

City of New Buffalo 224 W. Buffalo Street New Buffalo MI 49117

COUNCIL MEETING AGENDA June 15, 2020 at 6:30 p.m.

- 1. Call Meeting to Order & Pledge of Allegiance
- 2. Roll Call
- 3. Approval of Agenda
- 4. Consent Agenda
 - a. City Council Minutes: May 18, 2020
 - b. Receive Monthly Reports: Police, Fire, Water, Streets, Park, Building Dept., Treasurer
 - c. Receive Monthly Minutes: May Library Board
 - d. Pay Bills for the Month
- Public Comment Ira Hochberg – S. Cove Slip Owner
- 6. Old Business
 - Leaf and Branch Policy Revision
- 7. New Business
 - Resolution #20.14 Budget Amendments 2020
 - Resolution #20.16 Short-term Rentals
 - Marquette Drive Improvements
 - Round House Development Grant Support
 - Third Coast and Outpost Concession Agreement
 - Kona Ice Concession Agreement
 - Sewer Connections for new Construction Ordinance #246
 - Graduation Fireworks
 - Whittaker/Buffalo Streets Parking Agreements
 - Dooley's Site Plan Review
 - NIES Water Project Pay Request #3
 - Fire Service Agreement with NB Township
 - Covid Re-Opening Plan



- Resolution #20.15 MDOT Lighted masked Armed Signals at Whittaker and Buffalo Street
- Quote for Temporary Seawall from the Beach Parking Lot to the Revetment

8. Appointments

- i. Zoning Board of Appeals- Arlene Pokuta
- ii. Zoning Board of Appeals- Thomas Smith

Appointments

- i. Planning Commission- William McCollum
- ii. Planning Commission- Mark Joseph

Vacancies

- i. Zoning Board of Appeals- Chair Liz Grim-Vaughn
- ii. Zoning Board of Appeals- Holiday Tarr
- 9. Correspondence
- 10. Council Comments
- 11. Adjournment

Call to Order at 6:33 P.M.

Roll Call. All Present. Mayor O'Donnell, Councilmember Ennis, Kroll, Robertson, and Spirito.

Approval of Agenda. Motion by Robertson, seconded by Kroll to approve the agenda with the addition of a New Business item, donation, not to exceed \$100.00, to participate in a Harbor Country film.

roll call vote, motion carried, 5-0

Consent Agenda. Motion by Robertson, seconded by Kroll to approve the Consent agenda: roll call vote, motion carried, 5-0.

Public Comment: Jason Milovich, John Natsis, Nora Howe, Heather Black, Abby Voss

Public Hearing

20-21 Budget and 20-21 Taxation Rate and Truth and Taxation Adoption

No public comment

Consent Judgement Lijewski & Sons Automotive, LLC

No public comment

New Business

20-21 FY Budget, and truth and taxation adoption to collect the maximum allowable millage by law: Resolution #20.12. Motion by Kroll, seconded by Robertson to approve the 20-21 FY budget, and truth and taxation adoption to collect the maximum allowable millage by law and resolution # 20.12: Roll Call Vote, motion carried, 5-0.

Consent Judgement for Lijewski and Sons Automotive, LLC. Motion by Mayor O'Donnell, seconded by Kroll to approve the consent judgement extension for Lijewski and Sons Automotive, LLC: roll call vote, motion carried, 5-0

Discussion with City Attorney regarding options for short-term rental regulation.

City Attorney, Nick Curcio, attended the meeting and went into detail discussing short-term rentals. As of right now, New Buffalo has 150 registered short-term rentals. The City Attorney reviewed the moratorium resolution that allows the City to make decisions regarding short-term rentals. The moratorium would put a freeze in play until the City makes a permanent decision in regards to rentals, such as, the number of rentals the City would allow. The moratorium would be in place for eight months.

Discussion took place from the City Council.

Motion by Robertson, seconded by Spirito to approve Resolution 2020-11 the Moratorium as our City Attorney explained: roll call vote, motion carried 5-0

Branch and Leaf Policy # 2020-01: Motion by Kroll, seconded by Ennis to approve the Branch and Leaf Policy # 2020-01: roll call vote, motion carried, 5-0

Resolution 2020-10 Marquette Greenway Trailhead. Motion by Kroll, seconded by Ennis to approve Resolution 2020-10 Marquette Greenway Trailhead: roll call vote, motion carried, 5-0.

Resolution 2020-13 Request to Pokagon Fund for Dune Walk Funding. Motion by Robertson, seconded by Spirito to approve Resolution 2020-13 request to Pokagon Fund for dune walk funding: roll call vote, motion carried 5-0

Motion by Mayor O'Donnell, seconded by Spirito to untable police security and city server: roll call vote, motion carried 5-0

Police Security and COVID-19 Improvements. Motion by Kroll, seconded by Spirito to approve the police security and COVID-19 Improvements: roll call vote, motion carried 5-0

City Hall Emergency Server Replacement: Motion by Mayor O'Donnell, seconded by Robertson approving the emergency purchase of office server: roll call vote, motion carried 5-0

Farmers Market Curbside pick-up on Merchant Street: Motion by Robertson, seconded by Kroll to approve the Farmers Market curbside pick-up on Merchant Street as presented, on Friday mornings: roll call vote, motion carried 5-0.

Bids for North Drive Water Main Project Paving: Motion by Kroll, seconded by Spirito to approve the bid from Black Top Specialist in the amount of \$9820.15 for the North Drive water main project paving: roll call vote, motion carried 5-0

Expenditure not to exceed \$100.00 for Harbor Country Films Crew: Motion by Mayor O'Donnell, seconded by Robertson to approve making a donation, not to exceed \$100.00, to participate in film production promoting Harbor Country. City Manager to find out if the City is allowed to make donation: roll call vote, motion carried, 5-0

Updates: Cemetery Board is having next meeting in June. GIS mapping is in process

Council Comments: Many Council Members welcomed back Council Member Ennis. Council Member Ennis thanked the council members. Council Member Kroll is looking forward to summer and Mayor O'Donnell wished everyone a Happy Memorial Day.

Motion by Robertson, seconded by Ennis to adjourn the meeting at 7:52 p.m.

roll call vote, motion passed 5-0

Adjournment at 7:52 P.M.

amf

Lou O'Donnell IV, Mayor	Ann M. 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 117 complaints. Those include 2 accidents, 5 traffic arrests, 4 theft/larceny/fraud, 3 assaults, and 10 Covid related incidents.
- One incident of note was the disruptive damage done at the City Beach and Lions
 Park, where garbage was dumped and numerous other items were disrupted.

 Even though very little actual damage was done, the incident cost a large amount
 of man hours of city staff time. Information gathering has begun on adding
 additional cameras to the beach and boat ramp to serve as a deterrent.
- 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. The
 majority of the police staff have gone through COVID testing and all tested
 negative.

Sincerely,

Richard L Killips

Rich Killips

Chief of Police

MEMORANDUM

To: City Manager, Mayor & Council Members

From: Fire Chief Chris Huston

Date: June 12, 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.



June 3, 2020

MONTHLY WATER REPORT FOR MAY 2020

Total amount of water treated in month	16,234,000 gals.
Average daily pumpage in month	524,000 gals.
Maximum treated for one day	685,000 gals.
Minimum treated for one day	345,000 gals.
Backwash water used in month	183,000 gals.

COMPARISON BY MONTH AND YEAR

May	2020 (this year) consumption	16,234,000 gals.
May	2019 (last year) consumption	3,824,000 gals.

CHEMICAL COSTS AND DATA

Chlorine used in month: 399 lbs. @ \$0.91/lb.	\$	363.09
Fluoride used in month: 481 lbs. @ \$0.44lb.	\$	211.64
Aluminum sulfate used in month: 5,820@, \$0.163/lb.	\$	948.66
Total amount spent on chemicals	\$ 1	,523.39
Total amount per million gallons	\$	93.84

MAINTENANCE REPORT

- 1. Air compressor failed at Water Treatment Plant Maintenance Dept, repaired.
- 2. Exercised generators and checked Cathodic Protection Systems.

DISTRIBUTION REPORT

- 1. Finished topsoil and stone driveway repairs on N. Drive 8" Watermain Project.
- 2. Read water meters.
- 3. Did staking for Miss Dig Systems.
- 4. Did on /offs and checked high reading complaints.
- 5. Did bacteriologic testing for neighboring communities.
- 6. Checked on low pressure / flow complaints.
- 7. Worked on quarterly quality control for laboratory certification.

- 8. Worked on P.T. 286 Study for laboratory certification.
- 9. Finished 2019 Water Quality Report and started distribution.
- 10. Continuing implementation of plan for COVID 19 Order.
- 11. Flushed dead end fire hydrants.
- 12. Collected quarterly Chromium 6 & Cyanide samples. Non detects.
- 13. Project finished on rock revetment @ Water Intake Plant.

FUEL REPORT

1. Gasoline consumed	113.5 gals.
2. Diesel fuel consumed	12.0 gals.
3. Total fuel consumed	125.5 gals.
4. Average per day	4.0 gals.

EQUIPMENT USAGE

Water Department Backhoe	10.0 hrs.
Street Department Backhoe	0.0 hrs.
Water Department Dump Truck	3.0 hrs.
Other	21.0 hrs.

BENEFIT MAN HOURS USED DURING MONTH

	*	vacation	personal	<u>sick</u>	total hrs.
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 June 2020

- 1. Repairing damaged valve box covers.
- 2. Distributing 2019 Water Quality Report.
- 3. Complying with State and Federal COVID-19 Orders.
- 4. Stone driveway 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,

Kernetts A. Anderson

Kenneth A. Anderson City of New Buffalo

Water Superintendent



June 12, 2020

To: Mayor and Council,

The summer season has begun!

Even with everything that has been going on, the beach and boat ramp both had a great Memorial Day weekend, and continue to see very heavy traffic. Everyone seemed to be very respectful of one another, and we really had no problems with social distancing. At one point on Sunday May 24th, I chose to shut the parking lot down for 2 hours in an attempt to help with crowd control, but other than that we had no problems.

The bathrooms have been opened, and new faucets and clean outs installed on the sinks. The new outdoor shower has been installed as well, and will be ready for use on Monday June 15. We installed a portion of the boardwalk, which ends at the end of the dune. With the water level being so high, I feel this is the safest distance we could go.

I am happy to report; our lifeguards have really started off great! They are very well organized and really doing a great job with everything that they need to do. I have no doubt that as the busy summer season kicks in, they will be able to handle whatever comes their way.

The docks at the marina have all been repainted, new bumpers installed, new flip up ladders installed, and all new numbers put on them. Unfortunately, King and Co. cannot get them installed until mid to late June. With that being the case, I have decided to open up the seven slips we have available beginning on June 10th. This way, we can at least begin to see some revenue come into the marina until I can fully open later in the month.

All in all, this season has gotten off to a challenging start. I have every confidence that my entire staff and myself we be ready to handle anything that comes our way this season.

Respectfully submitted,

Kristen D'Amico Parks Director



June 12, 2020

To: Mayor and City Council,

I have been pleasantly surprised with my guards, new and rehired, this season so far!

They have far beyond exceeded my expectations with all the new systems I have put in place. I'd like to start with our veteran lifeguards (vet guards). When it comes to our new Emergency Action Plan (EAP), the vet guards have all adapted well to the changes from previous years and been seeking answers to questions they may have promptly. With our new Standardized Operating Procedures (SOP), the vet guards have also adapted promptly to any additions. I'm especially proud of my vet guards when it comes to the rookies guards, the vet guards have done exceptionally well in taking the rookie guards under their wing and helping them learn the in's and outs of waterfront lifeguarding.

When it comes to our new hire guards (rookie guards), I have been very happy with their work ethic, whether it be working on practice rescues/scenarios, trainings with rescue boards/ATV/Rescue Kayak, or even regular scanning in the Towers, the rookie guards have been giving it their all everyday.

All the guards have done excellent in our daily practice rescues and mock drills. Which, emboldens my confidence, that they all are well fit for the job and will perform excellently when the time comes for an emergency.

So far this season, we've had 5 major first-aids, 50-60 preventative measures, 1 missing child, and no rescues as of 06/10/2020.

I've been running the beach currently on weekends with 7-8 guards, weekdays with 4-5 guards. Looking towards July, we will likely increase the number of guards to 9 on weekends and 6 on weekdays, this is mostly due to increasing water temperatures and lessening of social restrictions due to Covid-19, which will most likely lead to an increase in the already large number of people utilizing our beach.

Nate Carlson Head Lifeguard

Building

Permit #	Contractor	Job Address	Fee Total	Const. Value
PB20-0019	32 Walden Way LLC	32 Walden WAY	\$531.30	\$0
Work Descrip	tion: New Single Family Home			
PB20-0031	Aaron & Rachel Barhorst	317 E Mechanic ST E	\$82.50	\$0
Work Descrip	tion: New Owner paying for Final Ins	pection Only to get C of O		
PB20-0034	New Buffalo Grove, LLC.	16 N Townsend ST	\$185.00	\$0
Work Descrip	tion: Detached Deck surrounding abo	ve ground pool		
PB20-0036	Adams James J & Carrie L Trust	921 W Water ST	\$165.00	\$0
Work Descrip	tion: exterior attached deck			
PB20-0037	Adams James J & Carrie L Trust	927 W Water ST	\$165.00	\$0
Work Descrip	tion: New Exterior Deck			
PB20-0038	LYNCH, PAMELA	101 S Willard ST	\$165.00	\$0
Work Descrip	tion: New 15x15 attached deck			
PB20-0039	Ray & Ginger Hollenbeck	211 S Whittaker ST	\$165.00	\$0
Work Descrip	tion: New attached deck 18x18			
PB20-0023	Philip Frans	103 S Taylor ST	\$204.60	\$0
Work Descrip	tion: Foundation Repair			
PB20-0032	Covert Shirley E Trust	209 S Willard ST	\$165.00	\$0
Work Descrip	tion: Re-Roof strip to deck, dry In, re-	shingle.		
PB20-0030	ZURLIS, PETER	130 S Chicago ST	\$452.10	\$0
Work Descrip	tion: Add 3 season room & patio deck	to back of house. Re-Roof existing house.		
PB20-0040	JKM REAL EST, LIMITED PART	T 514 W Water	\$165.00	\$0
Work Descrip	tion: Construct temporary deck walk v	vays to boat slips due to high water levels		
PB20-0035	Fleming Daniel J & Tara	127 N Harrison ST	\$82.50	\$0
Work Descrip	tion: New Detached Deck			
PB20-0033	Patrick Kennedy & Wendy Kenned	y- 429 S Chicago ST	\$231.53	\$0
Work Descrip	tion: New Barn 30x48			

Total Permits For Type:
Total Fees For Type:

\$2,759.53

13

Electrical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PE20-0025	Aaron & Rachel Barhorst	317 E Mechanic ST E	\$82.50	\$0
Work Descrip	otion: Final Inspection For Electrical N	lew House Permit by New Owner		
PE20-0028	SMITH, DAVID & JANICE A	718 W Indiana ST	\$165.00	\$0
Work Descrip	otion: Pool Bonding			
PE20-0029	Jaworski Jeffrey L & Jessica L	218 S Bronson ST	\$165.00	\$0
Work Descrip	otion: Pool Bonding			
PE20-0024	Toltnacav New Buffalo LLC	109 Harrison N	\$165.00	\$0
Work Descrip	otion: New Service & Final Inspection	for new Modular Home		
PE20-0026	Ciardelli Vicgtor III	121 N Monroe	\$247.50	\$0
Work Descrip	otion: Electric for New Inground pool			
PE20-0027	NB DEVELOPERS, LLC	136 whittaker N	\$165.00	\$0
Work Descrip	otion: One new Circuit one new light fr	xture		

Total Permits For Type: 6
Total Fees For Type: \$990.00
Total Const. Value For Type: \$0

Mechanical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PM20-0041	Aaron & Rachel Barhorst	317 E Mechanic ST E	\$82.50	\$0
Work Descrip	tion: Final Inspection for Mech Perr	nit issued to Owner to close project		
PM20-0042	Fleming Daniel J & Tara	127 N Harrison ST	\$82.50	\$0
Work Descrip	tion: A/C Replacement			
PM20-0038	Toltnacav New Buffalo LLC	109 Harrison N	\$247.50	\$0
Work Descrip	tion: New Single Family Home			
PM20-0039	Simon Jane M	22 S Whittaker ST	\$82.50	\$0
Work Descrip	tion: Furnace Replacement			
PM20-0040	Paul Czakjowski	300 Oselka DR 364	\$165.00	\$0
Work Descrip	tion: New Furnace and A/C			
PM20-0046	Home & Land Finance LLC	113 S Thompson ST	\$82.50	\$0

Work Description:	A/C Replacement 2
-------------------	-------------------

PM20-0043	Warren Morrison C & Catherine M	C 905 North AVE	\$82.50	\$0
Work Descrip	tion: New Furnace and A/C Unit			
PM20-0044	Dietrich William J & Vallery W	221 S Harrison ST	\$82.50	\$0
Work Descrip	tion: one gas burning equipment			
PM20-0045	FIFTH THIRD, BANK	1 Buffalo W	\$346.50	\$0
Work Descrip	tion: 4 Replacement Furnaces and 2 A	ir Conditioning Units		
PM20-0047	N Barton LLC	114 N Barton ST	\$242.25	\$0
Work Descrip	tion:			

Total Permits For Type: 10

Total Fees For Type: \$1,496.25

Total Const. Value For Type: \$0

Plumbing

Permit #	Contractor	Job Address	Fee Total	Const. Value	
PP20-0013	Aaron & Rachel Barhorst	317 E Mechanic ST E	\$82.50	\$0	
Work Descrip	otion: New Owner pulling permit fo	or final inspection only.			

Total Permits For Type: 1

Total Fees For Type: \$82.50

Total Const. Value For Type: \$0

Report Summary

Population: All Records
Permit.AmountBalanceDue <= 700,000,000 AND
Permit.DateIssued Between 5/1/2020 12:00:00 AM AND 5/31/2020 11:59:59 PM

Grand Total Fees: \$5,328.28

Grand Total Permits: 30

Grand Total Const. Value: \$0



To: Mayor O'Donnell and Council

Re: Treasurer's Monthly Report

Date: June 12, 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
 - NIES Engineering, Inc.
- 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 CHECK PROOF Page: 1/2

BANK CODE: POOL CHECK DATE: 06/09/2020 INVOICE PAY DATE FROM 06/09/2020 TO 06/09/2020

Check Date	Bank	Check #	Vendor Code	Vendor Name	Amount	# Invoices
06/09/2020	POOL	00000040223	2862	ABONMARCHE CONSULTANTS INC	950.00	1
06/09/2020	POOL	00000040224	3490	AMERICAN SAFETY & FIRST AID	496.43	5
06/09/2020	POOL	00000040225	2038	ANDERSON, KENNETH	50.00	1
06/09/2020	POOL	00000040226	3418	ARNT ASPHALT	6,010.00	2
06/09/2020	POOL	00000040227	3608	ART & IMAGE	2,933.85	4
06/09/2020	POOL	00000040228	2137	BERRIEN CO CLERK	200.00	1
06/09/2020	POOL	00000040229	1013	BERRIEN COUNTY TREASURER	3,935.00	1
06/09/2020	POOL	00000040230	3902	BIG C LUMBER	43.12	1
06/09/2020	POOL	00000040231	4515	BLOSSOMLAND ACCOUTNING	656.25	1
06/09/2020	POOL	00000040232	4298	BOLTON, JOSHUA	50.00	1
06/09/2020	POOL	00000040233	3370	BURKHOLDER EXCAVATING INC	2,600.00	1
06/09/2020	POOL	00000040234	4534	CDW GOVERNMENT	756.20	1
06/09/2020	POOL	00000040235	4712	CHARLES NICHOLAS CURCIO	3,198.50	1
06/09/2020	POOL	00000040236	1036	CITYS PURE ICE	102.00	2
06/09/2020	POOL	00000040237	3469	CLUSTER, MICHAEL	50.00	1
06/09/2020	POOL	00000040238	2337	CO-ALLIANCE LLP	380.12	1
06/09/2020	POOL	00000040239	3552	COMCAST	174.03	1
06/09/2020	POOL	00000040240	4661	COUNTRY LANE REMODELING/MIKE PLIS	3,680.00	2
06/09/2020	POOL	00000040241	4462	D'AMICO KRISTEN	50.00	1
06/09/2020	POOL	00000040242	4782	DOMESTIC UNIFORM RENTALS	1,027.88	13
06/09/2020	POOL	00000040243	4782	DOMESTIC UNIFORM RENTALS	340.45	3
06/09/2020	POOL	00000040244	4785	DOUBLEDAY OFFICE PRODUCTS	745.74	1
06/09/2020	POOL	00000040245	1047	ETNA SUPPLY COMPANY	10,120.00	3
06/09/2020	POOL	00000040246	1055	FRANKLIN PEST CONTROL	156.00	1
06/09/2020	POOL	00000040247	4377	GENERAL CODE	995.00	2
06/09/2020	POOL	00000040248	1119	GRAINGER	179.16	2
06/09/2020	POOL	00000040249	1058	GRSD SEWER AUTHORITY	76,470.80	2
06/09/2020	POOL	00000040250	3529	GRUENER, ROBERT	50.00	1
06/09/2020	POOL	00000040251	1059	HACH COMPANY	158.79	1
06/09/2020	POOL	00000040252	MISC	HIOTIS, GEORGE	107.04	1
06/09/2020	POOL	00000040253	3678	HUSTON, CHRISTOPHER	50.00	1
06/09/2020	POOL	00000040254	2963	IDEXX DISTRIBUTION CORP	4,502.60	2
06/09/2020	POOL	00000040255	1073	INDIANA MICHIGAN POWER	1,710.84	1
06/09/2020	POOL	00000040256	4693	J. P. GILLEN & ASSOCIATES/EDGE IT	5,175.00	2
06/09/2020	POOL	00000040257	3531	JOHNSON, JEFFREY	61.66	2
06/09/2020	POOL	00000040258	4925	JOURNEYMAN DISTILLERY	126.00	1
06/09/2020	POOL	00000040259	3661	KENNETH L KORP	750.00	1
06/09/2020	POOL	00000040260	2769	KNOLL BROS INC	15.95	1
06/09/2020	POOL	00000040261	4927	L.E.BARBER	1,200.00	1
06/09/2020	POOL	00000040262	4206	LAKESHORE RECYCLING & DISPOSAL LLC	21,701.60	2
06/09/2020	POOL	00000040263	3382	MEDIC 1	9,013.00	1
06/09/2020	POOL	00000040264	3524	MENARDS	249.17	1
06/09/2020	POOL	00000040265	3161	MICH MUNICIPAL RISK MANAGEMENT	134.62	1
06/09/2020	POOL	00000040266	4543	MICROBAC LABORATORIES, INC.	92.50	1
06/09/2020	POOL	00000040267	1184	MML - WORKERS COMPENSATION FUND	12,062.00	1
06/09/2020	POOL	00000040268	4061	MMRMA	58,263.50	2
06/09/2020	POOL	00000040269	MISC	MORTENSON, MICHAEL	110.75	1
06/09/2020	POOL	00000040270	3424	MOTOROLA	12,869.25	4
06/09/2020	POOL	00000040271	1113	NEW BUFFALO AREA SCHOOLS	984.43	1
06/09/2020	POOL	00000040272	4498	NEW BUFFALO HARDWARE	430.37	13
06/09/2020	POOL	00000040273	4498	NEW BUFFALO HARDWARE	266.09	13
06/09/2020	POOL	00000040274	4498	NEW BUFFALO HARDWARE	238.77	10
06/09/2020	POOL	00000040275	2820	NIES ENGINEERING	879.36	1
06/09/2020	POOL	00000040276	4550	OCCUSCREEN, LLC	842.00	1
06/09/2020	POOL	00000040277	1100	PARRETT COMPANY	87.51	1
06/09/2020	POOL	00000040278	4723	PENCHURA, LLC	900.00	1
06/09/2020	POOL	00000040279		PINE GROVE CEMETERY AUTHORITY	2,500.00	1
06/09/2020	POOL	00000040280	3739	PRAXAIR DISTRIBUTION INC	83.25	1

CHECK PROOF Page: 2/2

BANK CODE: POOL CHECK DATE: 06/09/2020 INVOICE PAY DATE FROM 06/09/2020 TO 06/09/2020

Check Date	Bank	Check #	Vendor Code	Vendor Name	Amount	# Invoices
06/09/2020	POOL	00000040281	4684	PRIDE THE PORTABLE TOILET COMPANY	855.00	4
06/09/2020	POOL	00000040282	2806	PRINTING SYSTEMS	1,028.37	3
06/09/2020	POOL	00000040283	2806	PRINTING SYSTEMS	667.00	1
06/09/2020	POOL	00000040284	2806	PRINTING SYSTEMS	28.50	1
06/09/2020	POOL	00000040285	4650	PRO SAFETY INNOVATONS	167.85	1
06/09/2020	POOL	00000040286	3944	ROLLING PRAIRIE EXCAVATING	1,170.00	1
06/09/2020	POOL	00000040287	4703	SAFEBUILT LLC	4,235.23	2
06/09/2020	POOL	00000040288	3868	SBF ENTERPRISES	938.22	1
06/09/2020	POOL	00000040289	2374	SEIFERT'S FARM SUPPLY	624.44	3
06/09/2020	POOL	00000040290	MISC	SELIR, LAURA	106.95	1
06/09/2020	POOL	00000040291	1084	SEMCO ENERGY GAS CO.	1,747.63	2
06/09/2020	POOL	00000040292	3199	SITTIG ASSESSMENT SERVICES LLC	2,142.50	1
06/09/2020	POOL	00000040293	MISC	SPROVTSOFF, CLAUDIA	225.00	1
06/09/2020	POOL	00000040294	3156	STAPLES	142.42	1
06/09/2020	POOL	00000040295	4186	STAR UNIFORMS	878.97	2
06/09/2020	POOL	00000040296	4453	TRUGREEN PROCESSING CENTER	523.00	2
06/09/2020	POOL	00000040297	2969	USA BLUEBOOK	199.75	1
06/09/2020	POOL	00000040298	3922	VERIZON WIRELESS	465.78	1
06/09/2020	POOL	00000040299	4350	VERSAW EARTHWORKS LLC	800.00	1
06/09/2020	POOL	00000040300	4505	WELLS FARGO VENDOR FIN SERV	1,191.58	1
06/09/2020	POOL	00000040301	4926	WHOLE NINE YARDS	480.00	1
06/09/2020	POOL	00000040302	2046	WOODRUFF & SONS	20,960.51	1
06/09/2020	POOL	00000040303	3614	WORKING WELL	315.00	1
Norma Chaalea	0.1	Num Chules	0 11	um Tourisces 160 Matel America 20	1 000 20	

Num Checks: 81 Num Stubs: 0 Num Invoices: 162 Total Amount: 291,860.28



Engineering • Architecture • Land Surveying

CITY OF NEW BUFFALO

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

INVOICE

No. 130490 05/14/2020

19-0201

City of New Buffalo As-Needed Professional Services

Project Manager: Anthony C. McGhee

Professional services through 4/30/2020:

- Dock maintenance and coordination assistance
- -Whittaker Traffic Signal Coordination with MDOT

Invoice Amount

\$950.00

2022

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

> MAY 1 8 2020 CITY OF NEW BUFFALO



Engineering • Architecture • Land Surveying

CITY OF NEW BUFFALO

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

INVOICE

No. 130509 05/15/2020

19-0242

2019 New Buffalo Street Resurfacing

Project Manager:

Munawar Azam

Professional services completed through 4/30/2020:

		Contract	Previously	Current	Remaining
		Amount	Invoiced	Invoice	Contrac
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		\$58,150.00	\$54,950.00	\$2,546.00	\$654.00
	Totals:	\$102,650.00	\$99,450.00	\$2,546.00	\$654.00
		φ2,040.00	2,546.00		

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

RECV'D MAY 1 8 2020

CITY OF NEW BUFFALO



Engineering • Architecture • Land Surveying

Bond 403-974

May 15, 2020

OWNER

PARTIAL PAYMENT REQUEST NO. 3

For Work Completed Through 05/15/2020

		CONTRACTOR	
City of New Buffalo 224 W. Buffalo St.		Rieth-Riley Constructio 1589 Townline Road	n Co., Inc.
New Buffalo, MI 49117		Benton Harbor, MI 4902	22
RE: City of New Buffalo			
2019 Street Resurfacing Pro	oject		
ACI Project No.: 19-0242			
Original Contract Amount	t	\$	619,986.25
Change Orders		\$	-55,723.63
Current Contract Amount		\$	564,262.62
Work Completed		\$	539,683.13
Retainage Amount Earned		\$ \$ \$ \$ \$	30,999.31
Less Previous Payments		\$	508,683.82
Amount Due Contractor T	his Paymont	\$	494,083.82
ATTOOM DOC COMINGERON	riis raymeni	Þ	14,600.00
RECOMMENDED BY: Con Eric R. Green Eric R. Gre May 15 202			05/15/2020
Eric Green (Rieth-Riley)			Date
RECOMMENDED BY: Engi	ineer		
Munawar Azam Munawar Azam May 15 2020 1:57 P	PM .		
Munawar Azam, P.Eng (Abonmarc	che)		Date
ACCEPTED BY: Own	ner		
ACCEPTED BY: Own	ner		

CONTRACTOR

Abonmarche Consultants, Inc.

Construction Pay Estimate Report

5/15/2020 1:10 PM

FieldManager 5.3c

Contract: _19-0242, 2019 Street Resurfacing Project

Estimate Date 05/15/2020	Estimate No.	Entered By Lucas Grosse	Estimate Type Semi-Monthly	Electronic File Created No	All Contract Work Completed	Construction Started Date 10/21/2019
		rime Contractor iley Construction Co., Inc		Abonmarche 0	Managing Office Consultants, Inc.	
			Comments			

Item Usage Summary

Item Description	Item Code	Prop. Line	Project	Category	Project Line No.			Quantity	Dollar Amount
_ Mechanic Street Swale	4037051	0043	19-0242	001	0207	SA	002	1.000	\$14,600.00

Total Estimated Item Payment:

\$14,600.00

Time Charges

Site	Site Description	Site Method	Days Charged	Liq. Damages
00	Overall Contract Site	Working Days	0	\$0
		Tota	I Liquidated Damages	\$0

Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount	
19-0242, 2019 Street Resurfacing Project	0003 \$14,600.00		\$0.00	\$14,600.00	
			Voucher Total:	\$14,600.00	

Summary

		Net Earnings this period:	\$14,600.00
		- Payments to date:	\$494,083.82
Total Estimated Payment:	\$14,600.00	Net Earnings to date:	\$508,683.82
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Retainage:	\$0.00	- Retainage to date:	\$30,999.31
Current Voucher Total:	\$14,600.00	Earnings to date:	\$539,683.13

Estimate Certification

I certify the items included on this report constitute my estimate of work completed and due the contractor as of the date of this document. I also certify the prime contractor is meeting all requirements for minority percentages and the payrolls are current.



Construction Pay Estimate Amount Balance Report

Estimate: 3

Abonmarche Consultants, Inc.

5/15/2020 1:10 PM

FieldManager 5.3c

Contract: _19-0242, 2019 Street Resurfacing Project

Item Description	Item Code	Prop.	Project	Category	Authorized Quantity	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
Mobilization, Max \$60,000	1500001	0001	19-0242	001	1.000		1.000	2000	100%	60,000.00000	
HMA Surface, Rem	5010005	0002	19-0242	001	0.000		0.000	1.000	10076		\$60,000.00
Cold Milling HMA Surface	5010002	0003	19-0242	001	21,854.300		21,854.300	21,854,300	1000/	13.00000	*******
Sidewalk, Rem	2040055	0004	19-0242	001	261.000		261.000	261.000		2.12000	\$46,331.12
Curb and Gutter, Rem	2040020	0005	19-0242	001	205.000		205.000			13.00000	\$3,393.00
Culv, Rem, 24 inch to 48 inch	2030002	0006	19-0242	001	0.000		0.000	205.000	100%	14.00000	\$2,870.00
Subbase, CIP	3010002	0007	19-0242	001	24.090		24.090	24.000	1000/	400.00000	9017017
Aggregate Base, 8 inch	3020020		19-0242	001	0.000			24.090	100%	30.00000	\$722.70
HMA, 36A	5010034	0009	19-0242	001	4,380.410		0.000	1000 110		20.00000	
HMA Wedge Curb	5017001		19-0242	001	0.000		4,380.410	4,380.410	100%	68.20000	\$298,743.97
Seal, Single Chip	5050001		19-0242	001	0.000		0.000			1.00000	
Shoulder, CI I, LM	3070103		19-0242	001	16.270		0.000			6.93000	
Culv End Sect, 24 inch	4010024		19-0242	001	0.000		16.270	16.270	100%	70.00000	\$1,138.90
Culv, CI A, Conc, 24 inch	4010168		19-0242	001			0.000			1,200.00000	
Leaching Basin, 48 inch Dia	4037050		19-0242	001	0.000		0.000			125.00000	
HMA Spillway	4037050		19-0242	001	0.000		0.000			3,920.00000	
or Structure Cover, Adj. Case 1	4030005		19-0242	001	1.000		1.000	1.000		1,200.00000	\$1,200.00
Sate Box, Adj. Case 1	8230431		19-0242		44.000		44.000	44.000		400.00000	\$17,600.00
Curb and Gutter, Conc, Det C4	8020023		19-0242	001	18.000		18.000	18.000	100%	300.00000	\$5,400.00
idewalk, Conc, 4 inch	8030044			001	273.000		273.000	273.000	100%	28.00000	\$7,644.00
idewalk Ramp, Conc, 6 inch			19-0242	001	1,942.000		1,942.000	1,942.000	100%	5.00000	\$9,710.00
onc Base Cse, Nonreinf, 6 inch	8030036		19-0242	001	640.850		640.850	640.850	100%	6.75000	\$4,325.74
etectable Warning Surface	6020015		19-0242	001	80.000		48.200	48.200	60%	40.00000	\$1,928.00
avt Mrkg, Ovly Cold	8030010		19-0242	001	60.000		60.000	60.000	100%	70.00000	\$4,200.00
lastic,12in,X-Walk	8110041	0024	19-0242	001	670.000		0.000			5.00000	
avt Mrkg,Ovly oldPlastic,24in,Stop Bar	8110045	0025	19-0242	001	426.000		0.000			10.00000	



Construction Pay Estimate Amount Balance Report

Estimate: 3

Abonmarche Consultants, Inc.

5/15/2020 1:10 PM

FieldManager 5.3c

Item Description	Item Code	Prop.	Project	Category	Authorized Quantity	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
Pavt Mrkg, Spray Thermopl, 4 inch, Yellow	8110154	0026	19-0242	001	2,670.000		0.000			0.95000	
_ Dr Structure Cover, Type EJIW 1040 M1	4037050	0027	19-0242	001	10.000		10.000	10.000	100%	490.00000	\$4,900.00
Dr Structure Cover, Type Q	4030065	0028	19-0242	001	29.000		29.000	29.000	100%	465.00000	\$13,485,00
Traffic Control, Mechanic St	8127051	0029	19-0242	001	1.000		1.000	1.000		4,500.00000	\$4,500.00
Traffic Control, Detroit St	8127051	0030	19-0242	001	1.000		1.000	1.000		4,500.00000	\$4,500.00
Traffic Control, Clay St/Eagle St	8127051	0031	19-0242	001	1.000		1.000	1.000		4,200.00000	\$4,300.00
Traffic Control, Shore Dr	8127051	0032	19-0242	001	1.000		1.000	1,000		4,000.00000	\$4,200.00
Traffic Control, Marshall St	8127051	0033	19-0242	001	1.000		1.000	1.000		4,000.00000	\$4,000.00
Traffic Control, Barton St	8127051	0034	19-0242	001	1.000		1.000	1.000		4,000.00000	\$4,000.00
Traffic Control, Lake Dr/Berrien	8127051	0035	19-0242	001	1.000		1.000	1.000		4,000.00000	\$4,000.00
Traffic Control, Bronson St	8127051	0036	19-0242	001	1.000		1.000	1,000	100%	4,000.00000	\$4,000.00
Traffic Control, Water St	8127051	0037	19-0242	001	1.000		1.000	1.000	100%	4,000.00000	\$4,000.00
opsoil Surface, Furn, LM	8160071	0038	19-0242	001	653.000		50.000	50.000	8%	15.00000	\$750.00
Seeding, Mixture TDS	8167011	0039	19-0242	001	5.660.000		1,100.000	1,100.000	19%	0.10000	\$110.00
Mulch Blanket	8160027	0040	19-0242	001	5,660.000		1,100.000	1,100.000	19%	0.75000	\$825.00
ertilizer, Chemical Nutrient, CI A	8160020	0041	19-0242	001	290.000		50.000	50.000	17%	1.00000	\$50.00
or Structure Cover, Type K	4030050	0042	19-0242	001	2.000		2.000	2.000	100%	1.277.85000	
Mechanic Street Swale	4037051	0043	19-0242	001	1.000	1,000	1.000		100%	14,600.00000	\$2,555.70
Percentage of Contract Com	pleted(cı	ırr): 96	%								\$14,600.00
(total paid to date / total of								Amount Paid Total Amount			\$14,600.00 \$539.683.13



710 Liberty Street, Suite C Spring Lake, Michigan 49456

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

7-00001-NB - General 157-00001-PGCA - General

INVOICE

Invoice # 189, 190 Date: 05/01/2020 Due Upon Receipt



Outstandings Invoice

Invoice Number	Services Commencing	Services Through	Balance Due
189 - NB	3/1/1/20	3/31/20	\$3,198.50
190 - PGCA	4/1/1/20	4/30/20	\$247.50
		Total Amount Outstanding:	\$3,446



June 5, 2020

Mr. David Richards, City Manager City of New Buffalo 224 W. Buffalo Street New Buffalo, MI 49117

RE:

Pay Request No. 3 (Final)

Mechanic Street Water Main Replacement Project - Willard Street to Barton Street

Dear Mr. Richards:

As engineers for the Mechanic Street Water Main Replacement Project – Willard Street to Barton Street, we have reviewed the enclosed Pay Request No. 3 (Final) submitted by Woodruff & Sons, Inc. Work on this project is complete, and we recommend that all previously withheld retainage (\$20,960.51) be released to the Contractor. The payment breakdown is as follows:

Pay Request No. 3 (Final)

Original Contract Amount		\$	424,374.88
Net Change Order Total	-	\$	5,164.64
Final Contract Amount		\$	419,210.24
Total Completed & Stored to Date		\$	419,210.24
Retainage Prior Pay Requests	-	\$	20,960.51
Payment Prior Pay Requests	_	\$	398,249.73
Total Completed & Stored this Pay Request		\$	0.00
Retainage to Release to Contractor		Ś	20.960.51

Enclosed are 3 originals of Pay Request No. 3 (Final) from Woodruff & Sons, Inc., including an itemized breakdown and the Contractor's final waiver of lien.

Yours very truly, NIES Engineering, Inc.

Derek R. Snyder, P.E.

Dech Snyde

Principal

cc: Ken Anderson, New Buffalo Water Department

Bruce Woodruff, Woodruff & Sons, Inc.

X:\Projects\NEW_BUFF\19-552\Pay Requests\03\Mechanic_St_WM_PR_3_Final.Docx

2421 173rd Street, Hammond, IN 46323

PH: (219) 844 + 8680 | FAX: (219) 844 + 7754

591-530-987

DATE: 01/20/20

TO (OWNER): NEW BUFFALO, CITY OF

224 W BUFFALO

NEW BUFFALO MI 49117

PROJECT: MECHANIC ST WATER MAIN REPLACE WILLARD ST TO BARTON STREET

NEW BUFFALO MI 49117

FROM (CONTRACTOR): WOODRUFF & SONS, INC INDIANA APPLICATION NO: 5282-3 (3)

2125 East U.S. 12

PERIOD FROM: 11/01/19 TO: 01/20/20

CONTRACT FOR : CITY OF NEW BUFFALO

Michigan City IN 46361

P.O. Box 450

CONTRACT DATE : 07/24/19

Distribution: __ OWNER

__ CONTRACTOR

CONTRACTOR'S APPLICATION FOR PAYMENT

DEDUCTIONS	ADDITIONS	The Control of the Co	Change Orders approved in previous months by Owner		
.00	17,546.50	TOTAL:	TOTAL:		
		Change Orders	Subsequent		
		Date Approved	Number		
22,711.14		11/12/19	4		
22,711.14	17,546.50	TOTALS:			

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

SONS. Date: June 1. Bruce

ARCHITECT'S CERTIFICATE FOR PAYMEN

In accordance with the Contract Documents, based on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

Application is made for Payment, as shown below with the Contract. Continuation sheet is enclo	
1. ORIGINAL CONTRACT SUM	424,374.8
2. Net change by Change Orders	-5,164.6
3. CONTRACT SUM TO DATE (Line 1 + 2)	., 419,210.2
4. TOTAL COMPLETED & STORED TO DATE(Column G)	419,210.2
5. LESS RETAINAGE:	
a00 % of Completed Work00	0
(% Column D + E Less Sales Tax	
b00 % of Stored Material00	
(% Column F)	
Total Retainage (Line 5a + 5b or Column I)	
6. TOTAL EARNED LESS RETAINAGE (Line 4 - 5)	419,210.24
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	398,249.73
8. CURRENT BALANCE DUE (Line 6 - 7)	20,960.51
9. BALANCE TO FINISH + RETAINAGE (Line 3 - 6)	.00
State of: Indiana County of: Laporte	
Subscribed and sworn to before me this lst day of Notary Public: When C. Spranger My Commission expires: August 30, 2025	f June ,20 20
Amount Certified. \$20,960.51 (Attach explanation if certified & application	amounts differ)

NICOLE C. SPRINGER Notary Public - Seal Porter County - State of Indiana Commission Number 704738 My Commission Expires Aug 30, 2025

of the Owner or Contractor under this Contract.

This Certificate is not negotiable. The AMOUNT CERTIFIED is

payable only to the Contractor named herein. Issuance, payment

and acceptance of payment are without predjudice to any rights

Date:

ARCHITECT:

By:

61698 NEW BUFFALO, CITY OF 224 W BUFFALO NEW BUFFALO, MI 49117

CONTRACTOR: WOODRUFF & SONS, INC INDIANA
2125 East U.S. 12
P.O. Box 450
Michigan City, IN 46361

JOB 5282: MECHANIC ST WATER MAIN REPLACE

PROGRESS FROM: 11/01/19 TO: 01/20/20 BILLING NO: 3

INVOICE DATE: January 20, 2020

INVOICE NBR: 5282-3

PAGE:

No Bid Item	Description	UOM	Units	Unit Pre			evious		rent	То І	Date	Pct
		J.	oluts	Unic Pre	Contract	Units	Extended	Units	Extended	Units	Extended	Comp
10 1	MOB / DEMOB	LS	1.00	20,948.08	20,948.08	1.00	20,948.08			1.00	20,948.08	100.0
20 2	MAINTENANCE OF TRAFFIC	LS	1.00	5,650.44	5,650.44	1.00	5,650.44		- 11	1.00	5,650.44	100.0
30 3	PRE-CON VIDEO	LS	1.00	750.00	750.00	1.00	750.00			1.00	750.00	100.0
40 4	TREE REMOVAL AND RESTORATION	EA	1.00	2,767.37	2,767.37	1.00	2,767.37	10		1.00	2,767.37	100.0
50 5	4" DIA WM WITH POLY, RESTO	LF	28.00	250.68	7,019.04	10,20	2,556.94	1		10.20		
60 6	6" DIA WM WITH POLY, RESTO	LF	60.00	233.35	14,001.00	33.30	7,770.56	1	11	33.30	2,556.94	36.4
70 7	8" DIA HM WITH POLY, RESTO	LF	99.00	157.90	15,632.10	69.90	11,037.21			69.90	7,770.56	55.5
80 8	12" DIA WM WITH POLY, RESTO	LF	1,350.00	159.18	214,893.00	1,290.00	205,342.20			1,290.00	11,037.21	70.6
90 8	8" GATE VALVE	EA	4.00	1,322.59	5,290.76	4.00	5,290,76	1			205,342.20	95.6
100 10	12" GATE VALVE	EA	6.00	2,447.90	14,687.40	5.00	12,239.50	1	- 11	4.00	5,290.76	100.0
110 11	DUCTILE IRON FITTINGS	TON	3,000.00	8.25	24,750.00	3,194.00	26,350.50	1	- 11	5.00	12,239.50	83.3
120 12	FIRE HYDRANT ASSEMBLY	EA	4.00	5,204.98	20,819.92	4.00	20,819.92	1 1		3,194.00	26,350.50	106.5
130 13	DAYLIGHTING EXISTING SERVICES	EA	16.00	610.46	9,767.36	16.00	9,767.36	1	- 11	4.00	20,819.92	100.0
140 14	1º COPPER SERVICE SET	EA	18.00	960.52	17,289.36	19.00	18,249.88	1	- 11	16.00	9,767.36	100.0
150 15	14 COPPER SERVICE LINE	LF	475.00	60.68	28,823.00	486.70	29,532.96	1 1		19.00	18,249.88	105.6
160 16	INSTALL FURNISHED METER PIT	EA	13.00	1,304.01	16,952.13	14.00	18,256.14	1	- 11	486.70	29,532.96	102.5
170 17	REMOVE HYDRANT	EA	4.00	1,083.48	4,333.92	4.00	4,333.92		- 11	14.00	18,256.14	107.7
300	ASPHALT PATCHING	LS	1.00	11,000.00	11,000.00	1.00	11,000.00		NI.	4.00	4,333.92	100.0
310	REPAIRS, EXTRAS	LS	1.00	6,546.50	6,546.50	1.00	6,546.50	1 1	- 11	1.00	11,000.00	100.0
410	CO #4 UNIT ADJUSTMENTS	LF	1.00-	22,711.14	22,711.14-	1.00	6,346.50			1.00	6,546.50	100.0
	Total Installed				419,210.24		419,210,24				419,210.24	100.0

TOTAL CONSTRUCTION TO DATE

\$ 419,210.24

PREVIOUS APPLICATIONS:

\$ <398,249.73>

TOTAL AMOUNT DUE:

\$ 20,960.51

FINAL WAIVER OF LIEN CONDITIONAL UPON RECEIPT OF PAYMENT

STATE OF INDIANA: SS COUNTY OF LAPORTE:

Whereas, the undersigned _ employed by	WOODRUFF & SON			heretofore
and labor, to-wit:	CITY OF NEW BUF		to furnish certai	n material
for the project owned by	WATER MAIN REP		EST. NO. 3	
	CITY OF NEW BUF	FALO	•	
City of	TREET WATER MAIN	REPLACEMENT W	ILLARD ST TO BARTON	ST
City of	NEW BUFFALO,	County of BERRIE	N, Indiana.	
Now Therefore, Know	Ye, that the undersigned	I, for and in considera	tion of \$20,960.51	the
receipt of which is hereby ackn	lowledged, hereby and	now waives and rel	eases unto the said Own	n of soid
premises, any and an men, right of	I lien or claim of whatso	ever kind of character	on the shove described by	Idina and
real estate, to and for said amoun	and up to this data or	d all labor, material, o	r both, furnished for or inc	orporated
into said building by the undersig	aiver of Lien has been r	nd does further certify	that the consideration mov	ing to the
undersigned for executing this Wood of the above for said building and	real estate	nutually given and acc	epted as a payment to or o	n account
	· · · · · · · · · · · · · · · · · · ·			
				- 1
Signed, sealed and delive	ered this20TH	day of _JANUAL	RY .2020	- 1
		()	0.0111	- 1
		5: 45/1/10	Mark I	- 1
		Signed/ Will	R. WOODRWFF	. 1
		BRUCE	R. WOODROFF	
Downey III. C	The same of the same of			
Personally appeared befo	re me this 20TH	day of _JANUAI	RY .2020	1
BRUCE R. WOODRUFF	, who, being duly sw	orn on oath save: T	hat he is the VICE PRE	CIDENTE
or Woodholl & Sons, INC.	and the	at he hereby acknowle	dges the execution of the f	SIDENT
instrument for and on behalf of sai	dCORPORAT	ION and	d at its special instance and	request
		111.	A A ·	request.
		yllion	C. Spring	
		Notary Public	71 80	
My Commission Francisco AVICA	277.00	Part Townships	NICOLE C. SPRINGER	
My Commission Expires: AUGUS A Resident of: PORTE		4	Notary Public - Seal	- 1
A Resident of: PORTE	IK		r County - State of Indiana mission Number 704738	
			mission Expires Aug 30, 2025	
新的4000000000000000000000000000000000000	TO THE STATE OF THE PARTY OF TH	horor		
THE RESERVE THE PROPERTY OF THE PARTY OF THE	and the second of the second o	TENNET PURE (12 DEPT)	AND STATE OF THE PROPERTY OF THE PARTY OF TH	SAN SI DIVERSI

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	heck ‡
Fund 101 GENERAL FUN	ND						
Dept 000 101-000-033.000	06/08/20	HIOMIC CEODOE	UB refund for account: 0000000908	06/08/2020	06/15/20	24.60	4025
		HIOTIS, GEORGE	UB refund for account: 0000000908	06/08/2020			4025
101-000-033.000 101-000-033.000	06/08/20 06/08/20	MORTENSON, MICHAEL SELIR, LAURA	UB refund for account: 0000000308	06/08/2020	06/15/20 06/15/20	27.21	4020
101-000-678.000	06/08/20	SPROVTSOFF, CLAUDIA	DEPOSIT RETURN	06022020	06/09/20	23.10 225.00	4029
101-000-678.000	06/02/20	SPROVISOFF, CLAUDIA		06022020	06/09/20		. 4023
D 015 GT DDT			Total For Dept 000			299.91	
Dept 215 CLERK 101-215-716.000	05/19/20	BLUE CROSS BLUE SHIELD OF MI	CFHEALTH INSURANCE PPO 500 JUNE 2020	051920	06/09/20	1,413.52	4021
			Total For Dept 215 CLERK		_	1,413.52	
Dept 253 TREASURER			Todal Tol Bopo Elo CEETA			1,110.02	
101-253-716.000	05/19/20	BLUE CROSS BLUE SHIELD OF MI	CHEALTH INSURANCE PPO 500 JUNE 2020	051920	06/09/20	1,243.53	4021
101-253-818.000	04/09/20	BLOSSOMLAND ACCOUTNING	THIRD PARTY FINANCE REVIEWS	04/09/20	06/09/20	656.25	4023
			Total For Dept 253 TREASURER		_	1,899.78	
Dept 257 ASSESSOR	0.5./0.0./0.0				05/00/00	0.440.50	4000
101-257-818.000	06/08/20	SITTIG ASSESSMENT SERVICES L	L(ASSESSMENT SERVICES JUNE 2020	JUNE 2020	06/09/20	2,142.50	4029
			Total For Dept 257 ASSESSOR			2,142.50	
Dept 262 ELECTIONS							4000
101-262-818.000	06/09/20	BERRIEN CO CLERK	ELECTION CANVASS FEE	2020031062	06/09/20	200.00	4022
101-262-903.000	06/02/20	PRINTING SYSTEMS	ELECTION FORMS & SUPPLIES	210854	06/09/20	552.09	4028
101-262-903.000	06/08/20	PRINTING SYSTEMS	ELECTION FORMS & SUPPLIES	212094	06/09/20	20.01	4028
			Total For Dept 262 ELECTIONS			772.10	
Dept 266 ATTORNEY 101-266-826.400	06/02/20	CHARLES NICHOLAS CURCIO	LEGAL SERVICES MAY 2020	189	06/09/20	3,198.50	4023
101 200 020.100	00/02/20	CHRISED NICHOLIB CONCIC		103	_		
Dept 276 CEMETERY			Total For Dept 266 ATTORNEY			3,198.50	
101-276-969.000	05/01/20	PINE GROVE CEMETERY AUTHORIT	Y CEMETARY/MAY	06/01/20	06/09/20	2,500.00	4027
			Total For Dept 276 CEMETERY		_	2,500.00	
Dept 298 GENERAL GOV	JERNMENT		111			,	
101-298-716.000	05/19/20	BLUE CROSS BLUE SHIELD OF MI	CHEALTH INSURANCE PPO 500 JUNE 2020	051920	06/09/20	2,862.94	4021
101-298-728.000	05/06/20	STAPLES	OFFICE SUPPLIES/GEN GOV	2519459291	06/09/20	142.42	4029
101-298-751.000	05/01/20	NEW BUFFALO AREA SCHOOLS	NBAS GASOLINE/05/01/20-05/31/20	486	06/09/20	3.34	4027
101-298-756.000	05/15/20	JOURNEYMAN DISTILLERY	OPERATING SUPPLIES/HAND SANATIZER/G	3202	06/09/20	126.00	4025
101-298-756.000	05/26/20	AMERICAN SAFETY & FIRST AID	MEDICAL SUPPLIES/INFARED THERMOMETE	E:0971998- N	06/09/20	105.25	4022
101-298-756.000	05/22/20	AMERICAN SAFETY & FIRST AID	MEDICAL SUPPLIES/CITY HALL	7.09226-IN	06/09/20	19.15	4022
101-298-818.000	06/01/20	GENERAL CODE	GENERAL CODE MAINT JUNE 2020	GC00110360	06/09/20	82.90	4024
101-298-818.200	06/02/20	ABONMARCHE CONSULTANTS INC	DOCK MAINT, WHITTAKER SIGNAL COORDI	[] 130490	06/09/20	950.00	4022
101-298-854.000	05/19/20	CDW GOVERNMENT	SERVER REPLACEMENT CITY HALL	XVJ4157	06/09/20	756.20	4023
101-298-854.000	05/19/20	J. P. GILLEN & ASSOCIATES/ED	GESERVER REPLACEMENTLABOR	1453	06/09/20	3,650.00	4025
101-298-854.000	05/19/20		GFBALANCE OF IT CHARGES NOT RELATED T	r 1453-2	06/09/20	1,525.00	4025
101-298-903.000	06/02/20	PRINTING SYSTEMS	UTILITY BILL PRINTING	213896	06/09/20	152.09	4028
101-298-920.000	06/08/20	SEMCO ENERGY GAS CO.	NATURAL GAS BILL CITY HALL, PARKS	060820	06/08/20	90.41	4029
101-298-931.000	05/06/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/CITY HALL/5/6/20		06/09/20	160.25	4024
101-298-931.000	05/18/20	MENARDS	BUILDING REPAIR/GEN GOV	50688	06/09/20	249.17	4026
101-298-931.000	05/05/20	NEW BUFFALO HARDWARE	BUILDING REPAIR/GEN GOV	A136163	06/09/20	6.36	4027
101-298-931.000	05/20/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/CITY HALL	0520209505	06/09/20	160.25	4024
101-298-931.000	06/08/20	FRANKLIN PEST CONTROL	PEST CONTROL/GEN GOV	2520318	06/09/20	156.00	4024
	00,00,20						
101-298-932.000	05/21/20	TRUGREEN PROCESSING CENTER	LAWN SERVICE/GEN GOV	120830329	06/09/20	43.00	4029

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amounth	neck #
Fund 101 GENERAL FU							
Dept 298 GENERAL GO	VERNMENT				_		
			Total For Dept 298 GENERAL GOVERNME	ENT		13,520.73	
Dept 305 POLICE							
101-305-716.000	05/19/20	BLUE CROSS BLUE SHIELD OF MI	CFHEALTH INSURANCE PPO 500 JUNE 2020	051920	06/09/20	6,777.63	40211
101-305-716.000	05/19/20	BLUE CROSS BLUE SHIELD OF MI	CFHEALTH INSURANCEPPO 1000 PLAN JUN	N: 051820	06/09/20	2,382.79	40212
101-305-751.000	05/22/20	KNOLL BROS INC	GASOLINE/POLICE	029146	06/09/20	15.95	40260
101-305-751.000	05/01/20	NEW BUFFALO AREA SCHOOLS	NBAS GASOLINE/05/01/20-05/31/20	486	06/09/20	567.29	40271
101-305-756.000	05/22/20	NEW BUFFALO HARDWARE	OPERATING SUPPLIES/POLICE	B50942	06/09/20	1.56	40273
101-305-756.000	05/22/20	AMERICAN SAFETY & FIRST AID	MEDICAL SUPPLIES/POLICE	7.09225-IN	06/09/20	140.00	40224
101-305-756.000	05/26/20	AMERICAN SAFETY & FIRST AID	MEDICAL SUPPLIES/INFARED THERMOMETE	E:0971999-IN	06/09/20	222.94	40224
101-305-768.000	05/21/20	STAR UNIFORMS	PART-TIME POLICE UNIFORMS/POLICE	6666-1	06/09/20	720.00	40295
101-305-768.000	05/18/20	STAR UNIFORMS	UNIFORMS/POLICE	6552-1	06/09/20	158.97	40295
101-305-801.000	06/09/20	MICH MUNICIPAL RISK MANAGEMEN	NIWINTER WORKSHOP/KILLIPS/POLICE	02/26/20	06/09/20	134.62	40265
101-305-853.000	06/01/20	CLUSTER, MICHAEL	PHONE STIPEND/CLUSTER/POLICE	06/01/20	06/09/20	50.00	40237
101-305-853.000	04/24/20	VERIZON WIRELESS	TELEPHONE/POLICE/STREET/PARK/04/24/	9855214079	06/09/20	294.12	40298
101-305-913.000	06/04/20	MMRMA	MMRMA 2ND INSTALLMENT 05/19/20	05/19/20	06/09/20	480.70	40268
101-305-916.000	06/04/20	MMRMA	MMRMA 2ND INSTALLMENT 05/19/20	05/19/20	06/09/20	11,660.38	40268
101-305-920.000	06/08/20	SEMCO ENERGY GAS CO.	NATURAL GAS BILL CITY HALL, PARKS	060820	06/08/20	90.41	40291
101-305-931.000	05/06/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/POLICE/5/6/20	0506209705	06/09/20	116.95	40242
101-305-931.000	05/20/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/POLICE/05/20/20	0520209705	06/09/20	116.95	40243
101-305-933.000	02/26/20	DOUBLEDAY OFFICE PRODUCTS	FILE/FURNITURE/POLICE	39716	06/09/20	745.74	40244
101-305-933.000	05/20/20	RIDGE AUTO PARTS	MAINTENANCE/POLICE BOAT	415466	07/14/20	26.33	
101-305-934.000	05/29/20	WHOLE NINE YARDS	BLIND REPAIR/POLICE	05/29/20	06/09/20	480.00	40301
101-305-939.000	05/20/20	RIDGE AUTO PARTS	VEHICLE REPAIR/POLICE	415416	07/14/20	15.98	
101-305-939.000	05/20/20	RIDGE AUTO PARTS	VEHICLE REPAIR/POLICE	415413	07/14/20	323.48	
101-305-943.000	05/15/20	PARRETT COMPANY	EQUIPMENT RENTAL/POLICE	52458	06/09/20	87.51	40277
101-305-979.000	04/24/20	MOTOROLA	PORTABLE AND MOBILE RADIOS/POLICE	8280794884	06/09/20	4,043.63	40270
101-305-979.000	04/24/20	MOTOROLA	PORTABLE AND MOBILE RADIOS/POLICE	82302254961	06/09/20	100.00	40270
101-305-979.000	04/24/20	MOTOROLA	PORTABLE AND MOBILE RADIOS/POLICE	8230254960	06/09/20	234.62	40270
101-305-979.000	04/24/20	MOTOROLA	PORTABLE AND MOBILE RADIOS/POLICE	8280794841	06/09/20	8,491.00	40270
			Total For Dept 305 POLICE		_	38,479.55	
Dept 336 FIRE							
101-336-751.000	05/01/20	NEW BUFFALO AREA SCHOOLS	NBAS GASOLINE/05/01/20-05/31/20	486	06/09/20	37.81	40271
101-336-818.000	06/08/20	COUNTRY LANE REMODELING/MIKE	IMOW/TRIM FIRE STATION	1563	06/09/20	80.00	40240
101-336-853.000	06/01/20	HUSTON, CHRISTOPHER	PHONE STIPEND/HUSTON/FIRE	06/01/20	06/09/20	50.00	40253
101-336-913.000	06/04/20	MMRMA	MMRMA 2ND INSTALLMENT 05/19/20	05/19/20	06/09/20	4,369.25	40268
101-336-920.000	05/13/20	COMCAST	COMCAST/FIRE/05/13/20-06/12/20	8771402550012122	.06/09/20	201.10	40214
101-336-920.000	05/14/20	SEMCO ENERGY GAS CO.	SEMCO	04/23/20	06/09/20	111.73	40291
101-336-933.000	05/06/20	NEW BUFFALO HARDWARE	EQUIPMENT/FIRE	B49856	06/09/20	2.74	40274
			Total For Dept 336 FIRE		-	4,852.63	
Dept 371 INSPECTION	SERVICES						
101-371-819.000	06/01/20	SAFEBUILT LLC	INSPECTION SERVICES/BUILDING/MECHAN	N 3868	06/09/20	2,360.23	40287
101-371-819.100	06/01/20	SAFEBUILT LLC	INSPECTION SERVICES/BUILDING/MECHAN		06/09/20	750.00	40287
101-371-819.200	06/01/20	SAFEBUILT LLC	INSPECTION SERVICES/BUILDING/MECHAN		06/09/20	525.00	40287
101-371-819.200	06/01/20	SAFEBUILT LLC	BUILDING INSPECTIONS/COMMERCIAL ELE		06/09/20	525.00	40287
101-371-819.300	06/01/20	SAFEBUILT LLC	INSPECTION SERVICES/BUILDING/MECHAN		06/09/20	75.00	40287
			Total For Dept 371 INSPECTION SERVI	ICES	-	4,235.23	
Dept 442 STREET OPE	RATING						
101-442-716.000	05/19/20	BLUE CROSS BLUE SHIELD OF MI	CHEALTH INSURANCE PPO 500 JUNE 2020	051920	06/09/20	3,785.04	40211
101-442-751.000	05/01/20	NEW BUFFALO AREA SCHOOLS	NBAS GASOLINE/05/01/20-05/31/20	486	06/09/20	29.10	40271

