

City of Hamtramck
Receivership Transition Advisory Board Agenda
Tuesday, April 25, 2017
1:00 p.m.

Hamtramck City Hall
Council Chambers – 2nd Floor
3401 Evaline
Hamtramck, MI 48212

I. CALL TO ORDER

- A. Roll Call
- B. Approval of Agenda
- C. Approval of RTAB Minutes
 - 1. March 28, 2017 – Regular Meeting (attachment #1)

II. PUBLIC COMMENT

III. OLD BUSINESS

None.

IV. NEW BUSINESS

- A. Approval of Resolutions & Ordinances for City Council Meetings
 - 1. Resolutions from Regular City Council Meeting of March 14, 2017 (attachment #2)
 - 2. Resolutions from Regular City Council Meeting of March 28, 2017 (attachment #3)
 - 3. Claims and Accounts from Regular City Council Meeting Draft Minutes of April 11, 2017 (attachment #4)
- B. City Administrator Items (attachment #5)
 - 1. Approval of City Council Minutes – Addressed in New Business
 - 2. Approval of Budget-to-Actual and Cash Flow Reports (attachment #5a)
 - 3. Approval of Invoice Register and Pre-Approved Expenditures (attachments #5b, #5c, #5d, #5e, #5f, #5g)

4. Approval of FY 2017-18 Budget Calendar (attachment #5h) – Addressed in New Business
5. Approval of Resolution #2017-25 (Acceptance of Professional Services Agreement between Detroit Wayne Mental Health Authority and City of Hamtramck Granting up to \$49,120 for Summer Youth Intern Program)) (attachment #5i) – Addressed in New Business
6. Approval of Resolution #2017-27 (Contract for Commercial Water Meter Installation to North Star Water Management (attachment #5j)
7. Approval of Resolution #2017-28 (Contract to Meadowbrook, Inc. for Insurance and Benefits Consultant) (attachment #5k)
8. Approval of Resolution #2017-29 (Intergovernmental Agreement with Wayne County Land Bank to provide Nuisance Abatement, Quiet Title and Guided Grown Programs) (attachment #5L)
9. Approval to Hire Full-Time City Planner (attachment #5m)
10. Approval to Hire Full-Time Economic Development Executive (attachment #5n)
11. Approval to Hire Full-Time DPS Clerk (attachment #5o)
12. Approval of Citywide Overtime Report (attachment #5p)
13. 31st District Court Revenues – Informational Only (attachment #5q)
14. Follow-Up Information from City Manager
 - a. Fund Balance/SAFER Grant
 - b. Basement Flooding/City Hall

V. BOARD COMMENT

VI. ADJOURNMENT

City of Hamtramck

Receivership Transition Advisory Board Meeting Minutes

Tuesday, March 28th, 2017

Hamtramck City Hall

Council Chambers - 2nd floor

3401 Evaline

Hamtramck, Michigan 48212

RTAB MEMBERS PRESENT:

**DEBORAH ROBERTS, CHAIR
KAREN YOUNG
MARK STEMA
PETER McINERNEY**

ALSO PRESENT:

**TRAVIS MIHELICK
City Attorney**

MEMBER ABSENT:

AL BOGDAN

PATRICK DOSTINE

Michigan Department of Treasury

Reported by:

**Nina Lunsford (CER 4539)
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Called to order at 1:00 p.m.

Tuesday, March 28, 2017

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MS. ROBERTS: It is 1:00 on Tuesday, March 28th, and I am going to call the City of Hamtramck Receivership Transition Advisory Board meeting to order.

Mr. Dostine, could you take roll, please?

MR. DOSTINE: Sure. Peter McInerney.

MR. McINERNEY: Present.

MR. DOSTINE: Al Bogdan has requested to be excused.

Karen Young?

MS. YOUNG: Here.

MR. DOSTINE: Mark Stema?

MR. STEMA: Here.

MR. DOSTINE: Deb Roberts?

MS. ROBERTS: Here.

MR. DOSTINE: You have quorum, Madam Chair.

MS. ROBERTS: Thank you.

As a reminder, if there is anyone from the public would like to speak during public comment, please sign up at the podium.

First on the agenda is, I would entertain a motion to approve the agenda as presented.

MS. YOUNG: Motion to approve.

1 MR. STEMA: Seconded.

2 MS. ROBERTS: Any discussion?

3 (No response)

4 MS. ROBERTS: Seeing none, all those in favor say
5 aye. Aye.

6 MR. STEMA: Aye.

7 MS. YOUNG: Aye.

8 MR. McINERNEY: Aye.

9 MS. ROBERTS: Opposed, the same. Motion carries.

10 Next on the agenda is the approval of the RTAB
11 minutes from February 28th, 2017. I would entertain a
12 motion to approve the February 28th, 2017 RTAB minutes --
13 meeting minutes as presented.

14 MS. YOUNG: Motion to approve.

15 MR. McINERNEY: Second it.

16 MS. ROBERTS: Any discussion?

17 (No response)

18 MS. ROBERTS: Seeing none, all those in favor
19 say aye. Aye.

20 MR. STEMA: Aye.

21 MS. YOUNG: Aye.

22 MR. McINERNEY: Aye.

23 MS. ROBERTS: Opposed, the same. Motion carries.

24 Next on the agenda is public comment. Mr.
25 Dostine, do we have anyone signed up for public comment?

1 MR. DOSTINE: Madam Chair, we do. Mr. Zwolek.

2 MS. ROBERTS: Okay.

3 MR. ZWOLEK: Good afternoon.

4 THE BOARD: Good afternoon.

5 MR. ZWOLEK: I'd like to repeat my request, or
6 suggestion, signed back in December, when I had
7 recommended that we take some actions on our city manager.
8 And I did recommend, December, January, February, and now
9 in March, that we consider the -- if the city manager so
10 desires, to extend her contract another year.

11 I'm very concerned, and I believe, in some of
12 your discussions before the meeting, about the need to
13 keep this continuity and consistency here in the City of
14 Hamtramck. Probably the two great assets the City of
15 Hamtramck has, today, and I want to emphasize that, is
16 that the inference that both the city manager, Ms. Powell,
17 and our mayor, Mayor Majewski, have done to represent the
18 City of Hamtramck.

19 We're fortunate to have the two individuals who
20 do great -- do a great job in representing the City of
21 Hamtramck. Not only here, in Hamtramck, but outside of
22 Hamtramck. I must give Ms. Powell credit. The past two
23 years that she's been here, she's seemed to open up an
24 awful lot of dialogue, and bridges with various agencies
25 that we've been dealing with. Whether it be Detroit,

1 Wayne County, the state or federal government.

2 It's taken two years for her to build those
3 bridges; many of those contacts have resulted in more
4 cooperation from these agencies, as well as grants and
5 other activities that have benefitted the community. I'd
6 hate to see that disrupted. The old saying, no changing
7 the horse in midstream, well, you got to let the horse get
8 to the other side of the stream.

9 But at least if we have this continuity, and I
10 have to be -- I don't know if you were aware of it, but we
11 do have a crisis in our public safety. Especially with
12 the number officers that we have, that we need. And we're
13 in the midst of contract negotiations, with police and
14 fire.

15 But -- and also probably maybe making some
16 significant changes. But in any event, Ms. Powell has
17 been here for two years, she's got things pretty well up
18 to snuff. And put many things in place. And to disrupt
19 it right now, with finding somebody new, and we don't even
20 know what's, what we can expect down the line.

21 We know we have a known entity; we don't know
22 what we would have, with a new city manager. I would
23 encourage this particular board, here, inasmuch as you do,
24 are responsible for hiring and firing. To see how you can
25 go about in extending her contract.

1 We don't need any disruptions at this particular
2 point in time. And I do want to emphasize, we do have a
3 serious crisis in our public safety right now, which needs
4 to be addressed. Thank you.

5 THE BOARD: Thank you.

6 MS. ROBERTS: Any others?

7 MR. DOSTINE: That concludes public comments,
8 Madam Chair.

9 MS. ROBERTS: Okay.

10 First on the agenda is old business, and we have
11 none. So we'll move on to new business.

12 First item is resolutions from the regular city
13 council meeting of February 14th of 2017. I'd like you to
14 please note that 2017-9, 2017-10, and 2017-11 were all
15 approved at our last board meeting, they were put forward.

16 So I would entertain a motion to approve the
17 remaining ordinances and resolutions from the February
18 14th, 2017 regular city council meeting.

19 MR. STEMA: Motion to approve.

20 MR. McINERNEY: Support.

21 MS. ROBERTS: Any discussion?

22 MR. McINERNEY: Just one question. In that
23 packet there is a resolution 2017-12 which was actually a
24 failure, a motion failed three to four to authorize the
25 city attorney to negotiate with the city manager on a

1 contract extension. So I guess I'm not sure how we can --
2 we're not really approving a failed motion.

3 MS. ROBERTS: That is correct.

4 MR. McINERNEY: We're just kind of receiving it.

5 MR. STEMA: Yes.

6 MS. ROBERTS: Yes.

7 MR. McINERNEY: Yes.

8 MR. STEMA: You know, I'd just like to make a
9 comment because I was at that meeting when it was
10 unfortunately voted down. I just have a concern and I
11 know there's not a whole lot we can do currently on the
12 situation, I think you noted that. You know, a couple of
13 the council people that did vote it down were very
14 supportive of Ms. Powell. In fact one of them basically
15 said he voted no just to see what the RTAB was going to
16 do.

17 MS. ROBERTS: Which is unfortunate.

18 MR. STEMA: It's unfortunate that there's not a
19 whole lot we can do but he basically stated that and I
20 think it's unfortunate because I don't think that they're
21 looking at the long-term consequences of seeing if there's
22 enough time to find somebody that -- if she decides not to
23 take it, even not start the negotiations and go through an
24 MML process or a search because they need to have somebody
25 in place as soon as their contract's done because it's

1 required by the charter and by our loan documentation.
2 You know the city can call -- the state can call it in so
3 I think we need to look at anything we can possibly do to
4 help move that along.

5 MS. ROBERTS: I think council's kind of backed
6 themselves in a corner by turning it down but we shall
7 going forward what ends up happening because they only
8 have three months.

9 MR. STEMA: I didn't -- last comment from me, I
10 didn't -- by the way that it was worded in terms of
11 authorizing the city attorney --

12 MR. McINERNEY: Yeah.

13 MR. STEMA: -- I'm not reading this as any
14 failure of confidence in the city attorney --

15 MR. McINERNEY: No.

16 MR. STEMA: -- to do a job if he were
17 authorized.

18 MR. McINERNEY: Yes. I agree.

19 MS. ROBERTS: Any further discussion?

20 (No response.)

21 MS. ROBERTS: Seeing none, all those in favor of
22 approving the resolutions from the -- the remaining
23 resolutions and ordinances from the February 14th, 2017
24 meeting say aye.

25 MR. McINERNEY: Aye.

1 MR. STEMA: Aye.
2 MS. YOUNG: Aye.
3 MS. ROBERTS: Aye.
4 Opposed the same?
5 (No response.)
6 MS. ROBERTS: Motion carries.
7 Next on the agenda is resolutions from the
8 regular city council meeting of February 27, 2017. I
9 would entertain a motion to approve all ordinances and
10 resolutions from the February 27, 2017 regular city
11 council meeting.
12 MR. McINERNEY: So moved to approve.
13 MS. YOUNG: Second.
14 MS. ROBERTS: Any discussion?
15 (No response.)
16 MS. ROBERTS: Seeing none, all those in favor
17 say aye.
18 MR. McINERNEY: Aye.
19 MR. STEMA: Aye.
20 MS. YOUNG: Aye.
21 MS. ROBERTS: Aye.
22 Opposed the same?
23 (No response.)
24 MS. ROBERTS: Motion carries.
25 Next on the agenda are the claims and accounts

1 from the regular city council meeting draft minutes of
2 March 14, 2017. I would entertain a motion to approve,
3 deny or postpone claims and accounts from the March 14,
4 2017 regular city council meeting.

5 MR. McINERNEY: I'll move to approve.

6 MS. YOUNG: Second.

7 MS. ROBERTS: Any discussion?

8 (No response.)

9 MS. ROBERTS: Seeing none, all those in favor
10 say aye.

11 MR. McINERNEY: Aye.

12 MR. STEMA: Aye.

13 MS. YOUNG: Aye.

14 MS. ROBERTS: Aye.

15 Opposed the same?

16 (No response.)

17 MS. ROBERTS: Motion carries.

18 Moving on to the city administrator items. We
19 have taken care of the city council meetings.

20 Next would be the budget to actual and cash flow
21 reports. I don't see Bama to -- just take them as they
22 are. Okay. I would entertain a motion to approve, deny
23 or postpone the budget to actual cash flow reports.

24 MS. YOUNG: Motion to approve.

25 MR. STEMA: Second it.

1 MS. ROBERTS: Any discussion?

2 MR. STEMA: I'd actually just -- one item, not
3 really a direct question but I know that there are some
4 items with the flooding downstairs and not getting a SAFER
5 grant in time, that you're probably going to eat into the
6 general fund. I was wondering if we could just get a
7 maybe a report for the next meeting just a good estimate
8 of how much we were probably going to be over and which
9 areas it is specifically that is going to cause the budget
10 to be -- you know, eating into the general fund.

11 MS. POWELL: The financial to fund balance, is
12 that what you're talking about?

13 MR. STEMA: Yeah, even to the fund balance. And
14 that. I'd just like to know which, you know, how much is
15 it to flooding, how much is it not having the SAFER grant
16 in time and all that.

17 MS. ROBERTS: But you have now received the
18 SAFER grant?

19 MR. STEMA: Yes. But there was a slight delay
20 so I believe there should be left there for the beginning
21 of the year.

22 MS. ROBERTS: Yes. Slightly -- yes, a smaller
23 amount. Okay.

24 Any further discussion?

25 MS. ROBERTS: Any discussion?

1 (No response.)

2 MS. ROBERTS: Seeing none, all those in favor of
3 approving the budget to actual cash flow say aye.

4 MR. McINERNEY: Aye.

5 MR. STEMA: Aye.

6 MS. YOUNG: Aye.

7 MS. ROBERTS: Aye.

8 Opposed the same?

9 (No response.)

10 MS. ROBERTS: Motion carries.

11 Next on the agenda is the approval of the
12 invoice register and pre-approved expenditures.

13 I would entertain a motion to approve, deny or
14 postpone the invoice register and pre-approved
15 expenditures.

16 MR. STEMA: Motion to approve.

17 MR. McINERNEY: Support.

18 MS. ROBERTS: Any discussion?

19 I just have one question. On the February 7 --
20 no, February 14 check run.

21 MS. POWELL: Uh-huh.

22 MS. ROBERTS: There is a check to the city of
23 Hamtramck for police services for \$6,860 (sic). You write
24 a check back and forth?

25 MS. POWELL: We did. This was --

1 MS. ROBERTS: You don't have --

2 MS. POWELL: This is a situation on where we --
3 where the DDA had deleted a portion of money to the
4 Hamtramck Labor Day Festival to pay for police services.

5 MS. ROBERTS: Okay.

6 MS. POWELL: And so this is really just a
7 transfer from DDA to the general fund for police services.

8 MS. ROBERTS: Okay.

9 MS. POWELL: But that's how Bama wanted to do
10 it, through a check, instead of doing an internal
11 transfer.

12 MS. ROBERTS: Okay.

13 MS. POWELL: Just for auditing purposes.

14 MS. ROBERTS: Okay.

15 MS. POWELL: Not a gift.

16 MS. ROBERTS: The motion before us is to approve
17 the invoice and pre-approved expenditures. All those in
18 favor say aye.

19 MR. McINERNEY: Aye.

20 MR. STEMA: Aye.

21 MS. YOUNG: Aye.

22 MS. ROBERTS: Aye.

23 Opposed the same?

24 (No response.)

25 MS. ROBERTS: Motion carries.

1 Next on the agenda is approval of Resolution
2 2017-23, award a contract to American Dream Landscaping.
3 While action on this item occurred during a council
4 meeting outside our normal review period for today's board
5 meeting the city manager has requested we bring this item
6 forward for early review. The city council did approve
7 this resolution at their March 14, 2017 meeting.

8 Ms. Powell, do you want to provide a summary of
9 this item for the board?

10 MS. POWELL: Yes, ma'am.

11 So we have had some issues with our landscaping
12 services over the years. We've been -- you know, we've
13 had hit or miss, you know, with our landscaping services,
14 like sometimes they mow the grass, sometimes they weed,
15 sometimes they don't. We really wanted to put out the bid
16 so we can have some consistency and we can have some
17 control over who is doing what and we wanted to make sure
18 that we get it in a contract. So we were able to have a
19 number of companies bid on our proposal and American Dream
20 Landscaping came in the lowest, but not only that, they
21 received some really great references, approvals from
22 communities that they do work for. They work for a lot of
23 other cities around the area and our purchasing manager
24 called those communities to get references and it came
25 back positive so we were really happy about that and they

1 said that, you know, if they'd ever had any problems with
2 this company that they would just give them a call and it
3 would be corrected immediately. And that's what we want.
4 So I'm really excited to get started on landscaping and
5 taking care of all of our properties. Because we had a
6 lot of different companies doing a lot of different
7 things. We had someone doing our parks, someone doing
8 the front of city hall, some of them doing our lot, some
9 of them doing the right of ways. Now we're going to have
10 one company that does all of it so it's easier to maintain
11 the contract and keep control over it too.

12 MS. ROBERT: Okay. Thank you.

13 MR. STEMA: I can imagine based on the price
14 it's probably lower in total what you were paying in the
15 past.

16 MS. POWELL: Oh, absolutely.

17 MR. STEMA: Because I was a little surprised on
18 how much lower their bid was.

19 MS. POWELL: Yeah.

20 And because they do other communities they know
21 the routine. They know how to get it done. And that's
22 important.

23 MR. McINERNEY: Move to approve the low bidder.

24 MS. ROBERTS: Okay. Second?

25 MR. STEMA: Second it.

1 MS. ROBERTS: Any further discussion?

2 (No response.)

3 MS. ROBERTS: Seeing none, all those in favor
4 say aye.

5 MR. McINERNEY: Aye.

6 MR. STEMA: Aye.

7 MS. YOUNG: Aye.

8 MS. ROBERTS: Aye.

9 Opposed the same?

10 (No response.)

11 MS. ROBERTS: Motion carries.

12 Next on the agenda is approval of a housing
13 agreement between the City of Hamtramck, Wayne County, and
14 Shiawassee County Sheriff's office. Ms. Powell, would you
15 please provide a summary of this item for the board?

16 MS. POWELL: Yes, ma'am. And actually I may
17 defer to the court administrator, Ben Ruby if there's
18 something that I've -- that I am not clear on.

19 MS. ROBERTS: Okay.

20 MS. POWELL: But this is an agreement between
21 the City of Hamtramck, more importantly the 31st District
22 Court so really I'm bringing this as a courtesy to the
23 board because we really have no say-so over their
24 operations. But they are wanting to contract with
25 Shiawassee County to do the housing of their inmates that

1 are staying for longer lengths of time. Typically what's
2 happening is some people are getting sentenced to 90 days
3 and they are being let go way before that. So the judge
4 wants to ensure that when she sentences someone to a
5 certain amount of days they are staying there for that
6 amount of time. And this was -- we also had a meeting
7 with the Wayne County Sheriff's Office and they understand
8 exactly what we're doing as well and they have no issues
9 with it. So this is a good deal for the courts and we
10 will be paying for this out of the court's budget moving
11 forward.

12 MS. ROBERTS: Thank you. Okay.

13 MS. POWELL: You won't be paying for that out of
14 yours? What are we going to be paying for that out of?

15 MR. RUBY: The same budget that handles housing
16 right now.

17 MS. POWELL: Oh, so that would be coming out of
18 the police department's budget. Okay. Yeah. I'll
19 entertain a motion to approve, deny or postpone the
20 agreement between the City of Hamtramck, Wayne County and
21 Shiawassee County Sheriff's office.

22 MR. STEMA: Motion to approve.

23 MS. YOUNG: Second.

24 MS. ROBERTS: Any discussion?

25 (No response.)

1 MS. ROBERTS: Seeing none, all those in favor
2 say aye.

3 MR. McINERNEY: Aye.

4 MR. STEMA: Aye.

5 MS. YOUNG: Aye.

6 MS. ROBERTS: Aye.

7 Opposed the same?

8 (No response.)

9 MS. ROBERTS: Motion carries.

10 The approval of Resolution 2017-16 was already
11 covered in new business.

12 Next on the agenda is approval of hiring one
13 full-time police officer. Do you have anything to add to
14 that? No? Then I'll entertain a motion to approve, deny
15 or postpone hiring of one full-time police officer.

16 MR. STEMA: Motion to approve.

17 MR. McINERNEY: Support.

18 MS. ROBERTS: Any discussion?

19 MR. McINERNEY: This is a vacant position right?

20 MS. POWELL: Yes, sir.

21 MS. ROBERTS: Any further discussion?

22 (No response.)

23 MS. ROBERTS: Seeing none, all those in favor
24 say aye.

25 MR. McINERNEY: Aye.

1 MR. STEMA: Aye.

2 MS. YOUNG: Aye.

3 MS. ROBERTS: Aye.

4 Opposed the same?

5 (No response.)

6 MS. ROBERTS: Motion carries.

7 Next on the agenda is the approval of lawsuits.

8 Ms. Powell would you like to provide a summary or would
9 you like the city attorney to provide a summary?

10 MS. POWELL: We would like the city attorney to
11 provide a summary.

12 MR. MIHELICK: There's two lawsuits on here
13 today. We brought some to you last time. We're bringing a
14 couple more to you today. We're trying to get some of
15 these things resolved. The first one is the federal court
16 lawsuit in Shaya v Hamtramck. You have my summary. Here
17 the magistrate judge issued a report and recommendation
18 that found that all of his claims should be dismissed.
19 The court really found no merit in any of his claims.
20 When it went up to the district court judge, the district
21 court judge said before I issue my final ruling I'm going
22 to order the parties to go facilitate this. So that's
23 what we did. And at that facilitation, the city's
24 insurance carrier agreed to settle this claim for \$75,000.
25 The entire amount of the settlement will be paid by the

1 insurance carrier.

2 MS. ROBERTS: Okay.

3 MR. MIHELICK: We'd ask then -- and procedurally
4 this court has to approve it because Ms. Powell has to
5 sign the settlement agreement. Or this court -- this
6 board. So we --

7 MR. McINERNEY: Do you want separate motions on
8 this?

9 MR. MIHELICK: Separate, pleas.

10 MR. McINERNEY: I'll move that we approve the
11 Shaya settlement.

12 MR. STEMA: I'll second it.

13 MS. ROBERTS: Any discussion?

14 (No response.)

15 MS. ROBERTS: Seeing none, all those in favor
16 say aye.

17 MR. McINERNEY: Aye.

18 MR. STEMA: Aye.

19 MS. YOUNG: Aye.

20 MS. ROBERTS: Aye.

21 Opposed the same?

22 (No response.)

23 MS. ROBERTS: Motion carries.

24 MR. MIHELICK: The next case is CPI v Hamtramck.
25 I don't know if you recall but about a year and a half ago

1 we brought the CPI contract termination to this board. We
2 terminated the contract, they subsequently brought suit.
3 They asked for about \$800,000 in damages for lost profits
4 and various other breaches under the contract. That went
5 to a process called case evaluation. Case evaluation, the
6 primary goal is to settle the case. Their secondary goal
7 is to address the merits. In this matter, Plaintiff again
8 asked for \$800,000. They put a number on it at \$75,000.
9 I think it was a pretty strong message that they -- what
10 they believe the merits to be but they -- it was a message
11 that look, you guys should probably settle this because if
12 a judge makes a determination here it's going to go really
13 bad for one of the parties.

14 I still think that we have a very, very good
15 argument here but again, this is a business decision. The
16 money that we've saved by terminating their contract is
17 far in excess of what we're asking to settle this for
18 right now. And our -- the city's settlement budget and
19 it's legal fee budget is so far under budget this year,
20 the city manager's done a wonderful job of keeping that
21 down, that this would fall easily within our settlement
22 authority and we would not require any budget amendments.

23 We've asked for \$75,000. We've asked for up to
24 \$75,000. I'd ask for up to \$80,000 just in case we need
25 to go to \$77,500 or something but \$80,000 will 100 percent

1 get this done.

2 MS. ROBERTS: Okay. So you're asking for up to
3 \$80,000?

4 MR. MIHELICK: And authority to settle this
5 lawsuit.

6 MR. STEMA: We know you can do it for less but
7 I'll move we approve up to \$80,000.

8 MR. MICHELICK: It's -- \$75,000 is really a
9 great -- I mean, when they're asking for \$800,000. And
10 this is a rare case where, you know, when you go in front
11 of a judge a lot of times it's, well, you have these
12 claims or these claims and these damages and these
13 damages. This case will be either thumbs up or thumbs
14 down. So that's a difficult dice to roll. And so if we
15 can get out for 10 percent of what they're asking, it's a
16 business decision that I think the city makes.

17 MS. ROBERTS: Okay.

18 MR. STEMA: And all outstanding invoices go
19 away, right?

20 MR. MIHELICK: Everything. This severs and
21 cauterizes all ties.

22 MS. ROBERTS: Okay. Do I have a second?

23 MR. STEMA: Second it.

24 MS. ROBERTS: Okay. The motion before us is to
25 approve up to \$80,000 to settle the CPI vs HAMTRAMCK

1 lawsuit.

2 MS. ROBERTS: Seeing none, all those in favor
3 say aye.

4 MR. McINERNEY: Aye.

5 MR. STEMA: Aye.

6 MS. YOUNG: Aye.

7 MS. ROBERTS: Aye.

8 Opposed the same?

9 (No response.)

10 MS. ROBERTS: The motion carries.

11 MR. MIHELICK: Thank you.

12 MS. ROBERTS: Thank you.

13 Next on the agenda is the approval of the city-
14 wide overtime report. Ms. Powell, do you want to
15 summarize the overtime report?

16 MS. POWELL: Yes, ma'am. Surprisingly it's down
17 this month by \$11,466 overall. I'm not sure how that
18 happened. The hours are down by 373 hours so whatever
19 we're doing let's just keep it going.

20 MS. ROBERTS: Okay.

21 I would entertain a motion to approve, deny or
22 postpone the city overtime report.

23 MR. McINERNEY: Motion to approve.

24 MR. STEMA: Second it.

25 MS. ROBERTS: Any discussion?

1 (No response.)

2 MS. ROBERTS: Seeing none, all those in favor
3 say aye.

4 MR. McINERNEY: Aye.

5 MR. STEMA: Aye.

6 MS. YOUNG: Aye.

7 MS. ROBERTS: Aye.

8 Opposed the same?

9 (No response.)

10 MS. ROBERTS: Motion carries.

11 Next on the agenda is the district court
12 revenues. That just for your information. Does anybody
13 have any questions?

14 MS. POWELL: It's up also.

15 MS. ROBERTS: Next on the agenda is approval of
16 hiring two full time firefighters. Ms. Powell do you just
17 want to give us a summary of this?

18 MS. POWELL: Yes, ma'am. It's the same
19 situation. We've got vacancies and we need to fill those
20 and these two have successfully completed all their
21 background, psychological and physical exams and they're
22 ready to be hired immediately.

23 MS. ROBERTS: Okay.

24 I would entertain a motion to approve, deny or
25 postpone hiring of the two full time firefighters?

1 MR. McINERNEY: Motion to approve.
2 MR. STEMA: Support.
3 MS. ROBERTS: Any discussion?
4 (No response.)
5 MS. ROBERTS: Seeing none, all those in favor
6 say aye.
7 MR. McINERNEY: Aye.
8 MR. STEMA: Aye.
9 MS. YOUNG: Aye.
10 MS. ROBERTS: Aye.
11 Opposed the same?
12 (No response.)
13 MS. ROBERTS: Motion carries.
14 Next on the agenda is board comment. Do any of
15 my fellow board members have any comment?
16 I have been asked by the Department of Treasury
17 to read a statement and then Ms. Powell I'm going to give
18 you this statement so that you can take it back to the
19 council.
20 "The Department of Treasury would like to remind
21 the City of Hamtramck that it received an emergency
22 loan of \$2,070,027.29. On September 23, 2014. With
23 the final debt service payment scheduled for June 1,
24 2024. In accordance with Section 7(1)(a) of the
25 Emergency Municipal Loan Act Public Act 243 of 1980

1 and local emergency financial assistance loan board
2 order 2014-8 page 3 conditions upon city: 1)(a) the
3 city shall employ a full time professional
4 administrator during the period that an emergency
5 loan remains outstanding. In accordance with section
6 7(2) of the Act should the state treasurer determine
7 that the city is no longer employing a full time
8 professional administrator then the state treasurer
9 may modify the terms of the emergency loan to require
10 a higher interest rate or to accelerate the repayment
11 of the emergency loan."

12 That is the only comment I have.

13 I would entertain a motion to adjourn?

14 MS. YOUNG: Motion to adjourn.

15 MS. ROBERTS: Second?

16 MR. STEMA: Support.

17 All those in favor say aye.

18 MR. McINERNEY: Aye.

19 MR. STEMA: Aye.

20 MS. YOUNG: Aye.

21 MS. ROBERTS: Aye.

22 Meeting adjourned.

23 (At 1:24 p.m. meeting adjourned.)
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STATE OF MICHIGAN
COUNTY OF WASHTENAW) .ss

I certify that this transcript is a complete, true, and correct transcript to the best of my ability of the RTAB meeting held on March 28th, 2017, City of Hamtramck. I also certify that I am not a relative or employee of the parties involved and have no financial interest in this case.

RESPECTFULLY SUBMITTED: April 6, 2017

s/ Amy Shankleton-Novess

Amy Shankleton-Novess (CER 0838)
Certified Electronic Reporter



**MINUTES
REGULAR CITY COUNCIL MEETING
HAMTRAMCK, MICHIGAN
MARCH 14 2017
7:00 PM**

PRELIMINARY MATTERS

The Regular City Council Meeting was called to order at 7:00 PM in the 2nd floor Council Chambers of City Hall, 3401 Evaline, Hamtramck, Michigan by Mayor Pro-Tem Anam Miah.

Roll Call: Ian Perrotta, Andrea Karpinski, Anam Miah, Mohammed Hassan, Saad Almasmari, Abu Musa
Absent: Mayor Karen Majewski

Staff present: City Manager Katrina Powell, City Attorney Travis Mihelick, Deputy City Manager/Treasurer John Gabor, Clerk August Gitschlag, Police Chief Anne Moise, Fire Chief Dan Hagen, City Controller Bhama Cairns, Purchasing Director Dee Chase, City Planner Melanie Markowicz.

PRESENTATIONS:

- Presentation by ACLU Safe Cities was postponed
- Certificates of Recognition were given by City Manager Katrina Powell to Chief Hagen and members of the HFD who participated in the Fight for Air Climb Detroit event.

CONSENT AGENDA:

- A. Approval of Minutes: Regular Meeting, February 27, 2017
- B. Approval of Invoice Register Report Date Ending March 14, 2017
- C. Approval of Pre-Approved Expenditures Date Ending March 14, 2017
- D. Resolution 2017-22 Permission for St. Florian Parish to Close Poland Street May 5-8, 2017 for their Annual Strawberry Festival

Motion by Andrea Karpinski, Mohammed Hassan seconds to approve Consent Agenda

Motion Passes by unanimous voice vote

NEW BUSINESS:

A. Resolution 2017-23 Awarding Contract for Landscaping Services to American Dream Landscaping, LLC

Motion by Andrea Karpinski, Abu Musa seconds to approve

Motion Passes by unanimous voice vote

B. Resolution 2017-24 Appointment of New Board Members and Reappointment of Current Board Members with Expired Terms for Zoning Board of Appeals (ZBA)

Motion by Mohammed Hassan, Andrea Karpinski seconds to approve

Motion Passes by unanimous voice vote

REPORTS:

Mayor Pro-Tem Miah gave an oral report

CM Katrina Powell distributed copies of the City Manager report to Mayor and Council

Council members gave individual reports and comments

Motion by Mohammed Hassan, Andrea Karpinski seconds to move into Closed Session for the purpose of discussing pending litigation.

Motion Passes by unanimous voice vote

Council enters closed session at 7:55pm

Councilwoman Andrea Karpinski exits closed session at 8:10pm

Motion by **Ian Perrotta, Mohammed Hassan seconds** to exit closed session

Motion Passes by unanimous voice vote

Council exits closed session at 8:30pm

ADJOURNMENT:

Motion for adjournment.

Motion by Ian Perrotta, Saad Almasmari seconds

Motion Passes by unanimous voice vote

Meeting Adjourned: 8:31 pm

COMMENTS BY COUNCIL MEMBERS:

- Discussion of adding additional public comment at the end of a meeting
- Discussion of additional trash receptacles in the South end of Hamtramck

Attest:

August R. Gitschlag, City Clerk



**MINUTES
REGULAR CITY COUNCIL MEETING
HAMTRAMCK, MICHIGAN
MARCH 28 2017
7:00 PM**

PRELIMINARY MATTERS

The Regular City Council Meeting was called to order at 7:01 PM in the 2nd floor Council Chambers of City Hall, 3401 Evaline, Hamtramck, Michigan by Mayor Karen Majewski.

Roll Call: Mayor Karen Majewski, Ian Perrotta, Andrea Karpinski, Saad Almasmari, Abu Musa
Absent: Anam Miah, Mohammed Hassan

Staff present: City Manager Katrina Powell, City Attorney Travis Mihelick, Deputy City Manager/Treasurer John Gabor, Clerk August Gitschlag, Government and Community Relations Director Kathy Angerer, Police Chief Anne Moise, Fire Chief Dan Hagen, City Controller Bhama Cairns, City Planner Melanie Markowicz, City Engineer Ryan Kern.

All stood and said the Pledge of Allegiance to the flag.

ADDITIONS/DELETIONS AGENDA APPROVAL

Motion by Ian Perrotta, Andrea Karpinski seconds to remove ACLU Presentation and add Projects for Peace Presentation.

Motion Passes by unanimous voice vote

Absent: Miah, Hassan

PRESENTATIONS:

- Presentation on the Transportation Alternative Project (TAP) Grant
- Presentation on Projects for Peace

CONSENT AGENDA:

- A. Approval of Minutes: Regular Meeting, March 14, 2017
- B. Approval of Invoice Register Report Date Ending March 28, 2017
- C. Approval of Pre-Approved Expenditures Date Ending March 28, 2017
- D. Approval of FY 2017-18 Budget Calendar

Motion by Andrea Karpinski, Ian Perrotta seconds to approve Consent Agenda

Motion Passes by unanimous voice vote

Absent: Miah, Hassan

NEW BUSINESS:

A. Resolution 2017-25 Acceptance of the Professional Services Agreement between Detroit-Wayne Mental Health Authority and Hamtramck for a Grant of up to \$49,120 for a Summer Youth Program

Motion by Andrea Karpinski, Abu Musa seconds to approve

Motion Passes by unanimous voice vote

Absent: Miah, Hassan

REPORTS:

Mayor Karen Majewski Miah gave an oral report

CM Katrina Powell distributed copies of the City Manager report to Mayor and Council

Council members gave individual reports and comments

ADJOURNMENT:

Motion for adjournment.

Motion by Andrea Karpinski, Ian Perrotta seconds

Motion Passes by unanimous voice vote

Absent: Miah, Hassan

Meeting Adjourned: 7:55 pm

COMMENTS BY COUNCIL MEMBERS:

none

Attest:

August R. Gitschlag, City Clerk



**MINUTES
REGULAR CITY COUNCIL MEETING
HAMTRAMCK, MICHIGAN
APRIL 11, 2017
7:00 PM**

PRELIMINARY MATTERS

The Regular City Council Meeting was called to order at 7:03 PM in the 2nd floor Council Chambers of City Hall, 3401 Evaline, Hamtramck, Michigan by Mayor Karen Majewski.

Roll Call: Mayor Karen Majewski, Ian Perrotta, Andrea Karpinski, Saad Almasmari, Abu Musa, Anam Miah, Mohammed Hassan

Staff present: City Manager Katrina Powell, City Attorney Travis Mihelick, Deputy City Manager/Treasurer John Gabor, Clerk August Gitschlag, Director of Government and Community Affairs Kathy Angerer, Police Chief Anne Moise, Fire Chief Dan Hagen, City Controller Bhama Cairns, City Planner Melanie Markowicz.

All stood and said the Pledge of Allegiance to the flag.

ADDITIONS/DELETIONS AGENDA APPROVAL

PRESENTATIONS:

- Proclamation and Commendations for Officer Nikole Jabour
- Proclamation on the retirement of Sgt. G. Sells

CONSENT AGENDA:

- A. Approval of Minutes: Regular Meeting, March 28, 2017
- B. Approval of Invoice Register Report Date Ending April 11, 2017
- C. Approval of Pre-Approved Expenditures Date Ending April 11, 2017
- D. Approval of Resolution 2017-26 Approving a Charitable Gaming License for Friendship House

Motion by Andrea Karpinski, Anam Miah seconds to approve Consent Agenda
Motion Passes by unanimous voice vote

PUBLIC HEARING:

- A. First Reading- Repeal Sections of 112.001-112.017 and 112.999 (B) Hamtramck Transportation Ordinance (Taxicabs)
Motion by Andrea Karpinski, Mohammed Hassan seconds to open the Public Hearing at 7:17
Motion Passes by unanimous voice vote
There were no members of the public who wished to address council

Motion by Andrea Karpinski, Mohammed Hassan seconds to close the Public Hearing at 7:18
Motion Passes by unanimous voice vote

Motion by Andrea Karpinski, Ian Perrotta seconds to set the date of the Second Reading to Repeal Sections of 112.001-112.017 and 112.999 (B) Hamtramck Transportation Ordinance (Taxicabs) for Tuesday April 25, at 7pm

Motion Passes by unanimous voice vote

NEW BUSINESS:

A. Resolution 2017-27 Awarding Contract for Commercial Water Meter Installation Service Agreement to North Star Water Management

Motion by Andrea Karpinski, Mohammed Hassan seconds to approve

Motion Passes by unanimous voice vote

B. Resolution 2017-28 Awarding a Consulting Agreement to Meadowbrook, Inc.

Motion by Andrea Karpinski, Abu Musa seconds to approve

Ayes: Andrea Karpinski, Abu Musa, Mohammed Hassan, Ian Perrotta, Saad Almasmari

Nays: Anam Miah

Motion Passes

C. Resolution 2017-29 Approval of an Intergovernmental Agreement between Wayne County Land Bank Corporation and City of Hamtramck

Motion by Anam Miah, Andrea Karpinski seconds to approve

Motion Passes by unanimous voice vote

REPORTS:

Mayor Karen Majewski gave an oral report

Mayor Pro-Tem Anam Miah gave an oral report

CM Katrina Powell distributed copies of the City Manager report to Mayor and Council

Council members gave individual reports and comments

ADJOURNMENT:

Motion for adjournment.

Motion by Andrea Karpinski, Anam Miah seconds

Motion Passes by unanimous voice vote

Meeting Adjourned: 7:40 pm

Attest:

August R. Gitschlag, City Clerk

**City of Hamtramck
3401 Evaline
Hamtramck, MI 48212**

Date: April 14, 2017
To: The Receivership of the Transition Advisory Board
From: Katrina Powell, City Manager
Subject: Agenda Items for the April 25, 2017 RTAB

The City of Hamtramck respectfully requests that the following items be placed on the Receivership Transition Advisory Board's March 28, 2017 meeting agenda:

1. Approval – Regular Council Meeting Minutes: March 14, March 28; Draft April 11 (Attachment #1)
2. Approval - Budget to Actual and Cash Flow Statement – March (Attachment #2)
3. Approval- Invoice Register and Pre-Approved Expenditures- Date ending March 14, 28 and April 11 (Attachment #3)
4. Approval- FY 2017/18 Budget Calendar (Attachment #4)
5. Approval- Resolution 2017-25 Acceptance of the Professional Services Agreement between Detroit Wayne Mental Health Authority and the City of Hamtramck Granting up to \$49,120 for a Summer Youth Intern Program (Attachment #5)
6. Approval-Awarding a Contract for Commercial Water Meter Installation to North Star Water Management (Attachment #6)
7. Approval- Awarding a Contract to Meadowbrook, Inc. for Insurance and Benefits Consulting (Attachment #7)
8. Approval- Intergovernmental Agreement with Wayne County Land Bank to provide Nuisance Abatement, Quiet Title and Guided Growth Programs (Attachment #8)
9. Approval- Hiring Full Time City Planner- Melanie Markowicz (Attachment #9)
10. Approval- Hiring Full Time Economic Development Executive- Martha Potere (Attachment #10)
11. Approval-Hiring Full Time DPS Clerk- Ashley Boykin (Attachment #11)

12. Approval- Citywide Overtime Report for March 2017 (Attachment #12)

13. *Information Only* 31st District Court Revenues (Attachment #13)

CITY OF HAMTRAMCK

3401 Evaline

Hamtramck, MI 48212

Telephone: (313) 870-0322

Date: April 12, 2017

To: Members of the Receivership Transition Advisory Board

From: Bhama Cairns MPA, CPA, ACMA (UK), CGMA
City Controller

Re: Unaudited Budget-to-Actual Financial Statement from July 1, 2016 through March 31, 2017

In accordance with Order No. 2014-20 issued by the Emergency Manager, attached is the above mentioned financial statement.

The funds included are: the General Fund; Major Roads; Local Roads; Building; Downtown Development Authority (DDA); 911 Emergency; State Drug Forfeiture; Federal Drug Forfeiture; Library; Community Development Block Grant (CDBG); Police Training PA 302; and the Water and Sewer fund.

PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17	2016-17	YTD BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	03/31/2017 (ABNORMAL)	
Fund 101 - General Fund					
Revenues					
Dept 000-GENERAL					
101-000-401.000	Property Taxes - Operating	3,658,000.00	3,658,000.00	3,221,513.39	88.07
101-000-402.000	Property Taxes - Rubbish	548,700.00	548,700.00	483,199.95	88.06
101-000-403.000	Property Taxes - Pf Pension	93,300.00	93,300.00	82,161.11	88.06
101-000-404.000	Property Taxes - Gm Agreement	530,000.00	530,000.00	0.00	0.00
101-000-407.000	Property Taxes - Prior Years Refunds	(100,000.00)	(100,000.00)	0.00	0.00
101-000-411.000	PROPERTY TAXES-DELINQUENT REAL CURRENT	(200,000.00)	(200,000.00)	0.00	0.00
101-000-421.000	Property Taxes - CY Del PPT Deferred	(30,000.00)	(30,000.00)	0.00	0.00
101-000-438.000	Income Tax	1,990,000.00	1,990,000.00	1,458,179.60	73.28
101-000-438.500	Income Tax -Highland Pk. Revenue	158,500.00	158,500.00	124,058.31	78.27
101-000-438.990	Income Tax Refunds	(100,000.00)	(100,000.00)	(23,048.85)	23.05
101-000-445.000	Property Taxes - Penalty And Interest	120,000.00	120,000.00	7,398.56	6.17
101-000-447.000	Property Taxes - Administration Fee	115,000.00	115,000.00	111,527.27	96.98
101-000-449.000	Cable Franchise Fees	85,000.00	85,000.00	65,780.71	77.39
101-000-450.000	Business Licenses	75,000.00	75,000.00	21,163.00	28.22
101-000-477.000	Registration & Insp Fees	225,000.00	225,000.00	147,970.00	65.76
101-000-477.442	Sanitation Service Fee	423,000.00	423,000.00	486,824.70	115.09
101-000-478.000	Permit Fees-Bldg Department	175,000.00	175,000.00	194,447.50	111.11
101-000-501.500	FEDERAL FIRE SAFER GRANT	0.00	950,000.00	0.00	0.00
101-000-501.501	FEMA - FIRE EQUIP GRANT	0.00	0.00	69,494.00	100.00
101-000-507.000	Auto Theft Grant	30,000.00	30,000.00	27,307.61	91.03
101-000-570.000	METRO AUTHORITY (PA 48)	40,000.00	40,000.00	0.00	0.00
101-000-573.000	LOCAL COMM STABILIZATION AUTHORITY	0.00	0.00	91,668.27	100.00
101-000-575.000	STATE-SALES TAX CVTRS	1,423,691.00	1,423,691.00	711,843.00	50.00
101-000-575.A00	State-Sales Tax Constitut	1,761,363.00	1,761,363.00	893,381.00	50.72
101-000-577.000	State-Liquor License	22,000.00	22,000.00	22,942.70	104.29
101-000-579.000	State-Judges Salary Stand	45,000.00	45,000.00	34,985.50	77.75
101-000-580.000	Wayne County Jail Pilot	1,150,000.00	1,150,000.00	1,152,610.27	100.23
101-000-582.000	Other Pilot Payments	100,000.00	100,000.00	18,687.27	18.69
101-000-612.000	Svc Fees-Ambulance Fees	0.00	0.00	1,174.04	100.00
101-000-622.000	DPS MATERIAL & C/S COST RECOVERY	0.00	0.00	4,200.00	100.00
101-000-627.000	Svc Rendered - Accident	30,000.00	30,000.00	31,357.26	104.52
101-000-629.000	Svc Rendered-Elections	0.00	0.00	18,285.22	100.00
101-000-631.100	Svc Rendered-Police Hsg	75,000.00	75,000.00	0.00	0.00
101-000-643.000	Reimbursement- Police Department	0.00	0.00	13,971.99	100.00
101-000-644.000	Chgs Svc Sale City Proper	0.00	0.00	2,500.00	100.00
101-000-645.000	Service Fees/Budget	0.00	0.00	135.00	100.00
101-000-651.100	PARK AND RECREATION FEES	0.00	0.00	9,940.00	100.00
101-000-652.000	Parking Meter Collections	70,000.00	70,000.00	38,906.23	55.58
101-000-653.000	Parking Permits	0.00	0.00	3,030.00	100.00
101-000-656.000	DPS STAFF SERVICE FEE INCOME	0.00	0.00	965.00	100.00
101-000-657.000	Tow & Storage Fees	40,000.00	40,000.00	37,100.00	92.75
101-000-658.000	Fines & Forf Dist Court	1,500,000.00	1,500,000.00	812,944.36	54.20
101-000-660.000	AUTO THEFT FORFEITURES	67,600.00	67,600.00	6,720.00	9.94
101-000-668.000	RENTS AND ROYALTIES	20,000.00	20,000.00	20,000.00	100.00
101-000-675.100	Donations-Recycling Program	0.00	0.00	230.00	100.00
101-000-676.000	Ref&Rebates - Emp Ins	0.00	0.00	26,047.71	100.00
101-000-676.B00	Ref & Rebates Tele Reimb	0.00	0.00	747.18	100.00
101-000-694.200	MISC REVENUES-FIRE DEPT	0.00	0.00	2,422.56	100.00
101-000-694.500	POLICE OVERTIME REIMBURSEMENT	0.00	0.00	1,720.00	100.00
101-000-694.D00	Misc Others	50,000.00	50,000.00	110,924.74	221.85
101-000-698.202	Admin Expense Reimbursment - 202	83,000.00	83,000.00	0.00	0.00
101-000-698.203	Admin Expense Reimbursment - 203	24,000.00	24,000.00	0.00	0.00
101-000-698.268	Admin Expense Reimbursment - 268	12,000.00	12,000.00	0.00	0.00
101-000-698.592	Admin Expense Reimbursment - 592	200,000.00	200,000.00	0.00	0.00
Total Dept 000-GENERAL		14,510,154.00	15,460,154.00	10,547,416.16	68.22
TOTAL REVENUES		14,510,154.00	15,460,154.00	10,547,416.16	68.22
Expenditures					
Dept 101-Mayor & City Council					
101-101-702.000	Salaries	27,100.00	27,100.00	20,310.75	74.95
101-101-715.000	Social Security (Fica)	1,900.00	1,900.00	1,553.73	81.78
101-101-728.000	OFFICE SUPPLIES	150.00	150.00	37.50	25.00
101-101-864.000	Conference-Workshop	7,500.00	7,500.00	10,604.19	141.39
101-101-881.000	Special Projects	500.00	500.00	0.00	0.00
101-101-958.000	Membership Dues	9,000.00	9,000.00	10,271.00	114.12
Total Dept 101-Mayor & City Council		46,150.00	46,150.00	42,777.17	92.69
Dept 136-31-St District Court					
101-136-702.000	Salaries	438,000.00	461,000.00	318,649.69	69.12
101-136-710.000	Overtime	0.00	0.00	241.95	100.00

PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17	2016-17	YTD BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	03/31/2017 (ABNORMAL)	
Fund 101 - General Fund					
Expenditures					
101-136-715.000	Social Security (Fica)	33,500.00	35,500.00	21,583.44	60.80
101-136-716.000	INSURANCES-DENTAL (FT DEARBORN)	4,800.00	4,800.00	3,022.66	62.97
101-136-716.100	Insurance - Healthcare (Bcbs)	69,000.00	69,000.00	36,178.79	52.43
101-136-716.400	INSURANCE - LIFE (FT DEARBORN)	1,800.00	1,800.00	2,328.19	129.34
101-136-728.000	OFFICE SUPPLIES	6,200.00	6,200.00	4,315.22	69.60
101-136-730.000	Postage	10,000.00	10,000.00	35.11	0.35
101-136-740.000	Operating Supplies	2,200.00	2,200.00	2,270.34	103.20
101-136-801.100	COURT APPOINTED ATTORNEYS	24,200.00	24,200.00	17,350.00	71.69
101-136-801.200	INTERPRETERS	15,000.00	15,000.00	9,644.49	64.30
101-136-801.300	TECHNOLOGY SERVICES	44,500.00	44,500.00	17,489.89	39.30
101-136-801.400	PROFESSIONAL SERVICES	7,500.00	7,500.00	17,058.19	227.44
101-136-802.000	Jury & Witness Fees	2,000.00	2,000.00	0.00	0.00
101-136-864.000	Conference-Workshop	2,000.00	2,000.00	2,079.80	103.99
101-136-904.000	Printing	5,500.00	5,500.00	5,605.09	101.91
101-136-922.000	UTILITIES - TELEPHONE	4,050.00	4,050.00	6,117.74	151.06
101-136-946.000	Equipment Rental	450.00	450.00	179.70	39.93
101-136-957.000	Books	3,700.00	3,700.00	1,457.38	39.39
101-136-958.000	Membership Dues	1,900.00	1,900.00	1,881.00	99.00
101-136-970.000	CAPITAL OUTLAYS > \$5,000	20,000.00	20,000.00	7,825.00	39.13
101-136-981.001	Probation	1,985.00	1,985.00	344.09	17.33
Total Dept 136-31-St District Court		698,285.00	723,285.00	475,657.76	65.76
Dept 172-City Manager					
101-172-702.000	Salaries	155,000.00	155,000.00	113,269.26	73.08
101-172-706.000	CAR ALLOWANCE	6,000.00	6,000.00	4,500.00	75.00
101-172-715.000	Social Security (Fica)	11,900.00	11,900.00	8,859.97	74.45
101-172-716.000	INSURANCES-DENTAL (FT DEARBORN)	500.00	500.00	397.60	79.52
101-172-716.100	Insurance - Healthcare (Bcbs)	9,700.00	9,700.00	6,931.08	71.45
101-172-716.400	INSURANCE - LIFE (FT DEARBORN)	2,200.00	2,200.00	1,512.99	68.77
101-172-718.000	Retirement (Mers)	17,250.00	17,250.00	11,500.00	66.67
101-172-728.000	OFFICE SUPPLIES	300.00	300.00	116.94	38.98
101-172-801.000	Professional Services	3,500.00	3,500.00	0.00	0.00
101-172-864.000	Conference-Workshop	5,000.00	5,000.00	5,561.95	111.24
101-172-922.000	UTILITIES - TELEPHONE	700.00	700.00	495.17	70.74
101-172-958.000	Membership Dues	1,500.00	1,500.00	1,058.00	70.53
Total Dept 172-City Manager		213,550.00	213,550.00	154,202.96	72.21
Dept 202-Income Tax					
101-202-702.000	Salaries	48,000.00	48,000.00	42,935.32	89.45
101-202-715.000	Social Security (Fica)	3,800.00	3,800.00	2,784.16	73.27
101-202-716.000	INSURANCES-DENTAL (FT DEARBORN)	550.00	550.00	495.08	90.01
101-202-716.100	Insurance - Healthcare (Bcbs)	7,800.00	7,800.00	7,970.67	102.19
101-202-716.400	INSURANCE - LIFE (FT DEARBORN)	200.00	200.00	294.39	147.20
101-202-728.000	OFFICE SUPPLIES	600.00	600.00	2,845.27	474.21
101-202-730.000	Postage	1,500.00	1,500.00	0.00	0.00
101-202-801.000	Professional Services	204,000.00	204,000.00	117,018.51	57.36
101-202-864.000	Conference-Workshop	3,000.00	3,000.00	467.31	15.58
101-202-904.000	Printing	500.00	500.00	272.48	54.50
101-202-915.000	Fees & Fines	3,700.00	3,700.00	0.00	0.00
Total Dept 202-Income Tax		273,650.00	273,650.00	175,083.19	63.98
Dept 215-City Clerk					
101-215-702.000	Salaries	80,000.00	80,000.00	61,263.89	76.58
101-215-710.000	Overtime	0.00	0.00	48.56	100.00
101-215-715.000	Social Security (Fica)	6,200.00	6,200.00	4,530.21	73.07
101-215-716.000	INSURANCES-DENTAL (FT DEARBORN)	300.00	300.00	198.80	66.27
101-215-716.100	Insurance - Healthcare (Bcbs)	4,900.00	4,900.00	3,465.54	70.73
101-215-716.400	INSURANCE - LIFE (FT DEARBORN)	300.00	300.00	332.29	110.76
101-215-728.000	OFFICE SUPPLIES	500.00	500.00	143.89	28.78
101-215-730.000	Postage	5,500.00	5,500.00	16,577.60	301.41
101-215-740.000	Operating Supplies	500.00	500.00	0.00	0.00
101-215-800.000	Contract Services	2,000.00	2,000.00	5,403.86	270.19
101-215-864.000	Conference-Workshop	4,000.00	4,000.00	1,923.70	48.09
101-215-903.000	Legal Notices	5,000.00	5,000.00	906.50	18.13
101-215-904.000	Printing	250.00	250.00	0.00	0.00
101-215-946.000	Equipment Rental	3,000.00	3,000.00	2,112.06	70.40
101-215-970.001	CAPITAL OUTLAY \$5,000 OR LESS	500.00	500.00	0.00	0.00
Total Dept 215-City Clerk		112,950.00	112,950.00	96,906.90	85.80

PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	% BDGT USED
		ORIGINAL BUDGET	2016-17 AMENDED BUDGET	03/31/2017 (NORMAL) (ABNORMAL)	
Fund 101 - General Fund					
Expenditures					
Dept 223-CONTROLLER DEPARTMENT					
101-223-702.000	Salaries	173,000.00	173,000.00	123,567.31	71.43
101-223-715.000	Social Security (Fica)	13,500.00	13,500.00	9,142.94	67.73
101-223-716.000	INSURANCES-DENTAL (FT DEARBORN)	2,000.00	2,000.00	509.40	25.47
101-223-716.100	Insurance - Healthcare (Bcbs)	13,000.00	13,000.00	6,931.08	53.32
101-223-716.400	INSURANCE - LIFE (FT DEARBORN)	1,000.00	1,000.00	959.87	95.99
101-223-728.000	OFFICE SUPPLIES	3,000.00	3,000.00	1,039.11	34.64
101-223-730.000	Postage	1,000.00	1,000.00	0.00	0.00
101-223-800.000	Contract Services	10,000.00	10,000.00	6,731.76	67.32
101-223-801.000	Professional Services	0.00	0.00	13,464.82	100.00
101-223-806.000	Audit And Accounting Fees	40,000.00	40,000.00	40,000.00	100.00
101-223-864.000	Conference-Workshop	6,000.00	6,000.00	3,069.96	51.17
Total Dept 223-CONTROLLER DEPARTMENT		262,500.00	262,500.00	205,416.25	78.25
Dept 253-Treasurer					
101-253-702.000	Salaries	190,000.00	190,000.00	136,328.21	71.75
101-253-710.000	Overtime	4,000.00	4,000.00	2,858.54	71.46
101-253-715.000	Social Security (Fica)	14,900.00	14,900.00	10,434.28	70.03
101-253-716.000	INSURANCES-DENTAL (FT DEARBORN)	600.00	600.00	805.68	134.28
101-253-716.100	Insurance - Healthcare (Bcbs)	16,000.00	16,000.00	14,951.75	93.45
101-253-716.400	INSURANCE - LIFE (FT DEARBORN)	400.00	400.00	962.47	240.62
101-253-718.000	Retirement (Mers)	15,750.00	15,750.00	10,500.00	66.67
101-253-728.000	OFFICE SUPPLIES	500.00	500.00	542.14	108.43
101-253-730.000	Postage	1,000.00	1,000.00	0.00	0.00
101-253-800.000	Contract Services	20,500.00	20,500.00	10,973.37	53.53
101-253-864.000	Conference-Workshop	5,000.00	5,000.00	2,390.80	47.82
101-253-911.000	Premuim On Bonds	6,500.00	6,500.00	5,922.00	91.11
101-253-970.001	CAPITAL OUTLAY \$5,000 OR LESS	1,500.00	1,500.00	0.00	0.00
Total Dept 253-Treasurer		276,650.00	276,650.00	196,669.24	71.09
Dept 257-ASSESSOR					
101-257-702.000	Salaries	116,000.00	116,000.00	83,900.75	72.33
101-257-710.000	Overtime	400.00	400.00	165.80	41.45
101-257-715.000	Social Security (FICA)	8,900.00	8,900.00	5,944.65	66.79
101-257-716.000	INSURANCES-DENTAL (FT DEARBORN)	900.00	900.00	606.88	67.43
101-257-716.100	Insurance - Healthcare (Bcbs)	16,000.00	16,000.00	11,486.21	71.79
101-257-716.400	INSURANCE - LIFE (FT DEARBORN)	400.00	400.00	668.08	167.02
101-257-718.000	Retirement-MERS (Active)	3,900.00	3,900.00	2,700.00	69.23
101-257-728.000	OFFICE SUPPLIES	1,000.00	1,000.00	1,799.06	179.91
101-257-730.000	Postage	3,500.00	3,500.00	2,897.68	82.79
101-257-800.000	Contract Services	3,500.00	3,500.00	0.00	0.00
101-257-801.000	Professional Services	9,500.00	9,500.00	3,650.00	38.42
101-257-808.000	Board Of Review	1,200.00	1,200.00	200.00	16.67
101-257-864.000	Conference-Workshop	2,500.00	2,500.00	2,405.62	96.22
101-257-903.000	Legal Notices	500.00	500.00	222.00	44.40
Total Dept 257-ASSESSOR		168,200.00	168,200.00	116,646.73	69.35
Dept 261-COMMUNITY & GOVERNMENTAL AFFAIRS					
101-261-702.000	Salaries	88,000.00	88,000.00	60,923.16	69.23
101-261-702.100	Salaries Allocated To Cdbg	(23,683.00)	(23,683.00)	0.00	0.00
101-261-715.000	Social Security (FICA)	6,800.00	6,800.00	4,660.62	68.54
101-261-716.000	INSURANCES-DENTAL (FT DEARBORN)	900.00	900.00	578.27	64.25
101-261-716.400	INSURANCE - LIFE (FT DEARBORN)	400.00	400.00	398.85	99.71
101-261-728.000	OFFICE SUPPLIES	500.00	500.00	0.00	0.00
101-261-740.000	Operating Supplies	1,500.00	1,500.00	0.00	0.00
101-261-864.000	Conference-Workshop	5,000.00	5,000.00	109.04	2.18
101-261-947.101	Community Events	3,500.00	3,500.00	471.15	13.46
Total Dept 261-COMMUNITY & GOVERNMENTAL AFFAIRS		82,917.00	82,917.00	67,141.09	80.97
Dept 262-ELECTIONS					
101-262-702.000	Salaries	30,000.00	30,000.00	14,991.69	49.97
101-262-710.000	Overtime	0.00	0.00	160.01	100.00
101-262-715.000	Social Security (FICA)	2,300.00	2,300.00	94.16	4.09
101-262-728.000	OFFICE SUPPLIES	500.00	500.00	146.96	29.39
101-262-730.000	Postage	500.00	500.00	32.60	6.52
101-262-800.000	Contract Services	3,500.00	3,500.00	3,074.79	87.85
101-262-801.000	Professional Services	20,000.00	20,000.00	9,398.62	46.99
101-262-903.000	Legal Notices	6,000.00	6,000.00	4,588.00	76.47
101-262-904.000	Printing	5,000.00	5,000.00	791.12	15.82

PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	% BDGT USED
		ORIGINAL BUDGET	2016-17 AMENDED BUDGET	03/31/2017 (ABNORMAL)	
Fund 101 - General Fund					
Expenditures					
101-262-946.000	Equipment Rental	1,000.00	1,000.00	799.80	79.98
101-262-970.000	CAPITAL OUTLAYS > \$5,000	3,500.00	3,500.00	0.00	0.00
Total Dept 262-ELECTIONS		72,300.00	72,300.00	34,077.75	47.13
Dept 264-GENERAL ADMINISTRATION					
101-264-718.000	Retirement-MERS (Active)	0.00	0.00	11,176.00	100.00
101-264-728.000	OFFICE SUPPLIES	2,000.00	2,000.00	1,936.31	96.82
101-264-801.000	Professional Services	60,000.00	60,000.00	74,333.07	123.89
101-264-835.000	Workmen's Compensation	120,000.00	120,000.00	76,840.84	64.03
101-264-844.000	Unemployment Compensation	15,000.00	15,000.00	6,647.93	44.32
101-264-910.000	City Insurances	235,000.00	235,000.00	220,376.73	93.78
101-264-915.000	Fines and Fees	4,000.00	4,000.00	15,928.45	398.21
101-264-961.302	Gen Obligation Expense	186,900.00	186,900.00	177,150.00	94.78
101-264-961.303	MI DEPT TREAS- EMERGENCY LOAN	232,500.00	232,500.00	0.00	0.00
101-264-980.000	Miscellaneous	0.00	0.00	3,486.68	100.00
Total Dept 264-GENERAL ADMINISTRATION		855,400.00	855,400.00	587,876.01	68.73
Dept 265-BUILDING & GROUNDS					
101-265-702.000	Salaries	25,000.00	25,000.00	43,499.93	174.00
101-265-710.000	Overtime	2,400.00	2,400.00	1,143.51	47.65
101-265-715.000	Social Security (Fica)	2,000.00	2,000.00	4,521.50	226.08
101-265-716.000	INSURANCES-DENTAL (FT DEARBORN)	0.00	0.00	73.29	100.00
101-265-740.000	Operating Supplies	15,000.00	15,000.00	4,344.23	28.96
101-265-751.001	FUEL	500.00	500.00	0.00	0.00
101-265-776.000	Building Maintenance	85,000.00	85,000.00	154,910.98	182.25
101-265-776.050	PARKING METER MAINTENANCE	20,000.00	20,000.00	16,878.19	84.39
101-265-800.000	CONTRACT SERVICES	5,000.00	5,000.00	1,196.35	23.93
101-265-801.000	Professional Services	0.00	0.00	1,246.71	100.00
101-265-824.100	Sanitation - Other	0.00	0.00	2,664.00	100.00
101-265-921.000	UTILITIES - ELECTRIC	60,000.00	60,000.00	42,410.36	70.68
101-265-922.000	UTILITIES - TELEPHONE, INTERNET ETC	65,000.00	65,000.00	59,194.87	91.07
101-265-923.000	Heating	40,000.00	40,000.00	18,736.04	46.84
101-265-926.000	Street Lighting	325,000.00	325,000.00	230,056.32	70.79
101-265-981.000	Parks Maintenance	20,000.00	20,000.00	9,195.33	45.98
Total Dept 265-BUILDING & GROUNDS		664,900.00	664,900.00	590,071.61	88.75
Dept 266-LEGAL					
101-266-801.000	Professional Services	400,000.00	400,000.00	186,271.16	46.57
101-266-855.000	Lawsuit Settlements	100,000.00	100,000.00	13,760.00	13.76
Total Dept 266-LEGAL		500,000.00	500,000.00	200,031.16	40.01
Dept 270-HUMAN RESOURCES					
101-270-702.000	Salaries	70,000.00	70,000.00	20,769.26	29.67
101-270-715.000	Social Security (FICA)	5,400.00	5,400.00	1,588.85	29.42
101-270-716.000	INSURANCES-DENTAL (FT DEARBORN)	300.00	300.00	87.00	29.00
101-270-716.100	Insurance - Healthcare (Bcbs)	4,900.00	4,900.00	1,925.30	39.29
101-270-716.400	INSURANCE - LIFE (FT DEARBORN)	300.00	300.00	194.00	64.67
101-270-728.000	OFFICE SUPPLIES	500.00	500.00	255.55	51.11
101-270-801.000	Professional Services	3,200.00	3,200.00	46,671.13	1,458.47
101-270-803.000	Training	3,000.00	3,000.00	0.00	0.00
101-270-864.000	Conference-Workshop	3,000.00	3,000.00	478.94	15.96
Total Dept 270-HUMAN RESOURCES		90,600.00	90,600.00	71,970.03	79.44
Dept 274-RETIREE COSTS					
101-274-716.000	INSURANCES-DENTAL (FT DEARBORN)	75,200.00	75,200.00	50,461.63	67.10
101-274-716.100	Insurance - Healthcare (Bcbs)	1,292,100.00	1,292,100.00	939,332.62	72.70
101-274-716.400	INSURANCE - LIFE (FT DEARBORN)	3,200.00	3,200.00	1,911.32	59.73
101-274-719.100	RETIREE CONTRIBUTION - MERS	1,529,900.00	1,529,900.00	1,008,728.00	65.93
Total Dept 274-RETIREE COSTS		2,900,400.00	2,900,400.00	2,000,433.57	68.97
Dept 301-POLICE DEPARTMENT					
101-301-702.000	Salaries	1,932,400.00	1,932,400.00	1,234,656.44	63.89
101-301-709.000	Holiday Pay	77,200.00	77,200.00	24,761.56	32.07
101-301-710.000	Overtime	130,000.00	130,000.00	159,573.82	122.75

PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17	2016-17	YTD BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	03/31/2017 (ABNORMAL)	
Fund 101 - General Fund					
Expenditures					
101-301-710.100	Traffic Overtime	100,000.00	100,000.00	75,777.45	75.78
101-301-710.300	OVERTIME - SPECIAL EVENT (REIMB)	0.00	0.00	7,893.35	100.00
101-301-712.000	Court Time	14,200.00	14,200.00	8,325.36	58.63
101-301-715.000	Social Security (FICA)	31,500.00	31,500.00	27,334.54	86.78
101-301-716.000	INSURANCES-DENTAL (FT DEARBORN)	16,500.00	16,500.00	12,124.46	73.48
101-301-716.100	Insurance - Healthcare (Bcbs)	230,500.00	230,500.00	166,968.17	72.44
101-301-716.400	INSURANCE - LIFE (FT DEARBORN)	8,000.00	8,000.00	9,527.99	119.10
101-301-718.000	Retirement-MERS (Active)	1,009,800.00	1,009,800.00	793,652.67	78.60
101-301-728.000	OFFICE SUPPLIES	3,500.00	3,500.00	1,503.80	42.97
101-301-740.000	Operating Supplies	7,000.00	7,000.00	2,380.61	34.01
101-301-744.000	Gun Allowance	0.00	0.00	7,250.00	100.00
101-301-745.000	Gun Allowance	15,000.00	15,000.00	7,000.00	46.67
101-301-750.000	Prisoner Meals	3,000.00	3,000.00	1,872.00	62.40
101-301-751.001	FUEL	35,000.00	35,000.00	17,727.45	50.65
101-301-751.002	Vehicle Maintenance	25,000.00	25,000.00	29,916.52	119.67
101-301-778.000	Equipment Maintenance	1,500.00	1,500.00	1,440.94	96.06
101-301-800.000	Contract Services	7,500.00	7,500.00	7,495.36	99.94
101-301-800.500	PRISONER LODGING	100,000.00	100,000.00	30,450.00	30.45
101-301-801.000	Professional Services	25,000.00	25,000.00	23,896.17	95.58
101-301-803.000	Training	10,000.00	10,000.00	6,386.65	63.87
101-301-864.000	Conference-Workshop	3,000.00	3,000.00	2,526.60	84.22
101-301-903.000	Legal Notices	2,500.00	2,500.00	2,267.30	90.69
101-301-922.000	UTILITIES - TELEPHONE, INTERNET	2,000.00	2,000.00	5,804.05	290.20
Total Dept 301-POLICE DEPARTMENT		3,790,100.00	3,790,100.00	2,668,513.26	70.41
Dept 303-AUTO THEFT					
101-303-702.000	Salaries	58,000.00	58,000.00	14,764.54	25.46
101-303-709.000	Holiday Pay	0.00	0.00	421.84	100.00
101-303-710.000	Overtime	15,000.00	15,000.00	10,638.41	70.92
101-303-712.000	Court Time	1,000.00	1,000.00	0.00	0.00
101-303-715.000	Social Security (FICA)	1,100.00	1,100.00	359.45	32.68
101-303-716.000	INSURANCES-DENTAL (FT DEARBORN)	900.00	900.00	219.87	24.43
101-303-716.100	Insurance - Healthcare (Bcbs)	12,600.00	12,600.00	3,003.45	23.84
101-303-716.400	INSURANCE - LIFE (FT DEARBORN)	400.00	400.00	113.36	28.34
101-303-728.000	OFFICE SUPPLIES	1,000.00	1,000.00	0.00	0.00
101-303-740.000	Operating Supplies	1,000.00	1,000.00	0.00	0.00
101-303-745.000	Gun Allowance	500.00	500.00	0.00	0.00
101-303-751.001	FUEL	3,000.00	3,000.00	378.60	12.62
101-303-751.002	Vehicle Maintenance	2,500.00	2,500.00	0.00	0.00
101-303-922.100	UTILITIES - MOBILE PHONES	600.00	600.00	93.82	15.64
Total Dept 303-AUTO THEFT		97,600.00	97,600.00	29,993.34	30.73
Dept 336-FIRE DEPARTMENT					
101-336-702.000	Salaries	1,680,000.00	1,680,000.00	1,239,942.35	73.81
101-336-703.000	COMPENSATED ABSENCES PAYOUT	10,000.00	10,000.00	7,045.00	70.45
101-336-709.000	Holiday Pay	36,000.00	36,000.00	23,485.85	65.24
101-336-710.000	Overtime	45,000.00	45,000.00	67,451.10	149.89
101-336-715.000	Social Security (FICA)	25,000.00	25,000.00	19,268.62	77.07
101-336-716.000	INSURANCES-DENTAL (FT DEARBORN)	13,000.00	13,000.00	9,691.81	74.55
101-336-716.100	Insurance - Healthcare (Bcbs)	220,000.00	220,000.00	126,885.38	57.68
101-336-716.400	INSURANCE - LIFE (FT DEARBORN)	13,000.00	13,000.00	7,664.78	58.96
101-336-718.000	Retirement-MERS (Active)	1,029,300.00	1,029,300.00	696,184.97	67.64
101-336-722.000	Sick & Severance	65,000.00	65,000.00	3,174.84	4.88
101-336-728.000	OFFICE SUPPLIES	500.00	500.00	440.95	88.19
101-336-740.000	Operating Supplies	10,000.00	10,000.00	10,859.74	108.60
101-336-744.000	CLOTHING ALLOWANCE	21,000.00	21,000.00	18,375.00	87.50
101-336-751.001	FUEL	20,000.00	20,000.00	5,567.12	27.84
101-336-778.000	Equipment Maintenance	20,000.00	20,000.00	20,092.23	100.46
101-336-781.000	Repair Parts	0.00	0.00	957.12	100.00
101-336-801.000	Professional Services	5,000.00	5,000.00	1,643.13	32.86
101-336-802.001	Testing Fees	2,000.00	2,000.00	572.00	28.60
101-336-803.000	Training	3,500.00	3,500.00	2,499.00	71.40
101-336-864.000	Conference-Workshop	3,000.00	3,000.00	1,004.21	33.47
101-336-922.000	UTILITIES - TELEPHONE, INTERNET ETC	1,000.00	1,000.00	2,648.76	264.88
101-336-970.000	CAPITAL OUTLAYS > \$5,000	0.00	0.00	78,664.28	100.00
101-336-970.001	CAPITAL OUTLAY \$5,000 OR LESS	0.00	0.00	720.00	100.00
Total Dept 336-FIRE DEPARTMENT		3,222,300.00	3,222,300.00	2,344,838.24	72.77
Dept 528-Sanitation Services					
101-528-824.000	Sanitation - Rizzo	750,000.00	750,000.00	536,599.97	71.55
101-528-824.100	Sanitation - Other	5,000.00	5,000.00	7,905.20	158.10

PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	% BDGT USED
		ORIGINAL BUDGET	2016-17 AMENDED BUDGET	03/31/2017 (NORMAL) (ABNORMAL)	
Fund 101 - General Fund					
Expenditures					
Total Dept 528-Sanitation Services		755,000.00	755,000.00	544,505.17	72.12
Dept 721-COMMUNITY & ECONOMIC DEVELOPMENT					
101-721-702.000	Salaries	49,500.00	49,500.00	31,898.98	64.44
101-721-710.000	Overtime	500.00	500.00	105.75	21.15
101-721-715.000	Social Security (FICA)	3,900.00	3,900.00	2,411.23	61.83
101-721-716.000	INSURANCES-DENTAL (FT DEARBORN)	300.00	300.00	185.09	61.70
101-721-716.100	Insurance - Healthcare (Bcbs)	4,900.00	4,900.00	1,283.53	26.19
101-721-716.400	INSURANCE - LIFE (FT DEARBORN)	200.00	200.00	107.15	53.58
101-721-728.000	OFFICE SUPPLIES	500.00	500.00	4,606.48	921.30
101-721-776.001	Park Maintenance	0.00	0.00	95.36	100.00
101-721-801.000	Professional Services	300,000.00	300,000.00	213,770.40	71.26
101-721-801.011	PROFL SERV - SAFE BUILT	0.00	0.00	1,672.00	100.00
101-721-864.000	Conference-Workshop	0.00	0.00	1,145.00	100.00
101-721-903.000	Legal Notices	3,000.00	3,000.00	3,459.50	115.32
101-721-958.000	Membership Dues	0.00	0.00	220.00	100.00
Total Dept 721-COMMUNITY & ECONOMIC DEVELOPMENT		362,800.00	362,800.00	260,960.47	71.93
TOTAL EXPENDITURES		15,446,252.00	15,471,252.00	10,863,771.90	70.22
Fund 101 - General Fund:					
TOTAL REVENUES		14,510,154.00	15,460,154.00	10,547,416.16	68.22
TOTAL EXPENDITURES		15,446,252.00	15,471,252.00	10,863,771.90	70.22
NET OF REVENUES & EXPENDITURES		(936,098.00)	(11,098.00)	(316,355.74)	2,850.57

PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17	2016-17	YTD BALANCE	% BGD USED
		ORIGINAL BUDGET	AMENDED BUDGET	03/31/2017 (NORMAL (ABNORMAL))	
Fund 202 - Mvh Major Street Fund					
Revenues					
Dept 000-GENERAL					
202-000-546.100	STATE GRANTS - ACT 51 MTF	940,000.00	940,000.00	569,490.70	60.58
202-000-546.200	STATE GRANTS - ACT 51 LRP	30,000.00	30,000.00	17,685.16	58.95
Total Dept 000-GENERAL		970,000.00	970,000.00	587,175.86	60.53
TOTAL REVENUES		970,000.00	970,000.00	587,175.86	60.53
Expenditures					
Dept 222-MAJOR STREETS					
202-222-702.000	SALARIES	180,000.00	180,000.00	39,927.12	22.18
202-222-710.000	Overtime	10,000.00	10,000.00	0.00	0.00
202-222-715.000	Social Security (FICA)	15,000.00	15,000.00	3,728.52	24.86
202-222-716.000	INSURANCES-DENTAL (FT DEARBORN)	1,000.00	1,000.00	578.27	57.83
202-222-716.100	Insurance - Healthcare (Bcbs)	22,000.00	22,000.00	9,035.35	41.07
202-222-716.400	INSURANCE - LIFE (FT DEARBORN)	1,000.00	1,000.00	677.90	67.79
202-222-751.002	VEHICLE MAINTENANCE	10,000.00	10,000.00	10,692.72	106.93
202-222-776.002	Routine Maint. Streets	150,000.00	150,000.00	137,717.63	91.81
202-222-776.004	Traffic Services	10,000.00	10,000.00	9,477.08	94.77
202-222-776.005	Winter Maintenance	180,000.00	180,000.00	171,533.04	95.30
202-222-800.001	Administration	90,000.00	90,000.00	6,008.56	6.68
202-222-970.000	CAPITAL OUTLAYS > \$5,000	785,000.00	785,000.00	753,123.35	95.94
202-222-970.200	Engineering	0.00	0.00	11,168.11	100.00
202-222-970.300	Nonmotorized Improvements	25,000.00	25,000.00	28,442.14	113.77
Total Dept 222-MAJOR STREETS		1,479,000.00	1,479,000.00	1,182,109.79	79.93
Dept 999-Operating Transfers Out					
202-999-999.203	Operating Transfer Out - Fund 203	100,000.00	100,000.00	0.00	0.00
Total Dept 999-Operating Transfers Out		100,000.00	100,000.00	0.00	0.00
TOTAL EXPENDITURES		1,579,000.00	1,579,000.00	1,182,109.79	74.86
Fund 202 - Mvh Major Street Fund:					
TOTAL REVENUES		970,000.00	970,000.00	587,175.86	60.53
TOTAL EXPENDITURES		1,579,000.00	1,579,000.00	1,182,109.79	74.86
NET OF REVENUES & EXPENDITURES		(609,000.00)	(609,000.00)	(594,933.93)	97.69

PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	% BGD USED
		ORIGINAL BUDGET	2016-17 AMENDED BUDGET	03/31/2017 (NORMAL (ABNORMAL))	
Fund 203 - Mvh Local Street Fund					
Revenues					
Dept 000-GENERAL					
203-000-546.100	STATE GRANTS - ACT 51 MTF	280,000.00	280,000.00	174,943.61	62.48
203-000-546.300	STATE GRANTS - ACT 51 LRP	10,000.00	10,000.00	5,432.77	54.33
203-000-699.202	Operating Transfer In - Fund 202	100,000.00	100,000.00	0.00	0.00
Total Dept 000-GENERAL		390,000.00	390,000.00	180,376.38	46.25
TOTAL REVENUES		390,000.00	390,000.00	180,376.38	46.25
Expenditures					
Dept 203-LOCAL STREETS					
203-203-702.000	Salaries	24,000.00	24,000.00	21,522.71	89.68
203-203-715.000	Social Security (FICA)	2,000.00	2,000.00	2,724.89	136.24
203-203-751.002	VEHICLE MAINTENANCE	10,000.00	10,000.00	4,762.21	47.62
203-203-776.002	Routine Maint. Streets	140,000.00	140,000.00	80,099.11	57.21
203-203-776.004	Traffic Services	10,000.00	10,000.00	3,476.82	34.77
203-203-776.005	Winter Maintenance	0.00	0.00	4,100.66	100.00
203-203-800.001	Administration	28,000.00	28,000.00	75.50	0.27
203-203-970.000	CAPITAL OUTLAYS > \$5,000	440,000.00	440,000.00	37,822.28	8.60
203-203-970.200	Engineering	0.00	0.00	495.00	100.00
203-203-970.300	Nonmotorized Improvements	25,000.00	25,000.00	9,858.95	39.44
Total Dept 203-LOCAL STREETS		679,000.00	679,000.00	164,938.13	24.29
TOTAL EXPENDITURES		679,000.00	679,000.00	164,938.13	24.29
Fund 203 - Mvh Local Street Fund:					
TOTAL REVENUES		390,000.00	390,000.00	180,376.38	46.25
TOTAL EXPENDITURES		679,000.00	679,000.00	164,938.13	24.29
NET OF REVENUES & EXPENDITURES		(289,000.00)	(289,000.00)	15,438.25	5.34

PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017 (ABNORMAL)	% BDGT USED
Fund 225 - Building Fund					
Revenues					
Dept 000-GENERAL					
225-000-658.000	Fines & Forf Dist Court	100,000.00	100,000.00	49,091.94	49.09
Total Dept 000-GENERAL		100,000.00	100,000.00	49,091.94	49.09
TOTAL REVENUES		100,000.00	100,000.00	49,091.94	49.09
Expenditures					
Dept 225-BUILDING					
225-225-776.000	BUILDING EXPENDITURES	50,000.00	50,000.00	18,724.50	37.45
Total Dept 225-BUILDING		50,000.00	50,000.00	18,724.50	37.45
TOTAL EXPENDITURES		50,000.00	50,000.00	18,724.50	37.45
Fund 225 - Building Fund:					
TOTAL REVENUES		100,000.00	100,000.00	49,091.94	49.09
TOTAL EXPENDITURES		50,000.00	50,000.00	18,724.50	37.45
NET OF REVENUES & EXPENDITURES		50,000.00	50,000.00	30,367.44	60.73

PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	% BDGT USED
		ORIGINAL BUDGET	2016-17 AMENDED BUDGET	03/31/2017 (ABNORMAL)	
Fund 244 - DOWNTOWN DEVELOPMENT AUTH					
Revenues					
Dept 000-GENERAL					
244-000-403.000	Current Tax Collections	40,000.00	40,000.00	34,499.75	86.25
244-000-675.900	CONTRIBUTIONS - DDA	5,000.00	5,000.00	14,651.00	293.02
Total Dept 000-GENERAL		45,000.00	45,000.00	49,150.75	109.22
TOTAL REVENUES		45,000.00	45,000.00	49,150.75	109.22
Expenditures					
Dept 244-DDA					
244-244-881.000	Special Projects	45,000.00	45,000.00	26,266.37	58.37
Total Dept 244-DDA		45,000.00	45,000.00	26,266.37	58.37
TOTAL EXPENDITURES		45,000.00	45,000.00	26,266.37	58.37
Fund 244 - DOWNTOWN DEVELOPMENT AUTH:					
TOTAL REVENUES		45,000.00	45,000.00	49,150.75	109.22
TOTAL EXPENDITURES		45,000.00	45,000.00	26,266.37	58.37
NET OF REVENUES & EXPENDITURES		0.00	0.00	22,884.38	100.00

PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	% BDGT USED
		ORIGINAL BUDGET	2016-17 AMENDED BUDGET	03/31/2017 (ABNORMAL)	
Fund 264 - 911 Emergency					
Revenues					
Dept 000-GENERAL					
264-000-539.000	ST OGF MI - 911 FEES	0.00	0.00	466.00	100.00
264-000-540.001	CITY OF DETROIT - 911 FEES	120,000.00	120,000.00	38,198.72	31.83
Total Dept 000-GENERAL		120,000.00	120,000.00	38,664.72	32.22
TOTAL REVENUES		120,000.00	120,000.00	38,664.72	32.22
Expenditures					
Dept 264-GENERAL ADMINISTRATION					
264-264-702.000	Salaries	86,000.00	86,000.00	62,302.10	72.44
264-264-710.000	Overtime	10,000.00	10,000.00	22,331.53	223.32
264-264-715.000	Social Security (FICA)	7,400.00	7,400.00	6,474.48	87.49
264-264-740.000	Operating Supplies	1,500.00	1,500.00	0.00	0.00
264-264-778.000	Equipment Maintenance	7,000.00	7,000.00	780.00	11.14
264-264-800.000	Contract Services	2,500.00	2,500.00	3,397.44	135.90
264-264-801.000	Professional Services	3,500.00	3,500.00	332.00	9.49
264-264-801.600	CLEMIS Maintenance	43,000.00	43,000.00	19,031.77	44.26
264-264-802.001	Testing Fees	1,000.00	1,000.00	425.50	42.55
264-264-803.002	FIRE DEPT EXPENSES	10,000.00	10,000.00	1,965.00	19.65
Total Dept 264-GENERAL ADMINISTRATION		171,900.00	171,900.00	117,039.82	68.09
TOTAL EXPENDITURES		171,900.00	171,900.00	117,039.82	68.09
Fund 264 - 911 Emergency:					
TOTAL REVENUES		120,000.00	120,000.00	38,664.72	32.22
TOTAL EXPENDITURES		171,900.00	171,900.00	117,039.82	68.09
NET OF REVENUES & EXPENDITURES		(51,900.00)	(51,900.00)	(78,375.10)	151.01

PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17	2016-17	YTD BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	03/31/2017 (ABNORMAL)	
Fund 266 - DRUG LAW ENF. ACT 265 - STATE					
Revenues					
Dept 000-GENERAL					
266-000-656.100	STATE DRUG FORFEITURES	225,000.00	225,000.00	699,585.34	310.93
Total Dept 000-GENERAL		225,000.00	225,000.00	699,585.34	310.93
TOTAL REVENUES		225,000.00	225,000.00	699,585.34	310.93
Expenditures					
Dept 367-Drug Forfeiture - State Expenditures					
266-367-702.000	Salaries	54,000.00	54,000.00	40,803.53	75.56
266-367-709.000	Holiday Pay	0.00	0.00	843.68	100.00
266-367-710.000	Overtime	35,000.00	35,000.00	23,316.70	66.62
266-367-712.000	COURT TIME	1,000.00	1,000.00	0.00	0.00
266-367-715.000	Social Security (FICA)	1,300.00	1,300.00	909.24	69.94
266-367-716.000	INSURANCES-DENTAL (FT DEARBORN)	600.00	600.00	651.56	108.59
266-367-716.100	INSURANCE - HEALTHCARE (BCBS)	12,600.00	12,600.00	9,010.35	71.51
266-367-716.400	INSURANCE - LIFE (FT DEARBORN)	300.00	300.00	83.12	27.71
266-367-724.005	BULLET PROOF VESTS	19,000.00	19,000.00	16,100.00	84.74
266-367-728.000	OFFICE SUPPLIES	2,500.00	2,500.00	411.33	16.45
266-367-740.000	Operating Supplies	2,500.00	2,500.00	1,409.21	56.37
266-367-745.000	Gun Allowance	500.00	500.00	0.00	0.00
266-367-751.001	FUEL	5,000.00	5,000.00	3,504.50	70.09
266-367-751.002	Vehicle Maintenance	5,000.00	5,000.00	5,185.00	103.70
266-367-776.000	Building Maintenance	4,000.00	4,000.00	678.50	16.96
266-367-800.000	Contract Services	4,500.00	4,500.00	766.00	17.02
266-367-801.700	DUES & SUBSCRIPTIONS	1,500.00	1,500.00	1,112.34	74.16
266-367-803.000	Training	5,000.00	5,000.00	739.52	14.79
266-367-809.100	RESERVE POLICE	3,500.00	3,500.00	0.00	0.00
266-367-809.200	K-9 UNIT	10,000.00	10,000.00	4,914.72	49.15
266-367-810.000	ASSET SHARIING	0.00	0.00	534,685.37	100.00
266-367-921.000	UTILITIES - ELECTRIC	1,000.00	1,000.00	252.07	25.21
266-367-922.100	UTILITIES - MOBILE PHONES	1,000.00	1,000.00	320.99	32.10
266-367-923.000	Heating	1,200.00	1,200.00	1,774.64	147.89
266-367-946.100	BUILDING RENTAL	13,200.00	13,200.00	6,600.00	50.00
266-367-980.000	MISCELLANEOUS	17,000.00	17,000.00	25,531.73	150.19
Total Dept 367-Drug Forfeiture - State Expenditures		201,200.00	201,200.00	679,604.10	337.78
TOTAL EXPENDITURES		201,200.00	201,200.00	679,604.10	337.78
Fund 266 - DRUG LAW ENF. ACT 265 - STATE:					
TOTAL REVENUES		225,000.00	225,000.00	699,585.34	310.93
TOTAL EXPENDITURES		201,200.00	201,200.00	679,604.10	337.78
NET OF REVENUES & EXPENDITURES		23,800.00	23,800.00	19,981.24	83.95

PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017 (ABNORMAL)	% BGD USED
Fund 267 - DRUG LAW ENF. ACT 265 - FEDERAL					
Revenues					
Dept 000-GENERAL					
267-000-656.300	FED DRUG DEA	50,000.00	50,000.00	2,596.61	5.19
Total Dept 000-GENERAL		50,000.00	50,000.00	2,596.61	5.19
TOTAL REVENUES		50,000.00	50,000.00	2,596.61	5.19
Expenditures					
Dept 267-Drug Forfeiture - Federal Expenditures					
267-267-710.000	Overtime	0.00	0.00	282.37	100.00
267-267-715.000	Social Security (FICA)	0.00	0.00	3.85	100.00
267-267-803.000	Training	3,500.00	3,500.00	0.00	0.00
Total Dept 267-Drug Forfeiture - Federal Expenditures		3,500.00	3,500.00	286.22	8.18
TOTAL EXPENDITURES		3,500.00	3,500.00	286.22	8.18
Fund 267 - DRUG LAW ENF. ACT 265 - FEDERAL:					
TOTAL REVENUES		50,000.00	50,000.00	2,596.61	5.19
TOTAL EXPENDITURES		3,500.00	3,500.00	286.22	8.18
NET OF REVENUES & EXPENDITURES		46,500.00	46,500.00	2,310.39	4.97

PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17	2016-17	YTD BALANCE	% BGD USED
		ORIGINAL BUDGET	AMENDED BUDGET	03/31/2017 (ABNORMAL)	
Fund 268 - Library Fund					
Revenues					
Dept 000-GENERAL					
268-000-403.000	Property Taxes - Library	320,000.00	320,000.00	298,646.54	93.33
268-000-501.000	Grant Income	4,500.00	4,500.00	0.00	0.00
268-000-502.000	State Aide	11,000.00	11,000.00	0.00	0.00
268-000-503.000	Penal Fines	18,000.00	18,000.00	7,507.77	41.71
268-000-675.000	Contributions & Donations	10,000.00	10,000.00	32,632.68	326.33
268-000-676.000	NON RESIDENT LIBRARY CARD FEES	500.00	500.00	0.00	0.00
268-000-677.000	E-RATE FEDERAL REIMBURSEMENTS	7,875.00	7,875.00	0.00	0.00
Total Dept 000-GENERAL		371,875.00	371,875.00	338,786.99	91.10
TOTAL REVENUES		371,875.00	371,875.00	338,786.99	91.10
Expenditures					
Dept 738-Library					
268-738-702.000	Salaries	190,000.00	190,000.00	144,336.29	75.97
268-738-715.000	Social Security (Fica)	14,000.00	14,000.00	10,714.88	76.53
268-738-716.000	INSURANCES-DENTAL (FT DEARBORN)	700.00	700.00	606.88	86.70
268-738-716.100	Insurance - Healthcare (Bcbs)	14,500.00	14,500.00	11,436.21	78.87
268-738-716.300	Insurance - Prescription (Pharmacare)	400.00	400.00	0.00	0.00
268-738-716.400	INSURANCE - LIFE (FT DEARBORN)	200.00	200.00	637.40	318.70
268-738-718.000	Retirement-MERS (Active)	0.00	0.00	8,396.38	100.00
268-738-721.000	Longevity	10,000.00	10,000.00	0.00	0.00
268-738-728.000	OFFICE SUPPLIES	4,000.00	4,000.00	2,533.01	63.33
268-738-740.000	Operating Supplies	4,000.00	4,000.00	0.00	0.00
268-738-776.000	Building Maintenance	20,000.00	20,000.00	10,228.14	51.14
268-738-800.000	Contract Services	10,000.00	10,000.00	6,960.00	69.60
268-738-800.001	Administration	12,000.00	12,000.00	0.00	0.00
268-738-801.000	Professional Services	9,625.00	9,625.00	454.50	4.72
268-738-801.003	PROFL SERV - LIBRARY NETWORK	39,750.00	39,750.00	31,103.51	78.25
268-738-802.200	Education Reimbursement	1,000.00	1,000.00	0.00	0.00
268-738-903.000	Legal Notices	1,000.00	1,000.00	0.00	0.00
268-738-904.000	Printing	1,000.00	1,000.00	0.00	0.00
268-738-921.000	UTILITIES - ELECTRIC	12,000.00	12,000.00	8,750.03	72.92
268-738-922.000	UTILITIES - TELEPHONE	700.00	700.00	1,457.01	208.14
268-738-923.000	Heating	5,000.00	5,000.00	2,788.35	55.77
268-738-946.000	Equipment Rental	1,000.00	1,000.00	0.00	0.00
268-738-957.000	Books	14,000.00	14,000.00	8,697.47	62.12
268-738-957.100	Programs & Activities	2,500.00	2,500.00	1,125.89	45.04
268-738-970.000	CAPITAL OUTLAYS > \$5,000	2,500.00	2,500.00	0.00	0.00
268-738-980.000	Miscellaneous	2,000.00	2,000.00	0.00	0.00
Total Dept 738-Library		371,875.00	371,875.00	250,225.95	67.29
TOTAL EXPENDITURES		371,875.00	371,875.00	250,225.95	67.29
Fund 268 - Library Fund:					
TOTAL REVENUES		371,875.00	371,875.00	338,786.99	91.10
TOTAL EXPENDITURES		371,875.00	371,875.00	250,225.95	67.29
NET OF REVENUES & EXPENDITURES		0.00	0.00	88,561.04	100.00

PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	% BGD USED
		ORIGINAL BUDGET	2016-17 AMENDED BUDGET	03/31/2017 (ABNORMAL)	
Fund 275 - Comm Develop Block Grant					
Revenues					
Dept 000-GENERAL					
275-000-501.000	GRANT INCOME	0.00	0.00	86,162.24	100.00
275-000-501.013	GRANT INCOME - PROGRAM YR 2015	130,000.00	130,000.00	0.00	0.00
275-000-501.014	GRANT INCOME - PROGRAM YR 2016	201,300.00	201,300.00	0.00	0.00
Total Dept 000-GENERAL		331,300.00	331,300.00	86,162.24	26.01
TOTAL REVENUES		331,300.00	331,300.00	86,162.24	26.01
Expenditures					
Dept 275-Cdbg					
275-275-800.001	Administration	23,682.00	23,682.00	0.00	0.00
275-275-805.000	Prof Serv - Code Enforcement	90,000.00	90,000.00	19,240.01	21.38
275-275-931.000	Housing Rehabilitation	33,140.00	33,140.00	710.00	2.14
275-275-932.100	COMMERCIAL/INDUSTRIAL REHAB	15,000.00	15,000.00	0.00	0.00
275-275-953.001	Clean Up Program	0.00	0.00	2,604.07	100.00
275-275-980.200	Parks & Recreation	85,000.00	85,000.00	29,039.10	34.16
Total Dept 275-Cdbg		246,822.00	246,822.00	51,593.18	20.90
TOTAL EXPENDITURES		246,822.00	246,822.00	51,593.18	20.90
Fund 275 - Comm Develop Block Grant:					
TOTAL REVENUES		331,300.00	331,300.00	86,162.24	26.01
TOTAL EXPENDITURES		246,822.00	246,822.00	51,593.18	20.90
NET OF REVENUES & EXPENDITURES		84,478.00	84,478.00	34,569.06	40.92

PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017 (ABNORMAL)	% BDGT USED
Fund 280 - POLICE TRAINING P.A.302					
Revenues					
Dept 000-GENERAL					
280-000-502.000	State Aid	6,300.00	6,300.00	3,169.75	50.31
Total Dept 000-GENERAL		6,300.00	6,300.00	3,169.75	50.31
TOTAL REVENUES		6,300.00	6,300.00	3,169.75	50.31
Expenditures					
Dept 280-POLICE TRAINING					
280-280-701.000	Expenditures	6,300.00	6,300.00	3,150.00	50.00
Total Dept 280-POLICE TRAINING		6,300.00	6,300.00	3,150.00	50.00
TOTAL EXPENDITURES		6,300.00	6,300.00	3,150.00	50.00
Fund 280 - POLICE TRAINING P.A.302:					
TOTAL REVENUES		6,300.00	6,300.00	3,169.75	50.31
TOTAL EXPENDITURES		6,300.00	6,300.00	3,150.00	50.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	19.75	100.00

PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	% BDGT USED
		ORIGINAL BUDGET	2016-17 AMENDED BUDGET	03/31/2017 (ORMAL (ABNORMAL)	
Fund 592 - WATER & SEWER FUND					
Revenues					
Dept 000-GENERAL					
592-000-445.000	Pen & Int On Water/Sewer	50,000.00	50,000.00	71,099.84	142.20
592-000-620.000	WATER USAGE CHARGES	2,294,000.00	2,294,000.00	1,674,783.79	73.01
592-000-620.600	FIRE LINE CHARGES	0.00	0.00	2,205.00	100.00
592-000-621.000	SEWER USAGE CHARGES	4,132,000.00	4,132,000.00	2,971,397.37	71.91
592-000-621.050	POLLUTANT SURCHARGE	84,800.00	84,800.00	30,032.31	35.42
592-000-621.100	IND WASTE CONTROL PRE TREATMENT CHARGES	180,000.00	180,000.00	157,682.58	87.60
592-000-622.000	DPS MATERIAL & C/S COST RECOVERY	0.00	0.00	4,962.62	100.00
592-000-626.000	Charges (Water Fund)	0.00	0.00	30.98	100.00
592-000-651.001	CAPITAL IMPROVEMENT FEE - SEWER	0.00	0.00	602,892.33	100.00
592-000-656.000	DPS STAFF SERVICE FEE INCOME	0.00	0.00	96,422.31	100.00
592-000-658.000	FINES TAMPERING, ETC	0.00	0.00	3,000.00	100.00
592-000-694.000	Misc Others	0.00	0.00	1,143.00	100.00
592-000-698.000	PROCEEDS FROM ISSUANCE OF DEBT	0.00	0.00	2,310,570.00	100.00
Total Dept 000-GENERAL		6,740,800.00	6,740,800.00	7,926,222.13	117.59
TOTAL REVENUES		6,740,800.00	6,740,800.00	7,926,222.13	117.59
Expenditures					
Dept 557-WATER & SEWER					
592-557-702.000	Salaries	200,000.00	200,000.00	80,752.78	40.38
592-557-710.000	Overtime	15,000.00	15,000.00	2,805.16	18.70
592-557-715.000	Social Security (Fica)	17,000.00	17,000.00	9,900.60	58.24
592-557-716.000	INSURANCES-DENTAL (FT DEARBORN)	2,000.00	2,000.00	1,743.04	87.15
592-557-716.100	Insurance - Healthcare (Bcbs)	30,000.00	30,000.00	23,211.02	77.37
592-557-716.400	INSURANCE - LIFE (FT DEARBORN)	1,000.00	1,000.00	1,573.45	157.35
592-557-718.000	Retirement (Mers)	100,000.00	100,000.00	0.00	0.00
592-557-728.000	OFFICE SUPPLIES	1,000.00	1,000.00	1,480.70	148.07
592-557-730.000	Postage	3,000.00	3,000.00	30,675.98	1,022.53
592-557-740.000	Operating Supplies	15,000.00	15,000.00	1,746.19	11.64
592-557-751.002	Vehicle Maintenance	10,000.00	10,000.00	10,632.60	106.33
592-557-778.000	Equipment Maintenance	2,000.00	2,000.00	1,079.09	53.95
592-557-787.000	SERVICE LINE REPAIRS	350,000.00	350,000.00	272,208.21	77.77
592-557-787.001	Sewer Repairs & Maint.	50,000.00	50,000.00	2,700.00	5.40
592-557-800.000	Contract Services	45,000.00	45,000.00	1,933.94	4.30
592-557-800.001	Administration	243,700.00	243,700.00	15.00	0.01
592-557-801.000	Professional Services	72,000.00	72,000.00	82,840.89	115.06
592-557-802.004	CROSS CONNECTION	30,000.00	30,000.00	14,390.00	47.97
592-557-855.000	Lawsuit Settlements	100,000.00	100,000.00	8,797.00	8.80
592-557-864.000	Conference-Workshop	10,000.00	10,000.00	4,763.46	47.63
592-557-922.000	UTILITIES - TELEPHONE	2,000.00	2,000.00	707.65	35.38
592-557-924.000	Water Charges	680,000.00	680,000.00	443,346.76	65.20
592-557-925.000	Sewer & Drainage	4,126,400.00	4,126,400.00	2,724,000.00	66.01
592-557-925.100	Iwc Charges	84,800.00	84,800.00	56,559.44	66.70
592-557-925.200	Sewage Surcharges	63,000.00	63,000.00	33,692.24	53.48
592-557-930.000	Interest Expense	0.00	0.00	84,170.03	100.00
592-557-970.000	CAPITAL OUTLAYS > \$5,000	400,000.00	400,000.00	176,482.55	44.12
592-557-970.001	CAPITAL OUTLAY \$5,000 OR LESS	0.00	0.00	5,601.85	100.00
592-557-970.200	Engineering	20,000.00	20,000.00	13,735.00	68.68
592-557-976.001	SRF PROJECT - ENGINEERING	0.00	0.00	109,980.25	100.00
592-557-976.002	SRF PROJECT - CONSTRUCTION	0.00	0.00	2,118,739.31	100.00
Total Dept 557-WATER & SEWER		6,672,900.00	6,672,900.00	6,320,264.19	94.72
TOTAL EXPENDITURES		6,672,900.00	6,672,900.00	6,320,264.19	94.72
Fund 592 - WATER & SEWER FUND:					
TOTAL REVENUES		6,740,800.00	6,740,800.00	7,926,222.13	117.59
TOTAL EXPENDITURES		6,672,900.00	6,672,900.00	6,320,264.19	94.72
NET OF REVENUES & EXPENDITURES		67,900.00	67,900.00	1,605,957.94	2,365.18
TOTAL REVENUES - ALL FUNDS					
TOTAL REVENUES - ALL FUNDS		23,860,429.00	24,810,429.00	20,508,398.87	82.66
TOTAL EXPENDITURES - ALL FUNDS		25,473,749.00	25,498,749.00	19,677,974.15	77.17
NET OF REVENUES & EXPENDITURES		(1,613,320.00)	(688,320.00)	830,424.72	120.65

CITY OF HAMTRAMCK

CASH FLOW SUMMARY FOR THE MONTH ENDING MARCH 31, 2017

DESCRIPTION

	General Fund	Major Road	Local Road	Building Dept	DDA	911 Emergency
Cash Inflows	1,737,935.30	99,228.19	30,482.46	7,405.00	8,094.78	-
Cash Outflows	(1,389,802.11)	(160,831.94)	(92,805.64)	-	(8,300.06)	(151,436.28)
Net Cash Flow	348,133.19	(61,603.75)	(62,323.18)	7,405.00	(205.28)	(151,436.28)
Add: Beginning Balance	5,127,227.17	2,034,068.96	2,031,541.82	435,283.54	95,607.11	180,347.83
Ending Balance	5,475,360.36	1,972,465.21	1,969,218.64	442,688.54	95,401.83	28,911.55

DESCRIPTION

	State Drug Forfeiture	Federal Drug Forfeiture	Library	CDBG	Police Training P.A. 302	Water/Sewer
Cash Inflows	161,572.60	-	4,395.05	-	-	1,619,292.06
Cash Outflows	(55,030.03)	-	(188,969.09)	(90,712.14)	(3,085.00)	(922,282.61)
Net Cash Flow	106,542.57	-	(184,574.04)	(90,712.14)	(3,085.00)	697,009.45
Add: Beginning Balance	319,383.37	71,551.79	394,118.91	7,945.95	19,095.96	4,015,284.94
Ending Balance	425,925.94	71,551.79	209,544.87	(82,766.19)	16,010.96	4,712,294.39

To: The Honorable Mayor and City Council

From: Katrina Powell, City Manager

Date: March 14, 2017

Subject: Request Council Approval for Expenditures

Introduction:

This agenda item is for the City Council to approve payment of expenditures.

Overview:

These invoices cover the following expenditures:

- Professional Services
- Water & Sewer Supplies/Maintenances
- Office & Operating Supplies
- Road Supplies/Maintenances
- Memberships & Conferences
- Building Maintenances
- Employee Reimbursements
- IT Support Services
- Contract Services
- Out of State Retiree Healthcare
- DDA Reimbursable Expenses
- Equipment
- MERS Pension Reimbursement
- Traffic Maintenances
- Return of Fire Escrow

Budget Impact:

The specific costs of these invoices are \$98,858.63 and will be run from the Fiduciary, General and Water bank accounts.

Recommendation:

The City Manager and the Controller recommends the City Council approve the request to pay these expenditures in order to continue receiving services from the vendors.

Prepared by:

Jia Hang, Accounts Payable

Reviewed by:

Katrina Powell, City Manager

Bhama Cairns, Controller

Attachments:

Invoice Register Report for City of Hamtramck

INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
 EXP CHECK RUN DATES 03/14/2017 - 03/14/2017
 BOTH JOURNALIZED AND UNJOURNALIZED
 OPEN - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
16002507 RI 55029	ACLARA TECHNOLOGIES LLC CABLE ASSEMBLY FOR MTU LAPTOP, INV- 592-557-970.001 592-557-970.001	03/03/2017 JHANG	04/02/2017	138.38 135.00 3.38	138.38	Open	N 03/07/2017
159502 55056	AMERISOURCE INDUSTRIAL SUPPLY CO OPERATING SUPPLIES 101-265-740.000 101-265-740.000 101-265-740.000 101-265-740.000 101-265-740.000	02/24/2017 JHANG	03/26/2017	541.61 124.36 136.68 120.04 153.78 6.75	541.61	Open	N 03/07/2017
94303 54915	APOLLO FIRE EQUIPMENT 5" STORZ X 4" STORZ ADAPTER 101-336-740.000 101-336-740.000	02/13/2017 JHANG	03/15/2017	186.27 175.00 11.27	186.27	Open	N 02/24/2017
03062017 55014	APWA-MICHIGAN CHAPTER, MAPSI MAPSI TUITION FOR MARK 592-557-864.000	03/06/2017 JHANG	04/05/2017	695.00 695.00	695.00	Open	N 03/07/2017
838782 55046	CANIFF ELECTRIC SUPPLY CO INC GROUND CLAMPS AND WIRE, FOR WATER 592-557-787.000 592-557-787.000	02/27/2017 JHANG	03/29/2017	249.80 79.61 170.19	249.80	Open	N 03/07/2017
288 54984	COURT INNOVATIONS INC ONLINE TICKET REVIEW SUB FEB 2016 101-136-801.300	02/28/2017 JHANG	03/30/2017	200.00 200.00	200.00	Open	N 03/07/2017
1287255 55051	CUMMINS-ALLISON CORP ANNUAL SERVICE CONTRACT FOR SCANJET 101-253-800.000	02/28/2017 JHANG	03/30/2017	448.00 448.00	448.00	Open	N 03/07/2017
89025 55016	D & L GARDEN CENTER INV. #89025 - DPW - CHAIN SAW, OIL 202-222-776.002 202-222-776.002	02/24/2017 JHANG	03/26/2017	928.00 459.00 469.00	928.00	Open	N 03/07/2017

INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
 EXP CHECK RUN DATES 03/14/2017 - 03/14/2017
 BOTH JOURNALIZED AND UNJOURNALIZED
 OPEN - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
89026 55017	D & L GARDEN CENTER DPW / 2 - CHAIN SAWS, 2 - CASES, OIL JHANG 202-222-776.002 SAW CASES 202-222-776.002 CHAIN 202-222-776.002 CHAIN 202-222-776.002 STIHL 6 PACK ULTRA OIL 202-222-776.002 STIHL BAR & CHAIN OIL	02/24/2017	03/26/2017	194.86 99.90 29.99 34.99 14.99 14.99	194.86	Open	N 03/07/2017
02202017 54914	DANNY H. HAGEN 2- REPLACEMENT BATTERIES FOR SAWZALL JHANG 101-336-740.000 1 PR. OF 18V BATTERIES	02/20/2017	03/22/2017	67.99 67.99	67.99	Open	N 02/24/2017
03022017 54974	DANNY H. HAGEN REPLACEMENT MILWAUKEE BATTERY JHANG 101-336-740.000 BATTERY CHARGER	03/02/2017	04/03/2017	66.98 66.98	66.98	Open	N 03/07/2017
03072017 55053	DENNIS NUNLEE OUT OF STATE RETIREE HEALTHCARE APR JHANG 101-274-716.100 NUNLEE HEALTHCARE APR 2017	03/07/2017	04/06/2017	1,404.14 1,404.14	1,404.14	Open	N 03/07/2017
1090328 54983	DES MOINES STAMP, MFG CO 'NO HISTORY' STAMP X 2 JHANG 101-136-728.000 NO HISTORY STAMPS 101-136-728.000 SHIPPING	02/23/2017	03/25/2017	62.95 58.00 4.95	62.95	Open	N 03/07/2017
163629 55004	DETROIT ELEVATOR COMPANY ELEVATOR KEY JHANG 101-265-776.000 ELEVATOR KEY	02/27/2017	03/29/2017	283.10 283.10	283.10	Open	N 03/07/2017
163883 55005	DETROIT ELEVATOR COMPANY ROUTINE MAINTENANCE, MARCH 2017 - JHANG 101-265-776.000 ROUTINE MAINTENANCE, MARCH 2017	03/01/2017	03/31/2017	303.00 303.00	303.00	Open	N 03/07/2017
46494 55013	DETROIT MACHINERY CENTER, INC INV. #46494 FOR 6000 JHANG 202-222-776.005 GAS & ELECTRIC JAN 2017	02/23/2017	03/25/2017	120.80 120.80	120.80	Open	N 03/07/2017
81800 54976	DETROIT METRO TIMES 16802 - DDA - DISPLAY JHANG	02/21/2017	03/23/2017	1,000.00	1,000.00	Open	N 03/07/2017

INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
 EXP CHECK RUN DATES 03/14/2017 - 03/14/2017
 BOTH JOURNALIZED AND UNJOURNALIZED
 OPEN - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	GL Distribution 244-244-881.000			1,000.00			
110160099276 55007	EJ USA, INC. FIRE HYD INVOICE#110160099276	11/23/2016 JHANG	12/23/2016	3,828.50	3,828.50	Open	N 03/07/2017
	592-557-787.000	EJ FIRE HYD 4'6"		1,895.94			
	592-557-787.000	EJ FIRE HYD 5;0"		1,932.56			
110170009254 55008	EJ USA, INC. FIRE HYD INVOICE#110170009254	02/13/2017 JHANG	03/15/2017	2,171.96	2,171.96	Open	N 03/07/2017
	592-557-787.000	EJ 5BR250 FIRE HYD		1,932.56			
	592-557-787.000	EJ 6" FIRE HYD		239.40			
110170011126 55009	EJ USA, INC. NEW FIRE HYDRANT	02/21/2017 JHANG	03/23/2017	5,687.82	5,687.82	Open	N 03/07/2017
	592-557-787.000	FIRE HYDRANT		5,687.82			
100-5489 55057	EMPIRE DISPOSAL DDA PARTIAL PAYMENT FOR HMF 2017	03/07/2017 JHANG	04/06/2017	150.00	150.00	Open	N 03/07/2017
	244-244-881.000	EMPTY CANS 22 LOCATIONS PAY ONLY \$150		150.00			
20650 54985	EXECUTIVE LANGUAGE SERVICES, INC. BENGALI INTERP 2/22/17 - 16-56559GC	02/24/2017 JHANG	03/26/2017	210.00	210.00	Open	N 03/07/2017
	101-136-801.200	BENGALI INTERP		210.00			
553556 55012	FEDERAL PIPE & SUPPLY CO TUBE CUTTER DPW	02/08/2017 JHANG	03/10/2017	28.75	28.75	Open	N 03/07/2017
	592-557-787.000	TUBE CUTTER SERVICE LINE REPAIRS		28.75			
02232017 54918	FIFER INVESTIGATIONS, LLC NEW HIRE (6) BACKGROUND CHECK	02/23/2017 JHANG	03/25/2017	6,556.25	6,556.25	Open	N 03/01/2017
	101-270-801.000	PARTIAL SCHIMANSKI		975.00			
	101-270-801.000	PARTIAL MITCHELL		881.25			
	101-270-801.000	MACDONALD		1,175.00			
	101-270-801.000	YOSCOVITS		1,175.00			
	101-270-801.000	KASSEM		1,175.00			
	101-270-801.000	KRAJEWSKI		1,175.00			
53335 54981	FIVE STAR LANGUAGES LANGUAGE INTERPRETATION SERVICES	03/01/2017 JHANG	03/31/2017	174.00	174.00	Open	N 03/07/2017
	101-301-740.000	BENGALI TRANSLATION-2 HOURS		160.00			
	101-301-740.000	MILEAGE		14.00			

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 User: JHANG
 DB: HAMTRAMCK

INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
 EXP CHECK RUN DATES 03/14/2017 - 03/14/2017
 BOTH JOURNALIZED AND UNJOURNALIZED
 OPEN - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
53323 54987	FIVE STAR LANGUAGES BENGALI INTERP 2/23/17 - 16-9721SM 101-136-801.200 101-136-801.200	02/24/2017 JHANG BENGALI INTERP 2/23/17 MILEAGE	03/26/2017	226.80 210.00 16.80	226.80	Open	N 03/07/2017
53325 54988	FIVE STAR LANGUAGES SERBIAN INTERP 2/23/17 - 16-9631SM 101-136-801.200 101-136-801.200	02/24/2017 JHANG SERBIAN INTERP 2/23/17 MILEAGE	03/26/2017	200.32 160.00 40.32	200.32	Open	N 03/07/2017
53333 55030	FIVE STAR LANGUAGES POLISH INTERP 2/27/17 - OLSZEWSKI 101-136-801.200 101-136-801.200	02/28/2017 JHANG POLISH INTERP 2/27/17 MILEAGE	03/30/2017	175.68 160.00 15.68	175.68	Open	N 03/07/2017
16860 54897	FRED'S KEY SHOP ELEVATOR KEY 101-265-776.000	02/17/2017 JHANG ELEVATOR KEY	03/19/2017	39.00 39.00	39.00	Open	N 02/23/2017
142443 54973	FRIENDS OF DETROIT ROWING, INC. CONCEPT2 ROWING MACHINE FOR FITNESS 101-336-778.000	02/28/2017 JHANG USED CONCEPT2 ROWING MACHINE	03/30/2017	650.00 650.00	650.00	Open	N 03/07/2017
423742 54972	HAMTRAMCK HARDWARE REPLACE MOP HANDLE 101-336-740.000	02/03/2017 JHANG MOP HANDLE	03/05/2017	8.99 8.99	8.99	Open	N 03/07/2017
423749 55022	HAMTRAMCK HARDWARE FLUSH LEVER FOR ELJER DPW 101-265-776.000	02/16/2017 JHANG FLUSH LEVER FOR ELJER	03/18/2017	9.89 9.89	9.89	Open	N 03/07/2017
423767 55023	HAMTRAMCK HARDWARE KEY DPW YARD INVOICE#423767 592-557-740.000	02/23/2017 JHANG KEY DPW YARD	03/25/2017	5.00 5.00	5.00	Open	N 03/07/2017
423768 55024	HAMTRAMCK HARDWARE PADLOCK FOR BOILER 101-265-776.000	02/23/2017 JHANG PADLOCK 2'' LAMINATED	03/25/2017	5.39 5.39	5.39	Open	N 03/07/2017

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 User: JHANG
 DB: HAMTRAMCK

INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
 EXP CHECK RUN DATES 03/14/2017 - 03/14/2017
 BOTH JOURNALIZED AND UNJOURNALIZED
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
423769 55025	HAMTRAMCK HARDWARE STAPLES FOR PACZKI RUN 592-557-740.000 592-557-740.000	02/23/2017 JHANG STAPLES FOR PACZKI RUN T50 STPL GN	03/25/2017	25.18 4.49 20.69	25.18	Open	N 03/07/2017
423770 55026	HAMTRAMCK HARDWARE STAPLES FOR PACZKI RUN 592-557-740.000	02/23/2017 JHANG STAPLES FOR PACZKI RUN	03/25/2017	8.98 8.98	8.98	Open	N 03/07/2017
423771 55027	HAMTRAMCK HARDWARE ECONOMY DUCTTAPE FOR 592-557-740.000 592-557-740.000	02/23/2017 JHANG ECONOMY DUCTTAPE CABLE TIES 11''	03/25/2017	13.39 5.39 8.00	13.39	Open	N 03/07/2017
423773 55028	HAMTRAMCK HARDWARE FOR LEAD STND. BOOK 101-265-776.000	02/27/2017 JHANG FOR LEAD STANDARD BOOK INSTALLED BY TIME	03/29/2017	2.82 2.82	2.82	Open	N 03/07/2017
01302017 54996	HAROLD SMITH MERS PENSION REIMBURSEMENT 101-264-718.000	01/30/2017 JHANG MERS PENSION REIMBURSEMENT	03/01/2017	15,218.97 15,218.97	15,218.97	Open	N 03/07/2017
152961 55034	HENNESSEY ENGINEERS, INC. GENERAL CONSULTING CITY OF HAM. 592-557-970.200 592-557-970.200 592-557-970.200 592-557-970.200 592-557-970.200	02/16/2017 JHANG MEETING WITH DTE REGARDING LIGHT WEEKLY ENGINEERING UPDATE WEEKLY ENGINEERING UPDATE WEEKLY ENGINEERING UPDATE MEETING WITH THE CITY, DTE, AND HEI	03/18/2017	335.50 148.00 18.50 18.50 18.50 132.00	335.50	Open	N 03/07/2017
152962 55035	HENNESSEY ENGINEERS, INC. TAP GRANT APPLICATION CITY OF HAM. 202-222-970.000	02/16/2017 JHANG CIVIL ENGINEER III	03/18/2017	2,701.00 2,701.00	2,701.00	Open	N 03/07/2017
152963 55036	HENNESSEY ENGINEERS, INC. 2015 GAS MAIN 101-000-245.001 101-000-245.001	02/16/2017 JHANG CIVIL ENGINEER III CONSTRUCTION ENGINEER III	03/18/2017	523.00 259.00 264.00	523.00	Open	N 03/07/2017

INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
 EXP CHECK RUN DATES 03/14/2017 - 03/14/2017
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 OPEN - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
152964 55037	HENNESSEY ENGINEERS, INC. DTE ENERGY ELECTRIC LINE REPLACEMENT JHANG 101-000-245.001 CONSTRUCTION ENGINEER III 101-000-245.001 CONSTRUCTION ENGINEER III	02/16/2017	03/18/2017	1,584.00 528.00 1,056.00	1,584.00	Open	N 03/07/2017
152965 55038	HENNESSEY ENGINEERS, INC. DOROTHY & CONANT R.O.W. MOBILITIE JHANG 101-265-926.000 CIVIL ENGINEER III	02/16/2017	03/18/2017	185.00 185.00	185.00	Open	N 03/07/2017
152966 55039	HENNESSEY ENGINEERS, INC. R.O.W. MOBILITIE POLE PLACEMENT JHANG 101-265-926.000 CIVIL ENGINEER III	02/16/2017	03/18/2017	111.00 111.00	111.00	Open	N 03/07/2017
152967 55040	HENNESSEY ENGINEERS, INC. DOREMUS & CONANT R.O.W MOBILITIE JHANG 101-265-926.000 CIVIL ENGINEER III	02/16/2017	03/18/2017	148.00 148.00	148.00	Open	N 03/07/2017
152968 55041	HENNESSEY ENGINEERS, INC. 2016 ROAD IMPROVEMENTS PROGRAM - JHANG 202-222-970.000 CIVIL ENGINEER III 202-222-970.000 CONSTRUCTION ENGINEER III 202-222-970.000 CONSTRUCTION ENGINEER III	02/16/2017	03/18/2017	2,505.50 129.50 792.00 1,584.00	2,505.50	Open	N 03/07/2017
152969 55042	HENNESSEY ENGINEERS, INC. HAMTRAMCK PHASE 1 SRF SEWER PROJECT JHANG 592-557-976.002 CIVIL ENGINEER III 592-557-976.002 CONSTRUCTION GROUP DPT. HEAD	02/16/2017	03/18/2017	1,155.00 185.00 970.00	1,155.00	Open	N 03/07/2017
71440 54977	HOTZ CATERING SERVICE, INC TENT FOR COUNTDOWN TO PACZKI DAY JHANG 244-244-881.000 40 X 100 TENT AND ACCESSORIES	02/15/2017	03/17/2017	2,776.00 2,776.00	2,776.00	Open	N 03/07/2017
0042052-IN 55006	HYDROCORP CROSS CONNECTION INSPECTION, FEB JHANG 592-557-802.004 CROSS CONNECTION INSPECTION, FEB 2017	02/22/2017	03/24/2017	1,335.00 1,335.00	1,335.00	Open	N 03/07/2017
NMU0134 54991	IRON MOUNTAIN INC STORAGE AND SHRED SERVICES FEB 2017 JHANG 101-265-800.000 STORAGE AND SHRED SERVICES	02/28/2017	03/30/2017	225.76 225.76	225.76	Open	N 03/07/2017

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
03072017 55052	JOSEPH GRUCZ OUT OF STATE RETIREE HEALTHCARE APR 101-274-716.100	03/07/2017 JHANG	04/06/2017	1,404.14 1,404.14	1,404.14	Open	N 03/07/2017
02162017 54982	JOY T GARGANO REIMB FOR MMTA SPRING CONF IN 101-253-864.000 101-253-864.000 101-253-864.000	02/16/2017 JHANG	03/18/2017	110.58 50.08 44.25 16.25	110.58	Open	N 03/07/2017
02202017 54979	K-9 SPECIALTIES K9 UDAA FEEDING/SUPPLIES 266-367-809.200	02/20/2017 JHANG	03/12/2017	86.54 86.54	86.54	Open	N 03/07/2017
259064 54995	KCI 140959 - 2017 CHANGE NOTICE PRINT & 101-257-728.000 101-257-730.000	02/27/2017 JHANG	03/09/2017	3,467.10 934.02 2,533.08	3,467.10	Open	N 03/07/2017
37230 55050	KENEWELL PRINTING HAM INCOME TAX REFUND CHECKS (2500) 101-202-904.000 101-202-904.000	02/27/2017 JHANG	03/29/2017	272.48 237.25 35.23	272.48	Open	N 03/07/2017
2016-121 54998	MACNLOW ASSOCIATES PD TRAINING-POLICE SUPERVISION-3 280-280-701.000	02/21/2017 JHANG	03/23/2017	375.00 375.00	375.00	Open	N 03/07/2017
2016-121 54999	MACNLOW ASSOCIATES PD TRAINING-POLICE SUPERVISION-3 280-280-701.000	02/21/2017 JHANG	03/23/2017	375.00 375.00	375.00	Open	N 03/07/2017
03072017 55055	MARK SYLVESTER OUT OF STATE RETIREE HEALTHCARE APR 101-274-716.100	03/07/2017 JHANG	04/06/2017	1,404.14 1,404.14	1,404.14	Open	N 03/07/2017
02102017 54920	MICHIGAN ASSOCIATION OF CPAS 388669 - MICPA TRAINING - CAIRNS 101-223-864.000	02/10/2017 JHANG	03/12/2017	1,645.00 329.00	1,645.00	Open	N 03/01/2017

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Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	GL Distribution						
	101-223-864.000	ESSENTIAL SKILLS		329.00			
	101-223-864.000	KEEPING UP WITH TECHNOLOGY		329.00			
	101-223-864.000	MANAGING RISK		329.00			
	101-223-864.000	APPLYING UNIFORM GUIDANCE		329.00			
H1701 55002	MICHIGAN HUMANE SOCIETY ANIMAL HANDLING CONTRACT JANUARY 266-367-800.000	01/31/2017 JHANG ANIMAL HANDLING-JAN 2017	03/02/2017	550.00 550.00	550.00	Open	N 03/07/2017
02252017 55047	MISTY BLUES - ROBERT KOLO BAND FOR COUNTDOWN EVENT 244-244-881.000	02/25/2017 JHANG BAND FOR COUNTDOWN	03/27/2017	800.00 800.00	800.00	Open	N 03/07/2017
99368879 I 54916	MOORE MEDICAL LLC REPLACING TWO LIFEPAK 500 BATTERIES 101-336-740.000 101-336-740.000 101-336-740.000	02/07/2017 JHANG LIFEPAK 500 BATTERY SHIP/HANDLING FUEL SURCHARGES	03/09/2017	710.21 682.00 27.50 0.71	710.21	Open	N 02/24/2017
28295 55015	NATIONAL INDUSTRIAL MAINT INC CANIFF & MORAN CLEAN 203-203-776.002 203-203-776.002	02/17/2017 JHANG CLEAN CATCH BASINS-PROPOSAL DISPOSAL	03/19/2017	1,180.00 880.00 300.00	1,180.00	Open	N 03/07/2017
896044587001 55043	OFFICE DEPOT DPW - OFFICE SUPPLIES 592-557-728.000	01/19/2017 JHANG ITEM #282308 - SCISSORS	02/18/2017	3.38 3.38	3.38	Open	N 03/07/2017
895857684001 55044	OFFICE DEPOT TONER CARTRIDGE FOR 592-557-728.000 592-557-728.000 592-557-728.000 592-557-728.000	01/19/2017 JHANG TN - 221BK TN - 221 C TN - 221 M TN - 221 Y	02/18/2017	229.96 61.99 55.99 55.99 55.99	229.96	Open	N 03/07/2017
907923715001 55045	OFFICE DEPOT OFFICE SUPPLIES - INCOME TAX DEP'T 101-202-728.000	02/24/2017 JHANG MAILING BOXES FOR TAX RETURNS #317216	04/01/2017	29.59 29.59	29.59	Open	N 03/07/2017
907885982001 54969	OFFICE DEPOT EXAM GLOVES X 2	02/22/2017 JHANG	03/26/2017	13.38	13.38	Open	N 03/07/2017

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Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	GL Distribution						
	101-136-728.000	NITRILE GLOVES		6.69			
	101-136-728.000	NITRILE GLOVES		6.69			
15445 54980	ON DUTY GEAR LLC BULLET PROOF VEST 266-367-740.000	12/30/2016 JHANG	01/29/2017	102.21 102.21	102.21	Open	N 03/07/2017
03072017 55054	PAUL ODROBINA OUT OF STATE RETIREE HEALTHCARE APR 101-274-716.100	03/07/2017 JHANG	04/06/2017	1,587.28 1,587.28	1,587.28	Open	N 03/07/2017
03012017 54975	RONALD CICHECKI LAPTOP STAND FOR FIRE MARSHAL 101-336-740.000 101-336-740.000	03/01/2017 JHANG	03/31/2017	236.48 224.99 11.49	236.48	Open	N 03/07/2017
36964 54911	SANTORO, INC. INSTALL A SECOND VIBRATOR ON DUMP 202-222-751.002	02/10/2017 JHANG	03/12/2017	676.01 676.01	676.01	Open	N 02/23/2017
37004 55010	SANTORO, INC. OIL CHANGE AND ENGINE 592-557-751.002	02/28/2017 JHANG	03/30/2017	134.51 134.51	134.51	Open	N 03/07/2017
25864 54917	SEWER & WATER SPECIALIST, INC DELIVERED A TRAIN 21AA CRUSHED 202-222-776.002	02/20/2017 JHANG	03/22/2017	818.00 818.00	818.00	Open	N 02/24/2017
25858 55032	SEWER & WATER SPECIALIST, INC 3891 EVALINE CATCH 202-222-776.002	02/17/2017 JHANG	03/19/2017	900.00 900.00	900.00	Open	N 03/07/2017
25865 55033	SEWER & WATER SPECIALIST, INC 3977 EDWIN CATCH BASIN 203-203-776.002	02/20/2017 JHANG	03/22/2017	1,050.00 1,050.00	1,050.00	Open	N 03/07/2017
03012017 55001	SOUTHEASTERN MICHIGAN ASSOCIATION CHIEF 2017 MEMBERSHIP 266-367-801.700	03/01/2017 JHANG	03/31/2017	40.00 40.00	40.00	Open	N 03/07/2017

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
17444 54899	SYO COMPUTER ENGINEERING SERVICES MAJOR WEB SITE CHANGES - SEE 101-264-801.000 WEB SITE UPDATES	02/14/2017 JHANG	03/16/2017	510.00 510.00	510.00	Open	N 02/23/2017
17477 54900	SYO COMPUTER ENGINEERING SERVICES MONTHLY IT SUPPORT CONTRACT 1/14/17 101-264-801.000 MONTHLY IT SERVICE AGREEMENT	02/14/2017 JHANG	03/16/2017	5,200.00 5,200.00	5,200.00	Open	N 02/23/2017
17315 55018	SYO COMPUTER ENGINEERING SERVICES WEB UPDATES SEE ATTACHED FOR DETAIL 101-264-801.000 INVOICE 17315 / WEB UPDATES 12-21-16	01/05/2017 JHANG	02/04/2017	170.00 170.00	170.00	Open	N 03/07/2017
17318 55019	SYO COMPUTER ENGINEERING SERVICES WEB UPDATES SEE ATTACHED FOR DETAIL 101-264-801.000 INVOICE 17318 / WEB UPDATES 1-4-17	01/05/2017 JHANG	02/04/2017	297.50 297.50	297.50	Open	N 03/07/2017
17416 55020	SYO COMPUTER ENGINEERING SERVICES WEB UPDATES SEE ATTACHED FOR DETAIL 101-264-801.000 INVOICE 17416 / WEB UPDATES 2-3-17	02/03/2017 JHANG	03/05/2017	42.50 42.50	42.50	Open	N 03/07/2017
17483 55021	SYO COMPUTER ENGINEERING SERVICES WEB UPDATES SEE ATTACHED FOR DETAIL 101-264-801.000 INVOICE 17483 / WEB UPDATES 2-23-17	02/23/2017 JHANG	03/25/2017	42.50 42.50	42.50	Open	N 03/07/2017
283149 54968	TARGET INFORMATION MANAGEMENT INC 14 DAY NOTICE/DEFAULT JUDGMENT POST 101-136-904.000 CIA03 X 2800 101-136-904.000 CIA07 X 2800	02/28/2017 JHANG	03/30/2017	731.60 365.80 365.80	731.60	Open	N 03/07/2017
283081 54989	TARGET INFORMATION MANAGEMENT INC SCHEDULING ORDERS X 500 101-136-904.000 SCHEDULING ORDERS	02/17/2017 JHANG	03/19/2017	230.00 230.00	230.00	Open	N 03/07/2017
283105 54990	TARGET INFORMATION MANAGEMENT INC CIVIL FORMS - DC100A X 500 101-136-904.000 CIVIL FORMS DC100A 101-136-904.000 SHIPPING	02/21/2017 JHANG	03/23/2017	85.80 75.00 10.80	85.80	Open	N 03/07/2017

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SI1469083 54997	TASER INTERNATIONAL TASER TRAINING 101-301-803.000 101-301-803.000	02/09/2017 JHANG TASER TRAINING CARTRIDGES SHIPPING	03/11/2017	1,205.65 1,189.00 16.65	1,205.65	Open	N 03/07/2017
3870 54992	THE HAMTRAMCK REVIEW PLAN COMM. PUBLIC NOTICE AD 101-721-903.000	02/17/2017 JHANG PLAN COMMISSION PUBLIC NOTICE AD	03/19/2017	222.00 222.00	222.00	Open	N 03/07/2017
3877 54993	THE HAMTRAMCK REVIEW PD AUTO AUCTION AD-MARCH 2, 2017 101-301-903.000	02/24/2017 JHANG PD AUTO AUCTION AD	03/26/2017	148.00 148.00	148.00	Open	N 03/07/2017
3878 54994	THE HAMTRAMCK REVIEW 2017 BOARD OF REVIEW PUBLICATION ON 101-257-903.000	03/01/2017 JHANG BOARD OF REVIEW PUBLICATION FOR MAR 2017	03/31/2017	222.00 222.00	222.00	Open	N 03/07/2017
107835411 55048	THE LAMAR COMPANIES BILLBOARD FOR HAMTRAMCK MUSIC 244-244-881.000	02/13/2017 JHANG BILLBOARD MARKETING	03/15/2017	2,850.00 2,850.00	2,850.00	Open	N 03/07/2017
103514 55011	W. H. DUFFILL INC DPW - 5 - 3M RESPIRATORS 101-265-740.000	02/24/2017 JHANG 5 - 3M RESPIRATORS	03/26/2017	112.50 112.50	112.50	Open	N 03/07/2017
288613 55003	WAYNE COUNTY 500013 - TRAF SIG 202-222-776.004	02/14/2017 JHANG TRAF SIG MAINT 01/17	03/16/2017	618.26 618.26	618.26	Open	N 03/07/2017
03012017 55000	WAYNE COUNTY ASSOCIATION OF CHIEF 2017 MEMBERSHIP 266-367-801.700	03/01/2017 JHANG 2017 MEMBERSHIP	03/31/2017	40.00 40.00	40.00	Open	N 03/07/2017
03032017 55049	ZEKIJA SINANOVIC RETURN OF FIRE ESCROW - 3019 706-000-283.000	03/03/2017 JHANG RETURN OF FIRE ESCROW 3019 HOLBROOK	04/02/2017	12,056.00 12,056.00	12,056.00	Open	N 03/07/2017

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
# of Invoices:	95	# Due:	95	Totals:	98,858.63	98,858.63	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					<u>98,858.63</u>	<u>98,858.63</u>	

--- TOTALS BY FUND ---

101 - General Fund	49,919.34	49,919.34
202 - Mvh Major Street Fund	9,462.43	9,462.43
203 - Mvh Local Street Fund	2,230.00	2,230.00
244 - DOWNTOWN DEVELOPMENT AUTH	7,576.00	7,576.00
266 - DRUG LAW ENF. ACT 265 - STAT	818.75	818.75
280 - POLICE TRAINING P.A.302	750.00	750.00
592 - WATER & SEWER FUND	16,046.11	16,046.11
706 - T/A Public Act #495 1980	12,056.00	12,056.00

--- TOTALS BY DEPT/ACTIVITY ---

000 - GENERAL	14,163.00	14,163.00
136 - 31-St District Court	2,136.53	2,136.53
202 - Income Tax	302.07	302.07
203 - LOCAL STREETS	2,230.00	2,230.00
222 - MAJOR STREETS	9,462.43	9,462.43
223 - CONTROLLER DEPARTMENT	1,645.00	1,645.00
244 - DDA	7,576.00	7,576.00
253 - Treasurer	558.58	558.58
257 - ASSESSOR	3,689.10	3,689.10
264 - GENERAL ADMINISTRATION	21,481.47	21,481.47
265 - BUILDING & GROUNDS	1,967.07	1,967.07
270 - HUMAN RESOURCES	6,556.25	6,556.25
274 - RETIREE COSTS	5,799.70	5,799.70
280 - POLICE TRAINING	750.00	750.00
301 - POLICE DEPARTMENT	1,527.65	1,527.65
336 - FIRE DEPARTMENT	1,926.92	1,926.92
367 - Drug Forfeiture - State Expe	818.75	818.75
557 - WATER & SEWER	16,046.11	16,046.11
721 - COMMUNITY & ECONOMIC DEVELOP	222.00	222.00

To: The Honorable Mayor and City Council

From: Katrina Powell, City Manager

Date: March 14, 2017

Subject: Preapproved Expenditures

Introduction:

This agenda item is for the City Council to review check disbursements for preapproved expenditures.

Overview:

These disbursements cover the following expenditures:

- Utilities
- Refund of Overpayments
- Equipment Expense
- Healthcare Premiums
- Life & Short Term Disability Premiums
- Temporary Employees
- Postage
- Credit Card Charges

Budget Impact:

The specific costs of these disbursements were \$203,564.37 and was run from the Fiduciary, General, Property Tax and Water accounts.

Recommendation:

The City Manager and the Controller approved the payments of these expenditures.

Prepared by:

Jia Hang, Accounts Payable

Reviewed by:

Katrina Powell, City Manager
Bhama Cairns, Controller

Attachments:

Check Disbursement Report for City of Hamtramck

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
03/06/2017	GEN	68917*#	BLUE CARE NETWORK	HEALTHCARE MAR 2017	676.000	000	385.06
				HEALTHCARE MAR 2017	716.100	136	2,255.71
				HEALTHCARE MAR 2017	716.100	172	770.12
				HEALTHCARE MAR 2017	716.100	202	885.63
				HEALTHCARE MAR 2017	716.100	215	385.06
				HEALTHCARE MAR 2017	716.100	223	770.12
				HEALTHCARE MAR 2017	716.100	253	1,655.75
				HEALTHCARE MAR 2017	716.100	257	1,270.69
				HEALTHCARE MAR 2017	716.100	270	385.06
				RETIREE MAR 2017 HEALTH INS PREM	716.100	274	9,100.53
				HEALTHCARE MAR 2017	716.100	274	56,390.49
				HEALTHCARE MAR 2017	716.100	301	17,289.11
				HEALTHCARE MAR 2017	716.100	301	1,925.30
				HEALTHCARE MAR 2017	716.100	336	14,247.15
				CHECK GEN 68917 TOTAL			<u>107,715.78</u>
03/06/2017	GEN	68918#	CARDMEMBER SERVICE	MSU WORKSHOP FOR MAYOR	864.000	101	50.00
				COUNCIL CONFERENCE HOTEL	864.000	101	330.75
				COURT OFFICER BADGE HOLDERS	740.000	136	105.00
				DIGITAL RECORDER	801.300	136	409.13
				MSU WORKSHOP FOR CM	864.000	172	50.00
				MML WORKSHOP FOR CM	864.000	172	20.00
				MLGMA WINTER CONF HOTEL FOR CM	864.000	172	423.75
				MAMC CONFERENCE REGISTRATION X2	864.000	215	1,050.00
				MML CONFERENCE HOTEL	864.000	257	184.44
				MMTA MEMBERSHIP RENEWAL	864.000	257	50.00
				ADAPTORS FOR SPARE COMPUTERS	801.000	264	34.95
				ROUTER FOR COUNCIL CHAMBERS	801.000	264	272.96
				EQUIPMENT FOR BUILDING DEPT MOVE	801.000	264	84.99
				7 IPADS & 8 IPAD KEYBOARDS	801.000	264	1,639.85
				POINTS ROLLED IN CREDITS	915.000	264	(600.00)
				RECORDABLE DISKS FOR CAR CAMERA	728.000	301	173.80
				MACP CONFERENCE HOTEL FOR CHIEF	864.000	301	613.80
				FDIC CONFERENCE REGISTRATION X2	803.000	336	1,150.00
				CHECK GEN 68918 TOTAL			<u>6,043.42</u>

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
03/06/2017	GEN	68919*#	COMCAST	TELEPHONE 02/15 - 03/14/17	922.000	136	459.21
				TELEPHONE 02/15 - 03/14/17	922.000	265	992.54
				TELEPHONE 02/15 - 03/14/17	922.000	301	618.13
				TELEPHONE 02/15 - 03/14/17	922.000	336	276.28
				CHECK GEN 68919 TOTAL			<u>2,346.16</u>
03/06/2017	GEN	68920	DTE ENERGY	8730 JOS CAMPAU ELEC FEB 2017	921.000	265	12.41
				10035 JOS CAMPAU ELECTRIC FEB 2017	921.000	265	20.44
				8700 JOS CAMPAU ELECTRIC FEB 2017	921.000	265	63.04
				8700 JOS CAMPAU GAS FEB 2017	923.000	265	186.63
				2929 EVALINE STR LGHTS FEB 2017	926.000	265	186.33
				2920 BELMONT STR LGHTS FEB 2017	926.000	265	434.53
				2769 POLAND STR LGHTS FEB 2017	926.000	265	472.77
				2931 EVALINE STR LGHTS FEB 2017	926.000	265	24.05
				CHECK GEN 68920 TOTAL			<u>1,400.20</u>
03/06/2017	GEN	68921#	PREMIER BUSINESS PRODUCTS	PBP1074 COPIER USAGE AS OF 02/21/17	800.000	215	93.28
				PBP1080 COPIER USAGE AS OF 02/21/17	800.000	223	184.17
				PBP1075 COPIER USAGE AS OF 02/21/17	800.000	253	229.14
				PBP1078 COPIER USAGE AS OF 02/21/17	800.000	301	151.99
				PBP1076 COPIER USAGE AS OF 02/21/17	801.000	721	148.03
				CHECK GEN 68921 TOTAL			<u>806.61</u>
03/06/2017	GEN	68922	PURCHASE POWER	POSTAGE DEC 2016	730.000	215	1,000.00
				POSTAGE JAN 2017	730.000	215	1,000.00
				POSTAGE FEB 2017	730.000	215	2,000.00
				CHECK GEN 68922 TOTAL			<u>4,000.00</u>
03/06/2017	GEN	68923#	T-MOBILE	TELEPHONE JAN 2017	922.000	301	107.74
				TELEPHONE JAN 2017	922.000	336	51.84
				CHECK GEN 68923 TOTAL			<u>159.58</u>
03/06/2017	GEN	68924*#	THE STANDARD	INSURANCE - LIFE MAR 2017	716.400	136	144.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
				INSURANCE - ST DISABILITY MAR 2017	716.400	136	76.47
				INSURANCE - LIFE MAR 2017	716.400	172	138.00
				INSURANCE - ST DISABILITY MAR 2017	716.400	172	32.81
				INSURANCE - LIFE MAR 2017	716.400	202	18.00
				INSURANCE - ST DISABILITY MAR 2017	716.400	202	10.71
				INSURANCE - LIFE MAR 2017	716.400	215	18.00
				INSURANCE - ST DISABILITY MAR 2017	716.400	215	16.51
				INSURANCE - LIFE MAR 2017	716.400	223	54.00
				INSURANCE - ST DISABILITY MAR 2017	716.400	223	43.83
				INSURANCE - LIFE MAR 2017	716.400	253	54.00
				INSURANCE - ST DISABILITY MAR 2017	716.400	253	42.53
				INSURANCE - LIFE MAR 2017	716.400	257	36.00
				INSURANCE - ST DISABILITY MAR 2017	716.400	257	31.82
				INSURANCE - LIFE MAR 2017	716.400	261	18.00
				INSURANCE - ST DISABILITY MAR 2017	716.400	261	20.80
				INSURANCE - LIFE MAR 2017	716.400	270	18.00
				INSURANCE - ST DISABILITY MAR 2017	716.400	270	20.80
				INSURANCE - LIFE MAR 2017	716.400	274	215.94
				INSURANCE - LIFE MAR 2017	716.400	301	486.00
				INSURANCE - LIFE MAR 2017	716.400	301	108.00
				INSURANCE - ST DISABILITY MAR 2017	716.400	301	427.94
				INSURANCE - ST DISABILITY MAR 2017	716.400	301	56.76
				INSURANCE - LIFE MAR 2017	716.400	336	432.00
				INSURANCE - ST DISABILITY MAR 2017	716.400	336	426.72
				CHECK GEN 68924 TOTAL			2,947.64
				Total for fund 101 General Fund			125,419.39

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 03/06/2017 - 03/06/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 202 Mvh Major Street Fund							
03/06/2017	FID	9106*#	BLUE CARE NETWORK	HEALTHCARE MAR 2017	716.100	222	1,001.15
03/06/2017	FID	9107	CARDMEMBER SERVICE	TREDROC TIRE SERVICES	776.005	222	555.52
03/06/2017	FID	9108	COMCAST	TELEPHONE 02/15 - 03/14/17	776.005	222	154.24
03/06/2017	FID	9111*#	T-MOBILE	TELEPHONE JAN 2017	800.001	222	34.56
03/06/2017	FID	9112*#	THE STANDARD	INSURANCE - LIFE MAR 2017	716.400	222	36.00
				INSURANCE - ST DISABILITY MAR 2017	716.400	222	34.50
				CHECK FID 9112 TOTAL FOR			<u>70.50</u>
				Total for fund 202 Mvh Major Street Fund			1,815.97

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DB: HAMTRAMCK

CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 03/06/2017 - 03/06/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 264 911 Emergency							
03/06/2017	FID	9109	DTE ENERGY	JOS CAMPAU CAMERAS FEB 2017	800.000	264	13.13
03/06/2017	FID	9110	PREMIER BUSINESS PRODUCTS	PBP1077 COPIER USAGE AS OF 02/21/17	800.000	264	315.86
				PBP1079 COPIER USAGE AS OF 02/21/17	800.000	264	146.51
				CHECK FID 9110 TOTAL FOR			<u>462.37</u>
				Total for fund 264 911 Emergency			475.50

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 03/06/2017 - 03/06/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 266 DRUG LAW ENF. ACT 265 - STATE							
03/06/2017	FID	9106*#	BLUE CARE NETWORK	HEALTHCARE MAR 2017	716.100	367	1,001.15
03/06/2017	FID	9111*#	T-MOBILE	TELEPHONE JAN 2017	922.100	367	17.28
03/06/2017	FID	9112*#	THE STANDARD	INSURANCE - LIFE MAR 2017	716.400	367	18.00
				INSURANCE - ST DISABILITY MAR 2017	716.400	367	15.39
				CHECK FID 9112 TOTAL FOR			<u>33.39</u>
				Total for fund 266 DRUG LAW ENF. ACT 265 - STATE			1,051.82

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 03/06/2017 - 03/06/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 268 Library Fund							
03/06/2017	GEN	68917*#	BLUE CARE NETWORK	HEALTHCARE MAR 2017	716.100	738	1,270.69
03/06/2017	GEN	68919*#	COMCAST	TELEPHONE 02/15 - 03/14/17	922.000	738	130.12
03/06/2017	GEN	68924*#	THE STANDARD	INSURANCE - LIFE MAR 2017	716.400	738	36.00
				INSURANCE - ST DISABILITY MAR 2017	716.400	738	30.00
				CHECK GEN 68924 TOTAL			<u>66.00</u>
				Total for fund 268 Library Fund			1,466.81

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER & SEWER FUND							
03/06/2017	WAT	9309	BLUE CARE NETWORK	HEALTHCARE MAR 2017	716.100	557	2,656.90
03/06/2017	WAT	9310	CARDMEMBER SERVICE	GLWA MEETING PARKING	864.000	557	2.00
03/06/2017	WAT	9311	GREAT LAKES WATER AUTHORITY	WATER BILL, FOR JAN 2017	924.000	557	55,959.18
				INDUSTRIAL WASTE CONTROL, JANUARY 2017	925.100	557	7,069.93
				POLLUTANT SURCHARGE, BOZEKS, JAN 2017	925.200	557	99.54
				POLLUTANT SURCHARGE, KOWALSKI, JAN 2017	925.200	557	2,331.85
				POLLUTANT SURCHARGE, HOMESTYLE, JAN	925.200	557	2,217.35
				POLLUTANT SURCHARGE, METRO, JAN 2017	925.200	557	394.09
				CHECK WAT 9311 TOTAL FOR			68,071.94
03/06/2017	WAT	9312	OFFICE TEAM	A. BOYKIN 02/17/17	801.000	557	889.31
03/06/2017	WAT	9313	T-MOBILE	TELEPHONE JAN 2017	922.000	557	69.12
03/06/2017	WAT	9314	THE STANDARD	INSURANCE - LIFE MAR 2017	716.400	557	108.00
				INSURANCE - ST DISABILITY MAR 2017	716.400	557	66.86
				CHECK WAT 9314 TOTAL FOR			174.86
				Total for fund 592 WATER & SEWER FUND			71,864.13

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 703 Prop Tax Collection Fund							
03/06/2017	PTC	2229	AL-JAWFI, AMMAR AHMED-SAAD	Undistributed Current Tax Collections	274.000	000	13.12
03/06/2017	PTC	2230	ISLAM, MOHAMMED S	Undistributed Current Tax Collections	274.000	000	225.84
03/06/2017	PTC	2231	LAFAYETTE LOFTS INC	Undistributed Current Tax Collections	274.000	000	1,223.14
03/06/2017	PTC	2232	STYPULA, MALGORZATA	Undistributed Current Tax Collections	274.000	000	8.65
Total for fund 703 Prop Tax Collection Fund							1,470.75
TOTAL - ALL FUNDS							203,564.37

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

To: The Honorable Mayor and City Council

From: Katrina Powell, City Manager

Date: March 28, 2017

Subject: Request Council Approval for Expenditures

Introduction:

This agenda item is for the City Council to approve payment of expenditures.

