



**City of New Buffalo**  
**224 W. Buffalo Street**  
**New Buffalo, MI 49117**  
**REGULAR COUNCIL MEETING AGENDA**  
**August 15, 2022 6:30 PM**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Consent Agenda
  - a. City Council Minutes: July 18, 2022 (Regular)
  - b. Receive Monthly Reports: Police, Fire, Water, Park, Streets, Building, Code Enforcement & Treasurer
  - c. Monthly Account Payable
6. Public Comment
7. Unfinished Business
8. New Business
  - a. Appointment of Hearing Officer
  - b. Agreement for Ordinance Prosecution
  - c. Awarding of Contractor (City Hall Painting and Repair)
  - d. Awarding of Contractor (Beach Concession Building Painting)
  - e. Awarding of Contractor (Beach Concession Sunshade)
  - f. Awarding of Contractor (Beach Bathhouse Upgrade)
  - g. Marijuana Facilities (Planning Commission Recommendation)
  - h. Marquette Greenway Contribution
  - i. Dune Walk Pay Request
  - j. Purchase of Autoclave (Water Department)
  - k. City Organizational Study (Gov.HR)
  - l. Extension of Mondays at the Marina Special Event Application
  - m. City Comprehensive Asset Management Plan
  - n. Amendment to Zoning Ordinance Chapter 21 – Zoning Board of Appeals (2<sup>nd</sup> Reading)
9. Discussions
  - a. Parking Lot (116 S. Whittaker)
10. Pokagon Fund Update
11. City Manager Report
12. Council Comments
13. Adjournment

**Mayor Humphrey called the meeting to order at 6:30 p.m.**

Pledge of Allegiance was led by the council.

**Roll Call:** Council members Flanagan, O'Donnell, Robertson, Lijewski, Mayor Humphrey

**Staff Present:** City Manager Watson, City Clerk; Amy Fidler

**Approval of Agenda:** Motion by Council member Brian Flanagan, seconded by Council member Roger Lijewski, to approve the agenda with the Removal of Item Special Hearing Officer:

Roll Call Vote:

AYES: O'Donnell, Robertson, Lijewski, Flanagan, Mayor Humphrey

NAYES:

ABSENT:

ABSTAINED:

Motion Carried, 5-0.

**Approval of Consent Agenda:** Motion by Council member Brian Flanagan, seconded by Council member Mark Robertson to approve the consent agenda: With removal of Brewster's Special Event Applications

Roll Call Vote:

AYES: Robertson, Lijewski, Flanagan O'Donnell, Mayor Humphrey

NAYES:

ABSENT:

ABSTAINED:

Motion Carried, 5-0.

**Public Comment:** None

**Presentation** – Michigan Rural Water Award - Tim Newman from Michigan Rural Water Award presented the taste test award 2<sup>nd</sup> Place Winner to the City of New Buffalo Water Dept.

**Unfinished Business:**

**Police Department Purchase (All – Terrain Vehicle):** Motion by Roger Lijewski, seconded by Brian Flanagan to un-table the police department purchase (All – Terrain Vehicle)

Roll Call Vote:

AYES: Lijewski, Robertson, Flanagan, O'Donnell, Mayor Humphrey

NAYES:

ABSENT:

ABSTAINED:

Motion Carried, 5-0.

Motion by Brian Flanagan, seconded by Roger Lijewski to approve the purchase of a Polaris Ranger XP 1000 NorthStar Premium All – Terrain Vehicle for the Police Department in the amount of \$24, 528.64: in that amount

Roll Call Vote:

AYES: Lijewski, Robertson, Flanagan, O'Donnell, Mayor Humphrey

NAYES:

ABSENT:

ABSTAINED:

Motion Carried, 5-0.

**Brewster's Special Event Application:** Motion by Brian Flanagan, seconded by Roger Lijewski to Approve Brewster's Special Event Application

Roll Call Vote:

AYES: Robertson, O'Donnell, Lijewski, Flanagan, Mayor Humphrey

NAYES:

ABSENT: Council member

ABSTAINED:

Motion Carried, 5-0.

### **New Business**

**Pine Grove Cemetery Contribution:** Motion by Council member Roger Lijewski, seconded Council member Brian Flanagan that the New Buffalo City Council approves the increase in the support funding to the Pine Grove Cemetery from \$2500 to \$3000 monthly:

Roll Call Vote:

AYES: O'Donnell, Robertson, Lijewski, Flanagan, Mayor Humphrey

NAYES:

ABSENT:

ABSTAINED:

Motion Carried, 5-0.

**Special Use Permit - 207 N. Whittaker:** Motion by Council Member Mark Robertson, seconded by Council member Brian Flanagan to approve the special use permit for outdoor seating at 207 N. Whittaker:

Roll Call Vote:

AYES: Flanagan O'Donnell, Robertson, Lijewski, Humphrey

NAYES:

ABSENT:

ABSTAINED:

Motion Carried, 5-0.

**Site Plan Approval – 207 N. Whittaker:** Motion by Council member Mark Robertson, seconded by Council member Brian Flanagan to approve the site plan for 207 N. Whittaker:

Roll Call Vote:

AYES: Robertson, Lijewski, Flanagan, O'Donnell, Mayor Humphrey

NAYES:

ABSENT:

ABSTAINED:

Motion Carried, 5-0.

**Legal Services Contract Award:** Motion by Council member Mark Robertson, seconded by Council member Roger Lijewski to approve the selection of Dickinson Wright as the City's attorney for a 3-year term and authorizes the City Manager to sign a contract consistent with their proposal:

Roll Call Vote:

AYES: Lijewski, Robertson, O'Donnell, Flanagan, Mayor Humphrey

NAYES:

ABSENT:

ABSTAINED:

Motion Carried, 5-0.

**Contracted Services -Zoning:** Motion by Council member Mark Robertson, seconded by Council member Brian Flanagan to approve entering into a Professional Services Agreement with the Harvey Consulting and authorizes the City Manager to sign a contract consistent with their proposal:

Roll Call Vote:

AYES: Flanagan, O'Donnell, Robertson, Lijewski, Mayor Humphrey

NAYES:

ABSENT:

ABSTAINED:

Motion Carried, 5-0.

**Partial Right-of-Way Vacation – South Clinton:** Motion by Council member Roger Lijewski, seconded by Council member Brian Flanagan to approve the vacating of a portion of the South Clinton right-of-way (West Detroit to the City Limits) and convey the land to 1119 West Detroit and 315 South Clinton. Additionally, city staff is authorized to execute the necessary documentation and to facilitate the request:

Roll Call Vote:

AYES: O'Donnell, Lijewski, Flanagan, Mayor Humphrey

NAYES:

ABSENT:

ABSTAINED: Mark Robertson

Motion Carried, 4-0.

**Tax Penalty Relief Request (11-62-7158-0155-00-7):** The council listened to the resident regarding his tax penalty relief request and after deliberating council decided not to grant the tax relief.

**First Reading of Zoning Ordinance Amendment Chapter 21 (Composition):** Motion by Council member Mark Robertson, seconded by Council member Brian Flanagan to approve the first reading of the amendments to the New Buffalo Zoning Ordinance – Chapter 21 (Composition):

Roll Call Vote:

AYES: Flanagan, O'Donnell, Robertson, Lijewski, Mayor Humphrey

NAYES:

ABSENT:

ABSTAINED:

Motion Carried, 5-0.

**Second Reading of Ordinance Amendment:** Motion by Council member Roger Lijewski, seconded by Council member Brian Flanagan to approve the second reading of the amendments to the New Buffalo Code of Ordinances – Chapter 23 (rental housing):

Roll Call Vote:

AYES: Robertson, Lijewski, Flanagan, O'Donnell, Mayor Humphrey

NAYES:

ABSENT:

ABSTAINED:

Motion Carried, 5-0.

**Discussions:**

**Marquette Greenway Contribution:** The City Council agreed to have City Manager Darwin Watson propose number for contribution of Marquette Greenway.

**Parking Lot (116 S. Whittaker):** Mr. Danesi would like to discuss the sale of the lot across from Hannah's. Have City Manager Darwin Watson start conversation with Mr. Danesi.

**Pokagon Fund Update:** Executive Director Dan Peterson gave Council update.

**Adjournment:** Motion by Council member Brian Flanagan, seconded by Council member Roger Lijewski to adjourn the meeting at 7:27 p.m.:

Roll Call Vote:

AYES: O'Donnell, Robertson, Lijewski, Flanagan, Mayor Humphrey

NAYES:

ABSENT:

ABSTAIN:

Motion Carried, 5-0.

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**John Humphrey, Mayor**

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**Ann M. Fidler, City Clerk**



# MEMORANDUM

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To: City Manager, Mayor & Council Members

From: Fire Chief Chris Huston

Date: August 11, 2022

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Last month the Fire Department held a training meeting on July 21, 2022 and business meeting on August 4, 2022. The Department had a total of 4 fire calls.

July 8, 2022



### MONTHLY WATER REPORT FOR JULY 2022

Total amount of water treated in month	26,612,000 gals
Average daily pumpage in month	858,000 gals.
Maximum treated for one day	1,044,000 gals.
Minimum treated for one day	754,000 gals.
Backwash water used in month	401,000 gals.

### COMPARISON BY MONTH AND YEAR

July	2022 (this year) consumption	26,612,000 gals.
July	2021 (last year) consumption	22,153,000 gals.

### CHEMICAL COSTS AND DATA

Chlorine used in month: 682 lbs. @ 1.625 / lb.	\$ 1,108.25
Fluoride used in month: 856 lbs. @ 0.5167 / lb.	\$ 442.30
Aluminum sulfate used in month: 7,330 lbs @ \$0.229/lb	.\$ 1,678.57
Total amount spent on chemicals	\$ 3,229.12
Total amount per million gallons	\$ 121.34

### MAINTENANCE REPORT

1. Exercised generators and checked cathodic protection systems.
2. GasVoda installed new chlorine analyzer and programmed.
3. AllPro Plumbing installed new 1" backflow preventor in Chlorine Room at Water Plant and tested.
4. Cut grass @ Water Department Facilities.
5. AllPro Plumbing also repaired leak in Raw Water Pump @ Water Plant and serviced hot water heater.

### DISTRIBUTION REPORT

1. Set new 1" meter pit assembly @ 61 Diamond Point.
2. Read water meters.
3. Did staking for Miss Dig Systems.
4. Did ons/offers and checked high reading complaints.
5. Did bacteriologic testing for neighboring communities.
6. Replaced leaking meter yoke assembly @ 419 South Whittaker St.
7. Replaced damaged meter pit @ 230 South Willard Street.
8. Did GIS Mapping during month.
9. Replaced malfunctioning 2" meter to Four Winds Casino meter assembly.
10. Made new 2" water tap for East Clay Street High School STEAM BLDG.

**WATER FILTRATION PLANT • 300 MARX DR • NEW BUFFALO, MICHIGAN 49117 •  
269/469-0381 • FAX 269/469-7397**

11. Made new 1" water tap for East Clay Street High School Pavillion.
12. Repaired damaged 6" fire hydrant @ NE. Corner of East Water and North Townsend Streets.

**FUEL REPORT**

1. Gasoline consumed	73.0 gals.
2. Diesel fuel consumed	1.0 gals.
3. Total fuel consumed	74.0 gals.
4. Average per day	2.4 gals.

**EQUIPMENT USAGE**

Water Department backhoe	1.0 hrs.
Street Department backhoe	0.0 hrs.
Water Department Dump Truck	0.0 hrs.
Other	0.0 hrs.

**BENEFIT MAN HOURS USED DURING MONTH**

	*	<u>vacation</u>	<u>personal</u>	<u>sick</u>	<u>total hrs.</u>
Ken Anderson		0.0 T.M.	0.0 T.M.	0.0 T.M.	0.0 T.M.
		64.0 YTD	18.0 YTD	0.0 YTD	82.0 YTD
Chris Huston		0.0 T.M.	5.5 T.M.	12.0 T.M.	17.5 T.M.
		40.0 YTD	17.0 YTD	100.0 YTD	157.0 YTD
Robert Gruener		23.0 T.M.	4.0 T.M.	2.0 T.M.	29.0 T.M.
		79.0 YTD	11.25 YTD	11.5 YTD	101.75 YTD
Jeff Johnson		16.0 T.M.	0.0 T.M.	0.0 T.M.	16.0 T.M.
		128.0 YTD	24.5 YTD	8.0 YTD	160.5 YTD

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

**Proposed Work For Month of August 2022**

1. Making new 1" water taps.
2. Fire hydrant flushing for dead - end mains.
3. Repairing or replacing damaged fire hydrants.
4. Doing landscaping on various water projects.
5. Voluntary Cyanotoxin testing (Bimonthly) through month of October for EGLE.



Respectfully submitted,

*Kenneth A. Anderson*

Kenneth A. Anderson  
City of New Buffalo  
Water Superintendent



August 11, 2022

To Mayor and City Council:

Summer has begun to slowly wind down!

As the kids slowly head back to school, things have begun to slow down at the beach, marina and boat ramp. Weekdays are pretty calm, but weekends still remain quite busy.

Revenues at the beach for July were \$119,162.50, and the boat ramp was at \$23,740.50. All in all, I'd say we had a very good July this season!

I am currently working on a few improvements at the beach. I am hoping to have the current bathroom fixtures upgraded to all new. As you may or may not be aware, the beach bathrooms constantly need to be watched as they are very old. Also in the works, getting the concession stand repainted and new aluminum fascia and soffits, as well as looking into purchasing a new sun shade for over the new patio area. Hopefully all these improvements will be approved at this month's meeting.

The dune walk in nearing completion! The contractor has stated they are hoping to be finished the week of August 8<sup>th</sup>, with only punch list items needing to be completed.

The utility upgrades at the marina are in the design phase and engineering phase. While we were hoping to begin construction this fall, it's looking like we will have to wait until next fall, as the pedestals and substation are 12-14 months to get. Unfortunately, we are at the mercy of the supply chain with this project.

Viking has completed their job in Pentwater and will be heading our way this week, weather and water permitting. They have stated they will need six days to complete the dredging. This time frame factors in weather and the lake conditions. So hopefully, within the next two weeks the harbor should be dredged.

Hope everyone is having an enjoyable summer.

Respectfully submitted,

Kristen D'Amico  
Parks Director



Street Department Monthly Report  
July 2022

Mayor Humphrey and City Council Members,

The following are some of the many things we have accomplished during the month of July.

- ✓ Daily office – Office work, miss digs, time sheets, Mayhew St meeting, emails, credit card reports
- ✓ Police Dept. – Repair chargers, service to police car, work on electrical issues, fix tire on Police 4712, fix police boat lift, repair police 4713, cleaned police boat and trailer,
- ✓ Water Dept. – Measure sewer at Washington and Barker, storm drains , clear sewer issue at 812 Detroit St, fix 3” diaphragm pump and set pumps back downtown for flooding, check storm drains, worked on doors, fixed lids, pick up hard-wear for water plant, **Saturday call-in** fix pump, got pumps hooked up and running
- ✓ Shop - Work in shop, repair tires on bench bobcat also electrical issues, oil change, tires and brakes on Streets F150, oil change 4701, grey F250, clean up down tree’s, weed-whacked and cleaned parking lot, clean storm drains, cut grass around shop and ambulance barn, unload street signs, finished greasing back hoe, greased tool set, washed trucks, clean up storm damage, clean up parking lot Mechanic/Willard, run to Menards, Bag, Drains, fix pot holes, clear trees, clear and bag brush, wash units, weed-whack sidewalks along US12 from stoplight to Smith and Thompson St, replace stop sign/pole at Mechanic/Willard, unloaded big cheap box off 1 ton, bag pick up, patched bobcat tire, fixed box downtown, make sure pumps were dry, weed-whacked downtown, blew off streets and sidewalks, Menards for supplies, check on pumps, take doors to Yellow building, bagged, cleaned storm drains, cold patch, tear up sod at shop parking area , lay fabric, pick up parts for bobcat, repairs to toolcart, clearing dirt for new parking spots, trimmed trees and pick up leaf bags, work on fencing at garage, set up farmers market, chipped brush
- ✓ Fire Dept – Assist with down power line, fixed fires side by side, fix gator, pick up material at Menards for firehouse concrete project, prep fire station for concrete in front, finish concrete project, clean up, landscape area, plant grass seed, put new blocks at fire house,
- ✓ Parks Dept – Rake beach, greased beach raker, and green tractor, run to Menards for pump pit at boat launch, install pump to pipe at boat launch, clean up, Dredge meeting, worked on the drain at boat launch, checked pumps, cleaned boat ramp lot, worked on boat lift, call in to start boat launch pump, set pump in basin and lay pipe, fix boat lift, wash boat, pull log out of harbor
- ✓ City Hall - Pick up tables at Menards’s, remove old tables and dispose of, move cabinets for Amy & Gail

Respectfully Submitted

Josh Bolton, Crew Leader

## Building

Permit #	Contractor	Job Address	Fee Total	Const. Value
PB22-0048	Buchanan Thomas Wade & Donna L	314 W Clay ST	\$315.00	\$0
<b>Work Description:</b> New Deck				
PB22-0052	Billingslea Paul & Karen	227 S Willard ST	\$210.00	\$0
<b>Work Description:</b> Re-Working Front Porch				
PB22-0055	Marrera Faith L Dec of Trust	606 W Michigan ST	\$315.00	\$0
<b>Work Description:</b> Enclose Existing Carport				
PB22-0056	Fritts Ryan & Tarnoff Beth	403 Marquette DR	\$5,496.75	\$0
<b>Work Description:</b> New Single Family home on Vacant Lot				
PB22-0057	Fleming Daniel J & Tara	127 N Harrison ST	\$315.00	\$0
<b>Work Description:</b> Replacing existing porch with new screen porch				
PB22-0053	LaMorte Jeffrey S	133 N Eagle ST	\$315.00	\$0
<b>Work Description:</b> Re-Roof				
PB22-0054	Rieckhoff Conrad & Barbara Stacy	1421 W Water ST	\$315.00	\$0
<b>Work Description:</b> RE-Roof				

<b>Total Permits For Type:</b>	<b>7</b>
<b>Total Fees For Type:</b>	<b>\$7,281.75</b>
<b>Total Const. Value For Type:</b>	<b>\$0</b>

## Electrical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PE22-0035	Szal Richard & Halina Trust	318 W Mechanic ST	\$168.00	\$0
<b>Work Description:</b> Re-Energize service after AEP pulled meter for fire damage.				
PE22-0036	Tomilo Susan	214 S Jameson ST	\$169.05	\$0
<b>Work Description:</b> Adding 5 Circuits				

<b>Total Permits For Type:</b>	<b>2</b>
<b>Total Fees For Type:</b>	<b>\$337.05</b>
<b>Total Const. Value For Type:</b>	<b>\$0</b>

# Mechanical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PM22-0047	Grassland Holdings LLC	123 S Bronson ST	\$267.75	\$0
<b>Work Description:</b> Finishing Garage into 4 Season Room				
PM22-0044	Muczynski Julie	35 Landings BLVD Unit 208	\$299.25	\$0
<b>Work Description:</b> New Furnace and A/C units				
PM22-0048	Abbott Hess Mary Rev Trust	28 S Townsend ST	\$185.50	\$0
<b>Work Description:</b> Gas Piping				
PM22-0045	1 North Whittaker LLC	1 N Whitaker ST	\$1,144.50	\$0
<b>Work Description:</b> Alterations of existing building for new Restaurant build out.				
PM22-0043	Denton Mary Rose	209 S Mayhew ST	\$162.75	\$0
<b>Work Description:</b> Gas Piping for new Generator				
PM22-0040	Balsamo Richard & Jacqueline	115 E Mechanic St # M	\$167.75	\$0
<b>Work Description:</b> Replace Water Heater				
PM22-0046	1 North Whittaker LLC	1 N Whitaker ST	\$309.75	\$0
<b>Work Description:</b> Fire Protection for New Restaurant				
PM22-0042	MC NALLY, JANET TRUSTEE	400 Lake DR Apt D	\$189.00	\$0
<b>Work Description:</b> A/C Replacement				

**Total Permits For Type: 8**  
**Total Fees For Type: \$2,726.25**  
**Total Const. Value For Type: \$0**

# Plumbing

Permit #	Contractor	Job Address	Fee Total	Const. Value
PP22-0015	Michael Lee	230 S Willard ST	\$162.75	\$0
<b>Work Description:</b> Water Service				
PP22-0014	1 North Whittaker LLC	1 N Whitaker ST	\$1,305.60	\$0
<b>Work Description:</b> Plumbing Alteration to existing building for new				

**Total Permits For Type: 2**  
**Total Fees For Type: \$1,468.35**  
**Total Const. Value For Type: \$0**

# Simple Zoning

Permit #	Contractor	Job Address	Fee Total	Const. Value
P000000022001	MURRAY, JAMES	704 W Merchant ST	\$0.00	\$0
<b>Work Description:</b> Installation of new fence at head start				

<b>Total Permits For Type:</b>	<b>1</b>
<b>Total Fees For Type:</b>	<b>\$0.00</b>
<b>Total Const. Value For Type:</b>	<b>\$0</b>

## Report Summary

Population: All Records  
Permit.DateIssued Between  
7/1/2022 12:00:00 AM AND  
7/31/2022 11:59:59 PM

<b>Grand Total Fees:</b>	<b>\$11,813.40</b>
<b>Grand Total Permits:</b>	<b>20</b>
<b>Grand Total Const. Value:</b>	<b>\$0</b>



To: Mayor Humphrey and Council  
Re: Treasurer's Monthly Report  
Date: August 12, 2022

Please find attached the following items for your review:

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

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

Kind regards,

*Kate Vyskocil*

Kate Vyskocil, MBA, MiCPT  
Treasurer

BANK CODE: POOL CHECK DATE: 08/05/2022 INVOICE PAY DATE FROM 08/09/2022 TO 08/09/2022

Check Date	Bank	Check #	Vendor Code	Vendor Name	Amount	# Invoices
08/05/2022	POOL	00000042992	4841	360 RISK MANAGEMENT, INC	2,090.00	1
08/05/2022	POOL	00000042993	2862	ABONMARCHE CONSULTANTS INC	17,315.09	5
08/05/2022	POOL	00000042994	1004	ALEXANDER CHEMICAL CORP	2,707.84	2
08/05/2022	POOL	00000042995	4022	ALL PRO SERVICES	1,586.00	2
08/05/2022	POOL	00000042996	3490	AMERICAN SAFETY & FIRST AID	90.57	1
08/05/2022	POOL	00000042997	2038	ANDERSON, KENNETH	50.00	1
08/05/2022	POOL	00000042998	4063	APT US&C	159.00	1
08/05/2022	POOL	00000042999	3418	ARNT ASPHALT	390.00	1
08/05/2022	POOL	00000043000	3414	BEAVER RESEARCH CO	840.16	1
08/05/2022	POOL	00000043001	1013	BERRIEN COUNTY TREASURER	292.83	2
08/05/2022	POOL	00000043002	4515	BLOSSOMLAND ACCOUNTING	656.25	1
08/05/2022	POOL	00000043003	4298	BOLTON, JOSHUA	50.00	1
08/05/2022	POOL	00000043004	3848	BREATHING AIR SYSTEMS	569.36	1
08/05/2022	POOL	00000043005	3370	BURKHOLDER EXCAVATING INC	2,600.00	1
08/05/2022	POOL	00000043006	3778	CCP INDUSTRIES	180.75	1
08/05/2022	POOL	00000043007	4534	CDW GOVERNMENT	161.09	1
08/05/2022	POOL	00000043008	5011	CGS INC.	1,109.00	1
08/05/2022	POOL	00000043009	4712	CHARLES NICHOLAS CURCIO	920.00	1
08/05/2022	POOL	00000043010	2029	CITY OF NEW BUFFALO	4,330.85	1
08/05/2022	POOL	00000043011	4077	CUMMINS INC.	1,125.43	1
08/05/2022	POOL	00000043012	4462	D'AMICO KRISTEN	50.00	1
08/05/2022	POOL	00000043013	4782	DOMESTIC UNIFORM RENTALS	1,686.24	13
08/05/2022	POOL	00000043014	4782	DOMESTIC UNIFORM RENTALS	761.55	3
08/05/2022	POOL	00000043015	4779	EMERGENCY VEHICLES PLUS	3,815.25	4
08/05/2022	POOL	00000043016	4812	ENTERPRISE FM TRUST	3,201.27	1
08/05/2022	POOL	00000043017	1047	ETNA SUPPLY COMPANY	868.00	1
08/05/2022	POOL	00000043018	5012	FENCE MASTERS	595.00	1
08/05/2022	POOL	00000043019	2061	FRONTIER LAWN & REC INC	529.82	1
08/05/2022	POOL	00000043020	1119	GRAINGER	206.14	1
08/05/2022	POOL	00000043021	3529	GRUENER, ROBERT	50.00	1
08/05/2022	POOL	00000043022	1059	HACH COMPANY	787.04	1
08/05/2022	POOL	00000043023	4682	HERITAGE NATIONAL MARKETING	1,360.64	2
08/05/2022	POOL	00000043024	4546	HOSTETLER LAWN & LANDSC	450.00	1
08/05/2022	POOL	00000043025	4500	HULL LIFT TRUCK	11.46	1
08/05/2022	POOL	00000043026	3678	HUSTON, CHRISTOPHER	50.00	1
08/05/2022	POOL	00000043027	2963	IDEXX DISTRIBUTION CORP	834.94	1
08/05/2022	POOL	00000043028	3531	JOHNSON, JEFFREY	50.00	1
08/05/2022	POOL	00000043029	4371	L & M FAB TECH	43,780.00	1
08/05/2022	POOL	00000043030	4206	LAKESHORE RECYCLING & DISPOSAL LLC	22,147.28	2
08/05/2022	POOL	00000043031	4995	LINDE GAS & EQUIPMENT INC	100.39	1
08/05/2022	POOL	00000043032	3382	MEDIC 1	9,654.75	1
08/05/2022	POOL	00000043033	3524	MENARDS	4,621.45	10
08/05/2022	POOL	00000043034	3495	MID CITY SUPPLY CO INC	328.99	1
08/05/2022	POOL	00000043035	1184	MML - WORKERS COMPENSATION FUND	7,907.02	1
08/05/2022	POOL	00000043036	5010	NAVIGATE 360 LLC	749.00	1
08/05/2022	POOL	00000043037	1113	NEW BUFFALO AREA SCHOOLS	3,595.28	1
08/05/2022	POOL	00000043038	4498	NEW BUFFALO HARDWARE	1,044.75	13
08/05/2022	POOL	00000043039	4498	NEW BUFFALO HARDWARE	4.31	1
08/05/2022	POOL	00000043040	1092	NEW BUFFALO TIMES	4,426.00	3
08/05/2022	POOL	00000043041	2037	OVERHEAD DOOR	876.90	1
08/05/2022	POOL	00000043042	1090	OZINGA READY MIX CONCRETE INC	964.00	1
08/05/2022	POOL	00000043043	1100	PARRETT COMPANY	110.80	1
08/05/2022	POOL	00000043044	2085	PINE GROVE CEMETERY AUTHORITY	3,500.00	2
08/05/2022	POOL	00000043045	4684	PRIDE THE PORTABLE TOILET COMPANY	3,930.00	4
08/05/2022	POOL	00000043046	3435	PURCHASE POWER	1,020.99	1
08/05/2022	POOL	00000043047	2065	RIDGE AUTO PARTS	1,003.35	11
08/05/2022	POOL	00000043048	4960	ROB COOKS MARINE SERVICES	189.99	1
08/05/2022	POOL	00000043049	4703	SAFEBUILT LLC	16,067.18	1



## CHECK PROOF

Page: 2/2

BANK CODE: POOL CHECK DATE: 08/05/2022 INVOICE PAY DATE FROM 08/09/2022 TO 08/09/2022

Check Date	Bank	Check #	Vendor Code	Vendor Name	Amount	# Invoices
08/05/2022	POOL	00000043050	4130	SCHULTZ, FRED	96.54	1
08/05/2022	POOL	00000043051	3302	SHAFFNER TIRE	99.00	1
08/05/2022	POOL	00000043052	2792	SMITH INC KENNETH	58.80	1
08/05/2022	POOL	00000043053	4758	STEPHEN EVANS/ E.I. CONSTRUCTION	1,980.00	2
08/05/2022	POOL	00000043054	3496	T. GEORGE PODELL & CO INC	718.47	1
08/05/2022	POOL	00000043055	2467	TELE-RAD INC	48.30	1
08/05/2022	POOL	00000043056	4153	TILLERY, RUSSELL	50.00	1
08/05/2022	POOL	00000043057	4018	TOTAL PARKING SOLUTIONS	12,720.00	3
08/05/2022	POOL	00000043058	2969	USA BLUEBOOK	2,238.46	5
08/05/2022	POOL	00000043059	4350	VERSAW EARTHWORKS LLC	2,955.00	3
08/05/2022	POOL	00000043060	4487	VYSKOCIL, KATHRYN	50.00	1
08/05/2022	POOL	00000043061	3614	WORKING WELL	120.00	1

Num Checks: 70

Num Stubs: 0

Num Invoices: 142

Total Amount: 199,688.57



Engineering • Architecture • Land Surveying

**CITY OF NEW BUFFALO**

Attn: Darwin Watson  
City Hall  
224 W. Buffalo Street  
New Buffalo, MI 49117

*D. Watson*  
*7/1/2022*

**INVOICE**

No. 141137  
06/27/2022

**21-0069 Sediment Control Feasibility Study**

Project Manager: Michael C Morphey

Engineering Services through 5/31/2022

	Contract Amount	Previously Invoiced	Current Invoice	Remaining Contract
200 Initial Feasibility Study	\$4,800.00	\$4,800.00	\$0.00	\$0.00
250 Topographic & Boundary Survey	\$2,500.00	\$2,500.00	\$0.00	\$0.00
450 Pre-Application Mtg & EGLE Coord.	\$1,400.00	\$1,400.00	\$0.00	\$0.00
455 SESC Permitting	\$6,800.00	\$6,789.00	\$0.00	\$11.00
500 Final Design & Bid Package	\$7,500.00	\$7,500.00	\$0.00	\$0.00
540 Bidding & Contracting Assistance	\$5,850.00	\$2,600.00	\$3,250.00	\$0.00
700 Construction Admin (Part Time) and Staking	\$5,400.00	\$0.00	\$0.00	\$5,400.00
950 Reimbursables	\$1,418.99	\$1,418.99	\$0.00	\$0.00
<b>Totals:</b>	<b>\$35,668.99</b>	<b>\$27,007.99</b>	<b>\$3,250.00</b>	<b>\$5,411.00</b>

**Invoice Amount**

**\$3,250.00**

*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**

*101-2 65-946-3*

**CITY OF NEW BUFFALO**  
 Attn: Darwin Watson  
 City Hall  
 224 W. Buffalo Street  
 New Buffalo, MI 49117

*Darwin Watson*  
 7/29/2022

## INVOICE

No. 141550  
 07/21/2022

**21-1638 Whittaker Shoreline**

Project Manager: Michael C Morphey

Engineering Services through 06/30/2022:

	Contract Amount	Previously Invoiced	Current Invoice	Remaining Contract
250 Topographic Survey	\$4,700.00	\$4,700.00	\$0.00	\$0.00
255 Boundary Evaluation	\$2,800.00	\$1,069.00	\$1,500.00	\$231.00
400 Preliminary Engineering	\$17,500.00	\$17,500.00	\$0.00	\$0.00
450 Pre-Application Meeting	\$1,500.00	\$1,500.00	\$0.00	\$0.00
451 Joint Permit Application	\$4,000.00	\$4,000.00	\$0.00	\$0.00
452 Permit Processing	\$3,000.00	\$2,602.00	\$0.00	\$398.00
950 Reimbursables	\$561.00	\$306.00	\$255.00	\$0.00
EGLE Permit Application Fee				
960 Bathymetric Survey	\$5,800.00	\$4,369.25	\$1,430.75	\$0.00
961 Soil Borings/Geotechnical	\$8,600.00	\$8,600.00	\$0.00	\$0.00
<b>Totals:</b>	<b>\$48,461.00</b>	<b>\$44,646.25</b>	<b>\$3,185.75</b>	<b>\$629.00</b>

101-245946.75

**Invoice Amount**

**\$3,185.75**

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

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Please remit to **Abonmarche Consultants, Inc.**

**PO Box 1088  
 Benton Harbor, MI 49023**

Benton Harbor, MI 269.927.2295    South Bend, IN 574.232.8700    Portage, MI 269.447.1088    Lafayette, IN 765.234.0099    Valparaiso, IN 219.850.4624    Grand Haven, MI 616.847.4070    Fort Wayne, IN 260.218.2500    Hobart, IN 219.947.2568    Goshen, IN 574.533.9913



Engineering • Architecture • Land Surveying

CITY OF NEW BUFFALO  
Attn: Kate Vyskocil  
City Hall  
224 W. Buffalo Street  
New Buffalo, MI 49117

*Handwritten signature: R. Watson  
Date: 7/29/2022*

**INVOICE**

No. 141513  
07/21/2022

**20-1445                  New Buffalo Dune Walk**

Project Manager: Thomas R Runkle

Field staking per contractor requests, responding to contractor questions, educational sign coordination.  
Professional services completed through 6/30/2022.