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amounth	neck #
Fund 101 GENERAL FUND							
Dept 442 STREET OPERA		AMERICAN CARREN & RIDGE AIR	MEDICAL GUDDITEG/GEDERE	7 00000 TH	06/00/00	0.00	40004
101-442-756.000 101-442-756.000	05/22/20 05/21/20	AMERICAN SAFETY & FIRST AID PRAXAIR DISTRIBUTION INC	MEDICAL SUPPLIES/STREET CYLINDER RENTAL/STREET	7.09228-IN 96749075	06/09/20 06/09/20	9.09 83.25	40224 40280
101-442-853.000	06/01/20	BOLTON, JOSHUA	PHONE STIPEND/BOLTON	06/01/20	06/09/20	50.00	40230
101-442-853.000	04/24/20	VERIZON WIRELESS	TELEPHONE/POLICE/STREET/PARK/04/24/		06/09/20	40.01	40298
101-442-913.000	06/04/20	MMRMA	MMRMA 2ND INSTALLMENT 05/19/20	05/19/20	06/09/20	944.82	40268
101-442-920.000	05/14/20	SEMCO ENERGY GAS CO.	SEMCO	04/23/20	06/09/20	112.77	40291
101-442-920.000	05/24/20	COMCAST	COMCAST/STREET	8771402550009748		174.03	40239
101-442-931.000	05/06/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/STREETS/5/6/20	0506200105	06/09/20	63.50	40242
101-442-931.000	05/20/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/GARAGE/STREET/5/2		06/09/20	63.25	40243
101-442-931.000	05/11/20	NEW BUFFALO HARDWARE	BUILDING REPAIR/STREET	A137001	06/09/20	8.12	40273
101-442-931.000	05/08/20	NEW BUFFALO HARDWARE	BUILDING REPAIR/STREET	B49974	06/09/20	75.45	40274
101-442-932.000	05/13/20	L.E.BARBER	GROUNDS REPAIR/STREET/MECHANIC STRE	3587.1A	06/09/20	1,200.00	40261
101-442-932.000	06/11/20	NEW BUFFALO HARDWARE	GROUNDS REPAIR/STREET	A137006	06/09/20	2.93	40273
101-442-932.000	06/04/20	SEIFERT'S FARM SUPPLY	GROUNDS REPAIR/STREET	212630	06/09/20	334.00	40289
101-442-932.000	05/21/20	NEW BUFFALO HARDWARE	GROUNDS REPAIR/STREET	A138742	06/09/20	27.43	40274
101-442-932.000	05/27/20	NEW BUFFALO HARDWARE	GROUNDS REPAIR/STREET	B51375	06/09/20	2.14	40274
101-442-939.000	05/22/20	RIDGE AUTO PARTS	VEHICLE MAINTENANCE/STREET	415587	07/14/20	31.01	
			Total For Dept 442 STREET OPERATING		-	7,035.94	
Dept 448 STREET LIGHT							
101-448-926.000	05/19/20	INDIANA MICHIGAN POWER	ELECTRIC/STREET LIGHTING	04459418614-14	06/09/20	197.00	40220
101-448-926.000	05/19/20	INDIANA MICHIGAN POWER	ELECTRIC/STREETS	04706607555-14	06/09/20	630.61	40220
101-448-926.000	05/01/20	INDIANA MICHIGAN POWER	ELECTRIC/STREET LIGHTING/05/01/20-0	04023785704-14	06/09/20	1,710.84	40255
			Total For Dept 448 STREET LIGHTING		_	2,538.45	
Dept 651 AMBULANCE SE							
101-651-818.000	05/01/20	MEDIC 1	AMBULANCE/	05/01/20	06/09/20	9,013.00	40263
			Total For Dept 651 AMBULANCE SERVIC	E		9,013.00	
Dept 872 OTHER FUNCTI	ONS						
101-872-818.000	05/19/20	BERRIEN COUNTY TREASURER	COMPUTERIZED TAX SERVICES 2020	9849	06/09/20	3,935.00	40229
101-872-912.000	06/04/20	MMRMA	MMRMA 2ND INSTALLMENT 05/19/20	05/19/20	06/09/20	1,101.99	40268
101-872-916.000	06/04/20	MMRMA	MMRMA 2ND INSTALLMENT 05/19/20	05/19/20	06/09/20	1,648.01	40268
			Total For Dept 872 OTHER FUNCTIONS		-	6,685.00	
			Total For Fund 101 GENERAL FUND		-	98,586.84	
Fund 202 MAJOR STREET	י דיוווס					•	
Dept 463 ROUTINE MAIN							
202-463-751.000	05/01/20	NEW BUFFALO AREA SCHOOLS	NBAS GASOLINE/05/01/20-05/31/20	486.2	06/09/20	193.30	
202-463-818.000	05/21/20	NRPC-AMTRAK	CPI ADJUSTMENT/NRPN-AMTRACK	074120	06/09/20	6.13	
			Total For Dept 463 ROUTINE MAINTENA	NCE	-	199.43	
			Total For Fund 202 MAJOR STREET FUN	D	-	199.43	
Fund 203 LOCAL STREET	מאווק י						
Dept 463 ROUTINE MAIN							
203-463-751.000	05/01/20	NEW BUFFALO AREA SCHOOLS	NBAS GASOLINE/05/01/20-05/31/20	486.2	06/09/20	38.65	
203-463-818.000	05/14/20	CSX PROPERTY SERVICES	LAND ASSIGNMENTS/CSX	8390007	06/09/20	120.00	
203-463-818.000	06/08/20	STARK SOLID CONCRETE	SIDWALK REMOVAL AND REPLACEMENT MEC	INV0642	06/09/20	28,050.00	
			Total For Dept 463 ROUTINE MAINTENA	NCE	-	28,208.65	
			Total For Fund 203 LOCAL STREET FUN	D.	-	28,208.65	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amounth	neck #
Fund 208 PARK FUND Dept 691 PARK							
208-691-716.000	05/19/20	BLUE CROSS BLUE SHIELD OF M	IICHHEALTH INSURANCE PPO 500 JUNE 2020	051920	06/09/20	675.71	40211
208-691-722.000	05/31/20	WORKING WELL	DRUG TESTING/PARK/LIFEGUARD	00331720-00	06/09/20	315.00	40303
208-691-728.000	05/04/20	NEW BUFFALO HARDWARE	OFFICE SUPPLIES/PARK	A136112	06/09/20	7.83	40272
208-691-728.000	05/19/20	NEW BUFFALO HARDWARE	OFFICE SUPPLIES/PARK	B50690	06/09/20	2.53	40273
208-691-751.000	05/01/20	NEW BUFFALO AREA SCHOOLS	NBAS GASOLINE/05/01/20-05/31/20	486	06/09/20	208.25	40271
208-691-756.000	05/05/20	NEW BUFFALO HARDWARE	OPERATING SUPPLIES/PARK	A136171	06/09/20	46.04	40272
208-691-756.000	05/07/20	NEW BUFFALO HARDWARE	OPERATING SUPPLIES/PARK	A136504	06/09/20	41.71	40272
208-691-756.000	05/07/20	NEW BUFFALO HARDWARE	OPERATING SUPPLIES/PARK	A136505	06/09/20	2.73	40272
208-691-756.000	05/07/20	CITYS PURE ICE	ICE/BOAT RAMP/05/07/20	0126280	06/09/20	34.00	40236
208-691-756.000	05/19/20	NEW BUFFALO HARDWARE	OPERATING SUPPLIES/PARK	A138391	06/09/20	25.95	40273
208-691-756.000	05/20/20	NEW BUFFALO HARDWARE	OPERATING SUPPLIES/PARK	A138450	06/09/20	27.90	40273
208-691-756.000	05/20/20	NEW BUFFALO HARDWARE	OPERATING SIUPPLIES/PARK	A138606	06/09/20	9.79	40273
208-691-756.000	06/05/20	CITYS PURE ICE	ICE/BOAT RAMP	0130881	06/09/20	68.00	40236
208-691-767.000	05/08/20	NEW BUFFALO HARDWARE	SMALL EQUIPMENT/PARK	A136620	06/09/20	54.87	40272
208-691-767.000	05/13/20	NEW BUFFALO HARDWARE	EQUIPMENT/PARK	A137419	06/09/20	30.36	40272
208-691-767.000	05/18/20	NEW BUFFALO HARDWARE	SMALL TOOLS/PARK	A138146	06/09/20	103.87	40272
208-691-767.000	05/24/20	NEW BUFFALO HARDWARE	EQUIPMENT/PARK	A139356	06/09/20	1.58	40273
208-691-767.000	05/19/20	NEW BUFFALO HARDWARE	EOUIPMENT/PARK	B50672	06/09/20	50.95	40273
208-691-768.000	05/20/20	ART & IMAGE	BEACH STAFF UNIFORMS	2771	06/09/20	2,083.07	40227
208-691-818.000	05/01/20		OMITOILET RENTAL/DOG PARK/05/01/20-05/		06/09/20	90.00	40281
208-691-818.000	05/01/20		OMITOILET RENTAL/OSELKA PARK/05/01/20-		06/09/20	90.00	40281
208-691-818.000	05/01/20		OMITOILET RENTAL/BOAT LAUNCH/05/01/20-		06/09/20	180.00	40281
208-691-818.000	05/08/20		OMITOILET AND SINK RENTAL/PARK/5/8/20-		06/09/20	495.00	40281
208-691-818.000	05/31/20	OCCUSCREEN, LLC	NEW HIRE CRIMINAL BACKROUND CHECK/F		06/09/20	444.00	40276
208-691-818.000	06/08/20	COUNTRY LANE REMODELING/MIK		1562	06/09/20	3,600.00	40240
208-691-853.000	06/01/20	D'AMICO KRISTEN	PHONE STIPEND/D'AMICO/PARK	06/01/20	06/09/20	50.00	40241
208-691-853.000	04/24/20	VERIZON WIRELESS	TELEPHONE/POLICE/STREET/PARK/04/24/		06/09/20	131.65	40298
208-691-903.000	05/22/20	ART & IMAGE	SOCIAL DISTANCING SIGNS/BEACH	2776	06/09/20	232.00	40227
208-691-903.000	06/04/20	MMRMA				479.13	40227
	06/04/20		MMRMA 2ND INSTALLMENT 05/19/20	05/19/20	06/09/20	944.82	40268
208-691-913.000		MMRMA	MMRMA 2ND INSTALLMENT 05/19/20	05/19/20	06/09/20		40268
208-691-916.000	06/04/20	MMRMA	MMRMA 2ND INSTALLMENT 05/19/20	05/19/20	06/09/20	1,831.13	40200
208-691-920.000	05/15/20	COMCAST	COMCAST/BOAT/PARK	8771402550106726		159.44	40210
208-691-920.000	05/19/20	INDIANA MICHIGAN POWER	ELECTRIC/PARKS	04546762223-14	06/09/20	944.00	
208-691-920.000	06/08/20	SEMCO ENERGY GAS CO.	NATURAL GAS BILL CITY HALL, PARKS	060820	06/08/20	28.89	40291
208-691-931.000	05/06/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/BEACH/PARK/5/6/20		06/09/20	95.90	40242
208-691-931.000	05/06/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/MARINA/PARK/5/6/2		06/09/20	78.45	40242
208-691-931.000	05/06/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/OSELKA/PARK/5/6/2		06/09/20	82.95	40242
208-691-931.000	05/06/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/BOAT RAMP/PARK/5/		06/09/20	47.95	40242
208-691-931.000	05/20/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/OSELKA/PARK/5/20/		06/09/20	82.95	40242
208-691-931.000	05/20/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/MARINA/PARK/5/20/		06/09/20	78.45	40242
208-691-931.000	05/20/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/BEACH/PARK/5/20/2		06/09/20	95.90	40242
208-691-931.000	05/20/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/BOAT RAMP/PARK/5/		06/09/20	47.95	40242
208-691-931.000	05/22/20	NEW BUFFALO HARDWARE	BUILDING REPAIR/PARK	A139009	06/09/20	35.89	40273
208-691-931.000	05/24/20	NEW BUFFALO HARDWARE	BUILDING REPAIR/PARK	A139341	06/09/20	13.71	40273
208-691-931.000	05/20/20	NEW BUFFALO HARDWARE	BUILDING REPAIR/PARK	A138456	06/09/20	43.77	40273
208-691-931.000	05/19/20	NEW BUFFALO HARDWARE	BUILDING REPAIR/PARK	A138288	06/09/20	30.10	40274
208-691-931.000	05/27/20	NEW BUFFALO HARDWARE	BUILDING REPAIR/PARK	B51370	06/09/20	17.61	40274
208-691-932.000	05/19/20	MANUEL EUDAVE/EUDAVE LANDSC	APISTORM DEBRIS CLEAN UP/TREE & STUMP	: 07978	06/09/20	1,160.00	40217
208-691-932.000	05/20/20	ART & IMAGE	GROIUNDS REPAIR/MARINA/PARK	2773	06/09/20	63.30	40227
208-691-932.000	05/12/20	NEW BUFFALO HARDWARE	GROUNDS REPAIR/PARK	A137150	06/09/20	42.13	40272
208-691-932.000	05/21/20	BIG C LUMBER	GROUNDS REPAIR/PARK	1141701	06/09/20	43.12	40230
208-691-932.000	05/20/20	NEW BUFFALO HARDWARE	GROUNDS REPAIR/PARK	A138475	06/09/20	12.72	40272
208-691-932.000	05/19/20	NEW BUFFALO HARDWARE	GROUNDS REPAIR/PARK	B50678	06/09/20	27.39	40272

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amounth	neck #
Fund 208 PARK FUND							
Dept 691 PARK	05/15/00	EDUCATION DROGEGGING GENEED		: 100410226	06/00/00	400.00	40296
208-691-932.000 208-691-932.000	05/15/20 04/06/20	TRUGREEN PROCESSING CENTER	SPRING AERATION/P/BASEBALL FIELD/PAGROUNDS MAINTENANCE/PARK	19-773-2	06/09/20 06/09/20	480.00 900.00	40296
208-691-932.000	06/08/20	PENCHURA, LLC ARNT ASPHALT	PARKING LOT REPAIR MARINA	30916	06/09/20	3,730.00	40276
208-691-932.000	06/08/20	BURKHOLDER EXCAVATING INC	PLACEMENT OF CONCRETE BLOCKS ALONG		06/09/20	2,600.00	40226
208-691-932.000	05/14/20	VERSAW EARTHWORKS LLC	GROUNDS MAINTENANCE/PARK	8-2	06/09/20	800.00	40299
208-691-932.000	05/22/20	RIDGE AUTO PARTS	MAINTENANCE/PARK	415648	07/14/20	2.44	10233
208-691-933.000	05/19/20	RIDGE AUTO PARTS	EQUIPMENT/PARK	415377	07/14/20	15.66	
208-691-933.000	05/21/20	NEW BUFFALO HARDWARE	EQUIPMENT/PARK	A138741	06/09/20	13.71	40274
208-691-933.000	05/29/20	NEW BUFFALO HARDWARE	EQUIPMENT/PARK	A140209	06/09/20	27.40	40274
208-691-933.000	05/21/20	NEW BUFFALO HARDWARE	EQUIPMENT/PARK	A138835	06/09/20	9.38	40274
208-691-933.200	06/01/20	JOHN DEERE FINANCIAL	UTILITY/PARK	4475	06/09/20	940.66	40221
208-691-933.200	06/01/20	JOHN DEERE FINANCIAL	LOADER/PARK	2338242	06/09/20	142.94	40222
208-691-939.000	05/21/20	NEW BUFFALO HARDWARE	VEHICLE REPAIR/PARK	A138675	06/09/20	41.41	40273
208-691-979.200	05/20/20	ART & IMAGE	LIFEGUARD EQUIPMENT	2772	06/09/20	555.48	40227
208-691-979.200	05/18/20	NEW BUFFALO HARDWARE	LIFEGUARD EQUIPMENT	A138233	06/09/20	50.45	40272
208-691-979.200	05/18/20	NEW BUFFALO HARDWARE	LIFEGUARD EQUIPMENT	A138149	06/09/20	32.81	40274
208-691-979.300	05/31/20	OCCUSCREEN, LLC	NEW HIRE CRIMINAL BACKROUND CHECK/F	152530	06/09/20	398.00	40276
			Total For Dept 691 PARK			26,330.78	
			Total For Fund 208 PARK FUND		•	26,330.78	
Fund 402 EQUIPMENT P	URCHASE FUND						
Dept 902 CAPITAL	06/01/00	MELLO ENDOS MENDOD ETN GEDM	HOLLIDWING DENGAL (ORDERG / DADL	E0104004747	06/00/00	714 05	40300
402-902-981.200 402-902-981.300	06/01/20 06/01/20	WELLS FARGO VENDOR FIN SERV WELLS FARGO VENDOR FIN SERV	EQUIPMENT RENTAL/STREET/PARK	50104334747 50104334747	06/09/20 06/09/20	714.95 476.63	40300
402-902-901.300	00/01/20	WELLS PARGO VENDOR FIN SERV	EQUIPMENT RENTAL/STREET/PARK	30104334747	00/09/20		40300
			Total For Dept 902 CAPITAL			1,191.58	
			Total For Fund 402 EQUIPMENT PURCHA	SE FUND		1,191.58	
Fund 403 CAPITAL IMP	ROV CONSTRUCTION						
Dept 903 403-903-976.200	06/02/20	ADONMADQUE CONQUIENAMES INC	CERRED DECLIRE CINC DROTECE	130509	06/09/20	2 546 00	
403-903-976.200	06/02/20	ABONMARCHE CONSULTANTS INC RIETH RILEY CONSTRUCTION	STREET RESURFACING PROJECT STREET RESURFACING PROJECT PAY REQ		06/09/20	2,546.00 14,600.00	
403-903-970.200	00/02/20	RIEIH RILEI CONSTRUCTION		TAN TAI NEG S	00/09/20		
			Total For Dept 903			17,146.00	
			Total For Fund 403 CAPITAL IMPROV C	ONSTRUCTION		17,146.00	
Fund 590 SEWER FUND Dept 000							
590-000-033.000	06/08/20	HIOTIS, GEORGE	UB refund for account: 000000908	06/08/2020	06/15/20	47.99	40252
590-000-033.000	06/08/20	MORTENSON, MICHAEL	UB refund for account: 000000508	06/08/2020	06/15/20	53.06	40269
590-000-033.000	06/08/20	SELIR, LAURA	UB refund for account: 0000002437	06/08/2020	06/15/20	45.04	40290
			Total For Dept 000		-	146.09	
Damb F37 OPWED							
Dept 537 SEWER 590-537-756.000	06/02/20	PRINTING SYSTEMS	UTILITY BILL PRINTING	213896	06/09/20	152.09	40282
590-537-836.000	06/02/20	GRSD SEWER AUTHORITY	OPERATING RESERVEAPRIL	0000011576	06/09/20	76,120.80	40202
590-537-836.100	05/19/20	GRSD SEWER AUTHORITY	HARBOR POINT LIFT STATION #75 SERVI		06/09/20	624.27	40216
590-537-836.100	05/19/20	GRSD SEWER AUTHORITY	ANNUAL LIFT STATION INSURANCE	0000011586	06/09/20	265.00	40216
590-537-836.500	06/04/20	GRSD SEWER AUTHORITY	CONNECTION FEE 109 N. HARRISON	031020	06/09/20	350.00	40249
590-537-916.000	06/04/20	MMRMA	MMRMA 2ND INSTALLMENT 05/19/20	05/19/20	06/09/20	643.11	40268
590-537-920.000	05/14/20	SEMCO ENERGY GAS CO.	SEMCO	04/23/20	06/09/20	15.78	40291
590-537-920.000	05/19/20	INDIANA MICHIGAN POWER	ELECTRIC/SEWER	04598645309-14	06/09/20	643.13	40220

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amounth	neck #
Fund 590 SEWER FUND Dept 537 SEWER							
			Total For Dept 537 SEWER			78,814.18	
			Total For Fund 590 SEWER FUND		-	78,960.27	
Fund 591 WATER FUND							
Dept 000 591-000-033.000	06/08/20	HIOTIS, GEORGE	UB refund for account: 000000908	06/08/2020	06/15/20	34.45	40252
591-000-033.000	06/08/20	MORTENSON, MICHAEL	UB refund for account: 000000508	06/08/2020	06/15/20	30.48	40269
591-000-033.000	06/08/20	SELIR, LAURA	UB refund for account: 0000002437	06/08/2020	06/15/20	38.81	40290
			Total For Dept 000		_	103.74	
Dept 536 WATER							
591-536-716.000	05/19/20	BLUE CROSS BLUE SHIELD OF MI	CHEALTH INSURANCE PPO 500 JUNE 2020	051920	06/09/20	6,366.62	40211
591-536-728.000	06/08/20	JOHNSON, JEFFREY	REIMBURSMENT/JOHNSON/PAPER TOWELS/W	06/08/20	06/09/20	11.66	40257
591-536-751.000	04/27/20	CO-ALLIANCE LLP	DEISEL FOR GENERATOR/WATER	539	06/09/20	380.12	40238
591-536-751.000	05/01/20	NEW BUFFALO AREA SCHOOLS	NBAS GASOLINE/05/01/20-05/31/20	486	06/09/20	138.64	40271
591-536-756.200	06/03/20	ETNA SUPPLY COMPANY	INTEROGATOR METER READING UNIT # 65		06/09/20	7,100.00	40245
591-536-756.200	06/01/20	ETNA SUPPLY COMPANY	METERS FOR METER REPLACEMENT PROGRA		06/09/20	2,580.00	40245
591-536-756.200	06/01/20	ETNA SUPPLY COMPANY	METERS FOR METER REPLACEMENT PROGRA		06/09/20	440.00	40245
591-536-756.300	05/19/20	GRSD SEWER AUTHORITY	LAB SERVICES FOR LAGOON SAMPLES	0000011581	06/09/20	164.00	40216
591-536-756.300	05/19/20	MICROBAC LABORATORIES, INC.	TESTING SUPPLIES/WATER	LA0E00473	06/09/20	92.50	40266
591-536-756.400	05/04/20	USA BLUEBOOK	LAB SUPPLIES/WATER	225837	06/09/20	199.75	40297
591-536-756.400	05/14/20	IDEXX DISTRIBUTION CORP	LAB SUPPLIES/WATER	3064291115	06/09/20	800.93	40254
591-536-756.400	05/29/20	HACH COMPANY	LAB SUPPLIES/WATER	11975925	06/09/20	158.79	40251
591-536-818.000	06/06/20	KENNETH L KORP	REMOVAL OF BEAVER AND OPEN DRAINAGE		06/09/20	750.00	40259
591-536-818.200	06/08/20	NIES ENGINEERING	GENERAL CONSULTINGWATER DEPT	50-727-00-83	06/09/20	879.36	40275
591-536-853.000	06/01/20	GRUENER, ROBERT	PHONE STIPEND/GRUENER/WATER	06/01/20	06/09/20	50.00	40250
591-536-853.000	06/01/20	JOHNSON, JEFFREY	PHONE STIPEND/JOHNSON/WATER	06/01/20	06/09/20	50.00	40257
591-536-853.000	06/08/20	AT&T	PHONE SERVICE WATER DEPT JUNE	060820	05/12/20	474.51	
591-536-903.000	06/02/20	PRINTING SYSTEMS	UTILITY BILL PRINTING	213896	06/09/20	152.09	40282
591-536-912.000	06/04/20	MMRMA	MMRMA 2ND INSTALLMENT 05/19/20	05/19/20	06/09/20	3,210.14	40268
591-536-913.000	06/04/20	MMRMA	MMRMA 2ND INSTALLMENT 05/19/20	05/19/20	06/09/20	566.89	40268
591-536-916.000	06/04/20	MMRMA	MMRMA 2ND INSTALLMENT 05/19/20	05/19/20	06/09/20	610.38	40268
591-536-920.000	05/14/20	SEMCO ENERGY GAS CO.	SEMCO	04/23/20	06/09/20	1,297.64	40291
591-536-920.000	05/19/20	INDIANA MICHIGAN POWER	ELECTRIC/WATER	04354696801-14	06/09/20	3,084.66	40220
591-536-920.000	05/24/20	COMCAST	COMCAST/WATER	8771402550011900		230.86	40219
591-536-930.000	05/12/20	NEW BUFFALO HARDWARE	PLANT REPAIR/WATER	B50206	06/09/20	3.91	40272
591-536-931.000	05/06/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/WATER/5/6/20	0506200005	06/09/20	35.18	40242
591-536-931.000	05/20/20	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/WATER/5/20/20	520200005	06/09/20	41.50	40242
591-536-933.000	05/26/20	GRAINGER	LAB SUPPLIES/WATER	9541229812	06/09/20	33.20	40248
591-536-933.000	05/11/20	RIDGE AUTO PARTS	MAINTENANCE/WATER	415035	07/14/20	13.74	
591-536-933.000	05/27/20	GRAINGER	EQUIPMENT/WATER	9543047154	06/09/20	145.96	40248
591-536-979.000	06/04/20	IDEXX DISTRIBUTION CORP	SEALER UPGRADE USED FOR LAB TESTING		06/09/20	3,701.67	40254
591-536-987.000	05/24/20	SEIFERT'S FARM SUPPLY	STRAW AND GRASS SEED/WATER	212383	06/09/20	228.96	40289
591-536-987.000	05/22/20	SEIFERT'S FARM SUPPLY	WATER MAIN EXTENSIONS/WATER	212426	06/09/20	61.48	40289
591-536-987.000	05/26/20	ROLLING PRAIRIE EXCAVATING	TOP SOIL DELIVERY/WATER	3303	06/09/20	1,170.00	40286
591-536-987.100	06/08/20	WOODRUFF & SONS	MECHANIC STREET WATER MAINRETAINA	PAY REQ NO. 3	06/08/20	20,960.51	40302
			Total For Dept 536 WATER			56,185.65	
			Total For Fund 591 WATER FUND		-	56,289.39	

Page: 7/7

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amountheck #
			Fund 101 GENERAL FUND			98,586.84
			Fund 202 MAJOR STREET FUND			199.43
			Fund 203 LOCAL STREET FUND			28,208.65
			Fund 208 PARK FUND			26,330.78
			Fund 402 EQUIPMENT PURCHASE	FUND		1,191.58
			Fund 403 CAPITAL IMPROV CON	ISTRUCTION		17,146.00
			Fund 590 SEWER FUND			78,960.27
			Fund 591 WATER FUND			56,289.39
	Total For All Funds:					306,912.94

06/09/2020 01:31 PM

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

Page: 1/22

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

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

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 05/31/20	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUN	ND							
Dept 000								
101-000-404.000	PROPERTY TAXES	2,350,000.00	2,438,595.87	2,438,595.87	2,356,205.42	0.00	0.00	100.00
101-000-417.000	DELINQUENT TAX PERSONAL	1,000.00 3,000.00	100.00	0.00	6.28	0.00	100.00	0.00
101-000-445.000			5,000.00	8,432.67	14,597.22	4.57	(3,432.67)	168.65
101-000-477.000	BUILDING PERMITS	40,000.00 12,000.00	40,000.00 12,000.00	29,357.41 9,959.90	20,006.16 7,618.00	0.00	10,642.59 2,040.10	73.39 83.00
101-000-478.000 101-000-479.000	ELECTRICAL PERMITS MECHANICAL PERMITS	10,000.00	10,000.00	9,836.70	6,856.00	0.00	163.30	98.37
101-000-480.000	PLUMBING PERMITS	10,000.00	10,000.00	4,747.60	3,351.00	0.00	5,252.40	47.48
101-000-481.000			0.00	0.00	1,120.50	0.00	0.00	0.00
101-000-573.000			5,000.00	5,637.97	5,637.97	0.00	(637.97)	112.76
101-000-574.000	CVTRS	5,000.00 10,095.00	10,095.00	9,855.00	11,616.00	1,980.00	240.00	97.62
101-000-576.000	STATE REVENUE SALES TAX	150,000.00	150,000.00	140,472.00	162,706.00	27,189.00	9,528.00	93.65
101-000-577.000	STATE REVENUE LIQUOR LICENSE	10,000.00	10,000.00	10,847.10	11,013.20	0.00	(847.10)	108.47
101-000-606.000	COURT CHARGES	5,000.00	5,000.00	513.50	1,167.00	61.67	4,486.50	10.27
101-000-615.000	SPECIAL USE FEE	1,500.00	1,500.00	991.50	2,957.46	0.00	508.50	66.10
101-000-617.000	FRANCHISE FEE	56,000.00	56,000.00	47,803.83	84,279.51	14,137.87	8,196.17	85.36
101-000-618.000	ADMINISTRATION FEE	93,000.00	93,000.00	95,003.52	98,830.31	0.00	(2,003.52)	102.15
101-000-619.000	VARIANCE FEE	2,000.00	2,000.00	2,925.00	4,795.00	0.00	(925.00)	146.25
101-000-627.000	SHORT TERM RENTAL FEES	0.00	10,000.00	45,450.00	20,025.00	0.00	(35,450.00)	454.50
101-000-628.000	SERVICE CHARGE WASTE	700.00 272,834.00	700.00 272,834.00	180.00 243,203.72	4,439.54 268,460.52	0.00 18,291.62	520.00 29,630.28	25.71 89.14
101-000-629.000 101-000-629.100	PENALTY WASTE	2,500.00	2,500.00	2,963.32	3,142.34	311.33	(463.32)	118.53
101-000-629.100	OVERNIGHT PARKING PERMITS	0.00	0.00	7.00	16.00	0.00	(7.00)	100.00
101-000-656.000	TOWING SERVICE	250.00	250.00	1,950.00	1,800.00	0.00	(1,700.00)	780.00
101-000-657.000	PARKING FINES	900.00	900.00	224.00	5,838.00	20.00	676.00	24.89
101-000-665.000	INTEREST EARNED	2,500.00	6,000.00	9,966.47	12,101.89	0.89	(3,966.47)	166.11
101-000-670.000	RENTAL/LEASE	700.00	700.00	400.00	10,780.00	0.00	300.00	57.14
101-000-673.000	SALE OF ASSETS	0.00	0.00	10.00	24,726.45	0.00	(10.00)	100.00
101-000-675.000	DONATIONS	500.00	500.00	50.00	1,375.00	0.00	450.00	10.00
101-000-678.000	REIMBURSEMENTS	35,000.00	30,000.00	27,959.48	26,672.49	(1,442.16)	2,040.52	93.20
101-000-678.200	REIMBURSEMENTS-POLICE	0.00	73,000.00	63,512.47	73,340.85	10.50	9,487.53	87.00
Net - Dept 000		3,074,479.00	3,245,674.87	3,210,856.03	3,245,481.11	60,565.29	34,818.84	
Dept 101 - LEGISLATIVE	Ξ							
101-101-703.000	SALARIES APPOINTED	11,500.00	11,500.00	9,145.00	10,565.00	0.00	2,355.00	79.52
101-101-714.000	MEDICARE	200.00	200.00	132.60	153.18	0.00	67.40	66.30
101-101-720.000	WORKER'S COMPENSATION INS	56.00	56.00	47.04	70.56	0.00	8.96	84.00
101-101-721.000	UNEMPLOYMENT COMPENSATION	550.00	550.00	256.62	541.61	0.00	293.38	46.66
101-101-756.000	OPERATING SUPPLIES	1,500.00	1,500.00	0.00	30.00	0.00	1,500.00	0.00
101-101-818.000	PROFESSIONAL & CONTRACTUAL	500.00	500.00	0.00	116.00	0.00	500.00	0.00
101-101-826.000 101-101-831.000	LEGAL MEMBERSHIPS & DUES	0.00 85.00	0.00 85.00	0.00 85.00	0.00 85.00	0.00	0.00	0.00
101-101-831.000	PUBLIC RELATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-101-883.000	PRINTING & PUBLISHING	250.00	250.00	0.00	0.00	0.00	250.00	0.00
101-101-962.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 101 - LEGISLATIVE		(14,641.00)	(14,641.00)	(9,666.26)	(11,561.35)	0.00	(4,974.74)	
Dont 170 EVECUMEUR								
Dept 172 - EXECUTIVE	CALABLEC ADDOLMED	/11 7EO OO	A1 750 00	20 244 14	A2 001 00	3 450 00	2 505 00	04 00
101-172-703.000 101-172-706.000	SALARIES APPOINTED	41,750.00	41,750.00 0.00	39,244.14	42,881.80 0.00	3,452.02 0.00	2,505.86 0.00	94.00
101-1/2-/00.000	SALARIES PERMANENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

Page: 2/22

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 05/31/20	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FU	JND							
101-172-712.000	CASH IN LIEU OF PAYMENTS	10,200.00	10,200.00	12,250.00	9,775.00	850.00	(2,050.00)	120.10
101-172-714.000	MEDICARE	605.00	605.00	746.61	731.44	62.36	(141.61)	123.41
101-172-715.000	SOCIAL SECURITY TAX	2,589.00	2,589.00	3,192.60	3,127.75	266.73	(603.60)	123.31
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	2,190.12	1,679.60	182.51	609.88	78.22
101-172-718.000	RETIREMENT	7,200.00	7,200.00	6 , 895.92	7,200.04	587.58	304.08	95.78
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	0.00	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	0.00	(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 - EXE	CUTIVE	(69,679.00)	(69,679.00)	(66,052.49)	(68,645.67)	(5,401.20)	(3,626.51)	
Dept 215 - CLERK								
101-215-703.000	SALARIES APPOINTED	61,378.00	50,003.00	47,339.92	60,284.52	2,244.24	2,663.08	94.67
101-215-706.000	SALARIES PERMANENT	34,093.00	34,093.00	26,460.44	14,804.85	3,087.63	7,632.56	77.61
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	1,001.22	940.70	72.18	382.78	72.34
101-215-715.000	SOCIAL SECURITY TAX	5,919.00	5,919.00	4,281.22	4,022.31	308.66	1,637.78	72.33
101-215-716.000	HEALTH INSURANCE	54,102.00	20,609.00	19,263.20	34,690.18	1,413.52	1,345.80	93.47
101-215-717.000	LIFE & DISABILITY INSURANCE	3,427.00	3,427.00	1,560.78	1,767.44	122.98	1,866.22	45.54
101-215-718.000	RETIREMENT	8,707.00	8,707.00	5,515.96	6,034.41	495.41	3,191.04	63.35
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	0.00	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 - CLE	RK	(173,370.00)	(128,502.00)	(110,874.39)	(124,555.54)	(7,744.62)	(17,627.61)	
Dept 247 - BOARD OF I	WHIVE							
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 - BOAN	RD OF REVIEW	(2,000.00)	(2,000.00)	(360.00)	(1,080.00)	0.00	(1,640.00)	

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

Page: 3/22

		2019-20				ACTIVITY FOR		
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020	END BALANCE 06/30/2019	MONTH 05/31/20	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUN Dept 253 - TREASURER	עו							
101-253-703.000	SALARIES APPOINTED	28,058.00	45,626.00	42,676.33	44,201.25	3,595.96	2,949.67	93.54
101-253-703.000	SALARIES PERMANENT	28,856.00	28,856.00	29,592.86	24,531.70	2,844.33	(736.86)	102.55
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	1,016.70	909.22	90.22	126.30	88.95
101-253-715.000	SOCIAL SECURITY TAX	4,886.00	4,886.00	4,346.95	3,887.12	385.82	539.05	88.97
101-253-716.000	HEALTH INSURANCE	43,922.00	15,432.00	14,580.93	18,317.76	1,243.53	851.07	94.49
101-253-717.000	LIFE & DISABILITY INSURANCE	3,671.00	3,671.00	3,893.88	2,883.70	324.49	(222.88)	106.07
101-253-718.000	RETIREMENT	8,868.00	8,868.00	8,716.69	8,965.26	732.64	151.31	98.29
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	0.00	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	0.00	(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
101-253-818.000 101-253-831.000	PROFESSIONAL & CONTRACTUAL	7,000.00 200.00	7,000.00 200.00	6,647.41 364.00	5,606.25 269.00	656.25 0.00	352.59	94.96 182.00
101-253-831.000	MEMBERSHIPS & DUES PRINTING & PUBLISHING	400.00	400.00	0.00	511.32	0.00	(164.00) 400.00	0.00
101-253-903.000	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
101 200 902.000	THE OLDER MED OF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 253 - TREAS	SURER	(133,474.00)	(122,552.00)	(115,611.00)	(116,361.89)	(9,873.24)	(6,941.00)	
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 1,195.64	1,096.57	0.00	(216.35)	110.82 100.00
101-257-756.000 101-257-801.000	OPERATING SUPPLIES EDUCATION & TRAINING	0.00	0.00	0.00	40.00	0.00	(1,195.64) 0.00	0.00
101-257-801.000	PROFESSIONAL & CONTRACTUAL	24,960.00	24,960.00	23,302.50	25,317.26	0.00	1,657.50	93.36
101-257-818.000	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 - ASSES	SSOR	(27,360.00)	(27,360.00)	(26,981.94)	(28,465.03)	0.00	(378.06)	
Dept 262 - ELECTIONS								
101-262-703.000	SALARIES APPOINTED	2,000.00	2,000.00	2,000.05	2,000.00	1,025.00	(0.05)	100.00
101-262-714.000	MEDICARE	30.00	30.00	29.00	25.50	14.86	1.00	96.67
101-262-715.000	SOCIAL SECURITY TAX	110.00	110.00	124.01	109.09	63.55	(14.01)	112.74
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

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

Page: 4/22

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 05/31/20	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL I	FIIND							
101-262-903.000	PRINTING & PUBLISHING	800.00	800.00	68.00	1,550.85	0.00	732.00	8.50
101-262-934.000	OTHER REPAIRS & MAINT	800.00	800.00	0.00	0.00	0.00	800.00	0.00
101-262-962.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 262 - ELH	ECTIONS	(11,740.00)	(11,740.00)	(6,795.68)	(8,616.18)	(1,103.41)	(4,944.32)	
Dept 266 - ATTORNEY								
101-266-826.100	LABOR MATTERS	5,000.00	5,000.00	4,840.50	10,136.32	0.00	159.50	96.81
101-266-826.300	COURT/ORDINANCE	10,000.00	10,000.00	9,384.00	23,875.78	0.00	616.00	93.84
101-266-826.400	OTHER LEGAL MATTERS	45,000.00	45,000.00	16,975.98	50,990.67	2,442.00	28,024.02	37.72
101-266-826.500	FOIA	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00
Net - Dept 266 - ATT	TORNEY	(65,000.00)	(65,000.00)	(31,200.48)	(85,002.77)	(2,442.00)	(33,799.52)	
Dept 276 - CEMETERY								
101-276-969.000	CONTRIBUTIONS TO OTHERS	24,000.00	24,000.00	29,500.00	24,500.00	2,500.00	(5,500.00)	122.92
Net - Dept 276 - CEN	METERY	(24,000.00)	(24,000.00)	(29,500.00)	(24,500.00)	(2,500.00)	5,500.00	
Dept 298 - GENERAL (GOVERNMENT							
101-298-706.000	SALARIES PERMANENT	68,193.00	68,193.00	58,562.22	68,803.50	5,008.24	9,630.78	85.88
101-298-714.000	MEDICARE	989.00	989.00	763.80	920.02	62.24	225.20	77.23
101-298-715.000	SOCIAL SECURITY TAX	4,228.00	4,228.00	3,265.83	3,933.88	266.14	962.17	77.24
101-298-716.000	HEALTH INSURANCE	11,433.00	11,433.00	24,426.94	10,188.90	2,862.94	(12,993.94)	213.65
101-298-717.000	LIFE & DISABILITY INSURANCE	1,146.00	1,146.00	1,886.28	899.30	211.18	(740.28)	164.60
101-298-718.000	RETIREMENT	5,455.00	5,455.00	4,579.84	5,289.89	400.66	875.16	83.96
101-298-720.000	WORKER'S COMPENSATION INS	780.00	780.00	1,100.91	1,599.29	0.00	(320.91)	141.14
101-298-721.000	UNEMPLOYMENT COMPENSATION	1,160.00	1,160.00	457.12	899.29	0.00	702.88	39.41
101-298-728.000	OFFICE SUPPLIES	3,500.00	3,500.00	3,166.61	3,315.85	0.00	333.39	90.47
101-298-730.000	POSTAGE	4,500.00	4,500.00	4,317.19	2,160.48	527.17	182.81	95.94
101-298-751.000	GASOLINE	600.00	600.00	196.36	206.95	3.34	403.64	32.73
101-298-756.000	OPERATING SUPPLIES	3,000.00	3,000.00	1,875.98	4,499.32	402.86	1,124.02	62.53
101-298-818.000	PROFESSIONAL & CONTRACTUAL	5,000.00	5,000.00	6,797.86	7,247.60	0.00	(1,797.86)	135.96
101-298-818.200	ENGINEERING	20,000.00	20,000.00 3,000.00	17,050.00	8,681.25	0.00	2,950.00	85.25 77.02
101-298-831.000 101-298-853.000	MEMBERSHIPS & DUES TELEPHONE	3,000.00	0.00	2,310.50 0.00	2,379.00 0.00	0.00	689.50 0.00	0.00
101-298-854.000	TECH SUPPORT/MAINTENANCE	25,000.00	25,000.00	51,048.06	29,518.05	5,931.20	(26,048.06)	204.19
101-298-854.100	WEBSITE	0.00	2,000.00	1,130.54	4,342.50	0.00	869.46	56.53
101-298-854.200	SOFTWARE EXPENSE	0.00	20,000.00	17,314.59	16,586.72	0.00	2,685.41	86.57
101-298-903.000	PRINTING & PUBLISHING	4,200.00	4,200.00	4,301.98	6,654.13	0.00	(101.98)	102.43
101-298-920.000	UTILITIES	12,000.00	12,000.00	9,169.93	14,340.55	831.31	2,830.07	76.42
101-298-931.000	BUILDING REPAIR & MAINTENANCE	15,000.00	15,000.00	22,151.80	61,751.04	576.03	(7,151.80)	147.68
101-298-932.000	GROUNDS REPAIR & MAINT	4,000.00	4,000.00	625.65	3,351.34	0.00	3,374.35	15.64
101-298-934.000	OTHER REPAIRS & MAINT	5,000.00	5,000.00	1,461.33	259.54	0.00	3,538.67	29.23
101-298-939.000	VEHICLE REPAIR & MAINTENANCE	0.00	0.00	0.00	11.17	0.00	0.00	0.00
101-298-942.000	EQUIPMENT	1,000.00	1,000.00	2,555.83	967.73	0.00	(1,555.83)	255.58
101-298-943.000	EQUIPMENT RENTAL	12,500.00	12,500.00	5,121.10	6,994.83	239.68	7,378.90	40.97
101-298-956.200	REFUNDS	3,000.00	3,000.00	64.89	2,162.64	0.00	2,935.11	2.16
101-298-962.000	MISCELLANEOUS	0.00	0.00	9.53	10,274.75	0.00	(9.53)	100.00
101-298-971.000	CASH SHORT/OVER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	_							

