMBER OF UNITS PARTICIPATING		
Marching/Walking:	Driven:	Other:
Assembly Starting Location: First Street Beach South Softball Field		
Destination/Finishing Point:		
Route that the Special event will follow (attach Map if available):		
We would like to use the South Softball Field for the event and request the sprinklers be turned off.		
Person(s)/Organization(s) Making Request:		
Manistee Area Chamber of Commerce		
Main Contact Person: Stacie Bytwork, Executive Director		
Address: 11 Cypress Street		
Phone: 231-723-2575	Cell: 269-998-9525	Email: staciebytwork@manisteechamber.com
INSURANCE		
The City of Manistee has been advised by our insurance carrier that when an event is held on City Properties we need to require an insurance certificate naming the City of Manistee as co-insured. An insurance certificate must be on file prior to your event. The minimum amount that our insurance company will accept is \$1 million dollars of Liability Insurance. The Insurance Certificate should be sent to the attention of Mary Bachman, Deputy Clerk. Ms. Bachman can be reached at 231.398.2803 her fax # is 231.723.5410.		
<i>Insurance Certificates must be received within 7 days of Council Approval or prior to event whichever comes first.</i>		
Signature:		Date: <u>5/11/14</u>
Office Use Only		
<input type="checkbox"/> Recommendation/Forward to City Council for Approval		
Notes:		
<input type="checkbox"/> Event does not utilize City Services/Property – Does not require Council Approval		
Notes:		
Signature: _____		Date: _____



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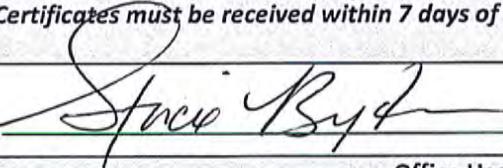
NARRATIVE		
You are requested to submit a letter that includes any special requests (i.e. barricades, closing of streets, picnic tables, extra garbage containers etc.) and details your Special Event		
Name Event: Business After Hours at the Beach		
Date Event: June 30, 2016		
Time of Event: 4 pm - 9 pm		
NUMBER OF UNITS PARTICIPATING		
Marching/Walking:	Driven:	Other:
Assembly Starting Location: Festival Entertainment Area - First Street Beach		
Destination/Finishing Point:		
Route that the Special event will follow (attach Map if available):		
Chamber networking event with food and alcohol beverages. Event will be held in the Festival Entertainment Area on First Street Beach by the Lions Shelter		
Person(s)/Organization(s) Making Request:		
Manistee Area Chamber of Commerce		
Main Contact Person: Stacie Bytwork, Executive Director		
Address: 11 Cypress Street		
Phone: 231-723-2575	Cell: 269-998-9525	Email: staciebytwork@manisteechamber.com
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Office Use Only		
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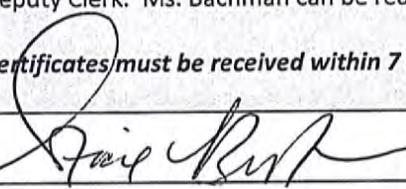
NARRATIVE		
You are requested to submit a letter that includes any special requests (i.e. barricades, closing of streets, picnic tables, extra garbage containers etc.) and details your Special Event		
Name Event: Kids Day Events and Parade		
Date Event: July 1, 2016		
Time of Event: 11 am - 3 pm		
NUMBER OF UNITS PARTICIPATING		
Marching/Walking:	Driven:	Other:
Assembly Starting Location: North Softball Field		
Destination/Finishing Point:		
Route that the Special event will follow (attach Map if available):		
Children will gather in the North Softball Field for games, a parade and the crowning of the Prince & Princess.		
Please barricade the softball field parking lot at 8 am on Friday, July 1.		
Person(s)/Organization(s) Making Request:		
Manistee Area Chamber of Commerce		
Main Contact Person: Stacie Bytwork, Executive Director		
Address: 11 Cypress Street		
Phone: 231-723-2575	Cell: 269-998-9525	Email: staciebytwork@manisteechamber.com
INSURANCE		
The City of Manistee has been advised by our insurance carrier that when an event is held on City Properties we need to require an insurance certificate naming the City of Manistee as co-insured. An insurance certificate must be on file prior to your event. The minimum amount that our insurance company will accept is \$1 million dollars of Liability Insurance. The Insurance Certificate should be sent to the attention of Mary Bachman, Deputy Clerk. Ms. Bachman can be reached at 231.398.2803 her fax # is 231.723.5410.		
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Signature: 		Date: 5/11/14
Office Use Only		
<input type="checkbox"/> Recommendation/Forward to City Council for Approval		
Notes:		
<input type="checkbox"/> Event does not utilize City Services/Property – Does not require Council Approval		
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Signature: _____		Date: _____