	Contract Amount	Previously Invoiced	Current Invoice	Remaining Contract
400 Preliminary Design	\$22,300.00	\$22,300.00	\$0.00	\$0.00
500 Final Design	\$24,500.00	\$24,500.00	\$0.00	\$0.00
540 Bidding & Negotiation	\$3,000.00	\$3,000.00	\$0.00	\$0.00
600 Construction Administration	\$7,500.00	\$6,000.00	\$750.00	\$750.00
950 Reimbursable Expenses	\$1,029.86	\$1,029.86	\$0.00	\$0.00
Totals:	\$58,329.86	\$56,829.86	\$750.00	\$750.00

**Invoice Amount                          \$750.00**

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

*Handwritten number: 105-670-970*



Engineering • Architecture • Land Surveying

CITY OF NEW BUFFALO  
Attn: Darwin Watson  
City Hall  
224 W. Buffalo Street  
New Buffalo, MI 49117

*Darwin Watson*  
7/29/2022

**INVOICE**

No. 141549  
07/21/2022

**21-0069 Sediment Control Feasibility Study**

Project Manager: Michael C Morphey

Engineering Services through 06/30/2022

	Contract Amount	Previously Invoiced	Current Invoice	Remaining Contract
200 Initial Feasibility Study	\$4,800.00	\$4,800.00	\$0.00	\$0.00
250 Topographic & Boundary Survey	\$2,500.00	\$2,500.00	\$0.00	\$0.00
450 Pre-Application Mtg & EGLE Coord.	\$1,400.00	\$1,400.00	\$0.00	\$0.00
455 SESC Permitting	\$6,800.00	\$6,789.00	\$0.00	\$11.00
500 Final Design & Bid Package	\$7,500.00	\$7,500.00	\$0.00	\$0.00
540 Bidding & Contracting Assistance	\$5,850.00	\$5,850.00	\$0.00	\$0.00
700 Construction Admin (Part Time) and Staking	\$5,400.00	\$0.00	\$1,500.00	\$3,900.00
950 Reimbursable Expenses	\$1,418.99	\$1,418.99	\$0.00	\$0.00
<b>Totals:</b>	<b>\$35,668.99</b>	<b>\$30,257.99</b>	<b>\$1,500.00</b>	<b>\$3,911.00</b>

101-265-946.3

**Invoice Amount** **\$1,500.00**

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



Engineering • Architecture • Land Surveying

CITY OF NEW BUFFALO  
Attn: Darwin Watson  
City Hall  
224 W. Buffalo Street  
New Buffalo, MI 49117

*Darwin Watson*  
8/1/2022

**INVOICE**

No. 141588  
07/26/2022

**22-0720 City of New Buffalo Marina Utility Upgrades**

Project Manager: Michael C Morphey

Engineering Services through 06/30/2022

	Contract Amount	Previously Invoiced	Current Invoice	Remaining Contract
250 Topographic Survey	\$5,200.00	\$0.00	\$2,000.00	\$3,200.00
400 Preliminary Design	\$15,000.00	\$0.00	\$6,629.34	\$8,370.66
500 Final Design	\$21,700.00	\$0.00	\$0.00	\$21,700.00
540 Bidding and Award	\$3,100.00	\$0.00	\$0.00	\$3,100.00
600 Construction Administration	\$22,300.00	\$0.00	\$0.00	\$22,300.00
Totals:	\$67,300.00	\$0.00	\$8,629.34	\$58,670.66

209-751-974

**Invoice Amount**

**\$8,629.34**

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

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

# CLF

THE CURCIO LAW FIRM

16905 Birchview Drive  
Nunica, Michigan 49448

*R. Watson*  
*8/1/2022*

## INVOICE

Invoice # 491  
Date: 08/01/2022  
Due Upon Receipt

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

7-00001-NB - General

Invoice Number	Services Commencing	Services Through	Service Fee
491	7/1/22	7/30/22	\$920.00

INVOICE GL DISTRIBUTION REPORT  
 POST DATES 07/08/2022 - 08/09/2022  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 101 LEGISLATIVE							
101-101-724.200	08/03/22	MML - WORKERS COMPENSATION FUN	2ND INSTALLMENT MML WORKERS COMP 7	5441206	08/09/22	7.57	43035
101-101-756.000	07/28/22	MENARDS	UTILITY/BANQUET TABLE/LEGISLATIVE/0	03930	08/09/22	329.94	43033
101-101-900.000	08/04/22	NEW BUFFALO TIMES	ORDINANCE/ELECTION ADS	10260	08/09/22	128.00	43040
Total For Dept 101 LEGISLATIVE						465.51	
Dept 172 EXECUTIVE							
101-172-716.000	06/09/22	BLUE CROSS BLUE SHIELD OF MICH	BLUE CROSS PPO 500 PLAN AUGUST 2022	071922	08/09/22	1,267.15	42979
101-172-724.200	08/03/22	MML - WORKERS COMPENSATION FUN	2ND INSTALLMENT MML WORKERS COMP 7	5441206	08/09/22	133.09	43035
Total For Dept 172 EXECUTIVE						1,400.24	
Dept 215 CLERK							
101-215-718.000	06/09/22	BLUE CROSS BLUE SHIELD OF MICH	BLUE CROSS PPO 500 PLAN AUGUST 2022	071922	08/09/22	1,509.98	42979
101-215-724.200	08/03/22	MML - WORKERS COMPENSATION FUN	2ND INSTALLMENT MML WORKERS COMP 7	5441206	08/09/22	73.24	43035
Total For Dept 215 CLERK						1,583.22	
Dept 253 TREASURER							
101-253-718.000	06/09/22	BLUE CROSS BLUE SHIELD OF MICH	BLUE CROSS PPO 500 PLAN AUGUST 2022	071922	08/09/22	1,320.70	42979
101-253-724.200	08/03/22	MML - WORKERS COMPENSATION FUN	2ND INSTALLMENT MML WORKERS COMP 7	5441206	08/09/22	73.24	43035
101-253-831.000	08/01/22	APT US&C	MEMBERSHIP RENEWAL ASSOC OF PUBLIC	25223	08/09/22	159.00	42998
101-253-853.000	08/01/22	VYSKOCIL, KATHRYN	PHONE STIPEND/08/01/22	08/01/22	08/09/22	50.00	43060
Total For Dept 253 TREASURER						1,602.94	
Dept 262 ELECTIONS							
101-262-900.000	08/04/22	NEW BUFFALO TIMES	ORDINANCE/ELECTION ADS	10260	08/09/22	244.00	43040
Total For Dept 262 ELECTIONS						244.00	
Dept 265 GENERAL GOVERNMENT							
101-265-718.000	06/09/22	BLUE CROSS BLUE SHIELD OF MICH	BLUE CROSS PPO 500 PLAN AUGUST 2022	071922	08/09/22	3,142.90	42979
101-265-724.200	08/03/22	MML - WORKERS COMPENSATION FUN	2ND INSTALLMENT MML WORKERS COMP 7	5441206	08/09/22	92.92	43035
101-265-752.200	07/28/22	STAPLES	OFFICE SUPPLIES/GEN GOV/07/28/22	6035517820074317	08/09/22	79.90	42991
101-265-752.200	08/04/22	AMAZON CAPITAL SERVICES	ACCORDION FILE FOLDERS--2 BOXES	1QPG-WQ3Q-G6QX	08/09/22	73.98	42989
101-265-756.000	07/21/22	AMAZON CAPITAL SERVICES	DESKTOP RISER FOR ADMIN ASST	1P4G-14L4-VC3J	08/09/22	185.49	42984
101-265-756.000	07/21/22	AMAZON CAPITAL SERVICES	LUMBAR CHAIR SUPPORT ADMIN ASST	1TR6-JHR7-N4K4	08/09/22	31.75	42984
101-265-801.200	07/21/22	360 RISK MANAGEMENT, INC	MONTHLY INSTALLMENT JULY 2022	2688	08/09/22	2,090.00	42992
101-265-801.200	07/21/22	VERSAW EARTHWORKS LLC	FIREWORKS--MOBILIZE TRAILER TO BEAC	2187	08/09/22	1,125.00	43059
101-265-851.200	07/25/22	PURCHASE POWER	POSTAGE/07/2022	8000900011110503	08/09/22	1,020.99	43046
101-265-924.200	07/31/22	CITY OF NEW BUFFALO	WATER BILL/06/01/22-07/30/22	07/31/22	08/09/22	445.77	43010
101-265-924.200	08/04/22	COMCAST	COMCAST CITY HALL	080322	08/09/22	320.51	42990
101-265-930.300	07/13/22	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/CITY HALL/07/13/2	0713229505	08/09/22	162.67	43013
101-265-930.300	07/11/22	A CLEAN GET-AWAY CLEANING LLC	CITY HALL CLEANING SERVICES 1/2 JUL	6033-B	08/09/22	540.00	42977
101-265-930.300	07/27/22	ALL PRO SERVICES	SEWER DRAIN REPAIR/ CITY HALL	128480	08/09/22	1,258.00	42995
101-265-930.300	07/27/22	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/GEN GOV/07/27/22	0727229505	08/09/22	162.67	43013
101-265-930.300	07/29/22	DOMESTIC UNIFORM RENTALS	4 CASES TWIN TISSUE/GEN GOV	3822	08/09/22	132.00	43014
Total For Dept 265 GENERAL GOVERNMENT						10,864.55	
Dept 266 ATTORNEY							
101-266-826.300	07/29/22	CHARLES NICHOLAS CURCIO	LEGAL SERVICES JULY 2022	491	08/09/22	920.00	43009
Total For Dept 266 ATTORNEY						920.00	
Dept 301 POLICE							
101-301-718.000	07/19/22	BLUE CROSS BLUE SHIELD OF MICH	HEALTH INSURANCE--PPO 1000 PLAN AUG	071822	08/09/22	2,767.16	42978
101-301-718.000	06/09/22	BLUE CROSS BLUE SHIELD OF MICH	BLUE CROSS PPO 500 PLAN AUGUST 2022	071922	08/09/22	8,949.10	42979
101-301-724.200	08/03/22	MML - WORKERS COMPENSATION FUN	2ND INSTALLMENT MML WORKERS COMP 7	5441206	08/09/22	2,486.73	43035
101-301-850.200	08/01/22	TILLERY, RUSSELL	PHONE STIPEND/POLICE/08/01/22	08/01/22	08/09/22	50.00	43056



INVOICE GL DISTRIBUTION REPORT  
 POST DATES 07/08/2022 - 08/09/2022  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 301 POLICE							
101-301-900.000	07/21/22	BERRIEN COUNTY TREASURER	NB 224 FORM PRINTING/POLICE	12360	08/09/22	35.02	43001
101-301-924.200	07/31/22	CITY OF NEW BUFFALO	WATER BILL/06/01/22-07/30/22	07/31/22	08/09/22	176.96	43010
101-301-924.200	08/04/22	COMCAST	COMCAST CITY HALL	080322	08/09/22	320.52	42990
101-301-930.300	07/13/22	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/POLICE/07/13/22	0713229705	08/09/22	111.57	43013
101-301-930.300	07/27/22	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/POLICE/07/27/22	0727229705	08/09/22	111.57	43013
101-301-932.900	06/17/22	RIDGE AUTO PARTS	BATTERY/POLICE/06/17/22	453340	07/12/22	142.63	42943
101-301-932.900	07/19/22	HERITAGE NATIONAL MARKETING	VEHICLE REPAIR/POLICE	19908	08/09/22	662.24	43023
101-301-932.900	07/21/22	NEW BUFFALO HARDWARE	SPRAYER AND MURIC ACID/POLICE/07/21	A254284	08/09/22	46.97	43038
101-301-932.900	07/22/22	RIDGE AUTO PARTS	SERPENTINE BELT/POLICE/07/22/22	455014	08/09/22	26.29	43047
101-301-932.900	07/27/22	RIDGE AUTO PARTS	OIL FILTERS/POLICE	455181	08/09/22	65.60	43047
101-301-932.900	08/02/22	SHAFFNER TIRE	TIRE DISPOSAL/STREET/POLICE/08/02/2	0007420	08/09/22	49.50	43051
101-301-934.400	07/19/22	ROB COOKS MARINE SERVICES	RADIO MAINTENANCE/POLICE	07/19/22	08/09/22	189.99	43048
101-301-940.900	07/19/22	PARRETT COMPANY	PRINTER RENTAL/POLICE/BUILDING DEPT	65868	08/09/22	67.36	43043
101-301-983.000	07/08/22	ENTERPRISE FM TRUST	VEHICLE LEASES JUNE 2022	FBN4512977	07/12/22	558.97	42902
101-301-983.000	08/05/22	ENTERPRISE FM TRUST	VEHICLE LEASES AUGUST 2022	FBN4535517	08/09/22	558.97	43016
Total For Dept 301 POLICE						17,377.15	
Dept 336 FIRE							
101-336-724.200	08/03/22	MML - WORKERS COMPENSATION FUND	2ND INSTALLMENT MML WORKERS COMP 7	5441206	08/09/22	257.82	43035
101-336-756.000	07/21/22	NEW BUFFALO HARDWARE	CAR WASH AND WAX/FIRE/07/21/22	A254388	08/09/22	16.49	43038
101-336-850.200	08/01/22	HUSTON, CHRISTOPHER	PHONE STIPEND/HUSTON/FIRE/08/01/22	08/01/22	08/09/22	50.00	43026
101-336-924.200	07/31/22	CITY OF NEW BUFFALO	WATER BILL/06/01/22-07/30/22	07/31/22	08/09/22	304.82	43010
101-336-930.300	07/12/22	MENARDS	BUILDING MAINTENANCE/FIRE/07/12/22	2860	08/09/22	418.56	43033
101-336-930.300	07/14/22	OZINGA READY MIX CONCRETE INC	CEMENT REPAIR/FIRE/07/14/22	AR100403276	08/09/22	964.00	43042
101-336-930.300	08/03/22	STEPHEN EVANS/ E.I. CONSTRUCTION	PAINT FIRE DEPT BLDG	072722	08/09/22	1,100.00	43053
101-336-930.400	07/13/22	MENARDS	REBAR/FIRE/07/13/22	2916	08/09/22	274.50	43033
101-336-931.800	07/22/22	BREATHING AIR SYSTEMS	SEMI ANNUAL PREVENTATIVE MAINTENANCE	IL55460	08/09/22	569.36	43004
101-336-979.000	07/12/22	EMERGENCY VEHICLES PLUS	ANNUAL FIRE PUMP PERFORMANCE TEST/0	017296	08/09/22	271.75	43015
101-336-979.000	07/12/22	EMERGENCY VEHICLES PLUS	PUMP TEST/FIRE	017297	08/09/22	271.75	43015
Total For Dept 336 FIRE						4,499.05	
Dept 371 INSPECTION SERVICES							
101-371-716.000	06/09/22	BLUE CROSS BLUE SHIELD OF MICHIGAN	BLUE CROSS PPO 500 PLAN AUGUST 2022	071922	08/09/22	819.04	42979
101-371-900.000	07/19/22	PARRETT COMPANY	PRINTER RENTAL/POLICE/BUILDING DEPT	65868	08/09/22	43.44	43043
101-371-983.000	07/08/22	ENTERPRISE FM TRUST	VEHICLE LEASES JUNE 2022	FBN4512977	07/12/22	437.06	42902
101-371-983.000	08/05/22	ENTERPRISE FM TRUST	VEHICLE LEASES AUGUST 2022	FBN4535517	08/09/22	437.06	43016
Total For Dept 371 INSPECTION SERVICES						1,736.60	
Dept 446 STREET OPERATING							
101-446-718.000	06/09/22	BLUE CROSS BLUE SHIELD OF MICHIGAN	BLUE CROSS PPO 500 PLAN AUGUST 2022	071922	08/09/22	3,474.26	42979
101-446-724.200	08/03/22	MML - WORKERS COMPENSATION FUND	2ND INSTALLMENT MML WORKERS COMP 7	5441206	08/09/22	2,602.02	43035
101-446-756.000	07/13/22	NEW BUFFALO HARDWARE	OPERATING SUPPLIES/STREET/07/13/22	B97612	08/09/22	222.44	43038
101-446-756.000	07/21/22	CCP INDUSTRIES	OPERATING SUPPLIES/STREET/07/21/22	IN03067822	08/09/22	180.75	43006
101-446-756.000	07/28/22	RIDGE AUTO PARTS	GREASE CAN/STREETS/07/28/22	455263	08/09/22	34.61	43047
101-446-768.000	07/31/22	SCHULTZ, FRED	CLOTHING ALLOWANCE/SCHULTZ/STREETS	07/31/22	08/09/22	96.54	43050
101-446-770.200	07/12/22	MID CITY SUPPLY CO INC	EQUIPMENT/STREET	S4267849.001	08/09/22	328.99	43034
101-446-770.200	07/22/22	LINDE GAS & EQUIPMENT INC	CYLINDER RENTAL/STREETS/07/22/22	30229071	08/09/22	100.39	43031
101-446-770.200	07/27/22	RIDGE AUTO PARTS	GREASE GUN/STREET/07/27/22	455182	08/09/22	280.99	43047
101-446-770.200	07/28/22	MENARDS	SHOVELS/BOW RAKE/STREET/07/28/22	03929	08/09/22	479.84	43033
101-446-770.200	07/29/22	CDW GOVERNMENT	WIFI ACCESS POINT FOR SHOP/STREET	V064984	08/09/22	161.09	43007
101-446-801.200	07/13/22	COUNTRY LANE REMODELING/MIKE I	DRAIN LINE DIG/STREET/07/13/22	1870	08/09/22	975.00	42980
101-446-850.200	08/01/22	BOLTON, JOSHUA	PHONE STIPEND/BOLTON/STREET/08/01/2	08/01/22	08/09/22	50.00	43003
101-446-910.200	07/11/22	CGS INC.	OSHA COMPLIANCE TRAINING/STREET	4842	08/09/22	1,109.00	43008

INVOICE GL DISTRIBUTION REPORT  
 POST DATES 07/08/2022 - 08/09/2022  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 446 STREET OPERATING							
101-446-924.200	07/18/22	COMCAST	COMCAST STREETS DEPT	071822	08/09/22	219.91	42975
101-446-924.200	07/31/22	CITY OF NEW BUFFALO	WATER BILL/06/01/22-07/30/22	07/31/22	08/09/22	893.23	43010
101-446-930.300	07/11/22	NEW BUFFALO HARDWARE	SEWER ADSPTER/STREET/07/11/22	A252447	08/09/22	43.98	43038
101-446-930.300	07/13/22	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/STREET/07/13/22	0713220105	08/09/22	78.40	43013
101-446-930.300	07/18/22	FENCE MASTERS	PRIVACY SLATS/STREET/07/18/22	1796	08/09/22	595.00	43018
101-446-930.300	07/27/22	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/STREET/07/27/22	0727220105	08/09/22	78.40	43013
101-446-930.300	07/28/22	RIDGE AUTO PARTS	GOJO/STREET/7/28/22	455269	08/09/22	66.21	43047
101-446-930.300	08/03/22	STEPHEN EVANS/ E.I. CONSTRUCT	HOT WATER HEATER/STREET/08/03/2022	08/03/22	08/09/22	880.00	43053
101-446-931.800	07/31/22	AMAZON CAPITAL SERVICES	CAR WASHING SUPPLIES STREETS DEPT	1XLV-6QQV-PRXW	08/09/22	71.95	42988
101-446-932.900	07/25/22	HERITAGE NATIONAL MARKETING	VEHICLE REPAIR/STREET/07/25/22	19910	08/09/22	698.40	43023
101-446-932.900	07/27/22	RIDGE AUTO PARTS	AIR FILTER/MOTOR TUNE-UP/STREETS/07	455172	08/09/22	53.43	43047
101-446-932.900	07/27/22	RIDGE AUTO PARTS	BREAK PADS/STREET/07/27/22	455169	08/09/22	78.83	43047
101-446-932.900	08/02/22	SHAFFNER TIRE	TIRE DISPOSAL/STREET/POLICE/08/02/2	0007420	08/09/22	49.50	43051
101-446-983.000	07/08/22	ENTERPRISE FM TRUST	VEHICLE LEASES JUNE 2022	FBN4512977	07/12/22	1,158.55	42902
101-446-983.000	08/05/22	ENTERPRISE FM TRUST	VEHICLE LEASES AUGUST 2022	FBN4535517	08/09/22	1,158.55	43016
Total For Dept 446 STREET OPERATING						16,220.26	
Dept 567 CEMETERY							
101-567-995.900	08/01/22	PINE GROVE CEMETERY AUTHORITY	CEMETERY/08/01/22	08/01/22	08/09/22	3,000.00	43044
Total For Dept 567 CEMETERY						3,000.00	
Dept 701 PLANNING COMMISSION							
101-701-900.000	08/04/22	NEW BUFFALO TIMES	ORDINANCE/ELECTION ADS	10260	08/09/22	78.00	43040
Total For Dept 701 PLANNING COMMISSION						78.00	
Total For Fund 101 GENERAL FUND						59,991.52	
Fund 202 MAJOR STREET FUND							
Dept 463 ROUTINE MAINTENANCE							
202-463-931.800	07/21/22	DUNELAND CUSTOM REPAIR CENTER	DUMP TRUCK 103 REPAIRS	0145	08/09/22	2,415.61	5232
Total For Dept 463 ROUTINE MAINTENANCE						2,415.61	
Total For Fund 202 MAJOR STREET FUND						2,415.61	
Fund 203 LOCAL STREET FUND							
Dept 463 ROUTINE MAINTENANCE							
203-463-931.800	07/21/22	DUNELAND CUSTOM REPAIR CENTER	DUMP TRUCK 103 REPAIRS	0145	08/09/22	1,610.40	5232
Total For Dept 463 ROUTINE MAINTENANCE						1,610.40	
Total For Fund 203 LOCAL STREET FUND						1,610.40	
Fund 208 PARK FUND							
Dept 751 PARKS							
208-751-718.000	06/09/22	BLUE CROSS BLUE SHIELD OF MICH	BLUE CROSS PPO 500 PLAN AUGUST 2022	071922	08/09/22	751.02	42979
208-751-724.200	08/03/22	MML - WORKERS COMPENSATION FUN	2ND INSTALLMENT MML WORKERS COMP 7	5441206	08/09/22	726.22	43035
208-751-756.000	07/21/22	AMERICAN SAFETY & FIRST AID	FIRST AID SUPPLIES/PARKS/LIFEGUARD/	715011-IN	08/09/22	90.57	42996
208-751-770.200	07/13/22	TELE-RAD INC	INTREST CHARGE/INVOICE # 906691	907141	08/09/22	48.30	43055
208-751-770.200	07/22/22	FRONTIER LAWN & REC INC	EDGER/CHAIN SAW/REPAIR/PARKS/07/22/	302865	08/09/22	529.82	43019
208-751-770.200	07/22/22	MENARDS	GAS CANS/PARKS	3560	08/09/22	146.42	43033
208-751-801.200	07/08/22	PRIDE THE PORTABLE TOILET COM	TOILET RENTAL/07/08/22-08/04/22	30240	08/09/22	1,050.00	43045
208-751-801.200	07/09/22	PRIDE THE PORTABLE TOILET COM	EXTRA SERVICES/06/2022/PARKS	2988	08/09/22	2,700.00	43045
208-751-801.200	07/21/22	PRIDE THE PORTABLE TOILET COM	TOILET RENTAL/PARKS/06/24/22-07/21/	30013	08/09/22	90.00	43045
208-751-801.200	07/21/22	PRIDE THE PORTABLE TOILET COM	TOILET RENTAL/DOG PARK/06/24/22-07/	30011	08/09/22	90.00	43045
208-751-850.200	08/01/22	D'AMICO KRISTEN	PHONE STIPEND/D'AMICO/PARKS/08/01/2	08/01/22	08/09/22	50.00	43012

INVOICE GL DISTRIBUTION REPORT  
 POST DATES 07/08/2022 - 08/09/2022  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 208 PARK FUND							
Dept 751 PARKS							
208-751-924.200	07/31/22	CITY OF NEW BUFFALO	WATER BILL/06/01/22-07/30/22	07/31/22	08/09/22	2,510.07	43010
208-751-930.300	07/13/22	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/PARK/07/13/22	0713220525	08/09/22	76.70	43013
208-751-930.300	07/13/22	DOMESTIC UNIFORM RENTALS	BULDING SUPPLIES/BEACH/PARK/07/13/22	0713220505	08/09/22	78.17	43013
208-751-930.300	07/13/22	DOMESTIC UNIFORM RENTALS	8 EXTRA CASES OF JUMBO TISSUE/PARK	07/13/22	08/09/22	559.60	43013
208-751-930.300	07/18/22	ALL PRO SERVICES	PLUMBING/PARKS	128757	08/09/22	328.00	42995
208-751-930.300	07/23/22	NEW BUFFALO HARDWARE	BUILDING REPAIR/PARKS	A254643	08/09/22	4.31	43039
208-751-930.300	07/27/22	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/BEACH/PARK/07/27/22	0727220505	08/09/22	78.17	43013
208-751-930.300	07/27/22	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/OSELKA/PARK/07/27/22	0727220525	08/09/22	76.70	43013
208-751-930.300	07/29/22	DOMESTIC UNIFORM RENTALS	1 CASE JUMBO TISSUE/PARKS	3922	08/09/22	69.95	43014
208-751-930.300	07/29/22	DOMESTIC UNIFORM RENTALS	8 CASES JUMBO TISSUE/PARKS	6122	08/09/22	559.60	43014
208-751-930.500	07/08/22	NEW BUFFALO HARDWARE	SANDPAPER/PARKS	A252039	08/09/22	19.47	43038
208-751-930.500	07/18/22	VERSAW EARTHWORKS LLC	HAULED DEBRIS/PARK/07/18/22	2234	08/09/22	1,205.00	43059
208-751-930.500	07/31/22	HOSTETLER LAWN & LANDSC	NEW BASE PEGS FOR INFIELD/PARKS/07/31/22	11069	08/09/22	450.00	43024
208-751-931.700	08/01/22	TOTAL PARKING SOLUTIONS	WEB MONITORING 08/01/22-07/31/23	105856	08/09/22	2,880.00	43057
208-751-931.700	08/01/22	TOTAL PARKING SOLUTIONS	QUARTERLY PREVENTATIVE MAINTENANCE/08/01/22-07/31/23	105855	08/09/22	2,040.00	43057
208-751-931.800	07/11/22	HULL LIFT TRUCK	BOBCAT REPAIR/PARKS/07/11/2022	PSI0304249	08/09/22	11.46	43025
208-751-931.800	07/20/22	NEW BUFFALO HARDWARE	SAFTEY HASP/PARKS/07/20/22	A254135	08/09/22	59.54	43038
208-751-931.800	07/21/22	NEW BUFFALO HARDWARE	EYE BOLTS/PARKS/07/21/22	A254253	08/09/22	12.98	43038
208-751-931.800	07/26/22	RIDGE AUTO PARTS	RELAYS/PARKS/07/26/22	455106	08/09/22	137.43	43047
208-751-931.800	07/26/22	RIDGE AUTO PARTS	OIL/PARKS/07/26/22	455107	08/09/22	12.98	43047
208-751-932.900	07/22/22	AMAZON CAPITAL SERVICES	TIRES FOR PARKS DEPT BOBCAT	1KK3-HNWJ-1X3Q	08/09/22	264.96	42984
208-751-983.000	07/08/22	ENTERPRISE FM TRUST	VEHICLE LEASES JUNE 2022	FBN4512977	07/12/22	516.26	42902
208-751-983.000	08/05/22	ENTERPRISE FM TRUST	VEHICLE LEASES AUGUST 2022	FBN4535517	08/09/22	516.26	43016
Total For Dept 751 PARKS						18,739.96	
Total For Fund 208 PARK FUND						18,739.96	
Fund 209 PARK IMPROVEMENT FUND							
Dept 751 PARKS							
209-751-974.000	07/11/22	STARK SOLID CONCRETE	CONCRETE FOR BEACH--COPUNCIL APPROV.	INV0861	08/09/22	21,590.00	42976
Total For Dept 751 PARKS						21,590.00	
Total For Fund 209 PARK IMPROVEMENT FUND						21,590.00	
Fund 266 CRIMINAL JUSTICE TRAINING (ACT 302)							
Dept 000							
266-000-910.900	07/12/22	NAVIGATE 360 LLC	CRIMINAL JUSTICE TRAINING/POLICE	E-9994	08/09/22	749.00	43036
Total For Dept 000						749.00	
Total For Fund 266 CRIMINAL JUSTICE TRAINING (ACT 302)						749.00	
Fund 402 EQUIPMENT PURCHASE FUND							
Dept 970 CAPITAL							
402-970-981.000	07/27/22	VILLAGE MOTOR SPORTS	ATV PURCHASE POLICE DEPARTMENT	7/25/22	08/09/22	20,349.98	42985
402-970-981.300	07/08/22	TOTAL PARKING SOLUTIONS	FLOWBIRD DOOR KIT UPGRADES FOR BEACH	105829	08/09/22	7,800.00	43057
Total For Dept 970 CAPITAL						28,149.98	
Total For Fund 402 EQUIPMENT PURCHASE FUND						28,149.98	
Fund 590 SEWER FUND							
Dept 537 SEWER							
590-537-801.200	07/11/22	BAKER TILLY MUNICIPAL ADVISORS	WATER/SEWER RATE STUDY	BT2135411	08/09/22	7,375.00	42963
590-537-838.100	07/08/22	GRSD SEWER AUTHORITY	ANNUAL TELEMETRY FEE	0000012399	08/09/22	718.80	42981

INVOICE GL DISTRIBUTION REPORT  
 POST DATES 07/08/2022 - 08/09/2022  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 590 SEWER FUND							
Dept 537 SEWER							
Total For Dept 537 SEWER						8,093.80	
Total For Fund 590 SEWER FUND						<u>8,093.80</u>	
Fund 591 WATER FUND							
Dept 536 WATER							
591-536-718.000	06/09/22	BLUE CROSS BLUE SHIELD OF MICH	BLUE CROSS PPO 500 PLAN AUGUST 2022	071922	08/09/22	6,634.87	42979
591-536-724.200	08/03/22	MML - WORKERS COMPENSATION FUN	2ND INSTALLMENT MML WORKERS COMP 7	5441206	08/09/22	1,454.17	43035
591-536-754.000	07/15/22	ALEXANDER CHEMICAL CORP	BLANKET PO FOR TREATMENT CHEMICALS	56804	08/09/22	2,559.09	42994
591-536-754.000	07/29/22	ALEXANDER CHEMICAL CORP	BLANKET PO FOR TREATMENT CHEMICALS	57356	08/09/22	148.75	42994
591-536-756.000	07/12/22	NEW BUFFALO HARDWARE	PVC PIPES/WATER	A252690	08/09/22	195.88	43038
591-536-756.200	07/29/22	ETNA SUPPLY COMPANY	IPEARL METERS/WATER/07/29/22	S104114658.003-2	08/09/22	868.00	43017
591-536-756.400	07/13/22	HACH COMPANY	LAB SUPPLIES/WATER	13146488	08/09/22	787.04	43022
591-536-756.400	07/13/22	USA BLUEBOOK	LAB SUPPLIES/WATER	043178	08/09/22	253.36	43058
591-536-756.400	07/15/22	USA BLUEBOOK	LAB SUPPLIES/WATER	045189	08/09/22	993.24	43058
591-536-756.400	07/22/22	USA BLUEBOOK	LAB SUPPLIES/WATER	054029	08/09/22	139.45	43058
591-536-756.400	07/26/22	IDEXX DISTRIBUTION CORP	BLANKET PO FOR LAB REAGENTS 2021-20	3111094111	08/09/22	834.94	43027
591-536-756.400	07/27/22	USA BLUEBOOK	LAB SUPPLIES/WATER	985725	08/09/22	469.65	43058
591-536-801.200	07/11/22	BAKER TILLY MUNICIPAL ADVISORS	WATER/SEWER RATE STUDY	BT2135411	08/09/22	7,375.00	42963
591-536-850.200	08/01/22	ANDERSON, KENNETH	PHONE STIPEND/WATER/08/01/22	08/01/22	08/09/22	50.00	42997
591-536-850.200	08/01/22	GRUENER, ROBERT	PHONE STIPEND/GRUENER/WATER/08/01/2	08/01/22	08/09/22	50.00	43021
591-536-850.200	08/01/22	JOHNSON, JEFFREY	PHONE STIPEND/JOHNSON/WATER/08/01/2	08/01/22	08/09/22	50.00	43028
591-536-924.200	07/20/22	COMCAST	COMCAST WATER PLANT	072022	08/09/22	209.59	42982
591-536-930.300	07/13/22	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/WATER/07/13/22	0713220005	08/09/22	55.81	43013
591-536-930.300	07/27/22	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/WATER/07/27/22	0727220005	08/09/22	55.81	43013
591-536-930.300	07/27/22	OVERHEAD DOOR	OVERHEAD DOOR REPAIR/WATER	0066235	08/09/22	876.90	43041
591-536-931.800	07/11/22	USA BLUEBOOK	MAINTENANCE/WATER	040153	08/09/22	382.76	43058
591-536-931.800	07/23/22	NEW BUFFALO HARDWARE	PUMP/WATER/07/23/22	B98272	08/09/22	63.00	43038
591-536-931.800	07/26/22	GRAINGER	EQUIPMENT/WATER	9390599174	08/09/22	206.14	43020
591-536-983.000	07/08/22	ENTERPRISE FM TRUST	VEHICLE LEASES JUNE 2022	FBN4512977	07/12/22	530.43	42902
591-536-983.000	08/05/22	ENTERPRISE FM TRUST	VEHICLE LEASES AUGUST 2022	FBN4535517	08/09/22	530.43	43016
Total For Dept 536 WATER						25,774.31	
Total For Fund 591 WATER FUND						<u>25,774.31</u>	
Fund 594 HARBOR OPERATIONS							
Dept 597 HARBOR OPERATIONS							
594-597-724.200	08/03/22	MML - WORKERS COMPENSATION FUN	2ND INSTALLMENT--HARBOR OPS MML WOR:	5441206-B	08/09/22	134.98	5193
594-597-756.000	07/15/22	NEW BUFFALO HARDWARE	CLEANING SUPPLIES/MARINA/HARB/07/15	A253296	08/09/22	29.73	5194
594-597-756.000	07/21/22	AMERICAN SAFETY & FIRST AID	FIRST AID SUPPLIES/MARINA/PARK	715012-IN	08/09/22	12.00	5190
594-597-756.000	07/21/22	AMERICAN SAFETY & FIRST AID	FIRST AID SUPPLIES/BOAT LAUNCH/HARB	715010-IN	08/09/22	29.02	5190
594-597-801.200	07/21/22	PRIDE THE PORTABLE TOILET COM	TOILET RENTAL/BOAT LAUNCH/HARB/06/2	30012	08/09/22	90.00	5195
594-597-924.200	07/18/22	COMCAST	COMCAST BOAT RAMPJULY 15 TO AUG 14	071722	08/09/22	151.35	5185
594-597-924.200	08/04/22	COMCAST	COMCAST MARINA	08042	08/09/22	421.49	5188
594-597-930.300	07/13/22	DOMESTIC UNIFORM RENTALS	EXTRA 3 CASES TWIN TISSUE/MARINA/07	07/13/22-2	08/09/22	118.50	5191
594-597-930.300	07/13/22	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/BOAT RAMP/HARB/07	0713220535	08/09/22	45.20	5191
594-597-930.300	07/13/22	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/MARINA/HARB/07/13	0713220515	08/09/22	74.47	5191
594-597-930.300	07/27/22	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/BOAT RAMP/HARB/07	0727220535	08/09/22	45.20	5191
594-597-930.300	07/27/22	DOMESTIC UNIFORM RENTALS	BUILDING SUPPLIES/MARINA/HARB/07/27	0727220515	08/09/22	74.47	5191
594-597-930.300	07/29/22	DOMESTIC UNIFORM RENTALS	5 CASES TWIN TISSUE/MARINA	6122-2	08/09/22	197.50	5191
594-597-930.300	07/29/22	DOMESTIC UNIFORM RENTALS	3 CASESTOILET TISSUE/MARINA	51822	08/09/22	118.50	5191
594-597-930.400	07/11/22	NEW BUFFALO HARDWARE	HILLMAN/HARB	B97465	08/09/22	3.56	5194
594-597-930.400	07/18/22	MENARDS	GROUNDS REPIAR/BOAT LAUNCH/HARB/07/	3528	08/09/22	895.14	5192
594-597-930.400	07/18/22	VERSAW EARTHWORKS LLC	HAULED DEBRIS/HARB/07/18/22	2234-2	08/09/22	1,205.00	5196

INVOICE GL DISTRIBUTION REPORT  
 POST DATES 07/08/2022 - 08/09/2022  
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Fund 594 HARBOR OPERATIONS							
Dept 597 HARBOR OPERATIONS							
594-597-956.200	08/03/22	SUHR, KEVIN	REFUND FOR BOAT LAUNCH OVERPAYMENT	080322	08/09/22	30.00	5189
						<u>3,676.11</u>	
Total For Dept 597 HARBOR OPERATIONS							
Total For Fund 594 HARBOR OPERATIONS						<u>3,676.11</u>	
Fund 703 CURRENT TAX FUND							
Dept 000							
703-000-214.000	07/28/22	KALEBICH, WILLIAM ROBERT	TAX OVERPAMENT 11-62-0010-0020-04-8	072822	07/28/22	1,680.65	2311
703-000-230.100	07/21/22	BERRIEN COUNTY TREASURER	COUNTY GENERAL 7/1 THRU 7/20/22	071822	07/21/22	130,342.00	2309
703-000-230.100	07/21/22	BERRIEN COUNTY TREASURER	COUNTY SET 7/1 THRU 7/20/22	071922	07/21/22	164,022.11	2309
703-000-230.100	07/21/22	BERRIEN COUNTY TREASURER	COUNTY GENERAL 7/21 THRU 7/28/22	072922 GEN	07/29/22	28,942.42	2312
703-000-230.100	07/21/22	BERRIEN COUNTY TREASURER	COUNTY SET 7/21 THRU 7/28/22	072922 SET	07/29/22	36,421.09	2312
703-000-230.200	07/21/22	NEW BUFFALO AREA SCHOOLS	SUMMER 2022: 7/1/22 THRU 7/20/22	071922	07/21/22	175,514.18	2310
703-000-230.200	07/29/22	NEW BUFFALO AREA SCHOOLS	SUMMER 2022: 7/21 THRU 7/28/22	072922	07/29/22	37,920.55	2313
Total For Dept 000						<u>574,843.00</u>	
Total For Fund 703 CURRENT TAX FUND						<u>574,843.00</u>	
Total For All Funds:						<u>745,633.69</u>	

