



City Council Agenda

April 4, 2022
7:00 p.m.

City Council Chambers
97 N. Broad Street
Hillsdale, MI 49242

- I. Call to Order and Pledge of Allegiance**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Public Comments on Agenda Items**
- V. Consent Agenda**
 - A. Approval of Bills
 - 1. City and BPU Claims of March 17, 2022: \$1,378,682.45
 - 2. Payroll of March 17, 2022: \$164,290.51
 - B. City Council Minutes of March 21, 2022
 - C. Dane Park Use Agreement – Reception
 - D. Hillsdale College Alley Closure- Centralhallapalooza
 - E. Hillsdale College Right of Way Closures and Noise Variance – Commencement
 - F. Current Office Solution Printer/Copier Leases
 - G. March 2022 Board of Review Minutes
 - H. Assessor Annual Report
- VI. Communications/Petitions**
 - A. Hillsdale Community Library Newsletter information
 - B. Delinquent Personal Property Report
 - C. Hillsdale Township Letter
 - D. Mindi Meyer Letter – Hope House
 - E. Ted Jansen Letter
- VII. Introduction and Adoption of Ordinances/Public Hearing**
- VIII. Old Business**
 - A. 4th of July Parade Application
- IX. New Business**
 - A. Set Public Hearing for Commercial Rehabilitation Exemption Application- Patillo Family Properties LLC
 - B. 2022-2023 Proposed Budget and Setting of Public Hearing
 - C. City Mowing Contract Types A,B,C,D,F and H
- X. Miscellaneous Reports**
 - A. Proclamations- Autism Awareness Month

B. Appointments- Daniel LaRue – Zoning Board of Appeals
Heather Tritchka – Airport Advisory Committee

C. Other- None

XI. General Public Comment

XII. City Manager’s Report

XIII. Council Comment

XIV. Adjournment

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 172.000 CITY MANAGER					
101-172.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	OFFICE SUPPLIES	75.01	103445
101-172.000-810.000	DUES AND SUBSCRIPTIONS	INTERNATIONAL ECON DEVELOP	IEDC PA4 MEMBERSHIP RENEWAL	455.00	103462
Total For Dept 172.000 CITY MANAGER				530.01	
Dept 175.000 ADMINISTRATIVE SERVICES					
101-175.000-802.000	TECHNICAL SERVICES	AMAZON CAPITAL SERVICES, I	BATTERY BACKUPS CITY	206.59	103426
101-175.000-802.000	TECHNICAL SERVICES	SONIT SYSTEMS, LLC	SONIT NET ADMIN 2-28-2022	841.50	103498
101-175.000-806.000	LEGAL SERVICES	LOVINGER & THOMPSON, PC	LEGAL FEES	2,870.00	103472
Total For Dept 175.000 ADMINISTRATIVE SERVICES				3,918.09	
Dept 191.000 FINANCE DEPARTMENT					
101-191.000-801.000	ACCOUNT SERVICES - FEB 2022	THE WOODHILL GROUP	ACCOUNT SERVICES - FEB 2022	5,690.62	103506
Total For Dept 191.000 FINANCE DEPARTMENT				5,690.62	
Dept 215.000 CITY CLERK DEPARTMENT					
101-215.000-726.000	SUPPLIES	ARROW SWIFT PRINTING	WINDOW ENVELOPES	275.60	103428
101-215.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	CHAIRS	408.58	103445
101-215.000-801.000	COPIER LEASE - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASE - CITY	281.35	103445
101-215.000-905.000	PUBLISHING / NOTICES	HILLSDALE MEDIA GROUP	SPECIAL ACESS DISTRICT NOTICES	228.15	103461
Total For Dept 215.000 CITY CLERK DEPARTMENT				1,193.68	
Dept 253.000 CITY TREASURER					
101-253.000-726.000	TONER	CURRENT OFFICE SOLUTIONS	TONER	80.57	103445
Total For Dept 253.000 CITY TREASURER				80.57	
Dept 257.000 ASSESSING DEPARTMENT					
101-257.000-726.000	DUPLICATE PAYMENT	CURRENT OFFICE SOLUTIONS	CREDIT MEMO - DUPLICATE PAYMENT	(126.12)	103445
101-257.000-734.000	POSTAGE	KCI	2022 ASSESSMENT NOTICES	9.01	103466
101-257.000-801.000	COPIER LEASE - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASE - CITY	77.42	103445
101-257.000-905.000	PUBLISHING / NOTICES	KCI	2022 ASSESSMENT NOTICES	450.00	103466
Total For Dept 257.000 ASSESSING DEPARTMENT				410.31	
Dept 265.000 BUILDING AND GROUNDS					
101-265.000-726.000	WATER - CITY HALL	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE	30.51	103460
101-265.000-801.000	MOP & BUFF DISPATCH	EAST 2 WEST ENTERPRISES, I	MOP & BUFF DISPATCH	40.00	103450
101-265.000-801.000	MATS - CITY HALL	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	15.51	103507
101-265.000-801.000	MATS - CITY HALL	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	15.51	103507
101-265.000-850.000	TELEPHONE - CITY HALL	ACD	TELEPHONE - CITY HALL	165.80	103424
101-265.000-850.000	TELEPHONE	BSB COMMUNICATIONS INC	MONTHLY FAX BILL 3-1-2022	56.00	103437
101-265.000-920.000	505119616 - 97 N BROAD - CITY HA	MICH GAS UTILITIES	NATURAL GAS UTILITY - 97 N BROAD	844.70	190
101-265.000-920.000	505431439 - 22 N MANNING - MITCH	MICH GAS UTILITIES	NATURAL GAS UTILITY - 22 N MANNING	496.95	192
Total For Dept 265.000 BUILDING AND GROUNDS				1,664.98	
Dept 301.000 POLICE DEPARTMENT					
101-301.000-726.000	SHIPPING & HANDLING	CMP DISTRIBUTOR, INC	SAFARILAND LEVEL III STX HOLSTER/S. RAI	13.00	103440
101-301.000-726.000	SHIPPING & HANDLING	CMP DISTRIBUTOR, INC	BALLISTIC VESTS/DUFF & ZIMMERMAN - DRES	25.00	103440
101-301.000-726.000	2 DZ PENS	CURRENT OFFICE SOLUTIONS	PENS, MEMO BOOKS, POPUP POST-IT-NOTES	87.72	103445
101-301.000-726.000	1 CASE/PAPER	CURRENT OFFICE SOLUTIONS	PAPER	98.80	103445
101-301.000-726.000	PRACTICE AMMO/9MM, 40S&W	KIESLER'S POLICE SUPPLY, I	PRACTICE AMMO FEDERAL 9MM/40S&W	940.96	103468
101-301.000-742.000	HOLSTER/S. RATHBUN	CMP DISTRIBUTOR, INC	SAFARILAND LEVEL III STX HOLSTER/S. RAI	158.50	103440
101-301.000-742.000	BALLISTIC VESTS/DUFF & ZIMMERMAN	CMP DISTRIBUTOR, INC	BALLISTIC VESTS/DUFF & ZIMMERMAN - DRES	1,854.00	103440
101-301.000-801.000	COPIER LEASE - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASE - CITY	20.00	103445
101-301.000-801.000	RECORDS MGMT LE FEES	MICH STATE POLICE	STATEWIDE RECORDS MGMT. SYSTEM LE FEES	2,800.00	103479

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
 EXP CHECK RUN DATES 03/17/2022 - 03/17/2022
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 301.000 POLICE DEPARTMENT					
101-301.000-801.000	3 USERS/TOKEN FEE	MICH STATE POLICE	TOKEN FEE FROM 01/01/2022 - 03/31/2022	99.00	103479
101-301.000-801.000	DISMOUNT/MOUNT & BALANCE 4 TIRES	NORM'S TIRE & SERVICE	DISMOUNT/MOUNT & BALANCE 4 TIRES UNIT 2	639.08	103483
101-301.000-801.000	OIL CHANGE/UNIT 2-3 (20 EXPLORER	PARNEY'S CAR CARE	OIL CHANGE UNIT 2-3 (20 EXPLORER)	37.00	103486
101-301.000-801.000	OIL CHANGE/UNIT 2-4 (21 EXPLORER	PARNEY'S CAR CARE	OIL CHANGE UNIT 2-4 (21 EXPLORER)	37.00	103486
101-301.000-801.000	NETWORK ACCESS FEE	VERIZON WIRELESS	NETWORK ACCESS FEE FOR IN-CAR MOBILE DF	160.04	103513
101-301.000-970.000	2022 FORD EXPLORER POLICE INTERC	STILLWELL FORD MERCURY, IN	2022 FORD EXPLORER POLICE INTERCEPTOR U	34,132.38	103501
Total For Dept 301.000 POLICE DEPARTMENT				41,102.48	
Dept 336.000 FIRE DEPARTMENT					
101-336.000-726.000	(5) 40W 4' LED BULBS	GELZER & SON INC	40W 4' LED BULB	109.95	103456
101-336.000-726.000	KLEENEX/LAUNDRY DETERGENT	MARKET HOUSE	KLEENEX, TIDE PODS (LAUNDRY DETERGENT)	28.77	103474
101-336.000-726.000	FREIGHT CHARGES	NYE UNIFORM COMPANY	NAME BAR/C. BURKE	3.37	103484
101-336.000-726.000	OIL DRY	PERFORMANCE AUTOMOTIVE	OIL DRY	92.90	103488
101-336.000-726.000	PORTABLE RADIO CHARGER	ROE-COMM., INC.	CHARGER FOR XTS2500 PORTABLE RADIO	165.00	103494
101-336.000-730.000	5 GL CAR WASH & WAX CONCENTRATE	SHARE CORPORATION	5 GALLONS CAR WASH & WAX CONCENTRATE	122.52	103496
101-336.000-742.000	NAME BAR/C. BURKE	NYE UNIFORM COMPANY	NAME BAR/C. BURKE	14.20	103484
101-336.000-920.000	502806085 - 77 E CARLETON - FIRE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 77 E CARLETON	561.20	193
101-336.000-930.000	LBR REPAIRS ENGINE 332	EMERGENCY VEHICLE PLUS	SERVICE CALL - RESET BREAKER/REMOVED &	265.25	103452
Total For Dept 336.000 FIRE DEPARTMENT				1,363.16	
Dept 441.000 PUBLIC SERVICES DEPARTMENT					
101-441.000-726.000	6-REMOTES DPS OVERHEAD DOORS	THE DOOR MAN	6-REMOTES DPS OVERHEAD DOORS	360.00	103448
101-441.000-726.000	NO TRESPASSING SIGNS, SPRAY PAINT	GELZER & SON INC	NO TRESPASSING SIGNS, SPRAY PAINT	35.86	103456
101-441.000-726.000	WATER - 149 WATERWORKS	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE	10.16	103460
101-441.000-742.000	RUGS/UNIFORMS - DPS	UNIFIRST CORP	RUGS/UNIFORMS - DPS	28.17	103507
101-441.000-742.000	RUGS/UNIFORMS - DPS	UNIFIRST CORP	RUGS/UNIFORMS - DPS	28.02	103507
101-441.000-801.000	CONTRACTUAL SERVICES	BSB COMMUNICATIONS INC	MONTHLY FAX BILL 3-1-2022	56.00	103437
101-441.000-801.000	COPIER LEASE - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASE - CITY	176.87	103445
101-441.000-801.000	RUGS/UNIFORMS - DPS	UNIFIRST CORP	RUGS/UNIFORMS - DPS	28.34	103507
101-441.000-801.000	RUGS/UNIFORMS - DPS	UNIFIRST CORP	RUGS/UNIFORMS - DPS	28.34	103507
101-441.000-801.000	CONTRACTUAL SERVICES	VERIZON WIRELESS	3-14-2022 VERIZON BILL	50.05	103513
Total For Dept 441.000 PUBLIC SERVICES DEPARTMENT				801.81	
Dept 567.000 CEMETERIES					
101-567.000-726.000	SUPPLIES - TOPSOIL	DRY MAR TRUCKING & DIRTWO	TOP SOIL	175.00	103449
101-567.000-801.000	LAKEVIEW CEMETERY SITE EVALUATIO	COMMUNITY HEALTH AGENCY	LAKEVIEW CEMETERY SITE EVALUATION PERMI	168.00	103442
101-567.000-801.000	TREE & STUMP REMOVAL - O.G. CEME	LONSBERRY, JEFFREY	TREE & STUMP REMOVAL - O.G. CEMETERY	700.00	103443
Total For Dept 567.000 CEMETERIES				1,043.00	
Dept 595.000 AIRPORT					
101-595.000-726.000	BATTERY CHARGER, BATTERY	GELZER & SON INC	BATTERY CHARGER, BATTERY	54.47	103456
101-595.000-726.000	SHOVEL, LED BULB	GELZER & SON INC	SHOVEL, LED BULB	45.97	103456
101-595.000-726.000	WATER - AIRPORT	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE	5.08	103460
101-595.000-801.000	BASE NETWORK ACCESS & SUPPORT	QTPOD	BASE NETWORK ACCESS & SUPPORT	945.00	103491
101-595.000-818.000	AIRPORT UNDERGROUND STORAGE TANK	MID-CONTINENT CASUALTY COM	AIRPORT UNDERGROUND STORAGE TANK INSURF	901.00	103480
101-595.000-850.000	TELEPHONE - AIRPORT	ACD	TELEPHONE - AIRPORT	82.90	103424
101-595.000-920.000	PROPANE FOR AIRPORT	SPRATT'S	PROPANE FOR AIRPORT	1,345.82	103499
Total For Dept 595.000 AIRPORT				3,380.24	
Dept 701.000 PLANNING DEPARTMENT					
101-701.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	2ND FLOOR OFFICE SUPPLIES	93.53	103445
101-701.000-801.000	COPIER LEASE - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASE - CITY	77.42	103445
101-701.000-860.000	TRANSPORTATION AND MILEAGE	ALAN BEEKER	MARCH 2022 EXPENSES	95.11	103434

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Fund 101 GENERAL FUND					
Dept 701.000 PLANNING DEPARTMENT					
Total For Dept 701.000 PLANNING DEPARTMENT				266.06	
Dept 756.000 PARKS					
101-756.000-801.000	HANGER REMOVALS - OWENS PARK	LONSBERY, JEFFREY	HANGER REMOVALS - OWENS PARK	900.00	103443
101-756.000-801.000	HANGERS REMOVED - SANDY BEACH	LONSBERY, JEFFREY	HANGERS REMOVED - SANDY BEACH	500.00	103443
101-756.000-930.000	BRUSHES, PAINT, ROLLER CVRS, FSA	JONESVILLE LUMBER	BRUSHES, PAINT, ROLLER CVRS, FSATENERS,	494.86	103465
Total For Dept 756.000 PARKS				1,894.86	
Total For Fund 101 GENERAL FUND				63,339.87	
Fund 202 MAJOR ST./TRUNKLINE FUND					
Dept 470.000 TREES					
202-470.000-726.000	STAKES	JONESVILLE LUMBER	BRUSHES, PAINT, ROLLER CVRS, FSATENERS,	16.00	103465
202-470.000-801.000	TRIM DEAD WOOD @ 27 W HALLETT ST	LONSBERY, JEFFREY	TRIM DEAD WOOD @ 27 W HALLETT ST	400.00	103443
Total For Dept 470.000 TREES				416.00	
Total For Fund 202 MAJOR ST./TRUNKLINE FUND				416.00	
Fund 203 LOCAL ST. FUND					
Dept 470.000 TREES					
203-470.000-801.000	REMOVAL TREE & STUMP @ 368 N WES	LONSBERY, JEFFREY	REMOVAL TREE & STUMP @ 368 N WEST ST	1,150.00	103443
203-470.000-801.000	CONTRACTUAL SERVICES	LONSBERY, JEFFREY	TREE & STUMP REMOVAL @ 33 E COLLEGE ST	875.00	103443
203-470.000-801.000	CONTRACTUAL SERVICES	LONSBERY, JEFFREY	TRIM & REMOVE BRUSH @ 32 WARREN ST	300.00	103443
Total For Dept 470.000 TREES				2,325.00	
Total For Fund 203 LOCAL ST. FUND				2,325.00	
Fund 208 RECREATION FUND					
Dept 751.000 RECREATION DEPARTMENT					
208-751.000-726.000	SUPPLIES	COUNTRY SIDE TROPHIES	3-6 GRADE VOLLEYBALL MEDALS	100.80	103444
208-751.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	ADHESIVE NAME BADGES K-2 BASKETBALL	27.99	103445
208-751.000-801.000	COPIER LEASE - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASE - CITY	77.42	103445
Total For Dept 751.000 RECREATION DEPARTMENT				206.21	
Total For Fund 208 RECREATION FUND				206.21	
Fund 247 TAX INCREMENT FINANCE ATH.					
Dept 900.000 CAPITAL OUTLAY					
247-900.000-806.000	LEGAL SERVICES	LOVINGER & THOMPSON, PC	LEGAL FEES-TIFA	300.00	103472
247-900.000-920.000	507035798 - 110 N BROAD - DAWN	MICH GAS UTILITIES	NATURAL GAS UTILITY - 110 N BROAD	598.59	191
Total For Dept 900.000 CAPITAL OUTLAY				898.59	
Total For Fund 247 TAX INCREMENT FINANCE ATH.				898.59	
Fund 271 LIBRARY FUND					
Dept 790.000 LIBRARY					
271-790.000-726.000	SUPPLIES	AMAZON CAPITAL SERVICES, 1	SUPPLIES	72.87	103426
271-790.000-726.000	SUPPLIES - CROY DON	AMAZON CAPITAL SERVICES, 1	SUPPLIES - CROY DONATION	379.70	103426
271-790.000-726.000	WATER - LIBRARY	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE	12.00	103460
271-790.000-850.000	TELEPHONE - LIBRARY	ACD	TELEPHONE - LIBRARY	46.46	103424
271-790.000-850.000	TELEPHONE	BSB COMMUNICATIONS INC	MONTHLY FAX BILL 3-1-2022	56.00	103437
271-790.000-920.000	503691550 - 12 N MANNING - LIBRA	MICH GAS UTILITIES	NATURAL GAS UTILITY - 12 N MANNING	694.94	194
271-790.000-930.000	REPAIRS & MAINTENANCE	G&G GLASS, INC	DOOR REPAIRS	135.00	103455
271-790.000-930.000	CAULK, CAULK GUN, FLANGE - LIBRA	GELZER & SON INC	CAULK, CAULK GUN, FLANGE - LIBRARY	24.44	103456

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Fund 271 LIBRARY FUND					
Dept 790.000 LIBRARY					
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPANY	BOOKS-ADULT	31.32	103429
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPANY	BOOKS-ADULT	61.00	103429
271-790.000-982.000	BOOKS-ADULT	BAKER & TAYLOR COMPANY	BOOKS-ADULT	215.68	103429
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPANY	BOOKS - ADULTS	185.89	103429
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPANY	BOOKS - YOUTH	10.78	103429
271-790.000-982.000	BOOKS - ADULTS	BAKER & TAYLOR COMPANY	BOOKS - ADULTS	15.65	103429
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPANY	BOOKS - ADULTS	84.16	103429
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPANY	BOOKS - ADULTS	163.45	103429
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPANY	BOOKS - ADULTS	14.58	103429
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPANY	BOOKS - ADULTS	72.33	103429
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPANY	BOOKS - ADULTS	71.25	103429
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPANY	BOOKS - ADULTS	144.40	103429
Total For Dept 790.000 LIBRARY				2,491.90	
Dept 792.000 LIBRARY - CHILDREN'S AREA					
271-792.000-982.000	BOOKS-YOUTH	BAKER & TAYLOR COMPANY	BOOKS-YOUTH	9.17	103429
271-792.000-982.000	BOOKS-YOUTH	BAKER & TAYLOR COMPANY	BOOKS-YOUTH	135.98	103429
271-792.000-982.000	BOOKS-YOUTH	BAKER & TAYLOR COMPANY	BOOKS-YOUTH	13.24	103429
271-792.000-982.000	BOOKS	BAKER & TAYLOR COMPANY	BOOKS - YOUTH	38.62	103429
271-792.000-982.000	BOOKS	BAKER & TAYLOR COMPANY	BOOKS - YOUTH	86.25	103429
271-792.000-982.000	BOOKS	BAKER & TAYLOR COMPANY	BOOKS - YOUTH	43.22	103429
271-792.000-982.000	BOOKS	BAKER & TAYLOR COMPANY	BOOKS - YOUTH	4.79	103429
271-792.000-982.000	BOOKS - YOUTH	BAKER & TAYLOR COMPANY	BOOKS - YOUTH	43.57	103429
271-792.000-982.000	BOOKS - YOUTH	BAKER & TAYLOR COMPANY	BOOKS - YOUTH	38.73	103429
271-792.000-982.000	BOOKS - YOUTH	BAKER & TAYLOR COMPANY	BOOKS - YOUTH	10.79	103429
Total For Dept 792.000 LIBRARY - CHILDREN'S AREA				424.36	
Total For Fund 271 LIBRARY FUND				2,916.26	
Fund 287 ARPA GRANT FUND					
Dept 447.000 ENGINEERING SERVICES					
287-447.000-801.000	CONTRACTUAL SERVICES - WESTWOOD	THE MANNIK & SMITH GROUP,	ENGINEERING SERVICES - WESTWOOD	4,886.05	103505
Total For Dept 447.000 ENGINEERING SERVICES				4,886.05	
Dept 900.000 CAPITAL OUTLAY					
287-900.000-970.000	MATERIALS FOR WIRELESS BRIDGE AT AMERICAN COPPER AND BRASS,		MATERIALS FOR WIRELESS BRIDGE AT AIRPOF	159.67	103427
287-900.000-970.000	MATERIALS FOR WIRELESS BRIDGE AT AMERICAN COPPER AND BRASS,		MATERIALS FOR WIRELESS BRIDGE AT AIRPOF	8.07	103427
287-900.000-970.000	CAPITAL OUTLAY	GELZER & SON INC	PARTS FOR AIRPORT WIRELESS BRIDGE	10.69	103456
287-900.000-970.000	MATERIALS FOR WIRELESS BRIDGE AT	GELZER & SON INC	MATERIALS FOR WIRELESS BRIDGE AT AIRPOF	6.78	103456
287-900.000-970.000	MATERIAL FOR WIRELESS BRIDGE AT	GELZER & SON INC	MATERIAL FOR WIRELESS BRIDGE AT AIRPORI	7.72	103456
Total For Dept 900.000 CAPITAL OUTLAY				192.93	
Total For Fund 287 ARPA GRANT FUND				5,078.98	
Fund 481 AIRPORT IMPROVEMENT FUND					
Dept 000.000					
481-000.000-263.000	ACCRUED SALES TAX	STATE OF MICHIGAN	SALES TAX - FEB 2022	115.60	589
Total For Dept 000.000				115.60	
Total For Fund 481 AIRPORT IMPROVEMENT FUND				115.60	
Fund 582 ELECTRIC FUND					
Dept 000.000					

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Fund 582 ELECTRIC FUND					
Dept 000.000					
582-000.000-110.000	BOULEVARD POLE	MAIN STREET LIGHTING	BOULEVARD POLES	7,621.00	103473
582-000.000-110.000	GUARD - 8' YELLOW GUY	POWERLINE SUPPLY	INVENTORY	30.30	103489
582-000.000-110.000	CONNECTOR 4 -COND SECONDARY CLEA	POWERLINE SUPPLY	INVENTORY	124.80	103489
582-000.000-202.100	4ENBK1	AARON, TERRIE L	UB refund for account: 010854	7.23	103423
582-000.000-202.100	6CCH	ALAMO BUILDING	UB refund for account: 035302	31.92	103425
582-000.000-202.100	4CCH	BROWN, RONALD	UB refund for account: 014071	470.00	103436
582-000.000-202.100	4CCH	ERICKSON, SHELLY J	UB refund for account: 019305	64.00	103453
582-000.000-202.100	4CCH	HARPER, NIKKI M	UB refund for account: 011592	75.00	103458
582-000.000-202.100	4CCH	HAYES, ROBERT	UB refund for account: 011097	188.00	103459
582-000.000-202.100	4CCH	JARVIS, LINDA M	UB refund for account: 010164	11.00	103464
582-000.000-202.100	4CCH	KEARNEY, RICHARD J	UB refund for account: 012139	25.25	103467
582-000.000-202.100	4CCH	KINNEY, ALEXSIS M	UB refund for account: 019385	87.95	103469
582-000.000-202.100	4CCH	MATZKE, TUCKER D	UB refund for account: 025989	47.00	103475
582-000.000-202.100	4CCH	MCEACHRAN, LISA M	UB refund for account: 010683	139.50	103476
582-000.000-202.100	4TAX	MOORE, JACOB L	UB refund for account: 008427	23.75	103481
582-000.000-202.100	4CCH	MOORE, JACOB L	UB refund for account: 008427	71.00	103482
582-000.000-202.100	4ENBK1	SIGNOR, CORTNEY R	UB refund for account: 012281	46.48	103497
582-000.000-202.100	4CCH	T & G REAL ESTATE LLC	UB refund for account: 026865	51.02	103504
582-000.000-202.100	4CCH	WELCH, TERESA A	UB refund for account: 010891	150.00	103514
582-000.000-249.100	OPERATION ROUND-UP - FEB 2022	COMMUNITY ACTION AGENCY	OPERATION ROUND-UP - FEB 2022	2,561.34	103441
582-000.000-249.100	LIEAF-6099 FEBRUARY 2022 P.A. 95	LARA - MI PUBLIC SERVICE (LIEAF-6099 FEBRUARY 2022 P.A. 95	5,148.36	103471
582-000.000-263.000	ACCRUED SALES TAX	STATE OF MICHIGAN	SALES TAX - FEB 2022	32,166.35	589
582-000.000-692.200	MISC NON-OPERATING INCOME	STATE OF MICHIGAN	SALES TAX - FEB 2022	(205.39)	589
Total For Dept 000.000				48,935.86	
Dept 175.000 ADMINISTRATIVE SERVICES					
582-175.000-726.000	RED INK FOR POSTAGE METER	AMAZON CAPITAL SERVICES, I	RED INK FOR POSTAGE METER	18.98	103426
582-175.000-726.000	4 CASES OF BLANK COPY PAPER	ARROW SWIFT PRINTING	4 CASES OF BLANK COPY PAPER	94.00	103428
582-175.000-726.000	SUPPLIES	CINTAS CORPORATION	FIRST AID SUPPLIES	67.43	103439
582-175.000-726.000	VEHICLE VINYL STICKERS	STOCKHOUSE CORPORATION	VEHICLE VINYL STICKERS	97.20	103502
582-175.000-801.000	CONTRACTUAL SERVICES	ACD	TELEPHONE/CONTRACT	100.00	103424
582-175.000-801.000	BATTERY RECYCLING	BATTERY SOLUTIONS	BATTERY RECYCLING	814.25	103431
582-175.000-801.000	CONTRACTUAL SERVICES	DOUG BILDNER	DOT PHYSICAL	100.00	103435
582-175.000-801.000	CONTRACTUAL SERVICES	DELAWARE SYSTEMS	PRINT/POSTAGE/HANDLING OF UTILITY BILLS	1,748.58	103446
582-175.000-801.000	MONTHLY PROCESSING	ONLINE INFORMATION SERVICE	UTILITY EXCHANGE REPORT/WEB ACCESS FEE	56.85	103485
582-175.000-801.000	MONTHLY PROCESSING	ONLINE INFORMATION SERVICE	ONLINE COLLECTIONS	227.70	103485
582-175.000-801.000	CONTRACTUAL SERVICES	QUADIENT LEASING USA, INC	LEASING FROM 01/06/22 - 04/05/2022	637.47	103492
582-175.000-801.000	ACCOUNT SERVICES - FEB 2022	THE WOODHILL GROUP	ACCOUNT SERVICES - FEB 2022	2,845.31	103506
582-175.000-801.000	CONTRACTUAL SERVICES	UTILITY FINANCIAL SOLUTION	SERVICES THROUGH 2/13/2022	1,467.50	103511
582-175.000-802.000	TECHNICAL SERVICES	SONIT SYSTEMS, LLC	SONIT NET ADMIN 2-28-2022	631.13	103498
582-175.000-802.000	TECHNICAL SERVICES	MILSOFT	MILSOFT IVR SUPPORT 3-1-2022	255.98	103512
582-175.000-802.000	TECHNICAL SERVICES	MILSOFT	MILSOFT DISPATCH SUPPORT 3-1-2022	666.67	103512
582-175.000-850.000	TELEPHONE - ELECTRIC	ACD	TELEPHONE/CONTRACT	20.73	103424
582-175.000-850.000	TELEPHONE	BSB COMMUNICATIONS INC	MONTHLY FAX BILL 3-1-2022	28.00	103437
582-175.000-850.000	TELEPHONE	VERIZON WIRELESS	3-14-2022 VERIZON BILL	600.15	103513
582-175.000-880.000	COMMUNITY PROMOTION	MCKIBBIN MEDIA GROUP	ADVERTISING	125.00	103477
582-175.000-920.400	504504154 - 37 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE	126.09	185
582-175.000-920.400	504504154 - 37 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE GEN SEI	20.72	186
582-175.000-920.400	503214966 - 45 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 45 MONROE	498.23	188
Total For Dept 175.000 ADMINISTRATIVE SERVICES				11,247.97	
Dept 543.000 PRODUCTION					
582-543.000-726.000	SUPPLIES	FAMILY FARM & HOME	NUTS/BOLTS/WASHERS	3.54	103454

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Fund 582 ELECTRIC FUND					
Dept 543.000 PRODUCTION					
582-543.000-726.000	SUPPLIES	FAMILY FARM & HOME	RODENT/INSECT TRAP/BLUE TARP/MAGNET	22.90	103454
582-543.000-726.000	FASTENERS & ANCHORS	GELZER & SON INC	FASTENERS & ANCHORS	13.45	103456
582-543.000-726.000	WIRE BRUSH X 2	GELZER & SON INC	WIRE BRUSH X 2	20.48	103456
582-543.000-726.000	WATER DELIVERY SERVICE-3/1/ - 3/	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE-3/1/ - 3/31/22 F	12.00	103460
582-543.000-739.000	MSCPA MEMBER POWER BILLING - FEB	MICHIGAN SOUTH CENTRAL POW	MSCPA MEMBER POWER BILLING - FEB 2022	707,105.74	195
582-543.000-740.300	504504154 - 201 WATERWORKS XX -	MICH GAS UTILITIES	NATURAL GAS UTILITY - 201 WATERWORKS X	3,927.14	182
582-543.000-740.400	504504154 - 201 WATERWORKS XX -	MICH GAS UTILITIES	NATURAL GAS UTILITY - 201 WATERWORKS X	3,927.15	182
582-543.000-850.000	TELEPHONE	ACD	TELEPHONE - POWER PLANT POTS LINES 3-05	124.35	103424
582-543.000-930.000	REPAIRS & MAINTENANCE	PERFORMANCE AUTOMOTIVE	RIGHT STUFF	36.19	103488
582-543.000-930.000	REPAIRS & MAINTENANCE	PERFORMANCE AUTOMOTIVE	RTV BLUE SILICON	45.98	103488
582-543.000-930.000	REPAIRS & MAINTENANCE	STAR CRANE & HOIST, INC	REMOVED TRANSFORMER FROM RECTIFIER/LABC	419.50	103500
582-543.000-930.000	CRANE #2 PARTS	STAR CRANE & HOIST, INC	CRANE REPAIR POWER PLANT	393.00	103500
582-543.000-930.050	WRINKLE BELLY	WHEELER WORLD INC	WRINKLE BELLY	3,253.15	103515
582-543.000-930.050	LOWER GASKETS WRINKLE BELLY	WHEELER WORLD INC	WRINKLE BELLY GASKETS	796.58	103515
Total For Dept 543.000 PRODUCTION				720,101.15	
Dept 544.000 DISTRIBUTION					
582-544.000-726.800	SUPPLIES - OPERATIONS	BECKER & SCRIVENS	LIMESTONE	75.00	103433
582-544.000-726.800	SUPPLIES - OPERATIONS	GELZER & SON INC	FASTENERS & ANCHORS	6.88	103456
582-544.000-726.800	3V WATCH BATTERY	GELZER & SON INC	3V WATCH BATTERY	9.98	103456
582-544.000-726.800	SUPPLIES - OPERATIONS	POWERLINE SUPPLY	INVENTORY	48.35	103489
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	POWERLINE SUPPLY	EPOXIGLASS	367.27	103489
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	RAYLECOM COMMUNICATIONS LI	INSTALLATION OF MINI AMBER LIGHT BAR	1,607.50	103493
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	SPRATT'S	CHAIN FOR CHAINSAW	46.00	103499
582-544.000-742.000	CLOTHING / UNIFORMS	POWERS CLOTHING, INC.	FR EMPLOYEE UNIFORMS	10,159.50	103490
582-544.000-801.300	TREE TRIMMING	WRIGHT TREE SERVICE	TREE TRIMMING WEEK ENDING 02/26/2022	3,662.75	103517
582-544.000-801.300	TREE TRIMMING W/E 03/05/2022	WRIGHT TREE SERVICE	TREE TRIMMING W/E 03/05/2022	4,186.00	103517
582-544.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	CAST SUMP PUMP - RETURNED	(149.97)	103456
Total For Dept 544.000 DISTRIBUTION				20,019.26	
Total For Fund 582 ELECTRIC FUND				800,304.24	
Fund 588 DIAL A RIDE					
Dept 596.000 DIAL-A-RIDE					
588-596.000-726.000	PENS, CORRECTION TAPE	CURRENT OFFICE SOLUTIONS	PENS, CORRECTION TAPE	33.24	103445
588-596.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	JACKSON TRUCK SERVICE INC	FILTERS, BRAKE PADS	215.52	103463
588-596.000-730.000	FUEL LINE HOSE - DART #60	PERFORMANCE AUTOMOTIVE	FUEL LINE HOSE - DART #60	5.97	103488
588-596.000-730.000	ALTERNATOR - DART #62	PERFORMANCE AUTOMOTIVE	ALTERNATOR - DART #62	328.99	103488
588-596.000-730.000	RETURN ALTERNATOR CORE	PERFORMANCE AUTOMOTIVE	RETURN ALTERNATOR CORE	(65.00)	103488
Total For Dept 596.000 DIAL-A-RIDE				518.72	
Total For Fund 588 DIAL A RIDE				518.72	
Fund 590 SEWER FUND					
Dept 000.000					
590-000.000-202.100	SBK1	SIGNOR, CORTNEY R	UB refund for account: 012281	31.24	103497
590-000.000-250.000	BONDS PAYABLE - CURRENT	U.S. BANK BOND CONTROL	SEWER BOND PAYMENT	360,000.00	196
Total For Dept 000.000				360,031.24	
Dept 175.000 ADMINISTRATIVE SERVICES					
590-175.000-726.000	RED INK FOR POSTAGE METER	AMAZON CAPITAL SERVICES, I	RED INK FOR POSTAGE METER	9.49	103426
590-175.000-726.000	4 CASES OF BLANK COPY PAPER	ARROW SWIFT PRINTING	4 CASES OF BLANK COPY PAPER	47.00	103428
590-175.000-726.000	SUPPLIES	CINTAS CORPORATION	FIRST AID SUPPLIES	33.72	103439

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Fund 590 SEWER FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
590-175.000-726.000	VEHICLE VINYL STICKERS	STOCKHOUSE CORPORATION	VEHICLE VINYL STICKERS	48.60	103502
590-175.000-801.000	CONTRACTUAL SERVICES	ACD	TELEPHONE/CONTRACT	50.00	103424
590-175.000-801.000	CONTRACTUAL SERVICES	DELAWARE SYSTEMS	PRINT/POSTAGE/HANDLING OF UTILITY BILLS	874.29	103446
590-175.000-801.000	MONTHLY PROCESSING	ONLINE INFORMATION SERVICE	UTILITY EXCHANGE REPORT/WEB ACCESS FEE	28.42	103485
590-175.000-801.000	MONTHLY PROCESSING	ONLINE INFORMATION SERVICE	ONLINE COLLECTIONS	113.85	103485
590-175.000-801.000	CONTRACTUAL SERVICES	QUADIENT LEASING USA, INC	LEASING FROM 01/06/22 - 04/05/2022	318.74	103492
590-175.000-801.000	ACCOUNT SERVICES - FEB 2022	THE WOODHILL GROUP	ACCOUNT SERVICES - FEB 2022	1,422.66	103506
590-175.000-801.000	CONTRACTUAL SERVICES	UTILITY FINANCIAL SOLUTION	SERVICES THROUGH 2/13/2022	733.75	103511
590-175.000-802.000	TECHNICAL SERVICES	SONIT SYSTEMS, LLC	SONIT NET ADMIN 2-28-2022	315.57	103498
590-175.000-802.000	TECHNICAL SERVICES	MILSOFT	MILSOFT IVR SUPPORT 3-1-2022	127.99	103512
590-175.000-850.000	TELEPHONE - SEWER	ACD	TELEPHONE/CONTRACT	10.36	103424
590-175.000-850.000	TELEPHONE - WWTP	ACD	TELEPHONE - WWTP	82.90	103424
590-175.000-850.000	TELEPHONE	BSB COMMUNICATIONS INC	MONTHLY FAX BILL 3-1-2022	14.00	103437
590-175.000-850.000	TELEPHONE	VERIZON WIRELESS	3-14-2022 VERIZON BILL	164.75	103513
590-175.000-880.000	COMMUNITY PROMOTION	MCKIBBIN MEDIA GROUP	ADVERTISING	62.50	103477
590-175.000-920.400	504504154 - 37 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE	63.04	185
590-175.000-920.400	504504154 - 37 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE GEN SEI	10.35	186
590-175.000-920.400	503214966 - 45 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 45 MONROE	249.12	188
590-175.000-993.000	DEBT SERVICE INTEREST	U.S. BANK BOND CONTROL	SEWER BOND PAYMENT	87,250.00	196
Total For Dept 175.000 ADMINISTRATIVE SERVICES				92,031.10	
Dept 546.000 OPERATIONS					
590-546.000-970.000	CAPITAL OUTLAY	PARRISH EXCAVATING, INC.	M-99 SS REPAIR - PYMNT #1	20,235.81	103487
Total For Dept 546.000 OPERATIONS				20,235.81	
Dept 547.000 TREATMENT					
590-547.000-726.900	SUPPLIES - LABORATORY	GELZER & SON INC	MINI BLINDS - RETURN	(17.98)	103456
590-547.000-726.900	SUPPLIES - LABORATORY	PERFORMANCE AUTOMOTIVE	DOT AB MALE SWIV	5.48	103488
590-547.000-726.900	SUPPLIES - LABORATORY	USABLUEBOOK	REAGENT IRON FERROVER/FILTER MEMBRANES/	438.83	103509
590-547.000-801.000	BEF COMPLIANCE	MERIT LABORATORIES	BEF COMPLIANCE	1,382.50	103478
590-547.000-801.000	MONTHLY LOW LEVEL MERCURY	MERIT LABORATORIES	MONTHLY LOW LEVEL MERCURY	210.00	103478
590-547.000-801.000	SERVICES FOR WWTP 2/22/22 GRIT C	UTILITIES INSTRUMENTATION	SERVICES FOR WWTP 2/22/22 GRIT CONTROL/	830.50	103510
590-547.000-920.400	504756735 - W GALLOWAY GR	MICH GAS UTILITIES	NATURAL GAS UTILITY - W GALLOWAY GR	361.21	183
590-547.000-920.400	504904602 - 101 W GALLOWAY	MICH GAS UTILITIES	NATURAL GAS UTILITY - 101 W GALLOWAY	3,843.64	184
590-547.000-920.400	505161747 - 101 W GALLOWAY MN	MICH GAS UTILITIES	NATURAL GAS UTILITY - 101 W GALLOWAY MN	1,964.15	187
590-547.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	LAWN FAUCET	8.99	103456
590-547.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	HARDWARE	3.00	103456
590-547.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	10MM COMBO WRENCH	6.79	103456
590-547.000-930.000	REPAIRS & MAINTENANCE	PERFORMANCE AUTOMOTIVE	O-RINGS	2.88	103488
590-547.000-930.000	REPAIRS & MAINTENANCE	RYAN & BRADSHAW	SERVICE CALL/HVAC LABOR @ WWTP	122.50	103495
590-547.000-930.000	LEAD FREE ADAPTER	USABLUEBOOK	LEAD FREE ADAPTER	89.33	103509
Total For Dept 547.000 TREATMENT				9,251.82	
Total For Fund 590 SEWER FUND				481,549.97	
Fund 591 WATER FUND					
Dept 000.000					
591-000.000-158.000-181005	CONSTRUCTION WORK IN PROGRESS	CANNON TECHNOLOGIES INC	SOLAR POWER UNIT FOR RELAY 803/853	912.90	103438
591-000.000-202.100	WCCH	MOORE, JACOB L	UB refund for account: 008427	7.25	103481
591-000.000-202.100	WCCH	SIGNOR, CORTNEY R	UB refund for account: 012281	22.38	103497
Total For Dept 000.000				942.53	

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Fund 591 WATER FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
591-175.000-726.000	RED INK FOR POSTAGE METER	AMAZON CAPITAL SERVICES, I	RED INK FOR POSTAGE METER	9.48	103426
591-175.000-726.000	4 CASES OF BLANK COPY PAPER	ARROW SWIFT PRINTING	4 CASES OF BLANK COPY PAPER	47.00	103428
591-175.000-726.000	SUPPLIES	CINTAS CORPORATION	FIRST AID SUPPLIES	33.71	103439
591-175.000-726.000	VEHICLE VINYL STICKERS	STOCKHOUSE CORPORATION	VEHICLE VINYL STICKERS	48.60	103502
591-175.000-801.000	CONTRACTUAL SERVICES	ACD	TELEPHONE/CONTRACT	50.00	103424
591-175.000-801.000	CONTRACTUAL SERVICES	DELAWARE SYSTEMS	PRINT/POSTAGE/HANDLING OF UTILITY BILLS	874.29	103446
591-175.000-801.000	MONTHLY PROCESSING	ONLINE INFORMATION SERVICE	UTILITY EXCHANGE REPORT/WEB ACCESS FEE	28.43	103485
591-175.000-801.000	MONTHLY PROCESSING	ONLINE INFORMATION SERVICE	ONLINE COLLECTIONS	113.84	103485
591-175.000-801.000	CONTRACTUAL SERVICES	QUADIENT LEASING USA, INC	LEASING FROM 01/06/22 - 04/05/2022	318.73	103492
591-175.000-801.000	ACCOUNT SERVICES - FEB 2022	THE WOODHILL GROUP	ACCOUNT SERVICES - FEB 2022	1,422.66	103506
591-175.000-801.000	CONTRACTUAL SERVICES	UTILITY FINANCIAL SOLUTION	SERVICES THROUGH 2/13/2022	733.75	103511
591-175.000-802.000	TECHNICAL SERVICES	SONIT SYSTEMS, LLC	SONIT NET ADMIN 2-28-2022	315.55	103498
591-175.000-802.000	TECHNICAL SERVICES	MILSOFT	MILSOFT IVR SUPPORT 3-1-2022	127.99	103512
591-175.000-850.000	TELEPHONE - WATER	ACD	TELEPHONE/CONTRACT	10.36	103424
591-175.000-850.000	TELEPHONE - WT	ACD	TELEPHONE - WT	82.90	103424
591-175.000-850.000	TELEPHONE	BSB COMMUNICATIONS INC	MONTHLY FAX BILL 3-1-2022	14.00	103437
591-175.000-850.000	TELEPHONE	VERIZON WIRELESS	3-14-2022 VERIZON BILL	165.01	103513
591-175.000-880.000	COMMUNITY PROMOTION	MCKIBBIN MEDIA GROUP	ADVERTISING	62.50	103477
591-175.000-920.400	504504154 - 37 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE	63.04	185
591-175.000-920.400	504504154 - 37 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE GEN SET	10.35	186
591-175.000-920.400	503214966 - 45 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 45 MONROE	249.12	188
Total For Dept 175.000 ADMINISTRATIVE SERVICES				4,781.31	
Dept 544.000 DISTRIBUTION					
591-544.000-930.000	PVC/MALE ADAPTER/ELBOW	AMERICAN COPPER AND BRASS,	PVC/MALE ADAPTER/ELBOW	10.72	103427
591-544.000-930.000	REPAIRS & MAINTENANCE	BECKER & SCRIVENS	14" VARI CUT BLADE	130.00	103433
591-544.000-930.990	REPAIR TO CUSTOMERS SOFTNER	HEFFERNAN SOFT WATER SERV	REPAIR TO CUSTOMERS SOFTNER	105.00	103460
Total For Dept 544.000 DISTRIBUTION				245.72	
Dept 545.000 PURIFICATION					
591-545.000-920.400	504558065 - 401 HILLSDALE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 401 HILLSDALE	701.30	189
591-545.000-930.000	SAFETY CHAIN FOR LADDERS	GELZER & SON INC	SAFETY CHAIN FOR LADDERS	5.32	103456
Total For Dept 545.000 PURIFICATION				706.62	
Total For Fund 591 WATER FUND				6,676.18	
Fund 633 PUBLIC SERVICES INV. FUND					
Dept 000.000					
633-000.000-101.000	SALT (TONS)	DETROIT SALT CO	ROCK SALT	5,524.45	103447
633-000.000-101.000	TOP SOIL (YARDS)	DRY MAR TRUCKING & DIRTWO	TOP SOIL	770.00	103449
633-000.000-101.000	GRASS SEED EC QUICK 2 GROW	LA CROSSE SEED LLC	QUICK-2-GROW GRASS SEED	2,970.00	103470
633-000.000-101.000	COLD PATCH	UNIQUE PAVING MATERIALS	UPM COLD PATCH	2,713.60	103508
Total For Dept 000.000				11,978.05	
Total For Fund 633 PUBLIC SERVICES INV. FUND				11,978.05	
Fund 640 REVOLVING MOBILE EQUIP. FUND					
Dept 443.000 MOBILE EQUIPMENT MAINTENANCE					
640-443.000-726.000	CHERRY HAND CLEANER, GEL LUBE	BEAVER RESEARCH COMPANY	CHERRY HAND CLEANER, GEL LUBE	295.00	103432
640-443.000-726.000	SUPPLIES - HEX NUTS, CAP SCREWS	ELECTRICAL TERMINAL INC.	HEX NUTS, CAP SCREWS	89.27	103451
640-443.000-726.000	SUPPLIES	GELZER & SON INC	BLACK NIPPLE	7.78	103456
640-443.000-726.000	AIR COUPLER - SHOP	PERFORMANCE AUTOMOTIVE	AIR COUPLER - SHOP	19.19	103488
640-443.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	JACKSON TRUCK SERVICE INC	FILTERS, BRAKE PADS	15.35	103463

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Fund 640 REVOLVING MOBILE EQUIP. FUND					
Dept 443.000 MOBILE EQUIPMENT MAINTENANCE					
640-443.000-730.000	DOT INSPECTION FORMS & LABELS	JACKSON TRUCK SERVICE INC	DOT INSPECTION FORMS & LABELS	38.04	103463
640-443.000-730.000	BELT, COUPLER, WAY BAR	PERFORMANCE AUTOMOTIVE	BELT, COUPLER, WAY BAR	68.15	103488
640-443.000-730.000	INTERIOR DOOR HANDLE	PERFORMANCE AUTOMOTIVE	INTERIOR DOOR HANDLE TRUCK #22	16.49	103488
640-443.000-730.000	HYD FITTING	PERFORMANCE AUTOMOTIVE	HYD FITTING - STOCK	15.49	103488
640-443.000-730.000	PRIMER & PAINT	PERFORMANCE AUTOMOTIVE	GRAY PRIMER, PAINT	45.89	103488
640-443.000-730.000	SPRING-LEAF RAR SUSPENSION, U-BO	STOOPS FREIGHTLINER-FREMON	SPRING-LEAF RAR SUSPENSION, U-BOLT, NUT	1,670.34	103503
640-443.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	WHITE'S WELDING SERVICE	ANGLE STEEL	25.00	103516
640-443.000-742.000	RUGS/UNIFORMS - DPS	UNIFIRST CORP	RUGS/UNIFORMS - DPS	6.50	103507
640-443.000-742.000	RUGS/UNIFORMS - DPS	UNIFIRST CORP	RUGS/UNIFORMS - DPS	6.65	103507
640-443.000-801.000	RUGS/UNIFORMS - DPS	UNIFIRST CORP	RUGS/UNIFORMS - DPS	19.82	103507
640-443.000-801.000	RUGS/UNIFORMS - DPS	UNIFIRST CORP	RUGS/UNIFORMS - DPS	19.82	103507
Total For Dept 443.000 MOBILE EQUIPMENT MAINTENANCE				2,358.78	
Total For Fund 640 REVOLVING MOBILE EQUIP. FUND				2,358.78	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE

EXP CHECK RUN DATES 03/17/2022 - 03/17/2022

BOTH JOURNALIZED AND UNJOURNALIZED

PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 101 GENERAL FUND	63,339.87
Fund 202 MAJOR ST./TRUNK	416.00
Fund 203 LOCAL ST. FUND	2,325.00
Fund 208 RECREATION FUNI	206.21
Fund 247 TAX INCREMENT I	898.59
Fund 271 LIBRARY FUND	2,916.26
Fund 287 ARPA GRANT FUNI	5,078.98
Fund 481 AIRPORT IMPROVI	115.60
Fund 582 ELECTRIC FUND	800,304.24
Fund 588 DIAL A RIDE	518.72
Fund 590 SEWER FUND	481,549.97
Fund 591 WATER FUND	6,676.18
Fund 633 PUBLIC SERVICE	11,978.05
Fund 640 REVOLVING MOBII	2,358.78

Total For All Funds:	<u>1,378,682.45</u>
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CITY COUNCIL MINUTES

City of Hillsdale

March 21, 2022

7:00 P.M.

Regular Meeting

Call to Order and Pledge of Allegiance

Mayor Adam Stockford opened the meeting with the Pledge of Allegiance.

Roll Call

Mayor Adam Stockford called the meeting to order. Clerk Price took roll call.

Council Members present: Adam Stockford, Mayor
R Greg Stuchell, Ward 1
Anthony Vear, Ward 1
William Morrissey, Ward 2
Bill Zeiser, Ward 3
Bruce Sharp, Ward 3
Robert Socha, Ward 4
Raymond Briner, Ward 4

Council Members absent: Cynthia Pratt, Ward 2

Also Present: David Mackie (City Manager), Attorney Tom Thompson, Katy Price (City Clerk), Scott Hephner (HCPD/HCFD), Jake Hammel (DPS Director), Penny Swan, Lance Lashaway, Carol Lackey, Vickie Burd, Theresa Rutan, Jon Smith, Doug Ingles, Sheri Ingles, Louise Worms, Chris McArthur, Dennis Wainscott Jon Smith and Joseph Hendee.

Approval of Agenda

Mayor Stockord inquired about an email Mr. Lashaway submitted to Council, a letter of inclusion at the meeting. He requested Communication Item F. Lashaway Letter to be added.

Motion by Council Member Morrissey, seconded by Council Member Vear to approve the agenda as amended.

By a voice vote, the motion passed unanimously.

Public Comment

Lance Lashaway commented on his letter that was added, he asked Council to amend the ordinances to include commercial and private contractor to do inspections and submit report.

Jon Smith commented on the Patriot parade. The parade is not a partisan issues and not a political parade, encourages everyone to join and patriciate. Theresa Rutan and or Hillsdale Republican Party is willing to meet with anyone to make the parade happen.

Theresa Rutan commented that the parade is to celebrate the independence of the Fourth of July. It's not a Republican rally, It's a parade for the community to celebrate and welcomes everyone to participate. Rutan asked if an email was submitted for the meeting from John Rutan and asked to have it added for official record. She wants a peaceful resolution so all could enjoy the parade.

Penny Swan commented that the parade was taken over by the Republican Party when others weren't continuing the parade. She mentioned that the party is willing to work with all people. She stated that Theresa Rutan had submitted the Right of Way permit application first.

Dennis Wainscott commented that he thinks it's a shame that there is an issue to whom will be putting on the parade. We as a community need to work together.

Mayor Stockford mentioned that there has been some misunderstanding on the parade issue.

Council is reviewing a couple of applications.

Carol Lackey commented that the Mitchell Research Center is an organization that consists of volunteers that share information on genealogy, buildings and other items in Hillsdale County. The Mitchell received two significant grants which would help pay for some of the utility costs to the City. The Friends of the Mitchell would like to apply for grants and would like to work together with the City and Council for further improvements.

Consent Agenda

- A. Approval of Bills
 - 1. City and BPU Claims of March 3, 2022: \$343,956.69
 - 2. Payroll of March 3, 2022: \$176,586.51
- B. City Council Minutes of March 7, 2022
- C. Housing Minutes of January 19, 2022
- D. TIFA Minutes of January 18, 2022
- E. TIFA Targeted Development Minutes of February 8, 2022 and March 8, 2022
- F. Planning Commission Minutes of February 16, 2022
- G. BPU AMI Gateway Replacement
- H. BPU Engine #6 Intake Cooler Replacement
- I. BPU Industrial Substation Construction of Four Feeder Circuits
- J. Hillsdale College Centralhallapooza Noise Variance & Alley Closure
- K. Hillsdale College Noise Variance Knorr Student Center Event
- L. Hillsdale College Noise Variance Line Dancing Event Central Hall

Motion by Council Member Morrisey, seconded by Council Member Vear to approve the Consent agenda as presented.

Roll call:

Council Member Stuchell	Aye
Council Member Morrisey	Aye
Mayor Stockford	Aye
Council Member Vear	Aye
Council Member Sharp	Aye
Council Member Briner	Aye
Council Member Socha	Aye
Council Member Zeiser	Aye

Motion passed 8-0

Communications/Petitions

- A. 2022 City Brush and Leaf Collection Schedule
- B. 2022 Election Council Notice
- C. BPU Spring Hydrant Flushing Notice
- D. Friends of the Mitchell Research Center Email
- E. Hillsdale Hospital’s Future Road Projects Contribution
- F. Lashaway Letter

Council discussion ensued on the Friends of the Mitchell Research Center Email and the agreement that was offered by the Friends to help pay for utility costs in the amount of \$500.00 a month to the City and further improvement options and goals for the building. City Manager Mackie suggested the long term goal for the building be sent to the Community Development Committee and also to review the agreement that was presented to Council.

