



City of New Buffalo
224 W. Buffalo Street
New Buffalo MI 49117
REGULAR CITY COUNCIL MEETING AGENDA
May 18, 2020 at 6:30 PM

1. Call Meeting to Order & Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Consent Agenda
 - City Council Minutes: 4/30/2020, 5/14/2020
 - Receive monthly reports: Police, Fire, Water, Streets, Parks, and Treasurer
 - Library Board January Minutes
 - Pay bills for the month
 - Receive monthly minutes:
5. Public Comment, Presentations and Recognitions
 - Sign-up sheet provided – Three-minute time limit enforced
6. Public Hearings
 - 20-21 Budget and 20-21 Taxation Rate and Truth and Taxation Adoption
 - Consent Judgement Lijewski & Sons Automotive, LLC
7. New Business
 - 20-21 FY Budget, and truth and taxation adoption to collect the maximum allowable millage by law: Resolution #20.12
 - Consent Judgement for Lijewski and Sons Automotive, LLC
 - Discussion with City Attorney regarding options for short-term rental regulation
 - Branch and Leaf Policy #2020-01
 - Resolution 2020-10 Marquette Greenway Trailhead
 - Resolution 2020-13 Request to Pokagon Fund for Dune Walk Funding
 - Police Security and COVID-19 Improvements
 - City Hall Emergency Server Replacement

 - Farmers Market Curbside Pick-up on Merchant Street

- Bids for North Drive Water Main Project Paving

8. Miscellaneous

9. Appointments/Resignations

10. Updates: LRSB, Cemetery Board, The Pokagon Fund & subsequent Council action

11. Correspondence

12. Council Comments

13. Adjournment

The Special Meeting for April 30, 2020 of the New Buffalo City Council was called to order by Mayor Lou O'Donnell at 10:04 a.m. in the City Council Chambers at New Buffalo City Hall, 224 W. Buffalo Street, New Buffalo, MI 49117.

Roll Call

Present: Mayor O'Donnell, Council Members Kroll, Robertson, Spirito

Absent: Council Member Ennis

Motion by Mayor O'Donnell, seconded by Kroll to excuse Ennis. Roll Call Vote, Motion Carried 4-0.

Approval of Agenda

Motion by Mayor O'Donnell, seconded by Robertson to add Boat launch storm sewer agreement to Old Business. Roll Call Vote, Motion Carried, 4-0.

Approval of Consent Agenda

Motion by Robertson seconded Kroll to approve the consent agenda. Roll Call Vote, Motion Carried, 4-0.

Old Business

Motion by Mayor O'Donnell, seconded by Kroll to retract the previous motion to approve the boat launch storm sewer agreement. Roll Call Vote, Motion Carried, 4-0

New Business

Motion by Kroll seconded by Robertson to approve Eddie the House Painter quote for work at the Transient Marina in the amount of \$12,900.00. Roll Call Vote, Motion Carried, 4-0

Adjournment

Motion by Mayor O'Donnell seconded by Kroll to adjourn the meeting at 10:18 a.m. Roll Call Vote, Motion Carried, 4-0

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The Special Meeting of May 14, 2020 for the New Buffalo City Council was called to order by Mayor O'Donnell at 10:10 am in a virtual zoom meeting.

Roll Call

Members Present: Mayor O'Donnell, Council Member Robertson, Spirito

Members Late: Council Member Kroll

Members Absent: Council Member Ennis

Staff present:

Motion by Mayor O'Donnell, seconded by Spirito to excuse Ennis absence and excuse Kroll for being late to the meeting. Roll Call Vote 3-0, motion carried.

Mark Kroll joined the meeting.

Approval of Agenda

Motion by Robertson, seconded by Mayor O'Donnell to approve the agenda. Roll Call vote 4-0, motion carried.

Special Meeting Business

Mayor O'Donnell explained the meeting today will be to review the FY 2020/21 City of New Buffalo budget with department heads. Treasurer Vyskocil and department heads reviewed each fund.

A short recess was taken at 12:05 p.m. The meeting was reconvened at 12:15 p.m.

Council Comments

Spirito, Robertson, and Kroll and Mayor O'Donnell thanked Treasurer Vyskocil for all of her hard work. City Manager, David Richards said the Department Heads worked very hard and also thanked Treasurer Vyskocil.

Adjourn

Motion by Mayor O'Donnell, seconded by Spirito to adjourn the meeting at 12:47 p.m. Roll Call Vote 4-0, motion carried.

Lou O'Donnell IV, Mayor

Ann Marie Fidler, City Clerk



Mr. Richards,

It is my pleasure to report some of the highlights from the last month of the Police Department's operations. If you would like additional information on any of these items, please let me know.

- In the last 30 days, the NBPD has taken 67 complaints. Those include 1 accident, 0 traffic arrests, 3 theft/larceny/fraud, 1 assaults, and 12 Covid related incidents.
- Even though crime and arrests have been down for the last month because of the Covid pandemic, the PD has taken hundreds of phone calls from people seeking direction on the executive orders. We continue to investigate **all** complaints that come in related to the issue, most of which turn out to be *legal* uses of rental houses. We are asking that people have solid grounds to make complaints against your neighbors because we are placing our officers in harm's way investigating homes that simply have cars with out of state plates in the driveways.
- So far, we have had no instances of employees being physically affected by the virus but we continue to monitor all employees for all of our well being.

Sincerely,

Rich Killips

Richard L Killips

Chief of Police

MEMORANDUM

To: City Manager, Mayor & Council Members

From: Fire Chief Chris Huston

Date: May 14, 2020

Last month the Fire Department did not hold a Training meeting or a business meeting, however Chief Huston is keeping in touch with the firefighters. The Department had a total of 5 fire calls.

May 11, 2020



MONTHLY WATER REPORT FOR APRIL 2020

Total amount of water treated in month	11,135,000 gals.
Average daily pumpage in month	371,000 gals.
Maximum treated for one day	491,000 gals.
Minimum treated for one day	306,000 gals.
Backwash water used in month	129,000 gals.

COMPARISON BY MONTH AND YEAR

April	2020 (this year) consumption	11,135,000 gals.
April	2019 (last year) consumption	13,937,000 gals.

CHEMICAL COSTS AND DATA

Chlorine used in month: 278 lbs. @ \$0.91/lb.	\$ 252.98
Fluoride used in month: 309 lbs. @ \$0.44/lb.	\$ 135.96
Aluminum sulfate used in month: 4,531 @ \$0.163/lb.	\$ 738.55
Total amount spent on chemicals	\$ 1,127.49
Total amount per million gallons	\$ 101.26

MAINTENANCE REPORT

1. Fallen tree @ water tower was removed by Street Department and tree inside of water tower fence was removed by Rob Gruener (Great Job).
2. Maintenance Department installed new Flocculator Drive Motor @ Water Treatment Plant.
3. Runkle Electric wired new #2 Flocculator Motor @ Water Treatment Plant.
4. Oselka Construction has finished repair work on Water Intake Plant Revetement.

DISTRIBUTION REPORT

1. Woodruff & Sons did top soil work on 12" West Mechanic Street W.M. Project.
2. Read water meters & collected tie - downs for new meter pit installations.
3. Did staking for Miss Dig Systems.
4. Did on /offs and checked high reading complaints.

5. Did bacteriologic testing for neighboring communities.
6. Worked on City Spring News Letter.
7. Worked on quarterly quality control for laboratory certification.
8. Worked on P.T. 285 Study for laboratory certification.
9. Finished 2019 Water Quality Report and placed on City Web Site.
10. Continuing implementation of plan for COVID – 19 Order.

FUEL REPORT

1. Gasoline consumed	28.0 gals.
2. Diesel fuel consumed	0.0 gals.
3. Total fuel consumed	28.0 gals.
4. Average per day	1.0 gals.

EQUIPMENT USAGE

Water Department Backhoe	0.0 hrs.
Street Department Backhoe	0.0 hrs.
Water Department Dump Truck	0.0 hrs.
Other	0.0 hrs.

BENEFIT MAN HOURS USED DURING MONTH

	* <u>vacation</u>	<u>personal</u>	<u>sick</u>	<u>total hrs.</u>
Ken Anderson	0.0 T.M. 16.0 YTD	0.0 T.M. 20.0 YTD	0.0 T.M. 22.0 YTD	0.0 T.M. 58.0 YTD
Chris Huston	0.0 T.M. 0.0 YTD	0.0 T.M. 0.0 YTD	0.0 T.M. 8.0 YTD	0.0 T.M. 8.0 YTD
Robert Gruener	0.0 T.M. 0.0 YTD	0.0 T.M. 0.0 YTD	0.0 T.M. 16.0 YTD	0.0 T.M. 16.0 YTD
Jeff Johnson	0.0 T.M. 32.0 YTD	0.0 T.M. 0.0 YTD	0.0 T.M. 16.0 YTD	0.0 T.M. 48.0 YTD

*(T.M. = This Month YTD = Year-to-date)

Proposed Work For Month Of May 2020

1. Flushing dead – end fire hydrants.
2. Finalizing 2019 Water Quality Report and distribution.
3. Complying with State and Federal COVID-19 Orders.
4. Top soil and black top work on North Drive 8” Water Main Project.
5. Planning for back to work strategy once COVID – 19 Order lifted.

Respectfully submitted,



Kenneth A. Anderson
City of New Buffalo
Water Superintendent



May 14, 2020

To: Mayor and Council

The weather has finally begun to warm up, and spring is in the air.

The Parks department has been doing our very best to stay on top of things and have everything ready for Memorial Day weekend, provided we can have one.

We have been doing everything possible to keep our beach free of debris, which has proven to be a never ending challenge. During this last storm, our beach parking lot sustained more damage, and I have had to block off even more of it for fear of it collapsing if cars were to park on in. I am hoping we will be able to have a Memorial Day, and we have been working hard to make sure things will be ready.

Expect to see several changes at the beach when the season begins. Unfortunately, the bathrooms will be remaining closed until at least June, as keeping them sanitized will be challenging. Currently, we have 4 portable toilets and if need be I can get more. It's looking like the boardwalk will not be installed, due to the high water. My fear is that one bad storm could potentially wash part of it away, and that is not a risk I am willing to take. As far as the parking system goes we will be pushing people to use the app, that way they don't have to touch the machines.

To date we have a staff of 9 lifeguards. We have 7 full time lifeguards, which includes our head guard Nate, and two part time guards. I have been working with Nate to implement safety protocols for this season.

The Docks at the marina are in the process of being wet sandblasted, painted, as well as new bumpers and ladders installed. Once again the DNR has pushed back our opening date to June 10th, which does buy time to get the docks finished properly.

All in all, this season will provide challenges like never before, but I am confident my team and the beach will be ready to deal with whatever comes our way.

Respectfully submitted,

Kristen D'Amico
Parks Director



To: Mayor O'Donnell and Council
Re: Treasurer's Monthly Report
Date: May 15, 2020

Please find attached the following items for your review:

- A. Summary of Payables as of today.
- B. Statements from:
 - Abonmarche
 - The Curcio Law Firm
- C. Invoice Approval List by Fund
- D. Revenue/Expenditure Report

Please do not hesitate to contact me should you have questions or need additional information.

Kind regards,

Kate Vyskocil

Kate Vyskocil
Treasurer

BANK CODE: POOL CHECK DATE: 05/13/2020 INVOICE PAY DATE FROM 05/12/2020 TO 05/12/2020

Check Date	Bank	Check #	Vendor Code	Vendor Name	Amount	# Invoices
05/13/2020	POOL	00000040138	2862	ABONMARCHE CONSULTANTS INC	5,987.50	3
05/13/2020	POOL	00000040139	3490	AMERICAN SAFETY & FIRST AID	234.92	2
05/13/2020	POOL	00000040140	2038	ANDERSON, KENNETH	50.00	1
05/13/2020	POOL	00000040141	3608	ART & IMAGE	906.77	1
05/13/2020	POOL	00000040142	1083	AT&T	767.69	5
05/13/2020	POOL	00000040143	1013	BERRIEN COUNTY TREASURER	247.00	1
05/13/2020	POOL	00000040144	4794	BIO-CARE, INCORPORATED	1,086.70	1
05/13/2020	POOL	00000040145	4298	BOLTON, JOSHUA	50.00	1
05/13/2020	POOL	00000040146	4091	BURIAN, RENALD	1,650.00	1
05/13/2020	POOL	00000040147	4534	CDW GOVERNMENT	9,383.00	3
05/13/2020	POOL	00000040148	4712	CHARLES NICHOLAS CURCIO	2,442.00	1
05/13/2020	POOL	00000040149	3469	CLUSTER, MICHAEL	425.00	2
05/13/2020	POOL	00000040150	2337	CO-ALLIANCE LLP	380.12	1
05/13/2020	POOL	00000040151	3552	COMCAST	976.61	2
05/13/2020	POOL	00000040152	4661	COUNTRY LANE REMODELING/MIKE PLIS	1,340.00	4
05/13/2020	POOL	00000040153	4462	D'AMICO KRISTEN	50.00	1
05/13/2020	POOL	00000040154	4782	DOMESTIC UNIFORM RENTALS	1,077.12	13
05/13/2020	POOL	00000040155	4782	DOMESTIC UNIFORM RENTALS	304.10	3
05/13/2020	POOL	00000040156	4068	ELAN CORP. PAYMENT SYSTEMS	3,094.56	1
05/13/2020	POOL	00000040157	1119	GRAINGER	48.24	2
05/13/2020	POOL	00000040158	3639	GRIMMETT, JASON	375.00	1
05/13/2020	POOL	00000040159	1058	GRSD SEWER AUTHORITY	74,915.00	5
05/13/2020	POOL	00000040160	3529	GRUENER, ROBERT	50.00	1
05/13/2020	POOL	00000040161	MISC	HESTON, MICHAEL	106.00	1
05/13/2020	POOL	00000040162	4356	HOCKENHULL, DAVID	375.00	1
05/13/2020	POOL	00000040163	3678	HUSTON, CHRISTOPHER	50.00	1
05/13/2020	POOL	00000040164	3737	ID NETWORKS	5,403.00	1
05/13/2020	POOL	00000040165	2963	IDEXX DISTRIBUTION CORP	1,024.42	1
05/13/2020	POOL	00000040166	1073	INDIANA MICHIGAN POWER	1,121.47	5
05/13/2020	POOL	00000040167	3531	JOHNSON, JEFFREY	50.00	1
05/13/2020	POOL	00000040168	4627	KILLIPS, RICHARD	375.00	1
05/13/2020	POOL	00000040169	MISC	LADRA, WILLIAM	205.15	1
05/13/2020	POOL	00000040170	4206	LAKESHORE RECYCLING & DISPOSAL LLC	21,701.60	2
05/13/2020	POOL	00000040171	3806	LAND INFORMATION ACCESS ASSN	257.98	1
05/13/2020	POOL	00000040172	3382	MEDIC 1	9,013.00	1
05/13/2020	POOL	00000040173	3524	MENARDS	858.01	5
05/13/2020	POOL	00000040174	4919	NATHANIEL VOYTOVICK	375.00	1
05/13/2020	POOL	00000040175	1113	NEW BUFFALO AREA SCHOOLS	339.54	1
05/13/2020	POOL	00000040176	4498	NEW BUFFALO HARDWARE	347.60	13
05/13/2020	POOL	00000040177	4498	NEW BUFFALO HARDWARE	124.84	8
05/13/2020	POOL	00000040178	3094	NEW BUFFALO TOWNSHIP	35.02	1
05/13/2020	POOL	00000040179	4642	OLNEY, SCOT	375.00	1
05/13/2020	POOL	00000040180	1100	PARRETT COMPANY	490.64	2
05/13/2020	POOL	00000040181	2085	PINE GROVE CEMETERY AUTHORITY	2,500.00	1
05/13/2020	POOL	00000040182	4924	POLICE AND SHERIFFS PRESS	32.55	1
05/13/2020	POOL	00000040183	3739	PRAXAIR DISTRIBUTION INC	86.03	1
05/13/2020	POOL	00000040184	4684	PRIDE THE PORTABLE TOILET COMPANY	1,050.00	5
05/13/2020	POOL	00000040185	4638	PSYCHOLOGY SERVICES	300.00	1
05/13/2020	POOL	00000040186	3435	PURCHASE POWER	527.17	1
05/13/2020	POOL	00000040187	4133	RED ARROW FIRE EXTINGUISHER SERVICE	67.00	1
05/13/2020	POOL	00000040188	4133	RED ARROW FIRE EXTINGUISHER SERVICE	317.00	1
05/13/2020	POOL	00000040189	4133	RED ARROW FIRE EXTINGUISHER SERVICE	138.50	1
05/13/2020	POOL	00000040190	4133	RED ARROW FIRE EXTINGUISHER SERVICE	248.50	1
05/13/2020	POOL	00000040191	4133	RED ARROW FIRE EXTINGUISHER SERVICE	129.00	1
05/13/2020	POOL	00000040192	4133	RED ARROW FIRE EXTINGUISHER SERVICE	44.50	1
05/13/2020	POOL	00000040193	2065	RIDGE AUTO PARTS	563.79	13
05/13/2020	POOL	00000040194	2065	RIDGE AUTO PARTS	428.77	3
05/13/2020	POOL	00000040195	4703	SAFEBUILT LLC	4,140.36	1

CHECK PROOF

Page: 2/2

BANK CODE: POOL CHECK DATE: 05/13/2020 INVOICE PAY DATE FROM 05/12/2020 TO 05/12/2020

Check Date	Bank	Check #	Vendor Code	Vendor Name	Amount	# Invoices
05/13/2020	POOL	00000040196	1084	SEMCO ENERGY GAS CO.	2,030.54	3
05/13/2020	POOL	00000040197	4796	SHARP ELECTRONICS CORPORATION	505.00	1
05/13/2020	POOL	00000040198	4186	STAR UNIFORMS	1,884.37	4
05/13/2020	POOL	00000040199	3861	STOCK & FIELD	235.31	2
05/13/2020	POOL	00000040200	2975	SWEETWATER BOATING SUPPLIES	79.98	1
05/13/2020	POOL	00000040201	2844	THREE OAKS FORD	1,905.44	2
05/13/2020	POOL	00000040202	4153	TILLERY, RUSSELL	375.00	1
05/13/2020	POOL	00000040203	4453	TRUGREEN PROCESSING CENTER	225.00	1
05/13/2020	POOL	00000040204	4453	TRUGREEN PROCESSING CENTER	240.00	1
05/13/2020	POOL	00000040205	4698	US BANK EQUIPMENT FINANCE	239.68	1
05/13/2020	POOL	00000040206	2969	USA BLUEBOOK	573.22	1
05/13/2020	POOL	00000040207	3922	VERIZON WIRELESS	465.87	1
05/13/2020	POOL	00000040208	4505	WELLS FARGO VENDOR FIN SERV	1,191.58	1
05/13/2020	POOL	00000040209	4717	WEST MICHIGAN CRIMINAL JUSTICE	201.12	1
05/13/2020	POOL	00000040210	3614	WORKING WELL	105.00	1

Num Checks: 73

Num Stubs: 0

Num Invoices: 160

Total Amount: 169,299.88

CITY OF NEW BUFFALOAttn: David Richards
City Hall
224 W. Buffalo Street
New Buffalo, MI 49117**INVOICE**No. 130136
04/09/2020**19-0242 2019 New Buffalo Street Resurfacing**

Project Manager: Munawar Azam

Professional services completed through 3/31/2020:

	Contract Amount	Previously Invoiced	Current Invoice	Remaining Contract
100 Street Assessment	\$5,500.00	\$5,500.00	\$0.00	\$0.00
150 Design Phase	\$35,800.00	\$35,800.00	\$0.00	\$0.00
540 Bidding	\$3,200.00	\$3,200.00	\$0.00	\$0.00
700 Construction Administration	\$55,950.00	\$54,450.00	\$500.00	\$1,000.00
Totals:	\$100,450.00	\$98,950.00	\$500.00	\$1,000.00

Invoice Amount**\$500.00**

All invoices are due upon receipt. After 30 days, interest of 1.5% per month will be added to any unpaid balance.

If, upon receipt of an invoice from Abonmarche, the client has any questions, or if there are any discrepancies in the invoice, the Client shall identify the issue in writing within ten (10) days of its receipt. If no written objection is made within the ten (10) day period, any such objection shall be deemed waived.

Please remit to **Abonmarche Consultants, Inc.**
PO Box 1088
Benton Harbor, MI 49023

CITY OF NEW BUFFALO

 Attn: David Richards
 City Hall
 224 W. Buffalo Street
 New Buffalo, MI 49117

INVOICE

 No. 130137
 04/09/2020

19-1212 307 W Michigan Stormwater Improvements

Project Manager: Munawar Azam

Professional services completed through 3/31/2020:

	Contract Amount	Previously Invoiced	Current Invoice	Remaining Contract
350 Design	\$1,000.00	\$1,000.00	\$0.00	\$0.00
540 Bidding	\$500.00	\$500.00	\$0.00	\$0.00
700 Construction Administration - Field	\$500.00	\$0.00	\$0.00	\$500.00
900 Project Management	\$750.00	\$0.00	\$437.50	\$312.50
Totals:	\$2,750.00	\$1,500.00	\$437.50	\$812.50

Invoice Amount
\$437.50

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PO Box 1088
Benton Harbor, MI 49023



Engineering • Architecture • Land Surveying

CITY OF NEW BUFFALO

Attn: David Richards
City Hall
224 W. Buffalo Street
New Buffalo, MI 49117

INVOICE

No. 130096
04/06/2020

20-0145 City of New Buffalo Engineer of Record Retainer, Berrien Co., New Buffalo, MI.

Project Manager: Anthony C. McGhee

Professional services through 3/31/2020, services include high water risk assessment and cost estimating for County FEMA Report Assistance with marina docks.

Invoice Amount \$2,550.00

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Please remit to **Abonmarche Consultants, Inc.**
PO Box 1088
Benton Harbor, MI 49023



Engineering • Architecture • Land Surveying

CITY OF NEW BUFFALO

Attn: David Richards
City Hall
224 W. Buffalo Street
New Buffalo, MI 49117

INVOICE

No. 130354
04/29/2020

19-1644 N. Whitaker Sanitary Service Extension

Project Manager: Charles W Thompson

Professional services completed through 4/15/20:

	Contract Amount	Previously Invoiced	Current Invoice	Remaining Contract
200 Feasibility and Estimate	\$2,300.00	\$2,300.00	\$0.00	\$0.00
250 Topo	\$1,800.00	\$1,800.00	\$0.00	\$0.00
450 Permitting	\$2,000.00	\$0.00	\$0.00	\$2,000.00
500 Final Design	\$5,900.00	\$1,300.00	\$3,000.00	\$1,600.00
Totals:	\$12,000.00	\$5,400.00	\$3,000.00	\$3,600.00

REC'D
MAY 04 2020
CITY OF NEW BUFFALO

Invoice Amount

\$3,000.00

All invoices are due upon receipt. After 30 days, interest of 1.5% per month will be added to any unpaid balance.

If, upon receipt of an invoice from Abonmarche, the client has any questions, or if there are any discrepancies in the invoice, the Client shall identify the issue in writing within ten (10) days of its receipt. If no written objection is made within the ten (10) day period, any such objection shall be deemed waived.

Please remit to: Abonmarche Consultants, Inc.
750 Lincoln Way East
South Bend, IN 46601

591-537-818.2

[Handwritten Signature]
5/2/2020

CLF

THE CURCIO LAW FIRM

622 E. Savidge Street, Suite 108
Spring Lake, Michigan 49456

INVOICE

Invoice # 182
Date: 05/01/2020
Due Upon Receipt

City of New Buffalo
224 West Buffalo Street
New Buffalo, MI 49117

7-00001-NB - General

Outstandings Invoice

Invoice Number	Services Commencing	Services Through	Balance Due
173	3/1/1/20	3/31/20	\$2,953.50
182	4/1/1/20	4/30/20	<u>\$2,442.00</u>
Total Amount Outstanding:			\$5,395.50

*PAYD
KV*

INVOICE GL DISTRIBUTION REPORT
 POST DATES 04/14/2020 - 05/12/2020
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 172 EXECUTIVE							
101-172-756.000	04/30/20	ELAN CORP. PAYMENT SYSTEMS	CREDIT CARD PURCHASES APRIL	05132020	05/12/20	18.01	40156
						<u>18.01</u>	
Total For Dept 172 EXECUTIVE							
Dept 215 CLERK							
101-215-716.000	04/22/20	BLUE CROSS BLUE SHIELD OF MICH	HEALTH INSURANCE MAY 2020	MAY 2020	05/12/20	1,413.52	40132
						<u>1,413.52</u>	
Total For Dept 215 CLERK							
Dept 253 TREASURER							
101-253-716.000	04/22/20	BLUE CROSS BLUE SHIELD OF MICH	HEALTH INSURANCE MAY 2020	MAY 2020	05/12/20	1,243.57	40132
101-253-756.000	04/30/20	ELAN CORP. PAYMENT SYSTEMS	CREDIT CARD PURCHASES APRIL	05132020	05/12/20	202.89	40156
						<u>1,446.46</u>	
Total For Dept 253 TREASURER							
Dept 266 ATTORNEY							
101-266-826.400	04/18/20	CHARLES NICHOLAS CURCIO	LEGAL SERVICES MARCH 2020	173	05/12/20	2,953.50	40127
101-266-826.400	05/05/20	CHARLES NICHOLAS CURCIO	LEGAL SERVICES APRIL 2020	182	05/12/20	2,442.00	40148
						<u>5,395.50</u>	
Total For Dept 266 ATTORNEY							
Dept 276 CEMETERY							
101-276-969.000	04/01/20	PINE GROVE CEMETERY AUTHORITY	CEMETARY/APRIL/2020	APRIL/2020	05/12/20	2,500.00	40133
101-276-969.000	05/01/20	PINE GROVE CEMETERY AUTHORITY	PINE GROVE CEMETERY/MAY/2020	5/1/2020	05/12/20	2,500.00	40181
						<u>5,000.00</u>	
Total For Dept 276 CEMETERY							
Dept 298 GENERAL GOVERNMENT							
101-298-716.000	04/22/20	BLUE CROSS BLUE SHIELD OF MICH	HEALTH INSURANCE MAY 2020	MAY 2020	05/12/20	2,862.94	40132
101-298-728.000	04/30/20	ELAN CORP. PAYMENT SYSTEMS	CREDIT CARD PURCHASES APRIL	05132020	05/12/20	169.31	40156
101-298-730.000	04/26/20		PURCHASE POWER	8000-9000-1111-0	05/12/20	527.17	40186
101-298-751.000	04/01/20	NEW BUFFALO AREA SCHOOLS	NABAS GAS/04/01/20-04/30/20	482	05/12/20	3.34	40175
101-298-756.000	04/27/20	AMERICAN SAFETY & FIRST AID	MASKS FOR EMPLOYEES	0971492-IN	05/12/20	20.62	40139
101-298-756.000	04/30/20	ELAN CORP. PAYMENT SYSTEMS	CREDIT CARD PURCHASES APRIL	05132020	05/12/20	214.09	40156
101-298-756.000	04/30/20	AMERICAN SAFETY & FIRST AID	MASKS FOR EMPLOYEES	0971595-N	05/12/20	152.46	40139
101-298-818.200	04/22/20	ABONMARCHE CONSULTANTS INC	ENGINEER OF RECORD RETAINER	130096	05/12/20	2,550.00	40138
101-298-854.000	04/14/20	CDW GOVERNMENT	SERVER REPLACEMENT CITY HALL	XNQ5356	06/09/20	818.64	40147
101-298-854.000	04/17/20	CDW GOVERNMENT	SERVER REPLACEMENT CITY HALL	XPF7585	06/09/20	2,844.77	40147
101-298-854.000	04/30/20	CDW GOVERNMENT	SERVER REPLACEMENT CITY HALL	XRR6716	06/09/20	361.98	
101-298-854.000	04/30/20	CDW GOVERNMENT	SERVER REPLACEMENT CITY HALL	XNJ9340	06/09/20	8,188.26	
101-298-854.000	04/15/20	CDW GOVERNMENT	SERVER REPLACEMENT CITY HALL	XNW6801	06/09/20	5,719.59	40147
101-298-854.000	04/30/20	ELAN CORP. PAYMENT SYSTEMS	CREDIT CARD PURCHASES APRIL	05132020	05/12/20	190.67	40156
101-298-854.100	04/20/20	LAND INFORMATION ACCESS ASSN	WEBSITE FORMS CREATION, SSL CERTIFI	7048	05/12/20	257.98	40171
101-298-920.000	03/09/20	COMCAST	COMCAST/FIRE/POLICE/PARK/GEN GOV/04	04/09/20	05/12/20	252.53	40120
101-298-920.000	03/05/20	INDIANA MICHIGAN POWER	ELECTRIC/GEN GOV/POLICE/03/05/20-04	04342433929-9	05/12/20	503.63	40121
101-298-920.000	03/25/20	SEMCO ENERGY GAS CO.	SEMCO/GEN GOV/POLICE/03/25/20-04/24	0152517.500-11	05/12/20	138.85	40196
101-298-920.000	05/09/20	COMCAST	05/09/20-06/08/20GOV/POLICE/05/09/2	877140255016452-	05/12/20	252.74	40151
101-298-920.000	04/03/20	INDIANA MICHIGAN POWER	ELECTRIC/GEN GOV/POLICE/04/03/20-05	04342433929-13	05/12/20	439.72	40166
101-298-931.000	04/08/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/CITY HALL	0408209505	05/12/20	160.25	40154
101-298-931.000	04/22/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/CITY HALL	0422209505	05/12/20	160.25	40155
101-298-943.000	04/03/20	US BANK EQUIPMENT FINANCE	COPIER RENTAL/GEN GOV	411270309	05/12/20	239.68	40131
101-298-943.000	05/01/20	US BANK EQUIPMENT FINANCE	COPIER RENTAL/GEN GOV	413769878	05/12/20	239.68	40205
						<u>27,269.15</u>	
Total For Dept 298 GENERAL GOVERNMENT							
Dept 305 POLICE							
101-305-716.000	04/22/20	BLUE CROSS BLUE SHIELD OF MICH	HEALTH INSURANCE MAY 2020	MAY 2020	05/12/20	9,160.42	40132
101-305-722.000	04/12/20	PSYCHOLOGY SERVICES	MEDICAL EXPENSE/POLICE	1008	05/12/20	300.00	40185
101-305-751.000	04/01/20	NEW BUFFALO AREA SCHOOLS	NABAS GAS/04/01/20-04/30/20	482	05/12/20	194.90	40175

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Fund 101 GENERAL FUND							
Dept 305 POLICE							
101-305-756.000	04/27/20	AMERICAN SAFETY & FIRST AID	MASKS FOR EMPLOYEES	0971492-IN	05/12/20	20.61	40139
101-305-756.000	05/07/20	STOCK & FIELD	OPERATING SUIPLIES/PARK/POLICE	6703/20	05/12/20	83.58	40199
101-305-768.000	05/01/20	CLUSTER, MICHAEL	DRY CLEANING ALLOWANCE/CLUSTER/POLI	05/01/2020	05/12/20	375.00	40149
101-305-768.000	05/01/20	GRIMMETT, JASON	DRY CLEANING ALLOWANCE/GRIMMETT/POL	05/01/2020	05/12/20	375.00	40158
101-305-768.000	05/01/20	HOCKENHULL, DAVID	DRY CLEANING ALLOWANCE/HOCKENHULL/P	05/01/2020	05/12/20	375.00	40162
101-305-768.000	05/01/20	KILLIPS, RICHARD	DRY CLEANING ALLOWANCE/KILLIPS/POLI	05/01/2020	05/12/20	375.00	40168
101-305-768.000	05/01/20	NATHANIEL VOYTOVICK	DRY CLEANING ALLOWANCE/VOYTOVICK/PO	05/01/2020	05/12/20	375.00	40174
101-305-768.000	05/01/20	OLNEY, SCOT	DRY CLEANING ALLOWANCE/OLNEY/POLICE	05/01/2020	05/12/20	375.00	40179
101-305-768.000	05/01/20	TILLERY, RUSSELL	DRY CLEANING ALLOWANCE/TILLERY/POLI	05/01/2020	05/12/20	375.00	40202
101-305-768.000	04/28/20	STAR UNIFORMS	UNIFORM/KILLIPS/POLICE	189681	05/12/20	689.55	40198
101-305-768.000	04/28/20	STAR UNIFORMS	UNIFORM/GROSSE/POLICE	191919	05/12/20	460.94	40198
101-305-768.000	04/28/20	STAR UNIFORMS	UNIFORM/GAST/POLICE	191780	05/12/20	149.95	40198
101-305-818.000	04/18/20	BIO-CARE, INCORPORATED	MASK FIT TEST POLICE DEPARTMENT	6942	05/12/20	1,086.70	40144
101-305-851.000	04/17/20	BERRIEN COUNTY TREASURER	LEIN/TALON & CONNECTION TO COUNTY J	9760	05/12/20	247.00	40143
101-305-853.000	05/01/20	CLUSTER, MICHAEL	PHONE STIPEND/CLUSTER/POLICE/05/01/	05/001/2020	05/12/20	50.00	40149
101-305-853.000	03/24/20	VERIZON WIRELESS	VERIZON/PARKS/POLICE/STREETS/03/24/	98353160387	05/12/20	294.27	40207
101-305-903.000	04/27/20	POLICE AND SHERIFFS PRESS	PRINTING AND PUBLISHING/POLICE	133119	05/12/20	32.55	40182
101-305-920.000	03/09/20	COMCAST	COMCAST/FIRE/POLICE/PARK/GEN GOV/04	04/09/20	05/12/20	252.53	40120
101-305-920.000	03/05/20	INDIANA MICHIGAN POWER	ELECTRIC/GEN GOV/POLICE/03/05/20-04	04342433929-9	05/12/20	503.64	40121
101-305-920.000	03/25/20	SEMCO ENERGY GAS CO.	SEMCO/GEN GOV/POLICE/03/25/20-04/24	0152517.500-11	05/12/20	138.85	40196
101-305-920.000	05/09/20	COMCAST	05/09/20-06/08/20GOV/POLICE/05/09/2	877140255016452-	05/12/20	252.75	40151
101-305-920.000	04/03/20	INDIANA MICHIGAN POWER	ELECTRIC/GEN GOV/POLICE/04/03/20-05	04342433929-13	05/12/20	439.73	40166
101-305-931.000	04/08/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/POLICE	0408209705	05/12/20	116.95	40154
101-305-931.000	04/22/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/POLICE	0422209705	05/12/20	116.95	40154
101-305-931.000	04/21/20	NEW BUFFALO HARDWARE	BUILDING REPAIR/POLICE	A134406	05/12/20	7.83	40177
101-305-933.000	04/30/20	ELAN CORP. PAYMENT SYSTEMS	CREDIT CARD PURCHASES APRIL	05132020	05/12/20	31.80	40156
101-305-933.000	05/04/20	RED ARROW FIRE EXTINGUISHER SI	FIRE EXTINGUISHER SERVICE/POLICE	13310	05/12/20	129.00	40191
101-305-933.000	05/04/20	RED ARROW FIRE EXTINGUISHER SI	FIRE EXTINGUISHER SERVICE/POLICE	13311	05/12/20	44.50	40192
101-305-934.000	04/30/20	ELAN CORP. PAYMENT SYSTEMS	CREDIT CARD PURCHASES APRIL	05132020	05/12/20	79.28	40156
101-305-939.000	04/20/20	RIDGE AUTO PARTS	VEHICLE REPAIR/POLICE	567227	05/12/20	273.13	40194
101-305-943.000	04/15/20	PARRETT COMPANY	PRINTER RENTAL/POLICE	52112	05/12/20	140.64	40180
101-305-943.000	04/07/20	PARRETT COMPANY	COPIER RENTAL/POLICE	51993	05/12/20	350.00	40180
101-305-979.000	04/30/20	ELAN CORP. PAYMENT SYSTEMS	CREDIT CARD PURCHASES APRIL	05132020	05/12/20	1,220.14	40156
			Total For Dept 305 POLICE			19,493.19	
Dept 336 FIRE							
101-336-751.000	04/01/20	NEW BUFFALO AREA SCHOOLS	NABAS GAS/04/01/20-04/30/20	482	05/12/20	41.43	40175
101-336-818.000	05/05/20	COUNTRY LANE REMODELING/MIKE I	MOW/TRIM FIRE STATION LOT TWICE	1549	05/12/20	40.00	40152
101-336-853.000	05/01/20	HUSTON, CHRISTOPHER	PHONE STIPEND/HUSTON/FIRE/05/01/202	05/01/2020	05/12/20	50.00	40163
101-336-920.000	03/09/20	COMCAST	COMCAST/FIRE/POLICE/PARK/GEN GOV/04	04/09/20	05/12/20	200.96	40120
101-336-920.000	03/05/20	INDIANA MICHIGAN POWER	ELECTRIC/FIRE/03/05/20-04/02/20	04031410105-9	05/12/20	164.42	40121
101-336-920.000	03/23/20	SEMCO ENERGY GAS CO.	SEMCO/03/24/20-04/23/20	05/07/20	05/12/20	163.55	40196
101-336-920.000	04/03/20	INDIANA MICHIGAN POWER	ELECTRIC/FIRE/04/03/20-05/05/20	04031410105-13	05/12/20	169.06	40166
101-336-931.000	05/07/20	MENARDS	BUILDING REPAIR/FIRE	49781	05/12/20	19.47	40173
101-336-933.000	05/04/20	RED ARROW FIRE EXTINGUISHER SI	FIRE EXTINGUISHER SERVICE/FIRE	13308	05/12/20	67.00	40187
101-336-979.000	04/03/20	RIDGE AUTO PARTS	EQUIPMENT/FIRE	566094	05/12/20	7.69	40193
			Total For Dept 336 FIRE			923.58	
Dept 371 INSPECTION SERVICES							
101-371-819.000	05/01/20	SAFEBUILT LLC	INSPECTION SERVICES/APRIL/2020	3835	05/12/20	2,246.84	40195
101-371-819.100	05/01/20	SAFEBUILT LLC	INSPECTION SERVICES/APRIL/2020	3835	05/12/20	974.52	40195
101-371-819.200	05/01/20	SAFEBUILT LLC	INSPECTION SERVICES/APRIL/2020	3835	05/12/20	844.00	40195
101-371-819.300	05/01/20	SAFEBUILT LLC	INSPECTION SERVICES/APRIL/2020	3835	05/12/20	75.00	40195

