

MANISTEE CITY COUNCIL

MEETING AGENDA

TUESDAY, JULY 7, 2020 – 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. a.) Notification Regarding Next Work Session.

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

***V. Approval of Minutes.** Approval of the minutes of the June 16, 2020 regular meeting.

VI. Financial Report.

- *a.) CASH BALANCES.
- *b.) REVENUE & EXPENSE.

VII. Unfinished Business.

VIII. New Business.

- a.) CONSIDERATION OF APPOINTMENT OF DETECTIVE SERGEANT JOSH GLASS TO POLICE CHIEF AND ACTING DEPUTY FIRE CHIEF MARK CAMERON TO FIRE CHIEF.

With the departure of PSD Kozal this is an opportunity to move from a Public Safety Director and return to a Police Chief for the Police Department and a Fire Chief for the Fire Department. I am appointing D/Sgt. Josh Glass to the position of Police Chief and Acting Deputy Fire Chief Mark Cameron to the position of Fire Chief and ask for City Council's approval of both appointments.

At this time Council could take action to approve the appointment of D/Sgt. Josh Glass to the position of Police Chief and Acting Deputy Fire Mark Cameron and authorize the Mayor and City Clerk to sign their employment agreements.

- b.) CONSIDERATION OF ORDINANCE 20-06 AMENDING CHAPTER 1060 GARBAGE AND RUBBISH COLLECTION AND DISPOSAL.

Recommendations from the Ad-Hoc Refuse Committee have been approved by City Council and are currently being implemented. The City Attorney has proposed updated language in Chapter 1060 to reflect these changes.

As an ordinance two separate readings are required. This ordinance is introduced at this time, it could be adopted at the next regular meeting.

At this time Council could take action to introduce Ordinance 20-06 amending Chapter 1060 Garbage and Rubbish Collection and Disposal.

- c.) CONSIDERATION OF CONTRACTING WITH SAFEUILT TO ADMINISTER THE CITY'S RENTAL INSPECTION PROGRAM.

Due to an increase workload in their core operations, The Spicer Group has found it difficult to devote the necessary time to the Rental Inspection Program and wish to discontinue this service to the City. SAFEuilt performs rental inspection services in ten (10) Michigan communities and they are willing to administer the City's program.

At this time Council could take action to approve SAFEuilt to administer the City's Rental Inspection Program.

d.) CONSIDERATION OF NAMING THE BASEBALL FIELD AT RIETZ PARK.

At the June 9 Work Session, City Council discussed naming the baseball field at Rietz Park in honor of Phil Kliber. Staff was asked to reach out to Rietz family members and get their input on naming the field. Staff was unable to get any input from family members.

At this time Council could take action to authorize the naming of the baseball field in honor of Phil Kliber, subject to staff's approval of the design and location of the sign.

e.) CONSIDERATION OF APPLICATIONS TO BOARDS AND COMMISSIONS.

The City Clerk has taken action to advertise vacancies to the Downtown Development Authority Citizens Council, Harbor Commission, Oil and Gas Investment Board, Parks Commission, and Zoning Board of Appeals.

Mayoral and Manager appointments require a motion, second and Council voted support. Nominations for Council appointments do not require a second. After all nominations are made, Council votes on nominees until one nominee receives majority support.

The following applications have been received:

*Incumbent

OIL AND GAS INVESTMENT BOARD – One vacancy, term ending 6/30/24; Mayoral appointment.

*Douglas A. Parkes, 724 Harbor Drive

PARKS COMMISSION – Two vacancies, term ending 6/30/23. Applicants may be nonresidents but must own real estate or a business/profession having a licensed business location in the City or have a child attending school within the City; Mayoral appointment.

*Tom Swedenborg, 562 First Street

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

IX. Notices, Communications, Announcements.

*a.) NOTIFICATION REGARDING NEXT WORK SESSION.

A Council work session has been scheduled for Tuesday, July 14, 2020 at 7:00 p.m. A discussion will be conducted on City Hall hours of operation, dumpster/enclosure enforcement, Labor Fest, Sleighbell Parade, and the Chamber Quarterly Economic Development Update will be presented; and such business as may come before Council.

No action is required on this item.

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:km

COUNCIL AGENDA ATTACHMENTS:

1. Council Meeting Minutes – June 16, 2020
2. Cash Balances Report
3. Revenue & Expenses Report
4. Appointment of Police and Fire Chiefs
5. Ordinance 20-06
6. SAFEbuilt Contract for Rental Inspections
7. Naming of Baseball Field
8. Applications to Boards and Commissions

PROCEEDINGS OF THE MANISTEE CITY COUNCIL –JUNE 16, 2020

A regular meeting of the Manistee City Council was called to order by his honor, Mayor Roger Zielinski on Tuesday, June 16, 2020 at 7:00 pm remotely as authorized by Executive Order of the Governor.

PRESENT: Dale Cooper, Lynda Beaton, Roger Zielinski, Jermaine Cipic, Michael Szymanski, James Grabowski, and Erin Martin-Pontiac

ABSENT: None

ALSO PRESENT: City Manager – Thad Taylor, City Attorney – George Saylor, City Clerk – Heather Pefley, City Assessor – Molly Whetstone, DPW Director – Jeff Mikula, Finance Director – Ed Bradford, Detective Sergeant – Josh Glass, Deputy Fire Chief – Mark Cameron, and City Engineer – Shawn Middleton

MOTION by Cooper, second by Szymanski to amend the agenda to add item VII New Business i.) Consideration of A Century 21 Boardwalk Hosted Fundraiser for the Vogue Theatre.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipic, Szymanski, Grabowski, and Martin-Pontiac

NAYS: None

CITIZEN COMMENTS ON AGENDA RELATED ITEMS

All individuals in attendance of the virtual meeting were in a virtual waiting room, with their microphones muted. When it came time for public comment, each person waiting in the virtual waiting room was called individually by the City Clerk by the last four digits of their telephone number. Individuals were asked if they had a comment or if they were passing.

Mayor Zielinski reviewed the items on the agenda for those in attendance that did not have a copy of the agenda.

No comments received.

CONSENT AGENDA

- Minutes
 - June 2, 2020 Regular Meeting
 - June 9, 2020 Work Session

- Financial Reports
 - Payroll May 2020
 - Invoices May 2020

PROCEEDINGS OF THE MANISTEE CITY COUNCIL –JUNE 16, 2020

- Notification Regarding Next Work Session – July 14, 2020, 7:00 pm
A discussion will be conducted on dumpster/enclosure enforcement and the Chamber Quarterly Economic Development Update will be presented; and such business as may come before Council.
- Consideration of approval of invoices and Draw Request #4 for USDA Rural Development Wastewater Improvements Phase 1.
USDA Rural Development requires that invoices for construction projects they fund be approved by City Council and submitted as a Draw Request on Forms that they provide.
- Consideration of the 2020 Catamaran Racing Association Manistee Regatta.
The Catamaran Racing Association of Michigan is requesting the use of Douglas Park for the Manistee Regatta event. The event will take place Friday, August 7, 2020 from 12:00 p.m. to Sunday, August 9, 2020 at 6:00 p.m. and will include launching 20-30 catamarans from Douglas Park and sailing on Lake Michigan.
- Consideration of the Manistee Jaycees live music event at First Street Beach.
The Manistee Jaycees will hold a live music event at First Street Beach on Friday, July 3, 2020 from 6:00 p.m. to 10:00 p.m. Location of the event would be First Street Beach, south of the concession pavilion. COVID-19 precautions will be practiced by the Manistee Jaycees to the best of their abilities.

Councilmember Beaton requested removal of items IX. c.) Consideration of the 2020 Catamaran Racing Association Manistee Regatta and d.) Consideration of the Manistee Jaycees live music event at First Street Beach.

MOTION by Beaton, second by Grabowski to approve the Consent Agenda with the removal of items IX. c.) Consideration of the 2020 Catamaran Racing Association Manistee Regatta and d.) Consideration of the Manistee Jaycees live music event at First Street Beach.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipic, Szymanski, Grabowski, and Martin-Pontiac

NAYS: None

CONSIDERATION OF THE 2020 CATAMARAN RACING ASSOCIATION MANISTEE REGATTA.

The Catamaran Racing Association of Michigan is requesting the use of Douglas Park for the Manistee Regatta event. The event will take place Friday, August 7, 2020 from 12:00 p.m. to Sunday, August 9, 2020 at 6:00 p.m. and will include launching 20-30 catamarans from Douglas Park and sailing on Lake Michigan.

MOTION by Grabowski, second by Cipic to approve the request from the Catamaran Racing Association for the Manistee Regatta on August 7, 8, and 9, 2020; subject to appropriate

PROCEEDINGS OF THE MANISTEE CITY COUNCIL –JUNE 16, 2020

departmental approvals. Council and staff discussed event compliance with restrictions under the Governor’s current executive order.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipic, Szymanski, Grabowski, and Martin-Pontiac

NAYS: None

CONSIDERATION OF THE MANISTEE JAYCEES LIVE MUSIC EVENT.

The Manistee Jaycees will hold a live music event at First Street Beach on Friday, July 3, 2020 from 6:00 p.m. to 10:00 p.m. Location of the event would be First Street Beach, south of the concession pavilion. COVID-19 precautions will be practiced by the Manistee Jaycees to the best of their abilities.

MOTION by Cooper, second by Grabowski to approve the request to use City services, parks, and streets for the Manistee Jaycees to hold a live music event on Friday, July 3, 2020 at First Street Beach; subject to appropriate departmental approvals. City staff will request a plan from the Jaycees for compliance with the current executive order for gatherings and social distancing.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipic, Szymanski, Grabowski, and Martin-Pontiac

NAYS: None

CONSIDERATION OF A RESOLUTION TO HAVE AN ALTERNATE DAY FOR JULY AND DECEMBER BOARD OF REVIEW.

This resolution will allow the City to hold July and December Board of Reviews on Wednesday.

MOTION by Beaton second by Grabowski to grant the July and December Board of Review to meet on Wednesdays for 2020.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipic, Szymanski, Grabowski, and Martin-Pontiac

NAYS: None

CONSIDERATION OF A RESOLUTION TO APPLY FOR A MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT) GRANT.

The City Utility Capital Improvement Plans and Transportation Improvement Plan includes upgrading Jackson Street, Van Buren Street, and a portion of Eighth Street. To assist with financing those projects, the City plans to apply for a MDOT Category B grant for \$250,000.

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MOTION by Szymanski second by Beaton to approve the attached resolution to establish a request for funds, provide the required grant match, designate Jeffrey W. Mikula as the designated agent and agree to future maintenance on the projects.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipcic, Szymanski, Grabowski, and Martin-Pontiac

NAYS: None

CONSIDERATION OF AUTHORIZING THE CITY MANAGER TO APPROVE AND SUBMIT USDA RURAL DEVELOPMENT DRAW REQUESTS AND INVOICES.

USDA Rural Development requires that invoices for construction projects they fund be approved and submitted as a Draw Request on forms that they provide. City Council can approve the invoices and draw requests, or they can delegate that to the City Manager who is the City's authorized representative. Delegating to the City Manager will ensure that the City can meet the contractual requirements for payment to the contractors.

MOTION by Cooper, second by Szymanski to authorize the City Manager to approve and submit USDA Rural Development Draw Request and Invoices.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipcic, Szymanski, Grabowski, and Martin-Pontiac

NAYS: None

CONSIDERATION OF A FEE SCHEDULE FOR ORDINANCE 19-24 CHAPTER 1064 CHARGES FOR FIRE RUNS AND EMERGENCY SERVICES.

City Council approved Ordinance 19-24 Cost Recovery on January 7, 2020. This ordinance authorizes the recovery of certain costs for fire runs and emergency services as authorized by Michigan Compiled Law 41.806a. To date, there is no fee schedule which has been adopted by City Council.

MOTION by Grabowski, second by Cipcic to approve the proposed fee schedule for Cost Recovery Ordinance 19-24.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipcic, Szymanski, Grabowski, and Martin-Pontiac

NAYS: None

CONSIDERATION OF BUDGET AMENDMENT 2020-4 FOR FISCAL YEAR END JUNE 30, 2020.

The City of Manistee is required by State law to ensure that actual expenditures do not exceed budgeted amounts. Over the course of the current fiscal-year, unanticipated and unbudgeted events and/or Council approved expenditures have occurred. The proposed budget amendment addresses expenditures associated with these events to ensure compliance with State statutes regarding appropriations.

MOTION by Cooper, second by Grabowski to adopt Budget Amendment 2020-4 for fiscal year ending June 30, 2020.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipic, Szymanski, Grabowski, and Martin-Pontiac

NAYS: None

CONSIDERATION OF APPROVING A PRICE INCREASE IN THE EQUIPMENT PORTION OF A PREVIOUSLY APPROVED PLOW TRUCK PURCHASE; AND ENTERING INTO A FOUR-YEAR INSTALLMENT PURCHASE CONTRACT WITH SHELBY STATE BANK, TRUCK & TRAILER SPECIALTIES OF BOYNE FALLS, INC., AND D&K TRUCK COMPANY TO FINANCE THE PREVIOUSLY APPROVED PURCHASE OF A SINGLE AXLE PLOW TRUCK AND RELATED EQUIPMENT.

On May 21, 2019 Council approved the purchase of a plow truck and related equipment in the amount of \$174,627. When approved, it was anticipated that financing arrangements would have to be made at a later date due to the long lead time. Subsequent to Council's approval, the State bid pricing on the equipment portion increased from \$67,425 to \$74,065. The truck chassis is done and has been delivered to the equipment vender for assembly. The City solicited financing bids for the chassis and equipment and needs to close on the financing to pay the vendors.

MOTION by Cooper, second by Szymanski to approve the additional equipment cost in an amount of \$6,640; and adopt a resolution to enter into a four-year installment purchase contract with Shelby State Bank, Truck & Trailer Specialties of Boyne Falls, Inc., and D&K Truck Company in the amount of \$145,000 to finance the purchase of a plow truck and related equipment; and further authorize the Chief Financial Officer to execute any needed documents.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipic, Szymanski, Grabowski, and Martin-Pontiac

NAYS: None

CONSIDERATION OF RESOLUTION AUTHORIZING 2020 CAPITAL IMPROVEMENT AND REFUNDING BONDS

The City has a number of time-sensitive capital projects that it needs to fund over the next three years. These projects were identified in the proposed FY 2021 budget. Administration and the City's advisors recommended issuing general obligation, limited tax capital improvement bonds to finance these projects; and the City adopted a Notice of Intent Resolution at the May 6, 2020 meeting declaring the City's intent to issue bonds in an amount not to exceed \$6,000,000. The City also has the opportunity to refinance its 2010 Capital Improvement bonds at a significant savings. The next step in the process is approving the Bond Authorizing Resolution.

MOTION by Beaton, second by Szymanski to approve a resolution authorizing the issuance of 2020 Capital Improvement and Refunding bonds.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipic, Szymanski, Grabowski, and Martin-Pontiac

NAYS: None

CONSIDERATION OF SUPPORT FOR STAFF TO MOVE FORWARD WITH RESEARCH AND DEVELOPMENT OF A SHORT-TERM RENTAL ORDINANCE FOR THE CITY OF MANISTEE.

Following discussion at the June 9, 2020 Work Session, the Council asked that the Planning Commission work on an ordinance that would address short-term rentals.

MOTION by Szymanski, second by Cooper to support the City Planning Commission and County Planning Department Staff to research, develop and recommend a Short-Term Rental Ordinance. With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipic, Szymanski, Grabowski, and Martin-Pontiac

NAYS: None

CONSIDERATION OF A CENTURY 21 BOARDWALK HOSTED FUNDRAISER FOR THE VOGUE THEATRE.

Century 21 Boardwalk has planned a fundraising event at Fifth Avenue Beach on Sunday, June 21, 2020 from 6:00 p.m. – 11:00 p.m., to benefit the Vogue Theatre. They have arranged for entertainment and refreshments at no cost to participants. Food can be purchased from concessions. No City Services have been requested. They intend to accept donations during the event, which will be donated to the Vogue Theatre. Other fundraisers are planned each month during the summer.

MOTION by Szymanski, second by Grabowski to approve the Century 21 Boardwalk's special event request to host a fundraiser at Fifth Avenue Beach on Sunday, June 21, 2020. Discussed

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event compliance with the current the executive order with regards to social distancing and gathering restrictions.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipic, Szymanski, Grabowski, and Martin-Pontiac

NAYS: None

CITIZEN COMMENT

Every person waiting in the virtual waiting room was called by the last four digits of their telephone number.

Mary Haw, 421 Cedar Street / asked for clarification on the Short-Term Rental Ordinance.

OFFICIALS AND STAFF

Taylor notified Council that the next City Council meeting on July 7th will be an in-person meeting.

Glass gave Council an update on the Blight program.

Mikula gave an update on how the DPW is managing its workload while participating in the work share program.

COUNCILMEMBERS

Cooper asked Taylor for an update on the Reitz Park baseball field dedication.

Szymanski questioned if the blight committee would still be meeting and if Detective Glass would be the chairman; suggests information on the blight districts be published in the newspaper.

ADJOURN

MOTION to adjourn was made by Szymanski. Meeting adjourned at 8:08 p.m.

Heather Pefley CMC, MiPMC
City Clerk

CASH SUMMARY BY ACCOUNT FOR MANISTEE CITY

FROM 05/01/2020 TO 05/31/2020

FUND: 101 202 203 204 226 245 272 275 430 496 501 592 593 594 661 703 705

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 05/01/2020	Total Debits	Total Credits	Ending Balance 05/31/2020
Fund 101 GENERAL FUND					
001.000	CASH - CHECKING	328,392.09	242,831.74	416,622.46	154,601.37
001.001	CASH - RESTRICTED	27,102.00	0.00	0.00	27,102.00
001.002	CASH - ESCROW	138,339.07	1,000.00	0.00	139,339.07
004.000	CASH - PETTY	809.01	0.00	0.00	809.01
017.000	INV - MI CLASS	1,018,926.41	543.90	0.00	1,019,470.31
	GENERAL FUND	1,513,568.58	244,375.64	416,622.46	1,341,321.76
Fund 202 MAJOR STREET FUND					
001.000	CASH - CHECKING	317,356.74	51,635.28	31,385.84	337,606.18
017.000	INV - MI CLASS	322,681.41	172.27	0.00	322,853.68
	MAJOR STREET FUND	640,038.15	51,807.55	31,385.84	660,459.86
Fund 203 LOCAL STREET FUND					
001.000	CASH - CHECKING	768,866.84	17,925.28	87,891.44	698,900.68
017.000	INV - MI CLASS	51,656.71	27.58	0.00	51,684.29
	LOCAL STREET FUND	820,523.55	17,952.86	87,891.44	750,584.97
Fund 204 MUNICIPAL STREET FUND					
001.000	CASH - CHECKING	37,326.40	0.00	340.00	36,986.40
Fund 226 CITY REFUSE FUND					
001.000	CASH - CHECKING	88,316.98	34,050.22	45,401.43	76,965.77
017.000	INV - MI CLASS	1,291.16	0.68	0.00	1,291.84
	CITY REFUSE FUND	89,608.14	34,050.90	45,401.43	78,257.61
Fund 245 OIL & GAS FUND					
001.000	CASH - CHECKING	71,618.62	0.00	0.00	71,618.62
001.020	CASH - MONEY MARKET	518,096.51	39,273.22	0.00	557,369.73
	OIL & GAS FUND	589,715.13	39,273.22	0.00	628,988.35
Fund 272 PEG COMMISSION					
001.000	CASH - CHECKING	27,330.78	1,220.56	0.00	28,551.34
Fund 275 GRANT MANAGEMENT FUND					
001.000	CASH - CHECKING	34,730.08	0.00	20.00	34,710.08
Fund 430 CAPITAL IMPROVEMENT FUND					
001.000	CASH - CHECKING	179,235.78	0.00	0.00	179,235.78
Fund 496 RENAISSANCE PARK					
001.000	CASH - CHECKING	2,981.06	0.00	0.00	2,981.06
Fund 501 BOAT LAUNCH FUND					
001.000	CASH - CHECKING	21,476.60	1,024.56	401.98	22,099.18
004.000	CASH - PETTY	1,000.00	0.00	0.00	1,000.00
	BOAT LAUNCH FUND	22,476.60	1,024.56	401.98	23,099.18
Fund 592 WATER UTILITY					
001.000	CASH - CHECKING	462,387.48	70,247.31	78,075.42	454,559.37
001.002	CASH - ESCROW	49,600.00	900.00	1,500.00	49,000.00
017.005	INV - MI CLASS BOND DEBT RESERVE	749.75	0.00	0.00	749.75
	WATER UTILITY	512,737.23	71,147.31	79,575.42	504,309.12
Fund 593 SEWER UTILITY					
001.000	CASH - CHECKING	359,890.00	203,609.84	293,436.82	270,063.02
001.002	CASH - ESCROW	10,000.00	0.00	0.00	10,000.00
001.003	CASH - USDA RD1 CONSTRUCTION	255,813.00	0.00	9,975.00	245,838.00
017.005	INV - MI CLASS BOND DEBT RESERVE	445,016.83	237.96	0.00	445,254.79
017.006	INV - MI CLASS USDA RD BOND RESERVE	18,308.11	9.75	0.00	18,317.86