--- TOTALS BY GL DISTRIBUTION ---

101-101-724.200	WORKER'S COMPENSATION INS	7.57
101-101-756.000	OPERATING SUPPLIES	329.94
101-101-900.000	PRINTING & PUBLISHING	128.00
101-172-716.000	HEALTH INSURANCE	1,267.15
101-172-724.200	WORKER'S COMPENSATION INS	133.09
101-215-718.000	HEALTH INSURANCE	1,509.98
101-215-724.200	WORKER'S COMPENSATION INS	73.24
101-253-718.000	HEALTH INSURANCE	1,320.70
101-253-724.200	WORKER'S COMPENSATION INS	73.24
101-253-831.000	MEMBERSHIPS & DUES	159.00
101-253-853.000	PHONE BILLS & STIPENDS	50.00
101-262-900.000	PRINTING & PUBLISHING	244.00
101-265-718.000	HEALTH INSURANCE	3,142.90
101-265-724.200	WORKER'S COMPENSATION INS	92.92
101-265-752.200	OFFICE SUPPLIES	153.88
101-265-756.000	OPERATING SUPPLIES	217.24
101-265-801.200	PROFESSIONAL & CONTRACTUAL	3,215.00
101-265-851.200	POSTAGE	1,020.99
101-265-924.200	UTILITIES	766.28
101-265-930.300	BUILDING REPAIR & MAINTENANCE	2,255.34
101-266-826.300	COURT/ORDINANCE	920.00
101-301-718.000	HEALTH INSURANCE	11,716.26
101-301-724.200	WORKER'S COMPENSATION INS	2,486.73
101-301-850.200	TELEPHONE	50.00
101-301-900.000	PRINTING & PUBLISHING	35.02
101-301-924.200	UTILITIES	497.48
101-301-930.300	BUILDING REPAIR & MAINTENANCE	223.14
101-301-932.900	VEHICLE REPAIR & MAINTENANCE	993.23
101-301-934.400	RADIO/VIDEO MAINTENANCE	189.99
101-301-940.900	EQUIPMENT RENTAL	67.36
101-301-983.000	VEHICLE LEASES	1,117.94
101-336-724.200	WORKER'S COMPENSATION INS	257.82
101-336-756.000	OPERATING SUPPLIES	16.49
101-336-850.200	MONTHLY STIPEND	50.00
101-336-924.200	UTILITIES	304.82

INVOICE GL DISTRIBUTION REPORT  
 POST DATES 07/08/2022 - 08/09/2022  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
		101-336-930.300	BUILDING REPAIR & MAINTENANCE			2,482.56	
		101-336-930.400	GROUNDS REPAIR & MAINTENANCE			274.50	
		101-336-931.800	EQUIPMENT & MAINTENANCE			569.36	
		101-336-979.000	EQUIPMENT			543.50	
		101-371-716.000	HEALTH INSURANCE			819.04	
		101-371-900.000	PRINTING & PUBLISHING			43.44	
		101-371-983.000	VEHICLE LEASES			874.12	
		101-446-718.000	HEALTH INSURANCE			3,474.26	
		101-446-724.200	WORKER'S COMPENSATION INS			2,602.02	
		101-446-756.000	OPERATING SUPPLIES			437.80	
		101-446-768.000	UNIFORMS			96.54	
		101-446-770.200	EQUIPMENT/SMALL TOOLS			1,351.30	
		101-446-801.200	PROFESSIONAL & CONTRACTUAL			975.00	
		101-446-850.200	TELEPHONE			50.00	
		101-446-910.200	EDUCATION & TRAINING			1,109.00	
		101-446-924.200	UTILITIES			1,113.14	
		101-446-930.300	BUILDING REPAIR & MAINTENANCE			1,741.99	
		101-446-931.800	EQUIPMENT & MAINTENANCE			71.95	
		101-446-932.900	VEHICLE REPAIR & MAINTENANCE			880.16	
		101-446-983.000	VEHICLE LEASES			2,317.10	
		101-567-995.900				3,000.00	
		101-701-900.000	PRINTING & PUBLISHING			78.00	
		202-463-931.800	DUMP TRUCK 103 REPAIRS			2,415.61	
		203-463-931.800	DUMP TRUCK 103 REPAIRS			1,610.40	
		208-751-718.000	HEALTH INSURANCE			751.02	
		208-751-724.200	WORKER'S COMPENSATION INS			726.22	
		208-751-756.000	OPERATING SUPPLIES			90.57	
		208-751-770.200	EQUIPMENT/SMALL TOOLS			724.54	
		208-751-801.200	PROFESSIONAL & CONTRACTUAL			3,930.00	
		208-751-850.200	TELEPHONE			50.00	
		208-751-924.200	UTILITIES			2,510.07	
		208-751-930.300	BUILDING REPAIR & MAINTENANCE			1,831.20	
		208-751-930.500	GROUNDS REPAIR & MAINT			1,674.47	
		208-751-931.700	EQUIPMENT MAINT--PARKING SYSTEMS			4,920.00	
		208-751-931.800	EQUIPMENT & MAINTENANCE			234.39	
		208-751-932.900	VEHICLE REPAIR & MAINTENANCE			264.96	
		208-751-983.000	VEHICLE LEASES			1,032.52	
		209-751-974.000	CONCRETE FOR BEACH--COUNCIL APPROVED			21,590.00	
		266-000-910.900	CRIMINAL JUSTICE TRAINING			749.00	
		402-970-981.000	POLARIS ATV FOR POLICE DEPT			20,349.98	
		402-970-981.300	PARK VEHICLES & EQUIPMENT			7,800.00	
		590-537-801.200	PROFESSIONAL & CONTRACTUAL			7,375.00	
		590-537-838.100	GRSD MAINTENANCE			718.80	
		591-536-718.000	HEALTH INSURANCE			6,634.87	
		591-536-724.200	WORKER'S COMPENSATION INS			1,454.17	
		591-536-754.000	BLANKET PO FOR TX CHEMICALS 201-2022			2,707.84	
		591-536-756.000	OPERATING SUPPLIES			195.88	
		591-536-756.200	METER REPLACEMENT			868.00	
		591-536-756.400	LAB SUPPLIES			3,477.68	
		591-536-801.200	PROFESSIONAL & CONTRACTUAL			7,375.00	
		591-536-850.200	TELEPHONE			150.00	
		591-536-924.200	UTILITIES			209.59	
		591-536-930.300	BUILDING REPAIR & MAINTENANCE			988.52	
		591-536-931.800	EQUIPMENT & MAINTENANCE			651.90	
		591-536-983.000	VEHICLE LEASES			1,060.86	
		594-597-724.200	WORKER'S COMPENSATION INSURANCE			134.98	
		594-597-756.000	OPERATING SUPPLIES			70.75	
		594-597-801.200	PROFESSIONAL & CONTRACTUAL			90.00	
		594-597-924.200	UTILITIES			572.84	

INVOICE GL DISTRIBUTION REPORT  
 POST DATES 07/08/2022 - 08/09/2022  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
		594-597-930.300	BUILDING REPAIR & MAINTENANCE			673.84	
		594-597-930.400	GROUNDS REPAIR & MAINT			2,103.70	
		594-597-956.200	REFUNDS			30.00	
		703-000-214.000	DUE TO OTHERS			1,680.65	
		703-000-230.100	DUE TO BERRIEN COUNTY			359,727.62	
		703-000-230.200	DUE TO NEW BUFFALO SCHOOLS			213,434.73	
--- FUND TOTALS BY VENDOR ---							
Fund 101 GENERAL FUND							
		1013	- BERRIEN COUNTY TREASURER			35.02	
		1090	- OZINGA READY MIX CONCRETE INC			964.00	
		1092	- NEW BUFFALO TIMES			450.00	
		1100	- PARRETT COMPANY			110.80	
		1184	- MML - WORKERS COMPENSATION FUND			5,726.63	
		2029	- CITY OF NEW BUFFALO			1,820.78	
		2065	- RIDGE AUTO PARTS			748.59	
		2085	- PINE GROVE CEMETERY AUTHORITY			3,000.00	
		3156	- STAPLES			79.90	
		3302	- SHAFFNER TIRE			99.00	
		3435	- PURCHASE POWER			1,020.99	
		3495	- MID CITY SUPPLY CO INC			328.99	
		3524	- MENARDS			1,502.84	
		3552	- COMCAST			860.94	
		3678	- HUSTON, CHRISTOPHER			50.00	
		3778	- CCP INDUSTRIES			180.75	
		3848	- BREATHING AIR SYSTEMS			569.36	
		4022	- ALL PRO SERVICES			1,258.00	
		4042	- BLUE CROSS BLUE SHIELD OF MICH			23,250.29	
		4063	- APT US&C			159.00	
		4130	- SCHULTZ, FRED			96.54	
		4153	- TILLERY, RUSSELL			50.00	
		4298	- BOLTON, JOSHUA			50.00	
		4350	- VERSAW EARTHWORKS LLC			1,125.00	
		4487	- VYSKOCIL, KATHRYN			50.00	
		4498	- NEW BUFFALO HARDWARE			329.88	
		4534	- CDW GOVERNMENT			161.09	
		4661	- COUNTRY LANE REMODELING/MIKE PLIS			975.00	
		4682	- HERITAGE NATIONAL MARKETING			1,360.64	
		4712	- CHARLES NICHOLAS CURCIO			920.00	
		4758	- STEPHEN EVANS/ E.I. CONSTRUCTION			1,980.00	
		4779	- EMERGENCY VEHICLES PLUS			543.50	
		4782	- DOMESTIC UNIFORM RENTALS			837.28	
		4812	- ENTERPRISE FM TRUST			4,309.16	
		4826	- A CLEAN GET-AWAY CLEANING LLC			540.00	
		4841	- 360 RISK MANAGEMENT, INC			2,090.00	
		4842	- AMAZON CAPITAL SERVICES			363.17	
		4960	- ROB COOKS MARINE SERVICES			189.99	
		4995	- LINDE GAS & EQUIPMENT INC			100.39	
		5011	- CGS INC.			1,109.00	
		5012	- FENCE MASTERS			595.00	
		TOTAL FUND 101	GENERAL			59,991.52	
		Fund 202	MAJOR STREET				
		4911	- DUNELAND CUSTOM REPAIR CENTER			2,415.61	
		TOTAL FUND 202	MAJOR S			2,415.61	
		Fund 203	LOCAL STREET				
		4911	- DUNELAND CUSTOM REPAIR CENTER			1,610.40	
		TOTAL FUND 203	LOCAL S			1,610.40	

INVOICE GL DISTRIBUTION REPORT  
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GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 208 PARK FUND							
1184		- MML - WORKERS COMPENSATION FUND				726.22	
2029		- CITY OF NEW BUFFALO				2,510.07	
2061		- FRONTIER LAWN & REC INC				529.82	
2065		- RIDGE AUTO PARTS				150.41	
2467		- TELE-RAD INC				48.30	
3490		- AMERICAN SAFETY & FIRST AID				90.57	
3524		- MENARDS				146.42	
4018		- TOTAL PARKING SOLUTIONS				4,920.00	
4022		- ALL PRO SERVICES				328.00	
4042		- BLUE CROSS BLUE SHIELD OF MICH				751.02	
4350		- VERSAW EARTHWORKS LLC				1,205.00	
4462		- D'AMICO KRISTEN				50.00	
4498		- NEW BUFFALO HARDWARE				96.30	
4500		- HULL LIFT TRUCK				11.46	
4546		- HOSTETLER LAWN & LANDSC				450.00	
4684		- PRIDE THE PORTABLE TOILET COMPANY				3,930.00	
4782		- DOMESTIC UNIFORM RENTALS				1,498.89	
4812		- ENTERPRISE FM TRUST				1,032.52	
4842		- AMAZON CAPITAL SERVICES				264.96	
TOTAL FUND 208 PARK FU						18,739.96	
Fund 209 PARK IMPROVEM							
4709		- STARK SOLID CONCRETE				21,590.00	
TOTAL FUND 209 PARK IM						21,590.00	
Fund 266 CRIMINAL JUST							
5010		- NAVIGATE 360 LLC				749.00	
TOTAL FUND 266 CRIMINA						749.00	
Fund 402 EQUIPMENT PUR							
4018		- TOTAL PARKING SOLUTIONS				7,800.00	
4844		- VILLAGE MOTOR SPORTS				20,349.98	
TOTAL FUND 402 EQUIPME						28,149.98	
Fund 590 SEWER FUND							
1058		- GRSD SEWER AUTHORITY				718.80	
4783		- BAKER TILLY MUNICIPAL ADVISORS LLC				7,375.00	
TOTAL FUND 590 SEWER F						8,093.80	
Fund 591 WATER FUND							
1004		- ALEXANDER CHEMICAL CORP				2,707.84	
1047		- ETNA SUPPLY COMPANY				868.00	
1059		- HACH COMPANY				787.04	
1119		- GRAINGER				206.14	
1184		- MML - WORKERS COMPENSATION FUND				1,454.17	
2037		- OVERHEAD DOOR				876.90	
2038		- ANDERSON, KENNETH				50.00	
2963		- IDEXX DISTRIBUTION CORP				834.94	
2969		- USA BLUEBOOK				2,238.46	
3529		- GRUENER, ROBERT				50.00	
3531		- JOHNSON, JEFFREY				50.00	
3552		- COMCAST				209.59	
4042		- BLUE CROSS BLUE SHIELD OF MICH				6,634.87	
4498		- NEW BUFFALO HARDWARE				258.88	
4782		- DOMESTIC UNIFORM RENTALS				111.62	
4783		- BAKER TILLY MUNICIPAL ADVISORS LLC				7,375.00	
4812		- ENTERPRISE FM TRUST				1,060.86	



INVOICE GL DISTRIBUTION REPORT  
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GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #	
		TOTAL FUND 591 WATER F					25,774.31	
		Fund 594 HARBOR OPERAT						
		1184	- MML - WORKERS COMPENSATION FUND			134.98		
		3490	- AMERICAN SAFETY & FIRST AID			41.02		
		3524	- MENARDS			895.14		
		3552	- COMCAST			572.84		
		4350	- VERSAW EARTHWORKS LLC			1,205.00		
		4498	- NEW BUFFALO HARDWARE			33.29		
		4684	- PRIDE THE PORTABLE TOILET COMPANY			90.00		
		4782	- DOMESTIC UNIFORM RENTALS			673.84		
		MISC	- MISC VENDOR			30.00		
		TOTAL FUND 594 HARBOR					3,676.11	
		Fund 703 CURRENT TAX F						
		1013	- BERRIEN COUNTY TREASURER			359,727.62		
		1113	- NEW BUFFALO AREA SCHOOLS			213,434.73		
		MISC	- MISC VENDOR			1,680.65		
		TOTAL FUND 703 CURRENT					574,843.00	

PERIOD ENDING 07/31/2022

% Fiscal Year Completed: 8.49

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

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE 07/31/2022	END BALANCE 06/30/2022	ACTIVITY FOR MONTH 07/31/22	AVAILABLE BALANCE	% BGD USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET					
Fund 101 - GENERAL FUND								
Revenues								
101-000-404.000	PROPERTY TAXES	2,600,000.00	2,600,000.00	2,668,513.28	2,564,309.39	2,668,513.28	(68,513.28)	102.64
101-000-412.000	DELINQUENT TAX PERSONAL	0.00	0.00	0.00	902.70	0.00	0.00	0.00
101-000-445.000	PENALTY & INTEREST	8,500.00	8,500.00	219.59	11,193.94	219.59	8,280.41	2.58
101-000-476.000	BUSINESS LICENSE AND PERMITS	2,200.00	2,200.00	0.00	2,280.00	0.00	2,200.00	0.00
101-000-482.000	MISC LICENSES & PERMITS	1,000.00	1,000.00	0.00	900.00	0.00	1,000.00	0.00
101-000-491.000	BUILDING PERMITS	35,000.00	35,000.00	2,840.00	56,977.73	2,840.00	32,160.00	8.11
101-000-491.100	ELECTRICAL PERMITS	13,000.00	13,000.00	505.05	19,654.10	505.05	12,494.95	3.89
101-000-491.200	MECHANICAL PERMITS	14,000.00	14,000.00	2,206.75	22,548.57	2,206.75	11,793.25	15.76
101-000-491.300	PLUMBING PERMITS	6,000.00	6,000.00	1,468.35	8,209.58	1,468.35	4,531.65	24.47
101-000-492.000	ZONING DEPOSITS	100.00	100.00	0.00	0.00	0.00	100.00	0.00
101-000-528.000	OTHER FEDERAL GRANTS	0.00	0.00	98,151.74	107,129.98	98,151.74	(98,151.74)	100.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION	5,638.00	5,638.00	0.00	5,637.97	0.00	5,638.00	0.00
101-000-574.000	CVTRS	9,900.00	9,900.00	2,020.00	10,063.00	2,020.00	7,880.00	20.40
101-000-574.100	STATE REVENUE SALES TAX	150,000.00	150,000.00	29,899.00	129,553.00	29,899.00	120,101.00	19.93
101-000-577.000	STATE REVENUE LIQUOR LICENSE	10,000.00	10,000.00	0.00	10,748.10	0.00	10,000.00	0.00
101-000-606.000	COURT CHARGES	200.00	200.00	0.00	1,035.69	0.00	200.00	0.00
101-000-615.000	SPECIAL USE FEE	2,000.00	2,000.00	17.95	7,345.89	17.95	1,982.05	0.90
101-000-617.000	FRANCHISE FEE	56,000.00	56,000.00	143.23	60,094.58	143.23	55,856.77	0.26
101-000-618.000	ADMINISTRATION FEE	100,000.00	100,000.00	9,242.53	108,043.85	9,242.53	90,757.47	9.24
101-000-619.000	VARIANCE FEE	500.00	500.00	0.00	875.00	0.00	500.00	0.00
101-000-628.000	SERVICE CHARGE	100.00	100.00	20.00	69.56	20.00	80.00	20.00
101-000-629.000	GARBAGE COLLECTION	270,000.00	270,000.00	18,942.84	269,489.68	18,942.84	251,057.16	7.02
101-000-629.100	PENALTY WASTE	2,500.00	2,500.00	308.87	3,062.37	308.87	2,191.13	12.35
101-000-657.000	PARKING FINES	250.00	250.00	66.00	505.00	66.00	184.00	26.40
101-000-665.000	INTEREST EARNED	1,200.00	1,200.00	6.54	3,669.58	6.54	1,193.46	0.55
101-000-667.100	SHORT TERM RENTALS	140,000.00	140,000.00	12,700.00	244,100.00	12,700.00	127,300.00	9.07
101-000-667.200	LONG TERM RENTAL FEES	500.00	500.00	650.00	1,300.00	650.00	(150.00)	130.00
101-000-676.000	REIMBURSEMENTS	12,000.00	12,000.00	0.00	20,078.12	0.00	12,000.00	0.00
101-000-676.200	REIMBURSEMENTS-POLICE	73,000.00	73,000.00	308.50	88,115.29	308.50	72,691.50	0.42
TOTAL REVENUES		3,513,588.00	3,513,588.00	2,848,230.22	3,757,892.67	2,848,230.22	665,357.78	81.06
Expenditures								
101-101-703.000	SALARIES APPOINTED	12,000.00	12,000.00	0.00	8,795.00	0.00	12,000.00	0.00
101-101-709.000	MEDICARE	200.00	200.00	0.00	127.53	0.00	200.00	0.00
101-101-710.200	UNEMPLOYMENT	400.00	400.00	0.00	197.97	0.00	400.00	0.00
101-101-724.200	WORKER'S COMPENSATION INS	250.00	250.00	0.00	187.89	0.00	250.00	0.00
101-101-756.000	OPERATING SUPPLIES	500.00	500.00	329.94	585.58	329.94	170.06	65.99
101-101-801.200	PROFESSIONAL & CONTRACTUAL	0.00	0.00	0.00	36.00	0.00	0.00	0.00
101-101-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	0.00	2,844.94	0.00	2,000.00	0.00
101-101-910.200	EDUCATION & TRAINING	500.00	500.00	0.00	1,500.00	0.00	500.00	0.00
101-172-703.000	SALARIES APPOINTED	45,000.00	45,000.00	2,579.20	40,465.57	2,579.20	42,420.80	5.73
101-172-709.000	MEDICARE	800.00	800.00	35.63	562.29	35.63	764.37	4.45
101-172-709.100	SOCIAL SECURITY TAX	3,000.00	3,000.00	152.35	2,404.15	152.35	2,847.65	5.08
101-172-710.200	UNEMPLOYMENT	200.00	200.00	0.00	323.00	0.00	200.00	0.00
101-172-716.000	HEALTH INSURANCE	16,000.00	16,000.00	2,534.30	16,208.51	2,534.30	13,465.70	15.84
101-172-717.100	RETIREMENT	7,600.00	7,600.00	535.38	7,141.54	535.38	7,064.62	7.04
101-172-724.000	LIFE & DISABILITY INSURANCE	2,700.00	2,700.00	195.96	2,351.52	195.96	2,504.04	7.26
101-172-724.200	WORKER'S COMPENSATION INS	955.00	955.00	0.00	695.83	0.00	955.00	0.00
101-172-752.200	OFFICE SUPPLIES	250.00	250.00	0.00	73.17	0.00	250.00	0.00
101-172-756.000	OPERATING SUPPLIES	500.00	500.00	0.00	0.00	0.00	500.00	0.00
101-172-801.200	PROFESSIONAL & CONTRACTUAL	500.00	500.00	0.00	0.00	0.00	500.00	0.00
101-172-831.000	MEMBERSHIPS & DUES	200.00	200.00	0.00	0.00	0.00	200.00	0.00

PERIOD ENDING 07/31/2022

% Fiscal Year Completed: 8.49

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

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE 07/31/2022	END BALANCE 06/30/2022	ACTIVITY FOR MONTH 07/31/22	AVAILABLE BALANCE	% BGD USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET					
Fund 101 - GENERAL FUND								
Expenditures								
101-172-850.200	TELEPHONE	300.00	300.00	0.00	329.55	0.00	300.00	0.00
101-172-861.000	TRAVEL/MILEAGE REIMB	500.00	500.00	0.00	243.24	0.00	500.00	0.00
101-172-900.000	PRINTING & PUBLISHING	200.00	200.00	0.00	70.30	0.00	200.00	0.00
101-172-910.200	EDUCATION & TRAINING	2,500.00	2,500.00	0.00	960.61	0.00	2,500.00	0.00
101-172-934.000	OTHER REPAIRS & MAINT	500.00	500.00	0.00	0.00	0.00	500.00	0.00
101-215-703.000	SALARIES APPOINTED	49,527.00	49,527.00	3,468.93	48,217.91	3,468.93	46,058.07	7.00
101-215-706.000	SALARIES PERMANENT	46,083.00	46,083.00	971.94	41,374.04	971.94	45,111.06	2.11
101-215-709.000	MEDICARE	1,386.00	1,386.00	59.90	1,236.60	59.90	1,326.10	4.32
101-215-709.100	SOCIAL SECURITY TAX	6,000.00	6,000.00	256.13	5,287.56	256.13	5,743.87	4.27
101-215-710.200	UNEMPLOYMENT	760.00	760.00	0.00	247.00	0.00	760.00	0.00
101-215-717.100	RETIREMENT	7,809.00	7,809.00	622.02	7,844.17	622.02	7,186.98	7.97
101-215-718.000	HEALTH INSURANCE	18,900.00	18,900.00	3,019.96	19,479.94	3,019.96	15,880.04	15.98
101-215-722.000	MEDICAL EXPENSE	100.00	100.00	0.00	0.00	0.00	100.00	0.00
101-215-724.000	LIFE & DISABILITY INSURANCE	3,445.00	3,445.00	315.95	3,760.34	315.95	3,129.05	9.17
101-215-724.200	WORKER'S COMPENSATION INS	600.00	600.00	0.00	461.84	0.00	600.00	0.00
101-215-752.200	OFFICE SUPPLIES	350.00	350.00	0.00	161.69	0.00	350.00	0.00
101-215-756.000	OPERATING SUPPLIES	200.00	200.00	0.00	86.19	0.00	200.00	0.00
101-215-759.200	GASOLINE	100.00	100.00	0.00	31.46	0.00	100.00	0.00
101-215-801.200	PROFESSIONAL & CONTRACTUAL	600.00	600.00	0.00	868.59	0.00	600.00	0.00
101-215-831.000	MEMBERSHIPS & DUES	300.00	300.00	0.00	120.00	0.00	300.00	0.00
101-215-900.000	PRINTING & PUBLISHING	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	0.00
101-215-900.100	PRINTING & PUBLISHING--FOIA	600.00	600.00	0.00	458.75	0.00	600.00	0.00
101-215-910.200	EDUCATION & TRAINING	3,500.00	3,500.00	0.00	2,008.16	0.00	3,500.00	0.00
101-215-934.000	OTHER REPAIRS & MAINT	300.00	300.00	0.00	0.00	0.00	300.00	0.00
101-215-970.110	EQUIPMENT	500.00	500.00	0.00	0.00	0.00	500.00	0.00
101-247-801.200	PROFESSIONAL & CONTRACTUAL	2,000.00	2,000.00	0.00	1,653.16	0.00	2,000.00	0.00
101-247-910.200	EDUCATION & TRAINING	500.00	500.00	0.00	300.00	0.00	500.00	0.00
101-253-703.000	SALARIES APPOINTED	50,445.00	50,445.00	3,222.11	49,678.82	3,222.11	47,222.89	6.39
101-253-706.000	SALARIES PERMANENT	40,403.00	40,403.00	2,167.61	38,220.31	2,167.61	38,235.39	5.36
101-253-709.000	MEDICARE	1,327.00	1,327.00	75.41	1,239.41	75.41	1,251.59	5.68
101-253-709.100	SOCIAL SECURITY TAX	5,672.00	5,672.00	322.41	5,299.33	322.41	5,349.59	5.68
101-253-710.200	UNEMPLOYMENT	1,135.00	1,135.00	0.00	424.09	0.00	1,135.00	0.00
101-253-713.100	SALARIES-OVERTIME	1,500.00	1,500.00	0.00	209.95	0.00	1,500.00	0.00
101-253-717.100	RETIREMENT	10,500.00	10,500.00	800.57	10,481.52	800.57	9,699.43	7.62
101-253-718.000	HEALTH INSURANCE	16,500.00	16,500.00	2,641.40	17,015.80	2,641.40	13,858.60	16.01
101-253-724.000	LIFE & DISABILITY INSURANCE	4,345.00	4,345.00	362.03	4,338.00	362.03	3,982.97	8.33
101-253-724.200	WORKER'S COMPENSATION INS	650.00	650.00	0.00	461.84	0.00	650.00	0.00
101-253-752.200	OFFICE SUPPLIES	250.00	250.00	0.00	26.45	0.00	250.00	0.00
101-253-756.000	OPERATING SUPPLIES	550.00	550.00	0.00	611.19	0.00	550.00	0.00
101-253-759.200	GASOLINE	350.00	350.00	0.00	33.04	0.00	350.00	0.00
101-253-801.200	PROFESSIONAL & CONTRACTUAL	8,000.00	8,000.00	656.25	7,750.00	656.25	7,343.75	8.20
101-253-831.000	MEMBERSHIPS & DUES	450.00	450.00	0.00	404.00	0.00	450.00	0.00
101-253-851.200	POSTAGE	2,200.00	2,200.00	0.00	2,273.51	0.00	2,200.00	0.00
101-253-853.000	PHONE BILLS & STIPENDS	600.00	600.00	50.00	600.00	50.00	550.00	8.33
101-253-900.000	PRINTING & PUBLISHING	3,500.00	3,500.00	0.00	3,083.32	0.00	3,500.00	0.00
101-253-910.200	EDUCATION & TRAINING	1,500.00	1,500.00	359.00	1,233.25	359.00	1,141.00	23.93
101-253-934.000	OTHER REPAIRS & MAINT	500.00	500.00	0.00	530.17	0.00	500.00	0.00
101-257-752.200	OFFICE SUPPLIES	500.00	500.00	0.00	586.94	0.00	500.00	0.00
101-257-756.000	OPERATING SUPPLIES	100.00	100.00	0.00	0.00	0.00	100.00	0.00
101-257-801.200	PROFESSIONAL & CONTRACTUAL	30,000.00	30,000.00	0.00	42,240.80	0.00	30,000.00	0.00
101-257-851.200	POSTAGE	2,200.00	2,200.00	0.00	1,421.87	0.00	2,200.00	0.00
101-257-900.000	PRINTING & PUBLISHING	500.00	500.00	0.00	164.28	0.00	500.00	0.00
101-257-910.200	EDUCATION & TRAINING	500.00	500.00	0.00	497.00	0.00	500.00	0.00
101-257-934.000	OTHER REPAIRS & MAINT	300.00	300.00	0.00	222.68	0.00	300.00	0.00

PERIOD ENDING 07/31/2022

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GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE 07/31/2022	END BALANCE 06/30/2022	ACTIVITY FOR MONTH 07/31/22	AVAILABLE BALANCE	% BGD USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET					
Fund 101 - GENERAL FUND								
Expenditures								
101-262-703.000	SALARIES APPOINTED	2,000.00	2,000.00	0.00	2,000.00	0.00	2,000.00	0.00
101-262-709.000	MEDICARE	30.00	30.00	0.00	29.00	0.00	30.00	0.00
101-262-709.100	SOCIAL SECURITY TAX	125.00	125.00	0.00	124.00	0.00	125.00	0.00
101-262-756.000	OPERATING SUPPLIES	1,500.00	1,500.00	0.00	898.30	0.00	1,500.00	0.00
101-262-759.200	GASOLINE	100.00	100.00	0.00	0.00	0.00	100.00	0.00
101-262-801.200	PROFESSIONAL & CONTRACTUAL	5,500.00	5,500.00	0.00	615.00	0.00	5,500.00	0.00
101-262-851.200	POSTAGE	1,500.00	1,500.00	0.00	200.00	0.00	1,500.00	0.00
101-262-900.000	PRINTING & PUBLISHING	3,000.00	3,000.00	0.00	2,121.53	0.00	3,000.00	0.00
101-262-910.200	EDUCATION & TRAINING	300.00	300.00	0.00	0.00	0.00	300.00	0.00
101-262-934.000	OTHER REPAIRS & MAINT	400.00	400.00	0.00	0.00	0.00	400.00	0.00
101-265-706.000	SALARIES PERMANENT	42,000.00	42,000.00	2,994.03	43,787.64	2,994.03	39,005.97	7.13
101-265-706.100	SALARIES-OVERTIME	500.00	500.00	110.18	544.11	110.18	389.82	22.04
101-265-707.000	SALARIES PART-TIME	15,000.00	15,000.00	1,289.87	13,021.92	1,289.87	13,710.13	8.60
101-265-709.000	MEDICARE	1,000.00	1,000.00	56.78	747.78	56.78	943.22	5.68
101-265-709.100	SOCIAL SECURITY TAX	4,000.00	4,000.00	242.78	3,197.40	242.78	3,757.22	6.07
101-265-710.200	UNEMPLOYMENT	600.00	600.00	0.00	361.88	0.00	600.00	0.00
101-265-717.100	RETIREMENT	3,328.00	3,328.00	289.28	3,043.61	289.28	3,038.72	8.69
101-265-718.000	HEALTH INSURANCE	28,993.00	28,993.00	6,285.80	27,222.89	6,285.80	22,707.20	21.68
101-265-724.000	LIFE & DISABILITY INSURANCE	1,700.00	1,700.00	143.08	1,614.52	143.08	1,556.92	8.42
101-265-724.200	WORKER'S COMPENSATION INS	2,000.00	2,000.00	0.00	1,090.66	0.00	2,000.00	0.00
101-265-752.200	OFFICE SUPPLIES	5,000.00	5,000.00	79.90	4,573.09	79.90	4,920.10	1.60
101-265-756.000	OPERATING SUPPLIES	4,000.00	4,000.00	217.24	4,008.31	217.24	3,782.76	5.43
101-265-759.200	GASOLINE	300.00	300.00	2.86	275.10	2.86	297.14	0.95
101-265-801.200	PROFESSIONAL & CONTRACTUAL	40,000.00	40,000.00	5,579.40	18,696.73	5,579.40	34,420.60	13.95
101-265-801.300	PROFESSIONAL & CONTRACTUAL	0.00	0.00	0.00	25,987.59	0.00	0.00	0.00
101-265-807.000	AUDIT	3,680.00	3,680.00	0.00	3,680.00	0.00	3,680.00	0.00
101-265-831.000	MEMBERSHIPS & DUES	10,000.00	10,000.00	0.00	9,277.09	0.00	10,000.00	0.00
101-265-851.200	POSTAGE	5,000.00	5,000.00	1,020.99	4,062.97	1,020.99	3,979.01	20.42
101-265-854.100	WEBSITE	6,000.00	6,000.00	2,241.00	4,472.16	2,241.00	3,759.00	37.35
101-265-854.200	SOFTWARE EXPENSE	22,000.00	22,000.00	0.00	27,324.37	0.00	22,000.00	0.00
101-265-854.300	IT HARDWARE & EQUIPMENT	6,000.00	6,000.00	0.00	5,127.95	0.00	6,000.00	0.00
101-265-900.000	PRINTING & PUBLISHING	6,000.00	6,000.00	0.00	4,025.49	0.00	6,000.00	0.00
101-265-924.200	UTILITIES	15,000.00	15,000.00	765.35	14,011.95	765.35	14,234.65	5.10
101-265-930.300	BUILDING REPAIR & MAINTENANCE	20,000.00	20,000.00	2,255.34	19,961.51	2,255.34	17,744.66	11.28
101-265-930.400	GROUNDS REPAIR & MAINTENANCE	5,000.00	5,000.00	0.00	1,926.67	0.00	5,000.00	0.00
101-265-933.000	TECH SUPPORT/MAINTENANCE	44,000.00	44,000.00	0.00	37,300.00	0.00	44,000.00	0.00
101-265-934.000	OTHER REPAIRS & MAINT	5,000.00	5,000.00	0.00	2,811.09	0.00	5,000.00	0.00
101-265-935.100	FIRE INSURANCE	5,000.00	5,000.00	0.00	5,786.34	0.00	5,000.00	0.00
101-265-935.300	LIABILITY INSURANCE	9,000.00	9,000.00	0.00	9,978.68	0.00	9,000.00	0.00
101-265-940.900	EQUIPMENT RENTAL	5,000.00	5,000.00	180.00	3,237.18	180.00	4,820.00	3.60
101-265-946.300	ENGINEERING	40,000.00	40,000.00	0.00	69,584.76	0.00	40,000.00	0.00
101-265-955.850	MISCELLANEOUS	14,000.00	14,000.00	9.14	14,705.00	9.14	13,990.86	0.07
101-265-956.200	REFUNDS	2,500.00	2,500.00	0.00	2,956.43	0.00	2,500.00	0.00
101-265-963.000	BANK FEES	12,000.00	12,000.00	0.00	11,855.47	0.00	12,000.00	0.00
101-265-970.110	MISCELLANEOUS PROJECT COST	8,000.00	8,000.00	0.00	7,299.56	0.00	8,000.00	0.00
101-265-970.210	EQUIPMENT	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
101-266-826.100	LABOR MATTERS	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00
101-266-826.300	COURT/ORDINANCE	40,000.00	40,000.00	0.00	11,010.37	0.00	40,000.00	0.00
101-266-826.400	OTHER LEGAL MATTERS	40,000.00	40,000.00	0.00	19,661.48	0.00	40,000.00	0.00
101-266-826.500	FOIA	1,500.00	1,500.00	0.00	1,187.00	0.00	1,500.00	0.00
101-301-705.000	SALARIES SUPERVISION	87,833.00	87,833.00	5,540.25	85,379.29	5,540.25	82,292.75	6.31
101-301-706.000	SALARIES PERMANENT	411,000.00	411,000.00	27,055.81	436,318.33	27,055.81	383,944.19	6.58
101-301-706.400	SALARIES--PARKING ENF	3,000.00	3,000.00	436.49	3,029.55	436.49	2,563.51	14.55
101-301-707.000	SALARIES PART-TIME	58,000.00	58,000.00	6,767.48	44,030.46	6,767.48	51,232.52	11.67