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

Page: 5/22

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

BANKER B			2019-20 ORIGINAL	2019-20	YTD BALANCE	END BALANCE	ACTIVITY FOR MONTH	AVAILABLE	% BDGT
Repl. 390 - POLICE	GL NUMBER	DESCRIPTION							
Dept 305 - POLICE 101-305-705.000 SALARLES SUPERIVESION 74,000.00 74,000.00 72,337.87 95,085.47 6,183.08 1,662.13 97.75 101-305-706.000 SALARLES PERGAMENT 345,502.00 345,502.00 339,866.22 339,786.54 28,315.29 5,633.78 96.37 101-305-706.100 SALARLES POWERTIME 30,000.00 60,000.00 51,211.39 47,244.20 1,101.61 5,786.61 85.35 101-305-706.100 SALARLES PARTIME 36,100.00 51,210.00 77.7	Fund 101 - GENERAL FUN	ID							
101-305-706.000 SALARIES SUPERVISTON 74,000.00 74,000.00 72,337.87 95,065.47 6,183.08 1,662.13 97.75 101-305-706.000 SALARIES PARIMENNEN 345,502.00 345,502.00 339,386.22 339,780.54 28,315.29 5,533.78 98.27 101-305-701.000 SALARIES-OVERFINE 30,000.00 66,000.00 51,211.30 47,244.20 1,101.61 8,788.61 85,35 101-305-701.000 MEDICARE 71,102.00 7,102.00 7,075.07 6,886.04 529.61 75.93 99.34 101-305-701.000 MEDICARE 71,102.00 7,102.00 7,075.07 6,886.04 529.61 75.93 99.34 101-305-701.000 MEDICARE 71,102.00 7,102.00 7,075.07 6,886.04 529.61 75.93 99.34 101-305-701.000 MEDICARE 71,102.00 7,102.00 7,075.07 6,886.04 529.61 75.93 99.34 101-305-701.000 MEDICARE 71,102.00 7,102.00 7,075.07 6,886.04 529.61 75.93 99.34 101-305-701.000 MEDICARE 71,102.00 11,800.00 11,800.00 11,761.50 11,200.00 11	Net - Dept 298 - GENER	AL GOVERNMENT	(214,684.00)	(236,684.00)	(245,712.67)	(278,239.51)	(17,322.99)	9,028.67	
101-305-706.000 SALARIES PERMANENT 345,502.00 345,502.00 339,868.22 339,788.54 28,315.29 5,633.78 98.37 101-305-707.000 SALARIES PRATTIME 58,000.00 58,000.00 48,487.08 42,998.00 3,215.91 9,512.92 83.60 101-305-714.000 SOLIAL SIES PRATTIME 71,52.00 7,152.00 48,487.08 42,998.00 3,215.91 9,512.92 83.60 101-305-714.000 SOLIAL SIES PRATTIME 71,52.00 7,152.00 10,760.71 6,896.04 529.61 75.93 96.44 101-305-714.000 SOLIAL SIES PRATTIME 1,752.00 7,152.00 10,760.71 6,896.04 529.61 75.93 96.44 101-305-717.000 LIVER SOLIAL SIES PRATTIME 1,752.00 10,761.00 10,767.48 99.665.56 7,669.04 23,635.52 97.84 101-305-717.000 LIVER SOLIAL SIES PRATTIME 13,804.00 10,761.48 99.665.56 7,669.04 236.33.62 97.84 101-305-717.000 LIVER SOLIAL SIES PRATTIME 13,804.00 10,761.48 99.665.56 7,669.04 236.33.62 97.84 101-305-717.000 LIVER SOLIAL SIES PRATTIME 13,804.00 10,761.48 19.665.56 7,669.04 236.33.62 97.84 101-305-720.000 MORKER'S COMPENSATION INS 9,800.00 9,800.00 12,872.59 31,273.10 2,521.40 5,188.41 85.20 101-305-720.000 MORKER'S COMPENSATION 4,135.00 4,135.00 2,668.55 5,877.66 0,100 1,486.65 64.05 101-305-720.000 MORKER'S COMPENSATION 4,135.00 4,135.00 2,668.55 5,877.66 0,100 1,486.65 64.05 101-305-730.000 MORKER'S COMPENSATION 4,135.00 4,135.00 7,668.55 5,877.66 0,100 1,486.62 80.49 101-305-730.000 POSTAGE 1,500.000 1,500.000 1,750.000 1,750.000 1,750.500 1,750									
101-305-707.000 SALARIES FATT-TIME 58,000.00 60,000.00 51,211.39 47,244.20 1,101.61 8,788.61 85.35 101-305-707.000 MEDICARE 7,152.00 7,152.00 7,076.07 6,896.04 329.61 75.93 98.94 101-305-715.000 0000 MEDICARE 7,152.00 7,152.00 7,076.07 6,896.04 529.61 75.93 98.94 101-305-716.000 MEDICARE 140,781.00 140,781.00 103,947.48 19,942.96 9,160.42 36.833.52 73.04 101-305-716.000 MEDICARE 140,781.00 140,781.00 103,947.48 19,942.96 9,160.42 36.833.52 73.04 101-305-716.000 MEDICAL ENGINEERS 140,781.00 140,781.00 103,947.48 19,942.96 9,160.42 36.833.52 73.04 101-305-716.000 MEDICAL ENGINEERS 140,781.00 103,947.48 19,942.96 9,160.42 36.833.52 73.04 101-305-716.000 MEDICAL ENGINEERS 140,781.00 103,947.48 19,942.96 9,160.42 36.833.52 73.04 101-305-720.000 MEDICAL ENGINEERS 140,781.00 103,947.48 19,942.96 9,160.42 36.833.52 73.04 101-305-720.000 MEDICAL ENGINEERS 140,781.00 103,947.48 19,942.96 9,160.42 36.833.52 73.04 101-305-720.000 MEDICAL ENGINEERS 140,781.00 103,947.48 19,942.96 9,160.42 36.833.52 73.04 101-305-720.000 MEDICAL ENGINEERS 140,000 140,000 140,177.75 16,517.57 0.00 11,327.75 113.55 101-305-720.000 MEDICAL ENGINEERS 1,500.00 1,500.00 1,500.00 1,600.00 14,600.00 136.62 89.49 101-305-720.000 MEDICAL ENGINEERS 1,500.00 1,500.00 1,500.00 1,600.00 1,600.00 136.62 89.49 101-305-720.000 POSTICKE 1500.00 150.00 150.00 72.95 0.00 0 0.00 77.05 48.63 101-305-720.000 POSTICKE 1500.00 150.00 150.00 72.95 0.00 0 0.00 77.05 48.63 101-305-720.000 MEDICAL ENGINEERS 150.00 150.00 72.95 0.00 0 0.00 77.05 48.63 101-305-720.000 MEDICAL ENGINEERS 150.00 150.00 72.95 0.00 0 0.00 77.05 48.63 101-305-720.000 MEDICAL ENGINEERS 150.00 150.00 72.95 0.00 0 0.00 77.05 48.63 101-305-720.000 MEDICAL ENGINEERS 150.00 150.00 72.95 0.00 0 0.00 77.05 48.63 101-305-720.000 MEDICAL ENGINEERS 150.00 0 0.00 72.00 0 0.00 72.00 0 0.00 72.00 0 0.00 72.00 0 0.00 72.00 0 0.00 72.00 0 0.00 72.00 0 0.00 72.00 0 0.00 72.00 0 0.00 72.00 0 0.00 72.00 0 0.00 72.00 0 0.00 72.00 0 0.00 72.00 0 0.00 72.00 0 0.00 72.00 0 0.00 72.00 0 0.00 72.00 0 0.00 72.00 0 0.00									
101-305-701.000 SALARIES FART-TIME 58,000.00 58,000.00 48,487.08 42,998.00 5.215.91 9.512.92 83.60 101-305-715.000 SOCIAL SECURITY TAX 30,582.00 30,582.00 30,582.00 30,583.82 9,486.51 2,264.59 325.62 98.94 101-305-716.000 HALTH INSURANCE 140,781.00 140,781.00 103,947.48 99,942.6 9,166.42 36,833.52 73.84 101-305-717.000 LIFF & DISABILITY INSURANCE 13,804.00 13,804.00 11,781.56 11,200.20 1,121.43 2,042.44 85.20 101-305-718.000 WINDERSON COMPENSATION 1 1,3804.00 11,781.56 11,200.20 1,121.43 2,042.44 85.20 101-305-718.000 WINDERSON COMPENSATION 1 1,3804.00 1,000.00 1,000.00 1,121.43 2,042.44 85.20 101-305-721.000 WINDERSON COMPENSATION 1 1,300.00 1,000.00									
101-305-714.000 MEDICARE 7,152.00 7,152.00 7,050.07 6,076.07 6,986.04 529.61 75.93 98.94 101-305-716.000 HEALTH INSURANCE 13,052.00 30,582.00 30,266.38 29,486.51 2,264.59 325.62 98.94 101-305-717.000 LETER & DIBBARILITY INSURANCE 13,804.00 13,804.00 13,804.00 11,761.56 11,202.0 1,121.43 2,042.44 85.20 101-305-718.000 MEDICARE SCOMPENSATION INS 9,800.00 9,800.00 11,761.56 11,202.0 1,121.43 2,042.44 85.20 101-305-720.000 WOMERE'S COMPENSATION INS 9,800.00 9,800.00 11,127.75 16,517.77 0.00 (1,327.75) 113.55 101-305-721.000 UNEMPLOMENT COMPENSATION 4,135.00 4,135.00 2,648.53 1,787.66 0.00 1,466.45 64.05 101-305-721.000 UNEMPLOMENT COMPENSATION 4,135.00 4,135.00 1,163.73 1,485.65 0.00 1,466.45 64.05 101-305-721.000 PORTOLOGY OF PROPERTY OF PROPE									
101-305-715.000 SOCIAL SECURITY TAX 30,582.00 30,582.00 103,947.48 99,42.96 9,160.42 36,833.25 29 89.49 101-305-717.000 LIFE & DISABILITY INSURANCE 13,804.00 13,804.00 117,61.56 11,200.20 1,121.43 2,042.44 85.20 101-305-719.000 WORKER'S COMPENSATION IN 3,806.00 3,806.00 11,761.56 11,200.20 1,121.43 2,042.44 85.20 101-305-720.000 WORKER'S COMPENSATION 1 3,806.00 9,800.00 11,127.75 16,517.57 0.000 (1,327.75) 113.55 101-305-720.000 WORKER'S COMPENSATION 1 4,135.00 2,806.85 5,846.55 5,847.85 0.00 11,486.45 68.49 101-305-720.000 WORKER'S COMPENSATION 1 4,135.00 2,868.55 5,847.85 16,517.57 0.000 (1,327.75) 113.55 101-305-720.000 WORKER'S COMPENSATION 1 1,500.00 1,500.00 1,500.00 1,500.00 1,486.45 68.49 101-305-728.000 OFFICE SUPFLIES 1,500.00 1,500.00 1,500.00 72.95 0.00 0.00 77.05 11.486.48 68.49 101-305-728.000 OFFICE SUPFLIES 1,500.00 1,500.00 72.95 0.00 0.00 77.05 11.486.48 68.49 101-305-728.000 OFFICE SUPFLIES 1,500.00 1,500.00 72.95 0.00 0.00 77.05 11.487.55 14.101-305-765.000 OFFRATING SUPFLIES 2,000.00 1,788.27 1,613.57 144.00 7,118.47 52.54 101-305-765.000 OFFRATING SUPFLIES 2,000.00 1,788.27 1,613.57 144.00 7,118.47 52.54 101-305-765.000 OFFRATING SUPFLIES 3,000.00 1,000 7,788.153 13,872.05 194.90 7,118.47 52.54 101-305-765.000 OFFRATING SUPFLIES 3,000.00 1,000 7,000 7,100.00 7,000 7									
101-305-716.000 HEALTH INSURANCE 140,781.00 140,781.00 103,847.48 99,942.96 9,160.42 36,833.52 73.84 101-305-718.000 RETIREMENT 35,661.00 13,804.00 11,761.65 11,200.20 1,121.43 2,002.44 85.20 101-305-718.000 RETIREMENT 35,661.00 35,661.00 29,872.59 31,273.10 2,521.40 5,188.41 85.20 101-305-722.000 WORKER'S COMPENSATION INS 9,800.00 3,800.10 29,872.59 31,273.10 2,521.40 5,188.41 85.20 101-305-722.000 WORKER'S COMPENSATION INS 9,800.00 1,162.79.5 16,571.57 0.00 (1,327.75) 113.55 101-305-722.000 WORKER'S COMPENSATION 4,135.00 4,135.00 2,648.55 5,877.66 0.00 1,486.45 64.05 101-305-722.000 OFFICE SUPPLIES 1,500.00 1,500.00 537.62 860.00 0.00 382.38 55.81 101-305-728.000 OFFICE SUPPLIES 1,500.00 1,500.00 537.62 860.00 0.00 982.38 55.84 101-305-735.000 OFFICE SUPPLIES 2,000.00 15,000.00 7,881.53 13,872.05 194.90 7,118.47 52.54 101-305-756.000 OPERATING SUPPLIES 2,000.00 2,000.00 1,788.27 1,613.57 446.08 211.73 89.41 101-305-766.000 OPERATING SUPPLIES 2,000.00 2,000.00 1,788.27 1,613.57 446.08 211.73 89.41 101-305-766.000 WINTFORMS 12,000.00 12,000.00 12,991.10 11,906.25 0.00 (991.10) 108.26 101-305-766.100 AMMO 4,500.00 1,500.00 12,991.10 11,906.25 0.00 (991.10) 108.26 101-305-766.100 AMMO 4,500.00 1,500.00 2,200.98 49.99 101-305-768.000 WINTFORM ALLOW-RESERVE/CERT 1,500.00 1,500.00 2,746.61 1,726.74 0.00 1,225.39 18.31 101-305-768.000 WINTFORM ALLOW-RESERVE/CERT 1,500.00 1,500.00 2,746.61 1,726.74 0.00 1,225.39 18.31 101-305-768.000 WINTFORM ALLOW-RESERVE/CERT 1,500.00 1,500.00 2,746.61 1,726.74 0.00 1,225.39 18.31 101-305-768.000 WINTFORM ALLOW-RESERVE/CERT 1,500.00 1,500.00 2,746.61 1,726.74 0.00 1,225.39 18.31 101-305-303.000 WINTFORM ALLOW-RESERVE/CERT 1,500.00 1,500.00 2,746.61 1,726.74 0.00 1,225.39 18.31 101-305-303.000 WINTFORM ALLOW-RESERVE/CERT 1,500.00 1,500.00 3,200.00 1,789.35 64.61 101-305-303.000 WINTFORM ALLOW-RESERVE/CERT 1,500.00 1,500.00 3,200.00 1,789.35 64.61 101-305-303.000 WINTFORM ALLOW-RESERVE/CERT 1,500.00 1,500.00 1,789.33 1,726.74 0.00 1,789.35 1,789.20 1,789.35 1,789.20 1,789.35 1,789.20									
101-305-717.000									
101-305-718.000 RETIREMENT 35,061.00 35,061.00 29,872.59 31,273.10 2,521.40 5,188.41 85.20 101-305-721.000 WORKER'S COMPENSATION INS 9,800.00 9,800.00 11,277.75 16,517.57 0.00 (1,227.75) 113.55 101-305-721.000 WORKER'S COMPENSATION 4,135.00 4,135.00 2,648.55 5,877.66 0.00 1,486.45 64.05 101-305-728.000 OFFICE SUPFLIES 1,500.00 1,500.00 1,613.38 1,495.05 0.00 13.6.62 88.49 101-305-731.000 OFFICE SUPFLIES 1,500.00 1,500.00 72.95 0.00 0.00 962.38 35.84 101-305-731.000 GASOLINE 15,000.00 15,000.00 72.95 0.00 0.00 77.05 48.63 101-305-751.000 GASOLINE 15,000.00 2,000.00 1,880.27 1,613.57 448.08 211.73 89.41 101-305-765.000 OFFICE SUPFLIES 2,000.00 2,000.00 1,881.27 1,613.57 448.08 211.73 89.41 101-305-765.000 UNIFORMS 12,000.00 12,991.10 11,906.25 0.00 833.11 72.23 101-305-765.000 WINFORMS 12,000.00 12,991.00 11,900.00 12,901.00 11,900.00 12,900.00 1					103,947.40				
101-305-720.000 MORKER'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 MINEMICOMPENSATION 4,135.00 4,130.00 2,648.55 5,877.66 0.00 1,486.45 64.05 101-305-728.000 OFFICE SUPPLIES 1,300.00 1,300.00 537.62 840.03 0.00 962.38 33.84 101-305-730.000 POSTAGE 15,000.00 150.00 72.95 0.00 0.00 77.05 48.63 101-305-751.000 GASOLINE 15,000.00 1,500.00 7,881.53 13,872.05 194.90 7,118.47 52.54 101-305-756.000 OFERSATING SUPPLIES 2,000.00 2,000.00 1,788.27 1,613.57 448.08 211.73 89.41 101-305-766.000 OERRATING SUPPLIES 2,000.00 2,000.00 1,788.27 1,613.57 448.08 211.73 89.41 101-305-768.000 UNIFORMS 12,000.00 12,000.00 12,991.10 11,906.25 0.00 0,991.10 108.26 101-305-768.100 AMMO AMMO AUGUSTA A					29 872 59		2 521 40		
101-305-721.000 UNEMPLOYMENT COMPENSATION 4,135.00 4,135.00 2,648.55 5,877.66 0.00 1,486.45 64.05 101-305-722.000 MEDICAL EXPENSE 1,500.00 1,500.00 1,500.00 537.62 840.03 0.00 962.38 33.84 101-305-730.000 POSTAGE 150.00 150.00 72.95 0.00 0.00 770.05 48.63 101-305-751.000 GASCLINE 15,000.00 15,000.00 7,881.53 13,872.05 194.90 7,118.47 52.54 101-305-756.000 OFFRATING SUPPLIES 2,000.00 2,000.00 7,881.53 13,872.05 194.90 7,118.47 52.54 101-305-766.000 UNIFORMS 12,000.00 2,000.00 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 0.00 833.11 72.23 101-305-768.000 UNIFORMS 12,000.00 12,000.00 12,991.10 11,906.25 0.00 (991.10) 108.26 101-305-768.000 UNIFORM ALLOW-RESERVE/CERT 1,500.00 14,500.00 2,209.02 2,353.56 0.00 (991.10) 108.26 101-305-768.000 UNIFORM ALLOW-RESERVE/CERT 1,500.00 1,500.00 2,74.61 1,726.74 0.00 1,225.39 18.31 101-305-768.000 W.9 0.00 0.00 0.00 0.00 0.00 0.00 0									
101-305-722.000 MEDICAL EXPENSE 1,300.00 1,300.00 1,163.38 1,495.05 0.00 136.62 89.49 101-305-728.000 OFFICE SUPPLIES 1,500.00 1500.00 537.62 840.03 0.00 962.38 35.84 101-305-751.000 GASOLINE 15,000.00 1,500.00 72.95 0.00 0.00 77.05 48.63 101-305-751.000 GASOLINE 15,000.00 1,500.00 7,881.53 13,872.05 194.90 7,118.47 52.54 101-305-756.000 OFFIRTING SUPPLIES 2,000.00 2,000.00 1,788.27 1,613.57 448.08 211.73 89.41 101-305-766.000 OFFIRTING SUPPLIES 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 12,000.00 12,991.10 11,906.25 0.00 (991.10) 108.26 101-305-768.100 AMMO AMMO AMMO AMMO 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 0.00 101-305-818.000 FORFESSIONAL & CONTRACTUAL 5,000.00 5,250.00 3,860.95 6,313.32 0.00 1,389.05 73.54 101-305-818.000 FORFESSIONAL & CONTRACTUAL 5,000.00 5,000.00 3,230.65 2,728.33 0.00 1,769.35 64.61 101-305-891.000 MEMBERSHIFS & DUES 600.00 6,000 3,230.65 2,728.33 0.00 1,769.35 64.61 101-305-891.000 FADICAL SUPPLIES AND CONTRACTUAL 5,000.00 5,000.00 3,230.65 2,728.33 0.00 1,769.35 64.61 101-305-891.000 FADICAL SUPPLIES AND CONTRACTUAL 5,000.00 5,000.00 3,230.65 2,728.33 0.00 1,769.35 64.61 101-305-891.000 FADICAL SUPPLIES AND CONTRACTUAL 5,000.00 5,000.00 3,230.65 2,728.33 0.00 1,769.35 64.61 101-305-891.000 FADICAL SUPPLIES AND CONTRACTUAL 5,000.00 5,000.00 3,230.65 2,728.33 0.00 1,769.35 64.61 101-305-891.000 FADICAL SUPPLIES AND CONTRACTUAL 5,000.00 5,000.00 3,230.65 2,728.33 0.00 1,769.35 64.61 101-305-891.000 FADICAL SUPPLIES AND CONTRACTUAL 5,000.00 5,000.00 3,230.65 2,728.33 0.00 1,769.35 64.61 101-305-991.000 FADICAL SUPPLIES AND CONTRACTUAL 5,000.00 5,000.00 3,230.65 2,728.33 0.00 1,769.35 64.61 101-305-991.000 FADICAL SUPPLIES AND CONTRACTUAL 5,000.00 5,000.00 3,230.65 2,728.33 0.00 1,769.35 64.61 101-305-991.000 FADICAL SUPPLIES AND CONTRACTUAL 5,000.00 5,000.00 3,230.65 3,230.75 2,230.75 2,230.75 2,230.75 2,230.75 2,230.75 2,230.75 2,230.75 2,230.75 2									
101-305-728.000 OFFICE SUPPLIES 1,500.00 1,500.00 537.62 840.03 0.00 962.38 35.84 861 101-305-730.000 FOSTAGE 150.00 150.00 72.95 0.00 0.00 77.05 48.86 101-305-751.000 GASOLINE 15,000.00 15,000.00 7,881.53 13,872.05 194.90 7,118.47 52.54 101-305-756.000 OPERATING SUPPLIES 2,000.00 2,000.00 1,788.27 1,613.57 448.08 211.73 89.41 101-305-767.000 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 11,966.25 0.00 (991.10) 108.20 101-305-768.000 UNIFORMS 14,500.00 4,500.00 2,290.02 2,353.56 0.00 2,290.98 49.09 101-305-768.200 UNIFORM ALLOW-RESERVE/CERT 1,500.00 1,000.00 274.61 1,726.74 0.00 1,225.39 18.31 101-305-768.000 K-9 0.00 0.00 0.00 0.00 0.00 0.00 0.00 1.225.39 18.31 101-305-768.000 EDUCATION & TRAINING 5,250.00 5,500.00 3,860.95 6,313.32 0.00 1,389.05 73.54 101-305-801.000 EDUCATION & TRAINING 5,250.00 5,000.00 3,230.65 2,728.33 0.00 1,389.05 73.54 101-305-818.000 EDUCATION & TRAINING 5,250.00 5,000.00 3,230.65 2,728.33 0.00 1,389.05 73.54 101-305-818.000 EDUCATION & CONTRACTUAL 5,000.00 5,000.00 3,230.65 2,728.33 0.00 1,389.05 73.54 101-305-818.000 EDUCATION & CONTRACTUAL 5,000.00 5,000.00 3,230.65 2,728.33 0.00 1,769.35 64.61 101-305-818.000 EDUCATION & CONTRACTUAL 5,000.00 5,000.00 3,230.65 2,728.33 0.00 1,769.35 64.61 101-305-818.000 EDUCATION & CONTRACTUAL 5,000.00 5,000.00 3,230.65 2,728.33 0.00 1,769.35 64.61 101-305-818.000 EDUCATION & CONTRACTUAL 5,000.00 5,000.00 3,230.65 2,728.33 0.00 1,769.35 64.61 101-305-818.000 EDUCATION & CONTRACTUAL 5,000.00 5,000.00 3,230.65 2,728.33 0.00 1,769.35 64.61 101-305-818.000 EDUCATION & CONTRACTUAL 5,000.00 5,000.00 3,230.65 2,728.33 0.00 1,769.35 64.61 101-305-913.000 EDUCATION & CONTRACTUAL 5,000.00 5,000.00 3,230.65 2,728.33 0.00 5,230.00 5,230.00 5,230.00 6,200.									
101-305-751.000 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 1,881.53 13,872.05 194.90 7118.47 52.54 101-305-751.000 OPERATING SUPPLIES 2,000.00 2,000.00 1,788.27 1,613.57 448.08 211.73 89.41 101-305-767.000 EQUITEMENT/SMALL TOOLS 3,000.00 3,000.00 2,166.89 3,808.35 0.00 633.11 72.23 101-305-768.000 UNIFORMS 12,000.00 12,000.00 12,991.10 11,906.25 0.00 (991.10) 108.26 101-305-768.000 UNIFORM ALLOW-RESERVE/CERT 1,500.00 4,500.00 2,299.02 2,353.56 0.00 (299.99 49.09 101-305-768.000 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 0.									
101-305-756.000 GSOLINE 15,000.00 15,000.00 7,881.53 13,872.05 194.90 7,118.47 52.54 101-305-766.000 DEPRATING SUPPLIES 2,000.00 2,000.00 1,788.27 1,613.57 448.08 211.73 89.41 101-305-768.000 EQUIPMENT/SMALL TOOLS 3,000.00 3,000.00 2,166.89 3,808.35 0.00 833.11 72.23 101-305-768.100 AMMO 4,500.00 4,500.00 2,209.02 2,353.56 0.00 (991.10) 109.26 101-305-768.100 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 2,400.00 1,726.74 0.00 1,225.39 18.31 101-305-768.200 UNIFORM ALLOW-RESERVE/CERT 1,500.00 1,500.00 2,400.00 0.00 0.00 0.00 0.00 1.386.05 6,313.32 0.00 1,389.05 73.54 101-305-801.000 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 FROFESSIONAL & CONTRACTUAL 5,000.00 5,000.00 3,230.65 2,728.33 0.00 1,769.35 64.61 101-305-831.000 MEMBERSHIPS & DUES 600.00 600.00 364.69 510.00 0.00 253.31 60.78 101-305-851.000 REDUCATION & TRAINING 5,000.00 5,000.00 3,230.65 2,728.33 0.00 1,769.35 64.61 101-305-851.000 REDUCATION & TRAINING 6,000.00 5,000.00 4,471.30 2,472.30 0.00 252.51 60.78 101-305-851.000 REDUCATION & TRAINING 6,000.00 5,000.00 4,471.30 2,472.30 0.00 528.70 89.43 101-305-851.000 REDUCATION & TRAINING 6,000.00 5,000.00 4,471.30 2,472.30 0.00 528.70 89.43 101-305-891.000 REDUCATION & TRAINING 6,000.00 5,000.00 4,471.30 2,472.30 0.00 528.70 89.43 101-305-891.000 REDUCATION & FROFESSIONAL & CONTRACTUAL 6,000.00 7,357.73 1,185.88 32.55 244.27 73.57 101-305-913.000 FRINTING 6,000.00 7,0									
101-305-756.000					7,881.53	13,872.05	194.90	7,118.47	52.54
101-305-768.000 UNIFORMS 12,000.00 12,000.00 12,991.10 11,906.25 0.00 (991.10) 108.26 101-305-768.100 AMMO 4,500.00 4,500.00 2,299.02 2,353.56 0.00 2,299.08 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 0.								211.73	89.41
101-305-768.100 AMMO	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
101-305-768.200 UNIFORM ALLOW-RESERVE/CERT 1,500.00 1,500.00 2744.61 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 0.	101-305-768.000	UNIFORMS	12,000.00	12,000.00	12,991.10	11,906.25	0.00	(991.10)	108.26
101-305-769.000 K-9 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.	101-305-768.100	AMMO	4,500.00	4,500.00	2,209.02	2,353.56	0.00	2,290.98	49.09
101-305-801.000 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 0.00 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 0.00 528.70 89.43 101-305-853.000 TELEPHONE 6,200.00 6,200.00 4,985.65 4,483.96 344.27 1,214.35 80.41 101-305-913.000 PRINTING & FUBLISHING 400.00 1,000.00 735.73 1,185.88 32.55 264.27 73.57 101-305-913.000 INSURANCE 10,000.00 10,000.00 3,525.43 3,664.00 0.00 6,474.57 35.25 101-305-916.000 LINSURANCE 5,000.00 57,000.00 23,320.75 22,816.45 0.00 33,679.25 40.91 101-305-931.000 BUILDING REPAIR & MAINTENANCE 5,000.00 7,950.00 8,323.34 11,793.22 831.33 (373.34) 104.70 101-305-931.000 BUILDING REPAIR & MAINTENANCE 5,000.00 9,000.00 10,845.14 17,992.87 233.90 (1,845.14) 120.50 101-305-933.100 EQUIPMENT & MAINTENANCE 2,400.00 2,400.00 7,874.13 1,730.52 919.24 (5,474.13) 328.09 101-305-933.000 OTHER REPAIRS & MAINT 3,500.00 3,500.00 974.28 3,029.86 0.00 2,525.72 27.84 101-305-934.000 OTHER REPAIRS & MAINT 3,500.00 10,500.00 10,500.00 0.00 0.00 0.00 2,525.72 27.84 101-305-934.000 EQUIPMENT REPAIR & MAINTENANCE 10,500.00 10,500.00 11,015.97 797.34 87.51 (1,075.97) 100.00 101-305-943.000 EQUIPMENT REPAIR & MAINTENANCE 10,500.00 10,500.00 1,000 0.00 0.00 0.00 0.00 0.00 0.0	101-305-768.200	UNIFORM ALLOW-RESERVE/CERT	1,500.00	1,500.00	274.61	1,726.74		1,225.39	18.31
101-305-818.000 PROFESSIONAL & CONTRACTUAL 5,000.00 5,000.00 3,230.65 2,728.33 0.00 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 0.00 528.70 89.43 101-305-853.000 TELEPHONE 6,200.00 6,200.00 4,985.65 4,483.96 344.27 1,214.35 80.41 101-305-903.000 PRINTING & PUBLISHING 400.00 1,000.00 735.73 1,185.88 32.55 264.27 73.57 101-305-913.000 INSURANCE 10,000.00 10,000.00 3,525.43 3,664.00 0.00 6,474.57 35.25 101-305-916.000 UTILITIES 57,000.00 57,000.00 23,320.75 22,816.45 0.00 33,679.25 40.91 101-305-920.000 UTILITIES 7,795.00 7,950.00 8,323.34 11,793.22 831.33 (373.34) 104.70 101-305-931.000 EQUIPMENT & MAINTENANCE 5,000.00 9,000.00 10,845.14 17,992.87 233.90 (1,845.14) 120.50 101-305-933.000 EQUIPMENT & MAINTENANCE 2,400.00 2,400.00 7,874.13 1,730.52 919.24 (5,474.13) 328.09 101-305-933.100 EQUIPMENT MAINTPARKING ENFOF 0.00 2,050.00 0.00 0.00 0.00 0.00 0.00 0.00 0.	101-305-769.000	K-9							
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 0.00 528.70 89.43 101-305-853.000 TELEPHONE 6,200.00 6,200.00 4,985.65 4,483.96 344.27 1,214.35 80.41 101-305-903.000 PRINTING & PUBLISHING 400.00 1,000.00 735.73 1,185.88 32.55 264.27 73.57 101-305-913.000 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 8,323.34 11,793.22 831.33 (373.34) 104.70 101-305-933.000 EQUIPMENT & MAINTENANCE 5,000.00 9,000.00 10,845.14 17,992.87 233.90 (1,845.14) 120.50 101-305-933.000 EQUIPMENT & MAINTENANCE 2,400.00 2,400.00 7,874.13 1,730.52 919.24 (5,474.13) 328.09 101-305-933.100 EQUIPMENT MAINTPARKING 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 0.00 2,555.72 27.84 101-305-939.000 VEHICLE REPAIR & MAINTENANCE 10,500.00 10,500.00 14,018.50 9,884.03 339.46 (3,518.50) 133.51 101-305-943.000 EQUIPMENT RENTAL 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.									
101-305-851.000 RADIO/VIDEO MAINTENANCE 5,000.00 5,000.00 4,471.30 2,472.30 0.00 528.70 89.43 101-305-853.000 TELEPHONE 6,200.00 6,200.00 4,985.65 4,483.96 344.27 1,214.35 80.41 101-305-903.000 PRINTING & PUBLISHING 400.00 1,000.00 735.73 1,185.88 32.55 264.27 73.57 101-305-913.000 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 8,323.34 11,793.22 831.33 (373.34) 104.70 101-305-931.000 BUILDING REPAIR & MAINTENANCE 5,000.00 9,000.00 10,845.14 17,992.87 233.90 (1,845.14) 120.50 101-305-933.000 EQUIPMENT & MAINTENANCE 2,400.00 2,400.00 7,874.13 1,730.52 919.24 (5,474.13) 328.09 101-305-933.100 EQUIPMENT MAINT-PARKING ENFOF 0.00 2,050.00 0.00 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 0.00 2,525.72 27.84 101-305-939.000 VEHICLE REPAIR & MAINTENANCE 10,500.00 10,500.00 14,018.50 9,884.03 339.46 (3,518.50) 133.51 101-305-943.000 EQUIPMENT RENTAL 0.00 0.00 0.00 0.00 0.00 0.00 0.00 101-305-943.000 EQUIPMENT RENTAL 0.00 0.00 0.00 0.00 0.00 0.00 0.00 101-305-943.000 EQUIPMENT RENTAL 0.00 0.00 0.00 0.00 0.00 0.00 0.00 101-305-999.000 EQUIPMENT ENTAL 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.									
101-305-853.000 TELEPHONE 6,200.00 6,200.00 4,985.65 4,483.96 344.27 1,214.35 80.41 101-305-903.000 PRINTING & PUBLISHING 400.00 1,000.00 735.73 1,185.88 32.55 264.27 73.57 101-305-913.000 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 8,323.34 11,793.22 831.33 (373.34) 104.70 101-305-931.000 BUILDING REPAIR & MAINTENANCE 5,000.00 9,000.00 10,845.14 17,992.87 233.90 (1,845.14) 120.50 101-305-933.000 EQUIPMENT & MAINTENANCE 2,400.00 2,400.00 7,874.13 1,730.52 919.24 (5,474.13) 328.09 101-305-933.100 EQUIPMENT MAINT-PARKING ENFOF 0.00 2,050.00 0.00 0.00 0.00 2,552.72 27.84 101-305-934.000 OTHER REPAIR & MAINTENANCE 10,500.00 10,500.00 974.28 3,029.86 0.00 2,552.72 27.84 101-305-939.000 VEHICLE REPAIR & MAINTENANCE 10,500.00 10,500.00 14,018.50 9,884.03 339.46 (3,518.50) 133.51 101-305-943.000 EQUIPMENT RENTAL 0.00 0.00 10,500.00 14,018.50 9,884.03 339.46 (3,518.50) 133.51 101-305-943.000 EQUIPMENT RENTAL 0.00 0.00 0.00 0.00 0.00 0.00 0.00 101-305-962.000 MISCELLANEOUS 0.00 0.00 0.00 0.00 0.00 0.00 0.00 101-305-979.000 EQUIPMENT ENTAL 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 0.00 13,887.54 48.47 Net - Dept 305 - FOLICE (935,517.00) (972,167.00) (838,349.28) (879,597.66) (57,844.58) (133,817.72)									
101-305-903.000 PRINTING & PUBLISHING 400.00 1,000.00 735.73 1,185.88 32.55 264.27 73.57 101-305-913.000 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 8,323.34 11,793.22 831.33 (373.34) 104.70 101-305-931.000 BUILDING REPAIR & MAINTENANCE 5,000.00 9,000.00 10,845.14 17,992.87 233.90 (1,845.14) 120.50 101-305-933.000 EQUIPMENT & MAINTENANCE 2,400.00 2,400.00 7,874.13 1,730.52 919.24 (5,474.13) 328.09 101-305-933.100 EQUIPMENT MAINTENANCE 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 0.00 2,525.72 27.84 101-305-993.000 VEHICLE REPAIR & MAINTENANCE 10,500.00 10,500.00 14,018.50 9,884.03 339.46 (3,518.50) 133.51 101-305-943.000 EQUIPMENT RENTAL 0.00 0.00 1,075.97 797.34 87.51 (1,075.97) 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 RENTAL 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.					4,471.30				
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 8,323.34 11,793.22 831.33 (373.34) 104.70 101-305-931.000 BUILDING REPAIR & MAINTENANCE 5,000.00 9,000.00 10,845.14 17,992.87 233.90 (1,845.14) 120.50 101-305-933.000 EQUIPMENT & MAINTENANCE 2,400.00 2,400.00 7,874.13 1,730.52 919.24 (5,474.13) 328.09 101-305-933.100 EQUIPMENT MAINTPARKING 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 0.00 2,525.72 27.84 101-305-939.000 VEHICLE REPAIR & MAINTENANCE 10,500.00 10,500.00 14,018.50 9,884.03 339.46 (3,518.50) 133.51 101-305-943.000 EQUIPMENT RENTAL 0.000 0.00 1,075.97 797.34 87.51 (1,075.97) 100.00 101-305-943.000 EQUIPMENT RENTAL 0.000 0.00 0.00 0.00 0.00 0.00 0.00 0									
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 8,323.34 11,793.22 831.33 (373.34) 104.70 101-305-931.000 BUILDING REPAIR & MAINTENANCE 5,000.00 9,000.00 10,845.14 17,992.87 233.90 (1,845.14) 120.50 101-305-933.000 EQUIPMENT & MAINTENANCE 2,400.00 2,400.00 7,874.13 1,730.52 919.24 (5,474.13) 328.09 101-305-933.100 EQUIPMENT MAINTPARKING 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 0.00 2,555.72 27.84 101-305-939.000 VEHICLE REPAIR & MAINTENANCE 10,500.00 10,500.00 14,018.50 9,884.03 339.46 (3,518.50) 133.51 101-305-943.000 EQUIPMENT RENTAL 0.00 0.00 1,075.97 797.34 87.51 (1,075.97) 100.00 101-305-962.000 MISCELLANEOUS 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.									
101-305-920.000 UTILITIES 7,950.00 7,950.00 8,323.34 11,793.22 831.33 (373.34) 104.70 101-305-931.000 BUILDING REPAIR & MAINTENANCE 5,000.00 9,000.00 10,845.14 17,992.87 233.90 (1,845.14) 120.50 101-305-933.000 EQUIPMENT & MAINTENANCE 2,400.00 2,400.00 7,874.13 1,730.52 919.24 (5,474.13) 328.09 101-305-933.100 EQUIPMENT MAINTPARKING 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 0.00 2,525.72 27.84 101-305-939.000 VEHICLE REPAIR & MAINTENANCE 10,500.00 10,500.00 14,018.50 9,884.03 339.46 (3,518.50) 133.51 101-305-943.000 EQUIPMENT RENTAL 0.00 0.00 1,705.97 797.34 87.51 (1,075.97) 100.00 101-305-962.000 MISCELLANEOUS 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.									
101-305-931.000 BUILDING REPAIR & MAINTENANCE 5,000.00 9,000.00 10,845.14 17,992.87 233.90 (1,845.14) 120.50 101-305-933.000 EQUIPMENT & MAINTENANCE 2,400.00 2,400.00 7,874.13 1,730.52 919.24 (5,474.13) 328.09 101-305-933.100 EQUIPMENT MAINTPARKING 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 0.00 2,525.72 27.84 101-305-939.000 VEHICLE REPAIR & MAINTENANCE 10,500.00 10,500.00 14,018.50 9,884.03 339.46 (3,518.50) 133.51 101-305-943.000 EQUIPMENT RENTAL 0.00 0.00 1,075.97 797.34 87.51 (1,075.97) 100.00 101-305-962.000 MISCELLANEOUS 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.									
101-305-933.000 EQUIPMENT & MAINTENANCE 2,400.00 2,400.00 7,874.13 1,730.52 919.24 (5,474.13) 328.09 101-305-933.100 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 0.00 2,525.72 27.84 101-305-939.000 VEHICLE REPAIR & MAINTENANCE 10,500.00 10,500.00 14,018.50 9,884.03 339.46 (3,518.50) 133.51 101-305-943.000 EQUIPMENT RENTAL 0.00 0.00 1,075.97 797.34 87.51 (1,075.97) 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 0.00 13,887.54 48.47 Net - Dept 305 - POLICE (935,517.00) (972,167.00) (838,349.28) (879,597.66) (57,844.58) (133,817.72)								,	
101-305-933.100 EQUIPMENT MAINTPARKING ENFOR 0.00 2,050.00 0.00 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 0.00 2,525.72 27.84 101-305-939.000 VEHICLE REPAIR & MAINTENANCE 10,500.00 10,500.00 14,018.50 9,884.03 339.46 (3,518.50) 133.51 101-305-943.000 EQUIPMENT RENTAL 0.00 0.00 1,075.97 797.34 87.51 (1,075.97) 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 0.00 13,887.54 48.47 Net - Dept 305 - POLICE (935,517.00) (972,167.00) (838,349.28) (879,597.66) (57,844.58) (133,817.72)									
101-305-934.000 OTHER REPAIRS & MAINT 3,500.00 3,500.00 974.28 3,029.86 0.00 2,525.72 27.84 101-305-939.000 VEHICLE REPAIR & MAINTENANCE 10,500.00 10,500.00 14,018.50 9,884.03 339.46 (3,518.50) 133.51 101-305-943.000 EQUIPMENT RENTAL 0.00 0.00 1,075.97 797.34 87.51 (1,075.97) 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 0.00 13,887.54 48.47 Net - Dept 305 - POLICE (935,517.00) (972,167.00) (838,349.28) (879,597.66) (57,844.58) (133,817.72)									
101-305-939.000 VEHICLE REPAIR & MAINTENANCE 10,500.00 10,500.00 14,018.50 9,884.03 339.46 (3,518.50) 133.51 101-305-943.000 EQUIPMENT RENTAL 0.00 0.00 1,075.97 797.34 87.51 (1,075.97) 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 0.00 13,887.54 48.47 Net - Dept 305 - FOLICE (935,517.00) (972,167.00) (838,349.28) (879,597.66) (57,844.58) (133,817.72)									
101-305-943.000 EQUIPMENT RENTAL 0.00 0.00 1,075.97 797.34 87.51 (1,075.97) 100.00 101-305-962.000 MISCELLANEOUS 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 0.00 13,887.54 48.47 Net - Dept 305 - FOLICE (935,517.00) (972,167.00) (838,349.28) (879,597.66) (57,844.58) (133,817.72) Dept 336 - FIRE									
101-305-962.000 MISCELLANEOUS 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.									
101-305-979.000 EQUIPMENT 26,950.00 26,950.00 13,062.46 26,277.73 0.00 13,887.54 48.47 Net - Dept 305 - POLICE (935,517.00) (972,167.00) (838,349.28) (879,597.66) (57,844.58) (133,817.72) Dept 336 - FIRE									
Dept 336 - FIRE									
	Net - Dept 305 - POLIC		(935,517.00)	(972,167.00)	(838,349.28)	(879,597.66)	(57,844.58)	(133,817.72)	
	Dept 336 - FIRE								
101-336-705.000 SALARIES SUPERVISION 20,594.00 20,594.00 18,986.37 20,052.56 1,584.12 1,607.63 92.19	101-336-705.000	SALARIES SUPERVISION	20,594.00	20,594.00	18,986.37	20,052.56	1,584.12	1,607.63	92.19
101-336-708.000 VOLUNTEER SALARIES 15,000.00 15,000.00 6,477.00 6,816.00 0.00 8,523.00 43.18									
101-336-714.000 MEDICARE 516.00 516.00 369.22 377.59 22.97 146.78 71.55									
101-336-715.000 SOCIAL SECURITY TAX 1,276.00 1,276.00 1,177.15 1,191.94 98.21 98.85 92.25		SOCIAL SECURITY TAX	1,276.00	1,276.00			98.21	98.85	92.25
101-336-717.000 LIFE & DISABILITY INSURANCE 0.00 0.00 1,000.00 1,186.80 0.00 (1,000.00) 100.00	101-336-717.000	LIFE & DISABILITY INSURANCE					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		WORKER'S COMPENSATION INS	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 0.00 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	101-336-728.000	OFFICE SUPPLIES	800.00	800.00	0.00	0.00	0.00	800.00	0.00

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

Page: 6/22

		2019-20				ACTIVITY FOR		
		ORIGINAL	2019-20	YTD BALANCE	END BALANCE	MONTH	AVAILABLE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	05/31/2020	06/30/2019	05/31/20	BALANCE	USED
Fund 101 - GENERAL FUN	ID							
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	304.00	542.57	41.43	1,696.00	15.20
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	510.00	165.00	40.00	190.00	72.86
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	600.00	550.00	50.00	2,100.00	22.22
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	7,298.39	9,249.25	645.44	(298.39)	104.26
101-336-931.000	BUILDING REPAIR & MAINTENANCE	7,000.00	7,000.00	1,698.04	34,752.73	19.47	5,301.96	24.26
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	844.68	8,824.56	67.00	11,155.32	7.04
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	0.00	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)	(54,514.07)	(128,431.21)	(2,568.64)	(83,411.93)	
Net - Dept 330 - FIRE		(137,920.00)	(137,920.00)	(34,314.07)	(120,431.21)	(2,300.04)	(03,411.93)	
Dept 371 - INSPECTION	SERVICES							
101-371-728.000	OFFICE SUPPLIES	300.00	300.00	50.79	28.98	0.00	249.21	16.93
101-371-728.000	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
101-371-801.000	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	26,496.97	18,817.92	2,465.84	43,503.03	37.85
101-371-819.100	MECHANICAL INSPEC FEE	15,000.00	15,000.00	8,771.99	7,216.53	1,193.52	6,228.01	58.48
101-371-819.200	ELECTRICAL INSPECTION FEE	16,000.00	16,000.00	9,527.10	4,889.70	844.00	6,472.90	59.54
101-371-819.300	PLUMBING INSPECTOR	6,000.00	6,000.00	4,514.50	3,510.90	75.00	1,485.50	75.24
101-371-819.400	RENTAL INSPECTIONS	0.00	0.00	37,545.00	0.00	0.00	(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	0.00	(252.50)	100.00
101-371-979.000	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101 0/1 3/3.000	Eg0111EN1	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 371 - INSPE	CCTION SERVICES	(107,725.00)	(107,725.00)	(89,987.63)	(43,410.78)	(4,578.36)	(17,737.37)	
Dept 442 - STREET OPER								
101-442-705.000	SALARIES SUPERVISION	34,695.00	34,695.00	29,548.45	11,497.78	2,142.89	5,146.55	85.17
101-442-706.000	SALARIES PERMANENT	73,831.00	62,000.00	31,053.88	59,995.16	2,603.50	30,946.12	50.09
101-442-706.100	SALARIES-OVERTIME	15,000.00	15,000.00	6,185.04	7,757.69	488.16	8,814.96	41.23
101-442-707.000	SALARIES PART-TIME	0.00	0.00	0.00	0.00	0.00		0.00
101-442-714.000	MEDICARE	1,371.00	1,371.00	916.08	1,060.15	70.79	454.92	66.82
101-442-715.000	SOCIAL SECURITY TAX	5,861.00	5,861.00	3,917.26	4,532.99	302.83	1,943.74	66.84
101-442-716.000	HEALTH INSURANCE	85,718.00	59,061.00	53,774.10	48,910.83	3,785.04	5,286.90	91.05
101-442-717.000	LIFE & DISABILITY INSURANCE	7,772.00	7,772.00	4,564.94	3,142.21	484.11	3,207.06	58.74
101-442-718.000	RETIREMENT	20,027.00	6,800.00	10,261.49	12,063.83	1,024.76	(3,461.49)	150.90
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	0.00	2,279.20	22.74
101-442-723.000	STIPENDS	500.00	500.00	300.00	200.00	0.00	200.00	60.00

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

Page: 7/22

		2019-20				ACTIVITY FOR		
		ORIGINAL	2019-20	YTD BALANCE	END BALANCE	MONTH	AVAILABLE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	05/31/2020	06/30/2019	05/31/20	BALANCE	USED
Fund 101 - GENERAL F	TIND							
101-442-728.000	OFFICE SUPPLIES	375.00	375.00	801.33	202.18	0.00	(426.33)	213.69
101-442-751.000	GASOLINE	2,000.00	2,000.00	632.46	1,421.56	13.22	1,367.54	31.62
101-442-756.000	OPERATING SUPPLIES	7,500.00	7,500.00	6,842.48	5,575.51	95.12	657.52	91.23
101-442-767.000	EQUIPMENT/SMALL TOOLS	5,000.00	5,000.00	7,067.22	6,843.30	0.00	(2,067.22)	141.34
101-442-768.000	UNIFORMS	2,400.00	2,400.00	1,324.03	1,972.38	0.00	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	7,251.97	7,934.52	401.00	(1,251.97)	120.87
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	920.08	350.00	90.01	5,279.92	14.84
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	13,943.97	15,763.06	496.85	(943.97)	107.26
101-442-931.000	BUILDING REPAIR & MAINTENANCE	20,000.00	20,000.00	24,549.35	21,301.20	126.75	(4,549.35)	122.75
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	5,241.50	6,562.21	146.12	(1,741.50)	149.76
101-442-935.100	STORM SEWER REPAIR & MAINT	6,000.00	6,000.00	875.00	574.00	0.00	5,125.00	14.58
101-442-939.000	VEHICLE REPAIR & MAINTENANCE	12,000.00	12,000.00	13,617.14	15,203.47	489.86	(1,617.14)	113.48
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
	<u>-</u>							
Net - Dept 442 - STF	REET OPERATING	(388,100.00)	(351,385.00)	(279,448.17)	(299,331.50)	(12,761.01)	(71,936.83)	
Dept 448 - STREET LI	IGHTING							
101-448-926.000	STREET LIGHTING	36,000.00	36,000.00	29,752.21	28,337.40	2,532.93	6,247.79	82.65
		,	,	•	,	•	•	
Net - Dept 448 - STF	REET LIGHTING	(36,000.00)	(36,000.00)	(29,752.21)	(28,337.40)	(2,532.93)	(6,247.79)	
Dept 523 - SOLID WAS	STE COLLECTION							
101-523-818.000	PROFESSIONAL & CONTRACTUAL	272,256.00	272,256.00	229,868.60	248,596.40	20,862.60	42,387.40	84.43
101-523-818.000	REFUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101 323 330.200	NEE 0ND5	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 523 - SOI	LID WASTE COLLECTION	(272,256.00)	(272,256.00)	(229,868.60)	(248,596.40)	(20,862.60)	(42,387.40)	
Dept 651 - AMBULANCE								
101-651-818.000	PROFESSIONAL & CONTRACTUAL	110,817.00	110,817.00	97,043.00	102,967.53	9,013.00	13,774.00	87.57
Net - Dept 651 - AME	EIII AMCE SEDVICE	(110,817.00)	(110,817.00)	(97,043.00)	(102,967.53)	(9,013.00)	(13,774.00)	
Net - Dept 031 - AME	SULANCE SERVICE	(110,817.00)	(110,017.00)	(97,043.00)	(102, 907.33)	(9,013.00)	(13,774.00)	
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 - PLA	ANNING COMMISSION	(4,400.00)	(4,400.00)	(970.00)	(3,295.30)	0.00	(3,430.00)	
MCC Debr 151 - ETE	TAINTING COLILITOOTOIN	(4,400.00)	(4,400.00)	(370.00)	(3,233.30)	0.00	(3,430.00)	

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

Page: 8/22

Description	GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 05/31/20	AVAILABLE BALANCE	% BDGT USED
101-722-818.000 PHOPPSSIGNAL & CONTROCKIAL 101-722-819.000 MISSERSHIPS 2 0.00 0 0.00 0.00 0.00 0.00 0.00 0.00	Fund 101 - GENERAL FU	JND							
101-772-831,000 MANI-MARITES BUSS 0.00 0.		ARD OF APPEALS							
101-722-903.000 FRINTING PUBLISHING 200.00 200.00 596.00 98.00 0.00 1.00 1.00 277.00 1.01-722-903.000 MISCALARDON 200.00 0.00 0.00 0.00 0.00 0.00 0.00 0									
No Paget 722 - SONING ROAD OF APPRAIS (800.00) (800.00) (800.00) (878.00) (748.00)									
Dept. 872 - OTHER FUNCTIONS 101-872-807.000									
Dept. 872 - OTHER FUNCTIONS 101-872-807.000									
101-972-981.000 AUDIT	Net - Dept 722 - ZON.	ING BOARD OF APPEALS	(800.00)	(800.00)	(878.00)	(746.00)	0.00	78.00	
101-872-818.000 PROFESSIONAL & CONTRACTUAL 102-872-894.000 PROFESSIONAL & CONTRACTUAL 103-872-894.000 TECH SUPPORTMENTER 5,000.00 5,000.00 0,00 4,900.00 0,00 5,000.00 0,00 5,000.00 0,00 101-872-894.000 TECH SUPPORTMENTERNANCE 103-873-894.000 TECH SUPPORTMENTERNANCE 104-872-894.000 TECH SUPPORTMENTERNANCE 105-872-894.000 TEAHSFERS 105-872-894.000 TEAHSFERS 105-872-894.000 TEAHSFERS TO EARK 105-872-894.000 TEAHSFERS TEAHSFERS 105-872-89	Dept 872 - OTHER FUNC	CTIONS							
101-872-818.200 EMSINEERING 101-872-843.000 TECH SUPPORT/MAINTENANCE 10.00 0.00 0.00 0.00 0.00 0.00 0.00 101-872-831.000 MISCELLANKOUS PROJECT COST 10,000.00 10,000.00 7,030.47 7,331.77 0.00 2,969.53 70.30 101-872-813.000 MISCELLANKOUS PROJECT COST 10,000.00 14,500.00 7,030.47 7,331.77 0.00 2,969.53 70.30 101-872-813.000 INSURANCE 4,501.00 4,500.00 2,003 3,00.00 0.00 0.00 0.00 0.00 0.00 0.	101-872-807.000	AUDIT			3,000.00		0.00	0.00	100.00
101-872-854.000 TECH SUPPORT/MAINTENANCE									
101-872-881.000 MISCELLANDOUS PROJECT COST 10,000.00 10,000.00 7,030.47 7,331.77 0.00 2,999,33 70.30 101-872-913.000 INBURNACE 4,500.00 4,500.00 2,203.98 2,092.77 0.00 2,296.02 48.38 101-872-913.000 INSURANCE 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.						•			
101-872-912.000 FIRE INSURANCE 4,500.00 4,500.00 2,203.98 2,092.77 0.00 2,296.02 48.98 101-872-915.000 INSURANCE 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.									
101-872-913.000 INSURANCE									
101-872-916,000 LIABILITY INSURANCE 8,000.0 8,000.0 3,296.03 3,456.41 0.00 4,703.97 41.20 101-872-962,000 MISCELLANDOUS 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.								•	
101-872-932.500 AMTRAK FLATFORM MAINT. 200.00 200.00 0.00 3,699.89 0.00 200.00 0.00 101-872-963.000 MISCELLAREOUS 0.00 0.00 0.00 0.00 0.00 0.00 0.00 101-872-963.000 EANK FEES 3,500.00 3,500.00 6,762.03 7,580.19 0.00 (3,262.03) 193.20 Net - Dept 872 - OTHER FUNCTIONS (58,200.00) (59,200.00) (40,348.51) (57,338.49) (3,935.00) (18,851.49) Dept 965 - TRANSFERS 101-965-898.000 TRANSFER TO FARK 30,000.00 29,000.00 29,000.00 50,000.00 30,000.00 (30,000.00) 200.00 101-965-999.000 TRANSFER TO EQUIP PURCHASE 20,000.00 29,000.00 29,000.00 20,000.00 0.00 0.00 0.00 100.00 101-965-999.130 TRANSFER TO DEBT SERVICE 128,313.00 128,313.00 128,313.00 128,163.00 0.00 0.00 0.00 0.00 Net - Dept 965 - TRANSFERS (178,313.00) (187,313.00) (187,313.00) (198,163.00) (30,000.00) 30,000.00 Fund 101 - GENERAL FUND: TOTAL REVENUES 3,074,479.00 3,245,674.87 3,210,856.03 3,245,481.11 60,565.29 34,818.84 98.93 TOTAL EXPENDITURES 2,966,002.00 2,942,147.00 2,521,227.38 2,737,243.21 199,483.58 420,919.62 85.69 FUND 105 - ORDER EXPENDITURES 108,477.00 303,527.87 689,628.65 508,237.90 (129,918.29) (386,100.78) 227.20 FUND 105 - ORDER EXPENDITURES 0.00 0.00 89,300.00 89,299.75 2,400.00 0.00 (551.79) 283.93 105-000-665.000 INTEREST EARNED 300.00 300.00 851.79 1,750.39 0.00 (551.79) 283.93 105-000-689.740 LAGB DISBURSEMENTS 275,000.00 275,000.00 290,673.54 290,954.22 0.00 (15,673.54) 105.70 105-000-689.740 LAGB DISBURSEMENTS 275,000.00 275,000.00 290,673.54 290,954.22 0.00 (15,673.55) 105.70 105-000-689.740 LAGB DISBURSEMENTS 275,000.00 275,000.00 3,920.00 3,920.00 0.00 0.00 0.00 100.00									
101-872-962.000 MISCELLAMEOUS 0.00 0									
Net - Dept 872 - OTHER FUNCTIONS (58,200.00) (59,200.00) (40,348.51) (57,338.49) (3,935.00) (18,851.49) Dept 965 - TRANSFERS 101-965-898.000 TRANSFER TO FARK 101-965-999.000 TRANSFER TO EQUIP PURCHASE 20,000.00 29,000.00 20,000.00 30,000.00 30,000.00 100.00 101-965-999.000 TRANSFER TO EQUIP PURCHASE 20,000.00 29,000.00 20,000.00 0.00 0.00 0.00 100.00 101-965-999.100 TRANSFER TO EQUIP PURCHASE 20,000.00 29,000.00 20,000.00 0.00 0.00 0.00 100.00 101-965-999.130 TRANSFER TO DEBT SERVICE 128,313.00 128,313.00 128,313.00 128,163.00 0.00 0.00 0.00 0.00 Net - Dept 965 - TRANSFERS (178,313.00) (187,313.00) (187,313.00) (198,163.00) (30,000.00) 30,000.00 Fund 101 - GENERAL FUND: TOTAL REVENUES 2,966,002.00 2,942,147.00 2,521,227.38 2,737,243.21 190,483.58 420,919.62 85.69 NET OF REVENUES & EXPENDITURES 108,477.00 303,527.87 689,628.65 508,237.90 (129,918.29) (386,100.78) 227.20 Fund 105 - PNBALRSB Dept 105 - OD-589.000 CONTRIBUTIONS 0.00 89,200.00 89,299.75 2,400.00 0.00 0.25 100.00 105-000-665.000 INTEREST EARNED 300.00 89,299.75 2,400.00 0.00 (51,79) 283.93 105-000-6674.000 GRANTS 0.00 0.00 15,000.00 100.00 105-000-6674.000 GRANTS 0.00 0.00 15,000.00 100.00 105-000-689.740 LRSB DISBURSEMENTS 275,000.00 275,000.00 290,673.54 290,954.22 0.00 (15,673.54) 105.70 105-000-687.740 LRSB DISBURSEMENTS 275,000.00 3,920.00 3,920.00 3,920.00 0.00 0.00 100.00									
Dept 965 - TRANSFERS 101-965-980.000 TRANSFER TO FARK 30,000.00 30,000.00 60,000.00 50,000.00 30,000.00 (30,000.00) 200.00 101-965-980.000 TRANSFER TO EQUIP PURCHASE 20,000.00 29,000.00 29,000.00 20,000.00 0.00 0.00 0.00 0.00 101-965-999.100 TRANSFERS OUT 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.									
Dept 965 - TRANSFERS 101-965-898.000 TRANSFER TO FARK 30,000.00 30,000.00 60,000.00 50,000.00 30,000.00 (30,000.00) 200.00 101-965-980.000 TRANSFER TO EQUIP PURCHASE 20,000.00 29,000.00 29,000.00 20,000.00 0.00 0.00 0.00 100.00 101-965-999.100 TRANSFERS OUT 0.00 0.00 0.00 0.00 0.00 0.00 0.00 101-965-999.130 TRANSFERS OUT 128,313.00 128,313.00 128,313.00 128,163.00 0.00 0.00 0.00 0.00 100.00 101-965-999.130 TRANSFERS OUT 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.	Nat Dant 070 OFFI	D DINGELONG	(50, 200, 00)	/F0 200 00)	/40 240 E1)	/57 220 40)	(2.025.00)	/10 051 40)	
101-965-988.000 TRANSFER TO PARK 30,000.00 30,000.00 50,000.00 30,000.00 (30,000.00) 200.00 101-965-989.000 TRANSFER TO EQUIP FURCHASE 20,000.00 29,000.00 29,000.00 20,000.00 0.00 0.00 0.00 100.00 101-965-999.000 TRANSFERS OUT 0.00 0.00 0.00 0.00 0.00 0.00 101-965-999.130 TRANSFERS OUT 128,313.00 128,313.00 128,313.00 128,163.00 0.00 0.00 0.00 0.00 100.00 101-965-999.130 TRANSFERS (178,313.00) (187,313.00) (187,313.00) (217,313.00) (198,163.00) (30,000.00) 30,000.00 0.00 10	Net - Dept 6/2 - OTH	ER FUNCTIONS	(30,200.00)	(39,200.00)	(40,340.31)	(37,330.49)	(3,933.00)	(10,001.49)	
101-965-980.000 TRANSFER TO EQUIP FURCHASE 20,000.00 29,000.00 29,000.00 20,000.00 0.00 0.00 0.00 101-965-999.130 TRANSFERS OUT 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.	Dept 965 - TRANSFERS								
101-965-999.000 TRANSFERS OUT 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.	101-965-898.000	TRANSFER TO PARK	30,000.00	30,000.00	60,000.00	50,000.00	30,000.00	(30,000.00)	200.00
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	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
Net - Dept 965 - TRANSFERS (178,313.00) (187,313.00) (217,313.00) (198,163.00) (30,000.00) 30,000.00 Fund 101 - GENERAL FUND: TOTAL REVENUES 3,074,479.00 3,245,674.87 3,210,856.03 3,245,481.11 60,565.29 34,818.84 98.93 7.071 TOTAL EXPENDITURES 2,966,002.00 2,942,147.00 2,521,227.38 2,737,243.21 190,483.58 420,919.62 85.69 NET OF REVENUES & EXPENDITURES 108,477.00 303,527.87 689,628.65 508,237.90 (129,918.29) (386,100.78) 227.20 Fund 105 - PNBALRSB Dept 000 105-000-569.000 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) 105.00 105-000-698.740 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 0.00 100.00	101-965-999.000	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund 101 - GENERAL FUND: TOTAL REVENUES TOTAL EXPENDITURES TOTA	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
Fund 101 - GENERAL FUND: TOTAL REVENUES TOTAL EXPENDITURES TOTA	N		(170, 212, 00)	(107 212 00)	(017, 010, 00)	(100 160 00)			
TOTAL REVENUES 3,074,479.00 3,245,674.87 3,210,856.03 3,245,481.11 60,565.29 34,818.84 98.93 2,966,002.00 2,942,147.00 2,521,227.38 2,737,243.21 190,483.58 420,919.62 85.69 NET OF REVENUES & EXPENDITURES 108,477.00 303,527.87 689,628.65 508,237.90 (129,918.29) (386,100.78) 227.20 Fund 105 - PNBALRSB Dept 000 105-000-6859.000 CONTRIBUTIONS 0.00 89,300.00 89,299.75 2,400.00 0.00 0.25 100.00 105-000-665.000 INTEREST EARNED 300.00 851.79 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) 105-000-698.740 LRSB DISBURSEMENTS 275,000.00 275,000.00 3,920.00 3,920.00 3,920.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	Net - Dept 965 - TRAN	NSFERS	(178,313.00)	(187,313.00)	(217,313.00)	(198,163.00)	(30,000.00)	30,000.00	
TOTAL REVENUES 3,074,479.00 3,245,674.87 3,210,856.03 3,245,481.11 60,565.29 34,818.84 98.93 2,966,002.00 2,942,147.00 2,521,227.38 2,737,243.21 190,483.58 420,919.62 85.69 NET OF REVENUES & EXPENDITURES 108,477.00 303,527.87 689,628.65 508,237.90 (129,918.29) (386,100.78) 227.20 Fund 105 - PNBALRSB Dept 000 105-000-6859.000 CONTRIBUTIONS 0.00 89,300.00 89,299.75 2,400.00 0.00 0.25 100.00 105-000-665.000 INTEREST EARNED 300.00 851.79 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) 105-000-698.740 LRSB DISBURSEMENTS 275,000.00 275,000.00 3,920.00 3,920.00 3,920.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0									
TOTAL EXPENDITURES 2,966,002.00 2,942,147.00 2,521,227.38 2,737,243.21 190,483.58 420,919.62 85.69 NET OF REVENUES & EXPENDITURES 108,477.00 303,527.87 689,628.65 508,237.90 (129,918.29) (386,100.78) 227.20 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) 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 3,920.00 0.00	Fund 101 - GENERAL FU	JND:				·			_
NET OF REVENUES & EXPENDITURES 108,477.00 303,527.87 689,628.65 508,237.90 (129,918.29) (386,100.78) 227.20 Fund 105 - PNBALRSB Dept 000 105-000-589.000 CONTRIBUTIONS 0.00 89,300.00 89,299.75 2,400.00 0.00 0.00 0.25 100.00 105-000-665.000 INTEREST EARNED 300.00 300.00 300.00 851.79 1,750.39 0.00 (551.79) 283.93 105-000-674.000 GRANTS 0.00 0.00 15,000.00 15,000.00 105-000-698.740 LRSB DISBURSEMENTS 275,000.00 275,000.00 290,673.54 290,954.22 0.00 0.00 0.00 0.00 105.00 0.00								•	
Fund 105 - PNBALRSB Dept 000 105-000-589.000		PENDITURES							
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) 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			,		, , , , , , , , , , , , , , , , , , , ,	, , , , , , , , , , , , , , , , , , , ,	, ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	(,	
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) 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									
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) 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		COMEDIDATIONS	0.00	00 000 00	00 000 75	0 400 00	0.00	0.05	100 00
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				·					
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								, ,	
105-000-807.000 AUDIT 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)	200 000 007.000		3,320.00	0,320.00	3,320.00	3,320.00	0.00	0.00	-00.00
	Net - Dept 000		271,380.00	360,680.00	391,905.08	784,640.37	0.00	(31,225.08)	

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

Page: 9/22

		2019-20	0010 00			ACTIVITY FOR		0 220
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020	END BALANCE 06/30/2019	MONTH 05/31/20	AVAILABLE BALANCE	% BDGT USED
Fund 105 - PNBALRSB								
Dept 442 - STREET OPE 105-442-976.100	RATING N. WHITTAKER ST. REVDEVELOPMEN	0.00	0.00	0.00	68,273.12	0.00	0.00	0.00
103-442-976.100	N. WHITTAKER ST. REVDEVELOPMEN	0.00	0.00	0.00	08,2/3.12	0.00	0.00	0.00
Net - Dept 442 - STRE	ET 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
105-670-881.110 105-670-881.500	CAPITAL PROJECTS	50,000.00 0.00	50,000.00 0.00	0.00	36,470.79 0.00	0.00	50,000.00 0.00	0.00
105-670-962.000	BUSINESS IMP DISTRICT PLAN 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 & EXP	ENDITURES	115,317.00	(285,883.00)	(144,126.08)	523,526.55	0.00	(141,756.92)	50.41
Fund 202 - MAJOR STRE	ET FUND							
Dept 000 202-000-546.000	MOHOD VEHICLE BIND HAV	140,000.00	140,000.00	183,315.37	199,013.74	16,839.93	(43,315.37)	130.94
202-000-546.000	MOTOR VEHICLE FUND TAX 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	2,867.63	4,219.95	0.00	(2,267.63)	477.94
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	486,183.00	229,674.26	16,839.93	(45,583.00)	
Dept 463 - ROUTINE MA:	INTENANCE							
202-463-705.000	SALARIES SUPERVISION	3,700.00	3,700.00	1,330.46	2,798.83	428.66	2,369.54	35.96
202-463-706.000	SALARIES PERMANENT	17,000.00	17,000.00	14,223.29	12,395.08	1,518.67	2,776.71	83.67
202-463-714.000	MEDICARE	225.00	225.00	203.48	183.26	26.14	21.52	90.44
202-463-715.000	SOCIAL SECURITY TAX	1,000.00	1,000.00	869.76	783.79	111.67	130.24	86.98
202-463-751.000	GASOLINE	6,000.00	6,000.00	4,493.50	7,092.28	74.13	1,506.50	74.89
202-463-756.000 202-463-767.000	OPERATING SUPPLIES	8,500.00 2,500.00	8,500.00 2,500.00	3,741.89 0.00	1,634.60 495.00	0.00	4,758.11 2,500.00	44.02 0.00
202-463-767.000	EQUIPMENT/SMALL TOOLS PROFESSIONAL & CONTRACTUAL	10,000.00	10,000.00	5 , 940.13	7,388.06	6.13	4,059.87	59.40
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

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

Page: 10/22

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 05/31/20	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STRE	ET FUND							
Net - Dept 463 - ROUT	INE MAINTENANCE	(62,425.00)	(62,425.00)	(33,259.68)	(49,840.34)	(2,165.40)	(29,165.32)	
Dept 474 - TRAFFIC SE	RVICES							
202-474-705.000 202-474-706.000 202-474-714.000 202-474-715.000	SALARIES SUPERVISION SALARIES PERMANENT MEDICARE SOCIAL SECURITY TAX	3,700.00 17,000.00 225.00 1,000.00	3,700.00 17,000.00 225.00 1,000.00	1,330.28 14,223.32 203.42 869.76	1,562.72 12,394.80 183.29 783.74	428.58 1,518.71 26.11 111.67	2,369.72 2,776.68 21.58 130.24	35.95 83.67 90.41 86.98
202-474-713.000 202-474-756.000 202-474-767.000 202-474-784.000	OPERATING SUPPLIES EQUIPMENT/SMALL TOOLS OPER SUPP SNOW & ICE	5,000.00 0.00 15,000.00	5,000.00 0.00 15,000.00	3,942.19 0.00 19,301.13	(348.76) 0.00 15,656.48	0.00 0.00 0.00	1,057.81 0.00 (4,301.13)	78.84 0.00 128.67
202-474-818.000 202-474-933.000	PROFESSIONAL & CONTRACTUAL EQUIPMENT & MAINTENANCE	12,500.00	12,500.00	15,514.00	7,361.96 0.00	0.00	(3,014.00)	124.11
Net - Dept 474 - TRAF	FIC SERVICES	(54,425.00)	(54,425.00)	(55,384.10)	(37,594.23)	(2,085.07)	959.10	
Dept 482 - ADMINISTRA		2 750 00	2.750.00	4 174 70	4 326 00	267.00	(404.70)	111 22
202-482-705.000 202-482-714.000 202-482-715.000 202-482-807.000	SALARIES SUPERVISION MEDICARE SOCIAL SECURITY TAX AUDIT	3,750.00 60.00 250.00 1,000.00	3,750.00 60.00 250.00 1,000.00	4,174.79 60.53 258.86 1,000.00	4,326.90 62.73 268.31 1,000.00	367.20 5.32 22.76 0.00	(424.79) (0.53) (8.86) 0.00	111.33 100.88 103.54 100.00
202-482-962.000 202-482-999.130	MISCELLANEOUS TRANSFER TO DEBT SERVICE	0.00	0.00	196.35 0.00	297.80 0.00	0.00	(196.35) 0.00	100.00
Net - Dept 482 - ADMI	NISTRATIVE	(5,060.00)	(5,060.00)	(5,690.53)	(5,955.74)	(395.28)	630.53	
Dept 483 - ENGINEERIN 202-483-818.000 202-483-818.100 202-483-962.000	G PROFESSIONAL & CONTRACTUAL BRIDGE REHABILIATION MISCELLANEOUS	30,000.00	30,000.00 600,000.00 0.00	0.00 497,682.98 0.00	6,752.42 51,700.00 0.00	0.00 0.00 0.00	30,000.00 102,317.02 0.00	0.00 82.95 0.00
Net - Dept 483 - ENGI	NEERING -	(30,000.00)	(630,000.00)	(497,682.98)	(58,452.42)	0.00	(132,317.02)	
Fund 202 - MAJOR STRE	ET FUND:							
TOTAL REVENUES TOTAL EXPENDITURES	_	140,600.00 151,910.00	440,600.00 751,910.00	486,183.00 592,017.29	229,674.26 151,842.73	16,839.93 4,645.75	(45,583.00) 159,892.71	110.35 78.74
NET OF REVENUES & EXP	ENDITURES	(11,310.00)	(311,310.00)	(105,834.29)	77,831.53	12,194.18	(205, 475.71)	34.00
Fund 203 - LOCAL STRE Dept 000	ET FUND							
203-000-546.000 203-000-566.000 203-000-578.000 203-000-665.000 203-000-698.000 203-000-699.400	MOTOR VEHICLE FUND TAX OTHER STATE GRANTS (ACT 207) STATE REVENUE METRO ACT INTEREST EARNED MISCELLANEOUS TRANSFER FROM MAJOR STREET	70,000.00 0.00 0.00 100.00 0.00 0.00	70,000.00 0.00 0.00 100.00 0.00 0.00	92,843.35 0.00 0.00 1,782.90 0.00 0.00	101,169.50 8,813.53 10,036.27 2,681.64 0.00 0.00	8,526.09 0.00 0.00 0.00 0.00 0.00	(22,843.35) 0.00 0.00 (1,682.90) 0.00 0.00	132.63 0.00 0.00 1,782.90 0.00 0.00