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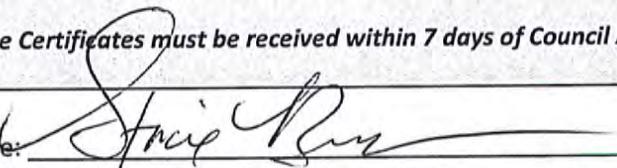
NARRATIVE		
You are requested to submit a letter that includes any special requests (i.e. barricades, closing of streets, picnic tables, extra garbage containers etc.) and details your Special Event		
Name Event: Rocking with the 80's Concert		
Date Event: July 1, 2016		
Time of Event: 9 pm - 2 am		
NUMBER OF UNITS PARTICIPATING		
Marching/Walking:	Driven:	Other:
Assembly Starting Location: Festival Entertainment Area - First Street Beach		
Destination/Finishing Point:		
Route that the Special event will follow (attach Map if available):		
Concert with alcohol beverages will be held in the Festival Entertainment Area on First Sreet Beach by Lions Shelter.		
Person(s)/Organization(s) Making Request:		
Manistee Area Chamber of Commerce		
Main Contact Person: Stacie Bytwork, Executive Director		
Address: 11 Cypress Street		
Phone: 231-723-2575	Cell: 269-998-9525	Email: staciebytwork@manisteechamber.com
INSURANCE		
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Office Use Only		
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Notes:		
<input type="checkbox"/> Event does not utilize City Services/Property – Does not require Council Approval		
Notes:		
Signature: _____		Date: _____



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SPECIAL EVENT REQUEST

Please Print

NARRATIVE		
You are requested to submit a letter that includes any special requests (i.e. barricades, closing of streets, picnic tables, extra garbage containers etc.) and details your Special Event		
Name Event: Customs N Classics Car Club Show		
Date Event: July 2, 2016		
Time of Event: 8 am - 3 pm		
NUMBER OF UNITS PARTICIPATING		
Marching/Walking:	Driven:	Other:
Assembly Starting Location: First Street Beach Boat Launch Parking Lot		
Destination/Finishing Point:		
Route that the Special event will follow (attach Map if available):		
Please barricade the Boat Launch Parking Lot at First Street Beach for the car show that begins at 8 am.		
Person(s)/Organization(s) Making Request:		
Manistee Area Chamber of Commerce		
Main Contact Person: Stacie Bytwork, Executive Director		
Address: 11 Cypress Street		
Phone: 231-723-2575	Cell: 269-998-9525	Email: staciebytwork@manisteechamber.com
INSURANCE		
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Signature: _____		Date: _____



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 Police Department
 70 Maple Street
 Manistee, MI 49660
 231.723-2533 (phone)
 dbachman@manisteemi.gov