Motion by Council Member Socha, seconded by Council Member Sharp to move item to Community Development to discuss options on Mitchell Research Center and bring recommendations to Council.

By a voice vote, the motion passed unanimously.

Council discussion followed on the Lashaway letter about code enforcement inspections and a proposed use and occupancy permit ordinance change to allow private contractors to submit inspection reports to city code enforcement for business use. Lashaway had a private contractor/inspector do a building inspection and would like to have that report be a sufficient inspection report for his permit for his building.

Further discussion ensued with Council, City Attorney, City Manager and Mr. Lashaway.

City Manager Mackie stated Lashaway needs to call the Code Enforcement office and schedule an inspection from the City for his building.

Mayor Stockford stated he is moving in the agenda due to banter back and forth.

All items presented for the purpose of information only.

Introduction and Adoption of Ordinances/Public Hearings

None

Old Business

A. 4th of July Parade Event Right of Way Applications

Mayor Stockford reported that the City received two applications, project plans and fee receipts for this year's 4th of July Parade. The first request was submitted by Theresa Rutan and the second by Hillsdale Hospital. So it has been brought to Council to discuss options for solution as there is no policy in place.

Council discussion ensued about the Republican Party hosting or not hosting the parade and whether or not it would exclude anyone from the parade as it may be seen as a political parade.

Council Member Sharp stated he would like to see both groups work together to make it happen.

Council Member Vear stated that he it would seem like both parties could work together to have a great event, parade and after party.

Council Member Morrisey stated if it's not broke why fix it. One should do the parade and then other should do after party.

Council Member Stuchell stated that the Republican Party organizers have done a great job in prior years. But the County is divided as political parties may not be the best option to organize the parade. He is afraid it may exclude some people from participating if it's a political party. If the hospital did the parade it would include everyone.

Council Member Briner agreed with Stuchell stating some businesses may not participate due to a political party affliction.

City Manager Mackie mentioned that Theresa Rutan filed first and whom files first typically get the permit as has been done in the past.

Mayor Stockford read John Rutan's email aloud as request.

City Attorney Thompson stated to Council that they would need to be careful if they aren't granting a permit under certain criteria specifically under someone's viewpoint, such as a political viewpoint, etc.

More information was discussed.

Motion by Council Member Socha, seconded by Council Member Morrisey to table the parade application process until the next council meeting.

By a voice vote, the motion passed unanimously.

New Business

A. Addendum to Cleaning Contract – East 2 West Enterprises Inc

City Manager Mackie stated City staff put out a Cleaning RFP on February 15, 2019. Four companies submitted bids at the time. East 2 West Enterprises, Inc. was awarded the contract for three years. The agreement will expire on April 30, 2022 and may be extended for additional two (1) year periods. Both parties would like to extend the agreement for the same amount.

Motion by Council Member Sharp, seconded by Council Member Vear to approve the extension of contract to East 2 West Enterprises, Inc for two additional one (1) year terms.

Roll call:

Council Member Stuchell	Aye
Council Member Morrissey	Aye
Mayor Stockford	Aye
Council Member Vear	Aye
Council Member Sharp	Aye
Council Member Briner	Aye
Council Member Socha	Aye
Council Member Zeiser	Aye

Motion passed 8-0

B. Land Division 237 E. South St.

The owner of parcel number 006-426-402-07 located at 237 E. South St. would like to divide and sell the rear of the lot. Hillsdale Municipal Code, Chapter 18, Division 3 outlines the procedure required to divide a platted parcel in the City. The owner submitted the application to divide the parent parcel on March 3, 2022. The Ordinance dictates that the application must be approved by the Planning Commission and recommended to City Council for final approval. The Planning Commission reviewed the application at their regular meeting on March 16, 2022.

Motion by Council Member Socha, seconded by Council Member Vear to approve the land division request at 237 E South St.

Roll call:

Council Member Stuchell	Aye
Council Member Morrissey	Aye
Mayor Stockford	Aye
Council Member Vear	Aye
Council Member Sharp	Aye
Council Member Briner	Aye
Council Member Socha	Aye
Council Member Zeiser	Aye

Motion passed 8-0

C. Freedom of Information Act Appeal – Joseph Hendee

Mayor Stockford asked if there was a Right of Way application submitted for the parade.

Manager Mackie mentioned that Mr. Hendee’s FOIA appeal letter and invoice associated with the FOIA he’s appealing. Additionally, I’ve attached and highlighted the two FOIA requests mentioned in his letter. In response to the current FOIA, Mr. Hendee was provided everything the City received from Plante Moran. Processing the FOIA included work by the City Clerk, HR Director, City Attorney, Plante Moran, IT Department and City Manager. Mr. Hendee was invoiced for 5 hours at \$18 per hour and 800 copy pages at .10 per copy for a total of \$170. Based on the FOIA statue the City can only charge our lowest administrative wage for FOIA processing work, which is \$18 per hour.

Mr. Hendee stated that items weren't redacted originally that had requested and shared his displeasure with the process of his two FOIA request along with the cost.

City Manager Mackie stated he had asked for two separate items.

Banter ensued between Mr. Hendee, Council and Manager Mackie.

Mayor Stockford shared his discontentment with the outbursts and behavior during the meeting.

Further council discussion ensued.

Motion by Council Member Socha, seconded by Council Member Sharp to deny the Freedom of Information Act Appeal by Hendee for amount charged.

By a voice vote, the motion passed unanimously.

Miscellaneous Reports

A. Proclamation – None

B. Appointments—Donald Germann – Economic Development Corporation
Martin Beeker Jr – Airport Advisory Committee
Jacob Bruns – Zoning Board of Appeals

Motion by Council Member Briner, seconded by Council Member Sharp to appointment all three appointments to appropriate boards.

By a voice vote, the motion passed unanimously.

C. Other – None

General Public Comment

Jack McLain commented that he will help with the cost of parade if that is needed from one of the applicants. He mentioned there needs to be less social problems and less of a divide in the City. He suggested that the TIFA Board purchase the Mitchell Research Building and then let the Friends of the Mitchell run the building.

Joseph Hendee commented on the Airport Advisory Committee and mentioned that Martin Beeker from the area and asked if there were requirements to be on that committee. He also stated there is so much divide because there are so many so called Christians.

Robert Eichler asked Council to extend the amount of time needed for public comments for those that are disabled and handicap.

City Manager's Report

Manager Mackie shared that the 2022-23 City proposed budget will be presented to Council at the next meeting.

Both purchases in the Industrial Park land sales are moving forward and looking to close tentatively for May.

The City will be getting a sound system proposal shortly by gentlemen that originally installed the sound system in Council chambers.

There will be a public hearing the first week in May for the City to apply for a \$2 million dollar CBDG grant to replace water main within the community.

The first claim was submitted to the City for the flood issue in the Wildwood subdivision and submitted to the insurance company for review.

Council Comments

Council Member Socha stated he was inclined to vote for Rutan's application for the parade as they have done a stellar job in the past. He hopes that both parties can work together and make it

happen. He stated that code enforcement needs to make sure that all codes are equally assessed. Additionally stated that Council is not a corrupt body of government and each member volunteer their time to serve and better the City in the best of their abilities. He mentioned that the Hope House was in the wrong location and asked Mr. Lashaway to look for a better location for the Hope House to be a good neighbor for other local businesses downtown.

Council Member Morrissey stated that the Industrial Park Land purchase subdivision was presented to the Planning Commission and looks like a really nice plan.

Council Member Socha asked residents if they wanted anything to be added to the agenda please submit request before day of meeting.

Adjournment

Motion by Council Member Sharp, seconded by Council Member Morrissey moved to adjourn the meeting.

By a voice vote, the motion passed unanimously.

The meeting adjourned at 9:07 p.m.

Adam L. Stockford, Mayor

Katy Price, City Clerk

City of Hillsdale Agenda Item Summary

MEETING DATE: April 4, 2022

AGENDA ITEM: Consent

SUBJECT: Crystal Dane Park Use Agreement – Reception

BACKGROUND: Michelle Loren, Recreation Director

Crystal Dane has requested use of Mrs. Stock's Park for a wedding reception on Saturday, April 30, 2022. Ms. Dane has provided proper insurance with the City as a named insured. A use agreement has been drafted and has been approved by the City Attorney.

RECOMMENDATION:

I recommend Council approve the Park Use Agreement as presented and authorize signatures by the Mayor and Clerk.

**AGREEMENT FOR USE OF PARK
MRS. STOCK'S PARK
Crystal Dane, April 30, 2022**

This Agreement is made and entered between the City of Hillsdale, a Michigan municipal corporation, of Hillsdale, Michigan (City) and Crystal Dane, of 109 Hanover Court, Hanover, MI 49241 (Renter) this ____ day of April, 2022.

Preamble

The City owns, regulates and is responsible for the use, care and maintenance of parks within its corporate boundaries and otherwise under its jurisdiction. Renter is desirous of utilizing Mrs. Stock's Park for and in connection with a wedding reception. Approximately 200 people are expected to attend or participate. The event is to take place on April 30, 2022 and Renter shall have nonexclusive access to the park commencing at 7:00 a.m. and ending at 11:59 p.m. on that date. Renter shall be solely responsible for the provision of a tent, tables and chairs for the use of attendees and participants at her sole expense. To that end, Renter will be solely responsible for contracting or otherwise providing any tent, tables and chairs that they intend to use. Renter shall also be solely responsible for the provision of any food and drink for her guests' consumption. Renter shall be solely responsible for the quality and safety of each of the foregoing at her sole expense and on the terms and conditions hereinafter set forth:

Agreement

1. In consideration of the payment of a Park Usage Fee of \$200.00 and the posting of a \$150.00 damage deposit, receipt of which is hereby acknowledged, City agrees to allow Renter to use Mrs. Stock's Park on a nonexclusive basis on April 30, 2022 commencing at 7:00 a.m. and ending at 11:59 p.m. on that date solely for the purposes and on the terms and conditions stated in the Preamble and herein, all of which the Renter acknowledges, accepts and agrees are binding on him..
2. Renter hereby assumes, agrees to be and shall be solely responsible for the control and supervision of the proposed event and all associated activities within Mrs. Stock's Park during the term of the usage agreement.
3. Renter acknowledges the pristine nature of the park, and the fragility, delicateness, and vulnerability to damage of many of the features within the park, including but not limited to the structures, statuary, flowerbeds, flowers and other plantings within it; Renter assumes responsibility for the protection of such improvements from damage during its presence in the park under the agreement.
4. Renter acknowledges that that there are no restroom facilities at Mrs. Stock's Park other than a single portable unit, and that the City does not and will not provide tents, tables, chairs or other equipment for use by Renter, her agents, servants, employees, guests, invitees, event attendees or participants during the time of the scheduled event. Renter further acknowledges that she, at her sole expense, shall provide additional portable restroom facilities as are necessary to meet the needs of those in attendance, as well as any a tents, tables, chairs and related equipment as she may require for use during the scheduled event; provided that no attachments of any facilities, tents or other equipment will be made to any paved surfaces within the park.
5. Renter agrees that she shall, at her sole expense, remove or cause the removal all portable restroom facilities, tents, tables, chairs and other items that she places or causes to be

placed in Mrs. Stock's Park as soon as possible following the event but, in no case later than 12:00 p.m. on May 1, 2022. Renter further agrees that she, at her sole expense, is and shall be solely responsible and liable for the repair and restoration of any damage caused by her and/or her agents, servants, employees, guests, invitees and event attendees and participants to private or public property, including the park or any part thereof, as well as all costs associated therewith.

6. Renter agrees to and shall, at the conclusion of her event and at her sole expense, clean up and remove or cause the clean up and removal of all garbage, trash, litter and other items that are placed or left in the park by him, his agents, servants, employees, guests, invitees and event attendees and participants.

- A. Renter shall complete or cause the completion of the cleanup and restoration no later than 12:00 p.m. on May 1, 2022 and leave the park in a condition equal to or better than existed immediately prior to her event; provided, that should Renter fail to complete or cause the completion of all such cleanup and restoration as provided herein, the City may, if it so elects, complete the cleanup and restoration at Renter's expense.

- B. In the event the City completes the cleanup and restoration by reason of Renter's failure to do so, Renter agrees and acknowledges her responsibility and liability for the payment of an amount equal to the labor and equipment costs that the City incurs in completing or contracting for the cleanup and restoration of the property to a condition that is equal to that which existed immediately prior to the event, plus an administrative charge of 10%. All such costs and expenses shall be charged against and deducted from the \$150.00 damage deposit that Renter has posted, and in the event such damage deposit is not sufficient to cover all such costs and expenses, Renter hereby agrees to promptly pay any deficiency.

7. Renter represents that the name, address and telephone number of Renter's authorized representative is as follows:

Crystal Dane

Address: 109 Hanover Court
Hanover, MI 49241

Telephone Number: 517-581-8103

8. At the time of execution of this Agreement and as a condition precedent to its effectiveness, Renter shall provide City with proof of public liability and property damage insurance with a single limit of liability for bodily injury and property damage of not less than Five Hundred Thousand and 00/100 (\$500,000.00 each), with City designated therein as a named insured.
9. Renter agrees to and shall defend, indemnify and hold City harmless from any and all damages, claims, demands, causes of action, lawsuits, attorney fees and related expenses resulting from actual or claimed personal injury, including death, property damage or other damage or loss of any kind or nature that are or are claimed to be a proximate result of the Renter's negligence, gross negligence or intentional acts or omissions and/or the negligence, gross negligence or intentional acts or omissions of her agents, servants,

employees, guests, invitees, event attendees or participants that occur because of, during, or that otherwise arise or are claimed to have arisen as a result of Renter's use of such reserved area and/or the use of any portable restroom facilities, tents, tables, chairs, other equipment, food or drink placed or provided by Renter or any of her agents, servants, employees, guests, invitees, event attendees or participants, whether or not such damages or injuries, including death, are claimed or proven to have been caused in part by the alleged or actual negligence, gross negligence or intentional acts or omissions of Hillsdale, its employees, agents, servants, or representatives; provided, however, that Renter shall not be obligated to indemnify the City of Hillsdale for any damages or injuries, including death, caused by or resulting from the sole negligence, gross negligence or intentional acts or omissions of the City of Hillsdale, its employees, agents, servants, or representatives.

- 10. Renter further represents and covenants that she does not discriminate against any employee or applicant for employment, and shall not discriminate against any member of the general public that will participate in the event it is staging under the agreement or any other member of the public because of race, color, religion, national origin, age, height, weight, marital status or other legally protected class. It is understood and agreed by and between the parties that breach of the covenant may be regarded as a material breach of the agreement.
- 11. Renter acknowledges and agrees that all documents she has provided or hereafter provides to City of Hillsdale in connection with or regarding the contract, its performance and compensation are subject to disclosure under the Freedom of Information Act and Renter hereby expressly consents to the City's reproduction and release of such documents, in whole or in part, in response to a Freedom of Information Act request, a court or administrative order, or as the City, in its sole discretion, elects.
- 12. The parties agree that there are no other representations, inducements, promises or agreements between her, whether oral or written.
- 13. This Agreement shall be governed and construed in accordance with the laws of the State of Michigan. City and Renter further agrees that in the event of legal action arising from or as a result of the Agreement, venue and jurisdiction for such action shall be in the Hillsdale County Circuit Court or in the District Court located within the County of Hillsdale, Michigan, whichever has subject matter jurisdiction over any such dispute.

CITY OF HILLSDALE

RENTER

Adam Stockford, Mayor
April _____, 2022

Crystal Dane
April _____, 2022

Katy Price, Clerk
April _____, 2022

City of Hillsdale

Agenda Item Summary

Meeting Date: April 4, 2022

Agenda Item: Consent Agenda

SUBJECT: Hillsdale College Alley Closure (Centralhallapalooza)

BACKGROUND PROVIDED Michelle Loren, Recreation Director

In March, 2022, the Hillsdale City Police Dept. received correspondence from Hillsdale College Security and Emergency Management requesting the closure of the north/south alley west of Hillsdale Street, south of College Street, north of Fayette Street between Hillsdale and Manning Streets on April 23, 2022 for the Centralhallapalooza Party.

A noise variance request and TCO #2022-03 closing the alley from 4:00 p.m. to 12:00 Midnight on April 23, 2022 were approved by Council at the March 21, 2022 Council Meeting,

An Agreement for Use of Alley has been approved by the City Attorney's office for signature by the Mayor and Clerk and the Chief Administrative Officer of Hillsdale College.

RECOMMENDATION:

I recommend Council approve the Use of Alley Agreement as presented and authorize signatures by the Mayor and Clerk.

Respectfully,
Michelle Loren, Recreation Director

AGREEMENT FOR USE OF ALLEY
Hillsdale College – Centralhallapalooza
April 23, 2022

This Agreement is made and entered between the City of Hillsdale, of 97 N. Broad Street, Hillsdale, Michigan and Hillsdale College, of 33 E. College Street, Hillsdale Michigan.

Preamble

The City controls the usage of local streets within its jurisdiction. Among other governmental functions, the City seeks to promote the use of its streets for the use and benefit of its citizens and the general public.

At various times, functions are proposed that are open to the public that involve the use of a portion of a public street, alley, or right of way. In such instances, when the City determines that the proposed activity will insure to the economic, cultural or general benefit of its citizens and of the community at large, it has endeavored to cooperate with the activity's sponsor/promoter. In doing so, the City is concerned with regulating the use of its streets, alleys, and rights of way so as to reasonably assure that they are not used in a manner that exposes persons attending activities as are allowed to take place in or on any portion of such public areas to unreasonable risks of harm, as well as to assure that no damage is done to the City's facilities.

The College desires to sponsor and promote an event that is open to its students, staff, guests, and other members of the public at which food and non-alcoholic drink concessions, music and other activities will be provided. The event is proposed to take place in a large tent to be located on an open lot on Hillsdale Street between premises commonly known and designated as 180 Hillsdale Street and 204 Hillsdale Street on Saturday, April 23, 2022 between the hours of 4:00 p.m. and midnight. The event will require the closing of the alley that is located between Hillsdale Street and N. Manning Street, and runs north and south from Fayette Street to E. College Street. Cleanup activities and the return of City barricades will be conducted and finalized within a specified period following the end of the event.

The College represent that it is and will be responsible for the oversight of the event and all expenses associated with it. The College further represents that it has created appropriate regulations and policies by which it will regulate the activities of participants and attendees and their safety, and that participation in its event is and will be open to all participants and attendees on a nondiscriminatory basis.

The City has determined that it is in its best interests and the interests of the general public to allow the College to hold its planned activity as above described, and to close and allow the College's use of the referenced alley in connection with it. The College has agreed to do so in accordance with and subject to the following terms and conditions.

Agreement

1. In consideration of and reliance on the College's promises and its full compliance with all of the terms and conditions contained in this agreement, the City agrees to allow the College to hold its planned activity as described in the foregoing Preamble, and to close and use the alley

that is located between Hillsdale Street and N. Manning Street, and runs north and south from Fayette Street to E. College Street in connection with it. Among other things, it is agreed that:

- A. The described alley shall be closed to motor vehicle traffic between 4:00 p.m. and midnight on Saturday, April 23, 2022 pursuant to TCO#2022-03 approved by City Council at a regular meeting held on March 7, 2022.
 - B. The College shall be solely responsible for providing, erecting, maintaining, and tear down of all temporary traffic control devices (TTC) at the ends of the described portion of the alley as shown on the attached Exhibit A, in order to close off the street to motor vehicle traffic between 4:00 p.m. and midnight on Saturday, April 23, 2022.
 - C. Between the hours of 4:00 p.m. and midnight on April 23, 2022 the College may exclusively use the described alley for the purpose of transporting, erecting, installing and removing equipment, tents signs, tables, chairs, port-a-johns, roll-offs, food, beverages, provisions, supplies, goods, concessions and other facilities as are reasonably required to conduct the proposed event and related activities.
 - D. Between the hours of 4:00 p.m. and midnight on April 23, 2022 the College may use the described alley in connection with its above described planned activities.
 - E. The College shall cause all music, concession, other entertainment and all activities of any kind related to its planned activities on the referenced vacant lot and alley to cease on or before midnight on April 23, 2022.
 - F. Subject to and in accordance with the following provisions of this agreement, the College shall remove all barricades from the ends of the described alley, open the alley to public travel, and completely restore the alley to a condition that is at least as good as when taken.
2. The College agrees to and shall be solely responsible for obtaining, posting and paying the fees for all applicable and necessary permits, including but not limited to those that might be required by the health department, as well as to comply with any applicable state, county or local statutes, ordinances, rules, or regulations, all at its sole expense.
3. The College agrees to and shall be solely responsible for obtaining, arranging for and providing all staff, equipment, tents, signs, tables, chairs, port-a-johns, roll-offs, food, beverages, provisions, supplies, goods, entertainment, concessions and other facilities as are necessary or otherwise required in connection with its proposed event; all at its sole expense.
4. Following the conclusion of the event, the College agrees to and shall be solely responsible for and at its sole expense shall comply with the following:
- A. Immediately after midnight on April 23, 2022, the College shall contact the Hillsdale City Police and request permission to remove the barricades from the ends of the described alley and open the alley to vehicular traffic.
 - B. Upon receiving such permission, but not before, the College shall remove the barricades and open the alley to public travel and vehicular traffic. When the barricades are removed, the College shall place them out of the main traveled portion of the alley.

- C. Between the hours of 8:00 a.m. and noon on April 25, 2022, the College shall at its sole expense remove or cause the removal and proper disposal of all equipment, tents, signs, tables chairs, port-a-johns, roll-offs, trash, garbage, litter and other items from the alley and surrounding environs, restore the alley to at least as good condition as when taken.
5. The College acknowledges that there are no public restroom facilities at the site. Accordingly, the College represents and agrees that, at its sole expense and as a condition precedent to the commencement of its event, it will provide and have in place portable restroom facilities that comply with all applicable health and sanitation codes for its scheduled event that are in full working order and in sufficient quantity to accommodate the needs of its participants and attendees.
6. The College agrees that no attachments for tents or any other facilities will be made to any paved surfaces within any portion of the above-described alley.
7. The College agrees that it shall not permit any public way other than the described alley to be blocked or obstructed. Further, the College agrees to and shall confine its proposed event activities and the activities of the participants and attendees solely to the referenced vacant lot and the above-described alley.
8. The College agrees and understands that it is and shall be solely responsible for the repair and restoration of all damage to real and personal private and public property that results from or because of its proposed event, however and by whom caused.
9. The College represents that it is a valid Michigan corporation, and that it possesses or will obtain and provide persons with the skill, experience, competence and ability to carry out and fulfill all of its duties and obligations under this agreement in a timely and professional manner.
10. The College further represents and covenants that it does not discriminate against any employee or applicant for employment, and that it will not discriminate against any member of the public that will participate in or attend the event it is staging under this agreement because of race, color, religion, national origin, age, height, marital status or other legally protected class. It is understood and agreed by and between the parties that breach of this covenant may be regarded as a material breach of this agreement.
11. The College shall provide City with proof of public liability and property damage insurance with coverage that is satisfactory to the City and limits of liability of not less than a single limit of Five Hundred Thousand and 11/100 (\$500,000.00) Dollars, with City designated therein as a named insured to be and remain in force for the duration of the College's presence on and use of the above-described alley through and until its clean up and final restoration, such proof to be provided at the time of execution of this Agreement.
12. The College shall carry and provide all workers' compensation insurance coverage at its sole expense for its staff, employees, and agents as is required by the laws of the State of Michigan, and provide proof thereof to Hillsdale prior to the commencement of any work or activity under this agreement.
13. The College hereby accepts the exclusive control over the above-described alley and the activities to be conducted thereon, it being the intention of the parties that the College is and shall be solely responsible for maintaining and regulating the described areas and all associated

facilities and activities in reasonably safe condition, free of unreasonable risk of harm, for the use and benefit of all those who will be using them, or who will be otherwise be attending or participating in or otherwise present within the area of the College's event.

14. The College further agrees to and shall defend, indemnify and hold the City harmless from any and all damages, claims, demands, causes of action, lawsuits, attorney fees and related expenses, that result from or because of actual or claimed personal injury, including death, property damage or other damage or loss of any kind or nature which are or are claimed to be a proximate result of:

- A. The sole or concurrent negligence, gross negligence or intentional acts or omissions of the College, its agents, servants, employees, guests, vendors, invitees, event participants, event attendees, or others on or within the alley or event area;
- B. Defects of any kind or nature in the City's alley right of way, its surface or subsurface;
- C. All other damages, claims, demands, causes of action, lawsuits, attorney fees and related expenses or injuries, including death, that result from or because of actual or claimed personal injury, including death, property damage or other damage or loss of any kind or nature, however caused.

Provided, however the College shall not be obligated to defend, indemnify and hold the City harmless from for any damages, claims, demands, causes of action, lawsuits, attorney fees and related expenses caused by or resulting from the City's sole negligence.

15. The College agrees that any and all documents provided to the City under this agreement are subject to disclosure and hereby expressly consents to the City's reproduction and release of such documents in response to a request under the Freedom of Information Act, a court order, or under such other circumstances as the City might, in its sole discretion, decide.

16. The College agrees that City may immediately terminate this agreement without further obligation or liability to the College at its option and with out prejudice to any other remedies to which it might be entitled, whether in law, in equity or under this agreement, by giving written notice of termination to the College if the latter should default in the performance of any obligation or breach any covenant under this agreement.

Provided, however, that the College's indemnification, defense, hold harmless and insurance coverage agreements shall survive any such termination.

Notice of termination pursuant to the forgoing provisions shall be delivered to the following named representative of the College by ordinary first class mail or personal service at the following address:

17. All notices from the College to Hillsdale shall be in writing and shall be delivered by ordinary first class mail or personal service to David Mackie, Hillsdale City Manager, at 97 N. Howell Street, Hillsdale, Michigan 49242.

18. The parties agree that there are no other representations, inducements, promises or agreements between them, whether oral or written.

19. This agreement shall be governed and construed in accordance with the laws of the State of Michigan. The City and the College further agree that in the event of legal action between the parties arising from or as a result of this agreement or its breach, venue and jurisdiction for such action shall be in the Hillsdale County Circuit Court or in the District Court located within the County of Hillsdale, Michigan, whichever has subject matter jurisdiction over any such dispute.

CITY OF HILLSDALE

HILLSDALE COLLEGE

Adam Stockford, Mayor
City of Hillsdale

Richard Péwé
Chief Administrative Officer
Hillsdale College

Katy Price, Clerk
City of Hillsdale

Dated: April ____, 2021

Dated: April ____, 2021

Received by _____
Date _____
Amount Rec' _____
Check # _____



Permit # 4000

CITY OF HILLSDALE

City Hall
97 N. Broad St.
Hillsdale, Michigan 49242
(517) 437-6490
www.cityofhillsdale.org

**APPLICATION FOR PERMIT
OCCUPANCY OF OR WORK WITHIN STREET RIGHT-OF-WAYS**

TYPE:

- APPLICATION FOR PERMIT
 APPLICATION FOR BLANKET ANNUAL PERMIT
 REQUEST TO COMMENCE WORK

**Post a copy of the
Permit on-site**

Hillsdale College 3/03/2022

Applicant's Name 33 E College Street		Date	Contractor's Name		Date
Mailing Address Hillsdale, MI 49242			Mailing Address		
City 517-607-2597	State	Zip Code	City	State	Zip Code
Telephone Number			Telephone Number		

DESCRIPTION OF WORK OR USE: Request permission to close alley's right of way and ~~pedestrian access~~ between E. College Street and Fayette Street from 4:00 pm on Saturday, April 23, 2022 until midnight.

LOCATION: (Drawing to be provided)

See attached map

FACILITIES, STRUCTURES, OR EQUIPMENT TO BE INSTALLED: Stadium Type III Barricades and pedestrian barricades to be used.

TIME PERIOD:

COMMENCING DATE: **April 23, 2022** TIME: **4 pm** ENDING DATE: **April 24, 2022** TIME: **12:00 am**

THE FOLLOWING MUST BE SUBMITTED PRIOR TO PERMIT ISSUANCE:

- Certificate of Insurance *ok* Performance Bond \$ _____
 Construction Plan Subcontractor's Names
 Other *user agreement*

NOTE: THIS APPLICATION BECOMES A VALID PERMIT ONLY UPON APPROVAL BY THE DIRECTOR, DEPARTMENT OF PUBLIC SERVICES AND/OR CHIEF OF CITY POLICE.

Staff Use Only

Recommendation for Issuance

Approved Denied

Director Comments:

Jason Blake 3/14/22.
Director, Department of Public Services

Applicant/event staff shall be responsible to set up, maintain and tear down of all Temporary Traffic Control (TTC) devices. TTC devices shall be installed and maintained in full compliance with the Michigan Manual of Uniform Traffic Control Devices (MMUTCD). TTC devices shall not be placed in a manner that would interfere with pedestrian travel though crosswalks etc.

Recommendation for Issuance

Approved Denied

Chief of Police Comments:

Chief of Police

See next page for comments.

Bond Received \$ _____

Fee Received \$ 10 _____

City Clerk

Note: All payments must be received and recorded before permit is valid.

Return Application to:
Department of Public Services
149 Waterworks Drive
Hillsdale, MI 49242
or
City of Hillsdale Clerk
97 N. Broad St.
Hillsdale, MI 49242
Or email to: jhammel@cityofhillsdale.org

**INSPECTIONS MUST BE SCHEDULED
MINIMUM 2 HOURS PRIOR TO
COMMENCEMENT OF WORK.**

Staff Use Only

Recommendation for Issuance

Approved Denied

Director Comments:

Director, Department of Public Services

Recommendation for Issuance

Approved Denied

Chief of Police Comments:



Chief of Police

Alley to be barricaded - TCO will not deny pedestrian Traffic

Bond Received \$ _____

Fee Received \$ _____

City Clerk

Note: All payments must be received and recorded before permit is valid.

Return Application to:
Department of Public Services
149 Waterworks Drive
Hillsdale, MI 49242
or
City of Hillsdale Clerk
97 N. Broad St.
Hillsdale, MI 49242
Or email to: jhammel@cityofhillsdale.org

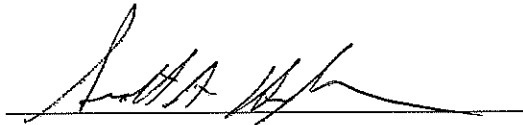
**INSPECTIONS MUST BE SCHEDULED
MINIMUM 2 HOURS PRIOR TO
COMMENCEMENT OF WORK.**

TRAFFIC CONTROL ORDER
2022-03

Pursuant to the applicable provisions of the Uniform Traffic Code for Cities, Townships, and Villages this traffic control order is hereby issued. All traffic control devices shall comply with mandates set forth according to the Michigan Manual of Uniform Traffic Control Devices as issued by the Michigan Department of Transportation.

North/South Alley that is west of Hillsdale St., south of College St., and north of Fayette St. between Hillsdale St. and N. Manning St. will be closed to all traffic from 4:00 pm to 12:00 midnight on Saturday, April 23, 2022 for the Hillsdale College Centralhallapalooza Party.

This Traffic Control Order shall have immediate effect as a temporary Traffic Control Order and shall become a permanent Traffic Control Order upon approval by the Hillsdale City Council.



Chief of Police

03/08/22
Date

Received for filing in the office of the City Clerk at 1:00 p.m. on the 8 day of March, 2022.

City Clerk

03/08/22
Date

RESOLUTION # _____

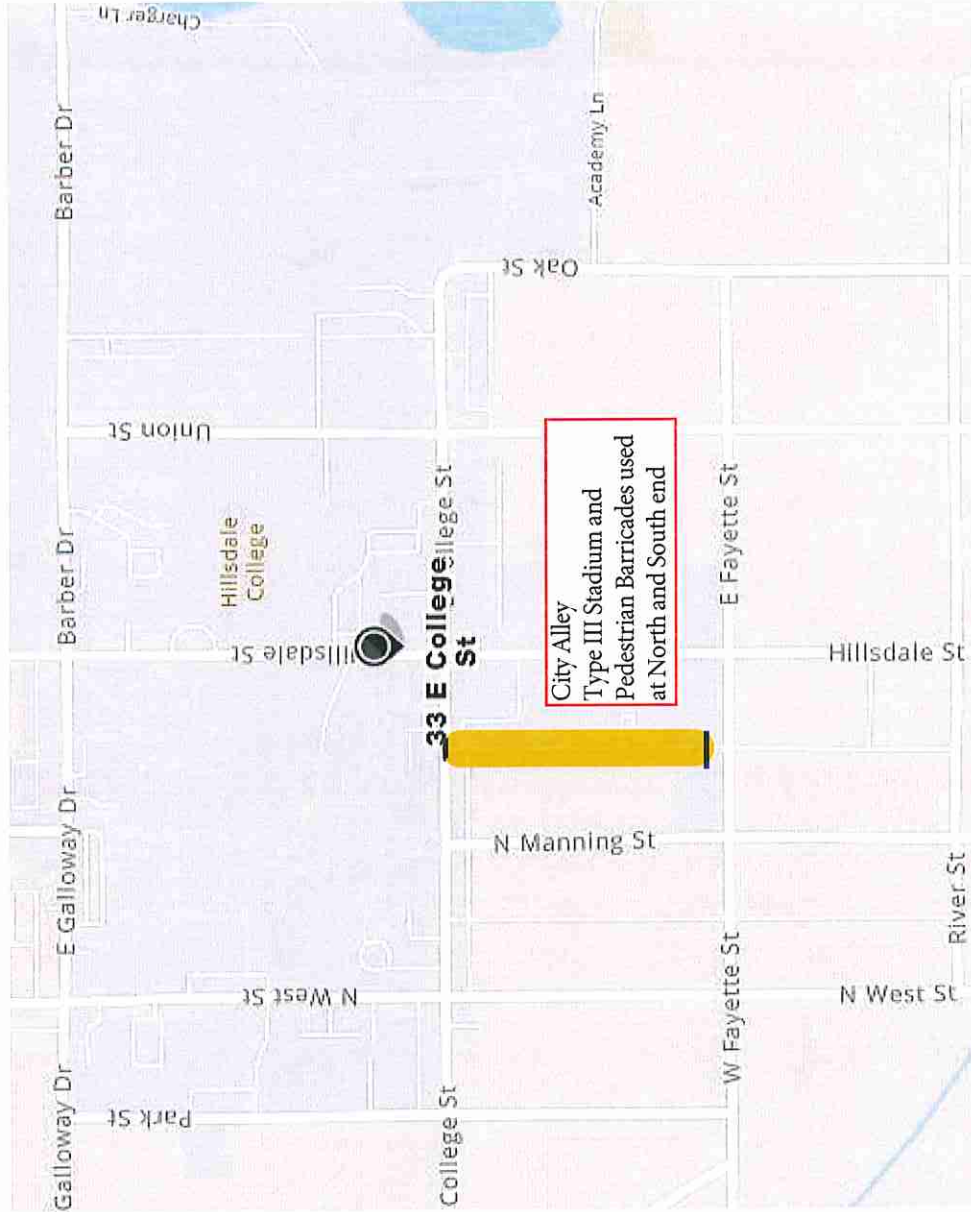
IT IS HEREBY RESOLVED that effective immediately the above Traffic Control Order is made permanent.

Passed in open Council this _____ day of _____, 2022.

Adam L. Stockford, Mayor

Attest:

Katy B. Price, City Clerk





HILLSDALE COLLEGE

PURSuing TRUTH • DEFENDING LIBERTY SINCE 1844

March 3, 2022

Scott A. Hephner
Chief of Police
97 Broad Street
Hillsdale, MI 49242

Dear Chief Hephner:

In accordance with our past policies and procedures, Hillsdale College is requesting to close the right of way and pedestrian access to the alley between E. College Street and Fayette Street from 4:00 pm until midnight on Saturday, April 23, 2022 for Centralhallapoloosa. Closing the alley will allow for the safety of students during a live music event.

We would reroute foot and vehicular traffic from the alley to Hillsdale Street. Hillsdale College Security personnel will place, remove, and attend to all necessary barricades and traffic control signs.

If you have any questions, please call me at 517-607-2454, or Zane Mabry at 607-2714. Thank you for your assistance.

Respectfully submitted,

William K. Whorley
Director of Security and Emergency Management

WKW/lmm



March 3, 2022

Scott A. Hephner
Chief of Police
97 Broad Street
Hillsdale, MI 49242

Dear Chief Hephner:

Hillsdale College would like to request a noise variance for Saturday, April 23, 2022 starting at 2:00 p.m. and ending at midnight for the Centralhallapalooza Party. There will be a live band, in a large tent located on the open lot on Hillsdale Street between 180 Hillsdale Street and 204 Hillsdale Street.

If you have any questions, please call me at 607-2454, or Zane Mabry at 607-2625. Thank you for your assistance.

Respectfully submitted,

William K. Whorley
Director of Security and Emergency Management

WKW/Imm



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/20/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Vested Risk Strategies, Inc. P.O. Box 265 Hillsdale MI 49242	CONTACT NAME: Jenalle Beaman PHONE (A/C, No, Ext): (517) 439-1501 E-MAIL ADDRESS:	FAX (A/C, No): (517) 439-4254													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: National Union Fire Insurance Co</td> <td>19445</td> </tr> <tr> <td>INSURER B: United Educators Insurance</td> <td>10020</td> </tr> <tr> <td>INSURER C: American Casualty Company of R</td> <td>20427</td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: National Union Fire Insurance Co	19445	INSURER B: United Educators Insurance	10020	INSURER C: American Casualty Company of R	20427	INSURER D:		INSURER E:		INSURER F:
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INSURER D:															
INSURER E:															
INSURER F:															


INSURED (517) 607-2239
 Hillsdale College
 33 E College Street
 Hillsdale MI 49242-1205

COVERAGES **CERTIFICATE NUMBER:** Cert ID 2636 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			U75-85D	11/01/2021	11/01/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ Included
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			CA 5425499	10/16/2021	10/16/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ 1,000,000
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 1,000,000			U75-85D	11/01/2021	11/01/2022	EACH OCCURRENCE \$ 20,000,000 AGGREGATE \$ 20,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WC43172198 / WC43172205	10/16/2021	10/16/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Liquor Liability			U75-85D	11/01/2021	11/01/2022	Each Occurrence \$ 1,000,000 Aggregate \$ 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Hillsdale College Security 33 E. College Street Hillsdale MI 49242	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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CITY OF HILLSDALE

**RULES AND REGULATIONS
PERMITS FOR OCCUPANCY OF AND WORK WITHIN STREET RIGHT-OF-WAYS**

SECTION 1 – AUTHORITY

- A. These rules and regulations are promulgated pursuant to the provisions of Section 30-55 of Chapter 30 of the Hillsdale Municipal Code.

SECTION 2 – APPLICATION PROCEDURES

- A. Applicants for permits shall complete the permit form provided by the Department of Public Services and shall return the completed form to the **Public Services Building, 149 Waterworks Drive** or the **Clerk's Office, City Hall, 97 N. Broad Street**, together with such additional information which is required pursuant to Chapter 30 of the Hillsdale Municipal Code and these rules and regulations.
- B. Each application shall be reviewed by the Director of Public Services, or his designee, for compliance with the provisions of Chapter 30 and these rules and regulations. In addition, the following persons shall receive written notification that an application has been received and they shall be provided an opportunity to review the application prior to its approval: Director of Utilities, Police Chief, Fire Chief, and City Forester.
- C. If, in the opinion of the Director of Public Services, the application complies with the applicable provisions of Chapter 30 and these rules and regulations, then he shall notify the applicant that the application has been approved. If the application fails to comply with Chapter 30 and these rules and regulations, then the Director shall notify the applicant that the application has been denied. The Director may permit the applicant to submit additional information or to revise information previously submitted so as to cause the application to comply with Chapter 30 and these rules and regulations.
- D. If an application is approved, the Director shall prepare the necessary permit and shall determine the amount of any fees which the applicant must pay. The permit and the statement of fees shall be delivered to the City Clerk.
- E. Upon payment of the fees as determined by the Director of Public Services, the City Clerk shall deliver the permit to the applicant and shall notify the Director of Public Services that the permit has been issued.

SECTION 3 – REQUEST TO COMMENCE WORK

- A. Any person, firm, or corporation to whom an annual blanket permit has been issued shall apply to the Director of Public Services for permission to commence work pursuant to the annual blanket permit by submitting a request to commence work on the forms provided by this purpose. Such request to commence work shall be submitted in accordance with applicable provisions of Chapter 30.
- B. Each request to commence work shall be reviewed by the Director of Public Services to determine its compliance with the provisions of Chapter 30, these rules and regulations, and the annual blanket permit. The Director shall notify the following persons and shall provide them an opportunity to comment upon the request to commence work: Director of Utilities, Police Chief, Fire Chief, and City Forester.
- C. If, in the opinion of the Director, the request to commence work is in compliance with the applicable provisions of Chapter 30, these rules and regulations, and the annual blanket permit, then he shall approve the request and notify the applicant of such approval. If the request is not in compliance, then the request shall be denied and the applicant shall have the opportunity to submit a request to commence work which is in compliance. The Director may permit the applicant to submit additional information or to revise information previously submitted so as to cause the application to comply with Chapter 30 and these rules and regulations.

SECTION 4 – STREET CLOSINGS AND STREET OCCUPANCIES

- A. If an application or request to commence work approved pursuant to these rules and regulations requires the closing of a street to vehicular traffic, then the applicant shall notify the Chief of Police not less than twenty-four (24) hours prior to commencing the work which will necessitate the closing of the street of the dates and times when such street is required to be closed.
- B. Streets shall be closed only pursuant to directives issued by the Chief of Police in accordance with the provisions of the Uniform Traffic Code and shall be evidenced by temporary traffic control orders and/or by the Police Chief's endorsement on the permit, or, in the case of an annual blanket permit, on the request to commence work form.
- C. The Director may issue permits for the temporary occupancy or use of portions of the street right-of-way when such occupancy or use does not significantly impair the utilization of such right-of-way for vehicular or pedestrian traffic or when such occupancy or use is for a short duration. In reviewing applications for such permits, the Director shall consider the public safety and aesthetic considerations associated with such occupancy or use as well as the public benefit which such occupancy or use provides. If such occupancy or use involves a significant restriction on vehicular traffic, other than closing, the permit, or, in the case of an annual blanket permit, the request to commence work form, shall be endorsed by the Police Chief prior to issuance.

SECTION 5 – STREET OPENINGS AND RIGHT-OF-WAY CONSTRUCTION

- A. It shall be the responsibility of the applicant to contact "Miss Dig" prior to commencing any construction activities within the right-of-way so that all public utilities and other facilities can be located.
- B. It shall be the responsibility of the applicant to provide all necessary warning signs, barricades, flagmen and the like in accordance with the current Manual on Uniform Traffic Control Devices (MUTCD) Part 6 to insure that the public is safe from injury or damage to vehicles as a result of the construction activities.
- C. The applicant, upon completion of any construction, shall restore the right-of-way areas to a condition which is as good as or better than the condition which existed prior to the commencement of construction activities.
- D. The applicant shall provide and place the necessary sheeting, shoring and bracing required to prevent caving, loss or settlement of foundation material supporting the pavement, or any other street installation such as sewers, culverts, etc. the applicant shall assume the full responsibility for this protection and shall not proceed with construction or excavation activities prior to receiving the approval of the Department of Public Services for the methods to be used. The applicant shall dispose of all surplus or unsuitable material outside of the limits of the streets.
- E. All trenches, holes and pits shall be filled with gravel, placed in successive layers not more than nine inches in depth, loose measure, and each layer shall be thoroughly compacted by mechanical tamping. Restoration shall be such that it will provide a condition equal to or better than the original condition.
- F. Street openings will be properly maintained by the applicant until the street surface is replaced.
- G. Bituminous surfaces must be replaced with bituminous materials compacted at a minimum of two lifts. Concrete surfaces must be replaced with concrete materials flush with the existing surface and properly finished.
- H. Materials used in construction, backfilling and repair operations shall comply with the State of Michigan, Department of Transportation specifications. These include the following:
 - 1. Aggregate types for backfilling.....22A and 23
 - 2. Asphalt type for replacement of street surface.....20AA
 - 3. Concrete type for replacement of concrete surface....Type 35P
- I. All vegetative areas shall be restored using top soil which is free of weeds and shall be seeded and protected from erosion.
- J. Street openings shall be made in such manner and with such tools as to produce straight edges. All such openings shall be rectangular in shape unless conditions warrant an irregular shape.

SECTION 6 – SIDEWALK CONSTRUCTION, REPAIR, AND REPLACEMENT

- A. All sidewalk work shall consist of constructing the sidewalk in a single course on a prepared subgrade.
- B. All sidewalks shall project one inch above finished grade and shall slope one quarter inch per foot toward the drainage side. Sidewalks shall be four inches thick except at driveway crossings which shall be six inches thick. Sidewalks shall be a minimum of five feet wide and a maximum of six feet wide. All walks shall meet the requirements of the Americans with Disabilities Act (ADA).
- C. All unstable subgrade material shall be removed and replaced with a minimum of four inches granular material or sand, compacted.
- D. Forms shall be clean and straight, composed of wood or metal. The forms shall be staked to line and grade in a manner that will prevent deflection or settlement. Forms shall be oiled before placing concrete. If the line of the sidewalk conflicts with trees adjacent to the sidewalk, the applicant shall notify the City Forester and Director prior to proceeding with the installation of forms.
- E. The base shall be thoroughly wetted and the concrete deposited thereon to the proper depth. It shall be spaded along the forms compressed and struck-off flush with the top of the forms. The surface shall be floated, edges and joints properly tooled, and finished with a brush to provide a non-slip surface.
- F. The applicant shall insure the use of appropriate materials which shall comply with the following specification:
- G. Expansion joints shall be placed every fifty feet or more often if required to prevent cracking of the sidewalk. Grooved joints a minimum of one-half inch in depth shall be placed every five feet.
- H. Sidewalks and sidewalk ramps shall be constructed in accordance with the standard specifications of the Michigan Department of Transportation (MDOT).
- I. Driveway approaches shall be a minimum of ten feet in width and shall be constructed of concrete a minimum of six inches thick. Expansion joints shall be placed where the approach meets a sidewalk or street. Approaches shall be constructed in accordance with standards provided in Section 6E.

SECTION 7 – INSPECTIONS

- A. It shall be the responsibility of the applicant to contact the Department of Public Services at such times as inspections are required pursuant to these rules and regulations and in accordance with sound construction practices.
- B. At a minimum inspections shall be required at the following times"
 - 1. Sidewalks
 - a) After installing forms and prior to pouring concrete.
 - b) Upon completion of work and restoration of the area.
 - 2. Street Openings
 - a) Prior to commencing backfilling.

- b) Prior to commencing restoration of the street surfaces.
- c) Upon completion of work and restoration of the area.
- 3. Other Construction
 - a) Upon completion of work and restoration of the area.
 - b) At such other times as determined by the Director of Public Services.

SECTION 8 – TREES

- A. The applicant shall not remove, trim, cut roots from, or otherwise damage any tree growing within the street right-of-way without first having obtained the endorsement of the City Forester on the permit or, in the case of an annual blanket permit, on the request to commence work form.
- B. If during the course of any activities conducted pursuant to a permit granted in accordance with these rules and regulations the applicant finds that there is the possibility of interference with trees growing in the street right-of-way, the applicant shall immediately contact the Director of Public Services and the City Forester.

SECTION 9 – INSURANCE AND BONDS

- A. Any applicant proposing to conduct any activities involving construction within the right-of-way of streets in the City of Hillsdale shall provide evidence of liability insurance covering personal injury and property damage in the amount of not less than \$1,000,000 combined single limit. The applicant shall provide an endorsement naming the City of Hillsdale as an additional insured.
- B. The applicant shall keep such insurance in effect during all times that the applicant is conducting activities within the street right-of-ways.
- C. If the applicant is self-insured for personal injury and/or property damage risks, the applicant shall provide documentation of such self-insurance program and shall further agree to indemnify and hold the City harmless from any and all liability arising out of any activities conducted pursuant to the permit.
- D. If an applicant utilizes subcontractors in performing some or all of the work which is covered by a permit, each such subcontractor shall be required to comply with the provisions of this Section.
- E. Pursuant to the provisions of Section 30-37 of the Hillsdale Municipal Code, the Director shall determine the amount of the performance bond or cash deposit which shall be provided by the applicant prior to the issuance of the permit. In no case shall the amount of such performance bond or cash deposit required for a permit for construction activities within the traveled portion of any street be less than \$10,000.
- F. If an applicant provides a blanket bond to cover all bond requirements during a specified period of time, the amount of such bond shall be maintained at least equal to the amount required to satisfy the terms of all permits issued during that period of time.

SECTION 10 – FEES

- A. The following schedule shall be the fees as established for permits issued pursuant to these rules and regulations:

Application fee.....	\$10.00
Annual Blanket Permit.....	\$150.00
Sidewalk under 25 square feet.....	\$25.00
Sidewalk over 25 square feet (includes Terrace Preparation).....	\$75.00
Driveway Approach Permit.....	\$50.00
Street Opening.....	\$100.00
Terrace Preparation.....	\$25.00
Storm Sewer Connection fee.....	\$150.00
Curb Cut/Repair/Extension.....	\$50.00

- B. In addition to the fees indicated above, all work requiring inspections after 3:00 p.m. or on Weekends shall be subject to an additional fee of \$75.00 per hour (Minimum 2 hour charge) or portion thereof with personnel availability.
- C. Traffic control measures may incur additional fees.

City of Hillsdale

Agenda Item Summary

Meeting Date: April 4, 2022
Agenda Item: Consent Agenda
Subject: Right of Way Closures and Noise Variance, Commencement

Background:

Hillsdale College is requesting to close the right of ways for college commencement to be held on May 7, 2022 from 10:00 a.m. until 6:00 p.m. This request is for both the street and sidewalk on Hillsdale Street between E. College Street and E. Galloway / Barber Drive. Also included in their request is right of way closures for a backup location. The Margot V. Biermann Center, 91 E. College Street will be the backup commencement location. The closure of Oak Street and E. College Street between Academy Lane and Union Street including the sidewalks is requested if needed. The sidewalk closures are requested for security purposes.

A noise variance is also requested for commencement during the same time period.

Recommendation:

Approval of this request is recommended as this is an annual request.

Scott A. Hephner



Chief of Police / Fire Chief

TRAFFIC CONTROL ORDER
2022-04

Pursuant to the applicable provisions of the Uniform Traffic Code for Cities, Townships, and Villages this traffic control order is hereby issued. All traffic control devices shall comply with mandates set forth according to the Michigan Manual of Uniform Traffic Control Devices as issued by the Michigan Department of Transportation.

Hillsdale St. and adjacent sidewalks between E. College St. and Galloway/Barber Drive will be closed to all traffic from 10:00 am to 6:00 pm on Saturday, May 7, 2022 for the Hillsdale College Commencement ceremony.

IN CASE OF INCLEMENT WEATHER THE FOLLOWING CLOSURE WILL TAKE PLACE:

Oak St and E. College St. and adjacent sidewalks between Academy Lane and Union St. will be closed to all traffic from 10:00 am to 6:00 pm on Saturday, May 7, 2022 for the Hillsdale College Commencement ceremony.

This Traffic Control Order shall have immediate effect as a temporary Traffic Control Order and shall become a permanent Traffic Control Order upon approval by the Hillsdale City Council.



Chief of Police

03/29/22

Date

Received for filing in the office of the City Clerk at 4:00 p.m. on the 29 day of March, 2022.

City Clerk

03/29/22

Date

RESOLUTION # _____

IT IS HEREBY RESOLVED that effective immediately the above Traffic Control Order is made permanent.

Passed in open Council this _____ day of _____, 2022.

Adam L. Stockford, Mayor

Attest:

Katy B. Price, City Clerk

March 22, 2022

Scott A. Hephner
Chief of Police
97 Broad Street
Hillsdale, MI 49242

Dear Chief Hephner:

In accordance with our past practices and procedures, Hillsdale College is requesting to close the right of way, including both the street and sidewalk, along Hillsdale Street from College Street to E. Galloway Drive/Barber Drive on Saturday, May 7, 2022 from 10 a.m. until 6p.m. Vehicular and foot traffic will be routed east along College Street, north or south along West Street, west along Galloway, and back to Hillsdale Street.

In case of inclement weather, the Commencement ceremony will shift to the Margot V. Biermann Center, located at 91 E College Street. In that case, Hillsdale College would close the right of way, including both the street and sidewalk, along Oak Street and College Street between Academy Lane and Union Street on Saturday, May 7, 2022 from 10 a.m. until 6 p.m. Vehicular and foot traffic would be routed from Oak Street onto Fayette Street, then either north or south along Union Street, and west onto College Street.

Hillsdale College Security personnel will place, remove, and attend to all necessary barricades and traffic control signs. If you have any questions, please call me at 517-607-2454.

Respectfully submitted,



William K. Whorley
Director of Security and Emergency Management

WKW/lmm



March 22, 2022

Scott A. Hephner
Chief of Police
97 Broad Street
Hillsdale, MI 49242

Dear Chief Hephner:

Hillsdale College would like to request a noise variance for Saturday, May 7, 2022 from 10:00 a.m. until 6:00 p.m. for Commencement, which is tentatively located on the East Lawn (33 E College Street). In the case of inclement weather, the Biermann Center (91 E College Street) will be used as an alternative location and this variance will not be used.

If you have any questions, please call me at 517-607-2454. Thank you for your assistance.