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

Page: 11/22

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 05/31/20	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STE	REET FUND							
Net - Dept 000	•	70,100.00	70,100.00	94,626.25	122,700.94	8,526.09	(24,526.25)	
Dept 463 - ROUTINE N	MAINTENANCE							
203-463-705.000	SALARIES SUPERVISION	3,700.00	3,700.00	1,330.36	1,562.74	428.60	2,369.64	35.96
203-463-706.000	SALARIES PERMANENT	5 , 000.00	5,000.00	6 , 095.91	5 , 536.97	650.90	(1,095.91)	121.92
203-463-714.000	MEDICARE	122.00	122.00	97.88	91.30	14.65	24.12	80.23
203-463-715.000	SOCIAL SECURITY TAX	793.00	793.00	418.69	390.28	62.62	374.31	52.80
203-463-751.000	GASOLINE	1,500.00	1,500.00	898.70	1,533.60	14.83	601.30	59.91
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 5,000.00	1,000.00 5,000.00	0.00 19,120.00	495.00 4,320.00	0.00 120.00	1,000.00 (14,120.00)	0.00 382.40
203-463-818.000 203-463-933.000	PROFESSIONAL & CONTRACTUAL 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 - ROI	TINE MAINTENANCE	(31,615.00)	(31,615.00)	(33,609.66)	(33,710.21)	(1,291.60)	1,994.66	
Dept 474 - TRAFFIC S	SEDIT CEC							
203-474-705.000	SALARIES SUPERVISION	3,700.00	3,700.00	1,330.56	1,562.68	428.70	2,369.44	35.96
203-474-706.000	SALARIES PERMANENT	5,200.00	5,200.00	6,095.43	5,536.93	650.82	(895.43)	117.22
203-474-700.000	MEDICARE	200.00	200.00	97.91	91.28	14.66	102.09	48.96
203-474-715.000	SOCIAL SECURITY TAX	750.00	750.00	418.69	390.30	62.64	331.31	55.83
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 - TRA	AFFIC SERVICES	(21,850.00)	(21,850.00)	(28,655.02)	(22,888.92)	(1,156.82)	6,805.02	
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 - ADMINISTE	RATIVE							
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	2,504.97	2,708.03	220.34	(4.97)	100.20
203-482-714.000	MEDICARE	40.00	40.00	36.36	37.69	3.20	3.64	90.90
203-482-715.000	SOCIAL SECURITY TAX	170.00	170.00	155.34	160.96	13.66	14.66	91.38
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	115.32	174.91	0.00	(115.32)	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 - ADN	Net - Dept 482 - ADMINISTRATIVE		(3,710.00)	(3,811.99)	(4,081.59)	(237.20)	101.99	
Dont 493 ENGINEED	INC							
Dept 483 - ENGINEERS 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
	<u>-</u>							

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

Page: 12/22

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 05/31/20	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STR	EET FUND							
Net - Dept 483 - ENG	INEERING	(10,000.00)	(10,000.00)	(5,125.00)	(6,752.42)	0.00	(4,875.00)	
Fund 203 - LOCAL STR	EET FUND:							
TOTAL REVENUES TOTAL EXPENDITURES	_	70,100.00 67,175.00	70,100.00 67,175.00	94,626.25 71,201.67	122,700.94 67,433.14	8,526.09 2,685.62	(24,526.25) (4,026.67)	134.99 105.99
NET OF REVENUES & EX	PENDITURES	2,925.00	2,925.00	23,424.58	55,267.80	5,840.47	(20, 499.58)	800.84
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
208-000-651.100 208-000-652.000	TRANSIENT MARINA FEES BOAT LAUNCHING FEES	45,000.00 50,000.00	25,000.00 50,000.00	22,519.74 42,308.00	50,179.04 45,453.75	256.36 7,842.00	2,480.26 7,692.00	90.08 84.62
208-000-652.100	BOAT LAUNCHING FEES BOAT LAUNCH FEES-COMMERCIAL	30,000.00	30,000.00	17,954.00	22,666.00	4,270.00	12,046.00	59.85
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	1,290.00	509.78	4.00	(1,290.00)	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	200,957.73	249,412.45	187.03	54,042.27	78.81
208-000-655.100	PAVILION RENTAL	500.00	500.00	575.00	650.00	225.00	(75.00)	115.00
208-000-657.000 208-000-665.000	PARKING FINES INTEREST EARNED	0.00 200.00	0.00 200.00	2,128.46 586.36	159.00 945.69	0.00	(2,128.46) (386.36)	100.00 293.18
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	60,000.00	50,000.00	30,000.00	(30,000.00)	200.00
Net - Dept 000	-	427,000.00	414,500.00	357,219.04	439,343.03	42,784.39	57,280.96	
David CO1 DADY								
Dept 691 - PARK 208-691-705.000	SALARIES SUPERVISION	85,796.00	70,983.00	61,311.86	86,050.23	5,136.78	9,671.14	86.38
208-691-706.000	SALARIES PERMANENT	30,297.00	30,297.00	14,546.33	11,480.41	526.47	15,750.67	48.01
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	19,758.10	28,365.35	2,123.45	10,241.90	65.86
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	46,506.40	34,690.22	3,332.00	5,493.60	89.44
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	27,123.89	19,915.04	1,160.00	14,876.11	64.58
208-691-714.000 208-691-715.000	MEDICARE SOCIAL SECURITY TAX	3,336.00 14,266.00	3,336.00 14,266.00	2,594.77 11,094.76	2,453.88 10,492.52	175.17 748.88	741.23 3,171.24	77.78 77.77
208-691-716.000	HEALTH INSURANCE	12,787.00	12,787.00	7,432.88	6,194.92	675.71	5,354.12	58.13
208-691-717.000	LIFE & DISABILITY INSURANCE	3,556.00	3,556.00	1,669.56	1,224.40	139.13	1,886.44	46.95
208-691-718.000	RETIREMENT	9,288.00	3,648.00	3,365.83	3,415.75	281.71	282.17	92.27
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	0.00	5,352.51	40.45
208-691-722.000	DRUG TESTING/MEDICAL EXPENSE	2,500.00	2,500.00	175.00	986.00	105.00	2,325.00	7.00
208-691-723.000	STIPENDS	0.00	0.00	0.00	0.00 642.41	0.00	0.00	0.00
208-691-728.000 208-691-751.000	OFFICE SUPPLIES GASOLINE	800.00 6,000.00	800.00 6,000.00	1,441.71 1,759.86	3,026.25	16.72 65.89	(641.71) 4,240.14	180.21 29.33

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

Page: 13/22

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 05/31/20	AVAILABLE BALANCE	% BDGT USED
Fund 208 - PARK FUND								
208-691-756.000	OPERATING SUPPLIES	8,000.00	8,000.00	7,035.41	9,582.48	378.59	964.59	87.94
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	5,208.35	5,502.78	212.08	791.65	86.81
208-691-768.000	UNIFORMS	2,000.00	2,000.00	3,224.43	2,197.04	2,083.07	(1,224.43)	161.22
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	33,504.23	44,907.00	4,309.00	6,495.77	83.76
208-691-818.200	ENGINEERING	2,000.00	2,000.00	0.00	3,450.00	0.00	2,000.00	0.00
208-691-831.000 208-691-853.000	MEMBERSHIPS & DUES	4,000.00 4,250.00	400.00	0.00	30.00	0.00	400.00	0.00 38.84
208-691-853.000	TELEPHONE SOFTWARE EXPENSE	0.00	4,250.00 0.00	1,650.84 0.00	1,098.45 0.00	181.59 0.00	2,599.16 0.00	0.00
208-691-903.000	PRINTING & PUBLISHING	2,500.00	2,500.00	1,927.28	2,469.45	906.77	572.72	77.09
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	27,639.44	33,740.07	1,683.68	2,360.56	92.13
208-691-931.000	BUILDING REPAIR & MAINTENANCE	8,500.00	8,500.00	26,046.08	11,655.51	652.63	(17,546.08)	306.42
208-691-932.000	GROUNDS REPAIR & MAINT	8,500.00	8,500.00	12,178.55	13,190.07	3,090.42	(3 , 678.55)	143.28
208-691-933.000	EQUIPMENT & MAINTENANCE	6,000.00	6,000.00	1,868.50	5,966.31	317.00	4,131.50	31.14
208-691-933.100	EQUIPMENT MAINTPARKING 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	0.00	1,740.14	83.84
208-691-939.000	VEHICLE REPAIR & MAINTENANCE	4,500.00	4,500.00	2,840.30	542.06	41.41	1,659.70	63.12
208-691-943.000 208-691-956.200	EQUIPMENT RENTAL REFUNDS	3,500.00 225.00	3,500.00 225.00	0.00	0.00 187.00	0.00	3,500.00 225.00	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	7,779.19	3,229.15	0.00	(279.19)	103.72
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	4,097.50	7,725.21	605.93	(97.50)	102.44
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)	(385,686.75)	(407,382.50)	(28,949.08)	(121,377.25)	
	_							
Fund 208 - PARK FUND:								
TOTAL REVENUES TOTAL EXPENDITURES		427,000.00 451,015.00	414,500.00 507,064.00	357,219.04 385,686.75	439,343.03 407,382.50	42,784.39 28,949.08	57,280.96 121,377.25	86.18 76.06
NET OF REVENUES & EXP	ENDITURES	(24,015.00)	(92,564.00)	(28,467.71)	31,960.53	13,835.31	(64,096.29)	30.75
Fund 209 - PARK IMPROV	/EMENT FUND							
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
209-000-404.000	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

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

Page: 14/22

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

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 05/31/20	AVAILABLE BALANCE	% BDGT USED
Fund 209 - PARK IMPR	OVEMENT 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	35,800.00	36,288.00	35,800.00	200.00	99.44
Net - Dept 691 - PAR	K	(36,000.00)	(36,000.00)	(35,800.00)	(36,288.00)	(35,800.00)	(200.00)	
Dept 751 209-751-818.200 209-751-962.000 209-751-974.000	ENGINEERING MISCELLANEOUS CAPITAL IMPROVEMENTS	0.00 0.00 0.00	0.00 0.00 25,000.00	0.00 0.00 15,350.00	4,221.75 0.00 232,736.90	0.00 0.00 0.00	0.00 0.00 9,650.00	0.00 0.00 61.40
Net - Dept 751		0.00	(25,000.00)	(15,350.00)	(236, 958.65)	0.00	(9,650.00)	
Fund 209 - PARK IMPR TOTAL REVENUES TOTAL EXPENDITURES NET OF REVENUES & EX Fund 225 - DREDGE FU Dept 000 225-000-566.000 225-000-589.000 225-000-665.000 225-000-699.100 Net - Dept 000	PENDITURES	103,100.00 36,000.00 67,100.00 0.00 36,000.00 250.00 35,800.00	103,100.00 71,000.00 32,100.00 0.00 36,000.00 250.00 35,800.00	109,508.03 51,150.00 58,358.03 0.00 9,182.00 1,193.78 35,800.00	106,341.91 305,938.54 (199,596.63) 0.00 36,288.00 1,929.85 36,288.00	0.00 35,800.00 (35,800.00) 0.00 0.00 15.61 35,800.00	(6,408.03) 19,850.00 (26,258.03) 0.00 26,818.00 (943.78) 0.00	106.22 72.04 181.80 0.00 25.51 477.51 100.00
Dept 806 - HARBOR DR	FDCINC	72,030.00	72,030.00	40,173.70	74,303.03	33,013.01	23,074.22	
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 - HAR	BOR DREDGING	(200,000.00)	(200,000.00)	(2,073.75)	(4,590.00)	0.00	(197,926.25)	
Fund 225 - DREDGE FU TOTAL REVENUES TOTAL EXPENDITURES	ND:	72,050.00 200,000.00	72,050.00 200,000.00	46,175.78 2,073.75	74,505.85 4,590.00	35,815.61 0.00	25,874.22 197,926.25	64.09 1.04
NET OF REVENUES & EX	PENDITURES	(127,950.00)	(127,950.00)	44,102.03	69,915.85	35,815.61	(172,052.03)	34.47

Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

Page: 15/22

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 05/31/20	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN D	EVELOPMENT AUTHORITY							
Dept 000 248-000-404.000 248-000-405.000 248-000-645.000 248-000-665.000 248-000-675.000 248-000-678.000 248-000-699.100 248-000-818.000 248-000-818.200 248-000-962.000	PROPERTY TAXES PROPERTY TAXES - COUNTY PENALTY & INTEREST INTEREST EARNED DONATIONS REIMBURSEMENTS TRANSFER IN PROFESSIONAL & CONTRACTUAL ENGINEERING MISCELLANEOUS	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	0.00 0.00 0.00 0.88 0.00 0.00 0.00 0.00	0.00 0.00 0.00 2.93 0.00 540.00 0.00 0.00 0.00 741.77	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	0.00 0.00 0.00 (0.88) 0.00 0.00 0.00 0.00	0.00 0.00 0.00 100.00 0.00 0.00 0.00 0.
Net - Dept 000		0.00	0.00	0.88	(198.84)	0.00	(0.88)	
Fund 248 - DOWNTOWN D	DEVELOPMENT AUTHORITY:							
TOTAL REVENUES TOTAL EXPENDITURES		0.00	0.00	0.88	542.93 741.77	0.00	(0.88)	100.00
NET OF REVENUES & EXP	ENDITURES	0.00	0.00	0.88	(198.84)	0.00	(0.88)	100.00
Fund 265 - DRUG LAW E Dept 000 265-000-655.000	NFORCEMENT FUND FORFEITURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
265-000-665.000 265-000-678.000 265-000-699.000 265-000-767.000 265-000-962.000 265-000-979.000	INTEREST EARNED REIMBURSEMENTS TRANSFER IN EQUIPMENT/SMALL TOOLS MISCELLANEOUS EQUIPMENT	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	0.09 0.00 0.00 0.00 0.00 0.00	11.45 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	(0.09) 0.00 0.00 0.00 0.00	100.00 0.00 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 E	INFORCEMENT FUND:						·	
TOTAL REVENUES TOTAL EXPENDITURES NET OF REVENUES & EXP	enditures —	0.00	0.00	0.09	11.45 6,952.05 (6,940.60)	0.00	(0.09) 0.00 (0.09)	100.00
	SUSTICE TRAINING (ACT 302)	2.30			(3, 2 2 2 3 3 0)		(3.33)	
266-000-580.000 266-000-665.000 266-000-699.000 266-000-961.000	STATE REVENUE JUSTICE TRAINING INTEREST EARNED TRANSFER FROM GENERAL CRIMINAL JUSTICE TRAINING	1,600.00 0.00 0.00 0.00	1,300.00 0.00 0.00 0.00	1,290.24 1.49 0.00 451.58	1,283.78 3.45 0.00 2,443.33	0.00 0.00 0.00 0.00	9.76 (1.49) 0.00 (451.58)	99.25 100.00 0.00 100.00

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

Page: 16/22

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 05/31/20	AVAILABLE BALANCE	% BDGT USED
Fund 266 - CRIMINAL J	JUSTICE TRAINING (ACT 302)							
Net - Dept 000	-	1,600.00	1,300.00	840.15	(1,156.10)	0.00	459.85	
Fund 266 - CRIMINAL J	USTICE TRAINING (ACT 302):							
TOTAL REVENUES TOTAL EXPENDITURES	_	1,600.00	1,300.00	1,291.73 451.58	1,287.23 2,443.33	0.00	8.27 (451.58)	99.36 100.00
NET OF REVENUES & EXP	PENDITURES	1,600.00	1,300.00	840.15	(1,156.10)	0.00	459.85	64.63
Fund 351 - DEBT SERVI Dept 000 351-000-665.000 351-000-699.000 351-000-699.100 351-000-699.200 351-000-699.312	INTEREST EARNED TRANSFER FROM GENERAL TRANSFER IN FROM WATER TRANSFER IN FROM SEWER TRANSFER FROM LRSB FOR 2010 SE	100.00 128,313.00 85,338.00 127,699.00 51,063.00	100.00 128,313.00 85,338.00 127,699.00 51,063.00	745.72 128,313.00 85,338.00 127,699.00 51,063.00	804.12 128,163.00 85,238.00 127,549.00 53,176.00	0.13 0.00 0.00 0.00 0.00	(645.72) 0.00 0.00 0.00 0.00	745.72 100.00 100.00 100.00 100.00
Net - Dept 000	-	392,513.00	392,513.00	393,158.72	394,930.12	0.13	(645.72)	
Dept 906 - DEBT SERVI 351-906-991.100 351-906-992.100 351-906-993.700 351-906-993.800 351-906-998.000 Net - Dept 906 - DEBT	2017 CAP IMPROV BOND PRINCIPLE 2017 CAP IMPROV BOND INTEREST 2010 SEAWALL - PRINCIPAL 2010 SEAWALL - INTEREST FEES	235,000.00 106,350.00 50,000.00 1,063.00 750.00	235,000.00 106,350.00 50,000.00 1,063.00 750.00	235,000.00 106,350.00 50,000.00 1,087.50 0.00	230,000.00 110,950.00 50,000.00 3,250.00 750.00	0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 (24.50) 750.00	100.00 100.00 100.00 102.30 0.00
Fund 351 - DEBT SERVI	CCE:							
TOTAL REVENUES TOTAL EXPENDITURES	_	392,513.00 393,163.00	392,513.00 393,163.00	393,158.72 392,437.50	394,930.12 394,950.00	0.13	(645.72) 725.50	100.16 99.82
NET OF REVENUES & EXP	PENDITURES	(650.00)	(650.00)	721.22	(19.88)	0.13	(1,371.22)	110.96
Fund 402 - EQUIPMENT Dept 000 402-000-566.000 402-000-665.000 402-000-695.000 402-000-695.200 402-000-695.300 402-000-695.400 402-000-697.300 402-000-698.100	PURCHASE FUND GRANT INTEREST EARNED REIMBURSEMENTS TRANSFER FROM GENERAL TRANSFER FROM WATER TRANSFER FROM LRSB TRANSFER IN GRANTS POLICE PROCEEDS LOAN PROCEEDS	0.00 0.00 20,000.00 20,000.00 0.00 40,000.00 0.00 0.00	0.00 0.00 20,000.00 20,000.00 0.00 40,000.00 0.00 0.00	0.00 263.86 30,518.00 29,000.00 0.00 40,000.00 0.00 10,750.00	0.00 293.44 34,483.00 20,000.00 26,700.00 40,000.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	0.00 (263.86) (10,518.00) (9,000.00) 0.00 0.00 0.00 (10,750.00) 0.00	0.00 100.00 152.59 145.00 0.00 100.00 0.00

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

Page: 17/22

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 05/31/20	AVAILABLE BALANCE	% BDGT USED
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 FUNC 402-872-942.000	TIONS EQUIPMENT	5,000.00	5,000.00	0.00	12,356.16	0.00	5,000.00	0.00
402-072-942.000	FÖOTEMENT	3,000.00	3,000.00	0.00	12,330.10	0.00	3,000.00	0.00
Net - Dept 872 - OTHE	R FUNCTIONS	(5,000.00)	(5,000.00)	0.00	(12,356.16)	0.00	(5,000.00)	
Dept 902 - CAPITAL 402-902-974.000 402-902-981.000 402-902-981.100 402-902-981.200 402-902-981.300 402-902-981.400 402-902-981.500 402-902-998.000 402-902-999.910	CAPITAL IMPROVEMENTS POLICE VEHICLES&EQUIPMENT FIRE VEHICLES & EQUIPMENT STREET VEHICLES & EQUIPMENT PARK VEHICLES & EQUIPMENT WATER VEHICLES & EQUIPMENT CITY HALL OFFICE EQUIPMENT FEES UNDESIGNATED	0.00 20,466.00 0.00 37,278.00 5,720.00 0.00 5,000.00 0.00	0.00 32,437.40 0.00 37,278.00 5,720.00 0.00 5,000.00 0.00	0.00 32,437.40 0.00 34,593.39 4,408.83 0.00 1,035.18 0.00 0.00	0.00 20,465.67 0.00 36,857.40 5,719.56 0.00 8,784.89 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	0.00 0.00 0.00 2,684.61 1,311.17 0.00 3,964.82 0.00 0.00	0.00 100.00 0.00 92.80 77.08 0.00 20.70 0.00
Net - Dept 902 - CAPI	TAL	(68,464.00)	(80,435.40)	(72,474.80)	(71,827.52)	0.00	(7,960.60)	
Fund 402 - EQUIPMENT TOTAL REVENUES TOTAL EXPENDITURES NET OF REVENUES & EXP		80,000.00 73,464.00 6,536.00	80,000.00 85,435.40 (5,435.40)	110,531.86 72,474.80 38,057.06	121,476.44 84,183.68 37,292.76	0.00 0.00 0.00	(30,531.86) 12,960.60 (43,492.46)	138.16 84.83 700.17
Fund 403 - CAPITAL IM	PROV CONSTRUCTION							
Dept 000 403-000-665.000 403-000-678.000 403-000-695.100 403-000-698.400	INTEREST EARNED REIMBURSEMENTS TRANSFER BOND PROCEEDS	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	2,045.31 0.00 0.00 0.00	6,479.30 4,186.62 0.00 0.00	6.97 0.00 0.00 0.00	(2,045.31) 0.00 0.00 0.00	100.00 0.00 0.00 0.00
Net - Dept 000		0.00	0.00	2,045.31	10,665.92	6.97	(2,045.31)	
Dept 903 403-903-976.000 403-903-976.100 403-903-976.200 403-903-976.300 403-903-998.000	N. WHITTAKER REDEVELOPMENT STROMER & SHORE PROJECT STREET PAVING PROGRAM CLAY STREET RECONSTRUCTION FEES	0.00 0.00 0.00 0.00 0.00	0.00 0.00 646,663.00 0.00 0.00	0.00 0.00 549,033.82 0.00 450.00	186,315.76 40,667.00 106,326.26 589,294.74 950.00	0.00 0.00 0.00 0.00 0.00	0.00 0.00 97,629.18 0.00 (450.00)	0.00 0.00 84.90 0.00 100.00
Net - Dept 903		0.00	(646,663.00)	(549, 483.82)	(923,553.76)	0.00	(97,179.18)	

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

Page: 18/22

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

		2019-20 ORIGINAL	2019-20	YTD BALANCE	END BALANCE	ACTIVITY FOR MONTH	AVAILABLE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	05/31/2020	06/30/2019	05/31/20	BALANCE	USED
Fund 403 - CAPITAL IM	PROV CONSTRUCTION							
Fund 403 - CAPITAL IM	PROV CONSTRUCTION:							
TOTAL REVENUES		0.00	0.00	2,045.31	10,665.92	6.97	(2,045.31)	100.00
TOTAL EXPENDITURES		0.00	646,663.00	549,483.82	923,553.76	0.00	97,179.18	84.97
NET OF REVENUES & EXP	ENDITURES	0.00	(646,663.00)	(547,438.51)	(912,887.84)	6.97	(99,224.49)	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	381,308.88 506,792.45	429,619.68 552,645.58	17,606.34 37,781.17	4,691.12 23,207.55	98.78 95.62
590-000-650.100 590-000-662.000	READY TO SERVE PENALTIES	530,000.00 8,500.00	530,000.00 8,500.00	9,660.70	10,070.45	845.74	(1,160.70)	113.66
590-000-665.000	INTEREST EARNED	1,500.00	1,500.00	3,634.51	5,220.46	0.00	(2,134.51)	242.30
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)	0.00	(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	938,597.27	1,242,890.61	56,233.25	40,702.73	
Dept 537 - SEWER								
590-537-705.000	SALARIES SUPERVISION	28,840.00	28,840.00	15,776.94	20,759.54	1,676.87	13,063.06	54.71
590-537-706.000	SALARIES PERMANENT	27,500.00	27,500.00	28,388.26	26,413.83	2,741.00	(888.26)	103.23
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	610.36	622.34	61.23	139.64	81.38
590-537-715.000	SOCIAL SECURITY TAX	3,000.00	3,000.00	2,609.62	2,661.12	261.73	390.38	86.99
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 GALIEN RIVER SANITARY DISTRICT	10,000.00 850,000.00	10,000.00 850,000.00	49,847.44 704,610.40	750.00 708,194.29	3,000.00 64,064.40	(39,847.44) 145,389.60	498.47 82.90
590-537-836.000 590-537-836.100	GRSD MAINTENANCE	35,000.00	35,000.00	15,891.25	2,530.36	889.27	19,108.75	45.40
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	11,824.54	6,302.29	685.29	(5,324.54)	181.92
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)	
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	318.18	481.54	0.00	(318.18)	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

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

Page: 19/22

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 05/31/20	AVAILABLE BALANCE	% BDGT USED
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)	(1,001,849.74)	(1,028,425.10)	(73,379.79)	(150,662.26)	
Fund 590 - SEWER FUND:								
TOTAL REVENUES TOTAL EXPENDITURES		979,300.00 1,152,512.00	979,300.00 1,152,512.00	938,597.27 1,001,849.74	1,242,890.61 1,028,425.10	56,233.25 73,379.79	40,702.73 150,662.26	95.84 86.93
NET OF REVENUES & EXPE	ENDITURES	(173,212.00)	(173,212.00)	(63,252.47)	214,465.51	(17,146.54)	(109,959.53)	36.52
Fund 591 - WATER FUND Dept 000		, , ,	. , , .		,	, , , ,	, , ,	
591-000-626.000 591-000-641.000	SERVICES RENDERED TAP IN FEES	4,000.00 22,000.00	4,000.00 22,000.00	125.00 13,422.07	2,919.00 11,433.06	0.00	3,875.00 8,577.93	3.13 61.01
591-000-641.100 591-000-641.200	TAP BUY INS WATER TAP SUPPLY REIM	10,000.00	10,000.00	7,966.00 6,122.55	5,946.00 4,386.75	0.00	2,034.00 (6,122.55)	79.66 100.00
591-000-641.200	USAGE - CASINO	340,000.00	340,000.00	321,505.15	316,565.20	29,865.00	18,494.85	94.56
591-000-649.000	USAGE-TWP	10,000.00	10,000.00	9,667.30	9,421.74	1,258.27	332.70	96.67
591-000-650.000 591-000-650.100	USAGE READY TO SERVE	325,000.00 385,000.00	325,000.00 385,000.00	269,706.05 376,709.93	301,294.11 419,173.50	11,715.72 26,211.63	55,293.95 8,290.07	82.99 97.85
591-000-650.200	RTS - CASINO	23,000.00	23,000.00	23,386.08	23,386.08	1,948.84	(386.08)	101.68
591-000-651.000	ON/OFF FEES	750.00	750.00	2,795.00	3,779.63	150.00	(2,045.00)	372.67
591-000-662.000 591-000-665.000	PENALTIES INTEREST EARNED	6,500.00 5,000.00	6,500.00 5,000.00	6,380.59 17,017.89	6,481.84 29,989.48	575.84 0.00	119.41 (12,017.89)	98.16 340.36
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	670.00	(880.19)	25.00	(670.00)	100.00
Net - Dept 000		1,146,450.00	1,146,450.00	1,070,554.11	1,148,916.70	71,750.30	75,895.89	
Dept 536 - WATER								
591-536-705.000	SALARIES SUPERVISION	114,769.00	114,769.00	105,382.12	121,117.40	8,771.50	9,386.88	91.82
591-536-706.000 591-536-706.100	SALARIES PERMANENT SALARIES-OVERTIME	172,285.00 22,000.00	172,285.00 22,000.00	164,743.91 14,256.94	164,546.22 16,477.58	13,299.06	7,541.09 7,743.06	95.62 64.80
591-536-714.000	MEDICARE	4,481.00	4,481.00	3,956.77	4,034.19	296.50	524.23	88.30
591-536-715.000	SOCIAL SECURITY TAX	19,161.00	19,161.00	16,918.81	17,249.59	1,267.75	2,242.19	88.30
591-536-716.000 591-536-717.000	HEALTH INSURANCE LIFE & DISABILITY INSURANCE	75,000.00 7,055.00	75,000.00 7,055.00	71,333.95 7,814.52	63,187.61 5,891.50	6,366.62 651.21	3,666.05 (759.52)	95.11 110.77
591-536-718.000	RETIREMENT	21,550.00	21,550.00	18,138.03	3,995.71	1,513.33	3,411.97	84.17
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
591-536-721.000 591-536-723.000	UNEMPLOYMENT COMPENSATION STIPENDS	1,925.00 4,900.00	1,925.00 4,900.00	750.74 4,900.00	1,510.47 4,900.00	0.00	1,174.26 0.00	39.00 100.00
591-536-728.000	OFFICE SUPPLIES	1,450.00	1,450.00	735.48	369.32	0.00	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
591-536-743.000 591-536-751.000	CASOLINE	0.00	0.00 6,300.00	0.00	2,227.70	0.00	0.00	0.00
591-536-751.000 591-536-753.000	GASOLINE PROCESS CHEMICALS	6,300.00 23,500.00	23,500.00	3,641.29 9,827.67	4,828.83 15,553.52	400.88	2,658.71 13,672.33	57.80 41.82
591-536-756.000	OPERATING SUPPLIES	22,000.00	22,000.00	22,796.54	15,653.42	0.00	(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

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

Page: 20/22

		2019-20 ORIGINAL	2019-20	YTD BALANCE	END BALANCE	ACTIVITY FOR MONTH	AVAILABLE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	05/31/2020	06/30/2019	05/31/20	BALANCE	USED
Fund 591 - WATER FUN	ND							_
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	4,128.88	7,008.49	231.50	3,371.12	55.05
591-536-756.400	LAB SUPPLIES	21,000.00	21,000.00	11,430.35	15,523.55	1,592.70	9,569.65	54.43
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	9,127.35	29,923.60	129.00	18,372.65	33.19
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	8,787.48	10,621.45	847.14	1,212.52	87.87
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	45,688.33	49,504.59	5,964.88	2,311.67	95.18
591-536-930.000	PLANT REPAIR & MAINTENANCE	4,000.00	4,000.00	411.53	29,113.37	3.91	3,588.47	10.29
591-536-931.000	BUILDING REPAIR & MAINTENANCE	5,000.00	5,000.00	16,258.28	256,702.91	76.68	(11,258.28)	325.17
591-536-933.000	EQUIPMENT & MAINTENANCE	30,000.00	30,000.00	29,077.68	12,339.37	138.50	922.32	96.93
591-536-934.000	OTHER REPAIRS & MAINT	10,000.00	10,000.00	124,700.00	1,823.36	0.00	(114,700.00)	
591-536-939.000	VEHICLE REPAIR & MAINTENANCE	6,500.00	6,500.00	1,173.06	2,549.92	150.00	5,326.94	18.05
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	1,727.91	2,820.51	0.00	1,272.09	57.60
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	38,987.29	0.00	290.44	11,012.71	77.97
591-536-987.100	WATER MAIN REPLACEMENTMECHAN		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
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
111 000 330.100		33,330.00	33,330.00	23,330.00	55,255.00	0.00	0.00	200.00
Net - Dept 536 - WAT	TER	(1.135.731 00)	(1,606,047.00)	(1.445.983.02)	(1.315.904.26)	(41,991.60)	(160,063.98)	
nee bept 550 WAI	LDL.	(1,100,101.00)	(1,000,017.00)	(1,113,303.02)	(1,313,304.20)	(41,001.00)	(±00,000.00)	

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

Page: 21/22

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 05/31/20	AVAILABLE BALANCE	% BDGT USED
Fund 591 - WATER FUND								
TOTAL REVENUES TOTAL EXPENDITURES		1,146,450.00 1,135,731.00	1,146,450.00 1,606,047.00	1,070,554.11 1,445,983.02	1,148,916.70 1,315,904.26	71,750.30 41,991.60	75,895.89 160,063.98	93.38 90.03
NET OF REVENUES & EXP	ENDITURES	10,719.00	(459,597.00)	(375,428.91)	(166,987.56)	29,758.70	(84,168.09)	81.69
Fund 599 - WATER MAIN Dept 000	T RESERVE FUND							
599-000-589.100 599-000-641.100 599-000-665.000 599-000-678.100 599-000-695.200 599-000-698.000	CONTRIBUTIONS-CASINO TAP BUY INS INTEREST EARNED REIMB-COUNTY TRANSFER FROM WATER MISCELLANEOUS	0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00	0.00 0.00 11,024.92 0.00 0.00	0.00 0.00 16,735.33 0.00 0.00	0.00 0.00 0.00 0.00 0.00	0.00 0.00 (11,024.92) 0.00 0.00 0.00	0.00 0.00 100.00 0.00 0.00
033 000 030.000		0.00	0.00	0.00	0.00	3.00	0.00	0.00
Net - Dept 000	-	0.00	0.00	11,024.92	16,735.33	0.00	(11,024.92)	
Dept 539 - WATER RESE 599-539-962.000 599-539-970.000 599-539-987.100 599-539-989.000 599-539-991.000	MISCELLANEOUS CAPITAL IMPROVEMENTS WATER MAIN REPLACEMENTMECHAN PLANT EXPANSION DEPRECIATION EXPENSE	0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00	1,176.64 0.00 0.00 0.00 0.00	1,645.86 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00	(1,176.64) 0.00 0.00 0.00 0.00	100.00 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 - WATE	R RESERVE	0.00	0.00	(1,176.64)	(1,645.86)	0.00	1,176.64	
Fund 599 - WATER MAIN	T RESERVE FUND:							
TOTAL REVENUES TOTAL EXPENDITURES		0.00	0.00	11,024.92 1,176.64	16,735.33 1,645.86	0.00	(11,024.92) (1,176.64)	100.00
NET OF REVENUES & EXP	- ENDITURES	0.00	0.00	9,848.28	15,089.47	0.00	(9,848.28)	100.00
Fund 703 - CURRENT TA	X FUND							
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 TA	X FUND:							
TOTAL REVENUES TOTAL EXPENDITURES		1,500.00	1,500.00 0.00	0.00	0.00	0.00	1,500.00	0.00
NET OF REVENUES & EXP	ENDITURES	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00

DB: New Buffalo

User: KATE

REVENUE AND EXPENDITURE REPORT FOR CITY OF NEW BUFFALO

PERIOD ENDING 05/31/2020

% Fiscal Year Completed: 91.80

Page: 22/22

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020	END BALANCE 06/30/2019	ACTIVITY FOR MONTH 05/31/20	AVAILABLE BALANCE	% BDGT USED
Fund 704 - TRUST & AC	GENCY							_
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 - ESCF	ROW	0.00	0.00	0.00	0.00	0.00	0.00	
Fund 704 - TRUST & AC	GENCY:							
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 & EXE	PENDITURES	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	7,227,598.10	7,944,064.20	292,521.96	84,089.77	98.85
TOTAL EXPENDITURES -		6,786,955.00	9,073,599.40	7,627,165.10	7,698,263.75	377,935.42	1,446,434.30	84.06
NET OF REVENUES & EXE	PENDITURES	(22,963.00)	(1,761,911.53)	(399,567.00)	245,800.45	(85,413.46)	(1,362,344.53)	22.68



Board Minutes May 12, 2020

1. Call to Order-Roll Call

Vice President Sandra Sporleder called the meeting to order at 4:30 pm on Zoom.

Present: Sandy Sporleder, Nancy Mrozek, Kathie Butler, Mary Donnelly, Paul Ciccarelli, Mary

McPherson, Becky Borglin, Donna Salerno and Janie Campbell.

Absent: None

2. Approval of the Agenda

Motion made by Janie Campbell and seconded by Donna Salerno to approve the May agenda. All ayes, motion carried.

3. Approval of the April Minutes

Motion made by Becky Borglin and seconded by Janie Campbell to approve the April minutes. All ayes, motion carried.

4. Treasurer's Report

Kathie Butler reported the balances for the end of April. We ended the month with \$283,577.31 the general fund and \$838,145.67 in the capital fund. Both CD's at Chemical Bank will be renewed for 6 months. We are continuing to look for ways to save money as penal fines and LRSB funds will be much lower this year.

Donna Salerno made a motion to accept the March treasurer's report, Mary McPherson seconded. All ayes, motion passed.

5. Privilege of the Audience: none

6. Business

Library update:

Julie told the board that the teen area in the lower level flooded again, with the heavy rains. The water came in about 10 feet. The carpet was removed, and we won't replace the carpet this time, but look for a better solution, and hopefully find the cause of the flooding. Julie is concerned that the flooding happens when there is a buildup of water at the corner of Merchant and Thompson Streets. Julie will continue to investigate this problem.

Julie approached the FOL for the funds to expand the custom DVD display unit. The price was \$2035 for the custom piece from Center of the World Woodworking. Two other quotes were submitted, but the other woodworkers did not want the job because of the intricate work. The FOL denied the request. The Library Board "asked" Julie to approach the FOL again to reconsider funding this project.

33 N. Thompson St New Buffalo, MI 49117 269-469-2933



Julie has started planning the re-opening of the library. She is looking for and gathering supplies needed for sanitizing surfaces and keeping employees safe. She is attending Zoom meetings several times a week and keeping up with the Governor's executive orders. Sandy called for a re-opening committee which will include Becky, Donna, Sandy and Julie. They will get a plan in place.

Julie requested that technology projects continue while the library is closed, and the board agreed.

Chikaming: Sandy, Kathie and Julie met with the Bridgman and Three Oaks Library Directors and Board members via Zoom to discuss the Chikaming contract. After a positive discussion, all parties agreed more time was needed before everyone felt comfortable renewing the contract. All agreed to ask Chikaming for a one-year extension on the contract. The contract is set to expire on June 15th, 2020. Kathie asked Dennis Kreps, the Bridgman library director, to write a letter to David Bunte, Chikaming Supervisor, to request an extension.

8. Board Comments:

Adjournment: Mary McPherson made a motion to adjourn, Becky Borglin supported. All ayes; motion passed. The meeting ended at 5:05 pm.

Respectfully submitted, Nancy Mrozek, Secretary



MANAGER'S REPORT

June 15, 2020

Public Comment: Ira Hochberg Boat Slip

SUMMARY: The owner of a South Cove boat slip is alleging the City's storm drain is allowing debris to collect in his slip making it unusable. There have been many conversations between the owner and City and after thorough investigation I refused to dredge the subject slip. The owner has requested to address the Council.

A crude drawing is provided to describe the scene. Essentially, a storm drain vault collects water from Oselka drive and discharges at the bottom of the owner's slip. The vault which is designed to collect debris has been investigated by the Streets Department and Abonmarche and found to be in working order. The area between the discharge point and the cone is clear of debris.

The letter from 2013 indicates this is a long standing issue blaming the City drain. There truly is a tall cone of debris in the subject slip but we are confident the cone is not caused by the City's storm sewer and the City should not be responsible for maintaining the slip as requested.

COST: None

BUDGETED:

Yes

No

NA

RECOMMENDATION: Deny City responsibility for the cone of debris and dredging the slip.

Respectfully submitted,

David Richards, City Manager

< OSelka Dure MANHale/Vault 8 X 5' X 4' (Approx) OSelka Drive Street= Drain Drawn OUT let 6 doep Hortsong Slip Adjusent Slip

Ira Hochberg 6603 N. Minnehaha Ave. Lincolnwood, IL 60712 Cell: (312) 719-3244

April 22, 2020

City Council City Hall 224 West Buffalo New Buffalo, MI 49117

To whom it may concern,

I own a boat slip in South Cove # H1D, 1 Harbor Aisle Drive in New Buffalo.

I have had a problem over the last 2-3 years with the city storm drain discharging into my 50' x20' boat slip. I have not been able to use or rent out my slip, which is the primary reason I invested in one of the few large slips available.

I bought the slip from Mr. David Navon, who bought the slip from Mr. Jim Oselka. The previous owners both had a sand discharge and accumulation problem over the last decade or so.

I have brought it to the attention of the City Manager, Mr. David Richards. He claims that the sand is not coming from the city's "well-maintained storm drain." He also said he has measured the slip to a depth of 6 feet. The water level is currently very high. I don't know the exact spot Mr. Richards measured the depth, because in the center, which is a critical area of the boat slip where the boat's keel and motor are, the water is up to my knees. (see attached pictures taken in October 2019). The city's storm drain discharges and creates a sand bar, resulting in the slip no longer having the required 6' depth necessary for use as a boat slip.

If the water goes down, compliments of the city of New Buffalo, I'm going to have a private beach.

This slip has been dredged by previous owners and has incurred unnecessary maintenance costs over the years. The property taxes and assessment costs are high for an unuseable slip. The Village Tax Assessor said the slip cannot be tax-reduced. This is why it is a City of New Buffalo council matter.

Please consider reducing my taxes to \$0 until the city cleans out the runoff sand that has regularly accumulated in my boat slip, or possibly buy back or eminent domain my slip to avoid future problems caused by the city's drainage system and lack of prevention and maintenance. The boat slip requires consistent maintenance that needs to be provided by the City of New Buffalo. I have taken pictures of the sand-filled boat slip if the council wants visual proof. I look forward to your response and hope that we can come to an agreement.

If you need to contact me you can call me at 312/719-3244.

Sincerely,

Ira Hochberg

Ira bocklerg

January 22, 2013

Mr. Rusty Geisler City Manager City of New Buffalo 224 West Buffalo Street New Buffalo, MI 49117

Dear Mr. Geisler:

South Cove Association would like to request an inspection of a storm drain which empties into an individual owners slip at 1 Harber Isle Drive. This drain has a constant run off regardless of weather conditions. The silt, sand, and debis has filled the slip to a point where it is not longer viable to moor a vessel. Please let me know a convenient time for an inspection of the situation.

In addition, the last slip along Oselka Drive at the corner of the Harbor Grande Hotel has a 10" drainage pipe emptying into the slip. Your assistance in the determination of ownership and purpose of this drain is requested.

I look forward to working towards a resolution of these issues with yourself and your staff.

Sincerely,

Doreen M. Kral Property Manager

cc: Ryan Fellows, Assistant to City Manager Robin Abshire, RF Superintendent Ken Anderson, Water Department John Sayne, Street Superintendent copy for city courcil

Mr. and Mrs. David Navon

RE: 1 Harbor Isle Drive

Dear Mr. and Mrs. Navon:

Please be advised that the Board of Directors is currently seeking solutions to the issues with your slip. We have contacted the City regarding the conditions caused by the storm drain which empties into the slip; they have agreed to look into the issue and will schedule an inspection as the weather permits. We are exploring the dredging of the main channels of South Cove within the guidelines set for the integrity of the sea walls.

Attached you will find the section of Association By-Laws which speak to the responsibility for dredging. The main channels are the responsibility of the Association and the individual slips that of the owner. South Cove will do everything within its power to assist in this endeavor. It is our understanding that the maintenance dredging permit, which is in place, is available for this purpose.

Following consultation with dredging personnel, it has been determined that no dredging may occur within 10' of any seawall. There will be a drop-off at this point which will be feathered by the dredging and the silt will settle or slope itself within a 3-6 month period. With water levels at an all time low level, the depth available to dredge, without putting the sea walls at risk, will have to be determined at the time of dredge and within the perimeters of the permit.

The management and Board of South Cove look forward to your enjoyment of your slip. As information becomes available the channel dredging and conditions surrounding the process, you will be notified to have the opportunity to complete your slip dredging at the same time or you may contact a dredging company directly.

Sincerely,

South Cove Board





MANAGER'S REPORT

June 15, 2020

AGENDA ITEM: The Branch and Leaf Policy 20-01

SUMMARY: The Branch and Leaf policy approved by the City Council previously had conflicts in the schedule and needed clarification provided by City staff. The corrected version is presented here with essentially the same schedule but worded to be better understood by the public.

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 20-01

Respectfully submitted,

David Richards, City Manager



Branch and Leaf Pick Up Policy 20-01

Branch Pickup

Branch pick up service is for storm damage and minor yard cleanup.

- · First Monday of each month, April through October
- After storms
- Branches must be shorter than 10 feet long
- Branches must be smaller than 6 inches in diameter
- Piles must be less than 3 feet high and 4 feet wide
- Owners and contractors are responsible for disposal of stumps and trees

Leaf Pickup

- SPRING CLEANUP April and May pick up is on the second Monday of the month
- FALL CLEANUP October through November <u>DAILY</u> pick up starting the second week of October
- Do not put leaves in the street
- Contractors are responsible for the leaves they pick up for their customers

Dated: June 2, 2020				
Ayes				
Nays				
Absent				
Abstain				
Policy Adopted	-			
	Ann Maria	Eidler City Cle	rle	

		2020 20111101		ments: June 202	20	
			Revenues:			
GL#	Fund	Account	Original Budget	Amended Budget	Net	Explanation
101-000-445	General	Penalty and Interest	\$5,000	\$8,433	\$3,433	Tax penalty and interest received
101-000-607	General	Short term rental fees	\$10,000	\$45,450		fees received; paid to SafeBuilt under expenses
101-000-629.1	General	Penalty: Waste	\$2,500	\$3,180	\$680	Penalties received higher than budgeted
101-000665	General	Interest Earned	\$6,000	\$9,966		Increase in interest earned on bank accounts
			Ge	neral Fund Total:	\$43,529	
			Expenditure.		¥ 10/525	
GL#	Fund	Account	Original Dudges	Amount of Doctor		
101-172-714	General	Executive: Medicare		Amended Budget		Explanation
101-253-706	General	Salaries Permanent	\$605	\$900		Higher than amount budgeted
101-257-730	General	Assessor: Postage	\$28,856	\$33,000		Staffing changes
101-257-756	General	Assessor: Operating Supplies	\$2,000	\$2,500		Increase in postage for tax notices
101-276-969	General	Cemetery: Contributions	\$0	\$1,500		Replaced aging desktop computer
101-298-716	General	Gen Gov't: Health Insurance	\$24,000	\$29,500		Monthly cemetery contribution increase
101-298-717	General		\$11,433	\$27,290	\$15,857	Change in employee benefit elections
		Gen Gov't: Life & Disability Ins.	\$1,146	\$2,200	\$1,054	Change in employee benefit elections
101-298-818	General	Gen Gov't: Professional & Contractual	\$5,000	\$8,000	\$3,000	Increase in services
101-298-854	General	Gen Gov't: Tech Support/Maintenance	\$25,000	\$55,000	\$30,000	New server
101-298-854.1	General	Gen Gov't: Website	\$2,000	\$8,300	\$6,300	ProudCity website upgrades
101-298-931	General	Gen Gov't: Building Repair & Maintenance	\$15,000	\$30,000		increased building repairs and security upgrades
101-305-705	General	Police: Salaries Supervision	\$74,000	\$78,525		Increase not entered in budget
101-305-706	General	Police: Salaries Permanent	\$345,502			Contractual step increases
101-305-720	General	Police: Worker's Comp Ins.	\$9,800	\$14,837		staffing/worker's comp policy increases
101-305-768	General	Police: Uniforms	\$12,000	\$14,000	\$2,000	Increase in uniform costs
101305-931	General	Police: Building Repair & Maint.	\$9,000	\$15,000		Remodel and security upgrade
101-371-819.4	General	Inspection Services: Rental Inspections	\$0	\$40,000	\$40,000	Rental inspection services; cost covered by rental inspection fees revenue
101-442-931	General	Streets: Building Repair & Maint.	\$20,000	\$25,000		Increase in repairs and maintenance needed
101-442-935.1	General	Streets: Storm Sewer Repairs	\$6,000	\$30,000	\$24,000	Storm sewer repairs needed
101-722-903	General	Zoning Board of Appeals	\$200	\$700		Increase in publishing
101-872-963	General	Other Functions: Bank Fees	\$3,500	\$7,500		Addition of fraud protection program for all accounts,
	The state of			eneral Fund Total:	\$82,855	
202 462 040						
203-463-818 203-483-818	Local Street Fund Local Street Fund	Professional & Contractual	\$5,000	\$75,000	\$70,000	sidewalks on mechanic street; tree removals; crack
		Engineering: Prof & Contractual	\$10,000	\$25,000	\$15,000	Marquette Drive repairs
225-000-589	Dredge Fund	Contributions (revenue)	\$36,000	\$9,182	-\$26,818	Association contributions outstanding
225-806-818	Dredge Fund	Professional & Contractual	\$200,000	\$3,000	-\$197,000	Dredging not needed in 2019-20 fiscal year
403-903-976.2		Street Paving Program	\$646,663	\$675,663		Increase in bond funds used for street paving
590-537-818.2	Sewer Fund	Engineering	\$10,000	\$75,000		Analysis of GRSD billing and meter problems; portion
590-537-935		Sewer Repair & Maintenance	\$10,000	\$20,000	\$10.000	Increase in sewer system repairs
590-537-937	Sewer Fund	Sewer Connections/Maintenance	\$1,000	\$30,000		Increase in sewer system connections & repairs



CITY OF NEW BUFFALO RESOLUTION 20.14

Authorizing Final Budget Adjustments

WHEREAS, the 2019-20 Final Budget Amendments are hereby presented to City Council; and

WHEREAS, in order to ensure all budgeted fund and activities for the 2019-20 budgets are within budget parameters; and

WHEREAS, the City of New Buffalo Treasurer is authorized to make the necessary adjustments to complete this action; and

BE IT RESOLVED, the following attached budget recommendations are authorized for adjustment and shall reflect in the 2019-20 adopted budgets;

DATED: June 15, 2020

YEAS:		
NAYS:		
ABSENT:		
ABSTAIN:		
RESOLUTION DECLARED:		
	Ann M. Fidler, City Clerk	

CERTIFICATION

I, Ann M. Fidler, duly appointed City Clerk of the City of New Buffalo, do hereby certify that the above is a true and correct copy of a resolution adopted by the City Council of the City of New Buffalo, Michigan, on this 15th day of June, 2020.

Ann M. Fidler, City Clerk

CITY COUNCIL CITY OF NEW BUFFALO

Berrien County, Michigan

Council member	, supported by Council member,	moved	the
adoption of the follo	wing resolution:		

RESOLUTION 2020- 16

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

WHEREAS, on May 18, 2020, the City Council adopted a resolution imposing an 8-month moratorium on the acceptance of new short-term rental registrations in certain areas of the City, in order to allow further study and development of possible ordinance amendments; and

WHEREAS, since that time, the City has received inquiries from several property owners who had made substantial investments in prospective rental properties prior to the date of the resolution; and

WHEREAS, in order to protect the investment-backed expectations of these owners and others similarly situated, the City Council wishes to modify and clarify the scope of the moratorium based on the information received.

NOW, THEREFORE, the City Council resolves as follows:

- A. The moratorium imposed on May 18, 2020, is hereby modified to allow City staff to accept and process short-term rental registrations for applications received on or before July 15, 2020, in any of the following circumstances:
 - 1. The property was previously registered as a short-term rental pursuant to Chapter 11 of the City Code, and was then conveyed to a new owner either before or after the date of this resolution.
 - 2. The City Manager, with the assistance of the City Attorney, determines based on evidence presented that the applicant:
 - a. Took title to the property between March 1, 2020 and May 18, 2020, with the intent to use the property as a short-term rental;
 - b. Recently completed construction or renovations on the property with the intent to use it as a short-term rental, and was issued a certificate of occupancy after March 1, 2020;
 - c. Entered into a contract, on or before May 18, 2020, to purchase the property with the intent to use it for short-term rentals, but had not yet closed it as of that date; or
 - d. As of May 18, 2020, had a valid building permit for the construction of a new dwelling or renovation of an existing dwelling, where the construction or renovations were intended to render the property suitable for short-term rentals.
- B. To establish a prior intent to use a property for short-term rentals, an applicant may submit evidence such as: (1) receipts or invoices for expenditures designed to make the property suitable for short-term rentals (structural repairs, appliance repairs or replacements, etc.); (2) evidence of other short-term rentals owned or operated by the applicant; (3) emails or other correspondence sent prior to the City Council meeting held May 18, 2020, indicating an intent use the property for short-term rental; or (4) other similar evidence.
- C. 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.	
CERTI	FICATION
· · · · · · · · · · · · · · · · · · ·	te copy of a resolution adopted by the City Council of n, at a regularly scheduled meeting held on June 15,
Date: June 15, 2020	Ann M. Fidler, City Clerk



Attorney Memorandum Intended for Public Release

To: New Buffalo City Council

From: Nick Curcio, City Attorney

Re: Proposed Special Assessment Contract for Marquette Drive

Improvements

Date: June 12, 2020

Since at least early last fall, City staff has received numerous complaints about the condition of Marquette Drive, which is the road that runs northeast from Lions Pavilion Park to the eastern boundary of the City. As shown in Figure 1 to the right, much of Marquette Drive is a private road that is owned and controlled by the property owners in the subdivision known as Wolverine Beach. Under the terms of the plat that created Wolverine



Figure 1

Beach, each property owner has an easement over the entire stretch of the private road. Correspondingly, each owner is responsible for ensuring that the road is properly maintained.

Several property owners have asked the City for to take the lead in coordinating needed repairs to both the public and private portion of the road. In response to those requests, City staff sent a letter to the owners in Wolverine Beach in December 2019, encouraging them to work together to repair to the private portion of the road. The letter indicated that the condition of the road appeared to be in violation of Section 3-23 of the zoning ordinance, which provides that "private streets shall be continuously maintained so as to provide a safe and unimpeded route of travel for motor vehicle traffic, pedestrians, and emergency vehicles in all weather conditions."

More than 6 months have now passed since the letter was sent, and no significant repairs have been made. In the meantime, the City has continued to receive complaints regarding the condition of the road.

In light of these continuing issues, the City engaged municipal finance attorneys at Dickinson Wright PLLC to identify potential options for taking a more active role in coordinating or undertaking the repairs. A number of factors combined to make this a particularly challenging project. The first challenge was that, under Michigan law, municipalities are generally prohibited from spending public funds to repair private roads. Accordingly, in order for the City to undertake the improvements itself, the proposed solution would need to ensure that the City will be reimbursed for 100% of any costs incurred in connection with the privately owned portion of the road.

The second challenge was that there does not appear to be an active homeowners' association for Wolverine Beach. As a result, there is no designated contact person for the City to work with in coordinating any potential project. This means that the City would have to individually contract with owners in order to secure access to the private road and establish the terms of reimbursement.

Despite these challenges, City staff and legal counsel have developed a proposal for the City Council's consideration. The proposal would involve entering into a multiparty contract with a substantial portion of the property owners in Wolverine Beach, under which:

- The owners would designate the City and its contractors as their agents for repairing the private portion of the road and grant a right of entry for purposes of undertaking the project;
- The City would bid out a mill-and-fill resurfacing project that has already
 been conceptually designed by Abonmarche Consulting. The project would
 involve resurfacing both the public and private portions of Marquette Drive
 shown in Figure 1 above.

- The owners would agree to pay a portion of the total estimated project cost (\$100,000¹ for the private portion of the road), which would be calculated based on a percentage of the total number of participating parcels.
- Owners could choose to either pay their contribution upfront or to spread payment over 5 years by agreeing to the automatic levy of a special assessment on their property.
- If the total cost of repairing the private portion of the road is ultimately less than the estimated cost of \$100,000, any residual funds would go toward resurfacing the public portion of Marquette Drive (the portion shown in green in Figure 1 above). Otherwise, moneys from the City's general fund would be used to cover the cost of resurfacing the public portion, which is estimated to be \$25,906.
- The owners would waive claims against the City and agree to the reimburse the City for any losses relating to legal challenges to the contract or the proposed project.

At the June 15 City Council meeting, staff will be seeking input from the City Council as to whether to pursue this proposal. If Council is interested in proceeding, staff would like specific guidance on the number of property owners that would need to agree to participate and sign the proposed contract in order for the City to move forward with the project.

As shown in Figure 1 above, there a total of 38 parcels in Wolverine Beach. That means that if the owners of each of the 38 parcels agreed to participate, the contribution for each parcel would be \$2,631 (\$100,000 / 38). If, however, only 50% agreed to participate, the per-parcel contribution would be \$5,263 (\$100,000 / 19). The figures below show the per-parcel contribution at various participation rates:

- 19 participating parcels (50% participation) \$5,263 per participating parcel
- 23 participating parcels (≈60% participation) \$4,347 per participating parcel
- 28 participating parcels (≈75% participation) \$3,571 per participating parcel
- 30 participating parcels (~80% participation) \$3,333 per participating parcel
- 34 participating parcels (≈90% participation \$2,941 per participating parcel

¹ This figure includes the estimated cost of construction, including contingency, and all related legal and other consulting fees.

• 38 participating parcels (100% participation) - \$2,631 per participating parcel The contract will include a provision stating that it will not take effect, and the project will not be undertaken, unless "x" percent of the owners agree to participate and contribute. This way, when considering whether to sign the agreement, owners will know what the minimum and maximum amounts they might be required to contribute would be. Staff recommends that the "x" variable be set to at least 60%, in order to ensure that a supermajority of owners support and are willing to contribute to the project. The Council may wish to set that variable higher and, if so, may direct staff to do so through motion language at the June meeting.

If Council elects to proceed with this proposal, I will work with staff to contact the owners within Wolverine Beach and provide a copy of the agreement and a proposed signature page for each owner. Owners would then have approximately 1 month to sign and return their signature pages. At the July meeting, staff would inform Council of the number of owners who have agreed to participate. If that number is higher than the required threshold set by the Council, staff would also present a bid package for the project, which would be put out for bid shortly after the meeting. This timeline would allow the project to begin in the late summer, and to be completed before the end of the 2020 construction season.

I hope this memo sufficiently explains the proposal and the various considerations involved. I plan to participate in your June 15 meeting and can answer any questions you may have at that time. A draft of the proposed contract will be included in the agenda packet for your meeting.

PRIVATE ROAD REPAVING AND REPAIR SPECIAL ASSESSMENT CONTRACT

This Private Road Repaving and Repair Special Assessment Contract (this "Contract") is made as of July 24, 2020, by The City of New Buffalo, Michigan, whose address is 224 W. Buffalo St., New Buffalo, Michigan 49117 (the "City"), and the undersigned parties, as listed in the attached **Exhibit A** (each individually, a "Contracting Owner" and collectively, the "Contracting Owners"). The City and the Contracting Owners are collectively referred to at the "Parties."

RECITALS

- A. The portion of Marquette Drive located within the City of New Buffalo consists of two distinct segments, one public and one private.
- B. The public portion of the road runs from northeast from northernmost point of North Whittaker Street to the far corner of Lions Pavilion Park.
- C. The private portion of the road runs northeast from Lions Pavilion Park to the City's eastern boundary line (the "Private Road Segment").
- D. The Private Road Segment was dedicated for use by the property owners within the Wolverine Beach subdivision, as indicated in the plat thereof.
- E. Under the terms of the dedication, each property owner in Wolverine Beach has an easement interest in the Private Road Segment and a corresponding duty to maintain the easement in a safe condition. See Little v Hirschman, 469 Mich 553, 559 (2004); Morrow v Boldt, 203 Mich App 324 (1994).
- F. Additionally, Section 3-23 of the City of New Buffalo Zoning Ordinance provides that "private streets shall be continuously maintained so as to provide a safe and unimpeded route of travel for motor vehicle traffic, pedestrians, and emergency vehicles in all weather conditions." Section 22-3 provides that violations of the Zoning Ordinance constitute nuisances *per se* subject to abatement by the City.
- G. Over the years, the Private Road Segment has fallen into disrepair. The poor condition of the road now makes ingress and egress difficult for the property owners within Wolverine Beach and could potentially hinder vehicles for emergency response personnel such as firefirefighters, police, and medical responders who may be called to the area.
- H. Some property owners within Wolverine Beach have attempted to organize collective repairs for the road but have so far been unable to do so. Seeking a solution, residents asked the City for assistance.
- I. Under Michigan law, the City is generally prohibited from spending public funds to repair or improve private roads. *See Moshier v City of Romulus*, 54 Mich App 66 (1974). Accordingly, any repair project undertaken by the City must be completely funded with private moneys.
- G. Further, the City is of the belief that it lacks the authority to levy a special assessment for private road repairs without the contractual consent of the property owners funding the repairs.