PERIOD ENDING 07/31/2022

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GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE 07/31/2022	END BALANCE 06/30/2022	ACTIVITY FOR MONTH 07/31/22	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET					
Fund 101 - GENERAL FUND								
Expenditures								
101-301-709.000	MEDICARE	8,730.00	8,730.00	589.18	8,638.69	589.18	8,140.82	6.75
101-301-709.100	SOCIAL SECURITY TAX	37,500.00	37,500.00	2,519.28	36,937.95	2,519.28	34,980.72	6.72
101-301-710.200	UNEMPLOYMENT	2,600.00	2,600.00	0.00	2,378.27	0.00	2,600.00	0.00
101-301-713.100	SALARIES-OVERTIME	45,000.00	45,000.00	2,876.98	56,606.70	2,876.98	42,123.02	6.39
101-301-717.100	RETIREMENT	48,125.00	48,125.00	3,074.40	39,626.21	3,074.40	45,050.60	6.39
101-301-718.000	HEALTH INSURANCE	121,978.00	121,978.00	23,432.52	130,273.80	23,432.52	98,545.48	19.21
101-301-724.000	LIFE & DISABILITY INSURANCE	14,517.00	14,517.00	1,374.37	15,619.15	1,374.37	13,142.63	9.47
101-301-724.200	WORKER'S COMPENSATION INS	17,842.00	17,842.00	0.00	11,091.57	0.00	17,842.00	0.00
101-301-725.000	DRUG TESTING/MEDICAL EXPENSE	4,000.00	4,000.00	0.00	840.82	0.00	4,000.00	0.00
101-301-752.200	OFFICE SUPPLIES	1,000.00	1,000.00	0.00	889.17	0.00	1,000.00	0.00
101-301-756.000	OPERATING SUPPLIES	2,000.00	2,000.00	0.00	1,851.54	0.00	2,000.00	0.00
101-301-759.200	GASOLINE	12,000.00	12,000.00	1,978.14	16,448.80	1,978.14	10,021.86	16.48
101-301-768.000	UNIFORMS	12,000.00	12,000.00	0.00	12,603.13	0.00	12,000.00	0.00
101-301-768.100	AMMO	3,000.00	3,000.00	0.00	2,756.79	0.00	3,000.00	0.00
101-301-770.200	EQUIPMENT/SMALL TOOLS	3,000.00	3,000.00	0.00	1,039.92	0.00	3,000.00	0.00
101-301-801.200	PROFESSIONAL & CONTRACTUAL	5,000.00	5,000.00	0.00	7,974.60	0.00	5,000.00	0.00
101-301-831.000	MEMBERSHIPS & DUES	650.00	650.00	0.00	674.00	0.00	650.00	0.00
101-301-850.200	TELEPHONE	6,000.00	6,000.00	170.92	4,527.91	170.92	5,829.08	2.85
101-301-851.200	POSTAGE	150.00	150.00	0.00	411.78	0.00	150.00	0.00
101-301-900.000	PRINTING & PUBLISHING	1,200.00	1,200.00	35.02	1,355.31	35.02	1,164.98	2.92
101-301-910.200	EDUCATION & TRAINING	5,000.00	5,000.00	0.00	2,956.62	0.00	5,000.00	0.00
101-301-924.200	UTILITIES	12,000.00	12,000.00	496.54	12,652.31	496.54	11,503.46	4.14
101-301-930.300	BUILDING REPAIR & MAINTENANCE	10,000.00	10,000.00	223.14	11,995.62	223.14	9,776.86	2.23
101-301-931.700	EQUIPMENT MAINT--PARKING SYSTE	2,050.00	2,050.00	2,025.00	2,039.98	2,025.00	25.00	98.78
101-301-931.800	EQUIPMENT & MAINTENANCE	5,000.00	5,000.00	0.00	4,263.05	0.00	5,000.00	0.00
101-301-932.900	VEHICLE REPAIR & MAINTENANCE	7,000.00	7,000.00	943.73	8,537.41	943.73	6,056.27	13.48
101-301-934.000	OTHER REPAIRS & MAINT	1,500.00	1,500.00	0.00	1,392.03	0.00	1,500.00	0.00
101-301-934.400	RADIO/VIDEO MAINTENANCE	5,000.00	5,000.00	565.29	2,675.35	565.29	4,434.71	11.31
101-301-935.200	VEHICLE INSURANCE	8,000.00	8,000.00	0.00	11,760.50	0.00	8,000.00	0.00
101-301-935.300	LIABILITY INSURANCE	55,000.00	55,000.00	0.00	68,949.41	0.00	55,000.00	0.00
101-301-940.900	EQUIPMENT RENTAL	800.00	800.00	67.36	1,998.62	67.36	732.64	8.42
101-301-979.000	EQUIPMENT	20,000.00	20,000.00	0.00	22,796.88	0.00	20,000.00	0.00
101-301-983.000	VEHICLE LEASES	16,619.00	16,619.00	558.97	6,707.64	558.97	16,060.03	3.36
101-336-704.000	VOLUNTEER SALARIES	6,000.00	6,000.00	0.00	4,111.00	0.00	6,000.00	0.00
101-336-705.000	SALARIES SUPERVISION	22,503.00	22,503.00	1,419.42	21,823.00	1,419.42	21,083.58	6.31
101-336-707.000	SALARIES PART-TIME	600.00	600.00	0.00	738.37	0.00	600.00	0.00
101-336-709.000	MEDICARE	450.00	450.00	20.58	386.71	20.58	429.42	4.57
101-336-709.100	SOCIAL SECURITY TAX	1,705.00	1,705.00	88.01	1,398.69	88.01	1,616.99	5.16
101-336-710.200	UNEMPLOYMENT	375.00	375.00	0.00	104.51	0.00	375.00	0.00
101-336-724.000	LIFE & DISABILITY INSURANCE	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
101-336-724.200	WORKER'S COMPENSATION INS	2,600.00	2,600.00	0.00	1,679.34	0.00	2,600.00	0.00
101-336-752.200	OFFICE SUPPLIES	300.00	300.00	0.00	113.18	0.00	300.00	0.00
101-336-756.000	OPERATING SUPPLIES	500.00	500.00	16.49	736.20	16.49	483.51	3.30
101-336-759.200	GASOLINE	1,000.00	1,000.00	126.85	620.26	126.85	873.15	12.69
101-336-768.000	UNIFORMS	500.00	500.00	0.00	394.91	0.00	500.00	0.00
101-336-770.200	EQUIPMENT/SMALL TOOLS	500.00	500.00	0.00	295.99	0.00	500.00	0.00
101-336-801.200	PROFESSIONAL & CONTRACTUAL	60,000.00	60,000.00	5,000.00	38,000.00	5,000.00	55,000.00	8.33
101-336-831.000	MEMBERSHIPS & DUES	150.00	150.00	0.00	75.00	0.00	150.00	0.00
101-336-850.200	TELEPHONE	800.00	800.00	50.00	600.00	50.00	750.00	6.25
101-336-851.200	POSTAGE	500.00	500.00	0.00	0.00	0.00	500.00	0.00
101-336-900.000	PRINTING & PUBLISHING	500.00	500.00	0.00	509.00	0.00	500.00	0.00
101-336-910.200	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	200.00	0.00	2,000.00	0.00
101-336-924.200	UTILITIES	11,000.00	11,000.00	304.82	11,236.05	304.82	10,695.18	2.77
101-336-930.300	BUILDING REPAIR & MAINTENANCE	5,000.00	5,000.00	1,382.56	4,911.15	1,382.56	3,617.44	27.65

PERIOD ENDING 07/31/2022

% Fiscal Year Completed: 8.49

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

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE 07/31/2022	END BALANCE 06/30/2022	ACTIVITY FOR MONTH 07/31/22	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET					
Fund 101 - GENERAL FUND								
Expenditures								
101-336-930.400	GROUNDS REPAIR & MAINTENANCE	1,000.00	1,000.00	274.50	0.00	274.50	725.50	27.45
101-336-931.800	EQUIPMENT & MAINTENANCE	8,500.00	8,500.00	569.36	6,243.40	569.36	7,930.64	6.70
101-336-932.900	VEHICLE REPAIR & MAINTENANCE	5,000.00	5,000.00	0.00	1,261.83	0.00	5,000.00	0.00
101-336-934.000	OTHER REPAIRS & MAINT	500.00	500.00	0.00	0.00	0.00	500.00	0.00
101-336-934.400	RADIO/VIDEO MAINTENANCE	3,000.00	3,000.00	0.00	256.00	0.00	3,000.00	0.00
101-336-935.200	VEHICLE INSURANCE	17,000.00	17,000.00	0.00	23,814.50	0.00	17,000.00	0.00
101-336-955.850	MISCELLANEOUS	100.00	100.00	0.00	89.87	0.00	100.00	0.00
101-336-979.000	EQUIPMENT	6,000.00	6,000.00	3,815.25	4,054.41	3,815.25	2,184.75	63.59
101-336-979.100	GEAR	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00
101-371-706.000	SALARIES PERMANENT	43,042.00	43,042.00	2,714.52	41,940.20	2,714.52	40,327.48	6.31
101-371-709.000	MEDICARE	624.00	624.00	36.92	574.51	36.92	587.08	5.92
101-371-709.100	SOCIAL SECURITY TAX	2,669.00	2,669.00	157.88	2,456.55	157.88	2,511.12	5.92
101-371-714.000	MEDICARE	588.00	588.00	0.00	0.00	0.00	588.00	0.00
101-371-715.000	SOCIAL SECURITY TAX	2,515.00	2,515.00	0.00	0.00	0.00	2,515.00	0.00
101-371-716.000	HEALTH INSURANCE	10,173.00	10,173.00	1,638.08	10,451.50	1,638.08	8,534.92	16.10
101-371-717.000	LIFE & DISABILITY INSURANCE	1,720.00	1,720.00	143.37	1,717.44	143.37	1,576.63	8.34
101-371-718.000	RETIREMENT	3,445.00	3,445.00	264.83	3,467.78	264.83	3,180.17	7.69
101-371-721.000	UNEMPLOYMENT COMPENSATION	100.00	100.00	0.00	187.97	0.00	100.00	0.00
101-371-751.000	GAS & OIL	800.00	800.00	2.86	395.94	2.86	797.14	0.36
101-371-752.200	OFFICE SUPPLIES	750.00	750.00	0.00	317.16	0.00	750.00	0.00
101-371-756.000	OPERATING SUPPLIES	500.00	500.00	0.00	63.50	0.00	500.00	0.00
101-371-801.200	PROFESSIONAL & CONTRACTUAL	500.00	500.00	0.00	0.00	0.00	500.00	0.00
101-371-820.000	BUILDING INSPECTION FEES	52,000.00	52,000.00	5,507.10	43,495.78	5,507.10	46,492.90	10.59
101-371-820.100	MECHANICAL INSPECTIONS FEES	17,000.00	17,000.00	2,807.55	15,234.75	2,807.55	14,192.45	16.52
101-371-820.200	ELECTRICAL INSPECTION FEE	15,000.00	15,000.00	2,533.50	11,396.70	2,533.50	12,466.50	16.89
101-371-820.300	PLUMBING INSPECTION FEES	7,000.00	7,000.00	641.70	6,281.10	641.70	6,358.30	9.17
101-371-820.400	RENTAL INSPECTIONS	45,000.00	45,000.00	2,475.00	26,745.51	2,475.00	42,525.00	5.50
101-371-850.200	TELEPHONE	1,000.00	1,000.00	0.00	550.19	0.00	1,000.00	0.00
101-371-854.200	SOFTWARE EXPENSE	2,500.00	2,500.00	15,753.33	858.21	15,753.33	(13,253.33)	630.13
101-371-900.000	PRINTING & PUBLISHING	500.00	500.00	43.44	0.00	43.44	456.56	8.69
101-371-903.100	PRINTING & PUBLISHING--SHORT T	500.00	500.00	0.00	334.00	0.00	500.00	0.00
101-371-910.200	EDUCATION & TRAINING	4,000.00	4,000.00	0.00	1,000.00	0.00	4,000.00	0.00
101-371-934.000	OTHER REPAIRS & MAINT	300.00	300.00	0.00	33.43	0.00	300.00	0.00
101-371-935.200	VEHICLE INSURANCE	950.00	950.00	0.00	1,123.99	0.00	950.00	0.00
101-371-956.200	REFUNDS	0.00	0.00	0.00	100.00	0.00	0.00	0.00
101-371-979.000	EQUIPMENT	500.00	500.00	0.00	0.00	0.00	500.00	0.00
101-371-983.000	VEHICLE LEASES	5,186.00	5,186.00	437.06	5,255.70	437.06	4,748.94	8.43
101-446-705.000	SALARIES SUPERVISION	35,020.00	35,020.00	2,055.85	29,628.19	2,055.85	32,964.15	5.87
101-446-706.000	SALARIES PERMANENT	89,196.00	89,196.00	3,110.99	43,847.82	3,110.99	86,085.01	3.49
101-446-709.000	MEDICARE	2,708.00	2,708.00	89.07	1,297.46	89.07	2,618.93	3.29
101-446-709.100	SOCIAL SECURITY TAX	11,579.00	11,579.00	380.89	5,547.81	380.89	11,198.11	3.29
101-446-710.200	UNEMPLOYMENT	1,135.00	1,135.00	0.00	738.19	0.00	1,135.00	0.00
101-446-713.100	SALARIES-OVERTIME	15,000.00	15,000.00	751.07	14,759.45	751.07	14,248.93	5.01
101-446-717.100	RETIREMENT	21,945.00	21,945.00	1,376.38	17,403.77	1,376.38	20,568.62	6.27
101-446-718.000	HEALTH INSURANCE	91,788.00	91,788.00	6,948.52	63,770.75	6,948.52	84,839.48	7.57
101-446-724.000	LIFE & DISABILITY INSURANCE	10,834.00	10,834.00	724.12	8,121.62	724.12	10,109.88	6.68
101-446-724.200	WORKER'S COMPENSATION INS	18,669.00	18,669.00	0.00	12,135.74	0.00	18,669.00	0.00
101-446-726.000	STIPENDS	500.00	500.00	600.00	491.72	600.00	(100.00)	120.00
101-446-752.200	OFFICE SUPPLIES	600.00	600.00	0.00	775.98	0.00	600.00	0.00
101-446-756.000	OPERATING SUPPLIES	8,200.00	8,200.00	767.25	8,314.63	767.25	7,432.75	9.36
101-446-759.200	GASOLINE	2,000.00	2,000.00	134.18	1,567.20	134.18	1,865.82	6.71
101-446-768.000	UNIFORMS	2,000.00	2,000.00	96.54	2,902.05	96.54	1,903.46	4.83
101-446-770.200	EQUIPMENT/SMALL TOOLS	6,500.00	6,500.00	1,351.30	10,004.79	1,351.30	5,148.70	20.79
101-446-801.200	PROFESSIONAL & CONTRACTUAL	18,000.00	18,000.00	1,207.00	8,004.60	1,207.00	16,793.00	6.71

PERIOD ENDING 07/31/2022

% Fiscal Year Completed: 8.49

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GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE 07/31/2022	END BALANCE 06/30/2022	ACTIVITY FOR MONTH 07/31/22	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET					
Fund 101 - GENERAL FUND								
Expenditures								
101-446-831.000	MEMBERSHIPS & DUES	1,200.00	1,200.00	0.00	1,011.94	0.00	1,200.00	0.00
101-446-850.200	TELEPHONE	1,300.00	1,300.00	86.24	1,146.05	86.24	1,213.76	6.63
101-446-900.000	PRINTING & PUBLISHING	500.00	500.00	0.00	264.00	0.00	500.00	0.00
101-446-910.200	EDUCATION & TRAINING	2,000.00	2,000.00	1,109.00	0.00	1,109.00	891.00	55.45
101-446-924.200	UTILITIES	18,000.00	18,000.00	1,587.76	14,210.92	1,587.76	16,412.24	8.82
101-446-930.300	BUILDING REPAIR & MAINTENANCE	7,000.00	7,000.00	1,325.34	6,259.00	1,325.34	5,674.66	18.93
101-446-930.400	GROUNDS REPAIR & MAINTENANCE	22,000.00	22,000.00	3,841.28	16,292.04	3,841.28	18,158.72	17.46
101-446-931.800	EQUIPMENT & MAINTENANCE	16,000.00	16,000.00	40.05	14,118.94	40.05	15,959.95	0.25
101-446-932.900	VEHICLE REPAIR & MAINTENANCE	12,000.00	12,000.00	838.16	21,211.47	838.16	11,161.84	6.98
101-446-934.100	STORM SEWER REPAIR & MAINT	75,000.00	75,000.00	0.00	58,000.00	0.00	75,000.00	0.00
101-446-934.220	TREE REMOVALS	36,000.00	36,000.00	0.00	9,700.00	0.00	36,000.00	0.00
101-446-935.200	VEHICLE INSURANCE	5,000.00	5,000.00	0.00	7,867.60	0.00	5,000.00	0.00
101-446-940.900	EQUIPMENT RENTAL	4,000.00	4,000.00	0.00	1,454.75	0.00	4,000.00	0.00
101-446-983.000	VEHICLE LEASES	25,000.00	25,000.00	1,158.55	17,654.13	1,158.55	23,841.45	4.63
101-448-926.000	STREET LIGHTING	30,000.00	30,000.00	94.42	23,087.15	94.42	29,905.58	0.31
101-528-801.200	PROFESSIONAL & CONTRACTUAL	265,000.00	265,000.00	42,616.56	283,719.64	42,616.56	222,383.44	16.08
101-567-995.900	CONTRIBUTIONS TO OTHERS	30,000.00	30,000.00	3,000.00	30,000.00	3,000.00	27,000.00	10.00
101-651-801.200	PROFESSIONAL & CONTRACTUAL	115,857.00	115,857.00	9,654.75	112,886.36	9,654.75	106,202.25	8.33
101-701-801.200	PROFESSIONAL & CONTRACTUAL	2,500.00	2,500.00	0.00	921.00	0.00	2,500.00	0.00
101-701-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	0.00	3,308.33	0.00	2,000.00	0.00
101-701-910.200	EDUCATION & TRAINING	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00	0.00
101-702-801.200	PROFESSIONAL & CONTRACTUAL	10,000.00	10,000.00	2,102.33	51,913.09	2,102.33	7,897.67	21.02
101-702-900.000	PRINTING & PUBLISHING	3,000.00	3,000.00	0.00	3,931.09	0.00	3,000.00	0.00
101-702-910.200	EDUCATION & TRAINING	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00
101-722-910.200	EDUCATION & TRAINING	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00
101-872-962.000	MISCELLANEOUS	0.00	0.00	0.00	4.63	0.00	0.00	0.00
101-965-995.130	TRANSFER TO DEBT SERVICE	125,833.00	125,833.00	0.00	126,716.00	0.00	125,833.00	0.00
101-965-995.208	TRANSFER TO PARK	135,000.00	135,000.00	0.00	100,000.00	0.00	135,000.00	0.00
101-965-995.402	TRANSFER TO EQUIP PURCHASE	40,000.00	40,000.00	0.00	40,000.00	0.00	40,000.00	0.00
101-965-999.000	TRANSFERS OUT	0.00	0.00	0.00	110,505.00	0.00	0.00	0.00
TOTAL EXPENDITURES		3,696,051.00	3,696,051.00	265,500.85	3,518,313.08	265,500.85	3,430,550.15	7.18
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		3,513,588.00	3,513,588.00	2,848,230.22	3,757,892.67	2,848,230.22	665,357.78	81.06
TOTAL EXPENDITURES		3,696,051.00	3,696,051.00	265,500.85	3,518,313.08	265,500.85	3,430,550.15	7.18
NET OF REVENUES & EXPENDITURES		(182,463.00)	(182,463.00)	2,582,729.37	239,579.59	2,582,729.37	(2,765,192.37)	1,415.48
Fund 105 - PNBALRSB								
Revenues								
105-000-569.900	GRANTS	519,000.00	519,000.00	0.00	0.00	0.00	519,000.00	0.00
105-000-581.740	LRSB DISBURSEMENTS	300,000.00	300,000.00	0.00	306,850.38	0.00	300,000.00	0.00
105-000-665.000	INTEREST EARNED	0.00	0.00	0.00	0.12	0.00	0.00	0.00
TOTAL REVENUES		819,000.00	819,000.00	0.00	306,850.50	0.00	819,000.00	0.00
Expenditures								
105-000-807.000	AUDIT	2,920.00	2,920.00	0.00	2,920.00	0.00	2,920.00	0.00
105-670-970.000	CAPITAL IMPROVEMENTS	1,121,227.00	1,121,227.00	0.00	315,989.86	0.00	1,121,227.00	0.00

PERIOD ENDING 07/31/2022

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GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE 07/31/2022	END BALANCE 06/30/2022	ACTIVITY FOR MONTH 07/31/22	AVAILABLE BALANCE	% BGD USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET					
Fund 105 - PNBALRSB								
Expenditures								
105-670-970.110	CAPITAL PROJECTS	0.00	0.00	0.00	12,673.75	0.00	0.00	0.00
105-670-995.402	TRANSFER TO EQUIP PURCHASE	40,000.00	40,000.00	0.00	40,000.00	0.00	40,000.00	0.00
105-670-999.100	TRANSFER TO WATER	0.00	0.00	0.00	51,520.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,164,147.00	1,164,147.00	0.00	423,103.61	0.00	1,164,147.00	0.00
Fund 105 - PNBALRSB:								
TOTAL REVENUES		819,000.00	819,000.00	0.00	306,850.50	0.00	819,000.00	0.00
TOTAL EXPENDITURES		1,164,147.00	1,164,147.00	0.00	423,103.61	0.00	1,164,147.00	0.00
NET OF REVENUES & EXPENDITURES		(345,147.00)	(345,147.00)	0.00	(116,253.11)	0.00	(345,147.00)	0.00
Fund 202 - MAJOR STREET FUND								
Revenues								
202-000-546.000	MOTOR VEHICLE FUND TAX	200,000.00	200,000.00	0.00	216,642.50	0.00	200,000.00	0.00
202-000-665.000	INTEREST EARNED	100.00	100.00	104.13	1,105.14	104.13	(4.13)	104.13
TOTAL REVENUES		200,100.00	200,100.00	104.13	217,747.64	104.13	199,995.87	0.05
Expenditures								
202-463-705.000	SALARIES SUPERVISION	6,500.00	6,500.00	186.88	5,080.07	186.88	6,313.12	2.88
202-463-706.000	SALARIES PERMANENT	25,806.00	25,806.00	1,814.74	25,578.08	1,814.74	23,991.26	7.03
202-463-709.000	MEDICARE	525.00	525.00	26.59	409.18	26.59	498.41	5.06
202-463-709.100	SOCIAL SECURITY TAX	1,850.00	1,850.00	113.65	1,749.45	113.65	1,736.35	6.14
202-463-756.000	OPERATING SUPPLIES	6,800.00	6,800.00	0.00	1,138.23	0.00	6,800.00	0.00
202-463-759.200	GASOLINE	7,500.00	7,500.00	984.94	10,734.84	984.94	6,515.06	13.13
202-463-770.200	EQUIPMENT/SMALL TOOLS	1,800.00	1,800.00	0.00	0.00	0.00	1,800.00	0.00
202-463-801.200	PROFESSIONAL & CONTRACTUAL	25,000.00	25,000.00	0.00	7,963.96	0.00	25,000.00	0.00
202-463-931.800	EQUIPMENT & MAINTENANCE	4,500.00	4,500.00	2,415.61	3,244.00	2,415.61	2,084.39	53.68
202-463-932.900	VEHICLE REPAIR & MAINTENANCE	2,000.00	2,000.00	0.00	917.08	0.00	2,000.00	0.00
202-463-967.100	TOOLS & EQUIP	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00
202-474-705.000	SALARIES SUPERVISION	6,500.00	6,500.00	186.89	5,079.68	186.89	6,313.11	2.88
202-474-706.000	SALARIES PERMANENT	25,806.00	25,806.00	1,814.71	25,577.74	1,814.71	23,991.29	7.03
202-474-709.000	MEDICARE	525.00	525.00	26.57	408.99	26.57	498.43	5.06
202-474-709.100	SOCIAL SECURITY TAX	1,850.00	1,850.00	113.65	1,749.30	113.65	1,736.35	6.14
202-474-756.000	OPERATING SUPPLIES	4,500.00	4,500.00	0.00	2,190.00	0.00	4,500.00	0.00
202-474-784.000	OPER SUPP SNOW & ICE	28,000.00	28,000.00	0.00	7,277.29	0.00	28,000.00	0.00
202-474-801.200	PROFESSIONAL & CONTRACTUAL	20,000.00	20,000.00	160.82	7,525.35	160.82	19,839.18	0.80
202-474-931.800	EQUIPMENT & MAINTENANCE	5,000.00	5,000.00	0.00	2,704.58	0.00	5,000.00	0.00
202-482-705.000	SALARIES SUPERVISION	5,000.00	5,000.00	274.38	4,304.63	274.38	4,725.62	5.49
202-482-709.000	MEDICARE	75.00	75.00	3.79	59.82	3.79	71.21	5.05
202-482-709.100	SOCIAL SECURITY TAX	300.00	300.00	16.20	255.69	16.20	283.80	5.40
202-482-807.000	AUDIT	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
202-482-955.850	MISCELLANEOUS	500.00	500.00	0.00	10,167.72	0.00	500.00	0.00
202-483-801.200	PROFESSIONAL & CONTRACTUAL	15,000.00	15,000.00	0.00	4,100.00	0.00	15,000.00	0.00
TOTAL EXPENDITURES		197,837.00	197,837.00	8,139.42	129,215.68	8,139.42	189,697.58	4.11



PERIOD ENDING 07/31/2022

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GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE 07/31/2022	END BALANCE 06/30/2022	ACTIVITY FOR MONTH 07/31/22	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET					
Fund 202 - MAJOR STREET FUND								
Fund 202 - MAJOR STREET FUND:								
TOTAL REVENUES		200,100.00	200,100.00	104.13	217,747.64	104.13	199,995.87	0.05
TOTAL EXPENDITURES		197,837.00	197,837.00	8,139.42	129,215.68	8,139.42	189,697.58	4.11
NET OF REVENUES & EXPENDITURES		2,263.00	2,263.00	(8,035.29)	88,531.96	(8,035.29)	10,298.29	355.07
Fund 203 - LOCAL STREET FUND								
Revenues								
203-000-546.000	MOTOR VEHICLE FUND TAX	100,000.00	100,000.00	0.00	110,680.15	0.00	100,000.00	0.00
203-000-578.000	STATE REVENUE METRO ACT	10,000.00	10,000.00	0.00	11,440.16	0.00	10,000.00	0.00
203-000-665.000	INTEREST EARNED	150.00	150.00	106.51	713.47	106.51	43.49	71.01
TOTAL REVENUES		110,150.00	110,150.00	106.51	122,833.78	106.51	110,043.49	0.10
Expenditures								
203-463-705.000	SALARIES SUPERVISION	6,500.00	6,500.00	186.87	5,079.84	186.87	6,313.13	2.87
203-463-706.000	SALARIES PERMANENT	12,000.00	12,000.00	777.80	10,961.48	777.80	11,222.20	6.48
203-463-709.000	MEDICARE	300.00	300.00	12.91	216.51	12.91	287.09	4.30
203-463-709.100	SOCIAL SECURITY TAX	1,000.00	1,000.00	55.15	925.59	55.15	944.85	5.52
203-463-756.000	OPERATING SUPPLIES	4,000.00	4,000.00	0.00	1,138.24	0.00	4,000.00	0.00
203-463-759.200	GASOLINE	2,200.00	2,200.00	196.99	3,061.62	196.99	2,003.01	8.95
203-463-770.200	EQUIPMENT/SMALL TOOLS	1,800.00	1,800.00	0.00	0.00	0.00	1,800.00	0.00
203-463-801.200	PROFESSIONAL & CONTRACTUAL	7,000.00	7,000.00	0.00	120.00	0.00	7,000.00	0.00
203-463-931.800	EQUIPMENT & MAINTENANCE	5,000.00	5,000.00	1,610.40	2,605.83	1,610.40	3,389.60	32.21
203-463-932.900	VEHICLE REPAIR & MAINTENANCE	1,500.00	1,500.00	0.00	2,312.20	0.00	1,500.00	0.00
203-463-967.100	TOOLS & EQUIP	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00
203-474-705.000	SALARIES SUPERVISION	6,500.00	6,500.00	186.87	5,080.33	186.87	6,313.13	2.87
203-474-706.000	SALARIES PERMANENT	12,000.00	12,000.00	777.78	10,961.52	777.78	11,222.22	6.48
203-474-709.000	MEDICARE	300.00	300.00	12.91	216.60	12.91	287.09	4.30
203-474-709.100	SOCIAL SECURITY TAX	1,000.00	1,000.00	55.16	925.73	55.16	944.84	5.52
203-474-756.000	MISC SUPPLIES	2,000.00	2,000.00	0.00	1,710.00	0.00	2,000.00	0.00
203-474-784.000	OPER SUPP SNOW & ICE	20,000.00	20,000.00	0.00	7,277.31	0.00	20,000.00	0.00
203-482-705.000	SALARIES SUPERVISION	2,700.00	2,700.00	164.62	2,582.94	164.62	2,535.38	6.10
203-482-709.000	MEDICARE	50.00	50.00	2.27	35.95	2.27	47.73	4.54
203-482-709.100	SOCIAL SECURITY TAX	200.00	200.00	9.71	153.48	9.71	190.29	4.86
203-482-807.000	AUDIT	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
203-482-955.850	MISCELLANEOUS	500.00	500.00	0.00	5,971.51	0.00	500.00	0.00
TOTAL EXPENDITURES		89,050.00	89,050.00	4,049.44	62,336.68	4,049.44	85,000.56	4.55
Fund 203 - LOCAL STREET FUND:								
TOTAL REVENUES		110,150.00	110,150.00	106.51	122,833.78	106.51	110,043.49	0.10
TOTAL EXPENDITURES		89,050.00	89,050.00	4,049.44	62,336.68	4,049.44	85,000.56	4.55
NET OF REVENUES & EXPENDITURES		21,100.00	21,100.00	(3,942.93)	60,497.10	(3,942.93)	25,042.93	18.69
Fund 204 - MUNICIPAL STREET FUND								
Revenues								
204-000-404.000	PROPERTY TAXES	65,216.00	65,216.00	65,201.99	62,675.21	65,201.99	14.01	99.98
204-000-445.000	PENALTY & INTEREST	200.00	200.00	0.00	138.61	0.00	200.00	0.00
204-000-665.000	INTEREST EARNED	0.00	0.00	0.00	0.12	0.00	0.00	0.00
204-000-699.000	TRANSFER FROM GENERAL	0.00	0.00	0.00	110,505.00	0.00	0.00	0.00

PERIOD ENDING 07/31/2022

% Fiscal Year Completed: 8.49

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GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE 07/31/2022	END BALANCE 06/30/2022	ACTIVITY FOR MONTH 07/31/22	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET					
Fund 204 - MUNICIPAL STREET FUND								
Revenues								
204-000-699.100	TRANSFER IN	0.00	0.00	0.00	433.01	0.00	0.00	0.00
TOTAL REVENUES		65,416.00	65,416.00	65,201.99	173,751.95	65,201.99	214.01	99.67
Expenditures								
204-970-976.200	STREET PAVING PROGRAM	0.00	0.00	0.00	160,504.30	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	160,504.30	0.00	0.00	0.00
Fund 204 - MUNICIPAL STREET FUND:								
TOTAL REVENUES		65,416.00	65,416.00	65,201.99	173,751.95	65,201.99	214.01	99.67
TOTAL EXPENDITURES		0.00	0.00	0.00	160,504.30	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		65,416.00	65,416.00	65,201.99	13,247.65	65,201.99	214.01	99.67
Fund 208 - PARK FUND								
Revenues								
208-000-653.000	CONCESSION	3,500.00	3,500.00	0.00	2,500.00	0.00	3,500.00	0.00
208-000-653.300	VENDOR PERCENTAGE OF SALES	40,000.00	40,000.00	1,824.72	38,311.87	1,824.72	38,175.28	4.56
208-000-654.000	BEACH PARKING FEES	275,000.00	275,000.00	140,590.56	367,319.65	140,590.56	134,409.44	51.12
208-000-657.000	PARKING FINES	0.00	0.00	184.00	326.00	184.00	(184.00)	100.00
208-000-665.000	INTEREST EARNED	50.00	50.00	0.00	23.82	0.00	50.00	0.00
208-000-667.100	PAVILLION RENTALS	500.00	500.00	75.00	375.00	75.00	425.00	15.00
208-000-678.000	REIMBURSEMENTS	0.00	0.00	1,922.72	2,587.11	1,922.72	(1,922.72)	100.00
208-000-691.000	MISCELLANEOUS	0.00	0.00	0.00	1,802.00	0.00	0.00	0.00
208-000-699.000	TRANSFER FROM GENERAL	135,000.00	135,000.00	0.00	100,000.00	0.00	135,000.00	0.00
TOTAL REVENUES		454,050.00	454,050.00	144,597.00	513,245.45	144,597.00	309,453.00	31.85
Expenditures								
208-691-983.000	VEHICLE LEASES	0.00	0.00	0.00	0.35	0.00	0.00	0.00
208-751-704.000	SALARIES PART-TIME	12,000.00	12,000.00	0.00	11,814.19	0.00	12,000.00	0.00
208-751-704.100	PT - LIFEGUARDS	60,000.00	60,000.00	9,650.76	31,139.84	9,650.76	50,349.24	16.08
208-751-705.000	SALARIES SUPERVISION	57,025.00	57,025.00	3,578.32	54,497.59	3,578.32	53,446.68	6.28
208-751-706.000	SALARIES PERMANENT	39,895.00	39,895.00	2,952.79	32,849.61	2,952.79	36,942.21	7.40
208-751-706.300	SALARIES-BEACH	55,000.00	55,000.00	10,142.75	30,931.36	10,142.75	44,857.25	18.44
208-751-706.400	SALARIES--PARKING ENF	10,000.00	10,000.00	872.96	2,986.16	872.96	9,127.04	8.73
208-751-709.000	MEDICARE	3,247.00	3,247.00	412.27	2,618.23	412.27	2,834.73	12.70
208-751-709.100	SOCIAL SECURITY TAX	14,688.00	14,688.00	1,762.76	10,228.79	1,762.76	12,925.24	12.00
208-751-710.200	UNEMPLOYMENT	6,000.00	6,000.00	0.00	3,101.34	0.00	6,000.00	0.00
208-751-713.100	SALARIES-OVERTIME	2,000.00	2,000.00	1,573.51	1,232.15	1,573.51	426.49	78.68
208-751-717.100	RETIREMENT	7,200.00	7,200.00	560.77	6,579.92	560.77	6,639.23	7.79
208-751-718.000	HEALTH INSURANCE	9,328.00	9,328.00	1,502.04	13,620.77	1,502.04	7,825.96	16.10
208-751-724.000	LIFE & DISABILITY INSURANCE	3,500.00	3,500.00	299.80	2,899.43	299.80	3,200.20	8.57
208-751-724.200	WORKER'S COMPENSATION INS	6,500.00	6,500.00	0.00	3,693.14	0.00	6,500.00	0.00
208-751-725.000	DRUG TESTING/MEDICAL EXPENSE	1,000.00	1,000.00	0.00	337.00	0.00	1,000.00	0.00
208-751-752.200	OFFICE SUPPLIES	1,200.00	1,200.00	0.00	1,094.98	0.00	1,200.00	0.00
208-751-756.000	OPERATING SUPPLIES	15,000.00	15,000.00	90.57	11,820.10	90.57	14,909.43	0.60
208-751-759.200	GASOLINE	5,000.00	5,000.00	982.29	5,287.00	982.29	4,017.71	19.65