CASH SUMMARY BY ACCOUNT FOR MANISTEE CITY

FROM 05/01/2020 TO 05/31/2020

FUND: 101 202 203 204 226 245 272 275 430 496 501 592 593 594 661 703 705

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 05/01/2020	Total Debits	Total Credits	Ending Balance 05/31/2020
017.007	INV - MI CLASS USDA RD RR&I RESERVE	62,193.73	33.18	0.00	62,226.91
	SEWER UTILITY	1,151,221.67	203,890.73	303,411.82	1,051,700.58
Fund 594 MARINA FUND					
001.000	CASH - CHECKING	11,838.63	185.34	1,622.27	10,401.70
001.001	CASH - RESTRICTED	1,627.12	0.00	0.00	1,627.12
001.002	CASH - ESCROW	900.00	0.00	0.00	900.00
004.000	CASH - PETTY	0.00	500.00	0.00	500.00
	MARINA FUND	14,365.75	685.34	1,622.27	13,428.82
Fund 661 MOTOR POOL FUND					
001.000	CASH - CHECKING	118,016.63	66,500.00	0.00	184,516.63
017.000	INV - MI CLASS	221,447.49	118.20	0.00	221,565.69
	MOTOR POOL FUND	339,464.12	66,618.20	0.00	406,082.32
Fund 703 CURRENT TAX COLLECTION					
001.000	CASH - CHECKING	28.47	116.99	0.00	145.46
Fund 705 DELINQUENT TAX COLLECTION					
001.000	CASH - CHECKING	7,030.02	0.00	0.00	7,030.02
	TOTAL - ALL FUNDS	5,982,381.51	732,163.86	966,672.66	5,747,872.71

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020	MONTH 05/31/20	BALANCE	
				NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED
Fund 101 - GENERAL FUND							
Revenues							
Dept 000							
101-000-402.000	TAXES - REAL/PERSONAL PROP	3,053,070.00	3,053,070.00	3,045,676.13	0.00	7,393.87	99.76
101-000-411.000	TAXES - DELINQ REAL PROPERTY	151,630.00	151,630.00	0.00	0.00	151,630.00	0.00
101-000-412.000	TAXES - DELINQ PERSONAL PROP	3,546.00	3,546.00	0.00	0.00	3,546.00	0.00
101-000-432.000	TAXES - PAYMENT IN LIEU OF	137,160.00	137,160.00	111,673.21	0.00	25,486.79	81.42
101-000-445.000	TAXES - PENALTIES & INTEREST	17,625.00	17,625.00	19,682.13	0.00	(2,057.13)	111.67
101-000-447.000	TAXES - ADMINISTRATION FEE	87,737.00	87,737.00	90,984.09	0.00	(3,247.09)	103.70
101-000-476.000	PERMIT - BUSINESS REGISTRATIO	22,000.00	22,000.00	50,675.00	0.00	(28,675.00)	230.34
101-000-477.000	PERMIT - FRANCHISE FEES	121,000.00	121,000.00	59,667.92	0.00	61,332.08	49.31
101-000-490.000	PERMIT - NON-BUSINESS	11,500.00	11,500.00	15,395.00	50.00	(3,895.00)	133.87
101-000-505.000	FEDERAL GRANT - PUBLIC SAFETY	0.00	0.00	9,015.26	0.00	(9,015.26)	100.00
101-000-540.000	STATE GRANT - OTHER	0.00	0.00	1,184.70	0.00	(1,184.70)	100.00
101-000-543.000	STATE GRANT - PUBLIC SAFETY (SSCENT)	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
101-000-543.001	STATE GRANT - UNDERAGE DRINKING	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-000-543.002	STATE GRANT - CRIMINAL JUSTIC	2,400.00	2,400.00	1,935.36	0.00	464.64	80.64
101-000-573.000	STATE GRANT - LOCAL COMM STAB	175,000.00	175,000.00	216,629.04	107,943.16	(41,629.04)	123.79
101-000-574.000	STATE GRANT - REVENUE SHARING	554,000.00	554,000.00	380,973.00	0.00	173,027.00	68.77
101-000-574.001	STATE GRANT - CVTRS	170,000.00	170,000.00	116,188.00	0.00	53,812.00	68.35
101-000-576.000	ELECTIONS	2,000.00	2,000.00	5,712.62	5,712.62	(3,712.62)	285.63
101-000-577.000	STATE GRANT - LIQUOR LICENSE	8,000.00	8,000.00	8,834.65	0.00	(834.65)	110.43
101-000-626.000	CHARGE FOR SERVICE	67,250.00	67,250.00	62,082.69	450.00	5,167.31	92.32
101-000-628.000	CHARGE FOR SERVICE - BOAT LAU	2,700.00	2,700.00	2,664.00	0.00	36.00	98.67
101-000-630.000	CHARGE FOR SERVICE - LOCAL ST	141,750.00	141,750.00	118,125.00	11,812.50	23,625.00	83.33
101-000-631.000	CHARGE FOR SERVICE - MAJOR ST	342,412.00	342,412.00	285,343.30	28,534.33	57,068.70	83.33
101-000-632.000	CHARGE FOR SERVICE - MARINA	12,175.00	12,175.00	12,175.00	0.00	0.00	100.00
101-000-634.000	CHARGE FOR SERVICE - REFUSE	159,564.00	159,564.00	149,996.38	9,567.58	9,567.62	94.00
101-000-635.000	CHARGE FOR SERVICE - W&S	397,146.00	397,146.00	364,050.50	33,095.50	33,095.50	91.67
101-000-636.000	CHARGE FOR SERVICE - TRANSPOR	258,000.00	258,000.00	248,558.68	14,538.41	9,441.32	96.34
101-000-637.000	UTILITY OWNERSHIP FEE	186,892.00	186,892.00	171,317.74	15,574.34	15,574.26	91.67
101-000-642.000	SALES	13,000.00	13,000.00	20,107.53	56.00	(7,107.53)	154.67
101-000-655.000	FINES & FORFEITS	25,000.00	25,000.00	17,992.42	285.50	7,007.58	71.97
101-000-665.000	INVESTMENT - INTEREST	26,000.00	26,000.00	22,383.25	543.90	3,616.75	86.09
101-000-667.000	RENTAL INCOME	6,850.00	6,850.00	7,600.00	0.00	(750.00)	110.95
101-000-667.030	RIVERFRONT LEASE INCOME	24,928.00	24,928.00	24,162.00	0.00	766.00	96.93
101-000-672.000	OTHER REVENUE	500.00	500.00	723.81	49.50	(223.81)	144.76
101-000-674.000	CONTRIBUTIONS / DONATIONS	2,000.00	2,000.00	1,510.00	0.00	490.00	75.50
101-000-676.000	REIMBURSEMENT	146,000.00	148,046.00	158,272.03	(3,916.26)	(10,226.03)	106.91
101-000-687.000	REFUNDS	15,000.00	15,000.00	15,686.72	1,728.00	(686.72)	104.58
101-000-688.000	REFUNDS - WORK/COMP PREMIUM	500.00	500.00	0.00	0.00	500.00	0.00
101-000-698.000	INSURANCE SETTLEMENT	0.00	0.00	68,968.89	0.00	(68,968.89)	100.00
Total Dept 000		6,355,335.00	6,357,381.00	5,885,946.05	226,025.08	471,434.95	92.58
TOTAL REVENUES		6,355,335.00	6,357,381.00	5,885,946.05	226,025.08	471,434.95	92.58
Expenditures							
Dept 101 - LEGISLATIVE							
101-101-702.000	WAGES - FULL TIME	27,052.00	27,052.00	24,797.85	2,254.35	2,254.15	91.67
101-101-709.000	COSTS - SOCIAL SECURITY	1,677.00	1,677.00	1,537.51	139.75	139.49	91.68
101-101-711.000	COSTS - MEDICARE	392.00	392.00	359.55	32.65	32.45	91.72
101-101-726.000	COSTS - WORKERS COMPENSATION	92.00	92.00	57.00	4.74	35.00	61.96
101-101-752.000	SUPPLIES - OPERATING	1,500.00	1,500.00	751.95	31.78	748.05	50.13
101-101-801.000	PROFESSIONAL & CONSULTING SERV	10,000.00	10,000.00	9,981.09	0.00	18.91	99.81
101-101-913.000	TRAVEL & TRAINING	3,900.00	3,900.00	285.00	0.00	3,615.00	7.31

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 05/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-101-915.000	MEMBERSHIPS & DUES	5,500.00	5,500.00	5,428.00	0.00	72.00	98.69
Total Dept 101 - LEGISLATIVE		50,113.00	50,113.00	43,197.95	2,463.27	6,915.05	86.20
Dept 172 - MANAGER							
101-172-702.000	WAGES - FULL TIME	165,238.00	165,238.00	149,465.71	11,897.98	15,772.29	90.45
101-172-708.000	COSTS - SUTA	45.00	45.00	16.20	0.00	28.80	36.00
101-172-709.000	COSTS - SOCIAL SECURITY	10,668.00	10,668.00	10,854.94	816.06	(186.94)	101.75
101-172-711.000	COSTS - MEDICARE	2,495.00	2,495.00	2,538.65	190.85	(43.65)	101.75
101-172-712.000	COSTS - IN LIEU OF BC/BS	4,023.00	4,023.00	6,463.68	738.64	(2,440.68)	160.67
101-172-715.000	WAGES - PHYSICAL FITNESS	0.00	0.00	500.00	0.00	(500.00)	100.00
101-172-717.000	COSTS - MERS CONTRIBUTION	12,671.00	12,671.00	11,616.00	1,056.00	1,055.00	91.67
101-172-718.000	COSTS - HEALTH INSURANCE	11,193.00	11,193.00	6,431.18	0.00	4,761.82	57.46
101-172-718.001	COSTS - HSA CONTRIBUTION	1,500.00	3,000.00	3,000.00	0.00	0.00	100.00
101-172-718.002	COSTS - DENTAL INSURANCE	1,318.00	1,318.00	930.24	0.00	387.76	70.58
101-172-718.003	COSTS - VISION / ANCILLIARY	237.00	237.00	164.73	9.69	72.27	69.51
101-172-723.000	COSTS - RETIREE HEALTH CARE	0.00	0.00	979.65	(491.93)	(979.65)	100.00
101-172-723.001	COSTS - RETIREE HEALTH STIPEND	0.00	0.00	1,000.00	250.00	(1,000.00)	100.00
101-172-724.000	COSTS - VEHICLE ALLOWANCE	4,800.00	4,800.00	4,000.00	400.00	800.00	83.33
101-172-725.000	COSTS - LIFE INSURANCE	558.00	558.00	563.41	46.66	(5.41)	100.97
101-172-726.000	COSTS - WORKERS COMPENSATION	771.00	771.00	774.55	49.78	(3.55)	100.46
101-172-727.000	WAGES - HOL/VAC/SICK SELBACK	0.00	12,000.00	11,809.83	0.00	190.17	98.42
101-172-752.000	SUPPLIES - OPERATING	2,000.00	2,000.00	924.37	37.62	1,075.63	46.22
101-172-791.000	SUBSCRIPTIONS & PUBLICATIONS	190.00	190.00	204.60	0.00	(14.60)	107.68
101-172-801.000	PROFESSIONAL & CONSULTING SER	500.00	500.00	0.00	0.00	500.00	0.00
101-172-913.000	TRAVEL & TRAINING	1,720.00	1,620.00	1,002.89	(225.00)	617.11	61.91
101-172-915.000	MEMBERSHIPS & DUES	450.00	550.00	475.00	0.00	75.00	86.36
101-172-933.000	SOFTWARE AGREE / COPIER MAINT	1,900.00	1,900.00	1,496.67	265.66	403.33	78.77
101-172-983.000	LEASE PURCHASE	1,983.00	1,983.00	1,817.86	165.26	165.14	91.67
101-172-985.000	CAPITAL OUTLAY	900.00	900.00	780.00	0.00	120.00	86.67
Total Dept 172 - MANAGER		225,160.00	238,660.00	217,810.16	15,207.27	20,849.84	91.26
Dept 215 - CLERK							
101-215-702.000	WAGES - FULL TIME	110,953.00	110,616.00	98,679.64	8,580.84	11,936.36	89.21
101-215-708.000	COSTS - SUTA	45.00	45.00	10.80	0.00	34.20	24.00
101-215-709.000	COSTS - SOCIAL SECURITY	7,505.00	7,505.00	6,811.41	572.96	693.59	90.76
101-215-711.000	COSTS - MEDICARE	1,755.00	1,755.00	1,592.99	134.00	162.01	90.77
101-215-712.000	COSTS - IN LIEU OF BC/BS	9,600.00	10,400.00	9,600.00	800.00	800.00	92.31
101-215-715.000	WAGES - PHYSICAL FITNESS	500.00	0.00	0.00	0.00	0.00	0.00
101-215-717.000	COSTS - MERS CONTRIBUTION	21,118.00	21,118.00	19,349.00	1,759.00	1,769.00	91.62
101-215-723.000	COSTS - RETIREE HEALTH CARE	3,000.00	0.00	0.00	0.00	0.00	0.00
101-215-723.001	COSTS - RETIREE HEALTH STIPEND	0.00	3,000.00	2,750.00	250.00	250.00	91.67
101-215-725.000	COSTS - LIFE INSURANCE	381.00	418.00	385.32	32.11	32.68	92.18
101-215-726.000	COSTS - WORKERS COMPENSATION	527.00	527.00	470.25	34.74	56.75	89.23
101-215-752.000	SUPPLIES - OPERATING	3,350.00	3,350.00	2,898.98	272.98	451.02	86.54
101-215-791.000	SUBSCRIPTIONS & PUBLICATIONS	190.00	210.00	204.60	0.00	5.40	97.43
101-215-900.000	PRINTING & PUBLISHING	5,000.00	5,800.00	5,214.84	651.29	585.16	89.91
101-215-913.000	TRAVEL & TRAINING	5,700.00	4,900.00	2,984.77	(446.44)	1,915.23	60.91
101-215-915.000	MEMBERSHIPS & DUES	580.00	580.00	550.00	0.00	30.00	94.83
101-215-931.000	REPAIRS/MAINT - EQUIPMENT	500.00	100.00	0.00	0.00	100.00	0.00
101-215-933.000	SOFTWARE AGREE / COPIER MAINT	9,420.00	9,800.00	9,720.14	234.82	79.86	99.19
101-215-983.000	LEASE PURCHASE	3,382.00	3,382.00	3,381.12	845.28	0.88	99.97
101-215-985.000	CAPITAL OUTLAY	2,250.00	2,250.00	1,585.00	0.00	665.00	70.44

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020 NORM (ABNORM)	MONTH 05/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND Expenditures							
Total Dept 215 - CLERK		185,756.00	185,756.00	166,188.86	13,721.58	19,567.14	89.47
Dept 247 - BOARD OF REVIEW							
101-247-704.000	WAGES - PART-TIME	2,000.00	2,000.00	1,200.00	0.00	800.00	60.00
101-247-709.000	COSTS - SOCIAL SECURITY	124.00	124.00	74.40	0.00	49.60	60.00
101-247-711.000	COSTS - MEDICARE	29.00	29.00	17.41	0.00	11.59	60.03
101-247-726.000	COSTS - WORKERS COMPENSATION	9.00	9.00	5.35	0.00	3.65	59.44
101-247-900.000	PRINTING & PUBLISHING	500.00	500.00	91.50	0.00	408.50	18.30
101-247-913.000	TRAVEL & TRAINING	500.00	500.00	80.00	0.00	420.00	16.00
Total Dept 247 - BOARD OF REVIEW		3,162.00	3,162.00	1,468.66	0.00	1,693.34	46.45
Dept 253 - FINANCE / TREASURER							
101-253-702.000	WAGES - FULL TIME	210,591.00	210,591.00	186,691.08	15,980.24	23,899.92	88.65
101-253-708.000	COSTS - SUTA	68.00	68.00	28.36	0.00	39.64	41.71
101-253-709.000	COSTS - SOCIAL SECURITY	13,460.00	13,460.00	11,853.43	967.50	1,606.57	88.06
101-253-711.000	COSTS - MEDICARE	3,148.00	3,148.00	2,772.19	226.28	375.81	88.06
101-253-712.000	COSTS - IN LIEU OF BC/BS	4,800.00	2,400.00	2,400.00	0.00	0.00	100.00
101-253-713.000	WAGES - OVERTIME	200.00	200.00	0.00	0.00	200.00	0.00
101-253-715.000	WAGES - PHYSICAL FITNESS	1,500.00	1,150.00	0.00	0.00	1,150.00	0.00
101-253-716.000	COSTS - ICMA CONTRIBUTION	0.00	2,500.00	2,157.26	303.84	342.74	86.29
101-253-717.000	COSTS - MERS CONTRIBUTION	16,894.00	16,894.00	15,488.00	1,408.00	1,406.00	91.68
101-253-718.000	COSTS - HEALTH INSURANCE	28,193.00	23,493.00	21,447.36	1,913.30	2,045.64	91.29
101-253-718.001	COSTS - HSA CONTRIBUTION	6,000.00	6,000.00	5,500.00	0.00	500.00	91.67
101-253-718.002	COSTS - DENTAL INSURANCE	1,647.00	1,647.00	1,097.85	0.00	549.15	66.66
101-253-718.003	COSTS - VISION / ANCILLIARY	425.00	425.00	311.83	30.08	113.17	73.37
101-253-723.000	COSTS - RETIREE HEALTH CARE	0.00	0.00	51.68	0.00	(51.68)	100.00
101-253-725.000	COSTS - LIFE INSURANCE	611.00	681.00	631.20	51.06	49.80	92.69
101-253-726.000	COSTS - WORKERS COMPENSATION	1,003.00	1,003.00	892.48	64.68	110.52	88.98
101-253-752.000	SUPPLIES - OPERATING	4,500.00	5,000.00	4,822.00	748.40	178.00	96.44
101-253-791.000	SUBSCRIPTIONS & PUBLICATIONS	1,570.00	1,570.00	1,479.47	9.99	90.53	94.23
101-253-801.000	PROFESSIONAL & CONSULTING SER	27,300.00	27,800.00	27,758.92	0.00	41.08	99.85
101-253-900.000	PRINTING & PUBLISHING	1,000.00	1,000.00	690.40	0.00	309.60	69.04
101-253-913.000	TRAVEL & TRAINING	5,500.00	8,000.00	7,522.78	0.00	477.22	94.03
101-253-915.000	MEMBERSHIPS & DUES	940.00	940.00	805.00	0.00	135.00	85.64
101-253-931.000	REPAIRS/MAINT - EQUIPMENT	500.00	500.00	0.00	0.00	500.00	0.00
101-253-933.000	SOFTWARE AGREE / COPIER MAINT	10,770.00	11,000.00	10,999.76	1,419.73	0.24	100.00
101-253-985.000	CAPITAL OUTLAY	1,800.00	2,950.00	2,908.46	0.00	41.54	98.59
Total Dept 253 - FINANCE / TREASURER		342,420.00	342,420.00	308,309.51	23,123.10	34,110.49	90.04
Dept 257 - ASSESSOR							
101-257-717.000	COSTS - MERS CONTRIBUTION	8,447.00	8,447.00	7,744.00	704.00	703.00	91.68
101-257-752.000	SUPPLIES - OPERATING	300.00	300.00	270.85	0.00	29.15	90.28
101-257-801.000	PROFESSIONAL & CONSULTING SER	83,304.00	83,304.00	74,012.00	6,692.00	9,292.00	88.85
101-257-931.000	REPAIRS/MAINT - EQUIPMENT	200.00	200.00	0.00	0.00	200.00	0.00
101-257-933.000	SOFTWARE AGREE / COPIER MAINT	3,680.00	3,680.00	3,679.48	63.80	0.52	99.99
101-257-985.000	CAPITAL OUTLAY	1,100.00	1,100.00	1,101.99	0.00	(1.99)	100.18
Total Dept 257 - ASSESSOR		97,031.00	97,031.00	86,808.32	7,459.80	10,222.68	89.46
Dept 262 - ELECTIONS							