- H. In light of the conditions and limitations described above, the Contracting Owners are entering into this Contract in order to authorize the City to resurface the Private Road Segment, which is estimated to cost \$100,000, and to consent to the levy of a special assessment needed to fund the resurfacing project.
- I. In doing so, the Contracting Owners acknowledge and are fully aware that one or more property owners in Wolverine Beach may decline to become a party to this Contract. Because the City cannot undertake the project unless the full project is covered by private funds, the project cost will be proportionately divided among the Contracting Owners as shown in **Exhibit B**. In other words, depending on the number of property owners who agree to participate, each Contracting Owner may be required to contribute a minimum of \$2,631.58 toward the project or a maximum of \$____.
- J. The City recognizes that resurfacing the Private Road Segment would result in a public benefit for the reasons described above and is willing to undertake the resurfacing project subject to the terms and conditions of this Contract, so long as a supermajority of the property owners in Wolverine Beach (representing at least ____% of the 38 parcels within the City) agree to participate and contribute to the project as Contracting Owners, or so long as a suplemental private funding source is identified as described below.

TERMS AND CONDITIONS

For valuable consideration, the receipt and sufficiency of which are acknowledged, the Parties agree:

- 1. <u>Required Participation Levels</u>. This Contract shall not take effect and shall in no way bind any of its signatories unless:
 - A. The owners representing at least ____ of the 38 parcels listed on Exhibit C have signed and returned the Agreement to the City on or before July 20, 2020, thereby agreeing to be Contracting Owners and to contribute to the project on a proportionate per-parcel basis, as reflected in Exhibit B. To the extent an entity or individual owns more than one parcel, such entity or individual will be given a separate signature page for each parcel and will be considered a Contracting Owner with respect to a given parcel only if the corresponding page is returned.
 - B. In the event that signature pages are returned for less than ___ of the 38 parcels, the City secures, through a separate contract entered into prior to July 24, 2020, a private commitment to pay the shortfall in project funding (i.e., \$100,000 (\$ × the number of Contracting Owners)).
 - In order to be "returned" to the City for purposes of this paragraph, and in order for a signatory to become a Contracting Owners, the respective signed and notarized signature page must be delivered to the following address by 5:00 p.m. on July 20, 2020: Curcio Law Firm PLC, 710 Liberty Street, Spring Lake, MI 49456.
- 2. Resurfacing the Private Road Segment. The City shall repave the Private Road Segment by cold milling the existing concrete and overlaying approximately 2 inches of asphalt, creating a smooth paved surface throughout (the "Work"). The Work shall be completed on or before November 30, 2020. The Contracting Owners hereby grant the City and its contractors or other designated agents a temporary license to access the Private Road Segment for the purposes of undertaking the Work.
- 3. Payments by Contracting Owners.

Or:

- A. On or before July 27, 2020, the City shall mail notices to each Contracting Owner indicating the total number of signatories on the Contract and the amount owed per pacel, which shall be calculated as shown on **Exhibit B**.
- B. On or before August 1, 2020, each Contracting Owner shall pay to the City Treasurer the amount indicated on the notice provided in subparaph A above in order to fund the Work.

4. Special Assessment in Lieu of Lump-Sum Payment.

- A. Should any Contracting Owner fail to timely make the lump-sum payment described in paragraph 3 above, the amount due shall constitute both a personal liability of the Contracting Owner and shall be a lien (the "Special Assessment") against the real property to which it applies in the same manner and priority as any special assessment lien levied pursuant to Chapter 11 of the New Buffalo City Charter and Chapter 17 of City Code of the City of New Buffalo (the "Charter" and "Code," respectively).
- B. The Special Assessment shall be paid in 5 annual installments of principal plus accrued interest, billed on the summer tax bill each year, with the first payment to be placed on the 2021 summer tax bill, and subsequent payments to be placed on the summer tax bill each year thereafter through 2025. Interest shall accrue at a rate of 5%, compounded annually.
- C. All Contracting Owners hereby agree to waive, and this Contract shall be deemed a waiver of, all other notices, public hearings, objections, appeals and procedures related to establishment of a special assessment to specially assess the charge for the Work against the real property of each Contracting Owner, and this Contract shall be regarded as a consent and agreement to the imposition against the property of the Special Assessment.
- D. The Special Assessment shall be collected by the City, and the lien against the property of each Contracting Owner enforced, according to the Charter and Code including without limitation the provisions thereof relating to delinquent special assessments, or by foreclosure in accordance with Michigan statutes providing for the foreclosure of real estate mortgage by advertisement.
- E. The Contracting Owners agree that they will cooperate fully and completely with the City with respect to the imposition and payment of the Special Assessment.
- F. The Contracting Owners agree and acknowledge that: (1) the Work will confer upon them a distinct benefit; (2) the Work will increase the value of their property commensurate with the amounts to be paid under the terms of this Contract; and (3) the method of allocating the cost of the Work, as described above, is fair and reasonable given the circumstances.
- G. This Contract shall constitute a written contract for a special assessment and in lieu of the procedure set forth in Chapter 17 of the City Code, shall operate as a complete special assessment procedure for the assessments made in accordance with this Contract.
- 5. Project Estimate / Use of Funds. The Parties acknowledge that the proportional payment amounts listed in Exhibit B are based on the total estimated cost of the repaving project, including the cost of undertaking the Work, a commercially reasonable contingency, and estimated legal and other consulting fees associated with the project. To the extent the actual cost associated with repaving the Private Road Segment is less than the \$100,000 estimate, the City shall use any remaining funds recieved pursuant to this Contract to pay or reimburse previously-advanced costs associated with repaving the public portion of Marquette Drive. (The City intends to repave the easternmost 425 linear feet of the public portion of Marquette Drive at the same that it repaves the Private Road Segment). The Contracting Owners acknowledge and agree that repaving the public portion of Marquette Drive will confer a distinct benefit upon them by improving access to their properties.
- 6. Release and Waiver of Claims. The Contracting Owners each waive any defense or claim against the City (including its officers, agents, employees, and contractors) asserting that this this Contract exceeded the City's authority or power, that any amount owed under the Contract is improper, that there is any procedural or legal bar to the payments, liens or assessments contemplated herein, or that this Contract is otherwise not enforceable against each of them for their respective share of the cost of the Work, as described above. This Contract shall not, however, be construed as a waiver of any claim that the Contracting Owners may have against other property owners in Wolverine Beach who declined to

participate in this Contract and to contribute to the cost of the Work. The Contracting Owners remain free to pursue such private causes of action, either collectively or individually.

- 7. <u>Indemnification for Trespass Claims</u>. The Contracting Owners shall hold the City, including its officers, agents, employees, and contractors (the "Indemnified Parties"), harmless from and indemnify them for any loss incurred relating to allegations or claims of trespass (or other similar theories), brought or made by other property owners in Wolverine Beach, relating to the City's entry upon the Private Road Segment to perform the Work. For purposes of this paragraph, the term "loss" means any amount or amounts that the City is legally responsible for or pays in any form, including a judgment, a settlement, damages, costs incurred in complying with injunctions, and attorney's fees incurred in defense of claims.
- 8. <u>Binding Effect</u>. It is the intent of the parties to make this Contract binding on the Contracting Owners, their successors and assigns and all parties who may at any time own or acquire any interest in any of the Properties until such time as each Contracting Owner's proportionate share of the above-described costs for the Work are paid in full.
- 9. Recording. The City shall record this Contract in the office of the Berrien County Register of Deeds as notice to all parties purchasing any of the properties to which it applies (legal descriptions of which shall be included in **Exhibit D**) of the provisions and requirements of this Contract which apply to the imposition of special assessments to pay the cost of the Work. At such time as each Contracting Owner has paid in full its proportionate share of the above-described costs of the Work, the City will provide, upon request, a document in recordable form releasing that Contracting Owner from further obligation under the terms of this Contract.

10. Miscellaneous.

- A. This is the entire agreement between the Parties with respect to its subject matter. It supercedes and replaces any prior or contemporaneous agreements. It may not be modified except in writing, signed by all parties, after approval by the City Council. The parties have both had an opportunity to have their attorneys review this Contract. Therefore it should be construed as if mutually drafted.
- B. If any section or provision of this Contract is unenforceable for any reason, the unenforceability shall not impair the remainder of this Contract, which shall remain in full force and effect.
- C. It is contemplated that this Contract will be executed in multiple counterparts, all of which together shall be deemed to be one contract.
- D. Any captions in this Contract are for convenience only and shall not be considered as part of this Contract or in any way to amplify or modify its terms and provisions. The Recitals are an integral part of this Contract.
- E. All remedies in this Contract are cumulative and are in addition to any other legal rights and remedies the City may have for collection of the amounts due for the Work.
- F. All attached exhibits are incorporated by reference as though fully stated in the Contract. This Contract may not be amended other than by a written document signed by all parties.
- G. In case of any dispute pursuant to this Contract, the Parties agree that, to the extent not otherwise prohibited by law, the jurisdiction and venue for any such dispute shall be solely within the state courts located in Berrien County, Michigan. The Parties further agree that in any such dispute the prevailing party shall, in addition to any other relief to which it may be entitled, be awarded its actual cost, including, without limitation, filing fees, discovery costs, actual reasonable attorneys' fees, expert witness fees, and other costs incurred to bring, mail.tain or defend any such action from its first accrual or notice thereof through all appellate and collection proceedings.

[Signature pages and Exhibits to follow]



MANAGER'S REPORT

June 15, 2020

AGENDA ITEM: Roundhouse RCJ LLC Brownfield Grant Application

SUMMARY: Roundhouse RCJ LLC, the owner of the "Gold's Gym" property, has requested that the City support a Brownfield grant application. There is no cost to the City but the application must be made by a unit of government. The grant will cover the cost of actual cleanup up of the site having determined the environmental impacts generated by previous owners.

This item was previously scheduled for consideration at the City Council's special meeting on June 2. Prior to that meeting, an interested individual contacted several City Councilmembers and raised questions as to whether the individual who initially submitted the application had the authority to speak for Roundhouse RCJ LLC. Since June 2, City Attorney Curcio has been in contact with representatives for each of the stakeholders in that entity, and they have all indicated that they now support the proposed project and application. They also intend to submit an official corporate resolution indicating their approval.

Based on these developments, City Attorney Curcio is satisfied that the City can legally proceed with the proposed application. He will be available during the Council meeting to answer any questions you may have.

Budgeted: N/A

Recommendation: Approve the Roundhouse RCJ LLC brownfield grant application as presented.

Respectfully submitted,

David Richards, City Manager



GRANT AND LOAN APPLICATION

GRETCHEN WHITMER, GOVERNOR LIESL EICHLER CLARK, DIRECTOR http://www.michigan.gov/egle #mibrownfields

The boxes below will expand to accommodate your responses. If you have questions about the application, please <u>contact your brownfield coordinator</u> for help.

	Applicant and Project Information
Amount Requested	\$400,000.00
	Project Name: The Roundhouse Gateway Development
	Address (include zip code): 606 S. Whittaker Street (49117)
	Longitude (to 8 digits): -86.738236
	Latitude (to 8 digits): 41.787027
	State House District: District 78
Project / Site Information	State Senate District: District 21
	Size of Property (in Acres): 10.19
	Property tax ID(s): 11-62-8200-0269-01-1
	Property Owner's name, address, and phone number:
	Roundhouse RCJ LLC, 1423 Pine Street, Michigan City, IN, 46360 (312) 656-0700
	Date Property was Acquired: August 24th 2017
	How was Property Acquired? Purchase
	Name: City of New Buffalo
	Address: 224 W Buffalo St, New Buffalo, MI 49117
Applicant Information	Federal ID Number: 38-1844044
	Contract Signing Authority's name, title, phone, and email:
	David Richards, City Manager, 269.469.1500, manager@cityofnewbuffalo.org
	Project Contact's name, title, phone, and email:
	David Richards, City Manager, 269.469.1500, manager@cityofnewbuffalo.org
Please provide a one- paragraph summary of the	The presence of hazardous materials on this site, owing to its history as a railroad roundhouse, have prevented its reuse as a mixed-use office and commercial space. Two Phase II Environmental Site Assessments have been conducted identifying a number of contaminants present on site. This funding

project and purpose of the brownfield funding.

would be used to conduct additional sampling of an area noted in the USEPA Phase II assessment, development of a clean-up plan, design engineering for soil and vapor barriers, project administration, and the development of a Health and Safety Plan.

Environmental Outcomes				
Known contaminants	Asbestos Containing Materials, Lead, VOC's, PAH's , Selenium, Arsenic			
Is the property known to be contaminated?				
Is the current owner currently using or operating on the property?	TITYES IXINO			
Date they began to use the property, if applicable:				
List other current property occupants/operators, if any, and date they began operations:	Beginning date of use Operator name and address			
Is the property vacant?	⊠ Yes □ No			
Was a Baseline Environmental Assessment (BEA) completed by the current owner?	⊠ Yes □ No			
Did the applicant cause or contribute to contamination that is known or may be discovered at the project site?	To the best of my knowledge, the applicant: ☑ Did NOT cause or contribute to contamination ☐ May have caused or contributed to contamination			
Did the developer cause or contribute to contamination that is known or may be discovered at the project site? (Leave blank if not applicable)	To the best of my knowledge, the developer: ☑ Did not cause or contribute to contamination ☐ May have caused or contributed to contamination			
are defined on page 2 of the grant/loar have a committed developer, or it is sus	ies the requested grant/loan will pay for. (Response activities in instructions under Eligible Projects.) If your project does not espected (not confirmed) of being contaminated, it is eligible nent; Phase I/II investigation; lead, asbestos, and mold survey;			
☐ Environmental site assessment	□ Due Care Activities			
☑ Phase I/Phase II Investigation	☑ Vapor Mitigation			
☐ Baseline Environmental Assessment	t (BEA)			

☑ Due Care Planning	☐ Interim Response Action
⊠ Asbestos, lead, or mold survey	□ Demolition

1. Briefly list current and historical uses of the property, with dates if known.

The Property was developed as a roundhouse and turntable for the former Pere Marquette railroad from 1920 until the 1970s. According to historical information, the roundhouse was built in 1920 with 8 stalls and later expanded to 16 stalls. The CSX tracks on the north side of the Property were laid by the Chicago & Michigan Lake Shore railroad in 1869 to connect New Buffalo and St. Joseph. Later these tracks became part of the Pere Marquette line connecting Detroit and Chicago. These activities were conducted during an era in which on-site disposal of hazardous wastes was common and current regulations governing USTs were not in effect.

It was purchased in the mid-1990s, after several years of disuse, by a private developer. The building was then redeveloped as a mixed-use office and commercial space, which was occupied by the Adrenalin Fitness center, with two smaller offices on the second floor containing the Bellissimo Salon and Midwest Pain Clinic. A second building, the Dispatch Center, and two storage buildings located north of the Dispatch Center were constructed in the late 1990s. There is a fifth building adjoining the Property containing a privately-run Railroad Museum.

The building was foreclosed on during the most recent recession. A Phase II Environmental Site Assessment was completed in 2014, and a BEA (See attached) was completed in 2014. That study indicated the referenced contaminants.

The building was purchased in 2017 by a private developer who intends the above-referenced uses. The Downtown Development Authority and the City of New Buffalo have been in regular dialogue with the developer and are eager to see the proposed uses advance.

2. Describe the environmental condition of the property. Describe known contamination, or if contamination is suspected, why it is suspected. Indicate whether any underground storage tanks are present or have been removed from the property.

There have been two Phase II Environmental Site Assessments conducted on this site, each indicating remediation is necessary to facilitate the reuse of the property. The first was done by the previous landowner and was limited in scope. It indicated the presence of VOCs, PAHs, Pentachlorophenol, Selenium, and Arsenic. Owing to the limitations of this study, the City of New Buffalo, working with EGLE, applied for and was awarded technical assistance by the USEPA to complete a second, more comprehensive, Phase II Environmental Site Assessment that indicated the following environmental conditions are present and, if redeveloped, should be addressed through the redevelopment of the site. These include:

- Building Materials
 - Lead Based Paints
 - Asbestos Containing Materials
- Groundwater
 - Phenanthrene was detected in RG-MW-01 and RG-MW-04D at concentrations exceeding the groundwater surface water interface criteria.
 - o 2-Methylnaphthalene was detected in RG-MW-01 and RG-MW-04D at concentrations exceeding the groundwater surface water interface criteria.

- Arsenic was detected in RG-MW-03 at a concentration above the residential and nonresidential drinking water criteria and the groundwater surface water interface criteria.
- Lead was detected in RG-MW-01, -03, -04 and -04D at concentrations above the residential and nonresidential drinking water criteria.

Soils

- Ethylbenzene and xylenes were detected in RG-SB-12 (6 to 8 feet bgs) at concentrations above the groundwater surface water interface protection criteria.
- Benzo(a)pyrene was detected in RG-SB-13 (1 to 3 feet bgs) at a concentration above the residential direct contact criteria.
- o Fluoranthene was detected in RG-SB-13 (1 to 3 feet bgs) at a concentration above the groundwater surface water interface protection criteria.
- Naphthalene was detected in RG-SB-10 (7-9 feet), -11 (2-4 feet), -11D (2 to 4 feet), -13 (1 to 3 feet) and -14 (2 to 4 feet) at concentrations above the groundwater surface water interface protection criteria.
- Phenanthrene was detected in RG-SB-10 (7-9 feet), -11 (2-4 feet), -11D (2 to 4 feet), -12 (6 to 8 feet) and -13 (1 to 3 feet) at concentrations above the groundwater surface water interface protection criteria.
- 2-Methylnaphthalene was detected in RG-SB-10 (7-9 feet), -11 (2-4 feet), and -11D (2 to 4 feet) at concentrations above the groundwater surface water interface protection criteria.
- Mercury was detected in RG-SB-04 (1 to 3 feet), -05 (1 to 3 feet), -08 (1 to 3 feet), -11 (2-4 feet),
- -12 (6 to 8 feet), -13 (1 to 3 feet), -15 (1 to 3 feet), and -17 (0 to 2 feet) at concentrations above the groundwater surface water interface protection criteria.
- Mercury was detected in RG-SB-01 (0-2 feet) at a concentration exceeding residential and nonresidential drinking water protection criteria, and groundwater surface water interface protection criteria.
- Arsenic was detected in RG-SB-01 (0 to 2 feet) at a concentration exceeding residential and nonresidential direct contact criteria, residential and nonresidential drinking water protection criteria, and groundwater surface water interface protection criteria.
- Arsenic was detected in RG-SB-03 (0 to 2 feet), -10 (7 to 9 feet), -12 (6 to 8 feet), and SB-17(0 to 2 feet) at concentrations exceeding residential and nonresidential drinking water protection criteria, and groundwater surface water interface protection criteria.
- Arsenic was detected in RG-SB-14 (2 to 4 feet) at a concentration exceeding residential direct contact criteria, residential and nonresidential drinking water protection criteria, and groundwater surface water interface protection criteria.

While there are no known underground storage tanks on site, it was in operation at a time when current regulations governing USTs were not in effect. Therefore, it is possible there are unknown tanks present on site.

3. Describe the response activities that are believed to be necessary for redevelopment and reuse of the property. (Response activities are defined in the grant/loan instructions under Eligible Projects.) Include an estimated cost for each item in the Sources of Project Funding Table below.

The above contaminants will be addressed through three primary routes:

- Building Materials: Building material contaminants, LBP and ACM, shall be abated prior to any
 construction in this building and are anticipated to be addressed as part of this grant request;
- Groundwater: Groundwater use shall be prohibited for either potable or non-potable use:
- Soil: Engineered barriers will be used at select sites, based on a remedial action plan. Where necessary, vapor intrusion barriers will be used for buildings.

In addition to the remedial activities outlined above, the following activities are anticipated to be part of this project:

- Additional soil sampling for an area noted in the USEPA Phase II to determine if remediation is needed:
- Development of a cleanup plan;
- Design engineering for engineered barriers;
- Project Administration; and,
- Development of a Health and Safety Plan.
- 4. If a grant or loan will be used for demolition or partial demolition of a building or other structure, describe its condition and reason for demolition. Does it present a health or safety threat? Does the structure impede the proposed environmental response activities or reuse of the property?

Any structures or facilities present on the site will undergo abatement to address lead, mold, or asbestos contamination. This building is historic and broadly recognized throughout the community as an iconic symbol. It is the goal of the project team to reuse these structures and facilities where possible, however, reducing exposure to contaminants will take priority. The presence of these materials posses a health and safety threat that inhibits future use unless resolves. The structure is sound and does not pose an immediate threat to reuse or environmental response activities.

Economic Outcomes				
Permanent jobs created: (not construction jobs)	Full-time: 100 Part-time: 25	Capital investment	\$10,000,000	
Current State Equalized Value (SEV)	\$ 292,500 (2019)			
Proposed or potential new development	Mixed-Use Offices and Commercial Space			
Is a developer committed to the project?	⊠ Yes □ No			
If yes, developer name:	Roundhouse RCJ LLC			

 Describe the redevelopment or potential for redevelopment and how it will result in new jobs, investment of private funds to improve or reuse the property, and/or an increase in the community's tax base.

The proposed use of the property is a mixed-use development that maintains the historic character of the building and includes the development of various outlets. The project under negotiation is anticipated to create at least 100 direct new permanent jobs for the area. This includes the development of the following elements:

A proposed hotel/resort development

- A 400-person non-profit theater, which will focus on regional and national touring artists, as well as local productions
- · Housing targeted at permanent residents
- A coffee shop

This redevelopment of the roundhouse building is intended to be completed by 2022. Once developed, this site will make a significant contribution to the tax base by activating an iconic site. Further, its location along the entrance to the City of New Buffalo will encourage further activity in this corridor, which is currently underdeveloped given the volume of traffic coming directly from I-94 at Exit 1, which is less than one mile from the site on Harbor Country Drive.

1. Describe the status of the developer's financing for the project. Leave blank if the project does not have a committed developer.

The developer has self-funded the capital to stabilize and acquire the building, as well as make some improvements. Final financing will be determined as the project tenants and phasing is finalized. The developer anticipated self-financing the project, but may utilize other capital sources dependent on financing terms.

If there is a purchase agreement or a development agreement, briefly describe the terms of the agreement and attach a copy as Attachment 5 (see below). Leave blank if the project does not have a committed developer.

The developer owns the site and does not carry debt on the site. Letters of intent by users are currently being negotiated.

3. If a developer is committed to the project, provide a brief summary of the developer's business experience, including any other businesses, terms and conditions of their participation in the project, bankruptcies, and civil or criminal enforcement actions related to environmental violations. Leave blank if the project does not have a committed developer.

The ownership, collectively, has extensive development experience. They have developed residential subdivisions, both single and multi-family, commercial condominiums and single/multi-tenant commercial spaces. No bankruptcies or civil or criminal actions have ever been levied related to any environmental concerns.

4. Are there any known legal, access, or title issues, liable party actions, or liens or easements on the property that could affect the proposed economic development?

No.

Community Outcomes				
Is existing infrastructure used?	⊠ Yes □ No	Property zoning	Current: General Commercial District Projected: Planned Unit Development	

1. Describe how the proposed development fits into the community's development plans, and how it will affect the community and the area immediately surrounding the project site. Will the project result in any social or community benefits? Is the community in which the project is located economically disadvantaged or depressed?

The project is a highly anticipated development by the community. With the recent completion of the revitalization project in New Buffalo's Downtown and the current aesthetic improvements under construction at the Exit 1 bridge on I-94 the area is poised to develop. Moreover, this site's location between Exit 1 and the downtown, roughly at the halfway point, is seen as important redevelopment anchor that will spur development between our downtown and the highway.

The site is located between the City of New Buffalo's Downtown Development Authority and New Buffalo Township's Corridor Improvement Authority. The building is historic and broadly recognized as an iconic symbol within the City. The potential to see this site redeveloped into an aesthetically appropriate reuse that adds jobs and creates a four-season use is of extreme interest to the community.

2. Describe the neighborhood around the property and how the development will enhance the neighborhood. Are there other viable commercial businesses nearby? Is there a surplus of vacant, developable land in the community and/or the neighborhood, or is the supply of developable land relatively low? Is the demand for property in the community and/or neighborhood high?

This project is viewed as a critical development in the area; one that is necessary to encourage further development. Exit 1 is the primary exit off of Interstate-94 into the City of New Buffalo and New Buffalo Township along Harbor Country Drive. Harbor Country Drive extends from Exit 1 to the City limits for roughly 0.5 miles, then becoming South Whitaker Street. This section has ample development opportunity and has had interest in the past for hospitality, industrial, and commercial projects. However, because the area is seen primarily as a beach-oriented community, little has occurred away from Lake Michigan's shoreline. But the Roundhouse Gateway Development Project will modify this trend, encouraging development throughout the corridor. Indeed, it already has spawned activity.

We anticipate the Roundhouse Gateway Development project to be a catalytic project that triggers further development in the area. This project will repurpose and activate a 10-acre site, giving more life to the corridor and proving the market's capacity to support a substantial all-seasons amenity (The area has been historically viewed as a seasonal destination). This project, coupled with the Township's activation of Harbor Country Drive through its current planning and design of aesthetic improvements, including trails and lighting advancing from Exit 1 toward the project site, has encouraged the owners of more than 100-acres along Harbor Country Drive to begin serious discussions about development, including the signing of a recent letter of intent for a 250 unit apartment development, as well as an urgent care facility. This activity has occurred as a direct response to the proposed development, and the Township and City's encouragement of development within the area.

3. Describe how you will announce and promote the grant/loan project. EGLE's contribution to the project must be acknowledged either in social media (the applicant's and/or the developer's), the local press, signage at the property, and/or other methods.

The project will be announced through various local media. In addition, the City will post the

project on its website, announce it at various events, and keep the community abreast of its progress. The developer will have a stand alone website that will promote the sale and activation of the project, while also projecting the final vision of the site.

4. EGLE writes a press release for every new grant and loan project. If you would like a quote included in your project's press release, please provide one here. The quote can be from the grantee/borrower or the developer.

"The redevelopment of New Buffalo's Roundhouse is designed to bring a dynamic, exciting, and prosperous mixed-use development to the region, creating a four-season attraction that further builds on the area's reputation as the 'Gateway of Michigan.'"

- 5. Provide a five-year project schedule that lists project benchmarks and when they are expected to begin and end.
 - Year 1:
 - Site environmental cleanup and assessment work
 - o Finalize letters of intent and project phasing
 - o Initiate architectural design, civil engineering, and marketing
 - Year 2:
 - Finalize zoning approvals
 - o Complete remediation
 - o Begin pre-sales of units
 - o Finalize leases
 - o Initiate Phase I construction
 - Obtain necessary local and state permits
 - Year 3:
 - Complete Phase I construction
 - o Close on unit sales
 - Begin tenant occupancy
 - Year 4:
 - o Initiate Phase II construction
 - Year 5:
 - o Complete Phase II construction
 - o Close on unit sales
 - Begin tenant occupancy

Local Commitment

Describe the local government's financial commitment to the project. Is the applicant willing to accept a grant and loan, or loan funding only? Include any federal, state (other than the proposed grant and/or loan), or local incentives offered to the developer as part of the project. If the local government is unable to make a financial commitment to the project, explain why. Include amounts in the Sources of Project Funding table below.

The developer has not approached the local government requesting any incentives, thus far. The City council, Mayor, City manager and downtown development authority president have all expressed an appreciation for the ownership's desire to restore the existing structure and develop the site. USEPA funding was utilized to complete environmental site assessments for the project.

Sources of Project Funding

List sources, uses, and amount of all funds committed to or anticipated for the economic development implementation project. You may change the titles or categories if they don't fit your project.

In the BRA Funds column, please list any dollars committed by the BRA that will NOT be used to repay a Brownfield Redevelopment Loan.

In the OTHER column, include federal dollars, other state grants, future sale proceeds, liable party contributions, etc.

USES OF FUNDS	Brownfield Grant or Loan	Local Funds (public)	Developer Funds (private)	BRA Funds (non- brownfield loan)	Other (list sources)	Total
Investigation (Phase II + Survey)	\$25,000	\$	\$	\$	\$	\$
Baseline Environmental Assessment	\$0	\$	\$	\$	\$	\$
Due Care	\$50,000	\$	\$	\$	\$	\$
Other environmental response actions	\$38,000	\$	\$	\$	\$	\$
Demolition and Abatement	\$195,000	\$	\$	\$	\$	\$
Grant administration (up to 3% of the grant/loan award)	\$12,000	\$	\$	\$	\$	\$
Third-party environmental oversight professional (up to 5% of the grant/loan award) *	\$20,000	\$	\$	\$	\$	\$
Contingency (up to 15% of grant/loan amount)	\$60,000	\$	\$	\$	\$	\$
Non-environmental costs, such as infrastructure and construction	\$0	\$	\$	\$	\$	\$
TOTAL	\$400,000	\$	\$	\$	\$	\$

^{*}NOTE: When the response activities will be performed by the consulting firm used by the project developer, EGLE expects that the applicant will hire its own environmental oversight professional. Exceptions will be considered in low-risk situations on a case-by-case basis and must be requested in writing. The environmental oversight professional's fees are eligible for reimbursement with the

applicable.	-	J

proposed grant or loan. Please include an environmental oversight professional in the budget if

Attachments

Please attach the following to the completed funding application:

- A letter from the chief executive officer or highest-ranking appointed official indicating that the local unit of government supports the brownfield project and that the development project or proposed new use complies with all local zoning and planning ordinances.
- A map or maps showing the location of the project area, site boundaries, buildings (please identify buildings or portions of buildings to be demolished), areas to be capped if known, proposed greenspace, new construction, and other site features or improvements.
- 3. For loans only: A resolution adopted by the applicant's governing body that verifies the applicant is willing to accept a loan, indicates an amount up to which the applicant is willing to borrow, and commits the governing body to repayment of the loan. The resolution should state the method of financial assurance being used to secure the loan (revenue sharing, escrow, letter of credit, or other method approved by EGLE). If the applicant is a BRA or other sub-unit of local government, the resolution must be from the county or city under which the BRA or sub-unit was formed.
- 4. High quality, publishable digital photos of the site. Please provide these electronically in jpg format.
- 5. If applicable, a final or draft development agreement, reimbursement agreement, or other agreement between the applicant and developer, describing reimbursement of TIF to the developer (if applicable), developer guarantees, development schedule, loan security (if applicable), and other terms and conditions associated with the project. If the project does not have a committed developer, no attachment is required.
- 6. If the property is not owned by the applicant, a final or draft written agreement between the property owner and the applicant that commits the property owner to cooperate with the applicant, including a commitment to allow access to the property to complete, at a minimum, the proposed eligible activities. An example is attached.

Certification

The undersigned, as the representative of the applicant, certifies that the applicant will comply with all applicable state and federal statutes and regulations, including those associated with the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, its administrative rules, and those statutes related to civil rights, equal opportunity, labor standards, environmental protection, and historic preservation.

The undersigned, as the representative of the applicant, certifies that the property(ies) at which grant or loan funds will be used are within the jurisdiction of the applicant.

The undersigned, as the representative of the applicant, certifies that within the last 24 months, the applicant has not had a grant from the Department of Environment, Great Lakes, and Energy (EGLE) revoked or terminated, and has not been determined by EGLE to be unable to manage a grant.

The undersigned, as the representative of the applicant, certifies that a source of funding for ongoing maintenance and operation of the proposed project, if required, has been identified.

The undersigned, as the representative of the applicant, verifies that the applicant passed its most recent audit and acknowledges that EGLE may review the auditor's conclusions posted on the Michigan Department of Treasury web site.

The undersigned, as the representative of the applicant, certifies that the information provided in this application and its attachments is true and complete to the best knowledge and belief of the applicant and the undersigned.

Typed name of Applicant's Representative	Signature	
Title	Date	

Please submit the application electronically to

egle-brownfields@michigan.gov

Please call 517-284-5113 with questions. #mibrownfields www.michigan.gov/eglebrownfields

CONSENT FOR ACCESS TO PROPERTY

This is an example consent agreement. Grant/loan applicants are welcome, but not required, to use this form to secure property access for grant and loan projects. Text can be changed as needed for your project.

PROJECT NAME:

PROPERTY ADDRESS:

TRACKING CODE:

LOCATION CODE:

NAME OF PROPERTY OWNER:

I hereby grant the right to enter the property named above to employees, officers, guests, and authorized representatives of the Grantee / Borrower Name and Michigan Department of Environment, Great Lakes, and Energy (EGLE) and its contractors, subcontractors and consultants. Access by, through, on, and use of the property is granted only for the duration of the Brownfield Redevelopment Grant/Loan contract and amendments, if any, to:

- 1. Perform response activities, demolition, and other work described in Appendix A of the Brownfield Redevelopment Grant/Loan contract. I understand that the scope of work described in Appendix A may include digging, excavating, vehicle access, sampling, demolition, and other activities that would materially change the condition of my property and confirm the presence or extent of environmental contamination there.
- 2. Undertake other actions necessary to administer and perform the scope of work under the Brownfield Redevelopment Grant and/or Loan.
- 3. Photograph and create images of or on the property with an aerial drone and/or video. Images may be used by EGLE or the Grantee / Borrower to describe the project, promote its brownfield program, post on social media or a website,

I am the property owner or an individual with authority or the property owner's authorization to sign this access agreement. I give this written permission voluntarily with the full knowledge of my right to refuse and without threats or promises of any kind.

Please indicate that you are granting access by signing this document.

State

Name (Printed)

Name (Signature)

Date

Address

City Telephone Number(s): Work

Alternate

Zip

Email



MANAGER'S REPORT

June 15, 2020

AGENDA ITEM: Kayak Concession Agreement

SUMMARY: Third Coast Surf Shop is allowed by agreement to use a 30'x50' section of the beach. High water has reduced the size of the beach and made the storage and launching of Kayaks there problematic. In the alternative they would like to use the boat launch.

In addition, Outpost would like to use the boat launch as well but they need an agreement similar to what is in place for Third Coast and they have agreed to pay 20% of gross just like Third Coast.

Third Coast needs an amendment to their agreement that allows them to use the boat launch and Outpost needs an agreement to use the boat lunch and pay 20% of gross. They both need approval to start using the boat launch while the agreements are amended and prepared. Both have provided certificates of insurance.

COST: Revenue of about \$12,000

BUDGETED: Yes No NA

RECOMMENDATION: Approve an amendment to the Third Coast Agreement allowing them to use the boat launch and approve an agreement with Outpost to allow them to use the boat launch as well and pay a fee of 20% of gross, both of which can start using the boat launch immediately.

Respectfully submitted,

David Richards, City Manager

Dave Richards

From:

JV Peacock <peacockjv@gmail.com>

Sent:

Tuesday, May 26, 2020 10:42 AM

To:

Dave Richards

Subject:

Fwd: Kayak and Paddleboard Rentals

Hi Dave,

Outpost Sports has been renting Kayaks for over 20 years. Many of our rentals require us to drop them off to paddle the Galien River. Last year, the launch went under water. The City of new Buffalo graciously allowed us to use the boat launch for this purpose. It was a simple procedure. We would drive the customers to the launch, drop them with their Kayak or Paddleboard to paddle the Galien River.off and they would call us when they were done. It worked out beautifully. It was fast, clean, and caused no back ups.

This year we again would like to use the launch. Our proposal for operation would be the same. We drop them off, and pick them up when done. We would like to propose a percentage of our fees to be paid to the city. We have had a contract with the Berrien County Parks Department for a Kayak and Paddleboard rental on Silver Beach for the past 8 years. Their fee was a percentage also. We kept meticulous records and it worked smoothly. They were paid monthly.

Outpost would like to propose a 14% commission on any of our Kayak or Paddleboard Rentals launched from the public boat launch. We are able to keep detailed records on any and all rentals launched from your launch. We can pay at the end of each month. Your immediate consideration on this matter will be appreciated. Over the weekend, we lost alot of rental revenue and would like to start this coming weekend.

Thank you for your time and consideration.

J.V. Peacock

Get Outside and get some FRESH AIR-TODAY! J.V.Peacock Store-574-2591000 ext. 211. Cell-5743602900

Get Outside and get some FRESH AIR-TODAY! J.V.Peacock Store-574-2591000 ext. 211. Cell-5743602900

Dave Richards

From:

JV Peacock <peacockjv@gmail.com>

Sent:

Thursday, May 28, 2020 1:20 PM

To:

Dave Richards

Subject:

Kayak and Paddleboard Rentals

Hi Dave,

It was interesting with zoom today. It seems it might be somewhat the norm in the future. My computer screen does not have a camera and when we went to buy one 2 months ago, they just laughed. Zoom really seems to be a great way to communicate during all this mess.

I wanted to point out some more aspects of our Rentals. Rentals are a "KEY" part of our business model. We have 2 vans that run continuously delivering rental Kayaks and Paddleboards to your launch, or to peoples houses. We have a good system and a very strong clientele using them. It is a very integral part of our overall success. In the past we were able to use the Galien river DNR launch site. But, last year the high water made us use your launch. We were able to do the same volume with this opportunity. Thank you again.

Our rental fees are \$60.00 for a day rental for both Kayaks and Paddleboards. Your commission would be figured on this rate. Additionally, we spend alot of marketing money via social media and other avenues promoting our rentals in NEW BUFFALO. This media is very successful and people rent from us using this promotion. It brings them to New Buffalo!

We look forward to working with the City of New Buffalo in a commission fee structured arrangement.

And finally, we would like to use the launch this weekend. We turned away dozens of potential renters over Memorial day weekend. We propose paying you this commission until we have an agreement.

Thank you-J.V. Peacock

Get Outside and get some FRESH AIR-TODAY! J.V.Peacock Store-574-2591000 ext. 211. Cell-5743602900



KAYAK & PADDLEBOARD RENTAL AT NEW BUFFALO CITY BEACH LEASE CONCESSION AGREEMENT

This agreement is effective March 27, 2019 by and between the City of New Buffalo, hereafter referred to as "City" located at 224 West Buffalo Street, New Buffalo, Michigan 49117 and Third Coast Surf Shop, hereafter referred to as "Lessee" located at located at 110 #C N. Whittaker St., New Buffalo, Michigan 49117.

The City desires to enhance the City Beach for the benefit of the public through the operation and contract of certain concessions located at the City Beach that will benefit the public and enhance the City Beach. The following agreement memorializes the terms and conditions between the City and Lessee and that this constitutes the entire agreement between the parties which includes all bid document forms which are attached. This agreement may be amended, supplemented or modified only with the mutual consent of both parties in writing.

It is understood that the granting of this lease to the Lessee by the City grants to the Lessee to provide goods and services as specified within this agreement and does not grant exclusive rights to the entire property where the concession is located. The City reserves the right as management of the property to make all decisions as to concessions allowed and not allowed on the property and the location of same.

Background

The City shall allow Lessee to operate a Kayaking and Paddleboarding Rental Service, hereafter referred to as "Concession" beginning no later than May 25, 2019 and ending September 2, 2019, on the grounds of the New Buffalo City Beach, New Buffalo, Michigan, subject to the provisions set forth in this Agreement.

1. Grant of Lease, Conditions & Lessee's Assurances.

- a. <u>Parties</u>. The City in consideration of the covenants and representations made in this Lease grant to **Third Coast Surf Shop**, hereinafter "Lessee", this Lease to operate a business at New Buffalo City Beach subject to the right of the City to terminate this Lease whenever the leased property shall be reasonably necessary to the City in the performance of public duties; or failure of Lessee to perform those Concession services required in a satisfactory manner. In the event the leased property becomes unavailable by reason of a cause listed in this paragraph, the City shall make reasonably available a comparable location within the New Buffalo City Beach.
- b. <u>Lease Term</u>. The Lease shall begin at 12:01 a.m. local time on May 25, 2019 and end at midnight local time on **September 2**, 2020, with the option of extending the



agreement one additional year if the City Manager deems that the operation has been beneficial to the City.

- c. <u>Lease Fee</u>. The fee payable ("Lease Fee") by Lessee to the City for the rights and privileges conveyed in the Lease shall be as follows:
 - 1. 20% of gross income on or before July 15th
 - 2. 20% of gross income on or before September 15th

The final payment due the City on November 15th shall equal the remaining balance of gross income.

- d. <u>Gross Income</u>. Gross income shall be the total amount of all receipts in cash, credits, property or interest of whatever kind received by Lessee from all business done under the provisions of this Lease but, it not include internal sales, sales tax receipts or other taxes.
- e. <u>Lease Area</u>. The City has provided the below listed property for the use of Lessee in this concession:

An area 15' X 30' on the property known as the New Buffalo City Beach, adjacent to the southwest end of the swim area, shall be set aside for Lessee's use sufficient to accommodate equipment and site furnishings. Lessee is prohibited from constructing any permanent structures in the lease area. Lessee's equipment and site furnishings shall be allowed in the lease area and shall be removed by September 30, 2019.

- f. <u>Inspection of Property</u>. All property covered specifically in the Lease shall be open to inspection to persons authorized by the City during normal business hours.
- g. <u>Visitation</u>. The City does not guarantee a specific number of visitors to the City Beach and accepts no responsibility for the lack of visitors for any reason.
- h. Operating Schedule. Lessee shall maintain the Concession, provided in the Lease, open and available to patronage by the public in accordance with the following minimum schedule, weather permitting. Lessee must not operate for lesser periods without the prior written approval of the City Manager unless circumstances beyond the control of either party make it necessary to take emergency action. In such cases, Lessee must report the circumstances in writing to the Recreational Facilities Superintendent or City Manager at the earliest possible moment.
- i. The minimum hours of operation shall be as follows: Rental operation would be open daily, weather permitting with at least 8 hours per day and ending two hours before the beach closing time of 10 p.m.
- j. <u>Posting of Operating Schedule</u>. The operating schedule of this Concession shall be posted in a highly visible location on the racks at the concession facility.
- k. <u>Indemnity of City</u>. Lessee covenants and agrees that it will at all times during the term of this Lease assume all liability for and insure, protect and indemnify, and hold City, its officers, council, employees, agents, successors and representatives harmless from and against all actions, claims, demands, judgments, losses, expenses of suits or actions, and attorney fees, for injury to or death of any person



or persons and loss or damage to property of any person or persons whomsoever, including the parties hereto.

- l. <u>No Unnamed Partners</u>. Lessee assures there are no unnamed partners legally interested in or having authority over the operation or management of the Concession and further assures that Lessee is the only party responsible for carrying out the duties as written in the Lease.
- m. <u>Sub-Leasing</u>. Lessee shall not sell, mortgage, rent, assign or parcel out the Lease hereby granted, or any interest therein, or allow or permit any other person or party to use or occupy any part of the premises or spaces covered by this Lease for any purpose whatsoever. Such action by Lessee shall be cause for the immediate termination of this Lease.
- n. <u>Status of Lessee</u>. Lessee is not an employee of the City of New Buffalo. The Lease does not vest in Lessee any title, tenure or any property belonging to the City located on or around the premises to be occupied by Lessee or anyone employed by Lessee.
- o. <u>Contracts</u>. Lessee may execute contracts or agreements as the operator of the business authorized under the terms of the Lease. The contracts or agreements must be worded so as not to obligate the City and must contain a provision for automatic termination upon the termination of this Lease. Lessee shall indemnify, defend, and exculpate the City from any liability which may accrue or be asserted against the City under such contracts or agreements.

2. Lease Administration, Restrictions, Requirements & Insurance

a. Products & Services. The City retains the right to reasonably approve the sale of all products and services. Any product or service of which the City does not approve shall not be sold by Lessee. During the term of this Lease, the Lessee shall have exclusive rights to rent kayaks and stand up paddleboards. The Concession granted under the provisions of this Lease is as follows:

Kayak and Paddleboard Rental. The Concession will offer the general public an opportunity to rent kayaks and paddleboards at a reasonable price approved by the City.

b. <u>Prohibited Merchandise</u>. Lessee agrees by the acceptance of the Lease not to offer for sale prohibited merchandise. Listed below are items which the City prohibits for sale. Only the City may add items to the list upon written notification to Lessee.

Prohibited items:

- 1) No food or beverage sales
- 2) No flotation devices such as air mattresses, water wings, life jackets, inflated floats and inner tubes.
- 3) No pictures, books, magazines, or other such products



- 4) No fireworks of any kind
- 5) No firearms or ammunition, no BB or CO2 powered devices, slingshots, bows and arrows
- 6) No alcoholic beverages or controlled substances.
- 7) No Shoes, sandals or flip flops
- 8) No swimwear
- c. Accounting Records. Lessee shall keep or cause to be kept accurate books, records and accounts of its operations under the Lease separate and apart from other operations. Lessee shall make all reports concerning the operation available to the City at such times as the City may require. The Lessee shall provide a report at each payment period showing rentals during that period and the amount owed for each rental under the provisions of the agreement.
- d. <u>Taxes</u>. Lessee shall pay all federal, state and local taxes, assessments, or fees which are or which may become legally chargeable to the business operated under the terms of the Lease.
- e. <u>Advertising</u>. Lessee is encouraged to advertise to promote developing more business under the provisions of the Lease. All promotions, contracts, scripts, texts and layouts are subject to prior approval by the City. All signs allowed shall be placed on the racks or be freestanding located within the designated lease area are to be provided by the company. No other signs shall be allowed on the City Beach. All signage must coincide with City sign ordinance and prior approval of City Manager.
- f. <u>Standard of Performance</u>. Lessee shall provide daily personal supervision and shall operate the business under the Lease according to Federal, State and Local laws.
- g. Quality of Services. Lessee, by continuous personal supervision, shall provide for the establishment, operation and maintenance of the business so as to make available quality services for the public. All standards and rules for sanitation and safety must be followed.
- h. <u>Safety Plan</u>. Lessee shall be required to submit and follow a safety plan approved by the City. An approved safety plan is required prior to the beginning of the Lease. The purpose of the safety plan is to establish a plan of action to promote the highest level of public safety possible with respect to the Lessee operations. Lessee shall not operate when Red Flags are posted by the City. Lessee shall provide City with list of current employees and contact information throughout the season.
- i. <u>Discrimination</u>. Lessee, pursuant to the requirements of Section 202 of Act No. 453, Public Acts of the State of Michigan of 1976, agrees not to discriminate against any employee or applicant for employment, to be employed in the performance of this Lease, with respect to hiring, tenure,



- terms, conditions or privileges of employment, because of their race, color, religion, national origin, age, sex, height, weight or martial status.
- j. <u>Rates, Prices & Charges</u>. Lessee shall submit a list of the prices, rates and charges proposed to be used in the operation of this concession. All prices charged are subject to the approval of the City. Lessee shall maintain on public display a neat and legible sign showing the approved prices, rates and charges located on the rental racks.
- k. <u>Alterations</u>. Temporary site improvements incidental to the operation of the Concession may be made by the Lessee at the expense of the Lessee, but only with prior approval of the City. Permanent improvements are not allowed.
- 1. <u>Sanitation</u>. Lessee shall collect and immediately dispose of all garbage, waste and debris from the grounds within and surrounding the Concession area. Lessee shall keep the premises occupied under the Lease in a clean and sanitary condition and in conformity with standards and rules for sanitation and public health. All cleaning and janitorial services within the Lease area are to be performed by the Lessee.
- m. <u>Conduct of Business</u>. Lessee agrees to conduct and use the Leased premises for no other purposes than those stated therein.
- n. <u>Equipment & Site Furnishings</u>. Lessee shall equip the Concession with all needed equipment. All equipment and site furnishings to be kept on the Leased premises in connection with the Concession shall be supplied at Lessee's cost and expense.
- o. <u>General Conditions</u>. Lessee shall purchase, maintain and provide proof of insurance protection for claims set forth below which may arise out of or result from Lessee's operations on the Leased premises, whether such operations are by Lessee or by anyone directly or indirectly employed by Lessee and their actions.
- p. Workers Compensation. Workers Compensation insurance for claims under Michigan's Workers Compensation Act or other similar employee benefit act of or any other state act applicable to an employee, along with Employer's Liability Insurance for claims for damages because of bodily injury, occupational sickness or disease or death of an employee when workers compensation may not be an exclusive remedy, subject to a limit of liability of not less than \$100,000 each accident.
- q. <u>Liability</u>. As of the effective date of this agreement, Lessee shall secure general liability insurance for claims for damages because of bodily injury or death of any person, other than Lessee's employees, or damage to tangible property of others, including loss of use resulting therefrom to the extent that such kinds of liability are insurable under general liability insurance, subject to combined bodily injury/property damage limits not less than \$2,000,000 each occurrence and \$3,000,000 aggregate, including as named additional



- insureds- The City of New Buffalo, City Council, all City Employees, agents and personnel.
- r. Proof of Insurance. Insurance required shall be in force during the period of the Lease and shall be written for not less than the limits of liability specified above. Lessee is responsible to file with the City certificates of insurance prior to Lessee's occupancy of the leased premises within fifteen (15) days of the date of this Agreement. The certificates shall contain a provision that coverages afforded under the policies will not be modified or cancelled until after at least 14 days written notice is given to the City. In addition, Lessee shall provide proof of property insurance covering any and all of its personal property to be stored on City property. Lessee's failure to provide certificates of insurance or maintain insurance coverages required by this agreement shall cause an immediate termination of the lease and this Agreement.

3. Employees.

- a. Employment. Lessee shall employ and maintain such help and labor as may be necessary to operate the Concession in a manner acceptable to the City and applicable law. Lessee shall provide the City names of all employees. The City reserves the right to notify Lessee of any employee who is guilty of improper conduct and require Lessee to discipline or remove the employee from working at the City Beach. The relationship of Lessee to the City is and shall continue to be that of an independent contractor and no liability or benefits, such as worker's compensation, pension rights or liabilities, arising out of or related to a contract for hire or an employer/employee relationship, shall arise or accrue to either party or either party's agents or employees as a result of the performance of this Agreement. Nothing contained herein shall be deemed or construed by the parties hereto, nor by any third party, as creating an agency relationship, or a partnership or joint venture between the parties hereto, it being understood and agreed that none of the provisions contained herein, nor any acts of the parties hereto, shall be deemed to create any relationship between the parties hereto other than an independent contractor relationship.
- b. Moral & Ethical Conduct. Lessee shall prohibit gambling, drinking, discourtesy to guests and other immoral or unethical acts by employees.
- c. <u>Appearance</u>. Employees of Lessee coming in contact with the public shall be identifiable by the public.
- d. <u>Parking</u>. Lessee shall be permitted to allow employees to park in the designated seasonal employee parking area which is located in the city beach or boat launch parking area. Employees will be required to have a decal indicating this so as to not be ticketed or towed.



e. <u>CPR & Cell Phone Contact</u>. The Lessee agrees to have on-site personnel who are CPR trained and will have a cell phone during working hours.

4. Lease Termination

In the event that the Lessee is found not following the provisions of this Agreement, the City may seek to terminate this agreement. The City shall notify the Lessee 14 days prior to a final determination to seek termination of the agreement due to breach of contract by the Lessee. The City does reserve the right to terminate the agreement immediately, examples of which may be extreme discourteousness to the public, insurance cancellation, alcohol abuse and other extreme circumstances which could cause harm to the public or the City. Lessee will be provided a meeting and the opportunity to explain Lessee's position prior to any such termination.

a. <u>Failure to Open</u>. Lessee shall be in full and complete operation with a full staff of employees on May 25, 2019; this Lease at the option of the City, may be terminated. Lessee will be provided a meeting and the opportunity to explain Lessee position prior to any such termination. Upon termination, the Commission may re-enter the premises and obtain a new Lessee for the operation of rental of kayaks and paddleboards.

5. Renegotiation & Termination

- a. Acts of God or Nature. Whenever, as a result of any cause beyond the City or Lessee's control such as fire, flood, windstorm, tornado or other acts of God or Nature or other emergency declared by the federal or state governments, Lessee is prevented from complying with any obligation of this Lease, the City or Lessee shall not be liable for any damages of forfeiture of the Lease; and in that event, at the option of the City this Lease shall terminate and each party hereto shall be released from further obligation hereunder.
- b. <u>Cancellation</u>. In the event that Lessee wishes to cancel this Lease, it may be cancelled only with the prior approval of the City.
- c. <u>Termination</u>. Upon the expiration and/or termination of this Lease, Lessee shall vacate the premises within 14 days. No personal property on which the City is given a lien shall be removed from the Leased area until all Lease fees and other sums owed to the City have been paid.

The signatories to this agreement have authority to sign on behalf of and to bind the parties to the terms and provisions of this agreement.

David Richards, City Manager

Date

Ryan Gerard, President

CITY HALL • 224 WEST BUFFALO • NEW BUFFALO, MICHIGAN 49117 • 269/469-1500 FAX 269/469-7917



MANAGER'S REPORT

June 15, 2020

AGENDA ITEM: Kona Ice Concession Agreement

SUMMARY: Kona Ice has been a very popular service at the beach. They owe a flat fee of \$3,500 this year and are asking for a reduction to 10% of net due to a late start and Covid issues. That would have equated to \$2,700 last year. They are current in last year's payments but owe for the first payment of 2020.

I can understand the request for some relief in the payment schedule but the NB Beach Club pays \$3,500 and has asked for no reduction. Third Coast Kayak rentals is paying 20% of gross which equated to about \$6,000 last year and has asked for no reduction. Outpost has asked for a fee of 20% of gross as well. I think it would be unfair to grant a reduction to Kona Ice but not the other vendors.

COST: None

BUDGETED:

No

NA

RECOMMENDATION: Deny the request for a reduction in fees to Kona Ice.

Respectfully submitted,

David Richards, City Manager

New Buffalo City Council,

We have been a vendor at New Buffalo Beach for the past two summer seasons. We signed a three-year agreement renewable each year back in 2018. We agreed to a Vendor Fee of \$2500 for 2018, \$3000 for 2019, & \$3500 for 2020.

We have enjoyed partnering with the City of New Buffalo selling Kona Ice in the Beach parking lot. We had a great first year. Last year was a challenge with so many rain dates and our sales were down by approx. \$10,000.

Due to unprecedented times during this pandemic and the uncertainty of business this summer at the beach along with the fact that our business has been shut down for the past 8 weeks, we are not able to pay the \$3,500 vendor fee this summer.

We did speak to the City Chief of Police and received approval to operate this summer. We are grateful for this. In order to open now, we need to staff our food truck with two staff persons as our Self-serve Flavorwave needs to be closed at present until the restrictions are lifted in Michigan along with other Safety protocols that need to be put in place. One person to handle money transactions and one to serve our shaved Ice. Our workers will now be masked and gloved with truck continually sanitized.

With our costs more then doubling to operate along with the fact that home rentals are still halted in Michigan and the uneasiness of customers frequenting public venues, we are very uneasy to determine what vendor fee we can even pay this summer. Compounding our concerns with the loss of 4th of July fireworks. 4th of July sales are the largest portion of our sales each summer. We make over a week or two worth of sales just the few days for 4th of July celebrations. This also causes us much uneasiness.

We hope you would consider a percentage of sales as a vendor fee this summer. We find 10% of sales would be very fair. This is the percentage that we paid as a vendor at Indiana Dunes State Park. We can provide credit card receipts and cash receipts of sales to prove our sales numbers. This way we both take the risk. Our first year, we made \$36,500 worth of sales. Last year our sales were \$27,400. We also ask that we pay the vendor fee by July 1st.

In the past, we served even with weather not being the greatest. There were many days that we made less then what it cost us in gas and payroll for the day. We are also asking that it be our discretion to come to beach and serve when the weather forecast is sunny and warm.

We look forward to your decision soon.

Kind Regards,

Dawn Cole

Kona Ice of the Dunes

574-383-3383

LICENSE AGREEMENT FOR BEACH CONCESSIONS

This License Agreement for Beach Concessions (this "Agreement") is made as of March 20, 2018, between the City of New Buffalo, a Michigan municipal corporation, the principal business address of which is 224 West Buffalo, New Buffalo, Michigan 49117 (the "City"), and Kona Ice of the Dunes LLC, an Indiana limited liability company, the principal business address of which is 550 N Union Place, Gary, IN, 46403 (the "Licensee"). The City and the Licensee are together referred to as the "Parties".

RECITALS

- A. The City owns the property commonly referred to as the New Buffalo City Beach.
- B. The Licensee operates a food truck that sells Hawaiian shaved ice and other refreshments (the "Concession Business").
- C. The City wishes to grant Licensee a license to operate the Concession Business at the City Beach under the terms of this Agreement.

TERMS AND CONDITIONS

In exchange for the consideration in and referred to by this Agreement, the parties agree as follows:

- 1. <u>License</u>. The City grants Licensee a license to occupy the premises shown on the attached **Exhibit A** (the "Premises") in order to operate the Concession Business between May 15 and September 30 of each year that this Agreement remains in effect (the "Concession Season"). This Agreement does not grant or convey to Licensee any rights, title, or interest in any fixtures, structures, equipment or furnishings, provided by the City with respect to the Beach.
- 2. <u>Term and Renewal</u>. This Agreement shall be in effect through the end of calendar year 2018 unless terminated early pursuant to Section 9. The Licensee may renew this Agreement for up to 2 additional 1-year terms by providing written notice to the City Manager of its intent to renew each year on or before October 30.
- 3. <u>License Fee</u>. Licensee shall pay to the City an annual license fee on or before May 15 of each year that this Agreement is in effect. The fee shall be \$2,500 for the initial 1-year term, \$3,000 for the first renewal term, and \$3,500 for the second renewal term.

4. Hours of Operation.

a. Except as otherwise provided below, Licensee shall operate the Concession Business during the following times, at a minimum:

May 15 through Memorial Day - 11:30 a.m. to 7:00 p.m. on Saturdays and Sundays Memorial Day through Labor Day - 11:30 a.m. to 8:00 p.m. - 7 days a week Labor Day through September 30 - 11:30 a.m. to 7:00 p.m. on Saturdays and Sundays

- b. Licensee may close the Concession Business when the temperature, wind conditions, undertows or rip currents, or other beach conditions make use of the beach and water hazardous or substantially reduce the number of patrons at the beach. The City's consent generally is not required in order to close in such circumstances. However, if the Licensee closes the Concession Business pursuant to this subsection on 5 or more occasions during a calendar year, the City Manager may (in his or her sole discretion) require Licensee to obtain consent prior to closing for the remainder of the Concession Season.
- c. Licensee may have longer hours of operation, but Licensee generally shall not operate before 7:00 a.m. or after 11:00 p.m. without written consent from the City Manager.
- 5. <u>Sales</u>. Licensee must sell Hawaiian shaved ice and bottled water (at a price of no more than \$2.00 per bottle) during the required hours of operation described above. Licensee may sell other food items or non-alcoholic beverages, so long as such items are sold from the same truck and as so long as the Licensee complies with all applicable licensing and food-safety requirements. The sale of any other item requires written approval by the City Manager.