PERIOD ENDING 07/31/2022

% Fiscal Year Completed: 8.49

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GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE 07/31/2022	END BALANCE 06/30/2022	ACTIVITY FOR MONTH 07/31/22	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET					
Fund 208 - PARK FUND								
Expenditures								
208-751-768.000	UNIFORMS	4,000.00	4,000.00	0.00	3,682.87	0.00	4,000.00	0.00
208-751-770.200	EQUIPMENT/SMALL TOOLS	5,500.00	5,500.00	732.11	7,137.49	732.11	4,767.89	13.31
208-751-801.200	PROFESSIONAL & CONTRACTUAL	25,000.00	25,000.00	5,308.00	31,004.00	5,308.00	19,692.00	21.23
208-751-807.000	AUDIT	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
208-751-831.000	MEMBERSHIPS & DUES	400.00	400.00	0.00	0.00	0.00	400.00	0.00
208-751-850.200	TELEPHONE	2,500.00	2,500.00	122.48	2,451.05	122.48	2,377.52	4.90
208-751-854.200	SOFTWARE EXPENSE	2,050.00	2,050.00	0.00	0.00	0.00	2,050.00	0.00
208-751-900.000	PRINTING & PUBLISHING	3,000.00	3,000.00	0.00	5,195.27	0.00	3,000.00	0.00
208-751-910.200	EDUCATION & TRAINING	500.00	500.00	0.00	350.00	0.00	500.00	0.00
208-751-924.200	UTILITIES	35,000.00	35,000.00	4,404.46	29,157.06	4,404.46	30,595.54	12.58
208-751-930.300	BUILDING REPAIR & MAINTENANCE	20,000.00	20,000.00	2,063.05	13,998.28	2,063.05	17,936.95	10.32
208-751-930.500	GROUNDS REPAIR & MAINT	25,000.00	25,000.00	2,514.63	23,146.72	2,514.63	22,485.37	10.06
208-751-931.700	EQUIPMENT MAINT--PARKING SYSTE	7,000.00	7,000.00	2,025.00	5,580.00	2,025.00	4,975.00	28.93
208-751-931.800	EQUIPMENT & MAINTENANCE	8,000.00	8,000.00	441.32	15,474.02	441.32	7,558.68	5.52
208-751-932.900	VEHICLE REPAIR & MAINTENANCE	3,000.00	3,000.00	264.96	8,591.66	264.96	2,735.04	8.83
208-751-935.100	FIRE INSURANCE	1,800.00	1,800.00	0.00	2,515.80	0.00	1,800.00	0.00
208-751-935.200	VEHICLE INSURANCE	4,000.00	4,000.00	0.00	5,531.73	0.00	4,000.00	0.00
208-751-935.300	LIABILITY INSURANCE	8,000.00	8,000.00	0.00	11,087.39	0.00	8,000.00	0.00
208-751-937.700	EQUIPMENT LEASES	0.00	0.00	0.00	21.68	0.00	0.00	0.00
208-751-940.900	EQUIPMENT RENTAL	1,000.00	1,000.00	0.00	300.00	0.00	1,000.00	0.00
208-751-946.200	ENGINEERING	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
208-751-956.200	REFUNDS	400.00	400.00	0.00	0.00	0.00	400.00	0.00
208-751-963.000	BANK FEES	12,000.00	12,000.00	0.00	10,728.67	0.00	12,000.00	0.00
208-751-967.000	MISC PROJECTS	6,000.00	6,000.00	0.00	9,228.75	0.00	6,000.00	0.00
208-751-970.000	CAPITAL IMPROVEMENTS	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	0.00
208-751-979.000	EQUIPMENT	4,000.00	4,000.00	0.00	654.37	0.00	4,000.00	0.00
208-751-979.200	LIFEGUARD EQUIPMENT	2,200.00	2,200.00	0.00	1,385.27	0.00	2,200.00	0.00
208-751-979.300	LIFEGUARD RECRUITMENT & TRAINI	4,300.00	4,300.00	0.00	1,777.38	0.00	4,300.00	0.00
208-751-983.000	VEHICLE LEASES	6,200.00	6,200.00	516.26	4,933.08	516.26	5,683.74	8.33
TOTAL EXPENDITURES		508,433.00	508,433.00	52,773.86	421,664.49	52,773.86	455,659.14	10.38
Fund 208 - PARK FUND:								
TOTAL REVENUES		454,050.00	454,050.00	144,597.00	513,245.45	144,597.00	309,453.00	31.85
TOTAL EXPENDITURES		508,433.00	508,433.00	52,773.86	421,664.49	52,773.86	455,659.14	10.38
NET OF REVENUES & EXPENDITURES		(54,383.00)	(54,383.00)	91,823.14	91,580.96	91,823.14	(146,206.14)	168.85
Fund 209 - PARK IMPROVEMENT FUND								
Revenues								
209-000-404.000	PROPERTY TAXES	120,019.00	120,019.00	120,004.50	115,332.24	120,004.50	14.50	99.99
209-000-445.000	PENALTY & INTEREST	230.00	230.00	0.00	295.56	0.00	230.00	0.00
209-000-665.000	INTEREST EARNED	20.00	20.00	0.00	30.83	0.00	20.00	0.00
TOTAL REVENUES		120,269.00	120,269.00	120,004.50	115,658.63	120,004.50	264.50	99.78
Expenditures								
209-751-974.000	CAPITAL IMPROVEMENTS	0.00	0.00	21,590.00	8,629.34	21,590.00	(21,590.00)	100.00
209-751-995.500	TRANSFER TO DREDGE FUND	34,970.00	34,970.00	0.00	34,970.00	0.00	34,970.00	0.00

PERIOD ENDING 07/31/2022

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

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE	END BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET					
Fund 209 - PARK IMPROVEMENT FUND								
Expenditures								
TOTAL EXPENDITURES		34,970.00	34,970.00	21,590.00	43,599.34	21,590.00	13,380.00	61.74
Fund 209 - PARK IMPROVEMENT FUND:								
TOTAL REVENUES		120,269.00	120,269.00	120,004.50	115,658.63	120,004.50	264.50	99.78
TOTAL EXPENDITURES		34,970.00	34,970.00	21,590.00	43,599.34	21,590.00	13,380.00	61.74
NET OF REVENUES & EXPENDITURES		85,299.00	85,299.00	98,414.50	72,059.29	98,414.50	(13,115.50)	115.38
Fund 225 - DREDGE FUND								
Revenues								
225-000-589.000	CONTRIBUTIONS	34,970.00	34,970.00	0.00	(20,575.50)	0.00	34,970.00	0.00
225-000-665.000	INTEREST EARNED	150.00	150.00	130.17	208.87	130.17	19.83	86.78
225-000-699.100	TRANSFER IN	34,970.00	34,970.00	0.00	34,970.00	0.00	34,970.00	0.00
TOTAL REVENUES		70,090.00	70,090.00	130.17	14,603.37	130.17	69,959.83	0.19
Expenditures								
225-597-801.200	PROFESSIONAL & CONTRACTUAL	300,000.00	300,000.00	0.00	41,890.56	0.00	300,000.00	0.00
TOTAL EXPENDITURES		300,000.00	300,000.00	0.00	41,890.56	0.00	300,000.00	0.00
Fund 225 - DREDGE FUND:								
TOTAL REVENUES		70,090.00	70,090.00	130.17	14,603.37	130.17	69,959.83	0.19
TOTAL EXPENDITURES		300,000.00	300,000.00	0.00	41,890.56	0.00	300,000.00	0.00
NET OF REVENUES & EXPENDITURES		(229,910.00)	(229,910.00)	130.17	(27,287.19)	130.17	(230,040.17)	0.06
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY								
Revenues								
248-000-665.000	INTEREST EARNED	0.00	0.00	0.08	0.13	0.08	(0.08)	100.00
TOTAL REVENUES		0.00	0.00	0.08	0.13	0.08	(0.08)	100.00
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:								
TOTAL REVENUES		0.00	0.00	0.08	0.13	0.08	(0.08)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.08	0.13	0.08	(0.08)	100.00
Fund 265 - DRUG LAW ENFORCEMENT FUND								
Revenues								
265-000-665.000	INTEREST EARNED	0.00	0.00	0.00	0.01	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.01	0.00	0.00	0.00

PERIOD ENDING 07/31/2022

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GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE 07/31/2022	END BALANCE 06/30/2022	ACTIVITY FOR MONTH 07/31/22	AVAILABLE BALANCE	% BGD USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET					
Fund 265 - DRUG LAW ENFORCEMENT FUND								
Fund 265 - DRUG LAW ENFORCEMENT FUND:								
	TOTAL REVENUES	0.00	0.00	0.00	0.01	0.00	0.00	0.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.01	0.00	0.00	0.00
Fund 266 - CRIMINAL JUSTICE TRAINING (ACT 302)								
Revenues								
266-000-550.000	STATE REVENUE JUSTICE TRAINING	900.00	900.00	0.00	1,009.12	0.00	900.00	0.00
266-000-665.000	INTEREST EARNED	0.00	0.00	0.00	0.12	0.00	0.00	0.00
	TOTAL REVENUES	900.00	900.00	0.00	1,009.24	0.00	900.00	0.00
Expenditures								
266-000-910.900	CRIMINAL JUSTICE TRAINING	300.00	300.00	749.00	353.20	749.00	(449.00)	249.67
	TOTAL EXPENDITURES	300.00	300.00	749.00	353.20	749.00	(449.00)	249.67
Fund 266 - CRIMINAL JUSTICE TRAINING (ACT 302):								
	TOTAL REVENUES	900.00	900.00	0.00	1,009.24	0.00	900.00	0.00
	TOTAL EXPENDITURES	300.00	300.00	749.00	353.20	749.00	(449.00)	249.67
	NET OF REVENUES & EXPENDITURES	600.00	600.00	(749.00)	656.04	(749.00)	1,349.00	124.83
Fund 351 - DEBT SERVICE								
Revenues								
351-000-665.000	INTEREST EARNED	100.00	100.00	0.76	56.95	0.76	99.24	0.76
351-000-699.000	TRANSFER FROM GENERAL	125,833.00	125,833.00	0.00	126,716.00	0.00	125,833.00	0.00
351-000-699.100	TRANSFER IN FROM WATER	83,688.00	83,688.00	0.00	84,275.00	0.00	83,688.00	0.00
351-000-699.200	TRANSFER IN FROM SEWER	125,230.00	125,230.00	0.00	126,109.00	0.00	125,230.00	0.00
	TOTAL REVENUES	334,851.00	334,851.00	0.76	337,156.95	0.76	334,850.24	0.00
Expenditures								
351-906-991.100	2017 CAP IMPROV BOND PRINCIPLE	250,000.00	250,000.00	0.00	245,000.00	0.00	250,000.00	0.00
351-906-992.100	2017 CAP IMPROV BOND INTEREST	84,750.00	84,750.00	0.00	92,100.00	0.00	84,750.00	0.00
351-906-993.000	FEES	0.00	0.00	0.00	500.00	0.00	0.00	0.00
	TOTAL EXPENDITURES	334,750.00	334,750.00	0.00	337,600.00	0.00	334,750.00	0.00
Fund 351 - DEBT SERVICE:								
	TOTAL REVENUES	334,851.00	334,851.00	0.76	337,156.95	0.76	334,850.24	0.00
	TOTAL EXPENDITURES	334,750.00	334,750.00	0.00	337,600.00	0.00	334,750.00	0.00
	NET OF REVENUES & EXPENDITURES	101.00	101.00	0.76	(443.05)	0.76	100.24	0.75
Fund 402 - EQUIPMENT PURCHASE FUND								
Revenues								

PERIOD ENDING 07/31/2022

% Fiscal Year Completed: 8.49

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

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE 07/31/2022	END BALANCE 06/30/2022	ACTIVITY FOR MONTH 07/31/22	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET					
<b>Fund 402 - EQUIPMENT PURCHASE FUND</b>								
<b>Revenues</b>								
402-000-665.000	INTEREST EARNED	0.00	0.00	0.00	40.68	0.00	0.00	0.00
402-000-676.000	REIMBURSEMENTS	30,000.00	30,000.00	0.00	65,645.00	0.00	30,000.00	0.00
402-000-699.000	TRANSFER FROM GENERAL	40,000.00	40,000.00	0.00	40,000.00	0.00	40,000.00	0.00
402-000-699.300	TRANSFER FROM LRSB	40,000.00	40,000.00	0.00	40,000.00	0.00	40,000.00	0.00
<b>TOTAL REVENUES</b>		<b>110,000.00</b>	<b>110,000.00</b>	<b>0.00</b>	<b>145,685.68</b>	<b>0.00</b>	<b>110,000.00</b>	<b>0.00</b>
<b>Expenditures</b>								
402-970-981.000	POLICE VEHICLES&EQUIPMENT	19,098.00	19,098.00	20,349.98	21,362.85	20,349.98	(1,251.98)	106.56
402-970-981.200	STREET VEHICLES & EQUIPMENT	30,000.00	30,000.00	0.00	30,422.85	0.00	30,000.00	0.00
402-970-981.300	PARK VEHICLES & EQUIPMENT	0.00	0.00	7,800.00	1,429.89	7,800.00	(7,800.00)	100.00
402-970-981.500	CITY HALL EQUIPMENT	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00
<b>TOTAL EXPENDITURES</b>		<b>54,098.00</b>	<b>54,098.00</b>	<b>28,149.98</b>	<b>53,215.59</b>	<b>28,149.98</b>	<b>25,948.02</b>	<b>52.04</b>
<b>Fund 402 - EQUIPMENT PURCHASE FUND:</b>								
<b>TOTAL REVENUES</b>		<b>110,000.00</b>	<b>110,000.00</b>	<b>0.00</b>	<b>145,685.68</b>	<b>0.00</b>	<b>110,000.00</b>	<b>0.00</b>
<b>TOTAL EXPENDITURES</b>		<b>54,098.00</b>	<b>54,098.00</b>	<b>28,149.98</b>	<b>53,215.59</b>	<b>28,149.98</b>	<b>25,948.02</b>	<b>52.04</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>55,902.00</b>	<b>55,902.00</b>	<b>(28,149.98)</b>	<b>92,470.09</b>	<b>(28,149.98)</b>	<b>84,051.98</b>	<b>50.36</b>
<b>Fund 403 - CAPITAL IMPROV CONSTRUCTION</b>								
<b>Revenues</b>								
403-000-665.000	INTEREST EARNED	0.00	0.00	0.00	13.24	0.00	0.00	0.00
403-000-695.100	TRANSFER	0.00	0.00	0.00	(433.01)	0.00	0.00	0.00
<b>TOTAL REVENUES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(419.77)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Expenditures</b>								
403-970-976.200	STREET PAVING PROGRAM	0.00	0.00	0.00	58,950.40	0.00	0.00	0.00
403-970-993.000	FEES	0.00	0.00	0.00	750.00	0.00	0.00	0.00
<b>TOTAL EXPENDITURES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>59,700.40</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund 403 - CAPITAL IMPROV CONSTRUCTION:</b>								
<b>TOTAL REVENUES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(419.77)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL EXPENDITURES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>59,700.40</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(60,120.17)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund 590 - SEWER FUND</b>								
<b>Revenues</b>								
590-000-642.000	TAP IN FEES--SEWER	6,500.00	6,500.00	6,355.56	7,867.33	6,355.56	144.44	97.78
590-000-642.100	TAP BUY INS--SEWER	7,000.00	7,000.00	17,611.00	17,610.00	17,611.00	(10,611.00)	251.59
590-000-642.300	INSPECTION FEES--SEWER	500.00	500.00	237.00	474.00	237.00	263.00	47.40
590-000-642.400	CONNECTION FEES--SEWER	1,500.00	1,500.00	1,050.00	2,100.00	1,050.00	450.00	70.00
590-000-650.000	USAGE	460,000.00	460,000.00	41,604.71	482,394.85	41,604.71	418,395.29	9.04

PERIOD ENDING 07/31/2022

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GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE 07/31/2022	END BALANCE 06/30/2022	ACTIVITY FOR MONTH 07/31/22	AVAILABLE BALANCE	% BGD USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET					
<b>Fund 590 - SEWER FUND</b>								
<b>Revenues</b>								
590-000-650.100	READY TO SERVE	500,000.00	500,000.00	41,957.19	593,395.23	41,957.19	458,042.81	8.39
590-000-662.000	PENALTIES	10,000.00	10,000.00	959.79	10,180.09	959.79	9,040.21	9.60
590-000-665.000	INTEREST EARNED	150.00	150.00	0.00	96.48	0.00	150.00	0.00
<b>TOTAL REVENUES</b>		<b>985,650.00</b>	<b>985,650.00</b>	<b>109,775.25</b>	<b>1,114,117.98</b>	<b>109,775.25</b>	<b>875,874.75</b>	<b>11.14</b>
<b>Expenditures</b>								
590-537-705.000	SALARIES SUPERVISION	27,500.00	27,500.00	1,569.75	22,196.75	1,569.75	25,930.25	5.71
590-537-706.000	SALARIES PERMANENT	40,000.00	40,000.00	2,974.72	43,166.11	2,974.72	37,025.28	7.44
590-537-709.000	MEDICARE	800.00	800.00	62.22	896.22	62.22	737.78	7.78
590-537-709.100	SOCIAL SECURITY TAX	4,000.00	4,000.00	265.98	3,832.85	265.98	3,734.02	6.65
590-537-756.000	OPERATING SUPPLIES	300.00	300.00	0.00	0.00	0.00	300.00	0.00
590-537-801.200	PROFESSIONAL & CONTRACTUAL	50,000.00	50,000.00	7,375.00	236.00	7,375.00	42,625.00	14.75
590-537-807.000	AUDIT	2,000.00	2,000.00	0.00	2,000.00	0.00	2,000.00	0.00
590-537-838.000	GALIEN RIVER SANITARY DISTRICT	900,000.00	900,000.00	0.00	657,950.09	0.00	900,000.00	0.00
590-537-838.100	GRSD MAINTENANCE	40,000.00	40,000.00	718.80	11,185.56	718.80	39,281.20	1.80
590-537-838.500	GRSD-CONNECTION FEES	2,000.00	2,000.00	0.00	1,987.00	0.00	2,000.00	0.00
590-537-851.200	POSTAGE	1,800.00	1,800.00	0.00	800.00	0.00	1,800.00	0.00
590-537-924.200	UTILITIES	22,000.00	22,000.00	351.54	16,514.29	351.54	21,648.46	1.60
590-537-931.800	EQUIPMENT & MAINTENANCE	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00
590-537-934.100	SEWER REPAIR & MAINTENANCE	30,000.00	30,000.00	0.00	571.83	0.00	30,000.00	0.00
590-537-935.300	LIABILITY INSURANCE	2,800.00	2,800.00	0.00	3,868.76	0.00	2,800.00	0.00
590-537-937.000	SEWER CONNECTIONS/MAINTENANCE	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	0.00
590-537-946.200	ENGINEERING	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00
590-537-955.850	MISCELLANEOUS	300.00	300.00	0.00	379.62	0.00	300.00	0.00
590-537-995.000	INTERFUND TRANSFERS	22,878.00	22,878.00	0.00	22,878.10	0.00	22,878.00	0.00
590-537-995.100	TRANSFER TO DEBT SERVICE 2017	126,716.00	126,716.00	0.00	126,109.00	0.00	126,716.00	0.00
<b>TOTAL EXPENDITURES</b>		<b>1,294,094.00</b>	<b>1,294,094.00</b>	<b>13,318.01</b>	<b>914,572.18</b>	<b>13,318.01</b>	<b>1,280,775.99</b>	<b>1.03</b>
<b>Fund 590 - SEWER FUND:</b>								
<b>TOTAL REVENUES</b>		<b>985,650.00</b>	<b>985,650.00</b>	<b>109,775.25</b>	<b>1,114,117.98</b>	<b>109,775.25</b>	<b>875,874.75</b>	<b>11.14</b>
<b>TOTAL EXPENDITURES</b>		<b>1,294,094.00</b>	<b>1,294,094.00</b>	<b>13,318.01</b>	<b>914,572.18</b>	<b>13,318.01</b>	<b>1,280,775.99</b>	<b>1.03</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>(308,444.00)</b>	<b>(308,444.00)</b>	<b>96,457.24</b>	<b>199,545.80</b>	<b>96,457.24</b>	<b>(404,901.24)</b>	<b>31.27</b>
<b>Fund 591 - WATER FUND</b>								
<b>Revenues</b>								
591-000-626.000	SERVICES RENDERED	1,000.00	1,000.00	985.00	1,525.00	985.00	15.00	98.50
591-000-642.000	TAP IN FEES--WATER	15,000.00	15,000.00	22,580.10	16,833.86	22,580.10	(7,580.10)	150.53
591-000-642.100	TAP BUY INS--WATER	5,000.00	5,000.00	6,938.00	4,955.00	6,938.00	(1,938.00)	138.76
591-000-648.000	USAGE - CASINO	370,000.00	370,000.00	44,355.84	394,354.60	44,355.84	325,644.16	11.99
591-000-649.000	USAGE-TWP	9,800.00	9,800.00	2,055.97	11,329.80	2,055.97	7,744.03	20.98
591-000-650.000	USAGE	370,000.00	370,000.00	28,164.90	343,920.51	28,164.90	341,835.10	7.61
591-000-650.100	READY TO SERVE	430,000.00	430,000.00	27,466.85	423,939.67	27,466.85	402,533.15	6.39
591-000-650.200	RTS - CASINO	23,000.00	23,000.00	1,948.84	23,386.08	1,948.84	21,051.16	8.47
591-000-651.000	ON/OFF FEES	3,000.00	3,000.00	240.00	4,501.99	240.00	2,760.00	8.00
591-000-662.000	PENALTIES	6,000.00	6,000.00	551.92	6,574.27	551.92	5,448.08	9.20
591-000-665.000	INTEREST EARNED	200.00	200.00	0.00	2,131.13	0.00	200.00	0.00
591-000-680.000	HYDRANT RENTAL	150.00	150.00	0.00	100.00	0.00	150.00	0.00

PERIOD ENDING 07/31/2022

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GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE 07/31/2022	END BALANCE 06/30/2022	ACTIVITY FOR MONTH 07/31/22	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET					
Fund 591 - WATER FUND								
Revenues								
591-000-695.300	TRANSFER FROM LRSB	0.00	0.00	0.00	51,520.00	0.00	0.00	0.00
<b>TOTAL REVENUES</b>		<b>1,233,150.00</b>	<b>1,233,150.00</b>	<b>135,287.42</b>	<b>1,285,071.91</b>	<b>135,287.42</b>	<b>1,097,862.58</b>	<b>10.97</b>
Expenditures								
591-536-705.000	SALARIES SUPERVISION	135,415.00	135,415.00	8,014.67	121,107.29	8,014.67	127,400.33	5.92
591-536-706.000	SALARIES PERMANENT	191,260.00	191,260.00	11,804.74	184,671.80	11,804.74	179,455.26	6.17
591-536-709.000	MEDICARE	4,195.00	4,195.00	304.94	4,476.36	304.94	3,890.06	7.27
591-536-709.100	SOCIAL SECURITY TAX	17,937.00	17,937.00	1,303.73	19,140.68	1,303.73	16,633.27	7.27
591-536-710.200	UNEMPLOYMENT	945.00	945.00	0.00	457.53	0.00	945.00	0.00
591-536-713.100	SALARIES-OVERTIME	20,000.00	20,000.00	2,056.89	17,577.93	2,056.89	17,943.11	10.28
591-536-717.100	RETIREMENT	21,545.00	21,545.00	1,657.27	21,698.15	1,657.27	19,887.73	7.69
591-536-718.000	HEALTH INSURANCE	81,705.00	81,705.00	13,269.74	85,833.11	13,269.74	68,435.26	16.24
591-536-724.000	LIFE & DISABILITY INSURANCE	8,146.00	8,146.00	678.87	8,267.90	678.87	7,467.13	8.33
591-536-724.200	WORKER'S COMPENSATION INS	10,000.00	10,000.00	0.00	6,631.27	0.00	10,000.00	0.00
591-536-725.000	DRUG TESTING/MEDICAL EXPENSE	100.00	100.00	0.00	55.00	0.00	100.00	0.00
591-536-726.000	STIPENDS	5,400.00	5,400.00	600.00	5,341.72	600.00	4,800.00	11.11
591-536-752.200	OFFICE SUPPLIES	800.00	800.00	0.00	663.67	0.00	800.00	0.00
591-536-754.000	PROCESS CHEMICALS	28,000.00	28,000.00	2,707.84	19,805.64	2,707.84	25,292.16	9.67
591-536-756.000	OPERATING SUPPLIES	27,000.00	27,000.00	195.88	10,316.06	195.88	26,804.12	0.73
591-536-756.100	SUPPLIES - WATER TAPS	7,500.00	7,500.00	0.00	21,395.14	0.00	7,500.00	0.00
591-536-756.200	METER REPLACEMENT	17,000.00	17,000.00	868.00	13,940.34	868.00	16,132.00	5.11
591-536-756.300	MISC TESTING SUPPLIES&TESTING	8,000.00	8,000.00	(12.00)	4,085.36	(12.00)	8,012.00	(0.15)
591-536-756.400	LAB SUPPLIES	23,500.00	23,500.00	3,477.68	19,986.93	3,477.68	20,022.32	14.80
591-536-759.200	GASOLINE	5,500.00	5,500.00	368.10	6,367.52	368.10	5,131.90	6.69
591-536-768.000	UNIFORMS	1,600.00	1,600.00	0.00	1,216.91	0.00	1,600.00	0.00
591-536-770.200	EQUIPMENT/SMALL TOOLS	5,500.00	5,500.00	0.00	5,081.16	0.00	5,500.00	0.00
591-536-801.200	PROFESSIONAL & CONTRACTUAL	44,000.00	44,000.00	7,563.00	21,754.00	7,563.00	36,437.00	17.19
591-536-801.600	CONTRACTUAL-WATER TAPS	7,500.00	7,500.00	2,600.00	1,394.00	2,600.00	4,900.00	34.67
591-536-807.000	AUDIT	2,000.00	2,000.00	0.00	2,000.00	0.00	2,000.00	0.00
591-536-818.700	SLUDGE REMOVAL	0.00	0.00	0.00	28,390.32	0.00	0.00	0.00
591-536-818.800	WATER INTAKE SERVICE	20,000.00	20,000.00	0.00	61,180.00	0.00	20,000.00	0.00
591-536-820.500	PERMIT FEE	150.00	150.00	0.00	150.00	0.00	150.00	0.00
591-536-824.000	LAB CERTIFICATION FEE	1,500.00	1,500.00	0.00	1,340.28	0.00	1,500.00	0.00
591-536-831.000	MEMBERSHIPS & DUES	2,200.00	2,200.00	0.00	1,000.57	0.00	2,200.00	0.00
591-536-850.200	TELEPHONE	12,000.00	12,000.00	150.00	9,309.86	150.00	11,850.00	1.25
591-536-851.200	POSTAGE	2,500.00	2,500.00	0.00	1,296.34	0.00	2,500.00	0.00
591-536-861.000	TRAVEL/MILEAGE REIMB	500.00	500.00	0.00	121.01	0.00	500.00	0.00
591-536-900.000	PRINTING & PUBLISHING	1,200.00	1,200.00	0.00	1,292.00	0.00	1,200.00	0.00
591-536-910.200	EDUCATION & TRAINING	4,000.00	4,000.00	0.00	2,691.24	0.00	4,000.00	0.00
591-536-924.200	UTILITIES	50,000.00	50,000.00	4,552.66	48,835.26	4,552.66	45,447.34	9.11
591-536-930.000	PLANT REPAIR & MAINTENANCE	15,000.00	15,000.00	0.00	262.22	0.00	15,000.00	0.00
591-536-930.300	BUILDING REPAIR & MAINTENANCE	20,000.00	20,000.00	988.52	6,670.63	988.52	19,011.48	4.94
591-536-931.800	EQUIPMENT & MAINTENANCE	25,000.00	25,000.00	1,777.33	32,799.77	1,777.33	23,222.67	7.11
591-536-932.900	VEHICLE REPAIR & MAINTENANCE	6,500.00	6,500.00	0.00	1,031.99	0.00	6,500.00	0.00
591-536-934.000	OTHER REPAIRS & MAINT	10,000.00	10,000.00	0.00	4,883.30	0.00	10,000.00	0.00
591-536-935.100	FIRE INSURANCE	12,000.00	12,000.00	0.00	14,800.53	0.00	12,000.00	0.00
591-536-935.200	VEHICLE INSURANCE	2,500.00	2,500.00	0.00	7,617.96	0.00	2,500.00	0.00
591-536-935.300	LIABILITY INSURANCE	3,000.00	3,000.00	0.00	3,695.81	0.00	3,000.00	0.00
591-536-940.900	EQUIPMENT RENTAL	250.00	250.00	0.00	0.00	0.00	250.00	0.00
591-536-946.200	ENGINEERING	30,000.00	30,000.00	0.00	23,847.88	0.00	30,000.00	0.00
591-536-955.850	MISCELLANEOUS	0.00	0.00	0.00	42.08	0.00	0.00	0.00
591-536-963.000	BANK FEES	1,500.00	1,500.00	0.00	3,968.96	0.00	1,500.00	0.00



PERIOD ENDING 07/31/2022

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GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE 07/31/2022	END BALANCE 06/30/2022	ACTIVITY FOR MONTH 07/31/22	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET					
Fund 591 - WATER FUND								
Expenditures								
591-536-974.700	PLANT SECURITY EXPENSE	2,500.00	2,500.00	0.00	34.57	0.00	2,500.00	0.00
591-536-979.000	EQUIPMENT	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00
591-536-979.400	WATER METER REPLACEMENT	0.00	0.00	0.00	500.00	0.00	0.00	0.00
591-536-979.500	HYDRANT REPLACEMENT	7,500.00	7,500.00	0.00	0.00	0.00	7,500.00	0.00
591-536-983.000	VEHICLE LEASES	6,366.00	6,366.00	530.43	5,065.68	530.43	5,835.57	8.33
591-536-987.000	WATER MAIN EXTENSIONS	75,000.00	75,000.00	0.00	14,485.38	0.00	75,000.00	0.00
591-536-991.700	LIGHTHOUSE CREEK PAYMENT	130,000.00	130,000.00	0.00	127,442.57	0.00	130,000.00	0.00
591-536-992.600	2010 WATER SYS IMPR-INTEREST	18,874.00	18,874.00	0.00	20,873.10	0.00	18,874.00	0.00
591-536-995.100	TRANSFER TO DEBT SERVICE 2017	83,688.00	83,688.00	0.00	84,275.00	0.00	83,688.00	0.00
TOTAL EXPENDITURES		1,228,276.00	1,228,276.00	65,458.29	1,111,169.78	65,458.29	1,162,817.71	5.33
Fund 591 - WATER FUND:								
TOTAL REVENUES		1,233,150.00	1,233,150.00	135,287.42	1,285,071.91	135,287.42	1,097,862.58	10.97
TOTAL EXPENDITURES		1,228,276.00	1,228,276.00	65,458.29	1,111,169.78	65,458.29	1,162,817.71	5.33
NET OF REVENUES & EXPENDITURES		4,874.00	4,874.00	69,829.13	173,902.13	69,829.13	(64,955.13)	1,432.69
Fund 594 - HARBOR OPERATIONS								
Revenues								
594-000-651.100	TRANSIENT MARINA FEES	60,000.00	60,000.00	7,760.42	76,653.41	7,760.42	52,239.58	12.93
594-000-652.000	BOAT LAUNCHING FEES	60,000.00	60,000.00	23,780.50	99,788.50	23,780.50	36,219.50	39.63
594-000-652.100	BOAT LAUNCH FEES-COMMERCIAL	24,000.00	24,000.00	784.00	15,273.00	784.00	23,216.00	3.27
594-000-653.200	ICE/MECHANDISE SALES	800.00	800.00	6.00	352.00	6.00	794.00	0.75
594-000-665.000	INTEREST EARNED	20.00	20.00	29.82	21.04	29.82	(9.82)	149.10
594-000-676.000	REIMBURSEMENTS	0.00	0.00	0.00	68,263.34	0.00	0.00	0.00
TOTAL REVENUES		144,820.00	144,820.00	32,360.74	260,351.29	32,360.74	112,459.26	22.35
Expenditures								
594-597-705.000	SALARIES SUPERVISION	15,000.00	15,000.00	983.53	14,779.64	983.53	14,016.47	6.56
594-597-706.100	SALARIES-OVERTIME	500.00	500.00	0.00	162.00	0.00	500.00	0.00
594-597-706.160	SALARIES-BOAT LAUNCH	40,000.00	40,000.00	3,211.27	31,522.27	3,211.27	36,788.73	8.03
594-597-706.200	SALARIES- PT MARINA	30,000.00	30,000.00	3,431.01	16,735.04	3,431.01	26,568.99	11.44
594-597-706.400	SALARIES--PARKING ENF	1,000.00	1,000.00	436.47	1,957.85	436.47	563.53	43.65
594-597-707.000	SALARIES PART-TIME	0.00	0.00	0.00	1,476.79	0.00	0.00	0.00
594-597-709.000	MEDICARE	950.00	950.00	116.22	956.96	116.22	833.78	12.23
594-597-709.100	SOCIAL SECURITY TAX	3,800.00	3,800.00	497.01	4,091.51	497.01	3,302.99	13.08
594-597-710.200	UNEMPLOYMENT	1,500.00	1,500.00	0.00	331.25	0.00	1,500.00	0.00
594-597-720.000	WORKER'S COMPENSATION INS	0.00	0.00	0.00	0.34	0.00	0.00	0.00
594-597-724.200	WORKER'S COMPENSATION INSURANC	500.00	500.00	0.00	635.26	0.00	500.00	0.00
594-597-725.000	DRUG TESTING/MEDICAL EXPENSE	500.00	500.00	0.00	325.00	0.00	500.00	0.00
594-597-728.000	OFFICE SUPPLIES	0.00	0.00	0.00	0.05	0.00	0.00	0.00
594-597-752.200	OFFICE SUPPLIES	800.00	800.00	0.00	288.72	0.00	800.00	0.00
594-597-756.000	OPERATING SUPPLIES	3,500.00	3,500.00	70.75	3,833.93	70.75	3,429.25	2.02
594-597-756.500	MERCHANDISE	2,500.00	2,500.00	0.00	4,723.12	0.00	2,500.00	0.00
594-597-768.000	UNIFORMS	650.00	650.00	0.00	500.00	0.00	650.00	0.00
594-597-770.200	EQUIPMENT/SMALL TOOLS	1,000.00	1,000.00	0.00	218.42	0.00	1,000.00	0.00
594-597-801.200	PROFESSIONAL & CONTRACTUAL	5,000.00	5,000.00	130.00	20,098.42	130.00	4,870.00	2.60
594-597-807.000	AUDIT	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00

PERIOD ENDING 07/31/2022

% Fiscal Year Completed: 8.49

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

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE 07/31/2022	END BALANCE 06/30/2022	ACTIVITY FOR MONTH 07/31/22	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET					
Fund 594 - HARBOR OPERATIONS								
Expenditures								
594-597-900.000	PRINTING & PUBLISHING	2,500.00	2,500.00	0.00	3,696.29	0.00	2,500.00	0.00
594-597-916.000	LIABILITY INSURANCE	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
594-597-920.000	UTILITIES	0.00	0.00	0.00	(0.24)	0.00	0.00	0.00
594-597-924.200	UTILITIES	8,000.00	8,000.00	649.37	7,730.19	649.37	7,350.63	8.12
594-597-930.300	BUILDING REPAIR & MAINTENANCE	5,000.00	5,000.00	681.42	15,360.12	681.42	4,318.58	13.63
594-597-930.400	GROUNDS REPAIR & MAINT	8,000.00	8,000.00	2,221.13	8,128.50	2,221.13	5,778.87	27.76
594-597-931.700	EQUIPMENT MAINT--PARKING SYSTE	1,200.00	1,200.00	0.00	960.00	0.00	1,200.00	0.00
594-597-931.800	EQUIPMENT & MAINTENANCE	10,000.00	10,000.00	0.00	8,981.42	0.00	10,000.00	0.00
594-597-946.300	ENGINEERING	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
594-597-956.200	REFUNDS	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
594-597-963.000	BANK FEES	500.00	500.00	0.00	0.00	0.00	500.00	0.00
594-597-970.000	CAPITAL IMPROVEMENTS	6,000.00	6,000.00	0.00	4,399.00	0.00	6,000.00	0.00
TOTAL EXPENDITURES		154,400.00	154,400.00	12,428.18	152,891.85	12,428.18	141,971.82	8.05
Fund 594 - HARBOR OPERATIONS:								
TOTAL REVENUES		144,820.00	144,820.00	32,360.74	260,351.29	32,360.74	112,459.26	22.35
TOTAL EXPENDITURES		154,400.00	154,400.00	12,428.18	152,891.85	12,428.18	141,971.82	8.05
NET OF REVENUES & EXPENDITURES		(9,580.00)	(9,580.00)	19,932.56	107,459.44	19,932.56	(29,512.56)	208.06
Fund 599 - WATER MAINT RESERVE FUND								
Revenues								
599-000-665.000	INTEREST EARNED	0.00	0.00	0.00	5,402.94	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	5,402.94	0.00	0.00	0.00
Expenditures								
599-539-955.850	MISCELLANEOUS	0.00	0.00	0.00	52,758.37	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	52,758.37	0.00	0.00	0.00
Fund 599 - WATER MAINT RESERVE FUND:								
TOTAL REVENUES		0.00	0.00	0.00	5,402.94	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	52,758.37	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(47,355.43)	0.00	0.00	0.00
TOTAL REVENUES - ALL FUNDS		8,162,034.00	8,162,034.00	3,455,798.77	8,370,960.35	3,455,798.77	4,706,235.23	42.34
TOTAL EXPENDITURES - ALL FUNDS		9,056,406.00	9,056,406.00	472,157.03	7,482,889.11	472,157.03	8,584,248.97	5.21
NET OF REVENUES & EXPENDITURES		(894,372.00)	(894,372.00)	2,983,641.74	888,071.24	2,983,641.74	(3,878,013.74)	333.60



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**TO:** Mayor Humphrey and the New Buffalo City Council

**FROM:** Darwin Watson, City Manager

**DATE:** August 15, 2022

**RE:** Appointment of Hearing Officer

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**ITEM BEFORE THE COUNCIL:**

Approval of the appointment of Randy Hyrns as the Hearing Officer for the City of New Buffalo

**DISCUSSION:**

The City of New Buffalo enacted Ordinance 248 in May 2021. Sections 11-1(E) and 11-2(D) established a permit hearing system and defined the hearing officer. The Hearing Officer is:

*“An individual designated by the City Council who presides over and adjudicates permit revocation hearings as described in Section 11-13. The hearing officer may be either an employee or independent contractor of the City, but in either case shall act as an impartial adjudicator. To ensure impartiality, an individual who serves as a hearing officer may not be involved in enforcing this chapter in any way other than as described in Section 11-13.”*

The city needs to fill this position and reached out to Mr. Hyrns, a retired attorney, to serve in this capacity.

