

MANISTEE CITY COUNCIL

MEETING AGENDA

TUESDAY, APRIL 4, 2017 – 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.

IX. b.) Notification Regarding Next Work Session.

d.) Consideration of a Resolution, Administrative Professionals Week and Day.

e.) Consideration of Manistee Lions Club Annual White Cane Sale.

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

***V. Approval of Minutes.** Approval of the minutes of the March 20, 2017 regular meeting as attached.

VI. Financial Report.

*a.) CASH BALANCES.

*b.) REVENUE & EXPENSE.

VII. Unfinished Business.

VIII. New Business.

a.) CONSIDERATION OF ORDINANCE 17-01 REPEALING CHAPTER 1489 LOW OR MODERATE INCOME HOUSING OF THE CITY OF MANISTEE CODIFIED ORDINANCES.

At the March 20, 2017 Council meeting, City Council directed the City Attorney to draft an Ordinance to Repeal Chapter 1489 – Low or Moderate Income Housing. The City Attorney has drafted proposed Ordinance 17-01 providing for the repeal of Chapter 1489.

As an ordinance two separate readings are required. This will be the first reading of proposed Ordinance 17-01. If introduced at this meeting Ordinance 17-01 could be adopted at the next regular Council meeting.

At this time Council could take action to introduce Ordinance 17-01 repealing Chapter 1489 Low or Moderate Income Housing.

b.) CONSIDERATION OF A LEASE AGREEMENT WITH THE MANISTEE SAINTS BASEBALL CLUB FOR THE USE OF RIETZ PARK BALL FIELD.

The Manistee Saints Baseball Club has for many years enjoyed near exclusive use of the baseball field at Rietz Park. If Council wishes to continue this arrangement it should enter into a lease agreement stipulating the conditions for use of the baseball field.

At this time Council could take action to approve a lease with the Manistee Saints Baseball Club for the use of the baseball field at Rietz Park.

IX. Notices, Communications, Announcements.

a.) A REPORT FROM ALLIANCE FOR ECONOMIC SUCCESS AND THE MANISTEE COUNTY COMMUNITY FOUNDATION.

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

At this time Ms. Tamara Buswinka will report on the activities of the Alliance for Economic Success and respond to any questions the Council may have regarding their activities.

At this time Ms. Laura Heintzelman will report on the activities of the Manistee County Community Foundation and respond to any questions the Council may have regarding their activities.

No action is required on this item.

*b.) NOTIFICATION REGARDING NEXT WORK SESSION.

A Council work session has been scheduled for Tuesday, April 11, 2017 at 7 p.m. A discussion will be conducted on the 2017-2018 Budget and Capital Improvement Plan; and such business as may come before the Council.

No action is required on this item.

c.) INTRODUCTION OF THE FISCAL YEAR 2017-2018 BUDGET.

Administration has prepared the proposed 2017-2018 Fiscal Year Budget. The Finance Director will give a brief introduction of the City Manager's budget recommendation to City Council and the Community. The public hearing to review these budget recommendations and receive public input on them has been scheduled for Tuesday, April 18. Various work sessions have been established: a regular work session on Tuesday, April 11; a work session on April 18 following the regular meeting; and an optional work session on Tuesday, April 25, 2017

No action is required on this item.

*d.) CONSIDERATION OF A RESOLUTION, ADMINISTRATIVE PROFESSIONALS WEEK AND DAY.

In recognition of the contributions to the workplace provided by all administrative professionals, a resolution has been prepared proclaiming the week of April 24-28, 2017 as Administrative Professionals Week and Wednesday, April 26, 2017 as Administrative Professionals Day in the City of Manistee.

At this time Council could take action to proclaim the week of April 24-28, 2017 as Administrative Professionals Week and Wednesday, April 26, 2017 as Administrative Professionals Day in the City of Manistee.

*e.) **CONSIDERATION OF MANISTEE LIONS CLUB ANNUAL WHITE CANE SALE.**

The Manistee Lions Club is requesting permission to hold their annual White Cane Sale fundraiser at various locations in the City of Manistee on Friday, May 12, 2017. This fundraiser helps them support their service projects in the Manistee community.

At this time Council could take action to authorize the annual Lions Club White Cane Sale on Friday, May 12, 2017 in the City of Manistee.

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.**

XI. Adjourn.

TNT:cl

COUNCIL AGENDA ATTACHMENTS:

- 1. Council Meeting Minutes – March 20, 2017
- 2. Cash Balances Report
- 3. Revenue & Expense Report
- 4. Ordinance 17-01 Repealing Chapter 1489
- 5. Saints Rietz Park Lease
- 6. APW Resolution
- 7. Lions Club White Cane Sale

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – March 20, 2017

A regular meeting of the Manistee City Council was called to order by his honor, Mayor James Smith on Monday, March 20, 2017 at 7:00 p.m. in the City Hall Council Chambers, 70 Maple Street, followed by the Pledge of Allegiance.

PRESENT: Dale Cooper, Lynda Beaton, Roger Zielinski, Robert Goodspeed, James Smith, Mark Wittlieff, and Erin Pontiac.

ALSO PRESENT: City Manager – Thad Taylor, City Attorney – George Saylor, City Clerk – Michelle Wright, Finance Director – Ed Bradford, Planning & Zoning Administrator – Denise Blakeslee, Public Safety Director – Dave Bachman, City Engineer – Shawn Middleton / Spicer Group.

CITIZEN COMMENTS ON AGENDA RELATED ITEMS.

Sean Taylor – 240 Tenth Street / questioned the selection of police chief when we have been grooming a police officer for 10+ years for that position; would like to table this item as there is more to be discussed on that position.

Denis terHorst – 63 Clay Street / commented on the PILOT ordinance, listing several concerns; suggested not changing anything and let the developers make their own budgetary decisions.

Bob Daniels, Council on Aging president – 59 Smith Street / encouraged Council’s support in regards to the PILOT; offered to help answer questions; read a letter from Sarah Howard, Executive Director of the Council on Aging, voicing her support.

Paula Vartan – Filer Township / she is a renter on the list for new housing, is very excited, has looked at different housing in Cadillac and Traverse City; this will help seniors and the whole community; senior center needs to be larger; can’t make money on an empty lot.

CONSENT AGENDA.

- Minutes
 - March 7, 2017 - Regular Meeting
 - March 9, 2017 - Special Work Session
 - March 14, 2017 - Work Session

- Financial Reports
 - Payroll
 - February 13-26, 2017 - \$ 111,263.95
 - February 27-March 12, 2017 - \$ 113,612.83
 - Invoices
 - February 8, 2017 - \$ 527,034.19
 - February 24, 2017 - \$ 996,252.39

- Notification Regarding Next Work Session – April 11, 2017
 - A discussion will be conducted on the 2017-2018 Budget and Capital Improvement Plan; and such business as may come before the Council.

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – March 20, 2017

- Consideration of Proclaiming April as Parkinson’s Disease Awareness Month
The Manistee County Parkinson’s Support Group has requested that the City of Manistee proclaim the month of April as Parkinson’s Awareness Month.

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, Goodspeed, Smith, Wittlieff, and Pontiac

NAYS: None

CONSIDERATION OF AMENDING CHAPTER 1489 LOW OR MODERATE INCOME HOUSING ORDINANCE.

This item was tabled at the February 21, 2017 meeting of City Council.

City Ordinance 1489 mandates that a PILOT must be equal to 10% of annual shelter rents, there’s no mechanism for the City to accept a lower PILOT. Ordinance language also restricts the PILOT term to 35 years. City staff recommends that this ordinance be amended.

MOTION by Wittlieff, second by Goodspeed to direct the City Attorney to draft an ordinance amendment for Chapter 1489 that changes the wording from “an amount equal to ten percent (10%) to “an amount up to ten percent (10%) and change “or the thirty-fifth (35th) year” to “or the fiftieth (50th) year;” for a first reading at the April 4, 2017 Council meeting.

Zielinski stated there is a third option, eliminate the ordinance and review each request individually. After discussion, a MOTION by Zielinski, second by Pontiac to AMEND the current motion.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Pontiac

NAYS: None

MOTION by Zielinski, second by Pontiac to direct the City Attorney to draft an ordinance to repeal Chapter 1489 Low or Moderate Income Housing Ordinance. Taylor stated that this option provides a higher level of flexibility.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Pontiac

NAYS: None

CONSIDERATION OF EMPLOYMENT OF TIM KOZAL AS CITY’S NEW PUBLIC SAFETY DIRECTOR.

Tim Kozal was identified as the top candidate for the Public Safety Director position by the interview panel. City Manager has made a job offer and negotiated a wage and benefit package subject to

Council approval.

MOTION by Zielinski, second by Beaton to approve the City Manager’s appointment of Tim Kozal as Public Safety Director and the proposed wage and benefit package. Discussion followed.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Pontiac
NAYS: None

CONSIDERATION OF A PARCEL SPLIT AND COMBINATION, JEFF GORDON AND ISO GRAND RAPIDS REAL ESTATE VI LLC.

A request has been received from Jeff Gordon, owner of the building at 411 River Street and ISO Grand Rapids Real Estate VI LLC owner of the parking lot to the east of 411 River Street for a parcel split and combination. The request will address an adverse possession/encroachment claim as submitted; with survey prepared by Nordlund and Associates, Inc. File S17-002 (corrected drafting effort) dated February 2, 2017.

The Planning Commission reviewed and recommends Council endorsement of the request.

MOTION by Zielinski, second by Goodspeed to approve the request from Jeff Gordon and ISO Grand Rapids Real Estate VI LLC for a parcel split and combination request as submitted with application PC-2017-05.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Pontiac
NAYS: None

A REPORT FROM THE HOUSING COMMISSION.

Mr. Clinton McKinven-Copus reported on the activities of the Manistee Housing Commission and responded to questions the Council had regarding their activities.

CITIZEN COMMENT.

Comments received by:

- Dale Priester, president of the Housing Commission / 2016 PILOT payment to the City was over \$39,000.

OFFICIALS AND STAFF.

Mayor Smith read two resolutions of Thanks and Appreciation to Mary M. Bachman, Deputy City Clerk and David Bachman, Public Safety Director for their upcoming retirement.

Staff members thanked the Bachman's for their years of service and congratulated them on their retirement.

Taylor will be attending the MML Capital Conference on Tuesday and Wednesday.

Bachman stated he has been blessed to work for this organization, thanked the Council and previous City Council's for their support.

COUNCILMEMBERS.

Councilmembers thanked Mary and Dave Bachman and welcomed the new public safety director Tim Kozal; also stated that it is great to see so many people in attendance this evening.

Smith stated that the final board meeting for West Shore Hospital in the current form will be held on Wednesday, they will then become Munson Medical Center, would like to show the Council's appreciation to the board; also commented on the new fire truck and training trailer.

ADJOURN.

MOTION to adjourn was made by Goodspeed. Meeting adjourned at 8:30 p.m.

Michelle Wright MMC / CPFA, MiCPT
City Clerk/Chief Deputy Treasurer

CASH TRANSACTIONS REPORT

DRAFT

MONTH: FEBRUARY
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11:02 am

Account Number	Beginning Balance	Debit	Credit	Ending Balance
Fund: 101 - GENERAL FUND				
Dept: 000				
001.000 Cash	586,880.77	327,995.76	374,271.83	540,604.70
001.001 Restricted Cash	33,882.00	0.00	6,780.00	27,102.00
001.002 Cash - Escrow	109,389.79	4,221.40	799.10	112,812.09
004.000 Cash - Petty	800.00	0.00	0.00	800.00
017.000 MBIA Mi Class Inv	1,249,548.52	903.32	0.00	1,250,451.84
Total Dept: 000	1,980,501.08	333,120.48	381,850.93	1,931,770.63
Fund: 101	1,980,501.08	333,120.48	381,850.93	1,931,770.63
Fund: 202 - MAJOR STREET FUND				
Dept: 000				
001.000 Cash	188,172.86	35,510.01	46,282.44	177,400.43
017.000 MBIA Mi Class Inv	250,634.72	181.18	0.00	250,815.90
Total Dept: 000	438,807.58	35,691.19	46,282.44	428,216.33
Fund: 202	438,807.58	35,691.19	46,282.44	428,216.33
Fund: 203 - LOCAL STREET FUND				
Dept: 000				
001.000 Cash	73,725.60	12,330.83	23,102.62	62,953.81
Total Dept: 000	73,725.60	12,330.83	23,102.62	62,953.81
Fund: 203	73,725.60	12,330.83	23,102.62	62,953.81
Fund: 204 - STREET IMPROVEMENT FUND				
Dept: 000				
001.000 Cash	56,093.46	0.00	0.00	56,093.46
Total Dept: 000	56,093.46	0.00	0.00	56,093.46
Fund: 204	56,093.46	0.00	0.00	56,093.46
Fund: 226 - CITY REFUSE FUND				
Dept: 000				
001.000 Cash	109,140.55	20,934.26	33,843.25	96,231.56
Total Dept: 000	109,140.55	20,934.26	33,843.25	96,231.56
Fund: 226	109,140.55	20,934.26	33,843.25	96,231.56
Fund: 243 - BROWNFIELD REDEVELOPMENT AUTHO				
Dept: 000				
001.000 Cash	16,137.12	0.00	0.00	16,137.12
Total Dept: 000	16,137.12	0.00	0.00	16,137.12
Fund: 243	16,137.12	0.00	0.00	16,137.12
Fund: 245 - OIL & GAS FUND				
Dept: 000				
001.000 Cash	49,788.04	0.00	0.00	49,788.04
001.020 Money Market	326,267.23	0.00	0.00	326,267.23
Total Dept: 000	376,055.27	0.00	0.00	376,055.27
Fund: 245	376,055.27	0.00	0.00	376,055.27
Fund: 275 - GRANT MANAGEMENT FUND				
Dept: 000				
001.000 Cash	27,632.30	0.00	2,844.98	24,787.32
Total Dept: 000	27,632.30	0.00	2,844.98	24,787.32

CASH TRANSACTIONS REPORT

DRAFT

MONTH: FEBRUARY
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3/29/2017
11:02 am

Account Number	Beginning Balance	Debit	Credit	Ending Balance
Fund: 275	27,632.30	0.00	2,844.98	24,787.32
Fund: 290 - PEG COMMISSION				
Dept: 000				
001.000 Cash	10,856.48	1,365.76	3,166.67	9,055.57
Total Dept: 000	10,856.48	1,365.76	3,166.67	9,055.57
Fund: 290	10,856.48	1,365.76	3,166.67	9,055.57
Fund: 297 - RAMSDELL REGIONAL CENTER/ARTS				
Dept: 000				
001.000 Cash	88,131.40	13,357.66	15,965.89	85,523.17
001.002 Cash - Escrow	2,780.00	1,400.00	250.00	3,930.00
004.000 Cash - Petty	200.00	0.00	0.00	200.00
Total Dept: 000	91,111.40	14,757.66	16,215.89	89,653.17
Fund: 297	91,111.40	14,757.66	16,215.89	89,653.17
Fund: 430 - CAPITAL IMPROVEMENT FUND				
Dept: 000				
001.000 Cash	128,605.62	0.00	741.78	127,863.84
Total Dept: 000	128,605.62	0.00	741.78	127,863.84
Fund: 430	128,605.62	0.00	741.78	127,863.84
Fund: 490 - RENAISSANCE PARK				
Dept: 000				
001.000 Cash	2,973.15	0.00	0.00	2,973.15
Total Dept: 000	2,973.15	0.00	0.00	2,973.15
Fund: 490	2,973.15	0.00	0.00	2,973.15
Fund: 508 - BOAT RAMP FUND				
Dept: 000				
001.000 Cash	32,282.82	200.00	320.05	32,162.77
Total Dept: 000	32,282.82	200.00	320.05	32,162.77
Fund: 508	32,282.82	200.00	320.05	32,162.77
Fund: 592 - WATER & SEWER UTILITY				
Dept: 000				
001.000 Cash	460,504.21	317,870.11	484,021.07	294,353.25
001.002 Cash - Escrow	50,800.00	1,200.00	1,100.00	50,900.00
004.000 Cash - Petty	300.00	0.00	0.00	300.00
017.000 MBIA Mi Class Inv	493,011.42	356.41	0.00	493,367.83
017.001 MBIA MI Class - 2015 W&S RvBd	633,295.94	457.84	0.00	633,753.78
Total Dept: 000	1,637,911.57	319,884.36	485,121.07	1,472,674.86
Fund: 592	1,637,911.57	319,884.36	485,121.07	1,472,674.86
Fund: 594 - MARINA FUND				
Dept: 000				
001.000 Cash	13,561.25	849.52	1,545.32	12,865.45
001.002 Cash - Escrow	600.00	200.00	0.00	800.00
Total Dept: 000	14,161.25	1,049.52	1,545.32	13,665.45
Fund: 594	14,161.25	1,049.52	1,545.32	13,665.45
Fund: 661 - MOTOR POOL FUND				
Dept: 000				