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020	MONTH 05/31/20	BALANCE	
				NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED
Fund 101 - GENERAL FUND							
Expenditures							
101-262-704.000	WAGES - PART-TIME	6,690.00	6,690.00	4,167.50	154.00	2,522.50	62.29
101-262-709.000	COSTS - SOCIAL SECURITY	0.00	0.00	12.40	0.00	(12.40)	100.00
101-262-711.000	COSTS - MEDICARE	0.00	0.00	2.90	0.00	(2.90)	100.00
101-262-726.000	COSTS - WORKERS COMPENSATION	32.00	32.00	19.02	0.62	12.98	59.44
101-262-752.000	SUPPLIES - OPERATING	3,800.00	10,295.00	4,494.97	93.84	5,800.03	43.66
101-262-801.000	PROFESSIONAL & CONSULTING SER	2,000.00	800.00	781.25	0.00	18.75	97.66
101-262-900.000	PRINTING & PUBLISHING	3,450.00	3,450.00	3,012.73	432.00	437.27	87.33
Total Dept 262 - ELECTIONS		15,972.00	21,267.00	12,490.77	680.46	8,776.23	58.73
Dept 265 - CITY HALL BUILDINGS & GROUNDS							
101-265-702.000	WAGES - FULL TIME	54,066.00	54,066.00	47,827.52	4,158.91	6,238.48	88.46
101-265-708.000	COSTS - SUTA	23.00	23.00	5.40	0.00	17.60	23.48
101-265-709.000	COSTS - SOCIAL SECURITY	3,557.00	3,557.00	2,928.46	244.61	628.54	82.33
101-265-711.000	COSTS - MEDICARE	832.00	832.00	684.87	57.20	147.13	82.32
101-265-713.000	WAGES - OVERTIME	300.00	300.00	38.99	0.00	261.01	13.00
101-265-717.000	COSTS - MERS CONTRIBUTION	4,224.00	4,224.00	3,872.00	352.00	352.00	91.67
101-265-718.000	COSTS - HEALTH INSURANCE	11,193.00	11,193.00	11,024.88	918.74	168.12	98.50
101-265-718.001	COSTS - HSA CONTRIBUTION	3,000.00	3,000.00	3,000.00	0.00	0.00	100.00
101-265-718.002	COSTS - DENTAL INSURANCE	659.00	659.00	571.08	0.00	87.92	86.66
101-265-718.003	COSTS - VISION / ANCILLIARY	119.00	119.00	106.59	9.69	12.41	89.57
101-265-724.000	COSTS - VEHICLE ALLOWANCE	3,000.00	3,000.00	2,500.00	250.00	500.00	83.33
101-265-725.000	COSTS - LIFE INSURANCE	111.00	111.00	110.88	9.24	0.12	99.89
101-265-726.000	COSTS - WORKERS COMPENSATION	257.00	257.00	2,310.21	176.85	(2,053.21)	898.91
101-265-752.000	SUPPLIES - OPERATING	7,000.00	7,000.00	6,579.80	474.69	420.20	94.00
101-265-801.000	PROFESSIONAL & CONSULTING SER	2,900.00	2,900.00	1,732.50	0.00	1,167.50	59.74
101-265-850.000	COMMUNICATIONS - PHONE	8,600.00	8,600.00	5,902.07	601.41	2,697.93	68.63
101-265-913.000	TRAVEL & TRAINING	500.00	500.00	182.00	96.00	318.00	36.40
101-265-915.000	MEMBERSHIPS & DUES	150.00	150.00	300.00	0.00	(150.00)	200.00
101-265-918.000	UTILITIES - WATER	2,850.00	2,850.00	2,717.14	173.15	132.86	95.34
101-265-920.000	UTILITIES - ELECTRIC	24,000.00	24,000.00	20,379.50	872.48	3,620.50	84.91
101-265-921.000	UTILITIES - NATURAL GAS	4,000.00	4,000.00	3,623.89	310.70	376.11	90.60
101-265-930.000	REPAIRS/MAINT - BUILDINGS/LAN	29,500.00	39,500.00	35,400.08	748.50	4,099.92	89.62
101-265-931.000	REPAIRS/MAINT - EQUIPMENT	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
101-265-933.000	SOFTWARE AGREE / COPIER MAINT	150.00	150.00	125.00	0.00	25.00	83.33
101-265-985.000	CAPITAL OUTLAY	3,000.00	3,000.00	1,309.98	0.00	1,690.02	43.67
Total Dept 265 - CITY HALL BUILDINGS & GROUNDS		165,191.00	175,191.00	153,232.84	9,454.17	21,958.16	87.47
Dept 275 - GENERAL							
101-275-752.000	SUPPLIES - OPERATING	1,000.00	1,000.00	457.42	0.00	542.58	45.74
101-275-801.000	PROFESSIONAL & CONSULTING SER	34,200.00	34,200.00	27,926.89	0.00	6,273.11	81.66
101-275-802.000	ATTORNEY	56,000.00	56,000.00	46,361.50	4,455.00	9,638.50	82.79
101-275-804.000	ATTORNEY - LABOR	20,000.00	20,000.00	7,802.30	1,150.00	12,197.70	39.01
101-275-805.000	ATTORNEY - TAX APPEALS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-275-806.000	ATTORNEY - PROSECUTING ATTY	12,500.00	12,500.00	10,954.25	645.00	1,545.75	87.63
101-275-807.000	ATTORNEY - LITIGATION\PROJECTS	7,000.00	7,000.00	1,892.00	0.00	5,108.00	27.03
101-275-851.000	POSTAGE	29,000.00	29,000.00	27,638.84	2,156.30	1,361.16	95.31
101-275-852.000	COMMUNICATIONS - DATA\INTERNE	5,000.00	5,000.00	4,993.80	0.00	6.20	99.88
101-275-853.000	COMMUNICATIONS - CELL PHONES	12,000.00	12,000.00	10,154.95	856.03	1,845.05	84.62
101-275-920.001	UTILITIES - ELECTRIC STR LIGH	115,000.00	115,000.00	95,064.87	10,163.20	19,935.13	82.67
101-275-933.000	SOFTWARE AGREE / COPIER MAINT	750.00	750.00	1,770.75	400.00	(1,020.75)	236.10
101-275-935.000	INSURANCE	87,000.00	87,000.00	85,950.17	0.00	1,049.83	98.79
101-275-940.000	RENT	1,700.00	1,700.00	1,684.37	0.00	15.63	99.08

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDGT
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020	MONTH 05/31/20	BALANCE	
				NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED
Fund 101 - GENERAL FUND							
Expenditures							
101-275-946.000	ENGINEERING SERVICES	12,000.00	12,000.00	14,284.00	2,400.00	(2,284.00)	119.03
101-275-955.000	MISCELLANEOUS EXPENSE	0.00	0.00	552.69	425.00	(552.69)	100.00
101-275-959.000	BAD DEBT	500.00	500.00	0.00	0.00	500.00	0.00
101-275-960.000	BANK CHARGES	6,500.00	6,500.00	2,943.99	679.36	3,556.01	45.29
101-275-964.000	REFUNDS	500.00	500.00	0.00	0.00	500.00	0.00
101-275-984.000	COMPUTER HARDWARE & SOFTWARE	6,000.00	6,000.00	5,215.89	0.00	784.11	86.93
101-275-995.000	TRANSFERS OUT	75,616.00	183,274.00	183,274.00	0.00	0.00	100.00
Total Dept 275 - GENERAL		487,266.00	594,924.00	528,922.68	23,329.89	66,001.32	88.91
Dept 301 - POLICE							
101-301-702.000	WAGES - FULL TIME	687,135.00	663,135.00	596,090.48	50,501.59	67,044.52	89.89
101-301-704.000	WAGES - PART-TIME	32,615.00	24,615.00	21,265.14	1,967.00	3,349.86	86.39
101-301-708.000	COSTS - SUTA	304.00	304.00	68.86	0.00	235.14	22.65
101-301-709.000	COSTS - SOCIAL SECURITY	1,092.00	1,392.00	1,318.44	121.96	73.56	94.72
101-301-711.000	COSTS - MEDICARE	10,778.00	12,578.00	11,094.27	870.10	1,483.73	88.20
101-301-712.000	COSTS - IN LIEU OF BC/BS	16,282.00	16,482.00	14,906.94	932.71	1,575.06	90.44
101-301-713.000	WAGES - OVERTIME	36,000.00	58,650.00	53,055.68	581.08	5,594.32	90.46
101-301-713.002	WAGES - OT UNDERAGE DRINKING GRANT	3,000.00	0.00	0.00	0.00	0.00	0.00
101-301-713.004	OVERTIME - COVID	0.00	6,550.00	3,538.25	0.00	3,011.75	54.02
101-301-715.000	WAGES - PHYSICAL FITNESS	6,500.00	6,500.00	4,900.00	0.00	1,600.00	75.38
101-301-717.000	COSTS - MERS CONTRIBUTION	171,496.00	171,496.00	161,689.47	14,526.50	9,806.53	94.28
101-301-718.000	COSTS - HEALTH INSURANCE	104,986.00	104,986.00	95,315.02	8,617.94	9,670.98	90.79
101-301-718.001	COSTS - HSA CONTRIBUTION	22,500.00	22,500.00	22,250.00	0.00	250.00	98.89
101-301-718.002	COSTS - DENTAL INSURANCE	6,478.00	6,478.00	5,156.61	(55.57)	1,321.39	79.60
101-301-718.003	COSTS - VISION / ANCILLIARY	1,610.00	1,610.00	1,362.17	111.72	247.83	84.61
101-301-721.000	COSTS - UNIFORM/CLEANING ALLO	10,900.00	5,400.00	4,976.79	202.70	423.21	92.16
101-301-723.000	COSTS - RETIREE HEALTH CARE	4,500.00	0.00	0.00	0.00	0.00	0.00
101-301-723.001	COSTS - RETIREE HEALTH STIPEND	0.00	4,500.00	3,500.00	250.00	1,000.00	77.78
101-301-725.000	COSTS - LIFE INSURANCE	2,179.00	2,179.00	1,989.46	141.39	189.54	91.30
101-301-726.000	COSTS - WORKERS COMPENSATION	21,857.00	21,857.00	21,109.84	1,499.19	747.16	96.58
101-301-727.000	WAGES - HOL/VAC/SICK SELBACK	25,000.00	42,500.00	37,766.52	4,377.55	4,733.48	88.86
101-301-752.000	SUPPLIES - OPERATING	9,200.00	10,200.00	9,453.04	771.91	746.96	92.68
101-301-770.000	VEHICLE GAS / DIESEL	17,300.00	15,800.00	14,845.51	369.37	954.49	93.96
101-301-791.000	SUBSCRIPTIONS & PUBLICATIONS	100.00	100.00	0.00	0.00	100.00	0.00
101-301-801.000	PROFESSIONAL & CONSULTING SER	2,250.00	3,250.00	3,267.76	0.00	(17.76)	100.55
101-301-873.000	EDUCATION/TUITION REIMBURSE.	5,000.00	0.00	0.00	0.00	0.00	0.00
101-301-900.000	PRINTING & PUBLISHING	850.00	850.00	190.00	100.00	660.00	22.35
101-301-913.000	TRAVEL & TRAINING	11,550.00	8,550.00	6,890.86	0.00	1,659.14	80.59
101-301-915.000	MEMBERSHIPS & DUES	760.00	760.00	465.00	0.00	295.00	61.18
101-301-931.000	REPAIRS/MAINT - EQUIPMENT	1,800.00	800.00	426.08	0.00	373.92	53.26
101-301-932.000	REPAIRS/MAINT - VEHICLES	6,800.00	11,000.00	9,792.12	15.54	1,207.88	89.02
101-301-933.000	SOFTWARE AGREE / COPIER MAINT	6,600.00	6,600.00	5,490.62	125.06	1,109.38	83.19
101-301-957.000	MOTOR POOL	50,000.00	50,000.00	44,000.00	8,000.00	6,000.00	88.00
101-301-983.000	LEASE PURCHASE	315.00	315.00	117.98	0.00	197.02	37.45
101-301-985.000	CAPITAL OUTLAY	7,000.00	7,000.00	4,068.03	1,260.00	2,931.97	58.11
Total Dept 301 - POLICE		1,284,737.00	1,288,937.00	1,160,360.94	95,287.74	128,576.06	90.02
Dept 336 - FIRE							
101-336-702.000	WAGES - FULL TIME	453,700.00	453,700.00	403,912.26	34,708.06	49,787.74	89.03
101-336-708.000	COSTS - SUTA	191.00	191.00	68.95	0.00	122.05	36.10
101-336-711.000	COSTS - MEDICARE	6,378.00	7,438.00	7,505.77	489.31	(67.77)	100.91
101-336-712.000	COSTS - IN LIEU OF BC/BS	6,682.00	10,898.00	10,750.29	422.20	147.71	98.64

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDGT
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020 NORM (ABNORM)	MONTH 05/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Expenditures							
101-336-713.000	WAGES - OVERTIME	38,000.00	47,000.00	44,883.06	890.76	2,116.94	95.50
101-336-713.005	WAGES - OT FF PA 604	5,000.00	6,000.00	5,640.41	0.00	359.59	94.01
101-336-715.000	WAGES - PHYSICAL FITNESS	4,000.00	4,000.00	3,200.00	0.00	800.00	80.00
101-336-717.000	COSTS - MERS CONTRIBUTION	155,353.00	155,353.00	145,452.80	13,194.50	9,900.20	93.63
101-336-718.000	COSTS - HEALTH INSURANCE	98,676.00	94,460.00	84,474.14	8,100.26	9,985.86	89.43
101-336-718.001	COSTS - HSA CONTRIBUTION	24,000.00	24,000.00	21,375.00	0.00	2,625.00	89.06
101-336-718.002	COSTS - DENTAL INSURANCE	6,917.00	6,917.00	4,604.96	(9.02)	2,312.04	66.57
101-336-718.003	COSTS - VISION / ANCILLIARY	1,761.00	1,761.00	1,265.18	119.23	495.82	71.84
101-336-721.000	COSTS - UNIFORM/CLEANING ALLO	8,000.00	3,100.00	3,661.27	0.00	(561.27)	118.11
101-336-722.000	COSTS - FOOD ALLOWANCE	6,560.00	2,580.00	740.23	0.00	1,839.77	28.69
101-336-723.000	COSTS - RETIREE HEALTH CARE	10,500.00	0.00	0.00	0.00	0.00	0.00
101-336-723.001	COSTS - RETIREE HEALTH STIPEND	0.00	10,500.00	8,750.00	750.00	1,750.00	83.33
101-336-725.000	COSTS - LIFE INSURANCE	1,514.00	1,714.00	1,557.44	121.95	156.56	90.87
101-336-726.000	COSTS - WORKERS COMPENSATION	22,108.00	22,108.00	22,437.48	1,392.06	(329.48)	101.49
101-336-727.000	WAGES - HOL/VAC/SICK SELLBACK	38,000.00	49,000.00	48,708.91	4,377.55	291.09	99.41
101-336-752.000	SUPPLIES - OPERATING	7,000.00	11,092.00	9,116.22	370.89	1,975.78	82.19
101-336-770.000	VEHICLE GAS / DIESEL	7,200.00	7,200.00	5,890.79	349.24	1,309.21	81.82
101-336-777.000	SUPPLIES - MEDICAL	18,400.00	21,400.00	20,361.59	2,218.45	1,038.41	95.15
101-336-780.000	FIRE PREVENTION	1,500.00	1,500.00	1,393.75	0.00	106.25	92.92
101-336-791.000	SUBSCRIPTIONS & PUBLICATIONS	700.00	0.00	0.00	0.00	0.00	0.00
101-336-801.000	PROFESSIONAL & CONSULTING SER	26,875.00	26,875.00	25,674.27	2,485.15	1,200.73	95.53
101-336-873.000	EDUCATION/TUITION REIMBURSE.	5,000.00	5,000.00	4,984.00	621.00	16.00	99.68
101-336-900.000	PRINTING & PUBLISHING	1,000.00	400.00	361.00	0.00	39.00	90.25
101-336-913.000	TRAVEL & TRAINING	8,300.00	11,930.00	11,912.75	0.00	17.25	99.86
101-336-915.000	MEMBERSHIPS & DUES	710.00	710.00	610.00	0.00	100.00	85.92
101-336-918.000	UTILITIES - WATER	1,650.00	2,750.00	2,415.16	148.77	334.84	87.82
101-336-920.000	UTILITIES - ELECTRIC	5,250.00	5,250.00	4,400.32	328.11	849.68	83.82
101-336-921.000	UTILITIES - NATURAL GAS	3,500.00	3,500.00	3,009.89	276.01	490.11	86.00
101-336-930.000	REPAIRS/MAINT - BUILDINGS/LAN	4,000.00	4,800.00	4,726.81	0.00	73.19	98.48
101-336-931.000	REPAIRS/MAINT - EQUIPMENT	7,560.00	7,700.00	10,286.99	2,669.68	(2,586.99)	133.60
101-336-932.000	REPAIRS/MAINT - VEHICLES	8,250.00	15,000.00	11,109.06	207.50	3,890.94	74.06
101-336-933.000	SOFTWARE AGREE / COPIER MAINT	3,750.00	3,750.00	3,391.92	30.00	358.08	90.45
101-336-942.000	HYDRANT RENTAL	21,600.00	21,600.00	16,200.00	0.00	5,400.00	75.00
101-336-957.000	MOTOR POOL	76,000.00	76,000.00	69,666.63	12,666.66	6,333.37	91.67
101-336-983.000	LEASE PURCHASE	315.00	315.00	39.32	0.00	275.68	12.48
101-336-985.000	CAPITAL OUTLAY	9,100.00	6,600.00	5,649.86	0.00	950.14	85.60
Total Dept 336 - FIRE		1,105,000.00	1,134,092.00	1,030,188.48	86,928.32	103,903.52	90.84
Dept 441 - PUBLIC WORKS							
101-441-702.000	WAGES - FULL TIME	629,302.00	614,897.00	549,877.32	35,744.09	65,019.68	89.43
101-441-704.000	WAGES - PART-TIME	18,000.00	18,000.00	11,670.00	400.00	6,330.00	64.83
101-441-708.000	COSTS - SUTA	360.00	360.00	111.81	0.24	248.19	31.06
101-441-709.000	COSTS - SOCIAL SECURITY	43,929.00	43,929.00	41,306.75	3,204.38	2,622.25	94.03
101-441-711.000	COSTS - MEDICARE	10,274.00	10,274.00	9,660.44	749.40	613.56	94.03
101-441-712.000	COSTS - IN LIEU OF BC/BS	14,400.00	14,400.00	8,000.00	400.00	6,400.00	55.56
101-441-713.000	WAGES - OVERTIME	29,000.00	29,000.00	29,880.87	1,312.56	(880.87)	103.04
101-441-713.001	WAGES - 2E STANDBY PAY	16,831.00	16,831.00	15,109.28	1,294.72	1,721.72	89.77
101-441-713.004	OVERTIME - COVID	0.00	15,000.00	22,645.46	15,652.13	(7,645.46)	150.97
101-441-715.000	WAGES - PHYSICAL FITNESS	1,000.00	1,000.00	500.00	0.00	500.00	50.00
101-441-716.000	COSTS - ICMA CONTRIBUTION	2,804.00	2,804.00	2,788.69	218.12	15.31	99.45
101-441-717.000	COSTS - MERS CONTRIBUTION	46,362.00	46,362.00	44,081.07	4,010.21	2,280.93	95.08
101-441-718.000	COSTS - HEALTH INSURANCE	124,470.00	124,470.00	134,728.26	12,909.40	(10,258.26)	108.24
101-441-718.001	COSTS - HSA CONTRIBUTION	33,000.00	33,650.00	33,625.00	0.00	25.00	99.93
101-441-718.002	COSTS - DENTAL INSURANCE	9,114.00	9,114.00	6,825.10	0.00	2,288.90	74.89