Overview:

These invoices cover the following expenditures:

- Professional Services
- Water & Sewer Supplies/Maintenances
- Office & Operating Supplies
- Road Supplies/Maintenances
- Memberships/Dues
- Conferences/Training
- City & Building Maintenances
- Employee Reimbursements
- Loss Fund Reimbursements
- CDBG Reimbursable Expenses
- Vehicle & Equipment Maintenances
- Prisoner Expenses
- Return of Fees
- Building Rental & Utilities

Budget Impact:

The specific costs of these invoices are \$242,106.22 and will be run from the Fiduciary, General and Water bank accounts.

Recommendation:

The City Manager and the Controller recommends the City Council approve the request to pay these expenditures in order to continue receiving services from the vendors.

Prepared by:

Jia Hang, Accounts Payable

Reviewed by:

Katrina Powell, City Manager

Bhama Cairns, Controller

Attachments:

Invoice Register Report for City of Hamtramck

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 User: JHANG
 DB: HAMTRAMCK

INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
 EXP CHECK RUN DATES 03/27/2017 - 03/28/2017
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
182895 55138	18TH STREET DELI INC TURKEY/CHEESE WEDGES 25 @ 1.50 EA 101-301-750.000 PRISONER MEALS	02/03/2017 JHANG	02/17/2017	37.50 37.50	37.50	Open	N 03/15/2017
183889 55139	18TH STREET DELI INC TURKEY/CHEESE WEDGES 30 @ 1.50 EA 101-301-750.000 PRISONER MEALS	02/13/2017 JHANG	02/27/2017	45.00 45.00	45.00	Open	N 03/15/2017
184197 55140	18TH STREET DELI INC TURKEY/CHEESE WEDGES 30 @ 1.50 EA 101-301-750.000 PRISONER MEALS	02/17/2017 JHANG	03/03/2017	45.00 45.00	45.00	Open	N 03/15/2017
185168 55141	18TH STREET DELI INC TURKEY/CHEESE WEDGES 20 @ 1.50 EA 101-301-750.000 PRISONER MEALS	02/24/2017 JHANG	03/10/2017	30.00 30.00	30.00	Open	N 03/15/2017
185179 55142	18TH STREET DELI INC TURKEY/CHEESE WEDGES 25 @ 1.50 EA 101-301-750.000 PRISONER MEALS	02/28/2017 JHANG	03/14/2017	37.50 37.50	37.50	Open	N 03/15/2017
16002616 RI 55171	ACLARA TECHNOLOGIES LLC ANNUAL SERVICE CONTRACT JAN - DEC 592-557-970.001 592-557-970.001	03/15/2017 JHANG	04/14/2017	4,707.00 3,207.00 1,500.00	4,707.00	Open	N 03/20/2017
00018791 55111	AHMED, FARID BD Payment Refund 101-000-478.000 101-000-478.000	03/14/2017 JHANG	03/21/2017	143.00 50.00 93.00	143.00	Open	N 03/14/2017
9942952812 55109	AIRGAS USA, LLC 2158521 - OXYGEN RENTAL FEB 2017 101-336-740.000 101-336-740.000	02/28/2017 JHANG	03/31/2017	26.86 16.36 10.50	26.86	Open	N 03/13/2017
1112 55112	AMANA GRAPHICS VINYL SIGNS FOR COUNTDOWN TO PACZKI 244-244-881.000	02/24/2017 JHANG	03/26/2017	75.00 75.00	75.00	Open	N 03/14/2017

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
20121 55166	AMERICAN DREAM LANDSCAPING, LLC VETERAN'S PARK CLEAN UP CDBG REIMB 275-275-953.001	03/15/2017 JHANG 5 WORKERS @ 5 HOURS	04/14/2017	450.00 450.00	450.00	Open	N 03/20/2017
94394 55067	APOLLO FIRE EQUIPMENT RESCUE ROPE, WEBBING AND EQUIPMENT 101-336-970.000 101-336-970.000 101-336-970.000 101-336-970.000 101-336-970.000 101-336-970.000 101-336-970.000 101-336-970.000 101-336-970.000 101-336-970.000	02/28/2017 JHANG 7MM PRUSIK LOOP 19" 7MM PRUSIK LOOP 25' 200' 1/2 ROPE (2-BLUE, 2-RED) 2" DOUBLE PULLEY W/BECKET CARABINERS FULL BODY HARNESS 1" WEBBING 300' (1-RED, GREEN, BLUE) MICRO RIGGING PLATE 2.5" SINGLE PULLEY SHIPPING	03/30/2017	2,870.83 33.00 36.00 680.00 192.00 324.00 930.00 285.00 79.50 203.00 108.33	2,870.83	Open	N 03/09/2017
94405 55068	APOLLO FIRE EQUIPMENT REPLACEMENT FIRE HOSE 101-336-970.000 101-336-970.000 101-336-970.000	02/28/2017 JHANG 50' LENGTH OF 3" HOSE 50' LENGTH OF 2-1/2 HOSE SHIPPING	03/30/2017	4,387.25 3,110.00 1,121.25 156.00	4,387.25	Open	N 03/09/2017
94520 55206	APOLLO FIRE EQUIPMENT BADGES FOR NEW FIREFIGHTERS 101-336-740.000 101-336-740.000 101-336-740.000	03/15/2017 JHANG CAP BADGES BREAST BADGE - PROBATIONARY FF SHIPPING	04/14/2017	243.76 100.00 138.00 5.76	243.76	Open	N 03/22/2017
94552 55207	APOLLO FIRE EQUIPMENT REPAIRS FOR HURST TOOL HYDRAULIC 101-336-778.000 101-336-778.000 101-336-778.000 101-336-778.000 101-336-778.000 101-336-778.000	03/16/2017 JHANG STREAMLINE NIPPLE KIT W/BOOT COUPLING KIT W/BOOT 20" WHIP HOSE CONNECTOR SET, 5000 PSI FITTING W/EPR O-RING LABOR	04/15/2017	1,836.00 1,000.00 500.00 192.00 43.00 16.00 85.00	1,836.00	Open	N 03/22/2017
5259424819 55179	AUTOZONE DPW TRUCK #3 PLOW HEAD 202-222-776.005	03/13/2017 JHANG 9012 XV	04/12/2017	59.98 59.98	59.98	Open	N 03/20/2017

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5259426255 55180	AUTOZONE DPW- EQUIPMENT 202-222-776.005 202-222-776.005	03/15/2017 JHANG W54290 HD LEVER GREASE GUN VV70133 VAL CERULEAN GR	04/14/2017	49.57 39.59 9.98	49.57	Open	N 03/20/2017
021167 55118	BRIDGESTONE AMERICAS INC POSTAGE AND WATER BILLS, FEB 2017 592-557-730.000 592-557-730.000	02/26/2017 JHANG WATER BILLS, FEB 2017 POSTAGE, FEB 2017	03/28/2017	2,230.30 857.81 1,372.49	2,230.30	Open	N 03/15/2017
C504054-IN 55151	BROADSPIRE - "A CRAWFORD COMPANY" LOSS FUND REIMBURSEMENT 101-266-855.000 101-266-855.000	03/01/2017 JHANG VEHICLE DAMAGES - WARUD JOHN DOE VS HAMTRAMCK	03/31/2017	5,260.00 1,760.00 3,500.00	5,260.00	Open	N 03/16/2017
C504054-IN W 55152	BROADSPIRE - "A CRAWFORD COMPANY" LOSS FUND REIMBURSEMENT 592-557-855.000	03/01/2017 JHANG WHITLOCK - SEWER BACK UP (ROOTS)	03/31/2017	2,940.00 2,940.00	2,940.00	Open	N 03/16/2017
8571 55075	BRONCO PRINTING & COPY CENTER UPDATED LETTERHEAD W/ NEW CONTACT 101-136-904.000	02/28/2017 JHANG UPDATED LETTERHEAD	03/30/2017	327.60 327.60	327.60	Open	N 03/09/2017
01312017 HFD 55108	CAMPAU-BOTSFORD SERVICE REPAIRS & MAINTENANCE TO FIRE 101-336-778.000 101-336-778.000	01/31/2017 JHANG TEMP. SENSOR, THERMOSTATE, AIR FILTER OIL & FILTER CHANGE, ROTATE TIRES	03/02/2017	190.00 145.00 45.00	190.00	Open	N 03/13/2017
02282017 WAT 55127	CAMPAU-BOTSFORD SERVICE MECHANICAL REPAIR FOR 592-557-751.002	02/28/2017 JHANG MECHANICAL REPAIR FOR WATER TRUCK	03/30/2017	520.00 520.00	520.00	Open	N 03/15/2017
02282017 HPD 55170	CAMPAU-BOTSFORD SERVICE PD VEHICLE MAINTENANCE JAN & FEB 101-301-751.002 101-301-751.002 101-301-751.002 101-301-751.002 101-301-751.002 101-301-751.002	02/28/2017 JHANG TAHOE TIRE DB VEH WIPERS DB VEH STRUTS 400-OIL CHANGE DB VEHICLE-TIRES 308-FUEL PUMP	03/30/2017	1,062.00 160.00 20.00 190.00 32.00 180.00 150.00	1,062.00	Open	N 03/20/2017

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	GL Distribution						
	101-301-751.002	309-BELTS, PULLEYS		290.00			
	101-301-751.002	TRF 4-REPAIR COMP STAND		40.00			
16-15640 55176	CASAR MANAGEMENT, LC PRETREAT ALL FIRE ROUTE ROADS	03/12/2017 JHANG	04/11/2017	820.80	820.80	Open	N 03/20/2017
	202-222-776.005	PRETREAT FIRE ROUTE		820.80			
K11182053 55077	CINTAS CORPORATION-K11 MONTHLY BATHROOM SUPPLIES	03/01/2017 JHANG	03/31/2017	192.53	192.53	Open	N 03/09/2017
	268-738-776.000	MONTHLY RESTROOM SUPPLIES		192.53			
6053702 55172	CREST FORD INC DPW VEHICLE MAINTENANCE - INV.	11/02/2016 JHANG	12/02/2016	87.19	87.19	Open	N 03/20/2017
	203-203-751.002	VEHICLE MAINTENANCE		87.19			
6054139 55173	CREST FORD INC DPW TRUCK - OIL &	11/08/2016 JHANG	12/08/2016	34.74	34.74	Open	N 03/20/2017
	203-203-751.002	OIL & FILTER CHANGE		34.74			
1 03022017 55076	DETROIT COMICS GRAPHIC NOVELS PURCHASE INV#1	03/02/2017 JHANG	04/01/2017	539.39	539.39	Open	N 03/09/2017
	268-738-957.000	22 GRAPHIC NOVELS		539.39			
46527 55174	DETROIT MACHINERY CENTER, INC 6000 CANIFF RENT FOR MARCH INV.	03/05/2017 JHANG	04/04/2017	2,000.00	2,000.00	Open	N 03/20/2017
	202-222-776.005	BDG.E. RENT FOR MARCH 2017		2,000.00			
46555 55175	DETROIT MACHINERY CENTER, INC 6000 CANIFF FEB. UTILITIES INV.	03/09/2017 JHANG	04/08/2017	472.66	472.66	Open	N 03/20/2017
	202-222-776.005	GAS & ELECTRIC FEB 2017		472.66			
1455 55192	DEWOLF AND ASSOCIATES PD TRAINING-FIELD	03/08/2017 JHANG	04/07/2017	2,235.00	2,235.00	Open	N 03/20/2017
	280-280-701.000	FIELD TRAINING OFC SCHOOL		2,235.00			
DOI11707 55069	DOG-ON-IT-PARKS DOGGIE WASTE BAGS FOR PARKS	03/07/2017 JHANG	04/06/2017	234.00	234.00	Open	N 03/09/2017
	275-275-980.200	DOGGIE WASTE STATION BAGS		207.00			
	275-275-980.200	SHIPPING		27.00			

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110170012657 55129	EJ USA, INC. SERVICE LINE REPAIR INV. 592-557-787.000 592-557-787.000	02/27/2017 JHANG 3/4'' COPPERTUBING TYPE K 60'COIL 1'' COPPERTUBING TYPE K 60'COIL	03/29/2017	445.80 193.80 252.00	445.80	Open	N 03/15/2017
53250 55072	FIVE STAR LANGUAGES BENGALI INTERP 12/29/16 - 16-9758SM 101-136-801.200 101-136-801.200	01/10/2017 JHANG BENGALI INTERP MILEAGE	02/09/2017	182.40 160.00 22.40	182.40	Open	N 03/09/2017
53279 55073	FIVE STAR LANGUAGES BENGALI INTERP 1/19/17 - 16-9758SM 101-136-801.200 101-136-801.200	01/20/2017 JHANG BENGALI INTERP 1/19/17 MILEAGE	02/19/2017	189.12 160.00 29.12	189.12	Open	N 03/09/2017
53337 55074	FIVE STAR LANGUAGES BENGALI INTERP 3/2/17 - 16-9721SM 101-136-801.200 101-136-801.200	03/03/2017 JHANG BENGALI INTERP 3/2/17 MILEAGE	04/02/2017	302.40 280.00 22.40	302.40	Open	N 03/09/2017
53354 55162	FIVE STAR LANGUAGES BENGALI INTERP 3/13/17 - 53354 101-136-801.200 101-136-801.200	03/16/2017 JHANG BENGALI INTERP 17001340M MILEAGE	04/15/2017	171.76 160.00 11.76	171.76	Open	N 03/20/2017
16889 55178	FRED'S KEY SHOP DPW BUILDING MAINTENANCE INV. #16889 101-265-776.000 101-265-776.000 101-265-776.000 101-265-776.000	03/01/2017 JHANG CYLINDER CHANGES RIM CYLINDER SET TO KEY KEYS SERVICE CALL	03/31/2017	139.00 37.00 47.00 10.00 45.00	139.00	Open	N 03/20/2017
1213729 55122	GFL ENVIRONMENTAL SERVICES 313606 - RESIDENTIAL TRASH REMOVAL 101-528-824.000	02/28/2017 JHANG TRASH REMOVAL MAR 2017	03/01/2017	59,583.33 59,583.33	59,583.33	Open	N 03/15/2017
0001214289 55123	GFL ENVIRONMENTAL SERVICES 280129 - ROLL OFF 30YD 6000 101-528-824.000	02/28/2017 JHANG ROLL OFF 30YD 6000 CANIFF	02/28/2017	350.00 350.00	350.00	Open	N 03/15/2017

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81199-000B 103 55079	GIARMARCO, MULLINS & HORTON, P C 81199-000B CITY ATTORNEY WORK FEB 101-266-801.000	03/06/2017 JHANG CITY ATTORNEY WORK FEB 2017	04/05/2017	3,867.60 3,867.60	3,867.60	Open	N 03/13/2017
81199-014B 45 55080	GIARMARCO, MULLINS & HORTON, P C 81199-014B GARRETT FEB 2017 101-266-801.000	03/06/2017 JHANG GARRETT FEB 2017	04/05/2017	1,175.00 1,175.00	1,175.00	Open	N 03/13/2017
81199-028B 44 55081	GIARMARCO, MULLINS & HORTON, P C 81199-028B PROSECUTIONS FEB 2017 101-266-801.000	03/06/2017 JHANG PROSECUTIONS FEB 2017	04/05/2017	6,812.50 6,812.50	6,812.50	Open	N 03/13/2017
81199-035B 38 55082	GIARMARCO, MULLINS & HORTON, P C 81199-035B TAX TRIBUNAL MATTERS FEB 101-266-801.000	03/06/2017 JHANG TAX TRIBUNAL MATTERS FEB 2017	04/05/2017	1,151.20 1,151.20	1,151.20	Open	N 03/13/2017
81199-040B 36 55083	GIARMARCO, MULLINS & HORTON, P C 81199-040B POLICE & FIRE ASSOCIATION 101-266-801.000	03/06/2017 JHANG POLICE & FIRE ASSOCIATION FEB 2017	04/05/2017	287.50 287.50	287.50	Open	N 03/13/2017
81199-043B 36 55084	GIARMARCO, MULLINS & HORTON, P C 81199-043B STEVE SHAYA FEB 2017 101-266-801.000	03/06/2017 JHANG STEVE SHAYA FEB 2017	04/05/2017	915.10 915.10	915.10	Open	N 03/13/2017
81199-046B 21 55085	GIARMARCO, MULLINS & HORTON, P C 81199-046B NYKORIAK TARAS FEB 2017 101-266-801.000	03/06/2017 JHANG NYKORIAK TARAS FEB 2017	04/05/2017	512.50 512.50	512.50	Open	N 03/13/2017
81199-057B 15 55086	GIARMARCO, MULLINS & HORTON, P C 81199-057B CPI EXCAVATING FEB 2017 101-266-801.000	03/06/2017 JHANG CPI EXCAVATING FEB 2017	04/05/2017	1,010.85 1,010.85	1,010.85	Open	N 03/13/2017
81199-058B 14 55087	GIARMARCO, MULLINS & HORTON, P C 81199-058B ACLU OF MICHIGAN FEB 2017 101-266-801.000	03/06/2017 JHANG ACLU OF MICHIGAN FEB 2017	04/05/2017	285.75 285.75	285.75	Open	N 03/13/2017
81199-062B 11 55088	GIARMARCO, MULLINS & HORTON, P C 81199-062B FEB 2017 101-266-801.000	03/06/2017 JHANG 81199-062 FEB 2017	04/05/2017	585.85 585.85	585.85	Open	N 03/13/2017

INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
81199-063B 11 55089	GIARMARCO, MULLINS & HORTON, P C 81199-063B SAM'S TIRE SHOP FEB 2017 101-266-801.000	03/06/2017 JHANG	04/05/2017	50.00 50.00	50.00	Open	N 03/13/2017
81199-065B 9 55090	GIARMARCO, MULLINS & HORTON, P C 81199-065B MOHAMED ALANI FEB 2017 101-266-801.000	03/06/2017 JHANG	04/05/2017	2,318.00 2,318.00	2,318.00	Open	N 03/13/2017
81199-066B 9 55091	GIARMARCO, MULLINS & HORTON, P C 81199-066B DABISH & LIVERNOIS 101-266-801.000	03/06/2017 JHANG	04/05/2017	50.00 50.00	50.00	Open	N 03/13/2017
81199-068B 5 55092	GIARMARCO, MULLINS & HORTON, P C 81199-068B WASEL ICE CREAM TRUCK FEB 101-266-801.000	03/06/2017 JHANG	04/05/2017	388.25 388.25	388.25	Open	N 03/13/2017
81199-069B 4 55093	GIARMARCO, MULLINS & HORTON, P C 81199-069B DEJUAN SMITH FEB 2017 101-266-801.000	03/06/2017 JHANG	04/05/2017	287.50 287.50	287.50	Open	N 03/13/2017
81199-070B 5 55094	GIARMARCO, MULLINS & HORTON, P C 81199-070B MONIQUE MAYS FEB 2017 101-266-801.000	03/06/2017 JHANG	04/05/2017	312.50 312.50	312.50	Open	N 03/13/2017
81199-071B 1 55095	GIARMARCO, MULLINS & HORTON, P C 81199-071B JIBREEL MONTALVO FEB 2017 101-266-801.000	03/06/2017 JHANG	04/05/2017	425.00 425.00	425.00	Open	N 03/13/2017
423787 55113	HAMTRAMCK HARDWARE REPLACE THERMOSTAT FOR HEATER IN 101-336-778.000	03/13/2017 JHANG	04/12/2017	21.30 21.30	21.30	Open	N 03/14/2017
423774 55130	HAMTRAMCK HARDWARE SERVICE LINE REPAIR INV. #423774 592-557-787.000	02/27/2017 JHANG	03/29/2017	7.19 7.19	7.19	Open	N 03/15/2017
423780 55131	HAMTRAMCK HARDWARE FOR DPW GARAGE GLAZING COMP. CAULK 592-557-740.000	03/07/2017 JHANG	04/06/2017	11.84 3.99	11.84	Open	N 03/15/2017

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Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	GL Distribution						
	592-557-740.000	SMOOTH ROD CAULKING GUN 9IN		2.85			
	592-557-740.000	04 PLUMBING		5.00			
423781							
55132	HAMTRAMCK HARDWARE	03/07/2017	04/06/2017	4.49	4.49	Open	N
	DPW GARAGE PAINTERS TOOLS - INV.	JHANG					03/15/2017
	592-557-740.000	PAINTERS TOOLS/NYL HDL		4.49			
423783							
55133	HAMTRAMCK HARDWARE	03/09/2017	04/08/2017	3.22	3.22	Open	N
	TAPE USED FOR ASBESTOS	JHANG					03/15/2017
	101-265-776.000	2''X55YD PACK CLEAR TAPE		1.61			
	101-265-776.000	2''X55YD PACK CLEAR TAPE		1.61			
423784							
55134	HAMTRAMCK HARDWARE	03/09/2017	04/08/2017	3.79	3.79	Open	N
	DPW - BUILDING	JHANG					03/15/2017
	101-265-776.000	8D BRIGHT COMMON NAIL 1#		3.79			
DET03170092							
55120	JANI-KING OF MICHIGAN INC	03/01/2017	03/31/2017	3,795.00	3,795.00	Open	N
	434170 - MAINTENCE SERVICE FOR MAR	JHANG					03/15/2017
	101-265-776.000	BUILDING MAINTENANCE MAR. 2017		3,795.00			
259152							
55078	KCI	02/28/2017	03/10/2017	493.56	493.56	Open	N
	140959 - PERS PROPERTY CHANGE NOTICE	JHANG					03/13/2017
	101-257-728.000	2017 PERSONAL PROPERTY CHANGE NOTICES		289.09			
	101-257-730.000	POSTAGE FOR MAILING 443 NOTICES		204.47			
US 2250							
55200	LIQUI-FORCE SERVICES INC	02/28/2017	03/30/2017	10,488.00	10,488.00	Open	N
	SRF SANITARY SEW. REHAB PAY #13	JHANG					03/21/2017
	592-557-976.002	13TH APPLICATION FOR PAYMENT		10,488.00			
781							
55203	MICHIGAN ASSOCIATION OF FIRE CHIEFS	03/17/2017	04/16/2017	95.00	95.00	Open	N
	YEARLY MEMBERSHIP	JHANG					03/21/2017
	101-336-801.000	MEMBERSHIP FOR MI ASSOC. OF FIRE CHIEFS		95.00			
104270							
55114	MODERN COURT REPORTING	03/09/2017	04/08/2017	317.00	317.00	Open	N
	17-6108 FEB RTAB MEETING TRANSCRIPT	JHANG					03/14/2017
	101-264-801.000	ATTEND RTAB MEETING		125.00			
	101-264-801.000	PREPARE MINUTES, RTAB MEETING		192.00			
893725934001							
55063	OFFICE DEPOT	01/13/2017	02/18/2017	329.94	329.94	Open	N
	LABOR LAW POSTER KITS	JHANG					03/09/2017

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	101-270-864.000	845746 MICHIGAN FEDERAL/STATE LABOR LAW		329.94			
896043247001 55064	OFFICE DEPOT DPW - OFFICE SUPPLIES	01/19/2017 JHANG	02/18/2017	44.09	44.09	Open	N 03/09/2017
	592-557-728.000	ITEM #127270 - STAPLE REMOVER		1.59			
	592-557-728.000	ITEM #567213 - SCOTCH TAPE PACK 6 ROLLS		29.68			
	592-557-728.000	ITEM #826876 WITE-OUT CORRECTION TAPE		12.82			
906884407001 55065	OFFICE DEPOT LIB SUPPLIES ORDER	02/17/2017 JHANG	03/25/2017	162.77	162.77	Open	N 03/09/2017
	268-738-728.000	CARTON OF PAPER		137.50			
	268-738-728.000	MATTE BUSINESS CARDS		21.77			
	268-738-728.000	TAPE DISPENSERS		3.50			
907923241001 55066	OFFICE DEPOT OFFICE SUPPLIES - INCOME TAX DEP'T	02/22/2017 JHANG	03/25/2017	305.56	305.56	Open	N 03/09/2017
	101-202-728.000	CORRECTION TAPE #5032315		9.89			
	101-202-728.000	TONER CARTRIDGE #106787		137.69			
	101-202-728.000	PACKING TAPE #617926		21.99			
	101-202-728.000	OFFICE CHAIR #652758		135.99			
911145770001 55103	OFFICE DEPOT OFFICE SUPPLIES -	03/07/2017 JHANG	04/08/2017	4.24	4.24	Open	N 03/13/2017
	592-557-728.000	BINDER DIVIDERS - ITEM# 475144		4.24			
910448668001 55104	OFFICE DEPOT PD OFFICE SUPPLIES	03/03/2017 JHANG	04/08/2017	225.86	225.86	Open	N 03/13/2017
	101-301-728.000	COPY PAPER #488018		192.50			
	101-301-728.000	PAGE PROTECTORS #498761		9.48			
	101-301-728.000	FILE FOLDERS #543280		9.06			
	101-301-728.000	ENVELOPES #330744		5.00			
	101-301-728.000	PAPER CLIPS #308478		1.85			
	101-301-728.000	TAPE #575341		7.97			
910449579001 55105	OFFICE DEPOT PD OFFICE SUPPLIES	03/03/2017 JHANG	04/08/2017	51.17	51.17	Open	N 03/13/2017
	101-301-728.000	DVD PRINTABLE #655730		35.88			
	101-301-728.000	DVD CASES #169424		15.29			
908840779001 55163	OFFICE DEPOT OFFICE SUPPLIES - 908840779001	02/27/2017 JHANG	04/02/2017	371.71	371.71	Open	N 03/20/2017

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	GL Distribution						
	101-136-728.000	TONER CARTS JUDGE/TY PRINTER		362.97			
	101-136-728.000	HANGING FILE FOLDERS		8.74			
909580125001							
55164	OFFICE DEPOT	03/02/2017	04/02/2017	10.89	10.89	Open	N
	OFFICE SUPPLIES - 909580125001	JHANG					03/20/2017
	101-136-728.000	BOTTLED WATER		10.89			
010133-3883							
55193	PRAETORIAN DIGITAL	03/31/2017	04/30/2017	1,652.00	1,652.00	Open	N
	ON-LINE TRAINING FIRE & EMS	JHANG					03/20/2017
	101-336-803.000	BASIC FIRE + EMS BUNDLE		1,652.00			
03082017							
55107	RONALD CICHECKI	03/08/2017	04/07/2017	424.61	424.61	Open	N
	REIMBURSEMENT FOR YOUTH FIRE & LIFE	JHANG					03/13/2017
	101-336-864.000	2017 YOUTH FIRE & LIFE SAFETY SEMINAR		154.74			
	101-336-864.000	HOTEL STAY		83.25			
	101-336-864.000	MILEAGE TO SEMINAR 123 MILES		65.81			
	101-336-864.000	MILEAGE FROM SEMINAR 123 MILES		65.81			
	101-336-864.000	3/6 PER DIEM		27.50			
	101-336-864.000	3/7 PER DIEM		27.50			
03132017							
55110	RONALD CICHECKI	03/13/2017	04/12/2017	15.58	15.58	Open	N
	REIMBURSEMENT FOR CITY CELL PHONE	JHANG					03/13/2017
	101-336-728.000	T-MOBILE PHONE BATTERY		9.49			
	101-336-728.000	SHIPPING		6.09			
799083							
55128	SABISTON BUILDERS SUPPLY INC	01/18/2017	02/17/2017	504.70	504.70	Open	N
	50 LB BAG ROCK SALT FOR STREET	JHANG					03/15/2017
	202-222-970.300	50 LB BAG ROCK SALT FOR STREET		504.70			
0028907-IN							
55125	SAFEBUILT INC	02/28/2017	03/30/2017	23,036.39	23,036.39	Open	N
	08-HAMTRAMCK FEB 2017	JHANG					03/15/2017
	101-721-801.000	BUILDING PERMIT FEES NEW		22,622.60			
	101-721-801.000	BUILDING PERMIT FEES EXISTING		413.79			
37112							
55116	SANTORO, INC.	03/08/2017	04/07/2017	684.85	684.85	Open	N
	INSTALL POLY BLADES ON	JHANG					03/14/2017
	202-222-751.002	INSTALL POLY BLADES ON THE GATORS		684.85			
37119							
55204	SANTORO, INC.	03/15/2017	04/14/2017	211.03	211.03	Open	N
	DPW TRUCK #4 REPAIRS:	JHANG					03/21/2017
	592-557-751.002	TENSIONER ASSEMBLY & IDLER PULLEY BEARIN		211.03			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
03172017 55165	SEMCAA 2017 SEMCAA DUES - B. RUBY 101-136-958.000	03/17/2017 JHANG SEMCAA DUES 2017	04/16/2017	50.00 50.00	50.00	Open	N 03/20/2017
26017 55135	SEWER & WATER SPECIALIST, INC CLOSED CIRCUIT TELEVISIONING - STORM 101-265-776.000	03/13/2017 JHANG CLOSED CIRCUIT TELEVISIONING OF STORM SYSTE	04/12/2017	300.00 300.00	300.00	Open	N 03/15/2017
25984 55181	SEWER & WATER SPECIALIST, INC WATER SHUT OFF PROGRAM 592-557-787.000	03/08/2017 JHANG WATER SHUT OFF PROG.	04/07/2017	412.50 412.50	412.50	Open	N 03/20/2017
25985 55182	SEWER & WATER SPECIALIST, INC WATER SHUT OFF PROG. 592-557-787.000	03/08/2017 JHANG WATER SHUT OFF PROG.	04/07/2017	495.00 495.00	495.00	Open	N 03/20/2017
25986 55183	SEWER & WATER SPECIALIST, INC WATER SHUT OFF PROG. 592-557-787.000	03/08/2017 JHANG WATER SHUT OFF PROG.	04/07/2017	495.00 495.00	495.00	Open	N 03/20/2017
25987 55184	SEWER & WATER SPECIALIST, INC WATER SHUT OFF PROG. 03/02/2017 INV. 592-557-787.000	03/08/2017 JHANG WATER SHUT OFF PROG.	04/07/2017	440.00 440.00	440.00	Open	N 03/20/2017
25988 55185	SEWER & WATER SPECIALIST, INC WATER SHUT OFF PROG. 592-557-787.000	03/08/2017 JHANG WATER SHUT OFF PROG.	04/07/2017	495.00 495.00	495.00	Open	N 03/20/2017
25989 55186	SEWER & WATER SPECIALIST, INC WORKED ON WAT. SHUT OFF PROG. 3/1/17 592-557-787.000	03/08/2017 JHANG WATER SHUT OFF PROGRAM	04/07/2017	880.00 880.00	880.00	Open	N 03/20/2017
25990 55187	SEWER & WATER SPECIALIST, INC WORKED ON WAT. SHUT OFF 3/2/17 INV. 592-557-787.000	03/08/2017 JHANG WATER SHUT OFF PROG. DIRECTED BY DPW	04/07/2017	412.50 412.50	412.50	Open	N 03/20/2017
26018 55188	SEWER & WATER SPECIALIST, INC 8526 CONANT BALLARD REMOVAL PER 592-557-787.000	03/13/2017 JHANG BALLARDS REMOVAL FROM HYD	04/12/2017	270.00 270.00	270.00	Open	N 03/20/2017

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
26019 55189	SEWER & WATER SPECIALIST, INC CITY HALL- SMOOTHED OUT EACH SPOT TO JHANG 101-265-776.000 MATERIAL 101-265-776.000 LABOR	03/13/2017 JHANG	04/12/2017	162.50 25.00 137.50	162.50	Open	N 03/20/2017
26020 55190	SEWER & WATER SPECIALIST, INC REPLACED CONCRETE @ SEVERAL LOCATION JHANG 202-222-776.002 C/B 3401EVALINE,2203BERNARD,2403HOLBROO	03/13/2017 JHANG	04/12/2017	2,250.00 2,250.00	2,250.00	Open	N 03/20/2017
26037 55191	SEWER & WATER SPECIALIST, INC 2061EDWIN REPL. CONCRETE FROM CAT. JHANG 203-203-776.002 REPLACED CONCRETE	03/15/2017 JHANG	04/14/2017	500.00 500.00	500.00	Open	N 03/20/2017
8085 55205	SOUTHEASTERN MICHIGAN ASSOCIATION 1-YEAR MEMBERSHIP 101-336-801.000 ANNUAL MEMBERSHIP	03/21/2017 JHANG	04/20/2017	40.00 40.00	40.00	Open	N 03/22/2017
551-482857 55136	STATE OF MICHIGAN SOR REGISTRATION FEE 264-264-801.000 SOR REGISTRATION FEE	03/03/2017 JHANG	04/02/2017	30.00 30.00	30.00	Open	N 03/15/2017
551-483175 55137	STATE OF MICHIGAN LIVE SCAN PRINT FEE 264-264-801.000 LIVE SCAN PRINT FEE	03/05/2017 JHANG	04/04/2017	42.00 42.00	42.00	Open	N 03/15/2017
761-8144822 55216	STATE OF MICHIGAN-ENVIRONMENTAL CONSENT JUDGE NO. 99-CV72671DT, SET JHANG 101-264-915.000 REIMB STATE FOR FREEZER SERVICES	02/02/2017 JHANG	03/03/2017	604.08 604.08	604.08	Open	N 03/22/2017
17516 55115	SYO COMPUTER ENGINEERING SERVICES DPW REPLACEMENT PC 202-222-776.002 REPLACEMENT PC FOR DPW BUILDING	03/13/2017 JHANG	04/12/2017	1,044.25 1,044.25	1,044.25	Open	N 03/14/2017
3891 55106	THE HAMTRAMCK REVIEW CDBG FINAL STATEMENT NOTICE 101-721-903.000 LEGAL NOTICE	03/03/2017 JHANG	04/02/2017	185.00 185.00	185.00	Open	N 03/13/2017
835737251 55126	THOMSON REUTERS - WEST 1004713124 - THOMSON REUTERS	03/01/2017 JHANG	03/31/2017	128.41	128.41	Open	N 03/15/2017

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	101-202-801.000	THOMSON REUTERS SOFTWARE - FEB CHARGES		128.41			
835735577							
55167	THOMSON REUTERS - WEST 1004666422 - WEST INFO CHARGES FEB 266-367-801.700	03/01/2017 JHANG	03/31/2017	255.78 255.78	255.78	Open	N 03/20/2017
6 ZUSS							
55194	TOOLES CONTRACTING GROUP, LLC ZUSSMAN PARK - LABOR AND MATERIALS 275-275-980.200	03/07/2016 JHANG	04/06/2016	27,873.72 27,873.72	0.00	Paid	Y 03/20/2017
560052							
55168	TURBO AUTO WASH INC PD VEHICLE WASH FEB 2017 101-301-751.002	02/28/2017 JHANG	03/30/2017	12.00 12.00	12.00	Open	N 03/20/2017
28090671							
55121	TYCO INTEGRATED SECURITY DPS BUILDING SECURITY ALARAM SERVICE 202-222-776.005	02/20/2017 JHANG	03/22/2017	420.30 420.30	420.30	Open	N 03/15/2017
060-6276							
55208	TYLER TECHNOLOGIES, INC REAPPRAISAL PROGRESS 265-267-801.006	11/04/2016 JHANG	12/04/2016	36,740.00 36,740.00	36,740.00	Open	N 03/22/2017
060-6471							
55209	TYLER TECHNOLOGIES, INC REAPPRAISAL PROGRESS 265-267-801.006	12/05/2016 JHANG	01/04/2017	880.00 880.00	880.00	Open	N 03/22/2017
060-6844							
55210	TYLER TECHNOLOGIES, INC REAPPRAISAL PROGRESS 265-267-801.006	01/31/2017 JHANG	03/02/2017	660.00 660.00	660.00	Open	N 03/22/2017
193068							
55177	USABLUEBOOK DPW - SDS BINDER RTK BOOKLETS & 101-265-776.000 101-265-776.000	02/28/2017 JHANG	03/30/2017	165.23 146.30 18.93	165.23	Open	N 03/20/2017
03132017							
55169	VAN DYKE COLLISION PD VEHICLE REPAIR 2014 TAHOE 266-367-809.200	03/13/2017 JHANG	04/12/2017	219.80 219.80	219.80	Open	N 03/20/2017

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
18652 55156	VISICOM SERVICES, INC. IT SUPPORT SRVCS MAR 2017 - 18652 101-136-801.300 101-136-801.300 101-136-801.300 101-136-801.300 101-136-801.300	02/28/2017 JHANG	03/30/2017	909.00 49.00 30.00 125.00 105.00 600.00	909.00	Open	N 03/20/2017
103638 55199	W. H. DUFFILL INC DPW - 14" CEMENT SAW 202-222-776.002	03/15/2017 JHANG	04/14/2017	962.00 962.00	962.00	Open	N 03/21/2017
288828 55144	WAYNE COUNTY PRISONER HOUSING-OCT 2016 119 DAYS @ 101-301-800.500	03/01/2017 JHANG	03/31/2017	4,165.00 4,165.00	4,165.00	Open	N 03/15/2017
3656 55143	ZEEKS MAINTENANCE FURNACE REPAIR @ PD 266-367-776.000	02/10/2017 JHANG	03/12/2017	342.00 342.00	342.00	Open	N 03/15/2017
# of Invoices:	117	# Due:	116	Totals:	242,106.22		214,232.50
# of Credit Memos:	0	# Due:	0	Totals:	0.00		0.00
Net of Invoices and Credit Memos:					242,106.22		214,232.50

To: The Honorable Mayor and City Council

From: Katrina Powell, City Manager

Date: March 28, 2017

Subject: Preapproved Expenditures

Introduction:

This agenda item is for the City Council to review check disbursements for preapproved expenditures.

Overview:

These disbursements cover the following expenditures:

- Utilities
- Refund of Overpayments
- Rental Equipment Expense
- Healthcare & Dental Premiums
- Temporary Employees
- Fuel Card & Credit Card Charges
- Professional Legal Services
- Contractor
- HSA Closure Reimbursement
- Reissued 3 Checks (Previously Approved)

Budget Impact:

The specific costs of these disbursements were \$437,386.10 and was run from the Fiduciary, General, Property Tax and Water accounts.

Recommendation:

The City Manager and the Controller approved the payments of these expenditures.

