

City of Hamtramck
Receivership Transition Advisory Board Agenda
Tuesday, May 23, 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. April 25, 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 April 11, 2017 (attachment #2)
 - 2. Resolutions from Regular City Council Meeting of April 25, 2017 (attachment #3)
 - 3. Claims and Accounts from Regular City Council Meeting Draft Minutes of May 9, 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)

4. Approval of Resolution #2017-35 (2nd Budget Amendment FY 2016/17) (attachment #5f)
5. Approval of Resolution #2017-30 (Amendment to Contract with Tyler Technologies for Re-Appraisal Services) (attachment #5g) – Addressed in New Business
6. Approval of Resolution #2017-31 (Contract for Residential Water Meter Installation to SLC Meter LLC (attachment #5h) Addressed in New Business
7. Approval of Resolution #2017-34 (Contract Extension for Hutch Paving for 2017 Asphalt Resurfacing Program) (attachment #5i)
8. Approval of Resolution #2017-29 (Intergovernmental Agreement with Wayne County Land Bank to Convey Properties Acquired by the City via it's Right of First Refusal, by Quit Claim Deed) (attachment #5j) – Addressed in New Business
9. Approval of Resolution #2017-33 (Memorandum of Understanding Between Wayne County, Habitat for Humanity, Samaritas, Wayne County Land Bank and the City of Hamtramck to Provide Refuge Resettlement Housing) (attachment #5k)
10. Approval to Hire Part-Time Code Enforcement Officer (attachment #5L)
11. Approval to Hire Full-Time Police Officer (attachment #5m)
12. Approval of Contract Addendums for Directors and Essential Personnel (attachment #5n)
13. Approval of Citywide Overtime Report (attachment #5o)
14. 31st District Court Revenues – Informational Only (attachment #5p)

V. BOARD COMMENT

VI. ADJOURNMENT

City of Hamtramck

Receivership Transition Advisory Board Meeting Minutes

Tuesday, April 25th, 2017

Hamtramck City Hall

Council Chambers - 2nd floor

3401 Evaline

Hamtramck, Michigan 48212

RTAB MEMBERS PRESENT:

DEBORAH ROBERTS
KAREN YOUNG
MARK STEMA
PETER McINERNEY

ALSO PRESENT:

PATRICK DOSTINE
Michigan Department of Treasury

Reported by:
Nina Lunsford (CER 4539)
Modern Court Reporting & Video, LLC
SCAO FIRM NO. 08228
101-A North Lewis Street
Saline, Michigan 48176
(734) 429-9143/nel

1 **Tuesday, April 25, 2017**

2 **Called to order at 1:00 p.m.**

3 *** * * * ***

4 MS. ROBERTS: It is 1:00 on Tuesday, April 25th,
5 and I will call the City of Hamtramck Receivership
6 Transition Advisory Board meeting to order. Mr. Dostine,
7 could you take roll, please?

8 MR. DOSTINE: Peter McInerney.

9 MR. McINERNEY: Here.

10 MR. DOSTINE: Al Bogdan.

11 MR. BOGDAN: Here.

12 MR. DOSTINE: Karen Young.

13 MS. YOUNG: Present.

14 MR. DOSTINE: Mark Stema.

15 MR. STEMA: Here.

16 MR. DOSTINE: Deborah Roberts.

17 MS. ROBERTS: Here.

18 MR. DOSTINE: You have quorum, Madam Chair.

19 MS. ROBERTS: Thank you.

20 Just a reminder, if anyone from the public would
21 like to speak, if you could please sign up at the podium.
22 First item on the agenda is approval of the agenda. I
23 would entertain a motion to approve the agenda as
24 presented.

25 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. BOGDAN: Aye.

7 MR. STEMA: Aye.

8 MS. YOUNG: Aye.

9 MR. McINERNEY: Aye.

10 MS. ROBERTS: Opposed, the same.

11 (No response.)

12 MS. ROBERTS: Motion carries.

13 Next on the agenda is the approval of the RTAB
14 minutes from the March 28th, 2017 meeting. I would
15 entertain a motion to approve the minutes as presented.

16 MR. McINERNEY: Madam Chair, I have a suggested
17 correction to the minutes. On page eight of the minutes,
18 there is a record of a discussion that Mr. Stema and I
19 were having at the time. And I believe that the
20 statement's attributed to Mr. Stema, on lines 13 and lines
21 16, were actually made by me.

22 MS. ROBERTS: Okay. You want to make that
23 correction?

24 MR. McINERNEY: With that as a suggested
25 correction, I will move that the minutes be approved.

1 MS. ROBERTS: Okay.

2 MR. STEMA: Seconded.

3 MS. ROBERTS: Any further discussion?

4 (No response)

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

7 MR. STEMA: Aye.

8 MS. YOUNG: Aye.

9 MR. McINERNEY: Aye.

10 MS. ROBERTS: Opposed the same? Motion --

11 MR. BOGDAN: I wasn't there, so I'll abstain.

12 MS. ROBERTS: Oh, so you'll abstain? Okay.

13 Motion carries.

14 Next on the agenda is public comment. Mr.
15 Dostine, has anyone signed up for public comment?

16 MR. DOSTINE: Madam Chair, we have one request,
17 from Mr. Zwolek.

18 MS. ROBERTS: Okay.

19 MR. ZWOLEK: Thank you for an opportunity to
20 speak to the TAB board. As I earlier commented, that, you
21 know, it's been since December, for the past four or five
22 months, that I've had issue with the issue of the city
23 manager's contract, as well as a search for another city
24 manager, if that be it.

25 Unfortunately, as I mentioned, history is

1 repeating itself. We haven't been in this situation since
2 the council literally terminated Mr. Cooper's contract
3 back then. That created additional controversy and
4 crisis, because we had a parade of city managers, we had
5 an exodus of department heads. And it appears that's what
6 we're having today.

7 We've only got a couple months left, we're in
8 the middle of police negotiations, public safety
9 negotiations, budget. I don't know what's going to come
10 out, come July 1st. But it just doesn't bode well.

11 And unfortunately, some of the council feels
12 that it's, let the TAB board take care of the situation.
13 That's regrettable. If you're with me, and I'm here, I
14 would say, look, cut their pay right now, because they're
15 not just -- not doing their job.

16 Maybe the TAB board could recommend bringing
17 back an emergency manager, which I wouldn't want to see.
18 Or maybe the TAB board can amend their rules and
19 regulations, and extend Ms. Powell's contract. At least
20 until we get past this particular period of crisis.
21 Especially with the fact that our city manager is not in a
22 position, really, to resolve some of the problems after
23 July the first, under the present set of circumstances.

24 We have the situation also with our treasurer,
25 whose contract expires come June 30th. So we lose a

1 treasurer, we lose a deputy city manager. I think we
2 really created a real -- I shouldn't say we; the council,
3 created their mess, at this particular point in time.

4 So I'm really encouraging the TAB board to maybe
5 pick up the ball and run with it, and maybe it can resolve
6 some of these problems before it's too late. Thank you.

7 THE BOARD: Thank you.

8 MR. DOSTINE: That's it, Madam Chair.

9 MS. ROBERTS: Thank you.

10 Next on the agenda is old business, we have
11 none. So we move onto new business. The first item is
12 resolutions from the regular city council meeting of March
13 14th, 2017. I would note that we have already approved
14 Resolution 2017-23 at our last meeting. I would entertain
15 a motion to approve the remaining ordinances and
16 resolutions from the March 14th, 2017, regular city
17 council meeting.

18 MR. STEMA: Motion to approve.

19 MR. BOGDAN: Second.

20 MS. ROBERTS: Any discussion?

21 MR. McINERNEY: I'm sorry, you said March 14th?

22 MS. ROBERTS: Yes.

23 MR. McINERNEY: Okay. Now, on number three, or?

24 MS. ROBERTS: First item under new business. We
25 pulled one item forward last time.

1 MR. McINERNEY: Okay, I'm sorry.

2 MS. ROBERTS: That's okay.

3 MR. McINERNEY: Can we go back and start over
4 here? I got distracted, I guess.

5 MS. ROBERTS: Okay.

6 MR. McINERNEY: So we're on the resolutions from
7 the meeting of February (sic) the 14th, but you said that
8 the --

9 MS. ROBERTS: We already -- we pulled 2017-23
10 ahead at our last meeting. The city manager requested
11 that.

12 MR. McINERNEY: Okay.

13 MS. ROBERTS: And so now what I would entertain a
14 motion for is to approve the remaining ordinances and
15 resolutions, from that meeting.

16 MR. McINERNEY: Okay, you have that motion, so.

17 MS. ROBERTS: Do I have that motion?

18 MR. McINERNEY: Yes.

19 MS. ROBERTS: Okay. And seconded?

20 MR. McINERNEY: Thank you.

21 MS. ROBERTS: Any further discussion?

22 (No response)

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

25 MR. BOGDAN: Aye.

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MR. STEMA: Aye.

MS. YOUNG: Aye.

MR. McINERNEY: Aye.

MS. ROBERTS: Opposed the same.

(No response)

MS. ROBERTS: Motion carries.

Next item on the agenda is resolutions from the regular city council meeting of March 28th, 2017. I would entertain a motion to approve all ordinances and resolutions from the March 28th, 2017 regular city council meeting.

MS. YOUNG: Motion to approve.

MR. BOGDAN: Second.

MS. ROBERTS: Any discussion?

(No response)

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

MR. BOGDAN: Aye.

MR. STEMA: Aye.

MS. YOUNG: Aye.

MR. McINERNEY: Aye.

MS. ROBERTS: Opposed the same.

(No response)

MS. ROBERTS: Motion carries.

Next on the agenda are the claims and accounts

1 from the regular city council meeting draft minutes of
2 April 11th, 2017. I would entertain a motion to approve,
3 deny, or postpone claims and accounts from the regular
4 city council meeting draft minutes, of April 11th.

5 MR. McINERNEY: Move to approve.

6 MR. STEMA: Second.

7 MS. ROBERTS: Any discussion?

8 (No response)

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

11 MR. BOGDAN: Aye.

12 MR. STEMA: Aye.

13 MS. YOUNG: Aye.

14 MR. McINERNEY: Aye.

15 MS. ROBERTS: Opposed the same.

16 (No response)

17 MS. ROBERTS: Motion carries.

18 Next on the agenda is the city administrator
19 items. We have already approved the city council minutes,
20 so next would be approval of the budget to actual and cash
21 flow reports. I would entertain a motion to approve,
22 deny, or postpone the budget to actual cash flow reports.

23 MS. YOUNG: Motion to approve.

24 MR. McINERNEY: Support.

25 MS. ROBERTS: Any discussion? I just have one

1 question for you, Katrina. When will we see the amended
2 budget, will that be at the next meeting?

3 MS. POWELL: Yes, ma'am.

4 MS. ROBERTS: Okay, all those in favor to
5 approve the budget to actual, say aye. Aye.

6 MR. BOGDAN: Aye.

7 MR. STEMA: Aye.

8 MS. YOUNG: Aye.

9 MR. McINERNEY: Aye.

10 MS. ROBERTS: Opposed the same.

11 (No response)

12 MS. ROBERTS: Motion carries.

13 Next on the agenda is approval of the invoice
14 register of preapproved expenditures. I would entertain a
15 motion to approve, deny, or postpone the invoice register
16 of preapproved expenditures.

17 MR. STEMA: Motion to approve.

18 MR. BOGDAN: Second.

19 MS. ROBERTS: Any discussion?

20 (No response)

21 MS. ROBERTS: Seeing none, all those in favor
22 say aye. Aye.

23 MR. BOGDAN: Aye.

24 MR. STEMA: Aye.

25 MS. YOUNG: Aye.

1 MR. McINERNEY: Aye.

2 MS. ROBERTS: Opposed the same.

3 (No response)

4 MS. ROBERTS: Motion carries.

5 We've already approved the budget calendar in
6 new business; we did not pull that out separately.

7 Next on the agenda, approval of Resolution 2017-
8 25, acceptance of professional services agreement Detroit
9 Wayne Mental Health Authority, and the City of Hamtramck.
10 I would entertain a motion to approve, deny, or postpone
11 this item.

12 MS. YOUNG: Motion to approve.

13 MR. STEMA: Seconded.

14 MS. ROBERTS: Any discussion?

15 MR. STEMA: I just have a quick question. I'm
16 assuming this all has to do with those houses that were
17 bought in your --

18 MS. POWELL: No, sir.

19 MR. STEMA: Okay -- I'll be -- maybe the wrong
20 one.

21 MS. POWELL: This has to do with the summer work
22 program, that --

23 MR. STEMA: Oh, okay, never mind. I was looking
24 at the wrong one.

25 MS. ROBERTS: Yeah, they had that same program

1 last year, that's all.

2 MR. STEMA: No, that's fine. I was on the wrong
3 one.

4 MS. POWELL: Okay.

5 MS. ROBERTS: All those in favor of approving
6 the contract, say aye. Aye.

7 MR. BOGDAN: Aye.

8 MR. STEMA: Aye.

9 MS. YOUNG: Aye.

10 MR. McINERNEY: Aye.

11 MS. ROBERTS: Opposed the same.

12 (No response)

13 MS. ROBERTS: Motion carries.

14 So items six, seven, and eight, while actions on
15 these items occurred during a council meeting outside the
16 normal review period for today's board meeting, the city
17 manager is requesting that we bring these forward for
18 early review. And we are going to do so; we'll take each
19 one individually.

20 First is the approval of Resolution 2017-27,
21 contract for commercial water meter installation, to North
22 Star Water Management. Ms. Powell, would you please
23 provide a summary of this item for the board?

24 MS. POWELL: Yes, ma'am.

25 As you guys are aware, we've got quite a few

1 commercial properties, water users, that have not had
2 metered water for a number of years. And so we have been
3 in this process, for several months now, trying to get
4 meters installed.

5 We were using our current contractor to install
6 the meters, and he was subcontracting that work out to
7 someone else. Well, the first person he subcontracted it
8 out to was unable to do it, because these are very
9 difficult meters to get to, to install.

10 And so he hemmed and hawed for a month or so,
11 until we finally said, no, we need someone else. So he
12 got someone else; that person hemmed and hawed, did a
13 quote, unquote, "assessment" and still didn't get the work
14 done, until we finally said, you know what, we're done
15 with you. We're going to put this out to bid and we're
16 going to get a professional installation company to come
17 in and do it.

18 And that's what we did, and so that's what this
19 bid is, is we, you know, we want a contract with a company
20 that installs commercial meters, to go ahead and get those
21 done.

22 MS. ROBERTS: Okay. What is the time frame that
23 they'll be working under?

24 MS. POWELL: As soon as possible. Yesterday.

25 MS. ROBERTS: Okay.

1 MR. STEMA: Is it budget neutral? Compared, or
2 is this going to be a little bit more because they're more
3 of a professional company than who was doing it before?

4 MS. POWELL: It's probably going to be about the
5 same cost. Because we don't know what they were going to
6 really charge us to do the work, we couldn't really do
7 anything.

8 MR. STEMA: Oh, okay.

9 MS. POWELL: We don't really have anything to
10 base it on, but either way, we're going to come out,
11 because we're finally going to have metered water.

12 MR. STEMA: Okay.

13 MS. YOUNG: So my question was, what's the
14 reason those properties didn't have meters?

15 MS. POWELL: Ma'am, I'm unable to answer those
16 questions. You're talking about, you know, places like
17 the Wayne County Jail, that hasn't had the water meter
18 since 2005. When we got there, the meter was actually
19 sitting on the floor next to where it should have been
20 installed, rusted.

21 So I can't -- I don't know the answer to that,
22 but as soon as we figured it out, we were on it. It's
23 just taking some time to do it, because these are very
24 difficult, you know, places to get to the meters. The
25 jail is huge. So it's an undertaking. So hopefully, with

1 this, we'll be able to like get it moving, and get it done
2 very quickly.

3 MS. YOUNG: And were they paying --

4 MR. McINERNEY: They managed to connect the
5 water, but not the meter?

6 MS. POWELL: Right. They were paying; they were
7 paying an estimate, on, you know, an estimated amount.
8 Some of them were paying a payment in lieu of taxes, and
9 stuff like that. And so, no, we want to get the cost of
10 what our water is. We want that money.

11 MS. YOUNG: Thank you.

12 MS. POWELL: You're welcome.

13 MS. ROBERTS: I would entertain a motion to
14 approve, deny, or postpone Resolution 2017-27, contract
15 for commercial water meter installation.

16 MS. YOUNG: Motion to approve.

17 MR. STEMA: Support.

18 MS. ROBERTS: Any further discussion?

19 (No response)

20 MS. ROBERTS: Seeing none, all those in favor
21 say aye. Aye.

22 MR. BOGDAN: Aye.

23 MR. STEMA: Aye.

24 MS. YOUNG: Aye.

25 MR. McINERNEY: Aye.

1 MS. ROBERTS: Opposed the same.

2 (No response)

3 MS. ROBERTS: Motion carries. Next on the
4 agenda is approval of Resolution 2017-28, contract to
5 Meadowbrook, Incorporated, for insurance and benefits
6 consultation. Ms. Powell, would you provide a summary of
7 this item for the board?

8 MS. POWELL: Yes, ma'am. Meadowbrook Inc. is a
9 company that is a broker for our insurance, our health
10 insurance. This is a company that was brought in by the
11 emergency manager, when she was here, and they've been
12 doing a great job for us, so we want to go ahead and renew
13 their contract again, for another three years. They pick
14 up a lot of work that we would have to do in house, that
15 we just don't have the people to do. And they're a joy to
16 work with.

17 MR. McINERNEY: They do worker's comp, too?

18 MS. POWELL: They don't do worker's comp, that's
19 a separate one.

20 MR. McINERNEY: A separate?

21 MS. POWELL: Yes, sir.

22 MS. ROBERTS: And is this a simple renewing of
23 the contract, or was this bid, this renewal?

24 MS. POWELL: Nothing was changed. This is what
25 we're doing.

1 MR. STEMA: So I, just another question, and --
2 so you're -- was this like a contract that was in place,
3 that you had an option to renew?
4 MS. POWELL: Yes.
5 MR. STEMA: So okay, that's why it didn't go out
6 to bid, okay.
7 MS. ROBERTS: I would entertain a motion to
8 approve, deny, or postpone Resolution 2017-28, contract to
9 Meadowbrook, Inc.
10 MR. BOGDAN: Motion to approve.
11 MR. STEMA: Motion to approve.
12 MR. BOGDAN: Second.
13 MS. ROBERTS: Any further discussion?
14 (No response)
15 MS. ROBERTS: Seeing none, all those in favor
16 say aye. Aye.
17 MR. BOGDAN: Aye.
18 MR. STEMA: Aye.
19 MS. YOUNG: Aye.
20 MR. McINERNEY: Aye.
21 MS. ROBERTS: Opposed the same.
22 (No response)
23 MS. ROBERTS: Motion carries.
24 Next on the agenda is approval of Resolution
25 2017-29, Intergovernmental Agreement with Wayne County

1 Land Bank, to provide nuisance abatement, quiet title, and
2 guided grown programs.

3 Ms. Powell, would you please provide a summary
4 of this item?

5 MS. POWELL: Yes, ma'am. So, you've probably
6 seen this agreement before, because you just passed it
7 last year. There's a new team on board, the Wayne County
8 Land Bank, and they were able to actually go in and truly
9 assess cost that they, you know, of things that they
10 provide to the community.

11 So there was a change in the costs, particularly
12 for nuisance abatement properties. Before, we were paying
13 \$500 per complaint, which is up to 25 properties, so for
14 25 properties, we would pay \$500. They realized that that
15 was just not an appropriate price. So they're now
16 charging us \$6,000 per complaint, and that's up to 25
17 houses. Very rarely do we have up to 25 houses, but this
18 is just an agreement, working with them.

19 They're also going to do quiet title work for
20 us; \$500 per parcel, they're going to allow us to use
21 their corporate counsel to do that work for us instead of
22 us having to, you know, do it somewhere else.

23 So it's a really good deal for us, and we're,
24 you know, we enjoy working with the team that they have
25 there, and it's like we have to go outside to get this

1 kind of help. We're hoping that we can partner with them
2 on quite a few things moving forward, as well.

3 MS. ROBERTS: Okay, thank you. I would
4 entertain a motion to approve, deny, or postpone
5 Resolution 2017-29, Intergovernmental Agreement with Wayne
6 County Land Bank.

7 MR. BOGDAN: Motion to approve.

8 MS. YOUNG: Second.

9 MS. ROBERTS: Any further discussion?

10 (No response)

11 MS. ROBERTS: Seeing none, all those in favor
12 say aye. Aye.

13 MR. BOGDAN: Aye.

14 MR. STEMA: Aye.

15 MS. YOUNG: Aye.

16 MR. McINERNEY: Aye.

17 MS. ROBERTS: Opposed the same.

18 (No response)

19 MS. ROBERTS: Motion carries.

20 Next on the agenda is approval to hire a full
21 time city planner. Ms. Powell, would you please provide a
22 summary of this item for the board?

23 MS. POWELL: Absolutely, ma'am. So, as you
24 know, we had a part time planner, Melanie Markowicz, some
25 time ago. She came on board and really brought a lot of

1 great things to our community. She works hard.
2 Unfortunately, there's not enough time, as a part time
3 planner, to do all the work that has to be done here.

4 This is the first time I've been able to find
5 any evidence of us having a city planner in this
6 environment. So I mean, she just works a lot of hours,
7 and she works a lot of time on her off time. And we
8 really need to get her on board full time, so that she can
9 really delve into fixing our zoning ordinance, that is not
10 in compliance with our master plan.

11 We also need to start doing our Redevelopment
12 Ready Communities paperwork, and getting online with that.
13 We're being required to do that by MEDC. So --

14 MR. McINERNEY: By who?

15 MS. POWELL: MEDC. Like in order for you to
16 receive funding, you're going to need to be redevelopment
17 ready. Or at least start the process. So, and they're
18 making us do it before the end of the year.

19 So there's a lot of work that has to happen, and
20 Melanie is the person to take that task on, and in her
21 first month, I think it was, she brought in \$50,000 for a
22 grant for us to do planning on our Hamtramck Historic
23 Stadium. So I mean, she's really, she's done a jam up
24 job.

25 MS. ROBERTS: Okay. And so, for budgeting

1 purposes, is it this year?

2 MS. POWELL: So, we're not in jeopardy with this
3 budget, because we only -- we budgeted for her to be part
4 time. We've barely used any of that money. We also
5 budgeted for us to have an economic development person on
6 line as of July 1st of last year.

7 We never brought that person on, so they're just
8 now coming, now. They actually won't start until the
9 first. So I really only have to worry about paying out of
10 this budget for two months.