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020 NORM (ABNORM)	MONTH 05/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Expenditures							
101-441-718.003	COSTS - VISION / ANCILLIARY	2,213.00	2,213.00	1,704.46	179.47	508.54	77.02
101-441-721.000	COSTS - UNIFORM/CLEANING ALLO	7,000.00	7,000.00	5,086.99	299.50	1,913.01	72.67
101-441-723.000	COSTS - RETIREE HEALTH CARE	10,250.00	10,250.00	6,266.33	(241.93)	3,983.67	61.13
101-441-723.001	COSTS - RETIREE HEALTH STIPEND	0.00	2,250.00	3,000.00	750.00	(750.00)	133.33
101-441-725.000	COSTS - LIFE INSURANCE	1,812.00	1,812.00	1,766.64	160.31	45.36	97.50
101-441-726.000	COSTS - WORKERS COMPENSATION	48,358.00	48,358.00	42,830.26	2,596.55	5,527.74	88.57
101-441-727.000	WAGES - HOL/VAC/SICK SELLBACK	40,000.00	40,000.00	35,621.21	0.00	4,378.79	89.05
101-441-752.000	SUPPLIES - OPERATING	19,500.00	14,500.00	20,043.38	2,057.59	(5,543.38)	138.23
101-441-770.000	VEHICLE GAS / DIESEL	50,000.00	50,000.00	38,974.05	2,317.28	11,025.95	77.95
101-441-791.000	SUBSCRIPTIONS & PUBLICATIONS	200.00	205.00	204.60	0.00	0.40	99.80
101-441-801.000	PROFESSIONAL & CONSULTING SER	6,500.00	6,500.00	1,308.15	0.00	5,191.85	20.13
101-441-850.000	COMMUNICATIONS - PHONE	500.00	500.00	361.09	0.00	138.91	72.22
101-441-888.000	TREE COMMISSION	500.00	500.00	0.00	0.00	500.00	0.00
101-441-900.000	PRINTING & PUBLISHING	1,500.00	2,050.00	2,036.90	0.00	13.10	99.36
101-441-913.000	TRAVEL & TRAINING	2,000.00	2,000.00	311.19	0.00	1,688.81	15.56
101-441-915.000	MEMBERSHIPS & DUES	350.00	750.00	713.00	0.00	37.00	95.07
101-441-918.000	UTILITIES - WATER	2,200.00	2,200.00	697.52	72.10	1,502.48	31.71
101-441-920.000	UTILITIES - ELECTRIC	15,300.00	15,300.00	13,235.93	860.05	2,064.07	86.51
101-441-921.000	UTILITIES - NATURAL GAS	18,500.00	18,500.00	13,923.13	1,368.38	4,576.87	75.26
101-441-930.000	REPAIRS/MAINT - BUILDINGS/LAN	15,000.00	15,000.00	15,104.28	5,044.68	(104.28)	100.70
101-441-931.000	REPAIRS/MAINT - EQUIPMENT	16,000.00	16,000.00	16,909.32	1,442.45	(909.32)	105.68
101-441-932.000	REPAIRS/MAINT - VEHICLES	50,000.00	50,000.00	22,684.83	258.21	27,315.17	45.37
101-441-933.000	SOFTWARE AGREE / COPIER MAINT	2,750.00	3,300.00	3,647.37	543.45	(347.37)	110.53
101-441-954.000	CHRISTMAS DECORATIONS	6,000.00	6,000.00	2,681.67	0.00	3,318.33	44.69
101-441-957.000	MOTOR POOL	90,000.00	90,000.00	82,500.00	15,000.00	7,500.00	91.67
101-441-985.000	CAPITAL OUTLAY	2,300.00	2,300.00	1,151.00	0.00	1,149.00	50.04
Total Dept 441 - PUBLIC WORKS		1,387,579.00	1,387,579.00	1,243,573.35	108,603.34	144,005.65	89.62
Dept 701 - PLANNING & ZONING							
101-701-717.000	COSTS - MERS CONTRIBUTION	12,671.00	12,671.00	11,616.00	1,056.00	1,055.00	91.67
101-701-723.000	COSTS - RETIREE HEALTH CARE	3,000.00	3,000.00	3,219.06	250.00	(219.06)	107.30
101-701-726.000	COSTS - WORKERS COMPENSATION	0.00	0.00	19.81	0.00	(19.81)	100.00
101-701-801.000	PROFESSIONAL & CONSULTING SERV	71,050.00	71,050.00	71,400.00	0.00	(350.00)	100.49
101-701-884.000	HISTORIC DISTRICT COMMISSION	600.00	600.00	190.50	0.00	409.50	31.75
101-701-887.000	PLANNING COMMISSION	1,500.00	1,500.00	1,395.85	0.00	104.15	93.06
101-701-889.000	ZONING BOARD OF APPEALS	500.00	500.00	349.90	0.00	150.10	69.98
101-701-900.000	PRINTING & PUBLISHING	100.00	600.00	512.00	0.00	88.00	85.33
101-701-933.000	SOFTWARE AGREE / COPIER MAINT	1,200.00	1,800.00	2,129.04	33.98	(329.04)	118.28
Total Dept 701 - PLANNING & ZONING		90,621.00	91,721.00	90,832.16	1,339.98	888.84	99.03
Dept 751 - PARKS & RECREATION							
101-751-702.000	WAGES - FULL TIME	92,830.00	92,830.00	74,895.99	1,785.20	17,934.01	80.68
101-751-704.000	WAGES - PART-TIME	56,000.00	56,000.00	36,823.63	1,200.00	19,176.37	65.76
101-751-708.000	COSTS - SUTA	185.00	185.00	108.83	0.72	76.17	58.83
101-751-709.000	COSTS - SOCIAL SECURITY	9,816.00	9,816.00	8,127.73	294.04	1,688.27	82.80
101-751-711.000	COSTS - MEDICARE	2,296.00	2,296.00	1,900.87	68.79	395.13	82.79
101-751-713.000	WAGES - OVERTIME	8,500.00	8,500.00	8,516.82	0.00	(16.82)	100.20
101-751-713.001	WAGES - 2E STANDBY PAY	500.00	500.00	0.00	0.00	500.00	0.00
101-751-713.004	OVERTIME - COVID	0.00	0.00	3,815.32	1,986.04	(3,815.32)	100.00
101-751-715.000	WAGES - PHYSICAL FITNESS	500.00	500.00	0.00	0.00	500.00	0.00
101-751-717.000	COSTS - MERS CONTRIBUTION	8,054.00	8,054.00	7,382.53	671.17	671.47	91.66
101-751-718.000	COSTS - HEALTH INSURANCE	25,290.00	25,290.00	22,835.12	0.00	2,454.88	90.29

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 05/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-751-718.001	COSTS - HSA CONTRIBUTION	4,500.00	6,000.00	6,000.00	0.00	0.00	100.00
101-751-718.002	COSTS - DENTAL INSURANCE	1,482.00	1,482.00	1,278.97	0.00	203.03	86.30
101-751-718.003	COSTS - VISION / ANCILLIARY	331.00	331.00	270.70	0.00	60.30	81.78
101-751-721.000	COSTS - UNIFORM/CLEANING ALLO	1,200.00	1,200.00	580.22	0.00	619.78	48.35
101-751-723.000	COSTS - RETIREE HEALTH CARE	1,500.00	3,000.00	3,240.58	250.00	(240.58)	108.02
101-751-725.000	COSTS - LIFE INSURANCE	222.00	222.00	203.28	0.00	18.72	91.57
101-751-726.000	COSTS - WORKERS COMPENSATION	5,021.00	5,021.00	4,575.07	134.32	445.93	91.12
101-751-727.000	WAGES - HOL/VAC/SICK SELBACK	1,000.00	1,000.00	936.36	0.00	63.64	93.64
101-751-752.000	SUPPLIES - OPERATING	24,000.00	24,000.00	13,425.48	928.45	10,574.52	55.94
101-751-770.000	VEHICLE GAS / DIESEL	8,600.00	8,600.00	5,686.85	393.56	2,913.15	66.13
101-751-801.000	PROFESSIONAL & CONSULTING SER	1,000.00	41,000.00	43,875.80	28,739.75	(2,875.80)	107.01
101-751-850.000	COMMUNICATIONS - PHONE	1,000.00	1,000.00	800.39	39.99	199.61	80.04
101-751-883.000	HARBOR COMMISSION	100.00	100.00	76.00	0.00	24.00	76.00
101-751-886.000	PARKS COMMISSION	800.00	800.00	125.99	0.00	674.01	15.75
101-751-900.000	PRINTING & PUBLISHING	1,000.00	1,000.00	756.75	81.00	243.25	75.68
101-751-913.000	TRAVEL & TRAINING	1,000.00	1,000.00	67.00	0.00	933.00	6.70
101-751-918.000	UTILITIES - WATER	22,000.00	22,000.00	15,365.20	523.35	6,634.80	69.84
101-751-920.000	UTILITIES - ELECTRIC	23,000.00	28,000.00	29,220.30	2,598.76	(1,220.30)	104.36
101-751-921.000	UTILITIES - NATURAL GAS	1,000.00	1,000.00	720.91	59.71	279.09	72.09
101-751-930.000	REPAIRS/MAINT - BUILDINGS/LAN	34,800.00	110,800.00	108,666.42	7,900.65	2,133.58	98.07
101-751-931.000	REPAIRS/MAINT - EQUIPMENT	25,000.00	25,000.00	3,527.83	274.35	21,472.17	14.11
101-751-932.000	REPAIRS/MAINT - VEHICLES	2,500.00	2,500.00	2,071.68	216.88	428.32	82.87
101-751-957.000	MOTOR POOL	19,000.00	19,000.00	17,416.63	3,166.66	1,583.37	91.67
101-751-985.000	CAPITAL OUTLAY	11,000.00	11,000.00	0.00	0.00	11,000.00	0.00
Total Dept 751 - PARKS & RECREATION		395,027.00	519,027.00	423,295.25	51,313.39	95,731.75	81.56
Dept 801 - APPROPRIATIONS							
101-801-890.000	ALTERNATIVES FOR AREA YOUTH	13,000.00	13,000.00	13,000.00	0.00	0.00	100.00
101-801-892.000	ECONOMIC DEVELOPMENT	20,000.00	20,000.00	20,000.00	(5,000.00)	0.00	100.00
101-801-893.500	MAPS PAINE POOL	40,000.00	40,000.00	30,000.00	0.00	10,000.00	75.00
101-801-894.000	MANISTEE RECREATION ASSOC.	27,000.00	27,000.00	27,000.00	0.00	0.00	100.00
101-801-894.500	MANISTEE SAINTS	2,000.00	2,000.00	2,000.00	0.00	0.00	100.00
101-801-895.000	MAN. CO. HISTORICAL MUSEUM	10,000.00	10,000.00	10,000.00	0.00	0.00	100.00
101-801-897.000	RAMSDELL REGIONAL CENTER FOR	50,000.00	50,000.00	50,000.00	0.00	0.00	100.00
Total Dept 801 - APPROPRIATIONS		162,000.00	162,000.00	152,000.00	(5,000.00)	10,000.00	93.83
Dept 905 - DEBT SERVICE							
101-905-991.006	2010 DDA REFUNDING - PRINCIPA	135,000.00	135,000.00	135,000.00	0.00	0.00	100.00
101-905-991.008	2013 CI REFUNDING - PRINCIPAL	210,000.00	210,000.00	210,000.00	0.00	0.00	100.00
101-905-992.106	2010 DDA REFUNDING - INTEREST	2,700.00	2,700.00	2,700.00	0.00	0.00	100.00
101-905-992.108	2013 CI REFUNDING - INTEREST	25,600.00	25,600.00	25,600.00	0.00	0.00	100.00
Total Dept 905 - DEBT SERVICE		373,300.00	373,300.00	373,300.00	0.00	0.00	100.00
TOTAL EXPENDITURES		6,370,335.00	6,665,180.00	5,991,979.93	433,912.31	673,200.07	89.90
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		6,355,335.00	6,357,381.00	5,885,946.05	226,025.08	471,434.95	92.58
TOTAL EXPENDITURES		6,370,335.00	6,665,180.00	5,991,979.93	433,912.31	673,200.07	89.90

REVENUE AND EXPENDITURE REPORT FOR MANISTEE CITY

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDT USED
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020 NORM (ABNORM)	MONTH 05/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
NET OF REVENUES & EXPENDITURES		(15,000.00)	(307,799.00)	(106,033.88)	(207,887.23)	(201,765.12)	34.45

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020 NORM (ABNORM)	MONTH 05/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 202 - MAJOR STREET FUND							
Revenues							
Dept 000							
202-000-540.000	STATE GRANT - OTHER	195,000.00	195,000.00	0.00	0.00	195,000.00	0.00
202-000-546.001	STATE GRANT - ACT 51 REVENUE	672,516.00	672,516.00	507,596.44	51,635.28	164,919.56	75.48
202-000-546.003	STATE GRANT - MOVABLE BRIDGES	119,175.00	119,175.00	80,863.91	0.00	38,311.09	67.85
202-000-548.000	SNOW REMOVAL	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
202-000-626.000	CHARGE FOR SERVICE	180,000.00	180,000.00	106,189.35	0.00	73,810.65	58.99
202-000-665.000	INVESTMENT - INTEREST	5,000.00	5,000.00	8,239.46	172.27	(3,239.46)	164.79
202-000-676.000	REIMBURSEMENT	10,000.00	10,000.00	11,779.00	11,779.00	(1,779.00)	117.79
202-000-699.000	TRANSFERS IN	10,000.00	10,000.00	10,000.00	0.00	0.00	100.00
Total Dept 000		1,201,691.00	1,201,691.00	724,668.16	63,586.55	477,022.84	60.30
TOTAL REVENUES		1,201,691.00	1,201,691.00	724,668.16	63,586.55	477,022.84	60.30
Expenditures							
Dept 000							
202-000-752.000	SUPPLIES - OPERATING	500.00	500.00	0.00	0.00	500.00	0.00
202-000-803.000	ADMINISTRATION	0.00	0.00	7,499.89	0.00	(7,499.89)	100.00
202-000-863.000	TRAFFIC SERVICES	15,000.00	15,000.00	1,365.34	0.00	13,634.66	9.10
202-000-864.000	PRESERVATION STREETS	113,250.00	113,250.00	98,852.40	7,437.50	14,397.60	87.29
202-000-864.001	PRESERVATION STREETS -PROJECT	875,543.00	875,543.00	460,088.29	0.00	415,454.71	52.55
202-000-865.000	ROUTINE MAINTENANCE BRIDGES	40,000.00	40,000.00	9,166.51	0.00	30,833.49	22.92
202-000-865.001	OPERATIONS - BRIDGE	111,412.00	111,412.00	92,843.30	9,284.33	18,568.70	83.33
202-000-866.000	WINTER MAINTENANCE STREETS	167,250.00	167,250.00	146,346.98	11,812.50	20,903.02	87.50
202-000-870.000	SIDEWALKS	12,500.00	12,500.00	2,418.45	0.00	10,081.55	19.35
202-000-918.000	UTILITIES - WATER	2,500.00	2,500.00	2,141.44	436.03	358.56	85.66
202-000-920.000	UTILITIES - ELECTRIC	4,500.00	4,500.00	4,002.36	305.28	497.64	88.94
202-000-921.000	UTILITIES - NATURAL GAS	1,500.00	1,500.00	903.67	78.14	596.33	60.24
202-000-995.000	TRANSFERS OUT	180,797.00	180,797.00	180,797.00	0.00	0.00	100.00
Total Dept 000		1,524,752.00	1,524,752.00	1,006,425.63	29,353.78	518,326.37	66.01
TOTAL EXPENDITURES		1,524,752.00	1,524,752.00	1,006,425.63	29,353.78	518,326.37	66.01
Fund 202 - MAJOR STREET FUND:							
TOTAL REVENUES		1,201,691.00	1,201,691.00	724,668.16	63,586.55	477,022.84	60.30
TOTAL EXPENDITURES		1,524,752.00	1,524,752.00	1,006,425.63	29,353.78	518,326.37	66.01
NET OF REVENUES & EXPENDITURES		(323,061.00)	(323,061.00)	(281,757.47)	34,232.77	(41,303.53)	87.21

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020 NORM (ABNORM)	MONTH 05/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 203 - LOCAL STREET FUND							
Revenues							
Dept 000							
203-000-540.000	STATE GRANT - OTHER	376,600.00	376,600.00	0.00	0.00	376,600.00	0.00
203-000-546.001	STATE GRANT - ACT 51 REVENUE	224,172.00	224,172.00	176,209.31	17,925.28	47,962.69	78.60
203-000-548.000	SNOW REMOVAL	500.00	500.00	0.00	0.00	500.00	0.00
203-000-665.000	INVESTMENT - INTEREST	500.00	500.00	1,544.77	27.58	(1,044.77)	308.95
203-000-699.000	TRANSFERS IN	340,797.00	340,797.00	368,455.00	0.00	(27,658.00)	108.12
Total Dept 000		942,569.00	942,569.00	546,209.08	17,952.86	396,359.92	57.95
TOTAL REVENUES		942,569.00	942,569.00	546,209.08	17,952.86	396,359.92	57.95
Expenditures							
Dept 000							
203-000-752.000	SUPPLIES - OPERATING	500.00	500.00	976.47	878.87	(476.47)	195.29
203-000-803.000	ADMINISTRATION	0.00	0.00	7,499.86	0.00	(7,499.86)	100.00
203-000-863.000	TRAFFIC SERVICES	6,000.00	6,000.00	68.42	0.00	5,931.58	1.14
203-000-864.000	PRESERVATION STREETS	93,250.00	93,250.00	85,324.81	11,887.50	7,925.19	91.50
203-000-864.001	PRESERVATION STREETS -PROJECTS	1,021,900.00	601,900.00	4,631.70	0.00	597,268.30	0.77
203-000-864.002	HASTINGS FREMONT NON-RD TASK 104	0.00	420,000.00	314,228.20	284,220.90	105,771.80	74.82
203-000-866.000	WINTER MAINTENANCE STREETS	97,500.00	97,500.00	88,943.95	6,125.00	8,556.05	91.22
203-000-870.000	SIDEWALKS	12,500.00	12,500.00	2,658.73	0.00	9,841.27	21.27
Total Dept 000		1,231,650.00	1,231,650.00	504,332.14	303,112.27	727,317.86	40.95
Dept 905 - DEBT SERVICE							
203-905-991.000	PRINCIPLE PORTION OF PAYMENTS	49,310.00	49,310.00	49,310.34	0.00	(0.34)	100.00
203-905-992.012	2010 CAPITAL IMP BOND INTEREST	31,487.00	31,487.00	31,490.64	0.00	(3.64)	100.01
Total Dept 905 - DEBT SERVICE		80,797.00	80,797.00	80,800.98	0.00	(3.98)	100.00
TOTAL EXPENDITURES		1,312,447.00	1,312,447.00	585,133.12	303,112.27	727,313.88	44.58
Fund 203 - LOCAL STREET FUND:							
TOTAL REVENUES		942,569.00	942,569.00	546,209.08	17,952.86	396,359.92	57.95
TOTAL EXPENDITURES		1,312,447.00	1,312,447.00	585,133.12	303,112.27	727,313.88	44.58
NET OF REVENUES & EXPENDITURES		(369,878.00)	(369,878.00)	(38,924.04)	(285,159.41)	(330,953.96)	10.52

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020 NORM (ABNORM)	MONTH 05/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 204 - MUNICIPAL STREET FUND							
Revenues							
Dept 000							
204-000-546.002	STATE GRANT - ROW FEE	28,000.00	28,000.00	0.00	0.00	28,000.00	0.00
204-000-665.000	INVESTMENT - INTEREST	0.00	0.00	67.69	0.00	(67.69)	100.00
Total Dept 000		28,000.00	28,000.00	67.69	0.00	27,932.31	0.24
TOTAL REVENUES		28,000.00	28,000.00	67.69	0.00	27,932.31	0.24
Expenditures							
Dept 000							
204-000-950.000	TREES	8,000.00	8,000.00	7,402.03	340.00	597.97	92.53
204-000-995.000	TRANSFERS OUT	20,000.00	20,000.00	20,000.00	0.00	0.00	100.00
Total Dept 000		28,000.00	28,000.00	27,402.03	340.00	597.97	97.86
TOTAL EXPENDITURES		28,000.00	28,000.00	27,402.03	340.00	597.97	97.86
Fund 204 - MUNICIPAL STREET FUND:							
TOTAL REVENUES		28,000.00	28,000.00	67.69	0.00	27,932.31	0.24
TOTAL EXPENDITURES		28,000.00	28,000.00	27,402.03	340.00	597.97	97.86
NET OF REVENUES & EXPENDITURES		0.00	0.00	(27,334.34)	(340.00)	27,334.34	100.00