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Fund 101 GENERAL FUND							
Dept 371 INSPECTION SERVICES							
Total For Dept 371 INSPECTION SERVICES						4,140.36	
Dept 442 STREET OPERATING							
101-442-716.000	04/22/20	BLUE CROSS BLUE SHIELD OF MICH	HEALTH INSURANCE MAY 2020	MAY 2020	05/12/20	4,202.40	40132
101-442-728.000	04/30/20	ELAN CORP. PAYMENT SYSTEMS	CREDIT CARD PURCHASES APRIL	05132020	05/12/20	212.12	40156
101-442-751.000	04/01/20	NEW BUFFALO AREA SCHOOLS	NABAS GAS/04/01/20-04/30/20	482	05/12/20	13.22	40175
101-442-756.000	04/06/20	NEW BUFFALO HARDWARE	OPERATING SUPPLIES/STREET	A132913	05/12/20	12.72	40176
101-442-756.000	04/08/20	NEW BUFFALO HARDWARE	OPERATING SUPPLIES/STREET	A133078	05/12/20	29.10	40176
101-442-756.000	04/08/20	RIDGE AUTO PARTS	OPERATING SUPPLIES/STREET	566397	05/12/20	19.30	40193
101-442-756.000	04/07/20	RIDGE AUTO PARTS	OPERATING SUPPLIES/STREET	414486	05/12/20	2.40	40193
101-442-756.000	04/07/20	RIDGE AUTO PARTS	OPERATING SUPPLIES/STREET	566291	05/12/20	21.00	40193
101-442-756.000	04/09/20	RIDGE AUTO PARTS	OPERATING SUPPLIES/STREET	566480	05/12/20	25.32	40193
101-442-756.000	04/27/20	AMERICAN SAFETY & FIRST AID	MASKS FOR EMPLOYEES	0971492-IN	05/12/20	20.62	40139
101-442-756.000	04/22/20	PRAXAIR DISTRIBUTION INC	CYLINDER RENTAL/STREET	96201643	05/12/20	86.03	40183
101-442-767.000	04/30/20	ELAN CORP. PAYMENT SYSTEMS	CREDIT CARD PURCHASES APRIL	05132020	05/12/20	224.68	40156
101-442-768.000	04/18/20	SMYERS, ALEX	CLOTHING ALLOWANCE REIMBURSEMENT	041820	05/12/20	123.42	40130
101-442-768.000	04/18/20	STOCK & FIELD	CLOTHING ALLOWANCE/SCHULTZ/STREET	6688/20	05/12/20	68.15	40199
101-442-818.000	05/05/20	COUNTRY LANE REMODELING/MIKE I	LAWN MOWING AMTRACK STATION AND 11T	1551	05/12/20	285.00	40152
101-442-818.000	05/01/20	LAKESHORE RECYCLING & DISPOSAL	DUMPSTER SERVICE/06/2020	103304JUN	05/12/20	116.00	40170
101-442-853.000	05/01/20	BOLTON, JOSHUA	PHONE STIPEND/BOLTON/STREET/05/01/2	05/01/2020	05/12/20	50.00	40145
101-442-853.000	03/24/20	VERIZON WIRELESS	VERIZON/PARKS/POLICE/STREETS/03/24/	98353160387	05/12/20	40.01	40207
101-442-920.000	04/01/20	INDIANA MICHIGAN POWER	ELECTRIC/STREET/4/2020	04706607555-10	05/12/20	692.70	40135
101-442-920.000	04/23/20	COMCAST	COMCAST/STREET	8771402550009748	05/12/20	173.95	40134
101-442-920.000	03/23/20	SEMCO ENERGY GAS CO.	SEMCO/03/24/20-04/23/20	05/07/20	05/12/20	210.05	40196
101-442-931.000	04/08/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/GARAGE	0408200105	05/12/20	63.50	40154
101-442-931.000	04/09/20	NEW BUFFALO HARDWARE	BUILDING REPAIR/STREET	A133261	05/12/20	9.79	40176
101-442-931.000	04/21/20	NEW BUFFALO HARDWARE	BUILDING REPAIR/STREET	A134429	05/12/20	2.72	40176
101-442-931.000	04/22/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/GARAGE/STREET	0422200105	05/12/20	63.50	40154
101-442-933.000	05/04/20	RED ARROW FIRE EXTINGUISHER SE	FIRE EXTINGUISHER SERVICE/STREET	13343	05/12/20	124.25	40190
101-442-933.000	04/06/20	RIDGE AUTO PARTS	EQUIPMENT/STREET	566169	05/12/20	21.87	40194
101-442-935.100	04/22/20	ABONMARCHE CONSULTANTS INC	STORMWATER IMPROVEMENTS 307 W. MICH	130137	05/12/20	437.50	40138
101-442-939.000	04/02/20	RIDGE AUTO PARTS	VEHICLE REPAIR/STREET	566002	05/12/20	57.71	40193
101-442-939.000	04/06/20	RIDGE AUTO PARTS	VEHICLE REPAIR/STREET	566251	05/12/20	139.89	40193
101-442-939.000	04/15/20	RIDGE AUTO PARTS	VEHICLE REPAIR/STREET	566898	05/12/20	35.36	40193
101-442-939.000	04/15/20	RIDGE AUTO PARTS	VEHICLE REPAIR/STREET	566900	05/12/20	37.70	40193
101-442-939.000	04/15/20	RIDGE AUTO PARTS	VEHICLE REPAIR/STREET	566899	05/12/20	4.89	40193
101-442-939.000	04/15/20	RIDGE AUTO PARTS	VEHICLE REPAIR/STREET	414545	05/12/20	13.55	40193
101-442-939.000	04/07/20	RIDGE AUTO PARTS	VEHICLE REPAIR/STREET	414498	05/12/20	174.61	40193
101-442-939.000	04/14/20	RIDGE AUTO PARTS	VEHICLE REPAIR/STREET	566861	05/12/20	24.37	40193
101-442-939.000	04/06/20	RIDGE AUTO PARTS	VEHICLE REPAIR/STREET	414466	05/12/20	133.77	40194
101-442-939.000	04/08/20	THREE OAKS FORD	VEHICLE REPAIR/2007 FORD F350/STREE	652498	05/12/20	1,539.83	40201
101-442-939.000	05/04/20	RED ARROW FIRE EXTINGUISHER SE	FIRE EXTINGUISHER SERVICE/STREET	13343	05/12/20	124.25	40190
101-442-939.000	04/24/20	THREE OAKS FORD	VEHICAL REPAIR/STREET/FORD F150	65310	05/12/20	365.61	40201
Total For Dept 442 STREET OPERATING						10,002.86	
Dept 448 STREET LIGHTING							
101-448-926.000	04/01/20	INDIANA MICHIGAN POWER	ELECTRIC/STREET LIGHTING/4/2020	04459418614-12	05/12/20	196.16	40135
101-448-926.000	04/01/20	INDIANA MICHIGAN POWER	STREET LIGHTING/STREET/04/01/20-04/	04023785704-10	05/12/20	1,705.32	40135
Total For Dept 448 STREET LIGHTING						1,901.48	
Dept 523 SOLID WASTE COLLECTION							
101-523-818.000	05/01/20	LAKESHORE RECYCLING & DISPOSAL	WEEKLY CURBSIDE PICKUP/JUNE	103305JUN	05/12/20	20,674.60	40170
101-523-818.000	05/01/20	LAKESHORE RECYCLING & DISPOSAL	DUMPSTER SERVICE/06/2020	103304JUN	05/12/20	188.00	40170

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Fund 101 GENERAL FUND							
Dept 523 SOLID WASTE COLLECTION							
Total For Dept 523 SOLID WASTE COLLECTION						20,862.60	
Dept 651 AMBULANCE SERVICE							
101-651-818.000	04/01/20	MEDIC 1	AMBULANCE SUBSIDY 4/1/2020-4/30/202	APRIL2020	05/12/20	9,013.00	40172
Total For Dept 651 AMBULANCE SERVICE						9,013.00	
Total For Fund 101 GENERAL FUND						106,879.71	
Fund 202 MAJOR STREET FUND							
Dept 463 ROUTINE MAINTENANCE							
202-463-751.000	04/01/20	NEW BUFFALO AREA SCHOOLS	NBAS GAS/04/01/20-04/30/20	482-2	05/12/20	74.13	
Total For Dept 463 ROUTINE MAINTENANCE						74.13	
Dept 474 TRAFFIC SERVICES							
202-474-818.000	04/18/20	STATE OF MICHIGAN DOT	STREET LIGHT REPLACEMENT DEPOSIT W	591-10508507	05/12/20	11,000.00	5148
Total For Dept 474 TRAFFIC SERVICES						11,000.00	
Total For Fund 202 MAJOR STREET FUND						11,074.13	
Fund 203 LOCAL STREET FUND							
Dept 463 ROUTINE MAINTENANCE							
203-463-751.000	04/01/20	NEW BUFFALO AREA SCHOOLS	NBAS GAS/04/01/20-04/30/20	482-2	05/12/20	14.83	
Total For Dept 463 ROUTINE MAINTENANCE						14.83	
Total For Fund 203 LOCAL STREET FUND						14.83	
Fund 208 PARK FUND							
Dept 691 PARK							
208-691-716.000	04/22/20	BLUE CROSS BLUE SHIELD OF MICH	HEALTH INSURANCE MAY 2020	MAY 2020	05/12/20	675.67	40132
208-691-722.000	04/30/20	WORKING WELL	NEW HIRE DRUG SCREEN/PARK/X3	00330411-00	05/12/20	105.00	40210
208-691-728.000	04/20/20	NEW BUFFALO HARDWARE	OFFICE SUPPLIES/PARK	A134275	05/12/20	45.34	40176
208-691-728.000	04/21/20	NEW BUFFALO HARDWARE	OFFICE SUPPLIES/PARK	A134455	05/12/20	13.21	40176
208-691-728.000	04/30/20	ELAN CORP. PAYMENT SYSTEMS	CREDIT CARD PURCHASES APRIL	05132020	05/12/20	56.22	40156
208-691-728.000	04/22/20	NEW BUFFALO HARDWARE	OFFICE SUPPLIES/PARK	A134567	05/12/20	6.36	40177
208-691-751.000	04/01/20	NEW BUFFALO AREA SCHOOLS	NABAS GAS/04/01/20-04/30/20	482	05/12/20	65.89	40175
208-691-756.000	04/01/20	NEW BUFFALO HARDWARE	OPERATING SUPPLIES/PARK	A132306	05/12/20	1.56	40176
208-691-756.000	04/02/20	NEW BUFFALO HARDWARE	OPERATING SUPPLIES/PARK	A132400	05/12/20	4.69	40176
208-691-756.000	04/07/20	NEW BUFFALO HARDWARE	OPERATING SUPPLIES/PARK	A132962	05/12/20	31.34	40176
208-691-756.000	04/14/20	NEW BUFFALO HARDWARE	OPERATING SUPPLIES/PARK	B48727	05/12/20	132.03	40176
208-691-756.000	04/27/20	AMERICAN SAFETY & FIRST AID	MASKS FOR EMPLOYEES	0971492-IN	05/12/20	20.61	40139
208-691-756.000	04/14/20	NEW BUFFALO HARDWARE	OPERATING SUPPLIES/PARK	A133690	05/12/20	7.82	40176
208-691-756.000	04/30/20	NEW BUFFALO HARDWARE	OPERATING SUPPLIES/PARK	A135439	05/12/20	8.80	40177
208-691-756.000	04/15/20	NEW BUFFALO HARDWARE	OPERATING SUPPLIES/PARK	A134561	05/12/20	6.36	40177
208-691-756.000	04/24/20	NEW BUFFALO HARDWARE	OPERATING SUPPLIES/PARK	B49176	05/12/20	11.75	40177
208-691-756.000	05/07/20	STOCK & FIELD	OPERATING SUPPLIES/PARK/POLICE	6703/20	05/12/20	83.58	40199
208-691-756.000	05/02/20	SWEETWATER BOATING SUPPLIES	OPERATING SUPPLIES/PARK	6799	05/12/20	79.98	40200
208-691-767.000	04/14/20	NEW BUFFALO HARDWARE	EQUIPMENT/PARK	A133658	05/12/20	37.21	40176
208-691-767.000	04/20/20	NEW BUFFALO HARDWARE	EQUIPMENT/PARK	A134277	05/12/20	26.93	40177
208-691-767.000	05/06/20	MENARDS	SMALL TOOLS/PARK	49706	05/12/20	22.98	40173
208-691-768.000	04/30/20	ELAN CORP. PAYMENT SYSTEMS	CREDIT CARD PURCHASES APRIL	05132020	05/12/20	43.53	40156
208-691-818.000	04/03/20	PRIDE THE PORTABLE TOILET COM	TOILET RENTAL/DOG PARK/04/03/20-04/	19393	05/12/20	90.00	40184
208-691-818.000	04/03/20	PRIDE THE PORTABLE TOILET COM	TOILET RENTAL X 2/BOAT LAUNCH/04/03	19394	05/12/20	180.00	40184
208-691-818.000	04/03/20	PRIDE THE PORTABLE TOILET COM	TOILET RENTAL/OSELKA PARK/04/03/20-	19395	05/12/20	90.00	40184
208-691-818.000	04/10/20	PRIDE THE PORTABLE TOILET COM	TOILET RENTAL/PARK/04/10/20-5/7/20	19440	05/12/20	210.00	40184

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Fund 208 PARK FUND							
Dept 691 PARK							
208-691-818.000	05/05/20	COUNTRY LANE REMODELING/MIKE	MOW/TRIM/BLOW PARKS & BOAT LAUNCH A	1550	05/12/20	980.00	40152
208-691-818.000	05/01/20	LAKESHORE RECYCLING & DISPOSAL	DUMPSTER SERVICE/06/2020	103304JUN	05/12/20	629.00	40170
208-691-818.000	05/05/20	BURIAN, RENALD	ICE RINK/OSELKA PARK	05/11/20	05/12/20	1,650.00	40146
208-691-818.000	04/03/20	PRIDE THE PORTABLE TOILET COM	TOILET RENTAL/EXTRA SERVICES/BEACH/	19504	05/12/20	480.00	40184
208-691-853.000	05/01/20	D'AMICO KRISTEN	PHONE STIPEND/D'AMICO/PARK/05/01/20	05/01/2020	05/12/20	50.00	40153
208-691-853.000	03/24/20	VERIZON WIRELESS	VERIZON/PARKS/POLICE/STREETS/03/24/	98353160387	05/12/20	131.59	40207
208-691-903.000	05/06/20	ART & IMAGE	SWEAT SHIRT/ PRINTING/PARKS	2754	05/12/20	906.77	40141
208-691-920.000	03/09/20	COMCAST	COMCAST/FIRE/POLICE/PARK/GEN GOV/04	04/09/20	05/12/20	471.05	40120
208-691-920.000	03/05/20	INDIANA MICHIGAN POWER	ELECTRIC/PARK/BEACH/03/05/20-04/02/	04523676007-9	05/12/20	43.28	40121
208-691-920.000	03/14/20	COMCAST	COMCAST/MARINA/PARK/04/15/20-05/14/	8771402550106726	05/12/20	159.37	40128
208-691-920.000	04/01/20	INDIANA MICHIGAN POWER	ELECTRIC/PARKS/4/82020	04546762223-12	05/12/20	1,090.78	40135
208-691-920.000	03/25/20	SEMCO ENERGY GAS CO.	SEMCO/FIREPLACE/PARK	0351063.500-11	05/12/20	53.90	40196
208-691-920.000	05/07/20	COMCAST	COMCAST/MARINA/PARK/05/07/20-06/06/	8771402550106866	05/12/20	471.12	40151
208-691-920.000	04/03/20	INDIANA MICHIGAN POWER	ELECTRIC/PARK/4/03/20-05/04/20	04523676007-13	05/12/20	20.20	40166
208-691-920.000	05/04/20	NEW BUFFALO TOWNSHIP	WATER/PARK	3094	05/12/20	35.02	40178
208-691-931.000	04/08/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/BEACH/PARK	0408200505	05/12/20	95.90	40154
208-691-931.000	04/08/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/MARINA/PARK	0408200515	05/12/20	78.45	40154
208-691-931.000	04/08/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/OSELKA PARK	0408200525	05/12/20	82.95	40154
208-691-931.000	04/08/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/BOAT RAMP/PARK	0408200535	05/12/20	47.95	40154
208-691-931.000	04/22/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/MARINA/PARK	0422200515	05/12/20	78.45	40154
208-691-931.000	04/22/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/OSELKA/PARK	0422200525	05/12/20	82.95	40154
208-691-931.000	04/22/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/BOAT RAMP/PARK	0422200535	05/12/20	47.95	40155
208-691-931.000	04/22/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/BEACH/PARK	0422200505	05/12/20	95.90	40155
208-691-931.000	04/28/20	NEW BUFFALO HARDWARE	BUILDING REPAIR/PARK	B49889	05/12/20	42.13	40177
208-691-932.000	04/29/20	TRUGREEN PROCESSING CENTER	GROUNDS MAINTENANCE/BASEBALL FIELD/	7002920442-5	05/12/20	240.00	40204
208-691-932.000	05/06/20	MENARDS	GROUNDS REPAIR/MARINA/PARK	49705	05/12/20	796.76	40173
208-691-932.000	05/05/20	TRUGREEN PROCESSING CENTER	VEGETATION CONTROL/PARK	119650475	05/12/20	225.00	40203
208-691-933.000	04/30/20	ELAN CORP. PAYMENT SYSTEMS	CREDIT CARD PURCHASES APRIL	05132020	05/12/20	200.64	40156
208-691-933.000	05/04/20	RED ARROW FIRE EXTINGUISHER S	FIRE EXTINGUISHER SERVICE/PARKS	13312	05/12/20	317.00	40188
208-691-933.200	04/22/20	JOHN DEERE FINANCIAL	LOADER LEASE/PARK	2324602	05/12/20	142.94	40136
208-691-933.200	04/22/20	JOHN DEERE FINANCIAL	UTILITY LEASE/PARK	2324603	05/12/20	940.66	40136
Total For Dept 691 PARK						12,744.57	
Total For Fund 208 PARK FUND						12,744.57	
Fund 266 CRIMINAL JUSTICE TRAINING (ACT 302)							
Dept 000							
266-000-961.000	04/25/20	WEST MICHIGAN CRIMINAL JUSTICE	CRIMINAL JUSTICE TRAINING/POLICE	4148	05/12/20	201.12	40209
Total For Dept 000						201.12	
Total For Fund 266 CRIMINAL JUSTICE TRAINING (ACT						201.12	
Fund 402 EQUIPMENT PURCHASE FUND							
Dept 902 CAPITAL							
402-902-981.200	05/01/20	WELLS FARGO VENDOR FIN SERV	EQUIPMENT RENTAL STREET/PARK	5010078058	05/12/20	714.95	40208
402-902-981.300	05/01/20	WELLS FARGO VENDOR FIN SERV	EQUIPMENT RENTAL STREET/PARK	5010078058	05/12/20	476.63	40208
Total For Dept 902 CAPITAL						1,191.58	
Total For Fund 402 EQUIPMENT PURCHASE FUND						1,191.58	
Fund 403 CAPITAL IMPROV CONSTRUCTION							
Dept 903							
403-903-976.200	04/22/20	ABONMARCHE CONSULTANTS INC	STREET RESURFACING PROJET	130136	05/12/20	500.00	

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Fund 403 CAPITAL IMPROV CONSTRUCTION							
Dept 903							
Total For Dept 903						500.00	
Total For Fund 403 CAPITAL IMPROV CONSTRUCTION						500.00	
Fund 590 SEWER FUND							
Dept 537 SEWER							
590-537-818.200	05/05/20	ABONMARCHE CONSULTANTS INC	N. WHITAKER SANITARY SERVICE EXTENS'	130354	05/12/20	3,000.00	40138
590-537-836.000	01/31/20	GRSD SEWER AUTHORITY	JANUARY 2020 FLOW OVRAGE SURCHARGE	11524	05/12/20	9,958.60	40159
590-537-836.000	05/05/20	GRSD SEWER AUTHORITY	OPERATING RESERVE--MARCH	11569	05/12/20	64,064.40	40159
590-537-920.000	03/05/20	INDIANA MICHIGAN POWER	ELECTRIC/SEWER/03/05/20-04/02/20	04002186031-9	05/12/20	24.33	40121
590-537-920.000	04/01/20	INDIANA MICHIGAN POWER	ELECTRIC/SEWER/4/2020	04598645309-12	05/12/20	1,252.71	40135
590-537-920.000	04/03/20	INDIANA MICHIGAN POWER	ELECTRIC/SEWER/04/03/20-05/04/20	004002186031-13	05/12/20	26.38	40166
Total For Dept 537 SEWER						78,326.42	
Total For Fund 590 SEWER FUND						78,326.42	
Fund 591 WATER FUND							
Dept 536 WATER							
591-536-716.000	04/22/20	BLUE CROSS BLUE SHIELD OF MICH	HEALTH INSURANCE MAY 2020	MAY 2020	05/12/20	6,366.62	40132
591-536-751.000	04/27/20	CO-ALLIANCE LLP	GASOLINE/WATER	454693	05/12/20	380.12	40150
591-536-751.000	04/01/20	NEW BUFFALO AREA SCHOOLS	NABAS GAS/04/01/20-04/30/20	482	05/12/20	20.76	40175
591-536-756.000	04/20/20	NEW BUFFALO HARDWARE	OPERATING SUPPLIES/WATER	B49020	05/12/20	14.68	40177
591-536-756.300	04/18/20	GRSD SEWER AUTHORITY	LAB SERVICES FOR LAGOON SAMPLES	11571	05/12/20	205.00	40159
591-536-756.400	04/11/20	IDEXX DISTRIBUTION CORP	LAB SUPPLIES/WATER	3062840537	05/12/20	1,024.42	40165
591-536-756.400	04/03/20	NEW BUFFALO HARDWARE	LAB SUPPLIES/WATER	A132520	05/12/20	20.07	40176
591-536-756.400	04/28/20	USA BLUEBOOK	LAB SUPPLIES/WATER	220705	05/12/20	573.22	40206
591-536-756.400	05/06/20	MENARDS	LAB SUPPLIES/WATER	49702	05/12/20	14.98	40173
591-536-756.400	05/06/20	MENARDS	LAB SUPPLIES/WATER	49704	05/12/20	3.82	40173
591-536-818.000	05/05/20	COUNTRY LANE REMODELING/MIKE	MOWING OF THE WATER TOWER AREA	1553	05/12/20	35.00	40152
591-536-818.000	05/01/20	LAKESHORE RECYCLING & DISPOSAL	DUMPSTER SERVICE/06/2020	103304JUN	05/12/20	94.00	40170
591-536-853.000	03/05/20	AT&T	AT&T/WATER/03/05/20-04/04/20	269469853104-9	05/12/20	146.22	40119
591-536-853.000	03/05/20	AT&T	ATT/WATER/03/05/20-04/04/20	269469034304-9	05/12/20	146.22	40119
591-536-853.000	03/02/20	AT&T	ATT/WATER/03/02/20-04/01/20	906R18086804-9	05/12/20	70.36	40119
591-536-853.000	03/02/20	AT&T	ATT/WATER/03/02/20-04/01/20	269R07012104-9	05/12/20	285.26	40119
591-536-853.000	03/02/20	AT&T	ATT/WATER/03/02/20-04/01/20	269R01267204-9	05/12/20	118.09	40119
591-536-853.000	05/01/20	ANDERSON, KENNETH	PHONE STIPEND/ANDERSON/WATER/05/01/20	05/01/2020	05/12/20	50.00	40140
591-536-853.000	05/01/20	GRUENER, ROBERT	PHONE STIPEND/GRUENER/WATER/05/01/20	05/01/2020	05/12/20	50.00	40160
591-536-853.000	05/01/20	JOHNSON, JEFFREY	PHONE STIPEND/JOHNSON/WATER/05/01/20	05/01/2020	05/12/20	50.00	40167
591-536-853.000	05/01/20	AT&T	PHONE/WATER/5/01/20-5/01/20	269R0126725039-1	05/12/20	118.30	40142
591-536-853.000	04/02/20	AT&T	PHONE/WATER/04/02/20-05/01/20	269R0701219617-1	05/12/20	285.66	40142
591-536-853.000	04/04/20	AT&T	PHONE/WATER/04/05/20-05/04/20	269469853105-132	05/12/20	146.59	40142
591-536-853.000	04/05/20	AT&T	PHONE/WATER/04/05/20-05/04/20	269469034305-13	05/12/20	146.59	40142
591-536-920.000	03/05/20	INDIANA MICHIGAN POWER	ELECTRIC/WATER/03/05/20-04/02/20	04909113708-9	05/12/20	25.25	40121
591-536-920.000	04/01/20	INDIANA MICHIGAN POWER	ELECTRIC/WATER/4/2020	04354696801-12	05/12/20	2,943.90	40135
591-536-920.000	04/24/20	COMCAST	COMCAST/WATER	877402550011900-	05/12/20	230.65	40134
591-536-920.000	04/30/20	ELAN CORP. PAYMENT SYSTEMS	CREDIT CARD PURCHASES APRIL	05132020	05/12/20	231.18	40156
591-536-920.000	03/23/20	SEMCO ENERGY GAS CO.	SEMCO/03/24/20-04/23/20	05/07/20	05/12/20	1,325.34	40196
591-536-920.000	04/03/20	INDIANA MICHIGAN POWER	ELECTRIC/WATER INTAKE/04/03/20-05/0	04909113708-13	05/12/20	26.38	40166
591-536-931.000	04/08/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/WATER	0408200005	05/12/20	41.50	40154
591-536-931.000	04/22/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/WATER	0422200005	05/12/20	47.82	40154
591-536-933.000	02/24/20	MOTION INDUSTRIES INC	REPAIR MOTOR DRIVE/WATER	IN01104532	05/12/20	3,160.60	40123
591-536-933.000	04/10/20	GRAINGER	EQUIPMENT/WATER	9501386933	05/12/20	46.48	40157
591-536-933.000	04/14/20	GRAINGER	EQUIPMENT/WATER	9503537426	05/12/20	1.76	40157
591-536-933.000	05/04/20	RED ARROW FIRE EXTINGUISHER S	FIRE EXTINGUISHER SERVICE/WATER	13309	05/12/20	138.50	40189

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Fund 591 WATER FUND Dept 536 WATER 591-536-939.000	05/05/20	SELDOM REST AUTO	FORD F150 REPAIR WATER DEPT	05062020	05/12/20	150.00	40137
			Total For Dept 536 WATER			<u>18,735.34</u>	
			Total For Fund 591 WATER FUND			<u><u>18,735.34</u></u>	

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Fund Totals:							
			Fund 101 GENERAL FUND			106,879.71	
			Fund 202 MAJOR STREET FUND			11,074.13	
			Fund 203 LOCAL STREET FUND			14.83	
			Fund 208 PARK FUND			12,744.57	
			Fund 266 CRIMINAL JUSTICE TRAINING (A			201.12	
			Fund 402 EQUIPMENT PURCHASE FUND			1,191.58	
			Fund 403 CAPITAL IMPROV CONSTRUCTION			500.00	
			Fund 590 SEWER FUND			78,326.42	
			Fund 591 WATER FUND			18,735.34	
Total For All Funds:						<u>229,667.70</u>	

PERIOD ENDING 04/30/2020

% Fiscal Year Completed: 83.33

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

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 04/30/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 04/30/20	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2019-20 AMENDED BUDGET					
Fund 101 - GENERAL FUND								
101-172-712.000	CASH IN LIEU OF PAYMENTS	10,200.00	10,200.00	11,400.00	9,775.00	3,550.00	(1,200.00)	111.76
101-172-714.000	MEDICARE	605.00	605.00	684.25	731.44	98.64	(79.25)	113.10
101-172-715.000	SOCIAL SECURITY TAX	2,589.00	2,589.00	2,925.87	3,127.75	421.84	(336.87)	113.01
101-172-716.000	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-172-717.000	LIFE & DISABILITY INSURANCE	2,800.00	2,800.00	2,007.61	1,679.60	182.51	792.39	71.70
101-172-718.000	RETIREMENT	7,200.00	7,200.00	6,308.34	7,200.04	769.85	891.66	87.62
101-172-720.000	WORKER'S COMPENSATION INS	735.00	735.00	602.67	933.69	0.00	132.33	82.00
101-172-721.000	UNEMPLOYMENT COMPENSATION	800.00	800.00	189.00	378.90	189.00	611.00	23.63
101-172-728.000	OFFICE SUPPLIES	200.00	200.00	184.24	388.20	0.00	15.76	92.12
101-172-756.000	OPERATING SUPPLIES	0.00	0.00	18.01	275.00	18.01	(18.01)	100.00
101-172-801.000	EDUCATION & TRAINING	0.00	0.00	539.18	1,085.35	0.00	(539.18)	100.00
101-172-818.000	PROFESSIONAL & CONTRACTUAL	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
101-172-831.000	MEMBERSHIPS & DUES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-172-853.000	TELEPHONE	0.00	0.00	0.00	188.90	0.00	0.00	0.00
101-172-873.000	TRAVEL/MILEAGE REIMB	500.00	500.00	0.00	0.00	0.00	500.00	0.00
101-172-903.000	PRINTING & PUBLISHING	100.00	100.00	0.00	0.00	0.00	100.00	0.00
101-172-934.000	OTHER REPAIRS & MAINT	200.00	200.00	0.00	0.00	0.00	200.00	0.00
101-172-962.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 172 - EXECUTIVE		(69,679.00)	(69,679.00)	(60,651.29)	(68,645.67)	(8,483.68)	(9,027.71)	
Dept 215 - CLERK								
101-215-703.000	SALARIES APPOINTED	61,378.00	50,003.00	45,095.68	60,284.52	3,269.24	4,907.32	90.19
101-215-706.000	SALARIES PERMANENT	34,093.00	34,093.00	23,372.81	14,804.85	2,923.20	10,720.19	68.56
101-215-706.100	SALARIES-OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-215-714.000	MEDICARE	1,384.00	1,384.00	929.04	940.70	84.68	454.96	67.13
101-215-715.000	SOCIAL SECURITY TAX	5,919.00	5,919.00	3,972.56	4,022.31	362.02	1,946.44	67.12
101-215-716.000	HEALTH INSURANCE	54,102.00	20,609.00	17,849.68	34,690.18	1,413.52	2,759.32	86.61
101-215-717.000	LIFE & DISABILITY INSURANCE	3,427.00	3,427.00	1,437.80	1,767.44	122.98	1,989.20	41.96
101-215-718.000	RETIREMENT	8,707.00	8,707.00	5,020.55	6,034.41	495.41	3,686.45	57.66
101-215-720.000	WORKER'S COMPENSATION INS	260.00	260.00	390.30	576.94	0.00	(130.30)	150.12
101-215-721.000	UNEMPLOYMENT COMPENSATION	1,150.00	1,150.00	545.19	691.33	378.00	604.81	47.41
101-215-728.000	OFFICE SUPPLIES	350.00	350.00	431.48	50.00	0.00	(81.48)	123.28
101-215-751.000	GASOLINE	200.00	200.00	277.76	0.00	0.00	(77.76)	138.88
101-215-756.000	OPERATING SUPPLIES	200.00	200.00	128.60	137.86	0.00	71.40	64.30
101-215-801.000	EDUCATION & TRAINING	500.00	500.00	1,300.00	410.00	0.00	(800.00)	260.00
101-215-818.000	PROFESSIONAL & CONTRACTUAL	500.00	500.00	673.93	0.00	0.00	(173.93)	134.79
101-215-831.000	MEMBERSHIPS & DUES	300.00	300.00	237.86	145.00	0.00	62.14	79.29
101-215-903.000	PRINTING & PUBLISHING	600.00	600.00	146.00	0.00	0.00	454.00	24.33
101-215-934.000	OTHER REPAIRS & MAINT	300.00	300.00	0.00	0.00	0.00	300.00	0.00
101-215-942.000	EQUIPMENT	0.00	0.00	1,320.53	0.00	0.00	(1,320.53)	100.00
101-215-962.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 215 - CLERK		(173,370.00)	(128,502.00)	(103,129.77)	(124,555.54)	(9,049.05)	(25,372.23)	
Dept 247 - BOARD OF REVIEW								
101-247-818.000	PROFESSIONAL & CONTRACTUAL	2,000.00	2,000.00	360.00	1,080.00	0.00	1,640.00	18.00
101-247-962.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 247 - BOARD OF REVIEW		(2,000.00)	(2,000.00)	(360.00)	(1,080.00)	0.00	(1,640.00)	