CASH TRANSACTIONS REPORT

DRAFT

MONTH: FEBRUARY

City of Manistee

Account Number	Beginning Balance	Debit	Credit	Ending Balance
Dept: 000				
001.000 Cash	164,755.05	27,933.00	1,599.95	191,088.10
017.000 MBIA Mi Class Inv	350,888.58	253.67	0.00	351,142.25
Total Dept: 000	515,643.63	28,186.67	1,599.95	542,230.35
Fund: 661	515,643.63	28,186.67	1,599.95	542,230.35
Fund: 703 - CURRENT TAX COLLECTION				
Dept: 000				
001.000 Cash	527,065.61	739,818.01	879,762.27	387,121.35
Total Dept: 000	527,065.61	739,818.01	879,762.27	387,121.35
Fund: 703	527,065.61	739,818.01	879,762.27	387,121.35
Fund: 704 - PAYROLL CLEARING FUND				
Dept: 000				
001.000 Cash	34,506.95	471,526.70	462,551.73	43,481.92
Total Dept: 000	34,506.95	471,526.70	462,551.73	43,481.92
Fund: 704	34,506.95	471,526.70	462,551.73	43,481.92
Fund: 705 - DELINQUENT TAX COLLECTION				
Dept: 000				
001.000 Cash	98.09	2,500.00	98.09	2,500.00
Total Dept: 000	98.09	2,500.00	98.09	2,500.00
Fund: 705	98.09	2,500.00	98.09	2,500.00
Grand Totals:	6,073,309.53	1,981,365.44	2,339,047.04	5,715,627.93

**REVENUE/EXPENDITURE REPORT
DRAFT**

City of Manistee

For the Period: 7/1/2016 to 2/28/2017

	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	2,859,958.00	2,859,958.00	2,936,576.99	9,977.35	0.00	-76,618.99	102.7
411.000 Delinq Real Property Tax	219,206.00	219,206.00	0.00	0.00	0.00	219,206.00	0.0
420.000 Delinq Personal Property Tax	10,856.00	10,856.00	4,532.11	5.55	0.00	6,323.89	41.7
445.000 Tax Penalties & Interest	22,427.00	22,427.00	13,641.92	699.10	0.00	8,785.08	60.8
447.000 Tax Administration Fee	84,509.00	84,509.00	74,340.76	8,646.86	0.00	10,168.24	88.0
450.000 Business Registration	1,125.00	1,125.00	600.00	300.00	0.00	525.00	53.3
485.000 Permits	6,500.00	6,500.00	8,655.00	1,500.00	0.00	-2,155.00	133.2
490.000 Franchise Fees	110,000.00	110,000.00	58,451.60	58,451.60	0.00	51,548.40	53.1
539.000 State Grant Revenue	7,000.00	7,000.00	13,699.00	0.00	0.00	-6,699.00	195.7
539.002 Crim Just Training Grant	2,300.00	2,300.00	1,329.25	0.00	0.00	970.75	57.8
573.000 Local Comm Stabilizaton Share	90,000.00	90,000.00	190,437.46	0.00	0.00	-100,437.46	211.6
574.000 State Share Liquor Tax	8,400.00	8,400.00	18,732.45	426.25	0.00	-10,332.45	223.0
575.000 State Shared Revenue	493,841.00	493,841.00	253,130.00	83,457.00	0.00	240,711.00	51.3
575.001 State CVTRS	165,336.00	165,336.00	82,668.00	27,556.00	0.00	82,668.00	50.0
626.000 Charge for Service	31,200.00	31,200.00	10,728.85	0.00	0.00	20,471.15	34.4
627.000 Charge for Serv - Bldg. Insp.	0.00	0.00	25.00	0.00	0.00	-25.00	0.0
628.000 Charge for Service - Boat Ramp	2,591.00	2,591.00	2,591.00	0.00	0.00	0.00	100.0
630.000 Charge for Services-Local St.	83,430.00	83,430.00	55,620.00	6,952.50	0.00	27,810.00	66.7
631.000 Charge for Services-Major St.	212,180.00	212,180.00	141,453.36	17,681.67	0.00	70,726.64	66.7
632.000 Charge For Service - Marina	11,080.00	11,080.00	8,310.00	0.00	0.00	2,770.00	75.0
634.000 Charge for Services - Refuse	89,306.00	89,306.00	49,789.50	3,150.00	0.00	39,516.50	55.8
635.000 Charge for Service - W&S	343,438.00	343,438.00	228,958.64	28,619.83	0.00	114,479.36	66.7
636.000 Charge for Service-Transport	278,000.00	278,000.00	185,994.21	30,743.07	0.00	92,005.79	66.9
639.000 Utility Ownership Fee	183,167.00	183,167.00	122,111.36	15,263.92	0.00	61,055.64	66.7
640.000 Payment in Lieu of Taxes	192,550.00	192,550.00	149,077.54	0.00	0.00	43,472.46	77.4
642.000 Sales	4,500.00	4,500.00	3,256.24	50.90	0.00	1,243.76	72.4
655.000 Fines & Forfeits	26,000.00	26,000.00	16,459.96	2,519.29	0.00	9,540.04	63.3
664.000 Interest Income	1,147.00	1,147.00	4,624.48	903.32	0.00	-3,477.48	403.2
667.000 Rental Income	5,100.00	5,100.00	5,950.00	0.00	0.00	-850.00	116.7
668.000 Riverfront Lease Income	22,112.00	22,112.00	0.00	0.00	0.00	22,112.00	0.0
671.000 Other Revenue	500.00	500.00	0.00	0.00	0.00	500.00	0.0
674.000 Contributions/Donations	2,000.00	2,000.00	886.96	0.00	0.00	1,113.04	44.3
676.000 Reimbursement	144,550.00	144,550.00	159,691.00	15,728.32	0.00	-15,141.00	110.5
687.000 Refunds	20,000.00	20,000.00	51,836.42	0.00	0.00	-31,836.42	259.2
688.000 Refunds - W.C. Premium	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
695.000 Insurance Settlement	0.00	0.00	1,637.84	0.00	0.00	-1,637.84	0.0
699.000 Transfers In	446,621.00	446,621.00	352,792.50	0.00	0.00	93,828.50	79.0
Dept: 000	6,181,930.00	6,181,930.00	5,208,589.40	312,632.53	0.00	973,340.60	84.3
Revenues	6,181,930.00	6,181,930.00	5,208,589.40	312,632.53	0.00	973,340.60	84.3
Expenditures							
Dept: 100 GENERAL							
728.000 SUPPLIES - Operating	1,000.00	1,000.00	624.20	0.00	0.00	375.80	62.4
801.000 Professional Services	33,000.00	33,000.00	15,677.12	190.78	0.00	17,322.88	47.5
822.000 Insurance	81,000.00	81,000.00	87,213.84	0.00	0.00	-6,213.84	107.7
855.000 Utilities - Cell Phones	12,000.00	12,000.00	6,845.32	969.28	0.00	5,154.68	57.0
859.000 Utilities - Data/Internet	2,000.00	2,000.00	2,753.61	186.33	0.00	-753.61	137.7
901.000 Postage	26,000.00	26,000.00	18,796.65	2,204.12	0.00	7,203.35	72.3
925.001 UTILITIES - Electric Str Light	112,000.00	112,000.00	62,211.21	9,662.98	0.00	49,788.79	55.5
940.000 Rent	1,700.00	1,700.00	1,616.59	0.00	0.00	83.41	95.1
959.000 Bad Debt	500.00	500.00	0.00	0.00	0.00	500.00	0.0
960.000 Bank Charges	6,000.00	6,000.00	4,261.71	624.69	0.00	1,738.29	71.0
964.000 Refunds	1,000.00	1,000.00	16,583.62	0.00	0.00	-15,583.62	1658.4
989.000 Computer Hardware & Software	7,000.00	7,000.00	2,007.17	1,286.23	0.00	4,992.83	28.7
999.000 Transfers Out	75,616.00	75,616.00	5,616.00	0.00	0.00	70,000.00	7.4
GENERAL	358,816.00	358,816.00	224,207.04	15,124.41	0.00	134,608.96	62.5
Dept: 101 LEGISLATIVE							
702.000 Salaries	27,052.00	27,052.00	17,570.68	2,254.35	0.00	9,481.32	65.0

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2016 to 2/28/2017

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 101 LEGISLATIVE							
712.001 Costs - Social Security	1,677.00	1,677.00	1,089.23	139.75	0.00	587.77	65.0
712.002 Costs - Medicare	392.00	392.00	254.93	32.71	0.00	137.07	65.0
712.009 Costs - Workers Compensation	84.00	84.00	47.20	5.39	0.00	36.80	56.2
728.000 SUPPLIES - Operating	6,650.00	1,353.00	608.54	-5,028.00	0.00	744.46	45.0
860.000 Travel & Training	5,300.00	5,300.00	480.00	0.00	0.00	4,820.00	9.1
870.000 Memberships & Dues	0.00	5,297.00	5,028.00	5,028.00	0.00	269.00	94.9
LEGISLATIVE	41,155.00	41,155.00	25,078.58	2,432.20	0.00	16,076.42	60.9
Dept: 172 MANAGER							
702.000 Salaries	148,761.00	148,761.00	90,765.89	11,446.12	0.00	57,995.11	61.0
712.001 Costs - Social Security	9,804.00	9,804.00	6,151.62	732.60	0.00	3,652.38	62.7
712.002 Costs - Medicare	2,293.00	2,293.00	1,438.68	171.34	0.00	854.32	62.7
712.005 Costs - MERS Contribution	14,936.00	14,936.00	9,924.24	1,189.36	0.00	5,011.76	66.4
712.006 Costs - In Lieu of BC/BS	4,068.00	4,068.00	3,051.00	339.00	0.00	1,017.00	75.0
712.007 Costs - SUTA	274.00	274.00	182.66	55.90	0.00	91.34	66.7
712.009 Costs - Workers Compensation	640.00	640.00	477.96	51.50	0.00	162.04	74.7
712.010 Costs - Blue Cross Insurance	9,894.00	9,894.00	7,409.88	823.32	0.00	2,484.12	74.9
712.011 Costs - Life Insurance	659.00	659.00	345.10	39.95	0.00	313.90	52.4
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	1,398.00	1,398.00	1,048.14	116.46	0.00	349.86	75.0
712.015 Costs - Vision / Ancillary	389.00	389.00	292.05	32.45	0.00	96.95	75.1
728.000 SUPPLIES - Operating	2,450.00	2,450.00	428.22	116.01	0.00	2,021.78	17.5
735.000 Periodicals & Publications	150.00	150.00	151.80	151.80	0.00	-1.80	101.2
801.000 Professional Services	500.00	500.00	0.00	0.00	0.00	500.00	0.0
831.000 Contractual Repairs & Maint.	1,300.00	1,300.00	659.64	54.80	0.00	640.36	50.7
860.000 Travel & Training	3,350.00	3,350.00	479.25	-295.00	0.00	2,870.75	14.3
865.000 Vehicle Allowance	4,800.00	4,800.00	3,200.00	400.00	0.00	1,600.00	66.7
870.000 Memberships & Dues	1,200.00	1,200.00	1,014.00	0.00	0.00	186.00	84.5
985.000 Lease Purchase	2,220.00	2,220.00	875.65	315.26	0.00	1,344.35	39.4
MANAGER	212,086.00	212,086.00	130,895.78	15,740.87	0.00	81,190.22	61.7
Dept: 215 CLERK							
702.000 Salaries	121,291.00	121,291.00	75,108.14	9,330.21	0.00	46,182.86	61.9
704.000 Overtime	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
706.000 Part-Time	6,000.00	6,000.00	6,174.25	0.00	0.00	-174.25	102.9
712.001 Costs - Social Security	7,985.00	7,985.00	4,785.55	564.88	0.00	3,199.45	59.9
712.002 Costs - Medicare	1,867.00	1,867.00	1,119.14	132.10	0.00	747.86	59.9
712.005 Costs - MERS Contribution	12,278.00	12,278.00	7,947.65	936.76	0.00	4,330.35	64.7
712.007 Costs - SUTA	274.00	274.00	173.07	73.23	0.00	100.93	63.2
712.009 Costs - Workers Compensation	552.00	552.00	394.96	41.98	0.00	157.04	71.6
712.010 Costs - Blue Cross Insurance	9,894.00	9,894.00	7,409.88	823.32	0.00	2,484.12	74.9
712.011 Costs - Life Insurance	537.00	537.00	287.11	33.37	0.00	249.89	53.5
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	699.00	699.00	524.07	58.23	0.00	174.93	75.0
712.015 Costs - Vision / Ancillary	354.00	354.00	265.50	29.50	0.00	88.50	75.0
728.000 SUPPLIES - Operating	3,800.00	3,800.00	1,747.14	137.93	0.00	2,052.86	46.0
735.000 Periodicals & Publications	155.00	155.00	151.80	151.80	0.00	3.20	97.9
740.000 Election Expense	6,620.00	6,620.00	2,432.84	0.00	0.00	4,187.16	36.7
801.000 Professional Services	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
831.000 Contractual Repairs & Maint.	6,500.00	6,500.00	6,143.53	63.80	0.00	356.47	94.5
860.000 Travel & Training	6,700.00	6,700.00	1,065.03	0.00	0.00	5,634.97	15.9
870.000 Memberships & Dues	775.00	775.00	330.00	50.00	0.00	445.00	42.6
900.000 Printing & Publishing	4,810.00	4,810.00	2,011.52	0.00	0.00	2,798.48	41.8
985.000 Lease Purchase	3,000.00	3,000.00	1,491.12	0.00	0.00	1,508.88	49.7
CLERK	200,091.00	200,091.00	122,562.30	12,427.11	0.00	77,528.70	61.3
Dept: 253 FINANCE / TREASURER							
702.000 Salaries	166,495.00	166,495.00	103,104.79	12,808.05	0.00	63,390.21	61.9
704.000 Overtime	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
712.001 Costs - Social Security	10,744.00	10,744.00	6,785.09	800.30	0.00	3,958.91	63.2