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020 NORM (ABNORM)	MONTH 05/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 226 - CITY REFUSE FUND							
Revenues							
Dept 000							
226-000-402.000	TAXES - REAL/PERSONAL PROPERT	197,680.00	197,680.00	197,227.72	0.00	452.28	99.77
226-000-411.000	TAXES - DELINQ REAL PROPERTY	9,812.00	9,812.00	0.00	0.00	9,812.00	0.00
226-000-412.000	TAXES - DELINQ PERSONAL PROP	230.00	230.00	0.00	0.00	230.00	0.00
226-000-445.000	TAXES - PENALTIES & INTEREST	0.00	0.00	71.10	0.00	(71.10)	100.00
226-000-613.000	PENALTIES	8,400.00	8,400.00	6,038.97	0.00	2,361.03	71.89
226-000-626.000	CHARGE FOR SERVICE	390,600.00	390,600.00	345,138.41	32,851.59	45,461.59	88.36
226-000-643.000	SALES - YARD BAGS	11,000.00	11,000.00	5,895.00	0.00	5,105.00	53.59
226-000-644.000	SALES - TRASH BAGS	1,000.00	1,000.00	461.50	0.00	538.50	46.15
226-000-644.001	SALES - COMPOST	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
226-000-665.000	INVESTMENT - INTEREST	1,000.00	1,000.00	198.99	0.68	801.01	19.90
Total Dept 000		622,722.00	622,722.00	555,031.69	32,852.27	67,690.31	89.13
TOTAL REVENUES		622,722.00	622,722.00	555,031.69	32,852.27	67,690.31	89.13
Expenditures							
Dept 000							
226-000-752.000	SUPPLIES - OPERATING	12,000.00	12,000.00	12,530.50	0.00	(530.50)	104.42
226-000-755.000	SUPPLIES - YARD BAGS	14,000.00	14,000.00	7,053.75	0.00	6,946.25	50.38
226-000-803.000	ADMINISTRATION	44,753.00	44,753.00	44,753.00	0.00	0.00	100.00
226-000-826.000	RESIDENTIAL CONTRACT FEES	399,200.00	399,200.00	345,735.12	34,423.17	53,464.88	86.61
226-000-827.000	MUNICIPAL CONTRACT FEES	19,000.00	19,000.00	17,154.10	313.76	1,845.90	90.28
226-000-830.000	YARD WASTE CONTRACT FEES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
226-000-830.001	YARD WASTE CITY	114,811.00	114,811.00	105,243.38	9,567.58	9,567.62	91.67
226-000-920.000	UTILITIES - ELECTRIC	500.00	500.00	322.55	29.79	177.45	64.51
Total Dept 000		607,264.00	607,264.00	532,792.40	44,334.30	74,471.60	87.74
TOTAL EXPENDITURES		607,264.00	607,264.00	532,792.40	44,334.30	74,471.60	87.74
Fund 226 - CITY REFUSE FUND:							
TOTAL REVENUES		622,722.00	622,722.00	555,031.69	32,852.27	67,690.31	89.13
TOTAL EXPENDITURES		607,264.00	607,264.00	532,792.40	44,334.30	74,471.60	87.74
NET OF REVENUES & EXPENDITURES		15,458.00	15,458.00	22,239.29	(11,482.03)	(6,781.29)	143.87

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020 NORM (ABNORM)	MONTH 05/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 245 - OIL & GAS FUND							
Revenues							
Dept 000							
245-000-665.000	INVESTMENT - INTEREST	230,000.00	230,000.00	203,961.30	15,199.38	26,038.70	88.68
245-000-668.000	INVESTMENT - OIL ROYALTIES	60,000.00	60,000.00	28,798.02	0.00	31,201.98	48.00
245-000-669.000	INVESTMENT - GAINS & LOSSES	400,000.00	400,000.00	525,477.92	315,813.04	(125,477.92)	131.37
Total Dept 000		690,000.00	690,000.00	758,237.24	331,012.42	(68,237.24)	109.89
TOTAL REVENUES		690,000.00	690,000.00	758,237.24	331,012.42	(68,237.24)	109.89
Expenditures							
Dept 000							
245-000-752.000	SUPPLIES - OPERATING	500.00	500.00	0.00	0.00	500.00	0.00
245-000-801.000	PROFESSIONAL & CONSULTING SER	58,000.00	58,000.00	57,268.75	0.00	731.25	98.74
245-000-995.000	TRANSFERS OUT	401,647.00	401,647.00	401,647.00	0.00	0.00	100.00
Total Dept 000		460,147.00	460,147.00	458,915.75	0.00	1,231.25	99.73
TOTAL EXPENDITURES		460,147.00	460,147.00	458,915.75	0.00	1,231.25	99.73
Fund 245 - OIL & GAS FUND:							
TOTAL REVENUES		690,000.00	690,000.00	758,237.24	331,012.42	(68,237.24)	109.89
TOTAL EXPENDITURES		460,147.00	460,147.00	458,915.75	0.00	1,231.25	99.73
NET OF REVENUES & EXPENDITURES		229,853.00	229,853.00	299,321.49	331,012.42	(69,468.49)	130.22

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020 NORM (ABNORM)	MONTH 05/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 249 - BUILDING INSPECTOR							
Revenues							
Dept 000							
249-000-633.000	CHARGE FOR SERVICE - PERMITS	0.00	0.00	17,202.25	5,745.00	(17,202.25)	100.00
Total Dept 000		0.00	0.00	17,202.25	5,745.00	(17,202.25)	100.00
TOTAL REVENUES		0.00	0.00	17,202.25	5,745.00	(17,202.25)	100.00
Expenditures							
Dept 000							
249-000-831.000	CONTRACTUAL SERVICE	0.00	20,000.00	14,358.41	1,932.90	5,641.59	71.79
Total Dept 000		0.00	20,000.00	14,358.41	1,932.90	5,641.59	71.79
TOTAL EXPENDITURES		0.00	20,000.00	14,358.41	1,932.90	5,641.59	71.79
Fund 249 - BUILDING INSPECTOR:							
TOTAL REVENUES		0.00	0.00	17,202.25	5,745.00	(17,202.25)	100.00
TOTAL EXPENDITURES		0.00	20,000.00	14,358.41	1,932.90	5,641.59	71.79
NET OF REVENUES & EXPENDITURES		0.00	(20,000.00)	2,843.84	3,812.10	(22,843.84)	14.22

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020 NORM (ABNORM)	MONTH 05/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 272 - PEG COMMISSION							
Revenues							
Dept 000							
272-000-581.000	CONTRIBUTION FROM LOCAL UNITS	8,800.00	8,800.00	2,850.00	0.00	5,950.00	32.39
272-000-626.000	CHARGE FOR SERVICE	500.00	500.00	0.00	0.00	500.00	0.00
272-000-665.000	INVESTMENT - INTEREST	0.00	0.00	26.28	0.00	(26.28)	100.00
272-000-672.000	OTHER REVENUE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
272-000-679.000	CABLE GRANT	5,000.00	5,000.00	3,735.38	1,220.56	1,264.62	74.71
Total Dept 000		15,300.00	15,300.00	6,611.66	1,220.56	8,688.34	43.21
TOTAL REVENUES		15,300.00	15,300.00	6,611.66	1,220.56	8,688.34	43.21
Expenditures							
Dept 000							
272-000-752.000	SUPPLIES - OPERATING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
272-000-801.000	PROFESSIONAL & CONSULTING SER	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
272-000-880.000	MARKETING & PROMOTION	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
272-000-931.000	REPAIRS/MAINT - EQUIPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
272-000-985.000	CAPITAL OUTLAY	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
Total Dept 000		18,000.00	18,000.00	0.00	0.00	18,000.00	0.00
TOTAL EXPENDITURES		18,000.00	18,000.00	0.00	0.00	18,000.00	0.00
Fund 272 - PEG COMMISSION:							
TOTAL REVENUES		15,300.00	15,300.00	6,611.66	1,220.56	8,688.34	43.21
TOTAL EXPENDITURES		18,000.00	18,000.00	0.00	0.00	18,000.00	0.00
NET OF REVENUES & EXPENDITURES		(2,700.00)	(2,700.00)	6,611.66	1,220.56	(9,311.66)	244.88

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020 NORM (ABNORM)	MONTH 05/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 275 - GRANT MANAGEMENT FUND							
Revenues							
Dept 000							
275-000-502.000	FEDERAL GRANT - GENERAL GOVT	0.00	0.00	18,986.25	0.00	(18,986.25)	100.00
275-000-582.000	LOCAL GRANTS	50,000.00	50,000.00	46,910.00	0.00	3,090.00	93.82
Total Dept 000		50,000.00	50,000.00	65,896.25	0.00	(15,896.25)	131.79
TOTAL REVENUES		50,000.00	50,000.00	65,896.25	0.00	(15,896.25)	131.79
Expenditures							
Dept 901 - LOCAL REVENUE SHARING GRANTS							
275-901-965.001	LRSB GRANT EXPENSE	50,000.00	24,690.00	0.00	0.00	24,690.00	0.00
275-901-965.078	2018 CYCLE 1 - FEMA MATCH MON/EXT TOO	0.00	0.00	5,224.00	0.00	(5,224.00)	100.00
275-901-986.080	2018 CYCLE2-PD TASERS, ACCESSORIES	0.00	0.00	945.96	(2,365.06)	(945.96)	100.00
275-901-986.082	2019 CYCLE 1 - PD BODY CAMERAS	0.00	11,600.00	11,600.00	0.00	0.00	100.00
275-901-986.084	2019 CYCLE 2 THERMAL IMAGING CAMERA	0.00	7,720.00	7,720.00	20.00	0.00	100.00
275-901-986.085	2019 CYCLE 2 REDACTIVE SOFTWARE P.D.	0.00	5,990.00	5,990.00	0.00	0.00	100.00
Total Dept 901 - LOCAL REVENUE SHARING GRANTS		50,000.00	50,000.00	31,479.96	(2,345.06)	18,520.04	62.96
Dept 902 - OTHER GRANTS							
275-902-986.106	FEMA HEART MONITOR\EXTRICATION EQUIP	0.00	4,500.00	4,190.24	0.00	309.76	93.12
275-902-986.107	FEDERAL COMMUNITY ENERGY MGT GRANT	0.00	25,000.00	18,985.25	0.00	6,014.75	75.94
275-902-986.109	MCCF 1ST AVE BEACH TENNIS COURT IMPRO	0.00	0.00	4,997.50	0.00	(4,997.50)	100.00
Total Dept 902 - OTHER GRANTS		0.00	29,500.00	28,172.99	0.00	1,327.01	95.50
TOTAL EXPENDITURES		50,000.00	79,500.00	59,652.95	(2,345.06)	19,847.05	75.04
Fund 275 - GRANT MANAGEMENT FUND:							
TOTAL REVENUES		50,000.00	50,000.00	65,896.25	0.00	(15,896.25)	131.79
TOTAL EXPENDITURES		50,000.00	79,500.00	59,652.95	(2,345.06)	19,847.05	75.04
NET OF REVENUES & EXPENDITURES		0.00	(29,500.00)	6,243.30	2,345.06	(35,743.30)	21.16

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020 NORM (ABNORM)	MONTH 05/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 430 - CAPITAL IMPROVEMENT FUND							
Revenues							
Dept 000							
430-000-665.000	INVESTMENT - INTEREST	0.00	0.00	7.07	0.00	(7.07)	100.00
430-000-699.000	TRANSFERS IN	401,647.00	401,647.00	401,647.00	0.00	0.00	100.00
Total Dept 000		401,647.00	401,647.00	401,654.07	0.00	(7.07)	100.00
TOTAL REVENUES		401,647.00	401,647.00	401,654.07	0.00	(7.07)	100.00
Expenditures							
Dept 000							
430-000-985.000	CAPITAL OUTLAY	90,000.00	90,000.00	21,230.21	8,405.25	68,769.79	23.59
430-000-986.004	RAMSDELL - HVAC NOTE	108,950.00	108,950.00	0.00	0.00	108,950.00	0.00
430-000-986.019	MARINA BLDG NOTE SUPPORT	65,000.00	65,000.00	65,000.00	0.00	0.00	100.00
430-000-986.020	FIRST ST BOND	69,590.00	69,590.00	0.00	0.00	69,590.00	0.00
430-000-986.029	LOCAL STREETS	80,000.00	80,000.00	0.00	0.00	80,000.00	0.00
Total Dept 000		413,540.00	413,540.00	86,230.21	8,405.25	327,309.79	20.85
Dept 905 - DEBT SERVICE							
430-905-991.000	PRINCIPLE PORTION OF PAYMENTS	0.00	0.00	127,847.69	0.00	(127,847.69)	100.00
430-905-992.012	2010 CAPITAL IMP BOND INTEREST	0.00	0.00	28,108.49	0.00	(28,108.49)	100.00
430-905-992.202	RAMSDELL THEATRE HVAC - INTERE	0.00	0.00	25,123.00	0.00	(25,123.00)	100.00
Total Dept 905 - DEBT SERVICE		0.00	0.00	181,079.18	0.00	(181,079.18)	100.00
TOTAL EXPENDITURES		413,540.00	413,540.00	267,309.39	8,405.25	146,230.61	64.64
Fund 430 - CAPITAL IMPROVEMENT FUND:							
TOTAL REVENUES		401,647.00	401,647.00	401,654.07	0.00	(7.07)	100.00
TOTAL EXPENDITURES		413,540.00	413,540.00	267,309.39	8,405.25	146,230.61	64.64
NET OF REVENUES & EXPENDITURES		(11,893.00)	(11,893.00)	134,344.68	(8,405.25)	(146,237.68)	1,129.61

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020 NORM (ABNORM)	MONTH 05/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 496 - RENAISSANCE PARK							
Revenues							
Dept 000							
496-000-665.000	INVESTMENT - INTEREST	0.00	0.00	3.79	0.00	(3.79)	100.00
496-000-699.000	TRANSFERS IN	5,620.00	5,620.00	5,616.00	0.00	4.00	99.93
Total Dept 000		5,620.00	5,620.00	5,619.79	0.00	0.21	100.00
TOTAL REVENUES		5,620.00	5,620.00	5,619.79	0.00	0.21	100.00
Expenditures							
Dept 000							
496-000-991.002	RENAISSANCE PARK - PRINCIPAL	5,620.00	5,620.00	5,616.00	0.00	4.00	99.93
Total Dept 000		5,620.00	5,620.00	5,616.00	0.00	4.00	99.93
TOTAL EXPENDITURES		5,620.00	5,620.00	5,616.00	0.00	4.00	99.93
Fund 496 - RENAISSANCE PARK:							
TOTAL REVENUES		5,620.00	5,620.00	5,619.79	0.00	0.21	100.00
TOTAL EXPENDITURES		5,620.00	5,620.00	5,616.00	0.00	4.00	99.93
NET OF REVENUES & EXPENDITURES		0.00	0.00	3.79	0.00	(3.79)	100.00

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020 NORM (ABNORM)	MONTH 05/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 501 - BOAT LAUNCH FUND							
Revenues							
Dept 000							
501-000-642.000	SALES	38,000.00	38,000.00	21,561.00	955.00	16,439.00	56.74
501-000-665.000	INVESTMENT - INTEREST	50.00	50.00	39.04	0.00	10.96	78.08
501-000-698.000	INSURANCE SETTLEMENT	0.00	0.00	7,320.00	0.00	(7,320.00)	100.00
Total Dept 000		38,050.00	38,050.00	28,920.04	955.00	9,129.96	76.01
TOTAL REVENUES		38,050.00	38,050.00	28,920.04	955.00	9,129.96	76.01
Expenditures							
Dept 000							
501-000-752.000	SUPPLIES - OPERATING	3,000.00	3,000.00	417.59	45.00	2,582.41	13.92
501-000-801.000	PROFESSIONAL & CONSULTING SER	500.00	500.00	0.00	0.00	500.00	0.00
501-000-803.000	ADMINISTRATION	2,664.00	2,664.00	2,664.00	0.00	0.00	100.00
501-000-850.000	COMMUNICATIONS - PHONE	480.00	480.00	360.50	0.00	119.50	75.10
501-000-880.000	MARKETING & PROMOTION	500.00	500.00	0.00	0.00	500.00	0.00
501-000-918.000	UTILITIES - WATER	2,500.00	2,500.00	2,162.18	155.17	337.82	86.49
501-000-920.000	UTILITIES - ELECTRIC	3,800.00	3,800.00	2,852.87	269.79	947.13	75.08
501-000-930.000	REPAIRS/MAINT - BUILDINGS/LAN	3,000.00	22,725.00	19,736.25	0.00	2,988.75	86.85
501-000-931.000	REPAIRS/MAINT - EQUIPMENT	500.00	14,000.00	13,896.77	0.00	103.23	99.26
501-000-960.000	BANK CHARGES	700.00	700.00	432.72	0.00	267.28	61.82
Total Dept 000		17,644.00	50,869.00	42,522.88	469.96	8,346.12	83.59
Dept 905 - DEBT SERVICE							
501-905-991.203	PRINCIPAL - INTERNAL LOAN	13,690.00	13,690.00	0.00	0.00	13,690.00	0.00
501-905-992.203	INTEREST - INTERNAL LOAN	846.00	846.00	846.00	0.00	0.00	100.00
Total Dept 905 - DEBT SERVICE		14,536.00	14,536.00	846.00	0.00	13,690.00	5.82
TOTAL EXPENDITURES		32,180.00	65,405.00	43,368.88	469.96	22,036.12	66.31
Fund 501 - BOAT LAUNCH FUND:							
TOTAL REVENUES		38,050.00	38,050.00	28,920.04	955.00	9,129.96	76.01
TOTAL EXPENDITURES		32,180.00	65,405.00	43,368.88	469.96	22,036.12	66.31
NET OF REVENUES & EXPENDITURES		5,870.00	(27,355.00)	(14,448.84)	485.04	(12,906.16)	52.82

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 05/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 592 - WATER UTILITY							
Revenues							
Dept 000							
592-000-540.000	STATE GRANT - OTHER	100,000.00	100,000.00	99,886.67	0.00	113.33	99.89
592-000-613.000	PENALTIES	13,000.00	13,000.00	15,222.50	0.00	(2,222.50)	117.10
592-000-614.000	WATER READY TO SERVE	227,630.00	227,630.00	207,219.52	19,646.34	20,410.48	91.03
592-000-616.000	NEW SERVICE	500.00	500.00	0.00	0.00	500.00	0.00
592-000-626.000	CHARGE FOR SERVICE	500.00	500.00	1,500.00	0.00	(1,000.00)	300.00
592-000-648.000	SALES - WATER	703,490.00	703,490.00	688,235.41	54,750.76	15,254.59	97.83
592-000-648.001	SALES - WATER SPRINKLERS	195,700.00	195,700.00	155,459.22	7,186.45	40,240.78	79.44
592-000-650.000	SALES - METERS	6,000.00	6,000.00	3,453.53	763.64	2,546.47	57.56
592-000-665.000	INVESTMENT - INTEREST	6,500.00	6,500.00	1,039.08	0.00	5,460.92	15.99
592-000-667.000	RENTAL INCOME	108,613.00	108,613.00	73,752.45	0.00	34,860.55	67.90
592-000-667.020	RENTAL - HYDRANT & TUNNEL	21,600.00	21,600.00	16,200.00	0.00	5,400.00	75.00
592-000-672.000	OTHER REVENUE	3,315.00	3,315.00	8,061.58	880.00	(4,746.58)	243.18
592-000-676.000	REIMBURSEMENT	3,000.00	3,000.00	744.20	0.00	2,255.80	24.81
592-000-680.000	CAPITAL COST RECOVERY	23,855.00	23,855.00	20,990.41	1,987.95	2,864.59	87.99
592-000-699.000	TRANSFERS IN	0.00	0.00	46,649.49	0.00	(46,649.49)	100.00
Total Dept 000		1,413,703.00	1,413,703.00	1,338,414.06	85,215.14	75,288.94	94.67
TOTAL REVENUES		1,413,703.00	1,413,703.00	1,338,414.06	85,215.14	75,288.94	94.67
Expenditures							
Dept 275 - GENERAL							
592-275-995.000	TRANSFERS OUT	0.00	83,000.00	0.00	0.00	83,000.00	0.00
Total Dept 275 - GENERAL		0.00	83,000.00	0.00	0.00	83,000.00	0.00
Dept 542 - WATER OPERATION							
592-542-702.000	WAGES - FULL TIME	204,993.00	194,993.00	167,092.77	9,408.57	27,900.23	85.69
592-542-708.000	COSTS - SUTA	91.00	91.00	21.69	0.00	69.31	23.84
592-542-709.000	COSTS - SOCIAL SECURITY	14,422.00	14,422.00	12,080.91	1,064.89	2,341.09	83.77
592-542-711.000	COSTS - MEDICARE	3,373.00	3,373.00	2,825.62	249.07	547.38	83.77
592-542-713.000	WAGES - OVERTIME	9,250.00	9,250.00	9,048.90	263.88	201.10	97.83
592-542-713.001	WAGES - 2E STANDBY PAY	17,363.00	17,363.00	14,466.20	1,329.84	2,896.80	83.32
592-542-713.004	OVERTIME - COVID	0.00	10,000.00	10,905.98	7,752.97	(905.98)	109.06
592-542-715.000	WAGES - PHYSICAL FITNESS	1,000.00	1,000.00	1,000.00	0.00	0.00	100.00
592-542-717.000	COSTS - MERS CONTRIBUTION	16,635.00	16,635.00	15,366.00	1,321.65	1,269.00	92.37
592-542-718.000	COSTS - HEALTH INSURANCE	54,935.00	54,935.00	52,337.17	4,740.61	2,597.83	95.27
592-542-718.001	COSTS - HSA CONTRIBUTION	11,250.00	12,000.00	12,000.00	0.00	0.00	100.00
592-542-718.002	COSTS - DENTAL INSURANCE	3,212.00	3,212.00	2,716.98	0.00	495.02	84.59
592-542-718.003	COSTS - VISION / ANCILLIARY	804.00	804.00	709.61	68.12	94.39	88.26
592-542-721.000	COSTS - UNIFORM/CLEANING ALLO	3,500.00	3,500.00	1,320.81	150.06	2,179.19	37.74
592-542-723.000	COSTS - RETIREE HEALTH CARE	3,000.00	3,000.00	3,240.58	250.00	(240.58)	108.02
592-542-725.000	COSTS - LIFE INSURANCE	444.00	444.00	438.60	39.29	5.40	98.78
592-542-726.000	COSTS - WORKERS COMPENSATION	7,616.00	7,616.00	6,232.19	397.90	1,383.81	81.83
592-542-727.000	WAGES - HOL/VAC/SICK SELLBACK	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
592-542-752.000	SUPPLIES - OPERATING	12,050.00	12,050.00	10,519.35	1,299.63	1,530.65	87.30
592-542-753.000	SUPPLIES - CHEMICALS	25,000.00	25,000.00	18,272.10	2,485.20	6,727.90	73.09
592-542-754.000	SUPPLIES - METERS	50,000.00	50,000.00	15,204.21	2,155.67	34,795.79	30.41
592-542-770.000	VEHICLE GAS / DIESEL	7,000.00	7,000.00	3,268.32	189.90	3,731.68	46.69
592-542-801.000	PROFESSIONAL & CONSULTING SER	24,000.00	24,000.00	10,551.50	1,350.25	13,448.50	43.96
592-542-802.000	ATTORNEY	250.00	250.00	0.00	0.00	250.00	0.00
592-542-803.000	ADMINISTRATION	198,573.00	198,573.00	182,025.25	16,547.75	16,547.75	91.67
592-542-824.000	LAB TESTING	23,300.00	23,300.00	2,859.83	0.00	20,440.17	12.27