SPECIAL EVENT REQUEST

Please Print

NARRATIVE		
You are requested to submit a letter that includes any special requests (i.e. barricades, closing of streets, picnic tables, extra garbage containers etc.) and details your Special Event		
Name Event: Journey Tribute Concert		
Date Event: July 2, 2016		
Time of Event: 7 pm - 2 am		
NUMBER OF UNITS PARTICIPATING		
Marching/Walking:	Driven:	Other:
Assembly Starting Location: Festival Entertainment Area - First Street Beach		
Destination/Finishing Point:		
Route that the Special event will follow (attach Map if available):		
Concert with alcohol beverages will be held in the Festival Entertainment Area on First Sreet Beach by Lions Shelter.		
Person(s)/Organization(s) Making Request:		
Manistee Area Chamber of Commerce		
Main Contact Person: Stacie Bytwork, Executive Director		
Address: 11 Cypress Street		
Phone: 231-723-2575	Cell: 269-998-9525	Email: staciebytwork@manisteechamber.com
INSURANCE		
The City of Manistee has been advised by our insurance carrier that when an event is held on City Properties we need to require an insurance certificate naming the City of Manistee as co-insured. An insurance certificate must be on file prior to your event. The minimum amount that our insurance company will accept is \$1 million dollars of Liability Insurance. The Insurance Certificate should be sent to the attention of Mary Bachman, Deputy Clerk. Ms. Bachman can be reached at 231.398.2803 her fax # is 231.723.5410.		
<i>Insurance Certificates must be received within 7 days of Council Approval or prior to event whichever comes first.</i>		
Signature:		Date: <u>5/11/14</u>
Office Use Only		
<input type="checkbox"/> Recommendation/Forward to City Council for Approval		
Notes:		
<input type="checkbox"/> Event does not utilize City Services/Property – Does not require Council Approval		
Notes:		
Signature: _____		Date: _____



David M. Bachman, Director of Public Safety
 Police Department
 70 Maple Street
 Manistee, MI 49660
 231.723-2533 (phone)
 dbachman@manisteemi.gov

SPECIAL EVENT REQUEST

Please Print

NARRATIVE		
You are requested to submit a letter that includes any special requests (i.e. barricades, closing of streets, picnic tables, extra garbage containers etc.) and details your Special Event		
Name Event: Forest Festival Fireworks		
Date Event: July 3, 2016		
Time of Event: 10:30 pm		
NUMBER OF UNITS PARTICIPATING		
Marching/Walking:	Driven:	Other:
Assembly Starting Location: Stub Pier - First Street Beach		
Destination/Finishing Point:		
Route that the Special event will follow (attach Map if available):		
Volunteers will patrol the fireworks perimeter beginning at 4 pm, caution tape & posts will be needed to help mark out the area.		
If possible a fire department or public safety person would be an asset to ensure all the safety precautions are in place.		
Person(s)/Organization(s) Making Request:		
Manistee Area Chamber of Commerce		
Main Contact Person: Stacie Bytwork, Executive Director		
Address: 11 Cypress Street		
Phone: 231-723-2575	Cell: 269-998-9525	Email: staciebytwork@manisteechamber.com
INSURANCE		
The City of Manistee has been advised by our insurance carrier that when an event is held on City Properties we need to require an insurance certificate naming the City of Manistee as co-insured. An insurance certificate must be on file prior to your event. The minimum amount that our insurance company will accept is \$1 million dollars of Liability Insurance. The Insurance Certificate should be sent to the attention of Mary Bachman, Deputy Clerk. Ms. Bachman can be reached at 231.398.2803 her fax # is 231.723.5410.		
<i>Insurance Certificates must be received within 7 days of Council Approval or prior to event whichever comes first.</i>		
Signature:		Date: 5/11/14
Office Use Only		
<input type="checkbox"/> Recommendation/Forward to City Council for Approval		
Notes:		
<input type="checkbox"/> Event does not utilize City Services/Property – Does not require Council Approval		
Notes:		
Signature: _____		Date: _____



David M. Bachman, Director of Public Safety
 Police Department
 70 Maple Street
 Manistee, MI 49660
 231.723-2533 (phone)
 dbachman@manisteemi.gov