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2016 to 2/28/2017

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 253 FINANCE / TREASURER							
712.002 Costs - Medicare	2,513.00	2,513.00	1,586.81	187.16	0.00	926.19	63.1
712.005 Costs - MERS Contribution	16,816.00	16,816.00	10,933.26	1,285.92	0.00	5,882.74	65.0
712.006 Costs - In Lieu of BC/BS	4,800.00	4,800.00	3,600.00	400.00	0.00	1,200.00	75.0
712.007 Costs - SUTA	410.00	410.00	232.15	95.09	0.00	177.85	56.6
712.009 Costs - Workers Compensation	720.00	720.00	541.36	57.65	0.00	178.64	75.2
712.010 Costs - Blue Cross Insurance	12,474.00	12,474.00	9,336.60	1,037.40	0.00	3,137.40	74.8
712.011 Costs - Life Insurance	703.00	703.00	375.66	43.71	0.00	327.34	53.4
712.012 Costs - HRA Payments/Fees	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
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	873.00	873.00	655.02	72.78	0.00	217.98	75.0
712.015 Costs - Vision / Ancillary	354.00	354.00	265.50	29.50	0.00	88.50	75.0
728.000 SUPPLIES - Operating	4,200.00	4,200.00	2,987.65	0.00	0.00	1,212.35	71.1
735.000 Periodicals & Publications	835.00	835.00	711.80	151.80	0.00	123.20	85.2
801.000 Professional Services	27,538.00	27,538.00	25,519.10	0.00	0.00	2,018.90	92.7
831.000 Contractual Repairs & Maint.	9,100.00	9,100.00	7,812.21	0.00	0.00	1,287.79	85.8
860.000 Travel & Training	4,800.00	4,800.00	3,087.29	156.67	0.00	1,712.71	64.3
870.000 Memberships & Dues	630.00	630.00	415.00	50.00	0.00	215.00	65.9
900.000 Printing & Publishing	700.00	700.00	373.94	161.92	0.00	326.06	53.4
970.000 Capital Outlay - under \$5,000	800.00	800.00	945.44	0.00	0.00	-145.44	118.2
985.000 Lease Purchase	1,740.00	1,740.00	1,151.04	143.88	0.00	588.96	66.2
FINANCE / TREASURER	274,245.00	274,245.00	183,419.71	17,481.83	0.00	90,825.29	66.9
Dept: 257 ASSESSOR							
728.000 SUPPLIES - Operating	500.00	500.00	103.21	0.00	0.00	396.79	20.6
801.000 Professional Services	76,000.00	76,000.00	51,255.00	6,125.00	0.00	24,745.00	67.4
831.000 Contractual Repairs & Maint.	2,675.00	2,675.00	2,243.62	470.00	0.00	431.38	83.9
874.000 Retire. Costs - Blue Cross	3,000.00	3,000.00	2,250.00	250.00	0.00	750.00	75.0
970.000 Capital Outlay - under \$5,000	0.00	0.00	99.99	0.00	0.00	-99.99	0.0
ASSESSOR	82,175.00	82,175.00	55,951.82	6,845.00	0.00	26,223.18	68.1
Dept: 265 MUNICIPAL BUILDINGS							
702.000 Salaries	46,408.00	46,408.00	30,287.00	3,569.60	0.00	16,121.00	65.3
704.000 Overtime	0.00	0.00	209.16	33.47	0.00	-209.16	0.0
712.001 Costs - Social Security	3,026.00	3,026.00	1,823.49	215.60	0.00	1,202.51	60.3
712.002 Costs - Medicare	708.00	708.00	426.48	50.42	0.00	281.52	60.2
712.005 Costs - MERS Contribution	2,116.00	2,116.00	3,237.37	381.82	0.00	-1,121.37	153.0
712.007 Costs - SUTA	137.00	137.00	82.29	40.70	0.00	54.71	60.1
712.009 Costs - Workers Compensation	1,801.00	1,801.00	1,257.60	147.98	0.00	543.40	69.8
712.010 Costs - Blue Cross Insurance	9,894.00	9,894.00	6,586.56	823.32	0.00	3,307.44	66.6
712.011 Costs - Life Insurance	113.00	113.00	51.45	7.05	0.00	61.55	45.5
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	699.00	699.00	465.84	58.23	0.00	233.16	66.6
712.015 Costs - Vision / Ancillary	354.00	354.00	236.00	29.50	0.00	118.00	66.7
728.000 SUPPLIES - Operating	7,500.00	7,500.00	3,003.67	281.51	0.00	4,496.33	40.0
801.000 Professional Services	2,500.00	2,500.00	1,247.00	1,247.00	0.00	1,253.00	49.9
831.000 Contractual Repairs & Maint.	12,000.00	12,000.00	6,544.12	0.00	0.00	5,455.88	54.5
850.000 Phone	13,200.00	13,200.00	7,444.45	681.56	0.00	5,755.55	56.4
865.000 Vehicle Allowance	2,400.00	2,400.00	1,600.00	200.00	0.00	800.00	66.7
920.000 UTILITIES - Gas	5,700.00	5,700.00	2,224.85	744.22	0.00	3,475.15	39.0
920.336 UTILITIES - Gas Fire Dept	3,800.00	3,800.00	1,917.85	610.94	0.00	1,882.15	50.5
920.441 UTILITIES - Gas DPW	20,900.00	20,900.00	8,483.68	3,317.99	0.00	12,416.32	40.6
920.446 UTILITIES - Gas Bridge	1,000.00	1,000.00	650.82	127.47	0.00	349.18	65.1
922.000 UTILITIES - Water	2,200.00	2,200.00	1,589.03	75.17	0.00	610.97	72.2
922.336 UTILITIES - Water Fire	1,490.00	1,490.00	944.25	123.60	0.00	545.75	63.4
922.441 UTILITIES - Water DPW	2,650.00	2,650.00	1,309.56	65.03	0.00	1,340.44	49.4
922.446 UTILITIES - Water Bridge	1,060.00	1,060.00	721.78	86.20	0.00	338.22	68.1
925.000 UTILITIES - Electric	21,500.00	21,500.00	13,032.44	1,830.00	0.00	8,467.56	60.6
925.336 UTILITIES - Electric Fire	5,000.00	5,000.00	3,415.82	586.17	0.00	1,584.18	68.3
925.441 UTILITIES - Electric DPW	14,000.00	14,000.00	8,671.47	1,702.71	0.00	5,328.53	61.9
925.446 UTILITIES - Electric Bridge	4,400.00	4,400.00	1,661.15	564.27	0.00	2,738.85	37.8
930.000 Repairs & Maintenance	8,000.00	8,000.00	162.17	85.33	0.00	7,837.83	2.0

**REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2016 to 2/28/2017

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 265 MUNICIPAL BUILDINGS							
970.000 Capital Outlay - under \$5,000	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
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MUNICIPAL BUILDINGS	200,556.00	200,556.00	112,287.35	17,686.86	0.00	88,268.65	56.0
Dept: 266 ATTORNEY							
802.000 Attorney	49,200.00	49,200.00	34,581.51	5,355.00	0.00	14,618.49	70.3
803.000 Attorney - Litigation	5,800.00	5,800.00	6,841.85	122.50	0.00	-1,041.85	118.0
804.000 Attorney - Labor	10,000.00	10,000.00	5,700.00	0.00	0.00	4,300.00	57.0
805.000 Attorney - Tax Appeals	10,500.00	10,500.00	0.00	0.00	0.00	10,500.00	0.0
806.000 Attorney - Prosecuting Atty	12,500.00	12,500.00	-6,193.95	-11,892.38	0.00	18,693.95	-49.6
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ATTORNEY	88,000.00	88,000.00	40,929.41	-6,414.88	0.00	47,070.59	46.5
Dept: 285 CITY ENGINEER							
801.000 Professional Services	12,000.00	12,000.00	7,000.00	0.00	0.00	5,000.00	58.3
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CITY ENGINEER	12,000.00	12,000.00	7,000.00	0.00	0.00	5,000.00	58.3
Dept: 290 BOARDS & COMMISSIONS							
712.001 Costs - Social Security	75.00	75.00	16.12	0.00	0.00	58.88	21.5
712.002 Costs - Medicare	20.00	20.00	3.77	0.00	0.00	16.23	18.9
712.009 Costs - Workers Compensation	5.00	5.00	1.17	0.00	0.00	3.83	23.4
881.000 Board of Review	2,000.00	2,000.00	350.00	90.00	0.00	1,650.00	17.5
883.000 Harbor Commission	200.00	200.00	0.00	0.00	0.00	200.00	0.0
884.000 Historic District Commission	750.00	750.00	351.26	117.70	0.00	398.74	46.8
885.000 Non-Motorized Transportation	500.00	500.00	0.00	0.00	0.00	500.00	0.0
886.000 Parks Commission	500.00	500.00	586.65	0.00	0.00	-86.65	117.3
887.000 Planning Commission	6,000.00	6,000.00	1,212.55	117.70	0.00	4,787.45	20.2
888.000 Tree Commission	500.00	500.00	17.00	0.00	0.00	483.00	3.4
889.000 Zoning Board of Appeals	1,300.00	1,300.00	106.50	0.00	0.00	1,193.50	8.2
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BOARDS & COMMISSIONS	11,850.00	11,850.00	2,645.02	325.40	0.00	9,204.98	22.3
Dept: 301 POLICE							
702.000 Salaries	644,882.00	644,882.00	387,545.77	47,798.32	0.00	257,336.23	60.1
704.000 Overtime	20,400.00	20,400.00	19,752.95	1,350.09	0.00	647.05	96.8
704.002 Underage Drinking Grant	0.00	0.00	3,000.05	0.00	0.00	-3,000.05	0.0
706.000 Part-Time	14,742.00	14,742.00	11,760.50	2,070.00	0.00	2,981.50	79.8
708.000 Holiday/Vacation/Sick Sellback	15,000.00	15,000.00	19,927.77	4,363.56	0.00	-4,927.77	132.9
712.001 Costs - Social Security	1,205.00	1,205.00	757.91	128.34	0.00	447.09	62.9
712.002 Costs - Medicare	10,457.00	10,457.00	6,674.26	795.32	0.00	3,782.74	63.8
712.005 Costs - MERS Contribution	88,809.00	88,809.00	63,640.01	7,415.27	0.00	25,168.99	71.7
712.006 Costs - In Lieu of BC/BS	14,400.00	14,400.00	10,787.70	1,195.90	0.00	3,612.30	74.9
712.007 Costs - SUTA	1,847.00	1,847.00	1,136.83	511.03	0.00	710.17	61.6
712.009 Costs - Workers Compensation	17,617.00	17,617.00	13,036.53	1,425.07	0.00	4,580.47	74.0
712.010 Costs - Blue Cross Insurance	110,095.00	110,095.00	74,042.92	7,420.04	0.00	36,052.08	67.3
712.011 Costs - Life Insurance	2,847.00	2,847.00	1,568.53	170.73	0.00	1,278.47	55.1
712.013 Costs - HSA Contribution	27,000.00	27,000.00	25,660.33	0.00	0.00	1,339.67	95.0
712.014 Costs - Dental Insurance	7,715.00	7,715.00	5,203.83	521.59	0.00	2,511.17	67.5
712.015 Costs - Vision / Ancillary	3,363.00	3,363.00	2,492.77	250.75	0.00	870.23	74.1
715.000 Uniform & Cleaning Allowance	15,400.00	15,400.00	8,336.01	583.16	0.00	7,063.99	54.1
728.000 SUPPLIES - Operating	15,600.00	15,600.00	7,741.50	1,300.72	0.00	7,858.50	49.6
735.000 Periodicals & Publications	100.00	100.00	0.00	0.00	0.00	100.00	0.0
770.000 Vehicle Gas	13,900.00	13,900.00	10,196.24	1,343.03	0.00	3,703.76	73.4
801.000 Professional Services	1,250.00	1,250.00	2,395.00	1,495.00	0.00	-1,145.00	191.6
831.000 Contractual Repairs & Maint.	8,970.00	8,970.00	5,628.15	906.06	0.00	3,341.85	62.7
860.000 Travel & Training	9,600.00	9,600.00	6,548.39	1,711.24	0.00	3,051.61	68.2
865.000 Vehicle Allowance	4,800.00	4,800.00	3,200.00	400.00	0.00	1,600.00	66.7
870.000 Memberships & Dues	500.00	500.00	200.00	0.00	0.00	300.00	40.0
874.000 Retire. Costs - Blue Cross	3,000.00	3,000.00	2,250.00	250.00	0.00	750.00	75.0
900.000 Printing & Publishing	1,000.00	1,000.00	467.85	0.00	0.00	532.15	46.8
930.000 Repairs & Maintenance	11,000.00	11,000.00	6,886.64	381.60	0.00	4,113.36	62.6
957.000 Motor Pool	31,000.00	31,000.00	20,666.64	2,583.33	0.00	10,333.36	66.7
970.000 Capital Outlay - under \$5,000	1,500.00	1,500.00	2,968.91	0.00	0.00	-1,468.91	197.9