11 MS. ROBERTS: Okay. And it's in next year's
12 budget?

13 MS. POWELL: Correct. It'll be in next year's
14 budget.

15 MS. ROBERTS: Okay. I would entertain a motion
16 to approve, deny, or postpone hiring of a full time city
17 planner -- well, one more question; I'm sorry. Did this
18 go to council? Or have they been --

19 MS. POWELL: It's been -- they were conferred
20 with.

21 MS. ROBERTS: Okay. Now I'll entertain a motion
22 to approve, deny or postpone hiring of a full time city
23 planner.

24 MR. STEMA: Motion to approve.

25 MR. McINERNEY: Support.

1 MS. ROBERTS: Any further discussion?

2 (No response)

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

5 MR. BOGDAN: Aye.

6 MR. STEMA: Aye.

7 MS. YOUNG: Aye.

8 MR. McINERNEY: Aye.

9 MS. ROBERTS: Opposed the same.

10 (No response)

11 MS. ROBERTS: Motion carries.

12 Next on the agenda is approval to hire a full
13 time economic development executive. Ms. Powell, would
14 you give us a summary of this item?

15 MS. POWELL: Absolutely. I'm so excited about
16 this position, as well. We are wanting to hire Ms. Martha
17 Potere. We can tell by her resume that she's got
18 experience in working in municipalities and particularly
19 with economic development, as well as bringing a lot of
20 insight to other communities, and what they've done in
21 their downtown districts, as well as across their
22 communities.

23 If you will recall, I actually budgeted a part
24 time position for this; I thought I would be able to go
25 out and get a contractor to take this on. I found that to

1 be a very difficult thing to do. We weren't really
2 getting the caliber of people that we really need in this
3 position by having that as a 1099 employee position.

4 So, I then tried to advertise it as a part time
5 position and I wasn't really getting any bites there,
6 either. Once I posted it full time, we had some amazing
7 people apply for this position. But upon interviewing
8 Martha, and also having Melanie work with her as city
9 planner, work with her in the interview setting as well,
10 we realized that the two ladies together are going to be
11 an amazing team.

12 They're extremely dynamic, they work well off of
13 each other. They both are bringing different skill sets
14 to their jobs, but they're also going to be able to mesh
15 those two together, and hopefully get a lot of things
16 going here.

17 I'm so excited, I -- we, we talked about her
18 being the magical unicorn, to Melanie. So now I have a
19 unicorn team, if you will. And I'm so excited about them
20 getting to work on May 1st and starting to get some things
21 going.

22 MS. ROBERTS: How does this work, with the DDA?

23 MS. POWELL: She will work with the DDA board;
24 I'm not sure, we haven't addressed the funding mechanism
25 for this position through the DDA yet. That hasn't been a

1 conversation that I've had with the board yet, but it is
2 certainly one that will need to, particularly as she
3 starts getting more involved in running the DDA.

4 So, because she will also be part of the DDA.
5 So I think that will be a discussion as we move into this
6 next budget year. Again, I'm only going to be paying for
7 this position for about two months.

8 MS. YOUNG: Okay. And it'll be in next --

9 MS. POWELL: It'll be in next year's budget,
10 yes, ma'am.

11 MR. McINERNEY: What's the DDA been doing, in
12 the meantime?

13 MS. POWELL: Not a lot.

14 MR. McINERNEY: Okay.

15 MS. POWELL: And that's, you know, that's
16 something that we need to focus on, we need to get things
17 moving in the DDA, and you know, get some stores into
18 these empty storefronts, and also build up the DDA board,
19 get more members involved, that are actually, you know,
20 that actually have businesses in the DDA.

21 And hopefully, potentially, we can expand
22 something similar to a DDA, in some of our other business
23 districts, as they move forward.

24 MR. BOGDAN: What's happening in the Shopper's
25 World?

1 MS. POWELL: Actually, there's quite a bit.
2 He's turning it into a banquet hall, the last I heard.

3 MR. BOGDAN: Yeah, that would have been a year
4 ago.

5 MS. POWELL: And I know he wants to do some
6 facade changes now, he wants to do something with the
7 outside. So we'll see. I haven't seen those plans yet; I
8 don't think he's submitted them yet. But he is trying to
9 do something with that building.

10 MS. ROBERTS: I would entertain a motion to
11 approve, deny, or postpone hiring of a full time economic
12 development executive.

13 MR. McINERNEY: So moved.

14 MR. STEMA: Seconded.

15 MS. ROBERTS: So moved to approve?

16 MR. McINERNEY: To approve.

17 MS. ROBERTS: Thank you. All those in favor of
18 approving, say aye. Aye.

19 MR. BOGDAN: Aye.

20 MR. STEMA: Aye.

21 MS. YOUNG: Aye.

22 MR. McINERNEY: Aye.

23 MS. ROBERTS: Opposed the same.

24 (No response)

25 MS. ROBERTS: Motion carries.

1 Next on the agenda is approval to hire a full
2 time DPS clerk. Ms. Powell, will you please provide a
3 summary of this item for the board?

4 MS. POWELL: Yes, ma'am. So, Ms. Boykin has
5 been a temporary employee with us since July of last year.
6 She too is a young and up and coming, you know, educated
7 young lady who has brought quite a bit to the table, for
8 our team.

9 As you are aware, we are losing our DPS
10 director, he has already submitted his notice, and he is
11 no longer here and his final day will be May 5th. So my,
12 the gentleman that currently is a consultant for the city
13 that's working in the water department, will take over
14 those duties in the interim. In the meantime, Ashley
15 provides customer service. She does all the work orders,
16 she does a lot of our mapping work for flooding, and that
17 sort of thing. I mean, she's just -- she's an extremely
18 intelligent young lady, who's bringing a lot to the table.

19 And we needed another person in there to kind of
20 take over some of those duties; I'm hoping that she can
21 cross train into billing and some of the other things.
22 And get a little more experienced in the water department.

23 But I think she's one of those employees where
24 you can just kind of work in anywhere. So hopefully, you
25 know, she's going to have a bright future here if she

PERIOD ENDING 04/30/2017

GL NUMBER	DESCRIPTION	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 04/30/2017 (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	57,915.94	57.92
Total Dept 000-GENERAL		100,000.00	100,000.00	57,915.94	57.92
TOTAL REVENUES		100,000.00	100,000.00	57,915.94	57.92
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	57,915.94	57.92
TOTAL EXPENDITURES		50,000.00	50,000.00	18,724.50	37.45
NET OF REVENUES & EXPENDITURES		50,000.00	50,000.00	39,191.44	78.38

PERIOD ENDING 04/30/2017

GL NUMBER	DESCRIPTION	2016-17	2016-17	YTD BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	04/30/2017 (ABNORMAL)	
Fund 244 - DOWNTOWN DEVELOPMENT AUTH					
Revenues					
Dept 000-GENERAL					
244-000-403.000	Current Tax Collections	40,000.00	40,000.00	34,762.14	86.91
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	49,413.14	109.81
TOTAL REVENUES		45,000.00	45,000.00	49,413.14	109.81
Expenditures					
Dept 244-DDA					
244-244-881.000	Special Projects	45,000.00	45,000.00	28,766.37	63.93
Total Dept 244-DDA		45,000.00	45,000.00	28,766.37	63.93
TOTAL EXPENDITURES		45,000.00	45,000.00	28,766.37	63.93
Fund 244 - DOWNTOWN DEVELOPMENT AUTH:					
TOTAL REVENUES		45,000.00	45,000.00	49,413.14	109.81
TOTAL EXPENDITURES		45,000.00	45,000.00	28,766.37	63.93
NET OF REVENUES & EXPENDITURES		0.00	0.00	20,646.77	100.00

PERIOD ENDING 04/30/2017

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	% BGD USED
		ORIGINAL BUDGET	2016-17 AMENDED BUDGET	04/30/2017 (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	69,742.10	81.10
264-264-710.000	Overtime	10,000.00	10,000.00	24,244.03	242.44
264-264-715.000	Social Security (FICA)	7,400.00	7,400.00	7,189.96	97.16
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	1,199.90	17.14
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	3,415.00	97.57
264-264-801.600	CLEMIS Maintenance	43,000.00	43,000.00	27,586.93	64.16
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	139,165.86	80.96
TOTAL EXPENDITURES		171,900.00	171,900.00	139,165.86	80.96
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	139,165.86	80.96
NET OF REVENUES & EXPENDITURES		(51,900.00)	(51,900.00)	(100,501.14)	193.64

PERIOD ENDING 04/30/2017

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	% BDGT USED
		ORIGINAL BUDGET	2016-17 AMENDED BUDGET	04/30/2017 (NORMAL) (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	707,272.70	314.34
Total Dept 000-GENERAL		225,000.00	225,000.00	707,272.70	314.34
TOTAL REVENUES		225,000.00	225,000.00	707,272.70	314.34
Expenditures					
Dept 367-Drug Forfeiture - State Expenditures					
266-367-702.000	Salaries	54,000.00	54,000.00	45,021.97	83.37
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	26,048.57	74.42
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	1,005.59	77.35
266-367-716.000	INSURANCES-DENTAL (FT DEARBORN)	600.00	600.00	716.80	119.47
266-367-716.100	INSURANCE - HEALTHCARE (BCBS)	12,600.00	12,600.00	10,011.50	79.46
266-367-716.400	INSURANCE - LIFE (FT DEARBORN)	300.00	300.00	116.51	38.84
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	3,719.57	74.39
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	871.50	21.79
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	315.00	9.00
266-367-809.200	K-9 UNIT	10,000.00	10,000.00	5,453.67	54.54
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	332.39	33.24
266-367-922.100	UTILITIES - MOBILE PHONES	1,000.00	1,000.00	363.59	36.36
266-367-923.000	Heating	1,200.00	1,200.00	2,103.03	175.25
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	689,463.87	342.68
TOTAL EXPENDITURES		201,200.00	201,200.00	689,463.87	342.68
Fund 266 - DRUG LAW ENF. ACT 265 - STATE:					
TOTAL REVENUES		225,000.00	225,000.00	707,272.70	314.34
TOTAL EXPENDITURES		201,200.00	201,200.00	689,463.87	342.68
NET OF REVENUES & EXPENDITURES		23,800.00	23,800.00	17,808.83	74.83

PERIOD ENDING 04/30/2017

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	% BDGT USED
		ORIGINAL BUDGET	2016-17 AMENDED BUDGET	04/30/2017 (ABNORMAL)	
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 04/30/2017

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	% BDGT USED
		ORIGINAL BUDGET	2016-17 AMENDED BUDGET	04/30/2017 (ABNORMAL)	
Fund 268 - Library Fund					
Revenues					
Dept 000-GENERAL					
268-000-403.000	Property Taxes - Library	320,000.00	320,000.00	299,109.20	93.47
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	34,382.68	343.83
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	340,999.65	91.70
TOTAL REVENUES		371,875.00	371,875.00	340,999.65	91.70
Expenditures					
Dept 738-Library					
268-738-702.000	Salaries	190,000.00	190,000.00	161,978.33	85.25
268-738-715.000	Social Security (Fica)	14,000.00	14,000.00	12,030.80	85.93
268-738-716.000	INSURANCES-DENTAL (FT DEARBORN)	700.00	700.00	667.68	95.38
268-738-716.100	Insurance - Healthcare (Bcbs)	14,500.00	14,500.00	12,706.90	87.63
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	703.40	351.70
268-738-718.000	Retirement-MERS (Active)	0.00	0.00	9,386.60	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	2,749.24	68.73
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	10,414.25	52.07
268-738-800.000	Contract Services	10,000.00	10,000.00	8,280.00	82.80
268-738-800.001	Administration	12,000.00	12,000.00	12,000.00	100.00
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	9,590.48	79.92
268-738-922.000	UTILITIES - TELEPHONE	700.00	700.00	1,619.08	231.30
268-738-923.000	Heating	5,000.00	5,000.00	3,268.36	65.37
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	1,215.89	48.64
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	286,866.49	77.14
TOTAL EXPENDITURES		371,875.00	371,875.00	286,866.49	77.14
Fund 268 - Library Fund:					
TOTAL REVENUES		371,875.00	371,875.00	340,999.65	91.70
TOTAL EXPENDITURES		371,875.00	371,875.00	286,866.49	77.14
NET OF REVENUES & EXPENDITURES		0.00	0.00	54,133.16	100.00

PERIOD ENDING 04/30/2017

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	% BGD USED
		ORIGINAL BUDGET	2016-17 AMENDED BUDGET	04/30/2017 (ABNORMAL)	
Fund 275 - Comm Develop Block Grant					
Revenues					
Dept 000-GENERAL					
275-000-501.000	GRANT INCOME	0.00	0.00	103,309.91	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	103,309.91	31.18
TOTAL REVENUES		331,300.00	331,300.00	103,309.91	31.18
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	20,822.33	23.14
275-275-931.000	Housing Rehabilitation	33,140.00	33,140.00	41,859.00	126.31
275-275-932.100	COMMERCIAL/INDUSTRIAL REHAB	15,000.00	15,000.00	10,000.00	66.67
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	29,540.30	34.75
Total Dept 275-Cdbg		246,822.00	246,822.00	104,825.70	42.47
TOTAL EXPENDITURES		246,822.00	246,822.00	104,825.70	42.47
Fund 275 - Comm Develop Block Grant:					
TOTAL REVENUES		331,300.00	331,300.00	103,309.91	31.18
TOTAL EXPENDITURES		246,822.00	246,822.00	104,825.70	42.47
NET OF REVENUES & EXPENDITURES		84,478.00	84,478.00	(1,515.79)	1.79

PERIOD ENDING 04/30/2017

GL NUMBER	DESCRIPTION	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 04/30/2017 (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	4,425.00	70.24
Total Dept 280-POLICE TRAINING		6,300.00	6,300.00	4,425.00	70.24
TOTAL EXPENDITURES		6,300.00	6,300.00	4,425.00	70.24
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	4,425.00	70.24
NET OF REVENUES & EXPENDITURES		0.00	0.00	(1,255.25)	100.00

PERIOD ENDING 04/30/2017

GL NUMBER	DESCRIPTION	2016-17	2016-17	YTD BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	04/30/2017 (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	78,106.79	156.21
592-000-620.000	WATER USAGE CHARGES	2,294,000.00	2,294,000.00	1,870,958.88	81.56
592-000-620.600	FIRE LINE CHARGES	0.00	0.00	2,450.00	100.00
592-000-621.000	SEWER USAGE CHARGES	4,132,000.00	4,132,000.00	3,323,833.50	80.44
592-000-621.050	POLLUTANT SURCHARGE	84,800.00	84,800.00	32,837.73	38.72
592-000-621.100	IND WASTE CONTROL PRE TREATMENT CHARGES	180,000.00	180,000.00	175,136.73	97.30
592-000-622.000	DPS MATERIAL & C/S COST RECOVERY	0.00	0.00	5,672.62	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	672,105.98	100.00
592-000-656.000	DPS STAFF SERVICE FEE INCOME	0.00	0.00	107,722.81	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	1,191.00	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	8,583,617.02	127.34
TOTAL REVENUES		6,740,800.00	6,740,800.00	8,583,617.02	127.34
Expenditures					
Dept 557-WATER & SEWER					
592-557-702.000	Salaries	200,000.00	200,000.00	87,641.01	43.82
592-557-710.000	Overtime	15,000.00	15,000.00	3,163.18	21.09
592-557-715.000	Social Security (Fica)	17,000.00	17,000.00	10,973.25	64.55
592-557-716.000	INSURANCES-DENTAL (FT DEARBORN)	2,000.00	2,000.00	1,928.84	96.44
592-557-716.100	Insurance - Healthcare (Bcbs)	30,000.00	30,000.00	25,867.92	86.23
592-557-716.400	INSURANCE - LIFE (FT DEARBORN)	1,000.00	1,000.00	1,748.31	174.83
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	35,511.22	1,183.71
592-557-740.000	Operating Supplies	15,000.00	15,000.00	1,751.19	11.67
592-557-751.002	Vehicle Maintenance	10,000.00	10,000.00	11,354.60	113.55
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	291,831.95	83.38
592-557-787.001	Sewer Repairs & Maint.	50,000.00	50,000.00	6,900.00	13.80
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	200,015.00	82.07
592-557-801.000	Professional Services	72,000.00	72,000.00	99,215.30	137.80
592-557-802.004	CROSS CONNECTION	30,000.00	30,000.00	15,725.00	52.42
592-557-855.000	Lawsuit Settlements	100,000.00	100,000.00	12,133.00	12.13
592-557-864.000	Conference-Workshop	10,000.00	10,000.00	6,630.60	66.31
592-557-922.000	UTILITIES - TELEPHONE	2,000.00	2,000.00	781.19	39.06
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	3,064,500.00	74.27
592-557-925.100	Iwc Charges	84,800.00	84,800.00	63,629.37	75.03
592-557-925.200	Sewage Surcharges	63,000.00	63,000.00	38,582.62	61.24
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	14,253.00	71.27
592-557-976.001	SRF PROJECT - ENGINEERING	0.00	0.00	114,773.75	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	6,941,744.53	104.03
TOTAL EXPENDITURES		6,672,900.00	6,672,900.00	6,941,744.53	104.03
Fund 592 - WATER & SEWER FUND:					
TOTAL REVENUES		6,740,800.00	6,740,800.00	8,583,617.02	127.34
TOTAL EXPENDITURES		6,672,900.00	6,672,900.00	6,941,744.53	104.03
NET OF REVENUES & EXPENDITURES		67,900.00	67,900.00	1,641,872.49	2,418.07
TOTAL REVENUES - ALL FUNDS					
TOTAL REVENUES - ALL FUNDS		23,860,429.00	24,810,429.00	22,529,447.88	90.81
TOTAL EXPENDITURES - ALL FUNDS		25,473,749.00	25,498,749.00	21,804,908.88	85.51
NET OF REVENUES & EXPENDITURES		(1,613,320.00)	(688,320.00)	724,539.00	105.26

CITY OF HAMTRAMCK

CASH FLOW SUMMARY FOR THE MONTH ENDING APRIL 30, 2017

DESCRIPTION	General Fund	Major Road	Local Road	Building Dept	DDA	911 Emergency
Cash Inflows	766,866.62	107,751.15	33,100.67	8,824.00	262.39	-
Cash Outflows	(1,269,199.63)	(10,941.07)	(9,909.91)	(109.50)	(2,500.00)	(3,083.00)
Net Cash Flow	(502,333.01)	96,810.08	23,190.76	8,714.50	(2,237.61)	(3,083.00)
Add: Beginning Balance	5,475,360.36	1,972,465.21	1,969,218.64	442,688.54	95,401.83	28,911.55
Ending Balance	4,973,027.35	2,069,275.29	1,992,409.40	451,403.04	93,164.22	25,828.55

DESCRIPTION	State Drug Forfeiture	Federal Drug Forfeiture	Library	CDBG	Police Training P.A. 302	Water/Sewer
Cash Inflows	7,687.36	-	1,750.00	17,147.67	-	631,420.06
Cash Outflows	(2,573.55)	-	(16,295.70)	(51,581.90)	(975.00)	(448,415.58)
Net Cash Flow	5,113.81	-	(14,545.70)	(34,434.23)	(975.00)	183,004.48
Add: Beginning Balance	425,925.94	71,551.79	209,544.87	(82,766.19)	16,010.96	4,712,294.39
Ending Balance	431,039.75	71,551.79	194,999.17	(117,200.42)	15,035.96	4,895,298.87

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			<u>102.38</u>
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			<u>4,098.05</u>
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			<u>2,346.16</u>
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			<u>1,277.22</u>
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

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

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

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

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

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INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
 EXP CHECK RUN DATES 04/25/2017 - 04/25/2017
 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
185452 55510	18TH STREET DELI INC TURKEY/CHEESE WEDGES 20 @ 1.50 EA 101-301-750.000	03/03/2017 JHANG PRISONER MEALS	03/17/2017	30.00 30.00	30.00	Open	N 04/18/2017
185834 55511	18TH STREET DELI INC TURKEY/CHEESE WEDGES 25 @ 1.50 EA 101-301-750.000	03/07/2017 JHANG PRISONER MEALS	03/21/2017	37.50 37.50	37.50	Open	N 04/18/2017
186092 55512	18TH STREET DELI INC TURKEY/CHEESE WEDGES 25 @ 1.50 EA 101-301-750.000	03/09/2017 JHANG PRISONER MEALS	03/23/2017	37.50 37.50	37.50	Open	N 04/18/2017
187084 55513	18TH STREET DELI INC TURKEY/CHEESE WEDGES 25 @ 1.50 EA 101-301-750.000	03/20/2017 JHANG PRISONER MEALS	04/03/2017	37.50 37.50	37.50	Open	N 04/18/2017
187368 55514	18TH STREET DELI INC TURKEY/CHEESE WEDGES 25 @ 1.50 EA 101-301-750.000	03/24/2017 JHANG PRISONER MEALS	04/07/2017	37.50 37.50	37.50	Open	N 04/18/2017
187998 55515	18TH STREET DELI INC TURKEY/CHEESE WEDGES 25 @ 1.50 EA 101-301-750.000	03/29/2017 JHANG PRISONER MEALS	04/12/2017	37.50 37.50	37.50	Open	N 04/18/2017
9943581710 55465	AIRGAS USA, LLC 2158521 - OXYGEN RENTAL MAR 2017 101-336-740.000 101-336-740.000	03/31/2017 JHANG RENTAL OXYGEN CYLINDERS HAZMAT CHARGE	04/30/2017	26.86 16.36 10.50	26.86	Open	N 04/13/2017
03312017 55439	ALEXIS G. KROT JUDICIAL CONF HOTEL & MILES 101-136-864.000 101-136-864.000	03/31/2017 JHANG JUDICIAL CONF HOTEL MILEAGE JUDICIAL CONF	04/30/2017	148.21 48.16 100.05	148.21	Open	N 04/13/2017
03222017 55520	ANAM MIAH PARKING REIMBURSEMENT MML 101-101-864.000	03/22/2017 JHANG PARKING REIMBURSEMENT MML	04/21/2017	23.00 23.00	23.00	Open	N 04/18/2017