PERIOD ENDING 04/30/2020

% Fiscal Year Completed: 83.33

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

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 04/30/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 04/30/20	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2019-20 AMENDED BUDGET					
Fund 101 - GENERAL FUND								
Dept 253 - TREASURER								
101-253-703.000	SALARIES APPOINTED	28,058.00	45,626.00	39,080.37	44,201.25	3,595.96	6,545.63	85.65
101-253-706.000	SALARIES PERMANENT	28,856.00	28,856.00	26,748.53	24,531.70	2,782.53	2,107.47	92.70
101-253-706.100	SALARIES-OVERTIME	650.00	650.00	188.48	301.95	0.00	461.52	29.00
101-253-714.000	MEDICARE	1,143.00	1,143.00	926.48	909.22	89.33	216.52	81.06
101-253-715.000	SOCIAL SECURITY TAX	4,886.00	4,886.00	3,961.13	3,887.12	381.99	924.87	81.07
101-253-716.000	HEALTH INSURANCE	43,922.00	15,432.00	13,337.40	18,317.76	1,243.57	2,094.60	86.43
101-253-717.000	LIFE & DISABILITY INSURANCE	3,671.00	3,671.00	3,569.39	2,883.70	324.49	101.61	97.23
101-253-718.000	RETIREMENT	8,868.00	8,868.00	7,984.05	8,965.26	732.64	883.95	90.03
101-253-720.000	WORKER'S COMPENSATION INS	260.00	260.00	390.30	576.94	0.00	(130.30)	150.12
101-253-721.000	UNEMPLOYMENT COMPENSATION	1,160.00	1,160.00	458.22	757.80	458.22	701.78	39.50
101-253-728.000	OFFICE SUPPLIES	250.00	250.00	74.97	0.00	0.00	175.03	29.99
101-253-730.000	POSTAGE	1,300.00	1,300.00	115.26	2,476.37	0.00	1,184.74	8.87
101-253-751.000	GASOLINE	300.00	300.00	328.50	58.28	0.00	(28.50)	109.50
101-253-756.000	OPERATING SUPPLIES	200.00	200.00	474.55	240.53	202.89	(274.55)	237.28
101-253-801.000	EDUCATION & TRAINING	2,200.00	2,200.00	1,274.30	1,836.06	0.00	925.70	57.92
101-253-818.000	PROFESSIONAL & CONTRACTUAL	7,000.00	7,000.00	5,991.16	5,606.25	0.00	1,008.84	85.59
101-253-831.000	MEMBERSHIPS & DUES	200.00	200.00	364.00	269.00	0.00	(164.00)	182.00
101-253-903.000	PRINTING & PUBLISHING	400.00	400.00	0.00	511.32	0.00	400.00	0.00
101-253-934.000	OTHER REPAIRS & MAINT	150.00	150.00	470.67	31.38	0.00	(320.67)	313.78
101-253-962.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 253 - TREASURER		(133,474.00)	(122,552.00)	(105,737.76)	(116,361.89)	(9,811.62)	(16,814.24)	
Dept 257 - ASSESSOR								
101-257-707.000	SALARIES PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-257-714.000	MEDICARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-257-715.000	SOCIAL SECURITY TAX	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-257-720.000	WORKER'S COMPENSATION INS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-257-721.000	UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-257-728.000	OFFICE SUPPLIES	125.00	125.00	43.45	0.00	0.00	81.55	34.76
101-257-730.000	POSTAGE	2,000.00	2,000.00	2,216.35	1,096.57	0.00	(216.35)	110.82
101-257-756.000	OPERATING SUPPLIES	0.00	0.00	1,195.64	40.00	0.00	(1,195.64)	100.00
101-257-801.000	EDUCATION & TRAINING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-257-818.000	PROFESSIONAL & CONTRACTUAL	24,960.00	24,960.00	23,302.50	25,317.26	4,285.00	1,657.50	93.36
101-257-831.000	MEMBERSHIPS & DUES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-257-854.200	SOFTWARE EXPENSE	0.00	0.00	0.00	1,741.00	0.00	0.00	0.00
101-257-903.000	PRINTING & PUBLISHING	225.00	225.00	58.00	270.20	0.00	167.00	25.78
101-257-934.000	OTHER REPAIRS & MAINT	50.00	50.00	166.00	0.00	0.00	(116.00)	332.00
101-257-962.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 257 - ASSESSOR		(27,360.00)	(27,360.00)	(26,981.94)	(28,465.03)	(4,285.00)	(378.06)	
Dept 262 - ELECTIONS								
101-262-703.000	SALARIES APPOINTED	2,000.00	2,000.00	975.05	2,000.00	0.00	1,024.95	48.75
101-262-714.000	MEDICARE	30.00	30.00	14.14	25.50	0.00	15.86	47.13
101-262-715.000	SOCIAL SECURITY TAX	110.00	110.00	60.46	109.09	0.00	49.54	54.96
101-262-730.000	POSTAGE	200.00	200.00	200.00	28.07	0.00	0.00	100.00
101-262-751.000	GASOLINE	600.00	600.00	153.52	0.00	0.00	446.48	25.59
101-262-756.000	OPERATING SUPPLIES	1,000.00	1,000.00	1,504.60	1,243.48	0.00	(504.60)	150.46
101-262-801.000	EDUCATION & TRAINING	200.00	200.00	0.00	178.16	0.00	200.00	0.00
101-262-818.000	PROFESSIONAL & CONTRACTUAL	6,000.00	6,000.00	2,716.50	3,481.03	0.00	3,283.50	45.28

PERIOD ENDING 04/30/2020

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GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 04/30/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 04/30/20	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2019-20 AMENDED BUDGET					
Fund 101 - GENERAL FUND								
Net - Dept 298 - GENERAL GOVERNMENT		(214,684.00)	(236,684.00)	(216,945.42)	(278,239.51)	(28,177.74)	(19,738.58)	
Dept 305 - POLICE								
101-305-705.000	SALARIES SUPERVISION	74,000.00	74,000.00	66,154.79	95,085.47	6,183.08	7,845.21	89.40
101-305-706.000	SALARIES PERMANENT	345,502.00	345,502.00	311,552.93	339,780.54	28,820.32	33,949.07	90.17
101-305-706.100	SALARIES-OVERTIME	30,000.00	60,000.00	50,109.78	47,244.20	2,519.53	9,890.22	83.52
101-305-707.000	SALARIES PART-TIME	58,000.00	58,000.00	45,271.17	42,998.00	3,429.89	12,728.83	78.05
101-305-714.000	MEDICARE	7,152.00	7,152.00	6,546.46	6,896.04	560.62	605.54	91.53
101-305-715.000	SOCIAL SECURITY TAX	30,582.00	30,582.00	27,991.79	29,486.51	2,397.11	2,590.21	91.53
101-305-716.000	HEALTH INSURANCE	140,781.00	140,781.00	94,787.06	99,942.96	9,160.42	45,993.94	67.33
101-305-717.000	LIFE & DISABILITY INSURANCE	13,804.00	13,804.00	10,640.13	11,200.20	1,121.43	3,163.87	77.08
101-305-718.000	RETIREMENT	35,061.00	35,061.00	27,351.19	31,273.10	2,516.66	7,709.81	78.01
101-305-720.000	WORKER'S COMPENSATION INS	9,800.00	9,800.00	11,127.75	16,517.57	0.00	(1,327.75)	113.55
101-305-721.000	UNEMPLOYMENT COMPENSATION	4,135.00	4,135.00	2,648.55	5,877.66	1,580.47	1,486.45	64.05
101-305-722.000	MEDICAL EXPENSE	1,300.00	1,300.00	1,163.38	1,495.05	300.00	136.62	89.49
101-305-728.000	OFFICE SUPPLIES	1,500.00	1,500.00	537.62	840.03	0.00	962.38	35.84
101-305-730.000	POSTAGE	150.00	150.00	72.95	0.00	0.00	77.05	48.63
101-305-751.000	GASOLINE	15,000.00	15,000.00	7,686.63	13,872.05	218.29	7,313.37	51.24
101-305-756.000	OPERATING SUPPLIES	2,000.00	2,000.00	1,340.19	1,613.57	20.61	659.81	67.01
101-305-767.000	EQUIPMENT/SMALL TOOLS	3,000.00	3,000.00	2,166.89	3,808.35	0.00	833.11	72.23
101-305-768.000	UNIFORMS	12,000.00	12,000.00	12,991.10	11,906.25	4,704.37	(991.10)	108.26
101-305-768.100	AMMO	4,500.00	4,500.00	2,209.02	2,353.56	0.00	2,290.98	49.09
101-305-768.200	UNIFORM ALLOW-RESERVE/CERT	1,500.00	1,500.00	274.61	1,726.74	0.00	1,225.39	18.31
101-305-769.000	K-9	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-305-801.000	EDUCATION & TRAINING	5,250.00	5,250.00	3,860.95	6,313.32	0.00	1,389.05	73.54
101-305-818.000	PROFESSIONAL & CONTRACTUAL	5,000.00	5,000.00	3,230.65	2,728.33	1,274.95	1,769.35	64.61
101-305-831.000	MEMBERSHIPS & DUES	600.00	600.00	364.69	510.00	0.00	235.31	60.78
101-305-851.000	RADIO/VIDEO MAINTENANCE	5,000.00	5,000.00	4,471.30	2,472.30	247.00	528.70	89.43
101-305-853.000	TELEPHONE	6,200.00	6,200.00	4,641.38	4,483.96	446.41	1,558.62	74.86
101-305-903.000	PRINTING & PUBLISHING	400.00	1,000.00	703.18	1,185.88	0.00	296.82	70.32
101-305-913.000	INSURANCE	10,000.00	10,000.00	3,525.43	3,664.00	0.00	6,474.57	35.25
101-305-916.000	LIABILITY INSURANCE	57,000.00	57,000.00	23,320.75	22,816.45	0.00	33,679.25	40.91
101-305-920.000	UTILITIES	7,950.00	7,950.00	7,492.01	11,793.22	1,144.14	457.99	94.24
101-305-931.000	BUILDING REPAIR & MAINTENANCE	5,000.00	9,000.00	10,611.24	17,992.87	1,465.95	(1,611.24)	117.90
101-305-933.000	EQUIPMENT & MAINTENANCE	2,400.00	2,400.00	6,954.89	1,730.52	5,687.30	(4,554.89)	289.79
101-305-933.100	EQUIPMENT MAINT--PARKING ENFOR	0.00	2,050.00	0.00	0.00	0.00	2,050.00	0.00
101-305-934.000	OTHER REPAIRS & MAINT	3,500.00	3,500.00	974.28	3,029.86	79.28	2,525.72	27.84
101-305-939.000	VEHICLE REPAIR & MAINTENANCE	10,500.00	10,500.00	13,679.04	9,884.03	4,478.07	(3,179.04)	130.28
101-305-943.000	EQUIPMENT RENTAL	0.00	0.00	988.46	797.34	490.64	(988.46)	100.00
101-305-962.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-305-979.000	EQUIPMENT	26,950.00	26,950.00	13,062.46	26,277.73	1,220.14	13,887.54	48.47
Net - Dept 305 - POLICE		(935,517.00)	(972,167.00)	(780,504.70)	(879,597.66)	(80,066.68)	(191,662.30)	
Dept 336 - FIRE								
101-336-705.000	SALARIES SUPERVISION	20,594.00	20,594.00	17,402.25	20,052.56	1,584.12	3,191.75	84.50
101-336-708.000	VOLUNTEER SALARIES	15,000.00	15,000.00	6,477.00	6,816.00	1,360.50	8,523.00	43.18
101-336-714.000	MEDICARE	516.00	516.00	346.25	377.59	42.70	169.75	67.10
101-336-715.000	SOCIAL SECURITY TAX	1,276.00	1,276.00	1,078.94	1,191.94	98.22	197.06	84.56
101-336-717.000	LIFE & DISABILITY INSURANCE	0.00	0.00	1,000.00	1,186.80	0.00	(1,000.00)	100.00
101-336-720.000	WORKER'S COMPENSATION INS	1,400.00	1,400.00	1,654.17	2,431.43	0.00	(254.17)	118.16
101-336-721.000	UNEMPLOYMENT COMPENSATION	1,140.00	1,140.00	123.25	528.29	39.48	1,016.75	10.81
101-336-728.000	OFFICE SUPPLIES	800.00	800.00	0.00	0.00	0.00	800.00	0.00

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GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 04/30/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 04/30/20	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2019-20 AMENDED BUDGET					
Fund 101 - GENERAL FUND								
101-336-730.000	POSTAGE	0.00	0.00	0.00	27.22	0.00	0.00	0.00
101-336-751.000	GASOLINE	2,000.00	2,000.00	262.57	542.57	67.71	1,737.43	13.13
101-336-756.000	OPERATING SUPPLIES	1,700.00	1,700.00	96.06	601.82	0.00	1,603.94	5.65
101-336-767.000	EQUIPMENT/SMALL TOOLS	4,000.00	4,000.00	0.00	217.33	0.00	4,000.00	0.00
101-336-768.000	UNIFORMS	1,200.00	1,200.00	0.00	489.95	0.00	1,200.00	0.00
101-336-801.000	EDUCATION & TRAINING	3,000.00	3,000.00	0.00	555.52	0.00	3,000.00	0.00
101-336-818.000	PROFESSIONAL & CONTRACTUAL	700.00	700.00	470.00	165.00	0.00	230.00	67.14
101-336-831.000	MEMBERSHIPS & DUES	200.00	200.00	125.00	75.00	0.00	75.00	62.50
101-336-851.000	RADIO/VIDEO MAINTENANCE	2,000.00	2,000.00	101.50	303.49	0.00	1,898.50	5.08
101-336-853.000	TELEPHONE	2,700.00	2,700.00	550.00	550.00	50.00	2,150.00	20.37
101-336-903.000	PRINTING & PUBLISHING	300.00	300.00	0.00	21.15	0.00	300.00	0.00
101-336-913.000	INSURANCE	20,000.00	20,000.00	8,738.50	8,622.50	0.00	11,261.50	43.69
101-336-920.000	UTILITIES	7,000.00	7,000.00	6,652.95	9,249.25	885.68	347.05	95.04
101-336-931.000	BUILDING REPAIR & MAINTENANCE	7,000.00	7,000.00	1,678.57	34,752.73	0.00	5,321.43	23.98
101-336-932.000	GROUNDS REPAIR & MAINT	2,000.00	2,000.00	1,047.26	330.00	0.00	952.74	52.36
101-336-933.000	EQUIPMENT & MAINTENANCE	12,000.00	12,000.00	777.68	8,824.56	0.00	11,222.32	6.48
101-336-934.000	OTHER REPAIRS & MAINT	400.00	400.00	0.00	24.59	0.00	400.00	0.00
101-336-939.000	VEHICLE REPAIR & MAINTENANCE	7,000.00	7,000.00	1,435.73	3,568.18	0.00	5,564.27	20.51
101-336-962.000	MISCELLANEOUS	0.00	0.00	4.89	0.00	0.00	(4.89)	100.00
101-336-979.000	EQUIPMENT	18,000.00	18,000.00	1,922.86	20,283.74	7.69	16,077.14	10.68
101-336-979.100	GEAR	6,000.00	6,000.00	0.00	6,642.00	0.00	6,000.00	0.00
Net - Dept 336 - FIRE		(137,926.00)	(137,926.00)	(51,945.43)	(128,431.21)	(4,136.10)	(85,980.57)	
Dept 371 - INSPECTION SERVICES								
101-371-728.000	OFFICE SUPPLIES	300.00	300.00	50.79	28.98	0.00	249.21	16.93
101-371-756.000	OPERATING SUPPLIES	425.00	425.00	2,173.78	1,138.75	0.00	(1,748.78)	511.48
101-371-801.000	EDUCATION & TRAINING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-371-818.000	PROFESSIONAL & CONTRACTUAL	0.00	0.00	655.00	7,740.00	0.00	(655.00)	100.00
101-371-819.000	INSPECTION FEE	70,000.00	70,000.00	24,031.13	18,817.92	460.26	45,968.87	34.33
101-371-819.100	MECHANICAL INSPEC FEE	15,000.00	15,000.00	7,578.47	7,216.53	2,124.45	7,421.53	50.52
101-371-819.200	ELECTRICAL INSPECTION FEE	16,000.00	16,000.00	8,683.10	4,889.70	422.00	7,316.90	54.27
101-371-819.300	PLUMBING INSPECTOR	6,000.00	6,000.00	4,439.50	3,510.90	742.50	1,560.50	73.99
101-371-819.400	RENTAL INSPECTIONS	0.00	0.00	37,545.00	0.00	495.00	(37,545.00)	100.00
101-371-903.000	PRINTING & PUBLISHING	0.00	0.00	0.00	68.00	0.00	0.00	0.00
101-371-934.000	OTHER REPAIRS & MAINT	0.00	0.00	252.50	0.00	252.50	(252.50)	100.00
101-371-979.000	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 371 - INSPECTION SERVICES		(107,725.00)	(107,725.00)	(85,409.27)	(43,410.78)	(4,496.71)	(22,315.73)	
Dept 442 - STREET OPERATING								
101-442-705.000	SALARIES SUPERVISION	34,695.00	34,695.00	27,405.56	11,497.78	2,113.96	7,289.44	78.99
101-442-706.000	SALARIES PERMANENT	73,831.00	62,000.00	28,450.38	59,995.16	2,603.50	33,549.62	45.89
101-442-706.100	SALARIES-OVERTIME	15,000.00	15,000.00	5,696.88	7,757.69	216.96	9,303.12	37.98
101-442-707.000	SALARIES PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-442-714.000	MEDICARE	1,371.00	1,371.00	845.29	1,060.15	66.42	525.71	61.65
101-442-715.000	SOCIAL SECURITY TAX	5,861.00	5,861.00	3,614.43	4,532.99	284.04	2,246.57	61.67
101-442-716.000	HEALTH INSURANCE	85,718.00	59,061.00	49,989.06	48,910.83	4,602.31	9,071.94	84.64
101-442-717.000	LIFE & DISABILITY INSURANCE	7,772.00	7,772.00	4,080.83	3,142.21	484.11	3,691.17	52.51
101-442-718.000	RETIREMENT	20,027.00	6,800.00	9,236.73	12,063.83	1,024.76	(2,436.73)	135.83
101-442-720.000	WORKER'S COMPENSATION INS	14,500.00	14,500.00	12,449.64	18,456.56	0.00	2,050.36	85.86
101-442-721.000	UNEMPLOYMENT COMPENSATION	2,950.00	2,950.00	670.80	1,164.87	670.80	2,279.20	22.74
101-442-723.000	STIPENDS	500.00	500.00	300.00	200.00	0.00	200.00	60.00

PERIOD ENDING 04/30/2020

% Fiscal Year Completed: 83.33

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

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 04/30/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 04/30/20	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2019-20 AMENDED BUDGET					
Fund 101 - GENERAL FUND								
101-442-728.000	OFFICE SUPPLIES	375.00	375.00	801.33	202.18	212.12	(426.33)	213.69
101-442-751.000	GASOLINE	2,000.00	2,000.00	619.24	1,421.56	16.28	1,380.76	30.96
101-442-756.000	OPERATING SUPPLIES	7,500.00	7,500.00	6,747.36	5,575.51	130.46	752.64	89.96
101-442-767.000	EQUIPMENT/SMALL TOOLS	5,000.00	5,000.00	7,067.22	6,843.30	224.68	(2,067.22)	141.34
101-442-768.000	UNIFORMS	2,400.00	2,400.00	1,324.03	1,972.38	191.57	1,075.97	55.17
101-442-801.000	EDUCATION & TRAINING	1,000.00	1,000.00	0.00	272.97	0.00	1,000.00	0.00
101-442-818.000	PROFESSIONAL & CONTRACTUAL	6,000.00	6,000.00	6,850.97	7,934.52	285.00	(850.97)	114.18
101-442-818.120	TREE REMOVALS	0.00	15,000.00	8,250.00	10,650.00	0.00	6,750.00	55.00
101-442-831.000	MEMBERSHIPS & DUES	600.00	600.00	580.49	320.86	0.00	19.51	96.75
101-442-853.000	TELEPHONE	6,200.00	6,200.00	830.07	350.00	90.01	5,369.93	13.39
101-442-903.000	PRINTING & PUBLISHING	300.00	300.00	847.84	608.05	0.00	(547.84)	282.61
101-442-913.000	INSURANCE	6,000.00	6,000.00	1,889.64	2,722.50	0.00	4,110.36	31.49
101-442-920.000	UTILITIES	13,000.00	13,000.00	13,447.12	15,763.06	1,799.73	(447.12)	103.44
101-442-931.000	BUILDING REPAIR & MAINTENANCE	20,000.00	20,000.00	24,422.60	21,301.20	144.18	(4,422.60)	122.11
101-442-932.000	GROUNDS REPAIR & MAINT	14,000.00	14,000.00	10,201.26	16,287.44	0.00	3,798.74	72.87
101-442-933.000	EQUIPMENT & MAINTENANCE	3,500.00	3,500.00	5,095.38	6,562.21	0.00	(1,595.38)	145.58
101-442-935.100	STORM SEWER REPAIR & MAINT	6,000.00	6,000.00	875.00	574.00	437.50	5,125.00	14.58
101-442-939.000	VEHICLE REPAIR & MAINTENANCE	12,000.00	12,000.00	13,127.28	15,203.47	2,161.68	(1,127.28)	109.39
101-442-943.000	EQUIPMENT RENTAL	20,000.00	20,000.00	20,970.73	15,979.03	0.00	(970.73)	104.85
101-442-962.000	MISCELLANEOUS	0.00	0.00	0.00	5.19	0.00	0.00	0.00
101-442-962.200	MISC PROJECT COSTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 442 - STREET OPERATING		(388,100.00)	(351,385.00)	(266,687.16)	(299,331.50)	(17,760.07)	(84,697.84)	
Dept 448 - STREET LIGHTING								
101-448-926.000	STREET LIGHTING	36,000.00	36,000.00	27,219.28	28,337.40	6,992.43	8,780.72	75.61
Net - Dept 448 - STREET LIGHTING		(36,000.00)	(36,000.00)	(27,219.28)	(28,337.40)	(6,992.43)	(8,780.72)	
Dept 523 - SOLID WASTE COLLECTION								
101-523-818.000	PROFESSIONAL & CONTRACTUAL	272,256.00	272,256.00	209,006.00	248,596.40	20,862.60	63,250.00	76.77
101-523-956.200	REFUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 523 - SOLID WASTE COLLECTION		(272,256.00)	(272,256.00)	(209,006.00)	(248,596.40)	(20,862.60)	(63,250.00)	
Dept 651 - AMBULANCE SERVICE								
101-651-818.000	PROFESSIONAL & CONTRACTUAL	110,817.00	110,817.00	88,030.00	102,967.53	9,013.00	22,787.00	79.44
Net - Dept 651 - AMBULANCE SERVICE		(110,817.00)	(110,817.00)	(88,030.00)	(102,967.53)	(9,013.00)	(22,787.00)	
Dept 721 - PLANNING COMMISSION								
101-721-801.000	EDUCATION & TRAINING	1,200.00	1,200.00	0.00	1,100.00	0.00	1,200.00	0.00
101-721-818.000	PROFESSIONAL & CONTRACTUAL	3,000.00	3,000.00	578.00	1,909.00	0.00	2,422.00	19.27
101-721-831.000	MEMBERSHIPS & DUES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-721-903.000	PRINTING & PUBLISHING	200.00	200.00	392.00	286.30	0.00	(192.00)	196.00
101-721-962.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 721 - PLANNING COMMISSION		(4,400.00)	(4,400.00)	(970.00)	(3,295.30)	0.00	(3,430.00)	

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		ORIGINAL BUDGET	2019-20 AMENDED BUDGET					
Fund 101 - GENERAL FUND								
Dept 722 - ZONING BOARD OF APPEALS								
101-722-818.000	PROFESSIONAL & CONTRACTUAL	600.00	600.00	324.00	648.00	0.00	276.00	54.00
101-722-831.000	MEMBERSHIPS & DUES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-722-903.000	PRINTING & PUBLISHING	200.00	200.00	554.00	98.00	0.00	(354.00)	277.00
101-722-962.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 722 - ZONING BOARD OF APPEALS		(800.00)	(800.00)	(878.00)	(746.00)	0.00	78.00	
Dept 872 - OTHER FUNCTIONS								
101-872-807.000	AUDIT	2,000.00	3,000.00	3,000.00	3,000.00	0.00	0.00	100.00
101-872-818.000	PROFESSIONAL & CONTRACTUAL	25,000.00	25,000.00	14,121.00	25,367.46	0.00	10,879.00	56.48
101-872-818.200	ENGINEERING	5,000.00	5,000.00	0.00	4,900.00	0.00	5,000.00	0.00
101-872-854.000	TECH SUPPORT/MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-872-881.000	MISCELLANEOUS PROJECT COST	10,000.00	10,000.00	7,030.47	7,331.77	0.00	2,969.53	70.30
101-872-912.000	FIRE INSURANCE	4,500.00	4,500.00	2,203.98	2,092.77	0.00	2,296.02	48.98
101-872-913.000	INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-872-916.000	LIABILITY INSURANCE	8,000.00	8,000.00	3,296.03	3,456.41	0.00	4,703.97	41.20
101-872-932.500	AMTRAK PLATFORM MAINT.	200.00	200.00	0.00	3,609.89	0.00	200.00	0.00
101-872-962.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-872-963.000	BANK FEES	3,500.00	3,500.00	6,634.65	7,580.19	0.00	(3,134.65)	189.56
Net - Dept 872 - OTHER FUNCTIONS		(58,200.00)	(59,200.00)	(36,286.13)	(57,338.49)	0.00	(22,913.87)	
Dept 965 - TRANSFERS								
101-965-898.000	TRANSFER TO PARK	30,000.00	30,000.00	30,000.00	50,000.00	0.00	0.00	100.00
101-965-980.000	TRANSFER TO EQUIP PURCHASE	20,000.00	29,000.00	29,000.00	20,000.00	0.00	0.00	100.00
101-965-999.000	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-965-999.130	TRANSFER TO DEBT SERVICE	128,313.00	128,313.00	128,313.00	128,163.00	0.00	0.00	100.00
Net - Dept 965 - TRANSFERS		(178,313.00)	(187,313.00)	(187,313.00)	(198,163.00)	0.00	0.00	
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		3,074,479.00	3,245,674.87	3,149,367.17	3,245,481.11	27,288.62	96,307.70	97.03
TOTAL EXPENDITURES		2,966,002.00	2,942,147.00	2,319,172.16	2,737,243.21	213,094.28	622,974.84	78.83
NET OF REVENUES & EXPENDITURES		108,477.00	303,527.87	830,195.01	508,237.90	(185,805.66)	(526,667.14)	273.52
Fund 105 - PNBALRSB								
Dept 000								
105-000-589.000	CONTRIBUTIONS	0.00	89,300.00	89,299.75	2,400.00	0.00	0.25	100.00
105-000-665.000	INTEREST EARNED	300.00	300.00	851.79	1,750.39	0.00	(551.79)	283.93
105-000-674.000	GRANTS	0.00	0.00	15,000.00	493,455.76	0.00	(15,000.00)	100.00
105-000-698.740	LRSB DISBURSEMENTS	275,000.00	275,000.00	290,673.54	290,954.22	0.00	(15,673.54)	105.70
105-000-807.000	AUDIT	3,920.00	3,920.00	3,920.00	3,920.00	0.00	0.00	100.00
Net - Dept 000		271,380.00	360,680.00	391,905.08	784,640.37	0.00	(31,225.08)	

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		ORIGINAL BUDGET	2019-20 AMENDED BUDGET					
Fund 105 - PNBALRSB								
Dept 442 - STREET OPERATING								
105-442-976.100	N. WHITTAKER ST. REVDEVELOPMEN	0.00	0.00	0.00	68,273.12	0.00	0.00	0.00
Net - Dept 442 - STREET OPERATING		0.00	0.00	0.00	(68,273.12)	0.00	0.00	
Dept 670								
105-670-818.000	PROFESSIONAL & CONTRACTUAL	15,000.00	147,000.00	105,250.00	8,022.25	0.00	41,750.00	71.60
105-670-818.200	ENGINEERING	0.00	58,500.00	39,718.16	55,171.66	0.00	18,781.84	67.89
105-670-881.110	CAPITAL PROJECTS	50,000.00	50,000.00	0.00	36,470.79	0.00	50,000.00	0.00
105-670-881.500	BUSINESS IMP DISTRICT PLAN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
105-670-962.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
105-670-970.000	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
105-670-980.000	TRANSFER TO EQUIP PURCHASE	40,000.00	40,000.00	40,000.00	40,000.00	0.00	0.00	100.00
105-670-999.120	TRANSFER TO SEWER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
105-670-999.150	TRANSFER TO DEBT SERVICE (MT)	51,063.00	51,063.00	51,063.00	53,176.00	0.00	0.00	100.00
105-670-999.200	TRANSFER TO MAJOR/LOCAL	0.00	300,000.00	300,000.00	0.00	0.00	0.00	100.00
105-670-999.300	TRANSFER TO GENERAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 670		(156,063.00)	(646,563.00)	(536,031.16)	(192,840.70)	0.00	(110,531.84)	
Fund 105 - PNBALRSB:								
TOTAL REVENUES		275,300.00	364,600.00	395,825.08	788,560.37	0.00	(31,225.08)	108.56
TOTAL EXPENDITURES		159,983.00	650,483.00	539,951.16	265,033.82	0.00	110,531.84	83.01
NET OF REVENUES & EXPENDITURES		115,317.00	(285,883.00)	(144,126.08)	523,526.55	0.00	(141,756.92)	50.41
Fund 202 - MAJOR STREET FUND								
Dept 000								
202-000-546.000	MOTOR VEHICLE FUND TAX	140,000.00	140,000.00	166,475.44	199,013.74	21,850.38	(26,475.44)	118.91
202-000-566.000	OTHER STATE GRANTS (ACT 207)	0.00	0.00	0.00	26,440.57	0.00	0.00	0.00
202-000-665.000	INTEREST EARNED	600.00	600.00	2,701.87	4,219.95	0.00	(2,101.87)	450.31
202-000-699.100	TRANSFER IN	0.00	300,000.00	300,000.00	0.00	0.00	0.00	100.00
Net - Dept 000		140,600.00	440,600.00	469,177.31	229,674.26	21,850.38	(28,577.31)	
Dept 463 - ROUTINE MAINTENANCE								
202-463-705.000	SALARIES SUPERVISION	3,700.00	3,700.00	901.80	2,798.83	422.82	2,798.20	24.37
202-463-706.000	SALARIES PERMANENT	17,000.00	17,000.00	12,704.62	12,395.08	1,518.70	4,295.38	74.73
202-463-714.000	MEDICARE	225.00	225.00	177.34	183.26	25.68	47.66	78.82
202-463-715.000	SOCIAL SECURITY TAX	1,000.00	1,000.00	758.09	783.79	109.73	241.91	75.81
202-463-751.000	GASOLINE	6,000.00	6,000.00	4,419.37	7,092.28	97.12	1,580.63	73.66
202-463-756.000	OPERATING SUPPLIES	8,500.00	8,500.00	3,741.89	1,634.60	0.00	4,758.11	44.02
202-463-767.000	EQUIPMENT/SMALL TOOLS	2,500.00	2,500.00	0.00	495.00	0.00	2,500.00	0.00
202-463-818.000	PROFESSIONAL & CONTRACTUAL	10,000.00	10,000.00	5,934.00	7,388.06	0.00	4,066.00	59.34
202-463-933.000	EQUIPMENT & MAINTENANCE	6,000.00	6,000.00	2,457.17	17,069.44	0.00	3,542.83	40.95
202-463-939.000	VEHICLE REPAIR & MAINTENANCE	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00
202-463-962.100	TOOLS & EQUIP	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00

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		ORIGINAL BUDGET	2019-20 AMENDED BUDGET					
Fund 203 - LOCAL STREET FUND								
Net - Dept 000		70,100.00	70,100.00	85,997.64	122,700.94	11,062.99	(15,897.64)	
Dept 463 - ROUTINE MAINTENANCE								
203-463-705.000	SALARIES SUPERVISION	3,700.00	3,700.00	901.76	1,562.74	422.80	2,798.24	24.37
203-463-706.000	SALARIES PERMANENT	5,000.00	5,000.00	5,445.01	5,536.97	650.93	(445.01)	108.90
203-463-714.000	MEDICARE	122.00	122.00	83.23	91.30	14.41	38.77	68.22
203-463-715.000	SOCIAL SECURITY TAX	793.00	793.00	356.07	390.28	61.60	436.93	44.90
203-463-751.000	GASOLINE	1,500.00	1,500.00	883.87	1,533.60	19.42	616.13	58.92
203-463-756.000	OPERATING SUPPLIES	5,000.00	5,000.00	3,992.50	2,409.11	0.00	1,007.50	79.85
203-463-767.000	EQUIPMENT/SMALL TOOLS	1,000.00	1,000.00	0.00	495.00	0.00	1,000.00	0.00
203-463-818.000	PROFESSIONAL & CONTRACTUAL	5,000.00	5,000.00	19,000.00	4,320.00	0.00	(14,000.00)	380.00
203-463-933.000	EQUIPMENT & MAINTENANCE	5,000.00	5,000.00	1,655.62	17,371.21	0.00	3,344.38	33.11
203-463-939.000	VEHICLE REPAIR & MAINTENANCE	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00
203-463-962.100	TOOLS & EQUIP	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
Net - Dept 463 - ROUTINE MAINTENANCE		(31,615.00)	(31,615.00)	(32,318.06)	(33,710.21)	(1,169.16)	703.06	
Dept 474 - TRAFFIC SERVICES								
203-474-705.000	SALARIES SUPERVISION	3,700.00	3,700.00	901.86	1,562.68	422.86	2,798.14	24.37
203-474-706.000	SALARIES PERMANENT	5,200.00	5,200.00	5,444.61	5,536.93	650.83	(244.61)	104.70
203-474-714.000	MEDICARE	200.00	200.00	83.25	91.28	14.41	116.75	41.63
203-474-715.000	SOCIAL SECURITY TAX	750.00	750.00	356.05	390.30	61.61	393.95	47.47
203-474-756.000	OPERATING SUPPLIES	2,000.00	2,000.00	1,343.07	(348.75)	0.00	656.93	67.15
203-474-767.000	EQUIPMENT/SMALL TOOLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
203-474-784.000	OPER SUPP SNOW & ICE	10,000.00	10,000.00	19,301.12	15,656.48	0.00	(9,301.12)	193.01
203-474-818.000	PROFESSIONAL & CONTRACTUAL	0.00	0.00	68.24	0.00	0.00	(68.24)	100.00
203-474-933.000	EQUIPMENT & MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 474 - TRAFFIC SERVICES		(21,850.00)	(21,850.00)	(27,498.20)	(22,888.92)	(1,149.71)	5,648.20	
Dept 478								
203-478-784.000	OPER SUPP SNOW & ICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 478		0.00	0.00	0.00	0.00	0.00	0.00	
Dept 482 - ADMINISTRATIVE								
203-482-703.000	SALARIES APPOINTED	0.00	0.00	0.00	0.00	0.00	0.00	0.00
203-482-705.000	SALARIES SUPERVISION	2,500.00	2,500.00	2,284.63	2,708.03	207.68	215.37	91.39
203-482-714.000	MEDICARE	40.00	40.00	33.16	37.69	3.02	6.84	82.90
203-482-715.000	SOCIAL SECURITY TAX	170.00	170.00	141.68	160.96	12.88	28.32	83.34
203-482-807.000	AUDIT	1,000.00	1,000.00	1,000.00	1,000.00	0.00	0.00	100.00
203-482-962.000	MISCELLANEOUS	0.00	0.00	102.44	174.91	0.00	(102.44)	100.00
203-482-999.130	TRANSFER TO DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 482 - ADMINISTRATIVE		(3,710.00)	(3,710.00)	(3,561.91)	(4,081.59)	(223.58)	(148.09)	
Dept 483 - ENGINEERING								
203-483-818.000	PROFESSIONAL & CONTRACTUAL	10,000.00	10,000.00	5,125.00	6,752.42	0.00	4,875.00	51.25