Respectfully submitted,

William K. Whorley
Director of Security and Emergency Management

WKW/lmm

Received by _____
 Date _____
 Amount Rec' _____
 Check # _____
 Permit # _____



CITY OF HILLSDALE

City Hall
 97 N. Broad St.
 Hillsdale, Michigan 49242
 (517) 437-6490
 www.cityofhillsdale.org

**APPLICATION FOR PERMIT
 OCCUPANCY OF OR WORK WITHIN STREET RIGHT-OF-WAYS**

TYPE:

- APPLICATION FOR PERMIT
- APPLICATION FOR BLANKET ANNUAL PERMIT
- REQUEST TO COMMENCE WORK

**Post a copy of the
 Permit on-site**

Hillsdale College 3/22/22

Applicant's Name 33 E College Street	Date	Contractor's Name	Date
Mailing Address Hillsdale MI 49242		Mailing Address	
City State Zip Code 517-607-2597		City State Zip Code	
Telephone Number		Telephone Number	

DESCRIPTION OF WORK OR USE:

Hillsdale Street and the adjacent sidewalks, to include the entire right of way, to be closed between College Street and E Galloway Drive/Barber Drive. Traffic to be routed west on College Street, to north/south on West Street, and then east on Galloway Drive, returning to Hillsdale Street. Detour signs will indicate route.

LOCATION: (Drawing to be provided)

See attached map.

FACILITIES, STRUCTURES, OR EQUIPMENT TO BE INSTALLED:

Stadium III Barricades and Pedestrian Barricades are to be used along with advanced warning signs. All traffic signage is MUTCD compliant.

TIME PERIOD:

COMMENCING DATE: **May 7, 2022** TIME: **10 am** ENDING DATE: **May 7, 2022** TIME: **6 pm**

THE FOLLOWING MUST BE SUBMITTED PRIOR TO PERMIT ISSUANCE:

- Certificate of Insurance
- Performance Bond \$ _____
- Construction Plan
- Subcontractor's Names
- Other

NOTE: THIS APPLICATION BECOMES A VALID PERMIT ONLY UPON APPROVAL BY THE DIRECTOR, DEPARTMENT OF PUBLIC SERVICES AND/OR CHIEF OF CITY POLICE.

Staff Use Only

Recommendation for Issuance

Approved Denied

Director Comments:

Director, Department of Public Services

Recommendation for Issuance

Approved Denied

Chief of Police Comments:



Chief of Police

~~Sidewalks To remain open to public per City Attorney~~
Sidewalks To be closed for security purposes.

Bond Received \$ _____

Fee Received \$ _____

City Clerk

Note: All payments must be received and recorded before permit is valid.

Return Application to:
Department of Public Services
149 Waterworks Drive
Hillsdale, MI 49242

or
City of Hillsdale Clerk
97 N. Broad St.
Hillsdale, MI 49242

Or email to: jhammel@cityofhillsdale.org

**INSPECTIONS MUST BE SCHEDULED
MINIMUM 2 HOURS PRIOR TO
COMMENCEMENT OF WORK.**



City of Hillsdale

Agenda Item Summary

Meeting Date: April 4, 2022

Agenda Item #: Consent Agenda

SUBJECT: Current Office Solutions Leases

BACKGROUND PROVIDED BY STAFF: David Mackie, City Manager

PROJECT BACKGROUND:

Attached are updated lease agreements with Current Office Solutions to replace the multifunction copier machines at City Hall, BPU and Library. The average monthly cost of the three machines is going down about \$75 per month. The City has been very satisfied with Current Office Solutions equipment and service.

RECOMMENDATION:

City Council approve the updated lease agreements with Current Office Solution for the City, BPU and Library.

Current Office Solutions

... Your Single Source



Furniture, Machines, Service, Printing, Office Supplies, & Integrative Technology

FMV Lease Agreement

1. Current Office Solutions will provide or approve the stated machine under this agreement.
2. This lease is a FMV (Fair Market Value) lease. After all payments are received the machine may be purchased at Fair Market Value, or returned to Current Office Solutions. The lessee will continue payments on a month to month basis until equipment is returned to Current Office Solutions or is purchased at FMV.
3. **The Terms of this lease are outlined below:**
 - a. Lease Rate - The amount that you will be billed each billing cycle.
 - b. Billing Frequency - How often your Lease Rate will be billed.
 - c. Lease Term - The number of payments that must be made to complete your lease commitment.
4. Failure to fulfill the lease terms, as outlined on this document, will result in repossession of the stated equipment by Current Office Solutions.
5. Early termination of this agreement does not waive contractual obligations of the **60 MONTH** term.
6. Lessee agrees to keep an active service contract with Current Office Solutions for the duration of this lease.
7. Lessee agrees to keep the equipment fully insured against all risk, with Current Office Solutions named as lender's payee, in an amount not less than the full replacement value of the equipment until the lease term is fulfilled or terminated.

Model: Lanier IMc2500	ID#: T.B.D
Lease Starting Date:	T.B.D.
a. Lease Rate:	\$95.00
b. Lease Billing Frequency:	Monthly
c. Lease Term:	60 Months

We, the following, state that we are authorized to make decisions for the companies in which we represent and agree to fulfill the terms of this FMV Lease Agreement.

Business Name & Address: City of Hillsdale, City Hall, 97 N. Broad St, Hillsdale, MI 49242

Authorized Signature: _____ Printed Name: _____

Date: _____ Current Office Solutions Rhonda Humphries-Maystead, 3/21/2022

***Please Sign, Make a copy for yourself, and return to Current Office Solutions**

Please mail contract to 211 West High Street, Bryan, Ohio 43506

Bryan, OH - 419.636.6563 • Archbold, OH - 419.446.2757 • Hillsdale, MI - 517.437.3651
Coldwater, MI - 517.278.5647 • Toll Free - 888.930.3999

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Current Office Solutions

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Service Agreement

The purpose of this agreement is to provide inspection of equipment listed, minimizing the necessity of emergency attention, thereby insuring an efficient operation at a minimum cost, as well as to extend the period of usefulness. Current Office Solutions agrees in consideration of the payment of the sum stated below, to render services and maintenance on the equipment listed below, under the following terms.

1. Current Office Solutions will provide or approve the stated machine and all parts, and labor used under this agreement. This agreement excludes paper and staples.
2. This agreement does not include replacement of the machine, labor or parts to repair damage caused by abuse, accident, misuse, theft, neglect, vandalism, or damage arising from such acts of third persons or forces of nature.
3. Current Office Solutions is not responsible for damage to personal property caused by unforeseen toner spills due to defective toner cartridges or the malfunction of machines.
4. The rate per billing cycle is outlined below. This includes any parts, or labor used under this agreement.
This Agreement does not include any Network related service calls
5. At the beginning of each billing cycle you will receive an email from contracts@currentofficesolutions.com requesting your meter reading. Please click the link that is embedded in the email to report your meter reading. Technical difficulties with the online meter entry can be reported to contracts@currentofficesolutions.com by selecting "Reply" or by calling (888) 930-3999.
If no meter reading is reported by the 10th of the month the meter will be estimated, resulting in inaccurate charges. Any over or under charges will be reconciled in the next billing cycle. Disregard #5 if you've enabled us to retrieve your meter remotely through our software.
6. This agreement shall continue for twelve (12) months, and automatically renew annually for another one (12) month term, at which time the service rate is subject to change.
7. In the event that any repair cost exceeds 50% of the machine(s) retail value, or parts would become unavailable, Current Office Solutions reserves the right to cancel the maintenance agreement, in lieu of the repair of the machine(s).
8. Early termination of this agreement does not waive contractual obligations of the twelve (12) month term.

Model: <u>Lanier IMc2500</u>	Location: <u>1st Floor City Hall</u>	ID#: <u>T.B.D</u>
Service Starting Date: <u>T.B.D.</u>	Billing Frequency: <u>Monthly</u>	S/N#: <u>T.B.D.</u>
Beginning B/W Meter: <u>0</u>	B/W Rate: <u>\$0.008</u> Per page	
Beginning Color Meter: <u>0</u>	Color Rate Coverage: <u>\$0.057</u> Per page	

City of Hillsdale, 97 S. Broad Street, Hillsdale, MI 49242

*E-mail address: _____ Contact name: _____

Customer name & Signature

Terry Rummel

Current Office Solutions

***Please Initial Line 4 & 5 and Sign. Make a copy for yourself, and return this original back to Current Office Solutions**

Please mail contract to 211 West High Street, Bryan, Ohio 43506

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2. This lease is a FMV (Fair Market Value) lease. After all payments are received the machine may be purchased at Fair Market Value, or returned to Current Office Solutions. The lessee will continue payments on a month to month basis until equipment is returned to Current Office Solutions or is purchased at FMV.
3. **The Terms of this lease are outlined below:**
 - a. Lease Rate - The amount that you will be billed each billing cycle.
 - b. Billing Frequency - How often your Lease Rate will be billed.
 - c. Lease Term - The number of payments that must be made to complete your lease commitment.
4. Failure to fulfill the lease terms, as outlined on this document, will result in repossession of the stated equipment by Current Office Solutions.
5. Early termination of this agreement does not waive contractual obligations of the **60 MONTH** term.
6. Lessee agrees to keep an active service contract with Current Office Solutions for the duration of this lease.
7. Lessee agrees to keep the equipment fully insured against all risk, with Current Office Solutions named as lender's payee, in an amount not less than the full replacement value of the equipment until the lease term is fulfilled or terminated.

Model: <u>Lanier IMc4500</u>	ID#: T.B.D
Lease Starting Date:	T.B.D.
a. Lease Rate:	\$185.00
b. Lease Billing Frequency:	Monthly
c. Lease Term:	60 Months

We, the following, state that we are authorized to make decisions for the companies in which we represent and agree to fulfill the terms of this FMV Lease Agreement.

Business Name & Address: Hillsdale BPU, 45 Monroe St, Hillsdale, MI 49242

Authorized Signature: _____ Printed Name: _____

Date: _____ Current Office Solutions Rhonda Humphries-Maystead, 3/21/2022

***Please Sign, Make a copy for yourself, and return to Current Office Solutions**

Please mail contract to 211 West High Street, Bryan, Ohio 43506

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Service Agreement

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1. Current Office Solutions will provide or approve the stated machine and all parts, and labor used under this agreement. This agreement excludes paper and staples.
2. This agreement does not include replacement of the machine, labor or parts to repair damage caused by abuse, accident, misuse, theft, neglect, vandalism, or damage arising from such acts of third persons or forces of nature.
3. Current Office Solutions is not responsible for damage to personal property caused by unforeseen toner spills due to defective toner cartridges or the malfunction of machines.
4. The rate per billing cycle is outlined below. This includes any parts, or labor used under this agreement.
This Agreement does not include any Network related service calls
5. At the beginning of each billing cycle you will receive an email from contracts@currentofficesolutions.com requesting your meter reading. Please click the link that is embedded in the email to report your meter reading. Technical difficulties with the online meter entry can be reported to contracts@currentofficesolutions.com by selecting "Reply" or by calling (888) 930-3999.
If no meter reading is reported by the 10th of the month the meter will be estimated, resulting in inaccurate charges. Any over or under charges will be reconciled in the next billing cycle. Disregard #5 if you've enabled us to retrieve your meter remotely through our software.
6. This agreement shall continue for twelve (12) months, and automatically renew annually for another one (12) month term, at which time the service rate is subject to change.
7. In the event that any repair cost exceeds 50% of the machine(s) retail value, or parts would become unavailable, Current Office Solutions reserves the right to cancel the maintenance agreement, in lieu of the repair of the machine(s).
8. Early termination of this agreement does not waive contractual obligations of the twelve (12) month term.

Model: <u>Lanier IMc4500</u>	Location: <u>BPU Office</u>	ID#: <u>T.B.D</u>
Service Starting Date: <u>T.B.D.</u>	Billing Frequency: <u>Monthly</u>	S/N#: <u>T.B.D.</u>
Beginning B/W Meter: <u>0</u>	B/W Rate: <u>\$0.0075</u> Per page	
Beginning Color Meter: <u>0</u>	Color Rate Coverage: <u>\$0.05</u> Per page	

Hillsdale BPU, 45 Monroe Street, Hillsdale, MI 49242

*E-mail address: _____ Contact name: _____

Customer name & Signature

Terry Rummel

Current Office Solutions

***Please Initial Line 4 & 5 and Sign. Make a copy for yourself, and return this original back to Current Office Solutions**

Please mail contract to 211 West High Street, Bryan, Ohio 43506

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3. **The Terms of this lease are outlined below:**
 - a. Lease Rate - The amount that you will be billed each billing cycle.
 - b. Billing Frequency - How often your Lease Rate will be billed.
 - c. Lease Term - The number of payments that must be made to complete your lease commitment.
4. Failure to fulfill the lease terms, as outlined on this document, will result in repossession of the stated equipment by Current Office Solutions.
5. Early termination of this agreement does not waive contractual obligations of the **60 MONTH** term.
6. Lessee agrees to keep an active service contract with Current Office Solutions for the duration of this lease.
7. Lessee agrees to keep the equipment fully insured against all risk, with Current Office Solutions named as lender's payee, in an amount not less than the full replacement value of the equipment until the lease term is fulfilled or terminated.

Model: Lanier IMc2500	ID#: T.B.D
Lease Starting Date:	T.B.D.
a. Lease Rate:	\$106.50
b. Lease Billing Frequency:	Monthly
c. Lease Term:	60 Months

We, the following, state that we are authorized to make decisions for the companies in which we represent and agree to fulfill the terms of this FMV Lease Agreement.

Business Name & Address: Hillsdale Community Library, 11 E. Bacon St, Hillsdale, MI 49242

Authorized Signature: _____ Printed Name: _____

Date: _____ Current Office Solutions Rhonda Humphries-Maystead, 3/21/2022

***Please Sign, Make a copy for yourself, and return to Current Office Solutions**

Please mail contract to 211 West High Street, Bryan, Ohio 43506

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Service Agreement

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1. Current Office Solutions will provide or approve the stated machine and all parts, and labor used under this agreement. This agreement excludes paper and staples.
2. This agreement does not include replacement of the machine, labor or parts to repair damage caused by abuse, accident, misuse, theft, neglect, vandalism, or damage arising from such acts of third persons or forces of nature.
3. Current Office Solutions is not responsible for damage to personal property caused by unforeseen toner spills due to defective toner cartridges or the malfunction of machines.
4. The rate per billing cycle is outlined below. This includes any parts, or labor used under this agreement.
This Agreement does not include any Network related service calls
5. At the beginning of each billing cycle you will receive an email from contracts@currentofficesolutions.com requesting your meter reading. Please click the link that is embedded in the email to report your meter reading. Technical difficulties with the online meter entry can be reported to contracts@currentofficesolutions.com by selecting "Reply" or by calling (888) 930-3999.
If no meter reading is reported by the 10th of the month the meter will be estimated, resulting in inaccurate charges. Any over or under charges will be reconciled in the next billing cycle. Disregard #5 if you've enabled us to retrieve your meter remotely through our software.
6. This agreement shall continue for twelve (12) months, and automatically renew annually for another one (12) month term, at which time the service rate is subject to change.
7. In the event that any repair cost exceeds 50% of the machine(s) retail value, or parts would become unavailable, Current Office Solutions reserves the right to cancel the maintenance agreement, in lieu of the repair of the machine(s).
8. Early termination of this agreement does not waive contractual obligations of the twelve (12) month term.

Model: <u>Lanier IMc2500</u>	Location: <u>Front Desk</u>	ID#: <u>T.B.D</u>
Service Starting Date: <u>T.B.D.</u>	Billing Frequency: <u>Monthly</u>	S/N#: <u>T.B.D.</u>
Beginning B/W Meter: <u>0</u>	B/W Rate: <u>\$0.008</u> Per page	
T1 Beginning Color Meter <5%: <u>0</u>	T1 Color Rate <5% Coverage: <u>\$0.003</u> Per page	
T2 Beginning Color Meter >5%: <u>0</u>	T2 Color Rate >5% Coverage: <u>\$0.06</u> Per page	

Hillsdale Community Library, 11 E. Bacon St, Hillsdale, MI 49242

*E-mail address: _____ Contact name: _____

Customer name & Signature

Terry Rummel

Current Office Solutions

***Please Initial Line 4 & 5 and Sign. Make a copy for yourself, and return this original back to Current Office Solutions**

Please mail contract to 211 West High Street, Bryan, Ohio 43506

Bryan, OH - 419.636.6563 • Archbold, OH - 419.446.2757 • Hillsdale, MI - 517.437.3651
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Cloud Workflow Technology Solutions Agreement

1. In providing the most current technology Current Office Solutions will supply the following Cloud Workflow

Solution: **Smart Integration - Essentials Package**

2. Application Features included in the Smart Integration Essentials Package include:

- a. Zero Configuration Scan to Email.
- b. Convert hardcopy documents to editable, searchable formats.
- c. Print documents from tablets and smartphones with secured release.

3. This agreement shall continue for twelve (12) months, and automatically renew thereafter for another twelve (12) month term.

4. Termination of this contract requires a written notice 30 days before the end of the twelve (12) MONTH term.

5. Early termination of this agreement does not waive contractual obligations of the (12) MONTH term.

6. **The Terms of this agreement are outlined below:**

- a. Rate - The amount that you will be billed each billing cycle.
- b. Billing Frequency - How often this agreement will be billed.

Agreement Starting Date:	T.B.D.
Billing Rate:	\$10.00
Billing Frequency:	Monthly
Agreement Term:	12 Months

We, the following, state that we are authorized to make decisions for the companies in which we represent and agree to fulfill the terms of this Cloud Workflow Solutions Agreement.

Business Name & Address Hillsdale Community Library, 11 East Bacon St, Hillsdale, MI 49242

Authorized Signature: _____ Printed Name: _____

Date: _____ Current Office Solutions Rhonda Humphries-Maystead

***Please Sign, Make a copy for yourself, and return to Current Office Solutions**

Please mail contract to 211 West High Street, Bryan, Ohio 43506

Bryan, OH - 419.636.6563 • Archbold, OH - 419.446.2757 • Hillsdale, MI - 517.437.3651
Coldwater, MI - 517.278.5647 • Toll Free - 888.930.3999

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Presented to :
City Of Hillsdale, Scott Kyser IT
Current Rates/Costs as of March 7, 2022

ID#	Location	Model	FMV Lease	BW Rate	Color Rate	BW AMV	Color AMV	Service Costs	Total Avg. Mon. Costs
43253	City Hall	LD635c, Used	\$70.00	0.011	0.077	2,000	1,700	\$152.90	\$222.90

60 Month FMV Lease

43578	BPU Office	MPC4504, New	\$175.00	0.0099	0.0759	3,500	3,000	\$262.35	\$437.35
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60 Month FMV Lease

Total Average Monthly Costs \$ 660.25

ID#	Location	Model	FMV Lease	BW Rate	Color Rate T1	Color Rate T2	BW AMV	Color AMV T1	Color AMV T2	Service Costs	Total Avg. Mon. Costs
43577	Library	MPC3004ex, New	\$96.11	0.0093	0.0399	0.065	2,000	245	400	\$54.46	\$150.57

60 Month FMV Lease

Renews Sept 1, 2022

Total Average Monthly Costs \$150.57

AMV = Average Monthly Volume

Total Average Monthly Costs @ Current Rates \$ 810.82

Presented to :
BPU/City Of Hillsdale, Scott Kyser IT
All New Equipment Proposed Costs

Location	Model	FMV Lease	BW Rate	Color Rate	BW AMV	Color AMV	Service Costs	Total Avg. Mon. Costs
Proposed Equipment								
City Hall	Lanier IMc2500, New	\$95.00	0.008	0.057	2,000	1,700	\$112.90	\$207.90

60 Month FMV Lease
 2 x 550 Sheet Trays, Cabinet, Fax

Proposed Equipment	FMV Lease	BW Rate	Color Rate	BW AMV	Color AMV	Service Costs	Total Avg. Mon. Costs	
BPU Office	Lanier IMc4500, New	\$185.00	0.0075	0.05	3,500	3,000	\$176.25	\$361.25

Tandem Paper Drawer, Finisher, Fax

Total Average Monthly Costs \$ 569.15

Location	Model	FMV Lease	BW Rate	Color Rate T1 <5%	Color Rate T2 >5%	BW AMV	Color AMV T1	Color AMV T2	Service Costs	Total Avg. Mon. Costs
Proposed Equipment & Solution										
Library	Lanier IMc2500, New	\$106.50	0.008	0.03	0.06	2,000	245	400	\$47.35	\$153.85
60 Month FMV Lease 4 x 550 Sheet Paper Trays, Fax										
Library	Cloud Essentials	\$10.00								\$10.00
12 Month Subscription. Print from phones and scan to email addresses not in address book										

AMV = Average Monthly Volume

Total Average Monthly Costs \$163.85

Total Average Monthly Costs @ Proposed New \$ 733.00



2022 MARCH BOARD OF REVIEW (MCL 211.30) – MINUTES

ORGANIZATIONAL MEETING – TUESDAY, MARCH 8, 2022

Call to Order and Pledge of Allegiance

The City of Hillsdale 2022 March Board of Review was called to order at 9:11 a.m., Tuesday, March 8, 2022, and the Pledge of Allegiance was recited. Attendance was in person in the Hillsdale City Hall Conference Room (2nd Floor), 97 North Broad Street, Hillsdale, Michigan 49242.

Roll Call

The roll was taken by Assessor Thomas

Present:

- D. Kerry Laycock, Regular Member
- Dennis Wainscott, Regular Member
- Joshua Paladino, Regular Member
- Becki Jager, Alternate (appointed 03/07/2022)
- Assessor, Kimberly Thomas (advisory – not a voting member)
- Appraiser, Olivia Jones (clerical assistance – not a voting member)

Absent:

- Don Hernandez, Alternate, excused

The present Board members signed the Assessing District Required Board of Review Training Report form 5731 and submitted their proof of training. Hernandez was not present to sign form 5731 but provided the Assessor proof of training.

Election of Chair and Secretary

Nominations were made for Laycock as Chair, Wainscott as Co-Chair (in Laycock's scheduled absence), and Paladino as Secretary. The nominations were approved by unanimous consent.

Approval of Agenda

Assessor Thomas presented the agenda to the Board. No amendments were made. The agenda was approved as presented by unanimous consent.

Public Comment on Agenda Items

None

Correspondence:

Assessor Thomas presented the Board with the Board of Review reference folder with updated STC Bulletins and Guidelines from the calendar year 2021.

Assessor's Report

Assessor Thomas provided the Board with an update on the City's AMAR status and current/pending appeals with the MTT.

Old Business

Former Secretary Wainscott presented the Board with the 2021 December Board of Review Minutes. The Minutes of 2021 December Board of Review were approved as written by unanimous consent.

New Business

Assessor Thomas presented the Board the 2022 Computerized Assessment Roll, Equalization, ECF, and Land Value studies for their review. Assessor Thomas and the Board reviewed the 2022 Poverty Exemption Guidelines Resolution #3485 passed by the City Council and the taxpayer appeal procedures for the March Board of Review.

General Public Comment

None

Chair Laycock called the meeting into recess at 9:47 a.m. The Board will reconvene for appeals on Monday, March 14, 2022, at 9:00 a.m.

APPEALS – DAY 1 – MONDAY, MARCH 14, 2022

Reconvene and Pledge of Allegiance

The City of Hillsdale 2022 March Board of Review was reconvened at 9:04 a.m., Monday, March 14, 2022, and the Pledge of Allegiance was recited.

Roll Call

The roll was taken by Secretary Paladino

Present:

- Dennis Wainscott, Regular Member (Chair in Laycock's absence)
- Joshua Paladino, Regular Member (Secretary)
- Becki Jager, Alternate
- Assessor, Kimberly Thomas (advisory – not a voting member)
- Appraiser, Olivia Jones (clerical assistance – not a voting member)

Absent:

- D Kerry Laycock, Regular Member, excused
- Don Hernandez, Alternate, excused

Petitions

MCL 211.7b – Disabled Veteran Exemption

- M22-001 – 006-435-103-04 (Written)
- M22-002 – 006-327-480-32 (Written)
- M22-003 – 006-222-229-16 (Written)
- M22-004 – 006-426-403-04 (Written)
- M22-005 – 006-126-107-12 (Written)
- M22-006 – 006-227-101-12 (Written)
- M22-007 – 006-334-226-10 (Written)

All Disabled Veterans Exemptions were approved by unanimous consent.

M22-008 – 006-327-455-15 - Assessed Value Appeal (Written)

The appeal was unanimously denied and the assessment was affirmed.

M22-018 – 006-126-204-05 - MCL 211.7u – Poverty Exemption & Assessed Value Appeal (In-Person, 10:00 a.m. appointment)

Christina Bruns appeared before the Board to present appeals for 114 Orchard Ridge Pkwy. A motion was made by Wainscott to approve the poverty exemption request. Second by Paladino. The Board unanimously approved the exemption request. The Board tabled their decision on the assessment appeal for further discussion. *Note: Refer to minutes of Day 2, Tuesday, March 15, 2022, for their final decision.*

M22-019 – 006-334-228-04 - Assessed Value Appeal (Walk-In)

Mr. & Mrs. Lutz appeared before the Board to present an appeal for 10 E Lynwood Blvd. The Board requested visual evidence (pictures) of the condition of the property to accompany their appeal and tabled a decision on the appeal until the taxpayers returned with their visual aid. At 11:45 a.m., Mr. & Mrs. Lutz returned with digital pictures of the subject property. The Board adjusted the assessment based on the condition of the property with unanimous consent.

M22-009 – 006-327-426-26 – Uncapped In Error (Written)

The Board unanimously approved to recap the taxable value per MCL 211.27a(7)(m).

M22-010 – 006-900-043-15 – Add Personal Property Assessment to Roll (Written)

The Board unanimously agreed to add the assessed value reported on the 2022 Personal Property Statement (L-4175) on the ad valorem assessment roll and remove the Small Business Taxpayer Exemption claimed by the previous owner.

M22-011 – 006-900-031-00 – Correcting Parcel Number of Personal Property (Written)

The Board unanimously agreed to move the value reported on the 2022 EMPP filing from 006-906-348-05 to 006-900-031-00. The EMPP was originally filed as an expired special acts parcel (IFT) that expired in December of 2018. Once that IFT certificate expired, all personal property should have been reported on the ad valorem parcel (006-900-031-00).

M22-012 – 006-900-081-00 – Granting Small Taxpayer Exemption (Written)

Form 5076 was filed by the taxpayer. The exemption was not granted by the assessor's office in error. The Board unanimously granted the exemption.

M22-020 – 006-426-326-19 - MCL 211.7u – Poverty Exemption (In-Person, 11:00 a.m. appointment)

Karla Adams appeared before the Board to present an appeal for 60 W St Joe St. A motion was made by Paladino to approve the exemption. Second by Wainscott. The Board unanimously granted the exemption.

M22-013 – 006-900-083-80 – Granting Small Taxpayer Exemption (Written)

M22-014 – 006-900-269-50 – Granting Small Taxpayer Exemption (Written)

Form 5076 was filed by the taxpayer. The exemption was not granted by the assessor's office in error. The Board unanimously granted the exemption for both M22-013 and M22-014.

M22-021 – 006-227-255-27 – Assessed Value Appeal (In-Person, 1:00 p.m. appointment)

Mr. & Mrs. Jacobus appeared before the Board to present an appeal for 26 N Norwood Ave. The Board unanimously agreed to adjust the assessment based on an appraisal presented by the petitioner.

M22-015 – 006-126-127-20 – Assessed Value Appeal (Written)

The Board unanimously voted to deny the appeal and affirm the assessment.

M22-016 – 006-227-281-14 – Assessed Value Appeal (Written)

The Board unanimously voted to deny the appeal and affirm the assessment.

M22-022 – 006-900-467-00 - Granting Small Taxpayer Exemption (Walk-In)

Form 5076 was filed late by the taxpayer. Wainscott recused himself from the vote as he is a board member for the appealing taxpayer. The Board, with a unanimous 2-0 vote, granted the exemption.

Wainscott made a motion to recess the meeting at 3:04 p.m and to reconvene at 3:00 p.m. 03/15/2022. Second by Paladino. The Board unanimously voted to recess the meeting.

APPEALS – DAY 2 – TUESDAY, MARCH 15, 2022

Reconvene and Pledge of Allegiance

The City of Hillsdale 2022 March Board of Review was reconvened at 3:09 p.m., Tuesday, March 15, 2022, and the Pledge of Allegiance was recited

Roll Call

The roll was taken by Secretary Paladino

Present:

- Dennis Wainscott, Regular Member (Chair in Laycock's absence)
- Joshua Paladino, Regular Member (Secretary)
- Becki Jager, Alternate
- Assessor, Kimberly Thomas (advisory – not a voting member)
- Appraiser, Olivia Jones (clerical assistance – not a voting member)

Absent:

- D Kerry Laycock, Regular Member, excused
- Don Hernandez, Alternate, excused

Petitions

M22-023 – 006-426-402-01 – Uncapped in Error (Written)

The Board unanimously approved to recap the taxable value per MCL 211.27a(7)(t).

M22-024 – 006-126-109-09 – Uncapped In Error (Written)

The Board unanimously approved to recap the taxable value per MCL 211.27a(7)(d).

Reconsiderations:

M22-018 – 006-126-204-05 (Bruns) – The Board revisited their prior decision and addressed the appeal of the assessment. Jager, on behalf of the Board, called Christina Bruns requesting to obtain 2021 proof of income for the household. Mrs. Bruns appeared in person to provide the requested documentation. The Board unanimously voted to deny the poverty exemption request based on the documented income. The Board also denied the assessed value appeal and affirmed the assessment.

M22-020 – 006-426-326-19 (Adams) – The Board revisited their prior decision. Jager, on behalf of the Board, called Karla Adams requesting to obtain the appeal letter claiming disability for

Dustin Adams to further defend the claimed household income. Dustin and Karla Adams appeared in person to provide the requested documentation. The Board affirmed their prior decision.

Adjournment

Wainscott made a motion to adjourn the March Board of Review at 9:01 p.m. Second by Paladino. The Board unanimously voted to adjourn the meeting. Assessor Thomas printed the Ad Valorem and Special Acts form L-4037 to be signed by the Board.

The 2022 July Board of Review meeting is tentatively scheduled for 9:00 a.m., Tuesday, July 19, 2022. The purpose of this meeting is to correct qualified errors and any other business authorized by the Michigan General Property Tax Act.

The 2022 March Board of Review Change Summary is attached, and, along with the original affidavits, to be made a permanent part of these minutes.

Respectfully submitted,



Joshua Paladino, Secretary

HILLSDALE County

March Board of Review / Assessment Roll Corrections

CITY OF HILLSDALE 2022 Corrections

2022 March Board of Review Summary

Sch.	Parcel Number	Cls.	Orig. SEV	Orig. Capped	Orig. TV	Rev. SEV	Rev. Capped	Rev. TV	Pov./Vet.	Trans. Adjusted?	NO	0.000%
30020	006-435-103-04	401	49,000<	32,200<	32,200<	0<	0<	0<	YES	NO		0.000%
Petition Number: M22-001 Appeal Date: 03/14/22 BILLINGS, SUSAN K HILLSDALE, MI 49242 Comments: DISABLED VETERANS EXEMPTION GRANTED												
Eq. New:	0											
Eq. Loss:	0											
											Reason fo Change :	EXEMPT
30020	006-327-480-32	401	68,400<	58,824<	58,824<	0<	900<	0<	YES	NO		0.000%
Petition Number: M22-002 Appeal Date: 03/14/22 BARNES, GARY & SHERRY IRREV T HILLSDALE, MI 49242 Comments: DISABLED VETERANS EXEMPTION												
Eq. New:	900											
Eq. Loss:	63,500											
											Reason fo Change :	EXEMPT
30020	006-222-229-16	401	42,200<	17,968<	17,968<	0<	0<	0<	YES	NO		0.000%
Petition Number: M22-003 Appeal Date: 03/14/22 LOPRESTO, AMBROSE DENNIS HILLSDALE, MI 49242 Comments: DISABLED VETERANS EXEMPTION												
Eq. New:	0											
Eq. Loss:	0											
											Reason fo Change :	EXEMPT
30020	006-426-403-04	407	143,000<	153,206<	143,000<	0<	97<	0<	YES	NO	10/20/21	100.000%
Petition Number: M22-004 Appeal Date: 03/14/22 GRAHAM, BONNIE K HILLSDALE, MI 49242 Comments: DISABLED VETERANS EXEMPTION												
Eq. New:	0											
Eq. Loss:	134,100											
											Reason fo Change :	EXEMPT
30020	006-126-107-12	401	57,300<	48,916<	48,916<	0<	0<	0<	YES	NO		0.000%
Petition Number: M22-005 Appeal Date: 03/14/22 SEAY, KIMBERLY HILLSDALE, MI 49242 Comments: DISABLED VETERANS EXEMPTION GRANTED												
Eq. New:	0											
Eq. Loss:	0											
											Reason fo Change :	EXEMPT
30020	006-227-101-12	401	53,600<	33,587<	33,587<	0<	0<	0<	YES	NO		0.000%
Petition Number: M22-006 Appeal Date: 03/14/22 FRANCIS, KENNETH E HILLSDALE, MI 49242 Comments: DISABLED VETERANS EXEMPTION												
Eq. New:	0											
Eq. Loss:	0											
											Reason fo Change :	EXEMPT
30020	006-334-226-10	401	72,300<	54,846<	54,846<	0<	0<	0<	YES	NO		0.000%
Petition Number: M22-007 Appeal Date: 03/14/22 TAYLOR, WILLIAM & PENELOPE HILLSDALE, MI 49242 Comments: DISABLED VETERANS EXEMPTION												
Eq. New:	0											
Eq. Loss:	0											
											Reason fo Change :	EXEMPT
30020	006-327-455-15	401	59,700	60,947	59,700	59,700	60,947	59,700	NO	NO		0.000%
Petition Number: M22-008 Appeal Date: 03/14/22 PELHAM, TIMOTHY A HILLSDALE, MI 49242 Comments:												
Eq. New:	0											
Eq. Loss:	0											
											Reason fo Change :	AFFIRM

Sch. 30020	Parcel Number 006-126-204-05	Cls. 401	Orig. SEV 64,600	Orig. Capped 64,969	Orig. TV 64,600	Rev. SEV 64,600	Rev. Capped 64,969	Rev. TV 64,600	Pov./Vet. NO	Trans. Adjusted? NO	0.000%
	Petition Number: M22-018	BRUNS, JACOB A & CHRISTINA L				Eq. New: 15,850	Asr. Adns.: 15,850	Eq. Losses: 0		Transfer Date: 08/13/21	Reason for Change: DENIED, AFFIRM
	Appeal Date: 03/14/22	HILLSDALE, MI 49242									
	Comments: POVERTY EXEMPTION DENIED - DOCUMENTED INCOME EXCEEDS MAXIMUM UNDER GUIDELINES. ALSO APPEALED ASSESSED VALUE - ASSESSMENT AFFIRMED.										
Sch. 30020	Parcel Number 006-334-228-04	Cls. 401	Orig. SEV 44,200<	Orig. Capped 20,305	Orig. TV 44,200<	Rev. SEV 40,000<	Rev. Capped 20,305	Rev. TV 40,000<	Pov./Vet. NO	Trans. Adjusted? NO	100.000%
	Petition Number: M22-019	LUTZ, TORY E				Eq. New: 0	Asr. Adns.: 0	Eq. Losses: 0		Transfer Date: 08/13/21	Reason for Change: VALUE
	Appeal Date: 03/14/22	COLDWATER, MI 49036									
	Comments:										
Sch. 30020	Parcel Number 006-426-326-19	Cls. 401	Orig. SEV 54,800	Orig. Capped 36,068<	Orig. TV 36,068<	Rev. SEV 54,800	Rev. Capped 0<	Rev. TV 0<	Pov./Vet. YES	Trans. Adjusted? NO	0.000%
	Petition Number: M22-020	ADAMS, DUSTIN C & KARLA L				Eq. New: 0	Asr. Adns.: 0	Eq. Losses: 0		Transfer Date:	Reason for Change: EXEMPT
	Appeal Date: 03/14/22	HILLSDALE, MI 49242									
	Comments:										
Sch. 30020	Parcel Number 006-227-255-27	Cls. 401	Orig. SEV 46,300<	Orig. Capped 27,066	Orig. TV 46,300<	Rev. SEV 28,800<	Rev. Capped 27,066	Rev. TV 28,800<	Pov./Vet. NO	Trans. Adjusted? NO	100.000%
	Petition Number: M22-021	JACOBUS, HAROLD & CAROL				Eq. New: 1,400	Asr. Adns.: 1,400	Eq. Losses: 0		Transfer Date: 09/01/21	Reason for Change:
	Appeal Date: 03/14/22	HILLSDALE, MI 49242									
	Comments:										
Sch. 30020	Parcel Number 006-900-467-00	Cls. 251	Orig. SEV 40,000<	Orig. Capped 40,000<	Orig. TV 40,000<	Rev. SEV 0<	Rev. Capped 0<	Rev. TV 0<	Pov./Vet. NO	Trans. Adjusted? NO	0.000%
	Petition Number: M22-022	LOVE INC OF HILLSDALE COUNTY				Eq. New: 0	Asr. Adns.: 0	Eq. Losses: 0		Transfer Date:	Reason for Change: EXEMPT
	Appeal Date: 03/14/22	HILLSDALE, MI 49242									
	Comments:										
Sch. 30020	Parcel Number 006-426-402-01	Cls. 401	Orig. SEV 32,000	Orig. Capped 27,285	Orig. TV 32,000<	Rev. SEV 32,000	Rev. Capped 27,285	Rev. TV 27,285<	Pov./Vet. NO	Trans. Adjusted? YES	0.000%<
	Petition Number: M22-023	EDING, FRANCES MARY ESTATE				Eq. New: 0	Asr. Adns.: 0	Eq. Losses: 0		Transfer Date: 11/14/21	Reason for Change: CAPERR
	Appeal Date: 03/14/22	READING, MI 49274									
	Comments: TRANSFERRED TO IMMEDIATE FAMILY										
Sch. 30020	Parcel Number 006-126-109-09	Cls. 401	Orig. SEV 48,000	Orig. Capped 27,536	Orig. TV 48,000<	Rev. SEV 48,000	Rev. Capped 27,536	Rev. TV 27,536<	Pov./Vet. NO	Trans. Adjusted? YES	0.000%<
	Petition Number: M22-024	EDING, SCOTT L				Eq. New: 0	Asr. Adns.: 0	Eq. Losses: 0		Transfer Date: 11/14/21	Reason for Change: CAPERR
	Appeal Date: 03/14/22	HILLSDALE, MI 49242									
	Comments: TRANSFERRED TO IMMEDIATE FAMILY										

HILLSDALE County

March Board of Review / Assessment Roll Corrections

2022 March Board of Review Summary - Grand Recap

CITY OF HILLSDALE

2022 Corrections

	<u>2022 Original Value</u>				<u>2022 Corrected Value</u>				<u>2022 Change in Value</u>	
	<u>SEV</u>	<u>Capped</u>	<u>IV</u>		<u>SEV</u>	<u>Capped</u>	<u>IV</u>		<u>SEV</u>	<u>IV</u>
<u>Ad Valorem - Real</u>										
Agricultural Real	0	0	0	0	0	0	0	0	0	0
Commercial Real	0	0	0	0	0	0	0	0	0	0
Industrial Real	0	0	0	0	0	0	0	0	0	0
Developmental Real	0	0	0	0	0	0	0	0	0	0
Timber Cutover	0	0	0	0	0	0	0	0	0	0
Residential Real	1,081,300	835,232	947,291		573,800	400,614	460,550		-507,500	-486,741
Total Real	1,081,300	835,232	947,291		573,800	400,614	460,550		-507,500	-486,741
<u>Ad Valorem - Personal</u>										
Agricultural Personal	0	0	0	0	0	0	0	0	0	0
Commercial Personal	62,500	62,500	62,500	62,500	46,300	46,300	46,300	46,300	-16,200	-16,200
Industrial Personal	9,100	9,100	9,100	9,100	9,100	9,100	9,100	9,100	0	0
Utility Personal	0	0	0	0	0	0	0	0	0	0
Residential Personal	0	0	0	0	0	0	0	0	0	0
Total Personal	71,600	71,600	71,600	71,600	55,400	55,400	55,400	55,400	-16,200	-16,200
<u>Special Acts - Real</u>										
CFT Real	0	0	0	0	0	0	0	0	0	0
CFA/CFR	0	0	0	0	0	0	0	0	0	0
IFT Real	0	0	0	0	0	0	0	0	0	0
NEZ Real	0	0	0	0	0	0	0	0	0	0
Total Special Acts Real	0	0	0	0	0	0	0	0	0	0
<u>Special Acts - Personal</u>										
CFT Personal	0	0	0	0	0	0	0	0	0	0
IFT Personal	0	0	0	0	0	0	0	0	0	0
Total Special Acts Personal	0	0	0	0	0	0	0	0	0	0
Grand Totals:	1,152,900	906,832	1,018,891		629,200	456,014	515,950		-523,700	-502,941

Board of Review Action Report

Required by State Tax Commission Bulletin 17 of 2007

March Session

State Tax Commission Bulletin 17 of 2007 states that the STC is requiring that all Boards of Review maintain appropriate documentation of their decisions including minutes, a copy of the form 4035 and the 4035a whenever the Board of Review makes a change that causes the Taxable Value to change, and a Board of Review Action Report

The Board of Review Action Report is a report summarizing the actions of the Board of Review. It must include a total assessed and taxable value changed, assessed and taxable value change by classification, total poverty exemption appeals made and number approved, and total number of classification appeals made and number of classification changes made.

HILLSDALE

CITY OF HILLSDALE

03/15/2022

2022 Board of Review Action Report

Code	Classification	No. of Appeals	No. Granted	Total Assessed Value Change	Total Taxable Value Change
Real Property					
100	Agricultural	0	0	\$0	\$0
200	Commercial	0	0	\$0	\$0
300	Industrial	0	0	\$0	\$0
400	Residential	18	13	\$-507,500	\$-486,741
500	Timber-Cutover	0	0	\$0	\$0
600	Developmental	0	0	\$0	\$0
Personal Property					
150	Agricultural	0	0	\$0	\$0
250	Commercial	5	5	\$-16,200	\$-16,200
350	Industrial	1	0	\$0	\$0
450	Residential	0	0	\$0	\$0
550	Utility	0	0	\$0	\$0
	Total	24	18	\$-523,700	\$-502,941

No. of Poverty/Vet Exemptions Applied For	No. of Poverty/Vet Exemptions Granted
9	8

Local unit retains original. File report and minutes with local unit clerk (MCL 211.33)
Copy sent to County Equalization Department by May 1



Assessor's Annual Report of Assessed & Taxable Values

ASSESSMENT YEAR 2022

Kimberly Thomas | MAAO | Totals as of **March 15, 2022** Board of Review

Summary of 2022 Assessed & Taxable Values

The total ad valorem property assessment values certified by the 2022 March Board of Review are as follows:

- **Reports attached:**
 - **L-4022**
 - **L-4022-Taxable**
 - **L-4023**
 - **2022 Hillsdale County Tentative Recommended Ratios and Estimated Multipliers**
- **3,073 taxable parcels (2,597 Real and 476 Personal) and 403 exempt parcels.**
- **Total Ad Valorem Assessed Value (Tentative State Equalized Value or SEV) \$190,878,500 (increased from \$182,247,150)**
- **Total Ad Valorem Taxable Value \$145,608,104 (76.3% of Total Assessed Value) (increased from \$138,331,237)**
 - The majority of parcels saw an increase in Taxable Value of **3.3%**, the inflationary adjustment for the current year capped value formula as determined and published annually by the State Tax Commission.
 - **286** parcels increased by more than the rate of inflation; these increases are generally caused by new construction or Taxable Value uncapping to the current State Equalized (Assessed) Value due to a transfer of ownership in the prior year.
 - **65** parcels saw a decrease in Taxable Value due to either demolition of structures or to the current Assessed Value being reduced below the prior year Taxable Value. Reductions in Assessed Value are generally caused by reappraisal by the Assessor to reflect the current condition of the property and structures, or a reduction in the market value as reflected in sale prices for the neighborhood or property type.
- **Estimated Ad Valorem City taxes (all millage rates permanently reduced by “Headlee”):**
 - General Operating (12.5 mills by charter) - **\$1,768,000**
 - Streets Maintenance (2.5 mills by charter) - **\$353,000**
 - Public Safety Equipment (1 mill by 2018 vote) - **\$142,000**
 - Streets (3.5 mills by 2021 vote) - **\$501,000**
 - Leaf Collection (0.5 mill by 2021 vote) - **\$71,000**
 - Sinking Fund (up to 3 mills by charter, maximum total of 20 mills) – **\$73,000**
 - Library (1 mill by MCL 397.201) - **\$141,000**
- **Property Tax Exemption Losses:**
 - **\$117,295** in taxable value was lost for 2022 due to new claims for property tax exemptions granted to parcels owned and used by schools, churches and charitable organizations.
 - **1** exemption for poverty was granted for a taxable value loss of **\$36,068**. 1 exemption request for poverty was also denied at the March Board of Review.
 - **8** exemptions were granted at the March Board of Review to disabled veterans or their unremarried surviving spouse, with a total resulting loss in taxable value of **\$389,341**.
 - **370** taxpayers claimed the Small Business personal property tax exemption.

- 27 taxpayers claimed the Eligible Manufacturer's Personal Property (EMPP) tax exemption (MCL 211.9n). EMPP properties are exempt from local property tax, but are subject to an Essential Services Assessment (ESA) payable to the state, from which the City is reimbursed for a portion of our lost tax revenues.

Overview of the Assessment and Equalization Process

PROPERTY INSPECTION AND DATA COLLECTION

The first step in the assessment process is to identify and inventory the components contributing to the value of each parcel of property. Parcels of real property are identified based on deeded descriptions. Inventory of the components is achieved through physical inspection. The Assessing Department staff has implemented a plan based on State Tax Commission Guidelines to physically inspect and review assessments on all properties on a 5-year cycle, or 20% per year.

- Assessment Review
 - In calendar year **2021** the assessing department reviewed **756** of our **2,597** ad valorem real property assessments, or **29%**.
 - Taxable Value additions in the amount of **\$1,765,964** were made for new and omitted real property on the **2022** assessment roll,
 - Taxable Value losses in the amount of **\$579,503** for buildings and components that were demolished or removed from the assessment roll.
- Permits - **689** total permits were issued in 2021 by the City and County requiring review by the Assessor
 - **166** Building permits with a combined estimated value of **\$18,073,594**
 - **120** alterations to existing structures valued at **\$14,077,872** – MCL 211.27(2) exempts increases in true cash value for normal repairs, replacement, and maintenance until the property is sold.
 - **19** permits valued at **\$366,500** related to used mobile homes being set in a licensed mobile home park – Act 243 of 1959, MCL 125.1041, created a specific tax of \$3.00/month/occupied “trailer coach” to be collected by the owner of the licensed park in lieu of property taxes on the individual mobile homes. \$2.00 of the specific tax is disbursed to the state school aid fund, \$0.50 to the county, and \$0.50 to the city general fund.
 - **8** permits for new construction valued at **\$3,394,400**
 - **3** new commercial and industrial buildings valued at **\$2,340,000**
 - **5** new residences valued at **\$1,054,400**
 - **7** permits for accessory buildings (garages, carports, sheds, etc...) valued at **\$227,122**
 - **2** pools value at **\$7,500** – above ground pools are not specifically exempt from taxation, but are not generally added to the assessment due to their temporary/portable nature; decks and concrete pads built with the pool may be determined to add value to the real estate and therefore be taxable.

- **10** renewals of permits issued in prior years – follow up inspections are made by the assessor to determine if any changes were made to the original building plans or additional progress has been made from prior visits (the prior year assessment may have valued only partial construction).
- **11** Demolitions
- **109** Electrical permits
- **28** Fence permits
- **106** Mechanical permits
- **43** Plumbing permits
- **16** Signs
- **3** Soil Erosion Control permits
- **172** permits for Use and Occupancy
- **34** Zoning Compliance Permits
- We currently have **457** open permits to be reviewed for the **2023** assessment cycle.

SALES ANALYSIS AND DEED PROCESSING

The next step is to determine the values of the land and building components in order to calculate Assessed Values at 50% of “true cash value.” This is done by analyzing sales occurring between **April 1, 2019 and March 31, 2021** (the **2022** equalization sales ratio study period as set by the State Tax Commission).

Sales of vacant land are used to find the average price per square foot, per acre, per front foot, or per site for each of our **19** land tables. For neighborhoods where there are not enough current sales to make a determination of value we pull in historical sales from the neighborhood and/or sales from comparable areas (including other cities and townships in the county).

Building values are found using the cost less depreciation method, the most suitable method for a computer assisted mass appraisal (CAMA) system. The building replacement cost is calculated based on the rates found in the most current Michigan Assessor Manuals approved by the State Tax Commission, then adjusted for depreciation based on the building’s effective age. To adjust for current local market conditions, we look at improved sales occurring during the sales ratio study period. We subtract the land value from the sale price on each improved sale to determine the residual building value. This value is then divided by the depreciated cost to find the Economic Condition Factor (ECF) indicated by the sale. Sales are grouped by geographic or characteristic neighborhood and the ECFs for each neighborhood are averaged. For 2022 we identified **29** distinctive neighborhoods with ECFs ranging from 0.41 to 1.07.

In calendar year **2021**, there were **360** sale records processed:

- **160** sales totaling **\$20,724,073** included at least one residential structure
 - Residential sale prices ranged from **\$13,000 (balance of land contract)** to **\$349,900 (Converted to Bed & Breakfast after sale)**
 - The average single-family home price in **2021** was **\$126,282** with an average price per square foot of floor area of **\$86.21**
- There were **20** sales totaling **\$6,134,274** including at least one commercial or industrial structure

- Commercial/Industrial building sales ranged from **\$25,000 (not operational in its current condition)** to **\$2,415,000 (multiple parcels with 69-unit apartment complex)**
- The average commercial/industrial price was **\$348,814** and the average price per square foot of floor area was **\$28.26**
- **16 sales totaling \$946,108 for 82.55 acres** were considered to be indicative of vacant land values for the neighborhoods in which these properties are located. These may have included sales where demolition of existing structures was warranted by condition or was completed by the buyer for redevelopment of the property.
 - Land sales ranged from **\$750 (tax sale)** to **\$219,000 (M-99 commercial vacant site)** with an average price of **\$59,132**
 - The Price per Square Foot calculated from the sales ranged from **\$0.05 (wetlands, no water/sewer)** to **\$9.57 (M-99 commercial, existing structures demolished after sale)** with an average price per square foot of land of **\$0.26**
- **153 sales** were determined by the assessor to be conventional sales (verified price and suitable for use in the sales ratio study). These sales totaled **\$22,943,295** with a ratio of Assessed Value to sale price of **42.04**. This ratio indicates an increase in value of approximately **38% over 2021**. The breakdown of these sales is as follows:
 - **138** Arm's Length
 - **7** Estate sales to individuals outside the family
 - **7** multiple-parcel sales
 - **1** partial construction (house was gutted by a prior owner and had not been returned to a livable condition at the time of sale)
- **7** land contract sales were determined to have creative financing. These sales totaled **\$1,399,311** and had a sale ratio of **55.05**. They will be used in the sales ratio study with some adjustments (per STC guidelines)
- **35 sales totaling \$4,150,286** were determined to not to be suitable for use in the sales ratio study:
 - **1** Assumption of a land contract
 - **4** Estate sales not exposed to the market
 - **7** family sales
 - **1** sale from foreclosing lending institutions (these sales may be used with verification of adequate exposure to the market and if the assessment reflects the condition at the time of sale)
 - **3** sales from government entities (2 tax foreclosed parcels, 1 industrial park sale)
 - **1** transfer between lending institutions
 - **7** sales where the property was under construction at the time the assessment was set but completed prior to sale (these sales may be used in ECF studies)
 - **4** sales of properties under construction or partially demolished at the time of sale, but the assessment did not reflect the condition
 - **1** sale between related entities
 - **5** sales to or from tax exempt entities (these sales may be used in land value or ECF studies if reflective of the market)
 - **1** sale including a house assessed in the township
- The remaining **165** documents were for reference only:

- 2 deeds correcting the chain of title
- 2 court judgments
- 30 death certificates
- 5 transfers to family members where no money changed hands
- 8 Foreclosures for nonpayment of taxes, land contract, or mortgage
- 10 government documents (deeds to/from government entities, easements for utilities or public rights of way, tax sales, grant/financing agency, etc...)
- 12 deeds into or out of a trust
- 11 land contract payoffs totaling **\$641,431**
- 27 transfers involving life estates (sometimes called Lady Bird deeds)
- 1 deed for the extra parcels involved in multi-parcel sales
- 4 miscellaneous documents
- 1 deed only describing a portion of the property assessed
- 50 transfers of only a partial interest in the property
- 1 redemption from foreclosure
- 1 transfer of a seller's interest in a land contract

COUNTY EQUALIZATION

The Hillsdale County Equalization Department conducts an annual study of each class of property for each local governmental unit to estimate the overall value as of December 31. The **2021** studies to determine **2022** values are based on either the overall ratio of total Assessed Value of parcels sold to total sale prices from sales occurring between **April 1, 2019 and March 31, 2021**, or the ratio of **2021** Assessed Value to values determined by appraisal in those classes of property where there are not enough sales to adequately represent the entire population. The study results for the City of Hillsdale were as follows:

- Commercial Real ratio from **27 sales: 48.88%**, indicating an overall **increase** in Assessed Values of just under **2.3%** from **2021** to **2022**, for a total Projected True Cash Value of **\$89,123,159**.
- Industrial Real ratio from **10 appraisals: 45.94%**, indicating a slight **increase of 8.8%**, for a total Projected True Cash Value of **\$29,189,813**. **There were not enough sales in the industrial class to determine the sales ratio.**
- Residential Real ratio from **236 sales: 46.55%**, an **increase of 7.4%** and a total Projected True Cash Value of **\$248,538,453**.

The City of Hillsdale did not have any real property classified as Agricultural, Timber-Cutover or Developmental in the prior year, so no studies were conducted for those classes of property.

The assessing department ran reports to verify that the total Assessed Values for each class resulting from the initial land value and ECF determinations, adjusted for new and loss, computed to a ratio between 49% and 50% of the projected True Cash Value as reported by the County Equalization Study on the L-4018. In those classes where the ratio was more or less than the target range, a comparison of the resulting values to sale prices occurring between **April 1 and December 31, 2021** was conducted and land values and ECF's were adjusted where warranted, especially in areas where few or no sales occurred during the standard study period.