- 6. <u>Maintenance of Premises</u>. Licensee shall maintain the Premises, including the wood deck area and the sidewalk next to the concession building, in a clean and orderly condition, regularly removing trash and other debris. Licensee shall not store its food truck unit on the Premises overnight.
- 7. <u>Utilities</u>. Licensee shall pay for all utility services (electricity, gas, water, etc.) provided to the Concession Operation, if any, during the term of this Agreement.
- 8. <u>Insurance</u>. Licensee shall carry General Liability Insurance as required by the City liability insurance carrier in the amount of \$1,000,000.00 and list the City (defined for purposes of this section to include the City's officers and employees) as an additional insured and certificate holder. Licensee shall provide the City a copy of a certificate of insurance showing the insurance to be fully in effect and stating that the insurance may not be terminated or modified without providing the City at least 30 days prior written notice. Upon request, Licensee shall provide the City a copy of the complete policy, including all endorsements. The policy shall provide coverage for all occurrences during the term of this Agreement.
- 9. <u>Indemnification</u>. Licensee shall hold the City (defined for purposes of this section to include the City's officers and employees) harmless from, indemnify it for and defend it (with legal counsel reasonably acceptable to the City) against any demands, claims or causes of action arising from the negligent acts or wrongdoing of Licensee or Licensee's members, employees or agents in the operation of the Concession Business or use of the Premises, except to the extent such loss is caused solely by the negligence or wrongdoing of the City.
- 10. <u>Compliance with Laws.</u> Licensee shall operate in accordance with generally accepted operating practices and maintain compliance with applicable laws, rules, regulations, ordinances, orders, permits, and licenses required by any governmental agency of competent jurisdiction. In addition, Licensee shall obtain and maintain all required permits, licenses, and other approvals.

11. Breach and Remedy.

- a. If either party fails to comply with any of the terms and conditions of this Agreement, a written notice of failure to comply stating the specific breach shall be delivered to the allegedly breaching party. The recipient of any such written notice shall have 3 days to take any corrective actions required to cure the breach so as to be in compliance with this license. In the event it is impossible to remedy the breach within 3 days due to inclement weather, fire or other act of God, the recipient of a written notice shall be given a reasonable time to comply with the terms and conditions of this license. During the 3 day cure period the notice recipient shall inform the notice sending party in writing of the actions taken to remedy the breach.
- b. The City Manager may, upon a reasonable belief that a breach of this Agreement has occurred and has not been corrected after 3 days' written notice, suspend the license granted by this Agreement or terminate this Agreement, effective immediately.
- c. In addition or in the alternative to suspending the license or terminating this Agreement, if the notice-recipient fails to take reasonable steps to remedy the breach within 3 days of receiving notice of the same, the notice-sending party may perform the notice recipient's obligations so as to remedy the breach and recover from the notice-recipient all of the costs, including, without limitation, costs paid to those providing services or materials and its own wages if performing the work itself.
- d. To the extent not prohibited by law, the prevailing party in any action brought pursuant to or to enforce any provision of this Agreement shall, in addition to any other remedies, be entitled to recover its actual costs, including, without limitation, its actual reasonable attorney fees, filing fees, expert fees and other expenses incurred to bring, maintain or defend any such action from its first accrual or first notice thereof through any appellate and collection proceedings. A party is a prevailing party if it improves its position from any offer made by the other party prior to filing the lawsuit. This provision shall not alter or affect any remedies under applicable court rules governing sanctions for rejected offers of judgment or case evaluation awards.
- 12. <u>Assignment.</u> Licensee may assign this Agreement in any renewal term to a subsidiary, parent company, or any similar affiliated entity with written consent of the City Manager, which shall not be unreasonably withheld.

13. Interpretation. This is the entire agreement between the parties as to its subject matter. This Agreement shall supersede and void any existing lease or other agreement between the parties. This agreement may not be modified except in writing signed by the Parties (in the case of the City, such modification shall require City Council approval). Its interpretation shall not be affected by any course of dealing. The captions are for convenience and form no part of this Agreement, but the recitals are an integral part of this Agreement. This Agreement shall be construed as if it were mutually drafted.

14. Miscellaneous.

- a. Any notices shall be made in writing to the addresses first written above or such other addresses as indicated by notice and shall be made by personal delivery or by postage prepaid United States first-class mail and shall be deemed completed when actually received or, if by first-class mail, three business days after mailing.
- b. The waiver of or failure to enforce any part of this Agreement shall not prevent its subsequent enforcement. To be effective any waiver must be in writing signed by the waiving party.
- c. This Agreement shall be binding upon the parties to this Agreement as well as their successors, heirs, executors, administrators, personal representatives, and permitted assigns.

The Parties have signed this Agreement as of the date first above written.

CITY OF NEW BUF

Lou O'Donnell IV, Mayor

Lori K. Vander Clay, Clerk

KONA ICE OF THE DUNES LLC

Its:

President Me

EXHIBIT A

DESCRIPTION OF CONCESSION AREA

Located at the City beach, next to the City owned concession stand in the City of New Buffalo, Michigan.



MANAGER'S REPORT

June 15, 2020

AGENDA ITEM: First Reading of Ordinance #246 to Amend Section 16-11 of the New Buffalo Code to Clarify Responsibility for Sewer Backups

SUMMARY: This Ordinance makes the property owner responsible for all costs associated with sewer blocking, backups and any repairs. Currently there is no mention of the issue in the City's ordinances which leads property owners to believe the City will make any repairs or cover the cost. This ordinance clarifies that responsibility and requires the owners to cover any expense.

COST: None

BUDGETED: Yes No NA

RECOMMENDATION: Approve first reading of Ordinance #246 to Amend Section 16-11 of the New Buffalo Code to Clarify Responsibility for Sewer Backups.

Respectfully submitted,

David Richards, City Manager

CITY OF NEW BUFFALO BERRIEN COUNTY, MICHIGAN

ORDINANCE NO. 246

AN ORDINANCE TO AMEND SECTION 16-11 OF THE NEW BUFFALO CITY CODE TO CLARIFY RESPONSIBILITY FOR DAMAGE CAUSED BY BACKUPS IN BUILDING SEWERS

The City of New Buffalo ordains:

Section 1. <u>Amendment</u>. Section 16-11 of the New Buffalo City Code is amended to read as follows:

Sec. 16-11. Building sewers and connections

- A. No unauthorized and unlicensed person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof without first obtaining a written permit from the District.
- B. There shall be two classes of building sewer permits: (1) For residential and commercial service, and (2) For service to establishments producing industrial wastes. In either case the owner or their agent shall make application on a special form furnished by the City. The permit application will be supplemented by any plans, specifications, or other information considered pertinent in the judgment of the Superintendent. A permit and inspection fee for an industrial building sewer permit shall be paid to the City Treasurer at the time the application is filed.
- C. All costs and expense incident to the installation and connection of the building sewer shall be borne by the owner of the property on which the building is located. Further, such owner shall be fully responsible for and pay all costs incurred if any portion of the building sewer, building drain, or any related fixtures under the control of the owner become plugged, blocked, or backed up. The owner shall be responsible for paying all costs to correct any overflow, backup, or damage in such fixtures and shall The owner shall indemnify the City from any loss or damage that may directly or indirectly be occasioned by their installation, connection, maintenance, or operation. of the building sewer.
- D. A separate and independent building sewer shall be provided for every building; except where a building stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, court, yard, or driveway, the building sewer from the front building may be extended to the rear building and the whole considered as one building sewer.
- E. Old building sewers may be used in connection with new buildings only when they are found, upon examination and test by the Superintendent, to meet all requirements of this chapter.
- F. The size, slope, alignment, materials of construction of a building sewer, and the methods to be used in excavation, placing of the pipe, jointing, testing, and backfilling the trench, shall all conform to the requirements of the building and plumbing code or applicable rules and regulations of the City. In the absence of code provisions or in amplification

- thereof, the materials and procedures set forth in appropriate specifications of the ASTM and WPCF Manual of Practice No. 9 shall apply.
- G. Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sewage carried by such building drain shall be lifted by an approved means and discharged to the building sewer.
- H. No person shall make connection of roof downspouts, exterior foundation drains, areaway drains, or other sources of surface runoff or ground water to a building sewer of building drain which in turn is connected directly or indirectly to a public sanitary sewer.
- I. The connection of the building sewer into the public sewer shall conform to the requirements of the building and plumbing code or other applicable rules and regulations of the City, or the procedures set forth in appropriate specifications of the ASTM and WPCF Manual of Practice No. 9. All such connections shall be made gas-tight and watertight. Any deviation from the prescribed procedures and materials must be approved by the District before installation.
- J. The applicant for the building sewer permit shall notify the District when the building sewer is ready for inspection and connection to the public sewer. The connection shall be made under the supervision of the Superintendent of his/her representative.
- K. All excavations for building sever installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways, and other public property disturbed in the source of the work shall be restored in a manner satisfactory to the Supermendant.

Section 2. <u>Publication and Effective Date</u>. Use City Clerk shall cause this ordinance to be published in a newspaper of general circulation in the City, and the ordinance shall be effective 20 days after enactment or upon publication, whichever is later.

YEAS:	No.				
NAYS:		W			
ABSTA					
ABSEN	Γ:				
		ecopy of Ordina	RTIFICAT	ON _ adopted at a regular i	neeting of the New
Buffalo (City Commeil held	on	_, 2020.		
			Lo	u O'Donnell IV, Mayor	
			An	ne M. Fidler, City Cler	k



MANAGER'S REPORT

June 15, 2020

AGENDA ITEM: Commencement 2020 Fireworks

SUMMARY: The high school has asked for permission to shoot fireworks for the graduation ceremony and requires the closing of E. Clay Street between Bronson and Bell from approximately 7:15 PM to 9:30 PM on Friday July 24. Police and Fire and Township Fire have all approved the event.

COST: None

BUDGETED:

Yes No

NA

RECOMMENDATION: Approve the high school commencement fire works for Friday July 24.

Respectfully submitted,

David Richards, City Manager

Dave Richards

From: Sent: Jeff Leslie <jleslie@nbas.org> Tuesday, June 9, 2020 5:23 PM

To: Subject: Rich Killips; Dave Richards Graduation Commencement Plans

Dave & Rich,

Due to the COVID-19 pandemic, we have been forced to look at alternate ways of holding our commencement ceremony. Traditionally, we have had graduation in our gym on the last Sunday in May. I think our best chance of having an in-person commencement is to move it outside on our multiplex field and to have it later in the summer. We are shooting for 7:30 pm on Friday, July 24th at the earliest and looking at the following evening in case of rain.

Having it outside causes a few logistical issues. Would it be possible to have Clay Street closed between Bronson Street and Bell Street during the ceremony (7:15 pm to 9:30 pm)? My fear is that traffic and honking horns on Clay Street will distract from the ceremony. We would also like to have a fireworks display at the end of the ceremony. We have secured sponsors to pay for this and have been in discussions with Melrose Pyrotechnics to shoot off the fireworks. They have traditionally done the 4th of July fireworks for the City of New Buffalo. They would set up in the student parking lot on the opposite side of the school from the multiplex field (closer to my office).

We would really like to have some special touches to this year's commencement ceremony since this graduating class missed out on prom, spring sports, the musical, and robotics season. I would be happy to meet with you to answer any questions that you may have.

Thank you,

Dr. Jeff Leslie Superintendent of New Buffalo Area Schools Phone (269) 469-6013 1112 East Clay Street PO Box 280 New Buffalo, MI 49117

Exceptional schools, exceptional community - building success together!

This e-mail is covered under the Electronic Communications Privacy Act, 18 USC 2510-2521 and is legally privileged. The information contained in this e-mail is intended only for use of the individual or entity named above. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, please notify the sender immediately and destroy the original message.



MANAGER'S REPORT

June 15, 2020

AGENDA ITEM: Whittaker/Buffalo Streets Parking Lot Lease and Signage Agreements

SUMMARY: Seville Investments and The Beer Church have agreements with the City for lease and signage at the Whittaker/Buffalo Streets parking lot. New agreements have been prepared for this season that allow for early termination, and prohibition of overnight parking, camping and semi-trailers.

There are approximately 100 parking spaces and the lot requires some limited improvements like clean up and striping which must be accomplished at City expense. The term is for two (2) years at a cost of \$11,000 and \$12,000. The Beer Church pays the lease cost for the opportunity to advertise as sponsor of the parking lot. The extensions have approval of the parties involved.

COST: \$11,000.00

BUDGETED: / Yes

No NA

RECOMMENDATION: Approve the Parking Lot Agreements with Seville Investments and The Beer Church.

beer charen.

Respectfully submitted,

David Richards, City Manager

PUBLIC PARKING LOT CONTRIBUTION AGREEMENT

RECITALS

- A. The City has entered into an agreement to lease the premises described on the attached **Exhibit A** for use as a new public parking lot at the intersection of N. Whittaker and E. Buffalo Streets.
- B. BCHG owns and operates the Beer Church Brewing Co. restaurant and microbrewery at 24 South Whittaker Street, and wishes to support the City's efforts to increase the availability of public parking in the area.
- C. The parties are entering into this Agreement to establish the terms and conditions of a monetary contribution from BCHG to the City.

TERMS AND CONDITIONS

In exchange for the consideration in and referred to by this City, the parties agree as follows:

- 1. <u>Contribution</u>. Simultaneously with the signing of this Agreement, BCHG shall pay the City a monetary contribution of \$11,000 for the City to use in making the premises available for public parking until Memorial Day 2021. On or before May 1, 2021, BCHG shall pay the City a monetary sum of \$12,000 for the City to use in making the premises available for public parking until Memorial Day, 2022.
- 2. Recognition Signage. The City shallBCHG may post and display two freestanding signs in the parking lot premises recognizing that public parking in the lot is "brought to you by" or "sponsored by" BCHG. Other than required directional signage, BCHG shall have exclusive signage rights. The location and design of such signs shall: (1) include BCHG's name and logo; (2) be mutually agreeable to the City and BCHG; and (3) comply with applicable provisions of the City of New Buffalo zoning ordinance. BCHG will submit designs for signs to the City Manager for review and approval, which shall not be unreasonably withheld. The City Manager shall consider and provide a decision/response to any proposed signage within 2 business days of submission. Once approval is given, and the CityBCHG shall print and post the signs, at its own expense, as promptly as reasonably possible.
- 3. <u>No Special Parking Rights</u>. This Agreement does not create special parking rights for BCHG, or its employees or patrons. The spaces in the parking lot shall be open to all members of the general public, including BCHG's employees and patrons.
- 4. <u>No Obligations to Lessor</u>. This Agreement does not make BCHG a lessee or sublessee with respect to the premises, nor does it create any obligations owed by BCHG to the owner of the premises. The City's lease for the premises requires the City to provide an appropriate general liability protection policy for its use as a parking lot, and BCHG shall be added to the City's policy as a covered contract.
- 5. <u>Indemnification</u>. The City agrees to defend, indemnify and hold harmless BCHG, its partners, employees, agents, representatives, and assigns, and all other persons and entities identified in interest with them, from all claims, suits, losses, damages, expenses, causes and causes of action, for death, personal injury, property damage or other claims or damages arising from the City's actions or omissions.
- 6. <u>First Right of Refusal</u>. BCHG is hereby granted a "First Right of Refusal" to continued recognition signage in the event the City enters into a subsequent Parking Lot Lease Agreement at the same location. The City will notify BCHG in writing prior to soliciting other potential sponsors, informing BCHG of the amount of the contribution it intends to seek. BCHG shall have 15 days from the date on which the notice is received to exercise its First Right of Refusal by paying the City the requested contribution amount.

7. Term. This Agreement shall be for a term of 2 years, which shall run from Memorial Day 2020 to Memorial Day 2022 (the "Term"). Except, however, that this Agreement may be terminated early by the City upon 30 days' written notice to BCHG if the parking lot lease between the City and Seville Investments, LLC, (the "Seville Lease") is terminated early by Seville. If the City terminates this Agreement pursuant to this paragraph, the City shall have no further obligation to provide public parking or display signage on the premises, and shall pay to BCHG any amount the City receives pursuant to the early-termination provisions in the Seville Lease.

8. Miscellaneous.

- a. The headings in this Agreement are for reference purposes only and shall not affect its interpretation. However, the Recitals are an integral part of this Agreement.
- b. This Agreement is the entire agreement between the parties regarding its subject matter. It supersedes and replaces all previous or contemporaneous, express or implied, written or oral statements, covenants, representations or agreements. This Agreement may not be amended except in writing signed by the parties following an approving resolution adopted by the City Council.
- c. No party shall be entitled to benefits other than those specified herein.
- d. This Agreement was made in Berrien County, Michigan. The jurisdiction and venue for any action brought pursuant to or to enforce this Agreement shall be solely in the state courts in Berrien County, Michigan. The prevailing party in any such action shall, in addition to any other remedies, be entitled to recover any costs, expenses and attorney's fees incurred to investigate, bring, maintain or defend any such action from its first accrual or first notice thereof through all appellate and collection proceedings.

The parties have signed this Agreement as of the date first written above.

CITY OF NEW BUFFALO	BEER CHURCH HOSPITALITY GROUP INC.
By:	
Lou O'Donnell IV, Mayor	By:
·	Jane Simon,
Ву:	
Ann M. Fidler, Clerk	By:
	John Lustina,

EXHIBIT A

LEGAL DESCRIPTION OF THE PREMISES

That certain land in the City of New Bufalo, County of Berrien, State of Michigan, to wit:

Lots 1, 2, 11 & 12, Block 29, Village Plat of New Buffalo; also the westerly 1/2 of vacated Thompson Street lying easterly of said Lots 1 & 2.

PARKING LOT LEASE AGREEMENT

This Parking Lot Lease Agreement (this "Lease") is made as of the ____ day of _____, 2020, between Seville Investments, LLC, a Michigan limited liability company, with an address of 121 W. Merchant Street, New Buffalo, MI 49117 ("Landlord"), and the City of New Buffalo, a Michigan municipal corporation, with offices at 224 W. Buffalo Street, New Buffalo, MI 49117 (the "Tenant").

TERMS AND CONDITIONS

In exchange for the consideration in and referred to by this Lease, the parties agree as follows:

- 1. <u>Premises</u>. Landlord, for the consideration described in this Lease, leases unto the Tenant, and the Tenant rents and leases from Landlord, according to the terms and provisions herein, the real estate described on the attached Exhibit A, together with all improvements located thereon (the "Premises").
- 2. <u>Term.</u> This Lease shall be for a term of 2 years, which shall run from Memorial Day 2020 to Memorial Day 2022 (the "Term").
- 3. Consideration. As consideration for this Lease, the Tenant shall:
 - A. On or before July 1, 2020, pay \$11,000 to the Landlord as rent for the first year of this Lease;
 - B. On or before Memorial Day 2021, pay \$12,000 to the Landlord as rent for the second year of this Lease.
 - B. Place or maintain at least 1 sign (and others as reasonably needed) to designate the parking spaces outside the Premises that are and will continue to be reserved for the tenants of the apartments owned by Landlord. In the event parking by the public is intruding upon the space reserved for the tenants of the apartments, Landlord shall give notice to the Tenant and Tenant shall promptly install additional signage and/or separation designations to keep the apartment tenants parking open.

4. Use of Premises

- A. Tenant shall use the Premises as a public parking lot (the "Intended Use") and for no other purposes without Landlord's prior consent.
- B. Tenant and the general public shall have access to the Premises 24 hours per day and 7 days per week.
- C. Tenant shall be permitted to post and display up to 6 directional signs and up to 2 signs indicating that the Premises is a public parking lot. Such signs shall comply with the placement and dimensional regulations of the City of New Buffalo zoning ordinance pertaining to freestanding signs. The design of the public-parking signs may include the name and logo of private entities that contribute to the provision of public parking on the Premises. The Landlord shall have prior approval of any signs with the name and logo of private entities.
- D. Tenant, at Tenant's sole cost and expense, shall maintain the Premises in clean and orderly condition and shall repair any damage to the Premises caused by Tenant.
- E. Parking of camping trailers and semi-trailers is prohibited on the Premises.
- F. Overnight parking between the hours of 12:00 a.m. to 5:00 a.m. is prohibited on the Premises.
- 5. <u>Possession and Surrender</u>. Upon expiration of this Lease, the Landlord shall take possession of the Premises, including the Improvements installed by the City. At the sole discretion and direction of the Landlord, Tenant will remove any signs, parking bumpers, or other removable improvements within 30 days of the expiration of this lease.
- 6. <u>Utilities</u>. Tenant does not anticipate any need for utilities during the Term. If utilities are needed, Tenant shall open accounts with utility providers in its own name and shall pay all charges incurred.

- 7. Assignment and Subletting. Tenant shall not assign or sublet the Premises without the prior written consent of the Landlord, which may be granted or withheld in Landlord's sole and absolute discretion.
- 8. <u>Real Estate Taxes</u>. Landlord shall pay and discharge any ad valorem real property taxes and assessments which may be levied against all the Premises which become due and payable during the term of this Lease prior to the same becoming subject to interest or penalties.
- 9. Indemnification and Insurance. To the fullest extent permissible by law, Tenant shall indemnify and defend Landlord and save it harmless from any claims, actions, damages, liability and expense in connection with the loss of life, personal injury and/or damage to property arising out of the use of the Premises by Tenant or Tenant's invitees (including those parking in the public parking lot offered by the City) during the term of the Lease. At its own expense, Tenant shall provide, prior to the commencement of the term of this Lease and keep in force during the term of this Lease, comprehensive general liability coverage protecting against any liability for injury to persons and/or property and death of any persons occurring on or about the Premises. The coverage shall be written by a responsible municipal selfinsurance association satisfactory to Landlord, and shall protect Landlord for liability assumed under a covered contract. The limits of liability under such coverage shall not be less than \$10,000,000 single limit combined coverage. The documentation showing the coverage shall be similar to that which might be received under a commercial insurance policy showing the single limit combined coverage amount that insures the City of New Buffalo and adding the Tenant as insured covered party with regard to the City's involvement in this Lease. The self-insurance association shall provide a binder or certificate type document reflecting that coverage, naming the Landlord as an insured party, and the insurance association's agreement not to remove the coverage unless and until the Landlord has been given 30 days advance notice of the termination. Tenant shall furnish Landlord with evidence of such protection indicating that the protection is in effect and providing that Landlord shall be notified in writing at least thirty 30 days prior to cancellation of or reduction in coverage. In the event the Tenant receives notice that the insurance protection is being terminated prior to the end of the Lease term the Tenant shall promptly put in place, as of the date of termination of the insurance coverage or sooner, equal alternative insurance coverage for the Landlord as provided for under the language stated above.
- 10. <u>Tenant Default</u>. Upon default by the City, Landlord shall have all the remedies available under Michigan law.

11. Early Termination.

- a. Tenant may terminate this Lease at any time, and upon doing so is not entitled to reimbursement of rent.
- b. Landlord may terminate this Lease upon 30 days' written notice to the Tenant, except however, that Landlord may not exercise its right of early termination prior to September 1, 2020, once rent has been paid for the first year of the Term, or prior to September 1, 2021, once rent has been paid for the second year of the term. Upon such early termination, rent will be refunded to the Tenant on a prorata basis.
- 12. Quiet Enjoyment. Landlord covenants that so long as no default has occurred and is continuing, Tenant may peacefully and quietly hold and enjoy the Premises for the Term without interference by Landlord or any person claiming by, through or under Landlord.

13. Miscellaneous.

a. Any notice, demand, or communication required, permitted, or desired to be given under this Lease shall be deemed effectively given when personally delivered (which may include delivery by FedEX, UPS or other courier) to those addresses first provided above. The parties may, by written notice, designate any further or different address to which subsequent notices, demands, or communications may be given.

- b. The headings in this Lease are for reference purposes only and shall not affect its interpretation.
- c. This Lease is the entire agreement between the parties regarding its subject matter. It supersedes and replaces all previous or contemporaneous, express or implied, written or oral statements, covenants, representations or agreements. This Lease may not be amended except in writing signed by the parties following an approving resolution adopted by the City Council.
- d. No party shall be entitled to benefits other than those specified herein. No other party is intended to be a beneficiary of this Agreement.
- f. This Lease was made in Berrien County, Michigan. The jurisdiction and venue for any action brought pursuant to or to enforce this Lease shall be solely in the state courts in Berrien County, Michigan. The prevailing party in any such action shall, in addition to any other remedies, be entitled to recover any costs and fees incurred to investigate, bring, maintain or defend any such action from its first accrual or first notice thereof through all appellate and collection proceedings.

The parties have signed this Lease as of the date first written above.

CITY OF NEW BUFFALO

SEVILLE INVESTMENTS LLC

By: Lou O'Donnell IV, Mayor	By:Ron Farina,	
By:Ann M. Fidler, City Clerk	Date signed:	, 2020
Date signed:, 2020		

EXHIBIT A

LEGAL DESCRIPTION OF THE PREMISES

That certain land in the City of New Bufalo, County of Berrien, State of Michigan, to wit:

Lots 1, 2, 11 & 12, Block 29, Village Plat of New Buffalo; also the westerly 1/2 of vacated Thompson Street lying easterly of said Lots 1 & 2.

Excepting that portion reserved for private parking for tenants on the southerly portion of Lots 2 and 11.



STAFF REPORT

Dooley's Lake House Pub

Meeting Date: June 15, 2020

Project Number: 6.15.20

Project Name: Dooley's Lake House Pub Site Plan Review

Applicant: John and Coleen Dooley, 38 N. Whittaker Street. New Buffalo, MI 49117, 269-469-2247

Property Location: 310 W. Buffalo Street, New Buffalo, MI 49117, #62-0340-0283-00-7

Dimensions: 100x135 or 13,500 SF

Proposed Use: Shed Style Patio Bar

Zoning: 310 W. Buffalo Street – Central Business District (CBD)

Action Requested: Site Plan Review

OVERVIEW

The applicant requests approval of a Site Plan to construct a Shed Style Patio Bar within an approved outdoor dining area. Article 19, Section 19-2 of the City's Zoning Ordinance specify site plan review standards. The site plan submitted in conjunction with this application notes the proposed 24'x16' stick built structure to be located adjacent to the existing structure on the west end.

Section 19-6, A, General Information

The application submitted is complete.

Section 19-6, B, Site Analysis/Project Impact

The drawings as submitted satisfy the requirements of this section.

Section 19-6, C, and 19-9, Site Plan Information and Approval Standards

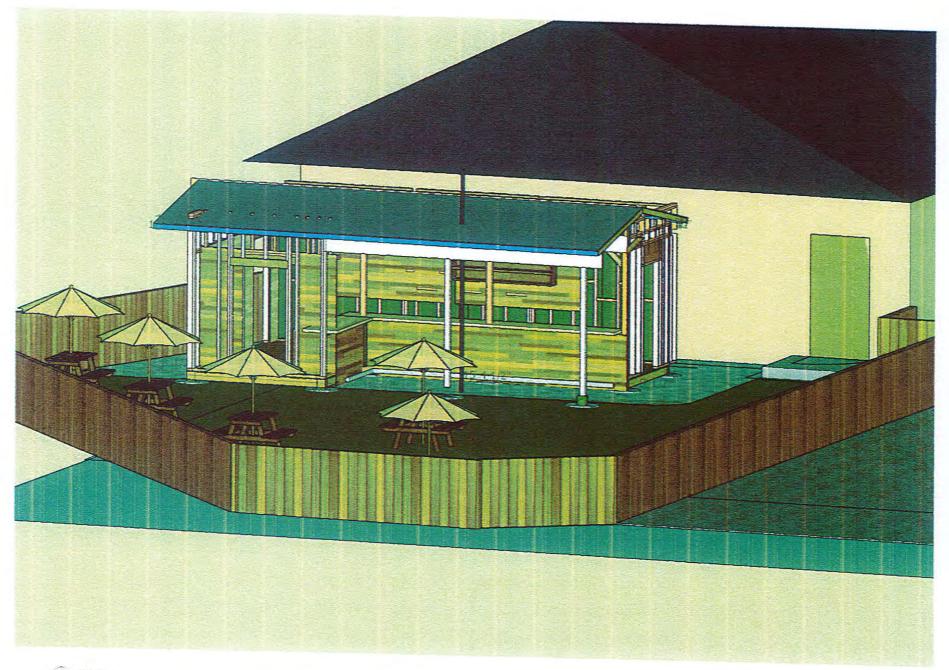
The drawings as submitted satisfy the requirements of this section. The project is within the set back requirements of the Central Business District.

FINDINGS/RECOMMENDATION

After review of the application materials, confirmation of the facts reported, site inspections and evaluation of the site plan review criteria, it is recommended the Site Plan for Project #6.15.20 referred to as Dooley's Lake House Pub Site Plan Review be approved as submitted.

Respectfully,

David Richards, City Manager



Dooley's Lake House Pub

"A Shed Style Patio Bar in Section 09 of New Buffalo City, Berrien County Michigan"

Owner: John Dooley

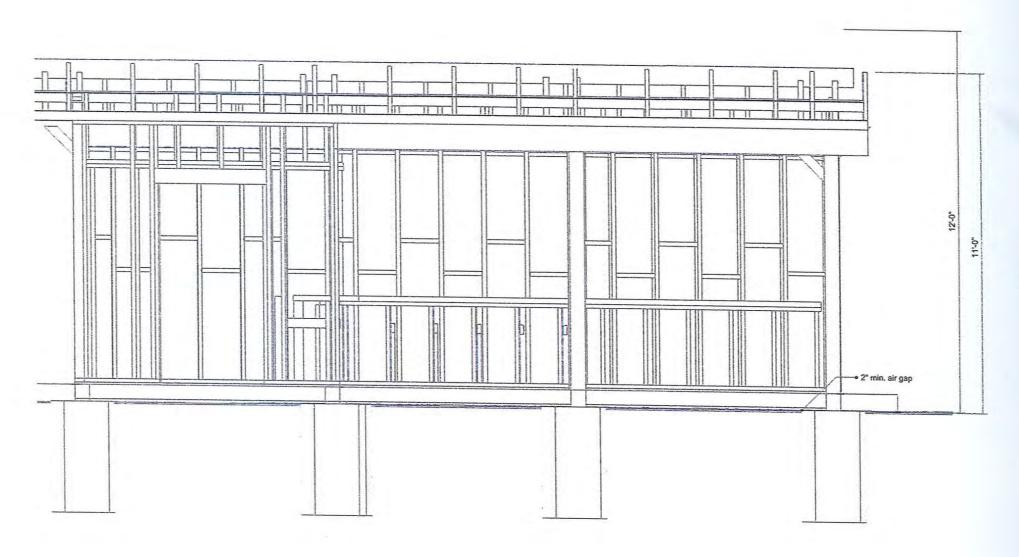
Address: 310 W Buffalo St,

New Buffalo, MI 49117

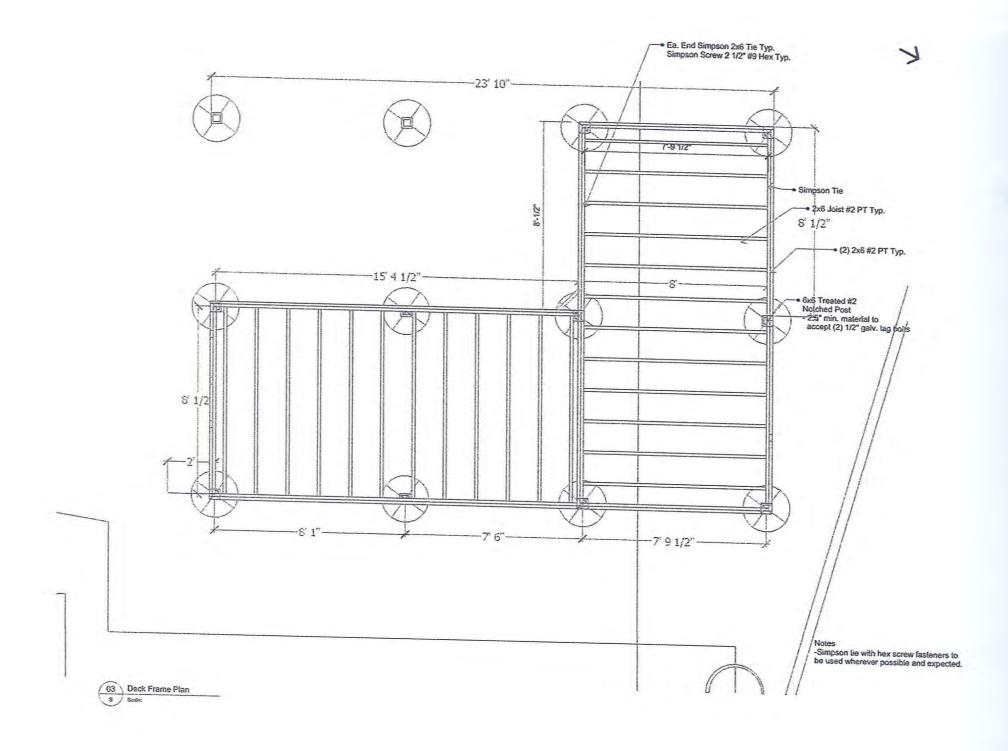
Tax EIN:



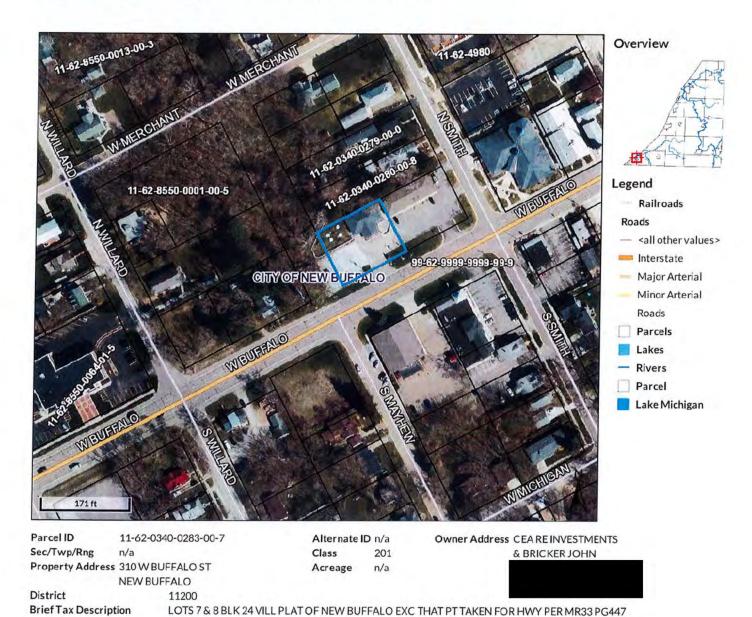
Cityname	Berrien
FIPS CO	21
ID	1261
Perimeter	102841.7353
Range	21W
Shape Length	102841.735687919000
StateCty	26021.0
Town	108S
Town Range	08S21W



O4 Front Elevation
S Scale:



(Note: Not to be used on legal documents)



Date created: 6/8/2020 Last Data Uploaded: 6/8/2020 1:05:09 AM

Developed by Schneider

Beacon Berrien County, MI

Summary

Parcel Number 62-0340-0283-00-7 **Property Address** 310 W BUFFALO ST NEW BUFFALO MI 49117

Brief Tax Description LOTS 7 & 8 BLK 24 VILL PLAT OF NEW BUFFALO EXC THAT PT TAKEN FOR HWY PER MR33 PG447

(Note: Not to be used on legal documents)

Class 201 **School District** 11200 Map# 009-2 Acres Liber/Page 0.00 2775 2021 Plate Number 85REWRITE

Owners

Owner CEA RE INVESTMENTS & BRICKER JOHN Tax Payer

Valuation

Year Assessed Value State Equalized Value Tayable Value 2019 \$73,500 \$73,500 \$73,500 2018 \$85,300 \$85,300 \$80,817 2017 \$79,800 \$79,800 \$78,923

Been ren County assumes in limit responsibility for the Information contained Armonia User Privacy Policy

GDPR Privacy Notice

Last Data Upload: 6/8/2020 1:05:09 AM

Version 2,3.62





Project Name Project Number

Review Fee Paid

Escrow Fee Paid

APPLICATION TO: PLANNING COMMISSION ZONING BOARD OF APPEALS

224 W Buffalo St, New Buffalo, MI 49117

City Hall: 269-469-1500 Building Dept: 269-469-7144

Facsimile: 269-469-7917

Instructions: Fill-in all blanks and 'X' applicable boxes (). Incomplete applications cannot be processed.

I. Applicant and Owner Information

A) Applicant(s) principal contact:	E) Property owner(s) principal contact:
Name John Dio ley	Name John Bricker
Address	Address
Telephone	Telephone .
B) Applicant(s) secondary contact:	F) Architect (if applicable):
Name Colleen Dioley	Name // /A
Address	Address
Telephone	Telephone
C) Agent or Attorney (if applicable):	G) Engineer (if applicable):
NameX/A	Name X/A
Address	Address
Telephone	Telephone
D) Is the property held in Trust*:	H) Applicant is (check one):
Yes - Answer below No Skip below	Property owner
Name of Trust	Attorney
Address	Agent
	Engineer
Telephone	Other:

Revised: 9/2012

^{*} Trusts: Provide an attached statement from the trustee verifying the names of all the beneficial owners.

II. Purpose of Application

 A) This application is a request for the 	ne following action:	
Rezoning of Property	Subdivision Approval	Site Plan Approval
Rezoning Amendment	Variance(s) Approval	Special Use Approval
Lot Split – Subdivision or Land Di	vision Other:	
B) The reasons for the requested act	ion(s) are as follows:	y structure
To obtain a p	permet	
C) The specific section(s) of the City Z addresses the amendment, varianc	e, or other action which is being re	rdinances which quested:
		1000
D) The following two questions are only for	or applications which contain a reque	est for a zoning variance:
 Are the conditions which prevent individual who has or had a prope 	the development of the property the erty interest in the subject property:	e result of action by an Yes No
2. If the conditions were self-impose	d (not hardship), explain why the va	ariance should be granted:

III. Site and Surrounding Property Information

	0.000	
Permanent Real Est	ate Tax Identification Number:	
Parcel Size:	Square feet	
_0	30 99 Acres	
	735 Dimension o	f lot frontage
1	Dimension of	f lot depth
What are the current	land upon and zoning on the number	and the self-state of
what are the current	land uses and zoning on the propert	ly and the adjoining properties:
	Current zoning	Current land use
1. On Site:	_ CKD	Lestwart Dr
2. Adjoining property	: 1 10 P 1	= //
a) North of Site	WIM KI	K-1
b) South of Site	CRA	<u>US12</u>
c) East of Site	CBD	(B)
o) Last of Site		

IV. Description of the Proposed Development

B) What is the proposed C) For each intended us total square footage the number and size	se please fill of the devel	in the num	ber of build d the requir	ings, square ed number	e footage of ea	ch building, th
Building Use	Number of Buildings	Building Area (sq ft)	Total Building (sq ft)	Required Parking Spaces	Water Connections and Sizes	Sewer Connections and Sizes
Single Family R-1			(54.5)		una 0,200	und 01200
Two Family R-2						
Mufti-Family R-3						
Central Business CBD						
Gen. Commercial GCD	1	250				
Waterfront Marina WM						
General Industrial I-1						
TOTAL						
 If this application is for and the proposed road Average daily traffic Peak traffic flow could How many lineal fee How many cul-de-sa 	configuration count for the unt for the property	on it will have ne proposed roposed dev y is propose	ve: d developme velopment: ed to be dev	ent: /eloped:		
E) How many such such					lous materials:	

V. Attachments

A)	Plat of Survey with legal description.
B)	Site plan of proposed use of project showing traffic patterns, parking locations and court, drainage patterns including detention areas, landscaping plans, exterior lighting locations and illumination pattern, building facade portrait and building size and location dimensions.
C)	Floodplain map (engineer's drawing or FEMA map showing location of subject property).
D)	Application fee in the amount of \$
E)	High Risk Dune Area Designation and/or Soil Conservation Analysis (if applicable).
F)	Application for permits (specify type):
1) Mic	nigan DOT
2) Cou	nty Road Commission
3) Cou	nty Health Department
4) State	e Dept. of Public Health
5) Mich	igan DEQ
6) Othe	ers
G)	Sand Dune Permit for Construction (if applicable).
The sole	to covid and Utilizing the Coor area for social distances fresh acr.

VII. Signature and Declaratory Statement

Zoning Board of Appeals (ZBA) have established a policy requiring the applicant or a designated

A) Required attendance at public hearing(s) and/or meeting(s): The Planning Commission and

representative of the applicant to be present at any meeting or public hearing at which their application is to be considered. Failure of the applicant or designee of the applicant to appear may postpone consideration of the application by the Planning Commission or ZBA. B) Declaratory Statement: I, Dos on tained in this application and accompanying documentation is true and correct to the best of my knowledge and further, I acknowledge the required attendance of the applicant as set forth in paragraph A above. I furthermore grant permission for identified members of the City of New Buffalo's Planning Commission or Zoning Board of Appeals to visit the site(s) referenced in this application. C) Applicant Signature: Date: 6-1/- 2020 D) Notary Public Certification Statement: I, _____, Notary Public in and for the State of Michigan this the above captioned applicant appeared before me and under oath, stated that all matters contained in this application are true. My commission expires: _____ VIII. City Staff Review A) Fire Department approval of Site and Building Plans, except for single family dwellings: This application and associated documentation must be reviewed by the Fire Chief or his designee, which can be arranged by calling the Fire Department: 269-469-4993. Review Date: _____ Approval: Yes No Signature: Conditions: Attached None Title: B) Note to applicant: The original application must be filed in the Office of the Zoning Administrator, where the following signatures are required for verification that this is a complete and valid application to be considered by the Planning Commission or the Zoning Board of Appeals. Building Inspector: Zoning Administrator: Date: Initial meeting date:

Revised: 9/2012



MANAGER'S REPORT

June 15, 2020

AGENDA ITEM: NIES Pay Request #3 Mechanic Street Water Main

SUMMARY: NIES Engineering has submitted the 3rd and final pay request for Woodfruff and Sons related to Mechanic Street water main replacement. The amount due the contractor with this request is \$20,960.51 which constitutes the retainage. The initial contract was \$424,374.88 with one change order of -\$5,164.64 that reduced the contract to \$419,210.24. A detailed cost description is attached and this is the final payment.

COST: \$20,960.51

BUDGETED:/

Yes N

NA

RECOMMENDATION: Approve Pay Request #3 from NIES Engineering for Mechanic Street Water Main Replacement.

Respectfully submitted,

David Richards, City Manager



June 5, 2020

Mr. David Richards, City Manager City of New Buffalo 224 W. Buffalo Street New Buffalo, MI 49117

RE: Pay Request No. 3 (Final)

Mechanic Street Water Main Replacement Project - Willard Street to Barton Street

Dear Mr. Richards:

As engineers for the Mechanic Street Water Main Replacement Project – Willard Street to Barton Street, we have reviewed the enclosed Pay Request No. 3 (Final) submitted by Woodruff & Sons, Inc. Work on this project is complete, and we recommend that all previously withheld retainage (\$20,960.51) be released to the Contractor. The payment breakdown is as follows:

Pay Request No. 3 (Final)

Original Contract Amount	\$	424,374.88
Net Change Order Total	- \$	5,164.64
Final Contract Amount	\$	419,210.24
Total Completed & Stored to Date	\$	419,210.24
Retainage Prior Pay Requests	- \$	20,960.51
Payment Prior Pay Requests	- \$	398,249.73
Total Completed & Stored this Pay Request	\$	0.00
Retainage to Release to Contractor	\$	20,960.51

Enclosed are 3 originals of Pay Request No. 3 (Final) from Woodruff & Sons, Inc., including an itemized breakdown and the Contractor's final waiver of lien.

Yours very truly, NIES Engineering, Inc.

Duch Snyde

Derek R. Snyder, P.E.

Principal

cc: Ken Anderson, New Buffalo Water Department Bruce Woodruff, Woodruff & Sons, Inc.

X:\Projects\NEW_BUFF\19-552\Pay Requests\03\Mechanic_St_WM_PR_3_Final.Docx

DATE: 01/20/20

TO (OWNER): NEW BUFFALO, CITY OF

224 W BUFFALO

FROM (CONTRACTOR): WOODRUFF & SONS, INC

2125 East U.S. 12

Michigan City IN 46361

INDIANA APPLICATION NO: 5282-3 (3)

NEW BUFFALO MI 49117

PERIOD CONTRACT FOR : CITY OF NEW BUFFALO

FROM: 11/01/19 TO: 01/20/20

P.O. Box 450

CONTRACT DATE : 07/24/19

PROJECT: MECHANIC ST WATER MAIN REPLACE WILLARD ST TO BARTON STREET

NEW BUFFALO MI 49117

Distribution:

CONTRACTOR

OWNER

CONTRACTOR'S APPLICATION FOR PAYMENT

	rs approved in nths by Owner	ADDITIONS	DEDUCTIONS
	TOTAL:	17,546.50	.00
ent (Change Orders		
r	Date Approved		
	11/12/19		22,711.14
	TOTALS:	17,546.50	22,711.14-

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTO

Date:

ARCHITECT'S CERTIFICATE FOR PAYMEN

In accordance with the Contract Documents, based on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

4.8
4.6
0.2
.24
.00
.24
.73
. 51
.00

payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without predjudice to any rights of the Owner or Contractor under this Contract. NICOLE C. SPRINGER

This Certificate is not negotiable. The AMOUNT CERTIFIED is

(Attach explanation if certified & application amounts differ)

Notary Public - Seal Porter County - State of Indiana Commission Number 704738 My Commission Expires Aug 30, 2025

Amount Certified ... \$20,960.51

ARCHITECT:

61698 NEW BUFFALO, CITY OF 224 W BUFFALO NEW BUFFALO, MI 49117

CONTRACTOR: WOODRUFF & SONS, INC INDIANA
2125 East U.S. 12
P.O. Box 450
Michigan City, IN 46361

JOB 5282: MECHANIC ST WATER MAIN REPLACE

PROGRESS FROM: 11/01/19 TO: 01/20/20

BILLING NO: 3

INVOICE DATE: January 20, 2020

INVOICE NBR: 5282-3

PAGE:

[tem							· - · · · · · · · · · · · · · · · · · ·						AGE:
	Bid Item	Description	UOM	Units	Unit Pro	Contract	Units	evious Extended	Cur Units	Extended	To Units	Date Extended	Pc
10	1	MOB / DEMOB	Ls	1.00	20,948.08	20,948.08	1.00	20,948.08					+
20	2	MAINTENANCE OF TRAFFIC	Ls	1.00	5,650.44	5,650.44	1.00			-	1.00	20,948.08	100
30	3	PRE-CON VIDEO	LS	1.00	750.00	750.00	1.00	5,650.44			1.00	5,650.44	10
40	4	TREE REMOVAL AND RESTORATION	EA	1.00	2,767.37	2,767.37		750.00			1.00	750.00	10
50	5	4" DIA WM WITH POLY, RESTO	LF	28.00	250.68	7,019.04	1.00	2,767.37			1.00	2,767.37	10
60	6	6" DIA WM WITH POLY, RESTO	LF	60.00	233.35	14,001.00	10.20	2,556.94			10.20	2,556.94	3
70	7	8" DIA WM WITH POLY, RESTO	LF	99.00	157.90		33.30	7,770.56			33.30	7,770.56	5
80	8	12" DIA WM WITH POLY, RESTO	LF	1,350.00	159.18	15,632.10	69.90	11,037.21			69.90	11,037.21	7
90	8	8" GATE VALVE	EA	4.00	1,322.69	214,893.00	1,290.00	205,342.20	1		1,290.00	205,342.20	9
100	10	12" GATE VALVE	EA	6.00		5,290.76	4.00	5,290.76			4.00	5,290.76	10
10	11	DUCTILE IRON FITTINGS	TON	3,000.00	2,447.90	14,687.40	5.00	12,239.50			5.00	12,239.50	8
120	12	FIRE HYDRANT ASSEMBLY	EA		8.25	24,750.00	3,194.00	26,350.50			3,194.00	26,350.50	10
130	13	DAYLIGHTING EXISTING SERVICES	EA	4.00 16.00	5,204.98	20,819.92	4.00	20,819.92			4.00	20,819.92	10
140	14	1" COPPER SERVICE SET	EA		610.46	9,767.36	16.00	9,767.36			16.00	9,767.36	10
150		1" COPPER SERVICE LINE	LF	18.00	960.52	17,289.36	19.00	18,249.88			19.00	18,249.88	10
160		INSTALL FURNISHED METER PIT		475.00	60.68	28,823.00	486.70	29,532.96			486.70	29,532.96	10
170		REMOVE HYDRANT	EA EA	13.00	1,304.01	16,952.13	14.00	18,256.14			14.00	18,256.14	
300		ASPHALT PATCHING		4.00	1,083.48	4,333.92	4.00	4,333.92			4.00	4,333.92	1
310		REPAIRS, EXTRAS	LS	1.00	11,000.00	11,000.00	1.00	11,000.00		li	1.00	11,000.00	
110		CO #4 UNIT ADJUSTMENTS	Ls	1.00	6,546.50	6,546.50	1.00	6,546.50	i		1.00	6,546.50	- 1
		CO WA CHII ADSUSTMENTS	LF	1.00-	22,711.14	22,711.14-						.,510150	10
		Total Installed				419,210.24		419,210.24				419,210.24	10

TOTAL CONSTRUCTION TO DATE

\$ 419,210.24

PREVIOUS APPLICATIONS:

\$ <398,249.73>

TOTAL AMOUNT DUE:

\$ 20,960.51

<u>FINAL</u> <u>WAIVER OF LIEN</u> <u>CONDITIONAL UPON RECEIPT OF PAYMENT</u>

STATE OF INDIANA: SS: COUNTY OF LAPORTE:

Whereas, the undersigned _			ha	
employed by				furnish certain materia
and labor, to-wit:	WATER MAIN REP		EST. NO.	3
for the project owned by	CITY OF NEW BUF			
and known as MECHANIC S	TREET WATER MAIN	REPLACEMEN	T WILLARD ST	TO BARTON ST
City of	NEW BUFFALO,	County of BEF	RRIEN_, Indiana	a.
Now Therefore, Know Y	Ye, that the undersigned	I, for and in cons	ideration of \$20,9	060.51 th
receipt of which is hereby ackn	lowledged, nereby and	now waives an	d releases unto	the said Owner of said
premises, any and all lien, right o	lien or claim of whatse	bever kind of char	acter on the above	e described building an
real estate, to and for said amoun into said building by the undersig	t, on account of any angle, on the total angle, and	d all labor, mater	ial, or both, furnis	shed for or incorporate
undersigned for executing this W	aiver of Lien has been i	nutually given an	d accepted as a pa	avment to or on accoun
of the above for said building and	real estate.	, ,		× 37-200 35/10/10 650-500
Cloud sadd and delice		1 ray	III. DAZ	2020
Signed, sealed and delive	ered this 20TH	day of _JAN	UARY	.2020
			1 Du	1 111
		Signed	rue KAI	ralist
		BRI	UCE R. WOODR	UFF //
				1
Personally appeared before	re me this 20TU	downer IAN	HIADN	.2020
reisonally appeared belo	ie me mis <u>2011</u>	day of _JAN	IUAKY	.2020
BRUCE R. WOODRUFF	_, who, being duly sw	orn on oath, says	That he is the	VICE PRESIDENT
f WOODRUFF & SONS, INC.	and th	at he hereby ackn	owledges the exe	cution of the foregoing
nstrument for and on behalf of sai	d CORPORAT	ION		al instance and request.
		11/110	1 1	The state of the s
		y wh	J. C. Spri	new
		Notary Pub	lic	0
		7	NICOLE C. SPRINGE	R
My Commission Expires: AUGUS		3	Notary Public - Sea	
Resident of: PORTE	K	Po	rter County – State of Ir Commission Number 70	ndiana 4738
		My C	ommission Expires Aug	30, 2025
		1		

DATE: 01/20/20

TO (OWNER): NEW BUFFALO, CITY OF

224 W BUFFALO

NEW BUFFALO MI 49117

PROJECT: MECHANIC ST WATER MAIN REPLACE WILLARD ST TO BARTON STREET

NEW BUFFALO MI 49117

FROM (CONTRACTOR): WOODRUFF & SONS, INC

2125 East U.S. 12

INDIANA APPLICATION NO: 5282-3 (3) PERIOD

FROM: 11/01/19 TO: 01/20/20

P.O. Box 450

CONTRACT FOR : CITY OF NEW BUFFALO

Michigan City IN 46361

CONTRACT DATE : 07/24/19

Distribution: OWNER

_ CONTRACTOR

CONTRACTOR'S APPLICATION FOR PAYMENT

	ders approved in nonths by Owner TOTAL:	ADDITIONS 17,546.50	DEDUCTIONS
Subsequent	Change Orders		
Number	Date Approved		
4	11/12/19		22,711.14
	TOTALS:	17,546.50	22,711.14

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR

ARCHITECT:

ARCHITECT'S CERTIFICATE FOR PAYMEN

In accordance with the Contract Documents, based on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

	pplication is made for Payment, as shown below, in th the Contract. Continuation sheet is enclosed.	
1.	ORIGINAL CONTRACT SUM	424,374.88
2.	Net change by Change Orders	-5,164.64
3.	CONTRACT SUM TO DATE (Line 1 + 2)	419,210.24
-		
4.	TOTAL COMPLETED & STORED TO DATE(Column G)	419,210.24
5.	LESS RETAINAGE:	
	a00 % of Completed Work00	
	(% Column D + E Less Sales Tax)	
	b00 % of Stored Material00	
	(% Column F)	
	Total Retainage (Line 5a + 5b or Column I)	.00
6.	TOTAL EARNED LESS RETAINAGE (Line 4 - 5)	419,210.24
7	LESS PREVIOUS CERTIFICATES FOR PAYMENT	398,249.73
	(Line 6 from prior Certificate) —	200/210//0
8.	CURRENT BALANCE DUE (Line 6 - 7)	20,960.51
9.	BALANCE TO FINISH + RETAINAGE (Line 3 - 6)	.00
	ate of: Indiana County of: Laporte oscribed and sworn to before me this 1st day of J	20 20
Not	commission expires: August 30, 2025	une /20 20
Amo	ount Certified. 120,960.51	

NICOLE C. SPRINGER Notary Public - Seal Porter County - State of Indiana Commission Number 704738 My Commission Expires Aug 30, 2025

This Certificate is not negotiable. The AMOUNT CERTIFIED is

of the Owner or Contractor under this Contract.

payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without predjudice to any rights

(Attach explanation if certified & application amounts differ)

61698 NEW BUFFALO, CITY OF 224 W BUFFALO NEW BUFFALO, MI 49117

CONTRACTOR: WOODRUFF & SONS, INC INDIANA
2125 East U.S. 12
P.O. Box 450
Michigan City, IN 46361

JOB 5282: MECHANIC ST WATER MAIN REPLACE

PROGRESS FROM: 11/01/19 TO: 01/20/20

BILLING NO: 3

INVOICE DATE: January 20, 2020

INVOICE NBR: 5282-3

PAGE: 1

	_												GE:
Item No	Bid Item	Description	UOM	Units	Unit Pro	Contract	Pr Units	evious Extended	Cu	rrent Extended	To	Date Extended	Pct
10	1	MOB / DEMOB	LS	1.00	20,948.08	20,948.08	1.00	20,948.08					+
20	2	MAINTENANCE OF TRAFFIC	LS	1.00	5,650.44	5,650.44	1.00	5,650.44	1		1.00	20,948.08	100.0
30	3	PRE-CON VIDEO	LS	1.00	750.00	750.00	1.00	750.00			1.00	5,650.44	100.0
40	4	TREE REMOVAL AND RESTORATION	EA	1.00	2,767.37	2,767.37	1.00	2,767.37	Į į		1.00	750.00	100.0
50	5	4" DIA WM WITH POLY, RESTO	LF	28.00	250.68	7,019.04	10.20	2,556.94	[1.00	2,767.37	100.0
60	6	6" DIA WM WITH POLY, RESTO	LF	60.00	233.35	14,001.00	33.30	7,770.56	l i		10.20	2,556.94	36.4
70	7	8" DIA WM WITH POLY, RESTO	LF	99.00	157.90	15,632.10	69.90	11,037.21			33.30	7,770.56	55.5
80	8	12" DIA WM WITH POLY, RESTO	LF	1,350.00	159.18	214,893.00	1,290.00	205,342.20			69.90	11,037.21	70.6
90	8	8" GATE VALVE	EA	4.00	1,322.69	5,290.76	4.00	5,290.76			1,290.00	205,342.20	95.6
100	10	12" GATE VALVE	EA	6.00	2,447.90	14,687.40	5.00	12,239.50			4.00	5,290.76	100.0
110	11	DUCTILE IRON FITTINGS	TON	3,000.00	8.25	24,750.00	3,194.00	26,350.50			5.00	12,239.50	83.3
120	12	FIRE HYDRANT ASSEMBLY	EA	4.00	5,204.98	20,819.92	4.00	20,819.92			3,194.00	26,350.50	106.5
130	13	DAYLIGHTING EXISTING SERVICES	EA	16.00	610.46	9,767.36	16.00	9,767.36			4.00	20,819.92	100.0
140	14	1" COPPER SERVICE SET	EA	18.00	960.52	17,289.36	19.00	18,249.88	ľ		16.00	9,767.36	100.0
150	15	1" COPPER SERVICE LINE	LF	475.00	60.68	28,823.00	486.70	29,532.96			19.00	18,249.88	105.6
160	16	INSTALL FURNISHED METER PIT	EA	13.00	1,304.01	16,952.13	14.00	18,256.14			486.70	29,532.96	102.5
170	17	REMOVE HYDRANT	EA	4.00	1,083.48	4,333.92	4.00	4,333.92			14.00	18,256.14	107.7
300		ASPHALT PATCHING	LS	1.00	11,000.00	11,000.00	1.00	11,000.00			4.00	4,333.92	100.0
310		REPAIRS, EXTRAS	LS	1.00	6,546.50	6,546.50	1.00	6,546.50			1.00	11,000.00	100.0
410		CO #4 UNIT ADJUSTMENTS	LF	1.00-	22,711.14	22,711.14-	1.50	0,540.50			1.00	6,546.50	100.0
		Total Installed				419,210.24		419,210.24				419,210.24	100.0

TOTAL CONSTRUCTION TO DATE

\$ 419,210.24

PREVIOUS APPLICATIONS:

\$ <398,249.73>

TOTAL AMOUNT DUE:

\$ 20,960.51

<u>FINAL</u> <u>WAIVER OF LIEN</u> <u>CONDITIONAL UPON RECEIPT OF PAYMENT</u>

STATE OF INDIANA: SS: COUNTY OF LAPORTE: Whereas, the undersigned ____ WOODRUFF & SONS, INC. heretofore been employed by CITY OF NEW BUFFALO to furnish certain material and labor, to-wit: WATER MAIN REPLACEMENT EST. NO. 3 for the project owned by CITY OF NEW BUFFALO and known as MECHANIC STREET WATER MAIN REPLACEMENT WILLARD ST TO BARTON ST City of NEW BUFFALO, County of BERRIEN , Indiana. Now Therefore, Know Ye, that the undersigned, for and in consideration of \$20,960.51 receipt of which is hereby acknowledged, hereby and now waives and releases unto the said Owner of said premises, any and all lien, right of lien or claim of whatsoever kind of character on the above described building and real estate, to and for said amount, on account of any and all labor, material, or both, furnished for or incorporated into said building by the undersigned, up to this date, and does further certify that the consideration moving to the undersigned for executing this Waiver of Lien has been mutually given and accepted as a payment to or on account of the above for said building and real estate. Signed, sealed and delivered this ______day of __JANUARY Signed / BRUCE R. WOODRUE Personally appeared before me this 20TH day of JANUARY BRUCE R. WOODRUFF who, being duly sworn on oath, says: That he is the VICE PRESIDENT of WOODRUFF & SONS, INC. and that he hereby acknowledges the execution of the foregoing CORPORATION instrument for and on behalf of said and at its special instance and request. Notary Public NICOLE C. SPRINGER My Commission Expires: AUGUST 30, 2025 Notary Public - Seal Porter County - State of Indiana A Resident of: PORTER Commission Number 704738

My Commission Expires Aug 30, 2025

DATE: 01/20/20

TO (OWNER): NEW BUFFALO, CITY OF

224 W BUFFALO

NEW BUFFALO MI 49117

2125 East U.S. 12

ARCHITECT:

By:

P.O. Box 450

FROM (CONTRACTOR): WOODRUFF & SONS, INC INDIANA APPLICATION NO: 5282-3 (3)

PERIOD FROM: 11/01/19 TO: 01/20/20

CONTRACT FOR : CITY OF NEW BUFFALO

Michigan City IN 46361

CONTRACT DATE : 07/24/19

Distribution: OWNER

__ CONTRACTOR

PROJECT: MECHANIC ST WATER MAIN REPLACE WILLARD ST TO BARTON STREET

NEW BUFFALO MI 49117

CONTRACTOR'S APPLICATION FOR PAYMENT

	ders approved in nonths by Owner TOTAL:	ADDITIONS 17,546.50	DEDUCTIONS
Subsequent	Change Orders		
Number	Date Approved		
4	11/12/19		22,711.14
	TOTALS:	17,546.50	22,711.14-

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:	WOODRUFF & SONS	INC INDIANA	
Bu: 4/1	WOODRUFF & SONS	delle para	

Bruce R. Woodruff, Vice Predi ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

_		
	Application is made for Payment, as shown below, in with the Contract. Continuation sheet is enclosed.	
	1. ORIGINAL CONTRACT SUM	424,374.8
	2. Net change by Change Orders	-5,164.6
	3. CONTRACT SUM TO DATE (Line 1 + 2)(Column C)	419,210.2
	4. TOTAL COMPLETED & STORED TO DATE(Column G)	419,210.2
	5. LESS RETAINAGE: a00 % of Completed Work00 (% Column D + E Less Sales Tax)	
	b00 % of Stored Material00 (% Column F)	
	Total Retainage (Line 5a + 5b or Column I)	.0
	6. TOTAL EARNED LESS RETAINAGE (Line 4 - 5)	419,210.2
	7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	398,249.7
	8. CURRENT BALANCE DUE (Line 6 - 7)	20,960.5
	9. BALANCE TO FINISH + RETAINAGE (Line 3 - 6)	.00
	State of: Indiana County of: Laporte Subscribed and sworn to before me this 1st day of Ju Notary Public: Laporte My Commission expires: August 30, 2025	ine ,20 20
	Amount Certified. 7 20, 960.51	

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without predjudice to any rights of the Owner or Contractor under this Contract.