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		ORIGINAL BUDGET	2019-20 AMENDED BUDGET					
Fund 203 - LOCAL STREET FUND								
Net - Dept 483 - ENGINEERING								
		(10,000.00)	(10,000.00)	(5,125.00)	(6,752.42)	0.00	(4,875.00)	
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Fund 203 - LOCAL STREET FUND:								
TOTAL REVENUES		70,100.00	70,100.00	85,997.64	122,700.94	11,062.99	(15,897.64)	122.68
TOTAL EXPENDITURES		67,175.00	67,175.00	68,503.17	67,433.14	2,542.45	(1,328.17)	101.98
NET OF REVENUES & EXPENDITURES		2,925.00	2,925.00	17,494.47	55,267.80	8,520.54	(14,569.47)	598.10
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Fund 208 - PARK FUND								
Dept 000								
208-000-566.000	GRANT	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	0.00
208-000-587.000	DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
208-000-628.000	SERVICE CHARGE	800.00	800.00	0.00	709.00	0.00	800.00	0.00
208-000-651.100	TRANSIENT MARINA FEES	45,000.00	25,000.00	22,263.38	50,179.04	458.06	2,736.62	89.05
208-000-652.000	BOAT LAUNCHING FEES	50,000.00	50,000.00	34,466.00	45,453.75	3,003.00	15,534.00	68.93
208-000-652.100	BOAT LAUNCH FEES-COMMERCIAL	30,000.00	30,000.00	13,684.00	22,666.00	398.00	16,316.00	45.61
208-000-653.000	CONCESSION	12,000.00	12,000.00	2,500.00	8,505.63	0.00	9,500.00	20.83
208-000-653.100	VENDING MACHINE REVENUE	0.00	1,000.00	13.00	682.44	0.00	987.00	1.30
208-000-653.200	ICE/MECHANDISE SALES	0.00	0.00	1,286.00	509.78	4.00	(1,286.00)	100.00
208-000-653.300	VENDOR PERCENTAGE OF SALES	0.00	6,500.00	6,386.75	7,251.00	0.00	113.25	98.26
208-000-654.000	BEACH PARKING FEES	255,000.00	255,000.00	200,770.70	249,412.45	844.50	54,229.30	78.73
208-000-655.100	PAVILION RENTAL	500.00	500.00	350.00	650.00	0.00	150.00	70.00
208-000-657.000	PARKING FINES	0.00	0.00	2,128.46	159.00	0.00	(2,128.46)	100.00
208-000-665.000	INTEREST EARNED	200.00	200.00	586.36	945.69	0.00	(386.36)	293.18
208-000-698.000	MISCELLANEOUS	0.00	0.00	0.00	2,219.25	0.00	0.00	0.00
208-000-699.000	TRANSFER FROM GENERAL	30,000.00	30,000.00	30,000.00	50,000.00	0.00	0.00	100.00
Net - Dept 000		427,000.00	414,500.00	314,434.65	439,343.03	4,707.56	100,065.35	
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Dept 691 - PARK								
208-691-705.000	SALARIES SUPERVISION	85,796.00	70,983.00	56,175.08	86,050.23	5,073.56	14,807.92	79.14
208-691-706.000	SALARIES PERMANENT	30,297.00	30,297.00	14,019.86	11,480.41	690.50	16,277.14	46.27
208-691-706.100	SALARIES-OVERTIME	5,000.00	2,500.00	162.72	0.00	0.00	2,337.28	6.51
208-691-706.160	SALARIES-BOAT LAUNCH	28,500.00	30,000.00	17,634.65	28,365.35	177.55	12,365.35	58.78
208-691-706.200	SALARIES- MARINA	21,000.00	21,000.00	11,769.83	9,620.10	0.00	9,230.17	56.05
208-691-706.300	SALARIES-BEACH	52,000.00	52,000.00	43,174.40	34,690.22	2,128.00	8,825.60	83.03
208-691-707.000	SALARIES PART-TIME	11,000.00	11,000.00	0.00	0.00	0.00	11,000.00	0.00
208-691-707.100	PT - LIFEGUARDS	0.00	42,000.00	25,963.89	19,915.04	641.63	16,036.11	61.82
208-691-714.000	MEDICARE	3,336.00	3,336.00	2,419.60	2,453.88	123.42	916.40	72.53
208-691-715.000	SOCIAL SECURITY TAX	14,266.00	14,266.00	10,345.88	10,492.52	527.68	3,920.12	72.52
208-691-716.000	HEALTH INSURANCE	12,787.00	12,787.00	6,757.17	6,194.92	675.67	6,029.83	52.84
208-691-717.000	LIFE & DISABILITY INSURANCE	3,556.00	3,556.00	1,530.43	1,224.40	139.13	2,025.57	43.04
208-691-718.000	RETIREMENT	9,288.00	3,648.00	3,084.12	3,415.75	281.71	563.88	84.54
208-691-720.000	WORKER'S COMPENSATION INS	5,000.00	5,000.00	4,228.26	6,291.14	0.00	771.74	84.57
208-691-721.000	UNEMPLOYMENT COMPENSATION	8,989.00	8,989.00	3,636.49	5,789.77	327.48	5,352.51	40.45
208-691-722.000	DRUG TESTING/MEDICAL EXPENSE	2,500.00	2,500.00	70.00	986.00	0.00	2,430.00	2.80
208-691-723.000	STIPENDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
208-691-728.000	OFFICE SUPPLIES	800.00	800.00	1,424.99	642.41	114.77	(624.99)	178.12
208-691-751.000	GASOLINE	6,000.00	6,000.00	1,693.97	3,026.25	99.48	4,306.03	28.23

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GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 04/30/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 04/30/20	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2019-20 AMENDED BUDGET					
Fund 208 - PARK FUND								
208-691-756.000	OPERATING SUPPLIES	8,000.00	8,000.00	6,656.82	9,582.48	247.50	1,343.18	83.21
208-691-756.500	MERCHANDISE	0.00	0.00	0.00	1,355.68	0.00	0.00	0.00
208-691-767.000	EQUIPMENT/SMALL TOOLS	6,000.00	6,000.00	4,996.27	5,502.78	64.14	1,003.73	83.27
208-691-768.000	UNIFORMS	2,000.00	2,000.00	1,141.36	2,197.04	43.53	858.64	57.07
208-691-801.000	EDUCATION & TRAINING	800.00	800.00	0.00	35.00	0.00	800.00	0.00
208-691-807.000	AUDIT	1,000.00	1,000.00	1,000.00	1,000.00	0.00	0.00	100.00
208-691-818.000	PROFESSIONAL & CONTRACTUAL	25,000.00	40,000.00	29,195.23	44,907.00	1,813.00	10,804.77	72.99
208-691-818.200	ENGINEERING	2,000.00	2,000.00	0.00	3,450.00	0.00	2,000.00	0.00
208-691-831.000	MEMBERSHIPS & DUES	4,000.00	400.00	0.00	30.00	0.00	400.00	0.00
208-691-853.000	TELEPHONE	4,250.00	4,250.00	1,469.25	1,098.45	181.73	2,780.75	34.57
208-691-854.200	SOFTWARE EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
208-691-903.000	PRINTING & PUBLISHING	2,500.00	2,500.00	1,020.51	2,469.45	0.00	1,479.49	40.82
208-691-912.000	FIRE INSURANCE	3,000.00	3,000.00	958.25	909.90	0.00	2,041.75	31.94
208-691-913.000	INSURANCE	3,200.00	3,200.00	1,889.64	1,815.00	0.00	1,310.36	59.05
208-691-916.000	LIABILITY INSURANCE	8,500.00	8,500.00	3,662.25	3,840.45	0.00	4,837.75	43.09
208-691-920.000	UTILITIES	24,925.00	30,000.00	25,955.76	33,740.07	2,534.35	4,044.24	86.52
208-691-931.000	BUILDING REPAIR & MAINTENANCE	8,500.00	8,500.00	25,393.45	11,655.51	610.50	(16,893.45)	298.75
208-691-932.000	GROUNDS REPAIR & MAINT	8,500.00	8,500.00	9,088.13	13,190.07	3,520.00	(588.13)	106.92
208-691-933.000	EQUIPMENT & MAINTENANCE	6,000.00	6,000.00	1,551.50	5,966.31	200.64	4,448.50	25.86
208-691-933.100	EQUIPMENT MAINT--PARKING SYSTE	0.00	2,760.00	2,925.12	2,460.00	0.00	(165.12)	105.98
208-691-933.200	EQUIPMENT LEASES	0.00	10,767.00	9,026.86	0.00	1,083.60	1,740.14	83.84
208-691-939.000	VEHICLE REPAIR & MAINTENANCE	4,500.00	4,500.00	2,798.89	542.06	0.00	1,701.11	62.20
208-691-943.000	EQUIPMENT RENTAL	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	0.00
208-691-956.200	REFUNDS	225.00	225.00	0.00	187.00	0.00	225.00	0.00
208-691-962.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
208-691-963.000	BANK FEES	7,000.00	7,000.00	7,446.49	7,207.07	0.00	(446.49)	106.38
208-691-967.000	MISC PROJECTS	7,500.00	7,500.00	3,200.00	3,229.15	0.00	4,300.00	42.67
208-691-970.000	CAPITAL IMPROVEMENTS	5,000.00	5,000.00	4,200.00	5,582.30	0.00	800.00	84.00
208-691-971.000	CASH SHORT/OVER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
208-691-979.000	EQUIPMENT	5,000.00	5,000.00	66.88	4,832.30	0.00	4,933.12	1.34
208-691-979.200	LIFEGUARD EQUIPMENT	0.00	4,000.00	3,323.72	7,725.21	0.00	676.28	83.09
208-691-979.300	LIFEGUARD RECRUITMENT & TRAINI	0.00	1,500.00	932.91	2,233.83	0.00	567.09	62.19
208-691-999.500	TRANSFER TO DREDGE FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 691 - PARK		(451,015.00)	(507,064.00)	(351,990.63)	(407,382.50)	(21,299.57)	(155,073.37)	
Fund 208 - PARK FUND:								
TOTAL REVENUES		427,000.00	414,500.00	314,434.65	439,343.03	4,707.56	100,065.35	75.86
TOTAL EXPENDITURES		451,015.00	507,064.00	351,990.63	407,382.50	21,299.57	155,073.37	69.42
NET OF REVENUES & EXPENDITURES		(24,015.00)	(92,564.00)	(37,555.98)	31,960.53	(16,592.01)	(55,008.02)	40.57
Fund 209 - PARK IMPROVEMENT FUND								
Dept 000								
209-000-404.000	PROPERTY TAXES	103,000.00	103,000.00	109,079.72	105,429.04	0.00	(6,079.72)	105.90
209-000-445.000	PENALTY & INTEREST	0.00	0.00	248.23	226.91	0.00	(248.23)	100.00
209-000-587.000	DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
209-000-665.000	INTEREST EARNED	100.00	100.00	180.08	685.96	0.00	(80.08)	180.08
209-000-698.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
209-000-981.300	PARK VEHICLES & EQUIPMENT	0.00	10,000.00	0.00	32,691.89	0.00	10,000.00	0.00

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GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 04/30/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 04/30/20	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2019-20 AMENDED BUDGET					
Fund 209 - PARK IMPROVEMENT FUND								
Net - Dept 000		103,100.00	93,100.00	109,508.03	73,650.02	0.00	(16,408.03)	
Dept 691 - PARK 209-691-999.500	TRANSFER TO DREDGE FUND	36,000.00	36,000.00	0.00	36,288.00	0.00	36,000.00	0.00
Net - Dept 691 - PARK		(36,000.00)	(36,000.00)	0.00	(36,288.00)	0.00	(36,000.00)	
Dept 751 209-751-818.200	ENGINEERING	0.00	0.00	0.00	4,221.75	0.00	0.00	0.00
209-751-962.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
209-751-974.000	CAPITAL IMPROVEMENTS	0.00	25,000.00	15,350.00	232,736.90	0.00	9,650.00	61.40
Net - Dept 751		0.00	(25,000.00)	(15,350.00)	(236,958.65)	0.00	(9,650.00)	
Fund 209 - PARK IMPROVEMENT FUND:								
TOTAL REVENUES		103,100.00	103,100.00	109,508.03	106,341.91	0.00	(6,408.03)	106.22
TOTAL EXPENDITURES		36,000.00	71,000.00	15,350.00	305,938.54	0.00	55,650.00	21.62
NET OF REVENUES & EXPENDITURES		67,100.00	32,100.00	94,158.03	(199,596.63)	0.00	(62,058.03)	293.33
Fund 225 - DREDGE FUND								
Dept 000 225-000-566.000	GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
225-000-589.000	CONTRIBUTIONS	36,000.00	36,000.00	9,182.00	36,288.00	0.00	26,818.00	25.51
225-000-665.000	INTEREST EARNED	250.00	250.00	1,163.06	1,929.85	0.00	(913.06)	465.22
225-000-699.100	TRANSFER IN	35,800.00	35,800.00	0.00	36,288.00	0.00	35,800.00	0.00
Net - Dept 000		72,050.00	72,050.00	10,345.06	74,505.85	0.00	61,704.94	
Dept 806 - HARBOR DREDGING 225-806-818.000	PROFESSIONAL & CONTRACTUAL	200,000.00	200,000.00	2,073.75	4,590.00	0.00	197,926.25	1.04
Net - Dept 806 - HARBOR DREDGING		(200,000.00)	(200,000.00)	(2,073.75)	(4,590.00)	0.00	(197,926.25)	
Fund 225 - DREDGE FUND:								
TOTAL REVENUES		72,050.00	72,050.00	10,345.06	74,505.85	0.00	61,704.94	14.36
TOTAL EXPENDITURES		200,000.00	200,000.00	2,073.75	4,590.00	0.00	197,926.25	1.04
NET OF REVENUES & EXPENDITURES		(127,950.00)	(127,950.00)	8,271.31	69,915.85	0.00	(136,221.31)	6.46
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY								

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GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 04/30/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 04/30/20	AVAILABLE BALANCE	% BGD USED
		ORIGINAL BUDGET	2019-20 AMENDED BUDGET					
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY								
Dept 000								
248-000-404.000	PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
248-000-405.000	PROPERTY TAXES - COUNTY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
248-000-445.000	PENALTY & INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
248-000-665.000	INTEREST EARNED	0.00	0.00	0.87	2.93	0.00	(0.87)	100.00
248-000-675.000	DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
248-000-678.000	REIMBURSEMENTS	0.00	0.00	0.00	540.00	0.00	0.00	0.00
248-000-699.100	TRANSFER IN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
248-000-818.000	PROFESSIONAL & CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
248-000-818.200	ENGINEERING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
248-000-962.000	MISCELLANEOUS	0.00	0.00	0.00	741.77	0.00	0.00	0.00
Net - Dept 000		0.00	0.00	0.87	(198.84)	0.00	(0.87)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:								
TOTAL REVENUES		0.00	0.00	0.87	542.93	0.00	(0.87)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	741.77	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.87	(198.84)	0.00	(0.87)	100.00
Fund 265 - DRUG LAW ENFORCEMENT FUND								
Dept 000								
265-000-655.000	FORFEITURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
265-000-665.000	INTEREST EARNED	0.00	0.00	0.09	11.45	0.00	(0.09)	100.00
265-000-678.000	REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
265-000-699.000	TRANSFER IN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
265-000-767.000	EQUIPMENT/SMALL TOOLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
265-000-962.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
265-000-979.000	EQUIPMENT	0.00	0.00	0.00	6,952.05	0.00	0.00	0.00
Net - Dept 000		0.00	0.00	0.09	(6,940.60)	0.00	(0.09)	
Fund 265 - DRUG LAW ENFORCEMENT FUND:								
TOTAL REVENUES		0.00	0.00	0.09	11.45	0.00	(0.09)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	6,952.05	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.09	(6,940.60)	0.00	(0.09)	100.00
Fund 266 - CRIMINAL JUSTICE TRAINING (ACT 302)								
Dept 000								
266-000-580.000	STATE REVENUE JUSTICE TRAINING	1,600.00	1,300.00	1,290.24	1,283.78	574.64	9.76	99.25
266-000-665.000	INTEREST EARNED	0.00	0.00	1.49	3.45	0.00	(1.49)	100.00
266-000-699.000	TRANSFER FROM GENERAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
266-000-961.000	CRIMINAL JUSTICE TRAINING	0.00	0.00	451.58	2,443.33	201.12	(451.58)	100.00

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GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 04/30/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 04/30/20	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2019-20 AMENDED BUDGET					
Fund 402 - EQUIPMENT PURCHASE FUND								
Net - Dept 000		80,000.00	80,000.00	110,531.86	121,476.44	0.00	(30,531.86)	
Dept 872 - OTHER FUNCTIONS								
402-872-942.000	EQUIPMENT	5,000.00	5,000.00	0.00	12,356.16	0.00	5,000.00	0.00
Net - Dept 872 - OTHER FUNCTIONS		(5,000.00)	(5,000.00)	0.00	(12,356.16)	0.00	(5,000.00)	
Dept 902 - CAPITAL								
402-902-974.000	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
402-902-981.000	POLICE VEHICLES&EQUIPMENT	20,466.00	32,437.40	32,437.40	20,465.67	0.00	0.00	100.00
402-902-981.100	FIRE VEHICLES & EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
402-902-981.200	STREET VEHICLES & EQUIPMENT	37,278.00	37,278.00	34,593.39	36,857.40	714.95	2,684.61	92.80
402-902-981.300	PARK VEHICLES & EQUIPMENT	5,720.00	5,720.00	4,408.83	5,719.56	476.63	1,311.17	77.08
402-902-981.400	WATER VEHICLES & EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
402-902-981.500	CITY HALL OFFICE EQUIPMENT	5,000.00	5,000.00	1,035.18	8,784.89	0.00	3,964.82	20.70
402-902-998.000	FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
402-902-999.910	UNDESIGNATED	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 902 - CAPITAL		(68,464.00)	(80,435.40)	(72,474.80)	(71,827.52)	(1,191.58)	(7,960.60)	
Fund 402 - EQUIPMENT PURCHASE FUND:								
TOTAL REVENUES		80,000.00	80,000.00	110,531.86	121,476.44	0.00	(30,531.86)	138.16
TOTAL EXPENDITURES		73,464.00	85,435.40	72,474.80	84,183.68	1,191.58	12,960.60	84.83
NET OF REVENUES & EXPENDITURES		6,536.00	(5,435.40)	38,057.06	37,292.76	(1,191.58)	(43,492.46)	700.17
Fund 403 - CAPITAL IMPROV CONSTRUCTION								
Dept 000								
403-000-665.000	INTEREST EARNED	0.00	0.00	2,031.59	6,479.30	0.00	(2,031.59)	100.00
403-000-678.000	REIMBURSEMENTS	0.00	0.00	0.00	4,186.62	0.00	0.00	0.00
403-000-695.100	TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
403-000-698.400	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 000		0.00	0.00	2,031.59	10,665.92	0.00	(2,031.59)	
Dept 903								
403-903-976.000	N. WHITTAKER REDEVELOPMENT	0.00	0.00	0.00	186,315.76	0.00	0.00	0.00
403-903-976.100	STROMER & SHORE PROJECT	0.00	0.00	0.00	40,667.00	0.00	0.00	0.00
403-903-976.200	STREET PAVING PROGRAM	0.00	646,663.00	549,033.82	106,326.26	500.00	97,629.18	84.90
403-903-976.300	CLAY STREET RECONSTRUCTION	0.00	0.00	0.00	589,294.74	0.00	0.00	0.00
403-903-998.000	FEES	0.00	0.00	450.00	950.00	0.00	(450.00)	100.00
Net - Dept 903		0.00	(646,663.00)	(549,483.82)	(923,553.76)	(500.00)	(97,179.18)	

PERIOD ENDING 04/30/2020

% Fiscal Year Completed: 83.33

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

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 04/30/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 04/30/20	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2019-20 AMENDED BUDGET					
Fund 403 - CAPITAL IMPROV CONSTRUCTION								
Fund 403 - CAPITAL IMPROV CONSTRUCTION:								
TOTAL REVENUES		0.00	0.00	2,031.59	10,665.92	0.00	(2,031.59)	100.00
TOTAL EXPENDITURES		0.00	646,663.00	549,483.82	923,553.76	500.00	97,179.18	84.97
NET OF REVENUES & EXPENDITURES		0.00	(646,663.00)	(547,452.23)	(912,887.84)	(500.00)	(99,210.77)	84.66
Fund 590 - SEWER FUND								
Dept 000								
590-000-566.000	GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
590-000-641.000	TAP IN FEES	15,000.00	15,000.00	5,462.43	5,758.09	0.00	9,537.57	36.42
590-000-641.100	TAP BUY INS	35,000.00	35,000.00	28,788.00	8,805.00	0.00	6,212.00	82.25
590-000-641.300	INSPECTION FEES	1,100.00	1,100.00	316.00	474.00	0.00	784.00	28.73
590-000-641.400	CONNECTION FEE	2,200.00	2,200.00	1,400.00	1,750.00	0.00	800.00	63.64
590-000-650.000	USAGE	386,000.00	386,000.00	363,702.54	429,619.68	25,337.70	22,297.46	94.22
590-000-650.100	READY TO SERVE	530,000.00	530,000.00	469,011.28	552,645.58	56,175.71	60,988.72	88.49
590-000-662.000	PENALTIES	8,500.00	8,500.00	8,814.96	10,070.45	634.77	(314.96)	103.71
590-000-665.000	INTEREST EARNED	1,500.00	1,500.00	3,377.15	5,220.46	0.00	(1,877.15)	225.14
590-000-670.000	INCOME FROM JOINT VENTURE	0.00	0.00	0.00	229,464.00	0.00	0.00	0.00
590-000-695.100	TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
590-000-698.000	MISCELLANEOUS	0.00	0.00	1,234.30	(916.65)	493.72	(1,234.30)	100.00
590-000-699.000	TRANSFER IN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 000		979,300.00	979,300.00	882,106.66	1,242,890.61	82,641.90	97,193.34	
Dept 537 - SEWER								
590-537-705.000	SALARIES SUPERVISION	28,840.00	28,840.00	14,100.07	20,759.54	1,628.85	14,739.93	48.89
590-537-706.000	SALARIES PERMANENT	27,500.00	27,500.00	25,647.26	26,413.83	2,740.96	1,852.74	93.26
590-537-706.100	SALARIES-OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
590-537-714.000	MEDICARE	750.00	750.00	549.13	622.34	60.11	200.87	73.22
590-537-715.000	SOCIAL SECURITY TAX	3,000.00	3,000.00	2,347.89	2,661.12	256.95	652.11	78.26
590-537-730.000	POSTAGE	1,850.00	1,850.00	1,800.00	1,000.00	0.00	50.00	97.30
590-537-751.000	GASOLINE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
590-537-756.000	OPERATING SUPPLIES	300.00	300.00	0.00	312.03	0.00	300.00	0.00
590-537-807.000	AUDIT	2,000.00	2,000.00	2,000.00	2,000.00	0.00	0.00	100.00
590-537-818.000	PROFESSIONAL & CONTRACTUAL	7,500.00	7,500.00	86.48	300.00	0.00	7,413.52	1.15
590-537-818.200	ENGINEERING	10,000.00	10,000.00	46,847.44	750.00	0.00	(36,847.44)	468.47
590-537-836.000	GALIEN RIVER SANITARY DISTRICT	850,000.00	850,000.00	640,546.00	708,194.29	9,958.60	209,454.00	75.36
590-537-836.100	GRSD MAINTENANCE	35,000.00	35,000.00	15,001.98	2,530.36	0.00	19,998.02	42.86
590-537-836.300	GRSD - CAPITAL IMPROVEMENT	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
590-537-836.500	GRSD-CONNECTION FEES	4,000.00	4,000.00	1,050.00	1,050.00	0.00	2,950.00	26.25
590-537-916.000	LIABILITY INSURANCE	3,000.00	3,000.00	1,286.23	1,304.05	0.00	1,713.77	42.87
590-537-920.000	UTILITIES	6,500.00	6,500.00	11,139.25	6,302.29	1,277.04	(4,639.25)	171.37
590-537-933.000	EQUIPMENT & MAINTENANCE	4,000.00	4,000.00	13.71	1,080.00	0.00	3,986.29	0.34
590-537-935.000	SEWER REPAIR & MAINTENANCE	10,000.00	10,000.00	13,047.10	50,757.08	0.00	(3,047.10)	130.47
590-537-935.200	N. WHITTKER REDEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
590-537-937.000	SEWER CONNECTIONS/MAINTENANCE	1,000.00	1,000.00	11,400.00	266.01	0.00	(10,400.00)	1,140.00
590-537-943.000	EQUIPMENT RENTAL	400.00	400.00	0.00	0.00	0.00	400.00	0.00
590-537-956.200	REFUNDS	700.00	700.00	0.00	0.00	0.00	700.00	0.00
590-537-962.000	MISCELLANEOUS	0.00	0.00	282.63	481.54	0.00	(282.63)	100.00
590-537-991.000	DEPRECIATION EXPENSE	0.00	0.00	0.00	47,105.31	0.00	0.00	0.00
590-537-995.000	INTERFUND TRANSFERS	26,473.00	26,473.00	13,590.23	26,986.31	0.00	12,882.77	51.34
590-537-995.100	TRANSFER TO DEBT SERVICE 2017	127,699.00	127,699.00	127,699.00	127,549.00	0.00	0.00	100.00

PERIOD ENDING 04/30/2020

% Fiscal Year Completed: 83.33

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GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 04/30/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 04/30/20	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2019-20 AMENDED BUDGET					
Fund 590 - SEWER FUND								
590-537-998.000	FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 537 - SEWER		(1,152,512.00)	(1,152,512.00)	(928,434.40)	(1,028,425.10)	(15,922.51)	(224,077.60)	
Fund 590 - SEWER FUND:								
TOTAL REVENUES		979,300.00	979,300.00	882,106.66	1,242,890.61	82,641.90	97,193.34	90.08
TOTAL EXPENDITURES		1,152,512.00	1,152,512.00	928,434.40	1,028,425.10	15,922.51	224,077.60	80.56
NET OF REVENUES & EXPENDITURES		(173,212.00)	(173,212.00)	(46,327.74)	214,465.51	66,719.39	(126,884.26)	26.75
Fund 591 - WATER FUND								
Dept 000								
591-000-626.000	SERVICES RENDERED	4,000.00	4,000.00	125.00	2,919.00	0.00	3,875.00	3.13
591-000-641.000	TAP IN FEES	22,000.00	22,000.00	13,422.07	11,433.06	0.00	8,577.93	61.01
591-000-641.100	TAP BUY INS	10,000.00	10,000.00	7,966.00	5,946.00	0.00	2,034.00	79.66
591-000-641.200	WATER TAP SUPPLY REIM	0.00	0.00	6,122.55	4,386.75	0.00	(6,122.55)	100.00
591-000-648.000	USAGE - CASINO	340,000.00	340,000.00	291,640.15	316,565.20	30,860.50	48,359.85	85.78
591-000-649.000	USAGE-TWP	10,000.00	10,000.00	8,409.03	9,421.74	155.66	1,590.97	84.09
591-000-650.000	USAGE	325,000.00	325,000.00	257,990.33	301,294.11	15,081.93	67,009.67	79.38
591-000-650.100	READY TO SERVE	385,000.00	385,000.00	350,498.30	419,173.50	43,972.49	34,501.70	91.04
591-000-650.200	RTS - CASINO	23,000.00	23,000.00	21,437.24	23,386.08	1,948.84	1,562.76	93.21
591-000-651.000	ON/OFF FEES	750.00	750.00	2,645.00	3,779.63	340.00	(1,895.00)	352.67
591-000-662.000	PENALTIES	6,500.00	6,500.00	5,804.75	6,481.84	413.76	695.25	89.30
591-000-665.000	INTEREST EARNED	5,000.00	5,000.00	15,850.41	29,989.48	0.00	(10,850.41)	317.01
591-000-670.000	RENTAL/LEASE	15,000.00	15,000.00	15,000.00	15,000.00	0.00	0.00	100.00
591-000-680.000	HYDRANT RENTAL	200.00	200.00	80.50	20.50	0.00	119.50	40.25
591-000-698.000	MISCELLANEOUS	0.00	0.00	645.00	(880.19)	0.00	(645.00)	100.00
Net - Dept 000		1,146,450.00	1,146,450.00	997,636.33	1,148,916.70	92,773.18	148,813.67	
Dept 536 - WATER								
591-536-705.000	SALARIES SUPERVISION	114,769.00	114,769.00	96,610.62	121,117.40	8,687.17	18,158.38	84.18
591-536-706.000	SALARIES PERMANENT	172,285.00	172,285.00	151,444.85	164,546.22	13,133.18	20,840.15	87.90
591-536-706.100	SALARIES-OVERTIME	22,000.00	22,000.00	14,256.94	16,477.58	408.32	7,743.06	64.80
591-536-714.000	MEDICARE	4,481.00	4,481.00	3,660.27	4,034.19	298.76	820.73	81.68
591-536-715.000	SOCIAL SECURITY TAX	19,161.00	19,161.00	15,651.06	17,249.59	1,277.57	3,509.94	81.68
591-536-716.000	HEALTH INSURANCE	75,000.00	75,000.00	64,967.33	63,187.61	6,366.62	10,032.67	86.62
591-536-717.000	LIFE & DISABILITY INSURANCE	7,055.00	7,055.00	7,163.31	5,891.50	651.21	(108.31)	101.54
591-536-718.000	RETIREMENT	21,550.00	21,550.00	16,624.70	3,995.71	1,513.34	4,925.30	77.14
591-536-720.000	WORKER'S COMPENSATION INS	6,900.00	6,900.00	7,770.96	11,503.88	0.00	(870.96)	112.62
591-536-721.000	UNEMPLOYMENT COMPENSATION	1,925.00	1,925.00	750.74	1,510.47	750.74	1,174.26	39.00
591-536-723.000	STIPENDS	4,900.00	4,900.00	4,900.00	4,900.00	0.00	0.00	100.00
591-536-728.000	OFFICE SUPPLIES	1,450.00	1,450.00	735.48	369.32	34.95	714.52	50.72
591-536-730.000	POSTAGE	2,700.00	2,700.00	2,095.94	1,056.07	0.00	604.06	77.63
591-536-743.000	CHEMICALS	0.00	0.00	0.00	2,227.70	0.00	0.00	0.00
591-536-751.000	GASOLINE	6,300.00	6,300.00	3,240.41	4,828.83	474.21	3,059.59	51.44
591-536-753.000	PROCESS CHEMICALS	23,500.00	23,500.00	9,827.67	15,553.52	0.00	13,672.33	41.82
591-536-756.000	OPERATING SUPPLIES	22,000.00	22,000.00	22,796.54	15,653.42	145.68	(796.54)	103.62
591-536-756.100	SUPPLIES - WATER TAPS	7,500.00	7,500.00	5,545.52	5,851.65	0.00	1,954.48	73.94

PERIOD ENDING 04/30/2020

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GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 04/30/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 04/30/20	AVAILABLE BALANCE	% BGD USED
		ORIGINAL BUDGET	2019-20 AMENDED BUDGET					
Fund 591 - WATER FUND								
591-536-756.200	METER REPLACEMENT	16,500.00	16,500.00	2,623.05	11,404.94	0.00	13,876.95	15.90
591-536-756.300	MISC TESTING SUPPLIES&TESTING	7,500.00	7,500.00	3,897.38	7,008.49	205.00	3,602.62	51.97
591-536-756.400	LAB SUPPLIES	21,000.00	21,000.00	9,837.65	15,523.55	1,885.54	11,162.35	46.85
591-536-767.000	EQUIPMENT/SMALL TOOLS	5,000.00	5,000.00	559.85	4,065.70	0.00	4,440.15	11.20
591-536-768.000	UNIFORMS	1,600.00	1,600.00	475.92	1,006.06	0.00	1,124.08	29.75
591-536-801.000	EDUCATION & TRAINING	3,600.00	3,600.00	1,951.66	2,377.20	0.00	1,648.34	54.21
591-536-807.000	AUDIT	2,000.00	2,000.00	2,000.00	2,000.00	0.00	0.00	100.00
591-536-818.000	PROFESSIONAL & CONTRACTUAL	27,500.00	27,500.00	8,998.35	29,923.60	94.00	18,501.65	32.72
591-536-818.200	ENGINEERING	15,000.00	15,000.00	2,981.66	5,049.66	0.00	12,018.34	19.88
591-536-818.600	CONTRACTUAL-WATER TAPS	7,500.00	7,500.00	9,760.96	1,956.00	0.00	(2,260.96)	130.15
591-536-818.700	SLUDGE REMOVAL	35,000.00	35,000.00	0.00	0.00	0.00	35,000.00	0.00
591-536-818.800	WATER INTAKE SERVICE	0.00	12,000.00	11,500.00	8,450.00	0.00	500.00	95.83
591-536-819.500	PERMIT FEE	150.00	150.00	226.50	150.00	0.00	(76.50)	151.00
591-536-824.000	LAB CERTIFICATION FEE	4,000.00	4,000.00	4,076.42	1,546.05	0.00	(76.42)	101.91
591-536-831.000	MEMBERSHIPS & DUES	1,500.00	1,500.00	1,444.49	474.87	0.00	55.51	96.30
591-536-853.000	TELEPHONE	10,000.00	10,000.00	7,940.34	10,621.45	986.70	2,059.66	79.40
591-536-873.000	TRAVEL/MILEAGE REIMB	400.00	400.00	0.00	0.00	0.00	400.00	0.00
591-536-903.000	PRINTING & PUBLISHING	800.00	800.00	512.00	219.92	0.00	288.00	64.00
591-536-912.000	FIRE INSURANCE	13,000.00	13,000.00	6,420.28	6,096.32	0.00	6,579.72	49.39
591-536-913.000	INSURANCE	3,000.00	3,000.00	1,133.77	907.46	0.00	1,866.23	37.79
591-536-916.000	LIABILITY INSURANCE	3,500.00	3,500.00	1,220.75	1,280.15	0.00	2,279.25	34.88
591-536-920.000	UTILITIES	48,000.00	48,000.00	39,723.45	49,504.59	4,875.37	8,276.55	82.76
591-536-930.000	PLANT REPAIR & MAINTENANCE	4,000.00	4,000.00	407.62	29,113.37	0.00	3,592.38	10.19
591-536-931.000	BUILDING REPAIR & MAINTENANCE	5,000.00	5,000.00	16,181.60	256,702.91	89.32	(11,181.60)	323.63
591-536-933.000	EQUIPMENT & MAINTENANCE	30,000.00	30,000.00	28,939.18	12,339.37	3,208.84	1,060.82	96.46
591-536-934.000	OTHER REPAIRS & MAINT	10,000.00	10,000.00	124,700.00	1,823.36	124,700.00	(114,700.00)	1,247.00
591-536-939.000	VEHICLE REPAIR & MAINTENANCE	6,500.00	6,500.00	1,023.06	2,549.92	66.41	5,476.94	15.74
591-536-943.000	EQUIPMENT RENTAL	250.00	250.00	0.00	0.00	0.00	250.00	0.00
591-536-955.000	CUSTOMER DEPOSIT REFUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
591-536-956.200	REFUNDS	1,000.00	1,000.00	0.00	(1,420.51)	0.00	1,000.00	0.00
591-536-962.000	MISCELLANEOUS	0.00	0.00	(83.00)	950.00	0.00	83.00	100.00
591-536-963.000	BANK FEES	3,000.00	3,000.00	1,566.74	2,820.51	0.00	1,433.26	52.22
591-536-974.700	PLANT SECURITY EXPENSE	2,500.00	2,500.00	430.00	419.90	0.00	2,070.00	17.20
591-536-979.000	EQUIPMENT	5,000.00	5,000.00	(359.79)	28,421.65	0.00	5,359.79	(7.20)
591-536-979.400	WATER METER REPLACEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
591-536-979.500	HYDRANT REPLACEMENT	7,500.00	7,500.00	1,120.00	4,560.00	0.00	6,380.00	14.93
591-536-987.000	WATER MAIN EXTENSIONS	50,000.00	50,000.00	38,696.85	0.00	0.00	11,303.15	77.39
591-536-987.100	WATER MAIN REPLACEMENT--MECHAN	0.00	458,316.00	458,315.51	0.00	0.00	0.49	100.00
591-536-987.200	WATER MAINS N. WHITTAKER PROJE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
591-536-991.000	DEPRECIATION EXPENSE	0.00	0.00	0.00	189,700.96	0.00	0.00	0.00
591-536-991.500	PRINCIPLE	75,000.00	75,000.00	0.00	0.00	0.00	75,000.00	0.00
591-536-991.600	2010 WATER SYS IMPR-INTEREST	24,686.00	24,686.00	24,685.60	26,560.60	0.00	0.40	100.00
591-536-991.700	LIGHTHOUSE CREEK PAYMENT	85,931.00	85,931.00	77,542.06	29,903.55	0.00	8,388.94	90.24
591-536-995.000	INTERFUND TRANSFERS	0.00	0.00	0.00	26,700.00	0.00	0.00	0.00
591-536-995.100	TRANSFER TO DEBT SERVICE 2017	85,338.00	85,338.00	85,338.00	85,238.00	0.00	0.00	100.00
Net - Dept 536 - WATER		(1,135,731.00)	(1,606,047.00)	(1,403,830.25)	(1,315,904.26)	(169,852.93)	(202,216.75)	