Upon adjournment of the March Board of Review, the Assessor runs an L-4022 to determine the total changes made to each class of property, with separate calculations of loss, new and adjustment to values. These numbers are then used in the L-4023 to determine if our final values fall within the range of 49-50% of True Cash Value based on the County studies. If not, then the entire class of property may be adjusted by vote of the County Commissioners to bring the Assessed Values into that range. The State Tax Commission also does a study of County-wide values and can also apply factors to bring the County Equalized Values into an acceptable range. We **do not** anticipate any County or State equalization factors to the **2022** roll.

TAXABLE VALUES

Taxable Values are set at the State Equalized Value (50% of true cash value) in the year following a transfer of ownership. In subsequent years, the Taxable Value is the lower of the SEV or the capped value, calculated as prior year Taxable Value minus losses (for demolition or other removal of physical attributes), multiplied by the inflation rate multiplier, plus additions (for new construction or omitted property). For calculation of **2022** Taxable Values, the inflation rate multiplier was **1.033**, or an increase of **3.3%**. The actual total increase in Taxable Value from **2021** to **2022** was **\$7,276,867**, or **5.2%**. **Because the Taxable Values increased by more than the inflation rate multiplier and most of that increase was due to Taxable Values uncapping (adjustment) rather than new construction, millage rates will be permanently rolled back by Headlee calculations again this year.**

Changes in departmental procedures

The Michigan Assessing Reform Act, Public Act 260 of 2018, added several new requirements effective beginning in 2022.

- CAMA data standards – software updates facilitated most of these changes, but data cleanup on individual parcels was required of the assessing department staff to fully implement the required changes.
 - Property Class Codes
 - Taxable/Exempt Status Codes
 - Terms of Transfer
 - Instruments of Sale
 - Sale Verification
 - Study Type Codes for Use with Forms L-4018R and L-4018P (prepared by County Equalization)
 - School District Codes
 - Governmental Unit Codes
- Board of Review and Support Staff Required Training – highly recommended prior to PA 260, now mandatory every 2 years for BOR members and uncertified support staff
- Audit of Minimum Assessing Requirements (AMAR)
 - Properly developed and documented land values
 - An assessment database for which not more than 1% of parcels are in override
 - Properly developed and documented economic condition factors

- Properly certified assessor of record
- CAMA data software approved by the STC
- Published policy under which assessor's office is reasonably accessible to taxpayers (See New Business resolution)
- Online access to assessment services
 - Parcel information <https://bsaonline.com/?sitetransition=true&uid=177>
 - Land value studies added to assessing department website for 2022 - <https://www.cityofhillsdale.org/cityassessor/page/land-value-studies>
 - Economic Condition Factors added to assessing department website for 2022 - <https://www.cityofhillsdale.org/cityassessor/page/neighborhood-economic-condition-factor-ecf>
- Name, telephone number, and electronic mail address of at least 1 official or employee in the assessor's office to whom taxpayer inquiries may be submitted directly added to assessment change notices for 2022
- Verification of training & certification
 - Support staff sufficiently trained to respond to taxpayer inquiries – all assessing department staff, including the planning/zoning administrator, are Michigan Certified Assessing Technician (MCAT) or higher
 - Assessor maintains certification levels - Michigan Certified Assessing Officer (MCAO) required, assessor has Michigan Advanced Assessing Officer (MAAO) certification
 - BOR members receive training and updates required & approved by STC – only the most recently appointed alternate member has not attended training, and she has experience as a township clerk and board of review member.
- Property tax administration fee in compliance with MCL 211.44(4) – levied in compliance on summer and winter tax bills
- Policy for annual personal property canvass & records retention - implemented
- BOR operating within their statutory authorities
- Requirements outlined in STC's "Supervising Preparation of the Assessment Roll" issued October 1, 2018

2022 Report of Assessment Roll Changes and Classification

INSTRUCTIONS: Assessing officers are required to report the total assessed value for each class of property and the assessment roll changes for each class of property for County and State Equalization. This form is issued under authority of PA 206 of 1893. This report shall be signed by the assessing officer and filed with the State Tax Commission and the County Equalization Department immediately following adjournment of the Board of Review - Administrative Rule 209.26(6b). **REPORT ONLY ASSESSED VALUES ON THIS FORM.**

County		City of Township (Indicate which)					
Hillsdale County		Hillsdale City					
Real Property	Parcel Count	2021 Board of Review	Loss	+ or (-) Adjustment	New	2022 Board of Review	
100 Agriculture	0	0	0	0	0	0	
200 Commercial	320	43,563,400	502,600	890,200	966,300	44,917,300	
300 Industrial	75	13,409,800	192,800	1,045,200	134,500	14,396,700	
400 Residential	2,198	115,694,650	1,292,900	6,671,740	2,057,910	123,131,400	
500 Timber - Cutover	0	0	0	0	0	0	
600 Developmental	4	0	0	0	146,900	146,900	
800 Total Real	2,597	172,667,850	1,988,300	8,607,140	3,305,610	182,592,300	
Personal Property	Parcel Count	2021 Board of Review	Loss	+ or (-) Adjustment	New	2022 Board of Review	
150 Agriculture	0	0	0	0	0	0	
250 Commercial	442	6,900,000	1,192,700	0	923,000	6,630,300	
350 Industrial	31	1,351,600	1,101,200	0	40,000	290,400	
450 Residential	0	0	0	0	0	0	
550 Utility	3	1,327,700	1,400	0	39,200	1,365,500	
850 Total Personal	476	9,579,300	2,295,300	0	1,002,200	8,286,200	
Total Real and Personal	3,073	182,247,150	4,283,600	8,607,140	4,307,810	190,878,500	
Informational Items							
No. of Exempt Parcels:	468	Amount of 2022 Loss from Charitable Exemption granted for first time in 2020 ²⁰²² under MCL 211.7o: 78,200					

CERTIFICATION

I hereby certify that all the information contained within this document is true and accurate to the best of my knowledge, information and belief.

Assessing Officer Signature: *Kimberly Thomas* Date: 03/18/2022
 Assessing Officer Printed Name: Kimberly Thomas Certification Number: R-8206

The completed form must be signed by the local unit assessor who is the assessor of record with the State Tax Commission. The form may be submitted in one of the following manners:

- 1) Mail the ORIGINAL completed form, with the ORIGINAL assessor of record signature to the State Tax Commission, PO Box 30471, Lansing, MI 48909
- 2) E-mail the completed form with the assessor of record signature to Equalization@michigan.gov.

The assessor must submit the first copy of the completed form to the County Equalization Department. The form is to be reviewed and approved by County Equalization. If there are errors found by County Equalization, the errors are to be corrected and a revised copy is to be immediately submitted to the State Tax Commission.

The assessor of record must retain a copy of the completed form. If after submitting the completed form to the State Tax Commission and County Equalization, the assessor of record discovers there are errors within the form, the assessor of record shall correct the form and submit the revised copy to the County Equalization Department. The revised form must be identified as a revised copy. Once the revised copy is reviewed and approved by County Equalization, the revised copy must be immediately submitted to the State Tax Commission.

REVISED
by Equalization

NOT A REQUIRED STATE REPORT

03/17/2022 03:35 PM
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2022

This report will not crossfoot

L-4022-TAXABLE

COUNTY HILLSDALE

CITY OR TOWNSHIP CITY OF HILLSDALE

REAL PROPERTY		2021 Board of Review	Losses	(+/-) Adjustment	Additions	2022 Board of Review
	Count					
101 Agricultural	0	0	0	0	0	0
201 Commercial	320	34,483,159	98,855	1,642,801	409,472	36,335,721
301 Industrial	75	12,154,727	25,859	411,204	124,500	12,528,781
401 Residential	2,198	82,114,051	454,789	5,960,463	1,231,992	88,322,722
501 Timber - Cutover	0	0	0	0	0	0
601 Developmental	4	0	0	74,542	0	134,680
800 TOTAL REAL	2,597	128,751,937	579,503	8,089,010	1,765,964	137,321,904
PERSONAL PROPERTY		2021 Board of Review	Losses	(+/-) Adjustment	Additions	2022 Board of Review
	Count					
151 Agricultural	0	0	0	0	0	0
251 Commercial	442	6,900,000	937,800	-654,200	1,315,500	6,630,300
351 Industrial	31	1,351,600	1,108,300	-6,700	60,600	290,400
451 Residential	0	0	0	0	0	0
551 Utility	3	1,327,700	14,600	-60,000	112,400	1,365,500
850 TOTAL PERSONAL	476	9,579,300	2,060,700	-720,900	1,488,500	8,286,200
TOTAL REAL & PERSONAL	3,073	138,331,237	2,640,203	7,368,110	3,254,464	145,608,104
TOTAL TAX EXEMPT	403					

COUNTY: 30- HILLSDALE

		#Pcls.	Assessed Value	% Ratio	True Cash Value	Remarks
100	REAL PROPERTY					
101	Agricultural	0	0	50.00	0	
102	LOSS		0	50.00	0	
103	SUBTOTAL		0	50.00	0	
104	ADJUSTMENT		0		0	
105	SUBTOTAL		0	50.00	0	
106	NEW		0	50.00	0	
107					0	
108	TOTAL Agricultural	0	0	50.00	0	
109	Computed 50% of TCV Agricultural		0	Recommended CEV Agricultural		0
	Computed Factor =	1.00000				
200	REAL PROPERTY					
201	Commercial	321	43,563,400	48.88	89,123,159	
202	LOSS		502,600	48.88	1,028,232	
203	SUBTOTAL		43,060,800	48.88	88,094,927	
204	ADJUSTMENT		890,200			
205	SUBTOTAL		43,951,000	49.89	88,094,927	
206	NEW		966,300	49.89	1,936,861	
207					0	
208	TOTAL Commercial	320	44,917,300	49.89	90,031,788	
209	Computed 50% of TCV Commercial		45,015,894	Recommended CEV Commercial		44,917,300
	Computed Factor =	1.00000				
300	REAL PROPERTY					
301	Industrial	76	13,409,800	45.94	29,189,813	
302	LOSS		192,800	45.94	419,678	
303	SUBTOTAL		13,217,000	45.94	28,770,135	
304	ADJUSTMENT		1,045,200			
305	SUBTOTAL		14,262,200	49.57	28,770,135	
306	NEW		134,500	49.57	271,333	
307					0	
308	TOTAL Industrial	75	14,396,700	49.57	29,041,468	
309	Computed 50% of TCV Industrial		14,520,734	Recommended CEV Industrial		14,396,700
	Computed Factor =	1.00000				
400	REAL PROPERTY					
401	Residential	2,204	115,694,650	46.55	248,538,453	
402	LOSS		1,292,900	46.55	2,777,444	
403	SUBTOTAL		114,401,750	46.55	245,761,009	
404	ADJUSTMENT		6,670,840			
405	SUBTOTAL		121,072,590	49.26	245,761,009	
406	NEW		2,058,810	49.26	4,179,476	
407					0	
408	TOTAL Residential	2,198	123,131,400	49.26	249,940,485	
409	Computed 50% of TCV Residential		124,970,243	Recommended CEV Residential		123,131,400
	Computed Factor =	1.00000				
500	REAL PROPERTY					
501	Timber-Cutover	0	0	50.00	0	
502	LOSS		0	50.00	0	
503	SUBTOTAL		0	50.00	0	
504	ADJUSTMENT		0			
505	SUBTOTAL		0	50.00	0	
506	NEW		0	50.00	0	
507					0	
508	TOTAL Timber-Cutover	0	0	50.00	0	
509	Computed 50% of TCV Timber-Cutover		0	Recommended CEV Timber-Cutover		0
	Computed Factor =	1.00000				
600	REAL PROPERTY					
601	Developmental	0	0	50.00	0	
602	LOSS		0	50.00	0	
603	SUBTOTAL		0	50.00	0	
604	ADJUSTMENT		0			
605	SUBTOTAL		0	50.00	0	
606	NEW		146,900	50.00	293,800	
607					0	
608	TOTAL Developmental	4	146,900	50.00	293,800	
609	Computed 50% of TCV Developmental		146,900	Recommended CEV Developmental		146,900
	Computed Factor =	1.00000				
800	TOTAL REAL	2,597	182,592,300	49.44	369,307,541	
809	Computed 50% of TCV REAL		184,653,771	Recommended CEV REAL		182,592,300

COUNTY: 30- HILLSDALE

	#Pcls.	Assessed Value	% Ratio	True Cash Value	Remarks
150 PERSONAL PROPERTY					
151 Ag. Personal	0	0	50.00	0	
152 LOSS		0	50.00	0	
153 SUBTOTAL		0	50.00	0	
154 ADJUSTMENT		0			
155 SUBTOTAL		0	50.00	0	
156 NEW		0	50.00	0	
157				0	
158 TOTAL Ag. Personal	0	0	50.00	0	

	#Pcls.	Assessed Value	% Ratio	True Cash Value	Remarks
250 PERSONAL PROPERTY					
251 Com. Personal	442	6,900,000	50.00	13,800,000	
252 LOSS		1,192,700	50.00	2,385,400	
253 SUBTOTAL		5,707,300	50.00	11,414,600	
254 ADJUSTMENT		0			
255 SUBTOTAL		5,707,300	50.00	11,414,600	
256 NEW		923,000	50.00	1,846,000	
257				0	
258 TOTAL Com. Personal	442	6,630,300	50.00	13,260,600	

	#Pcls.	Assessed Value	% Ratio	True Cash Value	Remarks
350 PERSONAL PROPERTY					
351 Ind. Personal	32	1,351,600	50.00	2,703,200	
352 LOSS		1,101,200	50.00	2,202,400	
353 SUBTOTAL		250,400	50.00	500,800	
354 ADJUSTMENT		0			
355 SUBTOTAL		250,400	50.00	500,800	
356 NEW		40,000	50.00	80,000	
357				0	
358 TOTAL Ind. Personal	31	290,400	50.00	580,800	

	#Pcls.	Assessed Value	% Ratio	True Cash Value	Remarks
450 PERSONAL PROPERTY					
451 Res. Personal	0	0	50.00	0	
452 LOSS		0	50.00	0	
453 SUBTOTAL		0	50.00	0	
454 ADJUSTMENT		0			
455 SUBTOTAL		0	50.00	0	
456 NEW		0	50.00	0	
457				0	
458 TOTAL Res. Personal	0	0	50.00	0	

	#Pcls.	Assessed Value	% Ratio	True Cash Value	Remarks
550 PERSONAL PROPERTY					
551 Util. Personal	3	1,327,700	50.00	2,655,400	
552 LOSS		1,400	50.00	2,800	
553 SUBTOTAL		1,326,300	50.00	2,652,600	
554 ADJUSTMENT		0			
555 SUBTOTAL		1,326,300	50.00	2,652,600	
556 NEW		39,200	50.00	78,400	
557				0	
558 TOTAL Util. Personal	3	1,365,500	50.00	2,731,000	

850 TOTAL PERSONAL	476	8,286,200	50.00	16,572,400	
859 Computed 50% of TCV PERSONAL		8,286,200	Recommended CEV PERSONAL		8,286,200
Computed Factor =	1.00000				
900 Total Real and Personal	3,073	190,878,500		385,879,941	

2022 HILLSDALE COUNTY TENTATIVE RECOMMENDED RATIOS AND ESTIMATED MULTIPLIERS

In compliance with Section 211.34a of the Michigan General Property Tax Act, following are the Tentative Recommended Equalization Ratios and Estimated Multipliers necessary to compute individual State Equalized Valuation of real property and of personal property for each Township and City in Hillsdale County. The Tentative Recommended Equalization Ratios and Multiplying figures shall not prejudice the Equalization procedures of the County Board of Commissioners or the State Tax Commission.

Township or City	Agricultural		Commercial		Industrial		Residential		Timber-Cutover		Developmental		Personal	
	Ratio	Factor	Ratio	Factor	Ratio	Factor	Ratio	Factor	Ratio	Factor	Ratio	Factor	Ratio	Factor
Adams Township	48.27	1.03584	47.68	1.04866	45.67	1.09481	47.16	1.06022	N.C.	N.C.	N.C.	N.C.	50.00	1.00000
Allen Township	48.17	1.03799	47.89	1.04406	49.28	1.01461	47.46	1.05352	N.C.	N.C.	N.C.	N.C.	50.00	1.00000
Amboy Township	49.93	1.00140	47.78	1.04646	N.C.	N.C.	46.00	1.08696	N.C.	N.C.	N.C.	N.C.	50.00	1.00000
Cambria Township	42.13	1.18680	44.46	1.12461	N.C.	N.C.	44.94	1.11259	N.C.	N.C.	N.C.	N.C.	50.00	1.00000
Camden Township	49.87	1.00261	48.13	1.03885	41.30	1.21065	46.38	1.07805	N.C.	N.C.	N.C.	N.C.	50.00	1.00000
Fayette Township	45.23	1.10546	47.30	1.05708	50.45	0.99108	44.41	1.12587	N.C.	N.C.	N.C.	N.C.	50.00	1.00000
Hillsdale Township	50.39	0.99226	51.15	0.97752	N.C.	N.C.	45.80	1.09170	N.C.	N.C.	N.C.	N.C.	50.00	1.00000
Jefferson Township	49.06	1.01916	47.82	1.04559	45.14	1.10767	44.56	1.12208	N.C.	N.C.	N.C.	N.C.	50.00	1.00000
Litchfield Township	44.71	1.11832	46.91	1.06587	50.46	0.99088	46.38	1.07805	N.C.	N.C.	N.C.	N.C.	50.00	1.00000
Moscow Township	50.37	0.99265	50.32	0.99364	50.43	0.99147	46.56	1.07388	N.C.	N.C.	N.C.	N.C.	50.00	1.00000
Pittsford Township	50.03	0.99940	48.77	1.02522	45.22	1.10571	46.00	1.08696	N.C.	N.C.	N.C.	N.C.	50.00	1.00000
Ransom Township	48.38	1.03348	47.42	1.05441	48.39	1.03327	46.56	1.07388	N.C.	N.C.	N.C.	N.C.	50.00	1.00000
Reading Township	42.60	1.17371	50.12	0.99761	48.91	1.02229	46.47	1.07596	N.C.	N.C.	N.C.	N.C.	50.00	1.00000
Scipio Township	44.62	1.12057	49.50	1.01010	51.34	0.97390	46.21	1.08202	N.C.	N.C.	N.C.	N.C.	50.00	1.00000
Somersset Township	43.80	1.14155	48.23	1.03670	43.59	1.14705	47.17	1.06000	N.C.	N.C.	N.C.	N.C.	50.00	1.00000
Wheatland Township	49.82	1.00361	49.47	1.01071	N.C.	N.C.	43.23	1.15660	N.C.	N.C.	N.C.	N.C.	50.00	1.00000
Woodbridge Township	46.52	1.07481	36.50	1.36986	40.08	1.24750	44.75	1.11732	N.C.	N.C.	N.C.	N.C.	50.00	1.00000
Wright Township	48.60	1.02881	37.59	1.33014	44.20	1.13122	46.11	1.08436	N.C.	N.C.	N.C.	N.C.	50.00	1.00000
City of Hillsdale	N.C.	N.C.	48.88	1.02291	45.94	1.08838	46.55	1.07411	N.C.	N.C.	N.C.	N.C.	50.00	1.00000
City of Jonesville	50.26	0.99483	44.31	1.12841	49.61	1.00786	46.90	1.06610	N.C.	N.C.	N.C.	N.C.	50.00	1.00000
City of Litchfield	N.C.	N.C.	48.96	1.02124	48.43	1.03242	48.30	1.03520	N.C.	N.C.	N.C.	N.C.	50.00	1.00000
City of Reading	47.09	1.06180	42.58	1.17426	49.90	1.00200	47.12	1.06112	N.C.	N.C.	N.C.	N.C.	50.00	1.00000

April Newsletter



11 E. Bacon St. Hillsdale, MI 49242 | Phone: 517.437.6470 | info@hillsdale-library.org | hillsdale-library.org



Open April 15th, 10am - 12am for Good Friday Public Laptops

We have 4 public laptops that are for in-library use only circulation. These are best used for homeschoolers, students working on homework, or those doing extensive research or needing a quiet secluded place away from the public desktops. You do need a library card with us to use these.



Hours are Back!

You asked and we heard! Back in December & January we asked you to take a patron survey and nearly all who responded asked for Saturday hours back. So we are making it happen. Starting May 7th we resume Saturday hours from 10am - 2pm. We value your opinion and we hope to see you on Saturdays!



Book Sale

Our book sale has moved and improved. You can now browse a large selection of books that we have for sale along the wall under the windows in the non-fiction section.

Pricing:

- \$5/bag
 - \$1/hardcover
 - \$0.50/paperback
- \$1/CD,VHS/DVD, Cassette Tape
- \$0.10/abstract art



Starting April 1st

Monday - Thursday 10a - 6pm
Friday 10a - 5p

Starting May 7th

Monday - Thursday 10a - 6pm
Friday 10a - 5p
Saturday 10a - 2p

Local Author Fair

June 18th | 10 am - 2 pm | Hillsdale Community Library



Local Author Information

Register Online at:

<https://bit.ly/3wzjlFL>



- Authors are allowed to bring in their own food and beverages for the day.
- You are not required to stay the whole day.
- You can sell, sign, and/or talk about your book.
- The library is NOT responsible for any sales you make. We are offering the space and the opportunity.
- You MUST be a resident of Hillsdale County.

Attendees

We encourage you to come to the library on June 18th from 10 am - 2 pm and meet your local Hillsdale County authors. This event is free for all, and any money made goes directly to the local author you purchased from. Come out and support your friends and neighbors on their outstanding achievements. Who knows, you might meet the next James Patterson, Fern Michaels, or Danielle Steel.

A unique website will be released near the beginning of June, showcasing the authors at the fair. We will release this information on our website and social media.



Contact Us

Hillsdale Community Library
11 E. Bacon St. Hillsdale, MI 49242
517.437.6470
info@hillsdale-library.org
hillsdale-library.org

Social Media





CITY OF HILLSDALE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695

(517) 437-6441 • FAX: (517) 437-6448

FROM: Peter K. Merritt, Hillsdale City Treasurer
97 N. Broad Street
Hillsdale, MI 49242

TO: David Mackie, Hillsdale City Manager
97 N Broad Street
Hillsdale, MI 49242

DATE: March 30, 2022

SUBJECT: Delinquent Personal Property – Parcels to be Written Off (in yellow) and parcels that will be billed during the next Fiscal Year

Dave,

We have been working on getting the Delinquent Personal Property collected. The following explains what we are doing and how we are going to proceed.

1. We have not been able to Write Off parcels since 2019 because of issues beyond our control. The first was there was no write off in 2019, my first year, because I did not know the process or procedures to do so. During 2020 and 2021 it was impossible to be on the court docket because of Covid 19. We are planning to send a letter to the City attorneys this year and Write Off the necessary parcels. The estimated amount of the Write Off this year is \$28,730.54, estimated on a posting date of April 1, 2022.
2. The Treasury Office is going to bill the outstanding parcels every month, and will work the appropriate parties to facilitate the payment of the outstanding balances.
3. Submit a Delinquent Personal Property Report quarterly (January, April, July, September and December) regarding paid and unpaid collection.
4. Submit an Annual Report on Delinquent Personal Property to City Council designating the parcels to be written off and those parcels yet to be collected, with the additional delinquent parcels that have been added for the current tax year. This report will be submitted on or about the first council meeting each April.

Peter K. Merritt
Hillsdale City Treasurer

Delinquent Personal Property

Name	Parcel Number	Tax Year	Amount Delinquent	Total	WRITEOFF	Date
ABC Auto	006-900-007-40	2012	\$453.23	\$453.23	\$453.23	4/1/2022
Damman Construction	006-900-053-50	2012	\$218.33	\$218.33	\$218.33	
		2013	\$206.60	\$424.93	\$424.93	
FISERV Solutions	006-900-070-75	2012	\$15.15	\$15.15	\$15.15	
HAIR HARBOR BARBER SHIP	006-900-090-00	2012	\$57.86	\$57.86	\$57.86	
Park Place	006-900-192-75	2012	\$134.95	\$134.95	\$134.95	
Recovery Technologies	006-900-204-25	2012	\$79.64	\$79.64	\$79.64	
S & S Trophies	006-900-215-40	2012	\$342.57	\$342.57	\$342.57	
SWEETS FOR LIFE	006-900-240-80	2012	\$67.58			
		2013	\$56.45	\$124.03	\$124.03	
TROLL AUTOMOTIVE	006-900-093-12	2013	\$122.51	\$122.51	\$122.51	
JIGSAW TUTORING	006-900-131-75	2013	\$21.28	\$21.28	\$21.28	
		2014	\$12.30			
		2015	\$2,374.48	\$2,408.06	\$2,408.06	
MCCONVILLE, LESLEY B MD PLC	006-900-169-25	2013	\$52.16	\$52.16	\$52.16	
M B FINANCIAL BANK, NA	006-900-177-00	2013	\$5.80	\$5.80	\$5.80	
Papa's Treasurers	006-900-184-50	2013	\$7.57			
		2014	\$6.09			
		2017	\$118.64			
		2018	\$94.52	\$226.82	\$226.82	
BATTLE GROUNDS, THE	006900-012-82	2014	\$30.90	\$30.90	\$30.90	
HILLSDALE TOBACCO SHOP	006-900-112-50	2015	\$2,374.48			
		2016	\$8.35			
		2017	\$171.45			
		2018	\$170.80	\$2,553.63	\$2,553.63	
GONZALES GROUP	BNKRPT	2015	\$1,214.77			
		2016	\$17,240.28	\$18,455.05	\$18,455.05	
Frecker, Ken Auctions	006-900-136-80	2015	\$185.28			
		2016	\$149.64	\$334.92	\$334.92	
David G Auto Center	006-900-290-00	2015	\$2,374.48	\$2,374.48	\$2,374.48	
Xpressions Salon and Spa	006-900-064-25	2016	\$14.63	\$14.63	\$14.63	
Hillsdale Shell	006-900-092-60	2015	\$2,374.48			
		2016	\$53.10			
		2017	\$295.68			
		2018	\$294.56			
		2019	\$274.82	\$3,292.64		
STATE STREET MARKET	006-900-239-00	2016	\$99.71	\$99.71	\$99.71	
ALTERNAPRINT	006-900-247-10	2016	\$69.87	\$69.87	\$69.87	
SMOKER'S CLUB BEER & WINE	006-900-278-00	2016	\$206.72	\$206.72		
		2018	\$205.51	\$205.51		
BASIL, BRIAN	006-900-283-00	2016	\$56.91	\$56.91	\$56.91	
STIGERS BATTLE GROUDS GAMING	006-900-012-83	2017	\$267.15	\$267.15		
OUTLAW INK CUSTOM TATTOOS	006-900-187-50	2017	\$35.88			
		2018	\$29.64			
		2019	\$2,339.91	\$2,405.43		
Identity Salon		2017	\$14.09			
		2018	\$70.86			
		2019	\$2,339.91	\$2,424.86		
A USED TIRE SPECIALIST	006-900-310-00	2017	\$552.21			
		2018	\$479.15			
		2019	\$2,339.91			
		2020	\$2,238.20			
		2021	\$2,165.13	\$7,774.60		
Mr Darcy's Vapor Emporium	006-900-343-00	2017	\$33.69	\$33.69		

Delinquent Personal Property

Name	Parcel Number	Tax Year	Amount Delinquent	Total	WRITEOFF	Date
BIG COUNTRY'S LLC	006-900-357-00	2017	\$148.35			
		2018	\$117.74			
		2019	\$2,330.57			
		2020	\$2,228.77	\$4,825.43		
FIT FOR LIFE BOOTCAMP & PERSON	006-900-362-00	2017	\$148.35	\$148.35		
CSI COMPUTER SERVICES	006-900-047-50	2018	\$53.12	\$53.12	\$53.12	
HILLSDALE AUCTION	006-900-136-81	2018	\$2,366.47			
		2019	\$450.64			
		2020	\$2,238.20			
		2021	\$2,165.13	\$7,220.44		
Tri State Dunnage LLC	006-900-142-10	2018	\$869.61			
		2019	\$2,339.91			
		2020	\$2,238.20			
		2021	\$2,165.13	\$7,612.85		
MODERN REVIVAL	006-900-247-20	2018	\$2,366.47	\$2,366.47		
GREAT LAKES MEDIA	006-900-283-10	2018	\$2,357.49	\$2,357.49		
NORTH STAR COFFEE	006-900-285.01	2018	\$118.19			
		2019	\$2,339.91	\$2,458.10		
PRIME FITNESS	006-900-295-00	2018	\$88.63			
		2019	\$2,339.91			
		2020	\$2,238.20	\$4,666.74		
BURKETT, KEVIN and SUSAN	006-900-013-20	2020	\$2,228.77	\$2,228.77		
BROAD STREET AUTO SERVICE LLC	006-900-026-00	2019	\$1,717.41			
		2020	\$196.13			
		2021	\$86.88	\$2,000.42		
KINGDOM GEEKDOM LLC	006-900-247-11	2019	\$2,339.91	\$2,339.91		
CLEVELAND, JILL K COUNSELING	006-900-284-50	2019	\$662.42			
		2020	\$2,238.20			
		2021	\$2,165.13	\$5,065.75		
VERIZON AUTHORIZED DEALER	006-900-369-00	2021	\$2,165.13	\$2,165.13		
GABRIEL'S HAIR & NAILS	006-900-403-00	2019	\$2,339.91	\$2,339.91		
BLUE SUNSHINE INVESTMENTS	006-900-405-00	2019	\$2,339.91	\$2,339.91		
PURE ENERGY LIGHTING & SOUND	006-900-412-00	2019	\$2,339.91	\$2,339.91		
WHOLE LIFE THERAPY	006-900-419-00	2019	\$2,339.91	\$2,339.91		
HILLSDALE COMMUNITY TRHIFT	006-900-420-00	2019	\$2,339.91	\$2,339.91		
AUTO RACK TECHNOLOGIES INC	006-900-007-60	2020	\$1,679.13			
		2021	\$1,634.33	\$3,313.46		
HILLSDALE JUSTICE PROJECT	006-900-283-20	2020	\$2,238.20			
		2021	\$2,165.13	\$4,403.33		
PINNACLE PROPANE EXPRESS, LLC	006-900-317-00	2020	\$436.18			
		2021	\$2,165.13	\$2,601.31		
VAPE AND CHILL	006-900-428-00	2020	\$2,238.20	\$2,238.20		
BIG COUNTRY	006-900-357-00	2018	\$118.19	\$118.19		
		2019	\$2,339.91	\$2,339.91		
		2020	\$2,238.20	\$2,238.20		
CAVONI'S	006-900*-035-00	2019	\$1,683.08	\$1,683.08		
QUALITY SPORT LIGHTING	006-900-200-80	2021	\$63.86	\$63.86		
ADVANCED VEIN and VASCULAR	006-900-238-80	2021	\$296.49	\$296.49		
WALNUT ARMS APRTMNTS	006-900-262-80	2021	\$407.60	\$407.60		
WORTH HOLDINGS	006-900-380-00	2021	\$11.16	\$11.16		
C&H CARE CENTER	006-900-440-00	2021	\$407.60	\$407.60		
TOTAL				\$122,618.93	\$28,730.54	

HILLSDALE TOWNSHIP

1469 Lake Wilson Rd, P.O. Box 181 - Hillsdale, MI 49242 - 517-437-7420

March 22, 2022

City of Hillsdale
c/o David Mackie, City Manager
97 N. Broad St.
Hillsdale, MI 49242

Dave,

At our Hillsdale Township Meeting on March 8, several township residents were present whose homes and neighborhood were drastically flooded on February 17, 2022. We also had County Commissioner Brad Benzing and Director of Hillsdale County Emergency Services, Thomas Whitaker, available to answer questions concerning the county drain and other aspects of the situation.

We are advocating for our residents who suffered property loss and damage from the flooding. We also want to take all appropriate measures to try and ensure this does not happen again. It seems as if the water was coming from the city-owned Hillsdale Municipal Airport. During extreme conditions like we had (snow melting, freezing ground, a lot of rain) the water was pouring from the airport area, down State Street, and landing in Hillsdale Township properties. We also realize the Airport recently went through an expansion, which consisted of more paving and more runways with seemingly no water retention ponds.

As you may recall, I contacted you in the last year or two concerning flooding at Double A Landscaping, 1974 Airport Road in Hillsdale. Carolyn Freese stated they needed to keep their supplies up on very tall pallets to keep them dry from water running onto their property from the Hillsdale Municipal Airport. This business has been at this location for many years and from my understanding, had not experienced flooding before this.

The Hillsdale Township Board is requesting an opportunity to discuss this together, possibly visit the property, and consider ways to address the problem. Please let me know what may work for you.

Sincerely,



Jackie Sullivan
Hillsdale Township Supervisor
517-320-5371
sullivanfam6@yahoo.com

March 30, 2022

The Hope House for Men is a Drug Rehabilitation Facility receiving government funds located at 2 N. Howell St. Hillsdale, MI across from the courthouse on the main block downtown.

Starting from 7am, multiple times during the day, up until 10pm residents in the program gather outside with staff on the main business sidewalk, behind the building, and in the parking lot, taking breaks and smoking cigarettes.

People from town who I have known for years have asked, "Who is the group of people hanging out next to your building?" Not one person I have talked with thinks the facility should be in the downtown area.

Recently the Hope House was presented with another location. The other proposed location offered room for expansion, more bathrooms for the participants, and had an outside area. The Hope House manager did not look at the location, even though stating that she would move if another location were to become available in a city council meeting.

There has been an incident that happened in the back of the buildings on Venue 8's event center driveway next to where breaks were taken, a prior participant of the Hope House appeared to be in a drug-induced state of mind where police needed to be called. The police escorted the person from the property in a police car. Not desirable, even the language at times, and the smoke.

The Hope House is not a business open to the public, it is a business assisting a group of people in a rehabilitation transitioning facility. This is not about the people in the program or the program itself, it is about the location.

As a concerned citizen and a downtown business owner I would like to know if there are any legislative zoning codes or other legal venues to assist in relocating a rehabilitation facility from the center of a business district.

The Government gives funding for the Hope House to be successful and they give funding for businesses to be successful. In my opinion, these are tax dollars counterproductive to one another.

The next City Council meeting is on _____

I will be there to voice my concerns and would welcome anyone with input to come.

Please email your feelings, experiences, and general feedback to Sochaforhillsdale@gmail.com. Preferably before the next city council meeting.

Sincerely,

Mindi Meyer

Mindi Meyer

March 30, 2022

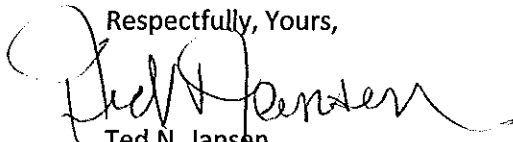
March 30, 2022

Members of the Honorable Mayor Stockford and Esteemed Members of the Hillsdale City Council

The events which occurred on March 21 involving Ashlee Beam and others has been a source of speculation and division as to the professional conduct of Officers Holtz and Sims. Transparency is the key for public support of our Police Department. I believe the best way to achieve such transparency and develop a greater and more secure trust of our citizens toward our law enforcement officers is to have all of the videos reviewed by an independent individual with an expertise in the fields of de-escalation and professional policing policies. If there were any areas that could be improved through this review process, our Law Enforcement Officers and the community would benefit greatly and provide a deeper trust and respect in our Police Department as we strive to do our best for one another. Please place this on the April 4, 2022, Council Agenda for further discussion.

Also attached is a 13 page Policy Directive from the Washtenaw County Prosecutor regarding Resisting and Obstructing for your perusal. The Mayor already has a copy and the City Manager stated that he had seen this document that is attached.

Respectfully, Yours,



Ted N. Jansen
104 Hillsdale St.



WASHTENAW COUNTY

OFFICE OF THE PROSECUTING ATTORNEY

ELI SAVIT
PROSECUTING ATTORNEY

VICTORIA BURTON-HARRIS
CHIEF ASSISTANT PROSECUTING ATTORNEY

POLICY DIRECTIVE 2021-04: POLICY REGARDING RESISTING & OBSTRUCTING

Page 1 of 1

I. Introduction and Background

Law enforcement officers hold positions of particular trust. Law enforcement officers—acting on behalf of the government—have authority to arrest a person, to use force, and to investigate wrongdoing. For many people, an interaction with police represents the most direct (and most visceral) reminder of the power the government maintains over our lives.

At the same time, law enforcement officers have a trying—and dangerous—job. Law enforcement officers are first responders when a gun is fired, and when violence occurs. They rush headlong into potentially dangerous situations, often before every threat has been uncovered. Day in and day out, our law-enforcement officers put their lives on the line to protect public safety. They deserve the ability to complete their duties without unnecessary interference, and without the threat of harm. And public safety demands no less.

For these reasons, “resisting and obstructing” a police officer is a criminal act in the State of Michigan. A person who “assaults, batters, wounds, resists, obstructs, opposes, or endangers” a police officer may be charged with a felony punishable by up to 2 years in prison.¹ Harsher penalties attach if a resisting-and-obstructing charge causes injury, serious impairment of a bodily function, or death.² Resisting-and-obstructing charges apply not just to local police officers, but to firefighters, emergency-medical-service personnel, and other law-enforcement officials as well.³

¹ MCL 750.81d(1).

² MCL 750.81(d)(2)-(4).

³ The full list of persons for whom a resisting-and-obstructing charge applies includes (1) conservation officers of the Department of Natural Resources or Department of Environmental Quality; (2) conservation officers of the United States department of the interior; (3) a sheriff or deputy sheriff; (4) a constable; and (5) a peace officer of a duly authorized police agency of the United States, including, but not limited to, an agent of the Secret Service or Department of Justice; a firefighter; any emergency medical service personnel described in section 20950 of the public health code, MCL 333.20950; or an individual engaged in a search and rescue operation as that term is defined in MCL 750.50c. See MCL 750.81d(7)(b).

In addition, a separate law—MCL 750.479—contains a resisting-and-obstructing framework is applicable to “Public Officers,” who are defined as: medical examiners; township treasurers; judges; magistrates; probation officers; parole officer; prosecutors; city attorneys; court employees; court officers; and other officers or duly authorized persons. MCL 750.479.

This Policy applies to both laws—i.e., the resisting-and-obstructing framework set out in MCL 750.81, as

200 NORTH MAIN STREET • P.O. BOX 8645 • ANN ARBOR, MICHIGAN 48107-8645
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Justice, Justice, Shall You Pursue

Resisting-and-obstructing is a serious crime, with serious penalties. A person charged with resisting-and-obstructing is being charged with undermining an officer in the performance of his or her official duties. Such conduct, of course, is unacceptable. The Washtenaw County Prosecutor's Office will, after reviewing all available evidence, continue to vigorously pursue such charges where appropriate, *especially* where a person assaults a law-enforcement officer.

That said, the Washtenaw County Prosecutor's Office cannot ignore the recent spate of high-profile incidents involving police officers who abused their positions of authority. The killings of George Floyd, Eric Garner, and Philando Castile (among others) involved officers who escalated a routine police stop or arrest—and ultimately inflicted lethal force on Black civilians. Those killings were caught on camera, and galvanized national movements. But there have also been a recent spate of incidents here in Michigan in which law-enforcement officers are alleged to have assaulted civilians.⁴ In some cases, law-enforcement officers sought to cover up those assaults by manipulating video evidence.⁵

All of this speaks to a broader truth: Interactions between police and civilians are often fraught and tense. Some such interactions involve escalation and assaults by the civilians. Other incidents, however, involve unnecessary escalation (and assault) by a law-enforcement officer. It is therefore crucial for a prosecuting attorney—who serves as a “minister of justice”⁶—to obtain all relevant facts before filing charges arising out of a police-civilian encounter.

That basic principle is particularly important given the unique position of public trust occupied by law-enforcement officers. Washtenaw County residents deserve to know that when a resisting-and-obstructing charge is filed, it is justified by the facts, and in the interests of justice. They deserve to know that a resisting-and-obstructing charge will be filed only where a civilian engaged in affirmative conduct to obstruct or assault a police officer—not where an officer escalated a situation, or where there was simply a tense interaction between officers and civilians. At the same time, our law-enforcement personnel deserve to know that when a resisting-and-obstructing charge *is* filed, the Prosecutor's Office has every confidence that the case is supported by the evidence, and is in the interest of justice.

well as to the parallel scheme outlined in MCL 750.479.

⁴ See, e.g., Cole Waterman, *Fired Saginaw Police Officer Charged by Michigan AG in Jail Assault*, MLive.com (Sept. 15, 2020), available at <https://www.mlive.com/news/saginaw-bay-city/2020/09/fired-saginaw-police-officer-charged-by-michigan-ag-in-jail-assault.html>; American Civil Liberties Union of Michigan, *Police Brutality in Taylor*, available at <https://www.aclumich.org/en/cases/police-brutality-taylor>.

⁵ In 2018, for example, a Michigan Department of Corrections officer was found liable for kicking a food door shut on a mentally ill inmate's hand. See, e.g., Tom Perkins, *MDOC Officer Ordered to Pay \$16k Over An Assault On A Mentally Ill Muslim Inmate*, The Metro Times (Feb. 22, 2018), available at <https://www.metrotimes.com/table-and-bar/archives/2018/02/22/mdoc-ordered-to-pay-16k-over-assault-on-mentally-ill-muslim-inmate>. The officer attempted to “cover up the incident” by “mov[ing] a camera so that it pointed away from [the inmate's] cell.” *Id.* The officer also wrote that the inmate “had assaulted him by grabbing his arm, and [the inmate] was later found guilty of assaulting an officer.” *Id.*

⁶ American Bar Association, *Model Rules of Professional Conduct*, R.3.8: *Special Responsibilities Of A Prosecutor – Comment*, available at https://www.americanbar.org/groups/professional_responsibility/publications/model_rules_of_professional_conduct/rule_3_8_special_responsibilities_of_a_prosecutor/comment_on_rule_3_8/.

Accordingly, and as outlined in further detail below, it shall henceforth be the policy of the Washtenaw County Prosecutor's Office to review *all* relevant materials—including body-camera, dashboard cameras, and any other photographic, video, or audio materials that exist—prior to authorizing a resisting-and-obstructing charge.

In enacting this Policy, the Washtenaw County Prosecutor's Office is following in the footsteps of prosecutors across country.⁷ Closest to home, the Prosecuting Attorney in Ingham County, Michigan no longer issues “charges for resisting and obstructing police without reviewing body camera footage.”⁸ The Washtenaw County Prosecutor's Office will henceforth do the same—and will do all necessary diligence to ensure, at the outset, that any resisting-and-obstructing charges are supported by the evidence and in the interest of justice.

II. Policy Directive

1. “Resisting-and-Obstructing Charge” Defined: For purposes of this Policy, a “resisting-and-obstructing” charge means:

- A. any charge under MCL 750.81d (“Assaulting, Battering, Wounding, Resisting, Obstructing, Opposing, or Endangering a Person Performing His Or Her Duties”);
- B. any charge under MCL 750.479 (“Assaulting, Battering, Obstructing, or Endangering an Officer Performing His or Her Duties”);
- C. any charge under MCL 750.197c involving assault on an employee of a jail, prison, or “other place of confinement”; and
- D. any charge for an attempt to commit the foregoing, under MCL 750.92.

For ease of reference, this Policy generally refers to the complainant/alleged victim of such charges as a “law enforcement officer.” That term, however, should be interpreted to encompass (1) any “person” as that term is defined in MCL 750.81d,⁹ (2) a public official covered under MCL

⁷ See, e.g., San Francisco District Attorney's Office, *Policy Directive: Violence or Resistance Against Law Enforcement* (June 1, 2020), available at <https://sfdistrictattorney.org/wp-content/uploads/2020/11/Violence-or-Resistance-Against-Law-Enforcement.pdf>.

⁸ Kara Berg, *Ingham County Prosecutor Will Review Body Cam Footage In Resisting Arrest Cases*, The Lansing State Journal (Aug. 17, 2020), available at <https://www.lansingstatejournal.com/story/news/2020/08/17/ingham-county-revamps-resisting-arrest-policy-after-force-complaint/3362687001/>. This Policy liberally borrows, with permission, from the parallel policy that is in effect in Ingham County. The Washtenaw County Prosecutor's Office would like to thank Ingham County Prosecutor Carol Siemon and her staff for their helpful counsel and input into this Policy.

⁹ Specifically: (1) a “police officer of this state or of a political subdivision of this state including, but not limited to, a motor carrier officer or capitol security officer of the department of state police”; (2) a “police officer of a junior college, college, or university who is authorized by the governing board of that junior college, college, or university”; (3) a “conservation officer of the department of natural resources or the department of environmental quality”; (4) a “conservation officer of the United States department of the interior”; (5) a “sheriff or deputy sheriff”; (6) a “constable”; (7) a “peace officer of a duly authorized police agency of the United States, including, but not limited to, an agent of the secret service or department of justice”; (8) a “firefighter”; (9) any “emergency medical service personnel described in section 20950 of the public health code, 1978 PA 368, MCL 333.20950”; or (10) an “individual engaged in a search and rescue operation as that term is defined in [MCL 750.50c].” MCL

750.479,¹⁰ or (3) “an employee of the place of confinement or other custodian” under MCL 750.197.

2. Requirement to View All Materials Prior to Resisting-and-Obstructing Charging: Prior to authorizing a resisting-and-obstructing charge, Assistant Prosecuting Attorneys (APAs) *must* review all relevant videotaped materials, including but not limited to body-camera and dashboard camera recordings, as well as any relevant videotaped materials from a custodial setting, if the alleged resisting-and-obstructing charge took place in a custodial setting.

If recordings are not submitted with a request for charges, APAs must—before authorizing charges—“further” the request, and ask the referring law-enforcement agency to submit such recordings. If an APA is aware of additional recordings of the incident (for example, cell-phone camera recordings), the APA must also review those recordings prior to deciding whether to authorize charges. An APA should review those portions of the recordings that are relevant to the interaction, and need not view duplicative recordings if it is abundantly clear from one recording what transpired.

3. Materials to Be Requested and Reviewed: APAs should obtain as deep and nuanced an understanding of the situation as possible prior to deciding whether to authorize a resisting-and-obstructing charge. APAs should request the following from any law-enforcement agency that has submitted a resisting-and-obstructing charge to the Prosecutor’s Office:

- A. Warrant request form.
- B. Witness list with contact information for all witnesses.
- C. Police report, including complainant officer narratives and witness statements. Narratives should include a description of any deescalating techniques used by law-enforcement officers or others during interactions with the suspect.
- D. Any supplemental police report, or formal or informal complaint regarding use of force by an officer, to the extent that those complaints are available to the Prosecutor’s Office under law.
- E. Medical records documenting any injuries (either to the law-enforcement officer or to the would-be defendant); if available. Such documentation may not be readily available for a would-be defendant, but if the would-be defendant has already been charged with a separate offense, an APA may contact the would-be defendant’s defense attorney regarding those medical records, if one is known.

750.81d(7)(b).

¹⁰ Specifically: “a medical examiner, township treasurer, judge, magistrate, probation officer, parole officer, prosecutor, city attorney, court employee, court officer, or other officer or duly authorized person serving or attempting to serve or execute any process, rule, or order made or issued by lawful authority or otherwise acting in the performance of his or her duties,” or “an officer enforcing an ordinance, law, rule, order, or resolution of the common council of a city board of trustees, the common council or village council of an incorporated village, or a township board of a township.” MCL 750.479(1)(a)-(b).

- F. Photographs of any injuries to the law-enforcement officer or the would-be defendant.
- G. Body camera and/or dashboard camera recordings, if they exist.
- H. Any other recordings of the incident, if recordings exist.

APAs should further any potential charges (i.e., not make a decision on charges) until all such materials have been submitted and reviewed.

4. Considerations For Charging: When reviewing requests for a resisting-and-obstructing charge, APAs should consider the **totality of the circumstances**. APAs should authorize charges only where they are supported by the evidence, and are in the interests of justice. No single factor in the totality of the circumstances should be considered dispositive, but specific factors to be considered include:

A. Sufficiency of the Evidence: Whether there is sufficient evidence of each element of the crime. The APA should have an honest and reasonable belief that the People could meet their burden of proof for each element if the case proceeded to trial.

B. Nature of Contact: The nature of the original contact between the law-enforcement officer and the would-be defendant, including whether the initial contact was in accordance with the policy agency's departmental policies or necessary based on public safety considerations.

C. Behavior of Both Parties: The would-be defendant's behavior and the law-enforcement officer's response during the course of the interaction.

D. Severity of the Alleged Obstruction: Whether the would-be defendant's actions included (1) assaulting, battering, wounding, or endangering; *or* (2) resisting, obstructing, or opposing. In general, assaulting, battering, wounding, and endangering is more serious conduct—and accordingly more likely to warrant criminal charges—than resisting, obstructing, or opposing. That is true even though any of these actions may constitute behavior that can sustain a resisting-and-obstructing charge.

E. De-Escalation: The law-enforcement officer's use of de-escalation techniques, if appropriate for the interaction. De-escalation techniques include:

1. Gathering as much information possible about the incident;
- 2) Attempting to isolate and contain the subject;
- 3) Creating time and distance from the subject by establishing a buffer zone, and utilizing cover to avoid creating an immediate threat which may require the use of force;
- 4) Requesting additional resources, such as Crisis Intervention Team (CIT) trained employees, or a Crisis Negotiation Team (CNT), or identifying employees who may have a rapport with the subject;

- 5) Designating an officer to establish rapport and engage in communication with the subject;
- 6) Tactically re-positioning as often as necessary to maintain the reactionary gap, protect the public, and preserve officer safety;
- 7) Continuing de-escalation techniques, such as advisements, warnings, verbal persuasion, other alternatives, and take as much time as reasonably necessary to resolve the incident, without having to use force if possible.
- 8) Declining to use force once control of a combative person is obtained and there is no longer an objectively reasonable threat. A degree of force which may have been justified earlier in an encounter does not remain justified indefinitely. Force should be de-escalated proportionately and immediately as any resistance decreases.

For further background regarding de-escalation considerations, see the Washtenaw County Sheriff's guidance regarding *De-Escalation Techniques and Considerations*, attached as an appendix.

F. Self-Defense/Excessive Force: Whether the interaction involved resistance to excessive force, and whether that resistance raises an issue of self-defense.

G. Legality of Officer's Conduct: The legality of the law-enforcement officer's conduct. If the law-enforcement officer's conduct was unlawful, the would-be defendant has a viable affirmative defense. *People v Moreno*, 491 Mich 38, 814 (2012).

H. Use of Force Complaint: Whether there is a known (informal or formal) use of force complaint at the time the warrant request is submitted. If an APA becomes aware of a use of force complaint made after a warrant has been authorized, the assigned APA for that hearing/docket should review any additional information and request a supplemental police report, if necessary.

I. Video Recordings, Physical Evidence, and Witness Statements: Whether video recordings and physical evidence are consistent with witness narratives and statements.

J. Interference with Video Recordings: Whether it appears that an officer turned off, disabled, or otherwise interfered with body-camera or other recording devices. Where the evidence suggests that an officer may have intentionally interfered with recordings, it should counsel against authorizing charges.

J. Injuries and Endangerment: Whether the law-enforcement officer or the would-be defendant was injured, and, if so, the nature of the injuries. In addition, APAs should consider whether the law-enforcement officer or the would-be defendant was excessively endangered. Spitting, for example—particularly where the “spitter” knows or believes they have a communicable disease—could in some instances seriously endanger a person.

K. Officer History: Whether the officer involved has a demonstrated history of filing unsubstantiated resisting & obstructing charges, or whether the officer involved has a demonstrated history of initiating violence. In a close case, that an officer has such a history may weigh against filing charges.

L. Would-Be Defendant History: Whether the would-be defendant had a history of violence, particularly violence against police officers, and/or sustained resisting and obstructing charges. It should be emphasized that the fact a would-be defendant was previously charged or convicted of a crime—in and of itself—should not weigh in favor of concluding that a new crime occurred. That said, when analyzing the reasonableness of an officer’s actions during an encounter, it is appropriate to consider whether the officer knew the person with whom they were interacting had a history of violence against police officers.

L. Interests of Justice: Whether the interests of justice would be best served by (1) charging felony resisting-and-obstructing, (2) charging misdemeanor resisting-and-obstructing¹¹, or (3) declining to charge a crime. For example, though a would-be defendant may be charged with resisting and obstructing for “failure to comply with a lawful command,” some failures to comply with a lawful command (e.g., arguing with an officer when being asked to vacate a crime scene) do not meaningfully implicate broader public-safety concerns, and should result in a declination of a charge.

M. Mental Health/Social Services Referral: Whether the situation is one where social services or community engagement might more appropriate to address the would-be defendant’s issues or conduct than charging the would-be defendant with a crime.

N. Any Additional Factors: Any other factor relevant to the determination of whether the interests of justice and fairness would be furthered by charging a crime. These factors include, but are not limited to, the age of the would-be defendant. In general, younger persons may have more of a “flight” instinct, which should be taken into account when determining an appropriate charge.

At any stage in the case, APAs should file resisting-and-obstructing or attempted resisting-and-obstructing charges only if they are supported by the evidence and in the interests of justice. APAs are strictly prohibited from authorizing—or threatening—resisting-and-obstructing or attempted resisting-and-obstructing charges to gain leverage in plea bargaining negotiations.

5. Application to Currently Pending Cases: This Policy applies to all cases that are currently being prosecuted by the Washtenaw County Prosecutor’s Office, and for which a judgment has not yet been entered. APAs should seek to resolve their current cases in accordance with this Policy—not in accordance with any formal or informal policies that were previously maintained by the Prosecutor’s Office.

6. Other Charges Not Covered By This Policy: Nothing in this Policy shall be interpreted to prohibit or discourage the filing of charges that are not covered by this Policy. Specifically, nothing

¹¹ More precisely, “attempted resisting-and-obstructing” would be a misdemeanor crime under MCL 750.92.

in this Policy prevents or discourages an APA from filing underlying charges for which an arrest was effectuated. Nor should this Policy be interpreted to mean that an APA should delay filing the underlying charges.