**REVENUE/EXPENDITURE REPORT
DRAFT**

City of Manistee

For the Period: 7/1/2016 to 2/28/2017

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 301 POLICE							
985.000 Lease Purchase	1,420.00	1,420.00	943.84	117.98	0.00	476.16	66.5
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POLICE	1,099,419.00	1,099,419.00	725,417.83	86,488.13	0.00	374,001.17	66.0
Dept: 336 FIRE							
702.000 Salaries	464,239.00	464,239.00	284,493.32	35,423.53	0.00	179,745.68	61.3
704.000 Overtime	30,000.00	30,000.00	35,746.39	3,240.57	0.00	-5,746.39	119.2
706.000 Part-Time	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
708.000 Holiday/Vacation/Sick Sellback	27,000.00	27,000.00	20,576.94	1,157.56	0.00	6,423.06	76.2
712.001 Costs - Social Security	310.00	310.00	0.00	0.00	0.00	310.00	0.0
712.002 Costs - Medicare	6,961.00	6,961.00	4,493.49	493.06	0.00	2,467.51	64.6
712.005 Costs - MERS Contribution	106,959.00	106,959.00	73,881.58	8,462.40	0.00	33,077.42	69.1
712.007 Costs - SUTA	1,540.00	1,540.00	790.65	366.78	0.00	749.35	51.3
712.009 Costs - Workers Compensation	19,227.00	19,227.00	14,683.25	1,492.79	0.00	4,543.75	76.4
712.010 Costs - Blue Cross Insurance	97,621.00	97,621.00	77,197.86	8,603.82	0.00	20,423.14	79.1
712.011 Costs - Life Insurance	1,939.00	1,939.00	1,108.53	128.43	0.00	830.47	57.2
712.013 Costs - HSA Contribution	24,000.00	24,000.00	25,214.67	0.00	0.00	-1,214.67	105.1
712.014 Costs - Dental Insurance	6,841.00	6,841.00	5,402.69	604.08	0.00	1,438.31	79.0
712.015 Costs - Vision / Ancillary	3,009.00	3,009.00	2,256.73	250.75	0.00	752.27	75.0
715.000 Uniform & Cleaning Allowance	6,000.00	6,000.00	4,982.31	240.98	0.00	1,017.69	83.0
716.000 Food Allowance	6,560.00	6,560.00	5,740.00	0.00	0.00	820.00	87.5
728.000 SUPPLIES - Operating	11,000.00	11,000.00	7,981.31	295.87	0.00	3,018.69	72.6
732.000 SUPPLIES - Medical	16,000.00	16,000.00	14,973.89	485.76	0.00	1,026.11	93.6
735.000 Periodicals & Publications	350.00	350.00	0.00	0.00	0.00	350.00	0.0
770.000 Vehicle Gas	6,500.00	6,500.00	3,708.12	397.80	0.00	2,791.88	57.0
790.000 Fire Prevention	2,200.00	2,200.00	1,716.66	0.00	0.00	483.34	78.0
801.000 Professional Services	21,325.00	21,325.00	16,036.81	2,859.22	0.00	5,288.19	75.2
831.000 Contractual Repairs & Maint.	5,500.00	5,500.00	6,303.60	30.00	0.00	-803.60	114.6
860.000 Travel & Training	8,300.00	8,300.00	7,758.66	0.00	0.00	541.34	93.5
870.000 Memberships & Dues	400.00	400.00	425.00	25.00	0.00	-25.00	106.3
873.000 Education	7,500.00	7,500.00	1,682.50	0.00	0.00	5,817.50	22.4
874.000 Retire. Costs - Blue Cross	15,000.00	15,000.00	10,250.00	1,000.00	0.00	4,750.00	68.3
900.000 Printing & Publishing	400.00	400.00	90.46	0.00	0.00	309.54	22.6
930.000 Repairs & Maintenance	12,000.00	12,000.00	11,389.82	3,184.90	0.00	610.18	94.9
942.000 Hydrant Rental	21,600.00	21,600.00	16,200.00	0.00	0.00	5,400.00	75.0
956.000 Mutual Aid	200.00	200.00	0.00	0.00	0.00	200.00	0.0
957.000 Motor Pool	62,000.00	62,000.00	41,333.36	5,166.67	0.00	20,666.64	66.7
970.000 Capital Outlay - under \$5,000	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.0
985.000 Lease Purchase	480.00	480.00	314.56	39.32	0.00	165.44	65.5
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FIRE	1,003,961.00	1,003,961.00	696,733.16	73,949.29	0.00	307,227.84	69.4
Dept: 441 PUBLIC WORKS							
702.000 Salaries	544,773.00	544,773.00	337,389.46	42,302.44	0.00	207,383.54	61.9
704.000 Overtime	42,936.00	42,936.00	27,760.92	258.25	0.00	15,175.08	64.7
705.000 2E - Standby Pay	0.00	0.00	3,064.60	1,225.84	0.00	-3,064.60	0.0
706.000 Part-Time	29,120.00	29,120.00	23,811.51	0.00	0.00	5,308.49	81.8
708.000 Holiday/Vacation/Sick Sellback	11,000.00	11,000.00	15,639.81	0.00	0.00	-4,639.81	142.2
712.001 Costs - Social Security	38,468.00	38,468.00	25,690.30	2,595.78	0.00	12,777.70	66.8
712.002 Costs - Medicare	8,997.00	8,997.00	6,008.05	607.02	0.00	2,988.95	66.8
712.004 Costs - ICMA Contribution	2,966.00	2,966.00	1,799.50	200.44	0.00	1,166.50	60.7
712.005 Costs - MERS Contribution	23,702.00	23,702.00	15,452.85	1,890.93	0.00	8,249.15	65.2
712.006 Costs - In Lieu of BC/BS	4,800.00	4,800.00	3,966.12	440.68	0.00	833.88	82.6
712.007 Costs - SUTA	2,061.00	2,061.00	1,864.08	420.06	0.00	196.92	90.4
712.009 Costs - Workers Compensation	38,315.00	38,315.00	31,208.48	2,973.45	0.00	7,106.52	81.5
712.010 Costs - Blue Cross Insurance	109,418.00	109,418.00	80,307.59	8,886.45	0.00	29,110.41	73.4
712.011 Costs - Life Insurance	2,139.00	2,139.00	1,132.08	133.01	0.00	1,006.92	52.9
712.013 Costs - HSA Contribution	28,500.00	28,500.00	28,250.00	0.00	0.00	250.00	99.1
712.014 Costs - Dental Insurance	7,686.00	7,686.00	5,647.80	625.92	0.00	2,038.20	73.5
712.015 Costs - Vision / Ancillary	3,894.00	3,894.00	2,891.00	324.50	0.00	1,003.00	74.2
715.000 Uniform & Cleaning Allowance	5,903.00	5,903.00	2,181.93	115.48	0.00	3,721.07	37.0
728.000 SUPPLIES - Operating	13,500.00	13,500.00	18,239.12	1,348.25	0.00	-4,739.12	135.1
735.000 Periodicals & Publications	200.00	200.00	151.80	151.80	0.00	48.20	75.9

**REVENUE/EXPENDITURE REPORT
DRAFT**

City of Manistee

For the Period: 7/1/2016 to 2/28/2017

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 441 PUBLIC WORKS							
770.000 Vehicle Gas	53,800.00	53,800.00	24,784.05	4,645.96	0.00	29,015.95	46.1
801.000 Professional Services	3,500.00	3,500.00	2,130.45	0.00	0.00	1,369.55	60.9
831.000 Contractual Repairs & Maint.	10,450.00	10,450.00	5,015.97	172.00	0.00	5,434.03	48.0
860.000 Travel & Training	5,450.00	5,450.00	8.50	0.00	0.00	5,441.50	0.2
870.000 Memberships & Dues	300.00	300.00	215.00	0.00	0.00	85.00	71.7
874.000 Retire. Costs - Blue Cross	0.00	0.00	3,500.00	250.00	0.00	-3,500.00	0.0
900.000 Printing & Publishing	400.00	400.00	370.30	0.00	0.00	29.70	92.6
930.000 Repairs & Maintenance	83,000.00	83,000.00	43,821.42	3,078.50	0.00	39,178.58	52.8
955.000 Christmas Decorations	8,000.00	8,000.00	4,349.74	0.00	0.00	3,650.26	54.4
957.000 Motor Pool	72,000.00	72,000.00	48,000.00	6,000.00	0.00	24,000.00	66.7
970.000 Capital Outlay - under \$5,000	0.00	0.00	12,991.39	7,125.74	0.00	-12,991.39	0.0
985.000 Lease Purchase	1,560.00	1,560.00	251.80	0.00	0.00	1,308.20	16.1
PUBLIC WORKS	1,156,838.00	1,156,838.00	777,895.62	85,772.50	0.00	378,942.38	67.2
Dept: 574 DEBT SERVICE							
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	235,000.00	235,000.00	235,000.00	0.00	0.00	0.00	100.0
992.008 2013 CI Refunding - Principal	175,000.00	175,000.00	175,000.00	0.00	0.00	0.00	100.0
997.006 2010 DDA Refunding - Interest	16,150.00	16,150.00	16,150.00	0.00	0.00	0.00	100.0
997.007 2010 Cap Imp Interest	191,766.00	191,766.00	191,766.25	93,973.75	0.00	-0.25	100.0
997.008 2013 CI Refunding - Interest	37,150.00	37,150.00	37,150.00	17,700.00	0.00	0.00	100.0
DEBT SERVICE	775,066.00	775,066.00	775,066.25	111,673.75	0.00	-0.25	100.0
Dept: 748 COMMUNITY DEVELOPMENT OFFICE							
702.000 Salaries	57,429.00	57,429.00	34,010.12	4,417.62	0.00	23,418.88	59.2
704.000 Overtime	250.00	250.00	0.00	0.00	0.00	250.00	0.0
712.001 Costs - Social Security	3,972.00	3,972.00	2,190.05	257.82	0.00	1,781.95	55.1
712.002 Costs - Medicare	929.00	929.00	512.14	60.29	0.00	416.86	55.1
712.005 Costs - MERS Contribution	5,791.00	5,791.00	3,801.82	448.54	0.00	1,989.18	65.7
712.007 Costs - SUTA	137.00	137.00	95.60	47.80	0.00	41.40	69.8
712.009 Costs - Workers Compensation	577.00	577.00	539.18	43.30	0.00	37.82	93.4
712.010 Costs - Blue Cross Insurance	12,474.00	12,474.00	8,233.20	823.32	0.00	4,240.80	66.0
712.011 Costs - Life Insurance	113.00	113.00	70.35	7.05	0.00	42.65	62.3
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	873.00	873.00	582.30	58.23	0.00	290.70	66.7
712.015 Costs - Vision / Ancillary	354.00	354.00	295.00	29.50	0.00	59.00	83.3
728.000 SUPPLIES - Operating	3,200.00	3,200.00	36.98	0.00	0.00	3,163.02	1.2
735.000 Periodicals & Publications	200.00	200.00	151.80	151.80	0.00	48.20	75.9
831.000 Contractual Repairs & Maint.	2,400.00	2,400.00	1,744.56	0.00	0.00	655.44	72.7
860.000 Travel & Training	2,200.00	2,200.00	960.27	0.00	0.00	1,239.73	43.6
865.000 Vehicle Allowance	600.00	600.00	400.00	50.00	0.00	200.00	66.7
870.000 Memberships & Dues	60.00	60.00	31.00	0.00	0.00	29.00	51.7
900.000 Printing & Publishing	200.00	200.00	0.00	0.00	0.00	200.00	0.0
COMMUNITY DEVELOPMENT OFFICE	94,759.00	94,759.00	56,654.37	6,395.27	0.00	38,104.63	59.8
Dept: 751 PARKS & RECREATION							
702.000 Salaries	87,901.00	87,901.00	54,149.47	6,761.60	0.00	33,751.53	61.6
704.000 Overtime	8,500.00	8,500.00	6,698.29	87.56	0.00	1,801.71	78.8
706.000 Part-Time	47,190.00	47,190.00	19,185.10	0.00	0.00	28,004.90	40.7
708.000 Holiday/Vacation/Sick Sellback	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
712.001 Costs - Social Security	8,996.00	8,996.00	5,224.90	401.59	0.00	3,771.10	58.1
712.002 Costs - Medicare	2,089.00	2,089.00	1,221.95	93.91	0.00	867.05	58.5
712.005 Costs - MERS Contribution	1,751.00	1,751.00	1,885.44	235.68	0.00	-134.44	107.7
712.007 Costs - SUTA	1,907.00	1,907.00	757.10	73.29	0.00	1,149.90	39.7
712.009 Costs - Workers Compensation	4,178.00	4,178.00	3,267.51	206.17	0.00	910.49	78.2
712.010 Costs - Blue Cross Insurance	19,787.00	19,787.00	16,746.48	1,860.72	0.00	3,040.52	84.6
712.011 Costs - Life Insurance	302.00	302.00	162.92	18.80	0.00	139.08	53.9
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	1,398.00	1,398.00	1,179.09	131.01	0.00	218.91	84.3
712.015 Costs - Vision / Ancillary	708.00	708.00	531.00	59.00	0.00	177.00	75.0

REVENUE/EXPENDITURE REPORT
DRAFT

City of Manistee

For the Period: 7/1/2016 to 2/28/2017	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 751 PARKS & RECREATION							
715.000 Uniform & Cleaning Allowance	1,131.00	1,131.00	103.15	0.00	0.00	1,027.85	9.1
728.000 SUPPLIES - Operating	10,800.00	10,800.00	14,588.06	576.82	0.00	-3,788.06	135.1
770.000 Vehicle Gas	7,350.00	7,350.00	5,018.43	360.78	0.00	2,331.57	68.3
801.000 Professional Services	500.00	500.00	8,840.70	0.00	0.00	-8,340.70	1768.1
831.000 Contractual Repairs & Maint.	34,500.00	34,500.00	26,111.58	263.82	0.00	8,388.42	75.7
850.000 Phone	0.00	0.00	382.77	89.97	0.00	-382.77	0.0
860.000 Travel & Training	750.00	750.00	0.00	0.00	0.00	750.00	0.0
870.000 Memberships & Dues	160.00	160.00	0.00	0.00	0.00	160.00	0.0
874.000 Retire. Costs - Blue Cross	0.00	0.00	2,250.00	250.00	0.00	-2,250.00	0.0
900.000 Printing & Publishing	500.00	500.00	0.00	0.00	0.00	500.00	0.0
920.000 UTILITIES - Gas	1,000.00	1,000.00	579.93	136.30	0.00	420.07	58.0
922.000 UTILITIES - Water	13,000.00	13,000.00	18,248.94	491.84	0.00	-5,248.94	140.4
925.000 UTILITIES - Electric	21,000.00	21,000.00	12,904.88	1,591.53	0.00	8,095.12	61.5
930.000 Repairs & Maintenance	48,000.00	48,000.00	21,214.68	4,020.99	0.00	26,785.32	44.2
957.000 Motor Pool	36,000.00	36,000.00	24,000.00	3,000.00	0.00	12,000.00	66.7
970.000 Capital Outlay - under \$5,000	0.00	0.00	2,728.88	0.00	0.00	-2,728.88	0.0
PARKS & RECREATION	366,398.00	366,398.00	253,981.25	20,711.38	0.00	112,416.75	69.3
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	34,888.50	0.00	0.00	11,629.50	75.0
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	30,000.00	0.00	0.00	10,000.00	75.0
894.000 Manistee Recreation Assoc.	28,500.00	28,500.00	21,375.00	0.00	0.00	7,125.00	75.0
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
897.000 Ramsdell	70,000.00	70,000.00	52,500.00	0.00	0.00	17,500.00	75.0
899.000 Veteran's Memorial Day	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
APPROPRIATIONS	247,518.00	247,518.00	200,263.50	0.00	0.00	47,254.50	80.9
Expenditures	6,224,933.00	6,224,933.00	4,390,988.99	466,639.12	0.00	1,833,944.01	70.5
Net Effect for GENERAL FUND	-43,003.00	-43,003.00	817,600.41	-154,006.59	0.00	-860,603.41	-1,901.3
Change in Fund Balance:			817,600.41				

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2016 to 2/28/2017

	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	10,525.00	10,525.00	10,518.08	0.00	0.00	6.92	99.9
576.000 Act 51 Revenue	480,268.00	480,268.00	264,906.22	35,510.01	0.00	215,361.78	55.2
626.000 Charge for Service	184,500.00	184,500.00	21,846.32	0.00	0.00	162,653.68	11.8
664.000 Interest Income	200.00	200.00	815.90	181.18	0.00	-615.90	408.0
699.000 Transfers In	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
Dept: 000	685,493.00	685,493.00	298,086.52	35,691.19	0.00	387,406.48	43.5
Revenues	685,493.00	685,493.00	298,086.52	35,691.19	0.00	387,406.48	43.5
Expenditures							
Dept: 000							
728.000 SUPPLIES - Operating	500.00	500.00	113.58	0.00	0.00	386.42	22.7
935.000 Traffic Services	12,000.00	12,000.00	15,620.31	91.12	0.00	-3,620.31	130.2
936.000 Preservation Streets	646,400.00	646,400.00	135,230.12	6,866.67	0.00	511,169.88	20.9
937.000 Routine Maintenance Bridges	5,000.00	5,000.00	2,785.55	0.00	0.00	2,214.45	55.7
938.000 Winter Maintenance Streets	180,780.00	180,780.00	105,809.43	26,368.65	0.00	74,970.57	58.5
999.000 Transfers Out	100,938.00	100,938.00	63,120.24	0.00	0.00	37,817.76	62.5
Dept: 000	945,618.00	945,618.00	322,679.23	33,326.44	0.00	622,938.77	34.1
Expenditures	945,618.00	945,618.00	322,679.23	33,326.44	0.00	622,938.77	34.1
Net Effect for MAJOR STREET FUND	-260,125.00	-260,125.00	-24,592.71	2,364.75	0.00	-235,532.29	9.5
Change in Fund Balance:			-24,592.71				