SPECIAL EVENT REQUEST

Please Print

NARRATIVE		
You are requested to submit a letter that includes any special requests (i.e. barricades, closing of streets, picnic tables, extra garbage containers etc.) and details your Special Event		
Name Event: Independence Day Parade		
Date Event: July 4, 2016		
Time of Event: 10 am		
NUMBER OF UNITS PARTICIPATING		
Marching/Walking: 80	Driven: 30	Other:
Assembly Starting Location: Division Street and River Street		
Destination/Finishing Point: First Street by the Armory		
Route that the Special event will follow (attach Map if available):		
West on River Street to First Street destination by the Armory.		
Parade participants will travel First Street to Cherry Street after the parade.		
Person(s)/Organization(s) Making Request:		
Manistee Area Chamber of Commerce		
Main Contact Person: Stacie Bytwork, Executive Director		
Address: 11 Cypress Street		
Phone: 231-723-2575	Cell: 269-998-9525	Email: staciebytwork@manisteechamber.com
INSURANCE		
The City of Manistee has been advised by our insurance carrier that when an event is held on City Properties we need to require an insurance certificate naming the City of Manistee as co-insured. An insurance certificate must be on file prior to your event. The minimum amount that our insurance company will accept is \$1 million dollars of Liability Insurance. The Insurance Certificate should be sent to the attention of Mary Bachman, Deputy Clerk. Ms. Bachman can be reached at 231.398.2803 her fax # is 231.723.5410.		
<i>Insurance Certificates must be received within 7 days of Council Approval or prior to event whichever comes first.</i>		
Signature:	Date: <u>5/11/16</u>	
Office Use Only		
<input type="checkbox"/> Recommendation/Forward to City Council for Approval		
Notes:		
<input type="checkbox"/> Event does not utilize City Services/Property – Does not require Council Approval		
Notes:		
Signature: _____ Date: _____		



David M. Bachman, Director of Public Safety
 Police Department
 70 Maple Street
 Manistee, MI 49660
 231.723-2533 (phone)
 dbachman@manisteemi.gov

SPECIAL EVENT REQUEST

Please Print

NARRATIVE		
You are requested to submit a letter that includes any special requests (i.e. barricades, closing of streets, picnic tables, extra garbage containers etc.) and details your Special Event		
Name Event: Forest Festival Duck Race		
Date Event: July 4, 2016		
Time of Event: 12 pm - 1:30 pm		
NUMBER OF UNITS PARTICIPATING		
Marching/Walking:	Driven:	Other:
Assembly Starting Location: Maple Street Bridge		
Destination/Finishing Point:		
Route that the Special event will follow (attach Map if available):		
Please close Maple Street Bridge so the Manistee Fire Department will be able to release the rubber ducks		
into the Manistee River for the Duck Race at 1 pm.		
Person(s)/Organization(s) Making Request:		
Manistee Area Chamber of Commerce		
Main Contact Person: Stacie Bytwork, Executive Director		
Address: 11 Cypress Street		
Phone: 231-723-2575	Cell: 269-998-9525	Email: staciebytwork@manisteechamber.com
INSURANCE		
The City of Manistee has been advised by our insurance carrier that when an event is held on City Properties we need to require an insurance certificate naming the City of Manistee as co-insured. An insurance certificate must be on file prior to your event. The minimum amount that our insurance company will accept is \$1 million dollars of Liability Insurance. The Insurance Certificate should be sent to the attention of Mary Bachman, Deputy Clerk. Ms. Bachman can be reached at 231.398.2803 her fax # is 231.723.5410.		
<i>Insurance Certificates must be received within 7 days of Council Approval or prior to event whichever comes first.</i>		
Signature:		Date: 5/11/16
Office Use Only		
<input type="checkbox"/> Recommendation/Forward to City Council for Approval		
Notes:		
<input type="checkbox"/> Event does not utilize City Services/Property – Does not require Council Approval		
Notes:		
Signature: _____		Date: _____

ACORD CERTIFICATE OF LIABILITY INSURANCE

OP ID RC
MANI-C1 DATE (MM/DD/YYYY)
04/13/16

PRODUCER Bear Lake Insurance Agency Inc 12141 US 31 PO Box 267 Bear Lake MI 49614-0267 Phone: 231-864-3373 Fax: 231-864-3431	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
	INSURERS AFFORDING COVERAGE	NAIC #
INSURED Manistee Area Chamber of Comme 11 Cypress St Manistee MI 49660	INSURER A: West Bend Mutual Insurance Co	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES

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

INSR ADD'L LTR INSR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
X	GENERAL LIABILITY	NSL 1840253 02	02/01/16	02/01/17	EACH OCCURRENCE \$ 1000000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100000
	<input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR				MED EXP (Any one person) \$ 5000
					PERSONAL & ADV INJURY \$ 1000000
					GENERAL AGGREGATE \$ 2000000
					PRODUCTS - COMP/OP AGG \$ 2000000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				
	AUTOMOBILE LIABILITY	NSL 1840253 02	02/01/16	02/01/17	COMBINED SINGLE LIMIT (Ea accident) \$ 1000000
	<input type="checkbox"/> ANY AUTO				BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS				PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> NON-OWNED AUTOS				
	GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT \$
	<input type="checkbox"/> ANY AUTO				OTHER THAN EA ACC \$
					AUTO ONLY: AGG \$
	EXCESS/UMBRELLA LIABILITY				EACH OCCURRENCE \$
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				AGGREGATE \$
					\$
	<input type="checkbox"/> DEDUCTIBLE				\$
	RETENTION \$				\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?				E.L. EACH ACCIDENT \$
	If yes, describe under SPECIAL PROVISIONS below				E.L. DISEASE - EA EMPLOYEE \$
					E.L. DISEASE - POLICY LIMIT \$
	OTHER	NSL 1881968 00	02/01/16	02/01/17	Liquor Li 1000000

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

Additional Insured City of Manistee

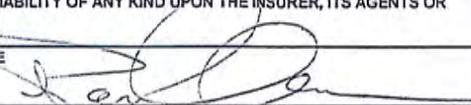
CERTIFICATE HOLDER

City of Manistee
70 Maple St
Manistee MI 49660

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Paul J Anderson 



Memo To: Thad Taylor; City Manager
From: Chief Bachman
Re: Agenda Item
Tag day sale; Humane Society

Thad;

The Manistee County Humane Society is requesting permission to do a tag day sales event in the city. Specifically they are requesting permission to sell tags on August 1⁹th and 20th 2016 in and around town.

They are currently working with Olsen's and the Post office on this request. Funds raised from this event will benefit the Homeward Bound animal shelter.

This is an annual event and a successful fundraiser for all involved. I know of no reason not to approve the request.

Db

A handwritten signature in black ink, appearing to be the initials "AB".

Dave Bachman

From: Deborah Green <dgreen1004@gmail.com>
Sent: Thursday, May 12, 2016 3:36 PM
To: Dave Bachman
Subject: Manistee County Humane Society

May 13, 2016

Chief Bachman,

The Manistee County Humane Society would once again like to request permission to hold "Tag Days" on Friday August 19 & Saturday August 20, 2016. During this fundraising event, a volunteers stands in front of local businesses with a canister and solicit donations for Homeward Bound. In previous years we have been located in front of Kmart, Oleson's, Family Fare, and the Post Office.

We would also like to request permission to hold "Strut Your Mutt" on the river walk on Sunday Sept 18, 2016 from 12:00 till 4:00 pm. We would like to hold registration and activities in front of the City Marina on River Street. We would like the use of the electricity and restrooms at the Marina. We would also need for the street in front of the Marina to be closed off. This will be our 6th year of holding this successful event and we greatly appreciate the city's support and help. I will also be contacting the City Public Works Dept. for picnic tables that they have supplied for our use in the past. Please let me know if you have any questions or concerns. I have also sent a letter to City Council asking for permission to once again hold these events.

Sincerely,

Deb Green

Vice President

Manistee County Humane Society

(906) 440-6770

dgreen1004@gmail.com



Memo To: Thad Taylor; City Manager
From: Chief Bachman
Re: Agenda item
Strut Your Mutt

Thad:

The Manistee County Humane Society is requesting permission to hold their annual Strut Your Mutt on Sunday September 18th 2016.

The event starts in front of the marina where participants register and get organized. Then the owners and animals "Strut Their Mutts" along the Riverwalk. This is the 6th annual event where animals are allowed on the traditionally closed Riverwalk. It is a widely popular event that brings a lot of people downtown. The event goes from noon until 4 pm.

This agenda items also included a request to close the street in front of the marina to support the event and allow for staging. I will assign a sergeant to coordinate barricades with the DPW.