PERIOD ENDING 04/30/2020

% Fiscal Year Completed: 83.33

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

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 04/30/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 04/30/20	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2019-20 AMENDED BUDGET					
Fund 591 - WATER FUND								
TOTAL REVENUES		1,146,450.00	1,146,450.00	997,636.33	1,148,916.70	92,773.18	148,813.67	87.02
TOTAL EXPENDITURES		1,135,731.00	1,606,047.00	1,403,830.25	1,315,904.26	169,852.93	202,216.75	87.41
NET OF REVENUES & EXPENDITURES		10,719.00	(459,597.00)	(406,193.92)	(166,987.56)	(77,079.75)	(53,403.08)	88.38
Fund 599 - WATER MAINT RESERVE FUND								
Dept 000								
599-000-589.100	CONTRIBUTIONS-CASINO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
599-000-641.100	TAP BUY INS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
599-000-665.000	INTEREST EARNED	0.00	0.00	10,073.07	16,735.33	0.00	(10,073.07)	100.00
599-000-678.100	REIMB-COUNTY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
599-000-695.200	TRANSFER FROM WATER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
599-000-698.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 000		0.00	0.00	10,073.07	16,735.33	0.00	(10,073.07)	
Dept 539 - WATER RESERVE								
599-539-962.000	MISCELLANEOUS	0.00	0.00	1,045.24	1,645.86	0.00	(1,045.24)	100.00
599-539-970.000	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
599-539-987.100	WATER MAIN REPLACEMENT--MECHAN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
599-539-989.000	PLANT EXPANSION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
599-539-991.000	DEPRECIATION EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
599-539-999.100	TRANSFER TO WATER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 539 - WATER RESERVE		0.00	0.00	(1,045.24)	(1,645.86)	0.00	1,045.24	
Fund 599 - WATER MAINT RESERVE FUND:								
TOTAL REVENUES		0.00	0.00	10,073.07	16,735.33	0.00	(10,073.07)	100.00
TOTAL EXPENDITURES		0.00	0.00	1,045.24	1,645.86	0.00	(1,045.24)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	9,027.83	15,089.47	0.00	(9,027.83)	100.00
Fund 703 - CURRENT TAX FUND								
Dept 000								
703-000-628.000	SERVICE CHARGE	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00
Net - Dept 000		1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	
Fund 703 - CURRENT TAX FUND:								
TOTAL REVENUES		1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00

PERIOD ENDING 04/30/2020

% Fiscal Year Completed: 83.33

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

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE	END BALANCE	ACTIVITY FOR MONTH	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2019-20 AMENDED BUDGET					
Fund 704 - TRUST & AGENCY								
Dept 000								
704-000-665.000	INTEREST EARNED	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704-000-671.000	ESCROW	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704-000-671.035	ESCROW - GIERCZYK	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704-000-671.036	ESCROW-NB ELECTRIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704-000-671.037	ESCROW- GIERCZYK	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704-000-671.038	ESCROW-DUNESCAPE @ NB	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704-000-671.039	ESCROW-LAKESHORE FOODS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704-000-671.040	ESCROW-LAKE MICH VIEW TOWNHOME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704-000-671.041	ESCROW - A REICHERT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704-000-671.042	ESCROW - A REICHERT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704-000-671.043	ESCROW - RUBINKAM	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704-000-671.044	ESCROW-BARTER CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704-000-671.045	ESCROW-REICHERT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704-000-671.046	ESCROW-LAKE MICH VIEW	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 000		0.00	0.00	0.00	0.00	0.00	0.00	
Dept 896 - ESCROW								
704-896-730.000	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704-896-821.000	ENGINEERING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704-896-826.000	LEGAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704-896-827.000	PLANNING CONSULTANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704-896-903.000	PRINTING & PUBLISHING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704-896-956.200	REFUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704-896-964.100	ESCROW REFUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 896 - ESCROW		0.00	0.00	0.00	0.00	0.00	0.00	
Fund 704 - TRUST & AGENCY:								
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES - ALL FUNDS		6,763,992.00	7,311,687.87	6,931,485.61	7,944,064.20	240,899.27	380,202.26	94.80
TOTAL EXPENDITURES - ALL FUNDS		6,786,955.00	9,073,599.40	7,232,548.07	7,698,263.75	440,227.94	1,841,051.33	79.71
NET OF REVENUES & EXPENDITURES		(22,963.00)	(1,761,911.53)	(301,062.46)	245,800.45	(199,328.67)	(1,460,849.07)	17.09



**CITY OF NEW BUFFALO
RESOLUTION 20.12**

***A resolution concerning the adoption of the annual budget
for fiscal year 2020/21***

WHEREAS, the City Manager of the New Buffalo, in accordance with the City charter, and under the laws of the State of Michigan, has presented to the City Council recommended budgets for the fiscal year 2020/21; and

WHEREAS, the City Council of the City of New Buffalo has reviewed and discussed the appropriations for the various funds and departments as well as the proposed municipal expenditures and held a public hearing to receive public comment;

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of New Buffalo, hereby levy an ad valorem tax on all properties of 10.2232 mills, for operational purposes and 0.4575 for parks for the tax year 2020 and adoption of the Truth and Taxation;

FURTHER, BE IT RESOLVED, by the City Council of the City of New Buffalo that it hereby adopts and approves the budgets at the Department level, as presented, for all funds for the 2020/21 fiscal year and the adoption of the Truth and Taxation Fraction for 2020/21 fiscal year only.

Dated: May 18, 2020

AYES

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION DECLARED:

Ann Marie Fidler, City Clerk



CERTIFICATE

I hereby certify that the foregoing is a true and complete copy of a resolution offered and adopted by the City Council of the City of New Buffalo, Michigan, at a regular meeting thereof held on the 18th day of May, 2020.

Ann Marie Fidler, City Clerk

**STATE OF MICHIGAN
IN THE TRIAL COURT FOR THE COUNTY OF BERRIEN
CIVIL DIVISION**

CITY OF NEW BUFFALO,

Plaintiff,

v.

Honorable Donna B. Howard

Case Number 19-0136-CZ

LIJEWSKI AND SONS AUTOMOTIVE, LLC,
and ROGER'S WRECKER SERVICE, INC.

Defendants.

C. Nicholas Curcio (P75824)
CURCIO LAW FIRM PLC
622 E. Savidge Street, Suite 108
Spring Lake, Michigan 49456
(616) 430-2201
Attorney for Plaintiff

Frank J. DeFrancesco (P39540)
PASSARO, KAHNE, TAYLOR, DEFRANCESCO &
THOMPSON LAW OFFICES
685 West Main Street
Benton Harbor, Michigan 49022
(269) 983-0325
Attorney for Defendant

CONSENT JUDGMENT

At a session of the Berrien County Trial Court – Civil
Division, held in the Berrien County Courthouse, St. Joseph,
Michigan, on _____, 2020.

Present: Honorable Donna B. Howard, Circuit Judge

Introduction

A. The City of New Buffalo is a Michigan municipal corporation located in
Berrien County, Michigan.

B. Defendant Lijewski and Sons Automotive, LLC is a Michigan limited liability company that owns parcels of real property commonly known 742 S. Whittaker Street (Tax I.D. 11-62-8200-0278-04-4) and 800 S. Whittaker Street (Tax I.D. 11-62-8200-0308-03-2), which are more particularly described in the attached **Exhibit 1** (the “Parcels”) and are the site of a vehicle towing and vehicle repair business.

C. Defendant Roger’s Wrecker Service, Inc. is a Michigan corporation that is affiliated with Defendant Lijewski and Sons Automotive, LLC and the towing and vehicle repair business conducted on the Parcels.

D. The parcel at 742 S. Whittaker Street is subject to a special-use permit for automotive uses that was granted by the City’s Planning Commission in 1989. Defendants have used the parcel at 742 S. Whittaker Street for various automotive uses since at least 2003.

E. In 2017, Defendant Lijewski and Sons Automotive, LLC acquired the adjacent parcel at 800 S. Whittaker Street, which is the site of a vacant restaurant building. Defendants expanded their business operations onto the newly acquired parcel — as well as onto the Tulacz Street right-of-way that runs in between the Parcels.

F. The City filed this action seeking to enjoin aspects of Defendants’ business that it believes are in violation of applicable ordinances or constitute improper encroachments into the Tulacz Street right-of-way.

G. Defendants dispute the City’s interpretation of its ordinances and assert defenses including expiration of the statute of limitations, equitable estoppel, laches, and abandonment of the Tulacz Street right-of-way.

H. The parties are concerned about the burden, expense, and uncertainty of further litigation in this matter.

I. After consultation with their respective legal counsel and public proceedings duly noticed under state law, the parties have agreed to compromise their respective positions and to fully and finally resolve their dispute by stipulating to the entry of this Consent Judgment.

J. This Consent Judgment is not to be entered until the Defendants' new heavy towing operation is open in New Buffalo Township or on July 21, 2020, whichever is earlier.

Terms of Consent Judgment

It is hereby agreed and ordered as follows:

1. Defendants' auto repair facility (for automobiles and pickup trucks only) is an allowed use of the parcel at 742 S. Whittaker Street subject to the terms of this Consent Judgment.

2. Defendants' towing operation (automobiles and pickup trucks only and no semi-trucks or trailers) is an allowed use of the parcel at 742 S. Whittaker Street subject to the terms of this Consent Judgment.

3. The orderly impoundment of vehicles (automobiles and pickup trucks only) is also a lawful use of the parcel at 742 S. Whittaker Street.

4. The auto service operation and accessory towing/impoundment service shall be confined to 742 Whittaker Street and the Tulacz Street right-of-way as set forth in this Consent Judgment.

5. Defendants release any and all claims of ownership or other real property interests in the Tulacz Street right-of-way.

6. The City grants the Defendants a license to use the portion of the Tulacz Street right-of-way located within Area Z, as depicted on the attached **Exhibit 2** (the

“Licensed Area”), in conjunction with Defendants’ automotive repair, towing and impoundment business (the “License”), subject to the terms and conditions of this Consent Judgment.

7. For the next 10 years, the City may revoke the License only if this Court enters an order holding the Defendants in contempt for substantially violating the terms of this Consent Judgment or otherwise declaring that the Defendants have engaged in substantial, material or repeated violations of the terms of this Consent Judgment, which they fail to cure after written notice and a 30-day opportunity to cure.

8. After the first 10 years, the City may revoke the License only as provided in paragraph 7 above or upon a determination by the City Council to open the Tulacz Street right-of-way as a public street and to improve the public street in conformance with the City’s construction standards for public streets. If Tulacz Street is not opened and improved within six months of the effective date of the revocation, then the License shall be automatically reinstated.

9. Within 65 days, Defendants shall install fences that (in conjunction with the existing wall of the building on 742 S. Whittaker Street) completely enclose Area Z. The portions of the fence facing north towards the Tulacz Street right-of-way and east toward 800 S. Whittaker Street shall be of a solid-stockade type and be 7-feet in height. The remainder of the fence shall be at least 6 feet in height and may be a cyclone style fence or a solid-stockade type fence, at the Defendants’ discretion. The fenced-in area (Area Z) shall be accessible via a single gate, which shall be located approximately as shown in the attached Exhibit 2.

10. At least 20 days prior to installing any portion of the fence, Defendants shall submit, for review and comment, details regarding the proposed fence materials

and gate design to the City's building official for review and comment. If no written comments are received by Defendants from the City within five (5) business days of their submission, they are deemed approved.. Exhibit 2 shall serve as the site plan for the fence, and no further zoning approvals for the fence shall be required by the City.

11. For so long as the License remains in effect, Defendants:

a. Shall maintain the fence and gate within the Licensed Area in good and working order.

b. Use the Licensed Area only for the purposes that are allowed within Area Z as a whole under the terms of this Consent Judgment.

12. In the event that the License is ever revoked, Defendants shall, after receiving written notice from Plaintiff, promptly remove the fencing from the Tulacz Street right-of-way. If Defendants wish to continue storing, impounding, or repairing vehicles in the remaining portion of Area Z (excluding the Tulacz Street right-of-way), Defendants shall construct a replacement fence and gate along the eastern boundary of 742 S. Whittaker Street, which shall be of a solid-stockade type. The fence shall be subject to any approval procedures required under the City's zoning ordinance for fences of a similar type in the applicable zoning district.

13. Defendants may continue operating an auto repair facility on the parcel at 742 S. Whittaker Street and, except as provided in paragraph 17, the auto repair business shall service only automobiles and pickup trucks. For purposes of this Consent Judgment, the term "automobile" shall mean a passenger vehicle designed for 10 or fewer passengers, including but not limited to sedans, station wagons, mini-vans, vans and sport utility vehicles. The term "pickup truck" means a truck with an enclosed cab

and an open cargo area with low sides and tailgate; provided, however, that a truck used for commercial towing shall not be considered a pickup truck.

14. In addition to the repair use, Defendants may continue towing automobiles and pickup trucks to the parcel at 742 S. Whittaker Street. Defendants may store such automobiles and pickup trucks in an orderly fashion in Area Z (including, while the License remains in effect, the Licensed Area) until they are removed from the property by their owners or by appropriate authorities.

15. Defendants may regularly keep up to 2 tow trucks on the parcel at 742 S. Whittaker Street for use in conjunction with the repair and towing operations conducted on the site. Such trucks shall be stored within only Area Z (including, while the License remains in effect, in the Licensed Area) and shall not be parked on other parts of the property except as needed to, in a commercially reasonable manner, complete the towing and impoundment process.

16. Heavy-duty towing, including the towing of semi-trucks and trailers, is strictly prohibited on the parcel at 742 S. Whittaker Street and within the Tulacz Street right-of-way.

17. Defendants may, on an as-needed basis, use the repair facilities at 742 S. Whittaker Street to repair the fleet of heavy-duty tow trucks that Defendants use at their other location(s). Moreover, repairs must be completed and the truck must be removed within a commercially reasonable period of time. While on the site, such trucks must be parked within Area Z.

18. Defendants may provide employee parking in Area Z (including, for so long as the License remains in effect, in the Licensed Area).

19. Vehicles may be parked on the northern half of the property at 742 S. Whittaker Street (Area X, as shown on Exhibit 2) only in accordance with the following:

a. Up to 6 customer or employee vehicles may be parked north of the front elevation of the repair building, in the area labeled Area Y in Exhibit 2. Parking shall only occur in parking spaces clearly marked with concrete or rubber parking bumpers. The configuration of such spaces shall not be “stacked,” meaning that any vehicle parked in Area Y must be able to safely navigate onto Whittaker Street without the need to move another vehicle. Parking is prohibited in Area Y between the hours of 6:30 p.m. and 6:30 a.m.

b. Customer and employee vehicles may be parked in Area W, as shown on Exhibit 2, approximately perpendicular to the repair building. Parking is generally prohibited in Area W between the hours of 6:30 p.m. and 6:30 a.m. Notwithstanding the foregoing, Defendants may use this area to provide an overnight drop-off service for repair customers.

20. The parcel at 800 S. Whittaker Street is not approved for automotive uses and cannot be used in any way in conjunction with the automotive uses conducted at 742 S. Whittaker Street. The parties agree that, unless expressly authorized in a future zoning approval, Defendants’ automotive customers and employees shall not park or store vehicles in conjunction with Defendants’ automotive business on the parcel at 800 S. Whittaker Street, nor shall Defendants’ automotive employees drive through parcel at 800 S. Whittaker Street to access the parcel at 742 S. Whittaker Street.

21. Any future uses on 800 S. Whittaker Street shall be governed by applicable City zoning ordinances.

22. The provisions of this Consent Judgment shall be binding upon, and inure to the benefit of Plaintiff and Defendants, and their respective heirs, successors, assigns, affiliates and transferees. The provisions of this Consent Judgment shall run with the Property.

23. Unless otherwise expressly indicated, the deadlines provided in this Consent Judgment shall be calculated based on its date of entry on the Court's register of actions.

24. This Consent Judgment shall not be construed as an admission of any factual allegation in the complaint, as amended. Neither is this Consent Judgment an admission of liability. It is a compromise of a disputed claim.

25. Either party may record this Consent Judgment, or an affidavit making reference to this Consent Judgment, in the office of the Register of Deeds for the County of Berrien.

26. There is no award of costs and attorney fees to any party.

27. This Consent Judgment may not be modified except by the written mutual consent of the parties and further Order of this Court. This Consent Judgment is intended to represent the entire agreement between the parties as to its subject matter and supersedes any prior agreements to the contrary.

28. Under MCR 2.602, this Consent Judgment resolves the last pending claim and closes the case.

IT IS SO ORDERED.

Dated: _____, 2020

Honorable Donna B. Howard

Stipulated and Agreed:

CURCIO LAW FIRM, PLC
Attorney for Plaintiff

By: _____
C. Nicholas Curcio (P75824)
622 E. Savidge Street, Suite 108
Spring Lake, Michigan 49456
(616) 430-2201

Dated: _____, 2020

PASSARO, KAHNE, TAYLOR & DEFRADESCO
LAW OFFICES,
Attorney for Defendants

By: _____
Frank J. DeFrancesco (P39540)
685 West Main Street
Benton Harbor, MI 49022
(269) 983-0325

Dated: _____, 2020

**EXHIBIT 1
PROPERTY LEGAL DESCRIPTIONS**

742 S. Whittaker

Property located in the City of New Buffalo, Berrien County, Michigan, to wit:

That part of Block 278, Virginia Addition to the Village of New Buffalo, according to the plat thereof, recorded March 20, 1837, in Volume "E" of Deeds, page 291, described as follows: Commencing at the Southeast corner of said Block 278, thence North 31 degrees West 66 feet, thence South 59 degrees West 264 feet, thence South 31 degrees East 66 feet, thence North 59 degrees East 264 feet to the Place of Beginning

800 S. Whittaker

Property located in the City of New Buffalo, Berrien County, Michigan, to wit:

The Southwest 176 feet of fractional Block 308 in Virginia Addition to the Village (now City) of New Buffalo.

ALSO, Fractional Block 308 in the Virginia Addition to the Village (now City) of New Buffalo, EXCEPT the Southwest 176 feet.

ALSO, a parcel of land located in Block 308, Virginia Addition to the Village (now City) of New Buffalo, Berrien County, Michigan, described as follows:

Beginning at the intersection of the Westerly edge of Whittaker Street and the New Buffalo City limits, thence along the Westerly edge of Whittaker Street, North 31° West to a point which is 100 feet South 31° East of the most Northerly corner of said Block 308, thence South 59° West 88 feet; thence South 31° East to the said City limits line, thence Easterly along said City limits line to the place of beginning.

Exhibit 2



Note: Area X consists of areas Y and W



MANAGER'S REPORT

May 15, 2020

AGENDA ITEM: Discussion of Short-term Rental Regulations

SUMMARY: Some Council members have expressed a desire to revisit the City's ordinances regarding the short-term rental of residential dwellings. As an initial step in that process, the City Attorney will lead a discussion regarding possible options. The City Attorney will describe approaches that other communities have used to curtail the expansion of short-term rental uses, and will explain that procedures that would be needed in order to implement regulatory changes.

COST: None

BUDGETED: Yes No NA

RECOMMENDATION: Discuss possible regulatory options with City Attorney

Respectfully submitted,

David Richards, City Manager

April 20, 2020

I would like to clarify a recent news article representing the number of short term rentals in the City of New Buffalo. The explanation is complicated.

According to Safebuilt Rentals which is managing the City's rental program and provided the following numbers:

- There are 150 registered short term rentals
- There are 50 suspected unregistered short term rentals of which active investigations are on going
- There are 50 potential Air B&B's of which investigations are planned but delayed because of COVID 19 restrictions
- It is also anticipated 50 short term rentals have not been detected, are not on any list but will eventually be found

Those numbers represent the registered, suspected and unregistered, potential Air B'B's, and those rentals unknown at this point

- The registered rentals total 150
- The 50 suspected but unregistered total 50
- That total of known and suspected rentals is 200
- Another 100 rentals are suspected and being investigated
- If all the short term rentals are found the total is expected to be around 300

I hope this clarifies the current short term rental situation

Regards,

David Richards, City Manager

**CITY COUNCIL
CITY OF NEW BUFFALO**
Berrien County, Michigan

Council member _____, supported by Council member _____, moved the adoption of the following resolution:

RESOLUTION 2020- 11

**A RESOLUTION TO IMPOSE A MORATORIUM ON THE REGISTRATION OF
SHORT-TERM RENTAL UNITS IN THE CITY OF NEW BUFFALO**

WHEREAS, in April 2019, the City Council adopted an ordinance requiring the registration and inspection short-term rental units within the City; and

WHEREAS, since enacting the ordinance, City staff has studied the registration statistics and the density of short-term rentals; and

WHEREAS, the City Council is concerned that further increases in short-term rentals in certain areas of the City could undermine the character and stability of neighborhoods in certain districts by, among other things:

1. Decreasing the number of long-term residents;
2. Decreasing enrollment in local schools;
3. Decreasing the availability of long-term housing stock, thereby driving up prices and making long-term residency less affordable;
4. Creating significant numbers of vacant homes in the winter months; and
5. Increasing levels of noise, traffic, and on-street parking during the summer tourist season.

WHEREAS, the City Council is interested in considering appropriate ordinance amendments to address this concern relating to the City's existing short-term rental ordinance, and has determined to impose a temporary moratorium on short-term rental registrations; and

WHEREAS, the City hopes to draft and adopt new regulations within 6 months, but anticipates possible delays of up to 2 months due to the ongoing current public health emergency caused by COVID-19.

NOW, THEREFORE, the City Council resolves as follows:

- A. Beginning on the date of this resolution and continuing for a period of 8 months, the City shall not accept any new applications to register short-term rental units,
- B. Pursuant to City ordinances, a short-term rental use cannot be lawfully established unless registered with the City.
- C. This resolution has no effect on the processing of registration applications that have already been received as of the date of this resolution.
- D. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Yeas: Council member: _____

Nays: Council member: _____

Abstain: Council member: _____

Absent: Council member: _____

RESOLUTION DECLARED ADOPTED.

CERTIFICATION

As its Clerk, I certify that this is a true and complete copy of a resolution adopted by the City Council of the City of New Buffalo, Berrien County, Michigan, at a regularly scheduled meeting held on May 18, 2020.

Date: May 18, 2020

Ann M. Fidler, City Clerk



MANAGER'S REPORT

May 15, 2020

AGENDA ITEM: The Branch and Leaf Policy 20-01

SUMMARY: The City has a long standing practice of picking up branches after storms and leaves. The instructions and descriptions for this practice are found in multiple policies which makes enforcement and scheduling problematic. Moreover, the service has morphed into a daily request for branch chipping and year round leaf pick up requiring an unreasonable commitment of manpower and equipment. In addition, the chipper is antique and requires constant repair. This policy combines the others and sets a reasonable schedule comparable to other communities struggling to provide the same service and provides an opportunity to review the condition of the chipper.

COST: Reduced labor and equipment costs and improve the sanitation of the City.

BUDGETED: Yes No NA

RECOMMENDATION: Approve the Branch and Leaf Policy 20-21

Respectfully submitted,

David Richards, City Manager



LEAF AND BRANCH PICK UP POLICY 20-01

BRANCHES

- Branch pick up service is for storm damage and minor yard cleanup.
- Branches will be picked up the first Monday of each month April through October and as necessary after storms.
- Branches can be no longer than 10' and 6" in diameter. Piles can be no higher than 3' and wider than 4'.
- Owners and contractors are responsible for disposal of stumps and trees in whole or part.

LEAVES

- Leaves will be picked up the second Monday of each week in April and the second week in October through November.
- Leaves must not be left in the street.
- Contractors are responsible for the leaves they generate.

Call City Hall to schedule special pickups: 269-469-1500

Dated: May 18, 2020

Ayes

Nays

Absent

Abstain

Policy Adopted

Amy Marie Fidler, Clerk



MANAGER'S REPORT
May 18, 2020

AGENDA ITEM: Marquette Greenway Trail Head

SUMMARY: The City of New Buffalo has been awarded a grant from the Michigan Department of Natural Resources in the amount of \$112,500 to fund a portion of the cost of developing a trailhead to serve as the northern terminus of the Marquette Greenway. The Marquette Greenway is 50-plus mile non-motorized trail running from Chicago through Indiana and into New Buffalo. The grant will be matched by thirty-seven thousand five hundred (\$37,500) in local funding from The Pokagon Fund.

The City has been holding on moving forward with the trailhead portion of the project until a better idea of the status of the MDOT Transportation Alternatives Program (TAP) grant application submitted by the Berrien County Road Department. TAP funding is the largest funding source for the Marquette Greenway project. The project team has been informed that a conditional commitment from MDOT is forthcoming.

COST: \$37,500

BUDGETED: Yes No N/A

RECOMMENDATION: Staff recommends approval of the contract to complete the engineering and permitting for the sanitary sewer extension.

Respectfully submitted,
David Richards, City Manager

Conceptual Site Plan





Resolution 20.10
Marquette Greenway Trailhead

Upon made by _____, seconded by _____,
the following Resolution was adopted:

“RESOLVED, that the City of New Buffalo, Michigan, does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the New Buffalo City Council does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide Thirty-Seven Thousand Five Hundred (\$37,500.00) dollars to match the grant authorized by the Michigan Department of Natural Resources for and on the behalf of the State of Michigan.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the Michigan Department of Natural Resources for and on the behalf of the State of Michigan for auditing at reasonable times.
3. To construct the project and provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.”

The following aye votes were recorded:

The following nay votes were recorded:

STATE OF MICHIGAN)
) ss
County of Berrien)

I, Ann M. Fidler, Clerk of the City of New Buffalo, Michigan, do hereby certify that the above is a true and correct copy of the Resolution relative to the Agreement with the Michigan Department of Natural Resources, which Resolution 20.10 was adopted by the New Buffalo City Council.

Ann M. Fidler, City Clerk

Date: February 18, 2020



Michigan Department of Natural Resources - Grants Management
MICHIGAN RECREATION PASSPORT GRANT PROGRAM
DEVELOPMENT PROJECT AGREEMENT

Project Number: RP19-0120

Project Title: Marquette Greenway Trailhead

This Agreement is between the Michigan Department of Natural Resources for and on behalf of the State of Michigan ("DEPARTMENT") and the City of New Buffalo IN THE COUNTY OF Berrien County ("GRANTEE"). The DEPARTMENT has authority to issue grants to local units of government for the development of public recreation facilities under Part 19 of the Natural Resources and Environmental Protection Act, Act 451 of 1994, as amended. The GRANTEE has been approved by the Director of the Department to receive a grant. In 59 of 2019, the Legislature appropriated funds from the Recreation Passport Grant Program (RPGP) to the DEPARTMENT for a grant-in-aid to the GRANTEE. As a precondition to the effectiveness of the Agreement, the GRANTEE is required to sign the Agreement and return it to the DEPARTMENT with the necessary attachments by 03/08/2020.

1. The legal description of the project area (APPENDIX A); boundary map of the project area (APPENDIX B); and Recreation Grant application bearing the number RP19-0120 (APPENDIX C) are by this reference made part of this Agreement. The Agreement together with the referenced appendices constitute the entire Agreement between the parties and may be modified only in writing and executed in the same manner as the Agreement is executed.
2. The time period allowed for project completion is 01/08/2020 through 03/31/2022, hereinafter referred to as the "project period." Requests by the GRANTEE to extend the project period shall be made in writing before the expiration of the project period. Extensions to the project period are at the discretion of the DEPARTMENT. The project period may be extended only by an amendment to this Agreement.
3. This Agreement shall be administered on behalf of the DEPARTMENT through Grants Management. All reports, documents, or actions required of the GRANTEE shall be submitted through the MiRecGrants website unless otherwise instructed by the DEPARTMENT.
4. The words "project area" shall mean the land and area described in the attached legal description (APPENDIX A) and shown on the attached boundary map (APPENDIX B).
5. The words "project facilities" shall mean the following individual components, as further described in APPENDIX C.
 - Paved Parking Lot
 - Paved ADA Parking Space(s)
 - Landscaping
 - Fence
 - Bike Rack(s)
 - Recycle Bin(s)
 - Signage
 - Rain Garden with Native Plants
 - Bench(es)

Picnic Table(s)
Bike Repair Station
Accessible Surfaces/Plaza

6. The DEPARTMENT agrees as follows:
- a. To grant to the GRANTEE a sum of money equal to **Seventy-Five (75%) percent of One Hundred and Fifty Thousand (\$150,000.00) dollars**, which is the total eligible cost of construction of the project facilities including engineering costs, but in any event not to exceed **One Hundred and Twelve Thousand Five Hundred (\$112,500.00) dollars**.
 - b. To grant these funds in the form of reimbursements to the GRANTEE for eligible costs and expenses incurred as follows:
 - i. Payments will be made on a reimbursement basis at **Seventy-Five (75%) percent** of the eligible expenses incurred by the GRANTEE up to 90% of the maximum reimbursement allowable under the grant.
 - ii. Reimbursement will be made only upon DEPARTMENT review and approval of a complete reimbursement request submitted by the GRANTEE on a form provided by the DEPARTMENT which includes an expenditure list supported by documentation as required by the DEPARTMENT, including but not limited to copies of invoices, cancelled checks, and/or list of force account time and attendance records.
 - iii. The DEPARTMENT shall conduct an audit of the project's financial records upon approval of the final reimbursement request by DEPARTMENT staff. The DEPARTMENT may issue an audit report with no deductions or may find some costs ineligible for reimbursement.
 - iv. Final payment will be released upon completion of a satisfactory audit by the DEPARTMENT and documentation that the GRANTEE has erected a RPGP sign in compliance with Section 7(j) of this Agreement.
7. The GRANTEE agrees as follows:
- a. To immediately make available all funds needed to incur all necessary costs required to complete the project and to provide **Thirty-Seven Thousand Five Hundred (\$37,500.00) dollars** in local match. This sum represents **Twenty-Five (25%) percent** of the total eligible cost of construction including engineering costs. Any cost overruns incurred to complete the project facilities called for by this Agreement shall be the sole responsibility of the GRANTEE.
 - b. With the exception of engineering costs as provided for in Section 8, to incur no costs toward completion of the project facilities before execution of this Agreement and before written DEPARTMENT approval of plans, specifications and bid documents.
 - c. To complete construction of the project facilities to the satisfaction of the DEPARTMENT

and to comply with the development project procedures set forth by the DEPARTMENT in completion of the project, including but not limited to the following:

- i. All projects with a total project cost of \$15,000 or greater shall retain the services of a professional architect, landscape architect, or engineer, registered in the State of Michigan to serve as the GRANTEE'S Prime Professional. The Prime Professional shall prepare the plans, specifications and bid documents for the project and oversee project construction.
 - ii. Within 180 days following execution of this Agreement by the GRANTEE and the DEPARTMENT and before soliciting bids or quotes or incurring costs other than costs associated with the development of plans, specifications, or bid documents, provide the DEPARTMENT with plans, specifications, and bid documents for the project facilities, sealed by the GRANTEE'S Prime Professional (Prime Professional is not required for grants less than \$15,000).
 - iii. Upon written DEPARTMENT approval of plans, specifications and bid documents, openly advertise and seek written bids for contracts for purchases or services with a value equal to or greater than \$10,000 and accept the lowest qualified bid as determined by the GRANTEE'S Prime Professional.
 - iv. Upon written DEPARTMENT approval of plans, specifications and bid documents, solicit three (3) written quotes for contracts for purchases or services between \$2,500 and \$10,000 and accept the lowest qualified bid as determined by the GRANTEE'S Prime Professional.
 - v. Maintain detailed written records of the contracting processes used and submit these records to the DEPARTMENT upon request.
 - vi. Complete construction to all applicable local, state and federal codes, as amended; including the federal Americans with Disabilities Act (ADA) of 2010, as amended; the Persons with Disabilities Civil Rights Act, Act 220 of 1976, as amended; the Playground Equipment Safety Act, P.A. 16 of 1997, as amended; and the Utilization of Public Facilities by Physically Limited Act, P.A. 1 of 1966, as amended; the Elliott-Larsen Civil Rights Acts, Act 453 of 1976, as amended.
 - vii. Bury all new telephone and electrical wiring within the project area.
 - viii. Correct any deficiencies discovered at the final inspection within 90 days of written notification by the DEPARTMENT. These corrections shall be made at the GRANTEE'S expense and are eligible for reimbursement at the discretion of the DEPARTMENT and only to the degree that the GRANTEE'S prior expenditures made toward completion of the project are less than the grant amount allowed under this Agreement.
- d. To operate the project facilities for a minimum of 20 years (useful life of facilities anticipated), to regulate the use thereof to the satisfaction of the DEPARTMENT, and to appropriate such monies and/or provide such services as shall be necessary to provide such adequate

maintenance.