REVENUE/EXPENDITURE REPORT
DRAFT

City of Manistee

For the Period: 7/1/2016 to 2/28/2017

	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	10,525.00	10,525.00	10,518.07	0.00	0.00	6.93	99.9
576.000 Act 51 Revenue	165,247.00	165,247.00	72,604.06	12,330.83	0.00	92,642.94	43.9
664.000 Interest Income	80.00	80.00	0.00	0.00	0.00	80.00	0.0
699.000 Transfers In	260,938.00	260,938.00	63,120.24	0.00	0.00	197,817.76	24.2
Dept: 000	436,790.00	436,790.00	146,242.37	12,330.83	0.00	290,547.63	33.5
Revenues	436,790.00	436,790.00	146,242.37	12,330.83	0.00	290,547.63	33.5
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	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
936.000 Preservation Streets	96,200.00	96,200.00	39,554.79	4,029.80	0.00	56,645.21	41.1
938.000 Winter Maintenance Streets	78,730.00	78,730.00	45,255.35	19,072.82	0.00	33,474.65	57.5
999.000 Transfers Out	80,938.00	80,938.00	63,120.24	0.00	0.00	17,817.76	78.0
Dept: 000	261,368.00	261,368.00	147,930.38	23,102.62	0.00	113,437.62	56.6
Expenditures	261,368.00	261,368.00	147,930.38	23,102.62	0.00	113,437.62	56.6
Net Effect for LOCAL STREET FUND	175,422.00	175,422.00	-1,688.01	-10,771.79	0.00	177,110.01	-1.0
Change in Fund Balance:			-1,688.01				

REVENUE/EXPENDITURE REPORT
DRAFT

City of Manistee

For the Period: 7/1/2016 to 2/28/2017	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 204 - STREET IMPROVEMENT FUND							
Revenues							
Dept: 000							
495.000 ROW Fee	22,500.00	22,500.00	0.00	0.00	0.00	22,500.00	0.0
664.000 Interest Income	360.00	360.00	134.83	0.00	0.00	225.17	37.5
672.000 Special Assessment Revenue	1,500.00	1,500.00	1,534.72	0.00	0.00	-34.72	102.3
676.000 Reimbursement	7,143.00	7,143.00	0.00	0.00	0.00	7,143.00	0.0
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Dept: 000	31,503.00	31,503.00	1,669.55	0.00	0.00	29,833.45	5.3
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Revenues	31,503.00	31,503.00	1,669.55	0.00	0.00	29,833.45	5.3
Expenditures							
Dept: 000							
801.000 Professional Services	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	0.0
984.000 Capital Outlay - Trees	5,000.00	5,000.00	1,434.00	0.00	0.00	3,566.00	28.7
999.000 Transfers Out	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
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Dept: 000	32,000.00	32,000.00	1,434.00	0.00	0.00	30,566.00	4.5
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Expenditures	32,000.00	32,000.00	1,434.00	0.00	0.00	30,566.00	4.5
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Net Effect for STREET IMPROVEMENT FUND	-497.00	-497.00	235.55	0.00	0.00	-732.55	-47.4
Change in Fund Balance:			235.55				

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2016 to 2/28/2017	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	192,176.00	192,176.00	189,286.32	635.53	0.00	2,889.68	98.5
411.000 Delinq Real Property Tax	10,446.00	10,446.00	0.00	0.00	0.00	10,446.00	0.0
420.000 Delinq Personal Property Tax	200.00	200.00	219.33	0.00	0.00	-19.33	109.7
626.000 Charge for Service	254,400.00	254,400.00	175,676.69	21,931.45	0.00	78,723.31	69.1
643.000 Yard Bags	10,000.00	10,000.00	4,790.00	46.00	0.00	5,210.00	47.9
644.000 Trash Bags	1,000.00	1,000.00	281.25	0.00	0.00	718.75	28.1
664.000 Interest Income	150.00	150.00	0.00	0.00	0.00	150.00	0.0
Dept: 000	468,372.00	468,372.00	370,253.59	22,612.98	0.00	98,118.41	79.1
Revenues	468,372.00	468,372.00	370,253.59	22,612.98	0.00	98,118.41	79.1
Expenditures							
Dept: 000							
728.000 SUPPLIES - Operating	2,500.00	2,500.00	1,739.16	864.63	0.00	760.84	69.6
755.000 Yard Bags	12,000.00	12,000.00	0.00	0.00	0.00	12,000.00	0.0
820.000 Administration	32,786.00	32,786.00	24,589.50	0.00	0.00	8,196.50	75.0
826.000 Refuse Contract Fees	343,149.00	343,149.00	213,891.34	29,576.52	0.00	129,257.66	62.3
827.000 Municipal Refuse Fees	21,000.00	21,000.00	15,054.43	216.40	0.00	5,945.57	71.7
829.000 Trash Haul City	18,720.00	18,720.00	0.00	0.00	0.00	18,720.00	0.0
829.002 Yard Waste City	37,800.00	37,800.00	25,200.00	3,150.00	0.00	12,600.00	66.7
925.000 UTILITIES - Electric	0.00	0.00	201.59	35.70	0.00	-201.59	0.0
Dept: 000	467,955.00	467,955.00	280,676.02	33,843.25	0.00	187,278.98	60.0
Expenditures	467,955.00	467,955.00	280,676.02	33,843.25	0.00	187,278.98	60.0
Net Effect for CITY REFUSE FUND	417.00	417.00	89,577.57	-11,230.27	0.00	-89,160.57	1,481.4
Change in Fund Balance:			89,577.57				

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2016 to 2/28/2017	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	319.09	0.00	0.00	-319.09	0.0
Dept: 000	0.00	0.00	319.09	0.00	0.00	-319.09	0.0
Revenues	0.00	0.00	319.09	0.00	0.00	-319.09	0.0
Expenditures							
Dept: 000							
728.000 SUPPLIES - Operating	0.00	0.00	13.50	0.00	0.00	-13.50	0.0
801.000 Professional Services	0.00	0.00	1,083.75	0.00	0.00	-1,083.75	0.0
Dept: 000	0.00	0.00	1,097.25	0.00	0.00	-1,097.25	0.0
Expenditures	0.00	0.00	1,097.25	0.00	0.00	-1,097.25	0.0
Net Effect for BROWNFIELD REDEVELOPMENT AUTHO	0.00	0.00	-778.16	0.00	0.00	778.16	0.0
Change in Fund Balance:			-778.16				

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2016 to 2/28/2017	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 245 - OIL & GAS FUND							
Revenues							
Dept: 000							
664.000 Interest Income	200,000.00	200,000.00	117,535.41	0.00	0.00	82,464.59	58.8
665.001 Unrealized Gain\Loss on Investm	200,000.00	200,000.00	247,155.90	0.00	0.00	-47,155.90	123.6
666.000 Oil Royalties	0.00	0.00	7.20	0.00	0.00	-7.20	0.0
Dept: 000	400,000.00	400,000.00	364,698.51	0.00	0.00	35,301.49	91.2
Revenues	400,000.00	400,000.00	364,698.51	0.00	0.00	35,301.49	91.2
Expenditures							
Dept: 000							
728.000 SUPPLIES - Operating	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
801.000 Professional Services	48,000.00	48,000.00	25,725.08	0.00	0.00	22,274.92	53.6
999.000 Transfers Out	394,226.00	394,226.00	394,226.00	0.00	0.00	0.00	100.0
Dept: 000	444,726.00	444,726.00	419,951.08	0.00	0.00	24,774.92	94.4
Expenditures	444,726.00	444,726.00	419,951.08	0.00	0.00	24,774.92	94.4
Net Effect for OIL & GAS FUND	-44,726.00	-44,726.00	-55,252.57	0.00	0.00	10,526.57	123.5
Change in Fund Balance:			-55,252.57				

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2016 to 2/28/2017	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 275 - GRANT MANAGEMENT FUND							
Revenues							
Dept: 000							
570.070 2016 Cycle 1 - Swim Buys	0.00	0.00	3,050.00	0.00	0.00	-3,050.00	0.0
570.071 2016 Cycle 2 - Fire TrainTrlr	0.00	0.00	16,000.00	0.00	0.00	-16,000.00	0.0
570.072 2016 Cycle 2 - Pol Staff/Comm	0.00	0.00	4,000.00	0.00	0.00	-4,000.00	0.0
Dept: 000	0.00	0.00	23,050.00	0.00	0.00	-23,050.00	0.0
Revenues	0.00	0.00	23,050.00	0.00	0.00	-23,050.00	0.0
Expenditures							
Dept: 901 LOCAL REVENUE SHARING GRANTS							
965.063 2014 Cycle 1 Fire Paramedic Tr	0.00	0.00	984.79	0.00	0.00	-984.79	0.0
965.070 2016 Cycle 1 - Swim Buys	0.00	0.00	1,906.89	0.00	0.00	-1,906.89	0.0
965.071 2016 Cycle 2 - Fire TrainTrlr	0.00	0.00	2,844.98	534.99	0.00	-2,844.98	0.0
965.072 2016 Cycle 2 - Pol Staff/Comm	0.00	0.00	4,000.00	0.00	0.00	-4,000.00	0.0
LOCAL REVENUE SHARING GRANTS	0.00	0.00	9,736.66	534.99	0.00	-9,736.66	0.0
Expenditures	0.00	0.00	9,736.66	534.99	0.00	-9,736.66	0.0
Net Effect for GRANT MANAGEMENT FUND	0.00	0.00	13,313.34	-534.99	0.00	-13,313.34	0.0
Change in Fund Balance:			13,313.34				

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2016 to 2/28/2017	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 290 - PEG COMMISSION							
Revenues							
Dept: 000							
578.000 Cable Grant	6,600.00	6,600.00	2,742.16	1,365.76	0.00	3,857.84	41.5
580.000 Contribution from Local Govt.	34,300.00	34,300.00	27,400.00	0.00	0.00	6,900.00	79.9
Dept: 000	40,900.00	40,900.00	30,142.16	1,365.76	0.00	10,757.84	73.7
Revenues	40,900.00	40,900.00	30,142.16	1,365.76	0.00	10,757.84	73.7
Expenditures							
Dept: 000							
728.000 SUPPLIES - Operating	1,339.00	1,339.00	1,494.98	83.04	0.00	-155.98	111.6
801.000 Professional Services	38,000.00	38,000.00	25,333.36	3,166.67	0.00	12,666.64	66.7
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	0.00	0.00	0.00	200.00	0.0
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	26,828.34	3,249.71	0.00	14,071.66	65.6
Expenditures	40,900.00	40,900.00	26,828.34	3,249.71	0.00	14,071.66	65.6
Net Effect for PEG COMMISSION	0.00	0.00	3,313.82	-1,883.95	0.00	-3,313.82	0.0
Change in Fund Balance:			3,313.82				

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2016 to 2/28/2017	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 296 - RAMSDELL THEATRE							
Expenditures							
Dept: 000							
999.000 Transfers Out	0.00	0.00	79,420.63	0.00	0.00	-79,420.63	0.0
Dept: 000	0.00	0.00	79,420.63	0.00	0.00	-79,420.63	0.0
Expenditures	0.00	0.00	79,420.63	0.00	0.00	-79,420.63	0.0
Net Effect for RAMSDELL THEATRE	0.00	0.00	-79,420.63	0.00	0.00	79,420.63	0.0
Change in Fund Balance:			-79,420.63				

**REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2016 to 2/28/2017

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 297 - RAMSDELL REGIONAL CENTER/ARTS							
Revenues							
Dept: 000							
570.000 Local Grants	2,500.00	2,500.00	0.00	-17,500.00	0.00	2,500.00	0.0
580.000 Contribution from Local Govt.	70,000.00	70,000.00	52,500.00	17,500.00	0.00	17,500.00	75.0
651.000 Sales - Concessions	6,000.00	6,000.00	547.00	513.00	0.00	5,453.00	9.1
651.001 Sales - Movies/Opera	5,520.00	5,520.00	3,642.84	89.35	0.00	1,877.16	66.0
651.002 Sales - Presenting	30,000.00	30,000.00	14,227.58	2,446.50	0.00	15,772.42	47.4
651.003 Sales - Workshops and Classes	4,500.00	4,500.00	512.00	360.00	0.00	3,988.00	11.4
651.004 Sales - Community Theatre	121,423.00	121,423.00	0.00	0.00	0.00	121,423.00	0.0
651.005 Sales - Exhibits	8,000.00	8,000.00	0.00	0.00	0.00	8,000.00	0.0
651.006 Sales-Tours	0.00	0.00	575.00	0.00	0.00	-575.00	0.0
651.010 Sales-Advertising	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
652.000 Sponsorships	3,000.00	3,000.00	4,000.00	3,500.00	0.00	-1,000.00	133.3
664.000 Interest Income	50.00	50.00	0.00	0.00	0.00	50.00	0.0
667.000 Rental Income	0.00	0.00	12,541.72	0.00	0.00	-12,541.72	0.0
667.001 Rental Income - Ballroom	19,500.00	19,500.00	17,197.50	600.00	0.00	2,302.50	88.2
667.002 Rental Income - Theatre	7,000.00	7,000.00	4,700.00	1,500.00	0.00	2,300.00	67.1
667.003 Rental Income - Hardy Hall	1,750.00	1,750.00	2,550.00	350.00	0.00	-800.00	145.7
667.004 Rental Income - Balcony	0.00	0.00	600.00	0.00	0.00	-600.00	0.0
667.005 Rental Income - Workshops	0.00	0.00	250.00	0.00	0.00	-250.00	0.0
674.000 Contributions/Donations	30,000.00	30,000.00	21,434.52	34.36	0.00	8,565.48	71.4
699.000 Transfers In	0.00	0.00	59,420.63	0.00	0.00	-59,420.63	0.0
Dept: 000	311,243.00	311,243.00	194,698.79	9,393.21	0.00	116,544.21	62.6
Revenues	311,243.00	311,243.00	194,698.79	9,393.21	0.00	116,544.21	62.6
Expenditures							
Dept: 000							
702.000 Salaries	49,383.00	49,383.00	24,881.49	0.00	0.00	24,501.51	50.4
706.000 Part-Time	14,100.00	14,100.00	8,248.26	0.00	0.00	5,851.74	58.5
708.000 Holiday/Vacation/Sick Sellback	0.00	0.00	2,388.58	0.00	0.00	-2,388.58	0.0
712.001 Costs - Social Security	3,936.00	3,936.00	2,277.30	0.00	0.00	1,658.70	57.9
712.002 Costs - Medicare	921.00	921.00	532.68	0.00	0.00	388.32	57.8
712.005 Costs - MERS Contribution	5,000.00	5,000.00	2,523.48	-190.67	0.00	2,476.52	50.5
712.007 Costs - SUTA	137.00	137.00	176.31	0.00	0.00	-39.31	128.7
712.009 Costs - Workers Compensation	666.00	666.00	680.36	0.00	0.00	-14.36	102.2
712.010 Costs - Blue Cross Insurance	9,894.00	9,894.00	4,939.92	0.00	0.00	4,954.08	49.9
712.011 Costs - Life Insurance	113.00	113.00	27.72	-10.08	0.00	85.28	24.5
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	700.00	700.00	349.38	0.00	0.00	350.62	49.9
712.015 Costs - Vision / Ancillary	354.00	354.00	206.50	0.00	0.00	147.50	58.3
728.000 SUPPLIES - Operating	8,000.00	8,000.00	1,725.28	144.09	0.00	6,274.72	21.6
751.000 Ramsdell - Concession Expense	3,000.00	3,000.00	40.46	0.00	0.00	2,959.54	1.3
751.001 Ramsdell - Movie / Opera Expen	5,500.00	5,500.00	2,688.76	551.00	0.00	2,811.24	48.9
751.002 Ramsdell - Presenting Expense	28,500.00	28,500.00	19,394.49	8,839.60	0.00	9,105.51	68.1
751.003 Ramsdell - Workshops & Classes	3,150.00	3,150.00	440.40	0.00	0.00	2,709.60	14.0
751.004 Ramsdell-Community Theatre	106,612.00	106,612.00	0.00	0.00	0.00	106,612.00	0.0
751.005 Ramsdell-Exhibits	5,600.00	5,600.00	0.00	0.00	0.00	5,600.00	0.0
754.000 Ramsdell - Misc. Events	0.00	0.00	454.98	0.00	0.00	-454.98	0.0
801.000 Professional Services	8,500.00	8,500.00	3,534.59	2,214.59	0.00	4,965.41	41.6
815.000 Fundraising Expense	0.00	0.00	406.02	98.13	0.00	-406.02	0.0
822.000 Insurance	4,200.00	4,200.00	4,326.50	334.00	0.00	-126.50	103.0
831.000 Contractual Repairs & Maint.	13,000.00	13,000.00	9,868.70	1,441.29	0.00	3,131.30	75.9
850.000 Phone	2,000.00	2,000.00	480.73	59.98	0.00	1,519.27	24.0
860.000 Travel & Training	1,000.00	1,000.00	1,600.00	0.00	0.00	-600.00	160.0
870.000 Memberships & Dues	425.00	425.00	500.00	100.00	0.00	-75.00	117.6
892.500 Marketing	2,500.00	2,500.00	7,880.00	518.00	0.00	-5,380.00	315.2
900.000 Printing & Publishing	500.00	500.00	306.22	-98.13	0.00	193.78	61.2
901.000 Postage	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
920.000 UTILITIES - Gas	14,000.00	14,000.00	7,163.62	1,580.61	0.00	6,836.38	51.2
922.000 UTILITIES - Water	600.00	600.00	351.21	49.47	0.00	248.79	58.5
925.000 UTILITIES - Electric	15,000.00	15,000.00	8,985.54	857.44	0.00	6,014.46	59.9