For example, if a police officer is arresting a suspect in a home-invasion incident, and the suspect engages in a physical altercation with the officer during the course of the arrest, the APA should proceed to file charges relating to the home-invasion incident as soon as the APA is satisfied that they are supported by the facts and in the interest of justice.

Any resisting-and-obstructing charges, however, should be authorized (or declined) only after the steps outlined in this Policy are followed.

7. No Substantive Rights Created: This Policy is an exercise of discretion by the Washtenaw County Prosecuting Attorney's Office. Nothing in this Policy purports to affect the legality or propriety of any law enforcement officer's actions. Nothing in this Policy shall be interpreted to create substantive or enforceable rights.

8. Exceptions: Requests for deviations from this Policy shall be made in writing, and require the approval of the Chief Assistant Prosecuting Attorney or the Prosecuting Attorney. A deviation from this Policy will be granted only in exceptional circumstances, and where public safety requires that deviation.



Eli Savit
Prosecuting Attorney, Washtenaw County

January 8, 2021

Acknowledgements

The Washtenaw County Prosecutor's Office believes in co-created change. The Prosecutor's Office is indebted to the many community leaders and subject-matter experts who provided guidance, input and counsel on this Policy. Those leaders include:

- **Trevor Bechtel**, Student Engagement Coordinator, University of Michigan Poverty Solutions; Pastor, Shalom Community Church
- **Victoria Burton-Harris**, Chief Assistant Prosecuting Attorney, Washtenaw County
- **Sam Damren**, former Assistant Prosecuting Attorney (Wayne County); former Assistant United States Attorney; former member, Dykema Gossett
- **Trische' Duckworth**, Executive Director, Survivors Speak
- **Mark Fancher**, Racial Justice Project Staff Attorney, ACLU of Michigan
- **Bob Gillett**, Michigan State Planning Body
- **Mike Henry**, Cavanaugh Advisors, LLC
- **Natalie Holbrook**, Program Director, American Friends Service Committee
- **Valerie Kelley-Bonnor**, Founder, Strategies to Overcome Obstacles and Avoid Recidivism (SOOAR)
- **Deborah LaBelle**, Law Offices of Deborah LaBelle
- **Rodd Monts**, Campaign Outreach Director, ACLU of Michigan
- **Sylvonna Reed**, Student, Cooley Law School
- **John Reiser**, Senior Assistant City Attorney (City of Ann Arbor), former Assistant Prosecuting Attorney, Washtenaw County
- **MaryAnn Sarosi**, Member, Citizens for Racial Equity in Washtenaw (CREW)
- **Desirae Simmons**, Co-Director, InterFaith Council for Peace and Justice; Member, Citizens for Racial Equity in Washtenaw (CREW)
- **John Shea**, Law Offices of John A. Shea
- **Alex Thomas**, Community Activist, Ypsilanti Township
- **Nicole Vargas**, Policy Analyst, City of Detroit
- **Rev. Donnell Wyche**, Senior Pastor, Vineyard Church (Ann Arbor)
- **Washtenaw County Sheriff's Office Staff**

The Washtenaw County Prosecutor's Office is also deeply indebted to the staff, interns, and volunteers that provided research and logistical support towards the creation of these policies. These include:

- **Shruti Lakshmanan**, Transition Manager
- **Edward Dance**, Outreach Director
- **Claire Bradley**, Intern
- **Isabel Rubin-Alvarez**, Intern

This Policy represents the views of the Office of the Prosecuting Attorney. The acknowledgement of those who provided guidance does not imply ratification by them, or by the

organizations with which they are affiliated. Organizational affiliations are for identification purposes only.

Appendix: WCSO De-Escalation Memo



Washtenaw County Sheriff's Office

De-escalation Techniques and Considerations

Jerry L. Clayton, Sheriff

The mission of the Sheriff's Office is to create public safety, provide quality service, and build strong and sustainable communities. In accordance with our mission and the law enforcement officer code of ethics, employees are expected to treat all whom they are sworn to serve with courtesy, professionalism, dignity, and respect while providing the highest quality of service in their daily interactions with the community. Understanding the fluidity of situations and circumstances they may be facing as an incident occurs, employees will seek voluntary compliance and operate with minimal reliance on the use of force by using rapport building communication and crisis intervention and de-escalation tactics before resorting to physical means of control. These are key factors in safeguarding the public's trust and maintaining legitimacy with the community.

Sheriff's Office employees shall employ de-escalation techniques throughout the encounter and provide repeated verbal warnings in order to decrease the likelihood of the need to use force and to increase the likelihood of voluntary compliance in situations where they can do so safely, without increasing risk to themselves or another person. Moreover, Sheriff's Office employees shall attempt to understand and consider the possible reasons why a subject may be noncompliant or resisting attempts to gain compliance.

A subject may not be capable of understanding the situation because of 1) Environmental factors 2) Medical condition(s) i.e. mental, physical, or hearing impairment 3) Language barrier 4) Drug interaction 5) Emotional crisis 6) Those who have no criminal intent. These situations may not make the person less dangerous but understanding a subject's condition may enable employees to calm them and to allow for the use of de-escalation techniques while maintaining the safety of the public and the employee(s). Employees who act to de-escalate an incident, which can reasonably delay taking a subject into custody, while keeping the public and employees safe, will not be found to have neglected their duty. This act helps to fulfill a service priority of the agency.

When encountering a non-compliant subject, employees shall use the following de-escalation tactics in an effort to reduce the need or degree of force:

- 1) Gather as much information possible about the incident.
- 2) Attempt to isolate and contain the subject.
- 3) Create time and distance from the subject by establishing a buffer zone (reactionary gap) and utilize cover to avoid creating an immediate threat which may require the use of force.
- 4) Request additional resources, such as Crisis Intervention Team (CIT) trained employees, or Crisis Negotiation Team (CNT). Identify employees who may have a rapport with the subject.
- 5) Designate an officer to establish rapport and engage in communication with the subject.
- 6) Tactically re-position as often as necessary to maintain the reactionary gap, protect the public, and preserve officer safety.
- 7) Continue de-escalation techniques, such as advisements, warnings, verbal persuasion, other alternatives, and take as much time as reasonably necessary to resolve the incident, without having to use force if possible.

Washtenaw County Sheriff's Office

De-escalation Techniques and Considerations



Jerry L. Clayton, Sheriff

8) Employees will assess each incident to determine, based on policy, training, and experience, which option is best to achieve a legal outcome and bring the situation under control in a safe and prudent manner.

9) In general, once control of a combative subject is gained and there is no longer an objectively reasonable threat, further use of force is prohibited. A degree of force which may have been justified earlier in an encounter does not remain justified indefinitely. Force shall be de-escalated proportionately and immediately as resistance decreases.

Supervisors who become aware of a situation where an employee is using de-escalation techniques shall monitor the radio communications and evaluate the need to respond to the scene. Incidents where de-escalation techniques were attempted shall be documented in the employee's report, as applicable. Such a report will include a disposition of the incident, i.e. the officer/supervisor will indicate if the de-escalation techniques attempted were successful.

City of Hillsdale Agenda Item Summary

Meeting Date: April 4, 2022

Agenda Item #: Old Business

SUBJECT: July 4th Permit Application

BACKGROUND PROVIDED BY STAFF: David Mackie, City Manager

PROJECT BACKGROUND:

Attached is Teresa Rutan's 4th of July parade permit application. The second application was rescinded at the request of the applicant.

RECOMMENDATION:

City Council review Teresa Rutan's 4th of July parade permit application and consider its approval.

Received by KP
 Date 2/24/22
 Amount Rec' \$110.00 CASH
 Check # _____
 Permit # 3995



RECEIVED

FEB 24 2022

**CITY OF HILLSDALE
 CITY CLERK'S OFFICE**

CITY OF HILLSDALE

City Hall
 97 N. Broad St.
 Hillsdale, Michigan 49242
 (517) 437-6490
 www.cityofhillsdale.org

**APPLICATION FOR PERMIT
 OCCUPANCY OF OR WORK WITHIN STREET RIGHT-OF-WAYS**

TYPE:

- APPLICATION FOR PERMIT
- APPLICATION FOR BLANKET ANNUAL PERMIT
- REQUEST TO COMMENCE WORK

**Post a copy of the
 Permit on-site**

<i>Theresa Rutan</i>			
Applicant's Name	Date	Contractor's Name	Date
<i>2228 Pondbrooke Drive</i>			
Mailing Address		Mailing Address	
<i>Hillsdale</i>	<i>Mi</i>	<i>49242</i>	
City	State	Zip Code	
<i>517-320-0760</i>			
Telephone Number		Telephone Number	

DESCRIPTION OF WORK OR USE:

4th July Parade

LOCATION: (Drawing to be provided)

City of Hillsdale

FACILITIES, STRUCTURES, OR EQUIPMENT TO BE INSTALLED:

Per Policy Road Barriers

TIME PERIOD:

COMMENCING DATE: *July 3rd* TIME: *4/5pm* ENDING DATE: *July 3rd* TIME: *7:30pm*

THE FOLLOWING MUST BE SUBMITTED PRIOR TO PERMIT ISSUANCE:

- Certificate of Insurance *COSI w/ City named additionally insured*
- Performance Bond \$ _____
- Construction Plan
- Subcontractor's Names
- Other user agreement

NOTE: THIS APPLICATION BECOMES A VALID PERMIT ONLY UPON APPROVAL BY THE DIRECTOR, DEPARTMENT OF PUBLIC SERVICES AND/OR CHIEF OF CITY POLICE.

Staff Use Only

Recommendation for Issuance

Approved Denied

Paul Hammel 03-30-22

Director, Department of Public Services

Director Comments:

DPS will set out all required Temporary Traffic Control (TTC) to their respective locations per attached map on Friday, July 1, 2022. Applicant and/or it's representatives shall be responsible for all set up, to maintain and tear down all TTC devices. All TTC devices shall be setup and maintained (stage personnel with barricades) in compliance with the Michigan manual of Uniform Traffic Control (MMUTCD) for full duration of event. TTC Devices shall be setup in a manner that would not interfere with pedestrian travel though crosswalks etc. -

Recommendation for Issuance

Approved Denied

Chief of Police Comments:

Chief of Police

- DPS will provide and install temporary "No Parking" signs and stage cones in downtown area for parking restrictions (cones to be set up prior to event by applicant/volunteers). Please stack all TTC devices in terrace areas promptly after event for DPS staff to pick up on Monday, July 4, 2022. Applicant and/or it's volunteers, shall clean all animal waste and trash from street and parking lots surfaces during parade, prior to removal of temporary traffic control devices.

Bond Received \$ _____

Fee Received \$ 10 pd Ref # 53352

City Clerk

Note: All payments must be received and recorded before permit is valid.

Return Application to:
Department of Public Services
149 Waterworks Drive
Hillsdale, MI 49242
or
City of Hillsdale Clerk
97 N. Broad St.
Hillsdale, MI 49242
Or email to: jhammel@cityofhillsdale.org

INSPECTIONS MUST BE SCHEDULED
MINIMUM 2 HOURS PRIOR TO
COMMENCEMENT OF WORK.

Staff Use Only

Recommendation for Issuance

Approved Denied


Director Comments:

Director, Department of Public Services

Recommendation for Issuance

Approved Denied

Chief of Police Comments:



Chief of Police

Police to AssisT with Traffic Control

Bond Received \$ _____

Fee Received \$ _____

City Clerk

Note: All payments must be received and recorded before permit is valid.

Return Application to:
Department of Public Services
149 Waterworks Drive
Hillsdale, MI 49242
or
City of Hillsdale Clerk
97 N. Broad St.
Hillsdale, MI 49242
Or email to: jhammel@cityofhillsdale.org

**INSPECTIONS MUST BE SCHEDULED
MINIMUM 2 HOURS PRIOR TO
COMMENCEMENT OF WORK.**

TRAFFIC CONTROL ORDER

2022-02

Pursuant to the applicable provisions of the Uniform Traffic Code for Cities, Townships and Villages and the Michigan Motor Vehicle Code this traffic control order is hereby issued. All traffic control devices shall comply with mandates set forth according to the Michigan Manual of Uniform Traffic Control Devices as issued by the Michigan Department of Transportation.

On July 3, 2022 from 4:00 pm until 8:00 pm there shall be the following street closures:

- closure** of Howell St. from North St. to South St.;
- closure** of North St. from Manning St. to Howell St.;
- closure** of McCollum St. from Manning St. to Broad St.;
- closure** of E. Bacon from Manning St. to Broad St.;
- closure** of Waldron from Manning St. to Budlong St.;
- closure** of Barry from Manning St. to the alley west of Budlong on Barry St.;
- closure** of Midtown alley from North St. to Barry St.;

On July 3, 2022 from 4:00 pm until 8:00 pm there shall be:

- no parking** on Howell St. between North & South St.;
- no parking** on North St. between Manning & Howell St.;
- no parking** in Midtown alley between North & Barry St.;
- no parking** on Barry St. from Manning St. to the alley west of Budlong St.

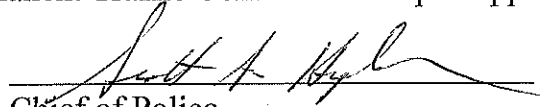
On July 3, 2022 from 4:00 pm until 8:00 pm the following parking lots will be closed:

Elk's Lodge (Lot K), First United Methodist Church (Lot F), South Library Lot (Lot H) and the Midtown Lot (Lot C).

Fourth of July (July 3, 2022) Parade Route (Parade starts @ 6:00 pm):

Midtown Parking Lot North to North St. then East to Howell St. then S. Howell St. to Barry St. then West on Barry St. to Midtown Alley

This Traffic Control Order shall have immediate effect as a temporary Traffic Control Order and shall become a permanent Traffic Control Order upon approval by the Hillsdale City Council.



Chief of Police

02/24/22
Date

Received for filing in the office of the City Clerk at 2:00 p.m. on the 24 day
of February, 2022.

City Clerk

02/24/22
Date

RESOLUTION # _____

IT IS HEREBY RESOLVED that effective immediately the above Traffic Control Order is made permanent.

Passed in open Council this _____ day of _____, 2022.

Attest: _____
Katy B. Price, City Clerk

Adam L. Stockford, Mayor

REVISED
Start/End



TYPE II
BARRICADE
WITH
STREET
CLOSED
AHEAD
SIGN



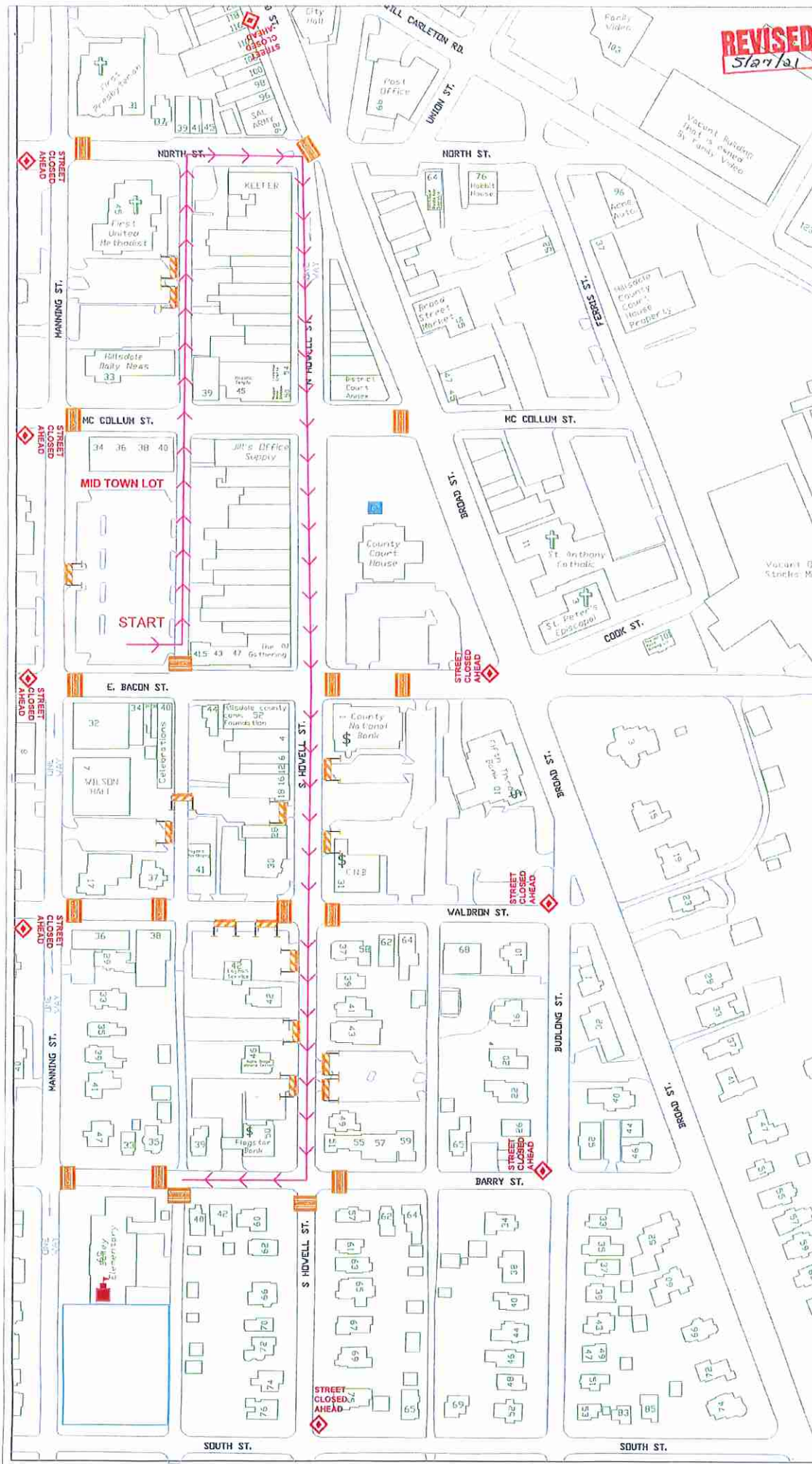
TYPE III
BARRICADE
INCLUDING 4
CLASS I
SAW HORSE
BARRICADES



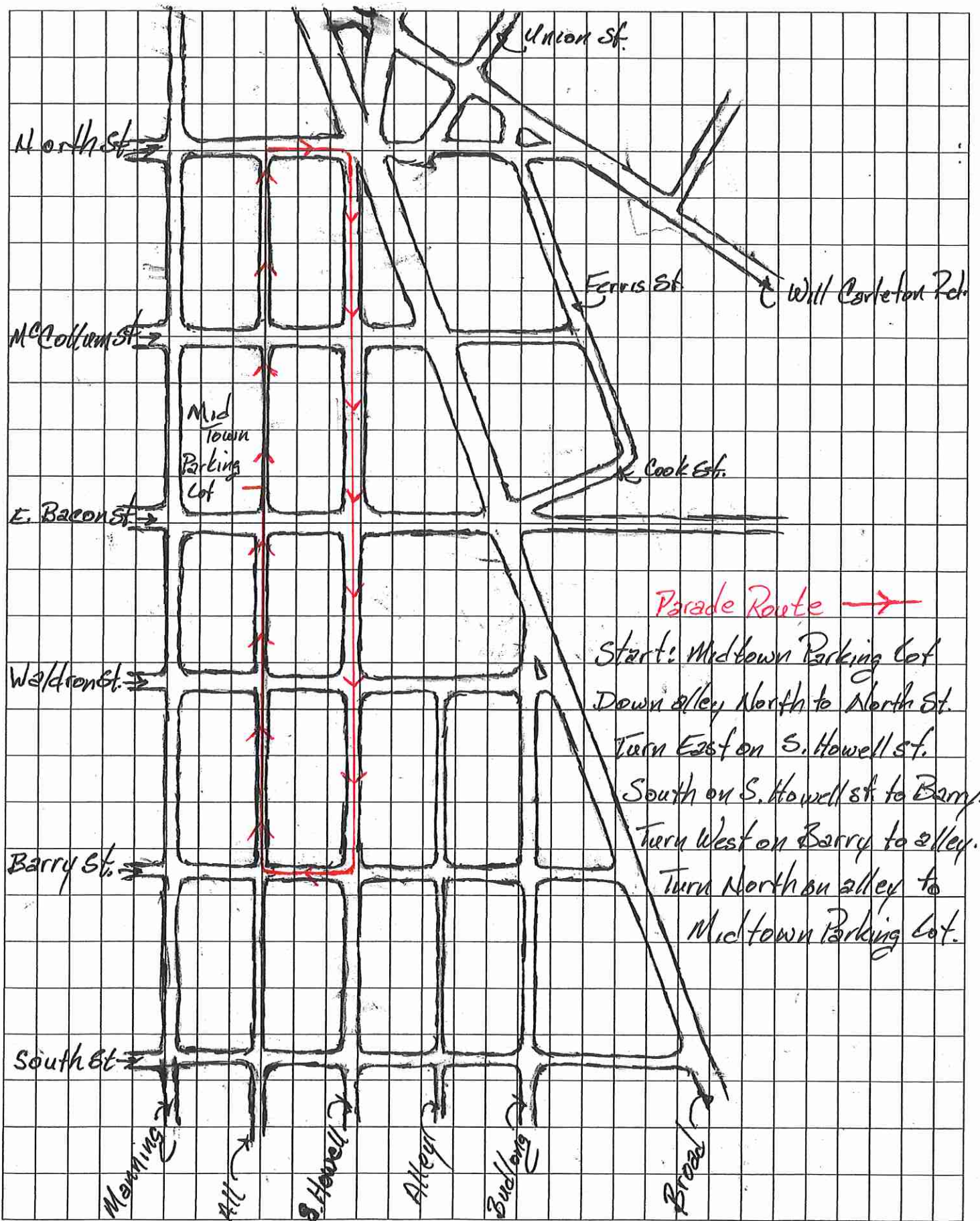
TYPE I
BARRICADE



PARADE
ROUTE



PROJECT PLAN (Attach additional sheets, as necessary)



Parade Route →

Start: Midtown Parking Lot
Down alley North to North St.
Turn East on S. Howell St.
South on S. Howell St to Barry.
Turn West on Barry to alley.
Turn North on alley to
Midtown Parking Lot.



CITY OF HILLSDALE

97 N. BROAD ST

HILLSDALE, MI 49242

(517) 437-6441

WWW.CITYOFHILLSDALE.ORG

Receipt: 53352 02/24/22

Cashier: KATY

The sum of: 10.00

Received Of: THERESA RUTAN
JOHN RUTAN
2228 PONDBROOKE DR
HILLSDALE MI 49242

RIGHT OF WAY PERMIT
4TH OF JULY PARADE

Receipt Code:

Description:

Distribution:

PT RIGHT OF WAY 4TH OF JULY A

101-000.000-476.000

10.00

Total 10.00

TENDERED: Cash

Signed: _____

CITY OF HILLSDALE

RULES AND REGULATIONS PERMITS FOR OCCUPANCY OF AND WORK WITHIN STREET RIGHT-OF-WAYS

SECTION 1 – AUTHORITY

- A. These rules and regulations are promulgate pursuant to the provisions of Section 30-55 of Chapter 30 of the Hillsdale Municipal Code.

SECTION 2 – APPLICATION PROCEDURES

- A. Applicants for permits shall complete the permit form provided by the Department of Public Services and shall return the completed form to the **Public Services Building, 149 Waterworks Drive** or the **Clerk's Office, City Hall, 97 N. Broad Street**, together with such additional information which is required pursuant to Chapter 30 of the Hillsdale Municipal Code and these rules and regulations.
- B. Each application shall be reviewed by the Director of Public Services, or his designee, for compliance with the provisions of Chapter 30 and these rules and regulations. In addition, the following persons shall receive written notification that an application has been received and they shall be provided an opportunity to review the application prior to its approval: Director of Utilities, Police Chief, Fire Chief, and City Forester.
- C. If, in the opinion of the Director of Public Services, the application complies with the applicable provisions of Chapter 30 and these rules and regulations, then he shall notify the applicant that the application has been approved. If the application fails to comply with Chapter 30 and these rules and regulations, then the Director shall notify the applicant that the application has been denied. The Director may permit the applicant to submit additional information or to revise information previously submitted so as to cause the application to comply with Chapter 30 and these rules and regulations.
- D. If an application is approved, the Director shall prepare the necessary permit and shall determine the amount of any fees which the applicant must pay. The permit and the statement of fees shall be delivered to the City Clerk.
- E. Upon payment of the fees as determined by the Director of Public Services, the City Clerk shall deliver the permit to the applicant and shall notify the Director of Public Services that the permit has been issued.

SECTION 3 – REQUEST TO COMMENCE WORK

- A. Any person, firm, or corporation to whom an annual blanket permit has been issued shall apply to the Director of Public Services for permission to commence work pursuant to the annual blanket permit by submitting a request to commence work on the forms provided by this purpose. Such request to commence work shall be submitted in accordance with applicable provisions of Chapter 30.
- B. Each request to commence work shall be reviewed by the Director of Public Services to determine its compliance with the provisions of Chapter 30, these rules and regulations, and the annual blanket permit. The Director shall notify the following persons and shall provide them an opportunity to comment upon the request to commence work: Director of Utilities, Police Chief, Fire Chief, and City Forester.
- C. If, in the opinion of the Director, the request to commence work is in compliance with the applicable provisions of Chapter 30, these rules and regulations, and the annual blanket permit, then he shall approve the request and notify the applicant of such approval. If the request is not in compliance, then the request shall be denied and the applicant shall have the opportunity to submit a request to commence work which is in compliance. The Director may permit the applicant to submit additional information or to revise information previously submitted so as to cause the application to comply with Chapter 30 and these rules and regulations.

SECTION 4 – STREET CLOSINGS AND STREET OCCUPANCIES

- A. If an application or request to commence work approved pursuant to these rules and regulations requires the closing of a street to vehicular traffic, then the applicant shall notify the Chief of Police not less than twenty-four (24) hours prior to commencing the work which will necessitate the closing of the street of the dates and times when such street is required to be closed.
- B. Streets shall be closed only pursuant to directives issued by the Chief of Police in accordance with the provisions of the Uniform Traffic Code and shall be evidenced by temporary traffic control orders and/or by the Police Chief's endorsement on the permit, or, in the case of an annual blanket permit, on the request to commence work form.
- C. The Director may issue permits for the temporary occupancy or use of portions of the street right-of-way when such occupancy or use does not significantly impair the utilization of such right-of-way for vehicular or pedestrian traffic or when such occupancy or use is for a short duration. In reviewing applications for such permits, the Director shall consider the public safety and aesthetic considerations associated with such occupancy or use as well as the public benefit which such occupancy or use provides. If such occupancy or use involves a significant restriction on vehicular traffic, other than closing, the permit, or, in the case of an annual blanket permit, the request to commence work form, shall be endorsed by the Police Chief prior to issuance.

SECTION 5 – STREET OPENINGS AND RIGHT-OF-WAY CONSTRUCTION

- A. It shall be the responsibility of the applicant to contact "Miss Dig" prior to commencing any construction activities within the right-of-way so that all public utilities and other facilities can be located.
- B. It shall be the responsibility of the applicant to provide all necessary warning signs, barricades, flagmen and the like in accordance with the current Manual on Uniform Traffic Control Devices (MUTCD) Part 6 to insure that the public is safe from injury or damage to vehicles as a result of the construction activities.
- C. The applicant, upon completion of any construction, shall restore the right-of-way areas to a condition which is as good as or better than the condition which existed prior to the commencement of construction activities.
- D. The applicant shall provide and place the necessary sheeting, shoring and bracing required to prevent caving, loss or settlement of foundation material supporting the pavement, or any other street installation such as sewers, culverts, etc. the applicant shall assume the full responsibility for this protection and shall not proceed with construction or excavation activities prior to receiving the approval of the Department of Public Services for the methods to be used. The applicant shall dispose of all surplus or unsuitable material outside of the limits of the streets.
- E. All trenches, holes and pits shall be filled with gravel, placed in successive layers not more than nine inches in depth, loose measure, and each layer shall be thoroughly compacted by mechanical tamping. Restoration shall be such that it will provide a condition equal to or better than the original condition.
- F. Street openings will be properly maintained by the applicant until the street surface is replaced.
- G. Bituminous surfaces must be replaced with bituminous materials compacted at a minimum of two lifts. Concrete surfaces must be replaced with concrete materials flush with the existing surface and properly finished.
- H. Materials used in construction, backfilling and repair operations shall comply with the State of Michigan, Department of Transportation specifications. These include the following:
 - 1. Aggregate types for backfilling.....22A and 23
 - 2. Asphalt type for replacement of street surface.....20AA
 - 3. Concrete type for replacement of concrete surface....Type 35P
- I. All vegetative areas shall be restored using top soil which is free of weeds and shall be seeded and protected from erosion.
- J. Street openings shall be made in such manner and with such tools as to produce straight edges. All such openings shall be rectangular in shape unless conditions warrant an irregular shape.

SECTION 6 – SIDEWALK CONSTRUCTION, REPAIR, AND REPLACEMENT

- A. All sidewalk work shall consist of constructing the sidewalk in a single course on a prepared subgrade.
- B. All sidewalks shall project one inch above finished grade and shall slope one quarter inch per foot toward the drainage side. Sidewalks shall be four inches thick except at driveway crossings which shall be six inches thick. Sidewalks shall be a minimum of five feet wide and a maximum of six feet wide. All walks shall meet the requirements of the Americans with Disabilities Act (ADA).
- C. All unstable subgrade material shall be removed and replaced with a minimum of four inches granular material or sand, compacted.
- D. Forms shall be clean and straight, composed of wood or metal. The forms shall be staked to line and grade in a manner that will prevent deflection or settlement. Forms shall be oiled before placing concrete. If the line of the sidewalk conflicts with trees adjacent to the sidewalk, the applicant shall notify the City Forester and Director prior to proceeding with the installation of forms.
- E. The base shall be thoroughly wetted and the concrete deposited thereon to the proper depth. It shall be spaded along the forms compressed and struck-off flush with the top of the forms. The surface shall be floated, edges and joints properly tooled, and finished with a brush to provide a non-slip surface.
- F. The applicant shall insure the use of appropriate materials which shall comply with the following specification:
- G. Expansion joints shall be placed every fifty feet or more often if required to prevent cracking of the sidewalk. Grooved joints a minim of on-half inch in depth shall be placed every five feet.
- H. Sidewalks and sidewalk ramps shall be constructed in accordance with the standard specifications of the Michigan Department of Transportation (MDOT).
- I. Driveway approaches shall be a minimum of ten feet in width and shall be constructed of concrete a minimum of six inches thick. Expansion joints shall be placed where the approach meets a sidewalk or street. Approaches shall be constructed in accordance with standards provided in Section 6E.

SECTION 7 – INSPECTIONS

- A. It shall be the responsibility of the applicant to contact the Department of Public Services at such times as inspections are required pursuant to these rules and regulations and in accordance with sound construction practices.
- B. At a minimum inspections shall be required at the following times"
 - 1. Sidewalks
 - a) After installing forms and prior to pouring concrete.
 - b) Upon completion of work and restoration of the area.
 - 2. Street Openings
 - a) Prior to commencing backfilling.

- b) Prior to commencing restoration of the street surfaces.
- c) Upon completion of work and restoration of the area.
- 3. Other Construction
 - a) Upon completion of work and restoration of the area.
 - b) At such other times as determined by the Director of Public Services.

SECTION 8 – TREES

- A. The applicant shall not remove, trim, cut roots from, or otherwise damage any tree growing within the street right-of-way without first having obtained the endorsement of the City Forester on the permit or, in the case of an annual blanket permit, on the request to commence work form.
- B. If during the course of any activities conducted pursuant to a permit granted in accordance with these rules and regulations the applicant finds that there is the possibility of interference with trees growing in the street right-of-way, the applicant shall immediately contact the Director of Public Services and the City Forester.

SECTION 9 – INSURANCE AND BONDS

- A. Any applicant proposing to conduct any activities involving construction within the right-of-way of streets in the City of Hillsdale shall provide evidence of liability insurance covering personal injury and property damage in the amount of not less than \$1,000,000 combined single limit. The applicant shall provide an endorsement naming the City of Hillsdale as an additional insured.
- B. The applicant shall keep such insurance in effect during all times that the applicant is conducting activities within the street right-of-ways.
- C. If the applicant is self-insured for personal injury and/or property damage risks, the applicant shall provide documentation of such self-insurance program and shall further agree to indemnify and hold the City harmless from any and all liability arising out of any activities conducted pursuant to the permit.
- D. If an applicant utilizes subcontractors in performing some or all of the work which is covered by a permit, each such subcontractor shall be required to comply with the provisions of this Section.
- E. Pursuant to the provisions of Section 30-37 of the Hillsdale Municipal Code, the Director shall determine the amount of the performance bond or cash deposit which shall be provided by the applicant prior to the issuance of the permit. In no case shall the amount of such performance bond or cash deposit required for a permit for construction activities within the traveled portion of any street be less than \$10,000.
- F. If an applicant provides a blanket bond to cover all bond requirements during a specified period of time, the amount of such bond shall be maintained at least equal to the amount required to satisfy the terms of all permits issued during that period of time.

SECTION 10 – FEES

- A. The following schedule shall be the fees as established for permits issued pursuant to these rules and regulations:

Application fee.....	\$10.00
Annual Blanket Permit.....	\$150.00
Sidewalk under 25 square feet.....	\$25.00
Sidewalk over 25 square feet (includes Terrace Preparation).....	\$75.00
Driveway Approach Permit.....	\$50.00
Street Opening.....	\$100.00
Terrace Preparation.....	\$25.00
Storm Sewer Connection fee.....	\$150.00
Curb Cut/Repair/Extension.....	\$50.00

- B. In addition to the fees indicated above, all work requiring inspections after 3:00 p.m. or on Weekends shall be subject to an additional fee of \$75.00 per hour (Minimum 2 hour charge) or portion thereof with personnel availability.
- C. Traffic control measures may incur additional fees.

City of Hillsdale

Agenda Item Summary

Meeting Date: April 4, 2022

Agenda Item #: New Business

SUBJECT: Set Public Hearing – Application for Commercial Rehabilitation Exemption Application – 3240 West Carleton Rd – Patillo Family Properties LLC

BACKGROUND PROVIDED BY STAFF

The clerk's office is in receipt of an "Application for Commercial Rehabilitation Exemption Certificate" for property located at 3240 W Carleton Rd owned by Patillo Family Properties LLC. The application is for tax abatement on the rehabilitation on the Stadium Roller Rink buildings. The property was originally developed for a roller skating rink and snack bar. The project has an estimated cost of \$608,010 to rehab the building for a family activity center.

The property in question lies within Commercial Rehabilitation District #1 created in 2009 and amended in 2019. The current value of this property is estimated by the assessor at about \$746,200.

The Economic Development Corporation board will meet on Tuesday, April 19, 2022 to review the application and make a recommendation to council.

RECOMMENDATION:

Staff recommends that council do all of the following:

1. Set the date and time for the public hearing mentioned above for May 2, 2022 at 7:00 p.m.;
2. Direct the clerk to notify the applicant, Assessor and representatives of the affected taxing units as required under the act;
3. Following the public hearing, within 60 days of receipt by the clerk (no later than May 28, 2022) - adopt a resolution either approving or disapproving the application (reasons for disapproval must be set forth in writing in the resolution);
4. If approved, direct the clerk to forward the application to the State Tax Commission (STC) before October 31;

RECEIVED

Michigan Department of Treasury
4507 (Rev. 12-20)

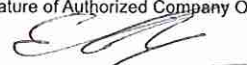
Application for Commercial Rehabilitation Exemption Certificate

Issued under authority of Public Act 210 of 2005, as amended.

LOCAL GOVERNMENT UNIT USE ONLY	
Application No.	Date Received MAR 29 2022
STATE USE ONLY	
Application No.	Date Received

OFFICE OF HILLSDALE
CITY CLERK'S OFFICE

Read the instructions page before completing the form. **This application should be filed after the commercial rehabilitation district is established.** The applicant must complete Parts 1, 2 and 3 and file the application form (with required attachments) with the clerk of the local governmental unit (LGU). Attach the legal description of property on a separate sheet. This project will not receive tax benefits until approved by the State Tax Commission (STC). Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the STC.

PART 1: OWNER / APPLICANT INFORMATION (applicant must complete all fields)			
Applicant (Company) Name (applicant must be the owner of the facility) Patillo Family Properties LLC		NAICS or SIC Code	
Facility's Street Address 3240 W Carleton Rd	City Hillsdale	State MI	ZIP Code 49242
Name of City, Township or Village (taxing authority) Hillsdale	County Hillsdale	School District Where Facility is Located Hillsdale	
<input checked="" type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village			
Date of Rehabilitation Commencement (mm/dd/yyyy) 01/01/2022	Planned Date of Rehabilitation Completion (mm/dd/yyyy) 05/31/2022		
Estimated Cost of Rehabilitation \$608,010	Number of Years Exemption Requested (1-10) 10		
Expected Project Outcomes (check all that apply)			
<input checked="" type="checkbox"/> Increase Commercial Activity <input checked="" type="checkbox"/> Retain Employment <input type="checkbox"/> Revitalize Urban Areas <input checked="" type="checkbox"/> Create Employment <input checked="" type="checkbox"/> Prevent Loss of Employment <input type="checkbox"/> Increase Number of Residents in Facility's Community			
No. of jobs to be created due to facility's rehabilitation 7	No. of jobs to be retained due to facility's rehabilitation 0	No. of construction jobs to be created during rehabilitation 7	
PART 2: APPLICATION DOCUMENTS			
Prepare and attach the following items:			
<input checked="" type="checkbox"/> General description of the facility (year built, original use, most recent use, number of stories, square footage)		<input checked="" type="checkbox"/> Statement of the economic advantages expected from the exemption	
<input checked="" type="checkbox"/> Description of the qualified facility's proposed use		<input checked="" type="checkbox"/> Legal description	
<input checked="" type="checkbox"/> Description of the general nature and extent of the rehabilitation to be undertaken		<input type="checkbox"/> Description of the "underserved area" (Qualified Retail Food Establishments only)	
<input type="checkbox"/> Descriptive list of the fixed building equipment that will be a part of the qualified facility		<input type="checkbox"/> Commercial Rehabilitation Exemption Certificate for Qualified Retail Food Establishments (Form 4753) (Qualified Retail Food Establishments only)	
<input checked="" type="checkbox"/> Time schedule for undertaking and completing the facility's rehabilitation			
PART 3: APPLICANT CERTIFICATION			
Name of Authorized Company Officer (no authorized agents) Matt Patillo		Telephone Number (574) 276-8993	
Fax Number (855) 258-5507		E-mail Address mpatillo80@gmail.com	
Street Address 1501 Lakeview Dr	City Hillsdale	State MI	ZIP Code 49242
<p>I certify that, to the best of my knowledge, the information contained herein and in the attachments is truly descriptive of the property for which this application is being submitted. Further, I am familiar with the provisions of Public Act 210 of 2005, as amended, and to the best of my knowledge the company has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local governmental unit and the issuance of a Commercial Rehabilitation Exemption Certificate by the State Tax Commission.</p> <p>I further certify that this rehabilitation program, when completed, will constitute a rehabilitated facility, as defined by Public Act 210 of 2005, as amended, and that the rehabilitation of this facility would not have been undertaken without my receipt of the exemption certificate.</p>			
Signature of Authorized Company Officer (no authorized agents) 		Title President	Date 3/28/2022

PART 4: ASSESSOR RECOMMENDATIONS (assessor of LGU must complete Part 4)			
Provide the Taxable Value and State Equalized Value of Commercial Property, as provided in Public Act 210 of 2005, as amended, for the tax year immediately preceding the effective date of the certificate (December 31 of the year approved by the STC).			
	Taxable Value	State Equalized Value (SEV)	
Land			
Building(s)			
The property to be covered by this exemption may not be included on any other specific tax roll while receiving the Commercial Rehabilitation Exemption. For example, property on the Eligible Tax Reverted Property (Land Bank) specific tax roll cannot be granted a Commercial Rehabilitation Exemption that would also put the same property on the Commercial Rehabilitation specific tax roll.			
<input type="checkbox"/> By checking this box I certify that, if approved, the property to be covered by this exemption will be on the Commercial Rehabilitation Exemption specific tax roll and not on any other specific tax roll.			
Name of Local Government Body			
Name of Assessor (first and last name)		Telephone Number	
Fax Number		E-mail Address	
<i>I certify that, to the best of my knowledge, the information contained in Part 4 of this application is complete and accurate.</i>			
Assessor's Signature			Date
PART 5: LOCAL GOVERNMENT ACTION (clerk of LGU must complete Part 5)			
Action Taken By LGU (attach a certified copy of the resolution):			
<input type="checkbox"/> Exemption approved for _____ years, ending December 30, _____ (not to exceed 10 years)			
<input type="checkbox"/> Exemption Denied			
Date District Established (attach resolution for district)	Local Unit Classification Identification (LUCI) Code	School Code	
PART 6: LOCAL GOVERNMENT CLERK CERTIFICATION (clerk of LGU must complete Part 6)			
Clerk's Name (first and last)		Telephone Number	
Fax Number		E-mail Address	
Mailing Address	City	State	ZIP Code
LGU Contact Person for Additional Information	LGU Contact Person Telephone Number	Fax Number	
<i>I certify that, to the best of my knowledge, the information contained in this application and attachments is complete and accurate and hereby request the State Tax Commission issue a Commercial Rehabilitation Exemption Certificate, as provided by Public Act 210 of 2005, as amended.</i>			
Clerk's Signature			Date

For faster service, the LGU should email the completed application and required documents to PTE@michigan.gov.

An additional submission option is to mail the completed application and required documents to:

Michigan Department of Treasury, State Tax Commission
 P.O. Box 30471
 Lansing, MI 48909

3240 W. Carleton Rd – CRE Application and Attachments

A. General Description of Facility

Year Built- 1978

1991 a 5,000 sq ft strip mall was built, in 1998 a 336 sq ft was added, 1999 a 4,320 sq ft strip mall was built, and 2018 a 24x48 storage building was built

Original use- Activity Center

Most recent use- Activity Center

Number of stories and square footage- All buildings are one story

Building #1- 22,500 sq ft

Building #2- 5,336 sq ft

Building #3- 4,320 sq ft

Building #4- 1,152 sq ft

B. Description of Qualified Facilities' Proposed Use

a. Description of the qualified facility's use: Family Activity Center

C. Description of the General Nature and Extent of the Rehabilitation to be Undertaken

- Demoad all drop ceiling, electrical, lighting, ductwork
- Rewired entire building
- Remodeled all bathrooms
- Updated all flooring
- Painted entire interior, will paint exterior in the summer
- Remodeled snack bar
- Remodeled managers office
- Remodeled two front offices

D. Fixed Building Equipment

a. Not applicable

E. Time Schedule for project

a. Project began January 1, 2022 and anticipated to be done at the latest May 31, 2022.

F. Statement of economic advantages expected from the exemption:

a. Create employment opportunities, revive a much needed multi-use activity center aimed at serving families, business increase in the City due to traffic from surrounding communities.

G. Legal Description

Land in the City of Hillsdale, County of Hillsdale and State of Michigan, described as:

Commencing at a point that is 718.7 feet North and 130 feet East of the Section corner of Sections 15, 16, 21 and 22, Town 6 South, Range 3 West, said point being in the centerline of Highway M-99 and running thence South $47^{\circ} 2'$ West 201.5 feet; thence North $62^{\circ} 50'$ West 376.3 feet; thence North $22^{\circ} 47'$ East 240 feet; thence along the centerline of said Highway M-99 as follows: South $67^{\circ} 13'$ East 70.4 feet; thence South $63^{\circ} 5'$ East 96.6 feet; thence South $58^{\circ} 53'$ East 100 feet; thence South $52^{\circ} 0'$ East 100 feet; thence South $44^{\circ} 48'$ East 99.25 feet; thence South $44^{\circ} 31'$ East 14.8 feet to the Place of Beginning. Being part of Sections 15 and 16, Town 6 South, Range 3 West. ALSO CONVEYING: Commencing at a point that is 718.7 feet North and 130 feet East of the Section corner of said Sections 15, 16, 21 and 22, said point being in the centerline of Highway M-99, and thence running South $47^{\circ} 2'$ West 201.5 feet to the Place of Beginning; thence North $62^{\circ} 50'$ West 376.3 feet; thence South $22^{\circ} 47'$ West 175 feet; thence Easterly a distance of 425 feet to the Place of Beginning.

Said parcel being also described by assessment as: Commencing at the Southwest corner of Section 15, Town 6 South, Range 3 West; thence North 718.7 feet; thence East 130 feet to the centerline of Highway M-99 for the Point of Beginning; thence South $47^{\circ} 41' 45''$ West 201.45 feet; thence South $89^{\circ} 36' 31''$ West 409.045 feet; thence North $22^{\circ} 47'$ East 415 feet, more or less, to the centerline of said Highway; thence Southeasterly along said centerline to the Point of Beginning.

This property may be located within the vicinity of farmland or farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors and other associated conditions may be used and are protected by the Michigan right to farm act.

Breakdown of Costs

Demo	\$	34,000
Cafe remodel	\$	30,500
Electrical	\$	38,750
HVAC	\$	32,400
Bathroom remodel	\$	12,200
Showers	\$	10,400
Lockers/storage	\$	8,100
Netting	\$	17,800
Wall Padding	\$	14,000
75' quarter wall	\$	12,300
Treadmills	\$	38,100
Ellipticals	\$	12,200
Recumbant bikes	\$	11,900
Various Rogue equipment	\$	42,640
Mirrors	\$	11,450
Flooring/court lining/refinishing	\$	41,200
Interior Paint	\$	15,000
Exterior Paint	\$	32,000
Basketball hoops	\$	16,100
Fans	\$	10,050
Bleachers	\$	44,420
Childcare remodel	\$	11,200
Membership software	\$	4,800
Security cameras	\$	12,000
Front Office remodel	\$	79,500
Extras	\$	15,000
Total Cost	\$	608,010



CITY OF HILLSDALE

97 N. BROAD ST

HILLSDALE, MI 49242

(517) 437-6441

WWW.CITYOFHILLSDALE.ORG

Receipt: 53603 03/18/22

Cashier: KATY

The sum of: 300.00

Received Of: PATILLO FAMILY PROPERTIES

MATT PATILLO
3240 W CARLETON RD
HILLSDALE MI 49242

CRE APPLICATION
3240 W CARLETON RD

<u>Receipt Code:</u>	<u>Description:</u>	<u>Distribution:</u>	
XX	CRE	101-000.000-692.000	300.00
			Total <u>300.00</u>
	TENDERED:	CREDIT CARD	80c3af34-a156-46b8-86cf-f
		Credit Card Fee	80c3af34-a156-46b8-86cf-f

Signed: _____

City of Hillsdale Agenda Item Summary

Meeting Date: April 4, 2022

Agenda Item # : New Business

SUBJECT: 2022-2023 Proposed Budget and Setting of Public Hearing

BACKGROUND PROVIDED BY STAFF David Mackie, City Manager

The FY22-23 proposed budget document is included in the Council packet. This document represents the preparation and collaboration of department heads and the City Manager. Revenue and expenditures have been carefully reviewed to meet Council's expectation of a General Fund balanced operating budget. Fund balance is being used for General Fund capital expenditures.

RECOMMENDATION:

Pursuant to Charter requirements, City Council should set a public hearing for May 16, 2022 at 7:00 p.m. and direct the City Clerk to publish notice of the hearing at least one week in advance. The proposed budget document will be on file in the office of the City Clerk and on the City's website on or before April 5th.