- e. To provide to the DEPARTMENT for approval, a complete tariff schedule containing all charges to be assessed against the public utilizing the project area and/or any of the facilities constructed thereon, and to provide to the DEPARTMENT for approval, all amendments thereto before the effective date of such amendments. Preferential membership or annual permit systems are prohibited on grant assisted sites, except to the extent that differences in admission and other fees may be instituted on the basis of residence. Nonresident fees shall not exceed twice that charged residents. If no resident fees are charged, nonresident fees may not exceed the rate charged residents at other comparable state and local public recreation facilities.
- f. To adopt such ordinances and/or resolutions as shall be required to effectuate the provisions of this Agreement; certified copies of all such ordinances and/or resolutions adopted for such purposes shall be forwarded to the DEPARTMENT before the effective date thereof.
- g. To separately account for any revenues received from the project area which exceed the demonstrated operating costs and to reserve such surplus revenues for the future maintenance and/or expansion of the GRANTEE'S park and recreation program.
- h. To furnish the DEPARTMENT, upon request, detailed statements covering the annual operation of the project area and/or project facilities, including income and expenses and such other information the DEPARTMENT might reasonably require.
- i. To maintain the premises in such condition as to comply with all federal, state, and local laws which may be applicable and to make any and all payments required for all taxes, fees, or assessments legally imposed against the project area.
- j. To erect and maintain a sign on the property for the life of the facilities which designates this project as one having been constructed with the assistance of the RPGP. A sign will be provided by the DEPARTMENT. Any replacement sign(s) will be at the expense of the GRANTEE.
- k. To conduct a dedication/ribbon-cutting ceremony as soon as possible after the project is completed and the MNRTF sign is erected within the project area. At least 30 days prior to the dedication/ribbon-cutting ceremony, the DEPARTMENT must be notified in writing the date, time, and location of the dedication/ribbon-cutting ceremony. GRANTEE shall provide notice of ceremony to the local media. The use of the program logo and a brief description of the program are strongly encouraged in brochures related to public recreation produced by the GRANTEE. Upon the discretion of the DEPARTMENT, the requirement to conduct a dedication/ribbon-cutting ceremony may be waived.
- 8. Only eligible costs and expenses incurred toward completion of the project facilities after execution of the Project Agreement shall be considered for reimbursement under the terms of this Agreement. Eligible engineering costs incurred toward completion of the project facilities beginning January 1, 2020 and throughout the project period are also eligible for reimbursement. Any costs and expenses incurred after the project period shall be the sole responsibility of the GRANTEE.

9. To be eligible for reimbursement, the GRANTEE shall comply with the DEPARTMENT requirements. At a minimum, the GRANTEE shall:
 - a. Submit a written progress report every 180 days during the project period.
 - b. Submit complete requests for partial reimbursement when the GRANTEE is eligible to request at least 25 percent of the grant amount and construction contracts have been executed or construction by force account labor has begun. For grants \$15,000 or less, reimbursement should be submitted for entire amount at completion of the project.
 - c. Submit a complete request for final reimbursement within 90 days of project completion and no later than 6/30/2022. If the GRANTEE fails to submit a complete final request for reimbursement by 6/30/2022, the DEPARTMENT may audit the project costs and expenses and make final payment based on documentation on file as of that date or may terminate this Agreement and require full repayment of grant funds by the GRANTEE.
10. During the project period, the GRANTEE shall obtain prior written authorization from the DEPARTMENT before adding, deleting or making a significant change to any of the project facilities as proposed. Approval of changes is solely at the discretion of the DEPARTMENT. Furthermore, during the life of the facilities, the GRANTEE shall obtain prior written authorization from the DEPARTMENT before implementing a change that significantly alters the project facilities as constructed and/or the project area, including but not limited to discontinuing use of a project facility or making a significant change in the recreational use of the project area.
11. All project facilities constructed or purchased by the GRANTEE under this Agreement shall be placed and used at the project area and solely for the purposes specified in APPENDIX C and this Agreement.
12. The project area and all facilities provided thereon and the land and water access ways to the project facilities shall be open to the general public at all times on equal and reasonable terms. No individual shall be denied ingress or egress thereto or the use thereof on the basis of sex, race, color, religion, national origin, residence, age, height, weight, familial status, marital status, or disability.
13. Unless an exemption has been authorized by the DEPARTMENT pursuant to this Section, the GRANTEE hereby represents that it possesses fee simple title, free of all liens and encumbrances, to the project area. The fee simple title acquired shall not be subject to: 1) any possibility of reverter or right of entry for condition broken or any other executory limitation which may result in defeasance of title or 2) any reservations or prior conveyance of coal, oil, gas, sand, gravel or other mineral interests. For any portion of the project area that the GRANTEE does not possess in fee simple title, the GRANTEE hereby represents that it has:
 - a. Supplied the DEPARTMENT with an executed copy of the approved lease or easement, and
 - b. Confirmed through appropriate legal review that the terms of the lease or easement are

consistent with GRANTEE'S obligations under this Agreement and will not hinder the GRANTEE'S ability to comply with all requirements of this Agreement. In no case shall the lease or easement tenure be less than 20 years from the date of execution of this Agreement.

14. The GRANTEE shall not allow any encumbrance, lien, security interest, mortgage or any evidence of indebtedness to attach to or be perfected against the project area or project facilities included in this Agreement.
15. During the life of the facilities, none of the project area, nor any of the project facilities constructed under this Agreement, shall be wholly or partially conveyed, either in fee, easement or otherwise, or leased for a term of years or for any other period, nor shall there be any whole or partial transfer of the lease title, ownership, or right of maintenance or control by the GRANTEE except with the written approval and consent of the DEPARTMENT. The GRANTEE shall regulate the use of the project area to the satisfaction of the DEPARTMENT.
16. The assistance provided to the GRANTEE as a result of this Agreement is intended to have a lasting effect on the supply of recreation, scenic beauty sites, and recreation facilities beyond the financial contribution alone and commits the project area to Michigan's recreation estate for the useful life of the project facilities, therefore:
 - a. The GRANTEE agrees that, during the life of the facilities, the project area or any portion thereof will not be converted to other than public recreation use without prior written approval by the DEPARTMENT and implementation of mitigation approved by the DEPARTMENT, including but not limited to replacement with land and/or project facilities of similar recreation usefulness and fair market value.
 - b. Approval of a conversion shall be at the sole discretion of the DEPARTMENT.
 - c. Before completion of the project, the GRANTEE and the DEPARTMENT may mutually agree to alter the project area through an amendment to this Agreement to provide the most satisfactory public outdoor recreation area.
17. Should title to the lands in the project area or any portion thereof be acquired from the GRANTEE by any other entity through exercise of the power of eminent domain, the GRANTEE agrees that the proceeds awarded to the GRANTEE shall be used to replace the lands and project facilities affected with recreation lands and project facilities of equal or greater fair market value, and of reasonably equivalent usefulness and location. The DEPARTMENT shall approve such replacement only upon such conditions as it deems necessary to assure the replacement by GRANTEE of other recreation properties and project facilities of equal or greater fair market value and of reasonably equivalent usefulness and location. Such replacement land shall be subject to all the provisions of this Agreement.
18. The GRANTEE acknowledges that:
 - a. The GRANTEE has examined the project area and has found the property safe for public use or actions will be taken by the GRANTEE before beginning the project to assure safe

use of the property by the public, and

- b. The GRANTEE is solely responsible for development, operation, and maintenance of the project area and project facilities, and that responsibility for actions taken to develop, operate, or maintain the property is solely that of the GRANTEE, and
- c. The DEPARTMENT'S involvement in the premises is limited solely to the making of a grant to assist the GRANTEE in developing same.

19. The GRANTEE assures the DEPARTMENT that the proposed State-assisted action will not have a negative effect on the environment and, therefore, an Environmental Impact Statement is not required.

20. The GRANTEE hereby acknowledges that this Agreement does not require the State of Michigan to issue any permit required by law to construct the recreational project that is the subject of this Agreement. Such permits include, but are not limited to, permits to fill or otherwise occupy a floodplain, and permits required under Parts 301 and 303 of the Natural Resources and Environmental Protection Act, Act 451 of the Public Acts 451 of 1994, as amended. It is the sole responsibility of the GRANTEE to determine what permits are required for the project, secure the needed permits and remain in compliance with such permits.

21. Before the DEPARTMENT will approve plans, specifications, or bid documents; or give written approval to the GRANTEE to advertise, seek quotes, or incur costs for this project, the GRANTEE must provide documentation to the DEPARTMENT that indicates either:

- a. It is reasonable for the GRANTEE to conclude, based on the advice of an environmental consultant, as appropriate, that no portion of the project area is a facility as defined in Part 201 of the Michigan Natural Resources and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended;

or

- b. If any portion of the project area is a facility, documentation that Department of Environmental Quality-approved response actions have been or will be taken to make the site safe for its intended use within the project period, and that implementation and long-term maintenance of response actions will not hinder public recreation use and/or the resource protection values of the project area.

22. If the DEPARTMENT determines that, based on contamination, the project area will not be made safe for the planned recreation use within the project period, or another date established by the DEPARTMENT in writing, or if the DEPARTMENT determines that the presence of contamination will reduce the overall usefulness of the property for public recreation and

resource protection, the grant may be cancelled by the DEPARTMENT with no reimbursement made to the GRANTEE.

23. The GRANTEE shall acquire and maintain insurance which will protect the GRANTEE from claims which may arise out of or result from the GRANTEE'S operations under this Agreement, whether performed by the GRANTEE, a subcontractor or anyone directly or indirectly employed by the GRANTEE, or anyone for whose acts may hold them liable. Such insurance shall be with companies authorized to do business in the State of Michigan in such amounts and against such risks as are ordinarily carried by similar entities, including but not limited to public liability insurance, worker's compensation insurance or a program of self-insurance complying with the requirements of Michigan law. The GRANTEE shall provide evidence of such insurance to the DEPARTMENT at its request.
24. Nothing in this Agreement shall be construed to impose any obligation upon the DEPARTMENT to operate, maintain or provide funding for the operation and/or maintenance of any recreational facilities in the project area.
25. The GRANTEE hereby represents that it will defend any suit brought against either party which involves title, ownership, or any other rights, whether specific or general rights, including appurtenant riparian rights, to and in the project area of any lands connected with or affected by this project.
26. The GRANTEE is responsible for the use and occupancy of the premises, the project area and the facilities thereon. The GRANTEE is responsible for the safety of all individuals who are invitees or licensees of the premises. The GRANTEE will defend all claims resulting from the use and occupancy of the premises, the project area and the facilities thereon. The DEPARTMENT is not responsible for the use and occupancy of the premises, the project area and the facilities thereon.
27. Failure by the GRANTEE to comply with any of the provisions of this Agreement shall constitute a material breach of this Agreement.
28. Upon breach of the Agreement by the GRANTEE, the DEPARTMENT may, in addition to any other remedy provided by law,:
 - a. Terminate this Agreement; and/or
 - b. Withhold and/or cancel future payments to the GRANTEE on any or all current recreation grant projects until the violation is resolved to the satisfaction of the DEPARTMENT; and/or
 - c. Withhold action on all pending and future grant applications submitted by the GRANTEE under the RPGP, Michigan Natural Resources Trust Fund, and Land and Water Conservation Fund; and/or
 - d. Require repayment of grant funds already paid to GRANTEE.
 - e. Require specific performance of the Agreement.

29. The GRANTEE agrees that the benefit to be derived by the State of Michigan from the full compliance by the GRANTEE with the terms of this Agreement is the preservation, protection and the net increase in the quality of public recreation facilities and resources which are available to the people of the State and of the United States and such benefit exceeds to an immeasurable and unascertainable extent the amount of money furnished by the State of Michigan by way of assistance under the terms of this Agreement. The GRANTEE agrees that after final reimbursement has been made to the GRANTEE, repayment by the GRANTEE of grant funds received would be inadequate compensation to the State for any breach of this Agreement. The GRANTEE further agrees therefore, that the appropriate remedy in the event of a breach by the GRANTEE of this Agreement after final reimbursement has been made shall be the specific performance of this Agreement.
30. Prior to the completion of the project facilities, the GRANTEE shall return all grant money if the project area or project facilities are not constructed, operated or used in accordance with this Agreement.
31. The GRANTEE agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status, familial status or disability that is unrelated to the person's ability to perform the duties of a particular job or position. The GRANTEE further agrees that any subcontract shall contain non-discrimination provisions which are not less stringent than this provision and binding upon any and all subcontractors. A breach of this covenant shall be regarded as a material breach of this Agreement.
32. The DEPARTMENT shall terminate and recover grant funds paid if the GRANTEE or any subcontractor, manufacturer, or supplier of the GRANTEE appears in the register compiled by the Michigan Department of Labor and Economic Growth pursuant to Public Act No. 278 of 1980.
33. The GRANTEE agrees to assist DEPARTMENT personnel in promotion of the Recreation Passport Program by distributing marketing materials provided by the DEPARTMENT.
34. The GRANTEE may not assign or transfer any interest in this Agreement without prior written authorization of the DEPARTMENT.
35. The rights of the DEPARTMENT under this Agreement shall continue for the anticipated life of the project facilities as stated in Section 7(d).
36. The Agreement may be executed separately by the parties. This Agreement is not effective until:
 - a. The GRANTEE has signed the Agreement and returned both copies together with the necessary attachments within 60 days of the date the Agreement is issued by the DEPARTMENT, and

b. The DEPARTMENT has signed the Agreement. IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals, on this date.

Approved by resolution (true copy attached) of the _____
(date)

_____ meeting of the _____
(special or regular) (name of approving body)

GRANTEE

SIGNED

By _____

Print Name: _____

Title _____

Date _____

Grantee's Federal ID#

38-6004719

MICHIGAN DEPARTMENT OF NATURAL RESOURCES

SIGNED

By _____

Title: Manager, Grants Management

Date _____



**City of New Buffalo
County of Berrien, State of Michigan
Resolution 20.13**

WHEREAS, the Dune Walk along the waterfront in New Buffalo is an iconic community amenity that has been enjoyed by generations of local residents and visitors alike. From proposals to graduation photos, the Dune Walk has been the scene of countless memories; and,

WHEREAS, the structure has reached the end of its functional life and has become unsafe for future use depriving people the ability to safely enter and experience the dunes; and,

WHEREAS, City staff have developed a plan to rehabilitate the existing dune structure as well as build a separate accessible walkway into the dunes creating dune access to persons of all abilities; and,

WHEREAS, the City of New Buffalo has been approved for a Land and Water Conversation Fund Grant in the amount of \$220,000 to renovate and expand the Dune Walk along the community's waterfront to pay for half of the estimated \$440,000 project cost; and,

WHEREAS, In December 2019, The Pokagon Fund approved the City of New Buffalo's Letter of Intent and to apply for \$110,000 to support a portion of the overall project cost; and

WHEREAS, authorization is requested from the City Council to submit the formal application for \$110,000 in funding to pay a portion of the proposed Dune Walk improvements; and

WHEREAS, the approval of the proposed application will allow the new and improved Dune Walk to be ready for use during the first half of 2021.

NOW, THEREFORE BE IT RESOLVED that the City of New Buffalo supports an application to The Pokagon Fund for the purposes of funding a portion of the waterfront Dune Walk.

AYES:

NAYES:

ABSENT:

RESOLUTION DECLARED:

I HEREBY CERTIFY, that the foregoing is a RESOLUTION duly made and passed by the City of New Buffalo Council at their meeting held on May 18, 2020 at 6:30pm at New Buffalo City Hall with a quorum present.

Amy Fidler, City Clerk

Dated: _____



MANAGER'S REPORT

May 18, 2020

AGENDA ITEM: Police Security and COVID 19 Improvements

SUMMARY: Since the beginning of our employment the Police Chief and I have frequently discussed the need for security improvements at City Hall to provide reasonable protection to its employees. The building was constructed in a different time with a culture that displayed higher values for life and presented fewer opportunities for visitors to act out any ill-intentions. In combination with the City's Building Department, its engineers, contractors and Street Department employees, the Chief along with Abonmarche has prepared a responsible proposal to respond to those risks along with a summary of improvements and costs.

The improvements involve two (2) areas: The Police reception area which routinely communicates with "impassioned" visitors, and the Administrative reception area where employees deal with large sums of cash and other sensitive issues that commonly create drama. Abonmarche, the Building Department, contractors, and the Streets employees have designed a protective system of electronic doors and security windows that will provide a modern secure environment to the City's employees and visitors. Some of the improvements have been completed at the Police Department because of the availability of City labor and current budgeting. COVID risks have made the improvements even more necessary. We are confident the project can be completed for the costs noted below

Police Department	\$ 3,250.00
City Hall	\$13,030.10

BUDGETED: Yes No NA

RECOMMENDATION: Approve the proposed Police Department and City Hall Security Improvements costing \$16,280.10.

Respectfully submitted,

David Richards, City Manager



Proposed City Hall Security Upgrades



Proposed City Hall Security Upgrades

Background

While a well designed and constructed building, The City of New Buffalo's City Hall was designed for a different time, when people had more respect for each other and workplace violence was not a regular occurrence seen on our daily news. Under its current configuration, City Hall lacks the sufficient control points to offer safe shelter in place areas for users of the building. Communities across the Midwest have seen incidents where public employees, including both law enforcement personnel and civilian workers, were killed or injured while performing their jobs.

Unfortunately, workplace violence has become a subset of a much larger problem of physical violence in our country. Tragic incidents have occurred in theaters, clubs, concert venues, malls, schools, and other locations where people congregate. The frequency of these events, together with the general coarsening of public discourse and the casual nature in which some people use threatening language can only serve to increase the risk that events like the City of Virginia Beach experienced in the summer of 2019 when twelve (12) people were killed during a shooting at one of the community's municipal buildings.

City staff working in conjunction with SAFEbuilt, Abonmarche, local contractors, and the New Buffalo Area School's Trades program developed a plan to improve safety in City hall for both employees and visitors in as cost effective a manner as possible while still achieving the desired improved safety outcomes

Proposed Safety Improvements

The proposed improvements will impact two (2) areas of City Hall. The first area to receive security upgrades will be the Police reception area. Police Department administrative staff and officers routinely communicates with "impassioned" visitors. The second area to receive upgrades will be the entryway to the administrative offices within City Hall. At this time there is no security of effective barriers between the transaction counter and the employees and offices behind the counter. This is a potential problem for two reasons. First, employees in this area regularly handle large amounts of cash that somebody with ill intentions could easily get past the transaction counter and out the entry way a short distance from the counter. Secondly, staff in this area regularly has to manage emotionally elevated situations with residents and visitors alike who are at City Hall with a grievance. If one of these people were to pass that boundary from a verbal interaction to a physical one, there is no control point to prevent them from having unfettered access to all of the administrative offices and staff.

To address these issues, Abonmarche, the City's Building Department, building contractors, and the Trades Program have designed a protective system of electronic doors and security windows that will provide a secure environment for both the City's employees and visitors to the building. Some of the improvements have been completed at the Police Department because of the availability of City labor and funding in the current budget. The School's Building Trades program had volunteered to supply the additional labor making the project more affordable but this will now be done by City staff. The following information provides a more detailed overview of the detailed work and estimated cost.



City Hall Administrative Office Security Upgrades

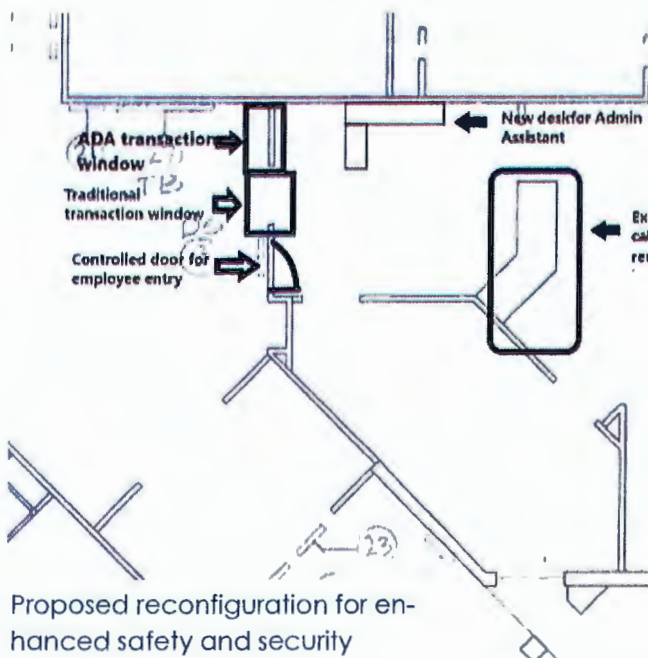
Existing Conditions

The two photos below show the existing conditions at the entry to the administrative offices at City hall offer very little access restriction once somebody is through the main door and at the service counter. Additionally, this area is constricted and people are forced to be in close proximity to each other if there is more than one person being served in this area. An individual entering this area with ill intentions could easily steal money and run out the door or cause harm to either City staff or residents who may also be at the service counter



Proposed Improvements

To improve the safety and security of the administrative office area, the service counter will be relocated to the area currently occupied by the doorway into the administrative offices. A new door with electronic access and teller windows will be installed. This new configuration will result in the following benefits for both staff and visitors to City Hall including:



- 1) Payment and other documents within the administrative offices will be secure and outside the reach of temptation.
- 2) A secure access control point will be established for the administrative offices. This will both protect staff from potential workplace violence as well as provide a safe shelter in place area for visitors to City Hall should the need arise.
- 3) The queuing area used for people wanting to use the service desk is confined and will not allow for more than one person to be served at a time with social distancing practices in place, a standard that will likely be in place for an extended period. The proposed improvements will allow customers to maintain proper social distancing in the large common area.



Proposed City Hall Security Upgrades

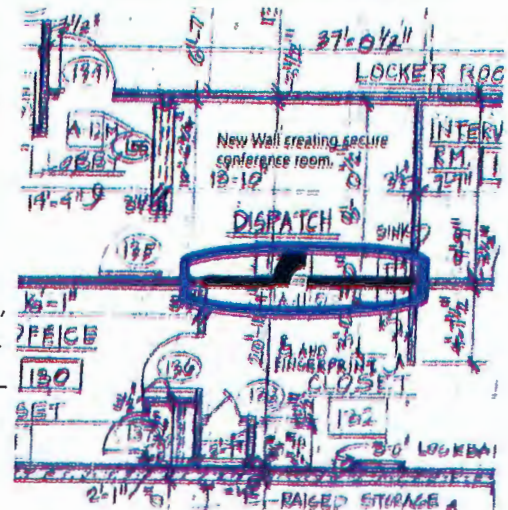
Proposed Scope and Cost

Item	Scope	Responsible Party/Vendor	Cost
1)	Remove existing glass wall and door	Midwest Glass	\$525.00
2)	Reconfigure and install the existing service counter to the area where glass door and wall were removed	Streets Department Staff	\$1,500.00
3)	Install new door and teller windows	Midwest Glass	\$3,800.00
4)	Electronic access control (key card reader)	Knight Watch Security	\$5,532.95
5)	New Administrative Assistant workstation adjacent service desk	Doubleday Office Products	\$1,672.15
TOTAL:			\$13,030.10

Note: Costs associated with item #2 are for building materials only.

Police Department Security Upgrades

A portion of the needed security and space upgrades to the Police Department have been completed through the use of staff labor and funds available under the Department's current budget. Improvements made include the construction of a new service counter. The benefits of this new counter are two-fold. First, it provides for a secure point between the public interacting with the Police Department and its staff, and not all people dealing with the Police Department are happy that they are having to be there dealing with what may be an unpleasant situation. Secondly, if there is more than one person needed to speak with the police department on an issue or on multiple issues, the new configuration provides more space enabling persons to maintain proper social distancing.



The last remaining component needed for the plan upgrades to the Police Department space is the completion of a secure conference room for meetings or interviews related to active cases and investigations. The installation of a wall and door to this new conference room will complete the planned upgrades to the police department.

Item	Scope	Responsible Party/Vendor	Cost
1)	New wall and access door for conference/interview room	Midwest Glass	\$3,250.00
TOTAL:			\$3,250.00



Proposed City Hall Security Upgrades

Recommendation

In order to increase the safety and security of city hall for employees and visitors alike, it is recommended that City Council approve the use of City staff for labor and the expenditure of \$16,280.10 to complete the proposed upgrades.





MANAGER'S REPORT

May 18, 2020

AGENDA ITEM: Emergency City Hall Server Replacement

SUMMARY: For several months the City's main server has routinely failed to operate compromising City data and even halting operations. On several occasions at the beginning of the day there was no internet nor were computer applications working. During the last incident, in the Police Chief's words "it was discovered the main server had crashed and was in a state of critical error." In fact, a replacement server had been budgeted this year because of previous operational issues.

Later the day our IT provider, attempting to repair the server, advised the Police Chief the server was shutting down and the likelihood existed it would not restart. I'm not sure it's necessary to remind anyone IT services are essential to the City's entire operation. In an effort to avoid total system failure and a long expensive delay in replacing the equipment the IT provider was instructed to "back up" the City's data and immediately begin a replacement process to avoid a "catastrophe."

The City's Purchase Policy authorizes the City Manager to contract for immediate purchases when "necessary and prudent." An agenda report is required for the City Council explaining the emergency and describing the items purchased. The emergency must (1) forestall a shutdown, (2) maintain essential public services, (3) not be caused by poor planning and all these elements were recognized.

The purchase was made through the State of Michigan's competitive bidding process as allowed by the policy and labor was provided by our existing IT provider who fortunately was working at City Hall attempting to save the City's data. The bid of the successful vendor was provided by the Police Chief to the Treasurer who authorized the PO, which was then approved by the City Manager as required by the Purchase Policy. Efforts continue to bring the new system on line. The costs are noted below. Staff is available to explain this very unusual incident.

Server Costs

CDWG:	\$ 20,575.83
JP Gillen:	\$ 23,748.00

CDWG: \$ 20,575.83

Labor

Edge IT: \$4,000.00

COST: \$24,575.83

BUDGETED: Yes No NA

RECOMMENDATION: Accept the low bid from CDWG for the server in the amount of \$20,575.83 and the \$4,000.00 labor bid from Edge IT for the emergency purchase of essential IT equipment.

Respectfully submitted,

David Richards, City Manager

CITY OF NEW BUFFALO PURCHASE ORDER / REQUEST



224 West Buffalo
 New Buffalo, Michigan 49117
 269-469-1500

NUMBER: 19-097

DATE: 4/13/20

TO:

VENDOR NO: _____

Name CDWG

Address 200 N Milwaukee Ave

ORDER DATE: 4/13/20

City / State / Zip Vernon Hills Ill 60061

Phone / Fax _____

Quantity	Part / Unit	Description	Appropriation Account	Unit Price	Amount
1		Hp Server and Peripherals (Q-121885052.1)	<u>101-298-854</u>	14291.31	14291.31
1		Racks Cables Power Supplies (Q-LHX451)		2621.11	2621.11
1		Backup and operating software		3663.41	3663.41
					20,575.83

REASON FOR PURCHASE :

Replace rapidly deteriorating server at City Hall

Gen Govt
 Department

[Signature]
 Supervisor Approval

NOTE: _____

[Signature]
 City Treasurer

SHIP TO: CITY OF NEW BUFFALO
 224 W BUFFALO STREET
 NEW BUFFALO, MI 49117

[Signature]
 City Manager

Parts Proposal

Date	Estimate #
1/30/2019	532

TO ORDER: Please Contact Your Associate Advisor at (574) 855-3048, or E-mail Sales@AssociatesIT.com. Thank you.

City of New Buffalo
 Attn: Accounts Payable
 224 W. Buffalo Street
 New Buffalo, MI 49117

Description	Qty	Rate	Total
REPLACEMENT SERVER FOR CITY HALL			
- Tower Server, 2x Intel 8-Core Processor, 64 GB RAM, RAID Configurable 8x 4GB HDD, Redundant Power Supply, Redundant Network Interface	1	14,900.00	14,900.00
- Microsoft Windows Server 2019 Standard License	2	984.00	1,968.00
- Microsoft Windows Server 2019 Client Access License	40	42.00	1,680.00
- APC Smart-UPS 1500 LCD	2	600.00	1,200.00
- Time to assemble, pre-configure, deliver, install and integrate new hardware and software into Client's environment. Migrate and update Client's existing fleet of virtual servers.	40	100.00	4,000.00
PLEASE NOTE: The Above Prices are Subject to Vendor Availability, and Expire After Thirty (30) Days.			
Thank you for the opportunity. We will do whatever it takes to earn your business.		Subtotal	\$23,748.00
		Sales Tax (7.0%)	\$0.00
		Total	\$23,748.00

5/12/20
RWR

REMIT PAYMENT TO: _____

INVOICE

ACH INFORMATION:
THE NORTHERN TRUST
50 SOUTH LASALLE STREET
CHICAGO, IL 60675

E-mail Remittance To: gachremittance@cdw.com
ROUTING NO.: 071000152
ACCOUNT NAME: CDW GOVERNMENT
ACCOUNT NO.: 91067



CDW Government
75 Remittance Drive, Suite 1515
Chicago, IL 60675-1515



RETURN SERVICE REQUESTED

INVOICE NUMBER	INVOICE DATE	CUSTOMER NUMBER
XNJ6390	04/13/20	11430853
SUBTOTAL	SHIPPING	SALES TAX
\$2,894.02	\$0.00	\$0.00
DUE DATE		AMOUNT DUE
05/13/20		\$2,894.02

840 1 MB 0.439 E0291X I0434 D6042790391 S2 P7301129 0001:0001



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NEW BUFFALO MI 49117-1808

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INVOICE DATE	INVOICE NUMBER	PAYMENT TERMS				DUE DATE
04/13/20	XNJ6390	Net 30 Days				05/13/20
ORDER DATE	SHIP VIA	PURCHASE ORDER NUMBER			CUSTOMER NUMBER	
04/13/20	CEVA Deferred, 3-5 Days	19097			11430853	
ITEM NUMBER	DESCRIPTION	QTY ORD	QTY SHIP	QTY B/O	UNIT PRICE	TOTAL
3540036	UBIQUITI UNIFISWITCH 48PT MGD POE Manufacturer Part Number: US-48-500W Serial No: 7483C20DED30	1	1	0	857.59	857.59
5315515	UBIQUITI UNIFI CTRLR CLOUD KEY G2 Manufacturer Part Number: UCK-G2	1	1	0	172.46	172.46
141838	TRIPP 24U RACK ENCLOSURE 33 DEEP Manufacturer Part Number: SR24UB	1	1	0	717.35	717.35
4894880	APC SMART-UPS 2200VA RM 2U SMARTCONN Manufacturer Part Number: SMT2200RM2UC Serial No: SAS2004265258 Cost Center: GEN GOVERNMENT	1	1	0	1,146.62	1,146.62

PO 19-097

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ACCOUNT MANAGER	SHIPPING ADDRESS:	SUBTOTAL	\$2,894.02
RYAN MARRON 312-547-2877 ryamarr@cdwg.com	CITY OF NEW BUFFALO ATTN:DEPT OF FINANCE 224 W BUFFALO ST NEW BUFFALO MI 49117-1899	SHIPPING	\$0.00
SALES ORDER NUMBER		SALES TAX	\$0.00
1C1MML6		AMOUNT DUE	\$2,894.02



Cage Code Number 1KH72
DUNS Number 02-615-7235

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ACCOUNT NAME: CDW GOVERNMENT
ACCOUNT NO.: 91057



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RETURN SERVICE REQUESTED

INVOICE NUMBER	INVOICE DATE	CUSTOMER NUMBER
XNJ9340	04/13/20	11430853
SUBTOTAL	SHIPPING	SALES TAX
\$8,188.26	\$0.00	\$0.00
DUE DATE		AMOUNT DUE
05/13/20		\$8,188.26

300 1 MB 0.439 E0289X I0432 D6043413335 S2 P7303555 0001:0002



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INVOICE DATE	INVOICE NUMBER	PAYMENT TERMS				DUE DATE
04/13/20	XNJ9340	Net 30 Days				05/13/20
ORDER DATE	SHIP VIA	PURCHASE ORDER NUMBER			CUSTOMER NUMBER	
04/13/20	UPS Ground (1- 2 day)	LJRJ256			11430853	
ITEM NUMBER	DESCRIPTION	QTY ORD	QTY SHIP	QTY B/O	UNIT PRICE	TOTAL
1633043	HP BLC SFP+ 3M 10GBE COPPER CABLE Manufacturer Part Number: 487655-B21	2	2	0	167.72	335.44
5521039	HPE DL380 GEN10 4214 12LFF PERF WW Manufacturer Part Number: P02468-B21 Serial No: 2M2008096L	1	1	0	2,552.90	2,552.90
4084031	HP ENET 10GB 2PT 562FLR-SFP+ADPT Manufacturer Part Number: 727054-B21 Serial No: MYI9490K1N	1	1	0	483.28	483.28
4708384	HPE 800W FS PLAT HT PLG LH PSU KIT Manufacturer Part Number: 865414-B21 Serial No: 9CP00700GP	1	1	0	281.44	281.44
4546243	HP 4TB SAS 12G 7.2K LFF SC DS HDD Manufacturer Part Number: 872487-B21 Serial No: THN007Z0S4 Serial No: THN008Z0DR Serial No: THN008Z0E0 Serial No: THN944Z071 Serial No: THP949Z086	5	5	0	635.40	3,177.00
3427386	HP ILO ADV INCL 1YR TS U E-LTU Manufacturer Part Number: E6U59ABE Electronic distribution - NO MEDIA	1	1	0	350.62	350.62
5521221	HPE 16GB 2RX8 PC4-2933Y-R SMART KIT Manufacturer Part Number: P00922-B21 Serial No: KRI0129442 Serial No: KRI012949R Serial No: KRI012949S	3	3	0	207.52	622.56

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CITY OF NEW BUFFALO

ACCOUNT MANAGER	SHIPPING ADDRESS:
RYAN MARRON 312-547-2877 ryamarr@cdwg.com	CITY OF NEW BUFFALO RICH KILLIPS 224 W BUFFALO ST NEW BUFFALO MI 49117-1899
SALES ORDER NUMBER	
LJRJ369	



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 ACCOUNT NAME: CDW GOVERNMENT
 ACCOUNT NO.: 91057



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INVOICE NUMBER	INVOICE DATE	CUSTOMER NUMBER
XNJ9340	04/13/20	11430853
SUBTOTAL	SHIPPING	SALES TAX
\$8,188.26	\$0.00	\$0.00
DUE DATE		AMOUNT DUE
05/13/20		\$8,188.26



ITEM NUMBER	DESCRIPTION	QTY ORD	QTY SHIP	QTY B/O	UNIT PRICE	TOTAL
5139705	HPE 240GB SATA RI SFF SC DS SSD Manufacturer Part Number: P04556-B21 Serial No: KRA00980EB Serial No: KRA00980FK	2	2	0	192.51	385.02

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RYAN MARRON 312-547-2877 ryamarr@cdwg.com	CITY OF NEW BUFFALO RICH KILLIPS 224 W BUFFALO ST NEW BUFFALO MI 49117-1899	\$8,188.26	
SALES ORDER NUMBER		SHIPPING	\$0.00
LJRJ369		SALES TAX	\$0.00
		AMOUNT DUE	\$8,188.26

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RETURN SERVICE REQUESTED

INVOICE NUMBER	INVOICE DATE	CUSTOMER NUMBER
XNQ5356	04/14/20	11430853
SUBTOTAL	SHIPPING	SALES TAX
\$818.64	\$0.00	\$0.00
DUE DATE		AMOUNT DUE
05/14/20		\$818.64

307 1 MB 0.439 E0290X I0449 D6046489979 S2 P7305931 0001:0001



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04/14/20	XNQ5356	Net 30 Days				05/14/20
ORDER DATE	SHIP VIA	PURCHASE ORDER NUMBER			CUSTOMER NUMBER	
04/13/20	ELECTRONIC DISTRIBUTION	PO 19-097			11430853	
ITEM NUMBER	DESCRIPTION	QTY ORD	QTY SHIP	QTY B/O	UNIT PRICE	TOTAL
5303519	MS MBG WINSVRSTDCORE 2019 ENG OLP Manufacturer Part Number: 9EM-00679 Electronic distribution - NO MEDIA Cost Center:GEN GOVT Server replacement project	8	8	0	102.33	818.64

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ACCOUNT MANAGER	SHIPPING ADDRESS:	SUBTOTAL	\$818.64
RYAN MARRON 312-547-2877 ryamarr@cdw.com	CITY OF NEW BUFFALO ATTN:DEPT OF FINANCE 224 W BUFFALO ST NEW BUFFALO MI 49117-1899	SHIPPING	\$0.00
SALES ORDER NUMBER		SALES TAX	\$0.00
1C1MGKQ		AMOUNT DUE	\$818.64

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ROUTING NO.: 071000152
ACCOUNT NAME: CDW GOVERNMENT
ACCOUNT NO.: 91057



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RETURN SERVICE REQUESTED

INVOICE NUMBER	INVOICE DATE	CUSTOMER NUMBER
XNW6801	04/15/20	11430853
SUBTOTAL	SHIPPING	SALES TAX
\$5,719.59	\$0.00	\$0.00
DUE DATE		AMOUNT DUE
05/15/20		\$5,719.59

237 1 MB 0.439 E0226X I0363 D6049990473 S2 P7308045 0001:0001



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INVOICE DATE	INVOICE NUMBER	PAYMENT TERMS				DUE DATE
04/15/20	XNW6801	Net 30 Days				05/15/20
ORDER DATE	SHIP VIA	PURCHASE ORDER NUMBER			CUSTOMER NUMBER	
04/13/20	UPS Ground (1- 2 day)	LJRJ256			11430853	
ITEM NUMBER	DESCRIPTION	QTY ORD	QTY SHIP	QTY B/O	UNIT PRICE	TOTAL
4754879	HPE 3Y PC 24X7 DL380 GEN10 SVC Manufacturer Part Number: H8QQ0E Electronic distribution - NO MEDIA	1	1	0	5,719.59	5,719.59

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ACCOUNT MANAGER	SHIPPING ADDRESS:	SUBTOTAL	\$5,719.59
RYAN MARRON 312-547-2877 ryamarr@cdwg.com	CITY OF NEW BUFFALO RICH KILLIPS 224 W BUFFALO ST NEW BUFFALO MI 49117-1899	SHIPPING	\$0.00
SALES ORDER NUMBER		SALES TAX	\$0.00
LJRJ369		AMOUNT DUE	\$5,719.59



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DUNS Number 02-615-7235

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ROUTING NO.: 071000152
ACCOUNT NAME: CDW GOVERNMENT
ACCOUNT NO.: 91057



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75 Remittance Drive, Suite 1515
Chicago, IL 60675-1515



RETURN SERVICE REQUESTED

INVOICE NUMBER	INVOICE DATE	CUSTOMER NUMBER
XPF7585	04/17/20	11430853
SUBTOTAL	SHIPPING	SALES TAX
\$2,844.77	\$0.00	\$0.00
DUE DATE		AMOUNT DUE
05/17/20		\$2,844.77

145 1 SP 0.500 E0145X I0239 D6054857773 S2 P7310539 0001:0001



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INVOICE DATE	INVOICE NUMBER	PAYMENT TERMS			DUE DATE	
04/17/20	XPF7585	Net 30 Days			05/17/20	
ORDER DATE	SHIP VIA	PURCHASE ORDER NUMBER			CUSTOMER NUMBER	
04/13/20	ELECTRONIC DISTRIBUTION	PO 19-097			11430853	
ITEM NUMBER	DESCRIPTION	QTY ORD	QTY SHIP	QTY B/O	UNIT PRICE	TOTAL
5777258	VEEAM B/U UNIV LIC ENT 24X7 PUB SEC Manufacturer Part Number: P-VBRVUL-0I-SU3YR-00 Electronic distribution - NO MEDIA Cost Center: GEN GOVT Server replacement project	1	1	0	2,844.77	2,844.77

P.O. - 19-097

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APR 27 2020
City of New Buffalo
101-298-854
Gen Gov.