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 User: JHANG
 DB: HAMTRAMCK

INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
 EXP CHECK RUN DATES 04/25/2017 - 04/25/2017
 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
94665 55422	APOLLO FIRE EQUIPMENT REPLACEMENT FIRE BOOTS 101-336-740.000	04/04/2017 JHANG FIREFIGHTER RUBBER BOOTS	05/04/2017	160.00 160.00	160.00	Open	N 04/11/2017
94669 55423	APOLLO FIRE EQUIPMENT RAPPEL RACKS FOR ROPE RESCUE 101-336-970.000 101-336-970.000	04/05/2017 JHANG RAPPEL RACK SHIIPPING	05/05/2017	223.28 209.10 14.18	223.28	Open	N 04/11/2017
47867 55385	APOLLO FIRE APPARATUS REPAIR REPLACEMENT SUCTION AND INLET 101-336-778.000 101-336-778.000 101-336-778.000	03/23/2017 JHANG 6" SUCTION SCREENS 6" INLET SCREENS SHIPPING FEE	04/22/2017	318.96 90.00 220.00 8.96	318.96	Open	N 04/05/2017
030420 55530	ASTI ENVIRONMENTAL PHASE 1 FOR 11344 & 11362 DYAR 796-796-701.000	04/14/2017 JHANG PHASE 1 ESA FOR 11344 & 11362 DYAR	04/24/2017	2,000.00 2,000.00	2,000.00	Open	N 04/19/2017
04062017 55409	AUGUST R. GITSCHLAG OVERNIGHT MAIL FOR DEE CHASE 101-264-728.000	04/06/2017 JHANG POSTAGE	05/06/2017	23.75 23.75	23.75	Open	N 04/10/2017
5259447262 55477	AUTOZONE DPW VEHICLE MAINTENANCE / INV. 202-222-751.002	04/10/2017 JHANG TIRE PLUG KIT FOR FLAT TIRE	05/10/2017	19.09 19.09	19.09	Open	N 04/13/2017
17037 55455	BATCO INC FERRO-MAGNETIC LOCATOR / INV. #17037 592-557-787.000	03/23/2017 JHANG FISHER FP-ID 2100	04/22/2017	1,630.00 1,630.00	1,630.00	Open	N 04/13/2017
1056988-IN 55386	BREATHING AIR SYSTEMS EMERGENCY REPAIRS AND MAINTENANCE OF JHANG 101-336-778.000 101-336-778.000 101-336-778.000 101-336-778.000 101-336-778.000 101-336-778.000 101-336-778.000	03/30/2017 JHANG CARTRIDGE GALLON OF CHEMTUBE 800 OIL OIL FILTER INTAKE FILTER FILTER KIT SINGLE AIR TEST SERVICE LABOR FEE	04/29/2017	1,013.45 158.00 82.50 27.70 30.30 99.95 120.00 495.00	1,013.45	Open	N 04/05/2017

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021168 55470	BRIDGESTONE AMERICAS INC UTILITY BILLING AND POSTAGE, MAR 592-557-730.000 592-557-730.000	03/29/2017 JHANG	04/28/2017	4,835.24	4,835.24	Open	N 04/13/2017
	UTILITY BILLING, MAR 2017			1,109.00			
	UTILITY POSTAGE, MAR 2017			3,726.24			
C506394-IN 55497	BROADSPIRE - "A CRAWFORD COMPANY" LOSS FUND REIMBURSEMENT 101-266-855.000	04/01/2017 JHANG	05/01/2017	4,624.40	4,624.40	Open	N 04/13/2017
	LOSS FUND REIMBURSEMENT			4,624.40			
8675 55443	BRONCO PRINTING & COPY CENTER REGULAR ENVELOPES INV 8675 101-136-904.000	03/31/2017 JHANG	04/10/2017	174.00	174.00	Open	N 04/13/2017
	3000 REGULAR ENVELOPES			174.00			
03312017 55392	CAFE 1923 LLC COFFEE FOR STAFF 101-264-980.000	03/31/2017 JHANG	04/30/2017	55.00	55.00	Open	N 04/05/2017
	COFFEE FOR STAFF SPRING CLEANING			55.00			
03312017 HFD 55473	CAMPAU-BOTSFORD SERVICE REPAIRS TO CHIEF AND FIRE MARSHAL 101-336-778.000 101-336-778.000 101-336-778.000 101-336-778.000 101-336-778.000 101-336-778.000	03/31/2017 JHANG	04/30/2017	560.00	560.00	Open	N 04/13/2017
	RIGHT WHEEL BEARING AND LABOR			190.00			
	LUBE, OIL, TIRE ROTATION			30.00			
	TUNE-UP			80.00			
	PLUG WIRES			80.00			
	GAS IN-LINE FILTER			60.00			
	HEAT ACTUATOR LEVER			120.00			
03312017 HPD 55508	CAMPAU-BOTSFORD SERVICE PD VEHICLE MAINTENANCE MAR 2017 101-301-751.002 101-301-751.002 101-301-751.002	03/31/2017 JHANG	04/30/2017	1,112.00	1,112.00	Open	N 04/18/2017
	CAR 308			360.00			
	CMV TAHOE			440.00			
	CMV			312.00			
03312017 HPD F 55509	CAMPAU-BOTSFORD SERVICE PD VEHICLE MAINTENANCE MAR 2017 266-367-809.100 266-367-809.100 266-367-809.200	03/31/2017 JHANG	04/30/2017	365.00	365.00	Open	N 04/18/2017
	VEH NITRO			250.00			
	CAR 600			65.00			
	DEA K9			50.00			
842842 55468	CANIFF ELECTRIC SUPPLY CO INC FISHTAPE FOR SEWER LOCATING / INV.	03/28/2017 JHANG	04/27/2017	58.37	58.37	Open	N 04/13/2017

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	592-557-787.000	FISHTAPE		58.37			
843204 55498	CANIFF ELECTRIC SUPPLY CO INC SERVICE LINE REPAIR / 592-557-787.000	03/30/2017 JHANG 3M. UR-BOXED	04/29/2017	75.37 75.37	75.37	Open	N 04/13/2017
M19154 55476	CINCINNATI TIME SYSTEMS INC DPW TIME CLOCK MAINTENANCE 101-265-776.000	04/03/2017 JHANG DPW TIME CLOCK MAINTENANCE	05/03/2017	95.00 95.00	95.00	Open	N 04/13/2017
04052017 55402	DANNY H. HAGEN REIMB FOR INTERNATIONAL ASSOC. OF 101-336-801.000	04/05/2017 JHANG INTERNATIONAL ASSOC. OF FIRE CHIEFS DUES	05/05/2017	209.00 209.00	209.00	Open	N 04/05/2017
0006850403 55526	DETROIT MEDIA PARTNERSHIP PD AUTO AUCTION AD FEB 2017 101-301-903.000	03/27/2017 JHANG PD AUTO AUCTION AD 2/22/17	04/15/2017	169.20 169.20	169.20	Open	N 04/19/2017
3281703 55421	DETROIT SHIELDS, LLC HELMET SHIELDS FOR PROBATIONARY 101-336-740.000	03/28/2017 JHANG PFF HELLMET SHIELDS	04/27/2017	90.00 90.00	90.00	Open	N 04/11/2017
110170019395 55453	EJ USA, INC. SERVICE LINE REPAIR / INV. 592-557-787.000	03/27/2017 JHANG PENTAGON KEY	04/26/2017	16.64 16.64	16.64	Open	N 04/13/2017
110170018487 55472	EJ USA, INC. SERVICE LINE REPAIR / 592-557-787.000 592-557-787.000 592-557-787.000	03/22/2017 JHANG AY 305 8' SHUTOFF ROD T-374 REPAIR LID OLD STYLE CUR AY 305 6' SHUTOFF ROD	04/21/2017	552.60 196.44 310.00 46.16	552.60	Open	N 04/13/2017
994425 55410	ELECTION SYSTEMS & SOFTWARE ADA AUDIO RECORDING 101-262-801.000	11/10/2016 JHANG ADA BALLOT AUDIO - NOV ELECTION	12/10/2016	300.00 300.00	300.00	Open	N 04/10/2017
1063 55452	ELEMENT BUILDING SERVICES PAINTING & REPAIR NEW OFFICE ON 1ST 101-265-776.000	04/06/2017 JHANG PAINTING & REPAIR	05/06/2017	1,250.00 1,250.00	1,250.00	Open	N 04/13/2017

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3425 55407	EOCT INC ASBESTOS WARNING 101-265-776.000 101-265-776.000	03/12/2017 JHANG 3/14/17 LABEL PIPING SAAD & DAVID 3 ROLLS OF WARNING LABELS	04/11/2017	900.00 600.00 300.00	900.00	Open	N 04/10/2017
3426 55408	EOCT INC REVIEW AND RESPOND TO 101-265-776.000 101-265-776.000 101-265-776.000 101-265-776.000 101-265-776.000	03/12/2017 JHANG 03/09/17 ASBESTOS TRAINING 03/09/17 LEAD TRAINING PREPARE RESPONSE TO STATE CITATIONS 03/29/17 ASBESTOS TRAINING 03/29/17 LEAD TRAINING	04/11/2017	5,100.00 1,200.00 1,200.00 1,500.00 600.00 600.00	5,100.00	Open	N 04/10/2017
21072 55427	EXECUTIVE LANGUAGE SERVICES, INC. BENGALI INTERP 3/23/17 - INV. 21072 101-136-801.200	03/29/2017 JHANG BENGALI INTERP INV 21072	04/28/2017	210.00 210.00	210.00	Open	N 04/13/2017
21107 55428	EXECUTIVE LANGUAGE SERVICES, INC. RUSSIAN INTERP INV. 21107 101-136-801.200	03/30/2017 JHANG RUSSIAN INTERP 3/27/17	04/29/2017	315.00 315.00	315.00	Open	N 04/13/2017
21109 55429	EXECUTIVE LANGUAGE SERVICES, INC. RUSSIAN INTERP INV 21109 101-136-801.200	03/30/2017 JHANG RUSSIAN INTERP 3/27/17	04/29/2017	210.00 210.00	210.00	Open	N 04/13/2017
21290 55430	EXECUTIVE LANGUAGE SERVICES, INC. BENGALI INTERP INV 21290 101-136-801.200	04/06/2017 JHANG BENGALI INTERP 4/5/17	05/06/2017	262.50 262.50	262.50	Open	N 04/13/2017
2602 55466	FIRE SAVVY CONSULTANTS WET CHEMICAL SUPPRESSION SYSTEM PLAN 101-000-252.000	04/10/2017 JHANG WET CHEMICAL SYSTEM PLAN REVIEW	05/10/2017	250.00 250.00	250.00	Open	N 04/13/2017
53249 55431	FIVE STAR LANGUAGES BENGALI INTERP INV 53249 101-136-801.200 101-136-801.200	01/10/2017 JHANG BENGALI INTERP 12/29/16 MILEAGE	02/09/2017	177.36 160.00 17.36	177.36	Open	N 04/13/2017

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53398 55432	FIVE STAR LANGUAGES ARABIC INTERP INV 53398 101-136-801.200 101-136-801.200	04/12/2017 JHANG ARABIC INTERP 4/10/17 MILEAGE	05/12/2017	383.52 360.00 23.52	383.52	Open	N 04/13/2017
53390 55433	FIVE STAR LANGUAGES BENGALI INTERP INV 53390 101-136-801.200 101-136-801.200	04/12/2017 JHANG BENGALI INTERP 4/10/17 MILEAGE	05/12/2017	171.76 160.00 11.76	171.76	Open	N 04/13/2017
1277424 55467	GFL ENVIRONMENTAL SERVICES 313606 - RESIDENTIAL TRASH REMOVAL 101-528-824.000	03/29/2017 JHANG TRASH REMOVAL APR 2017	04/01/2017	59,583.33 59,583.33	59,583.33	Open	N 04/13/2017
81199-000B 104 55478	GIARMARCO, MULLINS & HORTON, P C 81199-000B CITY ATTORNEY WORK MAR 101-266-801.000	04/11/2017 JHANG CITY ATTORNEY WORK MAR 2017	05/11/2017	4,399.20 4,399.20	4,399.20	Open	N 04/13/2017
81199-014B 46 55479	GIARMARCO, MULLINS & HORTON, P C 81199-014B GARRETT MAR 2017 101-266-801.000	04/11/2017 JHANG GARRETT MAR 2017	05/11/2017	2,733.85 2,733.85	2,733.85	Open	N 04/13/2017
81199-028B 45 55480	GIARMARCO, MULLINS & HORTON, P C 81199-028B PROSECUTIONS MAR 2017 101-266-801.000	04/11/2017 JHANG PROSECUTIONS MAR 2017	05/11/2017	7,337.90 7,337.90	7,337.90	Open	N 04/13/2017
81199-035B 39 55481	GIARMARCO, MULLINS & HORTON, P C 81199-035B TAX TRIBUNAL MATTERS MAR 101-266-801.000	04/11/2017 JHANG TAX TRIBUNAL MATTERS MAR 2017	05/11/2017	461.80 461.80	461.80	Open	N 04/13/2017
81199-040B 37 55482	GIARMARCO, MULLINS & HORTON, P C 81199-040B POLICE & FIRE RETIREE 101-266-801.000	04/11/2017 JHANG POLICE & FIRE RETIREE ASSN MAR 2017	05/11/2017	675.50 675.50	675.50	Open	N 04/13/2017
81199-043B 37 55483	GIARMARCO, MULLINS & HORTON, P C 81199-043B STEVE SHAYA MAR 2017 101-266-801.000	04/11/2017 JHANG STEVE SHAYA MAR 2017	05/11/2017	1,322.70 1,322.70	1,322.70	Open	N 04/13/2017

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81199-046B 22 55484	GIARMARCO, MULLINS & HORTON, P C 81199-046B NYKORIAK P. TARAS MAR 101-266-801.000	04/11/2017 JHANG NYKORIAK P. TARAS MAR 2017	05/11/2017	137.50 137.50	137.50	Open	N 04/13/2017
81199-057B 16 55485	GIARMARCO, MULLINS & HORTON, P C 81199-057B CPI EXCAVATING INC MAR 101-266-801.000	04/11/2017 JHANG CPI EXCAVATING INC MAR 2017	05/11/2017	350.00 350.00	350.00	Open	N 04/13/2017
81199-058B 15 55486	GIARMARCO, MULLINS & HORTON, P C 81199-058B ACLU OF MICHIGAN MAR 2017 101-266-801.000	04/11/2017 JHANG ACLU OF MICHIGAN MAR 2017	05/11/2017	75.00 75.00	75.00	Open	N 04/13/2017
81199-062B 12 55487	GIARMARCO, MULLINS & HORTON, P C 81199-062B MAR 2017 101-266-801.000	04/11/2017 JHANG 81199-062B MAR 2017	05/11/2017	125.00 125.00	125.00	Open	N 04/13/2017
81199-063B 12 55488	GIARMARCO, MULLINS & HORTON, P C 81199-063B SAM'S TIRE SHOP MAR 2017 101-266-801.000	04/11/2017 JHANG SAM'S TIRE SHOP MAR 2017	05/11/2017	87.50 87.50	87.50	Open	N 04/13/2017
81199-064B 10 55489	GIARMARCO, MULLINS & HORTON, P C 81199-064B M&M CARS MAR 2017 101-266-801.000	04/11/2017 JHANG M&M CARS MAR 2017	05/11/2017	87.50 87.50	87.50	Open	N 04/13/2017
81199-065B 10 55490	GIARMARCO, MULLINS & HORTON, P C 81199-065B MOHAMED ALANI MAR 2017 101-266-801.000	04/11/2017 JHANG MOHAMED ALANI MAR 2017	05/11/2017	3,386.04 3,386.04	3,386.04	Open	N 04/13/2017
81199-066B 10 55491	GIARMARCO, MULLINS & HORTON, P C 81199-066B DABISH & LIVERNOIS 101-266-801.000	04/11/2017 JHANG DABISH & LIVERNOIS COLLISION MAR 2017	05/11/2017	600.00 600.00	600.00	Open	N 04/13/2017
81199-069B 5 55492	GIARMARCO, MULLINS & HORTON, P C 81199-069B DEJUAN SMITH MAR 2017 101-266-801.000	04/11/2017 JHANG DEJUAN SMITH MAR 2017	05/11/2017	150.00 150.00	150.00	Open	N 04/13/2017
81199-070B 6 55493	GIARMARCO, MULLINS & HORTON, P C 81199-070B MONIQUE MAYS MAR 2017 101-266-801.000	04/11/2017 JHANG MONIQUE MAYS MAR 2017	05/11/2017	187.50 187.50	187.50	Open	N 04/13/2017

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81199-071B 2 55494	GIARMARCO, MULLINS & HORTON, P C 81199-071B JIBREEL MONTALVO MAR 2017 JHANG 101-266-801.000 JIBREEL MONTALVO MAR 2017	04/11/2017	05/11/2017	1,233.15 1,233.15	1,233.15	Open	N 04/13/2017
111774 55521	H.D. EDWARDS & CO. SERVICE LINE REPAIR / INV. #111774 JHANG 592-557-787.000 HOSE MILL 2'' X 50'' 592-557-787.000 CLAMP PUNCH 592-557-787.000 CAM & GRV 2'' 592-557-787.000 CAM & GRV 2'' 592-557-787.000 CAM & GRV 2''	03/27/2017	04/26/2017	83.02 63.10 2.48 9.00 4.90 3.54	83.02	Open	N 04/18/2017
111898 55522	H.D. EDWARDS & CO. SERVICE LINE REPAIR / INV. #111898 JHANG 592-557-787.000 POST HOLE DIGGER 8'	04/05/2017	05/05/2017	262.40 262.40	262.40	Open	N 04/18/2017
423803 55458	HAMTRAMCK HARDWARE REPLACE LIGHT COURTS MEN'S BATHROOM JHANG 101-265-776.000 26 W PRM-SOFT WHITE LIGHT	03/31/2017	04/30/2017	26.98 26.98	26.98	Open	N 04/13/2017
423805 55459	HAMTRAMCK HARDWARE REPLACE LIGHT FOR TREASURER OFFICE JHANG 101-265-776.000 18W CFL DAYLIGHT	04/06/2017	05/06/2017	14.36 14.36	14.36	Open	N 04/13/2017
30015-020817 55405	HENRY FORD HEALTH SYSTEM NEW HIRE FIT TEST - KRAJEWSKI & JHANG 101-336-802.001 NEW HIRE FIT TEST 101-336-802.001 NEW HIRE FIT TEST	02/13/2017	03/15/2017	511.00 423.00 88.00	511.00	Open	N 04/10/2017
30108-021017 55406	HENRY FORD HEALTH SYSTEM NEW HIRE FIT TEST - MACDONALD JHANG 101-336-802.001 NEW HIRE FIT TEST	02/10/2017	03/12/2017	248.00 248.00	248.00	Open	N 04/10/2017
1652 55445	INNOVATIVE SOFTWARE SERVICES, INC. 1 YEAR SERV/SUPP CONTRACT HAMTRAMCK JHANG 101-202-801.000 1 YEAR CONTRACT 6/1/17 - 5/31/18	04/03/2017	05/03/2017	5,900.00 5,900.00	5,900.00	Open	N 04/13/2017
1656 55446	INNOVATIVE SOFTWARE SERVICES, INC. HAMTRAMCK INCOME TAX SERV/SUPP MAR JHANG	04/01/2017	05/01/2017	12,331.11	12,331.11	Open	N 04/13/2017

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	101-202-801.000	MARCH 2017 SERVICES		12,331.11			
1657 55447	INNOVATIVE SOFTWARE SERVICES, INC. HIGHLAND PARK INCOME TAX SERV/SUPP 101-202-801.000	04/01/2017 JHANG	05/01/2017	8,253.26	8,253.26	Open	N 04/13/2017
	101-202-801.000	MARCH 2017 SERVICES		8,253.26			
03162017 55425	INTERNATIONAL DETAIL LLC ZBA ESCROW RELEASE - 8422 JOS. 101-000-251.005	03/16/2017 JHANG	04/15/2017	1,500.00	1,500.00	Open	N 04/11/2017
	101-000-251.005	ZBA ESCROW RELEASE - 8422 JOS. CAMPAU		1,500.00			
NRN4164 55412	IRON MOUNTAIN INC SHRED AND STORAGE SERVICES MAR 2017 101-265-800.000	03/31/2017 JHANG	04/30/2017	180.62	180.62	Open	N 04/10/2017
	101-265-800.000	SHRED AND STORAGE SERVICES		180.62			
DET04170089 55471	JANI-KING OF MICHIGAN INC 434170 - MAINTENANCE SERVICE FOR APR 101-265-776.000	04/01/2017 JHANG	04/30/2017	3,795.00	3,795.00	Open	N 04/13/2017
	101-265-776.000	BUILDING MAINTENCE APRIL 2017		3,795.00			
04042017 55391	KRISTIN RUTKOWSKI COFFEE AND DONUTS REIMBURSEMENT 101-264-980.000 101-264-980.000 101-264-980.000 101-264-980.000	04/04/2017 JHANG	05/04/2017	70.77	70.77	Open	N 04/05/2017
	101-264-980.000	HOLBROOK MARKET - JUICE AND FRUIT		12.97			
	101-264-980.000	MEIJER - COFFEE CREAMER		13.37			
	101-264-980.000	DOLLAR TREE - CUPS, PLATES, NAPKINS		9.48			
	101-264-980.000	DETROIT DONUT - DONUTS		34.95			
124667 55438	LABELLE INSTALL NEW POWER OUTLET INV 124667 101-136-801.400	04/06/2017 JHANG	05/06/2017	970.00	970.00	Open	N 04/13/2017
	101-136-801.400	INSTALL NEW POWER OUTLET		970.00			
124679 55451	LABELLE 1ST FLOOR NEW OFFICE ADD RECEPTACLES 101-265-776.000	04/06/2017 JHANG	05/06/2017	2,863.91	2,863.91	Open	N 04/13/2017
	101-265-776.000	ADD RECEPTACLES & CIRCUITS IN NEW OFFICE		2,863.91			
1008 55384	LAKEVIEW MECHANICAL INC EMERGENCY REPAIRS TO UPSTAIRS 101-336-801.000 101-336-801.000 101-336-801.000 101-336-801.000	03/16/2017 JHANG	04/15/2017	372.00	372.00	Open	N 04/05/2017
	101-336-801.000	BLOWER BELT		21.00			
	101-336-801.000	LIMIT SWITCH		52.00			
	101-336-801.000	LABOR HOURS		250.00			
	101-336-801.000	SERVICE FEE		49.00			

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4039076 55434	LANGUAGE LINE SERVICES, INC TELEPHONE INTERP CHARGES MARCH 2017 101-136-801.200	03/31/2017 JHANG	04/30/2017	61.23	61.23	Open	N 04/13/2017
	TELEPHONE INTERP SERVICES MAR 2017			61.23			
58089 55507	MAPLE VETERINARY HOSPITAL 7305 - K-9 UDAA VET 266-367-809.200	03/30/2017 JHANG	04/29/2017	74.00	74.00	Open	N 04/18/2017
	K9 UDAA VET BILL			74.00			
4035 55448	MCGRAW MORRIS P.C. LEGAL FEES DEC & JAN 2017 ACCT# 101-266-801.000	02/07/2017 JHANG	03/09/2017	1,815.00	1,815.00	Open	N 04/13/2017
	LEGAL FEES DEC & JAN 2017 SHAYA			1,815.00			
4141 55449	MCGRAW MORRIS P.C. LEGAL FEES FEB & MAR 2017 ACCT# 101-266-801.000	04/07/2017 JHANG	05/07/2017	5,989.15	5,989.15	Open	N 04/13/2017
	LEGAL FEES FEB & MAR 2017 SHAYA			5,989.15			
04112017 55519	MELISSA FRIERSON MPSI REIMBURSEMENT 592-557-864.000	04/11/2017 JHANG	05/11/2017	283.14	283.14	Open	N 04/18/2017
	MILEAGE TO & FROM 304 MILES			162.64			
	PER DIEM 4/2/17			15.25			
	PER DIEM 4/3/17			5.00			
	PER DIEM 4/4/17			28.00			
	PER DIEM 4/5/17			40.00			
	PER DIEM 4/6/17			5.00			
	PER DIEM 4/7/17			27.25			
04072017 55441	MICHIGAN DIST JUDGES ASSOC M.D.J.A. ANNUAL DUES 2017 - A. KROT 101-136-958.000	04/07/2017 JHANG	05/07/2017	200.00	200.00	Open	N 04/13/2017
	MDJA DUES 2017			200.00			
15010 55516	MICHIGAN MUNICIPAL LEAGUE 212 - WEBSITE CLASSIFIED ADS - PT 101-270-801.000	02/16/2017 JHANG	03/18/2017	25.00	25.00	Open	N 04/18/2017
	WEBSITE CLASSIFIED AD - PT CODE ENFORCEME			25.00			
15012 55517	MICHIGAN MUNICIPAL LEAGUE 212 - WEBSITE CLASSIFIED AD- ECONOMIC 101-270-801.000	02/16/2017 JHANG	03/18/2017	25.00	25.00	Open	N 04/18/2017
	WEBSITE CLASSIFIED AD - ECONOMIC DEVELOP			25.00			

INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
 EXP CHECK RUN DATES 04/25/2017 - 04/25/2017
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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
606903 55532	MIDWEST PROPERTY MAINTENANCE CARPET CLEANING SERVICE 101-265-776.000	03/31/2017 JHANG CARPET CLEANING SERVICES	04/30/2017	1,510.00 1,510.00	1,510.00	Open	N 04/19/2017
28444 55454	NATIONAL INDUSTRIAL MAINT INC 9410 LATHMAN-CLEAN 203-203-776.002 203-203-776.002	03/31/2017 JHANG CLEAN CATCH BASINS PROPOSAL DISPOSAL	04/30/2017	1,661.25 1,200.00 461.25	1,661.25	Open	N 04/13/2017
915361078001 55387	OFFICE DEPOT OFFICE SUPPLIES FOR INCOME TAX 101-202-728.000 101-202-728.000 101-202-728.000	03/23/2017 JHANG STAPLES #432255 SMALL WRITING PADS #376541 PAPER CLIPS #221720	04/22/2017	17.46 3.31 11.75 2.40	17.46	Open	N 04/05/2017
915361627001 55388	OFFICE DEPOT OFFICE SUPPLIES FOR INCOME TAX 101-202-728.000	03/23/2017 JHANG DATE STAMP #240496	04/22/2017	35.19 35.19	35.19	Open	N 04/05/2017
915361628001 55389	OFFICE DEPOT OFFICE SUPPLIES FOR INCOME TAX 101-202-728.000	03/22/2017 JHANG TONER CARTRIDGE #920489	04/22/2017	94.99 94.99	94.99	Open	N 04/05/2017
915880335001 55440	OFFICE DEPOT OFFICE SUPPLIES INV 915880335001 101-136-728.000 101-136-728.000	03/27/2017 JHANG LABEL MAKER TAPE REPORT COVERS	04/26/2017	115.79 30.79 85.00	115.79	Open	N 04/13/2017
3336-190009 55382	O'REILLY AUTOMOTIVE INC 2 - BULBS AND CAR WASH 101-336-740.000 101-336-740.000	03/10/2017 JHANG MINI BULBS 1 - GAL. CAR WASH	04/09/2017	17.50 9.52 7.98	17.50	Open	N 04/04/2017
102087 55469	PM TECHNOLOGIES CITY HALL GENERATOR MAINTENCE / INV. 101-265-776.000 101-265-776.000	03/28/2017 JHANG SERVICE CALL LABOR	04/27/2017	434.48 185.00 249.48	434.48	Open	N 04/13/2017

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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
03172017 55415	PNC BANK ASSET BASED FEE FOR DEC-FEB 2017 101-264-915.000	03/17/2017 JHANG	04/16/2017	925.77	925.77	Open	N 04/10/2017
		ASSET BASED FEE FOR DEC-FEB 2017		925.77			
99483 55411	PRINTING SYSTEMS INC QVF CARD STOCK - SECRECY SLEEVES 101-262-904.000	02/02/2017 JHANG	03/04/2017	143.00	143.00	Open	N 04/10/2017
		1000 VOTER ID CARDS		65.50			
		1000 VOTER MASTER CARDS		32.50			
		500 AV SECRECY SLEEVES		45.00			
006 55413	RECYCLED TREASURES RECYCLING PICK UP & DELIVERY DEC 101-000-675.100	12/26/2016 JHANG	01/25/2017	310.00	310.00	Open	N 04/10/2017
		RECYCLING DEC 2016-MAR 2017		310.00			
0030257-IN 55531	SAFEBUILT INC 08-HAMTRAMCK MAR 2017 101-721-801.000	03/31/2017 JHANG	04/30/2017	35,606.29	35,606.29	Open	N 04/19/2017
		BUILDING PERMIT FEES NEW		35,192.50			
		BUILDING PERMIT FEES EXISTING		413.79			
26241 55462	SEWER & WATER SPECIALIST, INC CONANT & BELMONT 203-203-776.002	04/07/2017 JHANG	05/07/2017	1,500.00	1,500.00	Open	N 04/13/2017
		MANHOLE REPAIR		1,500.00			
26242 55463	SEWER & WATER SPECIALIST, INC CONANT & BELMONT INST. 203-203-776.002	04/07/2017 JHANG	05/07/2017	900.00	900.00	Open	N 04/13/2017
		INST. NEW STAINLESS BOLTS TO REP. LEAK		900.00			
26270 55464	SEWER & WATER SPECIALIST, INC 4/12/17 - 44.90 TON OF 202-222-776.002	04/12/2017 JHANG	05/12/2017	741.00	741.00	Open	N 04/13/2017
		4/12/17 - 44.90 TON OF 21 ACC STONE		741.00			
26243 55499	SEWER & WATER SPECIALIST, INC 1954 TROW. STORM LINE REPAIR /INV. 203-203-776.002	04/07/2017 JHANG	05/07/2017	2,250.00	2,250.00	Open	N 04/13/2017
		MATERIAL		450.00			
		LABOR		1,800.00			
001001 55500	STATE OF MICHIGAN DEMOLITION 2340 CARPENTER 275-275-932.100	04/13/2017 JHANG	05/13/2017	10,000.00	10,000.00	Open	N 04/13/2017
		HHF GRANT ASSISTANCE		10,000.00			

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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
551-485249 55460	STATE OF MICHIGAN REGISTRATION FEE FOR HAZMAT 101-336-803.000	04/12/2017 JHANG	05/12/2017	400.00	400.00	Open	N 04/13/2017
	REGISTRATION FEE FOR HAZMAT TECH. CLASS			400.00			
551-485254 55461	STATE OF MICHIGAN REGISTRATION FEE FOR HAZMAT 101-336-803.000	04/12/2017 JHANG	05/12/2017	400.00	400.00	Open	N 04/13/2017
	REGISTRATION FEE FOR HAZMAT TECH. CLASS			400.00			
551-485694 55505	STATE OF MICHIGAN LIVESCAN FINGERPRINT FEES MARCH 101-301-801.000	04/12/2017 JHANG	05/12/2017	84.00	84.00	Open	N 04/18/2017
	LIVESCAN PRINT FEES			84.00			
17615 55418	SYO COMPUTER ENGINEERING SERVICES UPS BACKUPS FOR 911 SYSTEMS 264-264-801.000	04/10/2017 JHANG	05/10/2017	3,083.00	3,083.00	Open	N 04/10/2017
	DELL TOWER 3000VA UPS			3,083.00			
17616 55495	SYO COMPUTER ENGINEERING SERVICES WEB PAGE UPDATES INVOICE 17616 101-264-801.000	04/10/2017 JHANG	05/10/2017	170.00	170.00	Open	N 04/13/2017
	WEB UPDATES SEE NOTES			170.00			
17618 55496	SYO COMPUTER ENGINEERING SERVICES MONTHLY IT SERVICES 3/15/17-4/14/17 101-264-801.000	04/10/2017 JHANG	05/10/2017	5,200.00	5,200.00	Open	N 04/13/2017
	MONTHLY IT SERVICES 3/15/17-4/14/17			5,200.00			
3899 55414	THE HAMTRAMCK REVIEW ZBA PUBLIC NOTICE AD 101-721-903.000	03/22/2017 JHANG	04/21/2017	388.50	388.50	Open	N 04/10/2017
	ZBA PUBLIC NOTICE AD			388.50			
3869 55416	THE HAMTRAMCK REVIEW LEGAL NOTICE CDBG 2ND PUBLIC HEARING 101-721-903.000	02/17/2017 JHANG	03/19/2017	388.50	388.50	Open	N 04/10/2017
	LEGAL NOTICE CDBG HEARING			388.50			
6113706904 55435	THOMSON REUTERS - WEST MI RULES OF COURT 2017 INV 101-136-957.000	03/06/2017 JHANG	04/05/2017	127.00	127.00	Open	N 04/13/2017
	MI RULES OF THE COURT 2017			127.00			
835907123 55436	THOMSON REUTERS - WEST 1004713124 - THOMSON REUTERS 101-202-801.000	04/01/2017 JHANG	05/01/2017	128.41	128.41	Open	N 04/13/2017
	THOMSON REUTERS SOFTWARE - MARCH CHARGES			128.41			

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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
835905463 55506	THOMSON REUTERS - WEST 1004666422 WEST INFO CHARGES MAR 101-301-801.000	04/01/2017 JHANG	05/01/2017	255.78	255.78	Open	N 04/18/2017
		CLEAR INVEST CHARGES MAR 2017		255.78			
40192 55450	TREDROC TIRE SERVICES, LLC. EMERGENCY ROAD SERVICE 202-222-776.005	03/01/2017 JHANG	03/31/2017	536.98	536.98	Open	N 04/13/2017
		EMERGENCY ROAD SERVICE		536.98			
560053 55524	TURBO AUTO WASH INC PD VEHICLE WASHES MAR 2017 101-301-751.002	03/31/2017 JHANG	04/30/2017	20.00	20.00	Open	N 04/18/2017
		PD VEHICLE WASHES (4)		20.00			
28291954 55474	TYCO INTEGRATED SECURITY 01300 102745322 DPS 202-222-776.005	03/28/2017 JHANG	04/27/2017	194.07	194.07	Open	N 04/13/2017
		PRORATED CHARGE FOR ADDITIONAL CAMERAS		194.07			
28291955 55475	TYCO INTEGRATED SECURITY 01300 102745322 DPS BUILDING 202-222-776.005	03/28/2017 JHANG	04/27/2017	3,198.00	3,198.00	Open	N 04/13/2017
		DPS BUILDING SECURITY INSTALLATION		3,198.00			
28404665 55523	TYCO INTEGRATED SECURITY 01300184600224 SECURITY MONITORING 101-253-800.000	04/08/2017 JHANG	05/01/2017	120.00	120.00	Open	N 04/18/2017
		SECURITY MONITORING - TREAS OFFICE		120.00			
28051185 55525	TYCO INTEGRATED SECURITY 01300 102745322 DPS BUILDING 202-222-776.005	02/11/2017 JHANG	03/01/2017	870.00	870.00	Open	N 04/19/2017
		QUARTERLY BILLING 03/01/17 - 05/31/17		870.00			
212457 55456	USABLUBOOK SDS BINDER & BATTERY FOR PARKING MTR 101-265-776.000	03/22/2017 JHANG	04/21/2017	67.90	67.90	Open	N 04/13/2017
		SDS BINDER 3.5'' RING		67.90			
212457 W 55457	USABLUBOOK SDS BINDER & BATTERY FOR PARKING MTR 592-557-787.000 592-557-787.000 592-557-787.000 592-557-787.000	03/22/2017 JHANG	04/21/2017	261.61	261.61	Open	N 04/13/2017
		DURACELL PROCELL ALKALINE AA 24PACK		53.96			
		DURACELL PROCELL ALKALINE C 12PACK		75.96			
		DURACELL PROCELL ALKALINE 9V 12PACK		99.80			
		FREIGHT		31.89			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
289615							
55518	WAYNE COUNTY	04/12/2017	05/12/2017	441.51	441.51	Open	N
	500013 - TRAF SIG MAINT 03/17	JHANG					04/18/2017
	202-222-776.004	TRAF SIG MAINT3/17		441.51			
01252017							
55393	WAYNE COUNTY LAND BANK	01/25/2017	02/24/2017	500.00	500.00	Open	N
	LEGAL COSTS - NA LITIGATION	JHANG					04/05/2017
	101-261-903.000	NUISANCE ABATEMENT LITIGATION		500.00			
# of Invoices:	124	# Due:	124	Totals:	230,212.46	230,212.46	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					230,212.46	230,212.46	

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INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
--- TOTALS BY FUND ---							
	101 - General Fund			194,320.17	194,320.17		
	202 - Mvh Major Street Fund			6,000.65	6,000.65		
	203 - Mvh Local Street Fund			6,311.25	6,311.25		
	264 - 911 Emergency			3,083.00	3,083.00		
	266 - DRUG LAW ENF. ACT 265 - STAI			439.00	439.00		
	275 - Comm Develop Block Grant			10,000.00	10,000.00		
	592 - WATER & SEWER FUND			8,058.39	8,058.39		
	796 - Development Agreement Esc			2,000.00	2,000.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	000 - GENERAL			2,060.00	2,060.00		
	101 - Mayor & City Council			23.00	23.00		
	136 - 31-St District Court			3,526.37	3,526.37		
	202 - Income Tax			26,760.42	26,760.42		
	203 - LOCAL STREETS			6,311.25	6,311.25		
	222 - MAJOR STREETS			6,000.65	6,000.65		
	253 - Treasurer			120.00	120.00		
	261 - COMMUNITY & GOVERNMENTAL AFF			500.00	500.00		
	262 - ELECTIONS			443.00	443.00		
	264 - GENERAL ADMINISTRATION			9,528.29	9,528.29		
	265 - BUILDING & GROUNDS			16,238.25	16,238.25		
	266 - LEGAL			35,778.69	35,778.69		
	270 - HUMAN RESOURCES			50.00	50.00		
	275 - Cdbg			10,000.00	10,000.00		
	301 - POLICE DEPARTMENT			1,858.48	1,858.48		
	336 - FIRE DEPARTMENT			4,550.05	4,550.05		
	367 - Drug Forfeiture - State Expe			439.00	439.00		
	528 - Sanitation Services			59,583.33	59,583.33		
	557 - WATER & SEWER			8,058.39	8,058.39		
	721 - COMMUNITY & ECONOMIC DEVELOP			36,383.29	36,383.29		
	796 - Development Escrow - R-31			2,000.00	2,000.00		

To: The Honorable Mayor and City Council

From: Katrina Powell, City Manager

Date: April 25, 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
- Equipment Lease
- Retiree Healthcare Premiums
- Out of State Retiree Healthcare Reimbursements
- Life and Short Term Disability Premiums
- Temporary Employees
- Fuel & Store Credit Card Charges
- Contractor
- Professional Legal Services
- Reissued 1 Check (Previously Approved)

Budget Impact:

The specific costs of these disbursements were \$490,082.39 and was run from the Fiduciary, General, Property 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							
04/05/2017	GEN	69020	American Standard Roofing	Permit Fee	478.000	000	197.00
04/05/2017	GEN	69021	DETROIT EDISON	STRT LGHTS OVRHD E1A MAR 2017	926.000	265	13,176.93
				TRF SGNL LGHTS E2 MAR 2017	926.000	265	2,159.27
				STRT LGHTS ORNA E1B MAR 2017	926.000	265	11,088.85
				STRT LGHTS OVRHD E1A MAR 2017	926.000	265	29.64
				STRT LGHTS ORNA E1B MAR 2017	926.000	265	340.34
				CHECK GEN 69021 TOTAL			<u>26,795.03</u>
04/05/2017	GEN	69022*#	DTE ENERGY	11325 DEQ ELECTRIC MAR 2017	921.000	265	13.40
				HFD ELECTRIC MAR 2017	921.000	265	754.40
				CITY HALL ELECTRIC MAR 2017	921.000	265	2,967.52
				HFD GAS MAR 2017	923.000	265	599.38
				CITY HALL GAS MAR 2017	923.000	265	3,494.79
				CHECK GEN 69022 TOTAL			<u>7,829.49</u>
04/05/2017	GEN	69023	GRIFFIN LAW PLLC	HOUSE COUNSEL 3/30/17	801.100	136	250.00
04/05/2017	GEN	69024	JUDGE MICHAEL CIUNGAN	VISITING JUDGE 3/23 & 3/30 - FULL DAYS	801.400	136	700.00
				MILEAGE	801.400	136	59.40
				CHECK GEN 69024 TOTAL			<u>759.40</u>
04/05/2017	GEN	69025	SAM'S CLUB MC/SYNCB	CLEANING SUPPLIES FOR	740.000	336	149.71
04/05/2017	GEN	69026	SEAN K. KOWALSKI, P-43764	HOUSE COUNSEL 3/23/17	801.100	136	100.00
04/05/2017	GEN	69027*#	THE STANDARD	INSURANCE - LIFE APR 2017	716.400	136	144.00
				INSURANCE - ST DISABILITY APR 2017	716.400	136	87.39
				INSURANCE - LIFE APR 2017	716.400	172	138.00
				INSURANCE - ST DISABILITY APR 2017	716.400	172	32.81
				INSURANCE - LIFE APR 2017	716.400	202	18.00
				INSURANCE - ST DISABILITY APR 2017	716.400	202	10.71
				INSURANCE - LIFE APR 2017	716.400	215	18.00
				INSURANCE - ST DISABILITY APR 2017	716.400	215	16.51
				INSURANCE - LIFE APR 2017	716.400	223	54.00
				INSURANCE - ST DISABILITY APR 2017	716.400	223	43.83

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
				INSURANCE - LIFE APR 2017	716.400	253	54.00
				INSURANCE - ST DISABILITY APR 2017	716.400	253	42.53
				INSURANCE - LIFE APR 2017	716.400	257	36.00
				INSURANCE - ST DISABILITY APR 2017	716.400	257	31.82
				INSURANCE - LIFE APR 2017	716.400	261	18.00
				INSURANCE - ST DISABILITY APR 2017	716.400	261	20.80
				INSURANCE - LIFE APR 2017	716.400	270	18.00
				INSURANCE - ST DISABILITY APR 2017	716.400	270	20.80
				INSURANCE - LIFE APR 2017	716.400	274	215.94
				INSURANCE - LIFE APR 2017	716.400	301	306.00
				INSURANCE - LIFE APR 2017	716.400	301	(90.00)
				INSURANCE - ST DISABILITY APR 2017	716.400	301	289.10
				INSURANCE - ST DISABILITY APR 2017	716.400	301	(46.20)
				INSURANCE - LIFE APR 2017	716.400	336	432.00
				INSURANCE - ST DISABILITY APR 2017	716.400	336	426.72
				CHECK GEN 69027 TOTAL			<u>2,338.76</u>
				Total for fund 101 General Fund			38,419.39

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 202 Mvh Major Street Fund							
04/05/2017	FID	9167*#	THE STANDARD	INSURANCE - LIFE APR 2017	716.400	222	36.00
				INSURANCE - ST DISABILITY APR 2017	716.400	222	34.50
				CHECK FID 9167 TOTAL FOR			<u>70.50</u>
				Total for fund 202 Mvh Major Street Fund			70.50

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 04/05/2017 - 04/05/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 266 DRUG LAW ENF. ACT 265 - STATE							
04/05/2017	FID	9166	DTE ENERGY	5090 EDWIN ELECTRIC MAR 2017	921.000	367	80.32
				5090 EDWIN GAS MAR 2017	923.000	367	328.39
				CHECK FID 9166 TOTAL FOR			<u>408.71</u>
04/05/2017	FID	9167*#	THE STANDARD	INSURANCE - LIFE APR 2017	716.400	367	18.00
				INSURANCE - ST DISABILITY APR 2017	716.400	367	15.39
				CHECK FID 9167 TOTAL FOR			<u>33.39</u>
04/05/2017	FID	9168	VERIZON WIRELESS	TRACKERS MAR 2017	922.100	367	29.48
				Total for fund 266 DRUG LAW ENF. ACT 265 - STATE			471.58

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 04/05/2017 - 04/05/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 268 Library Fund							
04/05/2017	GEN	69022*#	DTE ENERGY	LIBRARY ELECTRIC MAR 2017	921.000	738	840.45
				LIBRARY GAS MAR 2017	923.000	738	36.35
				CHECK GEN 69022 TOTAL			<u>876.80</u>
04/05/2017	GEN	69027*#	THE STANDARD	INSURANCE - LIFE APR 2017	716.400	738	36.00
				INSURANCE - ST DISABILITY APR 2017	716.400	738	30.00
				CHECK GEN 69027 TOTAL			<u>66.00</u>
				Total for fund 268 Library Fund			942.80

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 04/05/2017 - 04/05/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER & SEWER FUND							
04/05/2017	WAT	9352	ADULT & PEDIATRIC MD	XOVERPAYMENT	040.000	000	2,123.69
04/05/2017	WAT	9353	GREAT LAKES WATER AUTHORITY	WATER BILL FEB 2017	924.000	557	54,679.73
				POLLUTANT SURCHARGE, BOZEKS MARKET	925.200	557	71.09
				POLLUTANT SURCHARGE, KOWALSKI SAUSAGES	925.200	557	133.66
				POLLUTANT SURCHARGE, HOME STYLE	925.200	557	2,217.35
				POLLUTANT SURCHARGE, METROPOLITAN	925.200	557	371.57
				CHECK WAT 9353 TOTAL FOR			<u>57,473.40</u>
04/05/2017	WAT	9354	OFFICE TEAM	A. BOYKIN 03/24/17	801.000	557	778.88
04/05/2017	WAT	9355	THE STANDARD	INSURANCE - LIFE APR 2017	716.400	557	108.00
				INSURANCE - ST DISABILITY APR 2017	716.400	557	66.86
				CHECK WAT 9355 TOTAL FOR			<u>174.86</u>
04/05/2017	WAT	9356	VERIZON WIRELESS	HEX CHARGES MAR 2017	922.000	557	21.06
				Total for fund 592 WATER & SEWER FUND			60,571.89

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 703 Prop Tax Collection Fund							
04/05/2017	PTC	2234	WOFFORD, CHARLES	Undistributed Current Tax Collections	274.000	000	280.33
Total for fund 703 Prop Tax Collection Fund							280.33
TOTAL - ALL FUNDS							100,756.49