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
101-000.000-402.000	CURRENT TAXES	1,599,976	1,620,853	1,631,585	1,598,631	1,769,000
101-000.000-402.050	CURRENT TAXES - STREET MAINT.	300,634	324,169			
101-000.000-404.000	SPECIAL ACTS	20,369	37,852	34,600	37,180	39,856
101-000.000-411.000	DELINQUENT TAXES	2,567	9,662	2,000	983	2,000
101-000.000-434.000	TRAILER FEES	2,496	2,400	2,480		2,400
101-000.000-445.000	DEL. TAXES-PENALTIES AND INT.	27,924	32,768	20,000	15,388	25,000
101-000.000-447.000	PROPERTY TAX ADMIN. FEE	66,625	69,185	70,674	68,257	74,000
101-000.000-451.000	SPECIAL ASSESSMENTS	20,743	11,478	6,034	8,603	10,000
101-000.000-476.000	PERMITS	18,726	15,119	18,000	12,185	18,000
101-000.000-477.000	C.A.T.V. FRANCHISE FEES	78,273	75,622	80,000	36,561	75,000
101-000.000-480.000	DOG LICENSES	12	5			
101-000.000-490.000	LICENSE FEES	6,438	6,723	6,700	6,897	6,700
101-000.000-505.000	FEDERAL GRANT - PUBLIC SAFETY		2,861			
101-000.000-528.000	FEDERAL GRANT - CARES ACT		248,051			
101-000.000-529.000	FEDERAL GRANT				28,441	
101-000.000-558.000	ACT 302 POLICE TRAINING FUNDS	2,025	1,338		833	
101-000.000-569.000	STATE GRANT	4,427	951			
101-000.000-569.372	STATE GRANTS-MSHDA GRANT-CODE ENFC			15,000	14,825	
101-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHAF	166,964	209,335	150,000	91,836	150,000
101-000.000-574.000	STATE REVENUE SHARING	941,982	943,695	949,672	743,846	1,000,000
101-000.000-602.000	INTERMENT FEES	13,577	20,480	18,000	12,876	18,000
101-000.000-602.001	INTERMENT FEES- ST ANTHONYS	1,400	4,050	3,000	2,850	3,000
101-000.000-629.000	COPIES / DUPLICATING	150	566	300	150	300
101-000.000-633.000	ABATEMENT FEES	600	300	600	600	600
101-000.000-658.000	ORDINANCE FINES	826	847	1,500	454	1,000
101-000.000-658.001	PARKING FINES	240	470	500	790	
101-000.000-665.000	INTEREST	27,921	13,945	20,000	11,165	20,000
101-000.000-667.000	RENTS	15,632	22,632	22,632	23,604	24,000
101-000.000-667.200	LEASE AGREEMENT - AT&T	15,600	14,300	15,600	10,400	15,600
101-000.000-667.517	RENTS - TRANSFER FACILITY	48,000	48,000	48,000	12,328	48,000
101-000.000-668.528	ROYALTIES-TRANSFER FACILITY	16,833	20,969	19,000	7,919	20,000
101-000.000-669.000	CHANGE IN INVESTMENTS	2,981	(841)		(9,822)	
101-000.000-673.000	SALE OF CITY PROPERTY	32	1,536		18,333	
101-000.000-674.000	CONTRIBUTIONS IN LIEU OF TAX	1,078,649	1,141,170	1,095,706	806,264	1,100,000
101-000.000-675.247	CONTRIBUTION & DONATION - TIFA	10,000				
101-000.000-687.300	OTHER REFUNDS	168,094	199,547	177,246	113,029	200,000
101-000.000-692.000	OTHER REVENUE	10,659	20,878	7,500	7,944	10,000
101-000.000-692.106	OTHER REVENUE - NEW YEAR'S EVE EVF	18,977	1,500	18,000	10,400	18,000
101-000.000-692.174	OTHER REVENUES-ECONOMIC DEVLV					3,042
101-000.000-692.247	OTHER REVENUES - TIFA					3,000
101-000.000-692.301	OTHER REVENUES - POLICE DEPT	1,529	550	500	1,069	500
101-000.000-692.336	OTHER REVENUES-LOC FIRE GRANT	3,412	2,000	1,500		
101-000.000-692.470	OTHER REVENUE - TREES	100				
101-000.000-699.151	TRANSFERS IN - CEMETERY CARE		20,000	20,000		20,000
101-000.000-699.174	TRANSFER IN - BPU	123,309	141,538	140,000		140,000
101-000.000-699.202	TRANSFERS IN - MAJOR STREETS	79,081	88,015	78,000	46,694	88,000
101-000.000-699.203	TRANSFERS IN - LOCAL STREETS	24,192	26,044	27,900	13,916	26,000
101-000.000-699.271	TRANSFER IN - LIBRARY	2,000	2,000	2,000		2,000
101-000.000-699.481	TRANSFERS IN - AIRPORT IMPRVMT					7,500
101-000.000-699.588	TRANSFER IN - DIAL-A-RIDE	59,573	68,781	65,000		65,000
101-000.000-699.699	TRANSFERS - DPS LEAVE AND BENEFIT		20,606			
NET OF REVENUES/APPROPRIATIONS - 000.000 -		4,983,548	5,491,950	4,769,229	3,755,429	5,005,498
Dept 101.000 - CITY COUNCIL						
101-101.000-702.000	WAGES	17,066	19,072	18,500	11,955	15,597
101-101.000-717.000	WORKERS' COMPENSATION	66	44	75	44	70

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 101.000 - CITY COUNCIL						
101-101.000-720.000	EMPLOYER'S FICA	1,305	1,459	1,415	915	1,193
101-101.000-726.000	SUPPLIES	96	10	200		200
101-101.000-801.000	CONTRACTUAL SERVICES			100		100
101-101.000-810.000	DUES AND SUBSCRIPTIONS	5,166		5,250	455	5,250
101-101.000-955.200	MISC. - COMMUNICATIONS	900	900	1,000		1,000
101-101.000-956.000	TRAINING & SEMINARS			250		250
NET OF REVENUES/APPROPRIATIONS - 101.000 - CITY COUNCIL		(24,599)	(21,485)	(26,790)	(13,369)	(23,660)
Dept 172.000 - CITY MANAGER						
101-172.000-702.000	WAGES	108,552	102,100	107,457	56,820	67,519
101-172.000-704.000	SICK TIME PAY			3,666		
101-172.000-705.000	VACATION TIME PAY		10,483	6,877	3,247	
101-172.000-706.000	PERSONAL TIME PAY	1,601	2,184	1,389	454	
101-172.000-707.000	LONGEVITY PAY	240	240	240		
101-172.000-710.000	HOLIDAY AND OTHER PAY	16,938	16,176	8,502	3,109	
101-172.000-715.000	HEALTH AND LIFE INSURANCE	6,860	7,554	6,600	4,260	3,048
101-172.000-716.000	RETIREMENT	10,656	30,957	32,750	21,094	28,389
101-172.000-717.000	WORKERS' COMPENSATION	164	205	275	170	200
101-172.000-718.000	UNEMPLOYMENT INSURANCE	100				
101-172.000-720.000	EMPLOYER'S FICA	6,618	8,658	10,841	3,837	5,165
101-172.000-721.000	DISABILITY INSURANCE	910	462	670	308	475
101-172.000-726.000	SUPPLIES	858	591	1,000	107	1,000
101-172.000-801.000	CONTRACTUAL SERVICES		110	500		500
101-172.000-810.000	DUES AND SUBSCRIPTIONS	140	450	1,000	770	1,000
101-172.000-860.000	TRANSPORTATION AND MILEAGE			500		500
101-172.000-956.000	TRAINING & SEMINARS	1,685	620	2,500	573	2,500
101-172.000-956.200	LODGING AND MEALS	556		1,500		1,500
NET OF REVENUES/APPROPRIATIONS - 172.000 - CITY MANAGER		(155,878)	(180,790)	(186,267)	(94,749)	(111,796)
Dept 175.000 - ADMINISTRATIVE SERVICES						
101-175.000-702.000	WAGES	46,173	54,749	73,366	27,319	55,426
101-175.000-703.000	WAGES	131	345	400		
101-175.000-704.000	SICK TIME PAY			673		
101-175.000-705.000	VACATION TIME PAY	1,308	2,189	6,206		
101-175.000-706.000	PERSONAL TIME PAY			253		
101-175.000-710.000	HOLIDAY AND OTHER PAY	1,167	310	4,139	138	
101-175.000-715.000	HEALTH AND LIFE INSURANCE		32	1,674		11,796
101-175.000-716.000	RETIREMENT	3,729	1,827	14,915	740	13,593
101-175.000-717.000	WORKERS' COMPENSATION			250	159	200
101-175.000-720.000	EMPLOYER'S FICA	3,508	2,464	6,735	1,923	4,240
101-175.000-721.000	DISABILITY INSURANCE		77	472		
101-175.000-726.000	SUPPLIES	505	732	500	1,633	1,500
101-175.000-726.007	SUPPLIES - COVID 19		1,092		127	500
101-175.000-801.000	CONTRACTUAL SERVICES	23,340	19,765	31,000	21,121	25,000
101-175.000-802.000	TECHNICAL SERVICES					44,995
101-175.000-806.000	LEGAL SERVICES	17,559	24,676	17,000	35,995	35,000
101-175.000-806.002	LEGAL SERVICES - TAX CASES	24,407	6,250			
101-175.000-807.000	ENGINEERING SERVICES - CONTRACT	894				
101-175.000-808.000	AUDITING SERVICES	16,510	16,700	25,000	28,160	25,000
101-175.000-810.000	DUES AND SUBSCRIPTIONS	210	663	1,200	435	1,200
101-175.000-818.000	INSURANCE	59,436	64,196	72,500	70,270	72,500
101-175.000-955.025	MISC. - HOLIDAY RECEPTION	422		500	499	500
101-175.000-955.101	MISC. - DOMESTIC HARMONY	6,000	6,000	6,000		6,000
101-175.000-955.106	MISC. - NEW YEAR'S EVE EVENT	17,582		18,000	12,188	13,000
101-175.000-956.000	TRAINING & SEMINARS	1,377				1,000
101-175.000-956.200	LODGING AND MEALS			500		500

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 175.000 - ADMINISTRATIVE SERVICES						
101-175.000-960.000	BANK FEES				263	250
101-175.000-970.000	CAPITAL OUTLAY					30,000
NET OF REVENUES/APPROPRIATIONS - 175.000 - ADMINISTRATI'		(224,258)	(202,067)	(281,283)	(200,970)	(342,200)
Dept 191.000 - FINANCE DEPARTMENT						
101-191.000-702.000	WAGES	117,348	154,828	123,020	40,823	60,770
101-191.000-703.000	OVERTIME PAY	2,567			78	
101-191.000-704.000	SICK TIME PAY	3,385	10,785	4,329	2,575	
101-191.000-705.000	VACATION TIME PAY	5,852	19,184	6,040	6,785	
101-191.000-706.000	PERSONAL TIME PAY	1,168	1,871	1,623	1,000	
101-191.000-707.000	LONGEVITY PAY	1,100	1,100			
101-191.000-710.000	HOLIDAY AND OTHER PAY	5,907	5,661	5,682	2,813	
101-191.000-715.000	HEALTH AND LIFE INSURANCE	32,952	43,393	42,500	12,742	20,509
101-191.000-716.000	RETIREMENT	10,775	13,373	9,850	3,757	4,254
101-191.000-717.000	WORKERS' COMPENSATION	220	249	350	209	210
101-191.000-718.000	UNEMPLOYMENT INSURANCE	200	782	1,000		
101-191.000-720.000	EMPLOYER'S FICA	9,386	13,683	10,763	3,709	4,649
101-191.000-721.000	DISABILITY INSURANCE	582	791	830	250	340
101-191.000-726.000	SUPPLIES	702	415	600	94	
101-191.000-801.000	CONTRACTUAL SERVICES	2,367	3,353	1,500	48,450	69,000
101-191.000-810.000	DUES AND SUBSCRIPTIONS		432	500	120	
101-191.000-860.000	TRANSPORTATION AND MILEAGE	606		100		
101-191.000-956.000	TRAINING & SEMINARS	840	591	1,500		
101-191.000-956.200	LODGING AND MEALS	483		500		
101-191.000-960.000	BANK FEES				661	
NET OF REVENUES/APPROPRIATIONS - 191.000 - FINANCE DEPAI		(196,440)	(270,491)	(210,687)	(124,066)	(159,732)
Dept 215.000 - CITY CLERK DEPARTMENT						
101-215.000-702.000	WAGES	39,843	39,916	42,097	24,741	50,432
101-215.000-703.000	OVERTIME PAY	90				
101-215.000-704.000	SICK TIME PAY	1,434	1,978	1,507	918	
101-215.000-705.000	VACATION TIME PAY	3,765	3,139	2,825	895	
101-215.000-706.000	PERSONAL TIME PAY	538	1,108	565		
101-215.000-707.000	LONGEVITY PAY	600	600	600	600	600
101-215.000-710.000	HOLIDAY AND OTHER PAY	2,517	2,407	1,978	2,002	500
101-215.000-715.000	HEALTH AND LIFE INSURANCE	18,270	20,056	21,452	11,169	20,509
101-215.000-716.000	RETIREMENT	4,082	6,213	7,400	4,285	6,749
101-215.000-717.000	WORKERS' COMPENSATION	58	91	140	75	100
101-215.000-718.000	UNEMPLOYMENT INSURANCE	100				
101-215.000-720.000	EMPLOYER'S FICA	3,252	3,266	3,746	1,966	3,858
101-215.000-721.000	DISABILITY INSURANCE	193	198	280	132	200
101-215.000-726.000	SUPPLIES	1,465	2,425	3,000	1,638	3,000
101-215.000-734.000	POSTAGE	2,828	2,797	3,000	1,053	3,000
101-215.000-801.000	CONTRACTUAL SERVICES	10,945	9,785	8,450	7,200	8,400
101-215.000-810.000	DUES AND SUBSCRIPTIONS	20		500		500
101-215.000-860.000	TRANSPORTATION AND MILEAGE			250		250
101-215.000-905.000	PUBLISHING / NOTICES	1,670	1,220	2,500	549	2,500
101-215.000-956.000	TRAINING & SEMINARS			1,000		1,000
101-215.000-956.200	LODGING AND MEALS		442	800		800
NET OF REVENUES/APPROPRIATIONS - 215.000 - CITY CLERK DI		(91,670)	(95,641)	(102,090)	(57,223)	(102,398)
Dept 253.000 - CITY TREASURER						
101-253.000-702.000	WAGES	19,434	20,244	19,604	12,400	20,192
101-253.000-716.000	RETIREMENT	504	924	1,530	1,008	1,932
101-253.000-717.000	WORKERS' COMPENSATION	24	35	50	29	35

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 253.000 - CITY TREASURER						
101-253.000-720.000	EMPLOYER'S FICA	1,487	1,549	1,499	949	1,545
101-253.000-726.000	SUPPLIES	582	527	625	322	625
101-253.000-734.000	POSTAGE	3,147	2,511	3,000	1,245	3,000
101-253.000-801.000	CONTRACTUAL SERVICES	2,925	3,740	4,000	2,010	4,000
101-253.000-810.000	DUES AND SUBSCRIPTIONS	150	538		150	
101-253.000-860.000	TRANSPORTATION AND MILEAGE	106				
101-253.000-964.000	REFUNDS AND REBATES	124,590	140,991	134,000	33,784	134,000
NET OF REVENUES/APPROPRIATIONS - 253.000 - CITY TREASURER		(152,949)	(171,059)	(164,308)	(51,897)	(165,329)
Dept 257.000 - ASSESSING DEPARTMENT						
101-257.000-702.000	WAGES	88,182	101,591	103,511	67,346	120,424
101-257.000-703.000	OVERTIME PAY	319	313	122		
101-257.000-704.000	SICK TIME PAY	2,699	2,960	4,338	1,558	500
101-257.000-705.000	VACATION TIME PAY	3,818	4,868	5,357	3,474	
101-257.000-706.000	PERSONAL TIME PAY	350	1,782	1,349	859	860
101-257.000-707.000	LONGEVITY PAY	480	480	480	480	480
101-257.000-710.000	HOLIDAY AND OTHER PAY	9,238	6,613	4,722	5,490	
101-257.000-715.000	HEALTH AND LIFE INSURANCE	3,351	7,122	22,641	3,909	6,784
101-257.000-716.000	RETIREMENT	8,387	10,534	10,250	9,963	13,824
101-257.000-717.000	WORKERS' COMPENSATION	386	237	350	219	220
101-257.000-718.000	UNEMPLOYMENT INSURANCE	200				
101-257.000-720.000	EMPLOYER'S FICA	7,915	8,811	9,171	5,932	9,212
101-257.000-721.000	DISABILITY INSURANCE	532	378	688	378	600
101-257.000-726.000	SUPPLIES	626	922	1,000	379	1,000
101-257.000-734.000	POSTAGE	1,506	1,150	1,500	1,811	2,000
101-257.000-801.000	CONTRACTUAL SERVICES	10,236	8,341	12,250	6,020	12,250
101-257.000-806.002	LEGAL SERVICES - TAX CASES		864	30,000		30,000
101-257.000-810.000	DUES AND SUBSCRIPTIONS	515	475	1,060	654	1,060
101-257.000-860.000	TRANSPORTATION AND MILEAGE	446	12	500	14	500
101-257.000-905.000	PUBLISHING / NOTICES	585	460	500	450	500
101-257.000-930.000	REPAIRS & MAINTENANCE		61			
101-257.000-956.000	TRAINING & SEMINARS	1,510	669	1,500	447	1,500
101-257.000-956.200	LODGING AND MEALS	98	418	1,250		1,250
NET OF REVENUES/APPROPRIATIONS - 257.000 - ASSESSING DE		(141,379)	(159,061)	(212,539)	(109,383)	(202,964)
Dept 262.000 - ELECTIONS						
101-262.000-702.000	WAGES	5,224	9,423	6,400		8,900
101-262.000-710.000	HOLIDAY AND OTHER PAY	7	6			
101-262.000-716.000	RETIREMENT	42	38			
101-262.000-720.000	EMPLOYER'S FICA	83	89			
101-262.000-726.000	SUPPLIES	661	5,696	3,000	494	3,000
101-262.000-801.000	CONTRACTUAL SERVICES	1,223	5,496	3,000	216	5,480
101-262.000-905.000	PUBLISHING / NOTICES	79		100		100
101-262.000-956.200	LODGING AND MEALS	618	302	650		650
NET OF REVENUES/APPROPRIATIONS - 262.000 - ELECTIONS		(7,937)	(21,050)	(13,150)	(710)	(18,130)
Dept 265.000 - BUILDING AND GROUNDS						
101-265.000-702.000	WAGES	48,310	13,996	14,623	8,324	24,077
101-265.000-703.000	OVERTIME PAY	1,309	127	500	88	500
101-265.000-716.000	RETIREMENT	89	264	250	199	
101-265.000-717.000	WORKERS' COMPENSATION	874	272		276	280
101-265.000-720.000	EMPLOYER'S FICA	3,634	1,313	1,119	617	1,880
101-265.000-725.000	FRINGE BENEFITS - ALLOCATED	8,232	8,665	10,390	3,869	11,446
101-265.000-726.000	SUPPLIES	6,412	6,452	6,000	3,648	5,500
101-265.000-801.000	CONTRACTUAL SERVICES	15,945	29,464	33,747	15,379	33,176

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 265.000 - BUILDING AND GROUNDS						
101-265.000-801.790	CONTRACTUAL SRV-MITCHELL BLDG	2,751	441	500	96	
101-265.000-850.000	TELEPHONE	10,563	5,961	10,500	2,218	6,620
101-265.000-860.000	TRANSPORTATION AND MILEAGE	20				
101-265.000-920.000	UTILITIES	23,974	25,630	28,000	18,829	28,000
101-265.000-930.000	REPAIRS & MAINTENANCE	6,541	5,379	12,000	4,803	10,000
101-265.000-940.000	EQUIPMENT RENTAL	3,710	7,639	5,000	3,326	5,000
101-265.000-957.000	PROPERTY TAXES	2,152	255	1,000	218	1,000
101-265.000-970.000	CAPITAL OUTLAY					130,000
NET OF REVENUES/APPROPRIATIONS - 265.000 - BUILDING AND		(134,516)	(105,858)	(123,629)	(61,890)	(257,479)
Dept 270.000 - HUMAN RESOURCES						
101-270.000-702.000	WAGES	71,524	58,277	57,710	36,657	69,010
101-270.000-704.000	SICK TIME PAY	10,053	1,000	1,977	580	
101-270.000-705.000	VACATION TIME PAY	15,036	1,817	1,236	3,479	
101-270.000-706.000	PERSONAL TIME PAY	173	727	727	773	
101-270.000-707.000	LONGEVITY PAY	1,100				
101-270.000-710.000	HOLIDAY AND OTHER PAY	4,860	2,998	2,595	3,414	
101-270.000-715.000	HEALTH AND LIFE INSURANCE	8,404	19,966	20,000	11,169	20,509
101-270.000-716.000	RETIREMENT	7,440	4,909	4,420	3,143	5,331
101-270.000-717.000	WORKERS' COMPENSATION	133	135	175	112	115
101-270.000-718.000	UNEMPLOYMENT INSURANCE	100				
101-270.000-720.000	EMPLOYER'S FICA	7,643	4,396	4,916	2,938	5,279
101-270.000-721.000	DISABILITY INSURANCE		346	365	231	365
101-270.000-726.000	SUPPLIES	355	654	500	166	500
101-270.000-801.000	CONTRACTUAL SERVICES	1,468	1,500	800	402	800
101-270.000-860.000	TRANSPORTATION AND MILEAGE			500		500
101-270.000-956.000	TRAINING & SEMINARS			500	590	500
101-270.000-956.200	LODGING AND MEALS				744	
NET OF REVENUES/APPROPRIATIONS - 270.000 - HUMAN RESOURC		(128,289)	(96,725)	(96,421)	(64,398)	(102,909)
Dept 301.000 - POLICE DEPARTMENT						
101-301.000-702.000	WAGES	675,726	703,452	748,188	484,876	765,824
101-301.000-703.000	OVERTIME PAY	44,036	55,250	50,000	36,088	50,000
101-301.000-704.000	SICK TIME PAY	26,756	31,904	27,309	26,485	21,232
101-301.000-705.000	VACATION TIME PAY	46,716	55,355	64,841	34,186	63,904
101-301.000-706.000	PERSONAL TIME PAY	9,442	9,038	10,380	5,271	9,056
101-301.000-707.000	LONGEVITY PAY	11,380	10,650	11,050	11,700	9,050
101-301.000-710.000	HOLIDAY AND OTHER PAY	50,384	51,342	57,178	48,827	63,936
101-301.000-710.001	OTHER - HAZARD PAY		17,000			
101-301.000-715.000	HEALTH AND LIFE INSURANCE	194,809	206,284	200,000	125,188	207,641
101-301.000-716.000	RETIREMENT	211,599	247,057	280,000	204,279	302,114
101-301.000-717.000	WORKERS' COMPENSATION	9,540	8,953	10,580	9,050	10,580
101-301.000-718.000	UNEMPLOYMENT INSURANCE	1,450				
101-301.000-720.000	EMPLOYER'S FICA	15,450	16,557	17,437	11,361	18,096
101-301.000-721.000	DISABILITY INSURANCE	3,697	3,899	5,000	2,903	5,000
101-301.000-726.000	SUPPLIES	7,888	5,601	9,000	12,553	9,000
101-301.000-730.000	PLICE VEH/EQUIP MAINT SUPPLIES			1,000	4	1,000
101-301.000-740.301	FUEL AND LUBRICANTS-POLICE			20,000	18,323	25,000
101-301.000-742.000	CLOTHING / UNIFORMS	10,632	10,274	10,000	2,720	10,000
101-301.000-801.000	CONTRACTUAL SERVICES	13,645	14,423	42,000	34,476	17,000
101-301.000-810.000	DUES AND SUBSCRIPTIONS	385	190	400	385	400
101-301.000-818.301	INSURANCE - POLICE	14,230	14,316	25,000	19,181	21,000
101-301.000-850.000	TELEPHONE					1,980
101-301.000-860.000	TRANSPORTATION AND MILEAGE	181	188	500		500
101-301.000-900.000	PRINTING	561	908	1,000	135	1,000
101-301.000-905.000	PUBLISHING / NOTICES	78				

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 301.000 - POLICE DEPARTMENT						
101-301.000-930.000	REPAIRS & MAINTENANCE	889	1,562	3,000	973	28,000
101-301.000-940.000	EQUIPMENT RENTAL	62,188	66,151			
101-301.000-955.221	MISC - PHYSICAL EXAMINATIONS	1,366	1,472	2,000		2,000
101-301.000-955.222	MISC - SHOTS & TRAINING			200		200
101-301.000-955.301	LOCAL GRANT PURCHASES	169				
101-301.000-956.000	TRAINING & SEMINARS	450	613	4,200	2,065	4,200
101-301.000-956.005	STATE TRAINING FUNDS	1,845	2,585	3,000	500	3,000
101-301.000-956.200	LODGING AND MEALS	295	127	1,000	866	1,000
101-301.000-970.000	CAPITAL OUTLAY			45,000		
NET OF REVENUES/APPROPRIATIONS - 301.000 - POLICE DEPAR'		(1,415,787)	(1,535,151)	(1,649,263)	(1,092,395)	(1,651,713)
Dept 336.000 - FIRE DEPARTMENT						
101-336.000-702.000	WAGES	168,781	215,078	218,866	134,659	229,039
101-336.000-702.336	WAGES - PART-TIME FIREFIGHTER	43,265	33,180	30,000	26,677	35,000
101-336.000-703.000	OVERTIME PAY	45,482	33,722	27,000	31,043	28,508
101-336.000-704.000	SICK TIME PAY	2,203	4,245	3,762	5,095	3,452
101-336.000-705.000	VACATION TIME PAY	14,789	18,241	18,749	8,143	16,242
101-336.000-706.000	PERSONAL TIME PAY	4,406	4,943	5,884	4,779	6,006
101-336.000-707.000	LONGEVITY PAY	2,200	2,750	2,750	1,100	1,650
101-336.000-710.000	HOLIDAY AND OTHER PAY	6,667	9,002	11,124	16,807	13,158
101-336.000-710.001	OTHER - HAZARD PAY		17,000			
101-336.000-715.000	HEALTH AND LIFE INSURANCE	30,410	52,228	61,817	30,423	60,897
101-336.000-716.000	RETIREMENT	35,045	49,461	65,400	42,997	75,823
101-336.000-717.000	WORKERS' COMPENSATION	4,397	4,604	5,650	4,762	5,650
101-336.000-718.000	UNEMPLOYMENT INSURANCE	350				
101-336.000-720.000	EMPLOYER'S FICA	6,627	7,627	6,424	4,602	6,918
101-336.000-721.000	DISABILITY INSURANCE	718	1,018	1,489	752	1,489
101-336.000-726.000	SUPPLIES	7,951	4,569	8,000	4,398	8,000
101-336.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	907	1,242	1,000	1,021	1,000
101-336.000-740.000	FUEL AND LUBRICANTS	3,907	4,296	5,000	4,867	7,500
101-336.000-742.000	CLOTHING / UNIFORMS	716	2,717	3,000	1,872	3,000
101-336.000-801.000	CONTRACTUAL SERVICES	2,718	6,163	9,800	5,972	9,000
101-336.000-810.000	DUES AND SUBSCRIPTIONS		200	300	375	375
101-336.000-818.000	INSURANCE	12,478	12,162	13,000	5,725	13,000
101-336.000-860.000	TRANSPORTATION AND MILEAGE		68	200		200
101-336.000-920.000	UTILITIES	10,507	10,592	10,500	7,577	10,500
101-336.000-930.000	REPAIRS & MAINTENANCE	2,022	9,329	10,000	17,849	10,000
101-336.000-955.221	MISC - PHYSICAL EXAMINATIONS	35	279	400	309	400
101-336.000-955.222	MISC - SHOTS & TRAINING			500		800
101-336.000-955.336	LOCAL GRANT PURCHASES	1,912	3,340	1,500	160	
101-336.000-956.000	TRAINING & SEMINARS	554	295	2,500	200	2,500
101-336.000-956.200	LODGING AND MEALS			300		300
101-336.000-993.000	INTEREST EXPENSE	9,995	8,823	7,700	3,962	6,600
NET OF REVENUES/APPROPRIATIONS - 336.000 - FIRE DEPARTM		(419,042)	(517,174)	(532,615)	(366,126)	(557,007)
Dept 372.000 - CODE ENFORCEMENT						
101-372.000-801.000	CONTRACTUAL SERVICES	1,224				
101-372.000-801.372	CONTRACTUAL SERVICES - CODE ENFORC	17,655	1,515			
NET OF REVENUES/APPROPRIATIONS - 372.000 - CODE ENFORCEI		(18,879)	(1,515)			
Dept 441.000 - PUBLIC SERVICES DEPARTMENT						
101-441.000-702.000	WAGES	129,440	128,352	153,121	89,376	140,573
101-441.000-702.019	WAGES - COVID		33,469			
101-441.000-703.000	OVERTIME PAY	507	39	1,500	192	1,000
101-441.000-704.000	SICK TIME PAY	4,021	1,778	3,371	5,107	1,808

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 441.000 - PUBLIC SERVICES DEPARTMENT						
101-441.000-705.000	VACATION TIME PAY	5,201	8,418	10,834	7,205	10,096
101-441.000-706.000	PERSONAL TIME PAY	1,281	1,735	1,601	2,191	904
101-441.000-707.000	LONGEVITY PAY	2,100	2,100	2,200	6,100	2,200
101-441.000-710.000	HOLIDAY AND OTHER PAY	6,039	9,413	6,018	11,940	5,078
101-441.000-715.000	HEALTH AND LIFE INSURANCE	27,087	17,447	32,826	10,557	21,508
101-441.000-716.000	RETIREMENT	10,325	13,703	17,500	13,581	20,330
101-441.000-717.000	WORKERS' COMPENSATION	337	255		234	235
101-441.000-718.000	UNEMPLOYMENT INSURANCE	200				
101-441.000-720.000	EMPLOYER'S FICA	10,562	13,303	11,714	8,904	10,830
101-441.000-721.000	DISABILITY INSURANCE	537	510	783	1,395	2,035
101-441.000-725.000	FRINGE BENEFITS - ALLOCATED	14,532	25,395	20,421	8,046	65,932
101-441.000-726.000	SUPPLIES	6,509	8,687	10,000	5,846	8,000
101-441.000-742.000	CLOTHING / UNIFORMS	1,329	1,756	2,000	1,349	2,000
101-441.000-801.000	CONTRACTUAL SERVICES	23,717	33,257	34,888	27,347	30,328
101-441.000-810.000	DUES AND SUBSCRIPTIONS	1,444	1,832	2,336	899	2,316
101-441.000-850.000	TELEPHONE					1,448
101-441.000-860.000	TRANSPORTATION AND MILEAGE	506		750	405	500
101-441.000-905.000	PUBLISHING / NOTICES			250		
101-441.000-920.000	UTILITIES	5,791	4,150	5,500	3,666	5,500
101-441.000-930.000	REPAIRS & MAINTENANCE		1,503	1,000	175	1,000
101-441.000-940.000	EQUIPMENT RENTAL	612	863	2,000	537	1,500
101-441.000-941.000	RMEF REPLACEMENT CHARGE					65,533
101-441.000-955.441	MISCELLANEOUS - SHOE ALLOWANC	1,890	1,661	3,000	1,295	2,000
101-441.000-955.588	MISC. - CDL LICENSING/TESTING	970	981	1,000	1,687	15,000
101-441.000-956.000	TRAINING & SEMINARS	2,808	747	4,035	1,339	3,935
101-441.000-956.200	LODGING AND MEALS	1,730		1,750	510	1,750
NET OF REVENUES/APPROPRIATIONS - 441.000 - PUBLIC SERVI		(259,475)	(311,354)	(330,398)	(209,883)	(423,339)
Dept 447.000 - ENGINEERING SERVICES						
101-447.000-702.000	WAGES	1,650	16,298	17,000	6,243	28,791
101-447.000-704.000	SICK TIME PAY		168	1,000	2,536	
101-447.000-705.000	VACATION TIME PAY		5,472	5,500	5,549	
101-447.000-706.000	PERSONAL TIME PAY		1,010	1,500	1,040	
101-447.000-710.000	HOLIDAY AND OTHER PAY		3,509	3,500	3,572	
101-447.000-715.000	HEALTH AND LIFE INSURANCE	1,653	7,521	7,500	4,260	6,358
101-447.000-716.000	RETIREMENT		1,724	2,000	1,314	2,015
101-447.000-717.000	WORKERS' COMPENSATION		162	200	8	
101-447.000-720.000	EMPLOYER'S FICA	121	1,856	2,000	1,365	2,202
101-447.000-721.000	DISABILITY INSURANCE	115	385	400	308	465
101-447.000-801.000	CONTRACTUAL SERVICES		663			
101-447.000-810.000	DUES AND SUBSCRIPTIONS		80			700
101-447.000-956.000	TRAINING & SEMINARS	95				200
101-447.000-956.200	LODGING AND MEALS					500
NET OF REVENUES/APPROPRIATIONS - 447.000 - ENGINEERING :		(3,634)	(38,848)	(40,600)	(26,195)	(41,231)
Dept 448.000 - STREET LIGHTING						
101-448.000-920.202	UTILITIES - MAJOR STREETS	52,556	52,836	60,000	37,118	50,000
101-448.000-920.203	UTILITIES - LOCAL STREETS	3,798	3,583	3,750	2,310	3,750
NET OF REVENUES/APPROPRIATIONS - 448.000 - STREET LIGHT:		(56,354)	(56,419)	(63,750)	(39,428)	(53,750)
Dept 567.000 - CEMETERIES						
101-567.000-702.000	WAGES	29,120	39,499	33,729	24,632	35,911
101-567.000-703.000	OVERTIME PAY	598	1,203	1,200	2,219	1,500
101-567.000-716.000	RETIREMENT	306	700	550	776	
101-567.000-717.000	WORKERS' COMPENSATION	1,233	364		370	370

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 567.000 - CEMETERIES						
101-567.000-720.000	EMPLOYER'S FICA	2,149	2,961	2,580	1,982	2,862
101-567.000-725.000	FRINGE BENEFITS - ALLOCATED	16,718	19,220	23,996	12,579	17,423
101-567.000-726.000	SUPPLIES	3,414	2,856	3,250	2,291	3,250
101-567.000-801.000	CONTRACTUAL SERVICES	18,241	5,651	31,610	36,167	21,860
101-567.000-920.000	UTILITIES	909	943	900	516	900
101-567.000-930.000	REPAIRS & MAINTENANCE	446		500		500
101-567.000-940.000	EQUIPMENT RENTAL	21,055	33,138	25,000	17,961	25,000
101-567.000-970.000	CAPITAL OUTLAY					19,500
NET OF REVENUES/APPROPRIATIONS - 567.000 - CEMETERIES		(94,189)	(106,535)	(123,315)	(99,493)	(129,076)
Dept 571.000 - PARKING LOTS						
101-571.000-702.000	WAGES	3,199	3,063	8,835	2,547	4,639
101-571.000-703.000	OVERTIME PAY	731	977	1,000	733	1,000
101-571.000-716.000	RETIREMENT	56	121	70	148	
101-571.000-720.000	EMPLOYER'S FICA	282	293	676	236	431
101-571.000-725.000	FRINGE BENEFITS - ALLOCATED	2,341	1,969	6,757	1,534	2,626
101-571.000-726.000	SUPPLIES	1,550	1,961	2,000	587	1,000
101-571.000-801.000	CONTRACTUAL SERVICES	7,687	6,831	5,260	2,423	8,880
101-571.000-920.000	UTILITIES	2,464	1,843	3,000	908	2,500
101-571.000-940.000	EQUIPMENT RENTAL	2,706	2,792	4,000	2,534	4,000
NET OF REVENUES/APPROPRIATIONS - 571.000 - PARKING LOTS		(21,016)	(19,850)	(31,598)	(11,650)	(25,076)
Dept 595.000 - AIRPORT						
101-595.000-702.000	WAGES	59,453	56,363	65,232	39,967	58,414
101-595.000-703.000	OVERTIME PAY	3,957	4,672	6,080	3,079	
101-595.000-704.000	SICK TIME PAY	1,082	2,229	2,737	124	
101-595.000-705.000	VACATION TIME PAY	676	1,115	1,563	809	
101-595.000-706.000	PERSONAL TIME PAY	676	527	640		
101-595.000-710.000	HOLIDAY AND OTHER PAY	1,856	2,235	1,492	4,191	
101-595.000-715.000	HEALTH AND LIFE INSURANCE	14,337	15,830	15,700	5,343	6,784
101-595.000-716.000	RETIREMENT	2,733	2,940	2,600	2,007	2,665
101-595.000-717.000	WORKERS' COMPENSATION	469	644	816	641	650
101-595.000-720.000	EMPLOYER'S FICA	4,979	4,886	5,947	3,593	4,468
101-595.000-721.000	DISABILITY INSURANCE	192	198	219	118	200
101-595.000-725.000	FRINGE BENEFITS - ALLOCATED	59	10	100	38	160
101-595.000-726.000	SUPPLIES	2,654	1,786	2,500	1,849	2,500
101-595.000-730.000	VEH./EQUIP. MAINT. SUPPLIES		903		291	
101-595.000-740.000	FUEL AND LUBRICANTS	2,742	2,753	6,500	1,846	3,000
101-595.000-801.000	CONTRACTUAL SERVICES	16,274	15,670	15,500	12,067	16,000
101-595.000-810.000	DUES AND SUBSCRIPTIONS	105	307	200	107	300
101-595.000-818.000	INSURANCE	4,849	5,444	5,000	4,703	5,000
101-595.000-850.000	TELEPHONE	2,366	2,604	2,100	1,749	3,000
101-595.000-860.000	TRANSPORTATION AND MILEAGE	82	37	50	70	100
101-595.000-920.000	UTILITIES	12,554	9,556	12,000	11,318	13,000
101-595.000-930.000	REPAIRS & MAINTENANCE	5,092	11,400	7,000	9,650	8,000
101-595.000-940.000	EQUIPMENT RENTAL	803	10	500	663	500
101-595.000-956.000	TRAINING & SEMINARS	261		200	283	8,000
NET OF REVENUES/APPROPRIATIONS - 595.000 - AIRPORT		(138,251)	(142,119)	(154,676)	(104,506)	(132,741)
Dept 701.000 - PLANNING DEPARTMENT						
101-701.000-702.000	WAGES	43,492	46,391	45,750	28,948	53,881
101-701.000-704.000	SICK TIME PAY	191	246	2,817	949	700
101-701.000-705.000	VACATION TIME PAY	1,340	2,666	2,615	2,993	
101-701.000-706.000	PERSONAL TIME PAY	503	838	603	226	226
101-701.000-707.000	LONGEVITY PAY	480	480	480	480	480

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 701.000 - PLANNING DEPARTMENT						
101-701.000-710.000	HOLIDAY AND OTHER PAY	2,394	2,634	2,112	2,338	500
101-701.000-715.000	HEALTH AND LIFE INSURANCE	18,350	20,100	20,170	11,169	20,509
101-701.000-716.000	RETIREMENT	4,091	5,154	6,300	5,355	7,209
101-701.000-717.000	WORKERS' COMPENSATION	262	173	275	167	170
101-701.000-718.000	UNEMPLOYMENT INSURANCE	100				
101-701.000-720.000	EMPLOYER'S FICA	3,399	3,734	4,160	2,533	4,122
101-701.000-721.000	DISABILITY INSURANCE	310	279	307	154	280
101-701.000-726.000	SUPPLIES	540	111	500	171	500
101-701.000-801.000	CONTRACTUAL SERVICES	1,499	698	2,200	884	2,200
101-701.000-801.372	CONTRACTUAL SERVICES - CODE ENFORC			70,000	69,289	60,000
101-701.000-810.000	DUES AND SUBSCRIPTIONS	2,242	2,487	2,560	2,335	2,560
101-701.000-860.000	TRANSPORTATION AND MILEAGE	139		500	47	500
101-701.000-905.000	PUBLISHING / NOTICES	211	612	500	237	500
101-701.000-956.000	TRAINING & SEMINARS	790		870		870
101-701.000-956.200	LODGING AND MEALS	962		1,000		1,000
NET OF REVENUES/APPROPRIATIONS - 701.000 - PLANNING DEP:		(81,295)	(86,603)	(163,719)	(128,275)	(156,207)
Dept 728.000 - ECONOMIC DEVELOPMENT						
101-728.000-702.000	WAGES	39,866	42,223	39,022	27,650	49,447
101-728.000-703.000	OVERTIME PAY	191				
101-728.000-704.000	SICK TIME PAY	1,505	175	1,425		
101-728.000-705.000	VACATION TIME PAY	1,251	1,550	3,475	1,662	
101-728.000-706.000	PERSONAL TIME PAY	509	524	535	554	
101-728.000-707.000	LONGEVITY PAY	480	480	480	480	
101-728.000-710.000	HOLIDAY AND OTHER PAY	3,316	3,459	1,871	3,070	500
101-728.000-715.000	HEALTH AND LIFE INSURANCE	94	136	120	130	
101-728.000-716.000	RETIREMENT	3,962	4,317	7,440	4,982	6,616
101-728.000-717.000	WORKERS' COMPENSATION	125	85	125	71	75
101-728.000-718.000	UNEMPLOYMENT INSURANCE	100				
101-728.000-720.000	EMPLOYER'S FICA	3,522	3,598	3,544	2,388	3,783
101-728.000-721.000	DISABILITY INSURANCE	100	128	100	128	195
101-728.000-726.000	SUPPLIES	651	510	1,000		1,000
101-728.000-801.000	CONTRACTUAL SERVICES		230			
101-728.000-810.000	DUES AND SUBSCRIPTIONS	910	490	350	340	350
101-728.000-860.000	TRANSPORTATION AND MILEAGE	86	57	300	36	300
101-728.000-905.000	PUBLISHING / NOTICES	80		100	50	100
101-728.000-956.000	TRAINING & SEMINARS	1,772	214	1,500	40	1,500
101-728.000-956.200	LODGING AND MEALS	571		700		700
NET OF REVENUES/APPROPRIATIONS - 728.000 - ECONOMIC DEVI		(59,091)	(58,176)	(62,087)	(41,581)	(64,566)
Dept 756.000 - PARKS						
101-756.000-702.000	WAGES	31,221	38,928	35,864	29,695	33,461
101-756.000-703.000	OVERTIME PAY	317	826	750	975	750
101-756.000-716.000	RETIREMENT	163	1,134	750	1,033	
101-756.000-720.000	EMPLOYER'S FICA	2,243	2,888	2,743	2,231	2,617
101-756.000-725.000	FRINGE BENEFITS - ALLOCATED	18,596	16,748	25,154	14,060	15,933
101-756.000-726.000	SUPPLIES	10,176	6,844	7,500	9,764	7,500
101-756.000-726.470	SUPPLIES - REPLACEMENT TREES	351				
101-756.000-801.000	CONTRACTUAL SERVICES	84,254	82,128	79,800	49,394	80,445
101-756.000-920.000	UTILITIES	6,936	8,561	8,000	4,901	7,000
101-756.000-930.000	REPAIRS & MAINTENANCE	1,199	1,420	2,500	1,261	2,500
101-756.000-940.000	EQUIPMENT RENTAL	16,650	16,405	20,000	18,432	20,000
NET OF REVENUES/APPROPRIATIONS - 756.000 - PARKS		(172,106)	(175,882)	(183,061)	(131,746)	(170,206)
Dept 965.000 - TRANSFERS TO OTHER FUNDS						

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 965.000 - TRANSFERS TO OTHER FUNDS						
101-965.000-995.203	TRANSFER - LOCAL ST.	125,000				
101-965.000-995.208	TRANSFER - RECREATION	77,405	26,830	56,554		43,073
101-965.000-995.401	TRANSFER - CAPITAL IMPROVEMENT	600,000				50,000
101-965.000-995.588	TRANSFER - DIAL-A-RIDE	50,000	94,615	119,898		133,274
101-965.000-995.640	TRANSFER - R.M.E.F.		40,000			
NET OF REVENUES/APPROPRIATIONS - 965.000 - TRANSFERS TO		(852,405)	(161,445)	(176,452)		(226,347)
ESTIMATED REVENUES - FUND 101						
APPROPRIATIONS - FUND 101		4,983,548	5,491,950	4,769,229	3,755,429	5,005,498
NET OF REVENUES/APPROPRIATIONS - FUND 101		4,849,439	4,535,298	4,928,698	3,029,933	5,117,856
		134,109	956,652	(159,469)	725,496	(112,358)
BEGINNING FUND BALANCE		934,593	1,068,705	2,025,364	2,025,364	2,750,860
ENDING FUND BALANCE		1,068,702	2,025,357	1,865,895	2,750,860	2,638,502

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
151-000.000-642.100	SALE OF CEMETERY LOTS-LAKEVIE	7,225	8,000	4,000	3,000	4,000
151-000.000-642.200	SALE OF CEMETERY LOTS-OAKGROV	13,113	13,425	7,000	7,638	7,000
151-000.000-665.000	INTEREST	16,222	10,763	10,000	5,309	10,000
151-000.000-669.000	CHANGE IN INVESTMENTS	1,987	(596)		(6,958)	
NET OF REVENUES/APPROPRIATIONS - 000.000 -		38,547	31,592	21,000	8,989	21,000
Dept 175.000 - ADMINISTRATIVE SERVICES						
151-175.000-960.000	BANK FEES				186	
NET OF REVENUES/APPROPRIATIONS - 175.000 - ADMINISTRATI'					(186)	
Dept 965.000 - TRANSFERS TO OTHER FUNDS						
151-965.000-995.101	TRANSFER - GENERAL FUND		20,000	20,000		20,000
NET OF REVENUES/APPROPRIATIONS - 965.000 - TRANSFERS TO			(20,000)	(20,000)		(20,000)
ESTIMATED REVENUES - FUND 151		38,547	31,592	21,000	8,989	21,000
APPROPRIATIONS - FUND 151			20,000	20,000	186	20,000
NET OF REVENUES/APPROPRIATIONS - FUND 151		38,547	11,592	1,000	8,803	1,000
BEGINNING FUND BALANCE		695,976	734,524	746,117	746,117	754,920
ENDING FUND BALANCE		734,523	746,116	747,117	754,920	755,920

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 THRU 02/28/22 ACTIVITY	2022-23 REQUESTED BUDGET
Dept 000.000						
152-000.000-665.000	INTEREST	1,228	292	1,000	177	1,000
152-000.000-669.000	CHANGE IN INVESTMENTS	385	(109)	200	(1,267)	
152-000.000-675.000	CONTRIBUTIONS AND DONATIONS	2,727	15,042	6,000	1,470	6,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		4,340	15,225	7,200	380	7,000
Dept 756.000 - PARKS						
152-756.000-960.000	BANK FEES				34	100
NET OF REVENUES/APPROPRIATIONS - 756.000 - PARKS					(34)	(100)
ESTIMATED REVENUES - FUND 152		4,340	15,225	7,200	380	7,000
APPROPRIATIONS - FUND 152					34	100
NET OF REVENUES/APPROPRIATIONS - FUND 152		4,340	15,225	7,200	346	6,900
BEGINNING FUND BALANCE		64,893	69,233	84,459	84,459	84,805
ENDING FUND BALANCE		69,233	84,458	91,659	84,805	91,705

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 THRU 02/28/22 ACTIVITY	2022-23 REQUESTED BUDGET
Dept 000.000						
153-000.000-665.000	INTEREST	4,230	5,075	3,500	5,002	5,000
153-000.000-669.000	CHANGE IN INVESTMENTS	288	(89)	200	(1,042)	
NET OF REVENUES/APPROPRIATIONS - 000.000 -		4,518	4,986	3,700	3,960	5,000
Dept 265.000 - BUILDING AND GROUNDS						
153-265.000-960.000	BANK FEES				28	100
NET OF REVENUES/APPROPRIATIONS - 265.000 - BUILDING AND					(28)	(100)
ESTIMATED REVENUES - FUND 153		4,518	4,986	3,700	3,960	5,000
APPROPRIATIONS - FUND 153					28	100
NET OF REVENUES/APPROPRIATIONS - FUND 153		4,518	4,986	3,700	3,932	4,900
BEGINNING FUND BALANCE		46,352	50,870	55,856	55,856	59,788
ENDING FUND BALANCE		50,870	55,856	59,556	59,788	64,688

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
202-000.000-546.000	STATE GRANT - GAS & WEIGHT TA	735,586	832,352	753,000	445,948	893,774
202-000.000-546.048	STATE GRANT-METRO ROW ACT	17,261	18,250	15,000		18,000
202-000.000-548.000	STATE GRANT - TRUNKLINE MAINT	55,223	49,912	32,726	20,989	51,538
202-000.000-665.000	INTEREST	5,683	3,302	2,500	2,731	3,000
202-000.000-669.000	CHANGE IN INVESTMENTS	962	(271)		(3,169)	
202-000.000-692.000	OTHER REVENUE	5,942	4,422		6,449	
202-000.000-692.039	OTHER REVENUE - BPU	4,878	2,710	2,500	6,389	2,500
202-000.000-692.470	OTHER REVENUE - TREES	836	100			
202-000.000-699.204	TRANSFER IN FROM FUND 204					325,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		826,371	910,777	805,726	479,337	1,293,812
Dept 175.000 - ADMINISTRATIVE SERVICES						
202-175.000-960.000	BANK FEES				85	
202-175.000-995.101	TRANSFER - GENERAL FUND	73,559	88,015	75,000	46,694	88,000
202-175.000-995.203	TRANSFER - LOCAL ST.		50,000	50,000		100,000
202-175.000-995.204	TRANSFER - MUNICIPAL STREET FUND			250,000		
202-175.000-995.401	TRANSFER - CAPITAL IMPROVEMENT	150,000	125,000			
NET OF REVENUES/APPROPRIATIONS - 175.000 - ADMINISTRATI'		(223,559)	(263,015)	(375,000)	(46,779)	(188,000)
Dept 175.500 - ADMIN. SERVICES - TRUNKLINE						
202-175.500-995.101	TRANSFER - GENERAL FUND	5,522		3,000		
NET OF REVENUES/APPROPRIATIONS - 175.500 - ADMIN. SERVI		(5,522)		(3,000)		
Dept 450.000 - STREET SURFACE						
202-450.000-702.000	WAGES	28,376	28,518	26,470	16,498	32,635
202-450.000-703.000	OVERTIME PAY	3,581	630	4,500	316	3,500
202-450.000-710.000	HOLIDAY AND OTHER PAY		11		29	
202-450.000-716.000	RETIREMENT	221	514	350	665	
202-450.000-720.000	EMPLOYER'S FICA	2,258	1,989	2,025	1,216	2,764
202-450.000-725.000	FRINGE BENEFITS - ALLOCATED	18,244	12,939	21,276	3,399	16,829
202-450.000-726.000	SUPPLIES	67,044	10,561	19,780	6,679	12,500
202-450.000-801.000	CONTRACTUAL SERVICES	11,524	7,885	11,650		7,200
202-450.000-940.000	EQUIPMENT RENTAL	18,622	27,010	20,000	5,566	18,000
202-450.000-941.000	RMEF REPLACEMENT CHARGE					67,411
NET OF REVENUES/APPROPRIATIONS - 450.000 - STREET SURFA		(149,870)	(90,057)	(106,051)	(34,368)	(160,839)
Dept 450.500 - TRUNKLINE SURFACE						
202-450.500-702.000	WAGES	4,093	820	9,920	1,331	2,968
202-450.500-703.000	OVERTIME PAY			250	158	250
202-450.500-716.000	RETIREMENT	23	18		59	
202-450.500-720.000	EMPLOYER'S FICA	287	58	759	108	246
202-450.500-725.000	FRINGE BENEFITS - ALLOCATED	2,587	405	6,987	699	1,499
202-450.500-726.000	SUPPLIES	6,286	2,202	2,000	3,838	4,000
202-450.500-801.000	CONTRACTUAL SERVICES	9,442		500		500
202-450.500-940.000	EQUIPMENT RENTAL	2,558	318	4,000	2,502	4,000
NET OF REVENUES/APPROPRIATIONS - 450.500 - TRUNKLINE SU		(25,276)	(3,821)	(24,416)	(8,695)	(13,463)
Dept 460.000 - R.O.W. MAINTENANCE						
202-460.000-702.000	WAGES	16,502	17,563	21,359	16,414	20,001
202-460.000-703.000	OVERTIME PAY	485	19	800	2,045	800
202-460.000-716.000	RETIREMENT	62	225	320	603	
202-460.000-720.000	EMPLOYER'S FICA	1,210	1,257	1,634	1,336	1,591
202-460.000-725.000	FRINGE BENEFITS - ALLOCATED	9,738	7,565	15,223	6,637	9,687
202-460.000-726.000	SUPPLIES	1,349	3,574	3,000	678	2,500
202-460.000-801.000	CONTRACTUAL SERVICES	22,670	10,873	25,450	14,685	25,825

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 460.000 - R.O.W. MAINTENANCE						
202-460.000-940.000	EQUIPMENT RENTAL	8,135	11,146	25,000	23,263	25,000
NET OF REVENUES/APPROPRIATIONS - 460.000 - R.O.W. MAINT		(60,151)	(52,222)	(92,786)	(65,661)	(85,404)
Dept 460.500 - TRUNKLINE R.O.W. MAINTENANCE						
202-460.500-702.000	WAGES	914	692	1,212	986	850
202-460.500-703.000	OVERTIME PAY	19		75	90	75
202-460.500-716.000	RETIREMENT	7	19		35	
202-460.500-720.000	EMPLOYER'S FICA	68	50	93	79	71
202-460.500-725.000	FRINGE BENEFITS - ALLOCATED	542	338	884	505	431
202-460.500-726.000	SUPPLIES	40			4	
202-460.500-801.000	CONTRACTUAL SERVICES	2,114	6,226	3,550	1,279	2,590
202-460.500-940.000	EQUIPMENT RENTAL	658	394	1,500	1,820	1,500
NET OF REVENUES/APPROPRIATIONS - 460.500 - TRUNKLINE R.		(4,362)	(7,719)	(7,314)	(4,798)	(5,517)
Dept 470.000 - TREES						
202-470.000-702.000	WAGES	12,884	12,012	12,680	11,908	12,986
202-470.000-703.000	OVERTIME PAY	371	335	350	1,202	350
202-470.000-716.000	RETIREMENT	43	119	65	215	
202-470.000-720.000	EMPLOYER'S FICA	926	864	970	922	1,020
202-470.000-725.000	FRINGE BENEFITS - ALLOCATED	8,347	5,203	8,952	6,104	6,211
202-470.000-726.000	SUPPLIES	3,114	246	750	774	750
202-470.000-726.470	SUPPLIES - REPLACEMENT TREES		850			
202-470.000-801.000	CONTRACTUAL SERVICES	9,300	10,450	14,200	22,055	15,000
202-470.000-940.000	EQUIPMENT RENTAL	2,806	1,704	3,500	9,152	3,500
NET OF REVENUES/APPROPRIATIONS - 470.000 - TREES		(37,791)	(31,783)	(41,467)	(52,332)	(39,817)
Dept 470.500 - TRUNKLINE TREES						
202-470.500-702.000	WAGES	806	339	629	507	356
202-470.500-703.000	OVERTIME PAY	105	65	150	20	150
202-470.500-716.000	RETIREMENT	8	5		5	
202-470.500-720.000	EMPLOYER'S FICA	64	27	48	37	39
202-470.500-725.000	FRINGE BENEFITS - ALLOCATED	605	192	535	248	236
202-470.500-726.000	SUPPLIES	11			11	
202-470.500-801.000	CONTRACTUAL SERVICES	100	50	300	3,645	350
202-470.500-940.000	EQUIPMENT RENTAL	425	175	350	305	350
NET OF REVENUES/APPROPRIATIONS - 470.500 - TRUNKLINE TRI		(2,124)	(853)	(2,012)	(4,778)	(1,481)
Dept 480.000 - DRAINAGE						
202-480.000-702.000	WAGES	18,877	15,031	17,549	10,475	14,999
202-480.000-703.000	OVERTIME PAY	462	243	500	416	500
202-480.000-716.000	RETIREMENT	67	242	275	226	
202-480.000-720.000	EMPLOYER'S FICA	1,374	1,096	1,342	783	1,186
202-480.000-725.000	FRINGE BENEFITS - ALLOCATED	11,811	6,509	12,400	3,344	7,218
202-480.000-726.000	SUPPLIES	13,856	(4,189)	6,000	1,462	4,000
202-480.000-801.000	CONTRACTUAL SERVICES	3,633	4,339	27,000	450	11,000
202-480.000-940.000	EQUIPMENT RENTAL	13,932	5,670	9,000	3,418	8,000
NET OF REVENUES/APPROPRIATIONS - 480.000 - DRAINAGE		(64,012)	(28,941)	(74,066)	(20,574)	(46,903)
Dept 480.500 - TRUNKLINE R.O.W. DRAINAGE						
202-480.500-702.000	WAGES	1,493	1,419	5,934	857	747
202-480.500-703.000	OVERTIME PAY		149	100	121	100
202-480.500-716.000	RETIREMENT		35	75	30	
202-480.500-720.000	EMPLOYER'S FICA	108	114	454	70	65
202-480.500-725.000	FRINGE BENEFITS - ALLOCATED	953	609	4,145	459	348
202-480.500-726.000	SUPPLIES	242	156	200		200

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 480.500 - TRUNKLINE R.O.W. DRAINAGE						
202-480.500-801.000	CONTRACTUAL SERVICES	2,749	14,374	500		1,500
202-480.500-940.000	EQUIPMENT RENTAL	788	1,576	1,000	552	1,000
NET OF REVENUES/APPROPRIATIONS - 480.500 - TRUNKLINE R.O.W. DRAINAGE		(6,333)	(18,432)	(12,408)	(2,089)	(3,960)
Dept 490.000 - TRAFFIC						
202-490.000-702.000	WAGES	18,001	17,035	16,302	9,078	15,003
202-490.000-703.000	OVERTIME PAY	1,769	175	1,000	430	750
202-490.000-716.000	RETIREMENT	66	206	300	141	
202-490.000-720.000	EMPLOYER'S FICA	1,412	1,233	1,247	687	1,205
202-490.000-725.000	FRINGE BENEFITS - ALLOCATED	12,458	6,694	11,886	2,711	7,337
202-490.000-726.000	SUPPLIES	10,432	13,112	22,000	1,298	12,000
202-490.000-801.000	CONTRACTUAL SERVICES	10,404	18,730	68,000	10,811	72,000
202-490.000-920.000	UTILITIES	4,596	3,732	4,500	2,001	4,500
202-490.000-940.000	EQUIPMENT RENTAL	5,481	5,395	7,000	1,497	6,000
NET OF REVENUES/APPROPRIATIONS - 490.000 - TRAFFIC		(64,619)	(66,312)	(132,235)	(28,654)	(118,795)
Dept 490.500 - TRUNKLINE TRAFFIC						
202-490.500-702.000	WAGES	138	29	5,871	932	349
202-490.500-703.000	OVERTIME PAY			200	219	200
202-490.500-716.000	RETIREMENT	2			45	
202-490.500-720.000	EMPLOYER'S FICA	9	2	449	85	42
202-490.500-725.000	FRINGE BENEFITS - ALLOCATED	103	558	4,171	540	256
202-490.500-726.000	SUPPLIES	32	49	250	79	250
202-490.500-801.000	CONTRACTUAL SERVICES		62	500	242	700
202-490.500-920.000	UTILITIES	5,064	5,095	4,500	3,278	4,500
202-490.500-940.000	EQUIPMENT RENTAL	40	5	250	295	250
NET OF REVENUES/APPROPRIATIONS - 490.500 - TRUNKLINE TRAFFIC		(5,388)	(5,800)	(16,191)	(5,715)	(6,547)
Dept 500.000 - WINTER MAINTENANCE						
202-500.000-702.000	WAGES	6,970	9,699	9,897	7,413	10,016
202-500.000-703.000	OVERTIME PAY	4,184	4,375	5,500	4,045	5,500
202-500.000-716.000	RETIREMENT	74	351	250	329	
202-500.000-720.000	EMPLOYER'S FICA	794	1,013	757	844	1,187
202-500.000-725.000	FRINGE BENEFITS - ALLOCATED	6,687	9,899	10,578	5,377	7,226
202-500.000-726.000	SUPPLIES	21,335	21,215	20,000	9,797	20,000
202-500.000-801.000	CONTRACTUAL SERVICES	166		1,500		1,000
202-500.000-940.000	EQUIPMENT RENTAL	16,516	20,676	20,000	17,497	22,000
NET OF REVENUES/APPROPRIATIONS - 500.000 - WINTER MAINTENANCE		(56,726)	(67,228)	(68,482)	(45,302)	(66,929)
Dept 500.500 - TRUNKLINE WINTER MAINTENANCE						
202-500.500-702.000	WAGES	1,077	1,185	1,620	649	2,497
202-500.500-703.000	OVERTIME PAY	918	2,111	1,000	822	1,000
202-500.500-716.000	RETIREMENT		34		43	
202-500.500-720.000	EMPLOYER'S FICA	138	230	124	108	268
202-500.500-725.000	FRINGE BENEFITS - ALLOCATED	877	1,691	1,800	691	1,629
202-500.500-726.000	SUPPLIES	6,777	6,414	6,000	2,603	6,000
202-500.500-801.000	CONTRACTUAL SERVICES	133		500		250
202-500.500-940.000	EQUIPMENT RENTAL	4,903	6,766	4,500	2,941	4,500
NET OF REVENUES/APPROPRIATIONS - 500.500 - TRUNKLINE WINTER MAINTENANCE		(14,823)	(18,431)	(15,544)	(7,857)	(16,144)
Dept 900.000 - CAPITAL OUTLAY						
202-900.000-970.000	CAPITAL OUTLAY					855,000
NET OF REVENUES/APPROPRIATIONS - 900.000 - CAPITAL OUTLAY						(855,000)
ESTIMATED REVENUES - FUND 202		826,371	910,777	805,726	479,337	1,293,812