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ACCOUNT MANAGER	SHIPPING ADDRESS:	SUBTOTAL	\$2,844.77
RYAN MARRON 312-547-2877 ryamarr@cdw.com	CITY OF NEW BUFFALO ATTN:DEPT OF FINANCE 224 W BUFFALO ST NEW BUFFALO MI 49117-1899	SHIPPING	\$0.00
SALES ORDER NUMBER		SALES TAX	\$0.00
1C1MGKQ		AMOUNT DUE	\$2,844.77

Cage Code Number 1KH72
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HPE DL380 Gen10 Proposal



Prepared For: City of New Buffalo, MI
 Customer #:
 Attention:
 Project: HPE DL380 Gen10
 Date: 3/11/2020

Submitted By: Zach Ferdinand
 Inside Solution Architect
 Phone: 608-298-1571
 E-Mail: zachfer@cdwg.com
 Quote #: 121885052-1

	Qty.	Part Numbers	Description	Unit Sell	Extended Sell
Hardware	1	868706-B21	HPE DL380 GEN10 8LFF CTO SERVER	\$1,212.23	\$1,212.23
	1	868706-B21 ABA	U.S. - ENGLISH LOCALIZATION	\$0.00	\$0.00
	1	P02512-L21	HPE DL380 GEN10 XEON-G 6244 FIO KIT	\$3,064.13	\$3,064.13
	1	P00930-B21	HPE 64GB 2RX4 PC4-2933Y-R SMART KIT	\$1,114.42	\$1,114.42
	1	826687-B21	HPE DL38X GEN10 PREMIUM 2SFF HDD KIT	\$162.38	\$162.38
	2	P04556-B21	HPE 240GB SATA RI SFF SC DS SSD	\$221.06	\$442.12
	5	872487-B21	HPE 4TB SAS 7.2K LFF SC DS HDD	\$519.71	\$2,598.55
	1	P01366-B21	HPE 96W SMART STORAGE BATTERY 145MM CBL	\$91.30	\$91.30
	1	804338-B21	HPE SMART ARRAY P8161-A 5R GEN10 CTRLR	\$619.48	\$619.48
	1	727054-B21	HPE ETHERNET 10GB 2-PORT 562FLR-SFP+ADPT	\$420.61	\$420.61
	1	867810-B21	HPE DL38X GEN10 HIGH PERF FAN	\$155.85	\$155.85
	2	865414-B21	HPE 800W FS PLAT HT PLG LH PWR SPLY KIT	\$234.76	\$469.52
	2	487655-B21	HPE BLC 10G SFP+ SFP+ 3M DAC CABLE	\$136.30	\$272.60
	1	733662-B21	HPE 2U LFF EASY INSTALL RAIL KIT	\$65.21	\$65.21
				Hardware Total:	\$10,688.40
Support	1	BD505A	HPE ILO ADV 1-SVR LIC 3YR SUPPORT	\$305.83	\$305.83
	1	H1K92A3 R2M	HPE ILO ADVANCED NON BLADE SUPPORT	\$21.68	\$21.68
	1	H1K92A3 WAH	HPE DL38X GEN10 SUPPORT	\$3,275.40	\$3,275.40
				Support Total:	\$3,602.91
Services	1	H1K92A3	HPE 3Y PROACTIVE CARE 24X7 SERVICE	\$0.00	\$0.00
				Services Total:	\$0.00
Misc.	1	P00930-B21 OD1	FACTORY INTEGRATED	\$0.00	\$0.00
	1	826687-B21 OD1	FACTORY INTEGRATED	\$0.00	\$0.00
	2	P04556-B21 OD1	FACTORY INTEGRATED	\$0.00	\$0.00
	5	872487-B21 OD1	FACTORY INTEGRATED	\$0.00	\$0.00
	1	P01366-B21 OD1	FACTORY INTEGRATED	\$0.00	\$0.00
	1	804338-B21 OD1	FACTORY INTEGRATED	\$0.00	\$0.00
	1	727054-B21 OD1	FACTORY INTEGRATED	\$0.00	\$0.00
	1	867810-B21 OD1	FACTORY INTEGRATED	\$0.00	\$0.00
	2	865414-B21 OD1	FACTORY INTEGRATED	\$0.00	\$0.00
	1	BD505A OD1	FACTORY INTEGRATED	\$0.00	\$0.00
	1	733662-B21 OD1	FACTORY INTEGRATED	\$0.00	\$0.00
				Misc. Total:	\$0.00
					Extended Sell
Solution Total:					\$14,291.31

Pricing expires 30 calendar days from date on Proposal

Prepared By: Zach Ferdinand (Inside Solution Architect)

Prices are contingent on final pricing approval from Manufacturer

Quote provided based on specification provided by customer. No workload validation has been done.

The terms and conditions provided on this link apply: <https://www.cdwg.com/content/cdwg/en/terms-conditions.html>

Applicable Taxes and Shipping not shown.



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Hardware Software Services IT Solutions Brands Tech Library

Quote # LHLB634

Description: LHLB634

Created Date: 03/12/20

Status: Open

Requested By: RICH KILLIPS

Customer Notes:

Ship to:

CITY OF NEW BUFFALO
DEPT OF FINANCE
224 W BUFFALO ST
NEW BUFFALO, MI 49117-1899

Billed to:

CITY OF NEW BUFFALO
ATTN: DEPT OF FINANCE
224 W BUFFALO ST
NEW BUFFALO, MI 49117-1899
(269) 469-1500

Shipping method:

Electronic Drop Ship

Payment method:



Net 30 Days-Govt State/Local

Quote Summary

Subtotal	\$3,663.41
*US Tax	\$0.00
Shipping	\$0.00
Grand Total	\$3,663.41

*Tax may change if this quote is amended by your account manager.

Product Details

Item	Availability	Price	Quantity	Item Total
 <p>Veeam Backup & Replication – Upfront Billing License (3 years) + Production</p> <p>MFG Part: P-VBRVUL-01-SU3YP-00 CDW Part: 5777258 UNSPSC: 43233415</p> <p>Electronic distribution – NO MEDIA</p>	<p>In Stock</p> <p>Ships same day if ordered before 4pm CT</p>	<p>\$2,844.77</p> <p>Pricing Option Applied: MARKET</p>	1	\$2,844.77
 <p>Microsoft Windows Server 2019 Standard – license – 2 cores</p> <p>MFG Part: 9EM-00679 CDW Part: 5303519 UNSPSC: 43233004</p> <p>Electronic distribution – NO MEDIA</p>	<p>In Stock</p> <p>Ships same day if ordered before 4pm CT</p>	<p>\$102.33</p> <p>Pricing Option Applied: MARKET</p>	8	\$818.64

QUOTE CONFIRMATION



DEAR RICH KILLIPS,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
LHHX451	3/10/2020	LHHX451	11430853	\$2,621.11

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<u>Ubiquiti UniFi Switch US-48-500W - switch - 48 ports - managed - rack-mount</u> Mfg. Part#: US-48-500W UNSPSC: 43222612 Contract: Michigan Master Computing-MIDEAL (071B6600110)	1	3540036	\$857.59	\$857.59
<u>APC Smart-UPS SMT2200C - UPS - 1.98 kW - 2200 VA - with APC SmartConnect</u> Mfg. Part#: SMT2200C UNSPSC: 26111701 Contract: Michigan Master Computing-MIDEAL (071B6600110)	1	4894877	\$873.71	\$873.71
<u>Ubiquiti UniFi Cloud Key - Gen2 - remote control device</u> Mfg. Part#: UCK-G2 UNSPSC: 43222634 Contract: Michigan Master Computing-MIDEAL (071B6600110)	1	5315515	\$172.46	\$172.46
<u>Tripp Lite 24U Rack Enclosure Server Cabinet Doors & Sides, 33" Depth</u> Mfg. Part#: SR24UB UNSPSC: 24102001 Contract: Michigan Master Computing-MIDEAL (071B6600110)	1	141838	\$717.35	\$717.35

PURCHASER BILLING INFO	SUBTOTAL	\$2,621.11
Billing Address: CITY OF NEW BUFFALO DEPT OF FINANCE 224 W BUFFALO ST NEW BUFFALO, MI 49117-1899 Phone: (269) 469-1500 Payment Terms: Net 30 Days-Govt State/Local	SHIPPING	\$0.00
	SALES TAX	\$0.00
	GRAND TOTAL	\$2,621.11
	DELIVER TO Shipping Address: CITY OF NEW BUFFALO DEPT OF FINANCE 224 W BUFFALO ST NEW BUFFALO, MI 49117-1899 Phone: (269) 469-1500 Shipping Method: CEVA Deferred, 3-5 Days	
Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515		

Need Assistance? CDW•G SALES CONTACT INFORMATION		
	Ryan Marron	(877) 219-8208
		ryamarr@cdwg.com

CITY OF NEW BUFFALO PURCHASE ORDER / REQUEST



224 West Buffalo
New Buffalo, Michigan 49117
269-469-1500

NUMBER: 19-098

DATE: 4/13/20

TO:

VENDOR NO: _____

Name Edge IT

Address 111 E Third St

ORDER DATE: 4/13/20

City / State / Zip Mishawaka In 46546

Phone / Fax _____

Quantity	Part / Unit	Description	Appropriation Account	Unit Price	Amount
1		Labor for sever install	101-298-854	4000.00	4000.00

REASON FOR PURCHASE :

Replace rapidly deteriorating server at City Hall

Gen Govt
Department

NOTE: _____

[Signature]
Supervisor Approval

SHIP TO: CITY OF NEW BUFFALO
224 W BUFFALO STREET
NEW BUFFALO, MI 49117

[Signature]
City Treasurer

[Signature]
City Manager



Quote

Quote #: 8625
 Date Created: 03/11/2020
 Date Expires: 03/26/2020
 Presented By: Gerrick VanLue

South Bend Area
 PO Box 2401
 South Bend, IN 46680

574.855.3048
 www.associatesit.com

For: New Server Installation

Quotation For:

Name: Rich Killips
 Company: City of New Buffalo
 Address: 224 W. Buffalo Street
 City, State, Zip: New Buffalo, Michigan 49117
 Phone #: 269.469.1500
 Email Address: rkillips@cityofnewbuffalo.org

Description	Qty	Unit Price	Ext. Price
-------------	-----	------------	------------

Services

Installation and configuration of new server hardware and software.	40	\$100.00	\$4,000.00
---	----	----------	------------

Subtotal: \$4,000.00
 Tax: \$0.00
 Total: \$4,000.00

Please note, some older equipment may not be compatible with new versions of operating systems, updates and certain software, as these items sometimes have limited backward compatibility. Due to this and other unpredictable items, costs may exceed estimated hours. A signed quote is required, no equipment will be ordered and services will not be scheduled or performed without a valid signed quote. All quotes that exceed \$1,000.00 require minimum payment of half of quote total before orders are placed and work is begun. Payment alone does not signify approval or agreement. Quote does not include travel time or freight/shipping charges which may apply. Product will be invoiced at the time of order by Client. Price and availability of product is subject to change based on technological changes, availability and market conditions at the time of purchase. Services will be invoiced upon completion of the project. Service rates are based on work performed from 8:00 a.m. to 5:00 p.m. Monday through Friday. If service is required on evenings or weekends, overtime rates will apply. All invoices must be paid within 15 days of the date of invoice. Payments received more than 5 days after the due date may be subject to an interest charge of 15% per annum. A 3.5% credit card processing fee will be added to all invoices paid by credit card. Returns are not accepted unless product is defective upon arrival. Collections on past due amounts or breach of this agreement are subject to recovery of all legal fees, including but not limited to attorney fees, court costs, filing fees, etc. This quote shall expire on the date indicated above or upon Client's receipt of a subsequent quote for the same or similar services, whichever occurs first. The terms of any applicable Managed Services Agreement between Client and Edge IT shall remain in effect according to the terms of such Agreement and, to the extent there is any conflict between any term of such Managed Services Agreement and this Quote, the term of the Managed Services Agreement shall prevail. Client's signature below indicates approval to all terms and conditions above and agreement to be bound to such terms.

Approval Signature: _____ Date: ____/____/____

Rich Killips

24575.83



CITY OF NEW BUFFALO PURCHASING POLICY & PROCEDURES

Revised August 2018

In accordance with the Charter for the City of New Buffalo, adopted on October 21, 1965 and amended March 13, 1967, March 12, 2001 and May 3, 2005 and Ordinance 197 approved October 16, 2012, the following policies and procedures govern purchases and procurements of goods and/or services in all departments within the City of New Buffalo.

SECTION 1: Ethics and Conflicts

This policy is to be followed by all City employees to correctly and ethically process a procurement need and to ensure the efficient and responsible use of public funds. Additionally:

1. No purchase will be approved or undertaken unless an appropriation has been established, through either the adopted annual budget or City Council approval of additional appropriations. It is the responsibility of the Department Head to maintain control of their individual budgets.
2. No City employee shall have a direct or indirect financial interest in any contract or purchase of goods or services entered into by the City, or shall derive any personal benefit from the City's purchase of goods or services.
3. No City employee shall use the City's purchasing procedures to obtain property for personal use, by misrepresenting to vendors for the purpose of obtaining price discounts for personal purchases.
4. No City employee shall draft or cause to be drafted any specifications for bids in such a way as to intentionally limit the bidding directly or indirectly to any one bidder.

SECTION 2: Local Vendor Bid Preference

It is the intent that the City of New Buffalo will attempt to purchase goods and services from businesses located within New Buffalo, Michigan when the price, quality, service and other relevant factors relating to the goods and services are comparable with businesses located outside of New Buffalo City.

On occasion, there may be a question as to the application of this policy to a particular purchasing situation or circumstance. In these cases, the affected Department Head shall consult with the City Manager or designee to determine the appropriate course of action.

The City reserves the right to accept any or all quotes or bids and/or waive any irregularity or defect if deemed to be in the best interest of the City.

Local is defined as a primary business location within New Buffalo, Michigan. It shall further mean any business or firm including authorized home occupations that are located within Berrien County, Michigan. This policy shall not apply to the City of New Buffalo's legal representation, engineering firm or auditing firm as other professional consideration is warranted for those duties and contracts.

1. Quotes

Written quotations received from local vendors that are within three percent (3%) of the low quote, if the low quote is from a non-local vendor, may be preferred for approval, provided that all sections of this policy have been met to the satisfaction of the City Council

2. Sealed Bids

Sealed bids from local vendors that are within three percent (3%) of the low bid, if the low bid is from a non-local vendor, may be preferred for approval over the low bid, provided that all sections of this policy have been met to the satisfaction of the City Council. The variance for sealed bids will be determined on a case-by-case basis for all bids over \$30,000.

3. Guidelines

The following guidelines will be used, jointly and severally, to determine whether a local vendor is eligible to provide products or services to the City of New Buffalo within three percent (3%) quote or bid variance.

- a. The goods, services and warranties must be equivalent to that offered by an alternate vendor.
- b. Local vendors must provide a comparable quote or bid within the time frame requested by the
- c. City for all quotes and bids. All quotes are confidential, except where subject to the Freedom of
- d. Information Act.
- e. A minimum of three (3) quotes, bids or proposals will be sought by Administration for products or services. Where the minimum number of quotes, bids or proposals received is less than three (3), determination of sufficiency of the number of bids will be made by the City Manager.

SECTION 3: Green Purchasing Practices

The City is committed to Green Purchasing practices in obtaining goods and services. The City shall consider environmentally-preferable products when appropriate.

1. Nothing in this policy requires the procurement of products that do not adequately perform their intended use, requires procurement that excludes adequate competition, or requires the procurement of products that are unavailable at a reasonable price or at a reasonable time.
2. An “environmentally-preferable product” means a product that meets any of the following criteria:
 - a. Is durable, repairable, reusable, or recyclable;
 - b. Has a minimum of packaging, toxic content, or chemical-hazard potential;
 - c. Is resource or energy efficient in any or all phases of its manufacture, use, or disposal; or
 - d. Its use or disposal minimizes or eliminates the City’s potential environmental liability.

SECTION 4: Policy

1. Requisitions and purchase orders for re-occurring items such as utilities, insurance premiums, service maintenance contracts, retirement funds, professional fees, etc. will not be issued; however, a yearly open purchase order may be issued as a matter of principle.
2. Requisitions will be applied for, documented and properly signed before any purchase order is issued. A requisition is not necessary for amounts under One Thousand Dollars (\$1000.00). Purchase orders will not be issued for amounts under One Thousand Dollars (\$1000.00).
3. Small purchases under Fifty Dollars (\$50.00) may be handled out of petty cash or by city-issued credit card. The Treasurer oversees the petty cash account. Submission of receipts and adequate documentation of purchase is necessary for all petty cash reimbursements. A Department Head must also initial or sign any petty cash purchase, indicating approval.
4. In accordance with the City Charter and Ordinance 197 dated October 16, 2012, Comparative prices shall be obtained for the purchase or sale in an amount not in excess of Five Thousand Dollars (\$5,000) of all materials, supplies and public improvements, except: (a) In the employment of professional services and (b) When the City Manager shall determine that no advantage to the City would result. For purchases in excess of Five Thousand Dollars (\$5,000), sealed bids shall be obtained and shall be approved by the City Council, except that where the City Council shall determine that the public interest will be best served by joint purchase with or purchase from another unit of government. The City reserves the right to reject any and all bids, to accept or reject any one or more items of a bid, or to waive any irregularities or informalities in the bids or the bidding process if to do so is deemed to best serve the interest of the City.

5. Per City Ordinance, Article VII, Finance, Section 2-45, any contract or agreement in an amount of Ten Thousand Dollars (\$10,000) or more, made with form or terms other than the standard City purchase order form, shall, before execution, be submitted to the City Attorney and his opinion obtained with respect to its form and legality.
6. Procedures for purchase and sale of property, opening and acceptance of bids, and contract requisites are detailed in the City's Charter: Chapter C 12, Sections 12.1-12.3.
7. For each requisition, the Treasurer of the City shall first verify that a budgeted appropriation has been made for the payment thereof, or that sufficient funds will be available if it be for a purpose being financed by the issuance of bonds, by special assessments, or for some other purpose being chargeable to a budget appropriation.
8. The fiscal year of the City shall begin on July 1st in each year and close on the following June 30th. Any purchase made on or before June 30th of any given year, will be charged to the current fiscal year ending; unless approved by the Council to charge to the next fiscal year.
9. On or before July 1st of each year, each Department Head will receive a complete copy of the budget adopted by the City Council.
10. The City Council may authorize the Treasurer to transfer between budgeted appropriation items or fund balance as necessary.
11. Appropriations will be deemed maximum authorization to incur expenditures. The City Manager, in conjunction with the Treasurer, shall administer the budget as finally adopted to ensure that programs or objectives are realized within these limits and shall not approve any expenditure beyond that necessary to accomplish those objectives.
12. APPROPRIATION IS NOT A MANDATE TO SPEND.
13. No obligation shall be incurred against, and no payment shall be made from any budgeted appropriation account unless there is a sufficient unencumbered balance in the budgeted appropriation or fund and sufficient monies are or will be available to meet the obligation.

SECTION 5: Exceptions: The requisition and/or bid process *may* be bypassed in the following instances:

1. Should an emergency arise after normal working hours, weekends or holidays etc., the Department Head or their designated assistant, after unsuccessfully contacting the City Manager, may contract for necessary immediate purchases. This procedure is to be used only when necessary and prudent, and the City Manager shall be notified

2. In extreme emergency situations to preserve life, health or property, the appropriate Department Head may dispense with obtaining quotes/bids/proposals to obtain materials/services necessary in dealing with the emergency. If the purchase exceeds \$10,000, immediately following the emergency, the appropriate Department Head shall prepare an agenda report to Council explaining the emergency and the items purchased. Emergency procurements should be made only to preserve life, health or property.
 - o Upon a natural disaster
 - o To correct or forestall a shutdown
 - o To maintain essential public services
 - o Other unforeseeable events
 - o NOT because of poor planning
3. When there exists other governmental contracts that are competitively bid (ex: State contracts) that the City is eligible to use.
4. Sole-Source Purchase: when only one known supplier is available for that item the purchase may be exempt from the bidding process.
5. Replacement Purchases—the purchase of furniture, carpeting, or other fixtures to match existing fixtures.

If a Department Head believes that a purchase qualifies under this Section, then he or she must provide the City Manager with the justification for an exemption from the competitive-bidding requirement. The City Manager may grant an exemption from the competitive-bidding requirement if he or she determines that the purchase qualifies under this Section.

SECTION 6: Procedures

1. Requisitions shall be submitted prior to the expenditure being made.
2. Approved requisitions and purchase orders will be required for all amounts over \$1000.00. *Use of more than one purchase order or contract so that it will remain under the above set limit is not allowed.*
3. The requisition form is to be filled out and signed by the Department Head and include at least the following:
 - a. Quantity to be purchased, name of vendor and complete address.
 - b. Unit price, total of purchase- estimate if necessary.
 - c. Name of department requesting expenditure, to be signed by person responsible.
 - d. Appropriation account name and number being charged.
 - e. Item description.
 - f. Reason for purchase.

4. If it is a new vendor, a Vendor Setup form (attached) must be submitted with the requisition.
5. The requisition to be given to the Treasurer for approval. The budget will be checked and requisition will be approved or disapproved.
6. If the requisition is approved by the Treasurer it will then be forwarded, if the amount requires City Manager approval, to the City Manager for his/her approval and signature.
7. No purchase order will be issued without approved requisition.
8. When necessary approvals are received, a copy of the requisition and purchase order will be given to the Department Head.
9. When goods or services are received, a receiving copy must be forwarded to the Treasurer so that payment can be made. The receiving copy must be signed by the person or their appointee receiving the goods or services. If a receiving copy is not available, the department head shall initial the invoice to confirm receipt
10. All invoices shall be submitted to the Treasurer for processing and payment.
11. No request will be approved for any amount in excess of Five Thousand Dollars (\$5000) without City Council approval. In accordance with the City Charter and Ordinance 197 dated October 16, 2012, purchases in excess of Five Thousand Dollars (\$5000), sealed bids shall be obtained and shall be approved by the City Council, except that where the City Council shall determine that the public interest will be best served by joint purchase with or purchase from another unit of government.
12. Accounts payable will be paid at least once a month. Department heads are responsible for ensuring invoices are submitted to the Treasurer in a timely manner.
13. A revenue and expenditure report will be submitted monthly to the City Council, Department Heads and the City Manager. This will include charges by budgetary item for checks issued, the total budget for the year and the balance remaining. Department Heads and the City Manager are responsible to review the accuracy of the monthly reports and report any inaccuracies for correction. ***Department heads are responsible for adhering to their department budgets.***
14. If, for a valid reason, the budgeted appropriation amount is over expended and results in the department budget being exceeded, the budget must be amended by the City Council upon recommendation by the Treasurer and City Manager.

NBBA Farmers Market

Curb side Pick Up

2020 New Buffalo Farmers Market Rules and Regulations

Mission Statement

The New Buffalo Farmers Market is dedicated in providing fresh, healthy foods, artisan goods, local businesses, and community organizations a place to sell to the local community and visitors to our area.

Market Governance

NBFM is committed to creating a diverse marketplace with the highest quality, locally produced products available. Although NBFM must reserve unconditional discretion to accept or refuse anyone as a NBFM vendor, the market considers many factors when evaluating vendor applications. All decisions are final from the New Buffalo Business Association.

Factors in Acceptance

- **Farm Products** – produce, meat, eggs, etc brought to the market should be over 80% grown in local agriculture/horticultural locations. Producers may display "value-added" products (such as salsas, jams, salad mixes, honey, etc), as long as a substantial portion of the ingredients are wild gathered or grown by the vendor and that all applicable state health department regulations are followed. All vendors are subject to inspection, or other verification, of capacity to produce by the New Buffalo Business Association and/or **The Michigan Department of Agriculture and Rural Development (MDARD)**
- **Non-Farmers** - there is a limited amount of spaces for non-food based vendors. Applications will be assessed and priority will be given to locally sourced, hand-made products, or agriculturally based products.
- **Local Businesses and Community Organizations** – local businesses and non-profit entities are encouraged and will be given every opportunity to participate in the market.
- **Kids Market** – children, under the age of 16 yrs old, are encouraged and will be given every opportunity to participate in the market selling home-made items or produce.
- **Product Balancing** - duplicate products may be denied entry, although product exclusivity is never promised, the New Buffalo Business Association may exclude a product or vendor if they determine that a product is over-represented at the Market. Products that are unique or unusual are desirable.

Location and Hours

- The NB Farmers Market pick-up is located in downtown New Buffalo on E. Merchant St.
- Hours of operation: every Friday beginning **June 19th through Sept 4rd, 9 to 11 am EST, rain or shine.**
Other dates after season - TBD. The New Buffalo Business Association may extend the market hours to accommodate patrons and season.

Market Products

The following items are allowed to be sold through the Market:

- Fresh vegetables and fruits, starter plants, flowers, bedding plants, fresh or dried herbs, baked goods, preserves, and other farm products such as honey, dairy products, eggs, meats, and syrups.
- Local business and non-profits offering goods/services, approved by the New Buffalo Business Association.
- Hand-made artisan products and crafts are to be sold by the artist or known representative only.
- Food vendors providing edible food for immediate consumption – must adhere to Berrien Co. Health Department regulations.

Product Definitions

- All fruits and vegetables should be Michigan or NW Indiana grown. If not, items must be clearly marked as to place of origin and less than 20% of entire product offering.
- All other food products must be labeled as to content, origin and producer. Vendors **MUST** follow the Cottage Food Laws – see link below for Michigan state laws.
- All items for sale must be clearly marked with their retail price. Prices may be posted on the product with an individual sign or posted as a list of prices on a large sign or board. All lettering on signs are recommended to be at least 2 in. in height and clearly legible.
- Produce must be fresh. The selling of spoiled, overripe or unusable products is not allowed.
- **Please refer to the Michigan Dept of Agriculture of details:**
<http://www.michigan.gov/mdard/0.4610.7-125-50772---.00.html> (General information)

Product labeling and certification

- Vendors should provide clear, written information about production methods, which can be available to any consumer who requests it.
- All meat and dairy products must be labeled in accordance with laws as processed food products.
- Detail any part of the processing not done by the vendor and provide appropriate documentation of any second party processor or co-packer. Approval of some products that are processed by a second party or a co-packer may be considered on a case-by- case basis.
- Packaged, processed foods must be labeled in accordance with applicable laws. Bulk dried foods must also be labeled appropriately. Vendors wishing to sell processed foods must provide labeling with ingredients, process location, sales date. Labeling requirements, review information here
- **Please refer to the Michigan Dept of Agriculture of labeling details**
http://www.michigan.gov/mdard/0.4610.7-125-50772_45851-240577--.00.html#Labeling (Labeling)

Compliance with health, safety, and related laws

- Vendors and their employees are responsible for knowing and complying with federal, Michigan state, and local health regulations and licensing requirements governing the production, distribution, and sales of their products.
- **Please refer to the Michigan Dept of Agriculture for details**
http://www.michigan.gov/mdard/0.4610.7-125-1568_2387_46671---.00.html (Safety)

COVID-19 – State of Michigan Guidelines

Please ensure you have read and understand the MI State COVID guidelines – read here
https://www.michigan.gov/whitmer/0.9309.7-387-90499_90705-527874--.00.html

About the New Buffalo Business & Community Association

We are the 501(c)6 membership organization representing over 140 business and community members. Our mission: The New Buffalo Business Association is a partnership of business and community members focused on events and activities to make our city by the lake a vibrant place to visit or call home. To learn more about our organization, board, and events please visit www.newbuffalo.org

2020 New Buffalo Farmers Market Vendor Application Friday, June 19th – Sept 4th – additional date TBD

Until further notice, the following COVID-19 vendor guidelines will apply for those vendors/businesses participating in the 2020 New Buffalo Farmers Market. These guidelines were drafted according to Governor Whitmer's Executive Order 2020-60 and recommendations from the Michigan Farmers Market Association. Please

contact the Co-Chairs of the New Buffalo Business Association Events Committee at Abby Voss- abbykvoss@gmail.com or Audrey Tuzynski- goldcoastym@gmail.com with any questions or concerns. Vendor and Customer safety is our top priority and we appreciate your understanding and cooperation. Thank you for your continued support!

New Buffalo Farmers Market COVID-19 Vendor Guidelines
General Rules and Regulations for Pick-up/Delivery market for 2020 season

- All vendors/market staff must wear a mask/face covering
- We encourage vendors to limit staff to 1 maximum if providing pick-up or delivery services
- Only produce/food vendors will be allowed to be on-site for pick-up
- Local restaurants must provide a staff member for pick-up/delivery
- All other vendors must drop off item(s) before 8:30am ET Friday mornings
- All items brought for pick-up must pre-packaged, labeled and payment determined/recorded – Market staff is unable to except payments for items sold
- We encourage contactless payment, as well as pre-orders. We encourage businesses to use square/venmo
- If necessary, vendors/businesses should encourage 1 staff person to handle payment, and another staff person handle product – must use gloves for transactions
- There should be NO handling payment and product at the same time
- Maintain 6 feet between others, if not in car
- There will no preparation or consumption of food onsite

**Please make sure to fill out the entire application, along with your signature, to be considered.
Vendors are not accepted until Market Manager has sent confirmation.**

*NAME: _____

*ADDRESS: _____ City _____ State _____ Zip _____

*CELL PHONE#: _____ PRIMARY PHONE# _____

*EMAIL: _____
(most correspondence will be done by email so provide the address you check the most)

Web Site: _____

Social Media Page(s):

Facebook: _____

Instagram: _____

Description of your business and/or product: _____

If produce, is it locally sourced or grown yes ____ no ____ describe _____

If produce, is it organically grown yes ____ no ____ describe _____

If produce or food product, would you like to participant in CSA box yes ____ no ____

Vending Dates

Should the regular market open for 2020 – vendors fees will be applied and dates/space will be confirmed by Market Manager prior to market set-up.

June Friday 19th ____ Friday 26th ____

July Friday 3rd ____ (*July 4th wk*) Friday 10th ____ Friday 17th ____ Friday 24th ____ Friday 31st ____

August Friday 7th ____ Friday 14th ____ (*Ship & Shore weekend*) Friday 21st ____ Friday 28th ____

Sept Friday 4th ____

Other date TBD

All 12 Dates ____

FEES

To ensure a success and full offering to our customers, the market is only offering monthly and full season rates only

- NEW BUFFALO BUSINESS (CITY/TOWNSHIP) \$5.00 per week*
- VENDOR (FARM/ART/PRODUCT) \$10.00 per week*
- FOOD

TOTAL AMOUNT DUE \$_____

***Payment must be paid monthly or in-full. The NBBA can invoice through Quickbooks for credit card or Debit card payment. Checks should be made out to the New Buffalo Business Association**

Please initial and sign the statements below, we will not consider for space until application is completed.

I have read and understand all the New Buffalo Famers Market rules provided in this application. Any federal, state and local laws pertaining to my business type have been reviewed and I have completed any and all requirements prior to participant with the market. _____ **(initial)**

I understand that the New Buffalo Business Association, or its employees, agents, or volunteers are not responsible for lost, stolen, or damaged items contained in individual booths. I further agree not to hold the City of New Buffalo or the New Buffalo Business Association liable in case of injury or accident which may result from my participation in the market.

SIGNATURE: _____ DATE: _____

PLEASE RETURN SIGNED APPLICATION:
NB FARMERS MARKET, 30 N. Barton, New Buffalo, MI 49117 OR
email to cathi@newbuffalofarmersmarket.com

New Buffalo Farmers Market: Pick-Up Season COVID-19 Safety Guidelines

Until further notice, the following COVID-19 customer guidelines will apply to the New Buffalo Farmers Market. These guidelines were drafted according to Governor Whitmer's Executive Order 2020-60 and recommendations from the Michigan Farmers Market Association. Please contact our Event Co-Chairs Abby Voss- abbykvoss@gmail.com or Audrey Tuszynski- goldcoastym@gmail.com with any questions or concerns. Customer safety is our top priority and we appreciate your understanding and cooperation. Thank you for your continued support!

As a result of the COVID-19 outbreak, we have transitioned to a pre-ordered/ pick-up only drive-thru. The closure of in-person markets can lead to devastating impacts on farmers, and our local food system, so we ask you to please support our vendors during this time.

Our Virtual Marketplace allows customers to continue to shop directly from our farmers. For a full vendor list organized by type, detailing items available, and where else their items are available.