(Attach explanation if certified & application amounts differ)

61698 NEW BUFFALO, CITY OF
224 W BUFFALO
NEW BUFFALO, MI 49117

CONTRACTOR: WOODRUFF & SONS, INC INDIANA
2125 East U.S. 12
P.O. Box 450
Michigan City, IN 46361

JOB 5282: MECHANIC ST WATER MAIN REPLACE

PROGRESS FROM: 11/01/19 TO: 01/20/20 BILLING NO: 3

INVOICE DATE: January 20, 2020

INVOICE NBR: 5282-3

AGE:

item No	Bid Item	Description	ŮOM	Units	Bid	Contract		Previous Current		rent	To Date		Pct
						Contract	Units	Extended	Units	Extended	Units	Extended	Com
10	1	MOB / DEMOB	Ls	1.00	20,948.08	20,948.08	1.00	20,948.08	T				+
20	2	MAINTENANCE OF TRAFFIC	LS	1.00	5,650.44	5,650.44	1.00	5,650.44			1.00	20,948.08	100
30	3	PRE-CON VIDEO	LS	1.00	750.00	750.00	1.00	750.00			1.00	5,650.44	100
40	4	TREE REMOVAL AND RESTORATION	EA	1.00	2,767.37	2,767.37	1.00	2,767.37			1.00	750.00	100
50	5	4" DIA WM WITH POLY, RESTO	LF	28.00	250.68	7,019.04	10.20				1.00	2,767.37	100
60	6	6" DIA WM WITH POLY, RESTO	LF	60.00	233.35	14,001.00	33.30	2,556.94		[]	10.20	2,556.94	36
70	7	8" DIA WM WITH POLY, RESTO	LF	99.00	157.90	15,632.10	69.90	7,770.56			33.30	7,770.56	55
80	8	12" DIA WM WITH POLY, RESTO	LF	1,350.00	159.18	214,893.00		11,037.21			69.90	11,037.21	70
90	8	8" GATE VALVE	EA	4.00	1,322.69	5,290.76	1,290.00	205,342.20			1,290.00	205,342.20	95
100	10	12" GATE VALVE	EA	6.00	2,447.90	14,687.40	4.00	5,290.76			4.00	5,290.76	100
110	11	DUCTILE IRON FITTINGS	TON	3,000.00	8.25	24,750.00	5.00	12,239.50			5.00	12,239.50	83
120	12	FIRE HYDRANT ASSEMBLY	EA	4.00	5,204.98	20,819.92	3,194.00	26,350.50	1		3,194.00	26,350.50	106
130	13	DAYLIGHTING EXISTING SERVICES	EA	16.00	610.46	9,767.36	4.00	20,819.92	[4.00	20,819.92	100
140	14	1" COPPER SERVICE SET	EA	18.00	960.52	17,289.36	16.00	9,767.36			16.00	9,767.36	100
150	15	1" COPPER SERVICE LINE	LF	475.00	60.68		19.00	18,249.88			19.00	18,249.88	105
160	16	INSTALL FURNISHED METER PIT	EA	13.00	1,304.01	28,823.00	486.70	29,532.96			486.70	29,532.96	102
170	17	REMOVE HYDRANT	EA	4.00	1,083.48	16,952.13	14.00	18,256.14		į	14.00	18,256.14	107
300		ASPHALT PATCHING	Ls	1.00	11,000.00	4,333.92	4.00	4,333.92			4.00	4,333.92	100
310		REPAIRS, EXTRAS	LS	1.00		11,000.00	1.00	11,000.00			1.00	11,000.00	100
410		CO #4 UNIT ADJUSTMENTS	LF	1.00-	6,546.50	6,546.50	1.00	6,546.50			1.00	6,546.50	100
_				1.00-	22,711.14	22,711.14-							
		Total Installed				419,210.24		419,210.24				419,210.24	100

TOTAL CONSTRUCTION TO DATE

\$ 419,210.24

PREVIOUS APPLICATIONS:

\$ <398,249.73>

TOTAL AMOUNT DUE:

\$ 20,960.51

<u>FINAL</u> <u>WAIVER OF LIEN</u> <u>CONDITIONAL UPON RECEIPT OF PAYMENT</u>

STATE OF INDIANA: SS: COUNTY OF LAPORTE:

Whereas, the undersigned	WOODRUFF & SON	NS. INC.	has be	en heretofore
employed by	CITY OF NEW BUF			certain material
and labor, to-wit:	WATER MAIN REP		EST. NO. 3	
for the project owned by	CITY OF NEW BUF			
and known as MECHANIC ST	TREET WATER MAIN	REPLACEMENT	WILLARD ST TO BA	RTON ST
City of	NEW BUFFALO,			
Now Therefore, Know Y receipt of which is hereby acknow premises, any and all lien, right of	owledged, hereby and lien or claim of whatso	d now waives and bever kind of charact	releases unto the said er on the above describ	ed building and
real estate, to and for said amount into said building by the undersign undersigned for executing this Wa of the above for said building and	ned, up to this date, an liver of Lien has been n	nd does further certif	by that the consideration	n moving to the
Signed, sealed and deliver	red this 20TH	Signed BRUC	e Polocific R. WOODRWEE	<u>Z</u>
Personally appeared before	e me this <u>20TH</u>	day ofJANU.	ARY .2020	
BRUCE R. WOODRUFF	who bains duly and	th	That had be to the MIGI	DDEGIDENE
of WOODRUFF & SONS, INC.	, who, being duly swi	oth on oam, says.	ledges the execution of	f the foresting
instrument for and on behalf of said	CORPORAT		and at its special instance	
My Commission Expires: AUGUS		Notary Public	C · Springs NICOLE C. SPRINGER Notary Public – Seal	e and request.
A Resident of: PORTER		4 0	roctary Public – Seat cer County – State of Indiana commission Number 704738 pmmission Expires Aug 30, 202	5



MANAGER'S REPORT

June 15, 2020

AGENDA ITEM: Fire Service Agreement with NB Township

SUMMARY: In the attached memo the Fire Chief indicates there is a lack of manpower in the City's volunteer Fire Department and the number of members is expected to dwindle. The City has advertised several times for applicants and the members have searched for potential volunteers for the last year. The Township was approached because they have been responding to incidents in the City in conjunction with the mutual aid agreement, however the City is unable to reciprocate. The Township was asked to submit a proposal for coverage that is detailed in the attached agreement.

The City's Fire Department budget has historically experienced a surplus at the end of the year that will cover the expense of the Township agreement. We are pleased to have the opportunity to work with the Township in providing the fire related services noted in the City. The City's Fire Department and equipment will be maintained and a search for volunteers will continue.

COST: \$2,000/monthly

BUDGETED: Yes No NA

RECOMMENDATION: Approve the Fire Service Agreement with NB Township

Respectfully submitted,

David Richards, City Manager



DATE:

May 22, 2019

TO:

Dave Richards, City Manager

FROM:

Chris Huston, Fire Chief

SUBJECT:

Fire Department Concerns

Over the last several years I have grown increasingly concerned regarding the diminishing number of firefighters on the New Buffalo City Fire Department and believe that it is time to discuss an alternative plan to ensure that our City has adequate fire protection in the years to come.

Currently we have seven New Buffalo City firefighters, four of whom have between 30-40 years of service, and are nearing the end of their careers. Our efforts to obtain new firefighters has been unsuccessful. This is in part due to the unique nature of our town, and the necessary schooling commitment for individuals to obtain the credentials to become a firefighter.

At this time we are fortunate enough to have a mutual aid agreement with the New Buffalo Township Fire Department, and they have been gracious enough to assist. However for the past several months it has been necessary to rely on them for every city fire call. Although we have a mutual agreement, with the cities limited force we are unable to reciprocate.

////

Chris Huston

AGREEMENT FOR EXTRATERRITORIAL FIRE SERVICE

This Agreement for Supplemental Extraterritorial Fire Service ("Agreement") is made this
day of, 2020, by and between the NEW BUFFALO TOWNSHIP (the
"Township"), a Michigan municipal corporation whose address is 17425 Red Arrow Highway
New Buffalo, Michigan 49117, and the CITY OF NEW BUFFALO (the "City"), a Michigan
municipal corporation whose address is 224 W. Buffalo St., New Buffalo, Michigan 49117.

Recitals

- A. The Township is a general law township organized and existing under Chapter 16 of the Revised Statutes of 1846, MCL 41.1 et seq., and the City is a home rule city organized and existing under the Home Rule City Act, Act 79 of 1909, MCL 117.1 et seq.
- B. The Township and the City are local governmental units under the Urban Cooperation Act of 1967, MCL 124.501 et seq. (the "Urban Cooperation Act").
- C. The Act provides that local governmental units may enter into interlocal agreements providing for the joint exercise of any power, privilege, or authority that the local governmental units share in common and that each might exercise separately.
- D. Both the City and Township operate their own fire departments ("City Fire Department" and "Township Fire Department" respectively), comprised of facilities, apparatus, and equipment and which are each staffed by a Fire Chief, an Assistant Fire Chief, and paid on call fire fighters.
- *E.* The Township and the City wish to enter into an interlocal agreement to govern the provision of Supplemental Fire Service provided by the Township at the request of the City within the territorial limits of the City.

Agreement

In exchange for the consideration identified in this Agreement, the parties agree as follows:

- 1. <u>Supplemental Fire Service.</u> The City agrees to purchase from the Township and the Township agrees to respond to the City to provide the following supplemental fire services ("Supplemental Fire Service"):
 - a) External and Interior structural fires and firefighting
 - b) Grass/Forest firefighting
 - c) General firefighting including the necessary equipment and apparatus
 - d) Rescue operations including vehicle and equipment extrication, general search and rescue, confined space rescue, high level rescue, water rescue and diving and recovery.
 - e) Fire Code Enforcement
 - f) Hazardous Materials Response

g) Disaster response

- 2. <u>Service Area.</u> The Township Fire Department shall provide Supplemental Fire Service as indicated in this Agreement to the City within the jurisdictional limits of the City existing on the date of this Agreement for the Term of this Agreement. Should additional territory be annexed from the Township to the City, or detached from the City to the Township, monthly payment for Supplemental Fire Service pursuant to paragraph 5 herein shall be increased or decreased proportionally by area added or subtracted immediately upon the annexation or detachment. City and Township shall immediately notify the other party upon the filing of any such petition for annexation and/or detachment.
- 3. Allocation of Resources. The parties understand that on scene at calls within the City's jurisdiction, the City Fire Department Chief or Assistant Chief shall be in control and command of the Supplemental Fire Service provided by the Township Fire Department. If neither the City Fire Department Chief or Assistant Chief is on scene at calls within the City's jurisdiction, then the highest ranking officer of the Township Fire Department shall be in control and command until the City Fire Department Chief or Assistant Chief arrives on scene. Any officer in charge of the particular scene shall exercise his or her reasonable judgment to determine, in consideration of established policies, guidelines, procedures, and practices, how to best allocate the available resources of the City Fire Department and the Township Fire Department under the circumstances. Failure to provide Supplemental Fire Service because of poor weather conditions or other conditions beyond the control of the Township Fire Department shall not be deemed a breach of this contract. Further, nothing in this Agreement shall be construed as requiring the Township Fire Department to acquire any specialized equipment to provide Supplemental Fire Service and the City acknowledges and agrees the Township Fire Department has the necessary equipment and personnel required to provide Supplemental Fire Service to the City under this Agreement.
- 4. <u>No Guarantee.</u> The Township will provide Supplemental Fire Service within the jurisdictional limits of the City in the same manner and under the same priority as it provides within the jurisdictional limits of the Township. Notwithstanding, the parties understand and agree that the Township makes no guarantee that the Supplemental Fire Service it actually provides in a given situation will meet any particular criteria or standard.
- 5. <u>Payment.</u> The City agrees to pay the Township a flat monthly rate, due upon the first day of every month, in the amount of \$2000.00, in exchange for Supplemental Fire Service provided under this Agreement by the Township Fire Department.
- 6. Ownership. The Township shall retain ownership of any and all assets, equipment and apparatus of the Township Fire Department and this Agreement does not vest any interest in any of the Township Fire Department's assets, equipment and/or apparatus in the City. The City shall retain ownership of any and all assets, equipment and apparatus of the City Fire Department and this Agreement does not vest any interest in any of the City Fire Department's assets, equipment and/or apparatus in the Township.

- 7. <u>Employees.</u> It is understood and agreed that neither party shall have any responsibility whatsoever toward the employees of the other party, including any employment related issues. Township employees shall not be deemed to be employees of the City and City employees shall not be deemed employees of the Township. No employees, contractors and/or fire fighters of the City are transferred to the Township by way of this Agreement and no employees, contractors and/or fire fighters of the Township are transferred to the City. Nothing in this Agreement shall be construed to create a contract for employment under any circumstance.
- 8. <u>Insurance.</u> The parties shall maintain general liability insurance for the term of this Agreement and any extensions thereof.
- 9. <u>Indemnification.</u> To the fullest extent permitted by law, the parties agree to hold each other harmless against any claims brought or actions filed against either party for injury to, death of, or damage to the property of any persons arising from the Supplemental Fire Services provided under this Agreement.
- 10. <u>No Waiver.</u> Nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to either party, whether set forth in Act 170 of 1964, the Urban Cooperation Act or otherwise.
- 11. <u>Service Agreement.</u> This is an agreement for services. The parties do not intend to undertake or create, and nothing herein shall be construed as creating, a joint authority, joint venture, or joint enterprise between the parties outside of their authority to contract for services pursuant to the Urban Cooperation Act.
- 12. <u>Term.</u> This Agreement shall commence on the effective date given above and shall expire at 11:59 pm on December 31, 2020. This Agreement may be terminated at any time upon the written mutual agreement by the parties. Either party may terminate this Agreement upon sixty (60) days written notice to the other party.
- 13. <u>Notice</u>. Notice shall be provided in writing, by personal service and/or certified mail, return receipt requested. Notice shall be provided as follows:

If to Township:

Township Supervisor New Buffalo Township 17425 Red Arrow Highway New Buffalo, MI 49117 If to City:

City Manager City of New Buffalo 224 W. Buffalo Street New Buffalo, MI 49177

- 14. <u>Default.</u> Upon default, including nonpayment of any payments due under this Agreement, the non-defaulting party may pursue any and all remedies provided by law or equity. The prevailing party in any action to enforce this Agreement or to obtain legal or equitable relief for a default under this Agreement shall be entitled to recover its attorney fees and costs from the other party.
- 15. <u>Governing Law</u>. This Agreement shall be interpreted, construed, and enforced pursuant to and in accordance with the laws of the State of Michigan.
- 16. <u>Assignment</u>. No assignment of this Agreement or the rights and obligations hereunder shall be valid without the prior written consent of both parties.
- 17. <u>Waiver of Breach</u>. The waiver by either party of a breach or violation of any provision of this Agreement shall not operate as, or be construed to be, a waiver of any subsequent breach of the same or other provision hereof.
- 18. <u>Severability</u>. In the event that any provision of this Agreement is held to be unenforceable for any reason, the unenforceability thereof shall not affect the remainder of this Agreement, which shall remain in full force and effect and be enforceable in accordance with its terms.
- 19. <u>Amendments</u>. This Agreement may be amended or supplemented only by a written instrument signed by the parties.
- 20. <u>Entire Agreement</u>. This Agreement, as it may be amended or supplemented from time to time, constitutes the complete agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements, oral and written.
- 21. <u>Counterparts</u>. This Agreement may be executed in any number of counterparts and each such counterpart shall be considered a valid original.
- 22. <u>Successors</u>. This Agreement shall bind the Township and the City, as well as their respective officers, agents, and successors in interest.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above by authority of the respective Township Board and City Council.

By:
Michelle Helt, Supervisor
By:
Judy Zabicki, Clerk
CITY OF NEW BUFFALO
By:
Lou O'Donnell, IV, Mayor
By:
Amy Fidler, Clerk

NEW BUFFALO TOWNSHIP

81845:00002:4223006-5



MANAGER'S REPORT

June 15, 2020

AGENDA ITEM: Covid 19 Preparedness and Response Plan

SUMMARY: Dickinson/Wright has prepared a Covid 19 Preparedness and Response Plan in accordance with the latest Executive Order. Staff will be review and follow the plan as advised. City Hall remains closed until further notice while responding to previous Orders and is expected to re-open no later than July 15 while the Response Plan is complied with. In the meantime some employees work at home and those at work comply with masking, spatial distancing and a rigorous ongoing disinfection program.

COST: Unknow

BUDGETED: Yes No NA

RECOMMENDATION: Approve the Covid 19 Preparedness and Response Plan

Respectfully submitted,

David Richards, City Manager

COVID-19 Preparedness and Response Plan

Effective June 10, 2020

INTRODUCTION

City of New Buffalo, Michigan (hereinafter "City") takes the health and safety of our workers very seriously. With the spread of the coronavirus or "COVID-19," a respiratory disease caused by the SARS-CoV-2 virus, the City must remain vigilant in mitigating COVID-19's impact. In order to promote safety and maintain operations, we have developed this COVID-19 Preparedness and Response Plan ("Plan") to be implemented effective as of June 10, 2020 throughout the City.

This Plan is based on information available from the U.S. Department of Health and Human Services' Centers for Disease Control and Prevention ("CDC"), the U.S. Department of Labor's Occupational Safety and Health Administration ("OSHA"), Mich. Exec. Order No. 2020-36 (Apr. https://www.michigan.gov/whitmer/0,9309,7-387-90499_90705-524136--,00.html 3, 2020), ("Order 2020-36"), Mich. Exec. Order No. 2020-110 (June https://www.michigan.gov/whitmer/0,9309,7-387-90499_90705-530620--,00.html ("Order 2020-110"), and Mich. Exec. Order No. 2020-114 (June 5, 2020), https://www.michigan.gov/whitmer/0,9309,7-387-90499_90705-531123--,00.html ("Order 2020-114") at the time of its development, and is subject to change based on further information provided by the CDC, OSHA, and other public officials. The City may also amend this Plan based on operational needs.

The City will use good faith, at all times, in employing the safety measures and procedures of the Plan.

TABLE OF CONTENTS

RESPONSIBILITIES OF MANAGERS AND SUPERVISORS	
RESPONSIBILITIES OF EMPLOYEES	3
BASIC INFECTION PREVENTION MEASURES	3
OFFICE-SPECIFIC INFECTION PREVENTION MEASURES	
OUTDOOR WORK-SPECIFIC INFECTION PREVENTION MEASURES	6
CONSTRUCTION-SPECIFIC INFECTION PREVENTION MEASURES	6
FIRST RESPONDER-SPECIFIC INFECTION PREVENTION MEASURES	7
ENVIRONMENTAL SERVICES-SPECIFIC INFECTION PREVENTION MEASURES.	9
SANITATION AND WASTEWATER MANAGEMENT-SPECIFIC INFECTION PREVENTION MEASURES	9
POLICIES AND PROCEDURES FOR PROMPT IDENTIFICATION AND ISOLATION OF SICK PEOPLE	9
WORKPLACE FLEXIBILITIES AND PROTECTIONS	11
EXISTING OSHA STANDARDS	13
CONTINGENCY PLANS	13
LEVEL OF RISK OF OCCUPATIONAL EXPOSURE	13
PROTECTING WORKERS WITH JOBS AT MEDIUM EXPOSURE RISK	144
ADDITIONAL LEGAL REQUIREMENTS AND EXCEPTIONS	166

RESPONSIBILITIES OF MANAGERS AND SUPERVISORS

All managers and supervisors must be familiar with this Plan and be ready to answer questions from employees. Managers and supervisors must follow this Plan at all times at work. Managers and supervisors must require this same behavior from all employees.

RESPONSIBILITIES OF EMPLOYEES

In our efforts to protect the health and safety of our employees, the City is asking every one of our employees to play their part. As set forth in this Plan, the City has instituted various practices, which all employees must follow at work. If employees have specific questions about this Plan or COVID-19, such employees should ask the City's workplace coordinator responsible for COVID-19 issues or their manager or supervisor.

BASIC INFECTION PREVENTION MEASURES

The City has implemented the following basic infection prevention measures.

All managers, supervisors, and employees of the City (collectively, "workers") must:

- Frequently and thoroughly wash their hands with soap and water for at least 20 seconds.
 - Use an alcohol-based hand rub with at least 60% alcohol if soap and running water are not immediately available.
- Avoid touching their eyes, noses, or mouths with unwashed hands.
- Follow appropriate respiratory etiquette, which includes covering coughs and sneezes.
- Stay home if they are sick.
- Refrain from using other workers' phones, desks, offices, or other work tools and equipment, when possible. If necessary, clean and disinfect them before and after use.
- Adhere to social distancing practices and mitigation measures recommended by the CDC, including but not limited to:
 - Remaining at least 6 feet from people from outside the workers' households to the extent feasible under the circumstances.
 - Wearing cloth masks outside their homes where other social distancing practices are difficult to follow, and especially in areas of significant community-based transmission.
- Wear a covering over their noses and mouths—such as a homemade mask, scarf, bandana, or handkerchief—when:
 - o in any enclosed public space if they are able to medically tolerate a face covering; or
 - o workers cannot consistently maintain 6 feet of separation from other individuals in the workplace.

The City has to date and/or must:

• Require any work that is capable of being performed remotely (i.e., without the worker leaving his or her home or place of residence) be performed remotely.

- Establish policies and practices to promote remote work to the fullest extent possible, such as flexible worksites (e.g., telecommuting) and flexible work hours (e.g., staggered shifts) to increase the physical distance among workers and between workers and others in accordance with mandatory social distancing measures.
- Stay abreast of guidance from federal, state, local, tribal, and/or territorial health agencies, and consider how to incorporate those recommendations and resources into the Plan.
- Make cleaning supplies available to workers upon entry and at the worksite.
 - o Provide workers, constituents, and worksite visitors with a place to wash their hands.
 - Provide them an alcohol-based hand rub with at least 60% alcohol if soap and running water are not immediately available.
 - o Provide workers time to wash hands frequently or to use hand sanitizer.
- Provide workers, constituents, and the public access to tissues and trash receptacles in City facilities and worksites.
- Keep everyone on the worksite premises at least 6 feet from one another to the maximum extent possible, including through the use of ground markings, signs, and physical barriers, as appropriate to the worksite.
- Conduct a daily entry self-screening protocol for all workers or contractors entering the workplace, including, at a minimum, a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19.
 - An individual may be required to temporarily remove a face covering upon entering an enclosed public space for identification purposes.
 - o The City must maintain a record of the daily self-screenings.
 - o The City, and those authorized to act on its behalf, are permitted to deny entry or access to any City facility to any individual who refuses to comply with requirements regarding wearing a covering over one's nose and mouth.
- Follow social distancing practices and mitigation measures recommended by the CDC, to the extent practicable and applicable to the City's operations.
- Establish an emergency communications plan.
 - o Identify key contacts (with back-ups), chain of communications (including suppliers and applicable constituents), and processes for tracking and communicating about work and worker status.
 - o Share Plan with workers and clearly communicate expectations.
- Conduct a thorough hazard assessment to determine if workplace hazards are present, or are likely to be present, and determine what type of controls or PPE are needed for specific job duties.
- Modify the layout of lobbies, break rooms, lunch rooms, and other common areas to reduce the number of tables, chairs, and other furniture to maintain proper social distancing practices as necessary.
- Restrict work-related travel for workers to essential travel only.
- Encourage workers to use Personal Protective Equipment ("PPE") and hand sanitizer on public transportation.
- Provide to its workers, at a minimum, non-medical grade face coverings.

- Supplies of N95 masks and surgical masks should generally be reserved, for now, for health care professionals, first responders (e.g., police officers, fire fighters, paramedics), and other critical workers.
- Consider face shields when workers cannot consistently maintain 3 feet of separation from other individuals in the workplace.
- Enhance regular housekeeping practices to limit exposure to COVID-19, including increasing the frequency and thoroughness of cleaning and disinfecting of surfaces, equipment, and other elements of the work environment, especially high-touch surfaces (e.g., door handles) and parts, products, and shared equipment (e.g., tools, machinery, vehicles), and use U.S. Environmental Protection Agency ("EPA")-approved disinfectants with claims against emerging viral pathogens and follow the manufacturer's instructions for use of all cleaning and disinfection products (e.g., concentration, application method and contact time, and PPE).
 - o If practicable, provide disposable wipes so that commonly used surfaces (for example, doorknobs, keyboards, remote controls, desks, other work tools and equipment) can be wiped down by workers before each use.
 - o Follow the CDC's Interim Recommendations for U.S. Community Facilities with Suspected/Confirmed Coronavirus Disease 2019 (COVID-19) (https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html) if a City facility has a suspected or confirmed case of COVID-19.

OFFICE-SPECIFIC INFECTION PREVENTION MEASURES

At City offices, the City has to date and/or must:

- Assign dedicated entry point(s) for all workers to reduce congestion at the main entrance.
- Provide visual indicators of appropriate spacing for workers outside the building in case of congestion.
- Take steps to reduce entry congestion and to ensure the effectiveness of screening (e.g., by staggering start times, adopting a rotational schedule in only half of workers are in the office at a particular time).
- Require face coverings in shared spaces, including during in-person meetings and in restrooms and hallways.
- Increase distancing between workers by spreading out workspaces, staggering workspace usage, restricting non-essential common space (e.g., cafeterias), providing visual cues to guide movement and activity (e.g., restricting elevator capacity with markings).
- Prohibit social gatherings and meetings that do not allow for social distancing or that create unnecessary movement through the office. Use virtual meetings whenever possible.
- Provide disinfecting supplies and require workers wipe down their work stations at least twice daily.
- Post signs about the importance of personal hygiene.
- Disinfect high-touch surfaces in offices (e.g., whiteboard markers, restrooms, handles) and minimize shared items when possible (e.g., pens, remotes, whiteboards).
- Institute cleaning and communications protocols when workers are sent home with symptoms.

- Notify workers if the City learns that an individual (including a constituent, supplier, or visitor) with a confirmed case of COVID-19 has visited the office.
- Suspend all nonessential visits by others.
- Restrict all non-essential travel, including in-person conference events.

OUTDOOR WORK-SPECIFIC INFECTION PREVENTION MEASURES

The City has to date and/or must:

- Prohibit gatherings of any size in which people cannot maintain 6 feet of distance from one another.
- Limit in-person interaction with constituents and others to the maximum extent possible, and bar any such interaction in which people cannot maintain 6 feet of distance from one another.
- Provide and require the use of PPE such as gloves, goggles, face shields, and face coverings, as appropriate for the activity being performed.
- Adopt protocols to limit the sharing of tools and equipment to the maximum extent possible and to ensure frequent and thorough cleaning and disinfection of tools, equipment, and frequently touched surfaces.

Unless otherwise prohibited by local regulation, outdoor parks and recreational facilities may be open, provided that the City makes any reasonable modifications necessary to enable workers and patrons not part of the same household to maintain six feet of distance from one another, and provided that areas in which social distancing cannot be maintained be closed, subject to guidance issued by the Department of Health and Human Services.

CONSTRUCTION-SPECIFIC INFECTION PREVENTION MEASURES

The City has to date and/or must:

- Conduct a daily entry screening protocol for workers, contractors, suppliers, and any other individuals entering a worksite, including a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19, together with, if possible, a temperature screening.
- Create dedicated entry point(s) at every worksite, if possible, for daily screening as provided in the above sub-provision, or in the alternative, issue stickers or other indicators to workers to show that they received a screening before entering the worksite that day.
- Provide instructions for the distribution of PPE and designate on-site locations for soiled face coverings.
- Require the use of work gloves where appropriate to prevent skin contact with contaminated surfaces.
- Identify choke points and high-risk areas where workers must stand near one another (such as hallways, hoists and elevators, break areas, water stations, and buses) and control their access and use (including through physical barriers) so that social distancing is maintained.
- Ensure there are sufficient hand-washing or hand-sanitizing stations at the worksite to enable easy access by workers.

- Notify contractors (if a subcontractor) or owners (if a contractor) of any confirmed COVID-19 cases among workers at the worksite.
- Restrict unnecessary movement between project sites.
- Create protocols for minimizing personal contact upon delivery of materials to the worksite.
- Allow workers to wear masks over their nose and mouth to prevent them from spreading the virus.
- Continue to use other normal control measures, including PPE, necessary to protect workers from other job hazards associated with construction activities.
- Advise workers to avoid physical contact with others and direct workers/contractors/visitors to increase personal space to at least 6 feet, where possible.
- Where work trailers are used, direct all workers to maintain social distancing while inside the trailers.
- Train workers how to properly put on, use/wear, and take off protective clothing and equipment.
- Use Environmental Protection Agency-approved cleaning chemicals from List N or that have label claims against the coronavirus.
- To the extent tools or equipment must be shared, provide and instruct workers to use alcohol-based wipes to clean tools before and after use.
 - When cleaning tools and equipment, workers should consult manufacturer recommendations for proper cleaning techniques and restrictions.
- Keep in-person meetings (including toolbox talks and safety meetings) as short as possible, limit the number of workers in attendance, and use social distancing practices.
- Clean and disinfect portable jobsite toilets regularly.
 - o Hand sanitizer dispensers should be filled regularly.
 - o Frequently-touched items (i.e., door pulls and toilet seats) should be disinfected.
- Encourage workers to report any safety and health concerns.

FIRST RESPONDER-SPECIFIC INFECTION PREVENTION MEASURES

The City has to date and/or must:

- For firefighters, EMS providers, law enforcement, and other first responders, follow the CDC's First Responder Guidance (https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-for-ems.html), Information for Law Enforcement Personnel (https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-law-enforcement.html), and Information for Firefighters & EMS Providers at https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/firefighter-EMS.html, to the extent practicable and applicable to the City's operations.
- Have a trained Emergency Medical Service/Emergency Medical Technician ("EMS/EMT") assess and transport anyone that might have COVID-19 to a healthcare facility.
- Ensure only trained personnel wearing appropriate PPE have contact with individuals who have or may have COVID-19.

- The City must provide protection that is at least as great as that provided by the minimum amount of PPE recommended. Different styles of PPE may be necessary to perform operational duties.
 - The minimum PPE recommended for first responders is:
 - A single pair of disposable examination gloves.
 - Disposable isolation gown or single use/disposable coveralls.
 - o If unable to wear a disposable gown or coveralls because it limits access to duty belt and gear, ensure duty belt and gear are disinfected after contact with individual.
 - Any NIOSH-approved particulate respirator (i.e., N-95 or higher level respirator).
 - Facemasks may be an acceptable alternative under certain circumstances if there are supply issues with respirators.
 - Eye protection (i.e., goggles or disposable face shield that fully covers the front and sides of the face).
- Ensure that first responders clean and disinfect duty belts and gear prior to reuse.
- Follow standard operating procedures for the reusing, reprocessing, storing, and disposal of used or compromised PPE.
 - o Follow CDC Guidance on how to Optimize PPE Supply (https://www.cdc.gov/coronavirus/2019-ncov/hcp/ppe-strategy/index.html).
 - o Should reserve PPE (e.g., medical facemasks, N95 respirators) for first responders.
- Follow standard operating procedures and CDC Guidance for containing and laundering clothes.
 - o Ensure that first responders avoid shaking the clothes.
- Require patients, suspects, victims, or other individuals encountering first responders to wear facemasks or cloth face coverings for source control, if they can tolerate it.
- Limit the number of first responders in vehicle compartments with patients, suspects, victims, or other individuals to minimize possible exposures.
- Use EPA-registered hospital-grade disinfect to disinfect non-porous surfaces of ambulances, gurneys, clipboards, radios, and other frequently touched surfaces or equipment according to the manufacturer's recommendations.
 - Non-porous surfaces of PPE such as powered air-purifying respirators ("PAPRs") should be cleaned and disinfected in accordance with the manufacturer's recommendation.
- Deliver up-to-date safety messaging on the current status of resources and protocols.
- Use National Incident Management System ("NIMS") forms to document protective actions.
- Fit test first responders for appropriate respirators.
 - o Train them on proper donning, doffing, and maintenance of all PPE.
 - o All PPE should be accessible to first responders when needed and available.
- Implement a specific protocol with dispatch centers to determine if a caller or patient may have signs or symptoms and risk factors for COVID-19, and communicate that information to first responders.
- During pre-hospital care, take steps for universal source control for anyone (e.g., first responders, patients, family members), regardless of whether they have symptoms:
 - o Cloth face coverings are not considered PPE but can be used for source control.

- Follow CDC guidance for when first responders can return to work:
 - o Following potential exposure to patients with COVID-19.
 - o After being diagnosed with confirmed or suspected COVID-19.

ENVIRONMENTAL SERVICES-SPECIFIC INFECTION PREVENTION MEASURES

The City has to date and/or must:

- Follow OSHA Guidance on Environmental Services Workers and Employers (https://www.osha.gov/SLTC/covid-19/environmental-services.html), Environmental Cleaning and Decontamination (https://www.osha.gov/SLTC/covid-19/controlprevention.html#environmental_cleaning), and Disinfecting Your Facility (https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html).
- Assess the hazards to which environmental services workers (i.e., janitorial, cleaning) may be exposed; evaluate the risk of exposure; and select, implement, and ensure environmental services workers use controls to prevent exposure.
- Generally, not take special precautions beyond those already used to protect environmental services workers from the hazards they encounter during their routine job tasks.
 - O However, various combinations of engineering and administrative controls, safe work practices, and PPE may be appropriate for environmental services workers, depending on the results of the City's hazard and risk assessments.

SANITATION AND WASTEWATER MANAGEMENT-SPECIFIC INFECTION PREVENTION MEASURES

The City has to date and/or must:

- Follow CDC Guidance on Sanitation and Wastewater Workers (https://www.cdc.gov/coronavirus/2019-ncov/community/sanitation-wastewater-workers.html).
- Follow OSHA Guidance on Solid Waste and Wastewater Management Workers and Employers (https://www.osha.gov/SLTC/covid-19/solid-waste-wastewater-mgmt.html).

POLICIES AND PROCEDURES FOR PROMPT IDENTIFICATION AND ISOLATION OF SICK PEOPLE

Prompt identification and isolation of potentially infectious individuals is a critical step in protecting workers, constituents, visitors, and others at a worksite.

The City has implemented and/or must implement the following policies and procedures for prompt identification and isolation of sick people:

 Workers must self-monitor for signs and symptoms of COVID-19 if they suspect possible exposure.

- Workers exhibiting signs and symptoms of COVID-19 or suspecting exposure to COVID-19 are prohibited from entering any City premise or client-worksite.
- Workers testing positive for COVID-19 or demonstrating principal symptoms of COVID-19, such as fever, atypical cough, or atypical shortness of breath must not come into work.
 - o Instead, such workers must notify their manager or supervisor right away.
 - Such workers may only come into work:
 - After 3 days have elapsed since their symptoms resolved, and 14 days have passed since their symptoms first appeared or since they were swabbed for the test that yielded the positive result; or
 - After their symptoms have resolved and they have received negative results of an FDA Emergency Use Authorized molecular assay for COVID-19 from at least 2 consecutive respiratory specimens collected ≥24 hours apart (total of 2 negative specimens).
- Workers must not come into work if they have had close contact with an individual who tests positive for COVID-19 or with an individual who displays one or more of the principal symptoms of COVID-19 (fever, atypical cough, or atypical shortness of breath).
 - o Instead, such workers must notify their manager or supervisor right away.
 - Such workers may only come into work:
 - After 14 days have passed since the last close contact with the sick or symptomatic individual assuming they have not subsequently developed symptoms; or
 - They have received negative results of an FDA Emergency Use Authorized molecular assay for COVID-19 from at least 2 consecutive respiratory specimens collected ≥24 hours apart (total of 2 negative specimens).
- The City will designate and train certain workers as point persons for how to immediately isolate a person who shows symptoms of COVID-19 at work.
 - o In such a case, while maintaining proper social distancing, the point person should take the potentially infectious person to a location away from workers, constituents, and other visitors.
 - If not acutely sick, send the potentially infectious person home and instruct them to call a medical provider.
 - If acutely sick, refer the potentially infectious person to a medical facility.
 - Although most worksites do not have specific isolation rooms, designated areas with closable doors may serve as isolation rooms until a potentially sick person can be removed from the worksite.
- The City must take steps to limit spread of the respiratory secretions of a person who may have COVID-19, including providing a face mask and asking the person to wear it.
- If possible, the City must isolate people suspected of having COVID-19 separately from those with confirmed cases to prevent further transmission using either a permanent (e.g., wall/different room) or temporary barrier (e.g., plastic sheeting).
- The City must restrict the number of workers and others entering isolation areas.
- The City must protect workers in close contact with (i.e., within 6 feet of) a sick person or who have prolonged/repeated contact with such persons by using additional engineering and administrative controls, safe work practices, and PPE.
- If a worker is confirmed to have COVID-19 or has been determined to be presumptively positive for COVID-19, the City must notify the local public health department

immediately and any fellow workers, contractors, or suppliers who may have come into contact with the person confirmed, or presumptively determined, to have COVID-19 of their possible exposure to COVID-19 in the workplace within 24 hours but maintain confidentiality as required by the Americans with Disabilities Act ("ADA").

- o The City must maintain a record of making any such notifications.
- o The City will instruct such fellow workers and any other applicable individuals about how to proceed based on the CDC Public Health Recommendations for Community-Related Exposure (https://www.cdc.gov/coronavirus/2019-ncov/php/public-health-recommendations.html).
- If a sick worker is suspected or confirmed to have COVID-19, the City will follow the CDC cleaning and disinfection recommendations, which may include temporary closures of all or part of the workplace to allow for deep cleaning.

WORKPLACE FLEXIBILITIES AND PROTECTIONS

The City is first and foremost concerned about the health and safety of its workers. The City's policies and procedures serve to protect its workers and their families.

The City has implemented and/or must implement the following workplace flexibilities:

- Unless other leave or payments required and/or permitted by law are available, the City
 will treat a worker who is absent from work because that worker is at particular risk of
 infecting others with COVID-19 pursuant to the City's leave policies and the Families First
 Coronavirus Response Act as applicable.
- The City will follow Order 2020-36, and any executive orders that follow it, that prohibit discharging, disciplining, or otherwise retaliating against workers who stay home or who leave work when they are at particular risk of infecting others with COVID-19.
 - o However, those workers who are allowed to return to work but decline to do so may face discipline up to and including termination of employment.
 - O Furthermore, workers who return to work, if they test positive for COVID-19 or who display one or more of the principal symptoms of COVID-19, before 3 days have elapsed since their symptoms resolved, or before 14 days have passed since their symptoms first appeared or since they were swabbed for the test that yielded the positive result, or before 14 days have passed since the last close contact with a sick or symptomatic individual, or the symptomatic individual receives a negative COVID-19 test may be disciplined up to and including termination of employment because such behavior places other workers and their families at *an increased risk* of contracting COVID-19.
 - The City will allow workers with a confirmed or suspected case of COVID-19 to return to the workplace only after they are no longer infectious according to the latest guidelines from the CDC and they are released from any quarantine or isolation by the local public health department.
- Although the City will not require a healthcare provider's note for workers who are sick
 with COVID-19, unless otherwise permitted by law, to validate their illness or to return to
 work, the City expects workers to utilize honest, good-faith, and honorable conduct when
 making decisions regarding COVID-19 related sick leave and returning to work.

• In the event leave is related to the care of a family member who is sick with COVID-19 while the worker is not, the City will try, to the extent possible, to utilize the worker in a remote working capacity in order to reduce the leave necessary for the worker to expend. However, there are circumstances and worker-titles that do not support remote working and possibly cannot be accommodated.

The City has implemented and/or must implement the following workplace protections:

- The City will communicate with any businesses that provide the City with contract or temporary workers about the importance of sick workers staying home and encourage the businesses to develop non-punitive leave policies that comply with applicable law.
- The City's policies and procedures pertaining to COVID-19 are contained in this guide. Such policies and procedures and other best practices will be disseminated via electronic communication, and posted at all worker entrances, exits, and common areas.
- Within two weeks of resuming in-person activities, the City must make the Plan readily available to workers, labor unions, and constituents, whether via website, internal network, or by hard copy.
- [INSERT] Department and, specifically, [INSERT CONTACT NAME] will have the complete compilation of the City's workplace protections and other related policies. These policies and procedures can be reviewed at any point during business hours.
- [INSERT] Department and, specifically, [INSERT CONTACT NAME] will have information specific to the medical insurance plan offered by the City. Workers should contact the aforementioned with questions about medical care in the event of a COVID-19 outbreak.
- [INSERT CONTACT NAME] will be the workplace coordinator(s) who will be responsible for implementing, monitoring, and reporting on the COVID-19 control strategies developed under the Plan.
 - o At least one workplace coordinator must remain on-site at all times when workers are present on site.
 - o An on-site worker may be designated to perform the workplace coordinator role.
 - O The workplace coordinator will be responsible for designating and training workers as point persons to help manage COVID-19 issues and their impact at the workplace.
 - The workplace coordinator will provide, and maintain a record of, COVID-19 training to all workers that covers, at a minimum:
 - Workplace infection-control practices.
 - The proper use of PPE.
 - Steps the worker must take to notify the City of any symptoms of COVID-19 or a suspected or confirmed diagnosis of COVID-19.
 - How to report unsafe working conditions.
 - O The workplace coordinator must be familiar with OSHA's Guidance on Preparing Workplaces for COVID-19 (attached as **Appendix 2**) and ensure that the City follows such guidance.

EXISTING OSHA STANDARDS

While there is no specific OSHA standard covering exposure to COVID-19, existing OSHA standards may apply to protect workers from such exposure. Hence, the City must follow all existing OSHA standards.

CONTINGENCY PLANS

The City must follow federal and state, local, tribal, and/or territorial recommendations regarding development of contingency plans for situations that may arise as a result of outbreaks, such as:

- Increased rates of worker absenteeism.
- The need for social distancing, staggered work shifts, downsizing operations, delivering services remotely, and other exposure-reducing measures.
- Options for conducting essential operations with a reduced workforce, including crosstraining workers across different jobs in order to continue operations or deliver surge services.
- Interrupted supply chains or delayed deliveries.

LEVEL OF RISK OF OCCUPATIONAL EXPOSURE

The City must determine the level(s) of risk of occupational exposure to COVID-19 associated with various worksites and job tasks workers perform at those sites. During an outbreak, the levels may vary from very high to high, medium, or lower (caution) risk. The level of risk depends in part on the industry type, need for contact within 6 feet of people known to be, or suspected of being, infected with SARS-CoV-2, or requirement for repeated or extended contact with persons known to be, or suspected of being, infected with SARS-CoV-2.

Very High Exposure Risk

Very high exposure risk jobs are those with high potential for exposure to known or suspected sources of COVID-19 during specific medical, postmortem, or laboratory procedures. Workers in this category include:

- Healthcare workers (e.g., doctors, nurses, dentists, paramedics, emergency medical technicians) performing aerosol-generating procedures (e.g., intubation, cough induction procedures, bronchoscopies, some dental procedures and exams, or invasive specimen collection) on known or suspected COVID-19 patients.
- Healthcare or laboratory personnel collecting or handling specimens from known or suspected COVID-19 patients (e.g., manipulating cultures from known or suspected COVID-19 patients).
- Morgue workers performing autopsies, which generally involve aerosol-generating procedures, on the bodies of people who are known to have, or suspected of having, COVID-19 at the time of their death.

High Exposure Risk

High exposure risk jobs are those with high potential for exposure to known or suspected sources of COVID-19. Workers in this category include:

- Healthcare delivery and support staff (e.g., doctors, nurses, and other hospital staff who must enter patients' rooms) exposed to known or suspected COVID-19 patients. (Note: when such workers perform aerosol-generating procedures, their exposure risk level becomes very high.)
- Medical transport workers (e.g., ambulance vehicle operators) moving known or suspected COVID-19 patients in enclosed vehicles.
- Mortuary workers involved in preparing (e.g., for burial or cremation) the bodies of people who are known to have, or suspected of having, COVID-19 at the time of their death.

Medium Exposure Risk

Medium exposure risk jobs include those that require frequent and/or close contact with (i.e., within 6 feet of) people who may be infected with SARS-CoV-2, but who are not known or suspected COVID-19 patients. In areas without ongoing community transmission, workers in this risk group may have frequent contact with travelers who may return from international locations with widespread COVID-19 transmission. In areas where there is ongoing community transmission, workers in this category may have contact with the general public (e.g., schools, high-population-density work environments, some high-volume retail settings).

Lower Exposure Risk (Caution)

Lower exposure risk (caution) jobs are those that do not require contact with people known to be, or suspected of being, infected with SARS-CoV-2 nor frequent close contact with (i.e., within 6 feet of) the general public. Workers in this category have minimal occupational contact with the public and other coworkers.

The City has determined that it has medium exposure risk for its workers.

PROTECTING WORKERS WITH JOBS AT MEDIUM EXPOSURE RISK

The City must implement workplace controls sufficient to protect workers with jobs at medium exposure risk.

Engineering Controls

Engineering controls involve isolating workers from work-related hazards.

The City has implemented and/or must implement the following engineering controls:

- Install physical barriers, such as clear plastic sneeze guards, where feasible.
- For work activities where social distancing is a challenge, consider limiting the duration of these activities and/or implementing innovative approaches, such as temporarily moving

or repositioning workstations to create more distance or installing barriers (e.g., plexiglass shields) between workstations.

- Ensure the safety of the City's building(s) water system(s).
- Ensure that other engineering controls, if any, used to protect workers from other job hazards continue to function as intended.

The City should consider improving the City's building(s) ventilation system(s). This may include some or all of the following activities:

- Increase ventilation rates.
- Ensure ventilation systems operate properly and provide acceptable indoor air quality for the current occupancy level for each space.
- Increase outdoor air ventilation, using caution in highly polluted areas. With a lower occupancy level in the building, this increases the effective dilution ventilation per person.
- Disable demand-controlled ventilation ("DCV").
- Further open minimum outdoor air dampers (as high as 100%) to reduce or eliminate recirculation. In mild weather, this will not affect thermal comfort or humidity. However, this may be difficult to do in cold or hot weather.
- Improve central air filtration to the MERV-13 or the highest compatible with the filter rack, and seal edges of the filter to limit bypass.
- Check filters to ensure they are within service life and appropriately installed.
- Keep systems running longer hours, 24/7 if possible, to enhance air exchanges in the building space.

Administrative Controls

Administrative controls require action by the worker or City. Typically, administrative controls are changes in work policy or procedures to reduce or minimize exposure to a hazard.

The City has implemented and/or must implement the following administrative controls:

- Offer face masks to ill workers (and constituents where practicable and on-site) to contain respiratory secretions until they are able leave the workplace (i.e., for medical evaluation/care or to return home). In the event of a shortage of masks, a reusable face shield that can be decontaminated will be used.
- Will, to the extent practicable, follow CDC/NIOSH guidance for optimizing respirator supplies, which discusses the use of surgical masks, at: www.cdc.gov/coronavirus/2019-ncov/hcp/respirators-strategy.
- Keep constituents informed about symptoms of COVID-19 and ask sick constituents to minimize contact with workers until healthy again by posting signs about COVID-19 in City facilities where sick constituents may visit or including COVID-19 information in automated messages.
- Limit constituents' and the public's access to the worksite, or restrict access to only certain workplace areas.
- Implement strategies to minimize face-to-face contact through telework and phone-based communications.

- Communicate the availability of medical screening or other worker health resources.
- Monitor public health communications about COVID-19 recommendations and ensure that workers have access to that information.
- Frequently check the CDC COVID-19 website: www.cdc.gov/coronavirus/2019-ncov.
- Collaborate with workers to designate effective means of communicating important COVID-19 information.

Personal Protective Equipment

Examples of PPE include: gloves, goggles, face shields, face masks, and respiratory protection. During an outbreak of COVID-19, recommendations for PPE specific to occupations or job tasks may change depending on geographic location, updated risk assessments for workers, and information on PPE effectiveness in preventing the spread of COVID-19.

The City must check the OSHA and CDC websites regularly for updates about recommended PPE.

- [INSERT HERE]
- [NOTE TO CITY: When selecting PPE, consider factors such as function, fit, decontamination ability, disposal, and cost.
 - Evaluate whether PPE will have to be used repeatedly for a long period of time, and determine whether a more expensive and durable type of PPE may be less expensive overall than disposable PPE.
 - O Select the combination of PPE that protects workers specific to its workplace.
- Evaluate the need for use of respirators, and if determined that it is applicable, review and implement information from OSHA's COVID-19 webpage: www.osha.gov/covid-19 on respirators.

Workers with medium exposure risk may need to wear some combination of gloves, a gown, a face mask, and/or a face shield or goggles. PPE ensembles for workers in the medium exposure risk category will vary by work task, the results of the City's hazard assessment, and the types of exposures workers have on the job. The City will clearly direct workers to the specific PPE required in the workers' job task.]

Workers should continue to use the PPE, if any, that they would ordinarily use for other job tasks.

ADDITIONAL LEGAL REQUIREMENTS AND EXCEPTIONS

The City has to date and/or must:

- Follow the CDC's Interim Guidance for Implementing Safety Practices for Critical Infrastructure Workers Who May Have Had Exposure to a Person with Suspected or Confirmed COVID-19, attached as **Appendix 1**, to the extent practicable and applicable to the City's operations.
- Follow OSHA's Guidance on Preparing Workplaces for COVID-19, attached as Appendix
 to the extent practicable and applicable to the City's operations. Such plan must be available at City headquarters or the City's worksite.

For additional legal requirements and exceptions as well as CDC and OSHA guidance, please see the following:

- Interim Guidance for Businesses and Employers at https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2 019-ncov%2Fspecific-groups%2Fguidance-business-response.html.
- Guidance on Hazard Recognition at https://www.osha.gov/SLTC/covid-19/hazardrecognition.html.
- COVID-19 Control and Prevention at https://www.osha.gov/SLTC/covid-19/controlprevention.html#interim_guidance.
- Prepare your Small Business and Employees for the Effects of COVID-19 at https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-small-business.html.
- Discontinuation of Isolation for Persons with COVID-19 Not in Healthcare Settings at https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html.
- Covid-19 Guidance for the Construction Workforce at https://www.osha.gov/Publications/OSHA4000.pdf.





Guidance on Preparing Workplaces for COVID-19

OSHA 3990-03 2020



Occupational Safety and Health Act of 1970

"To assure safe and healthful working conditions for working men and women; by authorizing enforcement of the standards developed under the Act; by assisting and encouraging the States in their efforts to assure safe and healthful working conditions; by providing for research, information, education, and training in the field of occupational safety and health."

This guidance is not a standard or regulation, and it creates no new legal obligations. It contains recommendations as well as descriptions of mandatory safety and health standards. The recommendations are advisory in nature, informational in content, and are intended to assist employers in providing a safe and healthful workplace. The Occupational Safety and Health Act requires employers to comply with safety and health standards and regulations promulgated by OSHA or by a state with an OSHA-approved state plan. In addition, the Act's General Duty Clause, Section 5(a)(1), requires employers to provide their employees with a workplace free from recognized hazards likely to cause death or serious physical harm.

Material contained in this publication is in the public domain and may be reproduced, fully or partially, without permission. Source credit is requested but not required.

This information will be made available to sensoryimpaired individuals upon request. Voice phone: (202) 693-1999; teletypewriter (TTY) number: 1-877-889-5627.

Guidance on Preparing Workplaces for COVID-19

U.S. Department of Labor Occupational Safety and Health Administration

OSHA 3990-03 2020



U.S. Department of Labor

Contents

Introduction
About COVID-19
How a COVID-19 Outbreak Could Affect Workplaces6
Steps All Employers Can Take to Reduce Workers' Risk of Exposure to SARS-CoV-2
Classifying Worker Exposure to SARS-CoV-2 18
Jobs Classified at Lower Exposure Risk (Caution): What to Do to Protect Workers20
Jobs Classified at Medium Exposure Risk: What to Do to Protect Workers21
Jobs Classified at High or Very High Exposure Risk: What to Do to Protect Workers23
Workers Living Abroad or Travelling Internationally 25
For More Information26
OSHA Assistance, Services, and Programs
OSHA Regional Offices29
How to Contact OSHA

Introduction

Coronavirus Disease 2019 (COVID-19) is a respiratory disease caused by the SARS-CoV-2 virus. It has spread from China to many other countries around the world, including the United States. Depending on the severity of COVID-19's international impacts, outbreak conditions—including those rising to the level of a pandemic—can affect all aspects of daily life, including travel, trade, tourism, food supplies, and financial markets.

To reduce the impact of COVID-19 outbreak conditions on businesses, workers, customers, and the public, it is important for all employers to plan now for COVID-19. For employers who have already planned for influenza pandemics, planning for COVID-19 may involve updating plans to address the specific exposure risks, sources of exposure, routes of transmission, and other unique characteristics of SARS-CoV-2 (i.e., compared to pandemic influenza viruses). Employers who have not prepared for pandemic events should prepare themselves and their workers as far in advance as possible of potentially worsening outbreak conditions. Lack of continuity planning can result in a cascade of failures as employers attempt to address challenges of COVID-19 with insufficient resources and workers who might not be adequately trained for jobs they may have to perform under pandemic conditions.

The Occupational Safety and Health Administration (OSHA) developed this COVID-19 planning guidance based on traditional infection prevention and industrial hygiene practices. It focuses on the need for employers to implement engineering, administrative, and work practice controls and personal protective equipment (PPE), as well as considerations for doing so.

This guidance is intended for planning purposes. Employers and workers should use this planning guidance to help identify risk levels in workplace settings and to determine any appropriate control measures to implement. Additional guidance may be needed as COVID-19 outbreak conditions change, including as new information about the virus, its transmission, and impacts, becomes available.

The U.S. Department of Health and Human Services' Centers for Disease Control and Prevention (CDC) provides the latest information about COVID-19 and the global outbreak: www.cdc.gov/coronavirus/2019-ncov.

The OSHA COVID-19 webpage offers information specifically for workers and employers: www.osha.gov/covid-19.

This guidance is advisory in nature and informational in content. It is not a standard or a regulation, and it neither creates new legal obligations nor alters existing obligations created by OSHA standards or the *Occupational Safety and Health Act* (OSH Act). Pursuant to the OSH Act, employers must comply with safety and health standards and regulations issued and enforced either by OSHA or by an OSHA-approved State Plan. In addition, the OSH Act's General Duty Clause, Section 5(a)(1), requires employers to provide their employees with a workplace free from recognized hazards likely to cause death or serious physical harm. OSHA-approved State Plans may have standards, regulations and enforcement policies that are different from, but at least as effective as, OSHA's. Check with your State Plan, as applicable, for more information.

About COVID-19

Symptoms of COVID-19

Infection with SARS-CoV-2, the virus that causes COVID-19, can cause illness ranging from mild to severe and, in some cases, can be fatal. Symptoms typically include fever, cough, and shortness of breath. Some people infected with the virus have reported experiencing other non-respiratory symptoms. Other people, referred to as *asymptomatic cases*, have experienced no symptoms at all.

According to the CDC, symptoms of COVID-19 may appear in as few as 2 days or as long as 14 days after exposure.

How COVID-19 Spreads

Although the first human cases of COVID-19 likely resulted from exposure to infected animals, infected people can spread SARS-CoV-2 to other people.

The virus is thought to spread mainly from personto-person, including:

- Between people who are in close contact with one another (within about 6 feet).
- Medium exposure risk jobs include those that require frequent and/or close contact with (i.e., within 6 feet of) other people who may be infected with SARS-CoV-2.
- Through respiratory droplets produced when an infected person coughs or sneezes. These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.

It may be possible that a person can get COVID-19 by touching a surface or object that has SARS-CoV-2 on it and then touching their own mouth, nose, or possibly their eyes, but this is not thought to be the primary way the virus spreads.

People are thought to be most contagious when they are most symptomatic (i.e., experiencing fever, cough, and/or shortness of breath). Some spread might be possible before people show symptoms; there have been reports of this type of asymptomatic transmission with this new coronavirus, but this is also not thought to be the main way the virus spreads.

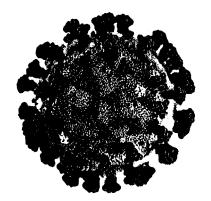
Although the United States has implemented public health measures to limit the spread of the virus, it is likely that some person-to-person transmission will continue to occur.

The CDC website provides the latest information about COVID-19 transmission: www.cdc.gov/coronavirus/2019-ncov/about/transmission.html.