'*'-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							
04/13/2017	GEN	69073	BLUE CROSS BLUE SHIELD OF MICHIGAN RETIREE MAY 2017 HEALTH INS PREM		716.100	274	7,294.76
			RETIREE MAY 2017 HEALTH INS PREM		716.100	274	24,897.18
			CHECK GEN 69073 TOTAL				<u>32,191.94</u>
04/13/2017	GEN	69074	CHOWDHURY, HALIM	02 Dumpster Additl Days	478.000	000	35.00
04/13/2017	GEN	69075#	COMCAST	PHONE MAY 2017	922.000	301	110.63
				HFD CABLE/INTERNET MAY 2017	740.000	336	74.95
			CHECK GEN 69075 TOTAL				<u>185.58</u>
04/13/2017	GEN	69076	DENNIS NUNLEE	NUNLEE HEALTHCARE MAY 2017	716.100	274	1,404.14
04/13/2017	GEN	69077	JOSEPH GRUCZ	GRUCZ HEALTHCARE MAY 2017	716.100	274	1,404.14
04/13/2017	GEN	69078	MARK SYLVESTER	SYLVESTER HEALTHCARE MAY 2017	716.100	274	1,404.14
04/13/2017	GEN	69079	PAUL ODROBINA	ODROBINA HEALTHCARE MAY 2017	716.100	274	1,587.28
04/13/2017	GEN	69080	PITNEY BOWES GLOBAL	LEASE ON POSTAGE MACHINE FEB - APR 2017	946.000	215	1,056.03
04/13/2017	GEN	69081#	US BANK VOYAGER FLEET SYS	FUEL MAR 2017	751.001	301	1,849.90
				FUEL MAR 2017	751.001	336	564.07
			CHECK GEN 69081 TOTAL				<u>2,413.97</u>
			Total for fund 101 General Fund				41,682.22

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User: JHANG
DB: HAMTRAMCK

CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 04/13/2017 - 04/13/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 202 Mvh Major Street Fund							
04/13/2017	FID	9187*#	US BANK VOYAGER FLEET SYS	FUEL MAR 2017	751.002	222	271.10
Total for fund 202 Mvh Major Street Fund							271.10

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 203 Mvh Local Street Fund							
04/13/2017	FID	9187*#	US BANK VOYAGER FLEET SYS	FUEL MAR 2017	751.002	203	271.10
Total for fund 203 Mvh Local Street Fund							271.10

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User: JHANG
DB: HAMTRAMCK

CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 04/13/2017 - 04/13/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 266 DRUG LAW ENF. ACT 265 - STATE							
04/13/2017	FID	9187*#	US BANK VOYAGER FLEET SYS	FUEL MAR 2017	751.001	367	215.07
Total for fund 266 DRUG LAW ENF. ACT 265 - STATE							215.07

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User: JHANG
DB: HAMTRAMCK

CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 04/13/2017 - 04/13/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 275 Comm Develop Block Grant							
04/13/2017	FID	9187*#	US BANK VOYAGER FLEET SYS	FUEL MAR 2017	805.000	275	53.64
Total for fund 275 Comm Develop Block Grant							53.64

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User: JHANG
DB: HAMTRAMCK

CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 04/13/2017 - 04/13/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER & SEWER FUND							
04/13/2017	WAT	9363	ADULT & PEDIATRIC MD	XOVERPAYMENT	040.000	000	477.39
04/13/2017	WAT	9364	GREAT LAKES WATER AUTHORITY	SEWER BILL, MARCH 2017	925.000	557	340,500.00
04/13/2017	WAT	9365	JOHNSONS AUTOMATION & CONSULTING	DPS SERVICES FOR WATER DEPT. MAR 2017	801.000	557	5,330.00
04/13/2017	WAT	9366	US BANK VOYAGER FLEET SYS	FUEL MAR 2017	751.002	557	525.38
Total for fund 592 WATER & SEWER FUND							346,832.77
TOTAL - ALL FUNDS							389,325.90
'*'-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: May 9, 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
- Employee Training
- Employee Reimbursements
- Vehicle & Equipment Maintenances
- Alarm Monitoring
- IT Services
- New Hire Expenses
- Building Lease & Expenses
- Reimbursable Expenses

Budget Impact:

The specific costs of these invoices are \$56,895.79 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 05/09/2017 - 05/09/2017
 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
162116 55584	AMERISOURCE INDUSTRIAL SUPPLY CO OPERATING SUPPLIES	04/20/2017 JHANG	05/20/2017	677.09	677.09	Open	N 04/27/2017
	101-265-740.000	MULTIFOLD HAND TOWEL		124.36			
	101-265-740.000	PAPER TOWEL ROLL		136.68			
	101-265-740.000	CAN LINER 30 X 37''		79.64			
	101-265-740.000	CAN LINER 24 X 33''		54.66			
	101-265-740.000	CAN LINER 38 X 58''		120.04			
	101-265-740.000	TOILET PAPER		153.78			
	101-265-740.000	URINAL SCREEN		1.18			
	101-265-740.000	HANDLING FEE		6.75			
94651 55544	APOLLO FIRE EQUIPMENT ROPE BAGS AND REPLACEMENT GATED WYES	03/30/2017 JHANG	04/29/2017	1,117.00	1,117.00	Open	N 04/21/2017
	101-336-970.000	MEDIUM ROPE BAGS		180.00			
	101-336-970.000	SMALL ROPE BAGS		105.00			
	101-336-970.000	GATED WYES 2 1/2 DST X (2) 1 1/2 NST		792.00			
	101-336-970.000	SHIPPING		40.00			
94753 55545	APOLLO FIRE EQUIPMENT REPLACEMENT OF COVERS AT END OF	04/13/2017 JHANG	05/13/2017	207.13	207.13	Open	N 04/21/2017
	101-336-778.000	SKULLSAVERS (LADDER COVERS)		181.98			
	101-336-778.000	SHIPPING		25.15			
04125567 55551	ARGUS-HAZCO SERVICES SCOTT FACEPIECES (MASKS) FOR NEW	04/10/2017 JHANG	05/10/2017	870.00	870.00	Open	N 04/21/2017
	101-336-970.000	SCOTT AV-3000 HT FACEPIECE		870.00			
10-106577 55575	BASIC CORPORATE OCT 2016 RETIREE BILLING	10/16/2016 JHANG	11/15/2016	132.05	132.05	Open	N 04/27/2017
	101-274-716.100	OCT 2016 RETIREE BILLING		132.05			
10-110722 55576	BASIC CORPORATE NOV 2016 RETIREE BILLING	11/16/2016 JHANG	12/16/2016	139.00	139.00	Open	N 04/27/2017
	101-274-716.100	NOV 2016 RETIREE BILLING		139.00			
10-113993 55577	BASIC CORPORATE DEC 2016 RETIREE BILLING	12/16/2016 JHANG	01/15/2017	145.95	145.95	Open	N 04/27/2017
	101-274-716.100	DEC 2016 RETIREE BILLING		145.95			

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
10-126489 55578	BASIC CORPORATE APR 2017 RETIREE BILLING 101-274-716.100	04/17/2017 JHANG	05/17/2017	145.95	145.95	Open	N 04/27/2017
		APR 2017 RETIREE BILLING		145.95			
10-117677 55579	BASIC CORPORATE JAN 2017 RETIREE BILLING 101-274-716.100	01/26/2017 JHANG	02/25/2017	145.95	145.95	Open	N 04/27/2017
		JAN 2017 RETIREE BILLING		145.95			
10-120769 55580	BASIC CORPORATE FEB 2017 RETIREE BILLING 101-274-716.100	02/16/2017 JHANG	03/18/2017	145.95	145.95	Open	N 04/27/2017
		FEB 2017 RETIREE BILLING		145.95			
10-123276 55581	BASIC CORPORATE MAR 2017 RETIREE BILLING 101-274-716.100	03/17/2017 JHANG	04/16/2017	139.00	139.00	Open	N 04/27/2017
		MAR 2017 RETIREE BILLING		139.00			
570564 55595	BLUE PEARL VETERINARY PARTNERS K9 UDAA VET BILL 266-367-809.200	04/12/2017 JHANG	05/12/2017	164.95	164.95	Open	N 04/28/2017
		K9 UDAA VET BILL		164.95			
112632 55552	BS&A SOFTWARE HR SOFTWARE AND SERVICES 101-270-801.000 101-270-801.000	04/10/2017 JHANG	05/10/2017	6,460.00	6,460.00	Open	N 04/21/2017
		HUMAN RESOURCES.NET		5,710.00			
		IMPLEMENTATION PLANNING SERVICES		750.00			
718041 55594	CHRISTENSENS PLANT CENTER INC STREET TREES - TO BE REIMBURSED BY 101-261-729.001	04/19/2017 JHANG	05/05/2017	2,646.99	2,646.99	Open	N 04/27/2017
		18 STREET TREES		2,646.99			
2114668 55586	CITY WATER INTERNATIONAL LTD WATER COOLER RENTAL Q3 101-136-946.000	04/21/2017 JHANG	07/02/2017	149.70	149.70	Open	N 04/27/2017
		WATER COOLER RENTAL Q3		149.70			
46610 55536	DETROIT MACHINERY CENTER, INC 6000 CANIFF RENT FOR APRIL INV. 202-222-776.005	04/04/2017 JHANG	05/04/2017	2,000.00	2,000.00	Open	N 04/21/2017
		BDG.E. RENT FOR APRIL 2017		2,000.00			
46645 55558	DETROIT MACHINERY CENTER, INC 6000 CANIF MARCH UTILITIES / INV.	04/11/2017 JHANG	05/11/2017	900.26	900.26	Open	N 04/27/2017

INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
EXP CHECK RUN DATES 05/09/2017 - 05/09/2017
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	202-222-776.005	BLDG. E. GAS & ELECTRIC MAR 2017		900.26			
INV32299 55620	DORNBOS SIGN, INC SCHOOL ZONE SIGN / INV. #32299 203-203-776.004 203-203-776.004	04/12/2017 JHANG SLOW SCHOOL ZONE SIGN FREIGHT	05/12/2017	69.23 59.50 9.73	69.23	Open	N 04/28/2017
INV32475 55621	DORNBOS SIGN, INC STREET SIGNS MAINTENANCE /INV. 203-203-776.004 203-203-776.004 203-203-776.004 203-203-776.004 203-203-776.004 203-203-776.004	04/20/2017 JHANG MI-STRAP MI-PMB 02150 MI-HW BOLTS MI-HW NUTS ONLY MI-HW WASHER STAINLESS ST FREIGHT	05/20/2017	668.66 477.50 120.00 36.00 10.00 12.00 13.16	668.66	Open	N 04/28/2017
04112017 55583	FIFER INVESTIGATIONS, LLC NEW HIRE (2) BACKGROUND CHECK 101-270-801.000 101-270-801.000	04/11/2017 JHANG HAYOO LEWIS	05/11/2017	2,350.00 1,175.00 1,175.00	2,350.00	Open	N 04/27/2017
53421 55587	FIVE STAR LANGUAGES BENGALI INTERP 4/20/17 - INV 53421 101-136-801.200 101-136-801.200	04/23/2017 JHANG BENGALI INTERP 4/20/17 MILEAGE	05/23/2017	181.28 160.00 21.28	181.28	Open	N 04/27/2017
423808 55537	HAMTRAMCK HARDWARE SCREWS FOR AC UNITS IN CITY HALL / 101-265-776.000	04/17/2017 JHANG DRYWALL SCREW	05/17/2017	4.49 4.49	4.49	Open	N 04/21/2017
423810 55590	HAMTRAMCK HARDWARE CITY HALL A/C UNITS INSULATING FOAM 101-265-776.000	04/17/2017 JHANG INSULATING FOAM SEALANT, 12 OZ	05/17/2017	6.29 6.29	6.29	Open	N 04/27/2017
423811 55591	HAMTRAMCK HARDWARE BUILDING MAINTENANCE / INVOICE: 101-265-776.000 101-265-776.000	04/18/2017 JHANG 22716 .5PT DK WALNUT NATURAL GLOVES	05/18/2017	9.43 6.44 2.99	9.43	Open	N 04/27/2017
423812 55592	HAMTRAMCK HARDWARE DPS TRUCK #10 SAE FLAT WASHER / INV.	04/19/2017 JHANG	05/19/2017	2.05	2.05	Open	N 04/27/2017

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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						
	592-557-751.002	23977 SCREW 8-32 X1/2 COMBO M		1.16			
	592-557-751.002	SAE FLAT WASHER		0.89			
423813 55593	HAMTRAMCK HARDWARE DPW GARAGE MULTI SURFACE FLOOR 101-265-776.000	04/22/2017 JHANG	05/22/2017	17.99	17.99	Open	N 04/27/2017
		MULTI SURFACE FLOOR CLEANER		17.99			
423815 55630	HAMTRAMCK HARDWARE WATER SHUT OFF PAINT 592-557-787.000 592-557-787.000 592-557-787.000	04/27/2017 JHANG	05/27/2017	24.59	24.59	Open	N 05/01/2017
		MINERAL SPIRITS		6.99			
		BENT HNDL WIRE B		2.69			
		HACKSAW		14.91			
153196 55557	HENNESSEY ENGINEERS, INC. ZUSSMAN PARK - TO BE REIMB BY CDBG 275-275-980.200	04/13/2017 JHANG	05/13/2017	182.00	182.00	Open	N 04/27/2017
		ENGINEER MEETING		182.00			
153186 55623	HENNESSEY ENGINEERS, INC. GENERAL CONSULTING - CITY OF 592-557-970.200	04/13/2017 JHANG	05/13/2017	240.50	240.50	Open	N 05/01/2017
		GENERAL CONSULTING		240.50			
153187 55624	HENNESSEY ENGINEERS, INC. DWS/D/TAC & AWG MEETINGS PROJ. 25116 592-557-970.200	04/13/2017 JHANG	05/13/2017	37.00	37.00	Open	N 05/01/2017
		CIVIL ENGINEER III		37.00			
153188 55625	HENNESSEY ENGINEERS, INC. TAP GRANT APPLICATION CITY OF 202-222-970.000	04/13/2017 JHANG	05/13/2017	277.50	277.50	Open	N 05/01/2017
		CIVIL ENGINEER III		277.50			
153189 55626	HENNESSEY ENGINEERS, INC. GALLAGHER -DTE ENERGY GAS MAIN 101-000-245.014	04/13/2017 JHANG	05/13/2017	3,950.00	3,950.00	Open	N 05/01/2017
		PLAN REVIEW		3,950.00			
153190 55633	HENNESSEY ENGINEERS, INC. DOROTHY & CONANT MOBILITIE POLE 101-265-926.000	04/13/2017 JHANG	05/13/2017	185.00	185.00	Open	N 05/01/2017
		CIVIL ENGINEER III		185.00			
153191 55634	HENNESSEY ENGINEERS, INC. BUFFALO & COMSTOCK METRO ACT 101-265-926.000	04/13/2017 JHANG	05/13/2017	111.00	111.00	Open	N 05/01/2017
		CIVIL ENGINEER III		111.00			

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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
153192 55635	HENNESSEY ENGINEERS, INC. DOREMUS & CONANT MOBILITIE POLE 101-265-926.000	04/13/2017 JHANG CIVIL ENGINEER III	05/13/2017	74.00 74.00	74.00	Open	N 05/01/2017
153197 55636	HENNESSEY ENGINEERS, INC. 2016 ROAD IMPROVEMENT PROGRAM 202-222-970.000 202-222-970.000 202-222-970.000	04/13/2017 JHANG CIVIL ENGINEER III CONSTRUCTION ENGINEER III CONSTRUCTION ENGINEER III	05/13/2017	3,784.00 203.50 396.00 3,184.50	3,784.00	Open	N 05/01/2017
153198 55637	HENNESSEY ENGINEERS, INC. HAMTRAMCK PHASE 1 SRF SEWER PROJECT/ 592-557-976.001 592-557-976.001	04/13/2017 JHANG CIVIL ENGINEER III CONSTRUCTION ENGINEER III	05/13/2017	921.50 129.50 792.00	921.50	Open	N 05/01/2017
30108-040717 55565	HENRY FORD HEALTH SYSTEM NEW HIRE FIT TEST - LOPICCOLO 101-336-802.001	04/17/2017 JHANG NEW HIRE FIT TEST	05/17/2017	476.90 476.90	476.90	Open	N 04/27/2017
04062017 55617	MARK RAGSDALE REIMB APWA MEETING & MAPSI CLASS EXP 592-557-864.000 592-557-864.000 592-557-864.000 592-557-864.000 592-557-864.000	04/06/2017 JHANG APWA MEETING 04/06/17 PER DIEM 4/9 PER DIEM 4/10 PER DIEM 4/11 PER DIEM 4/12	05/06/2017	118.00 15.00 40.50 5.00 29.00 28.50	118.00	Open	N 04/28/2017
263 55631	MICHIGAN AMMO CO INC PD AMMUNITION FOR 101-301-740.000	04/10/2017 JHANG .223 OR 5.56 PRACTICE AMMO	05/10/2017	1,140.00 1,140.00	1,140.00	Open	N 05/01/2017
264 55632	MICHIGAN AMMO CO INC PD AMMUNITION FOR 101-301-740.000 280-280-701.000	04/10/2017 JHANG .40 PRACTICE AMMO .40 PRACTICE AMMO-SUBGUN	05/10/2017	1,340.00 1,100.00 240.00	1,340.00	Open	N 05/01/2017
H1703 55614	MICHIGAN HUMANE SOCIETY ANIMAL HANDLING-MARCH 2017 101-301-801.000	03/31/2017 JHANG ANIMAL HANDLING-MARCH 2017	04/30/2017	600.00 600.00	600.00	Open	N 04/28/2017

INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
EXP CHECK RUN DATES 05/09/2017 - 05/09/2017
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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
15367 55534	MICHIGAN MUNICIPAL LEAGUE 212 - WEBSITE CLASSIFIED AD - ASST 101-270-801.000	04/11/2017 JHANG	05/11/2017	41.00	41.00	Open	N 04/20/2017
	WEBSITE CLASSIFIED AD - ASST ASSESSOR			41.00			
15279 55574	MICHIGAN MUNICIPAL LEAGUE 2017 MML MWIMG COFFEE TALK - MAYOR 101-101-864.000	04/18/2017 JHANG	05/18/2017	20.00	20.00	Open	N 04/27/2017
	MWIMG COFFEE TALK			20.00			
104030 55615	MOBILE COMMUNICATION SERVICES INC RADIO REPAIR-DISPATCH 264-264-778.000	04/12/2017 JHANG	05/12/2017	419.90	419.90	Open	N 04/28/2017
	RADIO REPAIR-DISPATCH			419.90			
28489 55629	NATIONAL INDUSTRIAL MAINT INC 9410 LATHAM ALLEY 592-557-787.000	03/31/2017 JHANG	04/30/2017	620.00	620.00	Open	N 05/01/2017
	TV TRUCK & OPERATOR			620.00			
62427 55538	NU-TECH GRAPHICS & SYSTEMS INC WINDOW ENVELOPES - CLERKS OFFICE 101-215-904.000 101-215-904.000	04/10/2017 JHANG	05/10/2017	165.00	165.00	Open	N 04/21/2017
	1500 WINDOW ENVELOPES			150.00			
	FREIGHT			15.00			
62417 55582	NU-TECH GRAPHICS & SYSTEMS INC BUSINESS CARDS FOR PLANNER 101-721-728.000 101-721-728.000	04/10/2017 JHANG	05/10/2017	50.00	50.00	Open	N 04/27/2017
	BUSINESS CARDS			40.00			
	FREIGHT			10.00			
105807 55616	OAKLAND COMMUNITY COLLEGE PD TRAINING-INTERVIEW AND 280-280-701.000	04/13/2017 JHANG	05/13/2017	300.00	300.00	Open	N 04/28/2017
	INTERVIEW-INTEROGATION CLASS			300.00			
CLM0008378 55596	OAKLAND COUNTY PD CLEMIS FEES JAN - MAR 2017 264-264-801.600 264-264-801.600 264-264-801.600 264-264-801.600 264-264-801.600 264-264-801.600 264-264-801.600	03/31/2017 JHANG	05/30/2017	8,555.16	8,555.16	Open	N 04/28/2017
	CLEMIS MEMBERSHIP FEES			1,999.50			
	CLEMIS CONNECTION FEES			670.91			
	CRIME MAPPING			75.00			
	MDC PARTICIPATION FEES			3,282.00			
	LIVESCAN			927.75			
	MUG SHOT			1,000.00			
	SITE MONITOR FEES 24/7			600.00			

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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
711431609 55539	OCCUPATIONAL HEALTH CENTERS OF MI N04-0220024432 NEW HIRE PHYSICAL 101-721-801.000	04/11/2017 JHANG NEW HIRE PHYSICAL POTERE	05/11/2017	68.50 68.50	68.50	Open	N 04/21/2017
04122017 55550	RONALD CICHECKI REIMBURSEMENT FOR TOILET PAPER 101-336-740.000 101-336-740.000	04/12/2017 JHANG TWIN PAPER HOLDERS SALES TAX	05/12/2017	47.22 44.54 2.68	47.22	Open	N 04/21/2017
37274 55622	SANTORO, INC. DPW -SNOW PLOW SHOES, BELLY BLADE 202-222-751.002 202-222-751.002 202-222-751.002 202-222-751.002 202-222-751.002	04/18/2017 JHANG FISHER PLOW SHOES PLOW SHOE BELLY BLADE FREIGHT CHARGES BOLTS W/NUTS	05/18/2017	647.68 81.72 178.92 210.10 136.90 40.04	647.68	Open	N 04/28/2017
26287 55603	SEWER & WATER SPECIALIST, INC MOVED OFFICE STUFF 101-265-776.000	04/14/2017 JHANG MOVED OFFICE MATERIAL	05/14/2017	440.00 440.00	440.00	Open	N 04/28/2017
26288 55604	SEWER & WATER SPECIALIST, INC 3501 HAMT. DR. INSTALLED NEW SEWER 202-222-776.002	04/14/2017 JHANG 04/12/17 REPAIRED TOP 2FT STRUCTURE	05/14/2017	600.00 600.00	600.00	Open	N 04/28/2017
26289 55605	SEWER & WATER SPECIALIST, INC 2396 CANIFF CATCH 202-222-776.002	04/14/2017 JHANG 5' CATCH BASIN REPAIR 04/12/2017	05/14/2017	1,500.00 1,500.00	1,500.00	Open	N 04/28/2017
26331 55606	SEWER & WATER SPECIALIST, INC 3977 EDWIN POURED BACK 203-203-776.002	04/24/2017 JHANG 4/14/17 POURED CONC. AROUND CATCH BASIN	05/24/2017	300.00 300.00	300.00	Open	N 04/28/2017
26332 55607	SEWER & WATER SPECIALIST, INC CANIFF POURED BACK 202-222-776.002	04/24/2017 JHANG 4/14/17 CANIFF POURED BACK CONCRETE	05/24/2017	300.00 300.00	300.00	Open	N 04/28/2017
26333 55608	SEWER & WATER SPECIALIST, INC 2396 CANIFF POURED	04/24/2017 JHANG	05/24/2017	250.00	250.00	Open	N 04/28/2017

INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
EXP CHECK RUN DATES 05/09/2017 - 05/09/2017
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 202-222-776.002	04/24/17	POURED CONC. AROUND CATCH BASIN	250.00			
26334 55609	SEWER & WATER SPECIALIST, INC TROWB. & CONANT POURED 202-222-776.002	04/24/2017 JHANG 4/14/17	05/24/2017 POURED BACK CONCRETE	375.00 375.00	375.00	Open	N 04/28/2017
26335 55610	SEWER & WATER SPECIALIST, INC 2357 CANIFF POURED BACK CONCRETE 202-222-776.002	04/24/2017 JHANG 4/24/17	05/24/2017 POURED CONC. AROUND CATCH BASIN	250.00 250.00	250.00	Open	N 04/28/2017
26336 55611	SEWER & WATER SPECIALIST, INC 3841 DOROTHY SERVICE LINE REPAIR 203-203-776.002	04/24/2017 JHANG SERVICE LINE REPAIR	05/24/2017	3,750.00 3,750.00	3,750.00	Open	N 04/28/2017
26363 55612	SEWER & WATER SPECIALIST, INC FIRE DEPT. SEWER 101-265-776.000	04/25/2017 JHANG 04/24/17	05/25/2017 FIRE DEPT. SEWER REPAIR	2,500.00 2,500.00	2,500.00	Open	N 04/28/2017
17661 55618	SYO COMPUTER ENGINEERING SERVICES WEB UPDATES INVOICE 17661 101-264-801.000	04/21/2017 JHANG INVOICE 17661 / SEE ATTACHED	05/21/2017	170.00 170.00	170.00	Open	N 04/28/2017
17667 55619	SYO COMPUTER ENGINEERING SERVICES LAPTOP FOR ECONOMIC DEV ASSOCIATE 101-721-728.000	04/26/2017 JHANG DELL LATIRUDE LAPTOP / ECON-DEVP	05/26/2017	2,200.00 2,200.00	2,200.00	Open	N 04/28/2017
553636 55613	VIGILANTE SECURITY ALARM SYS SECURITY MONITORING PD ANNEX 266-367-776.000	04/19/2017 JHANG SECURITY MONITORING PD ANNEX 5/1 - 7/31	04/29/2017	108.00 108.00	108.00	Open	N 04/28/2017
18787 55548	VISICOM SERVICES, INC. IT SUPPORT SERVICES APR 2017 INV. 101-136-801.300 101-136-801.300 101-136-801.300 101-136-801.300 101-136-801.300	03/31/2017 JHANG SECURITY SOFTWARE OPEN DNS SOFTWARE HOSTING FEE OFFICE 365 HOSTING FEE OFFICE 365 PREMIUM BACKUP SFTWARE	04/30/2017	259.95 32.50 23.45 49.00 30.00 125.00	259.95	Open	N 04/21/2017

INVOICE REGISTER REPORT FOR CITY OF HAMTRAMCK
EXP CHECK RUN DATES 05/09/2017 - 05/09/2017
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						
# of Invoices:	67	# Due:	67	Totals:	56,895.79		56,895.79
# of Credit Memos:	0	# Due:	0	Totals:	0.00		0.00
Net of Invoices and Credit Memos:					<u>56,895.79</u>		<u>56,895.79</u>

--- TOTALS BY FUND ---

101 - General Fund	29,289.81	29,289.81
202 - Mvh Major Street Fund	10,884.44	10,884.44
203 - Mvh Local Street Fund	4,787.89	4,787.89
264 - 911 Emergency	8,975.06	8,975.06
266 - DRUG LAW ENF. ACT 265 - STAT	272.95	272.95
275 - Comm Develop Block Grant	182.00	182.00
280 - POLICE TRAINING P.A.302	540.00	540.00
592 - WATER & SEWER FUND	1,963.64	1,963.64

--- TOTALS BY DEPT/ACTIVITY ---

000 - GENERAL	3,950.00	3,950.00
101 - Mayor & City Council	20.00	20.00
136 - 31-St District Court	590.93	590.93
203 - LOCAL STREETS	4,787.89	4,787.89
215 - City Clerk	165.00	165.00
222 - MAJOR STREETS	10,884.44	10,884.44
261 - COMMUNITY & GOVERNMENTAL AFF	2,646.99	2,646.99
264 - GENERAL ADMINISTRATION	9,145.06	9,145.06
265 - BUILDING & GROUNDS	4,025.29	4,025.29
270 - HUMAN RESOURCES	8,851.00	8,851.00
274 - RETIREE COSTS	993.85	993.85
275 - Cdbg	182.00	182.00
280 - POLICE TRAINING	540.00	540.00
301 - POLICE DEPARTMENT	2,840.00	2,840.00
336 - FIRE DEPARTMENT	2,718.25	2,718.25
367 - Drug Forfeiture - State Expe	272.95	272.95
557 - WATER & SEWER	1,963.64	1,963.64
721 - COMMUNITY & ECONOMIC DEVELOP	2,318.50	2,318.50

To: The Honorable Mayor and City Council

From: Katrina Powell, City Manager

Date: May 9, 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
- Equipment Lease
- Healthcare and Dental Premiums
- Life and Short Term Disability Premiums
- Temporary Employees
- Credit Card Charges
- Professional Legal Services
- Jury Payment
- Reissued 1 Check (Previously Approved)

Budget Impact:

The specific costs of these disbursements were \$137,223.12 and was run from the Fiduciary, General, Property 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							
04/24/2017	GEN	69082	AT&T	BALANCE	922.000	265	5,771.56
04/24/2017	GEN	69083*#	BLUE CARE NETWORK	HEALTHCARE MAY 2017	676.000	000	385.06
				HEALTHCARE MAY 2017	716.100	136	317.98
				HEALTHCARE MAY 2017	716.100	172	770.12
				HEALTHCARE MAY 2017	716.100	202	885.63
				HEALTHCARE MAY 2017	716.100	215	385.06
				HEALTHCARE MAY 2017	716.100	223	770.12
				HEALTHCARE MAY 2017	716.100	253	1,655.75
				HEALTHCARE MAY 2017	716.100	257	1,270.69
				HEALTHCARE MAY 2017	716.100	270	385.06
				RETIREE MAY 2017 HEALTH INS PREM	716.100	274	11,241.65
				HEALTHCARE MAY 2017	716.100	274	57,422.37
				HEALTHCARE MAY 2017	716.100	301	10,943.89
				HEALTHCARE MAY 2017	716.100	301	1,540.24
				HEALTHCARE MAY 2017	716.100	336	14,247.15
				CHECK GEN 69083 TOTAL			<u>102,220.77</u>
04/24/2017	GEN	69084*#	COMCAST	ISP & FAX SUBSCRIPTION APRIL 2017	922.000	136	193.64
				CABLE/INTERNET MAY 2017	922.000	265	569.54
				PHONE MAY 2017	922.000	336	46.84
				CHECK GEN 69084 TOTAL			<u>810.02</u>
04/24/2017	GEN	69086	GRIFFIN LAW PLLC	HOUSE COUNSEL 4/13/17	801.100	136	250.00
04/24/2017	GEN	69087	OFFICE TEAM	M. CHRISTIAN WAGES FOR 04/07/17	801.000	270	511.50
04/24/2017	GEN	69088	ROBERT E. ZARANEK	HOUSE COUNSEL 4/6/17	801.100	136	250.00
04/24/2017	GEN	69089	SYED MOHAMMED ZAMAN	BENGALI INTERP	801.200	136	160.00
04/24/2017	GEN	69090#	T-MOBILE	TELEPHONE MAR 2017	922.000	301	78.71
				TELEPHONE MAR 2017	922.000	336	63.28
				CHECK GEN 69090 TOTAL			<u>141.99</u>
04/24/2017	GEN	69091*#	THE STANDARD	DENTAL INS APR 2017	676.000	000	65.24

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 04/24/2017 - 04/24/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
				DENTAL INS APR 2017	716.000	136	269.92
				DENTAL INS APR 2017	716.000	172	39.84
				DENTAL INS APR 2017	716.000	202	60.80
				DENTAL INS APR 2017	716.000	215	19.92
				DENTAL INS APR 2017	716.000	223	39.84
				DENTAL INS APR 2017	716.000	253	80.72
				DENTAL INS APR 2017	716.000	257	60.80
				DENTAL INS APR 2017	716.000	261	65.24
				DENTAL INS APR 2017	716.000	270	19.92
				DENTAL INS APR 2017	716.000	274	5,037.40
				DENTAL INS APR 2017	716.000	301	953.28
				DENTAL INS APR 2017	716.000	301	99.60
				DENTAL INS APR 2017	716.000	336	846.38
				CHECK GEN 69091 TOTAL			<u>7,658.90</u>
04/24/2017	GEN	69092	US BANK EQUIPMENT FINANCE	APRIL 2017 COPIER LEASE	801.300	136	131.50
				Total for fund 101 General Fund			117,906.24

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 04/24/2017 - 04/24/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 202 Mvh Major Street Fund							
04/24/2017	FID	9188*#	BLUE CARE NETWORK	HEALTHCARE MAY 2017	716.100	222	1,001.15
04/24/2017	FID	9189*#	T-MOBILE	TELEPHONE MAR 2017	800.001	222	26.24
04/24/2017	FID	9190*#	THE STANDARD	DENTAL INS APR 2017	716.000	222	65.24
Total for fund 202 Mvh Major Street Fund							1,092.63

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 04/24/2017 - 04/24/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 266 DRUG LAW ENF. ACT 265 - STATE							
04/24/2017	FID	9188*#	BLUE CARE NETWORK	HEALTHCARE MAY 2017	716.100	367	1,001.15
04/24/2017	FID	9189*#	T-MOBILE	TELEPHONE MAR 2017	922.100	367	13.12
04/24/2017	FID	9190*#	THE STANDARD	DENTAL INS APR 2017	716.000	367	65.24
Total for fund 266 DRUG LAW ENF. ACT 265 - STATE							1,079.51

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 04/24/2017 - 04/24/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 268 Library Fund							
04/24/2017	GEN	69083*#	BLUE CARE NETWORK	HEALTHCARE MAY 2017	716.100	738	1,270.69
04/24/2017	GEN	69084*#	COMCAST	PHONE MAY 2017	922.000	738	31.89
04/24/2017	GEN	69085	DTE ENERGY	LIBRARY GAS MAR 2017	923.000	738	443.66
04/24/2017	GEN	69091*#	THE STANDARD	DENTAL INS APR 2017	716.000	738	60.80
Total for fund 268 Library Fund							1,807.04

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 275 Comm Develop Block Grant							
04/24/2017	FID	9191	VERIZON WIRELESS	DATA FOR IPADS MAR 2017	805.000	275	60.06
Total for fund 275 Comm Develop Block Grant							60.06

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 04/24/2017 - 04/24/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER & SEWER FUND							
04/24/2017	WAT	9367	BLUE CARE NETWORK	HEALTHCARE MAY 2017	716.100	557	2,656.90
04/24/2017	WAT	9368	OFFICE TEAM	HOURS REGULAR	801.000	557	860.25
				A. BOYKIN HOURLY WAGES - WATER DEPT	801.000	557	922.33
				CHECK WAT 9368 TOTAL FOR			<u>1,782.58</u>
04/24/2017	WAT	9369	T-MOBILE	TELEPHONE MAR 2017	922.000	557	52.48
04/24/2017	WAT	9370	THE STANDARD	DENTAL INS APR 2017	716.000	557	185.80
				Total for fund 592 WATER & SEWER FUND			4,677.76

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 703 Prop Tax Collection Fund							
04/24/2017	PTC	2235	MYRICK, YVONNE	Undistributed Current Tax Collections	274.000	000	336.06
Total for fund 703 Prop Tax Collection Fund							336.06
TOTAL - ALL FUNDS							126,959.30

'*'-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							
04/28/2017	GEN	69149	31ST JUDICIAL DISTRICT COURT	1/2 DAY JUROR PMTS	802.000	136	487.50
				FULL DAY JUROR PMTS	802.000	136	150.00
				CHECK GEN 69149 TOTAL			<u>637.50</u>
04/28/2017	GEN	69150	ACCOUNTEMP	A. WILSON WK END 4/14/17	801.000	223	517.65
04/28/2017	GEN	69151#	CARDMEMBER SERVICE	MAYOR'S MAM DUES	958.000	101	85.00
				BANKERS BOX	728.000	136	108.30
				MAMC MASTER CONFERENCE HOTEL	864.000	215	243.00
				SERVER ROOM ELECTRICAL UPGRADE	801.000	264	46.17
				IPAD CHARGES	801.000	264	17.95
				U-HAUL	776.000	265	263.80
				MERS CHECK POSTAGE	740.000	301	23.95
				INVESTIGATIVE LICENSE PLATE RENEWAL	740.000	301	106.08
				CHECK GEN 69151 TOTAL			<u>894.25</u>
04/28/2017	GEN	69152*#	COMCAST	TELEPHONE 4/15 - 5/14/17	922.000	136	459.43
				TELEPHONE 4/15 - 5/14/17	922.000	265	992.98
				TELEPHONE 4/15 - 5/14/17	922.000	301	618.35
				TELEPHONE 4/15 - 5/14/17	922.000	336	276.50
				CHECK GEN 69152 TOTAL			<u>2,347.26</u>
04/28/2017	GEN	69153	OFFICE TEAM	M. CHRISTIAN WAGES FOR 04/14/2017	801.000	270	511.50
04/28/2017	GEN	69154	SEAN K. KOWALSKI, P-43764	HOUSE COUNSEL 4/20/17	801.100	136	250.00
04/28/2017	GEN	69155*#	THE STANDARD	INSURANCE - LIFE MAY 2017	716.400	136	144.00
				INSURANCE - ST DISABILITY MAY 2017	716.400	136	87.39
				INSURANCE - LIFE MAY 2017	716.400	172	120.00
				INSURANCE - ST DISABILITY MAY 2017	716.400	172	20.80
				INSURANCE - LIFE MAY 2017	716.400	202	18.00
				INSURANCE - ST DISABILITY MAY 2017	716.400	202	10.71
				INSURANCE - LIFE MAY 2017	716.400	215	18.00
				INSURANCE - ST DISABILITY MAY 2017	716.400	215	16.51
				INSURANCE - LIFE MAY 2017	716.400	223	54.00
				INSURANCE - ST DISABILITY MAY 2017	716.400	223	43.83

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
				INSURANCE - LIFE MAY 2017	716.400	253	54.00
				INSURANCE - ST DISABILITY MAY 2017	716.400	253	42.53
				INSURANCE - LIFE MAY 2017	716.400	257	36.00
				INSURANCE - ST DISABILITY MAY 2017	716.400	257	31.82
				INSURANCE - LIFE MAY 2017	716.400	261	18.00
				INSURANCE - ST DISABILITY MAY 2017	716.400	261	20.80
				INSURANCE - LIFE MAY 2017	716.400	270	18.00
				INSURANCE - ST DISABILITY MAY 2017	716.400	270	20.80
				INSURANCE - LIFE MAY 2017	716.400	274	217.06
				INSURANCE - LIFE MAY 2017	716.400	301	361.12
				INSURANCE - LIFE MAY 2017	716.400	301	90.00
				INSURANCE - ST DISABILITY MAY 2017	716.400	301	316.92
				INSURANCE - ST DISABILITY MAY 2017	716.400	301	47.40
				INSURANCE - LIFE MAY 2017	716.400	336	522.00
				INSURANCE - ST DISABILITY MAY 2017	716.400	336	514.08
				CHECK GEN 69155 TOTAL			<u>2,843.77</u>
04/28/2017	GEN	69156	VERIZON WIRELESS	CELL PHONE MAR 2017	922.000	172	61.90
Total for fund 101 General Fund							8,063.83

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 202 Mvh Major Street Fund							
04/28/2017	FID	9203	COMCAST	TELEPHONE 4/15 - 5/14/17	776.005	222	61.11
04/28/2017	FID	9204*#	THE STANDARD	INSURANCE - LIFE MAY 2017	716.400	222	36.00
				INSURANCE - ST DISABILITY MAY 2017	716.400	222	34.50
				CHECK FID 9204 TOTAL FOR			<u>70.50</u>
				Total for fund 202 Mvh Major Street Fund			131.61

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 04/28/2017 - 04/28/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 266 DRUG LAW ENF. ACT 265 - STATE							
04/28/2017	FID	9202	CARDMEMBER SERVICE	KENNEL FOR K-9	809.200	367	250.00
04/28/2017	FID	9204*#	THE STANDARD	INSURANCE - LIFE MAY 2017	716.400	367	18.00
				INSURANCE - ST DISABILITY MAY 2017	716.400	367	15.39
				CHECK FID 9204 TOTAL FOR			<u>33.39</u>
				Total for fund 266 DRUG LAW ENF. ACT 265 - STATE			283.39

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
CHECK DATE FROM 04/28/2017 - 04/28/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 268 Library Fund							
04/28/2017	GEN	69152*#	COMCAST	TELEPHONE 4/15 - 5/14/17	922.000	738	130.18
04/28/2017	GEN	69155*#	THE STANDARD	INSURANCE - LIFE MAY 2017	716.400	738	36.00
				INSURANCE - ST DISABILITY MAY 2017	716.400	738	30.00
				CHECK GEN 69155 TOTAL			<hr/> 66.00
				Total for fund 268 Library Fund			196.18

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CHECK DISBURSEMENT REPORT FOR CITY OF HAMTRAMCK
 CHECK DATE FROM 04/28/2017 - 04/28/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER & SEWER FUND							
04/28/2017	WAT	9378	CARDMEMBER SERVICE	MAPSI CONFERENCE HOTEL	864.000	557	382.50
				MAPSI CONFERENCE HOTEL & GAS	864.000	557	283.50
				CHECK WAT 9378 TOTAL FOR			<u>666.00</u>
04/28/2017	WAT	9379	OFFICE TEAM	A. BOYKIN WATER DEPART 04/14/17	801.000	557	747.95
04/28/2017	WAT	9380	THE STANDARD	INSURANCE - LIFE MAY 2017	716.400	557	108.00
				INSURANCE - ST DISABILITY MAY 2017	716.400	557	66.86
				CHECK WAT 9380 TOTAL FOR			<u>174.86</u>
				Total for fund 592 WATER & SEWER FUND			1,588.81
				TOTAL - ALL FUNDS			10,263.82

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

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City Of Hamtramck

To: The Honorable Mayor and City Council

From: Katrina Powell, City Manager

Date: May 9, 2017

Subject: Resolution 2017-35 Adopting the FY 2016-17 Second (2nd) Budget Amendment

Introduction:

This agenda item requests the City Council to adopt the 2016-17 fiscal year second budget amendment by resolution.

Overview:

The purpose of this second budget amendment is to reflect the changes in the budgeted revenues and expenditures as detailed in EXHIBIT A.

Budget Impact:

Please refer to EXHIBIT A for the impact on the current budget.

Recommendation:

The City Manager recommends this budget amendment resolution for the City Council's approval.

Prepared by:

Bhama Cairns, City Controller

Reviewed by:

Katrina Powell, City Manager

Attachments:

EXHIBIT A

Budget Resolution 2017-35

	A	B	C	D	E	F	G	H	I
1	CITY OF HAMTRAMCK								
2									
3	EXHIBIT A								
4	BUDGET AMENDMENT FOR 2016-17								
5									
6			2016-17	2016-17	YTD BALANCE	2016-17			
7			ORIGINAL	1st AMENDED	04/30/2017	2nd AMENDED			
8	GL NUMBER	DESCRIPTION	BUDGET	BUDGET	NORM (ABNORM)	BUDGET	CHANGE		
9									
10	Fund 101 - General Fund								
11									
12	Revenues								
13	Dept 000-GENERAL								
14	101-000-438.000	Income Tax	1,990,000	1,990,000	1,868,049	2,150,000	160,000	Increased Activity	
15	101-000-478.000	Permit Fees	175,000	175,000	215,981	245,000	70,000	Increased Activity	
16	101-000-501.500	FEDERAL FIRE SAFER GRANT	0	950,000	0	500,000	(450,000)	Grant from Jan 2017 - Jan 2019	
17	101-000-501.501	FEMA - FIRE EQUIP GRANT	0	0	69,494	100,000	100,000	FEMA Grant Received	
18	101-000-573.000	LOCAL COMM STABILIZ. AUTHORITY	0	0	91,668	92,000	92,000	Compensate P. Prop Tx Loss	
19	101-000-658.000	Fines & Forf Dist Court	1,500,000	1,500,000	978,780	1,300,000	(200,000)	Reduced Activity	
20	101-000-660.000	AUTO THEFT FORFEITURES	67,600	67,600	6,720	6,700	(60,900)	Program Discontinued	
21	101-000-694.000	Misc Others	50,000	50,000	116,030	120,000	70,000	Increased Activity	
22									
23	TOTAL REVENUES		14,510,154	15,460,154	11,326,462	15,241,254	(218,900)		
24									
25	Expenditures								
26	Dept 101-Mayor & City Council								
27	101-101-864.000	Conference-Workshop	7,500	7,500	12,290	15,000	7,500	State Mandated Training	
28	101-101-958.000	Membership Dues	9,000	9,000	10,356	11,000	2,000	Includes SEMCOG Dues\$3,200	
29	Total Dept 101-Mayor & City Council		46,150	46,150	49,407	55,650	9,500		
30									
31	Dept 202-Income Tax								
32	101-202-702.000	Salaries	48,000	48,000	52,701	68,000	20,000	Additional employee	
33	101-202-715.000	Social Security (Fica)	3,800	3,800	3,440	5,200	1,400		
34	101-202-716.000	INSURANCES-DENTAL	550	550	556	650	100		
35	101-202-716.100	Insurance - Healthcare (Bcbs)	7,800	7,800	8,856	9,800	2,000		
36	101-202-801.000	Professional Services	204,000	204,000	186,471	270,000	66,000	Increased Innovative Costs	
37	Total Dept 202-Income Tax		273,650	273,650	256,110	363,150	89,500		
38									
39	Dept 264-GENERAL ADMINISTRATION								
40	101-264-801.000	Professional Services	60,000	60,000	85,690	100,000	40,000	IT and OPEB report costs	
41	Total Dept 264-GENERAL ADMINISTRATION		85,400	85,400	601,705	955,400	40,000		
42									
43	Dept 265-BUILDING & GROUNDS								
44	101-265-702.000	Salaries	25,000	25,000	50,522	63,000	38,000	Increased Activity	
45	101-265-776.000	Building Maintenance	85,000	85,000	183,517	200,000	115,000	Basement Flood Restoration	
46	Total Dept 265-BUILDING & GROUNDS		664,900	664,900	669,497	817,900	153,000		
47									
48	Dept 266-LEGAL								
49	101-266-801.000	Professional Services	400,000	400,000	217,526	300,000	(100,000)	Decreased Activity	
50	101-266-855.000	Lawsuit Settlements	100,000	100,000	18,384	30,000	(70,000)		
51	Total Dept 266-LEGAL		500,000	500,000	235,911	330,000	(170,000)		
52									
53	Dept 270-HUMAN RESOURCES								
54	101-270-702.000	Salaries	70,000	70,000	29,423	43,000	(27,000)	Temp to Permanent	
55	101-270-715.000	Social Security (FICA)	5,400	5,400	2,251	3,000	(2,400)	Soc Sec Adjustment	
56	101-270-801.000	Professional Services	3,200	3,200	47,744	48,000	44,800	Temp Used	
57	Total Dept 270-HUMAN RESOURCES		90,600	90,600	82,803	106,000	15,400		
58									
59	Dept 303-AUTO THEFT								
60	101-303-702.000	Salaries	58,000	58,000	14,765	14,800	(43,200)	Program Discontinued	
61	101-303-710.000	Overtime	15,000	15,000	10,638	10,700	(4,300)		
62	101-303-712.000	Court Time	1,000	1,000	0	-	(1,000)		
63	101-303-715.000	Social Security (FICA)	1,100	1,100	359	400	(700)		
64	101-303-716.000	INSURANCES-DENTAL (FT DEARBORN)	900	900	220	200	(700)		
65	101-303-716.100	Insurance - Healthcare (Bcbs)	12,600	12,600	3,003	3,000	(9,600)		
66	101-303-728.00	Office Supplies	1,000	1,000	0	-	(1,000)		
67	101-303-740.000	Operating Supplies	1,000	1,000	0	-	(1,000)		
68	101-303-745.00	Gun Allowance	500	500	0	-	(500)		
69	101-303-751.001	FUEL	3,000	3,000	379	400	(2,600)		
70	101-303-751.002	Vehicle Maintenance	2,500	2,500	0	-	(2,500)		
71	101-303-922.100	Utilities - mobile phones	600	600	94	100	(500)		
72	Total Dept 303-AUTO THEFT		97,600	97,600	29,993	30,000	(67,600)		
73									
74	Dept 336-FIRE DEPARTMENT								
75	101-336-970.000	CAPITAL OUTLAYS > \$5,000	0	0	78,888	100,000	100,000	Equip funded by FEMA Grant	
76	Total Dept 336-FIRE DEPARTMENT		3,222,300	3,222,300	2,666,853	3,322,300	100,000		
77									
78	Dept 528-Sanitation Services								
79	101-528-824.100	Sanitation - Other	5,000	5,000	7,905	15,000	10,000	City Lawn Maintenance etc.	
80	Total Dept 528-Sanitation Services		755,000	755,000	604,089	765,000	10,000		
81									
82	Dept 721-COMMUNITY & ECONOMIC DEVELOPMENT								
83	101-721-801.000	Professional Services	300,000	300,000	249,377	350,000	50,000	Safebuitl/Bldg Permits	
84	Total Dept 721-COMMUNITY & ECONOMIC DEVELOPMENT		362,800	362,800	301,243	412,800	50,000		
85									
86	Dept-Operating Transfers Out								
87	101-999-999.264	Transfer Out/911 Emerg. Fund #204		0		100,000	100,000	To Correct Fund Deficit	
88	Total Dept-Operating Transfers Out			0		100,000	100,000		
89									
90	TOTAL EXPENDITURES		15,446,252	15,471,252	12,257,292	15,801,052	329,800		
91									
92	Summary - 2nd Budget Amendment								
93	Fund 101 - General Fund:								
94	TOTAL REVENUES		14,510,154	15,460,154		15,241,254	(218,900)	Rev. decrease	
95	TOTAL EXPENDITURES		15,446,252	15,471,252		15,801,052	(329,800)	Exp. Increase	
96	NET OF REVENUES & EXPENDITURES		(936,098)	(11,098)		(559,798)	(548,700)		