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2016 to 2/28/2017	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 297 - RAMSDELL REGIONAL CENTER/ARTS							
Expenditures							
Dept: 000							
930.000 Repairs & Maintenance	23,000.00	23,000.00	5,862.50	245.82	0.00	17,137.50	25.5
940.000 Rent	1,000.00	1,000.00	1,000.00	0.00	0.00	0.00	100.0
970.000 Capital Outlay - under \$5,000	0.00	0.00	1,671.00	1,550.18	0.00	-1,671.00	0.0
Dept: 000	334,291.00	335,291.00	128,912.98	18,285.32	0.00	206,378.02	38.4
Expenditures	334,291.00	335,291.00	128,912.98	18,285.32	0.00	206,378.02	38.4
Net Effect for RAMSDELL REGIONAL CENTER/ARTS	-23,048.00	-24,048.00	65,785.81	-8,892.11	0.00	-89,833.81	-273.6
Change in Fund Balance:			65,785.81				

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2016 to 2/28/2017

	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	0.00	0.00	0.00	200.00	0.0
699.000 Transfers In	394,226.00	394,226.00	394,226.00	0.00	0.00	0.00	100.0
Dept: 000	394,426.00	394,426.00	394,226.00	0.00	0.00	200.00	99.9
Revenues	394,426.00	394,426.00	394,226.00	0.00	0.00	200.00	99.9
Expenditures							
Dept: 000							
979.003 Ramsdell - Roof Note	36,080.00	36,080.00	35,975.69	0.00	0.00	104.31	99.7
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	65,000.00	65,000.00	65,000.00	0.00	0.00	0.00	100.0
979.020 First St Bond	72,256.00	72,256.00	0.00	0.00	0.00	72,256.00	0.0
979.022 5th Ave Beach Improve FY14/15	0.00	0.00	19,205.22	0.00	0.00	-19,205.22	0.0
979.029 Local Streets FY 16/17	80,000.00	80,000.00	0.00	0.00	0.00	80,000.00	0.0
979.030 DPW Electric Gate FY 16/17	6,500.00	6,500.00	0.00	0.00	0.00	6,500.00	0.0
979.031 Marina Accessible Door FY16/17	6,500.00	6,500.00	6,060.00	0.00	0.00	440.00	93.2
979.032 FEMA Grant Match FY 16/17	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.0
999.000 Transfers Out	0.00	0.00	56,344.27	0.00	0.00	-56,344.27	0.0
Dept: 000	381,286.00	381,286.00	291,535.18	0.00	0.00	89,750.82	76.5
Expenditures	381,286.00	381,286.00	291,535.18	0.00	0.00	89,750.82	76.5
Net Effect for CAPITAL IMPROVEMENT FUND	13,140.00	13,140.00	102,690.82	0.00	0.00	-89,550.82	781.5
Change in Fund Balance:			102,690.82				

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2016 to 2/28/2017	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 490 - RENAISSANCE PARK							
Revenues							
Dept: 000							
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	5,616.00	0.00	0.00	0.00	100.0
Revenues							
	5,616.00	5,616.00	5,616.00	0.00	0.00	0.00	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	1,872.08	0.00	0.00	-1,872.08	0.0
Change in Fund Balance:							
			1,872.08				

REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2016 to 2/28/2017

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 508 - BOAT RAMP FUND							
Revenues							
Dept: 000							
642.000 Sales	37,000.00	37,000.00	24,365.50	200.00	0.00	12,634.50	65.9
664.000 Interest Income	10.00	10.00	0.00	0.00	0.00	10.00	0.0
Dept: 000	37,010.00	37,010.00	24,365.50	200.00	0.00	12,644.50	65.8
Revenues	37,010.00	37,010.00	24,365.50	200.00	0.00	12,644.50	65.8
Expenditures							
Dept: 000							
728.000 SUPPLIES - Operating	2,800.00	2,800.00	20.98	0.00	0.00	2,779.02	0.7
801.000 Professional Services	500.00	500.00	0.00	0.00	0.00	500.00	0.0
820.000 Administration	2,591.00	2,591.00	2,591.00	0.00	0.00	0.00	100.0
850.000 Phone	1,140.00	1,140.00	278.17	29.99	0.00	861.83	24.4
892.500 Marketing	500.00	500.00	0.00	0.00	0.00	500.00	0.0
922.000 UTILITIES - Water	2,280.00	2,280.00	1,496.74	139.95	0.00	783.26	65.6
925.000 UTILITIES - Electric	3,700.00	3,700.00	2,355.60	137.61	0.00	1,344.40	63.7
930.000 Repairs & Maintenance	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
960.000 Bank Charges	650.00	650.00	524.48	12.50	0.00	125.52	80.7
Dept: 000	15,161.00	15,161.00	7,266.97	320.05	0.00	7,894.03	47.9
Dept: 574 DEBT SERVICE							
998.003 Interest - Internal Loan	1,642.00	1,642.00	1,642.39	0.00	0.00	-0.39	100.0
DEBT SERVICE	1,642.00	1,642.00	1,642.39	0.00	0.00	-0.39	100.0
Expenditures	16,803.00	16,803.00	8,909.36	320.05	0.00	7,893.64	53.0
Net Effect for BOAT RAMP FUND	20,207.00	20,207.00	15,456.14	-120.05	0.00	4,750.86	76.5
Change in Fund Balance:			15,456.14				

REVENUE/EXPENDITURE REPORT
DRAFT

City of Manistee

For the Period: 7/1/2016 to 2/28/2017

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 592 - WATER & SEWER UTILITY							
Revenues							
Dept: 000							
539.000 State Grant Revenue	600,000.00	600,000.00	619,599.53	27,667.85	0.00	-19,599.53	103.3
608.000 Penalties	43,456.00	43,456.00	30,763.96	3,558.30	0.00	12,692.04	70.8
610.000 Water Ready to Serve	211,045.00	211,045.00	129,629.03	17,276.47	0.00	81,415.97	61.4
611.000 Sewer Ready to Serve	640,494.00	640,494.00	368,194.31	49,009.94	0.00	272,299.69	57.5
612.000 New Service	15,000.00	15,000.00	21,248.36	17,048.36	0.00	-6,248.36	141.7
626.000 Charge for Service	500.00	500.00	297.50	0.00	0.00	202.50	59.5
642.000 Sales	0.00	0.00	400.00	0.00	0.00	-400.00	0.0
648.000 Water Sales	919,209.00	919,209.00	585,124.28	67,460.63	0.00	334,084.72	63.7
649.000 Sewer Sales	2,179,798.00	2,179,798.00	1,240,628.35	167,672.06	0.00	939,169.65	56.9
650.000 Meter Sales	6,700.00	6,700.00	4,233.33	259.00	0.00	2,466.67	63.2
664.000 Interest Income	2,500.00	2,500.00	7,221.89	814.25	0.00	-4,721.89	288.9
667.000 Rental Income	99,293.00	99,293.00	77,019.54	3,041.76	0.00	22,273.46	77.6
669.000 Hydrant & Tunnel Rental	21,600.00	21,600.00	16,200.00	0.00	0.00	5,400.00	75.0
671.000 Other Revenue	7,500.00	7,500.00	7,786.30	430.47	0.00	-286.30	103.8
676.000 Reimbursement	10,000.00	10,000.00	-8,111.77	300.00	0.00	18,111.77	-81.1
680.000 Capital Cost Recovery	23,856.00	23,856.00	14,975.89	1,987.95	0.00	8,880.11	62.8
687.000 Refunds	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
695.000 Insurance Settlement	0.00	0.00	1,064.32	0.00	0.00	-1,064.32	0.0
699.000 Transfers In	394,226.00	394,226.00	394,226.00	0.00	0.00	0.00	100.0
Dept: 000	5,179,177.00	5,179,177.00	3,510,500.82	356,527.04	0.00	1,668,676.18	67.8
Revenues	5,179,177.00	5,179,177.00	3,510,500.82	356,527.04	0.00	1,668,676.18	67.8
Expenditures							
Dept: 100 GENERAL							
799.000 Miscellaneous Expense	500.00	500.00	0.00	0.00	0.00	500.00	0.0
961.000 Utility Ownership Fee	183,167.00	183,167.00	122,111.36	15,263.92	0.00	61,055.64	66.7
999.000 Transfers Out	394,226.00	394,226.00	394,226.00	0.00	0.00	0.00	100.0
GENERAL	577,893.00	577,893.00	516,337.36	15,263.92	0.00	61,555.64	89.3
Dept: 541 ADMINISTRATION							
702.000 Salaries	113,728.00	113,728.00	68,358.89	8,747.63	0.00	45,369.11	60.1
704.000 Overtime	1,000.00	1,000.00	452.40	0.00	0.00	547.60	45.2
708.000 Holiday/Vacation/Sick Sellback	0.00	0.00	2,029.35	0.00	0.00	-2,029.35	0.0
712.001 Costs - Social Security	7,122.00	7,122.00	4,354.42	508.14	0.00	2,767.58	61.1
712.002 Costs - Medicare	1,666.00	1,666.00	1,018.33	118.83	0.00	647.67	61.1
712.005 Costs - MERS Contribution	11,519.00	11,519.00	7,293.40	878.26	0.00	4,225.60	63.3
712.007 Costs - SUTA	274.00	274.00	167.69	74.09	0.00	106.31	61.2
712.009 Costs - Workers Compensation	1,830.00	1,830.00	1,185.79	138.94	0.00	644.21	64.8
712.010 Costs - Blue Cross Insurance	22,367.00	22,367.00	16,746.48	1,860.72	0.00	5,620.52	74.9
712.011 Costs - Life Insurance	265.00	265.00	142.36	16.45	0.00	122.64	53.7
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	1,572.00	1,572.00	1,179.09	131.01	0.00	392.91	75.0
712.015 Costs - Vision / Ancillary	708.00	708.00	531.00	59.00	0.00	177.00	75.0
728.000 SUPPLIES - Operating	10,900.00	10,900.00	6,943.12	253.76	0.00	3,956.88	63.7
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	3,553.00	1,539.00	0.00	-3,553.00	0.0
820.000 Administration	343,438.00	343,438.00	228,958.64	28,619.83	0.00	114,479.36	66.7
831.000 Contractual Repairs & Maint.	3,600.00	3,600.00	946.88	73.90	0.00	2,653.12	26.3
850.000 Phone	8,000.00	8,000.00	6,154.85	880.10	0.00	1,845.15	76.9
860.000 Travel & Training	2,000.00	2,000.00	62.00	53.50	0.00	1,938.00	3.1
870.000 Memberships & Dues	150.00	150.00	0.00	0.00	0.00	150.00	0.0
900.000 Printing & Publishing	6,500.00	6,500.00	2,320.63	755.14	0.00	4,179.37	35.7
960.000 Bank Charges	8,500.00	8,500.00	742.25	180.55	0.00	7,757.75	8.7
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	557,139.00	557,139.00	359,140.57	44,888.85	0.00	197,998.43	64.5
Dept: 542 WATER OPERATION							
702.000 Salaries	131,498.00	131,498.00	80,847.41	10,115.20	0.00	50,650.59	61.5
704.000 Overtime	22,742.00	22,742.00	13,411.61	162.96	0.00	9,330.39	59.0