How a COVID-19 Outbreak Could Affect Workplaces

Similar to influenza viruses, SARS-CoV-2, the virus that causes COVID-19, has the potential to cause extensive outbreaks. Under conditions associated with widespread person-to-person spread, multiple areas of the United States and other countries may see impacts at the same time. In the absence of a vaccine, an outbreak may also be an extended event. As a result, workplaces may experience:

- Absenteeism. Workers could be absent because they are sick; are caregivers for sick family members; are caregivers for children if schools or day care centers are closed; have at-risk people at home, such as immunocompromised family members; or are afraid to come to work because of fear of possible exposure.
- Change in patterns of commerce. Consumer demand for items related to infection prevention (e.g., respirators) is likely to increase significantly, while consumer interest in other goods may decline. Consumers may also change shopping patterns because of a COVID-19 outbreak. Consumers may try to shop at off-peak hours to reduce contact with other people, show increased interest in home delivery services, or prefer other options, such as drive-through service, to reduce person-to-person contact.
- Interrupted supply/delivery. Shipments of items from geographic areas severely affected by COVID-19 may be delayed or cancelled with or without notification.



This illustration, created at the Centers for Disease Control and Prevention (CDC), reveals ultrastructural morphology exhibited by the 2019 Novel Coronavirus (2019-nCoV). Note the spikes that adorn the outer surface of the virus, which impart the look of a corona surrounding the virion, when viewed electron microscopically. This virus was identified as the cause of an outbreak of respiratory illness first detected in Wuhan, China.

Photo: CDC / Alissa Eckert & Dan Higgins

Steps All Employers Can Take to Reduce Workers' Risk of Exposure to SARS-CoV-2

This section describes basic steps that every employer can take to reduce the risk of worker exposure to SARS-CoV-2, the virus that causes COVID-19, in their workplace. Later sections of this guidance—including those focusing on jobs classified as having low, medium, high, and very high exposure risks—provide specific recommendations for employers and workers within specific risk categories.

Develop an Infectious Disease Preparedness and Response Plan

If one does not already exist, develop an infectious disease preparedness and response plan that can help guide protective actions against COVID-19.

Stay abreast of guidance from federal, state, local, tribal, and/or territorial health agencies, and consider how to incorporate those recommendations and resources into workplace-specific plans.

Plans should consider and address the level(s) of risk associated with various worksites and job tasks workers perform at those sites. Such considerations may include:

- Where, how, and to what sources of SARS-CoV-2 might workers be exposed, including:
 - O The general public, customers, and coworkers; and
 - Sick individuals or those at particularly high risk of infection (e.g., international travelers who have visited locations with widespread sustained (ongoing) COVID-19 transmission, healthcare workers who have had unprotected exposures to people known to have, or suspected of having, COVID-19).
- Non-occupational risk factors at home and in community settings.

- Workers' individual risk factors (e.g., older age; presence of chronic medical conditions, including immunocompromising conditions; pregnancy).
- Controls necessary to address those risks.

Follow federal and state, local, tribal, and/or territorial (SLTT) recommendations regarding development of contingency plans for situations that may arise as a result of outbreaks, such as:

- Increased rates of worker absenteeism.
- The need for social distancing, staggered work shifts, downsizing operations, delivering services remotely, and other exposure-reducing measures.
- Options for conducting essential operations with a reduced workforce, including cross-training workers across different jobs in order to continue operations or deliver surge services.
- Interrupted supply chains or delayed deliveries.

Plans should also consider and address the other steps that employers can take to reduce the risk of worker exposure to SARS-CoV-2 in their workplace, described in the sections below.

Prepare to Implement Basic Infection Prevention Measures

For most employers, protecting workers will depend on emphasizing basic infection prevention measures. As appropriate, all employers should implement good hygiene and infection control practices, including:

- Promote frequent and thorough hand washing, including by providing workers, customers, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, provide alcohol-based hand rubs containing at least 60% alcohol.
- Encourage workers to stay home if they are sick.
- Encourage respiratory etiquette, including covering coughs and sneezes.

- Provide customers and the public with tissues and trash receptacles.
- Employers should explore whether they can establish policies and practices, such as flexible worksites (e.g., telecommuting) and flexible work hours (e.g., staggered shifts), to increase the physical distance among employees and between employees and others if state and local health authorities recommend the use of social distancing strategies.
- Discourage workers from using other workers' phones, desks, offices, or other work tools and equipment, when possible.
- Maintain regular housekeeping practices, including routine cleaning and disinfecting of surfaces, equipment, and other elements of the work environment. When choosing cleaning chemicals, employers should consult information on Environmental Protection Agency (EPA)-approved disinfectant labels with claims against emerging viral pathogens. Products with EPA-approved emerging viral pathogens claims are expected to be effective against SARS-CoV-2 based on data for harder to kill viruses. Follow the manufacturer's instructions for use of all cleaning and disinfection products (e.g., concentration, application method and contact time, PPE).

Develop Policies and Procedures for Prompt Identification and Isolation of Sick People, if Appropriate

- Prompt identification and isolation of potentially infectious individuals is a critical step in protecting workers, customers, visitors, and others at a worksite.
- Employers should inform and encourage employees to self-monitor for signs and symptoms of COVID-19 if they suspect possible exposure.
- Employers should develop policies and procedures for employees to report when they are sick or experiencing symptoms of COVID-19.

- Where appropriate, employers should develop policies and procedures for immediately isolating people who have signs and/or symptoms of COVID-19, and train workers to implement them. Move potentially infectious people to a location away from workers, customers, and other visitors. Although most worksites do not have specific isolation rooms, designated areas with closable doors may serve as isolation rooms until potentially sick people can be removed from the worksite.
- Take steps to limit spread of the respiratory secretions of a person who may have COVID-19. Provide a face mask, if feasible and available, and ask the person to wear it, if tolerated. Note: A face mask (also called a surgical mask, procedure mask, or other similar terms) on a patient or other sick person should not be confused with PPE for a worker; the mask acts to contain potentially infectious respiratory secretions at the source (i.e., the person's nose and mouth).
- If possible, isolate people suspected of having COVID-19 separately from those with confirmed cases of the virus to prevent further transmission—particularly in worksites where medical screening, triage, or healthcare activities occur, using either permanent (e.g., wall/different room) or temporary barrier (e.g., plastic sheeting).
- Restrict the number of personnel entering isolation areas.
- Protect workers in close contact with (i.e., within 6 feet of) a sick person or who have prolonged/repeated contact with such persons by using additional engineering and administrative controls, safe work practices, and PPE. Workers whose activities involve close or prolonged/repeated contact with sick people are addressed further in later sections covering workplaces classified at medium and very high or high exposure risk.

Develop, Implement, and Communicate about Workplace Flexibilities and Protections

- Actively encourage sick employees to stay home.
- Ensure that sick leave policies are flexible and consistent with public health guidance and that employees are aware of these policies.
- Talk with companies that provide your business with contract or temporary employees about the importance of sick employees staying home and encourage them to develop non-punitive leave policies.
- Do not require a healthcare provider's note for employees who are sick with acute respiratory illness to validate their illness or to return to work, as healthcare provider offices and medical facilities may be extremely busy and not able to provide such documentation in a timely way.
- Maintain flexible policies that permit employees to stay home to care for a sick family member. Employers should be aware that more employees may need to stay at home to care for sick children or other sick family members than is usual.
- Recognize that workers with ill family members may need to stay home to care for them. See CDC's Interim Guidance for Preventing the Spread of COVID-19 in Homes and Residential Communities: www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-prevent-spread.html.
- Be aware of workers' concerns about pay, leave, safety, health, and other issues that may arise during infectious disease outbreaks. Provide adequate, usable, and appropriate training, education, and informational material about business-essential job functions and worker health and safety, including proper hygiene practices and the use of any workplace controls (including PPE). Informed workers who feel safe at work are less likely to be unnecessarily absent.

Work with insurance companies (e.g., those providing employee health benefits) and state and local health agencies to provide information to workers and customers about medical care in the event of a COVID-19 outbreak.

Implement Workplace Controls

Occupational safety and health professionals use a framework called the "hierarchy of controls" to select ways of controlling workplace hazards. In other words, the best way to control a hazard is to systematically remove it from the workplace, rather than relying on workers to reduce their exposure. During a COVID-19 outbreak, when it may not be possible to eliminate the hazard, the most effective protection measures are (listed from most effective to least effective): engineering controls, administrative controls, safe work practices (a type of administrative control), and PPE. There are advantages and disadvantages to each type of control measure when considering the ease of implementation, effectiveness, and cost. In most cases, a combination of control measures will be necessary to protect workers from exposure to SARS-CoV-2.

In addition to the types of workplace controls discussed below, CDC guidance for businesses provides employers and workers with recommended SARS-CoV-2 infection prevention strategies to implement in workplaces: www.cdc.gov/coronavirus/2019-ncov/specific-groups/guidance-business-response.html.

Engineering Controls

Engineering controls involve isolating employees from work-related hazards. In workplaces where they are appropriate, these types of controls reduce exposure to hazards without relying on worker behavior and can be the most cost-effective solution to implement. Engineering controls for SARS-CoV-2 include:

- Installing high-efficiency air filters.
- Increasing ventilation rates in the work environment.
- Installing physical barriers, such as clear plastic sneeze guards.

- Installing a drive-through window for customer service.
- Specialized negative pressure ventilation in some settings, such as for aerosol generating procedures (e.g., airborne infection isolation rooms in healthcare settings and specialized autopsy suites in mortuary settings).

Administrative Controls

Administrative controls require action by the worker or employer. Typically, administrative controls are changes in work policy or procedures to reduce or minimize exposure to a hazard. Examples of administrative controls for SARS-CoV-2 include:

- Encouraging sick workers to stay at home.
- Minimizing contact among workers, clients, and customers by replacing face-to-face meetings with virtual communications and implementing telework if feasible.
- Establishing alternating days or extra shifts that reduce the total number of employees in a facility at a given time, allowing them to maintain distance from one another while maintaining a full onsite work week.
- Discontinuing nonessential travel to locations with ongoing COVID-19 outbreaks. Regularly check CDC travel warning levels at: www.cdc.gov/coronavirus/2019-ncov/travelers.
- Developing emergency communications plans, including a forum for answering workers' concerns and internet-based communications, if feasible.
- Providing workers with up-to-date education and training on COVID-19 risk factors and protective behaviors (e.g., cough etiquette and care of PPE).
- Training workers who need to use protecting clothing and equipment how to put it on, use/wear it, and take it off correctly, including in the context of their current and potential duties. Training material should be easy to understand and available in the appropriate language and literacy level for all workers.

Safe Work Practices

Safe work practices are types of administrative controls that include procedures for safe and proper work used to reduce the duration, frequency, or intensity of exposure to a hazard. Examples of safe work practices for SARS-CoV-2 include:

- Providing resources and a work environment that promotes personal hygiene. For example, provide tissues, no-touch trash cans, hand soap, alcohol-based hand rubs containing at least 60 percent alcohol, disinfectants, and disposable towels for workers to clean their work surfaces.
- Requiring regular hand washing or using of alcohol-based hand rubs. Workers should always wash hands when they are visibly soiled and after removing any PPE.
- Post handwashing signs in restrooms.

Personal Protective Equipment (PPE)

While engineering and administrative controls are considered more effective in minimizing exposure to SARS-CoV-2, PPE may also be needed to prevent certain exposures. While correctly using PPE can help prevent some exposures, it should not take the place of other prevention strategies.

Examples of PPE include: gloves, goggles, face shields, face masks, and respiratory protection, when appropriate. During an outbreak of an infectious disease, such as COVID-19, recommendations for PPE specific to occupations or job tasks may change depending on geographic location, updated risk assessments for workers, and information on PPE effectiveness in preventing the spread of COVID-19. Employers should check the OSHA and CDC websites regularly for updates about recommended PPE.

All types of PPE must be:

- Selected based upon the hazard to the worker.
- Properly fitted and periodically refitted, as applicable (e.g., respirators).

- Consistently and properly worn when required.
- Regularly inspected, maintained, and replaced, as necessary.
- Properly removed, cleaned, and stored or disposed of, as applicable, to avoid contamination of self, others, or the environment.

Employers are obligated to provide their workers with PPE needed to keep them safe while performing their jobs. The types of PPE required during a COVID-19 outbreak will be based on the risk of being infected with SARS-CoV-2 while working and job tasks that may lead to exposure.

Workers, including those who work within 6 feet of patients known to be, or suspected of being, infected with SARS-CoV-2 and those performing aerosol-generating procedures, need to use respirators:

- National Institute for Occupational Safety and Health (NIOSH)-approved, N95 filtering facepiece respirators or better must be used in the context of a comprehensive, written respiratory protection program that includes fit-testing, training, and medical exams. See OSHA's Respiratory Protection standard, 29 CFR 1910.134 at www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.134.
- When disposable N95 filtering facepiece respirators are not available, consider using other respirators that provide greater protection and improve worker comfort. Other types of acceptable respirators include: a R/P95, N/R/P99, or N/R/P100 filtering facepiece respirator; an air-purifying elastomeric (e.g., half-face or full-face) respirator with appropriate filters or cartridges; powered air purifying respirator (PAPR) with high-efficiency particulate arrestance (HEPA) filter; or supplied air respirator (SAR). See CDC/NIOSH guidance for optimizing respirator supplies at: www.cdc.gov/coronavirus/2019-ncov/hcp/respirators-strategy.

- Consider using PAPRs or SARs, which are more protective than filtering facepiece respirators, for any work operations or procedures likely to generate aerosols (e.g., cough induction procedures, some dental procedures, invasive specimen collection, blowing out pipettes, shaking or vortexing tubes, filling a syringe, centrifugation).
- Use a surgical N95 respirator when both respiratory protection and resistance to blood and body fluids is needed.
- Face shields may also be worn on top of a respirator to prevent bulk contamination of the respirator. Certain respirator designs with forward protrusions (duckbill style) may be difficult to properly wear under a face shield. Ensure that the face shield does not prevent airflow through the respirator.
- Consider factors such as function, fit, ability to decontaminate, disposal, and cost. OSHA's Respiratory Protection eTool provides basic information on respirators such as medical requirements, maintenance and care, fit testing, written respiratory protection programs, and voluntary use of respirators, which employers may also find beneficial in training workers at: www.osha.gov/SLTC/etools/respiratory. Also see NIOSH respirator guidance at: www.cdc.gov/niosh/topics/respirators.
- Respirator training should address selection, use (including donning and doffing), proper disposal or disinfection, inspection for damage, maintenance, and the limitations of respiratory protection equipment. Learn more at: www.osha.gov/SLTC/respiratoryprotection.
- The appropriate form of respirator will depend on the type of exposure and on the transmission pattern of COVID-19. See the NIOSH "Respirator Selection Logic" at: www.cdc.gov/niosh/docs/2005-100/default.html or the OSHA "Respiratory Protection eTool" at www.osha.gov/SLTC/etools/respiratory.

Follow Existing OSHA Standards

Existing OSHA standards may apply to protecting workers from exposure to and infection with SARS-CoV-2.

While there is no specific OSHA standard covering SARS-CoV-2 exposure, some OSHA requirements may apply to preventing occupational exposure to SARS-CoV-2. Among the most relevant are:

- OSHA's Personal Protective Equipment (PPE) standards (in general industry, 29 CFR 1910 Subpart I), which require using gloves, eye and face protection, and respiratory protection. See: www.osha.gov/laws-regs/regulations/standardnumber/1910#1910_Subpart_I.
 - O When respirators are necessary to protect workers or where employers require respirator use, employers must implement a comprehensive respiratory protection program in accordance with the Respiratory Protection standard (29 CFR 1910.134). See: www.osha.gov/lawsregs/regulations/standardnumber/1910/1910.134.
- The General Duty Clause, Section 5(a)(1) of the Occupational Safety and Health (OSH) Act of 1970, 29 USC 654(a)(1), which requires employers to furnish to each worker "employment and a place of employment, which are free from recognized hazards that are causing or are likely to cause death or serious physical harm." See: www.osha.gov/laws-regs/oshact/completeoshact.

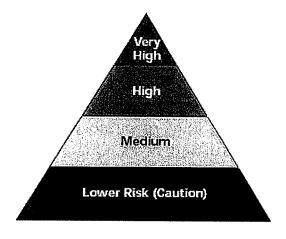
OSHA's Bloodborne Pathogens standard (29 CFR 1910.1030) applies to occupational exposure to human blood and other potentially infectious materials that typically do not include respiratory secretions that may transmit SARS-CoV-2. However, the provisions of the standard offer a framework that may help control some sources of the virus, including exposures to body fluids (e.g., respiratory secretions) not covered by the standard. See: www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.1030.

The OSHA COVID-19 webpage provides additional information about OSHA standards and requirements, including requirements in states that operate their own OSHA-approved State Plans, recordkeeping requirements and injury/illness recording criteria, and applications of standards related to sanitation and communication of risks related to hazardous chemicals that may be in common sanitizers and sterilizers. See: www.osha.gov/SLTC/covid-19/standards.html.

Classifying Worker Exposure to SARS-CoV-2

Worker risk of occupational exposure to SARS-CoV-2, the virus that causes COVID-19, during an outbreak may vary from very high to high, medium, or lower (caution) risk. The level of risk depends in part on the industry type, need for contact within 6 feet of people known to be, or suspected of being, infected with SARS-CoV-2, or requirement for repeated or extended contact with persons known to be, or suspected of being, infected with SARS-CoV-2. To help employers determine appropriate precautions, OSHA has divided job tasks into four risk exposure levels: very high, high, medium, and lower risk. The Occupational Risk Pyramid shows the four exposure risk levels in the shape of a pyramid to represent probable distribution of risk. Most American workers will likely fall in the lower exposure risk (caution) or medium exposure risk levels.

Occupational Risk Pyramid for COVID-19



Very High Exposure Risk

Very high exposure risk jobs are those with high potential for exposure to known or suspected sources of COVID-19 during specific medical, postmortem, or laboratory procedures. Workers in this category include:

- Healthcare workers (e.g., doctors, nurses, dentists, paramedics, emergency medical technicians) performing aerosol-generating procedures (e.g., intubation, cough induction procedures, bronchoscopies, some dental procedures and exams, or invasive specimen collection) on known or suspected COVID-19 patients.
- Healthcare or laboratory personnel collecting or handling specimens from known or suspected COVID-19 patients (e.g., manipulating cultures from known or suspected COVID-19 patients).
- Morgue workers performing autopsies, which generally involve aerosol-generating procedures, on the bodies of people who are known to have, or suspected of having, COVID-19 at the time of their death.

High Exposure Risk

High exposure risk jobs are those with high potential for exposure to known or suspected sources of COVID-19. Workers in this category include:

- Healthcare delivery and support staff (e.g., doctors, nurses, and other hospital staff who must enter patients' rooms) exposed to known or suspected COVID-19 patients. (Note: when such workers perform aerosol-generating procedures, their exposure risk level becomes *very high*.)
- Medical transport workers (e.g., ambulance vehicle operators) moving known or suspected COVID-19 patients in enclosed vehicles.
- Mortuary workers involved in preparing (e.g., for burial or cremation) the bodies of people who are known to have, or suspected of having, COVID-19 at the time of their death.

Medium Exposure Risk

Medium exposure risk jobs include those that require frequent and/or close contact with (i.e., within 6 feet of) people who may be infected with SARS-CoV-2, but who are not known or suspected COVID-19 patients. In areas without ongoing community transmission, workers in this risk group may have frequent contact with travelers who may return from international locations with widespread COVID-19 transmission. In areas where there is ongoing community transmission, workers in this category may have contact with the general public (e.g., schools, high-population-density work environments, some high-volume retail settings).

Lower Exposure Risk (Caution)

Lower exposure risk (caution) jobs are those that do not require contact with people known to be, or suspected of being, infected with SARS-CoV-2 nor frequent close contact with (i.e., within 6 feet of) the general public. Workers in this category have minimal occupational contact with the public and other coworkers.

Jobs Classified at Lower Exposure Risk (Caution): What to Do to Protect Workers

For workers who do not have frequent contact with the general public, employers should follow the guidance for "Steps All Employers Can Take to Reduce Workers' Risk of Exposure to SARS-CoV-2," on page 7 of this booklet and implement control measures described in this section.

Engineering Controls

Additional engineering controls are not recommended for workers in the lower exposure risk group. Employers should ensure that engineering controls, if any, used to protect workers from other job hazards continue to function as intended.

Administrative Controls

- Monitor public health communications about COVID-19 recommendations and ensure that workers have access to that information. Frequently check the CDC COVID-19 website: www.cdc.gov/coronavirus/2019-ncov.
- Collaborate with workers to designate effective means of communicating important COVID-19 information.

Personal Protective Equipment

Additional PPE is not recommended for workers in the lower exposure risk group. Workers should continue to use the PPE, if any, that they would ordinarily use for other job tasks.

Jobs Classified at Medium Exposure Risk: What to Do to Protect Workers

In workplaces where workers have medium exposure risk, employers should follow the guidance for "Steps All Employers Can Take to Reduce Workers' Risk of Exposure to SARS-CoV-2," on page 7 of this booklet and implement control measures described in this section.

Engineering Controls

Install physical barriers, such as clear plastic sneeze guards, where feasible.

Administrative Controls

Consider offering face masks to ill employees and customers to contain respiratory secretions until they are able leave the workplace (i.e., for medical evaluation/care or to return home). In the event of a shortage of masks, a reusable face shield that can be decontaminated may be an acceptable method of protecting against droplet transmission. See CDC/NIOSH guidance for optimizing respirator supplies, which discusses the use of surgical masks, at: www.cdc.gov/coronavirus/2019-ncov/hcp/respirators-strategy.

- Keep customers informed about symptoms of COVID-19 and ask sick customers to minimize contact with workers until healthy again, such as by posting signs about COVID-19 in stores where sick customers may visit (e.g., pharmacies) or including COVID-19 information in automated messages sent when prescriptions are ready for pick up.
- Where appropriate, limit customers' and the public's access to the worksite, or restrict access to only certain workplace areas.
- Consider strategies to minimize face-to-face contact (e.g., drive-through windows, phone-based communication, telework).
- Communicate the availability of medical screening or other worker health resources (e.g., on-site nurse; telemedicine services).

Personal Protective Equipment (PPE)

When selecting PPE, consider factors such as function, fit, decontamination ability, disposal, and cost. Sometimes, when PPE will have to be used repeatedly for a long period of time, a more expensive and durable type of PPE may be less expensive overall than disposable PPE.

Each employer should select the combination of PPE that protects workers specific to their workplace.

Workers with medium exposure risk may need to wear some combination of gloves, a gown, a face mask, and/or a face shield or goggles. PPE ensembles for workers in the medium exposure risk category will vary by work task, the results of the employer's hazard assessment, and the types of exposures workers have on the job.

High exposure risk jobs are those with high potential for exposure to known or suspected sources of COVID-19.

Very high exposure risk jobs are those with high potential for exposure to known or suspected sources of COVID-19 during specific medical, postmortem, or laboratory procedures that involve aerosol generation or specimen collection/handling.

In rare situations that would require workers in this risk category to use respirators, see the PPE section beginning on page 14 of this booklet, which provides more details about respirators. For the most up-to-date information, visit OSHA's COVID-19 webpage: www.osha.gov/covid-19.

Jobs Classified at High or Very High Exposure Risk: What to Do to Protect Workers

In workplaces where workers have high or very high exposure risk, employers should follow the guidance for "Steps All Employers Can Take to Reduce Workers' Risk of Exposure to SARS-CoV-2," on page 7 of this booklet and implement control measures described in this section.

Engineering Controls

- Ensure appropriate air-handling systems are installed and maintained in healthcare facilities. See "Guidelines for Environmental Infection Control in Healthcare Facilities" for more recommendations on air handling systems at: www.cdc.gov/mmwr/preview/mmwrhtml/rr5210a1.htm.
- CDC recommends that patients with known or suspected COVID-19 (i.e., person under investigation) should be placed in an airborne infection isolation room (AIIR), if available.
- Use isolation rooms when available for performing aerosol-generating procedures on patients with known or suspected COVID-19. For postmortem activities, use autopsy suites or other similar isolation facilities when performing aerosol-generating procedures on the bodies of people who are known to have, or suspected of having, COVID-19 at the time of their death. See the CDC postmortem guidance at: www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-postmortem-specimens.html. OSHA also provides guidance for postmortem activities on its COVID-19 webpage: www.osha.gov/covid-19.

■ Use special precautions associated with Biosafety Level 3 when handling specimens from known or suspected COVID-19 patients. For more information about biosafety levels, consult the U.S. Department of Health and Human Services (HHS) "Biosafety in Microbiological and Biomedical Laboratories" at www.cdc.gov/biosafety/publications/bmbl5.

Administrative Controls

If working in a healthcare facility, follow existing guidelines and facility standards of practice for identifying and isolating infected individuals and for protecting workers.

- Develop and implement policies that reduce exposure, such as cohorting (i.e., grouping) COVID-19 patients when single rooms are not available.
- Post signs requesting patients and family members to immediately report symptoms of respiratory illness on arrival at the healthcare facility and use disposable face masks.
- Consider offering enhanced medical monitoring of workers during COVID-19 outbreaks.
- Provide all workers with job-specific education and training on preventing transmission of COVID-19, including initial and routine/refresher training.
- Ensure that psychological and behavioral support is available to address employee stress.

Safe Work Practices

Provide emergency responders and other essential personnel who may be exposed while working away from fixed facilities with alcohol-based hand rubs containing at least 60% alcohol for decontamination in the field.

Personal Protective Equipment (PPE)

Most workers at high or very high exposure risk likely need to wear gloves, a gown, a face shield or goggles, and either a face mask or a respirator, depending on their job tasks and exposure risks.

Those who work closely with (either in contact with or within 6 feet of) patients known to be, or suspected of being, infected with SARS-CoV-2, the virus that causes COVID-19, should wear respirators. In these instances, see the PPE section beginning on page 14 of this booklet, which provides more details about respirators. For the most up-to-date information, also visit OSHA's COVID-19 webpage: www.osha.gov/covid-19.

PPE ensembles may vary, especially for workers in laboratories or morgue/mortuary facilities who may need additional protection against blood, body fluids, chemicals, and other materials to which they may be exposed. Additional PPE may include medical/surgical gowns, fluid-resistant coveralls, aprons, or other disposable or reusable protective clothing. Gowns should be large enough to cover the areas requiring protection. OSHA may also provide updated guidance for PPE use on its website: www.osha.gov/covid-19.

NOTE: Workers who dispose of PPE and other infectious waste must also be trained and provided with appropriate PPE.

The CDC webpage "Healthcare-associated Infections" (www.cdc.gov/hai) provides additional information on infection control in healthcare facilities.

Workers Living Abroad or Travelling Internationally

Employers with workers living abroad or traveling on international business should consult the "Business Travelers" section of the OSHA COVID-19 webpage (www.osha.gov/covid-19), which also provides links to the latest:

- CDC travel warnings: www.cdc.gov/coronavirus/2019-ncov/travelers
- U.S. Department of State (DOS) travel advisories: travel.state.gov

Employers should communicate to workers that the DOS cannot provide Americans traveling or living abroad with medications or supplies, even in the event of a COVID-19 outbreak.

As COVID-19 outbreak conditions change, travel into or out of a country may not be possible, safe, or medically advisable. It is also likely that governments will respond to a COVID-19 outbreak by imposing public health measures that restrict domestic and international movement, further limiting the U.S. government's ability to assist Americans in these countries. It is important that employers and workers plan appropriately, as it is possible that these measures will be implemented very quickly in the event of worsening outbreak conditions in certain areas.

More information on COVID-19 planning for workers living and traveling abroad can be found at: www.cdc.gov/travel.

For More Information

Federal, state, and local government agencies are the best source of information in the event of an infectious disease outbreak, such as COVID-19. Staying informed about the latest developments and recommendations is critical, since specific guidance may change based upon evolving outbreak situations.

Below are several recommended websites to access the most current and accurate information:

- Occupational Safety and Health Administration website: www.osha.gov
- © Centers for Disease Control and Prevention website: www.cdc.gov
- National Institute for Occupational Safety and Health website: www.cdc.gov/niosh

OSHA Assistance, Services, and Programs

OSHA has a great deal of information to assist employers in complying with their responsibilities under OSHA law. Several OSHA programs and services can help employers identify and correct job hazards, as well as improve their safety and health program.

Establishing a Safety and Health Program

Safety and health programs are systems that can substantially reduce the number and severity of workplace injuries and illnesses, while reducing costs to employers.

Visit www.osha.gov/safetymanagement for more information.

Compliance Assistance Specialists

OSHA compliance assistance specialists can provide information to employers and workers about OSHA standards, short educational programs on specific hazards or OSHA rights and responsibilities, and information on additional compliance assistance resources.

Visit www.osha.gov/complianceassistance/cas or call 1-800-321-OSHA (6742) to contact your local OSHA office.

No-Cost On-Site Safety and Health Consultation Services for Small Business

OSHA's On-Site Consultation Program offers no-cost and confidential advice to small and medium-sized businesses in all states, with priority given to high-hazard worksites. On-Site consultation services are separate from enforcement and do not result in penalties or citations.

For more information or to find the local On-Site Consultation office in your state, visit www.osha.gov/consultation, or call 1-800-321-OSHA (6742).

Under the consultation program, certain exemplary employers may request participation in OSHA's **Safety and Health Achievement Recognition Program (SHARP)**. Worksites that receive SHARP recognition are exempt from programmed inspections during the period that the SHARP certification is valid.

Cooperative Programs

OSHA offers cooperative programs under which businesses, labor groups and other organizations can work cooperatively with OSHA. To find out more about any of the following programs, visit www.osha.gov/cooperativeprograms.

Strategic Partnerships and Alliances

The OSHA Strategic Partnerships (OSP) provide the opportunity for OSHA to partner with employers, workers, professional or trade associations, labor organizations, and/or other interested stakeholders. Through the Alliance Program, OSHA works with groups to develop compliance assistance tools and resources to share with workers and employers, and educate workers and employers about their rights and responsibilities.

Voluntary Protection Programs (VPP)

The VPP recognize employers and workers in the private sector and federal agencies who have implemented effective safety and health programs and maintain injury and illness rates below the national average for their respective industries.

Occupational Safety and Health Training

OSHA partners with 26 OSHA Training Institute Education Centers at 37 locations throughout the United States to deliver courses on OSHA standards and occupational safety and health topics to thousands of students a year. For more information on training courses, visit www.osha.gov/otiec.

OSHA Educational Materials

OSHA has many types of educational materials to assist employers and workers in finding and preventing workplace hazards.

All OSHA publications are free at www.osha.gov/publications and www.osha.gov/ebooks. You can also call 1-800-321-OSHA (6742) to order publications.

Employers and safety and health professionals can sign-up for *QuickTakes*, OSHA's free, twice-monthly online newsletter with the latest news about OSHA initiatives and products to assist in finding and preventing workplace hazards. To sign up, visit www.osha.gov/quicktakes.

OSHA Regional Offices

Region 1

Boston Regional Office (CT*, ME*, MA, NH, RI, VT*) JFK Federal Building 25 New Sudbury Street, Room E340 Boston, MA 02203 (617) 565-9860 (617) 565-9827 Fax

Region 2

New York Regional Office (NJ*, NY*, PR*, VI*) Federal Building 201 Varick Street, Room 670 New York, NY 10014 (212) 337-2378 (212) 337-2371 Fax

Region 3

Philadelphia Regional Office (DE, DC, MD*, PA, VA*, WV) The Curtis Center 170 S. Independence Mall West, Suite 740 West Philadelphia, PA 19106-3309 (215) 861-4900 (215) 861-4904 Fax

Region 4

Atlanta Regional Office (AL, FL, GA, KY*, MS, NC*, SC*, TN*) Sam Nunn Atlanta Federal Center 61 Forsyth Street, SW, Room 6T50 Atlanta, GA 30303 (678) 237-0400 (678) 237-0447 Fax

Region 5

Chicago Regional Office (IL*, IN*, MI*, MN*, OH, WI) John C. Kluczynski Federal Building 230 South Dearborn Street, Room 3244 Chicago, IL 60604 (312) 353-2220 (312) 353-7774 Fax

Region 6

Dallas Regional Office (AR, LA, NM*, OK, TX) A. Maceo Smith Federal Building 525 Griffin Street, Room 602 Dallas, TX 75202 (972) 850-4145 (972) 850-4149 Fax

Region 7

Kansas City Regional Office (IA*, KS, MO, NE) Two Pershing Square Building 2300 Main Street, Suite 1010 Kansas City, MO 64108-2416 (816) 283-8745 (816) 283-0547 Fax

Region 8

Denver Regional Office (CO, MT, ND, SD, UT*, WY*) Cesar Chavez Memorial Building 1244 Speer Boulevard, Suite 551 Denver, CO 80204 (720) 264-6550 (720) 264-6585 Fax

Region 9

San Francisco Regional Office (AZ*, CA*, HI*, NV*, and American Samoa, Guam and the Northern Mariana Islands) San Francisco Federal Building 90 7th Street, Suite 2650 San Francisco, CA 94103 (415) 625-2547 (415) 625-2534 Fax

Region 10

Seattle Regional Office (AK*, ID, OR*, WA*) Fifth & Yesler Tower 300 Fifth Avenue, Suite 1280 Seattle, WA 98104 (206) 757-6700 (206) 757-6705 Fax

*These states and territories operate their own OSHA-approved job safety and health plans and cover state and local government employees as well as private sector employees. The Connecticut, Illinois, Maine, New Jersey, New York and Virgin Islands programs cover public employees only. (Private sector workers in these states are covered by Federal OSHA). States with approved programs must have standards that are identical to, or at least as effective as, the Federal OSHA standards.

Note: To get contact information for OSHA area offices, OSHA-approved state plans and OSHA consultation projects, please visit us online at www.osha.gov or call us at 1-800-321-OSHA (6742).

How to Contact OSHA

Under the Occupational Safety and Health Act of 1970, employers are responsible for providing safe and healthful workplaces for their employees. OSHA's role is to help ensure these conditions for America's working men and women by setting and enforcing standards, and providing training, education and assistance. For more information, visit www.osha.gov or call OSHA at 1-800-321-OSHA (6742), TTY 1-877-889-5627.

For assistance, contact us. We are OSHA. We can help.





U.S. Department of Labor

For more information:



Occupational
Safety and Health
Administration

www.osha.gov (800) 321-OSHA (6742)

Interim Guidance for Implementing Safety Practices for Critical Infrastructure Workers Who May Have Had Exposure to a Person with Suspected or Confirmed COVID-19

To ensure continuity of operations of essential functions, CDC advises that critical infrastructure workers may be permitted to continue work following potential exposure to COVID-19, provided they remain asymptomatic and additional precautions are implemented to protect them and the community.

A potential exposure means being a household contact or having close contact within 6 feet of an individual with confirmed or suspected COVID-19. The timeframe for having contact with an individual includes the period of time of 48 hours before the individual became symptomatic.

Critical Infrastructure workers who have had an exposure but remain asymptomatic should adhere to the following practices prior to and during their work shift:

- ▶ Pre-Screen: Employers should measure the employee's temperature and assess symptoms prior to them starting work. Ideally, temperature checks should happen before the individual enters the facility.
- ▶ Regular Monitoring: As long as the employee doesn't have a temperature or symptoms, they should self-monitor under the supervision of their employer's occupational health program.
- Wear a Mask: The employee should wear a face mask at all times while in the workplace for 14 days after last exposure. Employers can issue facemasks or can approve employees' supplied cloth face coverings in the event of shortages.
- ➤ Social Distance: The employee should maintain 6 feet and practice social distancing as work duties permit in the workplace.
- Disinfect and Clean work spaces: Clean and disinfect all areas such as offices, bathrooms, common areas, shared electronic equipment routinely.

If the employee becomes sick during the day, they should be sent home immediately. Surfaces in their workspace should be cleaned and disinfected. Information on persons who had contact with the ill employee during the time the employee had symptoms and 2 days prior to symptoms should be compiled. Others at the facility with close contact within 6 feet of the employee during this time would be considered exposed.

Employers should implement the recommendations in the Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease 2019 to help prevent and slow the spread of COVID-19 in the workplace. Additional information about identifying critical infrastructure during COVID-19 can be found on the DHS CISA website or the CDC's specific First Responder Guidance page.

INTERIM GUIDANCE

This interim guidance pertains to critical infrastructure workers, including personnel in 16 different sectors of work including:

- Federal, state, & local law enforcement
- ▶ 911 call center employees
- Fusion Center employees
- Hazardous material responders from government and the private sector
- Janitorial staff and other custodial staff
- Workers including contracted vendors in food and agriculture, critical manufacturing, informational technology, transportation, energy and government facilities

ADDITIONAL CONSIDERATIONS

- Employees should not share headsets or other objects that are near mouth or nose,
- Employers should increase the frequency of cleaning commonly touched surfaces.
- Employees and employers should consider pilot testing the use of face masks to ensure they do not interfere with work assignments.
- Employers should work with facility maintenance staff to increase air exchanges in room.
- ► Employees should physically distance when they take breaks together. Stagger breaks and don't congregate in the break room, and don't share food or utensils.





MANAGER'S REPORT

June 15, 2020

AGENDA ITEM: Resolution # 20.15 Authorizing Contract #19-5298 with MDOT for Illuminated Street Name Signs

SUMMARY: The State of Michigan is planning to replace the signal poles with mast arm signals at Whittaker and Buffalo Streets in the spring of 2021. These masts will allow for the height necessary for tall vehicles to pass unimpeded by the current shorter poles. The project includes the installation of lighted street name signs for which the City must pay the extra installation cost of \$27,500 as noted in the attached resolution.

COST: \$27,500.00

BUDGETED:

Yes

No

NA

RECOMMENDATION: Resolution # 20.15 Authorizing Contract #19-5298 with MDOT for Illuminated Street Name Signs.

Respectfully submitted,

David Richards, City Manager

SPECIAL TRUNKLINE NON-ACT-51 ADDED WORK

DA Control Section Job Number

STG 14061 200366CON 20A0630

Fed Project #
Contract

19-5298

THIS CONTRACT is made by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT"; and the CITY OF NEW BUFFALO, a Michigan municipal corporation, hereinafter referred to as the "CITY"; for the purpose of fixing the rights and obligations of the parties in agreeing to traffic signal improvement in conjunction with the DEPARTMENT'S traffic signal modernization work at Highway US-12 (Buffalo Street) and Whittaker Street, within the corporate limits of the CITY.

WITNESSETH:

WHEREAS, the DEPARTMENT is planning traffic signal modernization work at the intersection of Highway US-12 (Buffalo Street) and Whittaker Street; and

WHEREAS, the CITY has requested additional work in connection with the signal modernization work, which additional work is hereinafter referred to as the "PROJECT" and is located and described as follows:

Traffic signal mast arm installation at the intersection of Highway US-12 (Buffalo Street) and Whittaker Street including work required for the placement of mast arm signals in excess of the work required to install standard strain wire signals and illuminated street name signs; together with necessary related work, located within the limits of the CITY; and

WHEREAS, the DEPARTMENT presently estimates the PROJECT COST as hereinafter defined in Section 1 to be: \$27,500; and

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written Contract.

NOW, THEREFORE, in consideration of the premises and of the mutual undertakings of the parties and in conformity with applicable law, it is agreed:

1. The parties shall undertake and complete the construction of the PROJECT in accordance with this Contract. The term "PROJECT COST", as herein used, is hereby defined as the cost of the construction of the PROJECT including the costs of physical construction necessary for the completion of the PROJECT as determined by the DEPARTMENT; and

construction engineering (CE), and any and all other expenses in connection with any of the above.

- 2. The cost of alteration, reconstruction and relocation, including plans thereof, of certain publicly owned facilities and utilities which may be required for the construction of the PROJECT, shall be included in the PROJECT COST; provided, however, that any part of such cost determined by the DEPARTMENT, prior to the commencement of the work, to constitute a betterment to such facility or utility, shall be borne wholly by the owner thereof.
- 3. The CITY will approve the design intent of the PROJECT and shall accept full responsibility for the constructed PROJECT functioning as a part of the CITY'S facilities. The CITY is solely responsible for any input which it provides as it relates to the design of the PROJECT functioning as part of the CITY'S facilities.
- 4. The DEPARTMENT will administer all phases of the PROJECT and will cause to be performed all the PROJECT work.

Any items of PROJECT COST incurred by the DEPARTMENT may be charged to the PROJECT.

5. The PROJECT COST shall be charged to the CITY 100 percent and paid in the manner and at the times hereinafter set forth. Such cost is estimated to be as follows:

PROJECT COST - \$27,500

The CE costs will be apportioned in the same ratio as the actual direct construction costs.

6. The DEPARTMENT shall maintain and keep accurate records and accounts relative to the cost of the PROJECT. The DEPARTMENT may submit progress billings to the CITY on a monthly basis for the CITY'S share of the cost of work performed to date, less all payments previously made by the CITY not including payments made for a working capital deposit. No monthly billings of a lesser amount than \$1,000 shall be made unless it is a final or end of fiscal year billing. All billings will be labeled either "Progress Bill Number ______", or "Final Billing". Payment is due within 30 days of receipt of invoice. Upon completion of the PROJECT, payment of all items of PROJECT COST and receipt of all Federal Aid, the DEPARTMENT shall make a final billing and accounting to the CITY.

The CITY will deposit with the DEPARTMENT the following amount which will be used by the DEPARTMENT as working capital and applied toward the end of the project for the contracted work and cost incurred by the DEPARTMENT in connection with the PROJECT:

DEPOSIT - \$11,000

The total deposit will be billed to the REQUESTING PARTY by the DEPARTMENT and shall be paid by the REQUESTING PARTY within 30 days after receipt of invoice.

- 7. Pursuant to the authority granted by law, the CITY hereby irrevocably pledges a sufficient amount of funds received by it from the Michigan Transportation Fund to meet its obligations as specified herein. If the CITY shall fail to make any of its required payments when due, as specified herein, the DEPARTMENT shall immediately notify the CITY of the fact of such default and the amount thereof, and, if such default is not cured by payment within ten (10) days, the DEPARTMENT is then authorized and directed to withhold from the first of such monies thereafter allocated by law to the CITY from the Michigan Transportation Fund sufficient monies to remove the default, and to credit the CITY with payment thereof, and to notify the CITY in writing of such fact.
- 8. Upon completion of construction, the facilities being constructed as the PROJECT shall be operated and maintained by the CITY and the DEPARTMENT in accordance with standard practice.
- 9. Any and all approvals of, reviews of, and recommendations regarding contracts, agreements, permits, plans, specifications, or documents, of any nature, or any inspections of work by the DEPARTMENT pursuant to the terms of this Contract are done to assist the CITY. Such approvals, reviews, inspections and recommendations by the DEPARTMENT shall not relieve the CITY of its ultimate control and shall not be construed as a warranty of their propriety or that the DEPARTMENT is assuming any liability, control or jurisdiction.

When providing approvals, reviews and recommendations under this Contract, the DEPARTMENT is performing a governmental function, as that term is defined in MCL 691.1401 et seq., as amended, which is incidental to the completion of the PROJECT. 691.1402 et seq., as amended rests with the CITY.

10. In connection with the performance of PROJECT work under this Contract the parties hereto (hereinafter in Appendix "A" referred to as the "contractor") agree to comply with the State of Michigan provisions for "Prohibition of Discrimination in State Contracts", as set forth in Appendix A, attached hereto and made a part hereof. The parties further covenant that they will comply with the Civil Rights Acts of 1964, being P.L. 88-352, 78 Stat. 241, as amended, being Title 42 U.S.C. Sections 1971, 1975a-1975d, and 2000a-2000h-6 and the Regulations of the United States Department of Transportation (49 C.F.R. Part 21) issued pursuant to said Act, including Appendix "B", attached hereto and made a part hereof, and will require similar covenants on the part of any contractor or subcontractor employed in the performance of this Contract. The parties will carry out the applicable requirements of the DEPARTMENT'S Disadvantaged Business Enterprise (DBE) program and 49 CFR, Part 26, including, but not limited to, those requirements set forth in Appendix C.

11. This Contract shall become binding on the parties hereto and of full force and effect upon the signing thereof by the duly authorized officials for the CITY and for the DEPARTMENT; upon the adoption of a resolution approving said Contract and authorizing the signatures thereto of the respective officials of the CITY, a certified copy of which resolution shall be attached to this Contract.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed as written below.

CITY OF NEW BUFFALO	MICHIGAN DEPARTMENT OF TRANSPORTATION
By Title:	By
By Title:	REVIEWED STORY AND A SECOND STOR

APPENDIX A PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS

In connection with the performance of work under this contract; the contractor agrees as follows:

- 1. In accordance with Public Act 453 of 1976 (Elliott-Larsen Civil Rights Act), the contractor shall not discriminate against an employee or applicant for employment with respect to hire, tenure, treatment, 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, or marital status. A breach of this covenant will be regarded as a material breach of this contract. Further, in accordance with Public Act 220 of 1976 (Persons with Disabilities Civil Rights Act), as amended by Public Act 478 of 1980, the contractor shall not discriminate against any 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 a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of the above covenants will be regarded as a material breach of this contract.
- 2. The contractor hereby agrees that any and all subcontracts to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as hereinabove set forth in Section 1 of this Appendix.
- 3. The contractor will take affirmative action to ensure that applicants for employment and employees are treated without regard to their race, color, religion, national origin, age, sex, height, weight, marital status, or any disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Such action shall include, but not be limited to, the following: employment; treatment; upgrading; demotion or transfer; recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
- 4. The contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight, marital status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.
- 5. The contractor or its collective bargaining representative shall send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding a notice advising such labor union or workers' representative of the contractor's commitments under this Appendix.
- 6. The contractor shall comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission that may be in effect prior to the taking of bids for any individual state project.

- 7. The contractor shall furnish and file compliance reports within such time and upon such forms as provided by the Michigan Civil Rights Commission; said forms may also elicit information as to the practices, policies, program, and employment statistics of each subcontractor, as well as the contractor itself, and said contractor shall permit access to the contractor's books, records, and accounts by the Michigan Civil Rights Commission and/or its agent for the purposes of investigation to ascertain compliance under this contract and relevant rules, regulations, and orders of the Michigan Civil Rights Commission.
- 8. In the event that the Michigan Civil Rights Commission finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligations under this contract, the Michigan Civil Rights Commission may, as a part of its order based upon such findings, certify said findings to the State Administrative Board of the State of Michigan, which State Administrative Board may order the cancellation of the contract found to have been violated and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, including the governing boards of institutions of higher education, until the contractor complies with said order of the Michigan Civil Rights Commission. Notice of said declaration of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Michigan Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Michigan Civil Rights Commission to participate in such proceedings.
- 9. The contractor shall include or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Michigan Civil Rights Commission; all subcontracts and purchase orders will also state that said provisions will be binding upon each subcontractor or supplier.

Revised June 2011

APPENDIX B TITLE VI ASSURANCE

During the performance of this contract, the contractor, for itself, its assignees, and its successors in interest (hereinafter referred to as the "contractor"), agrees as follows:

- 1. <u>Compliance with Regulations</u>: For all federally assisted programs, the contractor shall comply with the nondiscrimination regulations set forth in 49 CFR Part 21, as may be amended from time to time (hereinafter referred to as the Regulations). Such Regulations are incorporated herein by reference and made a part of this contract.
- 2. Nondiscrimination: The contractor, with regard to the work performed under the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection, retention, and treatment of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices, when the contractor covers a program set forth in Appendix B of the Regulations.
- 3. Solicitation for Subcontracts, Including Procurements of Materials and Equipment:
 All solicitations made by the contractor, either by competitive bidding or by negotiation for subcontract work, including procurement of materials or leases of equipment, must include a notification to each potential subcontractor or supplier of the contractor's obligations under the contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
- 4. <u>Information and Reports</u>: The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto and shall permit access to its books, records, accounts, other sources of information, and facilities as may be determined to be pertinent by the Department or the United States Department of Transportation (USDOT) in order to ascertain compliance with such Regulations or directives. If required information concerning the contractor is in the exclusive possession of another who fails or refuses to furnish the required information, the contractor shall certify to the Department or the USDOT, as appropriate, and shall set forth the efforts that it made to obtain the information.
- 5. <u>Sanctions for Noncompliance</u>: In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the Department shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to, the following:
 - a. Withholding payments to the contractor until the contractor complies; and/or
 - b. Canceling, terminating, or suspending the contract, in whole or in part.

6. Incorporation of Provisions: The contractor shall include the provisions of Sections (1) through (6) in every subcontract, including procurement of material and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the Department or the USDOT may direct as a means of enforcing such provisions, including sanctions for non-compliance, provided, however, that in the event a contractor becomes involved in or is threatened with litigation from a subcontractor or supplier as a result of such direction, the contractor may request the Department to enter into such litigation to protect the interests of the state. In addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

Revised June 2011

APPENDIX C

TO BE INCLUDED IN ALL FINANCIAL ASSISTANCE AGREEMENTS WITH LOCAL AGENCIES

Assurance that Recipients and Contractors Must Make (Excerpts from US DOT Regulation 49 CFR 26.13)

A. Each financial assistance agreement signed with a DOT operating administration (or a primary recipient) must include the following assurance:

The recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR Part 26 and as approved by US DOT, is incorporated by reference in this Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

B. Each contract MDOT signs with a contractor (and each subcontract the prime contractor signs with a subcontractor) must include the following assurance:

The contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of US DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.



CITY OF NEW BUFFALO RESOLUTION 20.15

AUTHORIZING CONTRACT NUMBER 19-5298 WITH THE STATE OF MICHIGAN FOR ILLUNMINATED STREET NAME SIGNS

WHEREAS, the City of New Buffalo desires to enter into a contract with MDOT for illuminated streets signs in conjunction with new traffic control masts at Whittaker and Buffalo Streets; and

WHEREAS, this project will be for the excess work required to install the street name signs and related work; and

WHEREAS, the City Council also desires to have the City Manager and/or the Mayor sign any and all documents associated with this contract with MDOT.

NOW THEREFORE BE IT RESOLVED, the City Council hereby accepts contract number 19-5298 with MDOT and authorizes the Mayor and Manager to sign and all documents associated with the contract.

AYES:	
NAYS:	
ABSTAIN:	
ABSENT:	
RESOLUTION DECLARED:	ADOPTED
	Ann M. Fidler, City Clerk

DATED: June 15, 2020

CERTIFICATE

I, Ann M. Fidler, duly appointed City Clerk of the City of New Buffalo, does hereby certi	fy
that the above is a true and correct copy of a resolution passed and approved by the Ci	ty
Council of the City of New Buffalo, Michigan, on this 15th day of June, 2020.	_

Ann M. Fidler, City Clerk



MANAGER'S REPORT

June 15, 2020

AGENDA ITEM: Quote for Temporary Seawall

SUMMARY: In the Spring of 2020, in response to continued elevated water levels, the City of New Buffalo added shoreline protection in the form of concrete blocks adjacent North Whittaker from the base of the bridge to the southern edge of the beach parking lot. These blocks have held back that Galien River on several occasions since their installation. Given the benefits realized as a result of this work, it was requested staff secure costs for continuing the work along the shoreline to further protect City resources such as the beach parking lot and the beach area itself.

Staff secured the cost for completing the work in two phases. The first phase would include adding the same blocks for the entire length of the parking lot. The second phase would install blocks from the northern edge of the parking lot to the stone jetty. The work would be performed by the same suppliers and contractors who recently completed the initial shoreline stabilization work. Ozinga would supply and deliver the blocks which would be installed by Burkholder Excavating, Inc. Pricing is consistent with the original work completed.

COST: \$7,070.00 or 17,020.00

BUDGETED: Yes No N/A

RECOMMENDATION: Staff is recommending the City continue with the incremental approach to shoreline protection along the Galien River.

Respectfully submitted, David Richards, City Manager

Work Areas & Cost Breakdown



	Number of Blocks	ost Per Block	T	otal Block Cost	Delivery	In	stallation	,	Total Cost
Parking Lot	63	\$ 40.00	\$	2,520.00	\$1,200.00	\$	3,350.00	\$	7,070.00
Beach Area (from parking lot to revetment)	75	\$ 40.00	\$	3,000.00	\$1,600.00	\$	5,350.00	\$	9,950.00
	138	\$ 40.00	\$	5,520.00	\$2,800.00	\$	8,700.00	\$	17,020.00



JUN 12 2020 City of New Buffalo

Application for Appointment City of New Buffalo Boards and Commissions

Name: Ari	ene F. Pokuta
Home Address	
Home Phone:	Cell Phone
Email:	
Education:	High school graduate
Occupation:	retired
Board or Comm ZBA	nission for which you are applying:
	ying for a position that you currently hold? YES NO
f yes, when do	es your term expire? May 2020
Why would you	like to be appointed or re-appointed to this board or commission?
e-appointed	d
What skills coul	d you bring to this position? (i.e., education, certifications, life skills)
fe skills	d you dring to this position? (i.e., education, certifications, life skills)
	, participation, or other governmental committees, boards, or community which you have served.
reasurer of S	Sunset Shores Property Owners Association for many years.
ignature (/	rlene J. Pokuta Date June 12, 2020

By signing this application, you aknowledge that most of this information will be public information and subject to the Freedom of Information Act 442 of 1976.



JUN 12 2020 City of New Buffalo

Application for Appointment City of New Buffalo Boards and Commissions

	Cell Phone
Home Phone: Email:	
Education:	Bachelor of Finance
Occupation:	Retired computer programmer/manager
Board or Comm Zoning Boar	nission for which you are applying: d of Appeals
Are you re-app	ying for a position that you currently hold? YES NO
If yes, when do	es your term expire? May 2020
Why would you To continue t	like to be appointed or re-appointed to this board or commission? O serve.
To continue to	
To continue to what skills countinue to years of I	d you bring to this position? (i.e., education, certifications, life skills)
To continue to what skills countinue to 25 years of local continue	d you bring to this position? (i.e., education, certifications, life skills) management and served on several other boards in New Buffalo. participation, or other governmental committees, boards, or community
To continue to what skills counce to 25 years of local continue to	d you bring to this position? (i.e., education, certifications, life skills) management and served on several other boards in New Buffalo. participation, or other governmental committees, boards, or community which you have served.
To continue to what skills counce to 25 years of local continue to	o serve. d you bring to this position? (i.e., education, certifications, life skills) management and served on several other boards in New Buffalo. participation, or other governmental committees, boards, or community which you have served. Yacht Club board, Harbor View Condominium board, currently serving

subject to the Freedom of Information Act 442 of 1976.

Re: Remain on the Zoning Board?

Thomas Smith

Fri 6/12/2020 12:31 PM

To: Nancy Griffin < ngriffin@cityofnewbuffalo.org> Cc: Amy Fidler <afidler@cityofnewbuffalo.org>

I approve of this application and I will sign it on Monday.

Thank You Tom Smith

Get Outlook for iOS

From: Nancy Griffin <ngriffin@cityofnewbuffalo.org>

Sent: Friday, June 12, 2020 11:25:39 AM

To:

Cc: Amy Fidler <afidler@cityofnewbuffalo.org> Subject: Re: Remain on the Zoning Board?

Hello Tom,

Attached is your application to continue serving on the Zoning Board of Appeals.

Please respond to this email with your consent in lieu of your signature and then you can sign it when you get back into New Buffalo.

Thank you,

Nancy Griffin

Deputy Clerk 269-469-1500 office 269-469-7917 fax

Image result for city of new buffalo

From: Thomas Smith

Sent: Friday, June 12, 2020 11:21 AM

To: Nancy Griffin < ngriffin@cityofnewbuffalo.org>

Subject: Re: Remain on the Zoning Board?

Hi Nancy,

I want to remain on the Zoning Board.

I'm in Chicago and I will not be back in town until later tonight. Can you fill the application out for me and I'll sign it on Monday?

Or I can drop a completed application at City Hall tomorrow.

Thanks

Tom Smith

Get Outlook for iOS





Application for Appointment
City of New Buffalo Boards and Commissions

City of New Buffalo

mail: ducation:	DOA	MIAM	OMIN	upevalu	CH	1972
ccupation:	ARUNT	RUT .				
oard or Com	mission for which	you are applying:				
e you re-ap	olying for a position	n that you curren	C	YES	NO	
				A	11	
yes, when d	oes your term expi	re? <u></u>	NOT	MONT	12 .	
	oes your term expi u like to be appoin					
						TARON
thy would yo	u like to be appoin	ated or re-appoint	ted to this b	oard or comm	nission?	TARON .
thy would yo		ated or re-appoint	ted to this b	oard or comm	nission?	STARON .
hy would yo	u like to be appoin	ated or re-appoint	ted to this b	oard or comm	nission?	STARON
hat skills cou	u like to be appoint uld you bring to thi construction p, participation, or	s position? (i.e., e	education, c	ertifications,	nission?	STARON
hat skills cou	u like to be appoint UE UI UI UI UI UI UI UI UI UI	s position? (i.e., e	education, c	ertifications,	nission?	STARON
that skills cou	u like to be appoint uld you bring to thi construction p, participation, or	s position? (i.e., e	education, c	ertifications,	nission?	TARON
Why would you would you will have skills could be still to the skills could be skilled by skills could be skilled be skilled by skilled be skilled by	u like to be appoint uld you bring to thi construction p, participation, or	s position? (i.e., e	education, c	ertifications,	nission?	STARON .



Application for Appointment City of New Buffalo Boards and Commissions



City of New Buffalo

Name:	MARK JOSEPH
Home Address:	
Home Phone:	Cell Phone:
Email:	
Education:	CANE TECH N.S. CHICAGO
	B.S. MECH ENGR MISSOUR, U. OF SCIONCE
Occupation:	RETIRED CEOPPENCIOCE ENOR UPPEN INC
	vission for which you are applying:
Are you re-appl	ying for a position that you currently hold? YES NO
If yes, when doe	es your term expire? 5/2020
Why would you	like to be appointed or re-appointed to this board or commission?
Why would you	like to be appointed or re-appointed to this board or commission?
Why would you CIVIC A	like to be appointed or re-appointed to this board or commission? **RESPONDING LICETY** d you bring to this position? (i.e., education, certifications, life skills)
Why would you CIVIC A What skills could	like to be appointed or re-appointed to this board or commission?
Why would you CIVIC A What skills could South RAC ist membership, organizations on	like to be appointed or re-appointed to this board or commission? Lespons BILITY dyou bring to this position? (i.e., education, certifications, life skills) KNUCTOSE LEON DEVELORMENT, ENGINEERING participation, or other governmental committees, boards, or community which you have served.
Why would you CIVIC A What skills could SULDING COUNTY NO	like to be appointed or re-appointed to this board or commission? RESPONS BILLITY dyou bring to this position? (i.e., education, certifications, life skills) KNOCTOSE ELON DEVELORMONT, ENGINEERING participation, or other governmental committees, boards, or community which you have served. ETONITY ENTERPRISES, Temple SRAEZ VALPARASO, /
Why would you CIVIC A What skills could BUICDING CONSTRUCT ist membership, organizations on COD. OPBS	like to be appointed or re-appointed to this board or commission? LESPONS I BILITY dyou bring to this position? (i.e., education, certifications, life skills) KNUCETONE ELON DEVELOPMENT, ENGINEERING participation, or other governmental committees, boards, or community which you have served. ETONITY ENTERPRISES, TEMPLE SRAEZ VALPARASO, / EDUNTY ECON DEVELOP COMMISSION, N.B. ZOR.
Why would you CIVIC A What skills could BUICDING CONSTRUCT ist membership, organizations on COD. OPBS	like to be appointed or re-appointed to this board or commission? RESPONS BILLITY dyou bring to this position? (i.e., education, certifications, life skills) KNOCTOSE ELON DEVELORMONT, ENGINEERING participation, or other governmental committees, boards, or community which you have served. ETONITY ENTERPRISES, Temple SRAEZ VALPARASO, /

By signing this application, you aknowledge that most of this information will be public information and subject to the Freedom of Information Act 442 of 1976.