**RECOMMENDATION:**

That the New Buffalo City Council approves appointing Randy Hyrns as the Hearing Officer for the City of New Buffalo.

## HEARING OFFICER SERVICE AGREEMENT

This Hearing Officer Service Agreement (this "Agreement") is made as of \_\_\_\_\_, 2022, between the City of New Buffalo, a Michigan municipal corporation, whose address is 224 W. Buffalo St., New Buffalo, MI 49117 (the "City"), and Randy Hyrns, an individual with an address of 1763 Commonwealth Avenue, Benton Harbor, MI 49022 (the "Hearing Officer").

### RECITALS

A. The City seeks the services of an administrative hearing officer to preside over and adjudicate short-term rental permit revocation and ineligibility hearings as described in Sections 11-11 through 11-13 of the City Code.

C. The City and the Hearing Officer are entering into this agreement to memorialize the terms and conditions of the provision of such services.

### TERMS AND CONDITIONS

NOW, THEREFORE, the parties agree to the following terms:

1. Hearing Officer. The City retains the Hearing Officer as an independent contractor to perform the functions described in Sections 11-11 through 11-13 of the City Code on an "as needed" basis, and Hearing Officer agrees to provide such services when requested by the City.
2. Services. The Hearing Officer shall have and agrees to perform the following services (the "Services"):

- a. Conduct administrative hearings for the City upon request of the City Manager. Hearings shall take place at City Hall on dates and times deemed acceptable by the Hearing Officer. The Hearing Officer shall attend such hearings in person unless the City Manager determines that they can and should be conducted by electronic means;
- b. Preside over administrative hearings, including, but not limited to, hearing testimony, accepting relevant evidence, and asking questions of the parties and witnesses.
- c. Preserve the record of the hearing, including all admitted exhibits and evidence;
- d. Issue a written, signed determination as to whether permit revocation is warranted, based on a review of the charging document and evidence admitted at the hearing;
- e. Acquire and maintain a full working knowledge of Chapter 11 of the City Code and other pertinent City ordinances;
- f. Complete and provide to the City a permanent record of the duties performed pursuant to this Agreement; and
- g. Perform all duties in a timely and competent manner satisfactory to the City.

3. Representations of the Hearing Officer. The Hearing Officer represents that he is financially solvent, has the necessary financial resources and adequate, competent support staff (if needed), and is sufficiently experienced and competent to perform and complete the Services in a manner consistent with the standards of professional practice, care and diligence practiced by professionals who perform services of a similar nature in existence at the time of performance under this Agreement. The Hearing Officer represents that he currently holds, and will maintain updated licensure with the Michigan Bar Association, authorizing him to practice law in the State of Michigan, and is not currently subject to any censure, suspension or revocation of his license to practice law. The parties acknowledge that this Agreement does not create an attorney-client privilege between the City and the Hearing Officer.

4. Compensation. As compensation for Services provided under this Agreement (included by not limited to preparing for hearings, attending hearings, drafting written determinations, etc.), the Hearing Officer shall be paid at an hourly rate of \$75 per hour, rounded to the nearest quarter of an hour. The Hearing Officer will provide an itemized monthly invoice at the end of each month in which Services are performed. On days on which the Hearing Officer travels to City Hall, the Hearing Officer may bill: (1) one half hour of travel time to and from City Hall, for a total of one hour; and (2) a minimum of one hour of time presiding over hearings, even if the actual time spent presiding over hearings is less than one hour.

5. Independent Contractor. The Hearing Officer acknowledges that in performance of all work and duties pursuant to the Agreement, he shall be at all times performing as an independent contractor. Except for compliance with the provisions of this Agreement, the City shall neither have nor exercise any control or direction over the methods and means by which Hearing Officer performs Hearing Officer's duties and work. Hearing Officer shall provide and maintain, at Hearing Officer's sole expense, all equipment and supplies necessary to perform the duties required under this Agreement and to pay all ancillary expenses related to such performance. Hearing Officer shall provide for Hearing Officer's own transportation for the performance of duties under this Agreement and shall be responsible for all expenses related to the operation of the motor vehicle(s), including without limitation, fuel, repair, maintenance, insurance and other incidental expenses.

6. Insurance, Worker's Compensation, Indemnification.

a. Vehicle Insurance. Hearing Officer, at Hearing Officer's sole expense, shall secure and maintain in force comprehensive motor vehicle liability insurance during the term of this Agreement and shall provide the City with a copy of the certificate of insurance upon request from the City.

b. Comprehensive General Liability Insurance. Hearing Officer, at Hearing Officer's sole expense, shall secure and maintain in force comprehensive general liability insurance during the term of the Agreement and shall provide the City with a copy of the certificate of insurance upon request from the City. Such insurance shall include the City as an additional named insured and shall provide general liability coverage for property damage and personal injury(including death) arising from any act or omission of Hearing Officer in the minimum coverage limits:

- i. \$1,000,000 per occurrence; and
- ii. \$2,000,000 aggregate.

c. Worker's Compensation Insurance. Hearing Officer, at Hearing Officer's sole expense, shall secure and maintain in force worker's compensation insurance during the term of this Agreement, in compliance with applicable laws, to the extent the Hearing Officer employs other persons for whom worker's compensation insurance is required by law.

7. Governmental Function. The parties agree that the duties performed under this Agreement are governmental functions in accordance with the Codes. No party shall waive or otherwise act to jeopardize any immunity available to the other party.

8. Work Product. Any work product, materials, and documents produced by Hearing Officer when performing duties under this Agreement shall be and remain the property of the City. Hearing Officer shall store such items in a location acceptable to the City and shall cooperate with the City in responding to Freedom of Information Act Requests, subpoenas, discovery requests, and all other similar requests for information.

9. Term. The term of this Agreement shall be for 2 years commencing immediately upon signing, unless terminated by either party by giving 60 days written notice to the other party. However, the City may immediately terminate this Agreement if Hearing Officer is not capable of performing the Services required by this Agreement.

10. Miscellaneous. This Agreement shall constitute the full agreement and understanding of the parties. Any modification or alteration of it shall be in writing and signed by both parties

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

**City of New Buffalo**

**Hearing Officer**

By: \_\_\_\_\_  
John Humphrey, Mayor

By: \_\_\_\_\_  
Randy Hyrns

By: \_\_\_\_\_  
Ann M. Fidler, City Clerk

Date signed: \_\_\_\_\_, 2022

Date signed: \_\_\_\_\_, 2022



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**TO:** Mayor Humphrey and the New Buffalo City Council

**FROM:** Darwin Watson, City Manager

**DATE:** August 15, 2022

**RE:** Agreement for Ordinance Prosecution (Straub, Seaman and Allen)

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**ITEM BEFORE THE COUNCIL:**

Approval of entering an agreement with Straub, Seaman and Allen for ordinance prosecution

**DISCUSSION:**

Previously, the city contracted with Attorney Nick Curcio to serve as City Attorney. Under the agreement with Attorney Curcio, the law firm of Straub, Seaman and Allen was subcontracted to handle ordinance prosecution. Recently, the city contracted with the law firm Dickinson Wright to serve in the capacity of City Attorney.

After consultation with Dickinson Wright, it was decided that it would be in the best interest of the city to continue using the law firm of Straub, Seaman and Allen to handle ordinance prosecution. Furthermore, it was decided that the best method to do so would be for the city to contract directly with the law firm of Straub, Seaman and Allen (see attached proposal).

**RECOMMENDATION:**

That the New Buffalo City Council approves entering an agreement with Straub, Seaman and Allen for ordinance prosecution.

# Straub, Seaman & Allen, P.C.

FOR BUSINESS, FOR PROPERTY, FOR LIFE

ATTORNEYS AT LAW

James T. McGovern  
Licensed in MI and IN  
1014 Main St. POB 318  
Saint Joseph, MI 49085  
dd 269.982.7728  
f 269.982.1694  
[jmcgovern@lawssa.com](mailto:jmcgovern@lawssa.com)  
[www.lawssa.com](http://www.lawssa.com)

May 2, 2022

## PROPOSAL

**FIRM NAME:** Straub, Seaman & Allen, P.C.

**SCOPE OF WORK:** Straub, Seaman & Allen submits this RFP to offer its services to prosecute ordinance violations and related citations. Our location in St. Joseph, Michigan is less than a mile from the Berrien County Courthouse and our experience in the "Community Court" will greatly benefit the City.

**OFFICE LOCATIONS:** Straub, Seaman & Allen, P.C., has two office locations: 1014 Main Street, St. Joseph, Michigan and 2810 East Beltline Lane, NE, Grand Rapids, Michigan

**PERSONNEL:** **Principal Contact for the Firm and Project Manager:**  
James T. McGovern

**Proposed Principal Attorneys for Legal Services:**  
James T. McGovern  
James M. Straub  
Brandon Warzybok

**Other Key Personnel:**  
Barbara Mach, Administrative Assistant  
Loraine Catania, Administrative Assistant

**Total Number of Personnel at St. Joseph Office:**  
Five (5) attorneys and five (5) support personnel



**Adequate Staffing:**

Straub, Seaman & Allen has adequate legal and support staff to handle an additional municipal account at its St. Joseph office.

**EXPERIENCE:**

James T. McGovern and James (Jim) Straub have extensive experience in municipal law, trials, and prosecuting ordinance violations in Berrien County's Community Court.

Attorney McGovern has more than twenty (20) years of experience in municipal litigation as a trial attorney. He served as Berrien County corporate counsel for more than five (5) years. Prior he was a trial attorney representing the City of Chicago and the City of Chicago's Police Officers for over ten-years. His litigation background has provided him with extensive experience in negotiation, pre-trial discovery, and trial proceedings.

Attorney Straub has more than thirty (30) years of municipal experience representing dozens of municipalities in Southwest Michigan in litigated and contested matters. He has participated in countless formal mediations and informal negotiations. He is listed as a Federal Mediator for the Western District of Michigan and is a qualified mediator for all courts in the State of Michigan. He has conducted more than 100 facilitative mediation sessions.

The firm has on staff the attorneys and support personnel necessary to represent the City of New Buffalo's interests.

**QUALIFICATIONS:**

The firm attorneys have been instrumental in supporting local municipalities. It has served as primary counsel for Royalton Township for more than fifteen (15) years and also represents New Buffalo Township, Three Oaks Township, Bloomingdale Township (in Van Buren County), The Village of Baroda, and Sodus Township. Its attorneys are experienced in researching enabling legislation and drafting and interpreting ordinances promulgated under such legislation. The firm and Attorneys Straub and McGovern routinely represent their municipal clients in the Berrien County Trial Court on matters related to ordinance violations and civil infractions.

Straub, Seaman & Allen recently represented the City of New Buffalo's interests related to Short Term Rental Ordinance violations in the Berrien County Trial Court.

- Linda Devlin; Case No. 2021007729-ON
- Tamara S. Halleck; Case No. 2021007724-ON
- Timothy David Hancz; Case No. 2021007663-ON
- Yvonne M. Herbert; Case No. 2021007720-ON
- Roni Jackson; Case No. 2021007723-ON
- Gerald F. Johnson; Case No. 2021007725-ON
- Klaudia M. Lannoye; Case No. 2022007503-ON
- Julia A. Martin; Case No. 2021007717-ON
- Linda Gayle Oostema; Case No. 2021007713-ON
- Martin Joseph Sherlock; Case No. 2021007722-ON
- Shane P. Smith; Case No. 2021007712-ON
- Susan E. Stoneburner; Case No. 2021007731-ON
- Robert L. Stratton; Case No. 2021007718-ON
- Krista E. Stubbs; Case No. 2021007728-ON
- Jack Swiderski; Case No. 2021007721-ON
- Rita Wiginton; Case No. 2021007716-ON

**REFERENCES:** Royalton Township Supervisor – Steve Tilly at 269.429.2501  
 Three Oaks Township Supervisor – George Mangold at 269.612.0258  
 Sodus Township Supervisor – David Chandler at 269.944-7960  
 New Buffalo Township Supervisor – Michelle Heit at 269.469.1011  
 Village of Baroda Clerk – Michael Denton at 269.422.1779  
 Berrien County Sheriff Paul Bailey – 269.208.9464

**FIRM EXPERIENCE:** Straub, Seaman & Allen is also actively representing its municipal clients in the following ordinance/citation cases: Sodus Twp. v. Ronald Lee Baggett – 2021007683-ON; Three Oaks Twp. v. Edward Scurek – 2022007505-ON; Bloomingtondale Twp v. Hunter Radtke – Case No. 2145453 (Van Buren Cnty)

In the years 2020-2021, the firm also represented its municipal clients in the following, since resolved, cases: Sodus Twp. v. Brian Sorce – 2021007650-ON; Sodus Twp. v. Kara Lynn Smith – 2021007658-ON; Three Oaks Twp. v. Michael Patton – 2021007589-ON; Sodus Twp. v. Aric Street – 2020007607-ON; Bloomingtondale Twp v. Martin Earl Dunn – Case No. 2145452-ON (Van Buren Cnty); Baroda Village v. John Black – Case No. 2021007502-ON

Additionally, Straub, Seaman & Allen represents numerous municipalities in litigation. James McGovern and Jim Straub currently represent twelve municipalities, including Berrien County, the City of Bridgman, and numerous townships, in pending litigation.

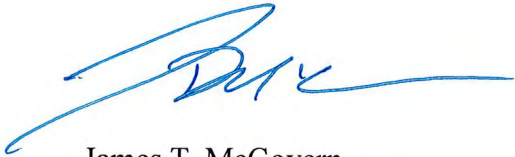
**FEES:**

Straub, Seaman & Allen would charge the rate of \$225.00 per hour for attorney services and \$90.00 per hour for paralegal services. Copies and regular postal charges are included in the hourly rate. Charges for overnight mail or expedited delivery would be billed for the amount incurred by the firm. Any other charges would be subject to City of New Buffalo approval.

It should be noted that Straub, Seaman & Allen strongly supports electronic communication and document recordkeeping to expedite document exchanges and minimize costs.

Thank you for permitting us to apply to provide legal services to the City of New Buffalo. Please contact me at 269-982-7728 with any issues or questions.

STRAUB, SEAMAN & ALLEN, P.C.

A handwritten signature in blue ink, appearing to read 'J. McGovern', with a long horizontal flourish extending to the right.

James T. McGovern

# PROPOSAL FORM

**Failure to complete this form will result in your Proposal being deemed non-responsive and rejected without further evaluation.**

**TO: CITY OF NEW BUFFALO**

The undersigned hereby offers and agrees to furnish the services in compliance with all terms, scope of work, conditions, specifications and addenda in the RFP.

**ADDENDA:**

The undersigned has read and understands the RFP with all exhibits thereto, together with any written addenda issued in connection with any of the above. The undersigned hereby acknowledges receipt of the addenda:

NONE  
(Write "None" if none.)

In addition, the undersigned has fully and accurately completed all required forms.

**OBLIGATION:**

The undersigned, by submission of this proposal, hereby agrees to be obligated, if selected as the contractor, to provide the stated services to the City, for the term stated herein, and to enter into an agreement with the City, in accordance with the conditions, scope and terms, as well as the Specific Contract Terms and Conditions, together with any written addenda as specified above.

**COMPLIANCE:**

The undersigned hereby accepts all administrative requirements of the RFP and will be following these requirements. By submitting this Proposal Form, the respondent represents that: 1) the respondent is following any applicable provisions of the City's Charter and Code of Ordinances; and 2) if awarded a contract to provide the Services required in the RFP, the respondent will comply with the City's Charter and Code of Ordinances.

**NONCOLLUSION:**

The undersigned, by submission of this proposal, hereby declares that this proposal is made without collusion with any other person or entity.

**SUBMITTAL REQUIREMENTS:**

The undersigned certifies it has a complete response to each of the submittal requirements listed in the Proposal and Proposal Content section of this RFP.

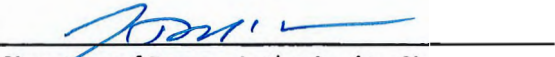
**No proposal shall be accepted which has not been manually signed in ink in the appropriate space below:**

I certify, under penalty of perjury, that I have the legal authorization to bind the firm hereunder:

Straub, Seaman & Allen, P.C.  
Company Name

1014 Main Street, P.O. Box 318  
Address

St. Joseph, MI 49085  
City State Zip

  
Signature of Person Authorized to Sign

James T. McGovern  
Printed Name

Secretary  
Title

For clarification of this offer, contact:

Name: James T. McGovern

Phone: 269-982-7728

Fax: 269-982-1694

**Billable Hourly Services - General Counsel:**

\$\_\_\_\_\_ hourly

**Billable Hourly Services - Prosecution Services:**

\$225 hourly

## BUSINESS INFORMATION QUESTIONNAIRE

Failure to complete this form will result in your Proposal being deemed non-responsive and rejected without further evaluation.

NAME OF COMPANY Straub, Seaman & Allen P.C.

PRINCIPAL OFFICE ADDRESS 1014 Main Street, St. Joseph, MI 49085

PHONE NUMBER 269-982-1600 FAX NUMBER 269-982-1694

FORM OF OWNERSHIP (Check one):  Corporation  LLC  Joint Venture

State of Incorporation/Registration MI Date of Incorporation/Registration 03/08/1984

Partnership If Partnership, select one of the following:  Limited  General  Individual

### LIST OF PARTNERS, PRINCIPALS, CORPORATE OFFICERS OR OWNERS

Name

Title

Thomas F. Waggoner

President

Dale L. Arndt

Vice President

Matthew T. Tompkins

Treasurer

James T. McGovern

Secretary

### LIST OF CORPORATE DIRECTORS

Principal Business Affiliation

Name

Other Than Respondent Directorship

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

ADDITIONAL INFORMATION REQUIRED:

LIST OF PRINCIPAL STOCKHOLDERS (i.e., those holding 5% or more of the outstanding stock)

<u>Name</u>	<u>Address</u>
<u>Thomas F. Waggoner</u>	<u>2540 Riverbend Drive, Benton Harbor, MI 49022</u>
<u>Dale L. Arndt</u>	<u>5083 E. Manitou Way, Newaygo, MI 49337</u>
<u>Matthew T. Tompkins</u>	<u>6792 Adaridge Dr. SE, Ada, MI 49301</u>
<u>James T. McGovern</u>	<u>1408 Silverbrook Lane, St. Joseph, MI 49085</u>

FINANCIAL DISCLOSURE/CONFLICTS OF INTEREST: Identify any contract(s) including any contract involving an employment or consulting relationship, which the firm, or its partners, principals, corporate officers or owners currently has with the City of New Buffalo, or with any of its Council members or officers.

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LATEST CREDIT RATING (Specify if other than Dun and Bradstreet)

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I hereby certify that the foregoing business information is true, correct and complete to the best of my/our knowledge and belief:

Straub, Seaman & Allen, P.C.  
Name of Company

By:  5.2.22  
Signature Date

By: \_\_\_\_\_  
Signature Date





## REQUEST FOR PROPOSAL ATTORNEY/LEGAL SERVICES

The City of New Buffalo, MI is seeking qualified attorneys or firms to serve as City Attorney for full service legal representation covering the entire scope of the city's municipal affairs. The contract is for a negotiable term of up to three (3) years. This Request for Proposal ("RFP") is for four (4) separate pricing options, including general counsel monthly retainer, general counsel billable hourly, prosecution services monthly retainer and prosecution services billable hourly rate. The award of the RFP may be awarded in part to separate firms for general counsel and prosecution services. Submissions must be received no later than Monday, May 2, 2022 at 3:00 PM.

Hard copies of the proposal packet are available at City Hall, located at 224 West Buffalo, New Buffalo, Michigan. The packet can be reviewed electronically via the city's website at [www.cityofnewbuffalo.org](http://www.cityofnewbuffalo.org).

Amy Fidler, City Clerk  
City of New Buffalo, MI



---

**TO:** Mayor Humphrey and the New Buffalo City Council

**FROM:** Darwin Watson, City Manager

**DATE:** August 15, 2022

**RE:** Painting and Repair Work at City Hall

---

**ITEM BEFORE THE COUNCIL:**

Approval of awarding interior painting and repair work at City Hall to E.I. Construction

**DISCUSSION:**

The interior of City Hall needs painting, along with some minor repair work (crack sealing, drywall repair, etc.). The interior of City Hall was last painted in 2013 or 2014.

City staff solicited quotes from companies to perform the work and quotes were received from E.I. Construction and Prez's Painting, with E.I. Construction submitting the low quote of \$23,200.

**RECOMMENDATION:**

That the New Buffalo City Council approves awarding the interior painting and repair work at City Hall to E.I. Construction in the amount of \$23,200.

**E.I. Construction  
205 Poplar St.  
Three Oaks, MI 49128  
(269)756 - 3873    (219)229- 1325**

Date: 6/29/22

Submitted To:

Work To Be Performed at:

New Buffalo City Hall

New Buffalo City Hall  
New Buffalo, MI 49117

Submitted For: Painting of Interior of City Hall

This proposal is for the painting of the interior of city hall. This includes the following areas:

**City Hall Public Area**

Front and Rear Entrances  
Great Room/Hallway  
Men's and Women's Bathrooms  
Building Inspector's Office  
Assessor's Office  
Meeting Room Off of Hallway

**City Hall Office Area**

Main Office Area/ Hallway  
Men's and Women's Bathrooms  
Breakroom  
Copy Room  
6 Individual Offices

This proposal includes the painting of all of the areas stated above. Walls will all be painted the same color (Color to be picked out by City). Ceilings in Public Area to be painted white. All rooms with drop ceilings will have walls painted only. This proposal also includes the painting of all Steel Door and Window frames. Doors will be left as is, only painting of door frames. This proposal also includes necessary drywall repairs and patches. This proposal does not include any painting in any Police Station Areas or in the Main Board Room. This proposal does not include the painting of the insides of any closets, storage rooms, or mechanical rooms. This proposal does not include the moving of office furniture. Office furniture to be moved by the City Street Department as discussed with the Head of the Street Department. This proposal includes all labor and materials.

Total Proposal Price= \$23200.00

**Payments to be made as follows:**

**½ Down, ¼ Upon Completion of 1 Entire Area (Either one), ¼ Upon Completion**

**This proposal may be withdrawn if not accepted within 30 days.**

**Respectfully Submitted - Steve Evans \_\_\_\_\_**  
**Per - E.I. Construction**

**Acceptance of Proposal**

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

**Date \_\_\_\_\_**

**Signature \_\_\_\_\_**

# Proposal

Page No. of Pages

Licensed and Insured



Interior/Exterior Staining & Varnishing Powerwashing

MIKE PRZYBYLINSKI  
P.O. BOX 111  
THREE OAKS, MI 49128  
CELL: 269-876-6159  
prezspainting@hotmail.com

PROPOSAL SUBMITTED TO <i>Rich Killips</i>	PHONE <i>(269) 469-1500</i>	DATE <i>Aug 3, 2022</i>
STREET	JOB NAME <i>New Buffalo City Hall</i>	
CITY, STATE AND ZIP CODE	JOB LOCATION <i>224 W. Buffalo St, New Buffalo</i>	

We hereby submit specifications and estimates for:

*Interior painting*

- Sand, caulk as needed and paint metal door + window frames.
- Patch as needed, sand, spot prime, pale sand and paint walls (2) coats.
- No stained trim, doors or windows are included.
- Areas included in proposal are, all offices in the Clerk's area, entry corridor, bathrooms in corridor area, Chief Killips office

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

*Thirty one thousand six hundred eighty* \_\_\_\_\_ dollars (\$*31,680.00*)

Payment to be made as follows:

*40% to start (\$12,672.00), a 2nd draw of 40% (\$12,672.00), remainder due once completed (\$6,336.00).*

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance.

Authorized Signature *Mike Przybylinski*

Note: This proposal may be withdrawn by us if not accepted within 10 days.

**Acceptance of Proposal** - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Date of Acceptance \_\_\_\_\_

Signature \_\_\_\_\_



---

**TO:** Mayor Humphrey and the New Buffalo City Council

**FROM:** Darwin Watson, City Manager

**DATE:** August 15, 2022

**RE:** Beach Concession Building – Exterior Painting and Repair

---

**ITEM BEFORE THE COUNCIL:**

Approval of awarding exterior painting and repair work at beach concession building to E.I. Construction

**DISCUSSION:**

The exterior of the concession/restroom building at the beach needs painting, along with some minor repair work (new aluminum fascia). City staff solicited quotes from companies to perform the work and a quote was received from E.I. Construction in the amount of \$11,300.

Funding for this project is available in the Parks Building Repair budget.

**RECOMMENDATION:**

That the New Buffalo City Council approves awarding the exterior painting and repair work at the beach concession building in the amount of \$11,300.

**E.I. Construction  
205 Poplar St.  
Three Oaks, MI 49128  
(269)756 - 3873 (219)229- 1325**

**Date: 8/2/22**

**Submitted To:**

**Work To Be Performed at:**

**New Buffalo City Hall  
C/O Josh Bolton**

**New Buffalo Beach Building  
New Buffalo, MI 49117**

**Submitted For: Painting of the Exterior of the City Beach Main Building**

**This proposal is for the painting of the exterior of the main Beach building. Entire building will be power washed with a bleach cleanser to kill all mold and mildew. New aluminum fascia will be installed on entire building. Once building is completely dry, any necessary scraping, priming, and caulking will be done. The building will be painted white with 3 blue stripes. The soffit and fascia will be painted blue. The exterior sides of the doors will be painted green. This proposal includes all labor and materials.**

**Total Proposal Price= \$11300.00**

**Payments to be made as follows:**

**½ Down and ½ Due Upon Completion**

**This proposal may be withdrawn if not accepted within 30 days.**

**Respectfully Submitted - Steve Evans \_\_\_\_\_  
Per - E.I. Construction**

**Acceptance of Proposal**

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

**Date \_\_\_\_\_**

**Signature \_\_\_\_\_**



---

**TO:** Mayor Humphrey and the New Buffalo City Council

**FROM:** Darwin Watson, City Manager

**DATE:** August 15, 2022

**RE:** Purchase of Beach Concession Sunshade

---

**ITEM BEFORE THE COUNCIL:**

Approval of the purchase of a sunshade for the beach concession building from Penchura

**DISCUSSION:**

The area around the concession stand at the beach is enjoyed by hundreds of people, annually. Recently, the city needed to repair the sewer lateral that removes waste from the bathrooms. Consequently, the tree that provided shade near the facility needed to be removed due to its contribution to the sewer problem.

City staff sought to provide a solution to the problem and provide shade for beachgoers. Staff received a quote from Penchura to deliver and install a sunshade in the amount of \$54,400. Given the supply chain issues, this would more than likely be installed Spring 2023.

Funding for this project is available in the Parks Fund budget.

**RECOMMENDATION:**

That the New Buffalo City Council approves the purchase and installation of a sunshade at the beach concession building by Penchura in the amount of \$54,400.





Make all P.O.s, Contracts, and Checks to:  
**Penchura, L.L.C.**  
**889 S. Old US 23**  
**Brighton, MI 48114**

# Proposal

Date	Project #
8/3/2022	22-1143

<b>Bill To</b>
City of New Buffalo 224 West Buffalo New Buffalo, MI 49117 United States

<b>Ship To</b>
City of New Buffalo 224 West Buffalo New Buffalo, MI 49117

<b>Customer Contact</b>	<b>Customer Phone</b>	<b>Customer Fax</b>	<b>Terms</b>	<b>P.O. No.</b>	<b>Rep</b>
Kristen D'Amico	630-981-4309		Net 30		JRS

Item	Description	Qty	Weight	Price	Total
Skyways	Skyways Shade: 21x22 Cantilever with 10' Entry, Rapid Release	1		25,450.00	25,450.00T
Freight	Freight	1		3,990.00	3,990.00T
Install	*BUDGET* Installation	1		25,000.00	25,000.00

Proposal good for 30 days.  
 Ship Via: common carrier  
 Delivery contact name and number: \_\_\_\_\_

Customer signature below constitutes a purchase order.

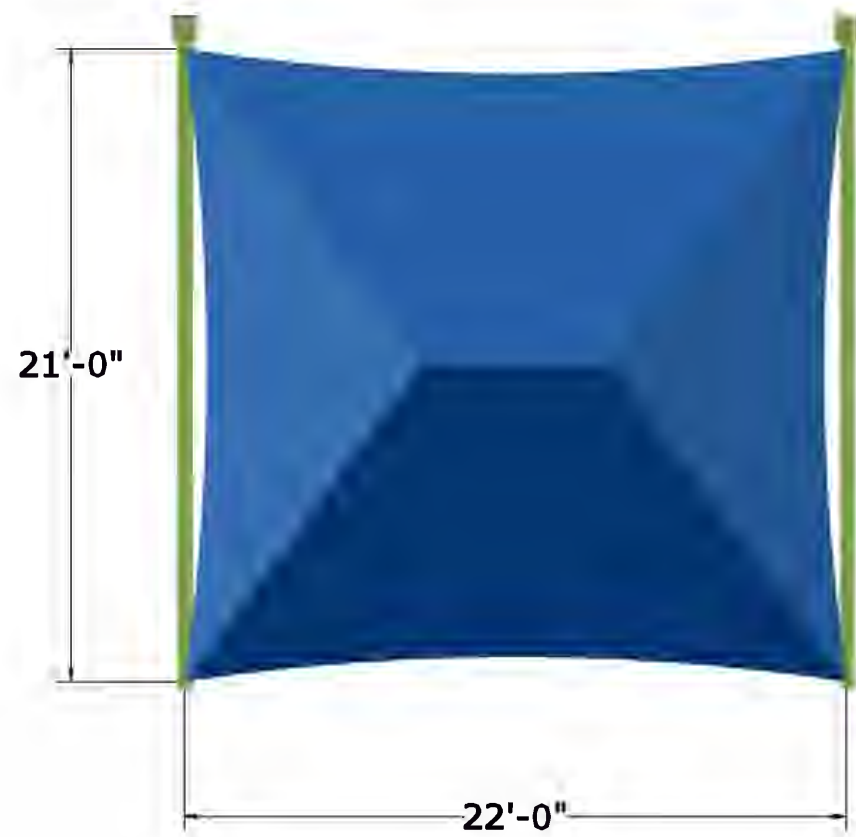
\_\_\_\_\_

<b>Subtotal</b>	\$54,440.00
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	\$54,440.00

**Credit Card fee of 3% on all purchases over \$2,000.00**

**AMX fee of 5% on all purchases over \$2,000.00**

889 S. Old US 23, Brighton, MI 48114  
 Office: (810) 229-6245 Fax: (810) 229-6256 Toll Free: (888) 778-7529



Project Info:

City Beach

Location:

New Buffalo, MI

Unit Type:

Cantilever Hip

Designed By:

RP

Sheet Size:

11" X 17"

SKYWAYS  
by LANDSCAPE STRUCTURES

8131 FORNEY RD.  
DALLAS, TEXAS 75227  
PH: 1-888-438-6574

Date

8/4/2022

Image for illustrative purposes only. Does not represent the finished product. Not to scale. Not for construction.

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NOTES:

SELECTED OPTIONS:		
Rapid Release (Frame)	QTY	1
Templates	QTY	4
Electronic Stamps	QTY	1

WIND LOAD: 105 MPH  
SNOW LOAD: 5 PSF  
BUILDING CODE: IBC 2015

STEEL COLOR: Limon  
FABRIC COLOR: Blue FR

FOUNDATION TYPE: Spread Footing  
BURY TYPE: Surface Base Plate  
SURFACING: 12" Sand

QUOTE #  
1167301-01-02

CUSTOM PRODUCT NUMBER:  
CP029697





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**TO:** Mayor Humphrey and the New Buffalo City Council

**FROM:** Darwin Watson, City Manager

**DATE:** August 15, 2022

**RE:** Beach Restroom Fixture Upgrade

---

**ITEM BEFORE THE COUNCIL:**

Approval of the upgrading of the fixtures in the beach restrooms by City Plumbing and Heating

**DISCUSSION:**

The beach restrooms are used by hundreds of people, daily, and need to be upgraded with new fixtures as the current fixtures are several years old.

City staff sought quotes from contractors to change out the fixtures in the beach restrooms. Staff received a quote from City Plumbing and Heating to change the fixtures in the amount of \$11,607.

Funding for this project is available in the Parks Building Repair budget.

**RECOMMENDATION:**

That the New Buffalo City Council approves the installation of new beach bathroom fixtures by City Plumbing and Heating in the amount of \$11,607.



Kristen,

8/4/2022

RE: New Buffalo Beach Restroom Fixture Upgrade

**Pricing includes the following items:**

1. Demo and disposal of (6) toilets, (3) sinks and (2) urinals
2. (6) new toilets, manual flush valves and seats (new toilets to be reinstalled in existing locations)
3. (3) new wall hung sinks, push-button spring-operated faucets with new traps, mixing valves and trap covers
4. (2) new wall hung urinals with flush valves
5. Rework water and drain lines for new wall hung urinals (new wall mounted urinal drains will connect to existing PVC drain/vent piping located in the chase)
6. Cap off old floor mounted urinal drains and cement floor opening
7. Labor

Total price for above items \$11,607.00

Price does not include the following items:

1. Wall painting
2. Block wall work if necessary (we will patch any small holes left from the old fixtures)
3. Floor tile or floor finish (will need some tile work under the old floor mounted urinals)
4. Repairing broken toilet flanges (sometimes the toilet flanges are broken or damaged but we wont know that until the toilets are removed)

Note: Due to market volatility pricing in guaranteed for only 14 days

Thanks  
Jerrold Wojahn



---

**TO:** Mayor Humphrey and the New Buffalo City Council

**FROM:** Darwin Watson, City Manager

**DATE:** August 15, 2022

**RE:** Planning Commission Marijuana Recommendation

---

**ITEM BEFORE THE COUNCIL:**

Approval of conditionally accepting the Planning Commission marijuana recommendations

**DISCUSSION:**

In December 2018, the City Council passed an ordinance prohibiting the any marijuana establishments until such time as the City Council amends this chapter to allow one or more establishments. Additionally, the ordinance directed the Planning Commission to:

- A. Study the City's options for authorizing and regulating marihuana establishments under the Act;
- B. Hold at least one public hearing to seek input from the public; and
- C. Prepare and submit a report to the City Council by December 1, 2019, with a recommendation as to whether the City should authorize one or more types of marihuana establishments. If the Planning Commission recommends authorization, the report shall outline, in general terms, recommended regulations.

In accordance with the ordinance, the Planning Commission held 2 public hearings (February 1, 2022 and July 26, 2022) to seek public input. Following the July 26, 2022 public hearing, the Planning Commission made the following recommendations:

- That the New Buffalo City Council approve the retail sale of marijuana in the City of New Buffalo.
- That the Zoning Ordinance, Section 11-2 be amended to insert as number 43 under General and Specialty Retail and Personal Services "the retail sale of marijuana" as a Special Land Use.
- That additional provisions also include: 1) that the sale of marijuana is not located within 1,000 feet of a school or church; 2) does not directly adjoin an R-1, R-2 or R-3 Zoning Districts; and 3) not be within 1000 feet of the Central Business District.

**RECOMMENDATION:**

That the New Buffalo City Council conditionally accepts the recommendations of the Planning Commission. Additionally, the City Council directs the Planning Commission to begin working



with the City Attorney to draft the necessary zoning amendments to accommodate the establishment of marijuana facilities in the City of New Buffalo.