Prepared by:

Jia Hang, Accounts Payable

Reviewed by:

Katrina Powell, City Manager

Bhama Cairns, Controller

Attachments:

Check Disbursement Report for City of Hamtramck

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
03/10/2017	GEN	68925*#	DTE ENERGY	11325 DEQ ELECTRIC FEB 2017	921.000	265	12.41
				HFD ELECTRIC FEB 2017	921.000	265	592.48
				CITY HALL ELECTRIC FEB 2017	921.000	265	3,303.38
				HFD GAS FEB 2017	923.000	265	576.94
				CITY HALL GAS FEB 2017	923.000	265	3,515.19
				CHECK GEN 68925 TOTAL			<u>8,000.40</u>
03/10/2017	GEN	68926	GRIFFIN LAW PLLC	HOUSE COUNSEL 3/2/17	801.100	136	250.00
03/10/2017	GEN	68927	ROBERT E. ZARANEK	HOUSE COUNSEL 3/2/17	801.100	136	250.00
03/10/2017	GEN	68928	SAM'S CLUB MC/SYNCB	CLEANING SUPPLIES FOR	740.000	336	250.05
03/10/2017	GEN	68929	THE JARBOE LAW FIRM, PLC	VISITING JUDGE 1/2 DAY	801.400	136	262.50
03/10/2017	GEN	68930#	US BANK EQUIPMENT FINANCE	COPIER RENTAL MAR 2017	800.000	215	106.85
				COPIER RENTAL MAR 2017	800.000	223	106.85
				COPIER RENTAL MAR 2017	800.000	253	106.85
				COPIER RENTAL MAR 2017	800.000	301	106.86
				COPIER RENTAL MAR 2017	801.000	721	106.86
				CHECK GEN 68930 TOTAL			<u>534.27</u>
03/10/2017	GEN	68931#	US BANK VOYAGER FLEET SYS	FUEL FEB 2017	864.000	257	20.61
				FUEL FEB 2017	751.001	301	1,955.69
				FUEL FEB 2017	751.001	336	552.69
				CHECK GEN 68931 TOTAL			<u>2,528.99</u>
				Total for fund 101 General Fund			12,076.21

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 03/10/2017 - 03/10/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 202 Mvh Major Street Fund							
03/10/2017	FID	9115*#	US BANK VOYAGER FLEET SYS	FUEL FEB 2017	751.002	222	405.90
Total for fund 202 Mvh Major Street Fund							405.90

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 03/10/2017 - 03/10/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 203 Mvh Local Street Fund							
03/10/2017	FID	9115*#	US BANK VOYAGER FLEET SYS	FUEL FEB 2017	751.002	203	405.90
Total for fund 203 Mvh Local Street Fund							405.90

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 264 911 Emergency							
03/10/2017	FID	9114	US BANK EQUIPMENT FINANCE	COPIER RENTAL MAR 2017	800.000	264	213.72
Total for fund 264 911 Emergency							213.72

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 03/10/2017 - 03/10/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 266 DRUG LAW ENF. ACT 265 - STATE							
03/10/2017	FID	9113	DTE ENERGY	5090 EDWIN ELECTRIC FEB 2017	921.000	367	50.79
				5090 EDWIN GAS FEB 2017	923.000	367	375.98
				CHECK FID 9113 TOTAL FOR			<u>426.77</u>
03/10/2017	FID	9115*#	US BANK VOYAGER FLEET SYS	FUEL FEB 2017	751.001	367	425.97
03/10/2017	FID	9116	VERIZON WIRELESS	TRACKERS FEB 2017	922.100	367	29.48
				Total for fund 266 DRUG LAW ENF. ACT 265 - STATE			882.22

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 03/10/2017 - 03/10/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 268 Library Fund							
03/10/2017	GEN	68925*#	DTE ENERGY	LIBRARY ELECTRIC FEB 2017	921.000	738	774.51
				LIBRARY GAS FEB 2017	923.000	738	499.06
				CHECK GEN 68925 TOTAL			<u>1,273.57</u>
				Total for fund 268 Library Fund			1,273.57

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 03/10/2017 - 03/10/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 275 Comm Develop Block Grant							
03/10/2017	FID	9115*#	US BANK VOYAGER FLEET SYS	FUEL FEB 2017	805.000	275	25.36
Total for fund 275 Comm Develop Block Grant							25.36

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER & SEWER FUND							
03/10/2017	WAT	9315	GREAT LAKES WATER AUTHORITY	SEWER BILL, FEBRUARY 2017	925.000	557	340,500.00
03/10/2017	WAT	9316	JOHNSONS AUTOMATION & CONSULTING	DPS SERVICES, FEB 2017	801.000	557	4,777.50
03/10/2017	WAT	9317	MARK RAGSDALE	FEMA MGT 317 CLASS	864.000	557	7.65
				FEMA MGT 317 CLASS	864.000	557	5.00
				A.P.W.A. MEETING	864.000	557	10.00
				CHECK WAT 9317 TOTAL FOR			<u>22.65</u>
03/10/2017	WAT	9318	OFFICE TEAM	A. BOYKIN 02/24/17	801.000	557	720.75
03/10/2017	WAT	9319	US BANK EQUIPMENT FINANCE	COPIER RENTAL MAR 2017	800.000	557	135.06
03/10/2017	WAT	9320	US BANK VOYAGER FLEET SYS	FUEL FEB 2017	751.002	557	385.79
03/10/2017	WAT	9321	VERIZON WIRELESS	HEX CHARGES FEB 2017	922.000	557	21.12
				Total for fund 592 WATER & SEWER FUND			346,562.87

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 703 Prop Tax Collection Fund							
03/10/2017	PTC	2233	MARZEC, STANLEY & ELIZABETH	Undistributed Current Tax Collections	274.000	000	951.45
Total for fund 703 Prop Tax Collection Fund							951.45
TOTAL - ALL FUNDS							362,797.20

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
03/21/2017	GEN	68964	ANAM MIAH	MILEAGE TO CONFERENCE 89.1 MILES	864.000	101	47.67
				MILEAGE FROM CONFERENCE 89.1 MILES	864.000	101	47.67
				2/17 PER DIEM	864.000	101	15.25
				2/18 PER DIEM	864.000	101	26.25
				CHECK GEN 68964 TOTAL			<u>136.84</u>
03/21/2017	GEN	68965	ANN MOISE	HSA CLOSURE FEE	716.100	301	25.00
03/21/2017	GEN	68966	BLUE CROSS BLUE SHIELD OF MICHIGAN	RETIREE APR 2017 HEALTH INS PREM	716.100	274	7,294.76
				RETIREE APR 2017 HEALTH INS PREM	716.100	274	24,897.18
				CHECK GEN 68966 TOTAL			<u>32,191.94</u>
03/21/2017	GEN	68967*#	COMCAST	ISP SUB MAR 2017	922.000	136	114.90
				FAX SUB MAR 2017	922.000	136	74.85
				TAXES & FEES	922.000	136	3.79
				CABLE/INTERNET APR 2017	922.000	265	569.26
				PHONE MAR 2017	922.000	301	0.00
				PHONE APR 2017	922.000	301	110.49
				HFD CABLE/INTERNET APR 2017	740.000	336	74.95
				PHONE APR 2017	922.000	336	46.80
				CHECK GEN 68967 TOTAL			<u>995.04</u>
03/21/2017	GEN	68968	DETROIT EDISON	TRF SGNL LGHTS E2 FEB 2017	926.000	265	2,070.75
				STRT LGHTS ORNA E1B FEB 2017	926.000	265	11,158.75
				STRT LGHTS OVRHD E1A FEB 2017	926.000	265	13,166.87
				STRT LGHTS OVRHD E1A FEB 2017	926.000	265	29.47
				STRT LGHTS ORNA E1B FEB 2017	926.000	265	342.01
				CHECK GEN 68968 TOTAL			<u>26,767.85</u>
03/21/2017	GEN	68969	GRIFFIN LAW PLLC	HOUSE COUNSEL 2/23/17	801.100	136	350.00
				HOUSE COUNSEL 3/13/16	801.100	136	250.00
				HOUSE COUNSEL 3/16/17	801.100	136	250.00
				CHECK GEN 68969 TOTAL			<u>850.00</u>

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
03/21/2017	GEN	68970	LSL PLANNING	ORDINANCE REVIEW	731.000	721	1,235.00
				COPY EXPENSES	731.000	721	1.60
				CHECK GEN 68970 TOTAL			<u>1,236.60</u>
03/21/2017	GEN	68971	PREMIER BUSINESS PRODUCTS	BASE SERVICE K RATE	801.300	136	163.08
				COPIES OVERAGE	801.300	136	70.45
				CHECK GEN 68971 TOTAL			<u>233.53</u>
03/21/2017	GEN	68972	ROBERT E. ZARANEK	HOUSE COUNSEL 3/9/17	801.100	136	250.00
03/21/2017	GEN	68973*#	THE STANDARD	DENTAL INS MAR 2017	716.000	136	269.92
				DENTAL INS MAR 2017	716.000	172	39.84
				DENTAL INS MAR 2017	716.000	202	60.80
				DENTAL INS MAR 2017	716.000	215	19.92
				DENTAL INS MAR 2017	716.000	223	39.84
				DENTAL INS MAR 2017	716.000	253	80.72
				DENTAL INS MAR 2017	716.000	257	60.80
				DENTAL INS MAR 2017	716.000	261	65.24
				DENTAL INS MAR 2017	716.000	270	19.92
				DENTAL INS MAR 2017	716.000	274	5,037.40
				DENTAL INS MAR 2017	716.000	301	953.28
				DENTAL INS MAR 2017	716.000	301	32.52
				DENTAL INS MAR 2017	716.000	336	949.88
				CHECK GEN 68973 TOTAL			<u>7,630.08</u>
03/21/2017	GEN	68974	US BANK EQUIPMENT FINANCE	COPIER LEASE MAR 2017	801.300	136	131.50
Total for fund 101 General Fund							70,448.38

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CHECK DATE FROM 03/21/2017 - 03/21/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 202 Mvh Major Street Fund							
03/21/2017	FID	9137	COMCAST	DPS CABLE/INTERNET FEB 2017	776.005	222	0.00
				DPS CABLE/INTERNET MAR 2017	776.005	222	196.59
				CHECK FID 9137 TOTAL FOR			<hr/> 196.59
03/21/2017	FID	9138*#	THE STANDARD	DENTAL INS MAR 2017	716.000	222	65.24
				Total for fund 202 Mvh Major Street Fund			261.83

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 266 DRUG LAW ENF. ACT 265 - STATE							
03/21/2017	FID	9138*#	THE STANDARD	DENTAL INS MAR 2017	716.000	367	65.24
Total for fund 266 DRUG LAW ENF. ACT 265 - STATE							65.24

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CHECK DATE FROM 03/21/2017 - 03/21/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 268 Library Fund							
03/21/2017	GEN	68967*#	COMCAST	PHONE APR 2017	922.000	738	31.85
03/21/2017	GEN	68973*#	THE STANDARD	DENTAL INS MAR 2017	716.000	738	60.80
Total for fund 268 Library Fund							92.65

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 03/21/2017 - 03/21/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER & SEWER FUND							
03/21/2017	WAT	9332	JULIANA CARTER	XOVERPAYMENT	040.000	000	2,599.07
03/21/2017	WAT	9333	OFFICE TEAM	A. BOYKIN 03/03/17	801.000	557	930.00
				A. BOYKIN 03/03/17	801.000	557	5.93
				CHECK WAT 9333 TOTAL FOR			<u>935.93</u>
03/21/2017	WAT	9334	THE STANDARD	DENTAL INS MAR 2017	716.000	557	185.80
				Total for fund 592 WATER & SEWER FUND			3,720.80
			TOTAL - ALL FUNDS				74,588.90

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

To: The Honorable Mayor and City Council

From: Katrina Powell, City Manager

Date: April 11, 2017

Subject: Request Council Approval for Expenditures

Introduction:

This agenda item is for the City Council to approve payment of expenditures.

Overview:

These invoices cover the following expenditures:

- Professional Services
- Water & Sewer Supplies/Maintenances
- Office & Operating Supplies
- Road & Traffic Supplies/Maintenances
- Memberships/Dues
- Conferences/Training
- City & Building Maintenances
- Employee Reimbursements
- Equipment Rentals
- CDBG Reimbursable Expenses
- Vehicle & Equipment Maintenances
- New Hire Testing
- Fire Plan Reviews
- Alarm Monitoring
- DDA Sign Grant

Budget Impact:

The specific costs of these invoices are \$162,074.46 and will be run from the Fiduciary, General and Water bank accounts.

Recommendation:

The City Manager and the Controller recommends the City Council approve the request to pay these expenditures in order to continue receiving services from the vendors.

Prepared by:

Jia Hang, Accounts Payable

Reviewed by:

Katrina Powell, City Manager

Bhama Cairns, Controller

Attachments:

Invoice Register Report for City of Hamtramck

INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
 EXP CHECK RUN DATES 04/11/2017 - 04/11/2017
 BOTH JOURNALIZED AND UNJOURNALIZED
 OPEN - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
341621 55345	9 MILE RENT-ALL INC DPW - BACK-PACK BLOWER INV. #341621 202-222-776.002 202-222-776.002	02/23/2017 JHANG	03/25/2017	38.88 36.00 2.88	38.88	Open	N 03/31/2017
341027 55381	9 MILE RENT-ALL INC DPW - TOOK GATORS FOR PLOWS 202-222-970.300 202-222-970.300	12/14/2016 JHANG	01/13/2017	57.24 53.00 4.24	57.24	Open	N 04/04/2017
03222017 55235	ABU MUSA REIMB 2017 MML CAPITAL CONF EXPENSES 101-101-864.000 101-101-864.000 101-101-864.000 101-101-864.000 101-101-864.000	03/22/2017 JHANG	04/21/2017	228.80 48.15 48.15 44.25 59.00 29.25	228.80	Open	N 03/24/2017
03102017 55279	ALPHA PSYCHOLOGICAL SERVICES, P.C. PD NEW HIRE TESTING 101-301-801.000	03/10/2017 JHANG	04/09/2017	695.00 695.00	695.00	Open	N 03/31/2017
334949-170103PBM 55243	AMERICAN PLANNING ASSOCIATION NEW ZBA MEMBERS APA MEMBERSHIP 101-721-958.000	02/24/2017 JHANG	12/01/2016	100.00 100.00	100.00	Open	N 03/27/2017
03222017 55233	ANAM MIAH REIMB 2017 MML CAPITAL CONF EXPENSES 101-101-864.000 101-101-864.000 101-101-864.000 101-101-864.000 101-101-864.000	03/22/2017 JHANG	04/21/2017	228.80 48.15 48.15 44.25 59.00 29.25	228.80	Open	N 03/24/2017
03222017 55236	ANDREA KARPINSKI REIMB 2017 MML CAPITAL CONF EXPENSES 101-101-864.000 101-101-864.000	03/22/2017 JHANG	04/21/2017	247.08 50.29 50.29	247.08	Open	N 03/24/2017

INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
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 OPEN - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	101-101-864.000	PER DIEM 3/20		44.25			
	101-101-864.000	PER DIEM 2/21		59.00			
	101-101-864.000	PER DIEM 3/22		29.25			
	101-101-864.000	PARKING X2		14.00			
03242017 55242	AUGUST R. GITSCHLAG REIMB MILEAGE & PER DIEM FOR MASTERS JHANG	03/24/2017 JHANG	04/23/2017	305.14	305.14	Open	N 03/27/2017
	101-215-864.000	MILEAGE TO CONFERENCE 152 MILES		81.32			
	101-215-864.000	MILEAGE FROM CONFERENCE 152 MILES		81.32			
	101-215-864.000	PER DIEM 3/20		38.25			
	101-215-864.000	PER DIEM 3/21		39.00			
	101-215-864.000	PER DIEM 3/22		39.00			
	101-215-864.000	PER DIEM 3/23		26.25			
03202017 55326	BENJAMIN RUBY EXPENSE REIMBURSE - H2O COOLER & JHANG	03/20/2017 JHANG	04/19/2017	273.95	273.95	Open	N 03/31/2017
	101-136-728.000	TICKET DRAWER DIVIDERS		34.45			
	101-136-946.000	WATER COOLER INVOICES		239.50			
840436 55311	CANIFF ELECTRIC SUPPLY CO INC GROUND CLAMPS FOR WATER METER JHANG	03/10/2017 JHANG	04/09/2017	79.61	79.61	Open	N 03/31/2017
	592-557-787.000	GROUND CLAMPS FOR WATER METER INSTALLS		79.61			
842229 55325	CANIFF ELECTRIC SUPPLY CO INC FOUR BULBS FOR STATION BAY JHANG	03/23/2017 JHANG	04/22/2017	39.96	39.96	Open	N 03/31/2017
	101-336-740.000	TUBE BULBS		39.96			
842452 55372	CANIFF ELECTRIC SUPPLY CO INC REPLACEMENT LIGHT BULBS AND TUBES JHANG	03/24/2017 JHANG	04/23/2017	224.63	224.63	Open	N 04/04/2017
	101-336-740.000	TUBES		209.23			
	101-336-740.000	LIGHT BULBS		15.40			
3357 55286	CGS, INC OSHA COMPLIANCE TRAINING 03/22/17- JHANG	03/28/2017 JHANG	04/27/2017	800.00	800.00	Open	N 03/31/2017
	592-557-864.000	OSHA COMPLIANCE TRAINING 03/22/2017		800.00			
K11182686 55293	CINTAS CORPORATION-K11 MONTHLY RESTROOM SUPPLIES INV: JHANG	03/29/2017 JHANG	04/28/2017	129.40	129.40	Open	N 03/31/2017
	268-738-776.000	RESTROOM SUPPLIES		129.40			

INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
 EXP CHECK RUN DATES 04/11/2017 - 04/11/2017
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
2113406 55263	CITY WATER INTERNATIONAL LTD WATER COOLER RENTAL APR - JUN 2017 101-136-946.000	01/18/2017 JHANG WATER COOLER RENTAL	04/02/2017	149.70 149.70	149.70	Open	N 03/31/2017
INV1046389 55307	DASH MEDICAL GLOVES PD DISPOSABLE GLOVES 101-301-740.000 101-301-740.000	03/23/2017 JHANG 1 CASE XL GLOVES 1 CASE LARGE GLOVES	04/22/2017	131.80 65.90 65.90	131.80	Open	N 03/31/2017
164289 55304	DETROIT ELEVATOR COMPANY CITY HALL ELEVATOR MAINTENANCE - 101-265-776.000	03/24/2017 JHANG ELEVATOR MAINTENANCE	04/23/2017	295.10 295.10	295.10	Open	N 03/31/2017
164615 55305	DETROIT ELEVATOR COMPANY ROUTINE MAINTENANCE, APRIL 2017 - 101-265-776.000	04/01/2017 JHANG ROUTINE MAINTENANCE, APRIL 2017	05/01/2017	303.00 303.00	303.00	Open	N 03/31/2017
87522 55224	DETROIT METRO TIMES ADVERTISEMENT FOR HMF 244-244-881.000	02/22/2017 JHANG NEWSPAPER ADVERTISEMENT DDA	03/24/2017	1,500.00 1,500.00	1,500.00	Open	N 03/23/2017
2062 55364	DMC CONSULTANTS ROOF REPLACEMENT - CDBG TO REIMBURSE 275-275-931.000	03/30/2017 JHANG 2616 TROWBRIDGE	04/29/2017	8,150.00 8,150.00	8,150.00	Open	N 04/04/2017
2058 55365	DMC CONSULTANTS ROOF REPLACEMENT - CDBG TO REIMBURSE 275-275-931.000	03/30/2017 JHANG 3019 HOLBROOK	04/29/2017	8,150.00 8,150.00	8,150.00	Open	N 04/04/2017
2059 55366	DMC CONSULTANTS ROOF REPLACEMENT - CDBG TO REIMBURSE 275-275-931.000	03/30/2017 JHANG 11710 SOBIESKI	04/29/2017	8,283.00 8,283.00	8,283.00	Open	N 04/04/2017
2060 55367	DMC CONSULTANTS ROOF REPLACEMENT - CDBG TO REIMBURSE 275-275-931.000	03/30/2017 JHANG 3454 DOREMUS	04/29/2017	8,283.00 8,283.00	8,283.00	Open	N 04/04/2017

INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
2061 55368	DMC CONSULTANTS ROOF REPLACEMENT - CDBG TO REIMBURSE JHANG 275-275-931.000	03/30/2017 11520 LUMPKIN STREET	04/29/2017	8,283.00 8,283.00	8,283.00	Open	N 04/04/2017
DOI11771 55297*	DOG-ON-IT-PARKS REPLACEMENT DISPENSERS 275-275-980.200 275-275-980.200 275-275-980.200	03/30/2017 JHANG DOG BAG DISPENSER SHIPPING DISCOUNT	04/29/2017	319.20 288.00 60.00 (28.80)	319.20	Open	N 03/31/2017
INV31975 55288	DORNBOS SIGN, INC DPW - NO RIGHT TURN SIGN - INV. 203-203-776.004 203-203-776.004	03/21/2017 JHANG NO RIGHT TURN SIGN FREIGHT	04/20/2017	82.07 72.35 9.72	82.07	Open	N 03/31/2017
20947 55266	EXECUTIVE LANGUAGE SERVICES, INC. INTERP CANCELLATION FEE 3/14/17 - 101-136-801.200	03/22/2017 JHANG CANCELLATION FEE	04/21/2017	150.00 150.00	150.00	Open	N 03/31/2017
03282017 55310	FAMILY CARE CENTER OF HAMTRAMCK DDA SIGN GRANT 2017 244-244-881.000	03/28/2017 JHANG REIMBURSEMENT FOR SIGN - DDA GRANT	04/27/2017	1,000.00 1,000.00	1,000.00	Open	N 03/31/2017
2529 55218	FIRE SAVVY CONSULTANTS SPRINKLER SYSTEM PLAN REVIEW AT 101-000-252.000 101-000-252.000	02/17/2017 JHANG SPRINKLER PLAN REVIEW RUSH FEE-3 BUSINESS DAY TURNAROUND	03/19/2017	1,300.00 650.00 650.00	1,300.00	Open	N 03/23/2017
2507 55219	FIRE SAVVY CONSULTANTS FIRE ALARM SYSTEM REVEIW AT 3900 101-000-252.000	03/06/2017 JHANG FIRE ALARM SYSTEM PLAN REVIEW	04/05/2017	200.00 200.00	200.00	Open	N 03/23/2017
2555 55370	FIRE SAVVY CONSULTANTS WET CHEMICAL SUPPRESSION PLAN REVIEW 101-000-252.000	03/29/2017 JHANG WET CHEMICAL SUPPRESSION REVIEW	04/28/2017	250.00 250.00	250.00	Open	N 04/04/2017

INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
2561 55371	FIRE SAVVY CONSULTANTS WET CHEMICAL SYSTEM PLAN REVEIW AT 101-000-252.000	03/29/2017 JHANG	04/28/2017	250.00 250.00	250.00	Open	N 04/04/2017
53356 55271	FIVE STAR LANGUAGES ARABIC INTERP - 3/13/17 - INV 53356 101-136-801.200 101-136-801.200	03/17/2017 JHANG	04/16/2017	194.72 160.00 34.72	194.72	Open	N 03/31/2017
53375 55272	FIVE STAR LANGUAGES ARABIC INTERP 3/27/17 - INV. 53375 101-136-801.200 101-136-801.200	03/28/2017 JHANG	04/27/2017	184.08 160.00 24.08	184.08	Open	N 03/31/2017
18486342 55296	GUARDIAN ALARM 8592964 - MONTHLY ALARM MAR 2017 268-738-776.000	03/01/2017 JHANG	03/31/2017	56.71 56.71	56.71	Open	N 03/31/2017
423788 55283	HAMTRAMCK HARDWARE DPW- DRYWALL SCREW & DRILL BIT 101-265-776.000 101-265-776.000	03/15/2017 JHANG	04/14/2017	14.98 8.98 6.00	14.98	Open	N 03/31/2017
423800 55284	HAMTRAMCK HARDWARE DPW - FIBER FIX GLUE / 592-557-740.000	03/30/2017 JHANG	04/29/2017	5.00 5.00	5.00	Open	N 03/31/2017
153072 55285	HENNESSEY ENGINEERS, INC. HAMTRAMCK PHASE 1 SRF 592-557-976.001 592-557-976.001 592-557-976.001 592-557-976.001 592-557-976.001	03/16/2017 JHANG	04/15/2017	4,793.50 240.50 48.50 2,244.00 2,112.00 148.50	4,793.50	Open	N 03/31/2017
153068 55289	HENNESSEY ENGINEERS, INC. LAWSUIT-CITY OF HAM. VS. CPI - PROJ. JHANG	03/23/2017	04/22/2017	3,336.00	3,336.00	Open	N 03/31/2017

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	592-557-855.000	SUB-CONSULTANTS MCDOWELL & ASSOCIATES		3,336.00			
153069 55290	HENNESSEY ENGINEERS, INC. GENERAL CONSULTING - CITY OF HAM. 592-557-970.200	03/16/2017 JHANG	04/15/2017	518.00	518.00	Open	N 03/31/2017
		GENERAL CONSULTING PROFESSIONAL FEES		518.00			
153070 55291	HENNESSEY ENGINEERS, INC. TAP GRANT APPLICATION PROJ. 25125/ 202-222-970.000	03/16/2017 JHANG	04/15/2017	555.00	555.00	Open	N 03/31/2017
		D05 - CIVIL ENGINEER III		555.00			
153071 55292	HENNESSEY ENGINEERS, INC. 9740 CONANT SITE 101-000-245.005	03/16/2017 JHANG	04/15/2017	198.00	198.00	Open	N 03/31/2017
		C02 - CONSTRUCTION ENGINEER III		198.00			
30108-030717 55313	HENRY FORD HEALTH SYSTEM NEW HIRE FIT TEST - PIKE 101-336-802.001	03/13/2017 JHANG	04/12/2017	507.90	507.90	Open	N 03/31/2017
		NEW HIRE FIT TEST		507.90			
0042358-IN 55380	HYDROCORP CROSS CONNECTION INSPECTION, MAR 592-557-802.004	03/31/2017 JHANG	04/30/2017	1,335.00	1,335.00	Open	N 04/04/2017
		CROSS CONNECTION INSPECTION, MAR 2017		1,335.00			
03222017 55231	IAN PERROTTA REIMB 2017 MML CAPITAL CONF EXPENSES 101-101-864.000 101-101-864.000 101-101-864.000 101-101-864.000 101-101-864.000 101-101-864.000	03/22/2017 JHANG	04/21/2017	251.80	251.80	Open	N 03/24/2017
		MILEAGE TO CONFERENCE 90 MILES		48.15			
		MILEAGE FROM CONFERENCE 90 MILES		48.15			
		PER DIEM 3/20		44.25			
		PER DIEM 3/21		59.00			
		PER DIEM 3/22		29.25			
		PARKING		23.00			
17-1259 55281	INGERSOLL MECHANICAL INC. STORAGE ROOM HEATING & COOLING 101-265-776.000	03/29/2017 JHANG	04/28/2017	4,750.00	4,750.00	Open	N 03/31/2017
		STORAGE ROOM HEATING & COOLING SYSTEM		4,750.00			
17-1233 55282	INGERSOLL MECHANICAL INC. STORAGE ROOM RENOVATION ACROSS FROM 101-265-776.000	03/20/2017 JHANG	04/19/2017	2,452.04	2,452.04	Open	N 03/31/2017
		TRUCK CHARGES		120.00			

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	GL Distribution						
	101-265-776.000	LABOR CITY OF HAMTRAMCK DAVE	3/7/2017	255.00			
	101-265-776.000	LABOR NICHOLAS EBENHOEH	03/07/2017	90.00			
	101-265-776.000	LABOR CITY OF HAMTRAMCK DAVE	03/10/2017	510.00			
	101-265-776.000	LABOR NICHOLAS EBENHOEH	03/10/2017	270.00			
	101-265-776.000	THERMO 1/2 ANGLE		275.00			
	101-265-776.000	TRV HEAD USA		579.16			
	101-265-776.000	VALVE BODY-STRAIGHT PATTERN WITH M		166.21			
	101-265-776.000	VALVE BODY-STRAIGHT PATTERN WITH MN		154.17			
	101-265-776.000	MISCELLANEOUS		32.50			
1642 55237	INNOVATIVE SOFTWARE SERVICES, INC. HAMTRAMCK INCOME TAX SERV/SUPP JAN	02/01/2017 JHANG	03/03/2017	6,563.14	6,563.14	Open	N 03/27/2017
	101-202-801.000	SERVICES JAN 2017		6,563.14			
1667 55238	INNOVATIVE SOFTWARE SERVICES, INC. HAMTRAMCK INCOME TAX SERV/SUPP FEB	03/01/2017 JHANG	03/31/2017	16,277.65	16,277.65	Open	N 03/27/2017
	101-202-801.000	SERVICES FEB 2017		16,277.65			
1645 55239	INNOVATIVE SOFTWARE SERVICES, INC. HIGHLAND PARK INCOME TAX SERV/SUPP	02/01/2017 JHANG	03/03/2017	5,278.77	5,278.77	Open	N 03/27/2017
	101-202-801.000	SERVICES JAN 2017		5,278.77			
1668 55240	INNOVATIVE SOFTWARE SERVICES, INC. HIGHLAND PARK INCOME TAX SERV/SUPP	03/01/2017 JHANG	03/31/2017	11,681.15	11,681.15	Open	N 03/27/2017
	101-202-801.000	SERVICES FEB 2017		11,681.15			
1648 55378	INNOVATIVE SOFTWARE SERVICES, INC. 1 YR SERV/SUPP CONTRACT HIGHLAND	03/24/2017 JHANG	04/23/2017	3,038.50	3,038.50	Open	N 04/04/2017
	101-202-801.000	1 YEAR CONTRACT 4/1/17-4/1/18		3,038.50			
03312017 55322	JAGMINDER SINGH REIMB MILEAGE &	03/31/2017 JHANG	04/30/2017	142.38	142.38	Open	N 03/31/2017
	101-257-864.000	CONFERENCE FEES		142.38			
03222017 55232	KAREN MAJEWSKI REIMB 2017 MML CAPITAL CONF EXPENSES	03/22/2017 JHANG	04/21/2017	228.80	228.80	Open	N 03/24/2017
	101-101-864.000	MILEAGE TO CONFERENCE 90 MILES		48.15			
	101-101-864.000	MILEAGE FROM CONFERENCE 90 MILES		48.15			
	101-101-864.000	PER DIEM 3/20		44.25			

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	101-101-864.000	PER DIEM 3/21		59.00			
	101-101-864.000	PER DIEM 3/22		29.25			
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03222017 55229	KATRINA POWELL REIMB 2017 MML CAPITAL CONF EXPENSES JHANG	03/22/2017	04/21/2017	228.80	228.80	Open	N 03/24/2017
	101-172-864.000	MILEAGE TO CONFERENCE 90 MILES		48.15			
	101-172-864.000	MILEAGE FROM CONFERENCE 90 MILES		48.15			
	101-172-864.000	PER DIEM 3/20		44.25			
	101-172-864.000	PER DIEM 3/21		59.00			
	101-172-864.000	PER DIEM 3/22		29.25			
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03202017 55241	KRISTIN RUTKOWSKI REIMB MILEAGE & PER DIEM FOR JHANG	03/20/2017	04/19/2017	348.08	348.08	Open	N 03/27/2017
	101-215-864.000	MILEAGE TO CONFERENCE 151 MILES		80.79			
	101-215-864.000	MILEAGE FROM CONFERENCE 151 MILES		80.79			
	101-215-864.000	PER DIEM 3/12		15.25			
	101-215-864.000	PER DIEM 3/13		39.00			
	101-215-864.000	PER DIEM 3/14		39.00			
	101-215-864.000	PER DIEM 3/15		51.00			
	101-215-864.000	PER DIEM 3/16		16.00			
	101-215-864.000	PER DIEM 3/17		26.25			
<hr/>							
2016-182 55306	MACNLOW ASSOCIATES PD TRAINING-ADVANCED SUPERVISION-3 JHANG	03/27/2017	04/26/2017	375.00	375.00	Open	N 03/31/2017
	280-280-701.000	ADVANCED SUPERVISION-3 DAY CLASS		375.00			
<hr/>							
005307842 55309	MACOMB COMMUNITY COLLEGE PD TRAINING-EVIDENCE TECHNICIAN JHANG	03/17/2017	04/01/2017	600.00	600.00	Open	N 03/31/2017
	280-280-701.000	PD TRAINING-EVID TECH-10 DAY CLASS		600.00			
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03272017 55318	MATTHEW BARNES REIMB CHAIN SAW FILES JHANG	03/27/2017	04/26/2017	4.99	4.99	Open	N 03/31/2017
	203-203-776.002	REPLACE STOLEN CHAIN SAW FILES		4.99			
<hr/>							
H1702 55280	MICHIGAN HUMANE SOCIETY ANIMAL HANDLING CONTRACT-FEB 2017 JHANG	02/28/2017	03/30/2017	600.00	600.00	Open	N 03/31/2017
	101-301-801.000	ANIMAL HANDLING-FEB 2017		600.00			

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04032017 55379	MICHIGAN WOMEN IN MUNICIPAL GOVERNMENT CITY MANAGER 2016-2017 MEMBERSHIP 101-172-958.000	04/03/2017 JHANG	05/03/2017	60.00 60.00	60.00	Open	N 04/04/2017
1351453 55244	MILLER, CANFIELD, PADDOCK & STONE 038030-00042 RETIREE HEALTHCARE 101-266-801.000	03/03/2017 JHANG	04/02/2017	100.97 100.97	100.97	Open	N 03/27/2017
03222017 55234	MOHAMMED HASSAN REIMB 2017 MML CAPITAL CONF EXPENSES 101-101-864.000 101-101-864.000 101-101-864.000 101-101-864.000 101-101-864.000	03/22/2017 JHANG	04/21/2017	228.80 48.15 48.15 44.25 59.00 29.25	228.80	Open	N 03/24/2017
15852075 55294	MONOPRICE, INC. INK AND TONER ORDER INV #:15852075 268-738-728.000	03/29/2017 JHANG	04/28/2017	216.23 216.23	216.23	Open	N 03/31/2017
28401 55314	NATIONAL INDUSTRIAL MAINT INC 5181 BELMONT- CLEAN CATCH BASINS- 203-203-776.002 203-203-776.002	03/17/2017 JHANG	04/16/2017	1,140.50 800.00 340.50	1,140.50	Open	N 03/31/2017
372 55319	NUO DEDIVANI MATH CLUB INSTRUCTION 268-738-800.000	03/10/2017 JHANG	04/09/2017	440.00 440.00	440.00	Open	N 03/31/2017
373 55320	NUO DEDIVANI MATH CLUB INSTRUCTION 268-738-800.000	03/10/2017 JHANG	04/09/2017	440.00 440.00	440.00	Open	N 03/31/2017
374 55321	NUO DEDIVANI MATH CLUB INSTRUCTION 268-738-800.000	03/24/2017 JHANG	04/23/2017	440.00 440.00	440.00	Open	N 03/31/2017

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711395909 55312	OCCUPATIONAL HEALTH CENTERS OF MI N04-0220132324 NEW HIRE PHYSICALS 101-301-801.000	03/21/2017 JHANG	04/20/2017	170.50 170.50	170.50	Open	N 03/31/2017
915361626001 55360	OFFICE DEPOT OFFICE SUPPLIES FOR INCOME TAX 101-202-728.000	03/24/2017 JHANG	04/29/2017	29.59 29.59	29.59	Open	N 04/04/2017
911500542001 55264	OFFICE DEPOT OFFICE SUPPLIES - INV 911500542001 101-136-728.000 101-136-728.000 101-136-728.000	03/08/2017 JHANG	04/09/2017	265.81 160.76 100.47 4.58	265.81	Open	N 03/31/2017
03272017 55316	RENEE SAVAGE PER DEIM FOR MARCH BOARD MEETINGS 101-257-808.000	03/27/2017 JHANG	04/26/2017	200.00 200.00	200.00	Open	N 03/31/2017
03222017 55230	SAAD AHMED ALMASMARI REIMB 2017 MML CAPITAL CONF EXPENSES 101-101-864.000 101-101-864.000 101-101-864.000 101-101-864.000 101-101-864.000 101-101-864.000	03/22/2017 JHANG	04/21/2017	248.80 48.15 48.15 44.25 59.00 29.25 20.00	248.80	Open	N 03/24/2017
26065 55327	SEWER & WATER SPECIALIST, INC 3970 PRESCOTT INSTALLED NEW CURB BOX 592-557-787.000	03/27/2017 JHANG	04/26/2017	1,200.00 1,200.00	1,200.00	Open	N 03/31/2017
26066 55328	SEWER & WATER SPECIALIST, INC 2314 WHALEN INSTALLED 592-557-787.000	03/27/2017 JHANG	04/26/2017	1,200.00 1,200.00	1,200.00	Open	N 03/31/2017
26067 55329	SEWER & WATER SPECIALIST, INC 2301 HOLMES FIRE HYDRANT REPLACEMENT JHANG	03/27/2017	04/26/2017	1,800.00	1,800.00	Open	N 03/31/2017

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	592-557-787.000	REPLACE FIRE HYDRAND		1,800.00			
26068 55330	SEWER & WATER SPECIALIST, INC 2301 HOLMES REPAIR 203-203-776.002	03/27/2017 JHANG	04/26/2017	2,100.00	2,100.00	Open	N 03/31/2017
		REPAIR VALVE BOX @ 2301 HOLMES		2,100.00			
26069 55331	SEWER & WATER SPECIALIST, INC 1999 TROWBRIDGE SEWER LEAD REPAIR IN JHANG 592-557-787.001	03/27/2017 JHANG	04/26/2017	3,000.00	3,000.00	Open	N 03/31/2017
		SEWER LEAD REPAIR IN ALLEY		3,000.00			
26070 55332	SEWER & WATER SPECIALIST, INC 2369 CANIFF FIRE HYDRANT REPAIR / 592-557-787.000	03/27/2017 JHANG	04/26/2017	300.00	300.00	Open	N 03/31/2017
		2369 CANIFF FIRE HYDRANT REPAIR		300.00			
26071 55333	SEWER & WATER SPECIALIST, INC 8526 LUMPKIN REPAIR SINKHOLE BY 202-222-776.002	03/27/2017 JHANG	04/26/2017	1,800.00	1,800.00	Open	N 03/31/2017
		REPAIR SINKHOLE BY CATCH BASIN		1,800.00			
26072 55334	SEWER & WATER SPECIALIST, INC FIRE HOUSE - JET ALL STORM DRAIN 101-265-776.000	03/27/2017 JHANG	04/26/2017	1,000.00	1,000.00	Open	N 03/31/2017
		JET ALL STORM DRAIN LINES AND CCTV		1,000.00			
26073 55335	SEWER & WATER SPECIALIST, INC BUILDING MAINTENANCE NEW FAUCET 101-265-776.000	03/27/2017 JHANG	04/26/2017	300.00	300.00	Open	N 03/31/2017
		INSTALLED FAUCET IN KITCHEN ADMINIS.		300.00			
26138 55336	SEWER & WATER SPECIALIST, INC WATER SHUT OFF PROGRAM INVOICE#26138 592-557-787.000	03/29/2017 JHANG	04/28/2017	440.00	440.00	Open	N 03/31/2017
		SHUT OFF WATER SERVICES		440.00			
26139 55337	SEWER & WATER SPECIALIST, INC WATER SHUT OFF PROGRAM INVOICE#26139 592-557-787.000	03/29/2017 JHANG	04/28/2017	440.00	440.00	Open	N 03/31/2017
		SHUT OFF WATER SERVICE		440.00			
26140 55338	SEWER & WATER SPECIALIST, INC WATER SHUT OFF PROGRAM INVOICE# 592-557-787.000	03/29/2017 JHANG	04/28/2017	440.00	440.00	Open	N 03/31/2017
		SHUT OFF WATER SERVICES		440.00			

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26141 55339	SEWER & WATER SPECIALIST, INC WATER SHUT OFF PROGRAM INVOICE#26141 592-557-787.000	03/29/2017 JHANG	04/28/2017	1,320.00 1,320.00	1,320.00	Open	N 03/31/2017
26142 55340	SEWER & WATER SPECIALIST, INC WATER SHUT OFF PROGRAM INVOICE#26142 592-557-787.000	03/29/2017 JHANG	04/28/2017	1,320.00 1,320.00	1,320.00	Open	N 03/31/2017
26143 55341	SEWER & WATER SPECIALIST, INC SHUT OFF PROGRAM INVOICE#26143 592-557-787.000	03/29/2017 JHANG	04/28/2017	440.00 440.00	440.00	Open	N 03/31/2017
26144 55342	SEWER & WATER SPECIALIST, INC WATER SHUT OFF PROGRAM INVOICE#26144 592-557-787.000	03/29/2017 JHANG	04/28/2017	440.00 440.00	440.00	Open	N 03/31/2017
26145 55343	SEWER & WATER SPECIALIST, INC WATER SHUT OFF PROGRAM 592-557-787.000	03/29/2017 JHANG	04/28/2017	440.00 440.00	440.00	Open	N 03/31/2017
26161 55344	SEWER & WATER SPECIALIST, INC 9643 JC CATCH BASIN REBUILD 592-557-787.001	03/29/2017 JHANG	04/28/2017	1,200.00 1,200.00	1,200.00	Open	N 03/31/2017
03272017 55315	SHAHEDA BEGUM PER DEIM FOR MARCH BOARD MEETINGS 101-257-808.000	03/27/2017 JHANG	04/26/2017	200.00 200.00	200.00	Open	N 03/31/2017
0294781-IN 55308	SIRCHIE FINGER PRINT LABORATORIES PD EVIDENCE SUPPLIES 101-301-740.000 101-301-740.000 101-301-740.000 101-301-740.000	03/27/2017 JHANG	04/26/2017	402.34 128.66 152.29 98.89 22.50	402.34	Open	N 03/31/2017
12162016 55269	STATE OF MICHIGAN Q4 JIS REIMBURSEMENT - OCT, NOV, DEC	12/16/2016 JHANG	01/20/2017	7,517.37	7,517.37	Open	N 03/31/2017

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	101-136-801.300	JIS USER FEES Q4		7,517.37			
03222017							
55270	STATE OF MICHIGAN	03/22/2017	04/26/2017	7,893.24	7,893.24	Open	N
	Q1 JIS USER FEES - JAN, FEB, MAR	JHANG					03/31/2017
	101-136-801.300	Q1 JIS INVOICE		7,893.24			
148599							
55369	SUCHER TIRE SERVICE	03/28/2017	04/27/2017	520.00	520.00	Open	N
	FOUR TIRES FOR CHIEF VEHICLE	JHANG					04/04/2017
	101-336-778.000	S.NEXEN ROADIAN TIRES		520.00			
17497							
55220	SYO COMPUTER ENGINEERING SERVICES	02/28/2017	03/30/2017	127.50	127.50	Open	N
	WEB UPDATES INV# 17497	JHANG					03/23/2017
	101-264-801.000	INVOICE# 17497		127.50			
17564							
55221	SYO COMPUTER ENGINEERING SERVICES	03/21/2017	04/20/2017	42.50	42.50	Open	N
	WEB UPDATES INV# 17564	JHANG					03/23/2017
	101-264-801.000	INVOICE# 17564		42.50			
17569							
55222	SYO COMPUTER ENGINEERING SERVICES	03/22/2017	04/21/2017	85.00	85.00	Open	N
	WEB UPDATES INV# 17569	JHANG					03/23/2017
	101-264-801.000	INVOICE# 17569		85.00			
17578							
55223	SYO COMPUTER ENGINEERING SERVICES	03/15/2017	04/14/2017	5,200.00	5,200.00	Open	N
	MONTHLY IT SERVICE 2-15-17 / 3-14-17	JHANG					03/23/2017
	101-264-801.000	MONTHLY IT SERVICE INV# 17578		5,200.00			
17237							
55361	SYO COMPUTER ENGINEERING SERVICES	12/05/2016	01/04/2017	85.00	85.00	Open	N
	WEB PAGE UPDATES	JHANG					04/04/2017
	101-264-801.000	WEB UPDATES INVOICE 17237		85.00			
17597							
55362	SYO COMPUTER ENGINEERING SERVICES	04/03/2017	05/03/2017	170.00	170.00	Open	N
	WEB PAGE UPDATES	JHANG					04/04/2017
	101-264-801.000	WEB UPDATES INVOICE 17597		170.00			
17598							
55363	SYO COMPUTER ENGINEERING SERVICES	04/03/2017	05/03/2017	212.50	212.50	Open	N
	WEB PAGE UPDATES	JHANG					04/04/2017
	101-264-801.000	WEB UPDATES INVOICE 17598		212.50			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
3884 55295	THE HAMTRAMCK REVIEW FEB 2017 LIBRARY COLUMN 268-738-957.100	03/01/2017 JHANG FEBRUARY ADVERTISING	03/31/2017	90.00 90.00	90.00	Open	N 03/31/2017
3903 55324	THE HAMTRAMCK REVIEW PD AUTO AUCTION AD-MARCH 2017 101-301-903.000	03/24/2017 JHANG PD AUTO AUCTION AD	04/23/2017	111.00 111.00	111.00	Open	N 03/31/2017
551809 55323	VIGILANTE SECURITY ALARM SYS ALARM MAINTENANCE FOR 266-367-776.000	03/24/2017 JHANG PD ANNEX ALARM MAINTENANCE	04/03/2017	85.00 85.00	85.00	Open	N 03/31/2017
289042 55287	WAYNE COUNTY 500013 - TRAF SIG MAINT 02/17 202-222-776.004	03/15/2017 JHANG TRAF SIG MAINT 02/17	04/14/2017	923.46 923.46	923.46	Open	N 03/31/2017
03272017 55317	YEASMIN SULTANA PER DEIM FOR MARCH BOARD OF REVIEW 101-257-808.000	03/27/2017 JHANG CONSULTING FEES	04/26/2017	200.00 200.00	200.00	Open	N 03/31/2017
# of Invoices:	108	# Due: 108	Totals:	162,074.46	162,074.46		
# of Credit Memos:	0	# Due: 0	Totals:	0.00	0.00		
Net of Invoices and Credit Memos:				162,074.46	162,074.46		
* 1 Net Invoices have Credits Totalling:				(28.80)			

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INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
EXP CHECK RUN DATES 04/11/2017 - 04/11/2017
BOTH JOURNALIZED AND UNJOURNALIZED
OPEN - CHECK TYPE: PAPER CHECK

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY FUND ---							
	101 - General Fund			83,684.67	83,684.67		
	202 - Mvh Major Street Fund			3,374.58	3,374.58		
	203 - Mvh Local Street Fund			3,327.56	3,327.56		
	244 - DOWNTOWN DEVELOPMENT AUTH			2,500.00	2,500.00		
	266 - DRUG LAW ENF. ACT 265 - STAT			85.00	85.00		
	268 - Library Fund			1,812.34	1,812.34		
	275 - Comm Develop Block Grant			41,468.20	41,468.20		
	280 - POLICE TRAINING P.A.302			975.00	975.00		
	592 - WATER & SEWER FUND			24,847.11	24,847.11		
--- TOTALS BY DEPT/ACTIVITY ---							
	000 - GENERAL			2,198.00	2,198.00		
	101 - Mayor & City Council			1,662.88	1,662.88		
	136 - 31-St District Court			16,628.87	16,628.87		
	172 - City Manager			288.80	288.80		
	202 - Income Tax			42,868.80	42,868.80		
	203 - LOCAL STREETS			3,327.56	3,327.56		
	215 - City Clerk			653.22	653.22		
	222 - MAJOR STREETS			3,374.58	3,374.58		
	244 - DDA			2,500.00	2,500.00		
	257 - ASSESSOR			742.38	742.38		
	264 - GENERAL ADMINISTRATION			5,922.50	5,922.50		
	265 - BUILDING & GROUNDS			9,115.12	9,115.12		
	266 - LEGAL			100.97	100.97		
	275 - Cdbg			41,468.20	41,468.20		
	280 - POLICE TRAINING			975.00	975.00		
	301 - POLICE DEPARTMENT			2,110.64	2,110.64		
	336 - FIRE DEPARTMENT			1,292.49	1,292.49		
	367 - Drug Forfeiture - State Expe			85.00	85.00		
	557 - WATER & SEWER			24,847.11	24,847.11		
	721 - COMMUNITY & ECONOMIC DEVELOP			100.00	100.00		
	738 - Library			1,812.34	1,812.34		

To: The Honorable Mayor and City Council

From: Katrina Powell, City Manager

Date: April 11, 2017

Subject: Preapproved Expenditures

Introduction:

This agenda item is for the City Council to review check disbursements for preapproved expenditures.

Overview:

These disbursements cover the following expenditures:

- Utilities
- Refund of Overpayments
- Return of Fees
- Rental Equipment Expense
- Rental Equipment Payoff
- Healthcare & Dental Premiums
- Temporary Employees
- Credit Card Charges
- Professional Legal Services
- HSA Closure Reimbursement
- Postage
- Reissued 2 Checks (Previously Approved)

Budget Impact:

The specific costs of these disbursements were \$309,734.99 and was run from the Fiduciary, General and Water accounts.

Recommendation:

The City Manager and the Controller approved the payments of these expenditures.