I am not aware of any reason to deny the request.

db

A handwritten signature in blue ink, appearing to be the initials "EB".

Dave Bachman

From: Deborah Green <dgreen1004@gmail.com>
Sent: Thursday, May 12, 2016 3:36 PM
To: Dave Bachman
Subject: Manistee County Humane Society

May 13, 2016

Chief Bachman,

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Sincerely,

Deb Green

Vice President

Manistee County Humane Society

(906) 440-6770

dgreen1004@gmail.com



CITY HALL

ADMINISTRATION
FAX 231.723.1546

CITY MANAGER
231.398.2801

CITY ASSESSOR
231.398.2802

PLANNING & ZONING
231.398.2805

CLERK/TREASURER
FAX 231.723.5410

CITY CLERK
231.398.2803

CITY TREASURER/
FINANCE DIRECTOR
231.398.2804

WATER BILLING
231.723.2559

POLICE DEPARTMENT
231.723.2533
FAX 231.398.2012

FIRE DEPARTMENT
281 First Street
231.723.1549
FAX 231.723.3519

DEPT. OF
PUBLIC WORKS
280 Washington St.
• Street Dept.
• Parks Dept.
• Water Maintenance
280 Washington St.
231.723.7132
FAX 231.723.1803

WASTEWATER PLANT
15 Ninth St.
231.723.1553

Memo: Thad Taylor
From: David M. Bachman
Re: Council Agenda item

Sir:

Please find attached a request from Cub Scout Troop 269.

They are requesting permission to hold their annual Soap box derby race on June 12th, 2016 from 1pm-3pm. The race will be held at the water tower down on Washington St and finish at 321 Washington St (just down the hill). They are requesting the road be closed during this time and would like an EMS on hand.

There are no known objections to this event and I recommend the council to approve it.

David M. Bachman
Director of Public Safety



POLICE DEPARTMENT
231-723-2533
citypd@manistee.com

DAVID M. BACHMAN
Chief of Police

70 Maple Street • P.O. Box 358 • Manistee, Michigan 49660-1557

Name of Special Event: Cub Mobile Race

Date of Special Event: June 12, 2018

Time of Special Event: 1-3

Number of Units Participating

Marching/Walking: _____ Driven: _____ Other: _____

Assembly/Starting Location: Water Tower - Washington ST 330

Destination/Finishing Point: 321 Washington ST.

Route that the Special Event will Follow:

Cub Scouts will be racing down the
hill. They will be in a soap box derby
type race

Person(s) / Organization(s) making request: Manistee Scouts Pack 269

Contact Person:

Name: Richard Edmondson

Address: 2975 pine creek Rd

Telephone Work: 510-9848 Home: 231-723-7209

Signature of Contact Person: _____

Return this request to the Manistee City Police Department after it has been filled out and only after the first requirement has been complied and approved.

We are asking for the road to be
Blocked - during the event. If
City of Manistee EMS could attend also
it would be appreciated.

**Traffic Control Order #01-67
Special Event Permit**

Uniform Traffic Code adopted by the City of Manistee, Michigan November 5, 1963.

Section 5.47 When permits are required for parades, processions and other special events.

No procession, Parade or Special Event, excepting the forces of the United States Armed Services, the Military forces of this State and the forces of the Police and Fire Departments, shall occupy, march or proceed along the roadway, except in accordance with a permit issued by the Chief of Police and such other regulations as are set forth herein which may apply.

The following requirements must be complied with in order to obtain a permit.

1. Any person, persons, or organization, must receive permission of the City Council. The request must be in writing and passed by the City Council at a regular or special meeting. The City Council meets regularly the 1st and 3rd Tuesdays of the month.
2. Applications must be completely filled out and submitted thirty (30) days prior to the Special Event date to the City Council through the Chief of Police.
3. Special Event Forms for the permits will be provided by the Chief of Police and can be obtained at the Manistee Police Department, 70 Maple Street, Manistee, MI 49660.

This Traffic Control Order was passed by the City Council on October 3, 1967 at a regular meeting.

This order was filed with the City Clerk on September 28th, 1967.

Date Received: _____

David M. Bachman, Chief of Police