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

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

**RESOLUTION 2022-12**

**A RESOLUTION TO HAVE THE PLANNING COMMISSION BEGIN DEVELOPING THE NECESSARY AMENDMENTS TO THE ZONING ORDINANCE TO ADDRESS THE ESTABLISHMENT OF MARIJUANA FACILITIES IN THE CITY OF NEW BUFFALO**

WHEREAS, in December 2018 the New Buffalo City Council passed an ordinance prohibiting marijuana establishments in the City of New Buffalo until such time as the City Council amends Chapter 22 of the Code of Ordinances to allow one or more establishments; and

WHEREAS, the New Buffalo Planning suggested a number of buffer zones made in order for these recommendations to be considered, it is necessary to amend the current City of New Buffalo Zoning Ordinance; and

WHEREAS, the intent of the chapter is to prohibit marijuana establishments on at least a temporary basis in order to allow further study of the issue. The Planning Commission is hereby directed to:

- A. Study the City's options for authorizing and regulating marijuana establishments under the Act;
- B. Hold at least one public hearing to seek input from the public; and
- C. Prepare and submit a report to the City Council by December 1, 2019, with a recommendation as to whether the City should authorize one or more types of marijuana establishments. If the Planning Commission recommends authorization, the report shall outline, in general terms, recommended regulations; and

WHEREAS, the Planning Commission held 2 public hearings (February 1, 2022 and July 26, 2022) to seek public input and subsequently made the following recommendations:

- That the New Buffalo City Council approve the retail sale of marijuana in the City of New Buffalo.
- That the Zoning Ordinance, Section 11-2 be amended to insert as number 43 under General and Specialty Retail and Personal Services "the retail sale of marijuana" as a Special Land Use.
- That additional provisions also include: 1) that the sale of marijuana not be located within 1,000 feet of a school or church; 2) does not directly adjoin an R-1, R-2 or R-3 Zoning Districts; and 3) not be within 1000 feet of the Central Business District; and

WHEREAS, the Michigan Zoning Enabling Act, MCL 1125.3401(3), authorizes the City Council to "refer any proposed [zoning] amendments to the [planning] commission for consideration and comment within a time specified by the legislative body."

NOW, THEREFORE, the City Council resolves as follows:

- A. The Planning Commission begin working with the City Attorney to draft the necessary zoning amendments and conduct at least one (1) public hearing to accommodate the establishment of marijuana facilities in the City of New Buffalo.
- B. The Planning Commission is specifically directed to commence this work at their next regularly scheduled meeting October 4, 2022 and complete no later than December 1, 2022, holding special meetings as necessary.

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 \_\_\_\_\_.

CERTIFICATION

As its Clerk, I certify that this is a true and complete copy of a resolution adopted by the New Buffalo City Council in Berrien County, Michigan, at a regularly scheduled meeting held on \_\_\_\_\_, 2022.

Date: \_\_\_\_\_, 2022

\_\_\_\_\_  
Ann M. Fidler, City Clerk



---

**TO:** Mayor Humphrey and the New Buffalo City Council

**FROM:** Darwin Watson, City Manager

**DATE:** August 15, 2022

**RE:** Marquette Greenway Donation

---

**ITEM BEFORE THE COUNCIL:**

Approval of requesting monies from the Pokagon Fund to assist with the Marquette Greenway

**DISCUSSION:**

The Marquette Greenway is a proposed 60-mile, non-motorized greenway that runs from Calumet Park in Chicago, Illinois to downtown New Buffalo, Michigan. It would connect Illinois, Indiana and Michigan along the southern shore of Lake Michigan. The total project estimated costs are roughly \$5.5M and approximately \$400,000 is being raised to complete the project.

At the July 2022 City Council meeting, it was decided that the city would ask the Pokagon Fund for funds to help lessen the shortfall. In a meeting with representatives from the Friends of Berrien County Trails, it was decided that the city's contribution would \$150,000. This contribution would be funded by a request to The Pokagon Fund, specifically the New Buffalo City Municipal Funds.

**RECOMMENDATION:**

That the New Buffalo City Council approves requesting from The Pokagon Fund – New Buffalo City Municipal Funds, \$150,000 for the Marquette Greenway project.



---

**TO:** Mayor Humphrey and the New Buffalo City Council

**FROM:** Darwin Watson, City Manager

**DATE:** August 15, 2022

**RE:** Dune Walk Reconstruction Payment Requests (TJM Services)

---

**ITEM BEFORE THE COUNCIL:**

Approval of Payment Request #3 for the Dune Walk Reconstruction from TJM Services

**DISCUSSION:**

In March 2022, the City Council approved awarding the dune walk reconstruction project to TJM Services, LLC. TJM Services, LLC has been working on the project and is requesting payment for the completed work (see attached documentation) in the amount of \$251,869.50.

**RECOMMENDATION:**

That the New Buffalo City Council approve the payment to TJM Services, LLC for Pay Request #3 in the amount of \$251,869.50.

# APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G70: (Instructions on reverse side)

PAGE ONE OF PAGES

TO OWNER: CITY OF NEW BUFFALO 224 W. BUFFALO ST. NEW BUFFALO, MICHIGAN 49117	PROJECT: DUNE WALK RECONSTRUCTION PROJECT	APPLICATION NO. 3 PERIOD TO: 7/10/2022 PROJECT NOS.: FILE NO.: CONTRACT DATE:	Distribution to: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> <input type="checkbox"/>
FROM CONTRACTOR: TJM Services 2745 Alyssa Lane, Allegan, MI 49010 CONTRACT FOR:	VIA; ARCH / ENG / CM: ABONMARCHE Tom Runkle	TJM Service Invoice #	

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM.....	\$	858,278.94
2. Net change by Change Orders.....		
3. CONTRACT SUM TO DATE (Line 1 +/- 2).....	\$	858,278.94
4. TOTAL COMPLETED & STORED TO DATE.....	\$	556,755.00
5. RETAINAGE:		
10	\$	55,675.50
(Columns D + E on G703)		
b. _____ % of stored Material	\$0.00	
(Columns F on G703)		
Total Retainage (Line 5a + 5b or		
Total in Column 1 of G703).....	\$	55,675.50
6. TOTAL EARNED LESS RETAINAGE.....	\$	501,079.50
(Line 4 less Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT		
(Line 6 from prior Certificate).....	\$	249,210.00
8. CURRENT PAYMENT DUE.....	\$	251,869.50
9. BALANCE TO FINISH, INCLUDING RETAINAGE		
(Line 3 less Line 6)	\$	357,199.44

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month	\$0.00	\$0.00
<b>TOTALS</b>	\$ -	\$ -
<b>NET CHANGES by Change Order</b>	\$0.00	

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: **TJM Services**  
 By:  Date: 7/10/2022  
 State of: \_\_\_\_\_  
 County of: \_\_\_\_\_  
 Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_

Notary Public: \_\_\_\_\_  
 My Commission expires: \_\_\_\_\_

## ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED.....\$ 251,869.50  
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:  Date: 7/21/2022  
 By: \_\_\_\_\_  
 This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

# CONTINUATION SHEET

AIA DOCUMENT G703

(Instructions on reverse side)

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 3  
 APPLICATION DATE: 7/10/2022  
 PERIOD TO: 7/10/2022  
 PROJECT NO.:

FILE NO.:

TJM Services Invoice #

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + F + F)		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G / C)			
1	Mobilization (Max. \$30,000)	\$ 30,000.00	\$15,000.00	\$3,000.00		\$18,000.00	60.00%	\$12,000.00	\$0.00
2	Vegetation, Rem	\$ 19,800.00	\$19,800.00			\$19,800.00	100.00%	\$0.00	\$0.00
3	Sidewalk, Rem	\$ 1,100.00	\$1,100.00			\$1,100.00	100.00%	\$0.00	\$0.00
4	Dune Grading (excess spoils spread to renourish adjacent beach areas)	\$ 47,325.96	\$40,000.00			\$40,000.00	84.52%	\$7,325.96	\$0.00
5	Boardwalk Framing	\$ 52,525.00	\$0.00	\$18,000.00		\$18,000.00	34.27%	\$34,525.00	\$0.00
6	Stair Framing	\$ 15,840.00	\$0.00	\$6,000.00		\$6,000.00	37.88%	\$9,840.00	\$0.00
7	Timber Decking	\$ 84,128.00	\$0.00	\$22,000.00		\$22,000.00	26.15%	\$62,128.00	\$0.00
8	Toe Guard	\$ 4,356.00	\$0.00	\$800.00		\$800.00	18.37%	\$3,556.00	\$0.00
9	Handrail	\$ 9,900.00	\$0.00			\$0.00	0.00%	\$9,900.00	\$0.00
10	Helical Piles	\$ 204,490.00	\$25,000.00	\$120,000.00		\$145,000.00	70.91%	\$59,490.00	\$0.00
11	Concrete Grade Beam	\$ 2,640.00	\$0.00			\$0.00	0.00%	\$2,640.00	\$0.00
12	Conc, Sidewalk, 4"	\$ 1,309.00	\$0.00			\$0.00	0.00%	\$1,309.00	\$0.00
13	Waste/Recycle Receptacle	\$ 4,400.00	\$0.00	\$3,000.00		\$3,000.00	68.18%	\$1,400.00	\$0.00
14	Dune Restoration	\$ 34,925.00	\$0.00			\$0.00	0.00%	\$34,925.00	\$0.00
15	Sand Fence	\$ 5,610.00	\$0.00			\$0.00	0.00%	\$5,610.00	\$0.00

16	Education Sign (Installation Only)	\$ 2,200.00	\$0.00			\$0.00	0.00%	\$2,200.00	\$0.00
17	LWCF Plaque (Installation Only)	\$ 550.00	\$0.00			\$0.00	0.00%	\$550.00	\$0.00
18									
19	Dune Grading	\$ 7,674.98	\$7,000.00			\$7,000.00	91.21%	\$674.98	\$0.00
20	Timber Boardwalk Framing	\$ 43,725.00	\$16,000.00	\$27,725.00		\$43,725.00	100.00%	\$0.00	\$0.00
21	Timber Stair Framing	\$ 17,160.00	\$2,000.00	\$12,000.00		\$14,000.00	81.59%	\$3,160.00	\$0.00
22	Timber Decking	\$ 74,272.00	\$5,000.00	\$60,000.00		\$65,000.00	87.52%	\$9,272.00	\$0.00
23	Timber Toe Guard	\$ 4,884.00	\$0.00	\$4,000.00		\$4,000.00	81.90%	\$884.00	\$0.00
24	Handrail	\$ 14,850.00	\$0.00			\$0.00	0.00%	\$14,850.00	\$0.00
25	Helical Piles	\$ 148,830.00	\$146,000.00	\$2,830.00		\$148,830.00	100.00%	\$0.00	\$0.00
26	Dune Restoration	\$ 21,725.00	\$0.00			\$0.00	0.00%	\$21,725.00	\$0.00
27	Sand Fence	\$ 4,059.00	\$0.00	\$500.00		\$500.00	12.32%	\$3,559.00	\$0.00
28									
29									
30									
		\$858,278.94	\$276,900.00	\$279,855.00	\$0.00	\$556,755.00		\$301,523.94	\$0.00

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**TO:** Mayor Humphrey and the New Buffalo City Council

**FROM:** Darwin Watson, City Manager

**DATE:** August 15, 2022

**RE:** Purchase of Autoclave

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**ITEM BEFORE THE COUNCIL:**

Approval of the purchase of a replacement autoclave from USA Bluebook

**DISCUSSION:**

The Water Department uses an autoclave in the laboratory to decontaminate certain biological waste and sterilize media, instruments and lab ware. Autoclaves operate at high temperature and pressure in order to kill microorganisms and spores.

The current autoclave is in excess of 20 years old, has been repaired several times and staff has recommended that the unit be replaced. City staff sought quotes and found a replacement unit from USA Bluebook in the amount of \$5,787.

Funding for this project is available in the Water Department budget.

**RECOMMENDATION:**

That the New Buffalo City Council approves the purchase of an autoclave from USA Bluebook in the amount of \$5,787.

# Purchase Requisition

08/08/2022  
02:17 PM

Purchase Requisition No 22-003

Requested Date 08/04/2022  
Required Date 08/04/2022  
Requested By KEN

Department 536

Preferred Vendor 2969  
USA BLUEBOOK  
Address P O BOX 9004

GURNEE, IL 60031-9004

Req. Description REPLACEMENT FOR CURRENT AUTOCLAVE IN NEED OF REPAIR. N

Qty.	Description	GL Number 1	Unit Price	Amount
1	BIOCLAVE RESEARCH AUTOCLAVE	591-536-931.800	5,787.00	5,787.00
<b>Total:</b>				5,787.00



[Summary](#)[More Like This](#)[Just For You](#)**Part#: 77143**

Weight: 110.0 lbs

Brand: Benchmark

## BioClave™ Research Autoclave 18 L, 115V

- Fully automatic—just press "START"
- Compact size fits on any benchtop

**Price:****\$5,787.00****Need Help? Call 800-548-1234**

These autoclaves offer a simple setup that lets you sterilize your critical equipment in no time. Just fill the water tank with distilled water, select your parameters, close the door and press start.

Toggle four adjustable cycle options to sterilize a variety of liquids, media, glassware, plasticware and other common lab items at 121 or 134°C. The large digital display lets you see all sterilization parameters at a glance. A "Dry Only" setting lets you add extra drying time to the end of a cycle. Mechanical and electrical safety interlocks prevent the door from being opened until the pressure has reached zero psi. Use the USB port for transferring data to your computer or printer.

Includes: three loading trays, tray rack, tray handling tool, door adjustment tool, drain hose, spare fuses, spare door seal and manual. 1-year warranty.

Shipping: Ships motor freight.



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**TO:** Mayor Humphrey and the New Buffalo City Council

**FROM:** Darwin Watson, City Manager

**DATE:** August 15, 2022

**RE:** Organizational Assessment – GovHR USA

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**ITEM BEFORE THE COUNCIL:**

Approval of contracting with GovHR USA to perform an Organizational Assessment

**DISCUSSION:**

An Organizational Assessment (“the Assessment”), in its most simplistic definition, is a systematic process for obtaining information about the performance of an organization and the factors that affect performance. The Assessment is a tool that every organization should use in the quest for continuous improvement. Performing the Assessment identifies strengths and weaknesses and requires the participation of key components within the organization. It is also an excellent method to take a figurative step back and evaluate how the organization operates as a whole. Forward-thinking organizations understand there are always ways to improve stakeholder, customer, or constituent services and support. When conducting an organizational assessment, government agencies often identify strengths and weaknesses that lead to improvement opportunities exploiting the previously untapped potential.

In an effort to identify to improve the city’s delivering of services, improve overall efficiencies, and “right size” city staff, the city reached out to several agencies. The International City/County Management Association (“ICMA”) and Michigan Municipal League (“MML”) were contacted about performing the Assessment. Both entities explained that they did not provide this service and both recommended GovHR USA.

GovHR USA provided a quote for performing the Assessment for the city in an amount not to exceed \$15,700.

**RECOMMENDATION:**

That the New Buffalo City Council approves contracting with GovHR USA to perform an Organizational Assessment in an amount not to exceed \$15,700.



July 22, 2022

Darwin Watson, City Manager  
City of New Buffalo  
224 W. Buffalo St.  
New Buffalo, MI 49117

Dear Mr. Watson:

Thank you for the opportunity to provide you with a proposal for an Organizational Study for the City of New Buffalo. GovHR USA ("GovHR") prides itself on a tailored, personal approach to organizational studies developed by being objective, comprehensive, and keeping the client informed.

We understand that the City of New Buffalo is a Lake Michigan waterfront community that encompasses 2.53 miles and provides services to 1,853 citizens during the winter and up to 15,000 in the summer. The City employs about 40 full-time equivalent positions, which include 10 part-time positions and 20 seasonal positions.

The City of New Buffalo's entire organization needs an objective review and analysis regarding service delivery expectations and alternative methodologies, practices, and potential outcomes. Level of staffing is a primary concern. Establishing an optimum number of staff, and a roadmap to achieve, is a key expectation.

The city clerk/human resources, police, fire, and rental inspection activities especially need review. These departments are responsible for a range of critical duties to City residents and are experiencing a number of challenges including lack of sufficient personnel, recruitment difficulties, high service demands, and increasing multi-tasking demands.

This proposal addresses rightsizing for these departments in addition to assessing the organizational culture and best practices to achieve the highest quality of services.

Our approach will include interviews with City of New Buffalo officials and recommended stakeholders, surveys, data collection and comparisons with other like communities & departments, analyses, options, and recommendations.

The bottom-line deliverable will be an objective and comprehensive assessment of best practices and several realistic options per department, complete with recommendations. The not-to-exceed professional fees and expenses is \$15,700.

Alternatively, GovHR could study and make recommendations for individual departments on an hourly basis (\$125/hour) for a not-to-exceed fee of \$4,000 per department.

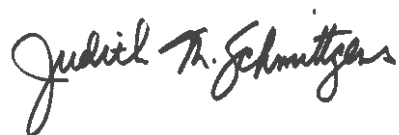
At GovHR, we work hard to:

- Become a partner to you in achieving maximum desired outcomes;
- Adapt to your unique needs.
- Work closely with you to meet any evolving expectations.

We also have multiple consultants that are experts in specialized facets of municipal government who will be consulted during the course of the project.

We look forward to working with you, your staff, and your team members in New Buffalo. We will begin within two weeks of your request and will ensure completion within 75-90 days thereafter.

Sincerely,

A handwritten signature in black ink that reads "Judith Th. Schmittgens". The signature is written in a cursive, flowing style.

Judith Schmittgens  
Corporate Secretary and Compliance Manager



**THE CITY OF NEW BUFFALO, MICHIGAN  
ORGANIZATIONAL STUDY PROPOSAL  
July 22, 2022**

**EXECUTIVE SUMMARY**

It is a pleasure for GovHR USA, LLC (“GovHR”) to provide the City of New Buffalo with an Organizational Study Proposal.

GovHR is a public-sector management consulting firm specializing in management consulting, executive recruitment, grant writing and interim staffing. GovHR provides service to jurisdictions and agencies on a variety of contemporary issues, including management, financial, and human resources. All services are provided solely for public jurisdictions and not-for-profit entities.

GovHR is led by Heidi Voorhees, President, and Joellen Cademartori, Chief Executive Officer. We are a certified Female Business Enterprise and work exclusively in the public sector. We have 11 full-time and 8 part-time employees and 38 project consultants. GovHR has one of the most experienced professional staffs of any comparable public management consulting firm. The principals of our organization have over 300 years of combined municipal government experience. Our consultants not only have significant experience working in the public sector but are also experienced consultants with a history of helping other clients with service studies like this one being considered by the City of New Buffalo.

Our process includes a kick-off meeting to establish the project contact(s) and to affirm/adjust your desired scope of work. We will thereafter seek input from all levels of the organization including any elected officials, the administrative leadership, departmental management, line staff, and/or a select group of external stakeholders that you designate. We use extensive data gathering techniques including in-person and electronic surveys to gather perspectives on the workplace.

GovHR will provide survey results of three (3) similarly situated communities in Michigan inclusive of comparative data on their demographics, community expectations, and operational structures.

Critical to our conclusions will be the establishment of service and staffing levels. GovHR’s final report will include recommendations to the organizational chart and staffing. An added benefit of our proposal is the inclusion of specific management training and administrative policy modifications if desired.

## PROJECT CONSULTANTS

The lead consultant on this project will be GovHR Vice President Ryan Cotton. Mr. Cotton has completed organizational analyses for the Paw Paw, Michigan Department of Public Services; the Montpelier; Vermont Fire and Ambulance Service; the Spring Lake/Ferrysburg, Michigan Police Department; the Holland, Michigan Transportation Department; the Holland, Michigan Parks and Recreation Department; and the Tri-Cities Strikers Soccer Association. Mr. Cotton formerly taught public administration at Hope College and Grand Valley State University -- including organization theory and strategic management.

Mr. Cotton will be assisted by GovHR Vice President Jaymes Vettraino. Mr. Vettraino is experienced in organizational assessments and revenue enhancements. Both consultants are based in Michigan. Mr. Cotton previously served as city manager in similar communities along the Lake Michigan shoreline. Biographies for each consultant is attached to this proposal, and Mr. Cotton's contact information is:

Ryan Cotton, Vice President  
GovHR USA  
Grand Haven, Michigan 49417  
616-638-8910 (cell)  
rcotton@govhrusa.com

Jaymes Vettraino, Vice President  
GovHR USA  
Rochester, Michigan 48307  
224-282-8316  
jvettraino@govhrusa.com

## FRAMEWORK FOR STUDY AND ANALYSIS

We understand that the City of New Buffalo seeks an independent assessment of service demands, organizational structure, and staffing levels. The following questions will be answered:

1. Are there areas of the organization that have disparate and seasonal work product expectations that suggest the need for reorganization or more staffing?
2. Are there branches of the current service delivery systems that would be better performed through a realignment of services?
3. What steps can the City Manager, the City Council, and the general New Buffalo Team take to implement the highest quality customer service?

To answer the above questions, an objective and methodical approach will be taken to:

- Review and summarize current and past organizational structures and staffing levels;
- Summarize current services provided and workloads, while also analyzing seasonal variations;
- Determine the desired service levels for the City of New Buffalo;
- Determine what is working well and what areas may need improvement;

- Compare and contrast the City's organization with other communities' options with an eye on greater efficiency, lean workflow, and/or effectiveness, as well as what can be realistically implemented in light of the City's desired service levels and seasonal fluctuations;
- Determine a method of assessing the health of the organization's culture;
- Determine effective measures to improve and identify gaps in staffing or performance that need improvement to achieve peak effectiveness and efficiency;
- Determine any other cost measures that could be implemented for similar or increased levels of service;
- Identify on-going performance measures that could be used to assess the effectiveness of the long-term improvements recommended once implemented.

GovHR can also identify and make recommendations regarding management training, policy, and administrative processes that can assist in implementation of effective use of resources upon request.

### **TIMELINE FOR COMPLETION**

- **Component 1-- Inventory Phase (Conducted Week 1 – Week 4):**

Conduct an organizational inventory and service delivery assessment using multiple data gathering points, including existing organizational system via a kick-off meeting, plans, studies, job descriptions, and staff and stakeholder interviews. Synthesize the above information and diagram the existing organization structure and workflow of major processes. Understand the preferred future service levels. Tasks include questions about future service levels with elected officials, Departmental staff, and focus group(s) if desired.

- **Component 2 -- Service Level Analysis (Conducted Week 4 – Week 8):**

Conduct a comparative analysis of the City's organizational structures, services, and staffing levels in relation to other like-communities. These benchmarks will be compared to existing City of New Buffalo procedures to identify any gaps that might exist.

- **Component 3-- Comparative Analysis Phase (Conducted Week 6 – Week 10):**

Analyze and provide options to consider. Meet with the project contact(s) to provide a summary of options and potential recommendations including, but not limited to an organizational chart and staffing requirements, performance measures, changes to current and possible future City of New Buffalo services and workloads-- while also determining the most effective and efficient structure to meet the demands and expectations of internal and external stakeholders. Management training, policy, and supervisory practices for enhanced service delivery and effective/efficient use of resources will be discussed. This meeting is the key way to accomplish a strategic and facilitated shared learning process for enhanced implementation after the Study's completion.

- **Component 4-- Final Study and Implementation Tools Phase (Conducted Weeks 8 – 12):**

Deliver the Final Report with analysis, options, and recommendations for considering future services, workloads, staffing levels, and potential efficiencies or realignments.



## **ASSISTANCE FROM CITY OF NEW BUFFALO STAFF AND ELECTED OFFICIALS**

Assistance from the City of New Buffalo staff will include:

- Access to key documents;
- Coordination of the consultant's meetings with key New Buffalo elected officials as needed and Department staff; and
- Identification of resident and business stakeholders or focus groups

## **DELIVERABLES**

The City of New Buffalo can expect to receive both a draft report and a final written report. The consultant will meet with the appropriate City of New Buffalo contact(s) to verbally present an overview of the draft report's findings two weeks before the deadline.

Within two weeks thereafter, GovHR will present the report in a public setting (if desired).

The consultant will deliver the final report in hard-copy and/or electronic version, whichever forum is preferred.

- Draft Report for advance review
- Final Report for distribution (electronic and/or hard copy)
- Public Presentation (if requested)
- On-going Performance Measures
- Management Training (if requested)

## **COST PROPOSAL**

GovHR will provide these services at an overall rate of \$125 an hour. Accordingly, GovHR agrees to complete the Study for a **not-to-exceed fee of \$15,700 plus graphic design and mileage expenses**. The following provides a breakdown of the costs of the components of the study. The cost for each component may vary based on conclusions reached by the consultant in discussion with City of New Buffalo officials.



**Component 1:** Organizational Inventory and Service Delivery Assessment Using Multiple Data Gathering Points – 14 Hours.

**Component 2:** Understanding the preferred future service levels – 20 hours

**Component 3:** Comparative analysis of similar departments in comparable cities and determination of optimum service and staffing levels - 34 hours.

**Component 4:** Final Report, including options, implementation tools, peer review, and recommendations, inclusive of executive summary, layout and graphics for ease of comprehension – 28 hours.

**Component 5:** Presentation, contingency, and administrative hours that might become necessary to ensure complete satisfaction –12 to 14 hours

**Sub-total Consulting:** 13,750

**Sub-Total Reimbursable Expenses** (copying, consultant travel, graphic design, etc. – assumes up to five trips and several hard copies): \$1,950.

**TOTAL PROJECT COST** – Not to exceed **\$15,700.**

**Note:** If less time is needed, fewer hours will be billed.

One formal presentation of the final report is included in the above hours. If more presentations are desired, these can be provided at \$600 per presentation, plus expenses. Several hard copies are included. If more copies are needed, these costs will be passed along at cost.

Email responses and phone call assistance will be provided at no additional charge for one year following completion of the study. Every effort will be made to facilitate a shared learning process so the need for special implementation assistance will be minimized. If additional on-site implementation effort is needed after the report is completed, assistance will be provided on a time/materials basis at \$125 per hour and mileage/expense reimbursement.

#### **PAYMENT SCHEDULE**

One half of the total fee will be due following the initial project meeting, and the balance plus expenses will be due upon delivery of the Final Report. GovHR will invoice the City of New Buffalo. Payment is due within thirty (30) days.

#### **REFERENCES**

The following projects are comparable to the assessment sought in New Buffalo.

- **Village of Paw Paw, Michigan (2020)**  
**Department of Public Services Organization Study**  
Sarah Moyer-Cale, Former City Manager of Paw Paw and current City Manager of Hastings, MI 269-945-2468
  
- **Town of Buchanan, Wisconsin – Organizational Assessment and Classification and Compensation Study (2019)**  
Anthony Brown, former Buchanan Town Administrator  
920-734-8599
  
- **City of South Milwaukee, Wisconsin – Street Department Assessment (2017)**  
Tamara Mayzik, City Administrator, 414-768-8051
  
- **City of Maryland Heights, Missouri – Organizational Analysis, Department of Community Development, Code Enforcement, Public Works and Engineering, and Administrative Services (2017)**  
James Krischke, former City Administrator, 417-380-0351
  
- **City of Pekin, Illinois – Efficiency Study (2016)**  
Mark Rothert, City Manager, 309-477-2300

#### **Note about Process Consultation**

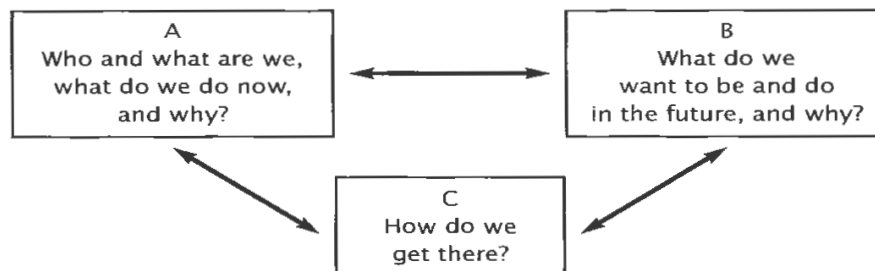
We believe it is important to emphasize the nature of our approach and relationship with City of New Buffalo management and staff during the study. GovHR takes pride in employing the “Process Consultation” approach developed by the noted organizational development scholar and consultant, Edgar Schein of the Massachusetts Institute of Technology.

In broad terms, Process Consultation emphasizes ongoing communication with the client during the engagement, a sharing of the diagnostic process and actively involving the client in generating and understanding remedies. This is the purpose of the recommended project contact(s) to serve as key customer connections.

GovHR employs this approach by fostering an environment of open communication, understanding and objectivity. Our primary objective is to conduct a fair and independent evaluation of departmental operations and effectiveness. For this reason, we believe it is imperative during the Study to develop an open and mutually supportive relationship between the project staff, management, and other key participants. While it is important that we maintain our posture of independence and objectivity during the study, it is no less important that City of New Buffalo management, the impacted Departmental leaderships and key staff be kept regularly informed of the progress and results of our inquiries.

In these ways, you can be confident that the Study is proceeding according to plan and accomplishing its intended objectives. Moreover, it has been our experience that this approach leads to the consideration of meaningful changes as a result of the Study. The following chart is from strategic planning discipline and illuminates this approach.

**Figure 1** ■ The Interactive ABCs of Strategic Planning



Bryson and Alston

## CONCLUSION

It would be our distinct pleasure to serve the City of New Buffalo. GovHR is a public-sector management consulting firm devoted to assisting only public-sector entities. We believe that the consultants assigned meet the high caliber qualifications expected by the City of New Buffalo.

Each of the assigned consultants are based in Michigan and are familiar with the myriad of demands and expectations currently being placed on Michigan municipalities.

Please feel free to contact Ryan Cotton at 616-638-8910, [rcotton@govhrusa.com](mailto:rcotton@govhrusa.com), or me should you have questions regarding this proposal or need additional information.

GovHR appreciates your consideration of this proposal and looks forward to the opportunity to work with the City of New Buffalo on this important project.

Sincerely,

Judith Schmittgens  
Corporate Secretary and Compliance Manager  
630-362-8934



# RYAN COTTON



Ryan Cotton is a Vice President with GovHR USA, and has over 35 years of experience as a local government management professional in multiple communities in three states including Duvall, Washington, Montpelier, Vermont and Grand haven, Spring Lake, Eastpointe, Caledonia, and Holland Michigan. Mr. Cotton is an ICMA Credentialed Manager.

From 2012 to 2017, Mr. Cotton served as the City Manager of Holland, a progressive, vibrant, diverse community in West Michigan. During his tenure in Holland, Mr. Cotton was responsible for a \$36 million budget and 185 full-time employees. Consensus on \$28 million in capital asset redevelopment was accomplished. Mr. Cotton was known for his organizational planning and facilitation, strategic management, neighborhood redevelopment, fiscal management, multicultural human relations, intergovernmental collaboration, and grant outcomes.

Mr. Cotton served as the Village Manager in Spring Lake, Michigan from 2002 to 2012 and as City Manager in Grand Haven, Michigan from 1995 to 2002. Spring Lake and Grand Haven are full-service, waterfront communities with high service demands. In Spring Lake, new intergovernmental agreements resulted in shared and expanded services. Mr. Cotton facilitated multiple community consensus building opportunities including master plans and strategic plans.

Prior City Manager services were provided to Montpelier, Vermont from 1986 to 1994 where Mr. Cotton grew regional collaboration for improved ambulance services. He also assisted the Vermont League of Cities and Towns on municipal recruitment and team building. In each community, Mr. Cotton oversaw labor relations and conducted strategic planning and facilitation for multiple non-profits. Mr. Cotton also served in leadership roles for regional services and on statewide boards.

Ryan has extensive grant experience in Illinois, Michigan, and Vermont. He brought in more than \$20 million in grants and other non-local tax funding to communities he served-- achieving a 95% success rate.

## PROFESSIONAL EDUCATION

- Master of Arts degree in Political Science, Western Michigan University
- Master of Public Administration degree, University of Kansas
- Bachelor of Arts degree in Public Administration, Miami University, OH

- Vermont Association of Realtors, Impact Fees and Cities, 1988
- National Caucus of New England Legislators, Growth in New England, in Manchester, New Hampshire, 1988
- International City Manager Association National Conference, Service Request Systems, San Antonio, Texas, 1984

## PROFESSIONAL DEVELOPMENT AND SPEAKING ENGAGEMENTS

- Adjunct Instructor, Grand Valley State University and Hope College
- West Michigan Green Infrastructure Conference, Michigan Department of Environmental Quality Grand Valley State University, Grand Rapids, Michigan, 2015
- Testimony to State of Michigan House and Senate Committees, On-Bill Energy Legislation, resulting in eventual adoption and Governor's signature, 2014
- Michigan Association of Municipal Attorneys, The ABCs for Municipal Attorneys, Lansing, Michigan, 2009
- Testimony to the State of Michigan House Committee on Land Use and the Environment, Impact Fees, 2013
- Michigan City Management Association, Community Information Systems, Ypsilanti, Michigan, 1999
- Michigan Municipal League, Building a Sense of Place Grants, Muskegon, Michigan, 1998

## MEMBERSHIPS AND AFFILIATIONS

- Michigan Local Government Managers Association, Former Board of Directors
- West Michigan Strategic Alliance, Former Board of Directors

## PROFESSIONAL BACKGROUND

- Interim City Administrator, Duvall, WA, 2021
- Interim City Manager, Eastpointe, MI 2019
- Interim Village Manager, Caledonia, MI 2019
- Interim City Manager, Eastpointe, MI 2018
- City Manager, Holland, MI 2012-2017
- Village Manager, Spring Lake, MI 2002-2012
- City Manager, Grand Haven, MI 1995-2002
- City Manager, Montpelier, VT 1986-1994
- Assistant City Manager, Upper Arlington, OH 1984-1986





# JAYMES VETTRAI



Jaymes Vettrai is a Vice President with GovHR USA and provides municipal management consulting services to communities. His focus is on assisting with employee recruitment, classification/compensation, financial planning, operational management, human resources, community relations and economic development.

Prior to starting his consulting service, Jaymes spent 17 years as a City Manager, most recently as the City Manager of Rochester, MI. In Rochester, he had the opportunity to lead a dynamic management team to simultaneously reduce expenses and increase the level of community service during years of the "great recession." During his time as the Manager of Kutztown, PA, Jaymes had the opportunity to lead the college town in the development of its own fiber optic network and improve its relations with Kutztown University. Jaymes was also the first Manager of Pen Argyl, PA, where he led the community in creating a city manager form of government and implemented many grant funded quality of life improvement initiatives and projects.

Jaymes believes that great local communities are the foundation of our lives. Through his facilitative style and technical knowledge of local government, he excels at problem solving and consensus building.

## PROFESSIONAL EDUCATION

- Master of Business Administration in Management, Lehigh University
- Bachelor of Science in Political Science, Michigan State University, MI

## PROFESSIONAL DEVELOPMENT AND SPEAKING ENGAGEMENTS

- Assistant Professor at Rochester University, Rochester, Michigan
- Adjunct Professor at Oakland University, Rochester, MI
- Former Adjunct Professor at Alvernia College, Reading, PA

## MEMBERSHIPS AND AFFILIATIONS

- International City and County Managers Association
- Michigan Local Government Management Association
- Leadership Oakland County
- Pennsylvania Association of Municipal Managers
- American Public Power Association
- Pennsylvania Electric Association

## AWARDS

- Distinguished Faculty Award, Rochester University, 2019
- Community Advocacy Award, Rochester Regional Chamber of Commerce, 2018
- Selected as one of "Oakland County's Elite 40 under 40", 2015
- Outstanding Service Award from Michigan Municipal League, 2013

## PROFESSIONAL BACKGROUND

### *Over 17 Years in Local Government Management*

- Director of the Center for Social Engagement, Rochester University, MI 2015-Present
- City Manager, Rochester, MI 2008-2015
- Town Manager, Kutztown, PA 2003-2008
- Town Manager, Pen Argyl, PA 1998-2003





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**TO:** Mayor Humphrey and the New Buffalo City Council

**FROM:** Darwin Watson, City Manager

**DATE:** August 15, 2022

**RE:** Extension of Mondays at the Marina

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**ITEM BEFORE THE COUNCIL:**

Approval of an extension of the Mondays at the Marina Special Event application termination

**DISCUSSION:**

In June 2022, the city approved a Special Event Application for Monday at the Marina. Due to the success of the program, the sponsors are asking that the ending date be extended through September 26, 2022.