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 05/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 592 - WATER UTILITY							
Expenditures							
592-542-850.000	COMMUNICATIONS - PHONE	4,500.00	4,500.00	2,069.70	209.85	2,430.30	45.99
592-542-853.000	COMMUNICATIONS - CELL PHONES	1,250.00	4,200.00	4,244.28	386.66	(44.28)	101.05
592-542-900.000	PRINTING & PUBLISHING	3,250.00	3,250.00	3,929.00	2,753.00	(679.00)	120.89
592-542-913.000	TRAVEL & TRAINING	2,250.00	2,250.00	730.00	(50.00)	1,520.00	32.44
592-542-915.000	MEMBERSHIPS & DUES	575.00	575.00	166.00	83.00	409.00	28.87
592-542-920.000	UTILITIES - ELECTRIC	72,000.00	72,000.00	68,116.88	5,203.60	3,883.12	94.61
592-542-930.000	REPAIRS/MAINT - BUILDINGS/LAN	3,000.00	3,000.00	3,360.45	2,197.21	(360.45)	112.02
592-542-931.000	REPAIRS/MAINT - EQUIPMENT	106,700.00	97,750.00	53,068.75	1,753.83	44,681.25	54.29
592-542-932.000	REPAIRS/MAINT - VEHICLES	1,500.00	1,500.00	1,454.69	0.00	45.31	96.98
592-542-933.000	SOFTWARE AGREE / COPIER MAINT	5,675.00	5,675.00	7,985.11	4,500.00	(2,310.11)	140.71
592-542-935.000	INSURANCE	6,000.00	6,000.00	4,906.58	0.00	1,093.42	81.78
592-542-957.000	MOTOR POOL	50,000.00	50,000.00	45,833.37	8,333.34	4,166.63	91.67
592-542-960.000	BANK CHARGES	1,000.00	1,000.00	(30.00)	0.00	1,030.00	(3.00)
592-542-961.000	UTILITY OWNERSHIP FEE	93,446.00	93,446.00	85,658.87	7,787.17	7,787.13	91.67
592-542-985.000	CAPITAL OUTLAY	7,750.00	13,000.00	12,740.48	0.00	259.52	98.00
592-542-995.000	TRANSFERS OUT	0.00	0.00	82,890.29	0.00	(82,890.29)	100.00
Total Dept 542 - WATER OPERATION		1,052,457.00	1,052,457.00	931,629.02	84,222.91	120,827.98	88.52
Dept 902 - OTHER GRANTS							
592-902-947.001	2018 WATER PILOT GRANT	0.00	100,000.00	52,518.75	0.00	47,481.25	52.52
Total Dept 902 - OTHER GRANTS		0.00	100,000.00	52,518.75	0.00	47,481.25	52.52
Dept 903 - CAPITAL OUTLAY - OVER \$5,000							
592-903-985.000	CAPITAL OUTLAY	122,000.00	0.00	1,762.55	0.00	(1,762.55)	100.00
Total Dept 903 - CAPITAL OUTLAY - OVER \$5,000		122,000.00	0.00	1,762.55	0.00	(1,762.55)	100.00
Dept 905 - DEBT SERVICE							
592-905-960.000	BANK CHARGES	0.00	0.00	250.00	0.00	(250.00)	100.00
592-905-962.000	ACCRUED INTEREST EXPENSE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
592-905-991.000	PRINCIPLE PORTION OF PAYMENTS	40,000.00	40,000.00	20,000.00	0.00	20,000.00	50.00
592-905-992.011	'10 DWRP INT PROJ 7280-01	7,375.00	7,375.00	7,375.00	0.00	0.00	100.00
592-905-992.014	'11 DWRP INT PROJ 7360-01	7,314.00	7,314.00	7,313.88	0.00	0.12	100.00
Total Dept 905 - DEBT SERVICE		55,689.00	55,689.00	34,938.88	0.00	20,750.12	62.74
TOTAL EXPENDITURES		1,230,146.00	1,291,146.00	1,020,849.20	84,222.91	270,296.80	79.07
Fund 592 - WATER UTILITY:							
TOTAL REVENUES		1,413,703.00	1,413,703.00	1,338,414.06	85,215.14	75,288.94	94.67
TOTAL EXPENDITURES		1,230,146.00	1,291,146.00	1,020,849.20	84,222.91	270,296.80	79.07
NET OF REVENUES & EXPENDITURES		183,557.00	122,557.00	317,564.86	992.23	(195,007.86)	259.12

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020 NORM (ABNORM)	MONTH 05/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 593 - SEWER UTILITY							
Revenues							
Dept 000							
593-000-613.000	PENALTIES	37,000.00	37,000.00	17,396.01	0.00	19,603.99	47.02
593-000-615.000	SEWER READY TO SERVE	655,080.00	655,080.00	580,352.06	55,170.20	74,727.94	88.59
593-000-616.000	NEW SERVICE	9,500.00	9,500.00	0.00	0.00	9,500.00	0.00
593-000-649.000	SALES - SEWER	2,233,555.00	2,233,555.00	2,032,504.40	153,882.09	201,050.60	91.00
593-000-665.000	INVESTMENT - INTEREST	18,500.00	18,500.00	13,833.68	280.89	4,666.32	74.78
593-000-672.000	OTHER REVENUE	3,315.00	3,315.00	(15.66)	0.00	3,330.66	(0.47)
593-000-676.000	REIMBURSEMENT	0.00	0.00	21,882.75	0.00	(21,882.75)	100.00
593-000-696.000	BOND/NOTE PROCEEDS	8,632,000.00	8,632,000.00	0.00	0.00	8,632,000.00	0.00
593-000-699.000	TRANSFERS IN	0.00	0.00	82,890.29	0.00	(82,890.29)	100.00
Total Dept 000		11,588,950.00	11,588,950.00	2,748,843.53	209,333.18	8,840,106.47	23.72
TOTAL REVENUES		11,588,950.00	11,588,950.00	2,748,843.53	209,333.18	8,840,106.47	23.72
Expenditures							
Dept 543 - SEWER OPERATIONS							
593-543-702.000	WAGES - FULL TIME	283,914.00	270,000.00	232,317.98	14,004.48	37,682.02	86.04
593-543-708.000	COSTS - SUTA	136.00	136.00	40.60	3.81	95.40	29.85
593-543-709.000	COSTS - SOCIAL SECURITY	19,367.00	19,367.00	16,029.23	1,369.47	3,337.77	82.77
593-543-711.000	COSTS - MEDICARE	4,530.00	4,530.00	3,748.52	320.27	781.48	82.75
593-543-712.000	COSTS - IN LIEU OF BC/BS	0.00	200.00	200.00	0.00	0.00	100.00
593-543-713.000	WAGES - OVERTIME	26,250.00	26,250.00	16,972.88	919.53	9,277.12	64.66
593-543-713.001	WAGES - 2E STANDBY PAY	1,200.00	1,200.00	660.78	0.00	539.22	55.07
593-543-713.004	OVERTIME - COVID	0.00	10,000.00	12,059.55	8,866.97	(2,059.55)	120.60
593-543-715.000	WAGES - PHYSICAL FITNESS	1,000.00	1,000.00	500.00	0.00	500.00	50.00
593-543-717.000	COSTS - MERS CONTRIBUTION	19,123.00	19,123.00	20,417.42	1,833.97	(1,294.42)	106.77
593-543-718.000	COSTS - HEALTH INSURANCE	51,755.00	60,000.00	65,187.05	6,493.93	(5,187.05)	108.65
593-543-718.001	COSTS - HSA CONTRIBUTION	11,250.00	17,125.00	17,125.00	0.00	0.00	100.00
593-543-718.002	COSTS - DENTAL INSURANCE	3,047.00	3,300.00	3,285.14	0.00	14.86	99.55
593-543-718.003	COSTS - VISION / ANCILLIARY	730.00	750.00	830.45	88.96	(80.45)	110.73
593-543-721.000	COSTS - UNIFORM/CLEANING ALLOW	4,620.00	4,620.00	3,132.78	479.88	1,487.22	67.81
593-543-723.000	COSTS - RETIREE HEALTH CARE	111.00	111.00	0.00	0.00	111.00	0.00
593-543-725.000	COSTS - LIFE INSURANCE	1,510.00	1,510.00	669.51	62.35	840.49	44.34
593-543-726.000	COSTS - WORKERS COMPENSATION	5,296.00	5,296.00	4,283.10	305.47	1,012.90	80.87
593-543-727.000	WAGES - HOL/VAC/SICK SELBACK	2,500.00	2,500.00	599.39	0.00	1,900.61	23.98
593-543-752.000	SUPPLIES - OPERATING	39,450.00	39,450.00	37,748.31	3,109.39	1,701.69	95.69
593-543-753.000	SUPPLIES - CHEMICALS	25,000.00	25,000.00	18,056.72	172.98	6,943.28	72.23
593-543-770.000	VEHICLE GAS / DIESEL	3,500.00	3,500.00	2,095.03	161.57	1,404.97	59.86
593-543-801.000	PROFESSIONAL & CONSULTING SERV	33,500.00	30,121.00	15,789.00	1,941.25	14,332.00	52.42
593-543-802.000	ATTORNEY	250.00	250.00	0.00	0.00	250.00	0.00
593-543-803.000	ADMINISTRATION	198,573.00	198,573.00	182,025.25	16,547.75	16,547.75	91.67
593-543-824.000	LAB TESTING	5,500.00	5,500.00	4,891.65	0.00	608.35	88.94
593-543-850.000	COMMUNICATIONS - PHONE	4,500.00	4,500.00	2,069.71	209.85	2,430.29	45.99
593-543-853.000	COMMUNICATIONS - CELL PHONES	1,250.00	1,250.00	1,473.34	120.03	(223.34)	117.87
593-543-900.000	PRINTING & PUBLISHING	3,250.00	3,450.00	3,403.75	0.00	46.25	98.66
593-543-913.000	TRAVEL & TRAINING	7,000.00	3,500.00	2,342.44	0.00	1,157.56	66.93
593-543-915.000	MEMBERSHIPS & DUES	625.00	625.00	387.00	0.00	238.00	61.92
593-543-920.000	UTILITIES - ELECTRIC	135,000.00	135,000.00	129,150.38	10,533.83	5,849.62	95.67
593-543-921.000	UTILITIES - NATURAL GAS	17,000.00	17,000.00	14,109.91	1,653.55	2,890.09	83.00
593-543-930.000	REPAIRS/MAINT - BUILDINGS/LAND	16,000.00	12,000.00	17,403.54	9,211.18	(5,403.54)	145.03
593-543-931.000	REPAIRS/MAINT - EQUIPMENT	179,400.00	179,400.00	205,834.19	56,362.68	(26,434.19)	114.73
593-543-932.000	REPAIRS/MAINT - VEHICLES	3,000.00	3,000.00	2,644.53	29.25	355.47	88.15
593-543-933.000	SOFTWARE AGREE / COPIER MAINT	3,775.00	3,775.00	5,908.11	4,500.00	(2,133.11)	156.51

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 05/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BGD USED
Fund 593 - SEWER UTILITY							
Expenditures							
593-543-935.000	INSURANCE	24,000.00	24,000.00	12,862.08	0.00	11,137.92	53.59
593-543-957.000	MOTOR POOL	116,000.00	116,000.00	106,333.37	19,333.34	9,666.63	91.67
593-543-960.000	BANK CHARGES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
593-543-961.000	UTILITY OWNERSHIP FEE	93,446.00	93,446.00	85,658.87	7,787.17	7,787.13	91.67
593-543-985.000	CAPITAL OUTLAY	6,750.00	6,750.00	53,236.67	49,145.00	(46,486.67)	788.69
Total Dept 543 - SEWER OPERATIONS		1,354,108.00	1,354,108.00	1,301,483.23	215,567.91	52,624.77	96.11
Dept 903 - CAPITAL OUTLAY - OVER \$5,000							
593-903-985.000	CAPITAL OUTLAY	8,434,500.00	0.00	0.00	0.00	0.00	0.00
593-903-987.017	2018 CAP BASIS OF DESIGN PROJECT 047	0.00	0.00	9,253.25	0.00	(9,253.25)	100.00
593-903-987.018	2018 COLLECT SYSTEM REHAB PILOT PROJ	0.00	62,500.00	0.00	0.00	62,500.00	0.00
593-903-987.019	WW IMPROVE PHASE I 070	0.00	3,765,000.00	319,832.69	267,001.19	3,445,167.31	8.49
593-903-987.021	WW IMPROVE PHASE II 073	0.00	4,482,000.00	300,722.69	100.00	4,181,277.31	6.71
593-903-987.022	ARTHUR ST PUMP STATION IMPROVEMENTS	0.00	125,000.00	23,230.93	828.43	101,769.07	18.58
593-903-995.000	TRANSFERS OUT	0.00	0.00	46,649.49	0.00	(46,649.49)	100.00
Total Dept 903 - CAPITAL OUTLAY - OVER \$5,000		8,434,500.00	8,434,500.00	699,689.05	267,929.62	7,734,810.95	8.30
Dept 905 - DEBT SERVICE							
593-905-960.000	BANK CHARGES	2,500.00	2,500.00	1,500.00	0.00	1,000.00	60.00
593-905-962.000	ACCRUED INTEREST EXPENSE	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
593-905-963.000	BOND ISSUANCE EXPENSE	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
593-905-991.000	PRINCIPLE PORTION OF PAYMENTS	1,500,328.00	1,500,328.00	1,045,000.00	0.00	455,328.00	69.65
593-905-992.007	'99 SRF INT PROJ 5145-03	5,375.00	5,375.00	5,375.00	0.00	0.00	100.00
593-905-992.009	'06 SRF INT PROJ 5242-01	19,293.00	19,293.00	19,293.14	0.00	(0.14)	100.00
593-905-992.010	'10 SRF INT PROJ 5391-01	10,402.00	10,402.00	10,401.88	0.00	0.12	100.00
593-905-992.012	2010 CAPITAL IMP BOND INTEREST	106,426.00	106,426.00	106,423.37	0.00	2.63	100.00
593-905-992.013	'11 SRF INT PROJ 5390-02	21,769.00	21,769.00	21,769.36	0.00	(0.36)	100.00
593-905-992.015	2015 W/S REVENUE BOND - INT	86,675.00	86,675.00	86,675.00	0.00	0.00	100.00
593-905-992.016	2017 W/S REVENUE & REFUNDING - INTERE	81,172.00	81,172.00	81,172.00	0.00	0.00	100.00
593-905-992.017	2018 USDA RD 1A SEWER REHAB INTEREST	55,287.00	55,287.00	0.00	0.00	55,287.00	0.00
593-905-992.018	2018 USDA RD BASIN CONVEYANCE INTERES'	188,479.00	188,479.00	0.00	0.00	188,479.00	0.00
Total Dept 905 - DEBT SERVICE		2,131,706.00	2,131,706.00	1,377,609.75	0.00	754,096.25	64.62
TOTAL EXPENDITURES		11,920,314.00	11,920,314.00	3,378,782.03	483,497.53	8,541,531.97	28.34
Fund 593 - SEWER UTILITY:							
TOTAL REVENUES		11,588,950.00	11,588,950.00	2,748,843.53	209,333.18	8,840,106.47	23.72
TOTAL EXPENDITURES		11,920,314.00	11,920,314.00	3,378,782.03	483,497.53	8,541,531.97	28.34
NET OF REVENUES & EXPENDITURES		(331,364.00)	(331,364.00)	(629,938.50)	(274,164.35)	298,574.50	190.10