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 THRU 02/28/22 ACTIVITY	2022-23 REQUESTED BUDGET
APPROPRIATIONS - FUND 202		720,556	654,614	970,972	327,602	1,608,799
NET OF REVENUES/APPROPRIATIONS - FUND 202		105,815	256,163	(165,246)	151,735	(314,987)
BEGINNING FUND BALANCE		390,702	496,521	752,686	752,686	904,421
ENDING FUND BALANCE		496,517	752,684	587,440	904,421	589,434

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
203-000.000-546.000	STATE GRANT - GAS & WEIGHT TA	241,921	260,436	279,225	139,164	279,430
203-000.000-546.048	STATE GRANT-METRO ROW ACT	17,261	18,250	15,000		18,000
203-000.000-665.000	INTEREST	944	1,296	500	1,121	1,000
203-000.000-669.000	CHANGE IN INVESTMENTS	321	(91)		(1,056)	
203-000.000-692.000	OTHER REVENUE	1,803			985	
203-000.000-692.039	OTHER REVENUE - BPU	12,191	3,944	2,000	1,626	2,000
203-000.000-692.470	OTHER REVENUE - TREES	13,826	3,456	2,000	100	2,000
203-000.000-699.101	TRANSFERS IN - GENERAL FUND	125,000				
203-000.000-699.202	TRANSFERS IN - MAJOR STREETS		50,000	50,000		100,000
203-000.000-699.204	TRANSFER IN FROM FUND 204					610,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		413,267	337,291	348,725	141,940	1,012,430
Dept 175.000 - ADMINISTRATIVE SERVICES						
203-175.000-960.000	BANK FEES				28	
203-175.000-995.101	TRANSFER - GENERAL FUND	24,192	26,044	27,900	13,916	26,000
NET OF REVENUES/APPROPRIATIONS - 175.000 - ADMINISTRATI'		(24,192)	(26,044)	(27,900)	(13,944)	(26,000)
Dept 450.000 - STREET SURFACE						
203-450.000-702.000	WAGES	30,463	45,353	34,237	25,330	54,142
203-450.000-703.000	OVERTIME PAY	444	16	1,000	171	500
203-450.000-710.000	HOLIDAY AND OTHER PAY		61		73	
203-450.000-716.000	RETIREMENT	220	1,527	900	1,240	
203-450.000-720.000	EMPLOYER'S FICA	2,186	3,260	1,854	1,856	4,180
203-450.000-725.000	FRINGE BENEFITS - ALLOCATED	16,647	11,312	24,208	3,269	25,447
203-450.000-726.000	SUPPLIES	70,854	17,881	27,000	(7,728)	20,000
203-450.000-801.000	CONTRACTUAL SERVICES	6,957	4,041	13,750	4,521	7,750
203-450.000-940.000	EQUIPMENT RENTAL	22,536	25,853	15,000	6,598	15,000
203-450.000-941.000	RMEF REPLACEMENT CHARGE					38,102
NET OF REVENUES/APPROPRIATIONS - 450.000 - STREET SURFA		(150,307)	(109,304)	(117,949)	(35,330)	(165,121)
Dept 460.000 - R.O.W. MAINTENANCE						
203-460.000-702.000	WAGES	12,399	12,740	16,650	18,322	14,995
203-460.000-703.000	OVERTIME PAY	73	10	250	1,258	250
203-460.000-716.000	RETIREMENT	73	137	215	589	
203-460.000-720.000	EMPLOYER'S FICA	893	905	1,274	1,416	1,166
203-460.000-725.000	FRINGE BENEFITS - ALLOCATED	4,620	2,951	11,610	7,080	7,100
203-460.000-726.000	SUPPLIES	500	837	2,000	538	1,200
203-460.000-801.000	CONTRACTUAL SERVICES	27,019	7,168	12,400	19,075	12,600
203-460.000-940.000	EQUIPMENT RENTAL	7,081	7,505	10,000	28,940	10,000
NET OF REVENUES/APPROPRIATIONS - 460.000 - R.O.W. MAINT'		(52,658)	(32,253)	(54,399)	(77,218)	(47,311)
Dept 470.000 - TREES						
203-470.000-702.000	WAGES	18,631	16,248	18,418	11,499	15,998
203-470.000-703.000	OVERTIME PAY	474	488	500	243	500
203-470.000-716.000	RETIREMENT	65	183	175	212	
203-470.000-720.000	EMPLOYER'S FICA	1,338	1,171	1,409	822	1,262
203-470.000-725.000	FRINGE BENEFITS - ALLOCATED	11,740	7,317	12,997	5,472	7,684
203-470.000-726.000	SUPPLIES	3,776	3,968	1,500	1,146	2,000
203-470.000-726.470	SUPPLIES - REPLACEMENT TREES		3,097			
203-470.000-801.000	CONTRACTUAL SERVICES	11,557	11,501	20,000	26,085	12,700
203-470.000-940.000	EQUIPMENT RENTAL	6,198	3,557	5,500	6,587	5,000
NET OF REVENUES/APPROPRIATIONS - 470.000 - TREES		(53,779)	(47,530)	(60,499)	(52,066)	(45,144)
Dept 480.000 - DRAINAGE						
203-480.000-702.000	WAGES	14,395	10,521	11,863	10,970	9,996

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 480.000 - DRAINAGE						
203-480.000-703.000	OVERTIME PAY	77	273	1,500	488	500
203-480.000-716.000	RETIREMENT	84	93	120	203	
203-480.000-720.000	EMPLOYER'S FICA	1,025	774	908	824	803
203-480.000-725.000	FRINGE BENEFITS - ALLOCATED	7,673	4,912	9,180	3,547	4,888
203-480.000-726.000	SUPPLIES	1,445	1,174	7,500	4,554	7,000
203-480.000-801.000	CONTRACTUAL SERVICES	2,501	1,924	13,500		9,500
203-480.000-920.000	UTILITIES	548	355	550	249	550
203-480.000-940.000	EQUIPMENT RENTAL	10,299	5,939	9,000	4,978	8,000
NET OF REVENUES/APPROPRIATIONS - 480.000 - DRAINAGE		(38,047)	(25,965)	(54,121)	(25,813)	(41,237)
Dept 490.000 - TRAFFIC						
203-490.000-702.000	WAGES	3,880	5,770	2,585	2,017	3,994
203-490.000-703.000	OVERTIME PAY	180	29	300	135	200
203-490.000-716.000	RETIREMENT	4	102	175	56	
203-490.000-720.000	EMPLOYER'S FICA	294	415	198	158	321
203-490.000-725.000	FRINGE BENEFITS - ALLOCATED	6,059	4,551	1,982	1,010	1,953
203-490.000-726.000	SUPPLIES	2,664	12,301	12,000	866	10,000
203-490.000-801.000	CONTRACTUAL SERVICES	4,235	4,020	3,250	815	7,500
203-490.000-940.000	EQUIPMENT RENTAL	2,075	2,490	2,600	430	2,000
NET OF REVENUES/APPROPRIATIONS - 490.000 - TRAFFIC		(19,391)	(29,678)	(23,090)	(5,487)	(25,968)
Dept 500.000 - WINTER MAINTENANCE						
203-500.000-702.000	WAGES	6,628	7,833	8,169	5,571	7,990
203-500.000-703.000	OVERTIME PAY	843	699	1,500	616	1,000
203-500.000-716.000	RETIREMENT	66	265	195	242	
203-500.000-720.000	EMPLOYER'S FICA	537	618	625	453	688
203-500.000-725.000	FRINGE BENEFITS - ALLOCATED	4,388	4,181	6,643	2,903	4,187
203-500.000-726.000	SUPPLIES	12,257	14,956	15,000	4,177	15,000
203-500.000-801.000	CONTRACTUAL SERVICES	149		250		250
203-500.000-940.000	EQUIPMENT RENTAL	9,086	10,572	10,000	8,855	12,000
NET OF REVENUES/APPROPRIATIONS - 500.000 - WINTER MAINT		(33,954)	(39,124)	(42,382)	(22,817)	(41,115)
Dept 900.000 - CAPITAL OUTLAY						
203-900.000-970.000	CAPITAL OUTLAY					660,000
NET OF REVENUES/APPROPRIATIONS - 900.000 - CAPITAL OUTL						(660,000)
ESTIMATED REVENUES - FUND 203		413,267	337,291	348,725	141,940	1,012,430
APPROPRIATIONS - FUND 203		372,328	309,898	380,340	232,675	1,051,896
NET OF REVENUES/APPROPRIATIONS - FUND 203		40,939	27,393	(31,615)	(90,735)	(39,466)
BEGINNING FUND BALANCE		337,496	378,436	405,830	405,830	315,095
ENDING FUND BALANCE		378,435	405,829	374,215	315,095	275,629

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 THRU 02/28/22 ACTIVITY	2022-23 REQUESTED BUDGET
Dept 000.000						
204-000.000-402.050	CURRENT TAXES - STREET MAINT.			827,450	319,725	353,842
204-000.000-402.060	TAXES-2021 LEAF				64,783	71,697
204-000.000-402.070	TAXES-2021 STREET RECONST				453,536	501,926
204-000.000-404.000	SPECIAL ACTS				5,665	10,443
204-000.000-451.000	SPECIAL ASSESSMENTS			100,000	167,586	100,000
204-000.000-665.000	INTEREST				932	1,000
204-000.000-692.000	OTHER REVENUE				3,000	
204-000.000-699.202	TRANSFERS IN - MAJOR STREETS			250,000		
NET OF REVENUES/APPROPRIATIONS - 000.000 -				1,177,450	1,015,227	1,038,908
Dept 175.000 - ADMINISTRATIVE SERVICES						
204-175.000-995.202	TRANSFER OUT TO MAJOR STREETS					325,000
204-175.000-995.203	TRANSFER - LOCAL ST.					610,000
NET OF REVENUES/APPROPRIATIONS - 175.000 - ADMINISTRATI'						(935,000)
Dept 446.000 - ROADS, STREETS, BRIDGES (NOT ACT 51)						
204-446.000-970.000	CAPITAL OUTLAY			1,090,000	673,420	
NET OF REVENUES/APPROPRIATIONS - 446.000 - ROADS, STREE'				(1,090,000)	(673,420)	
Dept 522.000 - STREET CLEANING						
204-522.000-970.000	CAPITAL OUTLAY			60,000		
NET OF REVENUES/APPROPRIATIONS - 522.000 - STREET CLEAN:				(60,000)		
Dept 572.000 - LEAF COLLECTION						
204-572.000-702.000	WAGES					20,791
204-572.000-703.000	OVERTIME PAY					1,000
204-572.000-720.000	EMPLOYER'S FICA					1,667
204-572.000-726.000	SUPPLIES					200
204-572.000-801.000	CONTRACTUAL SERVICES				75	36,000
204-572.000-970.000	CAPITAL OUTLAY				1,596	
NET OF REVENUES/APPROPRIATIONS - 572.000 - LEAF COLLECT:					(1,671)	(59,658)
ESTIMATED REVENUES - FUND 204				1,177,450	1,015,227	1,038,908
APPROPRIATIONS - FUND 204				1,150,000	675,091	994,658
NET OF REVENUES/APPROPRIATIONS - FUND 204				27,450	340,136	44,250
BEGINNING FUND BALANCE						340,136
ENDING FUND BALANCE				27,450	340,136	384,386

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
208-000.000-644.000	CONCESSION SALES	4,591	1,374	8,500	3,749	9,000
208-000.000-651.000	USE AND ADMISSION FEES	9,269	6,800	18,000	9,494	25,000
208-000.000-653.000	TEAM AND EVENT FEES	3,615	545	6,000	3,205	4,775
208-000.000-653.001	YOUTH PROGRAM FEES	13,453	21,455	18,000	13,830	28,390
208-000.000-665.000	INTEREST		84		28	
208-000.000-667.000	RENTS	19,084	27,515	20,000	16,488	33,000
208-000.000-675.000	CONTRIBUTIONS AND DONATIONS	200	175		600	
208-000.000-692.000	OTHER REVENUE	3,531	6,315	4,000	3,925	6,000
208-000.000-699.101	TRANSFERS IN - GENERAL FUND	77,405	26,830	56,554		43,073
NET OF REVENUES/APPROPRIATIONS - 000.000 -		131,148	91,093	131,054	51,319	149,238
Dept 751.000 - RECREATION DEPARTMENT						
208-751.000-702.000	WAGES	66,692	39,272	70,453	52,472	86,650
208-751.000-704.000	SICK TIME PAY	1,120		1,759	1,344	1,400
208-751.000-705.000	VACATION TIME PAY	4,106	3,515	4,946	4,033	
208-751.000-706.000	PERSONAL TIME PAY	640	659	923	672	700
208-751.000-707.000	LONGEVITY PAY	1,100	1,100	1,100	1,100	1,100
208-751.000-710.000	HOLIDAY AND OTHER PAY	2,879	2,586	3,084	2,567	
208-751.000-715.000	HEALTH AND LIFE INSURANCE	14,389	15,830	11,175	8,810	16,145
208-751.000-716.000	RETIREMENT	4,955	5,909	7,300	6,584	8,029
208-751.000-717.000	WORKERS' COMPENSATION	1,707	1,523	2,000	1,586	1,600
208-751.000-718.000	UNEMPLOYMENT INSURANCE	100				
208-751.000-720.000	EMPLOYER'S FICA	5,540	3,282	3,279	4,531	6,629
208-751.000-721.000	DISABILITY INSURANCE	274	282	335	188	275
208-751.000-726.000	SUPPLIES	17,402	13,006	17,500	12,927	18,000
208-751.000-726.006	CONCESSION SUPPLIES	2,855	2,458	3,500	2,321	5,000
208-751.000-801.000	CONTRACTUAL SERVICES	2,221	1,193	2,500	1,775	2,500
208-751.000-810.000	DUES AND SUBSCRIPTIONS	350		400		500
208-751.000-812.000	OUTSIDE PROGRAM FEES		420	600		600
208-751.000-850.000	TELEPHONE	141	95	200		110
NET OF REVENUES/APPROPRIATIONS - 751.000 - RECREATION DI		(126,471)	(91,130)	(131,054)	(100,910)	(149,238)
ESTIMATED REVENUES - FUND 208		131,148	91,093	131,054	51,319	149,238
APPROPRIATIONS - FUND 208		126,471	91,130	131,054	100,910	149,238
NET OF REVENUES/APPROPRIATIONS - FUND 208		4,677	(37)		(49,591)	
BEGINNING FUND BALANCE		5,073	9,751	9,716	9,716	(39,875)
ENDING FUND BALANCE		9,750	9,714	9,716	(39,875)	(39,875)

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
244-000.000-665.000	INTEREST	2,258	323	2,200	176	2,200
244-000.000-669.000	CHANGE IN INVESTMENTS	385	(109)	350	(1,267)	350
244-000.000-673.000	SALE OF CITY PROPERTY	1		20,000	1	20,000
244-000.000-692.000	OTHER REVENUE			18,000	8,748	
NET OF REVENUES/APPROPRIATIONS - 000.000 -		2,644	214	40,550	7,658	22,550
Dept 728.000 - ECONOMIC DEVELOPMENT						
244-728.000-726.000	SUPPLIES		9,539	500	2,427	100
244-728.000-801.000	CONTRACTUAL SERVICES	5,292	12,696	15,100	10,280	18,042
244-728.000-806.000	LEGAL SERVICES	591	388	1,000		1,000
244-728.000-810.000	DUES AND SUBSCRIPTIONS	800	350	1,000		500
244-728.000-957.000	PROPERTY TAXES	9,679	(1,015)			
244-728.000-960.000	BANK FEES				34	
244-728.000-995.401	TRANSFER - CAPITAL IMPROVEMENT		10,000	12,000	369	15,000
NET OF REVENUES/APPROPRIATIONS - 728.000 - ECONOMIC DEVI		(16,362)	(31,958)	(29,600)	(13,110)	(34,642)
ESTIMATED REVENUES - FUND 244		2,644	214	40,550	7,658	22,550
APPROPRIATIONS - FUND 244		16,362	31,958	29,600	13,110	34,642
NET OF REVENUES/APPROPRIATIONS - FUND 244		(13,718)	(31,744)	10,950	(5,452)	(12,092)
BEGINNING FUND BALANCE		289,219	275,500	243,757	243,757	238,305
ENDING FUND BALANCE		275,501	243,756	254,707	238,305	226,213

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
247-000.000-402.000	CURRENT TAXES	85,427	87,112	94,008	79,007	90,000
247-000.000-406.000	TAXES - PA 86 SEC. 17 PPT REPLACEM	26,741				
247-000.000-529.000	FEDERAL GRANT - CDBG	109,175	1,173,354	228,000	105,610	
247-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHAF		31,208	31,208	33,570	33,000
247-000.000-665.000	INTEREST	2,020	1,547		811	1,200
247-000.000-667.002	RENTS - DAWN THEATER					5,417
247-000.000-675.005	CONTR. & DONAT. - DAWN THEATER				1,000	
247-000.000-687.247	OTHER REFUNDS - TIFA GRANTS	400				
247-000.000-692.005	OTHER REVENUES - DAWN THEATER				15,000	
NET OF REVENUES/APPROPRIATIONS - 000.000 -		223,763	1,293,221	353,216	234,998	129,617
Dept 900.000 - CAPITAL OUTLAY						
247-900.000-726.000	SUPPLIES	660	356			
247-900.000-801.000	CONTRACTUAL SERVICES	13,205	10,700		578	6,000
247-900.000-801.005	CONTRACTUAL SERVICES - DAWN THEATR		2,300	511,000	241,295	85,070
247-900.000-801.006	CONTRACTUAL SERVICES - MEDC GRANT	425		80,000	383,926	
247-900.000-801.247	CONTRACTUAL SERV-FACADE GRANT	35,687	19,748			
247-900.000-801.248	CONTRACTUAL SERVICES - BUS ATTRACT	10,000				
247-900.000-806.000	LEGAL SERVICES	750	2,438	2,000	1,013	1,000
247-900.000-817.000	ECONOMIC DEVELOPMENT GRANT EX					1,000
247-900.000-818.000	INSURANCE	7,424	7,393	7,200	1,711	2,109
247-900.000-920.000	UTILITIES	1,295	1,554	1,000	3,379	
247-900.000-968.000	DEPRECIATION	4,229	4,229	41,575		
247-900.000-993.000	INTEREST EXPENSE		5,597	7,379	1,710	6,970
NET OF REVENUES/APPROPRIATIONS - 900.000 - CAPITAL OUTL		(73,675)	(54,315)	(650,154)	(633,612)	(102,149)
ESTIMATED REVENUES - FUND 247		223,763	1,293,221	353,216	234,998	129,617
APPROPRIATIONS - FUND 247		73,675	54,315	650,154	633,612	102,149
NET OF REVENUES/APPROPRIATIONS - FUND 247		150,088	1,238,906	(296,938)	(398,614)	27,468
BEGINNING FUND BALANCE		715,134	865,221	2,104,127	2,104,127	1,705,513
ENDING FUND BALANCE		865,222	2,104,127	1,807,189	1,705,513	1,732,981

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
252-000.000-675.000	CONTRIBUTIONS AND DONATIONS					5,000
	NET OF REVENUES/APPROPRIATIONS - 000.000 -					5,000
Dept 175.000 - ADMINISTRATIVE SERVICES						
252-175.000-726.000	SUPPLIES					5,000
	NET OF REVENUES/APPROPRIATIONS - 175.000 - ADMINISTRATI'					(5,000)
	ESTIMATED REVENUES - FUND 252					5,000
	APPROPRIATIONS - FUND 252					5,000
	NET OF REVENUES/APPROPRIATIONS - FUND 252					
	BEGINNING FUND BALANCE					
	ENDING FUND BALANCE					

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 THRU 02/28/22 ACTIVITY	2022-23 REQUESTED BUDGET
Dept 000.000						
265-000.000-659.000	DRUG FORFEITURES	1,151	3,164	1,000		1,000
265-000.000-665.000	INTEREST		43		53	
265-000.000-692.000	OTHER REVENUE		4,034			
NET OF REVENUES/APPROPRIATIONS - 000.000 -		1,151	7,241	1,000	53	1,000
Dept 301.000 - POLICE DEPARTMENT						
265-301.000-726.000	SUPPLIES	215	6,504	2,500		2,500
NET OF REVENUES/APPROPRIATIONS - 301.000 - POLICE DEPAR'		(215)	(6,504)	(2,500)		(2,500)
ESTIMATED REVENUES - FUND 265		1,151	7,241	1,000	53	1,000
APPROPRIATIONS - FUND 265		215	6,504	2,500		2,500
NET OF REVENUES/APPROPRIATIONS - FUND 265		936	737	(1,500)	53	(1,500)
BEGINNING FUND BALANCE		8,508	9,444	10,180	10,180	10,233
ENDING FUND BALANCE		9,444	10,181	8,680	10,233	8,733

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
271-000.000-402.000	CURRENT TAXES	129,807	131,962	133,280	131,103	142,288
271-000.000-404.000	SPECIAL ACTS	1,358	1,493	2,306	1,398	2,550
271-000.000-411.000	DELINQUENT TAXES	169	588	105	63	100
271-000.000-528.000	FEDERAL GRANT - CARES ACT		3,370		130	
271-000.000-569.000	STATE GRANT	15,906	10,295	9,600	1,972	
271-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHAI	16,271	20,523	5,000	7,440	7,440
271-000.000-574.000	STATE REVENUE SHARING	8,105		8,105		
271-000.000-587.000	CONT./LOCAL UNITS-CULTURE/REC	13,800	22,600	13,800	13,800	13,800
271-000.000-588.000	SUBSCRIPTION CARD SALES	2,115	2,068	1,500	1,942	2,829
271-000.000-629.000	COPIES / DUPLICATING	3,534	2,333	2,000	2,183	3,443
271-000.000-656.000	PENAL FINES	29,237	27,194	25,000		20,000
271-000.000-657.000	BOOK FINES	1,840	410	500	685	969
271-000.000-658.000	ORDINANCE FINES	826	847	750	454	400
271-000.000-665.000	INTEREST	2,096	272	400	345	240
271-000.000-667.000	RENTS	301	224	200	252	
271-000.000-667.271	RENTS - MEETING ROOMS	4,826	200	2,000	6,375	6,000
271-000.000-674.000	CONTRIBUTIONS IN LIEU OF TAX			1,760		
271-000.000-675.000	CONTRIBUTIONS AND DONATIONS	359		2,300	7,071	1,000
271-000.000-675.002	CONTR. & DONAT. - TECHNOLOGY	400		400		
271-000.000-675.790	CONTR. & DONT. - BOOKS	326	1,202	565	931	
271-000.000-675.792	CONTR. & DONT.- CHILD. LIBRAR	69	611	6,505	15	700
271-000.000-692.000	OTHER REVENUE	5,185	11,394	4,600	15,551	4,000
271-000.000-692.003	OTHER REVENUE - E-RATE	6,404				
271-000.000-692.006	OTHER REVENUE - COFFEE	411	12	400		200
271-000.000-692.007	OTHER REVENUE - TRUSTS	22,408	25,083	25,080	26,313	25,775
271-000.000-692.008	OTHER REVENUES - WOODLAND			3,400	2,400	2,000
271-000.000-692.009	OTHER REVENUE - AMAZON SALES					1,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		265,753	262,681	249,556	220,423	234,734
Dept 790.000 - LIBRARY						
271-790.000-702.000	WAGES	118,130	99,422	125,395	69,162	119,477
271-790.000-703.000	OVERTIME PAY	1,094				
271-790.000-704.000	SICK TIME PAY	3,680	3,389	3,596	2,264	
271-790.000-705.000	VACATION TIME PAY	4,914	6,700	2,204	642	
271-790.000-706.000	PERSONAL TIME PAY	1,187	629	2,954		
271-790.000-710.000	HOLIDAY AND OTHER PAY	3,192	2,098	2,204	1,521	
271-790.000-715.000	HEALTH AND LIFE INSURANCE	22,995	390	1,175	1,115	6,784
271-790.000-716.000	RETIREMENT	5,290	4,011	3,830	1,948	3,245
271-790.000-717.000	WORKERS' COMPENSATION	203	169	225	170	170
271-790.000-720.000	EMPLOYER'S FICA	9,968	8,564	10,049	5,607	9,140
271-790.000-721.000	DISABILITY INSURANCE	393	298	739	91	200
271-790.000-726.000	SUPPLIES	3,665	4,426	2,000	2,517	4,500
271-790.000-734.000	POSTAGE	68				
271-790.000-750.000	PERIODICALS / MAGAZINES	441	231	400		
271-790.000-801.000	CONTRACTUAL SERVICES	25,977	20,469	20,000	10,326	20,000
271-790.000-802.000	TECHNICAL SERVICES					12,350
271-790.000-810.000	DUES AND SUBSCRIPTIONS	850	370	500		500
271-790.000-815.000	LIBRARY GRANT EXPENDITURES	3,131				
271-790.000-850.000	TELEPHONE	2,333	1,382	2,100	876	2,118
271-790.000-860.000	TRANSPORTATION AND MILEAGE	280	74	750		750
271-790.000-920.000	UTILITIES	16,683	15,561	18,500	11,388	18,500
271-790.000-930.000	REPAIRS & MAINTENANCE	8,017	18,685	5,000	1,453	5,000
271-790.000-956.000	TRAINING & SEMINARS	169	60	500		500
271-790.000-956.200	LODGING AND MEALS	92				
271-790.000-970.000	CAPITAL OUTLAY	85,262		9,000	315	9,000
271-790.000-982.000	BOOKS	8,917	11,247	15,000	7,990	12,500

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 790.000 - LIBRARY						
271-790.000-995.101	TRANSFER - GENERAL FUND	2,000	2,000	2,000		2,000
NET OF REVENUES/APPROPRIATIONS - 790.000 - LIBRARY		(328,931)	(200,175)	(228,121)	(117,385)	(226,734)
Dept 792.000 - LIBRARY - CHILDREN'S AREA						
271-792.000-726.000	SUPPLIES	(732)		1,000	8	1,000
271-792.000-726.001	SUPPLIES - GRANTS		500			
271-792.000-726.010	SUPPLIES-SUMMER READING	893	(315)	500		500
271-792.000-982.000	BOOKS	4,026	7,317	6,500	2,009	6,500
NET OF REVENUES/APPROPRIATIONS - 792.000 - LIBRARY - CH		(4,187)	(7,502)	(8,000)	(2,017)	(8,000)
ESTIMATED REVENUES - FUND 271		265,753	262,681	249,556	220,423	234,734
APPROPRIATIONS - FUND 271		333,118	207,677	236,121	119,402	234,734
NET OF REVENUES/APPROPRIATIONS - FUND 271		(67,365)	55,004	13,435	101,021	
BEGINNING FUND BALANCE		176,577	109,212	164,217	164,217	265,238
ENDING FUND BALANCE		109,212	164,216	177,652	265,238	265,238

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
274-000.000-665.000	INTEREST		20		7	
274-000.000-692.301	OTHER REVENUES - POLICE DEPT	1,625	1,173	1,000	200	1,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		1,625	1,193	1,000	207	1,000
Dept 301.000 - POLICE DEPARTMENT						
274-301.000-726.000	SUPPLIES		11,346	2,600		1,500
NET OF REVENUES/APPROPRIATIONS - 301.000 - POLICE DEPAR'			(11,346)	(2,600)		(1,500)
ESTIMATED REVENUES - FUND 274		1,625	1,193	1,000	207	1,000
APPROPRIATIONS - FUND 274			11,346	2,600		1,500
NET OF REVENUES/APPROPRIATIONS - FUND 274		1,625	(10,153)	(1,600)	207	(500)
BEGINNING FUND BALANCE		10,299	11,924	1,771	1,771	1,978
ENDING FUND BALANCE		11,924	1,771	171	1,978	1,478

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 THRU 02/28/22 ACTIVITY	2022-23 REQUESTED BUDGET
Dept 000.000						
287-000.000-529.000	FEDERAL GRANT			418,831	420,517	418,831
287-000.000-665.000	INTEREST				563	1,000
287-000.000-699.401	TRANSFERS IN - CAPITAL IMPROVE					332,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -				418,831	421,080	751,831
Dept 447.000 - ENGINEERING SERVICES						
287-447.000-801.000	CONTRACTUAL SERVICES			177,745	24,852	
NET OF REVENUES/APPROPRIATIONS - 447.000 - ENGINEERING :				(177,745)	(24,852)	
Dept 900.000 - CAPITAL OUTLAY						
287-900.000-970.000	CAPITAL OUTLAY			198,533	240,937	750,000
NET OF REVENUES/APPROPRIATIONS - 900.000 - CAPITAL OUTL:				(198,533)	(240,937)	(750,000)
ESTIMATED REVENUES - FUND 287				418,831	421,080	751,831
APPROPRIATIONS - FUND 287				376,278	265,789	750,000
NET OF REVENUES/APPROPRIATIONS - FUND 287				42,553	155,291	1,831
BEGINNING FUND BALANCE						155,291
ENDING FUND BALANCE				42,553	155,291	157,122

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
363-000.000-402.000	CURRENT TAXES		(2,702)			
363-000.000-402.100	SINKING FUND	379,719	388,594			
363-000.000-404.000	SPECIAL ACTS	4,095	4,571			
363-000.000-411.000	DELINQUENT TAXES	485	1,555		179	
363-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHAF	41,206	52,314	16,000	18,665	
363-000.000-665.000	INTEREST	13,219	4,408	3,000	1,548	
363-000.000-669.000	CHANGE IN INVESTMENTS	4,487	(915)		(1,039)	
NET OF REVENUES/APPROPRIATIONS - 000.000 -		443,211	447,825	19,000	19,353	
Dept 175.000 - ADMINISTRATIVE SERVICES						
363-175.000-960.000	BANK FEES				44	
NET OF REVENUES/APPROPRIATIONS - 175.000 - ADMINISTRATI'					(44)	
Dept 905.000 - DEBT SERVICE						
363-905.000-993.000	INTEREST EXPENSE	12,500		26,000		
NET OF REVENUES/APPROPRIATIONS - 905.000 - DEBT SERVICE		(12,500)		(26,000)		
Dept 965.000 - TRANSFERS TO OTHER FUNDS						
363-965.000-995.401	TRANSFER - CAPITAL IMPROVEMENT	500,000	80,000	1,057,253	1,083,383	
NET OF REVENUES/APPROPRIATIONS - 965.000 - TRANSFERS TO		(500,000)	(80,000)	(1,057,253)	(1,083,383)	
ESTIMATED REVENUES - FUND 363		443,211	447,825	19,000	19,353	
APPROPRIATIONS - FUND 363		512,500	80,000	1,083,253	1,083,427	
NET OF REVENUES/APPROPRIATIONS - FUND 363		(69,289)	367,825	(1,064,253)	(1,064,074)	
BEGINNING FUND BALANCE		765,717	696,428	1,064,253	1,064,253	179
ENDING FUND BALANCE		696,428	1,064,253		179	179

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
401-000.000-529.000	FEDERAL GRANT	479,991				
401-000.000-569.000	STATE GRANT	350,000				
401-000.000-665.000	INTEREST		1,245	600	3,243	
401-000.000-669.000	CHANGE IN INVESTMENTS				(9,646)	
401-000.000-669.363	TRANSFER IN - DEBT SERVCIE	500,000	80,000	600,000	1,083,383	
401-000.000-692.000	OTHER REVENUE	32			6,354	
401-000.000-699.101	TRANSFERS IN - GENERAL FUND	600,000				50,000
401-000.000-699.202	TRANSFERS IN - MAJOR STREETS	150,000	125,000			
401-000.000-699.244	TRANSFER IN - EDC FUND			12,000		15,000
401-000.000-699.363	TRANSFER IN - DEBT SERVICE			483,383		
401-000.000-699.401	TRANSFERS IN - CAPITAL IMPROVE		10,000			
NET OF REVENUES/APPROPRIATIONS - 000.000 -		2,080,023	216,245	1,095,983	1,083,334	65,000
Dept 175.000 - ADMINISTRATIVE SERVICES						
401-175.000-960.000	BANK FEES				242	
NET OF REVENUES/APPROPRIATIONS - 175.000 - ADMINISTRATI'					(242)	
Dept 444.000 - SIDEWALKS						
401-444.000-702.000	WAGES			2,542	1,817	2,408
401-444.000-703.000	OVERTIME PAY			194	58	100
401-444.000-716.000	RETIREMENT				63	
401-444.000-720.000	EMPLOYER'S FICA				137	192
401-444.000-725.000	FRINGE BENEFITS - ALLOCATED			1,746	880	1,168
401-444.000-726.000	SUPPLIES				609	500
401-444.000-801.000	CONTRACTUAL SERVICES			51,000	30,612	45,000
401-444.000-940.000	EQUIPMENT RENTAL				730	500
NET OF REVENUES/APPROPRIATIONS - 444.000 - SIDEWALKS				(55,482)	(34,906)	(49,868)
Dept 452.000 - MAJOR STREET RECONSTRUCTION						
401-452.000-702.000	WAGES		32,208		1,473	977
401-452.000-710.000-215001	HOLIDAY AND OTHER PAY		105		8	
401-452.000-716.000-215001	RETIREMENT		1,326		100	
401-452.000-720.000	EMPLOYER'S FICA		2,400		107	75
401-452.000-725.000	FRINGE BENEFITS - ALLOCATED		1,165			455
401-452.000-801.000	CONTRACTUAL SERVICES	61,000	634,743		26,323	
401-452.000-905.000	PUBLISHING / NOTICES		13,274			
NET OF REVENUES/APPROPRIATIONS - 452.000 - MAJOR STREET		(61,000)	(685,221)		(28,011)	(1,507)
Dept 453.000 - LOCAL STREET RECONSTRUCTION						
401-453.000-801.000	CONTRACTUAL SERVICES	1,102,666	38,161			
NET OF REVENUES/APPROPRIATIONS - 453.000 - LOCAL STREET		(1,102,666)	(38,161)			
Dept 454.000 - STREET SEALING-CURRENT YEAR						
401-454.000-801.000	CONTRACTUAL SERVICES	491,986	157,221			
NET OF REVENUES/APPROPRIATIONS - 454.000 - STREET SEALII		(491,986)	(157,221)			
Dept 756.000 - PARKS						
401-756.000-801.000	CONTRACTUAL SERVICES					28,000
NET OF REVENUES/APPROPRIATIONS - 756.000 - PARKS						(28,000)
Dept 900.000 - CAPITAL OUTLAY						
401-900.000-975.018	MILLPOND DAM REPAIRS			30,000		37,500
401-900.000-975.023	SANDY BEACH RENOVATIONS			10,000		
401-900.000-975.038	CITY HALL RENOVATION	6,450	35,749	85,000		
401-900.000-975.040	COMPREHENSIVE COMPUTER UPDATE	17,476	9,984	10,000	16,267	10,000

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 THRU 02/28/22 ACTIVITY	2022-23 REQUESTED BUDGET
Dept 900.000 - CAPITAL OUTLAY						
401-900.000-975.044	FACILITIES IMPROVEMENT	2,852		335,000	347,642	
401-900.000-975.057	23 & 25 N. BROAD ST BUILDING	11,375				
401-900.000-993.000	INTEREST EXPENSE				30,010	
NET OF REVENUES/APPROPRIATIONS - 900.000 - CAPITAL OUTL		(38,153)	(45,733)	(470,000)	(393,919)	(47,500)
Dept 905.000 - DEBT SERVICE						
401-905.000-993.000	INTEREST EXPENSE		20,000			
NET OF REVENUES/APPROPRIATIONS - 905.000 - DEBT SERVICE			(20,000)			
Dept 965.000 - TRANSFERS TO OTHER FUNDS						
401-965.000-995.287	TRANSFER OUT TO ARPA FUND					332,000
NET OF REVENUES/APPROPRIATIONS - 965.000 - TRANSFERS TO						(332,000)
ESTIMATED REVENUES - FUND 401		2,080,023	216,245	1,095,983	1,083,334	65,000
APPROPRIATIONS - FUND 401		1,693,805	946,336	525,482	457,078	458,875
NET OF REVENUES/APPROPRIATIONS - FUND 401		386,218	(730,091)	570,501	626,256	(393,875)
BEGINNING FUND BALANCE		344,424	730,641	549	549	626,805
ENDING FUND BALANCE		730,642	550	571,050	626,805	232,930

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
408-000.000-665.000	INTEREST		10		9	
408-000.000-692.408	OTHER REVENUES - TOURNAMENTS	1,031		1,000	5,000	5,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		1,031	10	1,000	5,009	5,000
Dept 751.000 - RECREATION DEPARTMENT						
408-751.000-702.000	WAGES		477			
408-751.000-720.000	EMPLOYER'S FICA		36			
408-751.000-900.000	PRINTING					1,000
NET OF REVENUES/APPROPRIATIONS - 751.000 - RECREATION DEPARTMENT			(513)			(1,000)
ESTIMATED REVENUES - FUND 408		1,031	10	1,000	5,009	5,000
APPROPRIATIONS - FUND 408			513			1,000
NET OF REVENUES/APPROPRIATIONS - FUND 408		1,031	(503)	1,000	5,009	4,000
BEGINNING FUND BALANCE		1,540	2,571	2,067	2,067	7,076
ENDING FUND BALANCE		2,571	2,068	3,067	7,076	11,076

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
409-000.000-665.000	INTEREST	872	177	1,000	154	200
409-000.000-669.000	CHANGE IN INVESTMENTS	224	(63)	100	(740)	
409-000.000-675.000	CONTRIBUTIONS AND DONATIONS	9,908	10,791	10,000	4,791	10,000
409-000.000-675.003	CONTR. & DONT. - SALLY FALLON	250	13,290			
409-000.000-675.409	CONTR. & DONT. - ROBERTA HILL		1,350		24,505	
NET OF REVENUES/APPROPRIATIONS - 000.000 -		11,254	25,545	11,100	28,710	10,200
Dept 756.000 - PARKS						
409-756.000-726.000	SUPPLIES	340	19,884	1,500	216	1,500
409-756.000-801.000	CONTRACTUAL SERVICES	4,060	4,060	6,000	4,369	6,000
409-756.000-960.000	BANK FEES				20	
NET OF REVENUES/APPROPRIATIONS - 756.000 - PARKS		(4,400)	(23,944)	(7,500)	(4,605)	(7,500)
ESTIMATED REVENUES - FUND 409		11,254	25,545	11,100	28,710	10,200
APPROPRIATIONS - FUND 409		4,400	23,944	7,500	4,605	7,500
NET OF REVENUES/APPROPRIATIONS - FUND 409		6,854	1,601	3,600	24,105	2,700
BEGINNING FUND BALANCE		47,796	54,649	56,250	56,250	80,355
ENDING FUND BALANCE		54,650	56,250	59,850	80,355	83,055

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 THRU 02/28/22 ACTIVITY	2022-23 REQUESTED BUDGET
Dept 000.000						
481-000.000-515.000	FEDERAL GRANT - AIRPORT		20,000			
481-000.000-665.000	INTEREST	1,416	1,552	1,000	1,462	2,000
481-000.000-667.000	RENTS	21,332	15,632	21,332	32,211	32,000
481-000.000-667.481	RENTS - AIRPORT HANGARS	22,675	21,255	13,500	15,050	22,000
481-000.000-669.000	CHANGE IN INVESTMENTS	481	(311)	100	(3,635)	
481-000.000-675.000	CONTRIBUTIONS AND DONATIONS				20,000	
481-000.000-675.006	CONTRIBUTED CAPITAL		680,933			
481-000.000-687.300	OTHER REFUNDS		22,964			
481-000.000-687.481	OTHER REFUNDS-USER FEES	1,785	3,785	1,000	4,578	5,000
481-000.000-692.000	OTHER REVENUE	579	61		29	
481-000.000-692.295	OTHER REVENUES - FUEL SALES	60,789	60,073	57,500	59,998	125,000
481-000.000-692.296	OTHER REVENUE-TAX EXEMPT SALES	71,462	72,257	25,000	40,142	72,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		180,519	898,201	119,432	169,835	258,000
Dept 175.000 - ADMINISTRATIVE SERVICES						
481-175.000-960.000	BANK FEES				97	
NET OF REVENUES/APPROPRIATIONS - 175.000 - ADMINISTRATI'					(97)	
Dept 900.000 - CAPITAL OUTLAY						
481-900.000-740.295	FUEL AND LUBRICANTS - AVIATIO	78,549	111,287	95,166	84,073	140,000
481-900.000-801.000	CONTRACTUAL SERVICES	10,842	2,669	4,000	2,285	4,500
481-900.000-970.000	CAPITAL OUTLAY	1,075,372	708,000	6,041		
481-900.000-975.481	AIRPORT RUNWAY PROJECT	(1,162,849)				
481-900.000-995.101	TRANSFER - GENERAL FUND					7,500
NET OF REVENUES/APPROPRIATIONS - 900.000 - CAPITAL OUTL'		(1,914)	(821,956)	(105,207)	(86,358)	(152,000)
ESTIMATED REVENUES - FUND 481		180,519	898,201	119,432	169,835	258,000
APPROPRIATIONS - FUND 481		1,914	821,956	105,207	86,455	152,000
NET OF REVENUES/APPROPRIATIONS - FUND 481		178,605	76,245	14,225	83,380	106,000
BEGINNING FUND BALANCE		174,826	353,432	429,675	429,675	513,055
ENDING FUND BALANCE		353,431	429,677	443,900	513,055	619,055

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
582-000.000-546.019	STATE GRANT - COVID 19		3,121			
582-000.000-569.000	STATE GRANT		713			
582-000.000-593.000	INTERDEPARTMENTAL REVENUE	230,765	236,609	237,078	146,128	239,076
582-000.000-613.000	RESIDENTIAL SALES	4,783,104	4,815,292	4,785,280	3,463,164	5,011,719
582-000.000-614.000	BUSINESS SALES	1,352,308	1,346,806	1,294,568	957,595	1,522,175
582-000.000-615.000	COMMERCIAL SALES	3,095,464	3,103,427	2,897,551	2,186,559	3,196,370
582-000.000-616.000	INDUSTRY SALES	3,076,834	3,335,640	3,108,746	2,101,548	3,187,031
582-000.000-617.000	STREET LIGHT SALES	53,309	54,196	53,578	35,252	68,395
582-000.000-665.000	INTEREST	136,550	72,312	51,714	57,807	70,000
582-000.000-669.000	CHANGE IN INVESTMENTS		(11,815)		(117,675)	
582-000.000-669.001	GAIN (LOSS) ON MSCPA INVESTMENT	(371,938)	607,780			
582-000.000-673.001	GAIN ON SALE OF PROPERTY	9,918	13,325		(2,575)	
582-000.000-679.000	LATE CHARGES	21,679	29,476	30,000	24,277	40,000
582-000.000-680.000	INVENTORY ADJUSTMENT		(3,466)			
582-000.000-689.000	CASH OVER & (SHORT)	(113)	134		130	
582-000.000-692.001	OTHER REVENUE - MISC OPERATING REV	85,874	127,161	120,000	74,467	120,000
582-000.000-692.200	MISC NON-OPERATING INCOME	44,055	17,199	30,000	15,635	30,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		12,552,311	13,747,910	12,608,515	8,942,312	13,484,766
Dept 172.000 - CITY MANAGER						
582-172.000-716.000	RETIREMENT				275	
NET OF REVENUES/APPROPRIATIONS - 172.000 - CITY MANAGER					(275)	
Dept 175.000 - ADMINISTRATIVE SERVICES						
582-175.000-702.000	WAGES	280,575	270,325	300,000	190,302	350,587
582-175.000-703.000	OVERTIME PAY	12,155	8,364	6,000	1,895	6,000
582-175.000-704.000	SICK TIME PAY	24,548	21,873	31,000	32,583	
582-175.000-705.000	VACATION TIME PAY	63,253	60,294	64,000	58,513	
582-175.000-706.000	PERSONAL TIME PAY	11,263	10,462	11,500	10,775	
582-175.000-707.000	LONGEVITY PAY	8,780	10,600	10,380	7,800	7,800
582-175.000-710.000	HOLIDAY AND OTHER PAY	38,483	41,381	40,000	38,550	400
582-175.000-715.000	HEALTH AND LIFE INSURANCE	183,684	185,090	170,252	124,173	238,436
582-175.000-716.000	RETIREMENT	395,475	260,831	163,000	130,235	223,813
582-175.000-717.000	WORKERS' COMPENSATION	7,262	6,167	10,000	4,333	7,500
582-175.000-718.000	UNEMPLOYMENT INSURANCE	2,500				
582-175.000-720.000	EMPLOYER'S FICA	30,190	28,519	35,410	23,750	26,820
582-175.000-721.000	DISABILITY INSURANCE	4,470	3,962	4,583	3,434	6,000
582-175.000-725.100	MISCELLANEOUS FRINGE EXPENSE	(302,100)	(311,369)	(325,000)	(266,493)	
582-175.000-726.000	SUPPLIES	14,511	14,562	23,500	13,812	23,500
582-175.000-726.007-CVD-19	SUPPLIES - COVID 19	911	6,786		146	
582-175.000-726.200	OFFICE SUPPLIES	52				
582-175.000-726.202	SUPPLIES - COMPUTER	465	164			
582-175.000-801.000	CONTRACTUAL SERVICES	65,249	78,817	63,063	55,827	84,600
582-175.000-801.200	COMPUTER	31,318	29,475	20,000	24,713	
582-175.000-802.000	TECHNICAL SERVICES					97,295
582-175.000-803.000	ENERGY OPTIMIZATION					180,000
582-175.000-806.000	LEGAL SERVICES	738	328	5,000	75	1,500
582-175.000-808.000	AUDITING SERVICES	6,038	5,740	6,000		6,000
582-175.000-810.000	DUES AND SUBSCRIPTIONS	26,251	32,039	30,000	18,814	35,000
582-175.000-818.000	INSURANCE	22,273	25,228	23,387	29,696	32,000
582-175.000-820.000	PILOT	732,462	761,430	743,000	524,647	778,110
582-175.000-850.000	TELEPHONE	14,398	12,365	10,000	6,026	13,537
582-175.000-860.000	TRANSPORTATION AND MILEAGE	12				
582-175.000-880.000	COMMUNITY PROMOTION	12,164	4,841	5,000	1,798	5,000
582-175.000-905.000	PUBLISHING / NOTICES		(54)		46	
582-175.000-906.000	SPONSORSHIPS				150	1,000

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 175.000 - ADMINISTRATIVE SERVICES						
582-175.000-920.400	UTILITIES - GAS	2,227	4,626	2,500	2,079	2,500
582-175.000-930.000	REPAIRS & MAINTENANCE	5,401	3,567	10,000	2,646	10,000
582-175.000-955.000	MISCELLANEOUS	(12)	(113)			
582-175.000-956.000	TRAINING & SEMINARS	5,677	10,696	10,000	3,631	10,000
582-175.000-956.100	TRAINING & SEMINARS - EXTERNAL	325		3,000		3,000
582-175.000-956.200	LODGING AND MEALS	151	216		865	2,000
582-175.000-957.000	PROPERTY TAXES		22			
582-175.000-960.000	BANK FEES				3,830	
582-175.000-963.000	WRITE OFF BAD DEBT(S)	96,578	263		2,968	
582-175.000-968.000	DEPRECIATION	95,610	70,201	82,328	42,360	
582-175.000-969.000	INTERDEPARTMENTAL EXPENSE	6,789	6,438	7,000	4,278	7,000
582-175.000-970.000	CAPITAL OUTLAY					33,000
582-175.000-993.000	INTEREST EXPENSE	3,929				
582-175.000-995.000	TRANSFER OUT TO CITY	61,655	70,769	70,000		70,000
NET OF REVENUES/APPROPRIATIONS - 175.000 - ADMINISTRATI'		(1,965,710)	(1,734,905)	(1,634,903)	(1,098,257)	(2,262,398)
Dept 543.000 - PRODUCTION						
582-543.000-702.000	WAGES	48,108	27,697	50,000	23,180	207,319
582-543.000-703.000	OVERTIME PAY	1,309	4,351	2,500	7,555	5,000
582-543.000-704.000	SICK TIME PAY	561	25			
582-543.000-705.000	VACATION TIME PAY	963	392			
582-543.000-706.000	PERSONAL TIME PAY	390				
582-543.000-710.000	HOLIDAY AND OTHER PAY	3,286	395			
582-543.000-716.000	RETIREMENT		880			
582-543.000-720.000	EMPLOYER'S FICA	3,864	2,388	3,825	2,070	15,860
582-543.000-725.100	MISCELLANEOUS FRINGE EXPENSE	24,128	13,690	20,000	18,924	
582-543.000-726.000	SUPPLIES	2,480	2,709	4,000	1,960	4,000
582-543.000-739.000	PURCHASED POWER	8,324,832	8,743,721	8,640,650	5,786,708	9,385,308
582-543.000-739.001	PURCHASE POWER - RATE STABILE. OFI	39,176	16,923			
582-543.000-740.000	FUEL AND LUBRICANTS	904	23,247	15,000	2,950	15,000
582-543.000-740.100	FUEL OIL - ENGINE #5	1,844	6,904	8,000	7,668	13,000
582-543.000-740.200	FUEL OIL - ENGINE #6	2,355	20,085	9,000	10,559	14,000
582-543.000-740.300	NATURAL GAS - ENGINE #5	4,381	9,934	9,000	23,450	20,000
582-543.000-740.400	NATURAL GAS - ENGINE #6	5,412	31,479	9,000	23,063	20,000
582-543.000-742.000	CLOTHING / UNIFORMS	1,556	1,285	1,500	1,009	2,000
582-543.000-771.000	INVENTORY ADJUSTMENT	(5,413)	426			
582-543.000-801.000	CONTRACTUAL SERVICES	36,943	21,488	25,000	13,857	40,000
582-543.000-818.000	INSURANCE	64,756	69,502	67,994	35,467	
582-543.000-850.000	TELEPHONE	789	279			
582-543.000-920.400	UTILITIES - GAS	9,633	13,403	10,000	11,006	14,000
582-543.000-930.000	REPAIRS & MAINTENANCE	10,540	15,910	20,000	17,322	25,000
582-543.000-930.050	REPAIRS & MAINT. - ENGINE #5	4,314	17,279	10,000	44,665	20,000
582-543.000-930.060	REPAIRS & MAINT. - ENGINE #6	4,153	7,949	10,000	10,890	20,000
582-543.000-956.000	TRAINING & SEMINARS	189	76	1,000		1,000
582-543.000-968.000	DEPRECIATION	178,229	168,912	214,389	101,606	
582-543.000-969.000	INTERDEPARTMENTAL EXPENSE	39,570	38,362	40,000	21,807	40,000
582-543.000-970.000	CAPITAL OUTLAY					30,000
NET OF REVENUES/APPROPRIATIONS - 543.000 - PRODUCTION		(8,809,252)	(9,259,691)	(9,170,858)	(6,165,716)	(9,891,487)
Dept 544.000 - DISTRIBUTION						
582-544.000-702.000	WAGES	281,410	371,475	400,000	266,561	430,758
582-544.000-702.019	WAGES - COVID		39,227			
582-544.000-703.000	OVERTIME PAY	42,030	55,798	40,000	87,775	60,000
582-544.000-704.000	SICK TIME PAY		243			
582-544.000-705.000	VACATION TIME PAY	1,106	442		7,119	
582-544.000-706.000	PERSONAL TIME PAY				498	