Prepared by:

Jia Hang, Accounts Payable

Reviewed by:

Katrina Powell, City Manager
Bhama Cairns, Controller

Attachments:

Check Disbursement Report for City of Hamtramck

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
03/21/2017	GEN	68964	ANAM MIAH	MILEAGE TO CONFERENCE 89.1 MILES	864.000	101	47.67
				MILEAGE FROM CONFERENCE 89.1 MILES	864.000	101	47.67
				2/17 PER DIEM	864.000	101	15.25
				2/18 PER DIEM	864.000	101	26.25
				CHECK GEN 68964 TOTAL			<u>136.84</u>
03/21/2017	GEN	68965	ANN MOISE	HSA CLOSURE FEE	716.100	301	25.00
03/21/2017	GEN	68966	BLUE CROSS BLUE SHIELD OF MICHIGAN	RETIREE APR 2017 HEALTH INS PREM	716.100	274	7,294.76
				RETIREE APR 2017 HEALTH INS PREM	716.100	274	24,897.18
				CHECK GEN 68966 TOTAL			<u>32,191.94</u>
03/21/2017	GEN	68967*#	COMCAST	ISP SUB MAR 2017	922.000	136	114.90
				FAX SUB MAR 2017	922.000	136	74.85
				TAXES & FEES	922.000	136	3.79
				CABLE/INTERNET APR 2017	922.000	265	569.26
				PHONE MAR 2017	922.000	301	0.00
				PHONE APR 2017	922.000	301	110.49
				HFD CABLE/INTERNET APR 2017	740.000	336	74.95
				PHONE APR 2017	922.000	336	46.80
				CHECK GEN 68967 TOTAL			<u>995.04</u>
03/21/2017	GEN	68968	DETROIT EDISON	TRF SGNL LGHTS E2 FEB 2017	926.000	265	2,070.75
				STRT LGHTS ORNA E1B FEB 2017	926.000	265	11,158.75
				STRT LGHTS OVRHD E1A FEB 2017	926.000	265	13,166.87
				STRT LGHTS OVRHD E1A FEB 2017	926.000	265	29.47
				STRT LGHTS ORNA E1B FEB 2017	926.000	265	342.01
				CHECK GEN 68968 TOTAL			<u>26,767.85</u>
03/21/2017	GEN	68969	GRIFFIN LAW PLLC	HOUSE COUNSEL 2/23/17	801.100	136	350.00
				HOUSE COUNSEL 3/13/16	801.100	136	250.00
				HOUSE COUNSEL 3/16/17	801.100	136	250.00
				CHECK GEN 68969 TOTAL			<u>850.00</u>
03/21/2017	GEN	68970	LSL PLANNING	ORDINANCE REVIEW	731.000	721	1,235.00
				COPY EXPENSES	731.000	721	1.60
				CHECK GEN 68970 TOTAL			<u>1,236.60</u>

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
03/21/2017	GEN	68971	PREMIER BUSINESS PRODUCTS	BASE SERVICE K RATE	801.300	136	163.08
				COPIES OVERAGE	801.300	136	70.45
				CHECK GEN 68971 TOTAL			<u>233.53</u>
03/21/2017	GEN	68972	ROBERT E. ZARANЕК	HOUSE COUNSEL 3/9/17	801.100	136	250.00
03/21/2017	GEN	68973*#	THE STANDARD	DENTAL INS MAR 2017	716.000	136	269.92
				DENTAL INS MAR 2017	716.000	172	39.84
				DENTAL INS MAR 2017	716.000	202	60.80
				DENTAL INS MAR 2017	716.000	215	19.92
				DENTAL INS MAR 2017	716.000	223	39.84
				DENTAL INS MAR 2017	716.000	253	80.72
				DENTAL INS MAR 2017	716.000	257	60.80
				DENTAL INS MAR 2017	716.000	261	65.24
				DENTAL INS MAR 2017	716.000	270	19.92
				DENTAL INS MAR 2017	716.000	274	5,037.40
				DENTAL INS MAR 2017	716.000	301	953.28
				DENTAL INS MAR 2017	716.000	301	32.52
				DENTAL INS MAR 2017	716.000	336	949.88
				CHECK GEN 68973 TOTAL			<u>7,630.08</u>
03/21/2017	GEN	68974	US BANK EQUIPMENT FINANCE	COPIER LEASE MAR 2017	801.300	136	131.50
03/24/2017	GEN	68975	AL-SOMIRI, MOHAMED MUSLEH	Renewal - Residential	478.000	000	200.00
03/24/2017	GEN	68976*#	BLUE CARE NETWORK	HEALTHCARE APR 2017	676.000	000	385.06
				HEALTHCARE APR 2017	716.100	136	3,311.51
				HEALTHCARE APR 2017	716.100	172	770.12
				HEALTHCARE APR 2017	716.100	202	885.63
				HEALTHCARE APR 2017	716.100	215	385.06
				HEALTHCARE APR 2017	716.100	223	770.12
				HEALTHCARE APR 2017	716.100	253	1,655.75
				HEALTHCARE APR 2017	716.100	257	1,270.69
				HEALTHCARE APR 2017	716.100	270	385.06
				RETIREE APR 2017 HEALTH INS PREM	716.100	274	9,100.53
				HEALTHCARE APR 2017	716.100	274	57,078.41
				HEALTHCARE APR 2017	716.100	301	13,113.98
				HEALTHCARE APR 2017	716.100	301	(12.84)
				HEALTHCARE APR 2017	716.100	336	14,247.15
				CHECK GEN 68976 TOTAL			<u>103,346.23</u>
03/24/2017	GEN	68977	MERS	MERS RETIREMENT PAYMENT R. SEELY	718.000	301	103,363.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
03/24/2017	GEN	68978#	T-MOBILE	TELEPHONE FEB 2017	922.000	301	72.42
				TELEPHONE FEB 2017	922.000	336	29.96
				CHECK GEN 68978 TOTAL			102.38
03/24/2017	GEN	68979	VERIZON WIRELESS	CELL PHONE FEB 2017	922.000	172	61.85
03/29/2017	GEN	68980#	CARDMEMBER SERVICE	2017 MML CAPITAL CONFERENCE	864.000	101	1,684.67
				2017 MML CAPITAL CONFERENCE	864.000	101	271.36
				CEO EXAM PREP COURSE	864.000	136	140.00
				2017 MML CAPITAL CONFERENCE	864.000	172	297.82
				CONFERENCE HOTEL	864.000	215	382.50
				DATE STAMP	728.000	253	8.25
				MMTA 2017 CONFERENCE	864.000	253	325.00
				MMTA 2017 CONFERENCE	864.000	253	600.00
				CHARGER KIT FOR IPADS	801.000	264	47.94
				POWER SUPPLY	801.000	264	40.57
				IPAD	801.000	264	183.99
				WATER & HAND SANITIZER - BOIL ALERT	740.000	265	92.20
				MIOSHA EXPRESS POSTAGE	776.000	265	23.75
				CHECK GEN 68980 TOTAL			4,098.05
03/29/2017	GEN	68981*#	COMCAST	TELEPHONE 03/15 - 04/14/17	922.000	136	459.21
				TELEPHONE 03/15 - 04/14/17	922.000	265	992.54
				TELEPHONE 03/15 - 04/14/17	922.000	301	618.13
				TELEPHONE 03/15 - 04/14/17	922.000	336	276.28
				CHECK GEN 68981 TOTAL			2,346.16
03/29/2017	GEN	68982	DTE ENERGY	8730 JOS CAMPAU ELEC MAR 2017	921.000	265	13.40
				10035 JOS CAMPAU ELECTRIC MAR 2017	921.000	265	20.45
				8700 JOS CAMPAU ELECTRIC MAR 2017	921.000	265	71.78
				8700 JOS CAMPAU GAS MAR 2017	923.000	265	168.27
				2929 EVALINE STR LGHTS MAR 2017	926.000	265	165.82
				2920 BELMONT STR LGHTS MAR 2017	926.000	265	384.57
				2769 POLAND STR LGHTS MAR 2017	926.000	265	428.30
				2931 EVALINE STR LGHTS MAR 2017	926.000	265	24.63
				CHECK GEN 68982 TOTAL			1,277.22
03/29/2017	GEN	68983	FRANK COMPANY LLC	Initial Registration - Commercial	477.000	000	375.00
03/29/2017	GEN	68984	PURCHASE POWER	POSTAGE MAR 2017	730.000	215	1,000.00

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 03/21/2017 - 03/29/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
03/29/2017	GEN	68985#	US BANK EQUIPMENT FINANCE	COPIER PAYOFF	800.000	215	330.48
				COPIER PAYOFF	800.000	223	330.48
				COPIER PAYOFF	800.000	253	330.48
				COPIER PAYOFF	800.000	301	330.48
				COPIER PAYOFF	801.000	721	330.47
				CHECK GEN 68985 TOTAL			<u>1,652.39</u>
				Total for fund 101 General Fund			288,270.66

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 03/21/2017 - 03/29/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 202 Mvh Major Street Fund							
03/21/2017	FID	9137	COMCAST	DPS CABLE/INTERNET FEB 2017	776.005	222	0.00
				DPS CABLE/INTERNET MAR 2017	776.005	222	196.59
				CHECK FID 9137 TOTAL FOR			<u>196.59</u>
03/21/2017	FID	9138*#	THE STANDARD	DENTAL INS MAR 2017	716.000	222	65.24
03/24/2017	FID	9139*#	BLUE CARE NETWORK	HEALTHCARE APR 2017	716.100	222	1,001.15
03/24/2017	FID	9140*#	T-MOBILE	TELEPHONE FEB 2017	800.001	222	32.48
03/29/2017	FID	9142	CARDMEMBER SERVICE	REPLACEMENT TOOLS	776.002	222	1,483.50
				TREDROC TIRE SERVICES	776.005	222	(555.52)
				CHECK FID 9142 TOTAL FOR			<u>927.98</u>
03/29/2017	FID	9143	COMCAST	DPS CABLE/INTERNET APR 2017	776.005	222	206.09
03/29/2017	FID	9144	COMCAST	TELEPHONE 03/15 - 04/14/17	776.005	222	61.05
				Total for fund 202 Mvh Major Street Fund			2,490.58

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 03/21/2017 - 03/29/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 264 911 Emergency							
03/29/2017	FID	9145	DTE ENERGY	JOS CAMPAU CAMERAS MAR 2017	800.000	264	14.11
03/29/2017	FID	9146	US BANK EQUIPMENT FINANCE	COPIER PAYOFF	800.000	264	660.95
Total for fund 264 911 Emergency							675.06

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 03/21/2017 - 03/29/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 266 DRUG LAW ENF. ACT 265 - STATE							
03/21/2017	FID	9138*#	THE STANDARD	DENTAL INS MAR 2017	716.000	367	65.24
03/24/2017	FID	9139*#	BLUE CARE NETWORK	HEALTHCARE APR 2017	716.100	367	1,001.15
03/24/2017	FID	9140*#	T-MOBILE	TELEPHONE FEB 2017	922.100	367	22.49
Total for fund 266 DRUG LAW ENF. ACT 265 - STATE							1,088.88

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 03/21/2017 - 03/29/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 268 Library Fund							
03/21/2017	GEN	68967*#	COMCAST	PHONE APR 2017	922.000	738	31.85
03/21/2017	GEN	68973*#	THE STANDARD	DENTAL INS MAR 2017	716.000	738	60.80
03/24/2017	GEN	68976*#	BLUE CARE NETWORK	HEALTHCARE APR 2017	716.100	738	1,270.69
03/29/2017	GEN	68981*#	COMCAST	TELEPHONE 03/15 - 04/14/17	922.000	738	130.12
Total for fund 268 Library Fund							1,493.46

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 03/21/2017 - 03/29/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 275 Comm Develop Block Grant							
03/24/2017	FID	9141	VERIZON WIRELESS	DATA FOR IPADS FEB 2017	805.000	275	60.06
Total for fund 275 Comm Develop Block Grant							60.06

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER & SEWER FUND							
03/21/2017	WAT	9332	JULIANA CARTER	XOVERPAYMENT	040.000	000	2,599.07
03/21/2017	WAT	9333	OFFICE TEAM	A. BOYKIN 03/03/17	801.000	557	930.00
				A. BOYKIN 03/03/17	801.000	557	5.93
				CHECK WAT 9333 TOTAL FOR			<u>935.93</u>
03/21/2017	WAT	9334	THE STANDARD	DENTAL INS MAR 2017	716.000	557	185.80
03/24/2017	WAT	9335	BLUE CARE NETWORK	HEALTHCARE APR 2017	716.100	557	2,656.90
03/24/2017	WAT	9336	OFFICE TEAM	A. BOYKIN 03/10/17	801.000	557	903.03
03/24/2017	WAT	9337	T-MOBILE	TELEPHONE FEB 2017	922.000	557	52.45
03/29/2017	WAT	9338	CARDMEMBER SERVICE	WORKSHOP HOTEL	864.000	557	138.75
03/29/2017	WAT	9339	GREAT LAKES WATER AUTHORITY	INDUSTRIAL WASTE BILL, FEBRUARY 2017	925.100	557	7,069.93
03/29/2017	WAT	9340	OFFICE TEAM	A. BOYKIN 3/17/17	801.000	557	744.00
03/29/2017	WAT	9341	US BANK EQUIPMENT FINANCE	COPIER PAYOFF	800.000	557	370.43
				Total for fund 592 WATER & SEWER FUND			15,656.29
			TOTAL - ALL FUNDS				309,734.99

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND
 '#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

City of Hamtramck

Budget Calendar for Fiscal Year 2017-18

March 28, 2017	Council to adopt the FY 2017-18 Budget Calendar
May 6, 2017	City Council Budget Workshop – General Fund Budget Discussion
May 20, 2017	City Council Budget Workshop - Streets, Water & Sewer and Other Funds discussion
May 23, 2017	Adoption of the FY 2017-18 Budget, Millage Rates, Water/Sewer Rates and the Fees Schedule

City Of Hamtramck

City

To: The Honorable Mayor and City Council
From: Katrina Powell, City Manager
Date: March 28, 2017
**Subject: Approving the Acceptance of the Professional Services Agreement
between Detroit Wayne Mental Health and City of Hamtramck**

Introduction:

The City of Hamtramck has received notification that we will be awarded up to \$49,120 for a grant from the Detroit Wayne Mental Health Authority (DWMHA) for the continuation of the Summer Youth Intern Program.

Background:

Last year, the City of Hamtramck applied for and received funds from the DWMHA for an eight (8) week summer youth intern program. The program was highly successful and resulted in seasonal employment for 2 adults and 14 students. The program focused on assisting the city with much needed help on summer projects like cleaning parks, painting over graffiti, and cleaning neglected areas of the city. Additionally the program created a positive work environment that built relationships between students of different cultural and ethnic backgrounds and resulted in a renewed sense of pride about our city.

Discussion:

Accepting this grant would provide for another year of the Summer Youth Intern Program and assist the city in completing summer projects that we cannot otherwise afford to complete.

Budget Impact:

There will be no impact to the budget, however staff time will be allocated to oversee this project and the reimbursement process. Since this is a reimbursable grant, it will be necessary to expend funds to pay for hiring costs, salaries and materials. All expenditures will be reimbursed.

Recommendation:

City staff recommends that the City Council approve the recommendation to accept the Professional Services Agreement for Detroit Wayne Mental Health and the City of Hamtramck which will allow the continuation of the Summer Youth Intern Program.

Prepared by:

Kathy Angerer, Director of Community and Governmental Affairs

Reviewed by:

Katrina Powell, City Manager

Attachments:

Professional Services Agreement between Detroit Wayne Mental health Authority and City of Hamtramck
Resolution 2017-25

PROFESSIONAL SERVICES AGREEMENT BETWEEN
DETROIT WAYNE MENTAL HEALTH AUTHORITY

AND

CITY OF HAMTRAMCK

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is entered into on the last date of signature below (the "Effective Date") by and between the Detroit Wayne Mental Health Authority, an independent governmental authority ("Authority"), and the City of Hamtramck ("Contractor"). The Authority and Contractor are each referred to as a "Party" and, collectively, referred to as the "Parties".

BACKGROUND

The Authority manages networks of providers of services to Wayne County residents suffering from mental illness, intellectual/developmental disabilities and substance use disorders. The Authority has a duty to provide a comprehensive array of mental health services appropriate to conditions of individuals who are located within its geographic service area, including, but not limited to prevention and other activities approved by the Michigan Department of Health and Human Services ("MDHHS"). The Contractor has the ability to develop summer employment opportunities for individuals between the ages of 14-24 years who suffer from behavioral health issues, or who might be exposed to situations which could lead to their development of behavioral health issues (the "Target Youth"). Employment of Target Youth during times when they are not in school acts as a preventive measure consistent with the Authority's clinical services responsibilities, and fulfills the Authority's goal of having such individuals form useful connections within their communities. The Parties desire to enter into agreement wherein Contractor shall arrange part-time employment and other summer programs for the Target Youth from the Effective Date through September 30, 2017 (the "Program"). On February 15, 2017, the Authority's governing Board approved funding for the Program pursuant to Board Action 17-47.

1. ENGAGEMENT OF CONTRACTOR

1.01 Engagement. The Authority engages Contractor, either directly or through Authority-approved subcontractors, to arrange part-time employment of Target Youth and such other services as may become necessary in the determination of Contractor in consultation with the Authority, and in compliance with the Proposed Program Structure drafted by Contractor and attached hereto as Exhibit A (collectively referred to herein as, "Services"). Contractor shall meet and consult Authority representatives on a regular basis to determine the progress of Contractor's Services. Contractor shall provide evidence of all hours worked by Target Youth during the term of this Agreement, and certain other information regarding the Services as requested by the Authority. All Services shall be subject to the Authority's review and approval for completeness and fulfillment of the requirements in this Agreement.

1.02 Independent Contractor-Limited Agency. Contractor shall, in its sole discretion, select, employ, and supervise staff members to provide the Services herein. Contractor shall be responsible for all expenses, including salary and benefits, related to the provision and work of such staff. Contractor, and any employee or subcontractor when performing Services under this Agreement, shall serve in the capacity of independent contractor with respect to the Authority. Contractor alone shall pay for or obtain everything it is required to pay for or have for its employees and subcontractors under law or contract. This obligation includes Contractor's payment of compensation, benefits, workers compensation insurance, employer taxes including FICA and self-employment taxes, and unemployment compensation fund payments. Contractor shall also be solely liable to third parties for the acts or omissions of its employees and subcontractors

1.03 Contractor's Representation and Warranties. Contractor warrants and represents that the Contractor (i) is and shall remain fully qualified to perform the Services under this Agreement, and, if a license is required, Contractor shall ensure its employees, and or its subcontractors, as applicable, hold and will continue to hold appropriate license(s) and will remain in good standing with the appropriate credentialing authorities, (ii) will perform the Services in a competent and professional fashion, consistent with accepted standards of practice, all applicable governmental laws, rules and regulations, and the applicable legal standard of care (iii) is not now and has never been suspended or debarred from any federal or state program including Medicaid or Medicare, and (iv) is not now and has never been the subject of any civil or criminal proceeding in which any governmental entity alleged fraud or similar wrongdoing by the Contractor.

2. TERM AND TERMINATION

2.01 Term. This Agreement begins on the Effective Date, and shall end no later than September 30, 2017 subject, however, to early termination by either Party as set forth in section 2.02 below.

2.02 Termination. Subject to the provisions of 3.02 below, this Agreement may be terminated as follows:

- (a) The Authority and Contractor agree to terminate the Agreement.
- (b) Either Party may terminate this Agreement without cause upon thirty (30) days advance written notice. If the Agreement is terminated without cause, Contractor will be compensated for those Services that were properly performed prior to termination.
- (c) Either Party may terminate this Agreement for cause upon forty-five (45) days written notice to the other Party, because the other failed or refused to perform any of its duties and responsibilities under this Agreement, unless the failure can be completely corrected and is corrected within

forty-five (45) days after such notice is given (if so corrected the notice will then be null and void).

- (d) Immediately upon written notice by one Party to the other in the event of the insolvency of, or an assignment for the benefit of creditors by, the other Party.
- (e) By either Party upon written notice to the other Party if the other Party or its principals are terminated or debarred from the Medicare or Medicaid payment programs, or are charged with any felony.

2.03 Continuing Obligations after Termination. The Parties acknowledge that this Agreement imposes some duties upon them which may continue after termination of the Agreement. The Parties shall each, after termination (regardless of manner), fulfill those continuing duties which apply to them. Further, if either of the Parties breaches this Agreement, the other party's termination of the Agreement for that reason shall not limit its rights to obtain damages or enforcement of those obligations which continue after termination.

2.04 Dispute Resolution. Either Party may, by immediate written request to the other, obtain a meeting of the Parties to discuss their differences. Such meeting shall be scheduled so it takes place prior to the effective date of termination or expiration of this Agreement, unless the termination is immediate by reason of a gross, irremediable breach. Both Parties shall have the opportunity at such meeting to set forth their position on the perceived deficiency or remedy (if any) to the circumstances giving rise to a notice of termination.

3. COMPENSATION

3.01 Payment. Contractor acknowledges that this compensation is intended to pay for part-time employment services provided by Target Youth individuals, and for Contractor's administrative costs, as described more fully in Exhibit A; provided, however, that in no event shall Compensation paid by Authority to Contractor exceed Forty-Nine Thousand One Hundred Twenty and 00/100 Dollars (\$49,120.00), as reflected in Exhibit B. Contractor will provide monthly invoices with a full description, by date, of Services provided and hours worked. Additionally, in compliance with Section 1.01 hereof, Contractor shall twice-monthly (and/or upon the Authority's request) provide the Authority with information regarding the individuals employed pursuant to the Program, the positions filled, the amount of hours worked by such individuals, the total salaries paid thereto, and other pertinent information as indicated by the Authority. Contractor's full compensation shall be subject to a final reconciliation effective October 1, 2017. Contractor shall promptly refund to Authority the full amount of any erroneous payment or overpayment to which Contractor is not entitled pursuant to this Agreement.

3.02 Decrease in Funding. Contractor acknowledges that the Authority is an independent governmental entity which receives limited funding from Federal and State sources. If sufficient funds are not allocated to permit the Authority to continue this Agreement in any future period, the Authority will not be obligated to pay any further charges for Services, including the net remainder of any agreed-to payments remaining unpaid beyond the date of termination. The Authority agrees to notify Contractor of such non-allocation at the earliest possible time. No penalty shall accrue to the Authority if Authority exercises its right to terminate for non-allocation of funds. This section shall not be construed so as to permit the Authority to terminate this Agreement in order to acquire similar Systems or Services from a third party.

4. INSURANCE AND INDEMNIFICATION

4.01 Insurance. Contractor shall, at its sole cost and expense, maintain the following insurance coverage or self-insurance, as applicable to the scope of services provided directly or indirectly for the Authority, in the minimum amounts indicated for the entire term of this Agreement. All coverages shall be with insurance carriers licensed to do business in Michigan and acceptable to the Authority. At its sole discretion, the Authority, with prior written permission, may allow alternate insurance carriers.

- (a) Commercial General Liability Insurance. The Contractor shall procure and maintain during the life of this Agreement, Commercial General Liability Insurance on an occurrence basis with limits of liability not less than \$3,000,000 per occurrence and/or aggregate combined single limit, personal injury, bodily injury and property damage.
- (b) Professional Liability. As necessary, the Contractor shall maintain Professional Liability Insurance, covering themselves and their respective employees, volunteers and contractors with limits of liability not less than \$1,000,000 per claim and \$2,000,000 in aggregate.
- (c) Workers' Compensation Insurance. The Contractor shall procure and maintain during the life of this contract Workers' Compensation Insurance, including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.
- (d) Property Insurance Coverage. If the Contractor has furnishings or equipment provided to it by either the Authority or the State and/or purchased with Authority or State funds allocated under this Agreement, the Contractor shall procure and maintain Property Insurance coverage with replacement-cost endorsement for furnishings and equipment. The certificates shall maintain limits, at minimum, equal to the value of these properties.

4.02 Indemnification. The Parties shall indemnify, defend and hold harmless the other Party and its agents and employees from and against all claims, losses, damages, liabilities, causes of action and obligations whatsoever, including all costs and reasonable attorney fees incurred, arising out of or in any way connected with the negligent or wrongful acts, errors, omissions, incompetence, malpractice, misfeasance and/or malfeasance of the indemnifying Party in connection with this Agreement. This indemnity shall not be construed as a waiver of any governmental immunity that either party may have as provided by statute or modified by court decisions.

4.03 Use of Authority Property and/or Facilities. Any property of the Authority furnished to Contractor shall be used only for the performance of Services under this Agreement, and during said performance shall be deemed under the control of Contractor. Contractor shall be responsible for any loss or damage to property of the Authority which results from willful misconduct or negligence on the part of Contractor, officers, agents, employees, and subcontractors, or which results from the failure on the part of Contractor to maintain, use and administer that property according to sound management practices to ensure that the property will be returned to the Authority in like condition to that in which it was furnished to Contractor. Upon the happening of loss, or destruction of, or damage to, any Authority property, Contractor shall notify the Authority thereof and shall take all reasonable steps to protect the property from further damage. Contractor shall surrender to the Authority all property belonging to the Authority upon completion, termination, or cancellation of this Agreement. While on the Authority's premises, Contractor and its officers, agents, employees, and subcontractors shall conform in all respects with physical, fire, or other security regulations communicated to Contractor.

5. ACCESS TO BOOKS AND RECORDS

5.01 Government Access to Records. Until the expiration of ten (10) years after the furnishing of Services under this Agreement, Contractor shall make available upon request by the Authority, State of Michigan, MDHHS or Auditor General, Secretary, U.S. Department of Health and Human Services, the U.S. Comptroller General, and their duly authorized representatives, this Agreement and all other books, documents and records that are necessary to certify the nature and extent of costs incurred by Contractor in furnishing Services under this Agreement. If Contractor carries out any of its duties through a subcontract with a value or cost of ten thousand dollars (\$10,000.00) or more over a twelve (12) month period, with a related organization, such subcontract shall contain a clause permitting access to the Contracted Provider's contract, books, documents and records to the Parties listed above until the expiration of ten (10) years after the furnishing of services pursuant to the subcontract. Contractor must include a similar covenant allowing for audit by the Authority, in any contract it has with a subcontractor whose services will be charged directly or indirectly to the Authority. The Authority may delay payment to the Contractor pending the results of any such audit without penalty or interest.

5.02 Authority Access to Records. The Authority has the right to examine and audit all books, records, documents as the Authority deems necessary of Contractor, or any subcontractors or agents rendering Services under this Agreement, whether direct or indirect, which will permit adequate evaluation of the Services or the cost or pricing submitted by Contractor. Contractor shall include a similar covenant allowing for Authority audit subcontractor documentation in any contract it has with a subcontractor who will be providing Services directly or indirectly to the Authority. The Authority may delay payment to Contractor pending the results of any such audit, without penalty or interest. Each Party hereby agrees that it will allow, until the expiration of seven (7) years after the furnishing of Services under this Agreement, the Secretary of Health and Human Services, the Comptroller General of the United States of America, or their designated representatives, to inspect this Agreement and all the documents or records related hereto necessary to understand or certify any of the costs for any Services rendered under this Agreement.

5.03 Audits. If, as a result of any audit conducted by or for the Authority, or any State of Michigan or federal agency, relating to Contractor's performance under this Agreement, a discrepancy should arise as to the amount of compensation due Contractor, the Authority may retain the amount of compensation in question from any funds allocated to Contractor but not yet disbursed under the Agreement. After conclusion of the audit investigations, should a deficiency still exist, the Authority may offset such a deficiency against the compensation to be paid prospectively. In the event there is no additional compensation to be paid to Contractor, Contractor shall reimburse the Authority the total amount of the overpayment within ninety (90) days of receiving written notice of a demand for payment.

6. CONFIDENTIAL INFORMATION

During the term of this Agreement, Contractor shall maintain the confidentiality of all documents and information regarding the Authority's past, present and future activities; such information shall only be used as appropriate in the course of Contractor providing Services to the Authority and disclosed only on a "need to know" basis. Contractor shall fully protect the confidentiality of any documents or information containing medical or other personal information concerning a patient, consumer or employee and, in that regard, the Contractor agrees to follow all applicable confidentiality laws including HIPAA, the HITECH revisions, Michigan Mental Health Code, and any federal regulations covering the Confidentiality of Alcohol and Drug Abuse Patient Records, 42 CFR Part 2.

Upon termination of the Agreement, Contractor shall ensure that all documents, information or property of the Authority are returned to or left with the Authority, and Contractor shall not remove or retain any such documents, information or property. Following termination of the Agreement, Contractor shall not disclose (except under process of law) any documents or information relating to the Authority or its business activities. If a disclosure is requested under process of law, Contractor will provide advance written notice of the request and prospective disclosure to the Authority's Office of General Counsel. Notice shall be given at least ten (10) business days prior to the anticipated disclosure.

7. MISCELLANEOUS

7.01 Notices. All payments, notices, and formal communications required or permitted to be given under any provision of this Agreement shall be in writing and shall be deemed to have been sufficiently given or served for all purposes if delivered personally to the Party to whom the same is directed or if sent, by registered or certified mail, postage and charges prepaid, addressed as follows:

If to Contractor: _____

If to Authority: Attn: Ronald Hocking, Chief Operating Officer
Detroit Wayne Mental Health Authority
707 Milwaukee Street, 5th Floor
Detroit, Michigan 48202

With a copy to:

Attn: Office of General Counsel
Detroit Wayne Mental Health Authority
707 Milwaukee Street, 5th Floor
Detroit, Michigan 48202

Any such notice shall be deemed to be given on the date delivered or deposited in a regularly maintained receptacle for the deposit of United States mail, addressed as provided above. Either Party may change its address for purposes of this Agreement by giving the other Party notice of such change in the manner provided above.

7.02 Assignment and Subcontracting. Contractor may not assign or subcontract any rights or obligations under this Agreement without the Authority's prior written approval, the grant or denial of which approval is at the sole discretion of the Authority.

7.03 Governing Law and Construction. This Agreement shall be governed by Michigan law. This Agreement shall be construed in accordance with the laws and decisions of the State of Michigan without regard to its rules regarding choice of law. The headings of the sections and paragraphs have been inserted as a matter of convenience and reference only and shall not be used in the construction or interpretation of this Agreement.

7.04 Entire Agreement, Amendments and Waivers. This Agreement embodies the entire agreement between the Parties. This Agreement cannot be changed, modified, or terminated orally but only by an agreement in writing signed by duly-authorized representatives of Contractor and Authority on or after the date hereof. Any waiver of any of the covenants, conditions, or provisions of this Agreement must be in writing and signed by a duly-authorized representative of the Party against whom enforcement of such waiver is sought. One or more waivers of any covenant, condition, or provisions of this Agreement shall not be construed as a waiver of a subsequent breach or of any other covenant, condition, or provision.

7.05 Third Party Rights. This Agreement is for the benefit of Authority and Contractor and their successors in interest by virtue of an assignment which is not prohibited hereunder and is not entered into for the benefit of any other person or entity whatsoever, including without limitation, employees or clients of the Parties. Without limiting the generality of the foregoing, this Agreement shall not be construed as establishing an obligation, duty, or standard of care or obligations, duties, or practices that may exist separate and apart from this Agreement with respect to any person not a party to this Agreement.

7.06 Invalidity or Unenforceability. If any term, covenant, condition, or provision hereof is illegal, or the application thereof to any person or in any circumstance shall, to any extent, be invalid or unenforceable, as finally adjudicated by a court of competent jurisdiction, the remainder of this Agreement, or the application of such term, covenant, condition, or provision to persons or in circumstances other than those with respect to which it is held invalid or unenforceable, shall not be affected thereby, and each term, covenant, condition, and provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

7.07 Waiver of Trial by Jury. The right to trial by jury is protected by the Constitution, but that right can be waived. The Parties hereby knowingly and voluntarily waive any right to trial by jury in the event of any legal action or proceeding arising from this Agreement or Contractor's services hereunder.

8. SIGNATURE

This Agreement may be executed in counterparts and/or by facsimile or e-mail scan and, if so executed, shall be fully valid and binding.

WHEREFORE, the undersigned have executed this contract, intending to be bound hereby.

City of Hamtramck

By: _____ Dated: _____

Name: _____

Title: _____

Detroit Wayne Mental Health Authority

BY: _____ Dated: _____

Ronald Hocking
Chief Operating Officer

Reviewed by the Office of General Counsel

BY: _____ Dated: _____

Ursula Henry
Assistant General Counsel

To: The Honorable Mayor and City Council

From: Katrina Powell, City Manager

Date: April 11, 2017

Subject: Award Contract for Commercial Water Meter Installation

Introduction:

This agenda item is for the City Council to approve the awarding of a commercial water meter service agreement, to beginning on April 11, 2017, if approved by the Receivership Transition Advisory Board (RTAB) on April 25, 2017.

Overview:

On February 14, 2017 the City of Hamtramck placed a Request for Proposals (RFP) on the Michigan Inter-governmental Trade Network (MITN) for Commercial Water Meter Installations, the RFP was submitted (through MITN) to one hundred and fifty nine vendors, two (2) vendors came to the mandatory pre-bid meeting, none of the vendors submitted bids.

The following vendors attended the mandatory bid meeting:

- HydroCorp Inc.
- North Star Water Management

The RFP was re-bid after contacting vendors to determine their interest and was submitted to the following vendors, of which one submitted a bid.

- ABT Water
- Discovery Mechanical
- North Star Water Management

The single bid response was received from:

- North Star Water Management

The City of Hamtramck Public Services Department determined the quoted rates were too high for the meter sizes 1.5, 2, 3 and would find an alternative method of installing the smaller meters. The rates for the larger meters was acceptable and the City sought to determine the vendor's interest in installing the larger 4-inch, 6-inch and 8-ince meters. North Star indicated an interest in this partial award.

Based on this information, City of Hamtramck Purchasing staff is recommending the City Council award the contract for this partial quantity of the bid to North Star Water Management.

Meter Size	Installation Price	Quantity	Extended Price
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4-inch	\$2650.00	3	\$7950.00
6-inch	\$3940.00	2	\$7880.00
8-inch	\$3450.00	1	\$3450.00
TOTAL		6	\$19280.00

The NorthStar Water Management forecast completion of this project within thirty days for the six installations, once completed, will finalize the installation agreement.

Installation Warranty Period is: Twelve Months

Budget Impact:

The total cost for all six of the meter installations is \$19,280.00.

Licenses and training:

The President and Principle owner of NorthStar Water Management provided proof of the following licenses and training:

Master Plumber License

Plumbing Contractor License

Cross-Connection Control

American Society of Sanitary Engineering Backflow Protection Assembly Tester

Recommendation:

The City Manager and Purchasing Agent recommend the awarding of a contract for the installation of six commercial water meters to NorthStar Water Management LLC.

Prepared by:

Dee Chase, CPM

Purchasing Agent

Reviewed by:

Katrina Powell, City Manager


Attachments:

Proof of Request for Proposal on MITN

MITN Bid List

Contract from Purchasing



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A1 Utility Contractor, Inc.	troylyons1@netscape.net	Successful
Aclara	brudd@aclara.com	Successful
Acuitas LLC	shubbard@acuitasllc.com	Successful
Advanced Underground Inspection, LLC	jeana_au@yahoo.com	Successful
Aielli Construction Company, Inc.	info@aiellicc.com	Successful
Alliance Payment Solutions, Inc.	tsybrowsky@allianceps.com	Successful
Allied Building Service Company of Detroit, Inc.	pmdirector@teamallied.com	Successful
Alpha Electric & Engineering, LLC	babbott@alphaelectric.com	Successful
Ampco System Parking	mnordin@abm.com	Successful
Anglin Civil	josh@anglincivil.com	Successful
Argus Group	bschneider@argus-hazco.com	Successful
Badger Meter, Inc.	bids@badgermeter.com	Successful
Beckett & Raeder	info@bria2.com	Successful
Biddergy.com	drizor@biddergy.com	Successful

Brooks Striping, Inc.	st-brooks@comcast.net	Successful
C.A. Advanced Inc.	caadvancedinc@gmail.com	Successful
Capgemini US LLC	prosenjit.chaudhury@capgemini.com	Successful
Cissoid Solutions, LLC	ibeason@cissoidsolutions.com	Successful
Complete Meter Service Inc	Jeff.Wanko@certifiedelectric.biz	Successful
Corby Energy Services, Inc	jcorby@corbyenergy.com	Successful
D & D Water & Sewer, Inc.	Dottore_D_Aqua@msn.com	Successful
D'Angelo Brothers Inc.	vince@dangelo-brothers.com	Successful
Davenport Brothers Construction Co	Joe@davenportbrothers.com	Successful
DE-CAL, Inc.	acalcaterra@de-cal.com	Successful
DeMaria Building Company	aaront@demariabuild.com	Successful
DES Electric LLC	melder@des-services.net	Successful
Detroit Piping Group	pgarcia@dpgmbe.com	Successful
Dillon Energy Services, Inc.	janrosso@dillonenergy.com	Successful
Direct Energy Business Marketing, LLC	Deborah.Justin@directenergy.com	Successful
Doetsch Industrial Services	sean@doetschenv.com	Successful
Doublejack Electric Company	brucef@doublejackelectric.com	Successful
DPW & SON, LLC. Water Tapping & Directional Boring	dave@dpwson.com	Successful
Dragonsteel Products Inc	robert@dragonsteelproducts.com	Successful
Dubric Industries	rmaclean@dubric.com	Successful
Duncan Solutions, Inc.	proposals@duncansolutions.com	Successful
E. R. Zeiler Excavating, Inc.	lmzeiler@erzeiler.com	Successful
EJ USA, Inc.	us.bids@ejco.com	Successful
EMA, Inc.	cwhaley@ema-inc.com	Successful
Emerson Process Management	raymond.card@emerson.com	Successful
Energy Group, Inc.	mdonnellon@energygroupusa.com	Successful
Energy Management Systems	gvoltz@ems3.com	Successful
Energy Sciences Resource Partners	shelley@esciences.us	Successful
Estrella Familia	tpena@estrellafamilia.com	Successful
ETNA SUPPLY CO.	jnickels@etnasupply.com	Successful
Etna Supply Company	sbeukema@etnasupply.com	Successful
Etna Supply Company	bbusch@etnasupply.com	Successful
Evergreen Civil	john@egreenllc.net	Successful
Ferguson Waterworks	mike.deneen@ferguson.com	Successful
FGM Solutions	office@flowgasandmoisture.com	Successful
Flow Control Systems, LLC	smancuso@fcsystems-usa.com	Successful
FONTANA CONSTRUCTION, INC.	fontanacon@gmail.com	Successful
Forberg	landerschier@forberg.com	Successful
FTL Construction INC.	fltconinc@gmail.com	Successful
Full Bore Directional Boring	mills@cac.net	Successful
GB UTILITIES	lw@gbutility.com	Successful
Go Green Sales And Services	luke_c21@att.net	Successful
Greeley and Hansen	lronda@greeley-hansen.com	Successful
Guardian Water & Power	jlafave@guardianwp.com	Successful
Gunners Meters & Parts	tjj454@aol.com	Successful
H-O-H Water Technology, Inc.	misales@hohwatertechnology.com	Successful
H. V. Burton Company	info@hvburtonco.com	Successful

H2O Compliance Services	h2ocompliance@gmail.com	Successful
H2O Utility Services	dadadaveg@aol.com	Successful
Hamlett Engineering Sales DBA HESCO	heather@hesco-mi.com	Successful
HD SUPPLY FACILITIES MAINTENANCE-USABluebook	quotes@usabluebook.com	Successful
HD Supply Waterworks	dan.napier@hdsupply.com	Successful
Heartland Metering Services	psabatini@heartlandmeteringservices.com	Successful
Homrich, Inc.	pamg@homrich.com	Successful
Honeywell International, Inc.	richard.j.williams@honeywell.com	Successful
Hubbell, Roth & Clark, Inc.	Marketing@hrc-engr.com	Successful
HydroCorp	info@hydrocorpinc.com	Successful
ICF Consulting, Inc.	bdev@icfi.com	Successful
Infiniti Energy & Environmental, Inc	sl@infinetgroup.us	Successful
Integral Blue LLC	steveverkest@integral-blue.com	Successful
Integrated Corrosion Companies	chellise.eldredge@corrosion-engineers.com	Successful
Jacobs Gate & Associates Llc	jgaengineering@gmail.com	Successful
James Mommers	jmommersmmi@msn.com	Successful
Jett Pump & Valve, LLC	paulm@jettump.com	Successful
Jones & Henry Engineers, Ltd.	srickli@jheng.com	Successful
JSS - Macomb, LLC	estimating@jss-macomb.com	Successful
Kentrel Corporation	mhapersberger@kentrel.com	Successful
Kerr Pump and Supply	chad@kerrpump.com	Successful
Kitch Drutchas Wagner Valitutti & Sherbrook	mike.watza@kitch.com	Successful
Lawrence M. Clarke, Inc.	lharmala@lmclarke.com	Successful
LGC Global (Lakeshore Global Corporation)	elizabeth.scalzo@lgccorp.com	Successful
Lyons Consulting LLC	lyonsconsulting@charter.net	Successful
MacKay Meters, Inc.	roger.plamondon@mackaymeters.com	Successful
Macomb Pipe & Supply	rmarvin@macombgroup.com	Successful
Main Street Excavating	mainstreetexcavating@gmail.com	Successful
Mansfield Oil Company	mocbids@mansfieldoil.com	Successful
Martin Control Services, Inc.	JM@martincontrols.com	Successful
Mercer Group, Incorporated	jmercer@mercergroupinc.com	Successful
Merrell Bros. Inc.	terry@merrellbros.com	Successful
Metco Services Inc.	pbhatt@metcoservices.com	Successful
Metron-Farnier	bretb@metronfarnier.com	Successful
Michigan Meter Technology Group Inc.	apmichiganmeter@gmail.com	Successful
Michigan Pipe & Valve - Saginaw	chris.samson@michiganpipe.com	Successful
Michigan Pipe and Valve	kclark@mpvj.com	Successful
Michigan Pump Sales	Russ@MichiganPumpSales.com	Successful
Midwest Municipal Instrumentation, Inc	cbrzyskimmi@msn.com	Successful
Midwest Trenchless Services	joel@notrench.net	Successful
Buyer's Copy	dchase@hamtramckcity.com	Successful
MJR Properties	pinecrest48451@yahoo.com	Successful
Moylan Energy Management, Inc.	laura@moylanenergy.com	Successful
Municipal Analytics LLC	johnk@municipalanalytics.com	Successful
Municipal Supply Company	info@municipalsupply.com	Successful
National Fiber Construction Co.	dvoytovich@nationalfiberconstruction.com	Successful
Nationwide Construction Group	skeller@nationwidecos.com	Successful


Neptune Technology Group Inc.	smitchell@neptunetg.com	Successful
Niswander Environmental, LLC	aniswan@niswander-env.com	Successful
Northern Pump & Well Company	dstewart@northernpwco.com	Successful
Northstar Instrumentation	jeff_northstar@charter.net	Successful
NSS Construction, Inc.	nick@nssconstruction.com	Successful
NTH Consultants, Ltd.	breader@nthconsultants.com	Successful
NYC Department of Environmental Pr	erobins@dep.nyc.gov	Successful
Onsite Substance Abuse Testing	tbrown_onsite@sbcglobal.net	Successful
Oracle Utilities	linda.sennett@oracle.com	Successful
Orchard Hiltz & McCliment Inc.	samantha.schutz@ohm-advisors.com	Successful
Parking By Phone, LLC	lgarma@parkingbyphone.com	Successful
Parsons Transportation Group Inc. of Michigan	joseph.a.marson@parsons.com	Successful
Piping Components, Inc.	pipingcomponents@yahoo.com	Successful
PMRC	info@parkingresearch.com	Successful
POWER PLUS Engineering, Inc	mmanuso@epowerplus.com	Successful
Primary Flow Signal, Inc.	dsoderberg@primaryflowsignal.com	Successful
Professional Pump, Inc,	modonohue@professionalpump.com	Successful
Pumping Solutions	bcc@pump96.com	Successful
Raymond Excavating Company	ralph@raymondexcavating.com	Successful
republic parking systems	alow@rpsa2.com	Successful
RF Connect	jhipchen@rfconnect.com	Successful
S.L.C. Meter, llc	jtraynor@slcmeter.com	Successful
Schumaker & Company, Inc.	bd@schuco.com	Successful
SEPCO LLC	ROBERTWRIGHT358@COMCAST.NET	Successful
Service Heating & Plumbing Corp	serviceheating@comcast.net	Successful
Siemens Industry, Inc.	sales.industry@siemens.com	Successful
Sigma Associates, Inc.	yaalhair@sigmaassociates.com	Successful
Spartan Barricading & Traffic Control Inc.	spartanbarr@aol.com	Successful
Specialized Power Services, Inc.	info@specializedpowerservices.com	Successful
Storm Tech Management	stormtechmgt@icloud.com	Successful
SW Controls	phoward@swcontrols.net	Successful
Talaski Excavating L.L.C.	jtalaski@live.com	Successful
TMG Consulting, Inc.	rosemary.whitacre@tmgconsulting.com	Successful
Tooles Contracting Group LLC	estimating@toolesgroup.com	Successful
Trimble Water	Michael_Livermore@trimble.com	Successful
United Resource, LLC	unitedresource@aol.com	Successful
United Water	jim.perron@unitedwater.com	Successful
Universal Utilities Inc	nancy@universalutilities.com	Successful
Upper Peninsula Rubber Co., dba; Tunnel Vision P.S	info@uprubber.com	Successful
Utech Products, Inc	punamadan@utechproducts.com	Successful
V.I.L. Construction, Inc.	a_vani@comcast.net	Successful
Verizon Wireless	shelly.forbes@verizonwireless.com	Successful
WB underground	wbunderground@gmail.com	Successful
Weiss Construction Co LLC	jarvai@weiss-construction.com	Successful
West Michigan Instrumentation Systems, Inc.	adlemieux@westmichiganinstrumentation.com	Successful
WGL Energy Services	lynn.porrazzo@wglenergy.com	Successful
William A. Kibbe & Associates, Inc.	dmiller@kibbe.com	Successful

XtraLight Manufacturing Partnership	joey.mitchell@umswater.com	Successful
YES Electric Services	joesr@yesenergyservices.com	Successful
Yukon Construction Services Inc.	jladuke@comcast.net	Successful
Zenner USA	bnance@zennerusa.com	Successful
Zuniga Cement Construction Inc.	zunigacement@aol.com	Successful
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CLOSED

RFP 02142017 PROSPOSAL COMMERCIAL WATER METER INSTALLATION SERVICE

Date Issued: 02/14/2017

Deadline: 03/01/2017 prior to 11:00 AM E.S.T.

Requisition Number:

Delivery Point: CITY OF HAMTRAMCK

Delivery Date: APRIL 3, 2017

Type of Purchase: One Time

Construction Related: No

Type of Response Allowed: Hardcopy Only

Issuing Agency: City of Hamtramck

Using Department: PURCHASING

Special Notices: All or None Award

Installation Required

Insurance Required

License Required

No Brand Name Specified

Surety Bond Required

Warranty Information Required

Job-Walk Visit Mandatory on 02/21/2017 10:00 AM at 3401 EVALINE THIRD FLOOR CONFERENCE ROOM

ACCEPTING VENDOR QUESTIONS:

Due Date: 2/23/2017 3:00:00 PM E.S.T.

Primary Contact Name: Mrs. DEE CHASE

Title: PURCHASING AGENT

Email: dchase@hamtramckcity.com

SUMMARY OF SPECIFICATIONS:

Request for Proposal Commercial Water Meter Installation Services

Attachments

[Documents \(4 Files\)](#)

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CITY OF HAMTRAMCK

Purchasing

3401 Evaline, Hamtramck, MI 48212

THIS AGREEMENT (the "Agreement") is made effective as of May 1, 2017, between NorthStar Water Management, located at 32722 West Eight Mile Road Suite 101, Farmington, MI 48336 (referred to as Contractor) and the City of Hamtramck, Administrative Offices located at 3401 Evaline, Hamtramck, MI 48213, (referred to hereafter as "the City"), in consideration of the mutual promises contained in this Agreement, the agreeing parties (collectively the "parties") (singular the "party") agree as follows:

SCOPE OF WORK for this Agreement for the installation of six (6) Commercial Water Meters within the City of Hamtramck:

COMMERCIAL WATER METER INSTALLATION SPECIFICATIONS

These specifications include plans for installation and warranty of services for the installation of the following:

Meter Size	Installation Price	Quantity	Extended Price
4-inch	\$2650.00	3	\$7950.00
6-inch	\$3940.00	2	\$7880.00
8-inch	\$3450.00	1	\$3450.00
TOTAL		6	\$19280.00

SCOPE OF WORK

City of Hamtramck responsibilities:

1. Provide the meters and cable seals for the bypass valves.
2. Install the Meter Interface Units (MTU's and programming the MTU's.
3. Provide the site addresses (Attachment A) and customer contacts (if known).
4. Inspect a verify acceptance of the completed meter installation
5. Issue ID badges to the supervisors for this project.

Contractor responsibilities

- The Contractor will remove the existing commercial water meters and replace them with the new City provided meters and provide all labor, expertise, and materials required, except for the aforementioned meters and cable seals for the bypass valves.
- The Contractor will provide a surety bond to the City, not less than 25% of the Agreement amount at the time of the execution of the Agreement.