	A	B	C	D	E	F	G	H	I	J
1	CITY OF HAMTRAMCK									
2										
3	EXHIBIT A									
4	BUDGET AMENDMENT FOR 2016-17									
5										
6			2016-17	2016-17	<i>YTD BALANCE</i>	2016-17				
7			ORIGINAL	1st AMENDED	<i>04/30/2017</i>	2nd AMENDED				
8	GL NUMBER	DESCRIPTION	BUDGET	BUDGET	<i>NORM (ABNORM)</i>	BUDGET	CHANGE			
9										
10										
11	Fund 266 - DRUG LAW ENF. ACT 265 - STATE									
12										
13	Revenues									
14	266-000-656.100	STATE DRUG FORFEITURE	225,000	225,000	707,273	720,000	495,000	Release of 9/15/15 Drug Escrow		
15										
16	TOTAL REVENUES		225,000	225,000	707,273	720,000	495,000			
17										
18	Expenditures									
19	Dept 367-Drug Forfeiture - State Expenditures									
20	266-367-810.000	ASSET SHARIING	-	-	534,685	535,000	535,000	Distribution to Plainiff, Detroit, Gros. ile		
21	266-367-980.000	MISCELLANEOUS	17,000	17,000	25,532	30,000	13,000			
22										
23	TOTAL EXPENDITURES		201,200	201,200	693,454	749,200	548,000			
24										
25										
26	Summary - 2nd Budget Amendment									
27	Fund 266 - DRUG F. ACT 265 - STATE									
28	TOTAL REVENUES		225,000	225,000		720,000	495,000			
29	TOTAL EXPENDITURES		201,200	201,200		749,200	548,000			
30	NET OF REVENUES & EXPENDITURES		23,800	23,800		(29,200)	(53,000)			

RESOLUTION 2017-35

RESOLUTION AMENDING THE CITY OF HAMTRAMCK 2016-2017 BUDGET ON
MAY 9, 2017

WHEREAS, on 6/7/2016 the City of Hamtramck adopted a budget for the 2016-2017 fiscal year, followed by a First Budget Amendment on 9/6/2017;

WHEREAS, since then the City is amending its budget for a second time to reflect necessary changes to the revenues and expenditures in the General Fund, 911 Emergency Fund and the State Drug Forfeiture Fund; and

WHEREAS, the City Manager has reviewed the second amendment to the budget for the fiscal year ending June 30, 2017;

NOW THEREFORE BE IT RESOLVED by the city council of the city of Hamtramck, Wayne County, Michigan that:

The city of Hamtramck adopts the revised budget for the 2016-2017 fiscal year hereby amended as indicated in "Exhibit A", Budget Amendment, which is hereby attached and made part of this Resolution by reference thereto.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HAMTRAMCK,
WAYNE COUNTY, MICHIGAN THIS 9th DAY OF MAY, 2017.

ATTEST:

August Gitschlag, City Clerk

City Of Hamtramck

City

To: The Honorable Mayor and City Council

From: Katrina Powell, City Manager

Date: April 18, 2017

Subject: Amending Contract Extending Current Contract to Tyler Technologies for Reappraisal Services

Introduction:

The City of Hamtramck had entered into a re-appraisal of properties for assessment records contract with Tyler Technologies in November of 2015 that called for completing the re-appraisal work by December of 2016. This Amendment to the contract is designed to extend this time frame to December 2017.

Background:

The re-appraisal is a comprehensive process of taking stock of all the residential, commercial and industrial properties, accurately describing each parcel along with detailed description and value estimates of land and improvements in a way that is approved by the state agency overseeing assessment administration. While speed for this project is important, accuracy and proper procedures to be adopted and accomplishing an acceptable final product is even more important. As we sensed that the work could not be completed in order to use the re-appraised values for the 2017 assessment roll, we were compelled to push the completion date forward to December 2017. The proposed Amendment to the contract is to correct the relevant dates and some other clauses that we sensed to have them incorporated in the legal document – specifically relating to standards about sketches.

Discussion:

The dates incorporated in the contract were all supporting the completion date of December 2016 for completion of various routines. When the completion date had to be pushed forward to December 2017 all related functions and routines deadlines had to be changed. We also noticed certain functions and measurements thereof were not specified in the contract. Therefore, while we are revising the project completion and related functions dates geared towards completion of the project by December 2017, we have also incorporated certain measurements about performance of certain essential routines into the revised contract.

Budget Impact:

As of now this revision (push forward of the dates to December 2017) will have no financial impact different from the impact of the original contract. Majority of the expenditure is to be covered through the State of Michigan grant.

City Of Hamtramck

City

Recommendation:

The City Manager and the City Assessor recommend the City Council approve the Amendment to Service Agreement and authorize the City Manager and City Clerk to sign the document.

Prepared by:

Jay Singh, City Assessor

Reviewed by:

Katrina Powell, City Manager

Attachments:

1. Amendment to Services Agreement signed by representative of Tyler Technologies



AMENDMENT

This amendment ("Amendment") is made effective as of the last party to sign as indicated below ("Effective Date"), by and between Tyler Technologies, Inc. ("Tyler"), a Delaware corporation with offices at 4100 Miller Valentine Court, Moraine, OH 45439, and the City of Hamtramck, Michigan ("Client") with offices at 3401 Evaline, Hamtramck, Michigan 48212.

WHEREAS, the Client and Tyler are parties to a Services Agreement effective November 2, 2015 ("Agreement") for the provision of reappraisal and associated services; and

WHEREAS, the parties desire to amend the term of the Agreement and the corresponding dates in Exhibit C – Statement of Work;

NOW, THEREFORE in consideration of the foregoing and of the mutual covenants and promises set forth herein, Tyler and Client hereby agree as follows:

1. Section D.1. of the Agreement is hereby deleted in its entirety and replaced with the following in lieu thereof:

1. Term. This Agreement shall commence on the Effective Date and shall continue through December 31, 2017. This Agreement may be renewed for an additional twenty-four (24) month period upon written mutual agreement of the parties.

2. Paragraph 2 of Section 3.0 of Exhibit C – Statement of Work is hereby deleted in its entirety and replaced with the following in lieu thereof:

Estimates of appraised value will be prepared for each improved parcel specified in Section 2.0 for the effective date of this appraisal which is December 31, 2017 for Residential and Commercial/Industrial properties. All work shall continue through the project completion date of December 31, 2017. It is understood that all decisions as to final appraised values, procedures followed, and forms used in the reappraisal will be made by the Certifying Assessor.

3. The first sentence of Section 5.0 of Exhibit C – Statement of Work is hereby deleted in its entirety and replaced with the following in lieu thereof:

This Agreement shall commence upon the Effective Date of the Agreement and shall continue through the project completion date of December 31, 2017 for Residential and Commercial/Industrial properties.

4. The following bullet point is added to the fourth paragraph in Section 6.0 Digital Sketch Development Services, page 15:

- All sketches shall meet the criteria of the State Tax Commission's Assessor's manual by including standards such as:
 - Document how sketches are to be named
 - Document if dimensions are placed outside or inside of the walls

- Decide if the area name, description and/or square foot is posted to each area
- Document that the front of the door is placed at the bottom of the sketch (as per the State Tax Commissioner Assessor’s manual)
- Document specification for bay windows, story height requirements and garage types (as per the State Tax Commissioner Assessor’s manual)
- Document how land improvements are recorded, via a sketch of the improvement or a note in the area attributes section of the software
- Each sketch will be linked to parcels by two (2) geo-reference points obtained from imagery and stored in the sketch file.

5. Section 15.0 of Exhibit C – Statement of Work is hereby deleted in its entirety and replaced with the following in lieu thereof:

The BS&A residential accrued depreciation or percent good tables are a matrix that is set up by the “Year Built” and the “Effective Year” of the dwelling. The work to be performed by the Company will include the following procedures, with the understanding that all are subject to approval by the Certifying Assessor.

The following steps will be followed when calibrating depreciated replacement costs:

1. Apply the County Modifier to the improvements for each verified residential sale to be used in the depreciation study.
2. Create an “Abnormal Physical % Good” matrix driven off the year built and condition rating.
3. Trend each sale amount to December 31, 2017 by applying the monthly trending factor established in the market trend analysis.
4. Group the verified sales by the condition rating of the dwelling. The analysis should be made on each group separately. Start with the Average condition rating group.
5. Sort the groups established in Step 3 by “Effective Year” groups:

Table 1: "Year- Built" Group Designations

Group	Age of Dwelling
Group 1:	0 – 5 years
Group 2:	6– 10 years
Group 3:	11 – 20 years
Group 4:	21 – 30 years
Group 5:	31 – 40 years
Group 6:	41– 50 years
Group 7:	51 – 60 years
Group 8:	61 – 70 years
Group 9:	71 – 90 years
Group 10:	91 – and over



These groupings may be redefined as local market conditions dictate; up to 10 separate groups may be needed. The Company will submit a detailed report to the Certifying Assessor for review and approval.

6. The first paragraph of Section 18.0 of Exhibit C – Statement of Work is hereby deleted in its entirety and replacing the following in lieu thereof:

With the consent and assistance of the Certifying Assessor, the Company will request and attempt to make an investigation of prevailing economic determinants and practices underlying local property transactions and compile, classify and document data on interest rates, equity requirements, loan terms, holding periods and investment yields sufficient to support the development and validation of income capitalization rates.

7. The first paragraph of Section 19.0 of Exhibit C – Statement of Work is hereby deleted in its entirety and replaced with the following in lieu thereof:

It is understood that the geographical and physical characteristics of the properties to be appraised are recorded on property record cards and maintained in the City's BS&A CAMA system to reflect the status of the property as of December 31, 2017 for Residential and Commercial/Industrial properties.

8. All references to "IAAO" standards in Section 19.0 of Exhibit C– Statement of Work, are hereby replaced with "STC" standards.

9. The third paragraph of Section 19.0 of Exhibit C– Statement of Work is hereby deleted in its entirety and replaced with the following in lieu thereof:

Similar to the phase above, the commercial mass appraisers will review the initial value estimates, verify observable data, adjust the value estimates for any changes, apply the valuation concept of an economic unit to the additional commercial and industrial parcels (the City will provide Tyler with this list), and suggest the final valuation methodology, proposing reconciliation of the cost and income approach (where applicable) and ensuring that like properties are appraised equitably.

10. The fourth paragraph of Section 19.0 of Exhibit C– Statement of Work is hereby deleted in its entirety and replaced with the following in lieu thereof:

By applying its mass appraisal methods and procedures to all designated parcels in the City, the Company will achieve a high degree of uniformity and an equitable level of valuation among Residential and Commercial/Industrial properties throughout the City as of December 31, 2017. The level of appraisal accuracy and appraisal uniformity shall be measured by statistical reports produced by the BS&A CAMA system.

11. Table 3: IAAO Standards for Ratio Studies in Section 19.0 of Exhibit C– Statement of Work is hereby deleted in its entirety.



12. Section 20.0 of Exhibit C– Statement of Work is hereby deleted in its entirety and replaced with the following in lieu thereof:

The Company will be responsible for entering changes pertinent to the reappraisal into a copy of the City’s database for the 2018 Residential and Commercial/Industrial appraisal work file and will provide training to City staff on data entry for reappraisal and new construction work.

13. The first paragraph of Section 22.0 of Exhibit C– Statement of Work is hereby deleted in its entirety and replaced with the following in lieu thereof:

A mass appraisal report will be provided to the Certifying Assessor as a summary of the work performed throughout the 2017 City of Hamtramck reappraisal project. The mass appraisal report is intended to complement, but not replace, the supporting materials that will be provided to the Certifying Assessor throughout the project in the form of interim reports, quality audit reports and appendices, as well as procedural and training analysis.

14. Section 23.0 Appeals of Exhibit C – Statement of Work is hereby deleted in its entirety and replaced with the following in lieu thereof:

Upon written notice from the Certifying Assessor, Company personnel will be available at a per diem rate of \$800.00 to provide Defense of Value assistance to the City. These activities include, but are not limited to, preparation for meetings with taxpayers and/or neighborhood groups.

15. All terms and conditions of the Agreement not herein amended remain in full force and effect.

IN WITNESS WHEREOF, persons having been duly authorized and empowered to enter into this amendment hereunto executed this Amendment effective as of the date last set forth below.

Tyler Technologies, Inc.
Appraisal & Tax Division

City of Hamtramck, Michigan

By: Gus Tenhundfeld

By: _____

Name: GUS TENHUNDFELD

Name: _____

Title: Inside Sales Mgr.

Title: _____

Date: 4-18-17

Date: _____



RESOLUTION 2017-30

Amending Contract Extending Current Contract to Tyler Technologies for Reappraisal Services

WHEREAS, The City of Hamtramck had entered into a re-appraisal of properties for assessment records contract with Tyler Technologies in November of 2015 that called for completing the re-appraisal work by December of 2016. This Amendment to the contract is designed to extend this time frame to December 2017; and

WHEREAS, The re-appraisal is a comprehensive process of taking stock of all the residential, commercial and industrial properties, accurately describing each parcel along with detailed description and value estimates of land and improvements in a way that is approved by the state agency overseeing assessment administration; and

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Hamtramck, Wayne County, Michigan revise the project completion and related functions dates geared towards completion of the project by December 2017, and incorporate certain measurements about performance of certain essential routines into the revised contract.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HAMTRAMCK, WAYNE COUNTY, MICHIGAN THIS 25th DAY OF APRIL 2017.

AYES:

NAYS:

ABSENT:

ATTEST:

August R. Gitschlag, City Clerk

CITY OF HAMTRAMCK

Purchasing

3401 Evaline, Hamtramck, MI 48212

To: The Honorable Mayor and City Council

From: Katrina Powell, City Manager

Date: May 9, 2017

Subject: Award Contract for Residential Water Meter Installation

Introduction:

This agenda item is for the City Council to approve the awarding of a residential water meter service agreement, to beginning on July 1, 2017, if approved by the Receivership Transition Advisory Board (RTAB) on May 23, 2017.

Overview:

On March 13, 2017 the City of Hamtramck placed a Request for Proposals (RFP) on the Michigan Inter-governmental Trade Network (MITN) for Residential Water Meter Installations, the RFP was submitted (through MITN) to one hundred and seventy five (175) vendors, two (2) vendors submitted bids.

The following companies submitted bids:

- HydroCorp Inc.
- SLC Meter LLC

The bid results follow:

Meter Size	Quantity	Hydrocorp Inc.		SLC Meter LLC	
		Unit Price	Extended Price	Unit Price	Extended Price
5/8-inch	1000	\$ 66.00	\$ 66,000.00	\$ 38.00	\$ 38,000.00
3/4-inch	450	\$ 66.00	\$ 29,700.00	\$ 38.00	\$ 17,100.00
1-inch	50	\$ 66.00	\$ 3,300.00	\$ 38.00	\$ 1,900.00
			\$ 99,000.00		\$ 57,000.00

SLC Meter LLC

Based on this information, City of Hamtramck Purchasing staff is recommending the City Council award the contract for this bid to the low bidder, SLC Meter, LLC. SLC Meter, LLC provided the following project references from: City of Montrose, MI; City of Rochester, MI; City of Farmington, MI; and City of Mount Clemens, MI. The references confirmed their work and expressed no complaints.

SLC Meter LLC will provide two (2) crewmen, who will be managed by the City of Hamtramck's designated consultant. The City will schedule the meter appointments forecasted at approximately 8-12 water meter replacement work orders per day. Completion of this project,

CITY OF HAMTRAMCK

Purchasing

3401 Evaline, Hamtramck, MI 48212

based on the work orders per day, is six months, once completed, will finalize the installation agreement.

Installation Warranty Period is: Twelve Months

Budget Impact:

The total cost for all of the meter installations is \$57,000.00.

Recommendation:

The City Manager and Purchasing Agent recommend the awarding of a contract for the installation of six residential water meters to SLC Meter 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
Price Sheet
Agreement from Purchasing



CITY OF HAMTRAMCK

Purchasing

3401 Evaline, Hamtramck, MI 48212

THIS AGREEMENT (the "Agreement") is made effective as of July 1, 2017, between SLC Meter LLC, located at 595 Bradford St., Pontiac, MI 48341 (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 1500 Residential Water Meters within the City of Hamtramck:

RESIDENTIAL WATER METER INSTALLATION SPECIFICATIONS

These specifications include plans for installation and warranty of services for the installation of the following 1500 residential meters in a four (4) month period:

Meter Size	Installation Price	Quantity	Extended Price
5/8-inch	\$66.00	1000	\$38,000.00
3/4-inch	\$66.00	450	\$17,100.00
1-inch	\$66.00	50	\$1,900.00
TOTAL		6	\$57,000.00

Effective Period: July 1, 2017 through December 29, 2017

SCOPE OF WORK

1. The two (2) Contractor crewman will be managed by the City of Hamtramck's designated consultant. The crewman will be assigned to the water meter group.
2. The City of Hamtramck will schedule the meter appointments.
3. Each Contractor crewman shall be given approximately 8-12 water meter replacement work orders per day. The work orders shall be picked up each morning at the DPS office.
4. The crew shall return all work orders to the office at the end of each day.
5. The crew shall confirm the address and meter serial number before proceeding with the meter installation.
6. The water meter and meter transmitter unit (MTU) shall be installed based on the manufacturer's guidelines. The water meter manufacturer is Kamstrup, and the MTU manufacturer is Aclara.



CITY OF HAMTRAMCK

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7. The customer's valves (inlet, outlet) should be in working order. If the inlet valve does not work properly, the crew can use the stop-box to shut off the water and complete the meter installation.
8. The Contractor shall do an assessment of the meter setting before starting the meter replacement. If the customer's plumbing requires repairs due to existing leaks, corroded pipes, or non-working valves, the crewman will explain the required work to the homeowner, and document the information on the work order.
9. If a customer has questionable plumbing, they can either fix the plumbing or sign a waiver that allows the crewman to proceed with the installation. If the plumbing develops a problem, the customer will be responsible for repairing the leaks.
10. The crew shall take three (3) photos at each meter installation. The three photos shall be emailed to the Hamtramck office after each job is completed.
 - a. Meter setting before starting the meter removal process.
 - b. Meter setting after the new meter is installed.
 - c. The meter top view, clearly showing the register read.
11. The crewman shall confirm that the new meter and MTU is installed and working properly before leaving the site. This includes, but not limited to:
 - Recording the meter serial number and Final reading from the old meter.
 - Installing ground straps (if original ground straps are missing).
 - Removing the old meter and old MTU.
 - Tagging the old meter, with Address, Date, and Crew name.
 - Turning off the old MTU.
 - Recording the meter serial number and Start reading from the new meter.
 - Installing the new meter.
 - Installing and programming the new MTU.
 - Running water for one (1) minute to confirm that the new meter is functioning properly.
 - Installing a meter seal.
 - Cleanup the work area before leaving the site.
 - Getting the customer's signature on the work order, confirming work is complete and there are no known plumbing leaks or problems.
12. The crewman shall return the old meters to the City of Hamtramck, DPS yard.
13. The crewman shall submit the completed meter installation work orders to the DPS office at the end of each workday.
14. The Contractor is responsible for instructing and training their employees in appropriate safety measures. The crewman will be responsible for maintaining a safe work environment while completing their tasks.

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.



CITY OF HAMTRAMCK

Purchasing

3401 Evaline, Hamtramck, MI 48212

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 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 Residential Meter Installation Specifications.

Invoicing

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



CITY OF HAMTRAMCK

Purchasing

3401 Evaline, Hamtramck, MI 48212

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
 - Residential 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

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 Residential 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,



CITY OF HAMTRAMCK

Purchasing

3401 Evaline, Hamtramck, MI 48212

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 1500 residential meter installations, the installation warranty is twelve (12) months from the date of the accepted and approved installation.

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



CITY OF HAMTRAMCK

Purchasing

3401 Evaline, Hamtramck, MI 48212

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

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.



CITY OF HAMTRAMCK

Purchasing

3401 Evaline, Hamtramck, MI 48212

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

SLC METER LLC

By _____

Printed Name _____

Date _____

CITY OF HAMTRAMCK

By _____

Printed Name _____

Date _____



- 
- [LOGOUT](#)
- [CONTACT](#)
- [REFER AN AGENCY](#)



Bid Library - Solicitation Notice

The information below is a summary of solicitation number **RFP-DC-03132017** posted by City of Hamtramck. To view all attachments related to this document use the links under the "Attachments" section.