**REVENUE/EXPENDITURE REPORT
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City of Manistee

For the Period: 7/1/2016 to 2/28/2017

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 592 - WATER & SEWER UTILITY							
Expenditures							
Dept: 542 WATER OPERATION							
705.000 2E - Standby Pay	0.00	0.00	2,137.64	673.74	0.00	-2,137.64	0.0
708.000 Holiday/Vacation/Sick Sellback	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
712.001 Costs - Social Security	8,796.00	8,796.00	5,872.77	627.69	0.00	2,923.23	66.8
712.002 Costs - Medicare	2,057.00	2,057.00	1,373.50	146.80	0.00	683.50	66.8
712.005 Costs - MERS Contribution	6,648.00	6,648.00	3,955.37	443.27	0.00	2,692.63	59.5
712.007 Costs - SUTA	410.00	410.00	245.81	117.20	0.00	164.19	60.0
712.009 Costs - Workers Compensation	4,982.00	4,982.00	4,186.95	409.62	0.00	795.05	84.0
712.010 Costs - Blue Cross Insurance	34,841.00	34,841.00	28,009.80	3,112.20	0.00	6,831.20	80.4
712.011 Costs - Life Insurance	454.00	454.00	244.38	28.20	0.00	209.62	53.8
712.013 Costs - HSA Contribution	9,000.00	9,000.00	9,000.00	0.00	0.00	0.00	100.0
712.014 Costs - Dental Insurance	2,271.00	2,271.00	1,965.06	218.34	0.00	305.94	86.5
712.015 Costs - Vision / Ancillary	1,062.00	1,062.00	796.50	88.50	0.00	265.50	75.0
715.000 Uniform & Cleaning Allowance	2,830.00	2,830.00	948.70	108.80	0.00	1,881.30	33.5
728.000 SUPPLIES - Operating	4,500.00	4,500.00	8,051.46	534.92	0.00	-3,551.46	178.9
745.000 Chemicals	21,000.00	21,000.00	11,232.46	0.00	0.00	9,767.54	53.5
750.000 Meters	40,000.00	40,000.00	11,850.68	0.00	0.00	28,149.32	29.6
770.000 Vehicle Gas	7,500.00	7,500.00	3,307.72	530.47	0.00	4,192.28	44.1
801.000 Professional Services	28,000.00	28,000.00	21,326.06	2,577.39	0.00	6,673.94	76.2
822.000 Insurance	6,000.00	6,000.00	4,674.17	0.00	0.00	1,325.83	77.9
824.000 Lab Testing	13,000.00	13,000.00	6,078.05	2,248.19	0.00	6,921.95	46.8
831.000 Contractual Repairs & Maint.	17,000.00	17,000.00	12,654.16	2,320.77	0.00	4,345.84	74.4
860.000 Travel & Training	3,000.00	3,000.00	1,480.00	0.00	0.00	1,520.00	49.3
870.000 Memberships & Dues	600.00	600.00	75.00	0.00	0.00	525.00	12.5
925.000 UTILITIES - Electric	72,000.00	72,000.00	40,244.72	470.34	0.00	31,755.28	55.9
930.000 Repairs & Maintenance	136,000.00	136,000.00	34,233.87	3,288.21	0.00	101,766.13	25.2
957.000 Motor Pool	37,132.00	37,132.00	24,754.64	3,094.33	0.00	12,377.36	66.7
970.000 Capital Outlay - under \$5,000	8,000.00	8,000.00	21,981.12	20,653.72	0.00	-13,981.12	274.8
WATER OPERATION	624,323.00	624,323.00	354,939.61	51,970.86	0.00	269,383.39	56.9
Dept: 543 SEWER - WWTP							
702.000 Salaries	117,749.00	117,749.00	73,854.17	9,137.60	0.00	43,894.83	62.7
704.000 Overtime	5,250.00	5,250.00	7,244.74	332.48	0.00	-1,994.74	138.0
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	7,818.00	7,818.00	5,009.34	554.62	0.00	2,808.66	64.1
712.002 Costs - Medicare	1,828.00	1,828.00	1,171.53	129.71	0.00	656.47	64.1
712.005 Costs - MERS Contribution	4,401.00	4,401.00	3,591.34	413.03	0.00	809.66	81.6
712.007 Costs - SUTA	410.00	410.00	332.90	101.33	0.00	77.10	81.2
712.009 Costs - Workers Compensation	2,866.00	2,866.00	2,344.95	238.33	0.00	521.05	81.8
712.010 Costs - Blue Cross Insurance	29,017.00	29,017.00	22,816.05	2,199.19	0.00	6,200.95	78.6
712.011 Costs - Life Insurance	454.00	454.00	253.83	28.20	0.00	200.17	55.9
712.013 Costs - HSA Contribution	7,500.00	7,500.00	7,500.00	0.00	0.00	0.00	100.0
712.014 Costs - Dental Insurance	2,038.00	2,038.00	1,484.73	155.27	0.00	553.27	72.9
712.015 Costs - Vision / Ancillary	1,062.00	1,062.00	796.50	88.50	0.00	265.50	75.0
715.000 Uniform & Cleaning Allowance	2,940.00	2,940.00	1,314.19	145.96	0.00	1,625.81	44.7
728.000 SUPPLIES - Operating	25,540.00	25,540.00	19,786.85	3,689.06	0.00	5,753.15	77.5
745.000 Chemicals	29,900.00	29,900.00	15,071.80	4,221.60	0.00	14,828.20	50.4
770.000 Vehicle Gas	4,250.00	4,250.00	1,289.32	134.52	0.00	2,960.68	30.3
801.000 Professional Services	16,000.00	16,000.00	3,995.00	500.00	0.00	12,005.00	25.0
822.000 Insurance	21,000.00	21,000.00	18,002.17	0.00	0.00	2,997.83	85.7
824.000 Lab Testing	10,000.00	10,000.00	1,450.00	275.00	0.00	8,550.00	14.5
831.000 Contractual Repairs & Maint.	64,150.00	64,150.00	50,039.49	899.89	0.00	14,110.51	78.0
860.000 Travel & Training	4,000.00	4,000.00	1,493.09	572.00	0.00	2,506.91	37.3
870.000 Memberships & Dues	400.00	400.00	280.00	0.00	0.00	120.00	70.0
874.000 Retire. Costs - Blue Cross	3,000.00	3,000.00	2,250.00	250.00	0.00	750.00	75.0
920.000 UTILITIES - Gas	18,000.00	18,000.00	7,456.48	1,960.04	0.00	10,543.52	41.4
925.000 UTILITIES - Electric	140,000.00	140,000.00	70,066.89	1,588.48	0.00	69,933.11	50.0
930.000 Repairs & Maintenance	83,500.00	83,500.00	20,921.11	4,380.71	0.00	62,578.89	25.1
957.000 Motor Pool	37,132.00	37,132.00	24,754.64	3,094.33	0.00	12,377.36	66.7
970.000 Capital Outlay - under \$5,000	0.00	0.00	9,468.49	7,125.73	0.00	-9,468.49	0.0

REVENUE/EXPENDITURE REPORT
DRAFT

City of Manistee

For the Period: 7/1/2016 to 2/28/2017	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 592 - WATER & SEWER UTILITY							
Expenditures							
SEWER - WWTP	642,205.00	642,205.00	374,039.60	42,215.58	0.00	268,165.40	58.2
Dept: 544 SEWER COLLECTION (STREETS)							
702.000 Salaries	85,738.00	85,738.00	50,372.55	6,278.40	0.00	35,365.45	58.8
704.000 Overtime	5,000.00	5,000.00	3,857.53	0.00	0.00	1,142.47	77.2
708.000 Holiday/Vacation/Sick Sellback	2,000.00	2,000.00	387.03	0.00	0.00	1,612.97	19.4
712.001 Costs - Social Security	5,790.00	5,790.00	3,346.75	361.60	0.00	2,443.25	57.8
712.002 Costs - Medicare	1,354.00	1,354.00	782.74	84.58	0.00	571.26	57.8
712.005 Costs - MERS Contribution	1,751.00	1,751.00	2,258.13	263.96	0.00	-507.13	129.0
712.007 Costs - SUTA	274.00	274.00	238.04	67.18	0.00	35.96	86.9
712.009 Costs - Workers Compensation	2,114.00	2,114.00	1,443.17	143.78	0.00	670.83	68.3
712.010 Costs - Blue Cross Insurance	16,543.00	16,543.00	19,527.64	2,074.80	0.00	-2,984.64	118.0
712.011 Costs - Life Insurance	302.00	302.00	162.92	18.80	0.00	139.08	53.9
712.013 Costs - HSA Contribution	4,500.00	4,500.00	6,000.00	0.00	0.00	-1,500.00	133.3
712.014 Costs - Dental Insurance	1,164.00	1,164.00	1,311.04	145.56	0.00	-147.04	112.6
712.015 Costs - Vision / Ancillary	708.00	708.00	531.00	59.00	0.00	177.00	75.0
715.000 Uniform & Cleaning Allowance	1,620.00	1,620.00	591.60	73.60	0.00	1,028.40	36.5
728.000 SUPPLIES - Operating	3,500.00	3,500.00	1,592.12	45.45	0.00	1,907.88	45.5
745.000 Chemicals	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	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.	15,000.00	15,000.00	10,854.35	0.00	0.00	4,145.65	72.4
860.000 Travel & Training	750.00	750.00	0.00	0.00	0.00	750.00	0.0
930.000 Repairs & Maintenance	14,000.00	14,000.00	17,774.26	1,261.60	0.00	-3,774.26	127.0
957.000 Motor Pool	37,132.00	37,132.00	24,754.72	3,094.34	0.00	12,377.28	66.7
970.000 Capital Outlay - under \$5,000	4,250.00	4,250.00	0.00	0.00	0.00	4,250.00	0.0
SEWER COLLECTION (STREETS)	239,490.00	239,490.00	145,785.59	13,972.65	0.00	93,704.41	60.9
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	788.00	788.00	787.50	393.75	0.00	0.50	99.9
995.005 1998 B SRF Bond Interest	9,056.00	9,056.00	9,056.25	3,656.25	0.00	-0.25	100.0
995.007 1999 B SRF Bond Interest	15,500.00	15,500.00	15,500.00	6,937.50	0.00	0.00	100.0
995.008 2005 W/S Refunding Interest	112,913.00	112,913.00	61,491.25	0.00	0.00	51,421.75	54.5
995.009 2006 SRF Bond Interest	26,199.00	26,199.00	26,199.38	13,099.69	0.00	-0.38	100.0
995.010 2010 SRF Bond Interest	12,652.00	12,652.00	12,651.88	6,138.44	0.00	0.12	100.0
995.011 2010 DWRF Bond Interest	8,875.00	8,875.00	8,875.00	4,312.50	0.00	0.00	100.0
995.013 2011 SRF Bond Interest	26,629.00	26,629.00	26,269.36	13,134.68	0.00	359.64	98.6
995.014 2011 DWRF Bond Interest	8,814.00	8,814.00	8,813.88	4,406.94	0.00	0.12	100.0
995.015 2015 W/S Revenue Bond - Int	86,750.00	86,750.00	43,375.00	0.00	0.00	43,375.00	50.0
999.000 Transfers Out	273,572.00	273,572.00	213,327.99	0.00	0.00	60,244.01	78.0
DEBT SERVICE	583,248.00	583,248.00	427,899.99	52,079.75	0.00	155,348.01	73.4
Dept: 902 OTHER GRANTS							
988.000 SAW Grant Expense	600,000.00	600,000.00	590,141.14	28,738.35	0.00	9,858.86	98.4
OTHER GRANTS	600,000.00	600,000.00	590,141.14	28,738.35	0.00	9,858.86	98.4
Dept: 903 CAPITAL OUTLAY - over \$5,000							
987.006 2015 Riverbank Sewer Line	1,000,000.00	1,000,000.00	31,531.50	0.00	0.00	968,468.50	3.2
987.007 2015 Sixth Ave Pump Station	300,000.00	300,000.00	1,298,216.08	0.00	0.00	-998,216.08	432.7
987.012 2016 DPW Electric Gate	6,500.00	6,500.00	0.00	0.00	0.00	6,500.00	0.0
987.013 2016 Sewer Camera	28,000.00	28,000.00	0.00	0.00	0.00	28,000.00	0.0
CAPITAL OUTLAY - over \$5,000	1,334,500.00	1,334,500.00	1,329,747.58	0.00	0.00	4,752.42	99.6
Expenditures	5,158,798.00	5,158,798.00	4,098,031.44	249,129.96	0.00	1,060,766.56	79.4
Net Effect for WATER & SEWER UTILITY	20,379.00	20,379.00	-587,530.62	107,397.08	0.00	607,909.62-2,883.0	
Change in Fund Balance:			-587,530.62				

REVENUE/EXPENDITURE REPORT
DRAFT

City of Manistee

For the Period: 7/1/2016 to 2/28/2017

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 594 - MARINA FUND							
Revenues							
Dept: 000							
642.000 Sales	3,000.00	3,000.00	3,412.75	0.00	0.00	-412.75	113.8
645.000 Charge for Sales - Fuel	76,050.00	76,050.00	65,917.34	0.00	0.00	10,132.66	86.7
646.000 Charge for Sales - Dockage	75,000.00	75,000.00	46,549.76	566.00	0.00	28,450.24	62.1
664.000 Interest Income	50.00	50.00	-0.01	0.00	0.00	50.01	0.0
667.000 Rental Income	2,500.00	2,500.00	2,855.00	230.00	0.00	-355.00	114.2
699.000 Transfers In	65,000.00	65,000.00	65,000.00	0.00	0.00	0.00	100.0
Dept: 000	221,600.00	221,600.00	183,734.84	796.00	0.00	37,865.16	82.9
Revenues	221,600.00	221,600.00	183,734.84	796.00	0.00	37,865.16	82.9
Expenditures							
Dept: 000							
704.000 Overtime	200.00	200.00	70.51	0.00	0.00	129.49	35.3
706.000 Part-Time	22,000.00	22,000.00	15,897.57	0.00	0.00	6,102.43	72.3
712.001 Costs - Social Security	1,376.00	1,376.00	1,088.10	0.00	0.00	287.90	79.1
712.002 Costs - Medicare	322.00	322.00	254.50	0.00	0.00	67.50	79.0
712.007 Costs - SUTA	320.00	320.00	463.33	0.00	0.00	-143.33	144.8
712.009 Costs - Workers Compensation	786.00	786.00	775.88	0.00	0.00	10.12	98.7
728.000 SUPPLIES - Operating	6,000.00	6,000.00	3,347.46	23.89	0.00	2,652.54	55.8
730.000 SUPPLIES - Fuel	67,140.00	67,140.00	55,705.51	0.00	0.00	11,434.49	83.0
801.000 Professional Services	500.00	500.00	0.00	0.00	0.00	500.00	0.0
820.000 Administration	11,080.00	11,080.00	8,310.00	0.00	0.00	2,770.00	75.0
822.000 Insurance	1,750.00	1,750.00	1,628.56	0.00	0.00	121.44	93.1
831.000 Contractual Repairs & Maint.	4,500.00	4,500.00	2,241.08	0.00	0.00	2,258.92	49.8
892.500 Marketing	4,000.00	4,000.00	600.05	175.05	0.00	3,399.95	15.0
920.000 UTILITIES - Gas	2,000.00	2,000.00	3,716.74	567.59	0.00	-1,716.74	185.8
922.000 UTILITIES - Water	6,750.00	6,750.00	3,141.81	124.40	0.00	3,608.19	46.5
925.000 UTILITIES - Electric	12,000.00	12,000.00	6,538.90	533.85	0.00	5,461.10	54.5
930.000 Repairs & Maintenance	4,500.00	4,500.00	1,600.40	0.00	0.00	2,899.60	35.6
958.000 Sales Tax	4,000.00	4,000.00	2,879.16	0.00	0.00	1,120.84	72.0
960.000 Bank Charges	6,000.00	6,000.00	4,927.20	78.76	0.00	1,072.80	82.1
Dept: 000	155,224.00	155,224.00	113,186.76	1,503.54	0.00	42,037.24	72.9
Dept: 574 DEBT SERVICE							
998.001 Marina Bldg - Interest	8,842.00	8,842.00	8,842.27	0.00	0.00	-0.27	100.0
998.003 Interest - Internal Loan	5,035.00	5,035.00	5,034.69	0.00	0.00	0.31	100.0
DEBT SERVICE	13,877.00	13,877.00	13,876.96	0.00	0.00	0.04	100.0
Expenditures	169,101.00	169,101.00	127,063.72	1,503.54	0.00	42,037.28	75.1
Net Effect for MARINA FUND	52,499.00	52,499.00	56,671.12	-707.54	0.00	-4,172.12	107.9
Change in Fund Balance:			56,671.12				

REVENUE/EXPENDITURE REPORT
DRAFT

City of Manistee

For the Period: 7/1/2016 to 2/28/2017	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 661 - MOTOR POOL FUND							
Revenues							
Dept: 000							
664.000 Interest Income	500.00	500.00	1,142.21	253.67	0.00	-642.21	228.4
670.003 Equipment Rental - Fire	62,000.00	62,000.00	41,333.36	5,166.67	0.00	20,666.64	66.7
670.004 Equipment Rental - Parks	36,000.00	36,000.00	24,000.00	3,000.00	0.00	12,000.00	66.7
670.005 Equipment Rental - Police	31,000.00	31,000.00	20,666.64	2,583.33	0.00	10,333.36	66.7
670.006 Equipment Rental - Public Work	72,000.00	72,000.00	48,000.00	6,000.00	0.00	24,000.00	66.7
670.007 Equipment Rental - StreetSewer	37,132.00	37,132.00	24,754.72	3,094.34	0.00	12,377.28	66.7
670.008 Equipment Rental - Water	37,132.00	37,132.00	24,754.64	3,094.33	0.00	12,377.36	66.7
670.009 Equipment Rental - WWTP	37,132.00	37,132.00	24,754.64	3,094.33	0.00	12,377.36	66.7
673.000 Sale of Asset	47,000.00	47,000.00	12,560.00	1,900.00	0.00	34,440.00	26.7
Dept: 000	359,896.00	359,896.00	221,966.21	28,186.67	0.00	137,929.79	61.7
Revenues	359,896.00	359,896.00	221,966.21	28,186.67	0.00	137,929.79	61.7
Expenditures							
Dept: 000							
799.000 Miscellaneous Expense	12,000.00	12,000.00	0.00	0.00	0.00	12,000.00	0.0
822.000 Insurance	33,500.00	33,500.00	33,421.75	0.00	0.00	78.25	99.8
971.001 DPW - Plow Trucks	105,010.00	105,010.00	81,260.73	1,599.95	0.00	23,749.27	77.4
971.004 DPW - Pickup	7,000.00	7,000.00	5,841.00	0.00	0.00	1,159.00	83.4
971.006 DPW - Loader (Small)	79,661.00	79,661.00	607.36	0.00	0.00	79,053.64	0.8
972.004 PARKS - Gator	3,800.00	3,800.00	3,900.00	0.00	0.00	-100.00	102.6
973.001 POLICE - Patrol Car	38,000.00	38,000.00	35,360.00	0.00	0.00	2,640.00	93.1
974.002 FIRE - Rescue Ambulance	29,000.00	29,000.00	29,000.00	0.00	0.00	0.00	100.0
974.004 FIRE - Pickup	60,000.00	60,000.00	0.00	0.00	0.00	60,000.00	0.0
977.001 WS - Vactor	26,705.00	26,705.00	26,704.73	0.00	0.00	0.27	100.0
Dept: 000	394,676.00	394,676.00	216,095.57	1,599.95	0.00	178,580.43	54.8
Expenditures	394,676.00	394,676.00	216,095.57	1,599.95	0.00	178,580.43	54.8
Net Effect for MOTOR POOL FUND	-34,780.00	-34,780.00	5,870.64	26,586.72	0.00	-40,650.64	-16.9
Change in Fund Balance:			5,870.64				
Grand Total Net Effect:	-124,115.00	-125,115.00	423,124.60	-51,798.74	0.00	-548,239.60	

ORDINANCE 17- 01

AN ORDINANCE TO AMEND AN ORDINANCE ENTITLED “CHAPTER 1489 – LOW OR MODERATE INCOME HOUSING” OF THE CODIFIED ORDINANCES OF MANISTEE, MICHIGAN BY REPEALING ALL OF CHAPTER 1489 AND REPEALING ALL ORDINANCES IN CONFLICT THEREWITH

THE CITY OF MANISTEE ORDAINS:

Section 1.