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- The Commercial Water Meter Installation of the six meters will take 30 days
- The Contractor will provide a weekly updated progress report, showing the status of each job remaining.
- The successful bidder will pick up all of the water meters that are to be issued for this Agreement from the City's Department of Public Services (DPS) yard at the start of the installation process and be responsible for the meters throughout the project through meter installation and approved acceptance by the City.
- The Contractor shall provide a list of the meters accepted, documenting the meter brand, size and serial number.
- Any water meters that are damaged before or during the water meter installation process, shall be replaced by the Contractor, at the Contractor's own expense.
- The meters shall be installed based on the manufacturer's (Elster) guidelines.
- The customer's valves (inlet, outlet, bypass) must be in working order.
- The Contractor shall review the work order address list (Attachment A) and schedule all appointments with the customer.
- All plumbing damaged as a result of the Contractor's installation is the responsibility of the Contractor. Any damage must be reported to the City.
- The Contractor shall assess the meter setting before starting the meter replacement. If the customer's plumbing requires repairs, the Contractor will provide a written document to the customer, outlining the required repairs. The Contractor shall provide a copy of the document to the City, and the City will issue a 10-day notice to the customer. After the customer completes their repairs, the Contractor will install the new water meter.
- The Contractor is responsible for instructing and training their employees in appropriate safety measures. The Contractor shall be responsible for maintaining a safe work environment while installing the commercial water meters.
- The City DPS will respond to the Contractor's requests for water shut-off per statutes established and identified in the Agreement.
- All installation records are to be turned into the City's DPS office located at 3401 Evaline Street, Hamtramck, MI 48212.
- The Contractor is responsible for replacing any or all piping between the inlet and outlet valve that is required to properly install the new meter. This includes removal of the old meter and installation of the new meter, spool pieces, spacers, meter supports (if needed), nuts, bolts, gaskets, etc.
- The Contractor shall confirm that the new meter is installed and working properly before leaving the site. This includes, but is not limited to:
 - Taking photos of:
 - Old meter and setting
 - Old meter register face dials
 - New meter installed
 - New meter register odometer



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- Bypass valve showing cable seal installed
 - Recording the meter serial number and final reading from the old meter
 - Recording the meter serial number and start reading from the new meter
 - Closing the bypass valve
 - Running water for at least on (1) minute to confirm that the new meter is functioning properly.
 - Installing a cable seal on the bypass valve.
 - Cleaning the work area before leaving the site.
 - Obtaining the customer's signature and date on the work order, confirming work is complete and there are no known plumbing leaks or problems.
- The Contractor shall return the old meters to the City DPS yard, and dispose of all of the old removed material.
- The Contractor shall submit the completed meter installation work orders and photos to the DPS office. Photos shall be supplied in hard copy and digitally.
- All work shall be performed in accordance with the best modern practice and workmanship of highest quality. The City DPS shall determine the Contractor's compliance with these specifications. Failure to conform to standards shall be considered a breach of the Agreement.
- Invoices shall be submitted on a monthly basis

STANDARDS AND OTHER CONDITIONS

- The Contractor agrees to perform the work described in this Agreement as an Independent Contractor and not as a sub-contractor, agent, or employee of the City.

Standards of work – general

- All services shall be performed to the highest standard and in accordance with all Federal, State and City laws. The Contractor will be responsible for ensuring that its staff is familiar with and accomplishes the functions and tasks as outlined in the Scope of Work.

Contractor informed as to conditions

- It is agreed the Contractor is familiar with all physical and other conditions existing with the to be serviced properties and all other matters in connection with the work to be performed under this contract.

Storage and security of equipment and supplies

- The Contractor shall have full responsibility for storing equipment and supplies used in connection with the work. No storage space will be provided by the City.

Inspection

- The City contemplates and the Contractor hereby agrees to a thorough inspection by the City of all work provided under this agreement.

Health and Safety

- The Contractor shall observe all Federal, State and City laws and regulations pertaining to, health and safety. The Contractor shall take all precautions necessary and shall be responsible



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for the safety of all work to be performed by Contractor’s employees. The Contractor shall not require any person employed by the Contractor to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous to his/her health or safety as determined under safety and health standards promulgated by the U.S. Secretary of Labor. The importance of safety of all workers shall be recognized and accident prevention shall be an integral part of the Contractor’s operations. The Contractor shall conduct the work in a safe and practical manner, in conformance with the safety and health standards made applicable to the work by the Federal Occupational Safety and Health Act.

Training

- The Contractor will be solely responsible for ensuring that its employees are trained and competent in the performance of their duties as outlined in the Commercial Meter Installation Specifications.

Invoicing

- Installation services will be invoiced per the quoted prices incorporated into this agreement as Exhibit A and shall include all equipment and supplies needed to perform the services agreed to.

INSURANCE

The Contractor shall provide the City with a certificate of insurance that complies with the following:

- Name of the insured appearing on the certificate as the insured must match the name on the Contractor’s license to perform the landscaping services.
- Insurance Coverages:
 - The Certificate of Insurance shall contain coverage, limits, and endorsements that are in full force and effect as follows:
 - Worker’s Compensation and Employer’s Liability

Workers’ Compensation Limits	Michigan Statutory
Employers’ Liability Limits	\$500,000 Each Accident
	\$500,000 Each Employee, Injury by Disease
	\$500,000 Policy Limit, Injury by Disease
 - Commercial General Liability

Limit of Liability	\$1,000,000 Each Occurrence
--------------------	-----------------------------

There shall be no services completed or contractual liability exclusion. The City of Hamtramck is to be named as an additional insured on a primary basis, and this additional insured status shall not terminate upon completion of the project/work.

- Automobile

Residual Liability Limit	\$1,000,000 Each Accident
Personal Injury Protection	Michigan
Property Protection	Michigan



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Coverage shall apply to any auto, including owned, non-owned, and hired. There shall be no Contractual Liability exclusion.

Please provide a certificate of insurance detailing your coverage which meets the above requirements. The certificate must indicate that insurers will provide the City with written notice 30 days prior to terminating any policy.

Additional insured endorsement to the Commercial General Liability policy must accompany the certificate, or the certificate must state that the General Liability policy includes a blanket additional insured provision on the primary basis for any entity required by contract or agreement to be an additional insured.

INDEMNITY

Contractor agrees to and shall indemnify, defend, save and hold harmless the City, its agents, its Council Members, and employees against and from any and all liabilities, obligations, damages, penalties, claims, costs, charges, losses and expenses (including without limitation, fees and expenses of attorneys, whether inside or outside counsel, expert witnesses and other consultants) that may be imposed upon, incurred by or asserted against the City by reason of any of the following occurring during the term of this Agreement:

1. Any negligent or tortious act or omission of Contractor or its associates resulting in personal injury, bodily injury, sickness, disease or death, or injury to or destruction of tangible property including the loss of use therefrom, or
2. Any failure by Contractor or its associates to perform their obligations either implied or expressed under this Agreement. Contractor also agrees to hold the City harmless from any and all injury to the person or damage to the property of, or any loss or expense incurred by, and employee of the City which arises out of or pursuant to Contractor's activities under this Agreement or any Agreement into by Contractor in connection therewith unless such loss or injury is caused by the City's gross negligence or willful misconduct.

ADMINISTRATION Contractor Personnel

Contractor represents and warrants that all Contractor personnel and agents and the personnel and agents of its Associates are fully qualified and authorized to perform the functions and duties assigned them under Federal, State and Local laws and governing professional association rules, if any, where such persons are employed.

INSPECTION by City

The City may in its sole discretion assign City employees to go on the Sites to inspect the work performed by Contractor; Contractor and any Associates shall cooperate fully with any City employee designated to conduct any on-site inspection or who is assigned to review relevant documents concerning the services.

TERMINATION

This installation service agreement is limited to the completion of the six commercial meter installations, the installation warranty is twelve (12) months from the date of the accepted and approved installation.



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3401 Evaline, Hamtramck, MI 48212

City may terminate this Agreement before the expiration of the termination date by giving the Contractor at least a thirty day notice:

- For cause, the City has the right, upon its sole discretion only, to terminate the contract with cause by giving notice to the Contractor of such termination, specifying the effective date thereof, at least thirty days before the effective date of such termination, and the Agreement shall terminate in all respects as if such date were the date originally given for the expiration of the Agreement
- For convenience, the City reserves the right to terminate the contract in whole or in part, for the convenience of the City at its sole discretion on thirty days written notice to the Contractor

TERMINATION UPON BANKRUPTCY

This Agreement may be terminated in whole or in part by the Contractor upon written notice to the City, if the Contractor should become the subject of bankruptcy or receivership proceedings, whether voluntary or involuntary, or upon the execution by the Contractor of an assignment for the benefit of its creditors. In the event of such termination, the Contractor shall be entitled to recover just and equitable compensation for satisfactory services performed under this Agreement, but in no case shall said compensation exceed the total contract or negate the costs charged to the City in finding a substitute remedy solution to the Contractor's needs.

PARTIES BOUND

The Contractor must promptly notify City in writing before any substantial changes in ownership or any material disposition of the assets of Contractor's business.

NOTICES

All notices, consents, waivers, or other communication, except invoices, required under this Agreement shall be sent by certified mail, return receipt requested, and shall be deemed to have been given when mailed to the parties at their respective addresses as set forth above or when mailed to the last address provided in writing to the other party by the addressee.

NO LIMITATION OF LIABILITY

Nothing in this Agreement shall be interpreted as excluding or limiting any tort liability of the Contractor for harm caused by the intentional or reckless conduct of the Contractor or for damages incurred through the negligent performance of duties by the Contractor or the delivery of products that are defective due to negligent application.

GOVERNING LAW

This Agreement is to be construed under, and in accordance with the laws of the State of Michigan, and all obligations of the parties created by this Agreement are to be performed in Hamtramck, Michigan.

ENTIRE AGREEMENT



CITY OF HAMTRAMCK

Purchasing

3401 Evaline, Hamtramck, MI 48212

This Agreement and the attached schedule, incorporated by reference and made an integral part of the Agreement, constitute the entire conditions of this Agreement between the parties with respect to its subject matter. The terms and conditions of this Agreement shall prevail notwithstanding any variance in this Agreement from the terms and conditions of any other document relating to this transaction, whether prepared and submitted by Contractor or by the City.

EFFECT OF PARTIAL INVALIDITY

In case any one or more provisions of this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, the remaining provisions shall nevertheless be valid, binding and effective as if the invalid, illegal, or unenforceable provisions had never been contained in this Agreement.

EFFECTIVE DATE

This Agreement is executed on the date herein below and within the Agreement, made a part hereof, but the parties acknowledge and agree this Agreement shall be and for all purposes effective as of May 1, 2017 (the "Effective Date")

CONTRACTOR

NORTH STAR WATER MANAGEMENT

By _____

Printed Name _____

Date _____

CITY OF HAMTRAMCK

By _____

Printed Name _____

Date _____

RESOLUTION 2017-27

**Awarding Contract for Commercial Water Meter Installation Service Agreement
to North Star Water Management**

WHEREAS, On February 14, 2017 the City of Hamtramck placed a Request for Proposals (RFP) on the Michigan Inter-governmental Trade Network (MITN) for Commercial Water Meter Installations, the RFP was submitted (through MITN)

WHEREAS, City of Hamtramck Purchasing staff is recommending the City Council award the contract for this partial quantity of the bid to North Star Water Management

WHEREAS, The North Star Water Management forecast completion of this project within thirty days for the six installations, once completed, will finalize the installation agreement and has agreed to a twelve month installation warranty.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Hamtramck, Wayne County, Michigan that North Star Water Management be awarded the contract to install 4-inch, 6-inch and 8-inch water meters.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HAMTRAMCK, WAYNE COUNTY, MICHIGAN THIS 11TH DAY OF APRIL, 2017.

AYES: Karpinski, Perrotta, Almasmari, Musa, Hassan, Miah

NAYS:

ATTEST:

A handwritten signature in black ink that reads "August R Gitschlag". The signature is written in a cursive, flowing style.

August Gitschlag, City Clerk

CONSULTING AGREEMENT

This Consulting Agreement (the "Agreement") is effective as of **5/1/2017** (the Effective Date”) by and between Meadowbrook, Inc., a Michigan corporation ("Consultant"), and **City of Hamtramck, Michigan** ("Client"). Consultant and Client may each be referred to as a “Party” and collectively as the “Parties”.

RECITALS

Client is seeking assistance with the design and servicing of its employee benefit plan(s)

Consultant has knowledge and expertise is assisting employers with designing and servicing employee benefit plans

Client desires to retain Consultant for and Consultant wishes to provide Client with assistance with designing and servicing its employee benefit plan.

In consideration of the agreements and mutual promises contained in this Agreement, the Parties agree as follows:

AGREEMENT

In consideration of and in reliance upon the previous paragraph and the terms and conditions contained in this Agreement, the Client and Meadowbrook agree as follows:

1. **SERVICES** Consultant agrees to provide Client with the following services (collectively, the “Services”) **(SEE EXHIBIT A)**
 - A. Consulting. actuarial and brokerage services for the following compensation and benefit programs: medical (including retirees); prescription drugs; dental; vision; short term disability/salary continuation; long term disability; group life insurance; flexible spending accounts’ third party administrative services; and COBRA administration.
 - B. Strategic Benefit Planning. Consultant will assist with developing overall plan benchmarks and targets to ensure the plan meets the Clients and its employees’ objectives.
 - C. Benefit Design. Consultant will help ensure that benefit designs are consistent with the strategic benchmarks and targets set forth in the strategic benefit planning process.
 - D. Administration. Consultant will identify core administrative services, assess vendor performance, and manage vendor relationships to provide appropriate program administration. This may include developing a performance guarantee agreement between Client and third party administrator, if applicable.
 - E. Funding. Consultant will advise client about program funding alternatives (including a review of fee proposals, budget rates, employee contributions when and if needed, and COBRA) and monitor program costs against expectations.

- F. Communication. Consultant will assist in drafting employee communications regarding benefit program performance and changes and assist in reviewing plan documents and insurance certificates during the planning and enrollment process.
 - G. Compliance Tools and Legislative Information. Consultant will provide informational materials on legislative development impacting employee benefit plans, including access to online reference tools on topics such as FMLA, COBRA, HIPAA and ACA.
 - H. Meetings with Client and Vendors. Consultant will attend and facilitate regular meetings with Client and vendors as needed to maintain program management, including day today operations, and planning program changes. Consultant will meet with Client on a quarterly basis to review all activities Consultant has performed during the prior quarter. Consultant will meet semiannually to discuss review of this program, state of the marketplace, progress made towards strategic plan, and developments within Clients organization.
 - I. Day to Day Administrative Issues. Consultant will assist in the daily administration of the benefit programs, including resolution of vendor service issues and addressing questions and concerns raised by Clients employees and management.
2. **FEE** Client shall pay Consultant through carrier commissions unless otherwise agreed upon in manner outlined in a separate fee agreement
 3. **TERM AND TERMINATION** This agreement shall be for a three-year term, expiring three years from the Effective Date (“Initial Term”). It shall then automatically renew for successive one-year periods (each called “Renewal Term”), unless either party provides the other with written notice of its intent to non-renew the Agreement thirty days before its expiration
 4. **TERMINATION** Either Party may terminate the initial term; (a) upon ninety days advance written notice to either party stating that such other party is in breach of the Agreement, provided such breach (if able to be cured) is not cured within thirty days after the notice is received; or (b) upon mutual written agreement of the parties. Either Party may terminate a Renewal Term by providing the other Party ninety days advance written notice. Upon termination, Client shall pay Consultant under this Agreement through the date of termination.

If Client is operating under the supervision of a Transition Advisory Board or other form of monitoring by the State of Michigan, the City’s termination of this agreement shall not be effective until such termination is confirmed by the Transition Advisory Board or the State of Michigan, whichever is applicable.

5. **INDEPENDENT CONTRACTOR** Nothing in this Agreement shall be construed to create any employer/employee relationship between the Parties and at all times the Parties shall be considered independent contractors in performing their duties and obligations under this Agreement. No Party shall be authorized to contract in the name of the other or incur any expense on behalf of the other Party without such other Party’s prior written authorization.
6. **CLIENT’S RESPONSIBILITIES** Client acknowledges; (a) Consultant shall have no discretionary authority or discretionary control over the management of any employee benefit plans; (b) Consultant shall exercise no authority or control with respect to management or disposition of the assets of Client’s employee benefit plans; and (c) Consultant shall perform the Services in a non-fiduciary capacity. Client agrees to notify Consultant as soon as possible of any proposed amendments to the plans legal documents to the extent that the amendments would affect Consultants performance of its obligations under this agreement. Client agrees to

submit and make available to Consultant (or cause its agent, consultants or vendors to submit and make available to Consultant) all information in its/their control that is necessary for the Consultant to perform the Services.

7. CONFIDENTIALITY, NONSOLICITATION AND NONCOMPETITION

- A. Confidentiality. During or after this Agreements term, Client shall not utilize, disclose or distribute to any person, without Consultants prior written consent, any of Consultants Confidential Information Confidential Information shall mean all data information and other materials transmitted to Client by Consultant related to the Services, whether or not marked or labeled as Confidential Information. All Confidential Information is and shall remain Consultants property.
- B. Privacy Compliance Related to Non-Public Personal Information. “Non-Public Personal Information” shall mean information that personally identifies an individual that is not otherwise available to the public, including both health and non-health information, and including both “Non Public Personal Information” and “Personal Health Information” as those terms are defined in the Federal Gramm Leach Bliley Act and the Federal Health Insurance Portability and Accountability Act as well as similar laws of the several states. Client agrees to: (i) protect the confidentiality of all Non Public Personal Information that it obtains in performing obligations under this Agreement and not to disclose such information outside its organization except as permitted by federal or state law, (ii) restrict access to Non-Public Personal Information to those individuals that request such information in order to perform their obligations under this Agreement; and (iii) assume full and complete responsibility for all claims, demands, losses, costs, expenses (including reasonable attorney’s fees and court costs), obligations, liabilities, fines, penalties and other damages of any and all kinds (collectively referred to as “Damages”) against Consultant arising from or related to an actual or alleged breach of the foregoing obligations of confidentiality and non-disclosure.
- C. Nonsolicitation of Consultant Associates. During the term of this Agreement and for a period of (1) one year following its termination, Client shall not solicit or hire any associate who is working or worked for Consultant during the term of this Agreement.
- D. Injunctive Relief. Consultant shall be entitled to injunctive relief, if Client violates the restrictions of this Section. In addition, Consultant shall be entitled to any other remedy or damages provided by law, which results from a violation of the restrictions of this Section. To the extent that Consultant is required to retain counsel or incur other expenses to enforce the provisions of this Section; Client agrees to be liable for such attorney fees and/or expenses.

RECORDS Consultant will maintain records including, but not limited to, insurance policies and correspondence with insurers or brokers in accordance with industry standard record retention practice.

NOTICES Any notices, requests and other communications pursuant to this Agreement shall be in writing and shall be personally delivered, sent by registered or certified mail, return receipt requested or sent by an overnight express courier service that provides written confirmation of delivery. Notices shall be directed to the addresses indicated below, or such other address as indicated by the Parties, from time to time.

If to Client: City of Hamtramck
 Attention: City Manager
 The City of Hamtramck
 3401 Evaline
 Hamtramck, MI 48212

If to Meadowbrook: Meadowbrook, Inc.
 Attention: Legal Department
 26255 American Drive
 Southfield, MI 48034

The Parties shall notify each other in the event of a change address

9. MISCELLANEOUS

- A. This agreement contains all of the terms agreed upon by the Parties with respect to the Agreement's subject matter and supersedes all prior agreements, arrangements and communications between the Parties dealing with the subject matter, whether oral or written
- B. No amendment or modification of this Agreement shall be valid, unless made in writing and signed by both Parties.
- C. The waiver of a breach of any provision of this Agreement by either Party shall not constitute a waiver of any subsequent breach.
- D. This Agreement may be executed in any number of counterparts, each of which when so executed and delivered shall be deemed to be an original and all of which taken together shall constitute one in the same instrument.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed by its authorized representatives on the date set forth below.

MEADOWBROOK, INC.

CITY OF HAMTRAMCK

By:
Its:

By:
Its:

Date: _____

Date: _____

EXHIBIT A SCOPE OF SERVICES

Subject to change as may be mutually agreed upon by the parties in writing, availability and delivery of data from the insurance carrier(s) and other third party vendors, Meadowbrook will provide the following services on an "as needed" basis:

Renewal analysis:

- Prepare "shadow" renewal projection
- Review and evaluate carrier projections
- Create financial modeling reports
- Coordinate carrier negotiations
- Create employee contribution modeling reports
- Review identified benchmarks of projected plan costs
- Develop "working" rates for Client's analysis and approval
- Assist with budget projections
- Provide renewal alternatives with cost impact of benefit plan changes

Periodic Plan Financial Reports: (frequency to be mutually agreed upon in writing)

- Summary of plan costs
- Analysis of actual vs. budget
- Employee contributions
- Large claims tracking
- Identification of costs for specific line of coverage
- Comparison of plan costs to aggregate stop-loss projections, if applicable
- Utilization review
- Comparison to prior claim period
- Plan trends

Annual Financial Reports (End of Year accounting):

- Executive summary of program expenses
- Comparison of current costs to renewal costs
- Incurred But Not Reported (IBNR) claims analysis
- Overview of specific Stop-loss projections
- Future plan costs projections
- Dollars saved by contract negotiation
- Percent of benefit dollars paid by employee
- Claims by size
- Physician visit details
- Benefits paid by type of service.
- Plan funding/budget comparison
- Fixed expense comparison

Legislative and Corporate Compliance Support:

- Provide legislative updates, including Technical Bulletins and Directions newsletters
- Evaluate plan design to assist with compliance with state and federal regulations
- Review benefit plan documents, including summary plan descriptions, contracts, employee summaries and policies and procedures.
- Conduct periodic seminars on regulatory issues, as requested
- Assist with the review and evaluation of COBRA and HIPAA compliance procedures
- USERRA, Medicare Part D and other Federal legislation that directly affects the administration of plan benefits
- Provide template or sample compliance notices, certificates of creditable coverage and enrollment forms as reasonably requested by Client

Carrier Marketing and Negotiations (as directed by Client):

- Work with Client to develop a strategy to identify goals, analyze program costs and review both current and alternative funding arrangements
- Manage the renewal process with the current carrier to control costs
- Implement carrier renewal strategies with Client
- Develop timeline covering every aspect from RFP preparation to the delivery of employee communications
- Provide analysis of employee disruption report and preparation of geo-access report
- Explore alternative funding solutions
- Evaluate vendor responses to track variations in coverage and costs as they are identified
- Conduct finalist interviews to investigate and document intangibles such as personalities, service orientation and responsiveness
- Draft renewal analysis report, based on renewal negotiation, covers program and claims cost projections as well as complete information on benefit designs
- Facilitate decision process by coordinating close collaboration and discussions among the Meadowbrook team and Client

Employee education Programs:

- Facilitate focus groups
- As directed benefit communications to employees
- Educational meetings on coverage and trends, as requested

Communication Materials:

- Assist with the drafting and distribution of participant Satisfaction Surveys
- Assist with the drafting and distribution of Open Enrollment-New Member Orientation summary information and any other communications pertaining to the health and welfare program
- Provide annual open enrollment guidance and employee meeting materials
- Assist with marketing and oversight of Customized Enrollment Materials (if elected)
- Assist with participant wellness initiatives, as directed by Client

Benefit Administration assessment:

- Periodic evaluation of internal plan enrollment and benefit termination processes
- Review, coordinate and implement Client's agreed upon plan "best practices" to help limit plan liability and increase participant satisfaction
- Help identify opportunities for streamlining and improving administration procedures

Market Benchmarking Studies:

- Local Area Surveys
- Industry Surveys
- Carrier and/or Benefit specific Surveys

Benefit Plan Design (or Redesign):

- Assist Client identify business and HR objectives that impact benefits
- Assist Client in evaluating/reviewing current scope of benefits package - e.g., types & levels of coverage
- Work with Client to develop funding and contribution strategies
- Assist with budget projections for design alternatives

Health Care Reform, PPACA:

- Health Care Reform updates
- Benchmarking results comparing Client with Marketplace plans
- Up to date notifications providing templates, tax forms and instructions
- Ongoing consultations on an as needed basis
- Reporting and filing assistance

Day to Day Administrative assistance

RESOLUTION 2017-28
Awarding a Consulting Agreement to Meadowbrook, Inc.

WHEREAS, The City of Hamtramck wishes to provide the best possible employee benefits at the best possible rates

WHEREAS, Meadowbrook Consulting has knowledge and expertise is assisting employers with designing and servicing employee benefit plans

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Hamtramck, Wayne County, Michigan that Meadowbrook Consulting be retained to design and service the City of Hamtramck employee benefit plan

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HAMTRAMCK, WAYNE COUNTY, MICHIGAN THIS 11TH DAY OF APRIL, 2017.

AYES: Karpinski, Perrotta, Alasmari, Musa, Hassan

NAYS: Miah

ATTEST:

A handwritten signature in black ink that reads "August R Gitschlag". The signature is written in a cursive style with a large initial 'A'.

August Gitschlag, City Clerk

City Of Hamtramck

City

To: The Honorable Mayor and City Council
From: Katrina Powell, City Manager
Date: April 11, 2017
Subject: REQUEST FOR APPROVAL: INTERGOVERNMENTAL AGREEMENT WITH WAYNE COUNTY LAND BANK

Introduction:

The Department of Community and Economic Development has worked to eradicate blight in our city by demolishing vacant and dangerous homes, encouraging redevelopment, and taking measures to prevent property speculation. These efforts are often compromised, however, when dangerous homes remain in private ownership, when title problems prevent a property's reuse, and when properties are purchased at foreclosure auction by parties unwilling to maintain them.

The Wayne County Land Bank (WCLB) is empowered by State law to tackle these issues and return blighted, tax-foreclosed properties to productive use. Towards this end, the WCLB provides municipal partners several core programs: Nuisance Abatement, Quiet Title, and Guided Growth. The proposed Intergovernmental Agreement allows the WCLB to offer these programs to the City.

Background:

By removing blight, clearing title, promoting proper maintenance, and preventing speculation, the City can improve the safety of its neighborhoods and the quality of life for its residents, while further increasing its overall SEV.

Discussion:

The Department of Community and Economic Development has been in discussion with the WCLB concerning blighted properties in the City that should be, alternatively, demolished or returned to productive use. Under the Intergovernmental Agreement, the WCLB would be able to offer three core programs—Nuisance Abatement, Quiet Title, and Guided Growth—to address such properties.

First, under Nuisance Abatement, the City would identify vacant, blighted, and dangerous private-owned properties to which it desires to obtain title for demolition. Once identified, the WCLB would prepare and file a Nuisance Abatement action in Circuit Court, identify owners and interest holders of the subject properties, negotiate rehabilitation and tax-donation settlements with owners that come forward, and obtain title to the remaining properties.

Second, under Quiet Title, properties owned by either the City, a nonprofit partner, or a development partner would be temporarily transferred to the WCLB in order to clear all title issues on those properties and make them marketable for resale and redevelopment.

Third, under Guided Growth, the WCLB would partner with the City to purchase, market, sell, and develop properties acquired through the Right-of-Refusal (ROR) process, thereby avoiding the foreclosure auction and ensuring these properties are returned to productive use.

Budget Impact:

The Intergovernmental Agreement carries no budget impact because it imposes no obligations upon the City. Should the City elect to use any of the services provided under the Agreement, it would incur costs of \$500 per parcel for Quiet Title, \$6,000 per complaint (up to 25 properties) for Nuisance Abatement, and \$0 for Guided Growth.

City Of Hamtramck

City

Recommendation:

The City Manager and the Community and Economic Development Director recommend that the City Council approve the Intergovernmental Agreement with the Wayne County Land Bank.

Prepared by:

Kathy Angerer, Community and Governmental Affairs Director

Reviewed by:

Katrina Powell, City Manager

Attachments:

Intergovernmental Agreement

INTERGOVERNMENTAL AGREEMENT
BETWEEN
WAYNE COUNTY LAND BANK CORPORATION
AND
CITY OF HAMTRAMCK

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THIS INTERGOVERNMENTAL AGREEMENT ("Agreement") is between the Wayne County Land Bank Corporation, whose business address is 500 Griswold, 28th Floor, Detroit, MI 48226, a body corporate ("Land Bank"), and the City of Hamtramck, a Municipal Corporation organized and existing under the laws of the State of Michigan ("City").

1. PURPOSE

1.01 The Land Bank and the City have a mutual interest in reducing blight in the community and returning tax-foreclosed, abandoned, and other underutilized properties to productive use.

2. SCOPE OF THE PROJECT

2.01 The City and Land Bank agree to work cooperatively to address hazardous and underutilized properties within the City. Through the Land Bank's Nuisance Abatement Program ("NAP"), the City and Land Bank may identify blighted properties for the Land Bank to abate through a civil lawsuit, as more specifically described in **Exhibit A**.

2.02 Through the Land Bank's Quiet Title Program, the City and Land Bank may identify properties for which the Land Bank will file a Quiet Title petition, as more specifically described in **Exhibit B**.

2.03 Through the Land Bank's Guided Growth Program, the City and Land Bank may identify tax-delinquent property subject to Right of Refusal (ROR) purchase under Sections 211.78m(1) and 211.78m(3) of the Michigan Compiled Laws for targeted acquisition and disposition, as more specifically described in **Exhibit C**.

2.04 Notwithstanding the above programs, the Land Bank may also provide the City with technical, legal, or development assistance from time to time, the terms and obligations of which will be mutually determined by the parties.

3. EFFECTIVE DATE

3.01 The Effective Date of this Agreement is upon approval of a resolution by the Hamtramck City Council, the Land Bank Board of Directors, and upon obtaining signatures by the Mayor of Hamtramck and the Land Bank Executive Director. The Agreement will expire 3 years after the last dated signature to this Agreement.

4. LAND BANK'S COVENANTS

4.01 With the exception of those costs and responsibilities set forth in Article 5 and Article 6 of this Agreement, the Land Bank will be responsible for and incur all costs and expenses, including the costs associated with NAP and Quiet Title procedures:

- A. Utilization of electronic investigative tools available on the internet and other

available tracking database services, such as, but not limited to Lexis-Nexis Search engine to identify the last known address of the owners or interested parties of record for subject properties.

- B. Coordination and oversight of all title work.
- C. Preparation and filing of complaints and petitions, ex-parte orders for alternative service, and lis pendens.
- D. Preparation and mailing of complaints and service packets.
- E. Maintenance and staffing of a hotline for telephone calls regarding subject properties.
- F. Defending legal challenges to NAP complaints and Quiet Title actions by preparing and responding to discovery requests, initiating motion practices in court, and attending all court hearings and conferences.
- G. Monitoring status of cases and facilitating resolution agreements.
- H. Maintaining database for all subject properties.
- I. Maintaining an on-line computerized inventory for the listing and sale of properties awarded to the Land Bank.
- J. Preparing purchase agreements and conducting closing of properties sold through, transferred through, or otherwise awarded to the Land Bank.
- K. Providing the administrative support and professional services to conduct the above actions.
- L. Satisfying any other obligations required of the Land Bank under the NAP, Quiet Title, or Guided Growth programs, as set forth in **Exhibit A**, **Exhibit B**, and **Exhibit C**, respectively.

5. CITY'S COVENANTS

5.01 The City will be responsible for and incur all costs and expenses for the following procedures:

- A. Identifying and listing properties in the City for which the City desires the Land Bank to file a NAP complaint or Quiet Title petition.
- B. Providing the Land Bank, upon request, with digital photographs of the identified properties that are capable of being imported into the Land Bank's computer system for reproduction.

- C. Providing and ensuring the assistance and full cooperation of all City witnesses, including police, fire, DPS, and health department officials needed by the Land Bank to testify in court or other legal proceedings about the condition and adverse impact to the community of the identified properties.
- D. Assisting the Land Bank, upon request, to ensure compliance with court orders and renovation and demolition agreements. This assistance shall include, but not be limited to, returning to a subject property to provide updated digital photographs and visual inspection.
- E. Securing all post-judgment properties received following a NAP suit, and providing staff for the inspection of such properties, if necessary, prior to sale.
- F. Unless otherwise stipulated in writing, accepting all transfers of title from the Land Bank by way of quit claim deed regarding any and all property that may be awarded to the Land Bank pursuant this Agreement.
- G. Timely paying all applicable costs as a result of services rendered in regards to this Agreement.
- H. Maintaining properties for which the Land Bank has filed a pending Quiet Title petition.
- I. Purchasing any tax-foreclosed property acquired by the City under its Right of Refusal (ROR), notwithstanding such property's inclusion in the Land Bank's Guided Growth program.
- J. Satisfying any other obligations required of the City under the NAP, Quiet Title, or Guided Growth programs, as set forth in **Exhibit A**, **Exhibit B**, and **Exhibit C**, respectively.

6. SERVICE COSTS

6.01 The City agrees to reimburse the Land Bank for costs associated in the filing and pursuit of any nuisance abatement matter under this agreement, as more specifically described in **Exhibit A**, in the amount of six thousand (\$6,000.00) dollars per Complaint.

6.02 The City agrees to reimburse the Land Bank for costs associated in the filing and pursuit of any Quiet Title matter under this agreement, as more specifically described in **Exhibit B**, in the amount of five hundred (\$500.00) dollars per parcel.

6.03 The City shall reimburse the Land Bank for such costs within thirty (30) days of the Land Bank providing written notice to the City of such costs. The Land Bank may provide such notice upon the filing of a complaint on the subject properties or upon acquisition of property title.

7. NUISANCE ABATEMENT ACQUISITION AND TRANSFER

7.01 Title to property acquired or awarded to the Land Bank by way of a nuisance abatement action shall be transferred to the City, unless otherwise stipulated by the parties in writing or held by the Land Bank at its sole discretion.

7.02 Any NAP-seized property transferred from the Land Bank to the City shall be done in a reasonable time frame, by quit claim deed with no warranty, waiver or discharge of title, tax, lien or encumbrance.

7.03 Any additional costs or fees awarded by the court, or agreed to by the owner or interest holder of a subject property, shall remain with the Land Bank to offset the expenses incurred by the Land Bank through the NAP program.

8. TERMINATION

8.01 This Agreement may be terminated by either the Land Bank or the City upon ten (10) days written notice of a request to terminate the Agreement. Notice of termination must be in accordance with Article 18.

8.02 If either party terminates this Agreement prior to completion of any litigation, petition, or other legal proceeding initiated under this Agreement, the City shall be responsible for reimbursing the Land Bank for any and all outstanding charges noticed by the Land Bank pursuant to Article 6 of this Agreement. In addition, if either party terminates this Agreement, the Land Bank shall retain the sole discretion to terminate or continue any pending legal proceedings initiated under this Agreement.

9. DATA TO BE FURNISHED BY THE CITY

9.01 Upon the request of the Land Bank, the City must furnish copies of all documents related to the properties, including all information, data, reports, tax records, and photographs requested by the Land Bank. Any such information and copies shall be provided to the Land Bank without charge.

10. RELATIONSHIP OF PARTIES

10.01 The parties are independent governmental entities. No liability or benefits, such as workers' compensation, pension rights, or insurance rights, arising out of, or related to a contract for hire or employer/employee relationship, accrues to either party or either party's agent, subcontractor or employee as a result of this Agreement. No relationship, other than that of independent contractor, will be implied between the parties or either party's agent, employee, or subcontractor.

11. HOLD HARMLESS

11.01 The City agrees that it is the City's responsibility, and not the responsibility of the Land Bank, to identify and select properties for inclusion in a program delineated under this

Agreement. The City agrees to hold the Land Bank harmless for any costs, fees, expenses, attorney fees or a judgment resulting from a challenge to the City's identification and selection of such properties.

11.02 The City cannot hold the Land Bank liable for any personal injury incurred by City's employee(s), officials, agents, contractors or consultants while working on programs delineated under this Agreement, provided such injury is not held by a court of competent jurisdiction to be directly attributable to the gross negligence of the Land Bank or to Land Bank employee(s), officials, agents, contractors or consultants acting within the scope of their employment or duties. To the extent permitted by law, the City agrees to hold the Land Bank harmless from any such claim by the City's employees, officials, agents, contractors or consultants.

11.03 The Land Bank cannot hold the City liable for any personal injury incurred by the Land Bank employee(s), officials, agents, contractors or consultants while working on programs delineated under this Agreement, provided such injury is not held by a court of competent jurisdiction to be directly attributable to the gross negligence of the City or to the City's employee(s), officials, agents, contractors or consultants acting within the scope of their employment or duties. To the extent permitted by law, the Land Bank agrees to hold the City harmless from any such claim by the Land Bank's employee(s), officials, agents, contractors or consultants.

11.04 This hold harmless provision must not be construed as a waiver of any governmental immunity by the City or the Land Bank or their agencies, or employees, as provided by statute or modified by court decisions.

12. THIRD PARTY BENEFICIARY

12.01 This Agreement is not intended to create beneficial rights in any third party. This Agreement is entered into for the sole benefit of the parties to the Agreement.

13. ENVIRONMENTAL MATTERS

13.01 To the extent permitted by law, the City must defend, indemnify and hold harmless the Land Bank, its employees, agents, officer and directors, from and against any claims, demands, penalties, fines, liabilities, settlements, damages, costs or expenses, including attorneys' and consultant's fees, investigation and laboratory fees, court costs and litigation expenses, known or unknown, contingent or otherwise, arising out of or in any way related to the administration of this Agreement including but not limited to:

- A. The presence, disposal, release or threatened release of any Hazardous Materials on, over, under, from or affecting subject properties or the soil, water vegetation, buildings, personal property, persons or animals;
- A. Any personal injury (including wrongful death) or property damage (real or personal) arising out of or related to Hazardous Materials on subject properties;
- B. Any lawsuit brought or threatened, settlement reached or government order relating

to the Hazardous Materials with respect to subject properties;

- C. Any violation of laws, orders, regulations, requirements or demands of government authorities, or any policies or requirements of any mortgage, which are based on or related to the Hazardous Materials used on subject properties.
- D. This section applies to the presence, disposal, release, leakage, or threatened release of any Hazardous Materials prior to the effective date of this Agreement.

13.02 Hazardous Materials means any materials or substance:

- A. Which is or becomes defined as a hazardous substance, pollutant, or contaminant pursuant to the Comprehensive Environmental Response, Compensation and Liability Act (42 U.S.C. 9601 et. seq.) and any amendments and regulations;
- A. Containing gasoline, oil diesel fuel or other petroleum products;
- B. Which is or becomes defined as hazardous waste pursuant to the federal Resource Conservation and Recovery Act (42 U.S.C. 6901 et. Seq.) and any amendments and regulations;
- C. Containing polychlorinated biphenyl;
- D. Containing asbestos;
- E. Which is radioactive;
- F. The presence of which requires investigation of remediation under any governmental regulation; or
- G. Which is or becomes defined as a hazardous waste, hazardous substance, pollutant, contaminant or biologically hazardous material under any governmental regulation.

13.03 This section applies to the presence, disposal, release, leakage, or threatened release of any Hazardous Materials prior to the effective date of this Agreement.

14. ASSIGNMENT

14.01 Neither party may assign this Agreement, or any part, without the other party's prior written approval.

15. COMPLIANCE WITH LAWS

15.01 Each party must comply with and must require its employees to comply with all applicable state and federal laws and regulations.

16. AMENDMENTS & MODIFICATIONS

16.01 No amendment or modifications to this Agreement is effective unless it references this Agreement, is written, is signed and acknowledged by duly authorized representatives of both parties and is approved by a resolution adopted by the City Council and the Wayne County Land Bank Board.

17. NONDISCRIMINATION PRACTICES

17.01 Neither party shall engage in any discriminatory practices and both parties agree to abide by all applicable laws, rules and regulations. Additionally, and without limitation, the City and the Land Bank agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, or marital status. Breach of this covenant may be regarded as a material breach of this Agreement.

18. NOTICES

18.01 All notices, consents, approvals, requests and other communications ("Notices") required or permitted under this Agreement must be given in writing and mailed by first-class mail and addressed as follows:

If to the City:

Katrina Powell
City Manager
3401 Evaline St.
Hamtramck, Michigan, 48212

If to the Land Bank:

Office of Corporation Counsel
Wayne County
500 Griswold St. 30th Floor
Detroit, Michigan 48226

Executive Director
Wayne County Land Bank
500 Griswold St., 28th Floor
Detroit, Michigan 48226

18.02 All Notices are deemed given and proper on the day of mailing. Either party to this Agreement may change its address for the receipt of Notices at any time by giving notice to the other as provided. Any Notice given by a party must be signed by an authorized representative of such party.

18.03 Termination Notices, Change of Address Notices, Breach Notices and Notices of a

legal nature, are deemed an exception and must be sent by registered or certified mail, postage prepaid, return receipt requested.

19. BREACH & WAIVER OF ANY BREACH

19.01 Upon a breach by a party regarding a term of this Agreement, the non-breaching party must notified the breaching party in writing (pursuant to Article 18) and reasonably state the details of the breach. The breaching party shall be given thirty (30) days to fix any such breach following notice. Upon failure of the breaching party to fix the breach within a timely fashion the non-breaching party may seek any appropriate and reasonable remedy at law.

19.02 Failure by a party to insist upon the strict performance of any term of this Agreement or to exercise any term, after a breach, does not constitute a waiver of any such breach of term. Subsequent waiver of any breach does not affect or alter this Agreement, but rather every other term of this Agreement remains effective. Any waiver of breach must be in writing and in accordance with Article 16.

20. SEVERABILITY OF PROVISIONS

20.01 If any provision of this Agreement or the application to any person or circumstance is, to any extent, judicially determined to be invalid or unenforceable, the remainder of the Agreement, or the application of the provision to persons or circumstances other than those as to which it is invalid or unenforceable, is not affected and is enforceable.

21. MERGER CLAUSE

21.01 This document contains the entire agreement between the parties and all prior negotiations and agreements are merged in this document. Neither party has made any representations except those expressly set forth herein. No rights or remedies are or will be acquired by either party by implication or otherwise unless set forth herein.

22. JURISDICTION AND LAW

22.01 This Agreement, and all actions arising from it, must be governed by, subject to, and construed according to the laws of the State of Michigan. Each party consents to the personal jurisdiction of any competent court in Wayne County, Michigan, for any action arising out of this Agreement. Service of process at the address and in the manner specified in this Agreement will be sufficient to put each party on notice.

23. MISCELLANEOUS

23.01 Articles 11, 12, 13, 18 and 22 survive termination of the Agreement.

23.02 The term "Land Bank" includes the Wayne County Land Bank Corporation and all other associated, affiliated, or subsidiary departments or divisions now existing or to be created, their agents, officials, contractors, consultants and employees.

23.03 This Agreement must not be construed as a waiver of any governmental immunity the Land Bank, its agencies, or employees has as provided by statute or modified by court decisions.

23.04 All the provisions of this Agreement are "covenants" and "conditions" as though the words specifically expressing or imparting covenants and conditions are used in each provision.

23.05 Unless the context otherwise requires, the words "herein," "hereof" and "hereunder" and other words of similar import, refer to this Agreement as a whole and not to any particular article, section, or other subdivision.

23.06 The headings of the articles in this Agreement are for convenience only and must not be used to construe or interpret the scope or intent of this Agreement or in any way affect the Agreement.

23.07 As used, the singular includes the plural, the plural includes the singular, and the use of any gender is applicable to all genders.

23.08 The Land Bank and the City acknowledge that both parties are self-insured pursuant to Michigan law. Therefore, no insurance requirements shall be placed on either of the parties.

24. LAND BANK'S DISCRETION

24.01 The Land Bank has the sole discretion to accept or decline a property submitted by the City pursuant to Section 5.01(A).

24.02 The Land Bank shall have the sole discretion to terminate litigation or other legal proceedings involving any property or terminate this Agreement should the Land Bank determine legislative or judicial action has made such litigation improper.

25. AUTHORIZATION AND CAPABILITY

25.01 Each party warrants that the person signing this Agreement is authorized to do so on behalf its principal and is empowered to bind its principal to this Agreement.

26. RESOLUTIONS

26.01 This Agreement has been approved and executed by the Wayne County Land Bank Corporation and the City of Hamtramck, as evidenced by the attached Resolutions adopted by the Hamtramck City Council and the Wayne County Land Bank Corporation. Copies of such Resolutions shall be attached to this Agreement.

27. FORCE MAJEURE

27.01 It is mutually understood and agreed that neither of the parties shall be held responsible for damages occasioned by delay for failure to perform where due to fire, strike, flood, acts of God, unavailability of labor, material, legal acts of public authorities or delays caused by

public carriers or third persons (including contractors or subcontractors) which cannot reasonably be foreseen or provided against.

EXECUTION BY LAND BANK

WAYNE COUNTY LAND BANK CORPORATION

By: _____

EXECUTIVE DIRECTOR

DATED: _____

Wayne County Land Bank Corporation approved and
Execution Authorized
by Resolution

No _____

Date _____

EXECUTION BY CITY

CITY OF HAMTRAMCK

BY: _____
KATRINA POWELL
CITY MANAGER OF HAMTRAMCK

HAMTRAMCK CITY COUNCIL APPROVED AND
EXECUTION AUTHORIZED
BY RESOLUTION

NO _____

DATE _____

EXHIBIT A
NUISANCE ABATEMENT PROGRAM

The Nuisance Abatement Program will operate under the following timeline:

1. The City will identify property it wishes to Nuisance Abate and send a list of these properties to the Land Bank. The list will contain:
 - a. The common addresses for all included properties;
 - b. The parcel identification numbers for all included properties;
 - c. The legal addresses for all included properties;
 - d. To the extent available to the City, recent photographs of the included properties; and
 - e. To the extent available to the City, any and all documents determining the identity of any and all persons and/or entities possessing a claim or interest in any included property.
2. The Land Bank will examine the City's list and obtain four-sided photographs of the included properties.
3. The Land Bank, at its discretion and in consultation with the City, will remove non-eligible properties from the City's list, including, but not limited to, properties that are:
 - a. Non-blighted, such that they contain no blight factors, or substantially few blight factors;
 - b. Occupied;
 - c. Improved with commercial structures;
 - d. Owned by a governmental entity; or
 - e. In excess of the twenty-five (25) property limit for an individual Nuisance Complaint.
4. After the list is finalized, the City will render payment of the Nuisance Abatement fees.
5. The Land Bank will undertake all steps necessary to file and prosecute a Nuisance Abatement action, and will make a diligent, good faith effort to obtain a favorable Nuisance Abatement judgment. These steps include, but are not limited to:
 - a. Engaging a Title Company Partner to conduct a title search on each property, determine interest-holders for each property, and provide interest-holder addresses;
 - b. Verify the addresses provided by the Title Company Partner using online databases and other search tools;
 - c. Preparing and submitting a NAP complaint to the County Corporation Counsel to file with the Circuit Court;
 - d. Preparing and submitting a proposed Alternate Service (AS) Order to the County Corporation Counsel to file with the Court;
 - e. Engaging a Mail Service Partner to perform service on the NAP properties in accordance with the AS Order, which will include sending notice to identified interest-holders, posting notice on each property, and posting notice in three public places;

- f. Collecting affidavits from the Title Company Partner and Mail Service Partner to file with the Court;
 - g. Collecting mail receipts and other evidence evincing service to file with the Court;
 - h. Communicating with interest-holders who desire to rehabilitate a NAP property, and, where appropriate and feasible, entering into Stipulated Dismissal agreements for such rehabilitation;
 - i. Preparing and submitting a Motion for Default Judgment and Hearing to the County Corporation Counsel to file with the Court;
 - j. Engaging the Mail Service Partner to send notice of any such Motion to identified interest-holders;
 - k. Setting and attending a pre-trial hearing, if necessary, regarding any interest-holders who have entered an appearance in the litigation;
 - l. Attending the NAP hearing;
 - m. Engaging the Mail Service Partner to send notice of the Court's default judgment entry, or other resolution, to identified interest-holders; and
 - n. For any property dismissed under a Stipulated Dismissal agreement for its rehabilitation, monitoring the rehabilitation of such property to ensure the interest-holder's compliance, and, if necessary, seeking relief from the Court if the rehabilitation does not occur.
6. Throughout the Nuisance Abatement process, the Land Bank will remain in contact with the City regarding the status of the lawsuit, particularly in the event that:
- a. An interest-holder enters into a Stipulated Dismissal agreement for rehabilitation;
 - b. The Land Bank believes it appropriate to voluntarily dismiss a given property from the NAP suit; or
 - c. A hearing or pre-trial hearing is set.
7. At the conclusion of the Nuisance Abatement lawsuit, the City will take title to any properties awarded to the NAP plaintiffs, as follows, unless the City and Land Bank agree otherwise in a signed writing.
- a. If the Court awards title directly to the City, the City will take possession of the property and record the NAP judgment.
 - b. If the Court awards title to the County or Land Bank, the County or Land Bank, respectively, will record the NAP judgment and then promptly transfer the property to the City via a Quit-Claim deed.