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020	MONTH 05/31/20	BALANCE	
				NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED
Fund 594 - MARINA FUND							
Revenues							
Dept 000							
594-000-642.000	SALES	2,500.00	2,500.00	2,204.00	0.00	296.00	88.16
594-000-645.000	SALES - GASOLINE	90,000.00	90,000.00	93,986.70	0.00	(3,986.70)	104.43
594-000-646.000	SALES - DOCKAGE	77,000.00	77,000.00	47,698.81	223.00	29,301.19	61.95
594-000-665.000	INVESTMENT - INTEREST	0.00	0.00	208.36	0.00	(208.36)	100.00
594-000-667.000	RENTAL INCOME	9,000.00	9,000.00	5,800.00	0.00	3,200.00	64.44
594-000-672.000	OTHER REVENUE	0.00	0.00	(20.00)	0.00	20.00	100.00
594-000-698.000	INSURANCE SETTLEMENT	0.00	0.00	9,577.23	0.00	(9,577.23)	100.00
594-000-699.000	TRANSFERS IN	65,000.00	65,000.00	65,000.00	0.00	0.00	100.00
Total Dept 000		243,500.00	243,500.00	224,455.10	223.00	19,044.90	92.18
TOTAL REVENUES		243,500.00	243,500.00	224,455.10	223.00	19,044.90	92.18
Expenditures							
Dept 000							
594-000-704.000	WAGES - PART-TIME	25,000.00	25,000.00	18,025.02	0.00	6,974.98	72.10
594-000-708.000	COSTS - SUTA	63.00	63.00	51.14	0.00	11.86	81.17
594-000-709.000	COSTS - SOCIAL SECURITY	1,562.00	1,562.00	1,298.27	0.00	263.73	83.12
594-000-711.000	COSTS - MEDICARE	365.00	365.00	303.63	0.00	61.37	83.19
594-000-713.000	WAGES - OVERTIME	200.00	200.00	134.06	0.00	65.94	67.03
594-000-726.000	COSTS - WORKERS COMPENSATION	902.00	902.00	687.77	0.00	214.23	76.25
594-000-752.000	SUPPLIES - OPERATING	5,000.00	5,000.00	3,680.64	248.54	1,319.36	73.61
594-000-760.000	SUPPLIES - GASOLINE	54,180.00	79,180.00	64,802.92	0.00	14,377.08	81.84
594-000-761.000	SUPPLIES - DIESEL FUEL	23,220.00	23,220.00	19,000.45	0.00	4,219.55	81.83
594-000-801.000	PROFESSIONAL & CONSULTING SER	1,000.00	1,000.00	2,500.00	0.00	(1,500.00)	250.00
594-000-803.000	ADMINISTRATION	12,175.00	12,175.00	12,175.00	0.00	0.00	100.00
594-000-880.000	MARKETING & PROMOTION	2,000.00	2,000.00	595.00	0.00	1,405.00	29.75
594-000-918.000	UTILITIES - WATER	9,000.00	9,000.00	7,575.28	208.37	1,424.72	84.17
594-000-920.000	UTILITIES - ELECTRIC	9,500.00	9,500.00	7,493.92	491.79	2,006.08	78.88
594-000-921.000	UTILITIES - NATURAL GAS	3,500.00	3,500.00	2,515.38	273.03	984.62	71.87
594-000-930.000	REPAIRS/MAINT - BUILDINGS/LAN	10,000.00	19,600.00	13,205.68	325.00	6,394.32	67.38
594-000-930.001	REPAIRS/MAINT - SEICHE DAMAGE	10,000.00	530,000.00	529,071.92	0.00	928.08	99.82
594-000-931.000	REPAIRS/MAINT - EQUIPMENT	2,000.00	2,000.00	776.01	0.00	1,223.99	38.80
594-000-935.000	INSURANCE	2,500.00	2,500.00	820.58	0.00	1,679.42	32.82
594-000-955.000	MISCELLANEOUS EXPENSE	0.00	0.00	11.40	11.40	(11.40)	100.00
594-000-958.000	SALES TAX	5,800.00	5,800.00	385.18	0.00	5,414.82	6.64
594-000-960.000	BANK CHARGES	5,500.00	5,500.00	5,836.84	26.26	(336.84)	106.12
594-000-985.000	CAPITAL OUTLAY	800.00	800.00	0.00	0.00	800.00	0.00
Total Dept 000		184,267.00	738,867.00	690,946.09	1,584.39	47,920.91	93.51
Dept 905 - DEBT SERVICE							
594-905-991.201	MARINA BLDG - PRINCIPAL	25,908.00	25,908.00	0.00	0.00	25,908.00	0.00
594-905-991.203	PRINCIPAL - INTERNAL LOAN	27,131.00	27,131.00	0.00	0.00	27,131.00	0.00
594-905-992.201	MARINA BLDG - INTEREST	6,479.00	6,479.00	6,478.83	0.00	0.17	100.00
594-905-992.203	INTEREST - INTERNAL LOAN	3,456.00	3,456.00	3,456.00	0.00	0.00	100.00
Total Dept 905 - DEBT SERVICE		62,974.00	62,974.00	9,934.83	0.00	53,039.17	15.78
TOTAL EXPENDITURES		247,241.00	801,841.00	700,880.92	1,584.39	100,960.08	87.41

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDT USED
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020 NORM (ABNORM)	MONTH 05/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 594 - MARINA FUND							
Fund 594 - MARINA FUND:							
	TOTAL REVENUES	243,500.00	243,500.00	224,455.10	223.00	19,044.90	92.18
	TOTAL EXPENDITURES	247,241.00	801,841.00	700,880.92	1,584.39	100,960.08	87.41
	NET OF REVENUES & EXPENDITURES	(3,741.00)	(558,341.00)	(476,425.82)	(1,361.39)	(81,915.18)	85.33

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2020 NORM (ABNORM)	MONTH 05/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 661 - MOTOR POOL FUND							
Revenues							
Dept 000							
661-000-642.000	SALES	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
661-000-665.000	INVESTMENT - INTEREST	5,000.00	5,000.00	5,327.51	118.20	(327.51)	106.55
661-000-670.003	EQUIPMENT RENTAL - FIRE	76,000.00	76,000.00	69,666.63	12,666.66	6,333.37	91.67
661-000-670.004	EQUIPMENT RENTAL - PARKS	19,000.00	19,000.00	17,416.63	3,166.66	1,583.37	91.67
661-000-670.005	EQUIPMENT RENTAL - POLICE	50,000.00	50,000.00	44,000.00	8,000.00	6,000.00	88.00
661-000-670.006	EQUIPMENT RENTAL - PUBLIC WOR	90,000.00	90,000.00	82,500.00	15,000.00	7,500.00	91.67
661-000-670.007	EQUIPMENT RENTAL - STREETSEWE	0.00	116,000.00	106,333.37	19,333.34	9,666.63	91.67
661-000-670.008	EQUIPMENT RENTAL - WATER	50,000.00	50,000.00	45,833.37	8,333.34	4,166.63	91.67
661-000-670.009	EQUIPMENT RENTAL - WWTP	116,000.00	0.00	0.00	0.00	0.00	0.00
661-000-696.000	BOND/NOTE PROCEEDS	140,000.00	140,000.00	0.00	0.00	140,000.00	0.00
Total Dept 000		551,000.00	551,000.00	371,077.51	66,618.20	179,922.49	67.35
TOTAL REVENUES		551,000.00	551,000.00	371,077.51	66,618.20	179,922.49	67.35
Expenditures							
Dept 000							
661-000-935.000	INSURANCE	35,000.00	35,000.00	38,753.00	0.00	(3,753.00)	110.72
661-000-981.100	EQUIPMENT - DPW	436,027.00	436,027.00	274,448.57	36,267.00	161,578.43	62.94
661-000-981.200	EQUIPMENT - PARKS	15,500.00	15,500.00	0.00	0.00	15,500.00	0.00
661-000-981.300	EQUIPMENT - POLICE	53,000.00	53,000.00	53,435.02	0.00	(435.02)	100.82
661-000-981.400	EQUIPMENT - FIRE	29,000.00	29,000.00	29,000.00	0.00	0.00	100.00
661-000-981.600	EQUIPMENT - SEWER	91,311.00	91,311.00	66,310.92	0.00	25,000.08	72.62
661-000-981.700	EQUIPMENT - OTHER	0.00	30,000.00	29,647.00	0.00	353.00	98.82
Total Dept 000		659,838.00	689,838.00	491,594.51	36,267.00	198,243.49	71.26
TOTAL EXPENDITURES		659,838.00	689,838.00	491,594.51	36,267.00	198,243.49	71.26
Fund 661 - MOTOR POOL FUND:							
TOTAL REVENUES		551,000.00	551,000.00	371,077.51	66,618.20	179,922.49	67.35
TOTAL EXPENDITURES		659,838.00	689,838.00	491,594.51	36,267.00	198,243.49	71.26
NET OF REVENUES & EXPENDITURES		(108,838.00)	(138,838.00)	(120,517.00)	30,351.20	(18,321.00)	86.80
TOTAL REVENUES - ALL FUNDS							
		24,148,087.00	24,150,133.00	13,678,854.17	1,040,739.26	10,471,278.83	56.64
TOTAL EXPENDITURES - ALL FUNDS							
		24,879,824.00	25,902,994.00	14,585,061.15	1,425,087.54	11,317,932.85	56.31
NET OF REVENUES & EXPENDITURES		(731,737.00)	(1,752,861.00)	(906,206.98)	(384,348.28)	(846,654.02)	51.70

MEMO TO: Mayor Roger Zielinski
Members of City Council

FROM: Thad N. Taylor, City Manager *anj*

DATE: June 30, 2020

SUBJECT: Appointment of Police and Fire Chiefs



City Manager's Office
231-398-2801

With the departure of PSD Tim Kozal in May, the Police and Fire Departments need permanent leadership. This is an opportunity to move from a Public Safety Director to lead both departments and instead, return to a traditional model of a Police Chief and Fire Chief for the respective departments.

Returning to a Police Chief and Fire Chief makes sense for several reasons. First, it allows each Chief to focus solely on one discipline, not several, and one department. Second, it will allow the Chiefs to take back some administrative duties delegated to subordinates and allow those subordinates to focus more time on police or fire service delivery needs. Third, as a rule of thumb, police officers and fire fighters prefer to be led by a Police Chief or Fire Chief as opposed to a Public Safety Director. Finally, it would save the City approximately \$36,500 in the first year, without compromising operational efficiency.

The City is fortunate to have an excellent candidate in each department to provide outstanding leadership as a Chief. D/Sgt. Josh Glass functioned as second in command for the Police Department during PSD Kozal's tenure and currently is responsible for the operational and administrative aspects of the department. Josh has the education, training, experience and commitment to the police department and community to excel as the City's Police Chief. PSD Kozal provided a strong written endorsement on behalf of D/Sgt. Glass.

Acting Deputy Fire Chief Mark Cameron acted as second in command of the Fire Department under PSD Kozal. Currently he is responsible for the administrative and operational aspects of the department. Mark is extremely committed to the department and our community and has the requisite training, education, and experience to succeed as the City's Fire Chief. PSD Kozal provided a strong written endorsement on behalf of Acting Deputy Fire Chief Cameron.

Both D/Sgt. Glass and Acting Deputy Fire Chief Cameron are willing to accept the position of Police Chief and Fire Chief, respectively. As part of my discussions with both, they expressed interest in keeping their current retirement benefits. As members of the Police and Fire Department they do not participate in Social Security. As the discussions continued, I agreed to an employment agreement for both that includes:

- Continuation of their current retirement program.
- Six months severance if they are dismissed and it's not for cause.
- For Mark Cameron only, continuation of his paramedic bonus. The City has language in the IAFF agreement that allows the Fire Chief to fill six hours of a fire fighter's shift and

to work on the ambulance during call backs, so it's important that he maintains his paramedic license.

Included with this memorandum are copies of each employment agreement, abbreviated resumes for Josh Glass and Mark Cameron and letters of endorsement from PSD Kozal.

It is my recommendation that City Council approve my appointment of Josh Glass as Police Chief and Mark Cameron as Fire Chief, effective July 7, 2020, and authorize the Mayor and City Clerk to sign their employment agreements.

TNT:km

**CITY OF MANISTEE
AGREEMENT FOR EMPLOYMENT
CHIEF OF POLICE**

THIS AGREEMENT, made and entered into this 7th day of July, 2020, by and between the City of Manistee, Michigan, a municipal corporation (“the City”) as party of the first part, and JOSH GLASS (“Glass”) as party of the second part, both of whom understand and agree as follows:

WHEREAS, the City desires to retain the services of Glass as Chief of Police as provided by the City Charter, City ordinances and Michigan statutes pertaining thereto; and

WHEREAS, Glass wishes to be employed in the capacity of Chief of Police for the City of Manistee; and

WHEREAS, it is to the advantage of both the City and Glass to specify the conditions under which the Glass is to work and to be compensated; and

WHEREAS, unless specifically stated herein, this Agreement shall incorporate the terms and policies set forth in the City of Manistee Personnel Policies and Procedures Manual (“Personnel Policies”) currently in effect and which may be amended from time to time.

NOW, THEREFORE, it is mutually agreed by the parties as follows:

1. **Term of Office.** This Agreement shall commence on July 7, 2020 and shall continue thereafter until terminated pursuant to Paragraph 3 below, amended or renegotiated.

a. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City to terminate the services of Glass at any time, subject to provisions set forth in this Agreement.

b. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Glass to resign at any time, subject to the provisions set forth in this Agreement.

2. **Compensation and Other Financial Benefits.** The City agrees to hire Glass into Grade 7, Step 5 of the City’s salaried/non-union compensation schedule. For all services rendered, the City shall pay Glass an annual salary of \$80,621 to be paid in the same manner and intervals as other salaried/non-union employees.

a. In addition, the City may adjust said base salary and/or benefits in such amounts and to such extent as the City may deem desirable.

b. The City agrees to provide a retirement plan with a non-standard 2.8% multiplier, 80% Maximum with Riders FAC3 and F50 (25) and ten-year vesting period. Glass must contribute 4.00% of his gross compensation to the retirement plan. Glass will be entitled to normal retirement when he reaches the age of fifty (50) and has at least twenty-five (25) years of service or when he reaches the age of fifty-five (55) and has at least fifteen (15) years of credited

service. The parties agree that during the term of this Agreement, Glass's four percent (4%) contribution rate shall not be changed, unless agreed upon in writing and signed by both parties. Notwithstanding the foregoing, the specific terms and conditions governing the retirement plans are controlled by the Municipal Employees' Retirement System of Michigan Plan Document. Any time during which Glass served the City in a role prior to Chief of Police shall count toward the years of service, for the purpose of determining normal retirement.

3. **Termination and Severance Pay.** Either party has the right to terminate the employment relationship at any time and in the sole discretion of the party terminating the relationship, subject to the provisions of City ordinances and subject to the following provisions:

a. In the event the City terminates Glass's employment, the City shall give six (6) months advance notice of such termination, or in the alternative, the equivalent of six (6) months pay and health and medical benefits or a portion thereof, where no notice or less than six (6) months notice is given, except that in the event that the City terminates Glass for cause, such as misfeasance, malfeasance, conviction of a felony or any illegal act involving personal gain, the City shall have no obligation to give advance notice or the alternative severance pay.

b. If Glass resigns for Good Reason (as defined below), the City shall provide, from the date of separation, six (6) months of pay continuation and continued health and medical benefits. "Good Reason" includes any of the following: (a) any material and substantial adverse change to the duties, responsibilities, or total compensation and benefits of Glass; or (b) any material breach by the City of any of its obligations of this Agreement, when such breach is not cured, remedied or corrected within thirty (30) business days after the City receives written notice from Glass of such breach (such written notice shall set forth in reasonable detail the facts or circumstances constituting or giving rise to such material and significant breach), provided that Glass must deliver such written notice to the City within sixty (60) calendar days after the occurrence of any such event in order to be effective.

c. Glass may voluntarily resign from his position with the City without Good Reason by giving the City sixty (60) calendar days' advance written notice, unless the parties otherwise agree.

4. **General Provisions.**

a. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severed, shall not be affected and shall remain in full force and effect.

b. A waiver of breach of any of the terms of this Agreement shall not be construed as a waiver by the City of any subsequent breach.

c. No modifications or amendment to this Agreement shall be valid unless in writing and properly executed by the City and Glass.

d. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan. The parties agree that venue shall be proper in the County of Manistee.

IN WITNESS WHEREOF, the City of Manistee has caused this Agreement to be signed and executed on its behalf by its City Manager, Thad Taylor and its Mayor, Roger Zielinski. Josh Glass has signed and executed this Agreement on his own behalf.

Dated: _____

Roger Zielinski, Mayor

Dated: _____

Heather Pefley, City Clerk

Dated: _____

Josh Glass, Chief of Police

**CITY OF MANISTEE
AGREEMENT FOR EMPLOYMENT
CHIEF OF THE FIRE DEPARTMENT**

THIS AGREEMENT, made and entered into this 7th day of July, 2020, by and between the City of Manistee, Michigan, a municipal corporation (“the City”) as party of the first part, and MARK CAMERON (“Cameron”) as party of the second part, both of whom understand and agree as follows:

WHEREAS, the City desires to retain the services of Cameron as Chief of the Fire Department as provided by the City Charter, City ordinances and Michigan statutes pertaining thereto; and

WHEREAS, Cameron wishes to be employed in the capacity of Chief of the Fire Department for the City of Manistee; and

WHEREAS, it is to the advantage of both the employer and the employee to specify the conditions under which the employee is to work and to be compensated; and

WHEREAS, unless specifically stated herein, this Agreement shall incorporate the terms and policies set forth in the City of Manistee Personnel Policies and Procedures Manual currently in effect and which may be amended from time to time.

NOW, THEREFORE, it is mutually agreed by the parties as follows:

1. **Term of Office.** This Agreement shall commence on July 7, 2020 and shall continue thereafter until terminated pursuant to Paragraph 3 below, amended or renegotiated.

a. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City to terminate the services of Cameron at any time, subject to provisions set forth in this Agreement.

b. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Cameron to resign at any time, subject to the provisions set forth in this Agreement.

2. **Compensation and Other Financial Benefits.** The City agrees to hire Cameron into Grade 7, Step 5 of the City’s salaried/non-union compensation schedule. For all services rendered, the City shall pay the Chief of the Fire Department an annual salary of \$80,621 to be paid in the same manner and intervals as other salaried/non-union employees.

a. In addition, the City may adjust said base salary and/or benefits in such amounts and to such extent as the City may deem desirable.

b. The City agrees to provide a retirement plan with a non-standard 2.8% multiplier, 80% Maximum with Riders FAC3 and F50 (25) and ten-year vesting period. Cameron must contribute 4.00% of his gross compensation to the retirement plan. Cameron will be entitled to normal retirement when he reaches the age of fifty (50) and has at least twenty-five (25) years

of service or when he reaches the age of fifty-five (55) and has at least fifteen (15) years of credited service. The parties agree that during the term of this Agreement, Cameron's four percent (4%) contribution rate shall not be changed, unless agreed upon in writing and signed by both parties. Notwithstanding the foregoing, the specific terms and conditions governing the retirement plans are controlled by the Municipal Employees' Retirement System of Michigan Plan Document. Any time during which Cameron served the City in a role prior to Fire Chief shall count toward the years of service, for the purpose of determining normal retirement.

c. Cameron shall receive a Paramedic License Bonus of \$2912, which will be added to his annual base salary and paid out in accordance with the normal payroll schedule for salaried/nonunion employees over the course of the calendar year. Eligibility for the Paramedic License bonus is contingent upon the following:

i. The City is operating Advanced Life Support ("ALS") transport and Cameron is utilizing paramedic skills in the course of his employment;

ii. Cameron maintains and keeps current his Paramedic License; and

iii. Cameron is permitted to provide patient care by the International Association of Firefighters, AFC-CIO, Local No. 645.

3. **Termination and Severance Pay.** Either party has the right to terminate the employment relationship at any time and in the sole discretion of the party terminating the relationship, subject to the provisions of City ordinances and subject to the following provisions:

a. In the event the City terminates Cameron's employment, the City shall give six (6) months advance notice of such termination, or in the alternative, the equivalent of six (6) months pay and health and medical benefits or a portion thereof, where no notice or less than six (6) months notice is given, except that in the event that the City terminates Cameron for cause, such as misfeasance, malfeasance, conviction of a felony or any illegal act involving personal gain, the City shall have no obligation to give advance notice or the alternative severance pay.

b. If Cameron resigns for Good Reason (as defined below), the City shall provide, from the date of separation, six (6) months of pay continuation and continued health and medical benefits. "Good Reason" includes any of the following: (a) any material and substantial adverse change to the duties, responsibilities, or total compensation and benefits of Cameron; or (b) any material breach by the City of any of its obligations of this Agreement, when such breach is not cured, remedied or corrected within thirty (30) business days after the City receives written notice from Cameron of such breach (such written notice shall set forth in reasonable detail the facts or circumstances constituting or giving rise to such material and significant breach), provided that Cameron must deliver such written notice to the City within sixty (60) calendar days after the occurrence of any such event in order to be effective.

c. Cameron may voluntarily resign his position with the City by giving the City sixty (60) days' advance written notice, unless the parties otherwise agree.

4. **General Provisions.**

a. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severed, shall not be affected and shall remain in full force and effect.

b. A waiver of breach of any of the terms of this Agreement shall not be construed as a waiver by the City of any subsequent breach.

c. No modifications or amendment to this Agreement shall be valid unless in writing and properly executed by the City and Cameron.

d. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan. The parties agree that venue shall be proper in the County of Manistee.

IN WITNESS WHEREOF, the City of Manistee has caused this Agreement to be signed and executed on its behalf by its City Manager, Thad Taylor and its Mayor, Roger Zielinski. Mark Cameron has signed and executed this Agreement on his own behalf.

Dated: _____

Thad Taylor, City Manager

Dated: _____

Roger Zielinski, Mayor

Dated: _____

Mark Cameron, Chief of the Fire Department

Thad Taylor

From: Josh Glass
Sent: Tuesday, May 26, 2020 10:10 AM
To: Thad Taylor
Subject: Abbreviated qualifications

Sir,

I have listed a snap shot of my resume for review. If you would like a formal resume just let me know.