**RECOMMENDATION:**

That the New Buffalo City Council approves the extension of Monday at the Marina through September 26, 2022.

## Darwin Watson

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**From:** Gold Coast Yacht Management [REDACTED]  
**Sent:** Thursday, July 28, 2022 11:25 AM  
**To:** Amy Fidler  
**Cc:** Traci Lauricella; [REDACTED]; Darwin Watson; John Humphrey  
**Subject:** Mondays at the Marina

Hi Amy,

I hope you are well. Mondays at the marina has been such a great hit with both residents and visitors. The musicians have been phenomenal and loved the acoustics and the Audience has been very tame, respectful of the property, and grateful to have something to do on a Monday evening. The NBBA would like to extend the Mondays at the marina through September. Let me know if I need to amend anything on our application.

Thank you,  
Audrey Tuszynski  
Gold Coast Yacht Management  
[REDACTED]



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**TO:** Mayor Humphrey and the New Buffalo City Council

**FROM:** Darwin Watson, City Manager

**DATE:** August 15, 2022

**RE:** Roadway and Utility Asset Management Plan

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**ITEM BEFORE THE COUNCIL:**

Approval of requesting monies from the Pokagon Fund to assist with the development of a roadway and utility asset management plan

**DISCUSSION:**

Community economic development (CED) is a community- driven process where communities identify and initiate their own solutions to economic, social and environmental issues to build healthy, economically viable communities. Some of the outcomes include the development and rehabilitation of workforce housing, promoting sustainability, encouraging entrepreneurship and the attraction of investment into the community.

As the City of New Buffalo continues to explore ways to improve on these, knowledge of the city's infrastructure capacity and condition to accommodate new development, housing and the like is paramount. In order to accomplish this, the city needs to assess its physical assets which includes water, sanitary, and storm utilities, as well as a roadway network, through an Asset Management approach. While knowing the city's physical assets is the first step in the Asset Management approach, optimal programs provide the tools and information needed for making data-driven decisions to better prioritize maintenance actions, minimize system downtime, and complete capital and strategic planning for replacing and rehabilitating system components.

An asset management plan provides a structured framework for improving system performance and justifying future planning and expenditures – particularly important given today's limited budgets and aging infrastructure. The plan will provide valuable information for short-term and long-term capital improvement planning, rate strategies, and ensure successful and cost-efficient ongoing operation of the city's infrastructure. These are all essential to the city's overall community economic development.

In the city's Master Plan, the Land Use and Development section identifies appropriate uses for all properties in the city, providing for orderly and efficient growth, development, investment and change over time. In order to accomplish the outcomes identified in this section, the city must have knowledge of what the infrastructure is capable of supporting.

More importantly, this project will allow residents to understand the methodology that goes into the decision-making process regarding the assets of the community and the allocation of their tax dollars.





The total project cost is estimated to be \$125,000 and the potential funding breakdown is as follows:

<b>Funding Source</b>	<b>Status</b>	<b>Amount</b>
City of New Buffalo	2023 Fiscal Year Budget	\$14,000
Drinking Water Asset Management (DWAM) Grant	Grant being prepared for submission in October 2022	\$35,000
EPA's Clean Water State Revolving Fund (CWSRF)	Grant being prepared for submission in July 2022	\$35,000
The Pokagon Fund	Letter of Inquiry – June 2022	\$41,000

**RECOMMENDATION:**

That the New Buffalo City Council approves the development of a roadway and utility asset management plan. Additionally, the City Council approves requesting from The Pokagon Fund – New Buffalo City Municipal Funds, \$41,000 for the development of the roadway and utility asset management plan.

May 12, 2022

Mr. Darwin Watson, City Manager  
City of New Buffalo  
224 West Buffalo Street  
New Buffalo, MI 49117

**RE: Proposal for Professional Services  
Utility and Roadway Asset Management Plan**

Dear Mr. Watson,

Abonmarche is pleased to present this proposal for professional services for the preparation of a Utility (water, storm, and sanitary sewer distribution systems) and Roadway Asset Management Plan for the City of New Buffalo (the City). Abonmarche has a history of working with the City on planning activities related to utility and roadway infrastructure improvements and we look forward to this opportunity.

***Project Understanding***

The City understands the importance of an Asset Management approach to the operation, maintenance, and repair of various public works. As the steward of water, sanitary, and storm utilities as well as a roadway network, the City is responsible for ensuring continued safe and reliable operation of these assets.

Although knowing a City's physical assets is the first step in the Asset Management process, optimal programs provide the tools and information needed for making data-driven decisions to better prioritize maintenance actions, minimize system downtime, and complete capital and strategic planning for replacing and rehabilitating system components.

An asset management plan provides a structured framework for improving system performance and justifying future planning and expenditures – particularly important given today's limited budgets and aging infrastructure. A comprehensive Assessment Management Program includes:

- System Inventory
- Condition Assessment
- Maintenance Program
- System Planning and Needs Assessment
- Financial Analysis
- Capital Improvement Plan and Program
- Capital Management System

To ensure the needs of the City of New Buffalo are met in an efficient and cost-effective manner, we propose the following scope of services to evaluate the current state of the Community's utility and roadway assets and assist the City in updating its long-term asset management plan and associated funding strategy.

The tools developed as part of this plan will allow the City to implement projects to pursue predictive rehabilitation and maintenance, thus minimizing the risk of failure of critical infrastructure components. The plan will provide valuable information for short-term and long-term capital improvement planning, rate strategies, and ensure successful and cost-efficient ongoing operation of the City's infrastructure.

Based on our knowledge of the City's infrastructure and existing records, we anticipate the following scope of services will meet the City's needs.

### **Scope of Services**

#### **1. Inventory of Assets – Review and Update**

*Abonmarche will review existing GIS and record information compiled by the City to determine coverage and reliability of existing data. The information collected will vary by utility type. Roadway information will be based upon the latest round of PASER ratings as a baseline. Abonmarche will conduct data entry into the City's GIS database.*

#### **Inventory of Assets – General**

##### **a. Tasks:**

- i. Kickoff meeting with the City to discuss the project and the infrastructure systems to ensure we have a clear understanding of all the City's assets.
- ii. Review and discuss the City's asset numbering system for utilizing the system moving forward.
- iii. Review a summary of assets inventory consisting of a map/list of assets, per utility, with their age, condition, useful life, and replacement cost. These results will be integrated into the City GIS system by Abonmarche staff.
- iv. Based on review of inventory information, recommend additional storm/sanitary investigation efforts. The City or an independent contractor will perform these services and will conduct video investigation and PACP analysis on selected sewers as required. Abonmarche will assist with location selection and result summary.

#### **Inventory of Assets – Water Distribution System**

##### **a. Tasks:**

- i. Review of GIS information related to the water utility with updates as appropriate. Includes review of distribution mains, services, valves, hydrants, storage facilities, and treatment facilities.
- ii. Review break/service reports, valve and hydrant maintenance records and inspection reports, and determine material types and ages.



#### Inventory of Assets – Storm Sewer System

##### a. Tasks:

- i. Review of GIS information related to the storm utility with updates as appropriate. Includes review of collection mains, manholes and catch basins, outfalls, and treatment structures (as applicable).
- ii. Review known system problems (historical flooding or reoccurring maintenance location), sewer televising/cleaning records with PACP ratings (within past 5-years), and sewer repair information.

#### Inventory of Assets – Sanitary Sewer Distribution System

##### a. Tasks:

- i. Review of GIS information related to the sanitary utility with updates as appropriate. Includes review of collection mains, manholes, services, lift stations, and treatment facilities.
- ii. Review known system problems (backups or SSOs), sewer televising/cleaning records with PACP ratings (within past 5-years), and sewer repair information.
- iii. Inspect each pump station in detail including updating the list of equipment at each station including equipment condition, structure condition, system hydraulic capacity, and electrical and power conditions. Abonmarche will provide a draft inspection checklist for City Staff review.

#### Inventory of Assets – Roadway

##### a. Tasks:

- i. Review of PASER information related to Roadway condition with updates as appropriate.
- ii. Assist with coordination between City and MPO/County to perform updated PASER ratings. Alternatively, Abonmarche is trained in performing PASER rating analysis and can provide this service, if required, due to timing considerations.

## 2. Asset Management Organizational Structure

*We will review the City's asset management organizational structure and asset management policy and update as necessary.*

*The Asset management organizational structure includes roles and responsibilities of City Staff, elected officials, citizen representatives, consultants, etc. Developing an asset management plan that can be utilized by the City to provide the data necessary to maintain its existing assets and plan for future needs requires a commitment from all parties from City administrators to the operations personnel responsible for day-to-day maintenance and repairs of the City's infrastructure. It also requires policies be established that are workable in the field and allow access to data that is easily accessible to those responsible for planning and finances.*



a. Tasks:

- i. Review and update organizational structure for assessment management implementation including roles and responsibilities for all levels.
- ii. Develop an implementation schedule that is workable within the timeframe desired by the City and required by regulatory conditions.
- iii. Review and update policies that will define the desired final management plan that include data management, risk management, desired levels of service, life cycle management, and implementation.

3. Data Management

*The City already has a GIS system for sanitary, water, and storm utilities with defined attributes. This task will consist of reviewing the current system and compiling updates based on improvements that have occurred since the SAW grants were completed in 2017.*

a. Tasks:

- i. Meet to discuss current GIS system utilization and highlight areas with known gaps or other deficiencies.
- ii. Identify additional sewer mapping and data collection needs focusing on unmapped or poorly detailed sewers, manholes, and catch basins.
- iii. Use field findings on missing data to help define locations where potential CCTV and PACP rating information would be valuable.
- iv. Maintenance of the City's GIS system going forward will be discussed and a separate proposal will be provided at the conclusion of this project.

4. Condition Assessment – Wastewater/Storm

*This task will focus on formal sewer cleaning, CCTV, and PACP ratings of sewers and manholes in the sanitary and storm systems based on gaps in the data or known problems. It is our understanding that the City or an independent contractor will perform CCTV and PACP assessments.*

a. Tasks:

- i. City to provide previous CCTV videos and PACP reports.
- ii. Focus will be on sewers older than 20-years in age and that have not had a PACP rating completed within the past 10-years.
- iii. Develop a map with City Staff for target locations to conduct CCTV and PACP ratings. Focus will be on sewers with known maintenance issues, lacking historical records, and other locations as requested.
- iv. Review of manhole inspections and conducting MACP inspections and ratings on runs associated with the sewer inspections.



5. Level of Service Determination

*Abonmarche will assess the current level of service provided by the City's utility and roadway network. With input from City Staff and Asset Management Committee, Abonmarche will facilitate established goals for appropriate level of service in the system. Goals may address several improvement areas including known or anticipated regulatory issues, aesthetics, reliability, rates, pressures, service disruptions, water loss, lead services, etc.*

a. Tasks:

- i. Assessing current level of service based on recent reliability study data and input from City Staff.
- ii. Holding Stakeholder meeting with City and Asset Management Committee.
- iii. Generating level of service goals for utilities systems (water/sanitary/storm) and the roadway network.

6. Defining Criticality of Assets

*Using the data obtained and updated in the inventory phase, Abonmarche will evaluate the criticality of the various system assets including likelihood of failure and consequences of failure. These assets will be provided a criticality score in accordance with EGLE guidelines.*

a. Tasks:

- i. Assigning age and condition values to each asset as closely as possible based on available information.
  - ii. Developing a methodology for assessing probable condition for buried assets with unknown condition or age.
- b. Assigning other relevant parameters which affect the risk factor or criticality of each component such as potential for property damage, public health impacts, lost revenue, and social/environmental costs.

7. Asset Management Plans

*For each individual utility type and the roadway network, we will create a detailed asset management plan based upon the collected inventory data, condition assessment, level of service goals, and criticality characteristics.*

Asset Management Plan – Utilities

a. Tasks:

- i. Abonmarche and City Staff will work together to study the overall system conditions identified during the condition assessment and assign a Risk of Failure to each pipe that has been assessed.
- ii. Abonmarche will work with City Staff to determine appropriate characteristics to use to establish a Consequence of Failure variable and



assign consequence of failure ranking for each pipe rated in the system. Characteristics may include population served, roadway traffic impacted during repair, depth, accessibility, environmental issues, groundwater depth, potential for flooding, etc.

- iii. Using the Risk/Consequence factors, establish a priority ranking ("Criticality Index") to be used to develop a list of repair/replacement/rehab needs. Abonmarche and City Staff will work together to devise a formula to calculate the criticality index based upon risk of failure and consequence of failure defined above.
- iv. Utilizing a deterioration forecasting model, we will create a system repair/rehab/replacement need model for the various system utilities.
- v. Provide recommendations for future (ongoing) system inspection needs.

#### Asset Management Plan – Roadways

a. Tasks:

- i. Utilizing updated PASER ratings, a system evaluation will be performed in RoadSoft to determine maintenance plans over a 5-year and 20-year funding period.
- ii. Analysis will be performed at current funding levels as well as three (3) additional funding scenarios to show how investments in the roadway network can improve the overall system health.

#### Asset Management Plan – General

a. Tasks:

- i. Utilizing the previously prepared Utility and Roadway Asset Management Plans, we will cross reference projects that require both utility and roadway improvements to create a 5-year and 20-year infrastructure action plan.
- ii. The capital improvement plan will be discussed with City Staff and modified as required to align with defined level of service goals.

### 8. Revenue Structure

*Abonmarche will conduct a general assessment of user fees and revenues to develop sufficient funds to cover operation, maintenance, replacement, capital improvements, and debt.*

a. Tasks:

- i. Evaluating Capital Expenditures along with Operation and Maintenance needs.
- ii. Evaluating existing and future revenues.
- iii. Determine shortfalls and suggesting modifications to costs or fee structure to ensure the City is able to meet its goals for level of service for its utility and roadway networks.



**Fees**

Our fees to complete this project will be not to exceed \$125,000.

**Exclusions/Additional Services**

- All work associated with CCTV and PACP rating is to be done or contracted separately by the City of New Buffalo.
- Complete Distribution System Inventory (CDSMI) – we understand that the City will handle the EGLE requirements for this.
- Investigation of Cross-connects and/or sump pump connections.

**Schedule**

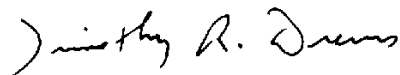
The following schedule is anticipated for this project:

<u>Phase</u>	<u>Anticipated Completion Date</u>
Authorization to Proceed	June 2022
Inventory of Assets	August 2022
Condition Assessment	October 2022
Level of Service	November 2022
Criticality of Assets	December 2022
Revenue Structure	January/February 2023
Capital Improvement Plan	April 2023

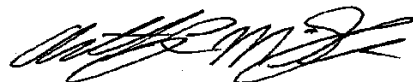
Thank you again for the opportunity to submit this proposal. Please feel free to contact either of us if you have any questions or need additional information. Your signature on the attached Professional Services Agreement will serve as authorization to proceed as outlined above.

Sincerely,

ABONMARCHE



Timothy R. Drews, PE, PTOE, RSP  
Vice President



Tony McGhee  
Vice President, Development Services







**ABONMARCHÉ**

**ATTACHMENT A**

Abonmarche Project Number: \_\_\_\_\_

AGREEMENT between (Client name), \_\_\_\_\_ (Date) \_\_\_\_\_

(Client address) \_\_\_\_\_ (Phone) \_\_\_\_\_

(Cell) \_\_\_\_\_ (Fax) \_\_\_\_\_ (Email) \_\_\_\_\_ hereinafter referred

to as the Client, and Abonmarche Consultants, Inc., referred to as Abonmarche, located at: \_\_\_\_\_

The Client contracts with Abonmarche to perform professional services regarding the Client's project generally referred to as:

(Project Name) \_\_\_\_\_ (Location) \_\_\_\_\_

The professional services to be provided by Abonmarche, collectively referred to as the Work Plan, are as follows:

(Scope of work) \_\_\_\_\_

(Project schedule) \_\_\_\_\_

(Special Provisions) \_\_\_\_\_

Abonmarche's proposal/work plan, dated \_\_\_\_\_ is incorporated into this Agreement by reference, and is limited to the services described therein. Abonmarche's Terms and Conditions for Professional Services are incorporated by client's Authorization signature below.

The Client agrees to promptly pay for services provided by Abonmarche for the Scope of Work according to the following:

(Fee/Type) \_\_\_\_\_


Prior to commencement of services, the Client will specify any and all documentation that the Client requires for submission with the invoice for services provided by Abonmarche. Absent any special request from the Client, Abonmarche will send its standard form of invoice.

If, after receipt of an invoice from Abonmarche, the Client has any questions, objections, 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.

Abonmarche invoices are due upon receipt and shall be considered past due if not paid within 30 calendar days of the invoice date. The parties agree that interest of 1.5% per month will be added to any unpaid balance after 30 days. Payment thereafter shall first be applied to accrued interest and then to the unpaid principal.

The Client has designated \_\_\_\_\_ as its Representative. The Representative shall have the authority to execute any documents pertaining to this Agreement or amendments thereto, and for the approval of all change orders, addenda, and additional services to be performed by Abonmarche. The representative shall be the contact person for submission of all documents, invoices or communications.

**Authorization to Proceed and Guarantee of Payment:** By signing this Agreement, the Client authorizes Abonmarche to provide services described above, and that the Client is the responsible party for making payment to Abonmarche. *By signing below, I acknowledge that I have received and agree to the Terms and Conditions on Pages 2-4 of this Agreement, and I understand that the Terms and Conditions take precedence over all prior oral and written understandings.* These Terms and Conditions can only be amended, supplemented, modified, or canceled by a written instrument signed by both parties. Any notice or other communications shall be in writing and shall be considered to have been duly given when personally delivered or upon the third day after being deposited into first class certified mail, postage prepaid, return receipt requested.

Authorized Client Representative	If Individual	Authorized Abonmarche Representative
Client: _____	<b>Signature:</b> _____	<b>Signature:</b> 
<b>Signature:</b> _____	Printed Name: _____	Printed Name: _____
Printed Name: _____	Date of Birth: _____	Title: Vice President of Development Services
Date Signed: _____	Driver's License #: _____	Originating Office: Abonmarche Consultants, Inc.
Federal Tax ID: _____	Employed by: _____	_____
	Address: _____	_____
	City/State _____	Date Signed: _____
	Date Signed: _____	

## TERMS AND CONDITIONS OF PROFESSIONAL SERVICES AGREEMENT

1. **Agreement.** These Terms and Conditions shall be incorporated by reference and shall prevail as the basis of the Client's Agreement to Abonmarche. Any Client document or communication in addition to or in conflict with these Terms and Conditions shall be subordinate and subject to these provisions.
2. **Execution.** Abonmarche has the option to render this Agreement null and void, if it is not executed within thirty (30) days of delivery.
3. **Client Responsibilities.** The Client will provide all criteria and information concerning the requirements of the Project. Abonmarche shall be entitled to rely on the accuracy and completeness of services and information furnished by the Client, including services and information provided by design professionals or consultants directly to the Client. These services and information include, but are not limited to, surveys, tests, reports, diagrams, drawings, and legal information. The Client will assume responsibility for interpretation of contract documents and for construction observation and will waive all claims against Abonmarche that may be in any way connected, unless Abonmarche's services under this Agreement include full-time construction observation or review of contractor's performance. The Client shall designate in writing a person with authority to act on Client's behalf on all matters related to Abonmarche's services.
4. **Performance.** The standard of care for services performed by or provided by Abonmarche will be the care and skill ordinarily used by Abonmarche's profession practicing under similar circumstances at the same time and in the same locality. Abonmarche makes no warranty, expressed or implied, with respect to any services provided by Abonmarche. Abonmarche may be liable for claims, damages, cost, loss or expense (including reasonable attorney's fees) to the extent caused by the negligent acts, errors, or omissions of Abonmarche.
5. **Billing and Payment.** The client shall make an initial payment of \$\_\_\_\_\_ (retainer) upon execution of this Agreement. The retainer shall be held by Abonmarche and applied against the final invoice. If the Client fails to make payments when due and Abonmarche incurs any costs in order to collect overdue sums from the Client, the Client agrees that all such collection costs incurred shall immediately become due and payable to Abonmarche. Collection costs shall include, without limitation, legal fees, collection agency fees and expenses, court costs, collection bonds and reasonable Abonmarche staff costs at standard billing rates for Abonmarche's time spent in efforts to collect. This obligation of the Client to pay Abonmarche's collection costs shall survive the term of this Agreement or any earlier termination by either party.
6. **Hourly Billing Rates.** If payment is on an hourly rate, Client will pay Abonmarche at the current hourly billing rates. The hourly rates are adjusted annually or as deemed appropriate.
7. **Reimbursable Expenses.** Reimbursable expenses, the actual costs incurred directly or indirectly for the Client's Project, will be charged at Abonmarche's current rates. Examples of reimbursable expenses include, but are not limited to: mileage, tests and analyses, special equipment services, postage and delivery charges, telephone and telefax charges, copying, printing, and binding charges, commercial transportation, meals, lodging, special fees, licenses, and permits. Subconsultant and outside technical or professional services will be charged on the basis of the actual costs times a factor of 1.15.
8. **Additional Services.** Additional services that may be provided pursuant to the Agreement or any subsequent modification of the Agreement will be authorized by written amendment signed on behalf of the Client and Abonmarche. Additional services performed by

Abonmarche are subject to all Terms and Conditions and the Client will be responsible for payment. Should the Client, regulatory agency, or any public body or inspector direct modification or addition to services covered by this Agreement, including costs relating to the relationship between the Client and a third party i.e. punch lists, change orders, and disputes, the cost will be added to the agreed price. Requests for extra services should be made in writing via a change order, but nonetheless, Abonmarche is entitled to be paid for extra services provided whether or not it is in writing.

9. **Underground Structures or Buried Utilities.** The Client is responsible for identification and location of all public and private buried structures on the Client's property and the Project site, such as, but not limited to, storage tanks and lines, or gas, water, sewer, electrical, phone, cable, or any other public or private utilities. It is agreed that Abonmarche is not responsible for accidental damage to utilities or underground structures, whether known, unknown or improperly located. The client shall be responsible for design fees if changes are necessary. Utility locating or marking services provided by Abonmarche are not substitutes for complying with the utility owner notification requirements or the locating services (811 systems) required prior to an excavation. Utilities shown as located by ground penetrating radar are approximate only. No excavation took place to verify the positions shown or to verify the type of utility (except as noted). Careful excavation is required for verification of the buried utility. The owner or customer assumes the risk of error and the actual location of the underground utility. Abonmarche is not providing any certification or guarantee regarding the exact location of any underground utility.
10. **Hazardous or Contaminated Materials/Conditions.** Abonmarche does not provide environmental services. As such, Client will advise Abonmarche, in writing and prior to the commencement of services, of all known or suspected hazardous or contaminated materials/conditions present at the site(s). Abonmarche and the Client agree that the discovery of unknown or unconfirmed hazardous or contaminated materials/conditions constitutes a changed condition that may require Abonmarche to renegotiate the scope of work or terminate its services. Abonmarche and Client also agree that the discovery of said materials/conditions may make it necessary for Abonmarche to take immediate measures to protect health, safety, and welfare of those performing services. Client agrees to compensate Abonmarche for any costs incident to the discovery of said materials/conditions. Client acknowledges that Abonmarche cannot guarantee that contaminants do not exist at a project site. Similarly, a site which is in fact unaffected by contaminants at the time of Abonmarche's surface or subsurface exploration may later, due to natural phenomenon or human intervention, become contaminated. Client waives any claim against Abonmarche, and agrees to defend, indemnify and hold Abonmarche harmless from any claims or liability for injury or loss in the event that Abonmarche does not detect the presence of contaminants through techniques commonly applied in the provision of their services.
11. **Underground Conditions.** Abonmarche shall have no responsibility for the identification of existing or unforeseen/differing underground conditions. The Contractor shall have sole responsibility for determining the nature of underground conditions and the means and methods of dealing with those conditions. Abonmarche is entitled to rely upon the information provided by geotechnical consultants and shall have no responsibility for the accuracy or correctness of the data contained in the geotechnical reports.
12. **Site Access and Security.** With the exception of access rights that land surveyors are afforded by law, the Client will provide Abonmarche access to the Project site and the Client will be responsible for obtaining any necessary

permission from any affected third-party property owners for use of their lands. The Client is solely responsible for site security.

13. **Consultants.** Abonmarche may engage Consultants at the request of the Client to perform services which are typically the Client's responsibility, such as surveys, geotechnical and environmental assessments. The Client agrees that Abonmarche will not be responsible for, or in any manner guarantee, the performance of services by the Consultants. The Client further agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless Abonmarche, its officers, directors, employees and subconsultants (collectively, Abonmarche) against any damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising or allegedly arising from subsurface penetrations in locations authorized by the Client or from the inaccuracy or incompleteness of information provided to Abonmarche by the Client, except for damages caused by the sole negligence or willful misconduct of Abonmarche.
14. **Opinions of Cost.** Any opinions of probable construction cost and/or total project cost provided by Abonmarche will be on the basis of experience and judgment, but these are only estimates. Abonmarche has no control over market or contracting conditions and does not warrant that bids or ultimate construction or total project costs will not vary from such estimates.
15. **Ownership of Instruments of Service.** Abonmarche will remain the owner of all original drawings, reports, and other materials provided to the Client, whether in hard copy or electronic media form. The Client is authorized to use the copies provided by Abonmarche only in connection with the Project. Any other use or reuse by the Client for any purposes whatever will be at the Client's risk and full legal responsibility, without liability to Abonmarche and the Client will defend, indemnify, and hold Abonmarche harmless from all claims, damages, losses, and expenses, including attorney fees arising out of or resulting there from.
16. **Electronic Media.** Copies of data, reports, drawings, specifications, and other materials furnished by Abonmarche that may be relied upon by the Client are limited to the printed copies (also known as hard copies) that are delivered to the Client pursuant to the services under this Agreement. Computer files of text, data, graphics, or of other types of electronic media are the sole possession of Abonmarche, unless specifically stated otherwise in an amendment to this Agreement. Any electronic media provided under this Agreement to the Client are only for the convenience of the Client. Any conclusions or information obtained or derived from such electronic files will be at the user's sole risk.
17. **Bonds and Permits.** The Client will be responsible for the adoption of any site access or right of way bonds that may be initiated on their behalf. At completion of Abonmarche's services, the Client will take responsibility and pay any ongoing bond or permit costs for any bonded or permitted services.
18. **Insurance.** The Client will cause Abonmarche and Abonmarche's employees to be listed as additional insured on the general liability policies carried by the Client that are applicable to the Project. Upon request, the Client and Abonmarche will each deliver to the other certificates of insurance evidencing their coverage. The Client will require the Contractor to purchase and maintain general liability, automobile liability, workers compensation and other insurance as specified in the Contract Documents and to cause Abonmarche and Abonmarche's employees to be listed as additional insured with on a primary and non-contributory basis under the general liability and automobile insurance policies as respect to such liability and other insurance purchased and maintained by the Contractor for the Project. A certificate of insurance evidencing the additional insured and primary coverage status of Abonmarche under the General and Automobile liability from the Contractor shall be provided to Abonmarche.
19. **Third Party Invoicing.** If the Client directs Abonmarche to invoice third party payers, Abonmarche will do so, but the Client agrees to be ultimately responsible for Abonmarche's compensation until the Client provides Abonmarche with the third party's written acceptance of all terms of this Agreement and until Abonmarche agrees to the substitution.
20. **Third Party Beneficiaries.** Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or Abonmarche. Abonmarche's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against Abonmarche because of this Agreement or performance or nonperformance of services hereunder. The Client and Abonmarche agree to require a similar provision in all contracts with contractors, subcontractors, subconsultants, vendors and other entities involved in this Project to carry out the intent of this provision.
21. **Suspension of Services.** In the event of non-payment or other breach by Client, Abonmarche will have the absolute right and without any liability whatsoever to the Client for any costs or damages as a result of such suspension caused by any breach of this Agreement by the Client. Upon payment in full by the Client, Abonmarche shall resume services under this Agreement, and the schedule and compensation shall be equitably adjusted to compensate for the period of suspension plus any other reasonable time and expense necessary for Abonmarche to resume performance.
22. **Contractor's Work.** Abonmarche shall have no authority to direct or control the Work of the Contractor or to stop the Work of the Contractor. Abonmarche shall not be liable to any party for the failure of the Contractor to perform the Work consistent with the Plans and Specifications and applicable Codes and Regulations. Neither the performance of the services by Abonmarche, nor the presence of Abonmarche at a project construction site, shall impose any duty on Abonmarche, nor relieve the construction contractor of its obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending and coordinating the construction work in accordance with the plans and specifications and any health or safety precautions required by any regulatory agencies or applicable law. Abonmarche and its personnel have no authority to exercise any control over any construction contractor or its employees in connection with their work or any health or safety programs or procedures. The Client agrees that the construction contractor shall be solely responsible for jobsite and worker safety.
23. **ADA and Code Compliance.** The Americans with Disabilities Act (ADA) provides that alterations to a facility must be made in such a manner that, to the maximum extent feasible, the altered portions of the facility are accessible to persons with disabilities. The Client acknowledges that the requirements of ADA will be subject to various and possibly contradictory interpretations. To the extent applicable, Abonmarche will use its reasonable professional efforts and judgement to interpret ADA requirements and other federal, state, and local laws, rules, codes, ordinances, and regulations as they may apply on the Project. Abonmarche does not warrant or guarantee that the Project will comply with all interpretations of the ADA requirements and/or the requirements of other federal, state and local codes, rules, laws, ordinances, and regulations as they may apply to the Project. Client shall pay Abonmarche its customary hourly fees plus reimbursable expenses for any design changes made necessary by newly enacted laws, codes and regulations, or changes to existing laws, codes, or regulations after the date that this Agreement is executed.
24. **Notice of Lien Rights.** Abonmarche hereby notifies, and the Client acknowledges that Abonmarche has lien rights on the Client's land and property when Abonmarche provides labor and materials for Projects on the Client's land and the Client

does not pay for those services except when the Client is a governmental agency and lien rights do not apply.

25. **Legal Expenses.** If Abonmarche brings a lawsuit against the Client to collect invoiced fees and expenses, the Client shall be legally liable to pay Abonmarche's expenses, including its actual attorney fees and costs.
26. **Liability Limitation.** In recognition of the relative risks and benefits of the Project to both the Client and Abonmarche, the risks have been allocated such that Client agrees, to the fullest extent permitted by law, and notwithstanding any other provision of this Agreement, to limit the total liability, in the aggregate, of Abonmarche and Abonmarche's officers, directors, partners, employees, shareholders, owners and subconsultants, for any and all claims, losses, costs, or damages of any nature whatsoever, including attorneys' fees and costs and expert-witness fees and costs of any nature whatsoever or claims and expenses resulting from or in any way related to the Project or the Agreement from any cause or causes shall not exceed the total compensation received by Abonmarche under this Agreement, or the total amount of \$50,000, whichever is greater. It is intended that this limitation apply to any and all liability or cause of action, including without limitation active and passive negligence, however alleged or arising, unless otherwise prohibited by law. In no event shall Abonmarche's liability exceed the amount of available insurance proceeds. Client acknowledges that Abonmarche is a corporation and agrees that any claim made by Client arising out of any act or omission of any director, officer, or employee of Abonmarche, in execution or performance of this Agreement, shall be made against Abonmarche and not against such director, officer, or employee.
27. **Contractor and Subcontractor Claims** The Client further agrees, to the fullest extent permitted by law, to limit the liability of Abonmarche and Abonmarche's officers, directors, partners, employees, shareholders, owners and subconsultants to all construction contractors and subcontractors on the Project for any and all claims, losses, costs, damages of any nature whatsoever or claims and expenses from any cause or causes, including attorneys' fees and costs and expert witness fees and costs, so that the total aggregate liability of Abonmarche and Abonmarche's subconsultants to all those named shall not exceed \$50,000, or Abonmarche's total fee for services rendered on this project, whichever is greater. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising unless otherwise prohibited by law.
28. **Consequential Damages.** The Client and Abonmarche waive consequential damages for claims, disputes, or other matters in question relating to services provided as a part of this Agreement, including for example, but not limited to, loss of business.
29. **Governing Law.** This Agreement will be deemed to have been made in the location where the services are performed, and shall be governed by and construed in accordance with the laws of that state.
30. **Exclusive Choice of Forum.** Each party irrevocably and unconditionally agrees that it will not bring any action, litigation, or proceeding against any other party in any way

arising from or relating to this Agreement in any forum other than the courts of the state and county where the work is performed. Each party irrevocably and unconditionally submits to the exclusive jurisdiction of those courts and agrees to bring any such action, litigation, or proceeding only in those courts. Each party agrees that a final judgment in any such action, litigation, or proceeding is conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by law.

31. **Considerations.** The successors, executors, administrators, and legal representatives of the Client and Abonmarche are hereby bound onto the other with respect to the covenants, Agreements, and obligations of this Agreement.
32. **Acts of God.** Neither the Client nor Abonmarche will have any liability for nonperformance caused in whole or in part by causes beyond Abonmarche's reasonable control. Such causes include, but are not limited to, Acts of God, civil unrest and war, labor unrest and strikes, acts of authorities, and events that could not be reasonably anticipated.
33. **Termination.** Either the Client or Abonmarche may terminate this Agreement by giving ten (10) days written notice to the other party. In such an event, the Client will pay Abonmarche in full for all services previously authorized and performed prior to the effective date of the termination, plus (at the discretion of Abonmarche) a termination charge to cover finalization of services necessary to bring ongoing services to a logical conclusion. Such charge will not exceed thirty (30) percent of all charges previously incurred. Upon receipt of such payment, Abonmarche will return to the Client all documents and information that are the property of the Client. If the Client fails to make payment to Abonmarche in accordance with the payment terms herein, this shall constitute a material breach of this Agreement and shall be cause for termination of this Agreement by Abonmarche.
34. **Severability.** In the event that one or more provisions contained in this Agreement are declared invalid, illegal, or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions of the Agreement shall not be affected or impaired.
35. **Dispute Resolution.** Any claims or disputes made during design, construction or post-construction between the Client and Abonmarche shall be submitted to non-binding mediation. The Client and Abonmarche agree to include a similar mediation agreement with all contractors, sub-contractors, sub-consultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution between all parties. The mediation shall be governed by the then current Construction Industry Mediation Rules of the American Arbitration Association ("AAA"). Mediation shall be a condition precedent to the initiation of any other dispute resolution process, including court actions.
36. **Entire Agreement.** This Agreement contains the entire agreement between the parties and there are no agreements, representations, statements, or understandings which have been relied on by the parties which are not stated in this Agreement.

[End of Agreement](#)



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**TO:** Mayor Humphrey and the New Buffalo City Council

**FROM:** Darwin Watson, City Manager

**DATE:** August 15, 2022

**RE:** Second Reading of Zoning Ordinance Amendment – Chapter 21 (Composition)

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**ITEM BEFORE THE COUNCIL:**

Second reading of amendment to the City of New Buffalo Zoning Ordinance – Chapter 21 (Composition)

**DISCUSSION:**

The City Council passed a resolution on June 20, 2022 to have the Planning Commission consider the composition of the Zoning Board of Appeals. The Planning Commission deliberated the proposed request at their July 12, 2022 meeting. The Planning Commission unanimously voted to recommend to the City Council that the composition of the ZBA be reduced to 5 members.

**RECOMMENDATION:**

That the New Buffalo City Council approves the second reading of the amendments to the New Buffalo Zoning Ordinance – Chapter 21 (Composition)

## Zoning Board of Appeals

### 2021

#### **5 Meetings**

Cooper	4
Joseph	4
Pokuta	5
Smith	4
Borg	5
Gabryszewski	4
Parello	1 (Joined ZBA June 2021)

### 2022

#### **4 Meetings (May 19<sup>th</sup> Meeting Cancelled due to lack of quorum).**

Cooper	1
Joseph	2
Pokuta	4
Smith	3
Borg	3
Gabryszewski	3
Parello	4

### TERMS

Cooper	May 2024	
Joseph	May 2022	<b>(PC Appointee)</b>
Pokuta	May 2023	
Smith (Chair)	May 2023	
Borg	May 2024	
Gabryszewski	May 2022	
Parello	May 2022	