EXHIBIT B
QUIET TITLE PROGRAM

The Quiet Title Program will operate under the following timeline:

1. The City will identify property it wishes to Quiet Title and send a list of these properties to the Land Bank. The list will contain:
 - a. The common addresses for all included properties;
 - b. The parcel identification numbers for all included properties;
 - c. The legal addresses for all included properties; and
 - d. To the extent available to the City, any and all documents determining the identity of any and all persons and/or entities possessing a claim or interest in any included property.

2. The Land Bank, at its discretion and in consultation with the City, will remove non-eligible properties from the City's list, including, but not limited to, properties that are:
 - a. Not owned by the City;
 - b. Presently occupied;
 - c. Presently subject to an IRS lien or bankruptcy proceeding; or
 - d. In excess of the fifty (50) property limit for an individual Quiet Title petition.

3. The City will transfer any properties remaining on the list to the Land Bank, thereby giving the Land Bank all legal and equitable interests and possessory rights in each property, by taking the following actions:
 - a. Preparing a Quit Claim deed for each included property;
 - b. Delivering possession of each included property to the Land Bank;
 - c. Rendering payment of the Quiet Title fees; and
 - d. Delivering each Quit Claim deed to the Land Bank at the following address:

Wayne County Land Bank
Legal Department
500 Griswold St., 28th Floor
Detroit, Michigan 48226

4. The City will be responsible for paying any costs, expenses, fees, charges or expenses that may be incurred as part of the property transfer.

5. The Land Bank will record the deeds and provide the City an estimate of the Quiet Title timeline, which will be informed, in part, by the following considerations:
 - a. If the City's property list equals or exceeds twenty (20) properties, the Land Bank will promptly prepare a Quiet Title petition consisting of these properties.
 - b. If the City's list does not equal or exceed twenty (20) properties, the Land Bank may at its discretion await the addition of other properties from other partner or inventory sources before filing the petition.

6. The Land Bank will undertake all steps necessary to file and prosecute a Quiet Title action, and will make a diligent, good faith effort to obtain a Quiet Title judgment. These steps include, but are not limited to:

- a. Engaging a Title Company Partner to conduct a title search on each property and provide title commitments;
- b. Recording notice with the Register of Deeds;
- c. Filing a petition with the Circuit Court that complies with the Land Bank's statutory requirements and sets a hearing date;
- d. Posting notice of the petition and hearing date on each property and on three public buildings;
- e. Performing service in a manner that complies with the Land Bank's statutory requirements and to the satisfaction of the Land Bank's Title Company Partner;
- f. Publishing notice of the petition and hearing date, if necessary;
- g. Filing all relevant notice and service documents with the court;
- h. Attending the Quiet Title hearing, at which the Land Bank and County Corporation Counsel will advocate for a favorable Quiet Title judgment; and
- g. Recording the Quiet Title judgment, in the event a favorable judgment is obtained.

7. Throughout the Quiet Title process, the City will have a license to enter each property and will be responsible for all maintenance on each property, including all responsibility for any repairs, alterations, improvements, or cleaning services as may be necessary thereon. The Land Bank will not be liable for any damage, loss, or injury stemming from the City's exercise of this license or its maintenance obligations.

8. After the Quiet Title process is complete, the Land Bank will reconvey all subject properties to the City by taking the following actions:

- a. Preparing and delivering a Quit Claim deed for each property;
- b. Providing a copy of the Quiet Title judgment for each property for which a favorable judgment was received; and
- c. Providing a title commitment from the Land Bank's Title Company Partner for each property.

EXHIBIT C GUIDED GROWTH PROGRAM

The objective of the Guided Growth Program is to coordinate and optimize City and Land Bank resources in order to target tax-delinquent properties in the City that are subject to Right of Refusal (ROR) or public property sale under Section 211.78m of the Michigan Compiled Laws. Such properties are generally among a community's most distressed, yet their disposition under Section 211.78m often results in acquisition by a speculator without the interest or capacity to rehabilitate them, thus perpetuating a cycle of divestment. It is the intent of the City and Land Bank to break this cycle by allocating development resources to certain properties purchased by the City.

The Guided Growth Program will operate under the following timeline:

1. At any time no less than two (2) weeks before the City is granted its ROR to purchase tax-delinquent property from the foreclosing government unit, as set forth in Section 211.78m(1) or 211.78m(3), the City at its discretion may submit to the Land Bank a list of property or properties for inclusion in the Guided Growth Program. For each property on the list the City must:
 - a. Represent and agree that the City will exercise its ROR to purchase the property, provided, however, that the City may stipulate that this exercise is contingent upon securing a preliminary development or financing agreement with a third party; and
 - b. Ensure and acknowledge that the property is eligible for either (i) an ROR purchase on or before July of that calendar year, as determined by the Wayne County Treasurer pursuant to Section 211.78m(1), or for (ii) an ROR purchase in October of that calendar year, pursuant to Section 211.78m(3), in the event the property is not previously sold at the first sale auction. The City will provide the Land Bank's Executive Director with any property data or deadlines obtained from the Wayne County Treasurer under this subsection.
2. After reception of the list, at any time no less than one (1) week before the City is granted its ROR to purchase tax-delinquent property from the foreclosing government unit, as set forth in Section 211.78m(1) or 211.78m(3), the Land Bank will inform the City which property or properties, if any, will be included in the Guided Growth program for that year (the "Included Properties").
3. The Land Bank will provide the City technical and developmental assistance regarding the Included Properties. Such assistance may include, but is not limited to, legal support, financing research and advocacy, data analysis, economic development consulting, compliance monitoring, and outreach and negotiation with potential third party developers, including efforts to secure escrow funds from such developers to support the City's ROR expenses.
4. The City will not pay the Land Bank for the above services. However, at the Land Bank's election, as made in writing by the Land Bank's Executive Director within two (2) weeks of the City's exercise of its ROR, the City will transfer an Included Property for which these services were provided to the Land Bank or County of Wayne for final disposition. The Land Bank or County of

Wayne will pay a purchase price of one dollar (\$1.00) as full and exclusive consideration for this transfer.

RESOLUTION 2017-29

Approval of an Intergovernmental Agreement between Wayne County Land Bank Corporation and City of Hamtramck

WHEREAS, The Wayne County Land Bank and the City of Hamtramck have a mutual interest in reducing blight in the community and returning tax-foreclosed, abandoned, and other underutilized properties to productive use;

WHEREAS, The Wayne County Land Bank would be able to offer three core programs — Nuisance Abatement, Quiet Title, and Guided Growth—to address such properties;

WHEREAS, Should the City elect to use any of the services provided under the Agreement, it would incur costs of \$500 per parcel for Quiet Title, \$6,000 per complaint (up to 25 properties) for Nuisance Abatement, and \$0 for Guided Growth;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Hamtramck, Wayne County, Michigan that the Intergovernmental Agreement between Wayne County Land Bank Corporation and City of Hamtramck be approved;

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HAMTRAMCK, WAYNE COUNTY, MICHIGAN THIS 11TH DAY OF APRIL, 2017.

AYES: Karpinski, Perrotta, Alasmari, Musa, Hassan, Miah

NAYS:

ATTEST:

A handwritten signature in black ink that reads "August R Gitschlag". The signature is written in a cursive style with a large initial "A".

August Gitschlag, City Clerk

Memo

To: Receivership Transition Advisory Board
From: Samantha Samuels, HR Director
Date: 04/13/2017
Re: Request to Hire Full Time Planner

This is a request to hire Ms. Melanie Markowicz for the Full Time Planner position. Ms. Markowicz has worked as a Part Time planner for the City since September 2016. During her first month as the City's Planner, she applied for and received a \$50,000 grant to restore the Hamtramck Stadium, which is one of the last standing Negro League Stadiums in the country. She continues to wow us with her skills daily.

The following is information related to the naming of the Full Time Planner position.

Name: Melanie Markowicz

Position: Full Time with Benefits

Annual Salary: 65,000 a year

Budget Line Item for salary: **101-721-702-000**

Reason for Hire: To hire Full Time Planner

Ms. Markowicz passed her background and drug testing when she was hired as a Part Time employee.

EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement") is between the CITY OF HAMTRAMCK, a Michigan municipal corporation, which has its principal place of business at 3401 Evaline Street, Hamtramck, Michigan 48212-3315 ("City") and Melanie Markowicz. ("Employee"). This Agreement is effective as of May 1, 2017 ("Effective Date").

This Agreement is based upon the following facts, which the parties agree are true and accurate:

- A. The City has offered, and Employee has accepted, employment as Full Time City Planner

- B. The parties desire to enter into a written employment agreement, which creates a professional and businesslike relationship, serves as a basis for effective communication, and avoids any misunderstanding between the parties to the terms of the employment relationship.

Accordingly, based upon the foregoing facts, the parties agree as follows:

Section 1. Employment.

Subject to the terms contained in this Agreement, City hereby employs Employee, and Employee hereby accepts such employment. Employee shall serve as Full Time City Planner. Employee shall devote their full time and best efforts exclusively to rendering services on behalf of the City. Employee shall be required to abide by and uphold the City's Code of Ethics policy and the Employee Manual. Employee's normal schedule will be eight (8) hours per day, forty (40) hours per week, although Employee may be required to devote additional time to the performance of their duties.

Section 2. Compensation.

- A. Employee shall be paid an annual base salary of \$65,000.00, less all deductions or withholdings required by law or contract. Base salary shall be paid in approximately equal periodic installments in accordance with the City's then-current payroll practices.

- B. Employee is an exempt employee under the provisions of the Fair Labor Standards Act ("FLSA"), 29 USC §§201, *et Seq.*, and as a result thereof is not entitled to accumulate or to be paid any compensatory time off or overtime.

Section 3. Additional Employment Benefits.

- A. Fringe Benefits. Employee shall be entitled to life and disability insurance benefits as determined in the sole discretion of the City. In addition, Employee shall have certain cost sharing obligations for such provided insurance benefits as determined by the City.

The City will enroll the Employee in one of the retirement plans offered by the Municipal Employees Retirement System (MERS). Employee pre-tax contribution to the MERS defined benefit pension plan is ten percent (15%) of compensation with a 2.0 multiplier. Employee is vested after ten (10) years of service.

Employee shall be entitled to two weeks (2) of vacation days per year and two (2) weeks of Personal Time (PTO). Such vacation leave and PTO, if not utilized, shall be lost and have no value. Employee shall not be entitled to accrue any unused vacation time. Employee shall not be entitled to any other leave time.

Employee shall not be entitled to any other benefits.

Section 4. Outside Activities.

The Employee may spend a reasonable amount of time teaching or consulting outside of the City organization; provided, however, that such activities do not interfere with Employee's duties hereunder and Employee gives the City Manager, advance notice of such activities and the City Manager's consent thereto.

Section 5. Reimbursed Expenses.

The City will reimburse the Employee for expenses of a non-personal and job-related nature as they are incurred. Reimbursement shall be made upon presentation of expense vouchers, receipts, statements, or personal affidavits. Employee understands and agrees that any such expenditure shall be incurred in accordance with the City's purchasing guidelines as they may be amended from time to time.

Section 6. Continuing Education and Professional Dues and Subscriptions.

The City, with preapproval, will reimburse Employee, up to \$3000.00 per year, for the cost of tuition and books at an as a part of a continuing education program designed to enhance the Employee's over all contribution to the City. In order to be reimbursed for these expenses, the Employee must pass the courses with a grade of "C" or better. Reimbursement will be made once the Employee has proven the grade received for the course.

Section 7. Termination.

- A. Termination by the City. The City may terminate Employee's position as Planner, hereunder with or without cause. "Cause" shall be defined as (1) Employee's inability to perform their essential duties, with or without reasonable accommodation, for a total of ninety (90) days during any twelve (12) month period, (2) Employee's failure to comply with a lawful, written directive from the City Manager within seven (7) days of receipt, and (3) Employee's commission of any act which is illegal, immoral, unethical or reflects negatively on the City's reputation. Employee's employment and compensation will cease in the event of Employee's death. All banked time will be paid to employee's designated beneficiary and their pension will be paid to the designated beneficiary under

the terms of the MERS plan.

- B. Termination by Employee. Employee may resign at any time, and for any reason, by providing the City with at least a thirty (30) day advance written notice.
- C. Severance. If Employee's employment hereunder is terminated by the City without cause, the City shall pay the Employee severance pay equal to two (2) weeks of established base pay. This paragraph will have no force or effect if Employee resigns or retires voluntarily or once Employee reaches 25 years of credited service under the MERS pension plan. This paragraph shall also have no effect if the Employee is terminated for cause.

Section 8. Binding Arbitration.

Any controversy or claim arising out of, or relating in any way to Employee's employment hereunder shall be settled exclusively by arbitration administered by the American Arbitration Association under its then-current National Rules for the Resolution of Employment Disputes, and judgment upon the award rendered by the arbitrators may be entered in any court having jurisdiction thereof. This Agreement to be submitted to binding arbitration specifically includes, but is not limited to, all claims that the Agreement has been interpreted or enforced in a discriminatory manner. Arbitration shall take place at the American Arbitration Association office located in Southfield, Michigan. The parties will share equally all administrative charges and arbitrator's fees, and each party shall bear its own expenses and attorney fees relating to the arbitration. The parties agree that the Arbitrator may, in his or her discretion, direct that the losing party pay all of the administrative charges and arbitrator's fees.

Section 9. Performance Evaluation.

Employee may be evaluated periodically and at a minimum annually, by the City Manager. This review and evaluation shall be in accordance with specific criteria used to evaluate the performance of management employees of the City.

Section 10. Professional Liability.

The City agrees to defend, hold harmless, and indemnify Employee on any and all claims brought against the Employee arising out of the Employee's actions within the scope of the employment relationship with the City, regardless of outcome of such claims.

Section 11. Entire Agreement.

This Agreement contains the entire agreement, and supersedes all prior agreements and understandings, oral or written, with respect to the subject matter hereof. This agreement constitutes a substitute for, and successor to all prior agreements. Employee is not entitled to any rights or benefits unless set forth in writing in this Agreement. This Agreement may not be modified except in writing signed by the Employee and designated city representative. If any provisions, or any portion thereof, contained in this Agreement are held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall not be affected, and shall remain in full force and effect. Any portion inconsistent with law shall be

reformed to comply therewith, if possible. This Agreement shall be construed and enforced in accordance with Michigan law, without regard to Michigan conflict of law doctrines.

Section 12. Notice.

All notices, which are required, or may be given under this Agreement, shall be in writing, and shall have been duly given when received, if personally delivered, and five (5) days after being sent, if mailed first class certified mail, return receipt requested. In each case, notice shall be sent:

To the City:
City Clerk
City of Hamtramck
3401 Evaline Street
Hamtramck, MI 48212-3315

To the Employee:

At the address listed on the payroll records as of the latest payroll.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, effective as of the date first above written.

CITY OF HAMTRAMCK

Melanie Markowicz

By: _____
Its: City Manager

Dated: _____

Dated: _____

Melanie A. Markowicz

PROFESSIONAL EXPERIENCE

Preservation Detroit | Detroit | Michigan *September 2011 – February 2015*
President | Heritage Conservation Planner + Advocacy Advisor

Chief operating officer of a non-profit organization devoted to sustainable development, urban planning and historic preservation in Detroit. Responsibilities included developing and implementing the organization's strategic direction, serving as Board of Directors liaison, representing the organization to the external community, and chairing advocacy efforts, research, studies and publications. Other responsibilities included spearheading rightsizing and urban planning initiatives and advocacy through community engagement and research.

- :: Developing programs and policy focusing on sustainable urban planning, historic preservation, community development, cultural heritage, vacancy management, and greening.
- :: Technical assistance including site visits, historical and community studies, design guidelines, conditions assessments, regulatory compliance, tax incentives, and Section 106 consultation.
- :: Advisor to the State Historic Preservation Office (SHPO) for the Detroit Non-Traditional Reconnaissance-level Survey, reviewing and guiding the city-wide survey process.
- :: Planning and coordination of the National Trust for Historic Preservation Partners Network 2013 Executive Retreat including guest speakers, presentations, panel discussion, and tours.
- :: Community engagement and consultation with citizens, government, private and non-profit organizations, and representing community interests through lectures, events, and meetings.
- :: Determining contract, budget, fundraising, technology and program needs and requirements.

Michigan Historic Preservation Network | Detroit | Michigan *May 2014 – Oct. 2014*
Project Manager | Consultant

Project manager for a cultural heritage community engagement project titled "My Neighborhood, My Heritage: Jefferson-Chalmers." Through research, education and art components, the project incorporated urban planning initiatives into public discourse, exploring the value of cultural and historic resources, the natural environment, and tangible and intangible heritage to affect contemporary solutions to community challenges.

- Responsibilities included project development, execution, and community engagement.
- :: Archival and onsite research focusing on community heritage and urban planning initiatives.
 - :: Identification, survey, and analysis of neighborhood cultural and historic resources.
 - :: Building relationships with local organizations, residents and stakeholders, fostering discussion of community urban planning needs, concerns and program participation.
 - :: Project planning including schedule, budgets, fundraising, and grant application reviews.
 - :: Development of project messaging including exhibits, presentations, tours, and media.
 - :: Created and executed neighborhood youth photography workshop, tour and engagement.

Savannah College of Art and Design | Sham Shui Po | Hong Kong *Sept. 2010 – May 2012*
Project Manager

Manager of an interdisciplinary cultural landscape studies project including the creation of a published book and photography exhibitions. Responsibilities included roles as historian, author, editor, researcher, and team leader for heritage conservation, photography and graphic design teams. The goal of the collaboration was to interpret and illustrate the importance of the architectural and cultural heritage of an overlooked community, and to disseminate research, while establishing lasting community relationships and dialogue.

- :: Archival and onsite research focusing on social heritage, history, architecture and the implications of current urban planning and land use directives on the cultural landscape.
- :: Planning and directing programs for the project; determining goals, priorities, and evaluating progress and setting standards for scholarly analysis and representation.
- :: Establishing relationships with government, local organization and citizen stakeholders.



Melanie A. Markowicz

PROFESSIONAL EXPERIENCE

Savannah College of Art and Design | Savannah | Georgia *June 2010 – August 2010*
Historic Preservation Department Intern

Complete development of new graduate level student course curriculum for the Department. Responsibilities included a full literature review, development of outcomes, goals, assignments, creative exercises and activities, syllabus, recommended prerequisites and required texts.

- :: Heritage Conservation and The Creative City: Explores the role of heritage conservation in creative city-making across the globe. Students will analyze non-traditional and creative ways to improve the urban environment, while addressing issues such as globalization, economic competitiveness, placemaking, technology, transportation, and poverty. The impact that creative city-making, shrinking cities and megaregions have upon the urban landscape will be analyzed and discussed, as well as the implications for the future of heritage conservation.
- :: Shaped by the Past | The Evolution of the Historic Urban Landscape: Examines how preservation and planning decisions, such as zoning and land-use, have shaped the evolution of the historic urban landscape, as well as the role of the urban imaginary.

REDICO LLC | Southfield | Michigan *September 2006 – January 2009*
Marketing Coordinator

Direction and coordination of all marketing efforts for international real estate development and investment firm and all related entities. Responsibilities included public relations, strategic planning, market metrics and economic analysis, brand development, graphic design, print media, websites, press releases, events, and presentations.

- :: Responsible for developing marketing campaigns for over 16 million sq. ft. of commercial real estate, identifying clear and actionable paths toward increased development and leasing.
- :: Real estate market research, ROI analysis, and financial forecasting for investment projects.
- :: RFP responses and pro-formas for real estate development, construction and management.
- :: Worked with prospective clients and tenants, while featuring the company's portfolio and services; Specifically focused on positioning and marketing Detroit.
- :: Collaboration with company departments and affiliates, design, architecture, contractor and brokerage firms to produce project presentations, proposals, site development plans, architectural drawings, and project phasing plans.
- :: Events management, requiring site scouting and acquisition, vendor relations, logistics, travel management, program collateral and on-site coordination.

Asset Acceptance LLC | Warren | Michigan *February 2005 – August 2006*
Corporate Relations

Direction and coordination of all corporate relations for financial corporation including public and internal relations programs, advertising, marketing, and special projects.

- :: Development and management of a budget of over \$1.5 million for all companywide marketing, advertising and employee relations communications.
- :: Creation of multi-platform marketing and media calendar for company departments.
- :: Nationwide convention and exposition coordination and implementation including contract negotiation, booth design, logistics, business travel and on-site booth management.
- :: Coordination and implementation of Employee Satisfaction Survey for over 1,600 employees nationwide, resulting in more efficient employee relations procedures and policies.
- :: Coordinator of the Natural Disaster Committee; Coordination of all business efforts in regions impacted by Hurricane Katrina for over one million client accounts.
- :: Directing assigned special projects, requiring research, analysis, development, and tracking.



Melanie A. Markowicz

PUBLICATIONS, PRESENTATIONS AND EXHIBITIONS

- :: “Shrinking Cities: Detroit Case Study.” Lecture and presentation. Urban Agglomerations, Sustainable Cities Course, Frankfurt University of Applied Sciences. Frankfurt am Main, Germany, January 2016.
- :: “International Heritage Conservation in Megacities” and “Historic Preservation in Shrinking Cities.” Lectures and presentations. SCAD. Lacoste, France, May 2015.
- :: “My Neighborhood, My Heritage: Jefferson-Chalmers.” Exhibit, presentation, and tour for the Michigan Historic Preservation Network. Detroit, Michigan, September/October 2014.
- :: “Making the Connections: Historic Preservation in Detroit’s Rightsizing.” *Forum Journal*, Summer 2013 | Vol. 27 No. 4, National Trust for Historic Preservation, Washington D.C.
- :: “Rightsizing and Urban Agriculture Initiatives.” Bus tour for the National Trust for Historic Preservation Partners Network Executive Retreat. Detroit, Michigan, May 2013.
- :: “Rightsizing and Historic Preservation.” Organized panel discussion for the National Trust for Historic Preservation Partners Network Executive Retreat. Detroit, Michigan, May 2013.
- :: “Rightsizing Detroit: Implications of Shrinking City Policy on the Historic Urban Landscape.” Research Poster for US/ICOMOS International Symposium. Savannah, Georgia, May 2013.
- :: “D Sector.” Ongoing roundtable panelist for developing a vision and collaborative plan for a deconstruction and materials salvage industry. NextEnergy, Detroit, Michigan, Spring 2013.
- :: “Detroit’s Packard Motor Company.” Roundtable panelist for graduate research. Taubman College of Architecture and Urban Planning, University of Michigan. February 2013.
- :: “Guest commentary: In downtown Detroit, a battle of parking vs. history.” Editorial published in the *Detroit Free Press*, 12 September 2012.
- :: “The Ecology of Lafayette Park.” Panelist for the *Inside Lafayette Park* Exhibition. Detroit, Michigan, April 2012.
- :: “Tilting the Lens: Telling the Story of Sham Shui Po Launch.” Panelist for book launch at the Asia Society, New York, New York, March 2012. SCAD Atlanta, Georgia, and SCAD Museum of Art, Savannah, Georgia, January 2012.
- :: *Tilting the Lens: Telling the Story of Sham Shui Po*. Author, Editor. Design Press Books, Savannah, Georgia, December 2011.
- :: “Shrinking and Swelling: Creative Heritage Conservation in Extreme Urban Environments.” Thesis Manuscript, August 2011.
- :: *High Rock Conservation Management Plan*. A resource report prepared for the Stewards High Rock Centre and the Antiquities and Monuments Office, Hong Kong, June 2011.
- :: “Tilting the Lens: Telling the Story of Sham Shui Po.” Exhibit curated at L0 Gallery, Hong Kong Jockey Creative Arts Centre, Hong Kong, March 2011.
- :: “Urban Regeneration Research Camp.” Panelist for the University of Hong Kong in conjunction with Kyushu University. Hong Kong, October 2010.
- :: *G.H. Stone House Rehabilitation Plan*. History and conditions assessment report prepared for Keller Williams Realty, Savannah, Georgia, May 2010.
- :: *Wormsloe Fountain Conservation Report*. Resource report prepared for the Chatham County-Savannah Metropolitan Planning Commission, Savannah, Georgia, May 2010.
- :: *Romeo Historic Preservation Marketing & Advocacy*. Resource report prepared for the Village of Romeo Historic District Commission and Downtown Development Authority, Romeo, Michigan, March 2010.
- :: *Georgia Historic Resources Survey: Ardsley Park*. Contributor. Report sponsored by the Savannah Metropolitan Planning Commission for the Ardsley Park Historic District, Savannah, Georgia, October 2009.



Melanie A. Markowicz

ACADEMIC QUALIFICATIONS

Savannah College of Art and Design | Savannah | Georgia *Sept. 2009 – Sept. 2011*
Master of Fine Arts | Historic Preservation

- :: Concentrations in Urbanism, Community Development and Cultural Landscape.
- :: 4.0 GPA.

Michigan State University | East Lansing | Michigan *August 1999 – December 2003*
Bachelor of Arts | Interdisciplinary Humanities

- :: Concentrations in Mathematics, Philosophy and History.

PROFESSIONAL AFFILIATIONS

- :: Member | Michigan Historic Preservation Network *2013 – Current*
- :: Member | Preservation Detroit *2011 – Current*
- :: Member | Sigma Pi Kappa National Historic Preservation Honor Society *2010 – Current*
- :: Member | National Trust for Historic Preservation *2009 – Current*
- :: Member | Young Leaders Group | Urban Land Institute *2007 – 2009*

AWARDS AND HONORS

- :: Michigan Historic Preservation Network Scholar *May 2016*
- :: Detroit Revitalization Fellow Semi-Finalist *May 2011, 2013, 2015*
- :: Hong Kong Design Centre | Design for Asia Award Finalist *December 2011*
- :: SCAD Outstanding Achievement Award for Historic Preservation *June 2011*
- :: SCAD Best Thesis Proposal Award *January 2011*
- :: SCAD Documenting Hong Kong Scholar *August 2010*
- :: Knox Endowed Scholar *July 2010*

COMPUTER SKILLS

- :: Adobe Creative Suite programs including InDesign, Illustrator, and Photoshop.
- :: Microsoft Office applications including Project, PowerPoint, Excel, and Word.
- :: Website content management and communications applications including WordPress, Google Docs, Dropbox, Huddle, SurveyMonkey, Typeform, and Constant Contact.
- :: Social media platforms including Facebook, Instagram, Twitter, and LinkedIn.
- :: Intuit software including Quicken, QuickBooks and QuickBooks Pro.

PERSONAL SKILLS

- :: Ability to work both independently and collaboratively with other groups and individuals.
- :: Ability to communicate ideas clearly; excellent presentation skills, including written and oral communications and correspondence.
- :: Highly motivated, organized professional who is self-disciplined and utilizes a proactive approach in all endeavors.
- :: Experience in developing and implementing programmes from concept to completion.
- :: Extensive research capabilities, interpretive and analytical conceptualizing.
- :: Excellent project coordination skills and experience, including leadership roles.
- :: Multi-disciplined educational and professional expertise; a unique perspective that is advantageous for approaching a project in a creative way.
- :: Experience in a multicultural and international working and living environment.



Memo

To: Receivership Transition Advisory Board
From: Samantha Samuels, HR Director
Date: 04/13/2017
Re: Request to Hire Full Time Economic Development Executive

This is a request to hire Ms. Martha Potere for the Full Time Economic Development Executive position. Ms. Potere has extensive experience as an Economic Development professional. The Economic Development position has been empty since July 2016.

The following is information related to the naming of the Full Time Economic Development Executive position.

Name: Martha Potere

Position: Full Time with Benefits

Annual Salary: 75,000 a year

Budget Line Item for salary: **101-721-702-000**

Please refer to the attached resume, as to Ms. Potere qualifications. Ms. Potere previously served as the Economic Development Program manager for The Grandmont Rosedale Development Corporation, and the Downtown Development Authority Executive for the City of Lathrup Village.

Ms. Potere has passed a background and drug test and is ready for immediate hire on May 1.

EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement") is between the CITY OF HAMTRAMCK, a Michigan municipal corporation, which has its principal place of business at 3401 Evaline Street, Hamtramck, Michigan 48212-3315 ("City") and Martha Potere. ("Employee"). This Agreement is effective as of May 1, 2017 ("Effective Date").

This Agreement is based upon the following facts, which the parties agree are true and accurate:

- A. The City has offered, and Employee has accepted, employment as Full Time Economic Development Executive.

- B. The parties desire to enter into a written employment agreement, which creates a professional and businesslike relationship, serves as a basis for effective communication, and avoids any misunderstanding between the parties to the terms of the employment relationship.

Accordingly, based upon the foregoing facts, the parties agree as follows:

Section 1. Employment.

Subject to the terms contained in this Agreement, City hereby employs Employee, and Employee hereby accepts such employment. Employee shall serve as Full Time Economic Development Executive. Employee shall devote their full time and best efforts exclusively to rendering services on behalf of the City. Employee shall be required to abide by and uphold the City's Code of Ethics policy and the Employee Manual. Employee's normal schedule will be eight (8) hours per day, forty (40) hours per week, although Employee may be required to devote additional time to the performance of their duties.

Section 2. Compensation.

- A. Employee shall be paid an annual base salary of \$75,000.00, less all deductions or withholdings required by law or contract. Base salary shall be paid in approximately equal periodic installments in accordance with the City's then-current payroll practices.

- B. Employee is an exempt employee under the provisions of the Fair Labor Standards Act ("FLSA"), 29 USC §§201, *et Seq.*, and as a result thereof is not entitled to accumulate or to be paid any compensatory time off or overtime.

Section 3. Additional Employment Benefits.

- A. Fringe Benefits. Employee shall be entitled to life and disability insurance benefits as determined in the sole discretion of the City. In addition, Employee shall have certain cost sharing obligations for such provided insurance benefits as determined by the City.

The City will enroll the Employee in one of the retirement plans offered by the Municipal Employees Retirement System (MERS). Employee pre-tax contribution to the MERS defined benefit pension plan is ten percent (15%) of compensation with a 2.0 multiplier. Employee is vested after ten (10) years of service.

Employee shall be entitled to two weeks (2) of vacation days per year and two (2) weeks of Personal Time (PTO). Such vacation leave and PTO, if not utilized, shall be lost and have no value. Employee shall not be entitled to accrue any unused vacation time. Employee shall not be entitled to any other leave time.

Employee shall not be entitled to any other benefits.

Section 4. Outside Activities.

The Employee may spend a reasonable amount of time teaching or consulting outside of the City organization; provided, however, that such activities do not interfere with Employee's duties hereunder and Employee gives the City Manager, advance notice of such activities and the City Manager's consent thereto.

Section 5. Reimbursed Expenses.

The City will reimburse the Employee for expenses of a non-personal and job-related nature as they are incurred. Reimbursement shall be made upon presentation of expense vouchers, receipts, statements, or personal affidavits. Employee understands and agrees that any such expenditure shall be incurred in accordance with the City's purchasing guidelines as they may be amended from time to time.

Section 6. Continuing Education and Professional Dues and Subscriptions.

The City, with preapproval, will reimburse Employee, up to \$3000.00 per year, for the cost of tuition and books at an as a part of a continuing education program designed to enhance the Employee's over all contribution to the City. In order to be reimbursed for these expenses, the Employee must pass the courses with a grade of "C" or better. Reimbursement will be made once the Employee has proven the grade received for the course.

Section 7. Termination.

- A. Termination by the City. The City may terminate Employee's position as Full Time Economic Development Executive, hereunder with or without cause. "Cause" shall be defined as (1) Employee's inability to perform their essential duties, with or without reasonable accommodation, for a total of ninety (90) days during any twelve (12) month period, (2) Employee's failure to comply with a lawful, written directive from the City Manager within seven (7) days of receipt, and (3) Employee's commission of any act which is illegal, immoral, unethical or reflects negatively on the City's reputation. Employee's employment and compensation will cease in the event of Employee's death. All banked time will be paid to employee's designated beneficiary and their pension will

be paid to the designated beneficiary under the terms of the MERS plan.

- B. Termination by Employee. Employee may resign at any time, and for any reason, by providing the City with at least a thirty (30) day advance written notice.
- C. Severance. If Employee's employment hereunder is terminated by the City without cause, the City shall pay the Employee severance pay equal to two (2) weeks of established base pay. This paragraph will have no force or effect if Employee resigns or retires voluntarily or once Employee reaches 25 years of credited service under the MERS pension plan. This paragraph shall also have no effect if the Employee is terminated for cause.

Section 8. Binding Arbitration.

Any controversy or claim arising out of, or relating in any way to Employee's employment hereunder shall be settled exclusively by arbitration administered by the American Arbitration Association under its then-current National Rules for the Resolution of Employment Disputes, and judgment upon the award rendered by the arbitrators may be entered in any court having jurisdiction thereof. This Agreement to be submitted to binding arbitration specifically includes, but is not limited to, all claims that the Agreement has been interpreted or enforced in a discriminatory manner. Arbitration shall take place at the American Arbitration Association office located in Southfield, Michigan. The parties will share equally all administrative charges and arbitrator's fees, and each party shall bear its own expenses and attorney fees relating to the arbitration. The parties agree that the Arbitrator may, in his or her discretion, direct that the losing party pay all of the administrative charges and arbitrator's fees.

Section 9. Performance Evaluation.

Employee may be evaluated periodically and at a minimum annually, by the City Manager. This review and evaluation shall be in accordance with specific criteria used to evaluate the performance of management employees of the City.

Section 10. Professional Liability.

The City agrees to defend, hold harmless, and indemnify Employee on any and all claims brought against the Employee arising out of the Employee's actions within the scope of the employment relationship with the City, regardless of outcome of such claims.

Section 11. Entire Agreement.

This Agreement contains the entire agreement, and supersedes all prior agreements and understandings, oral or written, with respect to the subject matter hereof. This agreement constitutes a substitute for, and successor to all prior agreements. Employee is not entitled to any rights or benefits unless set forth in writing in this Agreement. This Agreement may not be modified except in writing signed by the Employee and designated city representative. If any provisions, or any portion thereof, contained in this Agreement are held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall not be affected, and shall remain in full force and effect. Any portion inconsistent with law shall be

reformed to comply therewith, if possible. This Agreement shall be construed and enforced in accordance with Michigan law, without regard to Michigan conflict of law doctrines.

Section 12. Notice.

All notices, which are required, or may be given under this Agreement, shall be in writing, and shall have been duly given when received, if personally delivered, and five (5) days after being sent, if mailed first class certified mail, return receipt requested. In each case, notice shall be sent:

To the City:

City Clerk
City of Hamtramck
3401 Evaline Street
Hamtramck, MI 48212-3315

To the Employee:

At the address listed on the payroll records as of the latest payroll.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, effective as of the date first above written.

CITY OF HAMTRAMCK

Martha Potere

By: _____
Its: City Manager

Dated: _____

Dated: _____

MARTHA POTERE1090 Vinewood, Detroit, MI 48216 : (248) 520-4428 : mpoterester@gmail.com**WORK EXPERIENCE**

GRANDMONT ROSEDALE DEVELOPMENT CORPORATION, Detroit, MI August 2015 - Present
Economic Development Program Manager and Detroit Revitalization Fellow

- Revitalize commercial corridors within neighborhood footprint, with an emphasis on Grand River Avenue, by recruiting new business, supporting existing business and considering future improvements to the physical environment; connect current and potential businesses with available resources at the state and local level; use the Main Street Four-Point Approach to engage businesses and residents in planning and executing economic development initiatives; assist organization in strategically identifying and developing commercial parcels; communicate policy recommendations to partnering city departments

CITY OF LATHRUP VILLAGE, Lathrup Village, MI February 2014 – July 2015
Assistant City Administrator and Downtown Development Authority Executive Director

- Directed economic development initiatives to execute the goals and objectives outlined by the City's Master Plan and guided by the economic development strategy; one of seven communities chosen for over \$9,000 in technical assistance through the MML's PlacePlans grant; implemented the Main Street Four-Point Approach, collaborating with over 100 volunteers to revitalize and grow business in the commercial corridor; reviewed planning and zoning documentation to assist the Building Department; guided the City in becoming certified as a Redevelopment Ready Community through the MEDC

CITY OF FERNDALE, Ferndale, MI October 2013 – February 2014
Assistant Planner (Part-Time)

- Developed criteria and materials for updating the City's Master Land Use Plan; served as liaison to Planning Commission, presented site plans and recommendations; worked with the Michigan Economic Development Corporation on Ferndale's Redevelopment Ready Community status

FERNDALE DOWNTOWN DEVELOPMENT AUTHORITY, Ferndale, MI January 2013 – February 2014
Program Manager (Part-Time)

- Managed capital improvement projects and economic development within the downtown; updated Market Analysis and Trade Area Report; supported the Main Street Four-Point Approach by coordinating Design and Business Development Committee initiatives; worked directly with property owners, brokers, and businesses to support and sustain entrepreneurial ventures; attracted private/public partnerships for redevelopment

GENESISHOPE COMMUNITY DEVELOPMENT CORPORATION, Detroit, MI 2013
Farmers Market Manager (Part-Time)

- Recruited Detroit-based entrepreneurs; implemented representation from diverse local non-profit networks; created intensive consumer survey database to analyze data, improve sales and increase customer counts; developed organization's strategies related to marketing, operations and budget; conducted strategic and program planning around Detroit's unique food system

THE CITY OF WARREN TAX INCREMENT FINANCING AUTHORITY, Warren, MI 2012 – 2013
District Services Coordinator (Part-Time)

- Served as District Planner; awarded \$230k in federal TAP funding by SEMCOG for multi-jurisdictional bike lane grant for a proposal submitted jointly with the City of Detroit and the 8 Mile Boulevard Association; awarded \$23,380 in USDA funding for creation and administration of Owen Jax Farmers Market through FMPP grant; awarded \$10k in MDOT funding for state trunk line urban forestry initiative; coordinated design and implementation of strategic pocket parks throughout the District

HAGIWARA AMERICA, INC., Livonia, MI 2010 – 2012
Sales and Relationship Manager

- Managed purchasing, international warehouse inventory, financial reporting and customer support; combined regional understanding of the automotive industry with bilingual capabilities

UNITED STATES PEACE CORPS, Silistra, Bulgaria 2008 – 2010
Volunteer Teacher, English as a Second Language

- Designed and implemented grant-funded food system education project for elementary school students; advocated for regional business interests by implementing bilingual 'welcome mat' services

MICHIGAN SUBURBS ALLIANCE, Ferndale, MI 2007 – 2008
Intern

- Promoted Brownfield redevelopment projects in the cities of Lincoln and Hazel Park; provided logistical support for the 2008 Regional Redevelopment Summit

JAPANESE EXCHANGE AND TEACHING (JET) PROGRAMME, Ichinoseki, Japan
Teacher, English as a Second Language

2005 – 2007

- One of only 2,873 American nationals invited to participate as an employee of the Japanese Ministry of Education (11% acceptance rate) working bilingually to promote language and cultural exchange

EDUCATION

WAYNE STATE UNIVERSITY, Detroit, MI

2011 – 2014

- Master of Urban Planning with a focus on Urban Economic Development
- Awardee – The Michigan Association of Planning's 2013 Memorial Scholarship and the 2011 American Planning Association Small Town and Rural Planning Internship Stipend

UNIVERSITY OF MICHIGAN, Ann Arbor, MI

2001 – 2005

- Dual Bachelor of Arts in Political Science and Honors Germanic Studies; Minor in French
- President - Sigma Iota Rho – Honor Society for International Relations

PROFICIENCIES

- Geographic Information Systems (GIS), Microsoft Office (incl. Access), BS&A, Navision, Adobe Suite
- German, French, Japanese and Bulgarian languages (all verbal and written); travel in over 35 countries spanning 4 continents

MEMBERSHIPS

- Member – Michigan Association of Planning, Michigan Economic Developers Association, Urban Land Institute, Congress for the New Urbanism

Memo

To: Katrina Powell, City Manager
From: Mark Ragsdale, Director of Public Services
Date: 03-24-2017
Re: Request to hire an additional DPS Clerk

This is a request to hire Ashley Boykin as a full time Department of Public Services Clerk. This candidate has worked for the City since July of 2016 via a temporary employment agency.

In addition to Ashley's municipal experience, she also possesses a Bachelor's Degree in Media Arts and Studies from Wayne State University. Ashley has proven to be a huge asset to the department.

The annual audit revealed a \$500,000 reduction in the operating cost of the water department. This savings is largely contributed to brining services back in house and not relying on a contractor to provide these services.

As we strive to save the City money by doing so, this also creates more work on the office staff. In order to continue this trend of financial savings, it is imperative that this position is filled on a full time basis.

Name: Ashley Boykin

D.P.S. Clerk Grade 9 Applicant

Full Time position with fringe benefits

Rate of Pay: \$17.69 per hour

Estimated budget impact: \$44,799.12 (Water/ Sewer Fund)

Budget line item for salary:	\$36,788	592-557-702.000
Budget line item for health care:	\$4,620.60	592-557-716.100
Budget line item for dental:	\$268.32	592-557-716.000
Budget line item for life insurance:	\$300	592-557-716.400
Budget line item for social security:	\$2,815	592-557-715.000

This is an A.F.S.C.M.E. Union Local 666 Grade Nine (9) position. This applicant will be utilizing her work experience, Bachelor's degree, and computer knowledge, to help the department provide better customer service to the residents of Hamtramck.

Ms. Boykin has successfully passed a background investigation, drug testing, and physical evaluation.

Ashley Boykin
Cell: (313) 574-4590
ashb2008@yahoo.com

Objective

I would like the opportunity to demonstrate my strong initiative, exceptional organizational skills, and attention to details in the working environment. I collaborate well with others and understand the importance of customer service, attributes that would enhance any organization.

Work Experience

Aerotek/QuickenLoans **Detroit, MI** **(July 2015-March 2016)**
40 Hours per Week
Full-Time Position
Vendor Analyst

- Verified employment records of individuals in order to complete the mortgage loan process.
- Maintained and updated employment verification documents electronically.
- Proficient in Microsoft Outlook, Excel, and Word.

Barnes and Noble College Bookstore **Detroit, MI** **(June 2013 – July 2015)**
Store #740
10 – 20 Hours per week
Part-Time Position
Textbook Department Manager

- Operated TextAid2, Book Master, and Accelerator programs efficiently in order to expedite customer service.
- Instructed new hires on utilization of TextAid2 and other software programs.
- Oriented new hires on day-to-day operations in the textbook department.
- Designated lead manager with responsibilities that included opening and closing shifts.

Wayne State University **Detroit, MI** **(June 2014 – May 2015)**
Facilities, Planning and Management/Design Construction Services
15 Hours per week
Part-Time Position
Student Assistant

- Provided clerical assistance to all project managers duties included organization of project documents, utilization of Excel spreadsheets, and maintaining filed paperwork.
- Utilized the TMA System, which was used for the creation of new construction projects.
- Trained on the tracking and processing financial invoices for project contracts.

Wayne State University Detroit, MI (January 2011-May 2014)
Purdy/Kresge Library
20 Hours per week
Part-Time Position
Student Assistant

- Operated library systems such as Millennium Circulation, MeLCat and Inter-Library Loan.
- Performed daily clerical functions.
- Supervised and trained new hires on library's daily operations.
- Designated closing manager for Purdy Library circulation desk.

AMC Theaters Sterling Heights, MI (November 2010 – January 2011)
20 Hours per week
Part-Time Position
Conciseness

- Performed daily operations that included cashier, stock clerk, and food server.
- Designated lead closer for evening shift.

Education

Oak Park High School Oak Park, MI
High School Diploma

Wayne State University Detroit, MI
Bachelors – Media Arts and Studies

Professional Reference(s)

Will Young – Textbook Supervisor, Barnes and Noble College Book – 313.577.2436

Kidest Albarri – Associate Project Manager, WSU Facilities and Planning – 313.577.0288

Deborah Horanic – Library Clerk, Purdy/Kresge Library – 313.577.1707

City of Hamtramck									
Overtime Hours and Costs For March 2017									
Dept. #	Department	CURRENT MONTH			YEAR TO DATE			BUDGET	Reimbursed
		Overtime Hours	Overtime \$	# of Employees	Overtime Hours	Overtime. \$	# of Employees		
136	District Court	-	-	-	9.00	241.95	5		
215	Clerk	-	-	-	1.75	48.56	1		
223	Controller	-	-	-		-	-		
253	Treasurer	13.75	364.78	1	107.75	2,858.54	1	4,000	
257	Assessor	4.75	126.01	1	6.25	165.80	1	400	
262	Elections	-	-	-	6.00	160.01	3		
265	Building & Grounds	8.56	236.43	4	56.19	1,572.07	6	2,400	
301	Police - Dept.	415.00	15,846.38	19	4,475.25	169,059.47	27	130,000	
	Police - Traffic	151.00	6,063.78	7	1,937.00	75,777.45	16	100,000	
	Police - FBI	32.00	1,382.76	1	279.00	12,171.14	1	-	4,277.79
303	Auto Theft	-	-	-	269.00	10,638.41	1	15,000	
336	Fire	371.50	13,741.72	16	1,812.75	67,451.10	19	45,000	
721	Com & Econ. Dev.	-	-		4.25	105.75	1	500	
	General Fund	996.56	37,761.86		8,964.19	340,250.25		297,300	
	Major Roads	4.00	106.12	1	138.25	3,804.85	5	10,000	
	Local Roads	20.00	550.50	4	157.50	4,311.20	5	-	
	911 Emergency	135.00	3,037.50	3	990.50	20,509.03	3	10,000	
	Drug Forf. Fund	80.50	3,220.84	4	574.50	23,599.04	6	35,000	
	Water Fund	40.69	1,135.54	6	348.33	9,646.84	7	15,000	
	Library	10.00	281.89	1	30.50	859.78	1	-	
	Total	1,286.75	46,094.25		11,203.77	402,980.99		367,300	

31st DISTRICT COURT REPORT FOR THE MONTH OF MARCH 2017**CITY OF HAMTRAMCK**

CIVIL FILING FEES	\$2,767.00
JURY DEMANDS	\$360.00
MARRIAGES	\$20.00
GARNISHMENTS	\$870.00
WRITS	\$75.00
COPY AND NSF FEES	\$63.00
MISC. FEE	\$0.00
FORMS	\$75.00
FINES & COSTS	\$133,554.78
COURT APPOINTED FEE	\$150.00
PROBATION/SCREENING	\$675.00
INCOME TAX	\$22,202.53
PARKING	\$3,118.00
ADMINISTRATIVE FEE-BOOT	\$0.00
DDA PARKING	\$ 750.00
COMMUNITY SERVICE FEE	\$0.00
TOTAL RECEIPTS	<u>\$164,680.31</u>
BUILDING FUNDS I & II	<u>\$8,824.00</u>
FORFEITED BONDS	<u>\$1,155.00</u>
TOTAL	<u>\$174,659.31</u>