Education:

2017 graduate of Northwestern University School of Police Staff and Command

2003 graduate of Grand Valley State University with Bachelor of Science in Criminal Justice

Leadership Training/Certifications:

Michigan Police Executive Development Seminar, 2017

Executive Leadership for Challenging Times: Building and Strengthening Public Trust – Police Executive Development Series, 2015

Responding to and Managing Fatal Force Encounters – MACNLOW Associates, 2014

Simmunition FX® Scenario Instructor/ Safety Course – Oakland Police Academy, 2014

Police Supervision - MACNLOW Associates, 2013

Policing with Pride and Integrity- MACNLOW Associates, 2013

Executive Leadership – BJA Center for Task Force Leadership and Integrity, 2012

Task Force Commander Leadership and Management - BJA Center for Task Force Leadership and Integrity, 2012

Safeguarding Privacy, Civil Rights, and Civil Liberties in Task Force Operations BJA Center for Task Force Leadership and Integrity, 2012

Criminal Intelligence System Operations Policies - BJA Center For Task Force Leadership and Integrity, 2012

Work Experience:

Detective Sergeant May 2015 -Present

Detective, State, Sheriff, Chief Enforcement of Narcotics Team September 2010 – May 2015

Patrol Officer June 2004 – September 2010

Community Involvement:

2015 - Present *Manistee Child Advocacy Center* - Board Member

2015 - Present *Choices* - Board Member

2015 - Present *Manistee Child Advocacy Center Multi-Disciplinary Team*- Team Member

2016 - Present *Manistee Domestic Violence and Sexual Assault Response Team* - Team Member

2004 - 2010 *Manistee High School* - Assistant Varsity Football Coach

2008 - 2009 *West Shore Community College* - Criminal Justice CTE Paraprofessional

2007 - 2008 *Big Brother Big Sisters* - Big Brother

Joshua A. Glass

Detective Sergeant

Manistee City Police Department

70 Maple St. Manistee, MI. 49660

Office: 231-398-3281

Fax: 231-398-2012



IMPORTANT NOTICE: This e-mail may contain information, which may be confidential or legally privileged. The information in this e-mail is intended only for the use of the individual or entity named in this e-mail. If you or your firm are not the intended recipient and have received this e-mail in error, you are hereby notified that reading, copying, disclosing, or distributing these documents, or taking any action based on the information contained within them, is prohibited and that the document should be deleted and notify the sender at the above e-mail address.



City of Manistee Police Department

70 Maple Street, Manistee, MI 49660-0358 · www.manisteemi.gov

From: Timothy E. Kozal
Public Safety Director Manistee, Michigan

Re: Letter of Recommendation
Josh Glass

City Manager Thad Taylor

As a 31-year career law enforcement officer, please accept this letter of strong endorsement regarding Josh Glass for the position of Manistee Police Chief.

Over my career I have worked with hundreds of law enforcement officials; Deputies, Police Officers, Police Chiefs, Sheriffs and State Police. Throughout these partnerships I have developed an extensive background in operational and administrative related issues. As a result of this background I would suggest that I have an understanding of the type of individual that would fit as a Police Chief.

This important job is ideal for an individual with solid leadership skills, a passion for public safety and a mature cooperative spirit in communicating with the public and their colleagues.

I have had an opportunity to work with Detective Sergeant Josh Glass for the past three years. Through this professional relationship emerged a skilled, confident, approachable and humble person that I could count on. Det./Sgt. Glass also displays the determination and demeanor necessary for the position of Police Chief. I have a great deal of respect for Josh Glass. Josh is a great asset to the community of Manistee. I would highly recommend Josh for the position of Police Chief.

Timothy E. Kozal
Manistee Director of Public Safety
(231) 398-2810



**MARK
Cameron**

City of Manistee Deputy Fire Chief

PROFILE

I have worked for the City for about 17 years in which time I have moved up the ranks as Firefighter, Driver Engineer, to Captain. I am currently the Deputy Fire Chief for the City of Manistee Fire Department. I have served in multiple disciplines in the fire service. I started 31 years ago as a volunteer/paid on call firefighter in Grant Twp. In 1996 I worked for the US Forest service as a casual hire in the Huron Manistee National Forest and had the opportunity to travel to California's Yosemite National Park to fight fire. My wife Jennifer and I moved to Traverse City on Old Mission Peninsula in 1999 where I worked in a combination fire department which included a transporting ambulance service. My dream was to move back to Manistee and be a career firefighter. In 2003 I was given that opportunity after testing and being hired into the department. My wife Jennifer and I were married in 1993 and have three boys. Bryce who graduated in 2015, Noah who graduated in 2017, and Caleb who is currently a sophomore at MHS. Jennifer and I are very community oriented helping where we can. I look forward to serving this community and helping grow the department any way I can.

CONTACT

PHONE:
231-794-0600

EMAIL:
mcameron@manisteemi.gov

EDUCATION

Mason County Central High School
1986 - 1990

West Shore Community College
2012 - 2013
Paramedic Certification

WORK EXPERIENCE

Grant Twp Fire Dept Lieutenant
1998-2009
Firefighter / EMT/ Officer

US Forest Service Wildland Firefighter
1996-1998
Local Fire service suppression / Fire experience in California wildland firefighting

Peninsula Fire Department Captain
1999-2003
Fire Suppression, EMS transport,

City of Manistee Fire Department
2003-Present

Driver Engineer
2007-20112

Captain
2012-2019

Deputy Fire Chief
2019-Present
Fire Suppression, EMS Transport, Paramedic, Supervisory Administrative Role

CERTIFICATIONS

FFI / FFII
Paramedic
Fire Officer III Certified

The logo for the City of Manistee Police Department features a green stylized 'A' above the text 'City of Manistee Police Department' in a dark green serif font. Below the text is a blue and green graphic element resembling a stylized 'M' or a wave.

City of Manistee Police Department

70 Maple Street, Manistee, MI 49660-0358 · www.manisteemi.gov

From: Timothy E. Kozal
Public Safety Director Manistee, Michigan

Re: Letter of Recommendation
Mark Cameron

City Manager Thad Taylor

Please accept this letter of strong endorsement regarding Mark Cameron for the position of Manistee Fire Chief.

Over my career I have worked alongside and for numerous firemen, fire captains and Fire Chiefs. Throughout these partnerships I have developed an extensive background in operational, administrative and fireground related issues. As a result of this background I would suggest that I have an understanding of the type of individual that would fit as a Fire Chief.

Upon my arrival in Manistee I had the opportunity to work alongside Captain Mark Cameron. Mark is resourceful, dependable, is a man of honor and extremely knowledgeable. Captain Cameron is recognized by his peers as one who works tirelessly, earning him respect that has built confidence among the team.

I have worked closely with Mark over the past several months after he was appointed Deputy Fire Chief. I am extremely pleased with his leadership skills, his thirst to put the department first and to gain the knowledge necessary to develop into the leader he is today. Mark has emerged as a skilled, confident, approachable and humble person that I could count on. Captain Cameron displays the determination and demeanor necessary for the position of Fire Chief. I have a great deal of respect for Mark Cameron. Mark has lived and raised a family in Manistee. I would highly recommend Mark for the position of Fire Chief.

Timothy E. Kozal
Manistee Director of Public Safety
(231) 398-2810



Department of Public Works

Public Works | Parks | Streets | Water | Sewer

Memo to: Thad Taylor, City Manager

From: Jeffrey W. Mikula, Public Works Director *JW Mikula*

Re: Refuse Ordinance Updates

Date: June 29, 2020

City Council has approved several recommendations of the AD-Hoc Refuse Committee including Residential collection and collection in portions of the DDA District. As such, the new five-year contract with Republic Services reflects the contract changes and are currently being implemented.

The City Attorney has drafted updates to Chapter 1060 of the Manistee, Michigan Codified Ordinance and Ordinance 20-06 to implement those changes.

ORDINANCE 20-06

AN ORDINANCE TO AMEND CHAPTER 1060 OF THE CITY OF MANISTEE, MICHIGAN CODIFIED ORDINANCES BY DESIGNATING THAT ONLY CITY APPROVED REFUSE CONTAINERS SHALL BE USED; TO PROVIDE FOR PENALTIES FOR VIOLATION OF THIS CHAPTER; TO REPEAL ALL ORDINANCES IN CONFLICT HEREWITH AND TO PROVIDE AN EFFECTIVE DATE

THE CITY OF MANISTEE ORDAINS:

Section 1.

Chapter 1060 is amended by replacing the heading for Section 1060.08 with the following:

1060.08	Refuse containers or other receptacles used for collection
---------	--

Chapter 1060 is further amended by replacing the former Section 1060.08 with the following:

1060.08 REFUSE CONTAINERS OR OTHER RECEPTACLES USED FOR COLLECTION

It shall be the duty of the owner, occupant or person in charge of any premises to only use City approved refuse containers as determined by Council Policy, Council Resolution or Ordinance.

Chapter 1060 is further amended by replacing the current Section 1060.99 with the following:

1060.99 PENALTY

Unless otherwise indicated, violation of this Chapter 1060 shall constitute a municipal civil infraction and shall be punished as provided in Chapter 203.

Section 2. Severability

The provisions of this ordinance are hereby declared to be severable. If any clause, sentence, word, section, or provision is hereafter declared void or unenforceable for any reason by a court of competent jurisdiction, it shall not affect the remainder of this ordinance which shall continue in full force and effect.

MEMO TO: Mayor Roger Zielinski
Members of City Council

FROM: Thad N. Taylor, City Manager

DATE: July 1, 2020

SUBJECT: Change in Rental Inspection
Program Administration



City Manager's Office
231-398-2801

The Spicer Group has administered the City's Rental Inspection Program for several years. Due to the increased workload in their core operations, it has become increasingly difficult to devote the necessary administrative time to the rental inspection program. Consequently, they wish to discontinue this service to the City.

I reached out to SAFEbuilt to see if they offered rental inspection services as part of their business portfolio and if so, were they interested in providing those services to the City. SAFEbuilt is interested in providing rental inspection services to the City. They currently provide rental inspection services to ten (10) communities in Michigan.

If approved to provide this service to the City, the individual that does building inspections will also do the rental inspections. I have been very pleased with their building inspector and am confident that he will do a great job on rental inspections.

The current rental inspection fees will remain the same.
Those are:

- \$40.00 Registration Certificate – one-time fee per unit.
- \$90.00 Initial Inspection – per unit.
- \$70.00 Reinspection – per unit.
- \$40.00 Missed/Broken Scheduled Inspection.

SAFEbuilt is recommending that the City adopt a series of fees for non-compliance situations.
Those are:

1. Unregistered rental – 1st notice – recommend \$100.00 (UNR1)
2. Unregistered rental – 2nd notice – recommend \$200.00 (UNR2)
3. 1st Reinspection fee – recommend \$100.00
4. 2nd Reinspection fee – recommend \$200.00
5. Complaint inspection – recommend \$100.00 (if found to be a valid complaint), (can be requested by either the tenant or landlord)
6. Enforcement letter – recommend \$100.00 (BIR2)
7. Posting unit unfit for occupancy – recommend \$200.00 (if compliance with the rental code cannot be achieved) this will require an amendment to Chapter 1482
8. Billable court time (Inspector) – recommend \$90.00/hr

If Council approves SAFEbuilt to administer the City's Rental Inspection Program, it will be revenue neutral. SAFEbuilt will operate the program and be paid based on the fees collected.

Included with this memorandum is an amendment to SAFEbuilt's Professional Services Agreement with the City and is specific to their Rental Inspection Program responsibilities. The City Attorney reviewed and approved the agreement.

It is my recommendation that City Council approve SAFEbuilt to administer the City's Rental Inspection Program and authorized the Mayor and City Clerk to sign the amendment to SAFEbuilt's Professional Services Agreement.

TNT:km

**AMENDMENT ONE
PROFESSIONAL SERVICES AGREEMENT
BETWEEN CITY OF MANISTEE, MICHIGAN
AND SAFEbuilt MICHIGAN, LLC**

Amendment to the Professional Services Agreement effective May 16, 2019, between City of Manistee, Michigan, (Municipality) and SAFEbuilt Michigan, LLC, (Consultant). Municipality and the Consultant shall be jointly referred to as the "Parties".

Amendment Effective Date: This Amendment shall be effective on the latest date fully executed by both Parties.

RECITALS AND REPRESENTATIONS

Municipality and Consultant entered into a Professional Services Agreement (Agreement) on May 16, 2019, by which both Parties established the terms and conditions for service delivery; and

Parties hereto now desire to amend the Agreement as set forth herein; and

NOW, THEREFORE

Agreement is hereby amended as set forth below; and

Agreement, Exhibit A - List of Services and Exhibit B – Fee Schedule for Services is hereby amended by adding the following service and associated fee as set forth below; and

1. Rental Program Inspection and Administrative Support

- ✓ In the event that building department service levels are reduced, rental program services described in this Amendment One may be terminated in accordance with Agreement, Section 6, Termination
- ✓ Consultant will provide rental program administration and enforcement in accordance with City of Manistee Rental Ordinance, Chapter 1482 and at the direction of the City Manager or his designee
- ✓ Consultant will work directly with rental property owners and landlords

In general, Consultant will:

- ✓ Manage the program and attend meetings as requested
- ✓ Accept and review application forms and determine compliance with requirements
- ✓ Collect rental program fees paid directly to the City during rental registration process
- ✓ Collect applicable citation and violation fees paid directly to the City
 - Payment shall be made to City of Manistee Treasurer, 70 Maple Street, Manistee, MI 49660
- ✓ Inspect dwellings, dwelling units, and property to ensure compliance with ordinance requirements
- ✓ Issue documentation for dwellings, dwelling units, and properties found to be in compliance
- ✓ Provide documentation for dwellings, dwelling units and property in violation of requirements
- ✓ Provide rental inspection services as called for by ordinance
- ✓ Maintain existing /administer new rental registrations in accordance with Chapter 1482
- ✓ Provide statistical, narrative information and detailed reports within agreed upon frequencies
- ✓ Issue civil infraction citations for non-compliance
- ✓ Testify in court for violation of Chapter 1482 of City Ordinances

2. Municipal Obligations

- ✓ Municipality must adopt a mutually agreed upon fee schedule for the rental program
- ✓ Municipality will conduct an annual review of rental program fee schedule and inspection frequency
- ✓ Municipality will accept and consider input from Consultant on fee schedule revisions and Parties will mutually agree upon ordinance changes

3. Fee Schedule

- ✓ One Hundred (100%) percent of the fees received by the Municipality shall be paid to Consultant for its services pursuant to this Agreement.

The original Agreement, Exhibits and terms shall remain in effect, to the extent not modified by Amendment.

IN WITNESS HEREOF, the undersigned have caused this Amendment to be executed in their respective names on the dates hereinafter enumerated.

Thomas P. Wilkas, CFO
SAFEbuilt Michigan, LLC

Date

Roger Zielinski, Mayor
City of Manistee, Michigan

Date

Heather Pefley, Clerk
City of Manistee, Michigan

Date

MEMO TO: Mayor Roger Zielinski
Members of City Council

FROM: Thad N. Taylor, City Manager *at*

DATE: June 30, 2020

SUBJECT: Naming the Baseball Field at Rietz Park



City Manager's Office
231-398-2801

At the June 9, 2020, City Council work session, Council discussed a request to name the baseball field at Reitz Park in honor of Phil Kliber. Staff was requested to attempt to contact members of the Reitz family to see how they felt about the request.

City Clerk Pefley checked City records and was unable to find any reference to family members. She enlisted the assistance of Mark Fedder, Director of the Manistee County Historical Museum. Mark was able to find an email for a family member living in London, England. Mark sent two emails to the individual and failed to get a response. Unfortunately, it does not appear that we can get a Reitz family member's opinion on the request.

Given the discussion by City Council at the work session, it seems there is Council support for the request to name the baseball field in honor of Phil Kliber. I recommend that Council act favorably on the request, subject to staff's approval of the design and location of the sign.

TNT:km



APPLICANTS NEEDED BOARDS and COMMISSIONS VACANCIES

DOWNTOWN DEVELOPMENT AUTHORITY CITIZENS COUNCIL. Seven vacancies. *Applicants must be residents of the DDA and shall be at least 18 years of age.* Purpose: Advisory board to the DDA and the City of Manistee in the adoption of the development or tax increment financing plans.

HARBOR COMMISSION. One vacancy – term ending 10/31/20. *Two members can be non-residents but must own real estate or a business or profession having a licensed business location in the City.* Purpose: Advisory on marina, harbor development issues.

OIL & GAS INVESTMENT BOARD. One vacancy – term ending 6/30/24. Purpose: Oversees investment of Oil & Gas Trust Fund.

PARKS COMMISSION. Two vacancies – terms ending 6/30/23. *Applicants may be non-residents but must own real estate or a business/profession having a licensed business location in the City or have a child attending school within the City.* Purpose: Advisory on parks development, maintenance, improvements, & identifying, planning, implementing public & private beautification projects.

ZONING BOARD OF APPEALS. One vacancy- term ending 5/31/23. *Applicants shall be a representative of the population distribution and of the various interests present in the City.* Purpose: Hears appeals to zoning, building issues.

Application forms are available at the City Clerk's office, 70 Maple Street or on the City website at <http://www.manisteemi.gov>. Applications must be returned by Tuesday, June 30, 2020 to be considered for appointment at the July 7, 2020 City Council meeting.



APPLICATION FOR APPOINTMENT

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

BOARD OR COMMISSION APPLIED FOR: Oil & Gas Board

NAME: Douglas A. Parkes
ADDRESS: 724 Harbor Dr
Manistee, MI 49660

RECEIVED

JUN 30 2020

PHONE: (Home) 231-723-8687 (Work) 231-690-2225

CITY OF MANISTEE
CLERK - TREASURER

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

I want to volunteer for this position because:

I have been a member of the Oil & Gas Board for a number of years beginning with local CO investment to selecting & working with financial investors. I have enjoyed my time on the Board & would like to continue.

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

Degree in Business/Finance/Investments. Graduate Banking courses at Notre Dame & Harvard. 40+ years banking, investment, real estate & appraisal experience, longtime Oil & Gas Board member, active in local community

Feel free to attach any additional information.

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

Douglas A. Parkes 6/29/20
Signature Dated

* Our current plans are to be out of the area visiting family on 7/1/20.

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

APPLICATION CHECKLIST – TO BE COMPLETED BY CITY CLERK

Board of Review

- City Taxpayer Parcel # 51- _____
- Registered Voter in the City

Brownfield Redevelopment Authority

- City Resident or Interest in property in City Parcel # 51- _____

Compensation Commission

- Registered Voter in the City

Downtown Development Authority

- At Large Member Interest Member Resident Member

Downtown Development Authority Citizens Council

- Must be at least 18 years of age Resident of DDA District

Harbor Commission

- Two members can be non-residents *but*
 - must own real estate in the City *or* Parcel # _____
 - own a business or profession having a licensed business location in the City. _____

Historic District Commission

- City Resident _____

Parks Commission

- Three members can be non-residents *but*
 - must own real estate *or* Parcel # _____
 - own a business or profession having a license business location in the City *or* _____
 - have a child attending school within the City School - _____

P.E.G Commission

- Manistee County Resident

Planning Commission

- City Resident _____

Zoning Board of Appeals

- City Resident _____
- 1 Planning Commission member / term same as apt. on PC
- Representation of population & various interest present in City
- 1 Council member can be a ZBA member

Application Approval by City Clerk:  _____

Date: 6/30/2020



APPLICATION FOR APPOINTMENT

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

BOARD OR COMMISSION APPLIED FOR: Parks

NAME: Tom Swedenborg
ADDRESS: 562 1st St
Manistee

RECEIVED

JUN 23 2020

PHONE: (Home) 723-0114 (Work) 690-9971

CITY OF MANISTEE

E-MAIL: tswede@gmail.com () personal or () work

I want to volunteer for this position because:
Continued Interest & Concern
coupled w/ 21 yrs use and
Observation of Parks.

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

Feel free to attach any additional information.

I (will) (will not) be able to attend the Council meeting. Please circle one. - 2 June
- Ops!

[Signature]
Signature

10 June 2020
Dated

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

Heather,
I set this aside and
forgot about it so ...

APPLICATION CHECKLIST – TO BE COMPLETED BY CITY CLERK

Board of Review

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- Registered Voter in the City

Brownfield Redevelopment Authority

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- At Large Member Interest Member Resident Member

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Harbor Commission

- Two members can be non-residents *but*
 - must own real estate in the City *or* Parcel # _____
 - own a business or profession having a licensed business location in the City. _____

Historic District Commission

- City Resident _____

Parks Commission

- Three members can be non-residents *but*
 - must own real estate *or* Parcel # 51-310-702-03
 - own a business or profession having a license business location in the City *or* _____
 - have a child attending school within the City School - _____

P.E.G Commission

- Manistee County Resident

Planning Commission

- City Resident _____

Zoning Board of Appeals

- City Resident _____
- 1 Planning Commission member / term same as apt. on PC
- Representation of population & various interest present in City
- 1 Council member can be a ZBA member

Application Approval by City Clerk: _____



Date: 6/25/2020