Pick-up/Delivery Only Rules & Regulations

- Please wear a mask when picking up order
- If you have been ill within the last 14 days, caring for someone that has been ill within the last 14 days or sharing a residence with someone that has been ill within the last 14 days, please do not pick-up order – delivery can be arranged
- Do not get out of your vehicle while in line for pick-up
- The Market staff will confirm order, payment and bring order to your car
- If walking or biking - limit pick-up party to 1 per household
- Maintain 6 feet between others if not in car
- No gathering of groups, either in parking lot or a Market tent
- Market is strictly one-way entrance – see map
- To pick-up order - you must provide ID to ensure correct name and order
- You must pre-order prior to pick-up day with vendors – website details
- No money will be exchanged on pick-up day – please arrange all payment before Friday am – no exceptions
- The NBBA will provide sanitizer for your hands when you leave
- Customers are advised to wash all produce and wipe down all packages prior to eating and storing products at home
- There will no preparation or consumption of food onsite
- All vendors/market staff must wear a mask/face covering
- We encourage vendors to limit staff to 1 maximum
- All items brought for pick-up must pre-packaged, labeled and payment determined
- We encourage contactless payment if possible, as well as pre-orders. We encourage businesses to use square or venmo where possible.
- Vendors should encourage 1 staff person to handle payment, and another staff person handle product – must use gloves for transaction
- There should be NO handling payment and product at the same time

Policies are subject to change or update as State of Michigan or Berrien County Health Department COVID-19 guidelines evolve.

Special Event Application Form



224 W. Buffalo St.
New Buffalo, MI 49117
Phone: 269-469-1500
Fax: 269-469-7917

Important: Please fill out each item as completely as possible, to allow your application to be processed as quickly as possible, without unnecessary delays. Please return the completed, signed application, with any necessary attachments, to the City Manager's Office, at the address shown at the left.

Special Events must be approved by the City Council, which meets on the Third Tuesday each month. We recommend submitting your application at least two months before your organization, to allow time for review and satisfy all requirements before approval.

Applicant Information

Name of Special Event: New Buffalo Farmer's Market **New Buffalo Farmers Market: Pick Up Season**

Sponsoring Organization (if applicable): New Buffalo Business Association

Mailing/billing Address: [REDACTED]

City/State/ZIP Code: [REDACTED]

TIN: [REDACTED]

Contact Person(s): Blagica Bottigliero-[REDACTED] (President), Abby Voss-[REDACTED] (VP/Event
Audrey Tuszynski - Event committee [REDACTED]

Business Phone: _____ Cell Phone: _____ Fax: _____

E-mail Address(es): Blagica.bottigliero@gmail.com, abbykvoss@gmail.com goldcoastym@gmail.com

Event Information

**A separate event schedule and/or description may be attached in response to questions 1 through 5.*

***For any question, if there is not room to include a complete response, please include the response on a separate attachment and not "see attached". When providing information in an attachment, please refer to the appropriate question number(s) to help the City staff review the application.*

1. What is the requested day(s), date(s), and time(s) of the Special Event: Every Thursday ^{Text} 3-8 pm
May 28th-September 7th Friday mornings, June 19th- September 7, 2020 8am to 11am

2. Is there a requested alternative date(s)? [YES] [NO]

• If yes, please provide the alternative date(s): _____

3. Please describe the event(s): Farmers, Artisans & Harbor country businesses
selling produce & handmade goods.

Pre-order, drive through pick up only, goods prepackaged and paid for. Goods handled by NBBA board members, following health safety guidelines.

4. What is the requested location(s) of the event(s): 2nd block of N Whittaker St
 East Merchant street, parking spaces and sidewalk. Sidewalk for vendor tents, if any (some have voiced wanting to be there, as NBBA will still handle pre-packaged goods)

5. Provide estimate number of people attending this event: 500-1000 per week 25-100 per week

Please complete the following checklist regarding your event and special needs: More detailed instructions are included on the following pages. Please use additional sheets where appropriate for more detailed responses.

6. Is this event expected to be a reoccurring event in a future calendar year? Yes No
 Normal Annual Date? Every Thursday from Memorial Day to Labor Day
7. Have you included a map indicating the location of your event and schedule? Yes No
8. Will this event include the use of signs? Yes No
 • Directional Road closures & restricted parking No road closure, restricted parking Yes No
 • Other Event banners & market signs on barricades Yes No
9. Is the applicant seeking special parking arrangements, such as reserved parking? Yes No
10. Is the applicant requiring utility connections, such as electric or water services? Yes No
11. Does the applicant require other public services? Yes No
 • Barricades Date Installed: Thursday 1pm Date Removed: Same day 9pm Yes No
 • Fencing Date Installed: _____ Date Removed: _____ Yes No
 • Street Sweeping Yes No
 • Mowing Yes No
 • Rubbish Containers Date Installed: _____ Date Removed: _____ Yes No
 • Recycling Containers Date Installed: _____ Date Removed: _____ Yes No
 • Police Yes No
 • Other: Barricades Friday, 8AM to be removed same day at 1130AM Yes No
 • Map included indicating locations of these services/facilities? Yes No
12. Does the applicant have any security or safety concerns/requirements? Yes No
13. Are you requesting assistance from the Police Department? Yes No
14. Are you requesting assistance from the Fire Department? Yes No
15. Is the applicant requesting assistance from an outside agency or contractor For providing services and/or facilities? Yes No
16. Will the event include loud or unusual sounds? Yes No
 • Musicians Yes No
 • Singers Yes No
 • Amplified Announcers Yes No
 • Carnival Rides Yes No
 • Motor Vehicle Noises Yes No
 • Generators Yes No
 • Other _____ Yes No
17. Will the event include food/vendors? Yes No
18. Will the event require sanitation services? Yes No
19. Will the event require transportation services? Yes No
20. Will the event include unusual lighting beyond what is normal at that location? Yes No
21. Are alcoholic beverages proposed to be served as part of the event? Yes No
 • Have all necessary liquor licenses been obtained or applied for? Yes No
22. Does the applicant have any other requests that are not listed in this form? Yes No
23. The applicant is required to provide \$1,000,000 of general liability insurance coverage with Respect to the event; have you attached a Certificate of Insurance listing the City of New Buffalo as an additional name insured? Yes No

**Indicates attachments required*

6. **Is this event expected to occur again in a future calendar year?** You may ask to reserve a date for a future calendar year with this application. To reserve an event date for a future calendar year, please provide the normal annual event date. *Note:* Granting such a reservation does not constitute final approval of the event, but will reserve the same area as granted for the current year, until three months before the reserved date.
7. **An Event Map and Schedule of event** – If your event will use streets, sidewalks, or parks will use multiple locations, please attach one or more maps showing the locations requested. Please show any streets or parking lots that you are asking be blocked off or reserved for specific purposes, locations of specific events or objects (carnival rides, bleachers, medical care, exhibits, special parking, pick-up/drop-off areas, etc.), security, signage, exits, port-o-johns, remote parking lots, the actual route of a parade or race, and similar information appropriate to clarify the exact request. (Please see page 7 to complete the map(s) and schedule information in greater detail)
8. **Will this event include the use of signs?** If yes, please attach information on the size, content, and location of any requested signs; signs may be shown on the event map or on a separate map, if appropriate. Small directional signs that do not obstruct pedestrian or vehicular traffic may be placed in the event area, during the event, without being included in this application.
9. **Is the applicant requesting special parking arrangements – such as limiting parking areas to certain groups of users?** No special event request will be inclusive of any guaranteed reserved parking. Applicants may submit a detailed request defining the reason and specific need for the designated parking request. The only vehicles permitted inside of the venue will be utilized for the containment and preservation of perishable goods.
10. **Is the applicant requiring utility connections, such as electric service or water?** If yes, you must coordinate with the Park Superintendent to review what utilities are available in requested area, and provide a description or map showing the utilities requested. The City will call Miss Dig to identify utility lines 2 weeks before event.
11. **Does the applicant have any other requests for public services?** If yes, you must coordinate with the Park Superintendent to determine if assistance from Public Services is appropriate and available. The applicant may be charged for these services.
12. **Does the applicant have any security or safety needs?** If yes, you must contact the Chief of Police to determine what assistance from the Police Department is appropriate and available, and then provide a description of services or security plan the Police Department has for approval. The applicant shall be charged for these services.
13. **Is the applicant requesting assistance from the Police Department?** If yes, you must contact the Police Chief to determine what assistance from the Police Department is appropriate and available, and provide a description of the services the Police Department has indicated it could provide. The applicant shall be charged for these services.
14. **Is the applicant requesting assistance from the Fire Department in addressing these concerns?** If yes, you must contact the Fire Chief to determine what assistance from the Fire Department is appropriate and available, and provide a description of the services the Fire Department has indicated it could provide. The applicant may be charged for these services.

- 15. Is the applicant requesting assistance from an outside agency or contractor for providing services and/or facilities?** If yes, you must please attach information indicating all of these contractors on this application. It is your responsibility to make sure each agency or contractor has a minimum of 1,000,000 liabilities polices and has named you or your organization as a rider of a special event.
- 16. Will the event include loud or unusual sounds, such as musicians, singers, amplified announcers, carnival rides, motor vehicle noises, generators beyond those regularly present in the location, etc.?** If yes, you must please attach information indicating all of these on this application along with a detailed schedule and hours of event date(s).
- 17. Will the event include Food Vendors?** If yes, please include a list of food vendors with any and all pertinent information. In addition, the following are also required:
- Special Waste:** All grease, charcoal, etc., must be disposed of properly – not left in the street/park or poured down a sewer. The producer or city employee will review the space, if a vendor is not present, the City reserves the right to determine the cleanliness of the space and charge for clean-up.
 - Fire Extinguisher:** Every vending space used for cooking must have an approved fire extinguisher. These extinguishers must be carbon dioxide or multipurpose dry chemical, a minimum of twenty pounds.
 - You must fill out and mail in the TFE License Application to the Berrien County Health Dept. 2106 S M-139 Benton Harbor, MI 49022 (P: 269.927.5623 / F: 269.927.2960). License must be posted at booth when in operation.
 - All water and/or electrical requirements need to be discussed and planned for prior to the event. Only approved electrical hook-ups are allowed, generators, use of city 110/220 outlets, etc. At no time is a vendor or producer allowed to rig an electrical hook-up without a licensed electrician.
- 18. Will the event require Sanitation Services?** If yes, the producer must indicate the location of waste bins inside and dumpster outside of the event on the site map and include the vendor name and contact information.
- 19. Will the event require transportation services?** If yes, the drop off/pick up locations, vehicles used and vendor name and contact information must be indicated on the site map.
- 20. Will the event include unusual lighting beyond that regularly present in the location that could have an impact upon occupants of neighboring properties?** If yes, you must please attach information indicating all of the types of lighting, the location, the beginning and end times, electrical needs, and whether the lighting is constant or intermittent during those times.
- 21. Will alcoholic beverages be served as part of the event?** If yes, you must complete the LCC temp liquor license application then receive approval from the Police Department of your intention to serve alcoholic beverages. This approval will be based on site map, security provided, hours, and status of applicant and along with board approval (non-profit, church, military only). Approval of the special event by the City does not constitute final approval to serve alcoholic beverages; any necessary approval of a liquor license is a separate process through the State MI Liquor Commission.
- MI Liquor Control Commission:** www.michigan.gov/lara/0,4601,7-154-10570---,00.html
You must have necessary paperwork completed and approved by Police Dept for a liquor license by 30 (thirty) days out from your event date(s). Please provide timeframe of expected receipt of license.

22. Please **attach a separate sheet detailing** any aspects of the event that are not specifically addressed in this form which the City should be aware to make a fully informed decision with regard to approval of the proposed event.
23. The applicant is required to provide \$1,000,000 of general liability insurance coverage with respect to the event. A Certificate of Insurance, with the City listed as an additional named insured, must be filed at City Hall at least one calendar month before the event.

The City of New Buffalo **PROHIBITS** any and all painting of any city property, unless written authorization is given by the City. The City of New Buffalo **PROHIBITS** tent stakes to be driven into asphalt surfaces, use of weights is preferred unless written authorization is given by the City of New Buffalo. Events of those persons violating this policy will be canceled and no future event will be allowed.

In the event that a Special Events Permit is issued, Applicant shall supply to the City Clerk at the time it receives the Special Events Permit, the name, address and telephone number of the individual who is in charge of and/or responsible for the Applicant's activities which are subject to the Special Events Permit. Applicant shall be responsible for communicating all permit requirements and directions of the City to all vendors, concessionaires, workers, volunteers, attendees, invitees, and all others on City property pursuant to the permit. Applicant also covenants and agrees to fully cooperate with the City's officers and employees concerning or relating to any activity or use of City property conducted under the Special Events Permit. Permit will need to be posted on each event date(s) at the promoters/management station.

Applicant covenants and agrees to indemnify, protect, defend and save the City, its officers and employees harmless from any claim, action or suit for any loss, liability and damages that may be asserted or levied against the premises or the City, its officers or employees by reason of Applicant's use or occupancy of or its operations on the premises or by reason of any other person on the premises by its invitation or license, including any expenses, costs and attorney fees incurred in connection with any such claim, action or suit. In the event of any incident occurring on the premises resulting in any personal injury, including death, to any person, the indemnity, defense and hold harmless requirements shall include and extend to the person and property of Applicant, its employees and all persons on the premises at its invitation or consent. All property kept, stored or maintained in and on the premises shall be so kept, stored or maintained at the risk of Applicant only.

Applicant covenants and agrees to strictly comply with all terms, conditions, covenants and agreements set forth in any Special Events Permit, which may be issued for the event covered by this application. All approvals are binding between the City and Applicant, no changes will be made or allowed after approval process is complete unless City is notified and approved changes in writing.

For any activity, event, carnival, or fair connecting to or modifying an existing electrical source or service, Applicant covenants and agrees to designate a licensed electrical contractor and secure an electrical permit in compliance under Article 525 of the current National Electric Code. Application for the electrical permit shall be obtained two weeks prior to the event and a copy provided to the City office. Inspections shall be requested by the electrical contractor prior to the opening of the event, or use of the electrical service. A licensed electrician in MI must provide all electrical needs or set up.

Applicant shall deposit with the City Clerk a clean-up, parking, and performance bond in the form of cash or cashier's check payable to the City, as follows: low hazard \$250; medium hazard \$500; high hazard \$1,500; and special hazard \$2,500. Partial or full modification of deposit may be considered. This will correlate with the type of insurance required. The performance bond should be deposited with the City Clerk at the time the application is submitted. The performance bond shall be returned

to Applicant, without interest, within 60 (sixty) days after the expiration of this Permit if the Applicant has fully performed the restoration and clean-up of the premises to an "as-is" or better condition as prior to the event. Should Applicant fail to restore and clean the premises in satisfactory condition, the City may retain the clean-up, parking, and performance bond and if the amount thereof is insufficient, pursue all other remedies.

Applicant, on behalf of the organization, agrees to reimburse the City of New Buffalo for its "out-of-pocket" expenses related to the event. Expenses may include but is not limited to overtime of City employees, including police, street and park employees and trash disposal tipping fees at landfills. The performance bond deposit will be applied to said expenses and any remaining balance will be refunded to applicant. City staff is readily accessible to discuss out-of-pocket cost estimates and ways to reduce these costs. All City of New Buffalo invoices sent to organizations for reimbursement of out-of-pocket costs are due within thirty (30) days of billing.

Applications may be rejected if, in the sole judgment of the City, granting the application would not be in the best interest of the public health, safety, or welfare, through causing parking congestion, excessive disruption of traffic, blocking access to other properties, or reducing access for emergency vehicles; or if the public health, safety or welfare was negatively affected by previous similar special events or special events sponsored by the applicant; or if the applicant has previously failed to complete his or her responsibilities as sponsor of a special event.

The undersigned states he/she has full authority to execute this application on behalf of the Applicant and acknowledges receipt of a copy of the City's Special Events Policy and Procedures.

Applicant Signature

I hereby affirm that the information is true to the best of my knowledge and belief, and agree that the applicant will be responsible for making certain that the event follows the ordinances, rules and regulations of the City of New Buffalo, and that the event takes place in accordance with the application as approved by the New Buffalo City Council, including any conditions placed thereon. The applicant agrees and is responsible to communicate and enforce the information in this application to all vendors, contactors, outside agencies, or other parties working under applicants authority.

Applicant signature: Abby Voss

Applicant printed Name: Abby Voss Date: 2/3/2020

MAPS/LOCATION – mark event items on map(s)

Check items below that apply to your event. **All items checked below must be indicated on the MAP(S).** Please note, **map(s) must be submitted with the Special Events & Festivals Application.**

City property or city park use. Show locations of fencing, barriers, or barricades. Include streets and/or Sidewalks to be closed or barricaded on map(s). To ensure requested items, such as cones or barricades, are reserved and available for the day of the event, please complete the **CONES AND BARRICADE REQUEST FORM** and submit it with the Special Events & Festival Application. Requested items are available Monday through Friday during office hours between 8:00 a.m. and 4:00 p.m. should you require an alternate time a **\$50 After Hour Charge** will be assessed. Please note, if the Cones and Barricade Request Form is not submitted, the City of New Buffalo cannot guarantee the requested items will be available for the event, **first come – first served, limited quantity available.**

Barricade Request: Mark locations on maps. Barricades that are damaged or not returned to the Street Department will be charged \$85.00 per barricade. **VOID**

Cone Request: Mark locations on maps. Cones that are damaged or not returned to the Street Department will be charged \$35.00 per cone.

Explain closure **No barricades needed, cones only to direct cars to pick up lane (E Merchant parallel parking spaces)**

Entertainment, dance, tent or stage. Mark locations on maps. **VOID**

Event Command Post. Mark location on maps.

Dumpsters and/or trash containers. Mark location on maps. Vendor name and contact info **VOID**

Portable toilet facilities. Mark locations on maps. **VOID**

The City requires the use of portable toilet facilities for events expecting over 100 attendants. There must be a **minimum of 3 per 1,000 with 1 of the 3 being handicapped accessible.** Vendor name and contact info must be included.

Parade. Mark beginning area, the route* (with arrows) and finish area on maps

Relay event. Indicate “hand-off” points and areas of participant equipment impact.

Fireworks/pyrotechnics site. Mark location on maps. Vendor name and contact info

Vendors/General Merchandise concession areas. Mark areas on maps. Name of contact person for vendor(s)
Promoter must have a list of all vendors, food, general contacts available at all times on site of event

Note: Number/permit will be given for all vendor inquiries. It is required that the Sponsoring Organization issue a paper permit to be displayed by vendor to let city and event staff know they are an approved vendor.

Event Schedule – Site Map(s)

Name: Blagica Bottigliero- [REDACTED] Telephone: **Audrey Tuszynski** [REDACTED]
(President) , Abby Voss- [REDACTED] (VP/Events)

City of New Buffalo Review

Department	Reviewed – Recommend Approval	Reviewed – Recommend Denial	Reviewed – See Comments
City Manager			
City Clerk			
Park Superintendent			
Street Superintendent			
Police Chief			
Fire Chief			
Other			

Comments

Post – Approval Follow-up

Event Application completed in full [YES] [NO]

Performance bond received by City [YES] [NO] Amount \$ _____

Park fees received [YES] [NO] Amount \$ _____

Fees waived [YES] [NO] Reason: _____

Liquor License Application filed with Police/City and approval received [YES] [NO]

Insurance Policy of Promoter Received with Application [YES] [NO]

New Buffalo City Council Approval/Denial

City Council Action: [APPROVED] [DENIED]

Date of City Council Action: _____

Festival Category: [1] [2] [3] [4] determined correctly [APPROVED] [DENIED]

City Manager Signature: _____

Date: _____

If denied by City Council, reason for denial: _____

Conditions or changes from application: _____

- Copy to:**
City Manager _____
City Clerk _____
Street Superintendent _____
Park Superintendent _____
Police Chief _____
Fire Chief _____
Other _____

CITY of NEW BUFFALO
SPECIAL EVENTS POLICIES AND PROCEDURES

1. PURPOSE

The public health, safety and/or financial welfare of the citizens of New Buffalo.

2. DEFINITIONS

Special Events Committee Members: City Clerk, City Manager, Park Superintendent, Street Superintendent, Police Chief or their designees.

Special Events: Any activities conducted upon or involving the use of City-owned streets, halls, buildings, grounds and other property. They include but are not limited to, any enterprise, temporary gathering or any similar event, such as: a theatrical exhibition, musical performance, markets, community activities, public show, entertainment, parades, races, walk/runs, bicycle/motorcycle/car tours, amusement or other exhibition conducted in or on any City property.

Special Event Categories:

- a. Low Hazard. No physical activity by participants and no severe exposure to spectators, such as: indoor and outdoor meetings, small theatrical performances, auctions and social gatherings.
- b. Medium Hazard. Limited physical activity by participants and no severe exposure to spectators, such as: dances, animal shows, political rallies, art fairs, flea markets, retail sales activities, picnics and parades with no floats.
- c. High Hazard. Major participation by participants and/or moderate or severe exposure to spectators, such as: team or individual non-professional sporting events, circuses and carnivals with rides, parades with floats, and marathons or similar races.
- d. Special Hazard. Concerts, professional or collegiate sport events, rodeos, all vehicle races, power boat races, fireworks displays, all functions where alcoholic beverages are served.

3. PROCEDURES & REQUIREMENTS

- a. Special Events Committee/Coordinator Meeting. For new large or unique events, or for substantial changes in any current/annual event, a meeting with the Special Events Committee, Special Events Coordinator, and Event Sponsor may need to be held prior to application being submitted for approval. Applicants may request a meeting prior to the submittal of completed application.
- b. Application for Permit. Application for a permit to conduct a special event must be made on the Application for Special Events Permit form. The application for a permit must be received by the City Clerk's office a minimum of ninety (90) days before the date of the proposed special event.
- c. It shall be the responsibility of the Applicant to designate a specific location on the premises as its headquarters and to have available at that location, at all times the premises are open to the public and during set up or construction, at least one person who has the knowledge and authority to represent Applicant concerning all activities conducted under the term or condition of any permit which may be issued.
- d. For any event, carnival or fair connecting to or modifying an existing electrical source or service, Applicant covenants and agrees to designate a licensed electrical contractor and secure an electrical permit in compliance under Article 525 of the current National

Electric Code. Application for the electrical permit shall be obtained two weeks prior to the event and a copy provided to the Clerk's office. Inspections shall be requested by the electrical contractor prior to the opening of the event, or use of the electrical service.

- e. Alcohol Sales. All sale or furnishing of alcohol shall stop at the designated time stipulated on the LCC application and shall not go later than 12:00 a.m. (midnight), except on Sunday, when such sale and furnishing shall stop at 8:00 p.m.
- f. Music. Applicant shall be solely responsible for obtaining the appropriate license to present music covered by copyright, whether by live performance, recorded music or retransmission of any radio and/or television broadcast. All music shall cease being played as set forth in the City's noise ordinance or the Special Events Permit.
- g. Expenses. Applicant, on behalf of the organization, agrees to reimburse the City of New Buffalo for its "out-of-pocket" expenses, which includes but is not limited to overtime of City employees and trash disposal tipping fees at landfills. City staff is readily accessible to discuss out-of-pocket cost estimates and ways to reduce these costs. All City of New Buffalo invoices sent to organizations for reimbursement of out-of-pocket costs are due within thirty (30) days.
- h. Vacation of Property. All City property shall be vacated no later than 2 hours past the designated closing time on the Special Events Application.
- i. Costs. All utility, tipping fees for trash disposal, wash stations, and port-a-john costs will be the responsibility of the Applicant.
- j. Insurance and Indemnity. All applicants and permittees shall be required to execute a written indemnity agreement in favor of the City. The certificates and policies of the required comprehensive general liability insurance shall provide and be endorsed as follows:

The City shall be named an additional insured and this coverage shall be endorsed on the certificate and policy "as being primary to the City, and not excess of any other insurance, similar protection (e.g. risk management association) or any other valid, applicable, or collectable insurance or self-insurance which is or may be available to or carried by the City."

The insurance policy cannot be cancelled without providing a thirty (30) day written notice to the City. The amounts of coverage required are listed below. Upon the issuance of any permit, the Applicant shall immediately provide the City with a certificate or other evidence that all required insurance coverage has been obtained. Failure to provide this insurance and indemnity agreement will forfeit the approval.

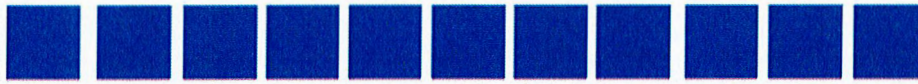
- l. Insurance Requirements
 1. Low Hazard: A minimum of \$500,000 per occurrence and aggregate limit of liability for personal injury, bodily injury and property damage.
 2. Medium Hazard: General Liability with broad form general liability endorsement or equivalent. Limits of liability shall not be less than \$1,000,000 per occurrence and aggregate combined single limit for personal injury, bodily injury and property damage.
 3. High Hazard: General Liability with broad form general liability endorsement or equivalent. Limits of liability shall not be less than \$2,000,000 per occurrence and aggregate combined single limit for personal injury, bodily injury and property damage.
 4. Special Hazard: General Liability with broad form general liability endorsement or equivalent. Limits of liability shall not be less than \$2,000,000 per occurrence and aggregate combined single limit for personal injury, bodily injury and property damage. The City Manager/City Clerk may require higher limits.
 5. Liquor Liability: A minimum of \$500,000 per occurrence aggregate limit of liability.
- m. Attendance at Meetings. Applicant shall attend any meeting required by the City, which concerns or relates to the conduct of activities permitted by the Special Event Permit.

- n. Clean-up and Damage Bond. Applicant shall deposit with the City Clerk a clean-up and damage bond in the form of cash or check payable to the City, as follows: low hazard \$250; medium hazard \$500; high hazard \$1,500; and special hazard \$2,500. This will correlate with the type of insurance required. The bond should be deposited with the City Clerk at the time the application is submitted, when possible, but is required prior to the permit being presented to the City Council for approval. The bond shall be returned to Applicant, without interest, within sixty (60) days after the expiration of this Permit if the Applicant has fully performed the restoration and clean-up of the premises to an “as-is” or better condition as prior to the event. Should Applicant fail to restore and clean the premises in satisfactory condition, the City may retain the clean-up and damage bond and if the amount thereof is insufficient, pursue all other remedies.
- o. Power to Act, Modify or Revoke. The City Manager, or his designees, shall have all powers and authority necessary to enforce the terms and conditions of any Special Event Permit, which may be issued. The City, through its City Manager, Chief of Police, Fire Chief, or their designees, may modify or revoke a permit whenever the applicant fails to comply with any provisions of the permit or when it is determined to be in the best interest of the City.
- p. Issuance or Denial of Permit. The completed application shall be submitted to the Special Events Committee (Committee) for its review. Upon receipt of the application, the Committee will either; approve, approve with conditions, or deny the request. Upon approval of the Special Event from the Committee, it will be forwarded to the City Manager and/or Council for final approval.
- q. All permits and/or licenses must be on display on day of the event(s) and a copy should be available at the producer/management tent or area for review at any time by city or other officials.

WHITTAKER

THOMPSON

Room for ~10 vendors' tables/tents



Drive-thru pickup lane, coned off. Currently parallel parking spots.



MERCHANT

Road not blocked. Traffic will flow thru for drivers & bank customers

Market Signage
Farmers



NEW BUFFALO SAVINGS BANK

Approved

Shutluff
Job Bolton

Amy Fidler

Amy Fidler for Chris Huston



MANAGER'S REPORT

May 14, 2020

AGENDA ITEM: North Drive Water Main Paving

SUMMARY: Sealed bids were requested for paving the portion of North Drive involved in the North Drive water main replacement project. Three (3) bids were received as noted below.

Chorba Construction: \$13,479.00

Rieth Riley Company: \$17,716.00

Blacktop Specialists: \$ 9,820.05

All three contractors have done good work for the City but the low bid from Blacktop Specialists is being recommended.

COST: \$9,820.05

BUDGETED: Yes No NA

RECOMMENDATION: Accept the low bid from Black Top Specialists for paving a portion of North Drive involved in the North Drive Water Main Project.

Respectfully submitted,

David Richards, City Manager



Memorandum – City of New Buffalo

To: Honorable Mayor and City Council Members
From: Kenneth A. Anderson, Water Superintendent
Date: 5-13-2020
Subject: Blacktop Replacement North Drive

We are finishing up cleanup on Phase 1 of our North Drive 8" Watermain Replacement Project and are in need of replacing blacktop that was damaged during the project.

We received 3 bids for the blacktop replacement which are enclosed for your review.

1. \$9,820.05 – Blacktop Specialists, LLC
2. \$13,479.00 - Choba Construction
3. \$17,716.00 - Rieth – Riley Co., Inc.

All three contractors have done work for the city in the past and do good work. I am recommending we accept the low bid of \$9,820.05 from Blacktop Specialists, LLC.

We have remaining monies in the budgeted Watermain Replacement Fund to cover this expenditure.

Your timely approval will be appreciated.

Thank you,

A handwritten signature in blue ink that reads "Kenneth A. Anderson".

Kenneth A. Anderson
Water Superintendent
City of New Buffalo

Estimate EST0244

NAME City Of New Buffalo
ADDRESS New Buffalo
PHONE 269-469-0381
EMAIL nbcwaterdept@comcast.net
DATE May 11, 2020

Blacktop Specialists, LLC

Business #: 219-552-4997
709 plaza dr suite#2
Chesterton, IN 46304
219-552-4997
blacktopspecialists@yahoo.com

DESCRIPTION	UNIT PRICE	QTY	DISCOUNT	TOTAL
Street repairs. Remove asphalt and gravel to 3 inches deep. Repave with 1 1/2 inch binder Asphalt and 1 1/2 inch surface Asphalt <i>803 North 35x5. 27x18.</i> <i>905 North 20x12</i> <i>Chicago and North intersection 2950 sq.ft</i>	\$3.00	3,851	\$1,732.95 (15%)	\$9,820.05
			SUBTOTAL	\$9,820.05
			TOTAL	\$9,820.05

Proposal

Page # _____ of _____ pages

CHORBA CONSTRUCTION
 60060 M-51 S
 Dowagiac, MI 49047
 269-782-1765 Fax: 269-782-1765

ANN:KEN

PROPOSAL SUBMITTED TO: CITY OF New Buffalo - Water Dept	JOB NAME Asphalt Repairs	JOB #
ADDRESS 224 W Buffalo	JOB LOCATION	
New Buffalo MI 49117	DATE 5/5/2020	DATE OF PLANS
PHONE # 269-469-0381	FAX # 269-469-7397	ARCHITECT

We hereby submit specifications and estimates for:

**Street Repairs - Remove Asphalt and Slag Grade to 3" deep
Repave with 1 1/2" Base Asphalt and 1 1/2" Top Asphalt**

**803 North 35'x5' \$ 2314.00
27'x18'**

905 North 20'x12' \$ 840.00

Chicago: North Intersection 2950 SF \$ 10,325.00

IF ACCEPTED SIGN AND RETURN 1 COPY. THANK YOU!

We propose hereby to furnish material and labor - complete in accordance with the above specifications for the sum of:

\$ _____ Dollars

with payments to be made as follows: **UPON COMPLETION OF WORK**

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted **R. Chorba**

Note - this proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature _____

Date of Acceptance _____

Signature _____

Tony McGhee <tmcghee@abonmarche.com>

5/12/2020 3:23 PM

FW: NB Streets Additional work

To Ken Anderson (nbcwaterdept@comcast.net) <nbcwaterdept@comcast.net>

This just came in from Reith.

From: Munawar Azam <mazam@abonmarche.com>
Sent: Tuesday, May 12, 2020 3:11 PM
To: Tony McGhee <tmcghee@abonmarche.com>
Cc: Eric Kamps <ekamps@abonmarche.com>
Subject: FW: NB Streets Additional work

Tony,

Please see attached and below the estimate for Ken's water work. Eric Green informed me that he can get this done in mid-June and will address few punch list items at the same time. Price is high so I called him and he said it is due to hand patching etc. Please note that this does not include any CE/PE for us as he is indicating that he will need directions in the field, not sure if you would add something and how, but I thought to let you know.

Thanks

Munawar

Munawar Azam, P.Eng

Transportation Group Director

Abonmarche

D 269.926.4570

O 269.927.2295 X 154

C 269 519 0357

W www.abonmarche.com



From: Eric Green <egreen@rieth-riley.com>
Sent: Tuesday, May 12, 2020 2:28 PM
To: Munawar Azam <mazam@abonmarche.com>
Cc: Eric Kamps <ekamps@abonmarche.com>
Subject: RE: NB Streets Additional work

Here's my price for the HMA patching. This includes sawcutting, removing aggregate & asphalt, grading, paving, hauling off excess material, traffic control. I saw a few different paint marks down there, so I guess we'll need someone to verify how far we're patching. Let me know if you have any questions.

Thanks,



From: Munawar Azam <mazam@abonmarche.com>
Sent: Tuesday, May 12, 2020 2:07 PM
To: Eric Green <egreen@rieth-riley.com>
Cc: Eric Kamps <ekamps@abonmarche.com>
Subject: RE: NB Streets Additional work

CAUTION: This email originated from outside Rieth-Riley Construction.

Do not click links or open attachments unless you recognize the sender and know the content is safe.

-Hejlskov

CONFIDENTIALITY NOTICE: This e-mail and any attachments are for the exclusive and confidential use of the intended recipient. If you are not the intended recipient, please do not read, distribute or take action in reliance upon this message. If you have received this e-mail in error, please notify us immediately and promptly delete this message and its attachments from your computer system. We do not waive any work product privilege by the transmission of this message.

- HMA Patching, New Buffalo.pdf (172 KB)
- image005.jpg (5 KB)
- image002.jpg (12 KB)

RIETH-RILEY CONSTRUCTION Co., INC.

100% Quality • 100% Employee Owned • Over 100 Years

PROPOSAL

Date: 5/12/20

Job Name: HMA Patching on North Street	Job Location: New Buffalo, MI
Proposal Submitted To	Owner Information
Name:	Name:
Company: City of New Buffalo	Company:
Address:	Address:
City/St/Zip:	City/St/Zip:
Phone:	Fax:
Mobile:	Email:

Rieth-Riley Construction Co., Inc. ("Contractor") submits to Owner/General Contractor ("Customer") this Proposal based on plans and specifications prepared by _____ and dated _____ and the following addenda, if any: _____.

Item #	Description	Quantity	Units	Unit Price	Total
10	HMA Patching, 3"	430	Syd	\$41.20	\$17,716.00

**** This proposal is valid only for 30 days from the date quoted ****

BID TOTAL ---> \$17,716.00

- Price based on one mobilization
- Striping NOT included
- Engineering & staking by others. Permits NOT included
- Rieth-Riley cannot guarantee proper drainage if slope is less than 1%

- Area is estimated. Actual area patched will be billed.

THIS PROPOSAL SHALL REMAIN VALID ONLY FOR 15 DAYS FROM THE ABOVE PROPOSAL DATE.

<p>THIS PROPOSAL INCLUDES ALL OF THE STANDARD TERMS & CONDITIONS SET FORTH ON THE REVERSE SIDE OF THIS DOCUMENT.</p>	<p>SALES TAX INCLUDED YES RIETH-RILEY CONSTRUCTION CO., INC.</p> <p>By: _____ (Eric R. Green, Estimator)</p>
--	--

ACCEPTANCE OF PROPOSAL

I (we) have read the above Proposal, INCLUDING THE STANDARD TERMS & CONDITIONS ON THE REVERSE SIDE, and hereby accept this Proposal. You are hereby authorized to begin the work as proposed.

<p>City of New Buffalo (Company Name)</p> <p>By: _____ (Authorized Signature)</p>	<p>_____ (Date Signed)</p> <p>_____ (Printed Name & Title)</p>
--	--

TELEPHONE: (269) 926-1111 • FAX: (269) 926-4012

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