Chapter 1049 – Low and Moderate Income Housing is amended by deleting all of Chapter 1489.

.....

Section 2.

Effective Date; Publication.

This Ordinance shall be effective ten (10) days after its enactment as provided in Section 4-3 of the City of Manistee Charter. The City Clerk shall cause a copy of this Ordinance to be published in a newspaper circulated in the city of Manistee, stating the date of the enactment and effective date of the Ordinance, a brief notice as to the subject matter of the Ordinance and such other facts as the City Clerk shall deem pertinent. A copy of the Ordinance shall be made available for public use and inspection at the office of the Manistee City Clerk.

Section 3.

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

MADE, PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF MANISTEE, MANISTEE COUNTY, MICHIGAN, THIS ____ DAY OF _____, 2017.

ENACTMENT DATE: _____

CERTIFICATION

I, Michelle Wright, do hereby certify that I am the duly appointed and acting City Clerk of the City of Manistee and that the foregoing ordinance was adopted by the City Council of the City of Manistee on the ____ day of _____, 2017.

City Clerk

MEMO TO: Mayor James Smith
Members of City Council

FROM: Thad N. Taylor, City Manager 

DATE: March 27, 2017

SUBJECT: Rietz Park Lease Agreement



City Manager's Office
231-398-2801

For many years the City has allowed the Manistee Saints Baseball Club to use the baseball field at Rietz Park. The use has been virtually exclusive to the point that the gate to the field is locked when not in use by an approved baseball team, preventing others in the community from using the field.

In the last 1-2 years two area youth teams have used the field for games. Manistee Catholic Central intends to field a baseball team this year and play its games at Rietz Park. With other users, even though it's only three teams, it lessens the perception of exclusive use on the part of the Manistee Saints.

There appear to be two issues related to the Manistee Saints Baseball Club using the City's baseball field in this manner. First is that the baseball field is locked unless it is being used by an approved team for a game or practice. The park property was conveyed to the City by the Rietz family with a stipulation that "This conveyance is made upon the express condition that the said premises shall always be kept and properly maintained by the said City of Manistee as CHARLES RIETZ PARK for the use, recreation and pleasure of the people of Manistee, and if devoted to any other purpose and not properly cared for or maintained in a suitable manner for such public park, the said lands shall immediately revert to the said grantors or their survivors, or either of them, or their heirs, representatives or assigns."

That portion of the park not used as a baseball field clearly meets the aforementioned conditions of the conveyance. It is less clear if the use of that portion of the park that comprises the baseball field meets the conditions of the conveyance. One wonders if locking the field when not in use and limiting the use to certain individuals fulfills the conditions of the conveyance.

Second is a philosophical issue for Council and the community to consider. Is it good public policy to restrict the use of public space in this manner? If Council feels that the current use of the baseball field aligns with the conditions of the park conveyance and its good public policy to allow the current arrangement for the use of the field to continue, I would recommend entering into a lease with the Manistee Saints.

I had the City Attorney draft a lease for Council consideration. The lease does not require a rent payment; however the Saints are responsible for maintaining the field to standards set by our DPW Director. Also, the Saints are required to coordinate the use of the field with other groups and members of the public. The lease can be terminated by either party with 30 days written notice.

TNT:cl

Lease Agreement

This Lease Agreement, made and entered into on _____, 2017, between the **City of Manistee, a Michigan municipal corporation**, of 70 Maple Street, Manistee, MI 49660, referred to in this instrument as "Lessor," and, **The Manistee Saints Baseball Club, Inc., a Michigan nonprofit corporation**, of P.O. Box 4, Manistee, MI 49660 referred to as "Lessee."

NOW, THEREFORE, for good and valuable consideration, the receipt of which is hereby acknowledged, and the promises and covenants contained herein, the parties agree as follows:

1. Term and Premises

Lessor leases to Lessee the fenced portion of property commonly described as Rietz Park, as further described in the attached Exhibit "A" and identified in this Lease Agreement as the "premises", for a term beginning on _____, 2017 and ending on _____ (the "term"). If not terminated pursuant to this Agreement the Lease Agreement will extend for additional one year terms at each anniversary date. The premises is described as being in the City of Manistee, County of Manistee, State of Michigan, to-wit:

Part of Government Lot 2, Section 13, T.21 N.-R.17 W., City of Manistee, Manistee County, Michigan, described as follows: To fix the point of beginning, Commence at the intersection of the East line of Vine Street and the North line of said Government Lot 2; thence S.04°-14'-15"W., on said East line, 685.00 feet; thence S.80°-33'-45"E., 175.98 feet; thence S.09°-26'-15"W., 39.80 feet to the point of beginning of this description: thence S.80°-10'-28"E., 255.94 feet; thence S.36°-40'-12"E., 35.10 feet; thence S.01°-11'-55"E., 63.73 feet; thence S.87°-26'-46"E., 23.34 feet; thence S.04°-48'-16"W., 261.05 feet; thence S.54°-34'-14"W., 50.28 feet; thence N.82°-15'-01"W., 70.70 feet; thence N.10°-40'-42"E., 20.77 feet; thence N.80°-17'-28"W., 27.59 feet; thence S.10°-25'-30"W., 27.11 feet; thence N.81°-42'-33"W., 24.11 feet; thence N.77°-14'-01"W., 88.86 feet; thence N.06°-49'-02"E., 40.67 feet; thence N.77°-47'-59"W., 128.69 feet to a point on a 250.00 feet radius curve to the right; thence Northeasterly on the arc of said curve 374.82 feet, said arc being subtended by a chord bearing and distance of N.16°-09'-40"E., 340.69 feet to the point of beginning, containing 3.20 acres, more or less.

2. Rent

Lessee shall not be obligated to make monetary payments to Lessor for its use of the premises, but its use shall be subject to the requirement that Lessee maintain the premises.

Use of Premises

The premises will be used by Lessee as a baseball field. Lessee's use shall not be exclusive and Lessee shall coordinate with other nonprofit groups, schools and other members of the public the use of the baseball field.

3. Improvements/Maintenance

Lessee may make improvements, including landscaping and other improvements, at its own expense, subject to the prior consent of the Lessor. All alterations, additions or improvements made by Lessee will become the property of the Lessor and remain on and be surrendered with the premises as part of the premises at the end of the term. The parties agree that a material condition of this Lease Agreement is the commitment of Lessee to maintain the premises in accordance with the maintenance requirements established by the City of Manistee Public Works Director.

4. Assignment

Lessee's leasehold interest may not be assigned or sublet in whole or in part without the written consent of Lessor.

5. Insurance and Indemnification

During the term of this lease, the Lessee shall insure the premises from general liability risks in an amount not less than One Million Dollars (\$1,000,000.00) and maintain such premises on the inventory of city-insured properties. Lessee shall provide Lessor with proof of such insurance annually, showing Lessor as an additional insured on said policy.

Further, the Lessee shall defend and hold the Lessor harmless from any cause of action, claim or suit for personal injuries to their parties occurring because of the condition, maintenance or possession of the subject real estate by the Lessee.

6. Termination/Default

If Lessee defaults in fulfilling any covenant or condition of this lease, including any of Lessor's rules or regulations, or if Lessor will deem objectionable or improper any conduct of Lessee or of any of those visiting the premises as an invitee or guest of Lessee, the Lessor may, when applicable, give Lessee notice of default and the intention to terminate the tenancy, and at the expiration of the notice period (30-days), assuming no resolution is reached satisfactory to

Lessor, the term of the tenancy will expire and the Lessee will then quit and surrender the premises to Lessor. Either party shall further have the right to terminate this Lease for any reason upon 30-days written notice to the other party, subject to the right of Lessee to continue to utilize the baseball field for previously scheduled baseball games during the current term and subject to Lessee's continued obligation to maintain the premises as provided herein.

7. Notice

Notice required by statute will be given in accordance with the applicable statute. All other notices will be deemed sufficient if made as follows: All notices to Lessor will be directed (by personal delivery or first class mail) to Lessor at 70 Maple Street, Manistee, MI 49660, until Lessee is notified, in writing, to the contrary. All notices to Lessee will be directed (by personal delivery or first class mail) to Lessee at 448 Second Street, Manistee, MI 49660 or any other address provided in writing by Lessee to Lessor.

8. Modifications

No modifications to this lease will bind Lessor or Lessee unless agreed upon by them in writing.

9. Severability and Interpretation Consistent With Law

This lease is intended to comply with all applicable Michigan statutes relative to rental agreements. If any provision of this lease is deemed by a court of competent jurisdiction to violate a Michigan statute, the violation is inadvertent. If a provision is found to be so violative, the provision will be considered void and severed from the lease and the balance of the lease will remain in full force and effect. Nothing contained in this lease will be construed as exculpating the Lessor from liability for the Lessor's failure to perform or Lessor's negligent performance of a duty imposed by law. Also, nothing contained in this lease will be construed as releasing either party from a duty to mitigate or minimize the damages to the other party. This agreement will be interpreted according to the laws of the State of Michigan.

10. Review by Counsel

Lessee acknowledges that this lease has been prepared by Mika Meyers PLC, attorneys at law, Manistee, Michigan, for and on behalf of the Lessor. The Lessee, prior to executing this lease, has had the opportunity to have the lease examined and reviewed by counsel of its choosing.

11. Authority

The individuals signing this Agreement represent and warrant that they have the authority on behalf of their respective Principal to sign the same.

12. Entire Agreement

This document includes all agreements of the parties as to the subject matter hereof and there are no other agreements, written or oral, relating thereto that are not incorporated into this agreement. This agreement may be modified only by written agreement of the parties.

In witness of the above, the parties have executed this Lease on the day, month and year first written above.

City of Manistee, Lessor

By: _____
James Smith, Mayor

By: _____
Michelle Wright, City Clerk

The Manistee Saints Baseball Club, Inc., Lessee

By: _____
Michael Gielczyk
Its: President

Prepared by:
Mika Meyers PLC
By: George V. Saylor, III (P37146)
Attorneys at Law
414 Water Street
Manistee, MI 49660
(231) 723-8333

MEMO TO: Mayor James Smith
Members of City Council

FROM: Cindy Lokovich, CAP-OM
Executive Secretary 

DATE: March 8, 2017

SUBJECT: Administrative Professionals Week



City Manager's Office
231-398-2801

The International Association of Administrative Professionals® (IAAP) is the originator and sponsor of both Administrative Professionals Week and Administrative Professionals Day. The original event was organized in 1952 and continues today as an effort to recognize administrative professionals for their contributions in the workplace, and to attract people to administrative careers. Today there are more than 22 million administrative and office support professionals working in the United States.

Over the years, Administrative Professionals Week has become one of the largest workplace observances. The event is celebrated worldwide, bringing together millions of people for community events, educational seminars, and recognizing support staff for their contributions to the workplace.

On behalf of all the administrative professionals serving businesses and organizations in the City of Manistee, I am requesting that the Manistee City Council consider adopting a resolution of thanks and appreciation; proclaiming the week of April 24-28, 2017 as Administrative Professionals Week and Wednesday, April 26, 2017 as Administrative Professionals Day in the City of Manistee. Thank you for your consideration.

:cl

Enclosures

RESOLUTION OF THANKS AND APPRECIATION

ADMINISTRATIVE PROFESSIONALS WEEK AND DAY

WHEREAS, Administrative Professionals play an essential role in coordinating the office operations of businesses, government, educational institutions, and other organizations; and

WHEREAS, The work of administrative professionals today requires advanced knowledge and expertise in communications, computer software, office technology, project management, organization, customer service and other vital office management responsibilities; and

WHEREAS, Administrative Professionals Week is observed annually in workplaces around the world to recognize the important contributions of administrative support staff and is sponsored by the International Association of Administrative Professionals®; now, therefore, be it

RESOLVED, By the City Council of the City of Manistee that this community extends its thanks and appreciation to all administrative professionals; and be it further

RESOLVED, That the week of April 24-28, 2017 be known as Administrative Professionals Week and Wednesday, April 26, 2017 as Administrative Professionals Day in the City of Manistee and encourage all employers to support continued training and development for administrative staff, recognizing that a well-trained workforce is essential for success in today's business world.

FURTHER SAYETH NOT THIS RESOLUTION.

Mayor James Smith

Dated

ATTEST:

Michelle Wright, City Clerk

Dated



CITY CLERK'S OFFICE

MEMO



To: Thad Taylor, City Manager
From: Michelle Wright MMC, City Clerk/Chief Deputy Treasurer *MW*
Subject: Agenda Request
Date: March 28, 2017

Thad,

The Manistee Lions Club is requesting permission to hold their annual White Cane Sale fundraiser at various locations in the City of Manistee on Friday, May 12, 2017. This fundraiser helps them support their service projects in the Manistee community.

Please place this request on the April 4, 2017 City Council agenda. Thank you.

LIBERTY
INTELLIGENCE
OUR
NATIONS
SAFETY

MANISTEE



LIONS CLUB



DISTRICT
11-E-1

P.O. BOX 224
MANISTEE, MICHIGAN 49660

March 15, 2007

City Clerk
City of Manistee
70 Maple Street
Manistee, Michigan 49660

12

On Friday, May 19th, the Manistee Lions membership and their friends will be fundraising at various locations in the Manistee area. The Lions will be collecting donations to help them support their projects of service to the Manistee community.

We request the City Council to approve this date for our Annual White Cane Sale.

If you have questions or would like to speak to someone personally please contact me at any time. Please contact me through my email or telephone.

Thanking you in advance for your consideration.

Lion Marianne Blair
Chair: Manistee Lions White Cane Project
328 Third Avenue
Manistee, MI 49660

Marianne Blair

Contact information: manistee328@yahoo.com OR 586-917-8964

RECEIVED

MAR 24 2017

CITY OF MANISTEE
CLERK - TREASURER