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 544.000 - DISTRIBUTION						
582-544.000-710.000	HOLIDAY AND OTHER PAY	398	196			
582-544.000-716.000	RETIREMENT		1,525		3,879	
582-544.000-717.000	WORKERS' COMPENSATION		242			
582-544.000-720.000	EMPLOYER'S FICA	23,009	33,181	33,660	25,728	32,953
582-544.000-725.100	MISCELLANEOUS FRINGE EXPENSE	182,386	240,741	256,715	211,230	
582-544.000-726.800	SUPPLIES - OPERATIONS	20,882	27,235	25,000	22,884	30,000
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	26,316	20,328	36,000	27,552	40,000
582-544.000-740.000	FUEL AND LUBRICANTS	14,982	17,481	16,000	14,104	20,000
582-544.000-742.000	CLOTHING / UNIFORMS	10,106	14,003	13,000	1,839	15,000
582-544.000-771.000	INVENTORY ADJUSTMENT	13,637	5			
582-544.000-801.000	CONTRACTUAL SERVICES	31,952	31,241	25,000	21,186	5,000
582-544.000-801.200	COMPUTER	8,675				
582-544.000-801.300	TREE TRIMMING	196,368	189,268	210,000	99,747	750,000
582-544.000-818.000	INSURANCE	34,065	38,856	35,768	21,133	40,000
582-544.000-920.600	UTILITIES - OTHER	518				
582-544.000-930.000	REPAIRS & MAINTENANCE	53,105	144,819	70,000	157,858	150,000
582-544.000-930.546	REPAIRS & MAINANCE - SUBSTATIONS	61,822	20,075	50,000	33,088	97,500
582-544.000-956.000	TRAINING & SEMINARS	10,204	5,200	20,000	15,659	20,000
582-544.000-968.000	DEPRECIATION	463,263	511,464	562,611	350,642	
582-544.000-969.000	INTERDEPARTMENTAL EXPENSE	8,888	8,930	9,000	6,252	9,500
582-544.000-970.000	CAPITAL OUTLAY					1,700,000
NET OF REVENUES/APPROPRIATIONS - 544.000 - DISTRIBUTION		(1,485,122)	(1,771,975)	(1,802,754)	(1,374,734)	(3,400,711)
ESTIMATED REVENUES - FUND 582		12,552,311	13,747,910	12,608,515	8,942,312	13,484,766
APPROPRIATIONS - FUND 582		12,260,084	12,766,571	12,608,515	8,638,982	15,554,596
NET OF REVENUES/APPROPRIATIONS - FUND 582		292,227	981,339		303,330	(2,069,830)
BEGINNING FUND BALANCE		26,212,414	27,003,769	27,222,888	27,222,888	27,527,918
FUND BALANCE ADJUSTMENTS		569,032	(762,216)	1,700	1,700	
ENDING FUND BALANCE		27,073,673	27,222,892	27,224,588	27,527,918	25,458,088

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
588-000.000-528.000	FEDERAL GRANT - CARES ACT				8,267	
588-000.000-529.000	FEDERAL GRANT	59,532	149,229	66,753	76,611	68,254
588-000.000-529.100	FEDERAL GRANT - MOBILITY MANAGEMEN	28,000	19,773			
588-000.000-538.000	FEDERAL GRANT - CAPITAL	76,824	47,246		5,000	
588-000.000-569.000	STATE GRANT	121,363	134,164	139,198	89,106	132,661
588-000.000-569.018	FEDERAL GRANT - MOBILITY MANAGEMEN	(10,246)				
588-000.000-569.019	STATE GRANT - 2019 SETTLEMENT	1,772	(3,183)			
588-000.000-569.030	STATE GRANT-PRIOR YEAR ACTIVITY				(1,583)	
588-000.000-569.100	STATE GRANT - MOBILITY MANAGEMENT	7,000	4,943			
588-000.000-569.588	STATE GRANT - CAPITAL	19,206			1,250	
588-000.000-651.000	USE AND ADMISSION FEES	38,140	34,405	45,000	26,494	45,000
588-000.000-665.000	INTEREST		351		673	
588-000.000-673.000	SALE OF CITY PROPERTY		5,700			
588-000.000-699.101	TRANSFERS IN - GENERAL FUND	50,000	94,615	119,898		133,274
NET OF REVENUES/APPROPRIATIONS - 000.000 -		391,591	487,243	370,849	205,818	379,189
Dept 175.000 - ADMINISTRATIVE SERVICES						
588-175.000-995.101	TRANSFER - GENERAL FUND	59,573	68,781	65,000		65,000
NET OF REVENUES/APPROPRIATIONS - 175.000 - ADMINISTRATI'		(59,573)	(68,781)	(65,000)		(65,000)
Dept 596.000 - DIAL-A-RIDE						
588-596.000-702.000	WAGES	137,022	134,595	147,261	88,451	175,725
588-596.000-703.000	OVERTIME PAY	1,786	100	1,000	372	1,000
588-596.000-704.000	SICK TIME PAY	4,463	4,962	4,675	3,248	
588-596.000-705.000	VACATION TIME PAY	10,699	12,042	10,010	6,448	
588-596.000-706.000	PERSONAL TIME PAY	1,708	2,211	1,754	1,680	
588-596.000-707.000	LONGEVITY PAY	2,560	2,560	2,560	2,440	2,560
588-596.000-710.000	HOLIDAY AND OTHER PAY	7,537	7,302	6,135	6,758	
588-596.000-715.000	HEALTH AND LIFE INSURANCE	36,321	47,579	46,564	26,691	46,564
588-596.000-716.000	RETIREMENT	3,694	4,778	6,000	6,033	6,000
588-596.000-717.000	WORKERS' COMPENSATION	2,198	2,093	2,600	2,063	2,600
588-596.000-718.000	UNEMPLOYMENT INSURANCE	400				
588-596.000-720.000	EMPLOYER'S FICA	10,533	10,438	11,265	6,818	13,715
588-596.000-721.000	DISABILITY INSURANCE	744	783	835	642	835
588-596.000-725.000	FRINGE BENEFITS - ALLOCATED	1,944	2,039	2,790	1,064	3,295
588-596.000-726.000	SUPPLIES	1,917	2,081	1,500	1,018	1,500
588-596.000-726.007	SUPPLIES - COVID 19		170		777	
588-596.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	7,615	3,942	5,000	8,648	5,000
588-596.000-740.000	FUEL AND LUBRICANTS	14,665	15,767	16,000	15,516	16,000
588-596.000-742.000	CLOTHING / UNIFORMS				452	
588-596.000-801.000	CONTRACTUAL SERVICES	35,636	28,383	12,500	8,726	12,500
588-596.000-818.000	INSURANCE	18,207	14,201	20,000	4,591	20,000
588-596.000-850.000	TELEPHONE	283	189	300		300
588-596.000-905.000	PUBLISHING / NOTICES	78	79	100	100	
588-596.000-920.000	UTILITIES	4,956	4,933	5,000	3,663	5,100
588-596.000-930.000	REPAIRS & MAINTENANCE	1,358	1,839	500	127	500
588-596.000-940.000	EQUIPMENT RENTAL	522	848	1,000	389	1,000
588-596.000-955.000	MISCELLANEOUS		277			
588-596.000-955.588	MISC. - CDL LICENSING/TESTING	625	676	500	312	500
588-596.000-956.000	TRAINING & SEMINARS	67				
588-596.000-968.000	DEPRECIATION	46,894	46,894			
588-596.000-970.000	CAPITAL OUTLAY				41	
NET OF REVENUES/APPROPRIATIONS - 596.000 - DIAL-A-RIDE		(354,432)	(351,761)	(305,849)	(197,068)	(314,694)
ESTIMATED REVENUES - FUND 588		391,591	487,243	370,849	205,818	379,189

BUDGET REPORT FOR CITY OF HILLSDALE
 Fund: 588 DIAL A RIDE

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 THRU 02/28/22 ACTIVITY	2022-23 REQUESTED BUDGET
APPROPRIATIONS - FUND 588		414,005	420,542	370,849	197,068	379,694
NET OF REVENUES/APPROPRIATIONS - FUND 588		(22,414)	66,701		8,750	(505)
BEGINNING FUND BALANCE		751,025	728,611	795,312	795,312	804,062
ENDING FUND BALANCE		728,611	795,312	795,312	804,062	803,557

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
590-000.000-529.000	FEDERAL GRANT	178,430				
590-000.000-569.000	STATE GRANT		357			
590-000.000-593.000	INTERDEPARTMENTAL REVENUE	6,009	5,706	4,062	3,854	4,198
590-000.000-613.000	RESIDENTIAL SALES	927,939	976,269	1,051,161	687,648	1,117,179
590-000.000-614.000	BUSINESS SALES	168,248	174,098	177,831	128,244	196,068
590-000.000-615.000	COMMERCIAL SALES	371,690	410,304	414,796	311,410	457,854
590-000.000-616.000	INDUSTRY SALES	300,749	399,378	393,037	276,661	451,610
590-000.000-619.000	APARTMENT SALES	361,331	367,497	392,266	251,090	415,038
590-000.000-665.000	INTEREST	1,609	1,988	1,500	2,548	2,000
590-000.000-669.000	CHANGE IN INVESTMENTS		(49)		(6,182)	
590-000.000-673.001	GAIN ON SALE OF PROPERTY	101	525		(96,633)	
590-000.000-679.000	LATE CHARGES	4,207	5,517	6,000	4,305	4,249
590-000.000-680.000	INVENTORY ADJUSTMENT	57	61			
590-000.000-692.001	OTHER REVENUE - MISC OPERATING REV	66,531	81,460	70,000	56,778	79,800
590-000.000-692.200	MISC NON-OPERATING INCOME	6,034	4,240	7,200	2,500	
NET OF REVENUES/APPROPRIATIONS - 000.000 -		2,392,935	2,427,351	2,517,853	1,622,223	2,727,996
Dept 172.000 - CITY MANAGER						
590-172.000-716.000	RETIREMENT				137	
NET OF REVENUES/APPROPRIATIONS - 172.000 - CITY MANAGER					(137)	
Dept 175.000 - ADMINISTRATIVE SERVICES						
590-175.000-702.000	WAGES	122,191	142,361	134,619	95,244	183,587
590-175.000-703.000	OVERTIME PAY	774	387	339	860	
590-175.000-704.000	SICK TIME PAY	7,184	4,778	5,255	5,757	
590-175.000-705.000	VACATION TIME PAY	15,224	20,146	20,544	10,551	
590-175.000-706.000	PERSONAL TIME PAY	3,562	3,837	4,202	1,891	
590-175.000-707.000	LONGEVITY PAY	2,620	3,100	3,224	360	
590-175.000-710.000	HOLIDAY AND OTHER PAY	16,417	16,298	13,456	13,280	2,375
590-175.000-715.000	HEALTH AND LIFE INSURANCE	79,976	79,073	68,358	46,572	37,874
590-175.000-716.000	RETIREMENT	47,743	51,912	76,000	40,071	37,063
590-175.000-717.000	WORKERS' COMPENSATION	2,010	2,135	4,147	1,430	4,000
590-175.000-718.000	UNEMPLOYMENT INSURANCE	650				
590-175.000-720.000	EMPLOYER'S FICA	11,646	13,811	13,895	8,746	14,044
590-175.000-721.000	DISABILITY INSURANCE	1,431	1,461	1,510	995	1,400
590-175.000-725.100	MISCELLANEOUS FRINGE EXPENSE	(111,361)	(116,150)	(120,000)	(64,825)	
590-175.000-726.000	SUPPLIES	7,260	6,506	12,000	5,739	12,000
590-175.000-726.007-CVD-19	SUPPLIES - COVID 19	159	1,055		48	
590-175.000-726.202	SUPPLIES - COMPUTER	80	82			
590-175.000-730.039	BPU VEHICLE MAINT/SUPPLIES	1,177	1,813	2,000	59	3,000
590-175.000-801.000	CONTRACTUAL SERVICES	26,421	38,215	30,000	27,201	30,000
590-175.000-801.200	COMPUTER	15,819	15,557	10,000	13,015	15,000
590-175.000-802.000	TECHNICAL SERVICES					35,215
590-175.000-806.000	LEGAL SERVICES	346	505	2,000	38	2,000
590-175.000-808.000	AUDITING SERVICES	3,019	2,870	3,500		3,500
590-175.000-810.000	DUES AND SUBSCRIPTIONS	11,210	4,674	10,000	1,598	10,000
590-175.000-818.000	INSURANCE	10,497	10,545	11,361	10,564	11,361
590-175.000-820.000	PILOT	124,467	139,695	146,000	99,303	146,000
590-175.000-850.000	TELEPHONE	6,319	4,167	4,000	2,003	4,219
590-175.000-860.000	TRANSPORTATION AND MILEAGE	6				
590-175.000-880.000	COMMUNITY PROMOTION	5,857	2,392	2,500	899	2,500
590-175.000-905.000	PUBLISHING / NOTICES	279	(27)	300	47	
590-175.000-906.000	SPONSORSHIPS				75	
590-175.000-920.400	UTILITIES - GAS	1,114	2,335	1,100	1,086	1,100
590-175.000-930.000	REPAIRS & MAINTENANCE	1,629	1,870	5,000	2,772	5,000
590-175.000-955.000	MISCELLANEOUS	(169)				

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 175.000 - ADMINISTRATIVE SERVICES						
590-175.000-956.000	TRAINING & SEMINARS	1,686	744	3,000	678	3,000
590-175.000-956.100	TRAINING & SEMINARS - EXTERNAL	163		1,500		1,500
590-175.000-956.200	LODGING AND MEALS	47	14	200		200
590-175.000-960.000	BANK FEES				985	
590-175.000-963.000	WRITE OFF BAD DEBT(S)	6,823	131		1,484	
590-175.000-968.000	DEPRECIATION	15,736	8,735	9,610	6,148	
590-175.000-969.000	INTERDEPARTMENTAL EXPENSE	3,178	3,003	3,500	2,001	3,500
590-175.000-970.000	CAPITAL OUTLAY					16,500
590-175.000-993.000	INTEREST EXPENSE	189,149	188,231	174,500	116,333	165,500
590-175.000-995.000	TRANSFER OUT TO CITY	30,827	35,385	35,000		35,000
NET OF REVENUES/APPROPRIATIONS - 175.000 - ADMINISTRATI'		(663,166)	(691,646)	(692,620)	(453,008)	(786,438)
Dept 546.000 - OPERATIONS						
590-546.000-702.000	WAGES	57,573	47,015	45,583	41,677	74,523
590-546.000-702.019	WAGES - COVID		2,064		163	
590-546.000-703.000	OVERTIME PAY	7,048	2,503	2,348	2,581	
590-546.000-715.000	HEALTH AND LIFE INSURANCE					14,782
590-546.000-716.000	RETIREMENT		371		1,572	11,369
590-546.000-717.000	WORKERS' COMPENSATION		70			
590-546.000-720.000	EMPLOYER'S FICA	4,653	3,736	3,831	3,219	5,701
590-546.000-725.100	MISCELLANEOUS FRINGE EXPENSE	35,127	30,302	45,000	26,201	
590-546.000-726.800	SUPPLIES - OPERATIONS	1,374	1,497	2,000	477	2,000
590-546.000-730.039	BPU VEHICLE MAINT/SUPPLIES	3,494	3,976	5,500	706	5,500
590-546.000-742.000	CLOTHING / UNIFORMS	3,056	2,192	3,750	771	4,000
590-546.000-771.000	INVENTORY ADJUSTMENT	699	287			
590-546.000-801.000	CONTRACTUAL SERVICES	2,943	5,380	5,000	1,256	5,000
590-546.000-818.000	INSURANCE	14,178	13,417	15,069	6,055	15,069
590-546.000-930.000	REPAIRS & MAINTENANCE	11,257	5,168	15,000	2,281	15,000
590-546.000-930.950	REPAIRS & MAINT. - LIFT STATIONS	7,454	1,883	8,000	4,508	8,000
590-546.000-930.960	REPAIRS & MAINT. - SEWER MAINS	5,793	131,897	225,000	228,240	225,000
590-546.000-930.970	REPAIRS & MAINT. - MANHOLES	1,455	321	5,000		5,000
590-546.000-930.980	REPIARS & MAINT. - SERVICE LINES	67	836	1,000		1,000
590-546.000-956.000	TRAINING & SEMINARS	709	365	2,000	508	2,000
590-546.000-968.000	DEPRECIATION	71,708	74,571	82,071	50,293	
590-546.000-969.000	INTERDEPARTMENTAL EXPENSE	6,856	6,442	6,000	4,594	6,000
590-546.000-970.000	CAPITAL OUTLAY					445,750
NET OF REVENUES/APPROPRIATIONS - 546.000 - OPERATIONS		(235,444)	(334,293)	(472,152)	(375,102)	(845,694)
Dept 547.000 - TREATMENT						
590-547.000-702.000	WAGES	117,549	112,013	124,219	52,090	100,719
590-547.000-702.019	WAGES - COVID		15,303			
590-547.000-703.000	OVERTIME PAY	20,517	20,661	22,684	13,341	
590-547.000-710.000	HOLIDAY AND OTHER PAY					1,050
590-547.000-715.000	HEALTH AND LIFE INSURANCE					40,361
590-547.000-716.000	RETIREMENT		536		2,615	16,210
590-547.000-720.000	EMPLOYER'S FICA	9,653	10,030	12,271	4,508	7,705
590-547.000-725.100	MISCELLANEOUS FRINGE EXPENSE	76,234	85,848	74,999	38,624	
590-547.000-726.900	SUPPLIES - LABORATORY	17,771	23,801	32,000	20,057	32,000
590-547.000-727.500	SUPPLIES - CHLORINE	3,805	2,355	5,000	7,543	9,200
590-547.000-727.600	SUPPLIES - FERROUS CHLORIDE	8,623	15,292	20,000	3,870	20,000
590-547.000-727.700	SUPPLIES - DIOXIDE	3,060	2,380	3,000	2,307	3,400
590-547.000-727.800	SUPPLIES - MISC. CHEMICALS	315		1,000		1,000
590-547.000-730.039	BPU VEHICLE MAINT/SUPPLIES	2,563	70	3,000	165	3,000
590-547.000-740.000	FUEL AND LUBRICANTS	2,359	3,565	1,700	4,148	4,000
590-547.000-742.000	CLOTHING / UNIFORMS	280	293	1,500	694	1,500
590-547.000-801.000	CONTRACTUAL SERVICES	78,270	128,312	106,532	59,174	115,000

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 THRU 02/28/22 ACTIVITY	2022-23 REQUESTED BUDGET
Dept 547.000 - TREATMENT						
590-547.000-801.200	COMPUTER	1,194			1,010	
590-547.000-818.000	INSURANCE	14,178	13,417	15,069	6,055	15,069
590-547.000-850.000	TELEPHONE		185			
590-547.000-920.400	UTILITIES - GAS	9,538	30,365	25,000	22,193	32,000
590-547.000-930.000	REPAIRS & MAINTENANCE	49,644	29,393	40,000	8,897	40,000
590-547.000-930.900	REPAIRS & MAINT - LABORATORY	2,760	1,950	2,000	142	6,000
590-547.000-956.000	TRAINING & SEMINARS	355	453	1,500	71	1,500
590-547.000-968.000	DEPRECIATION	98,022	216,828	237,031	208,149	
590-547.000-969.000	INTERDEPARTMENTAL EXPENSE	72,795	79,607	90,000	56,815	90,000
590-547.000-970.000	CAPITAL OUTLAY					244,500
NET OF REVENUES/APPROPRIATIONS - 547.000 - TREATMENT		(589,485)	(792,657)	(818,505)	(512,468)	(784,214)
ESTIMATED REVENUES - FUND 590		2,392,935	2,427,351	2,517,853	1,622,223	2,727,996
APPROPRIATIONS - FUND 590		1,488,095	1,818,596	1,983,277	1,340,715	2,416,346
NET OF REVENUES/APPROPRIATIONS - FUND 590		904,840	608,755	534,576	281,508	311,650
BEGINNING FUND BALANCE		6,444,624	7,737,866	8,270,108	8,270,108	8,551,616
FUND BALANCE ADJUSTMENTS		423,356	(76,513)			
ENDING FUND BALANCE		7,772,820	8,270,108	8,804,684	8,551,616	8,863,266

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
591-000.000-529.000	FEDERAL GRANT	106,205				
591-000.000-569.000	STATE GRANT		357			
591-000.000-593.000	INTERDEPARTMENTAL REVENUE	11,202	11,382	8,986	7,881	10,631
591-000.000-613.000	RESIDENTIAL SALES	669,851	713,681	764,140	502,812	826,239
591-000.000-614.000	BUSINESS SALES	150,550	160,431	165,333	113,677	184,877
591-000.000-615.000	COMMERCIAL SALES	285,381	338,818	328,191	250,042	386,607
591-000.000-616.000	INDUSTRY SALES	173,902	232,992	234,642	164,911	267,720
591-000.000-619.000	APARTMENT SALES	255,954	259,516	277,139	177,607	297,746
591-000.000-665.000	INTEREST	14,604	3,875	8,000	2,047	
591-000.000-669.000	CHANGE IN INVESTMENTS	2,495	(2,558)		(14,721)	
591-000.000-673.001	GAIN ON SALE OF PROPERTY	2,858	525		(1,214)	
591-000.000-679.000	LATE CHARGES	2,924	3,842	4,000	3,021	2,924
591-000.000-680.000	INVENTORY ADJUSTMENT	(3,729)	274			
591-000.000-692.001	OTHER REVENUE - MISC OPERATING REV	25,615	24,216	20,000	18,060	
591-000.000-692.200	MISC NON-OPERATING INCOME	3,391	6,145	4,000	6,960	
591-000.000-692.300	MISC NON-OPERATING INCOME-WELLHEAI	3,073				
NET OF REVENUES/APPROPRIATIONS - 000.000 -		1,704,276	1,753,496	1,814,431	1,231,083	1,976,744
Dept 172.000 - CITY MANAGER						
591-172.000-716.000	RETIREMENT				137	
NET OF REVENUES/APPROPRIATIONS - 172.000 - CITY MANAGER					(137)	
Dept 175.000 - ADMINISTRATIVE SERVICES						
591-175.000-702.000	WAGES	120,368	157,447	155,028	104,735	193,177
591-175.000-703.000	OVERTIME PAY	773	387	338	875	
591-175.000-704.000	SICK TIME PAY	5,671	8,743	5,295	6,495	
591-175.000-705.000	VACATION TIME PAY	11,450	11,029	14,133	11,707	
591-175.000-706.000	PERSONAL TIME PAY	4,225	3,292	4,118	2,754	
591-175.000-707.000	LONGEVITY PAY	1,880	1,160	1,206		
591-175.000-710.000	HOLIDAY AND OTHER PAY	16,496	16,523	13,647	7,698	375
591-175.000-715.000	HEALTH AND LIFE INSURANCE	64,727	75,592	62,900	48,576	39,925
591-175.000-716.000	RETIREMENT	45,121	33,929	63,000	34,141	37,734
591-175.000-717.000	WORKERS' COMPENSATION	5,635	2,561	5,366	1,908	3,000
591-175.000-718.000	UNEMPLOYMENT INSURANCE	1,050				
591-175.000-720.000	EMPLOYER'S FICA	11,096	14,164	14,823	9,298	14,778
591-175.000-721.000	DISABILITY INSURANCE	1,325	1,419	2,013	995	1,400
591-175.000-725.100	MISCELLANEOUS FRINGE EXPENSE	(90,133)	(86,299)	(120,000)	(51,900)	
591-175.000-726.000	SUPPLIES	6,890	7,246	12,000	5,736	12,000
591-175.000-726.007-CVD-19	SUPPLIES - COVID 19	174	541		47	
591-175.000-726.202	SUPPLIES - COMPUTER	80	94			
591-175.000-726.591	SUPPLIES-WELLHEAD PROTECTION	1,647				
591-175.000-730.039	BPU VEHICLE MAINT/SUPPLIES	2,288	2,570	3,000		3,000
591-175.000-801.000	CONTRACTUAL SERVICES	30,145	46,000	40,000	28,885	40,000
591-175.000-801.200	COMPUTER	15,074	15,928	10,000	13,971	10,000
591-175.000-802.000	TECHNICAL SERVICES					35,215
591-175.000-806.000	LEGAL SERVICES	196	70	2,000	38	2,000
591-175.000-808.000	AUDITING SERVICES	3,019	2,870	3,000		3,000
591-175.000-810.000	DUES AND SUBSCRIPTIONS	6,518	5,522	6,500	1,501	6,500
591-175.000-818.000	INSURANCE	7,246	7,331	7,272	9,427	7,272
591-175.000-820.000	PILOT	89,512	102,337	106,706	72,543	106,706
591-175.000-850.000	TELEPHONE	5,894	4,356	4,000	2,171	4,219
591-175.000-860.000	TRANSPORTATION AND MILEAGE	6				
591-175.000-880.000	COMMUNITY PROMOTION	5,857	2,392	2,500	899	2,500
591-175.000-905.000	PUBLISHING / NOTICES	571	457	750	139	750
591-175.000-906.000	SPONSORSHIPS				75	
591-175.000-920.400	UTILITIES - GAS	1,114	3,917	1,200	1,086	1,200

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 175.000 - ADMINISTRATIVE SERVICES						
591-175.000-930.000	REPAIRS & MAINTENANCE	2,468	2,416	5,000	2,772	5,000
591-175.000-955.000	MISCELLANEOUS	162				
591-175.000-956.000	TRAINING & SEMINARS	2,040	200	2,500	223	2,500
591-175.000-956.100	TRAINING & SEMINARS - EXTERNAL	163		1,500		1,500
591-175.000-956.200	LODGING AND MEALS	79	14			
591-175.000-957.000	PROPERTY TAXES				178	
591-175.000-960.000	BANK FEES				722	
591-175.000-963.000	WRITE OFF BAD DEBT(S)	7,149	131		1,484	
591-175.000-968.000	DEPRECIATION	16,388	9,307	10,239	6,530	
591-175.000-969.000	INTERDEPARTMENTAL EXPENSE	3,178	3,003	3,500	2,001	3,500
591-175.000-970.000	CAPITAL OUTLAY					16,500
591-175.000-993.000	INTEREST EXPENSE	1,515	449			
591-175.000-995.000	TRANSFER OUT TO CITY	30,827	35,385	35,000		35,000
NET OF REVENUES/APPROPRIATIONS - 175.000 - ADMINISTRATI'		(439,884)	(492,483)	(478,534)	(327,710)	(588,751)
Dept 543.000 - PRODUCTION						
591-543.000-702.000	WAGES	5,048	5,279	6,468	3,750	
591-543.000-702.019	WAGES - COVID		688		122	
591-543.000-703.000	OVERTIME PAY	2,247	2,125	2,242	1,208	
591-543.000-716.000	RETIREMENT		51		319	
591-543.000-717.000	WORKERS' COMPENSATION		90			
591-543.000-720.000	EMPLOYER'S FICA	511	551	721	355	
591-543.000-725.100	MISCELLANEOUS FRINGE EXPENSE	4,134	3,906	8,000	2,339	
591-543.000-726.000	SUPPLIES		38			
591-543.000-801.000	CONTRACTUAL SERVICES	5,022	694	4,000	2,537	4,000
591-543.000-818.000	INSURANCE	6,334	6,254	6,121	3,423	6,121
591-543.000-930.000	REPAIRS & MAINTENANCE	1,452	3,278	5,000	5,688	5,000
591-543.000-930.800	MAINTENANCE - WELL #8		1,083			
591-543.000-956.000	TRAINING & SEMINARS	188	70	1,000	120	1,000
591-543.000-968.000	DEPRECIATION	26,344	26,881	29,571	18,745	
591-543.000-969.000	INTERDEPARTMENTAL EXPENSE	29,453	31,804	30,000	17,383	30,000
591-543.000-970.000	CAPITAL OUTLAY					45,000
NET OF REVENUES/APPROPRIATIONS - 543.000 - PRODUCTION		(80,733)	(82,792)	(93,123)	(55,989)	(91,121)
Dept 544.000 - DISTRIBUTION						
591-544.000-702.000	WAGES	88,244	98,409	103,858	68,214	170,836
591-544.000-702.019	WAGES - COVID		7,826			
591-544.000-703.000	OVERTIME PAY	13,029	15,161	17,278	4,367	
591-544.000-704.000	SICK TIME PAY				297	
591-544.000-705.000	VACATION TIME PAY				658	
591-544.000-706.000	PERSONAL TIME PAY				426	
591-544.000-710.000	HOLIDAY AND OTHER PAY	1,000	722		6,383	
591-544.000-715.000	HEALTH AND LIFE INSURANCE					35,262
591-544.000-716.000	RETIREMENT		862		3,228	26,365
591-544.000-720.000	EMPLOYER'S FICA	7,341	8,984	9,790	5,821	13,069
591-544.000-725.100	MISCELLANEOUS FRINGE EXPENSE	55,712	58,278	80,929	31,788	
591-544.000-726.800	SUPPLIES - OPERATIONS	4,675	4,093	7,500	6,592	8,000
591-544.000-730.039	BPU VEHICLE MAINT/SUPPLIES	2,210	2,534	2,000	1,609	2,500
591-544.000-740.000	FUEL AND LUBRICANTS	4,717	4,841	5,000	4,187	5,500
591-544.000-742.000	CLOTHING / UNIFORMS	1,898	1,563	2,750	1,125	3,000
591-544.000-771.000	INVENTORY ADJUSTMENT	2,761	(2,652)			
591-544.000-801.000	CONTRACTUAL SERVICES	18,484	34,110	30,000	17,252	35,000
591-544.000-801.200	COMPUTER	1,732			1,049	
591-544.000-818.000	INSURANCE	14,143	15,062	14,947	8,109	14,947
591-544.000-920.400	UTILITIES - GAS	311				
591-544.000-930.000	REPAIRS & MAINTENANCE	104,093	86,577	70,000	37,990	70,000

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 544.000 - DISTRIBUTION						
591-544.000-930.990	REPAIRS & MAINTERNACE - LEAD SERV	5,346	205,025	300,000	130,683	300,000
591-544.000-956.000	TRAINING & SEMINARS	1,360	50	1,500	1,369	1,500
591-544.000-968.000	DEPRECIATION	126,803	132,185	146,519	91,595	
591-544.000-969.000	INTERDEPARTMENTAL EXPENSE	2,246	2,699	2,500	2,493	2,500
591-544.000-970.000	CAPITAL OUTLAY					476,750
NET OF REVENUES/APPROPRIATIONS - 544.000 - DISTRIBUTION		(456,105)	(676,329)	(794,571)	(425,235)	(1,165,229)
Dept 545.000 - PURIFICATION						
591-545.000-702.000	WAGES	45,181	41,499	62,216	23,009	27,740
591-545.000-702.019	WAGES - COVID		190			
591-545.000-703.000	OVERTIME PAY	8,176	7,668	11,066	5,150	
591-545.000-715.000	HEALTH AND LIFE INSURANCE					11,145
591-545.000-716.000	RETIREMENT		531		1,354	1,942
591-545.000-720.000	EMPLOYER'S FICA	3,705	3,357	5,621	1,896	2,122
591-545.000-725.100	MISCELLANEOUS FRINGE EXPENSE	30,288	24,115	31,068	17,143	
591-545.000-726.000	SUPPLIES	761	4,198			
591-545.000-727.100	SUPPLIES - POTASSIUM PERMAGANATE	3,565	3,565			17,000
591-545.000-727.200	SUPPLIES - SODIUM HYPOCHLORITE	15,863	34,381	40,000	21,621	25,000
591-545.000-727.300	SUPPLIES - FLOURIDE	4,084	2,998	4,500	1,714	4,500
591-545.000-727.400	SUPPLIES - PHOSPHATE	21,052	12,970	18,000	9,077	18,000
591-545.000-801.000	CONTRACTUAL SERVICES	2,488	1,797	2,000	2,465	2,500
591-545.000-818.000	INSURANCE	6,334	6,254	6,121	3,423	6,121
591-545.000-850.000	TELEPHONE		92			
591-545.000-920.400	UTILITIES - GAS	2,363	484	3,000	1,920	3,000
591-545.000-930.000	REPAIRS & MAINTENANCE	14,874	11,588	15,000	14,629	15,000
591-545.000-968.000	DEPRECIATION	62,097	77,858	85,088	73,283	
591-545.000-969.000	INTERDEPARTMENTAL EXPENSE	74,607	81,189	100,000	44,086	100,000
591-545.000-970.000	CAPITAL OUTLAY					199,000
NET OF REVENUES/APPROPRIATIONS - 545.000 - PURIFICATION		(295,438)	(314,734)	(383,680)	(220,770)	(433,070)
ESTIMATED REVENUES - FUND 591		1,704,276	1,753,496	1,814,431	1,231,083	1,976,744
APPROPRIATIONS - FUND 591		1,272,160	1,566,338	1,749,908	1,029,841	2,278,171
NET OF REVENUES/APPROPRIATIONS - FUND 591		432,116	187,158	64,523	201,242	(301,427)
BEGINNING FUND BALANCE		5,567,157	6,357,858	6,485,935	6,485,935	6,687,177
FUND BALANCE ADJUSTMENTS		393,543	(59,086)			
ENDING FUND BALANCE		6,392,816	6,485,930	6,550,458	6,687,177	6,385,750

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
633-000.000-643.000	SALE OF MATERIALS	5,694	5,901	2,500	9,746	9,000
633-000.000-665.000	INTEREST		124		47	
633-000.000-680.000	INVENTORY ADJUSTMENT	(744)				
633-000.000-687.999	OTHER REFUNDS		114			
NET OF REVENUES/APPROPRIATIONS - 000.000 -		4,950	6,139	2,500	9,793	9,000
Dept 236.000 - PUBLIC SERVICES INVENTORY						
633-236.000-702.000	WAGES	474			21	
633-236.000-703.000	OVERTIME PAY				122	
633-236.000-716.000	RETIREMENT	7				
633-236.000-720.000	EMPLOYER'S FICA	35			10	
633-236.000-725.000	FRINGE BENEFITS - ALLOCATED	150		1,224		
633-236.000-726.000	SUPPLIES	86,604	2,678		10,687	157,969
633-236.000-771.000	INVENTORY ADJUSTMENT	(76,353)	5,875		(45)	
633-236.000-801.000	CONTRACTUAL SERVICES	43	1,927	12,650	500	2,650
633-236.000-940.000	EQUIPMENT RENTAL	114		3,500		
NET OF REVENUES/APPROPRIATIONS - 236.000 - PUBLIC SERVI		(11,074)	(10,480)	(17,374)	(11,295)	(160,619)
ESTIMATED REVENUES - FUND 633		4,950	6,139	2,500	9,793	9,000
APPROPRIATIONS - FUND 633		11,074	10,480	17,374	11,295	160,619
NET OF REVENUES/APPROPRIATIONS - FUND 633		(6,124)	(4,341)	(14,874)	(1,502)	(151,619)
BEGINNING FUND BALANCE		176,499	170,374	166,033	166,033	164,531
ENDING FUND BALANCE		170,375	166,033	151,159	164,531	12,912

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
640-000.000-665.000	INTEREST	7,083	1,910	1,805	462	
640-000.000-667.000	RENTS	177,830	198,625	215,000	169,286	215,000
640-000.000-667.001	RENTS - REPLACEMENT					171,046
640-000.000-667.301	RENTS - POLICE VEHICLES	62,188	66,151			
640-000.000-673.000	SALE OF CITY PROPERTY		(1,325)	2,000		
640-000.000-692.000	OTHER REVENUE	12,018	36,620	10,000	881	
640-000.000-692.039	OTHER REVENUE - BPU	7,742	9,144	7,000	7,666	
640-000.000-699.101	TRANSFERS IN - GENERAL FUND		40,000			
NET OF REVENUES/APPROPRIATIONS - 000.000 -		266,861	351,125	235,805	178,295	386,046
Dept 443.000 - MOBILE EQUIPMENT MAINTENANCE						
640-443.000-702.000	WAGES	51,985	38,935	45,392	23,843	35,684
640-443.000-702.019	WAGES - COVID		8,259			
640-443.000-703.000	OVERTIME PAY	174	31	500	446	500
640-443.000-704.000	SICK TIME PAY	1,789	1,858	2,737	836	1,050
640-443.000-705.000	VACATION TIME PAY	5,338	6,298	6,428	1,947	3,541
640-443.000-706.000	PERSONAL TIME PAY	999	1,043	1,026	531	531
640-443.000-707.000	LONGEVITY PAY	1,700		1,700		600
640-443.000-710.000	HOLIDAY AND OTHER PAY	3,745	3,395	3,674	1,978	2,036
640-443.000-715.000	HEALTH AND LIFE INSURANCE	24,522	18,782	26,941	3,683	6,784
640-443.000-716.000	RETIREMENT	3,843	4,555	5,700	4,730	6,159
640-443.000-717.000	WORKERS' COMPENSATION	1,730	1,232	1,700	1,250	1,250
640-443.000-718.000	UNEMPLOYMENT INSURANCE	200				
640-443.000-720.000	EMPLOYER'S FICA	4,495	4,069	3,472	2,103	2,768
640-443.000-721.000	DISABILITY INSURANCE	432	399	523	158	240
640-443.000-726.000	SUPPLIES	2,253	2,496	6,000	1,594	4,500
640-443.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	46,046	31,884	40,000	31,932	40,000
640-443.000-730.301	POLICE VEH/EQUIP MAINT SUPPLIE	54	65			
640-443.000-740.000	FUEL AND LUBRICANTS	20,697	23,557	35,000	27,197	32,000
640-443.000-740.301	FUEL AND LUBRICANTS-POLICE	17,112	18,981			
640-443.000-742.000	CLOTHING / UNIFORMS	689	673	750	248	750
640-443.000-801.000	CONTRACTUAL SERVICES	40,597	18,077	20,200	6,330	22,075
640-443.000-801.301	POLICE VEHICLE REPAIR	8,707	20,523			
640-443.000-818.000	INSURANCE	35,557	40,395	45,000	29,267	40,000
640-443.000-818.301	INSURANCE - POLICE	7,697	4,016			
640-443.000-850.000	TELEPHONE	141	95			
640-443.000-920.000	UTILITIES	5,207	5,268	7,000	3,942	6,500
640-443.000-940.000	EQUIPMENT RENTAL	59	182	300	159	250
640-443.000-955.441	MISCELLANEOUS - SHOE ALLOWANC	250	720	500		
640-443.000-955.588	MISC. - CDL LICENSING/TESTING	118	100	250		7,500
640-443.000-956.000	TRAINING & SEMINARS			750		750
640-443.000-968.000	DEPRECIATION	104,792	86,642	138,000		87,000
640-443.000-983.000	CAPITAL OUTLAY-SMALL EQUIP	1,827	14	850		
NET OF REVENUES/APPROPRIATIONS - 443.000 - MOBILE EQUIP		(392,755)	(342,544)	(394,393)	(142,174)	(302,468)
ESTIMATED REVENUES - FUND 640		266,861	351,125	235,805	178,295	386,046
APPROPRIATIONS - FUND 640		392,755	342,544	394,393	142,174	302,468
NET OF REVENUES/APPROPRIATIONS - FUND 640		(125,894)	8,581	(158,588)	36,121	83,578
BEGINNING FUND BALANCE		785,278	659,386	667,969	667,969	704,090
ENDING FUND BALANCE		659,384	667,967	509,381	704,090	787,668

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 THRU 02/28/22 ACTIVITY	2022-23 REQUESTED BUDGET
Dept 000.000						
663-000.000-402.150	CURRENT TAXES - FIRE CAPITAL	127,375	129,445	130,340	128,562	141,531
663-000.000-404.000	SPECIAL ACTS	1,365	1,501	2,319	1,405	2,540
663-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHAF		6,712		5,934	
663-000.000-665.000	INTEREST		926		1,059	
663-000.000-669.000	CHANGE IN INVESTMENTS		(162)		(1,887)	
663-000.000-687.300	OTHER REFUNDS	1,800	576		5,815	
NET OF REVENUES/APPROPRIATIONS - 000.000 -		130,540	138,998	132,659	140,888	144,071
Dept 336.000 - FIRE DEPARTMENT						
663-336.000-960.000	BANK FEES				50	
663-336.000-970.000	CAPITAL OUTLAY	45,362			20,013	45,000
663-336.000-983.000	CAPITAL OUTLAY-SMALL EQUIP		1,333	8,000		
NET OF REVENUES/APPROPRIATIONS - 336.000 - FIRE DEPARTM		(45,362)	(1,333)	(8,000)	(20,063)	(45,000)
ESTIMATED REVENUES - FUND 663		130,540	138,998	132,659	140,888	144,071
APPROPRIATIONS - FUND 663		45,362	1,333	8,000	20,063	45,000
NET OF REVENUES/APPROPRIATIONS - FUND 663		85,178	137,665	124,659	120,825	99,071
BEGINNING FUND BALANCE		14,447	99,625	237,290	237,290	358,115
ENDING FUND BALANCE		99,625	237,290	361,949	358,115	457,186

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
677-000.000-665.000	INTEREST	1,355	328	1,500	190	200
677-000.000-669.000	CHANGE IN INVESTMENTS	321	(126)		(1,466)	
677-000.000-692.000	OTHER REVENUE	8,600				
NET OF REVENUES/APPROPRIATIONS - 000.000 -		10,276	202	1,500	(1,276)	200
Dept 175.000 - ADMINISTRATIVE SERVICES						
677-175.000-960.000	BANK FEES				39	100
677-175.000-964.000	REFUNDS AND REBATES	1,568	9,004	15,000	3,847	15,000
NET OF REVENUES/APPROPRIATIONS - 175.000 - ADMINISTRATI'		(1,568)	(9,004)	(15,000)	(3,886)	(15,100)
ESTIMATED REVENUES - FUND 677		10,276	202	1,500	(1,276)	200
APPROPRIATIONS - FUND 677		1,568	9,004	15,000	3,886	15,100
NET OF REVENUES/APPROPRIATIONS - FUND 677		8,708	(8,802)	(13,500)	(5,162)	(14,900)
BEGINNING FUND BALANCE		74,314	83,021	74,219	74,219	69,057
ENDING FUND BALANCE		83,022	74,219	60,719	69,057	54,157

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 REQUESTED BUDGET
Dept 000.000						
699-000.000-665.000	INTEREST		134		90	
699-000.000-687.300	OTHER REFUNDS	174,823	146,940	152,643	95,183	245,451
NET OF REVENUES/APPROPRIATIONS - 000.000 -		174,823	147,074	152,643	95,273	245,451
Dept 441.000 - PUBLIC SERVICES DEPARTMENT						
699-441.000-704.000	SICK TIME PAY	6,509	5,648	7,461	7,142	6,322
699-441.000-705.000	VACATION TIME PAY	14,874	14,328	16,582	11,348	27,736
699-441.000-706.000	PERSONAL TIME PAY	3,060	3,763	3,845	3,275	3,692
699-441.000-707.000	LONGEVITY PAY	4,240	5,580	3,880		3,400
699-441.000-710.000	HOLIDAY AND OTHER PAY	14,170	13,178	16,136	11,045	18,437
699-441.000-715.000	HEALTH AND LIFE INSURANCE	115,181	86,899	78,863	43,583	134,427
699-441.000-716.000	RETIREMENT	3,981	4,670	5,800	5,244	40,167
699-441.000-717.000	WORKERS' COMPENSATION	7,609	10,853	15,000	11,023	11,050
699-441.000-718.000	UNEMPLOYMENT INSURANCE	800				
699-441.000-720.000	EMPLOYER'S FICA	2,875	2,490	3,000	2,377	
699-441.000-721.000	DISABILITY INSURANCE	1,525	1,638	2,076	146	220
699-441.000-995.101	TRANSFER - GENERAL FUND		20,606			
NET OF REVENUES/APPROPRIATIONS - 441.000 - PUBLIC SERVICE		(174,824)	(169,653)	(152,643)	(95,183)	(245,451)
ESTIMATED REVENUES - FUND 699		174,823	147,074	152,643	95,273	245,451
APPROPRIATIONS - FUND 699		174,824	169,653	152,643	95,183	245,451
NET OF REVENUES/APPROPRIATIONS - FUND 699		(1)	(22,579)		90	
BEGINNING FUND BALANCE		22,579	22,579			90
ENDING FUND BALANCE		22,578			90	90
ESTIMATED REVENUES - ALL FUNDS		27,241,276	29,094,828	27,411,507	20,071,650	29,370,281
APPROPRIATIONS - ALL FUNDS		24,764,710	24,900,550	27,899,718	18,509,144	32,089,992
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		2,476,566	4,194,278	(488,211)	1,562,506	(2,719,711)
BEGINNING FUND BALANCE - ALL FUNDS		45,057,465	48,780,152	52,076,628	52,076,628	53,640,834
FUND BALANCE ADJUSTMENTS - ALL FUNDS		1,385,931	(897,815)	1,700	1,700	
ENDING FUND BALANCE - ALL FUNDS		48,919,962	52,076,615	51,590,117	53,640,834	50,921,123

City of Hillsdale

Agenda Item Summary

Meeting Date: April 4, 2022

Agenda Item: New Business

Subject: City Mowing Contract Types A, B, C, D, F, and G.

Background: Jake Hammel, Director of Public Services

The mowing contract covers all city parks, some roadsides, city entrance signs, traffic islands, parking lot borders, and cemeteries. The scope of work covers all mowing, string trimming, edging and some light landscaping. The total area to be mowed is approximately 175 acres once per week, and Fields of Dreams twice per week during peak growth.

Recommendation:

After thorough review of the five bids received, staff recommends that City Council award the bid for all city lawn maintenance, excepting cemeteries, for the 2022-2024 mowing seasons to Bill's Lawn Care, in the amount of \$232,465.00 (3 years). Staff also recommends that Council award TKC Lawn, Snow & Wood LLC the bid for lawn maintenance at Lakeview and Oak Grove cemeteries, in the amount of \$165,490.00 (3 years). Additionally, I request that City Council authorize signatures of the Mayor and City Clerk on all necessary documents.

TKC is currently mowing four township cemeteries in the area with satisfactory results. They know and understand the unique challenges presented with cemetery lawn maintenance.

It should be noted that Bill's Lawn Care was awarded the Lawn Maintenance contract for the City of Hillsdale for each of the years 2011-2014, and again 2018-2022. During that time Bill's performed the work exceptionally well, requiring minimal oversight from DPS staff. Accordingly, I recommend City Council's approval of this contract.

The City of
HILLSDALE
Family • Tradition • Opportunity ☺

CITY OF HILLSDALE, MICHIGAN
ADVERTISEMENT FOR BIDS

For

Lawn Maintenance for Facilities, Parks, Parking Lots, Traffic Islands, Roadsides and Fields of Dreams

The City of Hillsdale will receive sealed proposals at the Office of the City Clerk, Hillsdale City Hall, 97 N. Broad Street, Hillsdale, Michigan 49242 **until 10:00 a.m. on Monday, March 28, 2022** for lawn maintenance services at the Facilities, Parks, Parking Lots, Traffic Islands, Roadsides, Fields of Dreams, Cemeteries and Board of Public Utilities.

Information regarding the project, a copy of the specifications applicable to this project and the form of the contract that is to be entered pursuant to this advertisement are available at the Office of the Hillsdale City Clerk, Hillsdale City Hall, 97 N. Broad Street, Hillsdale, Michigan 49242. The proposal, when submitted, shall have attached to it a copy of the specifications applicable to this project and the form of the contract that is to be entered, which shall be deemed to have been read and approved and made a part of the bidder's proposal.

No proposal will be accepted after the time designated for the receipt of proposals set forth above. Each bidder shall and will be fully and solely responsible for delivery of the proposal prior to the appointed date and hour designated for the receipt of all proposals, and shall assume the risk of late delivery or non-delivery regardless of the manner the bidder employs for the proposal's delivery or the reason for such late delivery or non-delivery.

The City of Hillsdale reserves the right to reject any and all proposals and to waive any defects or informalities in proposals, to accept the bid that it determines to be the lowest competitive bid from a competent bidder meeting specifications and to negotiate with the bidder or bidders who, in the judgment of the Hillsdale City Manager, are deemed the most advantageous for the public and the City.

The City of Hillsdale hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids to this invitation and will not be discriminated against on grounds of sex, race, color, age, weight, height, marital status, religion or national origin in the consideration for an award.

Date: March 1, 2022

Katy Price - City Clerk

Lawn Maintenance

Bid Description

BID RESULT SHEET

3/28/2022 - 10:00:00 AM

Date Time

Company	Total 2022			Total 2023			Total 2024		
	Type: A, B, C, D & F	Type: G	Type: H	Type: A, B, C, D & F	Type: G	Type: H	Type: A, B, C, D & F	Type: G	Type: H
TKC Lawn		\$50,050.00			\$57,460.00			\$57,980.00	
Baxter Lawn	\$194,590.00	\$222,560.00	\$10,790.00	\$220,725.00	\$225,420.00	\$11,830.00	\$245,030.00	\$233,480.00	\$12,870.00
Borcks Outdoor		\$61,000.00			\$62,000.00			\$62,300.00	
Kleencut Lawn									
Bills Lawn Care	\$75,824.00	\$69,992.00		\$75,824.00	\$69,992.00		\$80,871.00	\$74,204.00	



PROCLAMATION AUTISM AWARENESS MONTH

WHEREAS, autism is a developmental disability characterized by atypical development in socialization, communication and behavior; and

WHEREAS, the symptoms of autism typically are present before age three years and often are accompanied by abnormalities in cognitive functioning, learning, attention and sensory processing; and

WHEREAS, autism affects one in every 44 children in the United States; and

WHEREAS, autism is four times more likely to occur in boys than in girls; and

WHEREAS, autism can affect anyone, regardless of race, ethnicity or other factors; and

WHEREAS, the parents and relatives of individuals with autism are commended for their sacrifice and dedication in providing for the special needs of individuals with autism; and

WHEREAS, the need for early intervention services begins soon after a child has been diagnosed with autism, because early intervention significantly improves the outcome for people with autism and can reduce the level of funding and services needed to treat people with autism later in life; and

WHEREAS, the importance of worker training programs that are tailored to the needs of developmentally disabled persons, including those with autism, and note that people with autism can be, and are, productive members of the workforce if they are given appropriate support, training and early intervention services; and

WHEREAS, the U.S. House and Senate passed resolution H. Con. Res. 303 February 25, 2008, recognizing the importance of autism awareness, of the need to support individuals with autism and the family members, teachers, physicians, and other professionals who care for individuals with autism; and

WHEREAS, individuals with autism, like all other Americans, should have the opportunity to realize their ambitions and lead rewarding lives;

NOW, THEREFORE, BE IT RESOLVED that I, Adam Stockford, Mayor of the City of Hillsdale, do hereby proclaim April 2022 as **AUTISM AWARENESS MONTH** in the City of Hillsdale.

Adam L. Stockford, Mayor

Date



CITY OF HILLSDALE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695
(517) 437-6441 FAX: (517) 437-6448
cityofhillsdale.org

What Board/Commission would you like to serve? Zoning

Name: Daniel LaRue

Address: [REDACTED] Hillsdale 49242
Street City Zip

Phone: Home [REDACTED] Work [REDACTED]

E-Mail [REDACTED]

Residency is required for most Boards & Commissions.
Are you a resident of City of Hillsdale? Yes No If so, for how long? 7 years

Occupation: (if retired, former occupation) Finance Director Senior Center

Please check the expertise and skills you can contribute:

- Accounting
- Fund Raising
- Marketing
- Advocacy
- Human Resources
- Planning
- Computers
- Knowledge of the Cause
- Public Relations
- Legal
- Community Relations
- Public Speaking
- Finance
- Management
- Other _____

Brief Educational Background:

1998 Graduated Hillsdale High School
2007 Graduated BBA in Accounting Siena Heights University

What charitable or community activities have you **actively** participated in? Please describe any leadership role(s) you have (had) in the organization(s):

AMBUCS Battle Creek, Treasurer. Provided specialized tri-/bicycles to people with disabilities.
Battle Creek Chamber of Commerce Ambassador
Battle Creek Young Professionals, Secretary

On what other volunteer boards/committees have you served? _____
REU (Reading Emergency Unit) Board Member, Finance Committee

Describe any previous activities related to government: _____

Chairperson Hillsdale County Democrats

Please explain why you would be interested in serving on the council or committee: _____

To serve my community and help bring in profitable businesses that aide in generating revenue for the city, while still maintaining Hillsdale's small town feel and community values.

Please explain your understanding of the City of Hillsdale:

Foremost what comes to mind is home. I grew up in Hillsdale and after moving away it became clear, that this is the kind of community that I would like my family to live in, and my children to grow up in and attend school in.

Additional comments: _____

Thank you for considering my application.

Please send your completed application to City of Hillsdale, City Manager at 97 North Broad Street, Hillsdale, MI 49242.



Applicant Signature

3/27/22

Date



CITY OF HILLSDALE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695
(517) 437-8442 FAX: (517) 437-8448
cityofhillsdale.org

Name: Heather Tritchka

Address: ~~6000 Chagrin Ln, Hillsdale, MI 49242~~

Phone: Home# ~~517-969-3333~~ Work# ~~517-969-1334~~

E-Mail: ~~htritchka@hillsdale.org~~

Hillsdale Airport Board
RECEIVED

MAR 29 2022

CITY OF HILLSDALE
CITY CLERK'S OFFICE

Are you a resident of the City of Hillsdale? Yes No

Occupation: (if retired, former occupation) Artist

Please check the expertise and skills you can contribute:

- Accounting
- Fund Raising**
- Marketing**
- Advocacy**
- Human Resources
- Planning**
- Computers
- Knowledge of the Cause
- Public Relations**
- Legal
- Community Relations**
- Public Speaking
- Finance
- Management
- Other _____

Brief Educational Background:

Undergraduate of Hillsdale College, MI; 1998 BS Bio/Chem.
Graduate of Biola Univ, CA; 2017 MA Philosophy/Christian Apologetics.

What charitable or community activities have you **actively** participated in? Please describe any leadership role(s) you have (had) in the organization(s):

These are groups that I am currently working with:

Co-Founder and artist of Heritage Association of Hillsdale Co.
Squadron Commander of Hillsdale Civil Air Patrol
VP of Hillsdale County Right to Life
Hillsdale Rotary Executive Board Member and Co-Chair of Project Committee
Head Sacristan and Mission Trip Project Coordinator at St. Anthony's Catholic Church
Member of: Artworks, Women's Club, and Women's Life.

On what other volunteer boards/committees have you served:

See answer to previous question.

Describe any previous activities related to government:

Adoptive Parent; Foster Care Volunteer; CASA Director.

Please explain why you would be interested in serving on the council or committee:

I am applying for the Hillsdale Airport Advisory Board.

There is an opportunity to expand at the airport and offer teaching opportunities to our community through flight schools and aeronautic training; I would like to help with this endeavor.

Please explain your understanding of the City of Hillsdale:

The City of Hillsdale is run by a group of excellent people who have always been helpful and supportive of projects that benefit the community. It would be an honor to serve with the City on a board.

Please send your completed application to City of Hillsdale, City Manager at 97 North Broad Street, Hillsdale, MI 49242.

Applicant Signature



Date

March 29, '2