CLOSED

Residential Water Meter Installation Services

Date Issued: 03/13/2017

Deadline: 04/03/2017 prior to 11:00 AM E.D.T.

Requisition Number:

Delivery Point: City of Hamtramck

Delivery Date: July 1, 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: Contractors License Required
Employee Background Checks Required
Installation Required
Insurance Required
License Required

ACCEPTING VENDOR QUESTIONS:

Due Date: 3/16/2017 1:00:00 PM E.D.T.

Primary Contact Name: Ms. Dee Chase

Title: Purchasing Agent

Email: dchase@hamtramckcity.com

SUMMARY OF SPECIFICATIONS:

Residential water meter installations services for 1,500 water meters

Attachments

[Documents \(1 File\)](#)

Other Options

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Navigation

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RESOLUTION 2017-31

Approval of Contracts with SLC Meter LLC to provide for Residential Water Meter Installations

WHEREAS, the City of Hamtramck agrees to enter into contracts with SLC Meter LLC to provide for Residential Water Meter Installations

WHEREAS, the contract was advertised and put out to bid on MITN, as prescribed by Hamtramck purchasing ordinance;

WHEREAS, SLC Meter LLC will provide two (2) crewmen, who will be managed by the City of Hamtramck's designated consultant. The City will schedule the meter appointments forecasted at approximately 8-12 water meter replacement work orders per day. Completion of this project, based on the work orders per day, is six months, once completed, will finalize the installation agreement.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Hamtramck, Wayne County, Michigan that a contract with SLC Meter LLC to provide for Residential Water Meter Installations is approved as presented;

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HAMTRAMCK, WAYNE COUNTY, MICHIGAN THIS 25th DAY OF APRIL 2016.

AYES:

NAYS:

ABSENT:

ATTEST:

August R. Gitschlag, City Clerk



April 24, 2017

Ms. Katrina Powell, City Manager
City of Hamtramck
3401 Evaline Street
Hamtramck, Michigan 48212

**Re: 2016 Asphalt Resurfacing Program
Request for Contract Extension for the 2017 Asphalt Resurfacing Program
City of Hamtramck
Hennessey Project Nos. 25315 and 25322**

Dear Ms. Powell:

For the past two (2) years, Hutch Paving of Warren, Michigan has successfully completed the annual asphalt resurfacing program and our office has found their work to be of good quality and completed on time and well within the budget each year. Based upon recent bids we have received for other communities for concrete and asphalt paving work, we have noticed an increase in concrete and asphalt prices. We have reached out to Hutch Paving to see if they would honor their 2016 prices if the City were to extend their contract into the 2017 Asphalt Resurfacing Program rather than go out to bid and have agreed to hold their unit prices for the 2017 program. Lump sum items for audio-visual recording, traffic maintenance and control and construction observation days have been negotiated with Hutch Paving for the upcoming construction season and are equivalent to what was bid in 2016. Attached you will find the cost summary of the 2017 Asphalt Resurfacing Program utilizing Hutch Paving's 2016 unit prices and negotiated lump sum items.

The 2017 Asphalt Resurfacing Program will consist of the following streets:

- Charest Street from Holbrook Avenue to Evaline Street (Full Width)
- Lehman Street from Conant Avenue to Joseph Campau Avenue (Travel Lane Only)
- Lumpkin Street from Caniff Avenue to Commor Street (Travel Lane Only)
- Pulaski Street from MacKay Street to Joseph Campau Avenue (Full Width)

Based upon their experience, work recently completed in the City of Hamtramck, their familiarity with working in the City of Hamtramck and the agreement of honoring their 2016 unit pricing, our office recommends that City Council grant the extension for the 2016 Asphalt Resurfacing Program to Hutch Paving, including a ten (10) percent contingency in the amount of \$517,033.00. If the City Council grants the extension, an appropriate change order will be prepared and executed prior to the start of any work.



Ms. Katrina Powell
2016 Asphalt Resurfacing Program
Request for Contract Extension for the 2017 Asphalt Resurfacing Program

April 24, 2017
Page 2

If you have any questions or need additional information, please do not hesitate to contact me.

Very Truly Yours,

HENNESSEY ENGINEERS, INC

A handwritten signature in green ink, appearing to read 'R. Ryan Kern', is written over the typed name.

R. Ryan Kern, P.E.
Project Manager

cc: Mark Ragsdale, Director of Public Services, City of Hamtramck
Rodney Johnson, Department of Public Services, City of Hamtramck
John J. Hennessey, P.E., Vice-President, Hennessey Engineers, Inc.
Mark Gaworecki, Project Manager, Hennessey Engineers, Inc.
Charles Smith, Construction Specialist, Hennessey Engineers, Inc.
Mike Chunko, Hutch Paving, Inc.

File B.3

**HAMTRAMCK - 2017 ASPHALT RESURFACING PROGRAM
CHAREST STREET, LEHMAN STREET, LUMPKIN STREET AND PULASKI STREET
PROJECT NO. 25322**

**Hutch Paving
3000 E 10 Mile Road
Warren, MI 48091**

Line Number	Description	Estimated Amount	Unit	Unit Price in Figures	Line Total
1	Audio/Video Route Survey	1	LSUM	\$25,750.00	\$25,750.00
2	Traffic Maintenance and Control	1	LSUM	\$27,100.00	\$27,100.00
3	Remove Concrete Pavement	3,600	SYD	\$15.00	\$54,000.00
4	Remove Concrete Curb and Gutter	1,500	LFT	\$12.00	\$18,000.00
5	Remove Concrete Sidewalk	0	SFT	\$1.00	\$0.00
6	Cold Mill Existing HMA Surface	13,200	SYD	\$3.50	\$46,200.00
7	Adjust Existing Structure	20	EACH	\$250.00	\$5,000.00
8	Reconstruct Existing Structure	30	VFT	\$275.00	\$8,250.00
9	Subgrade Undercutting	250	CYD	\$35.00	\$8,750.00
10	8" MDOT 21A Crushed Limestone Aggregate Base (CIP)	3,600	SYD	\$5.00	\$18,000.00
11	8" Nonreinforced Concrete Pavement Repair	3,600	SYD	\$40.50	\$145,800.00
12	2" 4C HMA Wearing Course	650	TONS	\$83.60	\$54,340.00
13	Concrete Curb and Gutter	1,600	LFT	\$25.00	\$40,000.00
14	4" Concrete Sidewalk	0	SFT	\$5.00	\$0.00
15	7" Concrete Handicap Ramp with Detectable Warning	0	SFT	\$9.00	\$0.00
16	Restoration	1,000	SYD	\$3.00	\$3,000.00
17	Construction Observation*	\$ 528.00	DAY	30	\$15,840.00
TOTAL BID AMOUNT					\$470,030.00

* = Correction in bid calculations determined by HEI

Total Plus 10% Contingency

\$517,033.00

**HAMTRAMCK - 2016 ASPHALT RESURFACING PROGRAM
PROJECT NO. 25315**

Line Number	Description	Estimated Amount	Unit
1	Audio/Video Route Survey	1	LSUM
2	Traffic Maintenance and Control	1	LSUM
3	Remove Concrete Pavement	4,500	SYD
4	Remove Concrete Curb and Gutter	750	LFT
5	Remove Concrete Sidewalk	10,000	SFT
6	Cold Mill Existing HMA Surface	16,500	SYD
7	Adjust Existing Structure	70	EACH
8	Reconstruct Existing Structure	25	VFT
9	Subgrade Undercutting	500	CYD
10	8" MDOT 21A Crushed Limestone Aggregate Base (CIP)	4,500	SYD
11	8" Nonreinforced Concrete Pavement Repair	4,500	SYD
12	2" 4C HMA Wearing Course	1,850	TONS
13	Concrete Curb and Gutter	750	LFT
14	4" Concrete Sidewalk	5,000	SFT
15	7" Concrete Handicap Ramp with Detectable Warning	5,000	SFT
16	Restoration	1,000	SYD
17	Construction Observation*	\$ 528.00	DAY
TOTAL BID AMOUNT			

Hutch Paving
3000 E 10 Mile Road
Warren, MI 48091

Unit Price in Figures	Line Total
\$46,500.00	\$46,500.00
\$49,000.00	\$49,000.00
\$15.00	\$67,500.00
\$12.00	\$9,000.00
\$1.00	\$10,000.00
\$3.50	\$57,750.00
\$250.00	\$17,500.00
\$275.00	\$6,875.00
\$35.00	\$17,500.00
\$5.00	\$22,500.00
\$40.50	\$182,250.00
\$83.60	\$154,660.00
\$25.00	\$18,750.00
\$5.00	\$25,000.00
\$9.00	\$45,000.00
\$3.00	\$3,000.00
38	\$20,064.00
	\$752,849.00

Pavex Corporation
2654 Van Horn Rd.
Trenton, MI 48183

Unit Price in Figures	Line Total
\$1,750.00	\$1,750.00
\$18,750.00	\$18,750.00
\$13.75	\$61,875.00
\$8.00	\$6,000.00
\$2.88	\$28,800.00
\$5.85	\$96,525.00
\$675.00	\$47,250.00
\$350.00	\$8,750.00
\$62.00	\$31,000.00
\$11.50	\$51,750.00
\$46.36	\$208,620.00
\$84.60	\$156,510.00
\$25.33	\$18,997.50
\$3.97	\$19,850.00
\$12.50	\$62,500.00
\$8.00	\$8,000.00
40	\$21,120.00
	\$848,047.50

* = Correction in bid calculations determined by HEI

**HAMTRAMCK - 2016 ASPHALT RESURFACING PROGRAM
PROJECT NO. 25315**

Ajax Paving Industries, Inc.
1957 Crooks Road
Troy, MI 48084

Cadillac Asphalt
1785 Rawsonville Road
Belleville, MI 48111

Line Number	Description	Estimated Amount	Unit	Unit Price in Figures	Line Total
1	Audio/Video Route Survey	1	LSUM	\$1,750.00	\$1,750.00
2	Traffic Maintenance and Control	1	LSUM	\$87,670.00	\$87,670.00
3	Remove Concrete Pavement	4,500	SYD	\$20.00	\$90,000.00
4	Remove Concrete Curb and Gutter	750	LFT	\$10.00	\$7,500.00
5	Remove Concrete Sidewalk	10,000	SFT	\$1.00	\$10,000.00
6	Cold Mill Existing HMA Surface	16,500	SYD	\$4.25	\$70,125.00
7	Adjust Existing Structure	70	EACH	\$400.00	\$28,000.00
8	Reconstruct Existing Structure	25	VFT	\$200.00	\$5,000.00
9	Subgrade Undercutting	500	CYD	\$55.00	\$27,500.00
10	8" MDOT 21A Crushed Limestone Aggregate Base (CIP)	4,500	SYD	\$4.75	\$21,375.00
11	8" Nonreinforced Concrete Pavement Repair	4,500	SYD	\$54.50	\$245,250.00
12	2" 4C HMA Wearing Course	1,850	TONS	\$86.00	\$159,100.00
13	Concrete Curb and Gutter	750	LFT	\$30.00	\$22,500.00
14	4" Concrete Sidewalk	5,000	SFT	\$5.00	\$25,000.00
15	7" Concrete Handicap Ramp with Detectable Warning	5,000	SFT	\$18.00	\$90,000.00
16	Restoration	1,000	SYD	\$0.50	\$500.00
17	Construction Observation*	\$ 528.00	DAY	50	\$26,400.00
TOTAL BID AMOUNT					\$917,670.00

* = Correction in bid calculations determined by HEI

RESOLUTION 2017-34

EXTENDING THE CONTRACT TO HUTCH PAVING FOR THE 2017 ASPHALT RESURFACING PROGRAM

WHEREAS, the City of Hamtramck has contracted with Hutch Paving for it's annual asphalt resurfacing program and their quality of work has been good quality and completed on time and well within the budget each year.

WHEREAS, Hutch Paving has agreed to honor their 2016 pricing if the contract is extended into the 2017 construction season; and

WHEREAS, the 2017 Resurfacing Program will consist of the following streets:

- Charest St. from Holbrook to Evaline (Full Width)
- Lehman St. from Conant to Jos. Campau (Travel Lane Only)
- Lumpkin St. from Caniff to Commor (Travel Lane Only)
- Pulaski St. from MacKay St. to Jos. Campau (Full Width)

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Hamtramck, Wayne County, Michigan that the current contract with Hutch Paving be extended to include the 2017 Construction season with 2016 pricing.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HAMTRAMCK, WAYNE COUNTY, MICHIGAN THIS 9 DAY OF May 2017.

AYES:

NAYS:

ABSENT:

ATTEST:

August R. Gitschlag, City Clerk

**Intergovernmental Agreement
Between
The City of Hamtramck, Michigan
and
The Wayne County Land Bank Corporation**

I. Purpose

This Intergovernmental Agreement is entered into between the City of Hamtramck ("City") and the Wayne County Land Bank Corporation ("WCLB"), (collectively the "Parties") to provide for the transfer of properties described in Exhibit A (the "Properties") from the City to the WCLB.

II. Transfer of Properties

In consideration of the terms of this Agreement and the amounts payable under this Agreement to the Wayne County Treasurer ("Treasurer"), the City will convey the Properties to the WCLB by Quit Claim Deed, a copy of which is attached hereto as Exhibit B.

III. Consideration for the Sale of the Properties

1. The Parties acknowledge that the Properties were acquired by the City pursuant to its Right of Refusal ("ROR"), as set forth under MCL 211.78m(1), for which the City issued the Treasurer a promissory note in the amount of the "minimum bid" for the Properties, as defined in MCL 211.78m(11). The minimum bid for the Properties totaled \$44,000.00
2. As consideration for the conveyance of the Properties by the City to the WCLB, the WCLB agrees assume and issue its own promissory note to the Treasurer in the amount of \$44,000.00, which will constitute full satisfaction of the promissory note issued by the City to the Treasurer, and of the WCLB's obligations under this Agreement.

IV. Modification and Termination

1. This Agreement may be modified by the written mutual consent of the Parties.
2. This Agreement will terminate upon payment in full from the WCLB to the Treasurer.

V. Notice

All notices will be addressed to the Parties as follows:

HAMTRAMCK:
Katrina Powell
City Manager
3401 Evaline Street
Hamtramck, MI 48212

WAYNE COUNTY LAND BANK
Cheryl V. Jordan
Executive Director
500 Griswold, 28th Floor
Detroit, MI 48226

In Witness Whereof, the parties to this Agreement subscribe their names on the date set forth below:

CITY OF HAMTRAMCK

WAYNE COUNTY LAND BANK

By: Katrina Powell
Its: City Manager



By: Cheryl V. Jordan
Its: Executive Director

Date: _____

Date: 5.4.17

Exhibit A
Properties

LEGAL DESCRIPTION	TAX ID NUMBER	COMMON ADDRESS				
		<i>Number</i>	<i>Street</i>	<i>City</i>	<i>State</i>	<i>Zip</i>
LOT 19 HOMER WARREN'S SUB 1/4 SEC 42 10,000 A.T. L.10 P.21 WCR	41002030019000	2418	Hewitt	Hamtramck	MI	48212
LOT 142 WHITNEY'S SUB BLOCK 3 1/4 SEC 39-42 10,000 A.T. L25 P77WCR	41003030142000	2002	Yemans	Hamtramck	MI	48212
LOT 107 MORAN AND CROUL'S SUB 1/4 SEC 22 10,000 A.T. L.29 P.39 WCR	41004010107000	2418	Neibel	Hamtramck	MI	48212
LOT 285 MORAN AND CROUL'S SUB 1/4 SEC 22 10,000 A.T. L.29 P.39 WCR	41004010285000	2608	Commor	Hamtramck	MI	48212
LOT 290 FLEMING'S SUB 1/4 SEC 22 10,000 A.T. L.28 P.70 WCR	41004020290000	11721	Fleming	Hamtramck	MI	48212
LOT 442 FLEMING'S SUB 1/4 SEC 22 10,000 A.T. L.28 P.70 WCR	41004020442000	2405	Burger	Hamtramck	MI	48212
LOT 181 HUDSON AND HANNAN SUB 1/4 SEC 22 10,000 A.T. L.27 P.85 WCR	41004030181000	11390	Nagel	Hamtramck	MI	48212
LOT 93 HARRAH AND BRYANT SUB 1/4 SEC 39-59 10,000 A.T. L27 P99WCR	41005040093000	3196	Hanley	Hamtramck	MI	48212
LOT 444 NALL'S SUB 1/4 SEC 38-43 10,000 A.T.L10 P13 WCR	41006010444000	3313	Doremus	Hamtramck	MI	48212
LOT 91 C. W. HARRAH'S RESUB 1/4 SEC 21 10,000 A.T. L.12 P.83 WCR	41007130091000	11351	Moran	Hamtramck	MI	48212

Exhibit B
Quit Claim Deed

QUIT CLAIM DEED

The **CITY OF HAMTRAMCK**, a Municipal Corporation organized and existing under the laws of the State of Michigan ("Grantor"), hereby quit claims to The **WAYNE COUNTY LAND BANK CORPORATION**, a public body corporate and politic, organized and now existing pursuant to Public Act 258 of 2003 of Michigan, as amended ("Grantee"), whose address is 500 Griswold, 28th Floor, Detroit, Michigan 48226, the following premises situated in Hamtramck, Wayne County, Michigan, more specifically described as:

[See Exhibit A – Property Descriptions]

all of Grantor's rights, title, and interest in the Property, together with all tenements, hereditaments, fixtures, and appurtenances of that Property, subject to matters of survey and all applicable building and use restrictions, easements, and zoning ordinances, if any, affecting the Property, for the full consideration of one dollar (\$1.00).

GRANTOR:

CITY OF HAMTRAMCK

By: _____

Its: _____

Dated as of _____.

STATE OF MICHIGAN)
) SS.
COUNTY OF WAYNE)

This instrument was acknowledged before me in Wayne County, Michigan, on _____, by _____, the _____ of the City of Hamtramck, a Michigan Municipal Corporation.

Print Name of Notary Public: _____
Notary Public, State of _____, County of _____.
My commission expires: _____.
Acting in the County of _____.

When recorded return to:	Send subsequent tax bills to:	Drafted by: John Truong 500 Griswold, 28 th Floor
--------------------------	-------------------------------	--

		Detroit, MI 48226
Parcel I.D. No:	Recording Fee:	Revenue Stamps:

Exhibit A
Property Descriptions

<u>LEGAL DESCRIPTION</u>	<u>TAX ID NUMBER</u>	<u>COMMON ADDRESS</u>				
		<i>Number</i>	<i>Street</i>	<i>City</i>	<i>State</i>	<i>Zip</i>
LOT 19 HOMER WARREN'S SUB 1/4 SEC 42 10,000 A.T. L.10 P.21 WCR	41002030019000	2418	Hewitt	Hamtramck	MI	48212
LOT 142 WHITNEY'S SUB BLOCK 3 1/4 SEC 39-42 10,000 A.T. L25 P77WCR	41003030142000	2002	Yemans	Hamtramck	MI	48212
LOT 107 MORAN AND CROUL'S SUB 1/4 SEC 22 10,000 A.T. L.29 P.39 WCR	41004010107000	2418	Neibel	Hamtramck	MI	48212
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LOT 442 FLEMING'S SUB 1/4 SEC 22 10,000 A.T. L.28 P.70 WCR	41004020442000	2405	Burger	Hamtramck	MI	48212
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LOT 91 C. W. HARRAH'S RESUB 1/4 SEC 21 10,000 A.T. L.12 P.83 WCR	41007130091000	11351	Moran	Hamtramck	MI	48212

RESOLUTION 2017-33
MEMORANDUM OF UNDERSTANDING
between
THE CITY OF HAMTRAMCK,
COUNTY OF WAYNE,
HABITAT FOR HUMANITY DETROIT,
SAMARITAS,
and
THE WAYNE COUNTY LAND BANK CORPORATION

This Memorandum of Understanding (“MOU”), dated _____, is between the City of Hamtramck (“City”), County of Wayne (“County”), Habitat for Humanity Detroit (“Habitat”), Samaritas (“Samaritas”), and the Wayne County Land Bank Corporation (“Land Bank”) (collectively the “Parties”).

WHEREAS, the Parties recognize and acknowledge that the State of Michigan, and in particular the County of Wayne, is a primary destination for refugee families to the United States, with over 5,000 such refugees arriving in 2016; and

WHEREAS, these refugees contribute to the vitality of Metropolitan Detroit and Wayne County by adding new families, businesses, and civic institutions, in turn accentuating the economic strength, diversity, and cultural dynamism of our communities; and

WHEREAS, it is the Parties’ intent to support and encourage new refugees in Wayne County, particularly in light of ongoing political conflicts around the world, as a result of which the number of refugees moving to Wayne County is expected to remain high; and

WHEREAS, one of the core challenges faced by refugees in Wayne County is a lack of appropriate, secure, integrative housing for families to inhabit while transitioning to home ownership; and

WHEREAS, the Land Bank, a public body corporate and politic, organized and existing pursuant to the Land Bank Fast Track Act, M.C.L. §124.751 et seq. (2003 PA 258), is charged with facilitating the use and development of tax-reverted property and promoting community growth; and

WHEREAS, in that capacity, the Land Bank presently holds title to seven properties in the City of Hamtramck (the “Properties”), which are located in a close proximity to one another in order to facilitate a neighborhood concept (see **Exhibit A**, “Property Descriptions;” **Exhibit B**, “Area Map”); and

WHEREAS, the County, through its Community Development department, administers HOME Investment Partnerships Program (“HOME”)

federal block grants, which are used to provide housing services to low-income families in the County, including rental assistance, rehabilitation, and new construction; and

WHEREAS, the City of Hamtramck recognizes that its central location, vibrant multicultural community, and broad network of immigrant resources makes it an ideal location to assist refugee resettlement; and

WHEREAS, Habitat is a nonprofit corporation that seeks to eliminate substandard housing and homelessness by building strength, stability and self-reliance through shelter; and

WHEREAS, Samaritas is a nonprofit corporation that provides support services for people in need, offering hope and compassion while advocating for equality and justice; and

WHEREAS, it is the Parties' intention to synergize their resources and operational strengths in order to rehabilitate the Properties and provide housing and resettlement services for new refugees thereon; and

WHEREAS, these housing and resettlement services will offer refugee families with the security, safety, stability, and skills necessary to prosper in, and contribute to, the City of Hamtramck and the greater Wayne County community; and

WHEREAS, the Parties desire to enter into this MOU to outline the scope and manner of the respective services to be provided.

NOW THEREFORE, in consideration of the mutual undertakings of the Parties hereto, it is agreed as follows:

1. Description of Project.

- A. The Parties represent and agree to diligently pursue a Refugee Resettlement Project (the "Project") that will place newly or recently-arrived refugees to Wayne County in dedicated housing units in the City of Hamtramck.
- B. At a time to be mutually-determined by the Parties, the Land Bank will convey the Properties, which are presently vacant and unimproved, to Samaritas for the purpose of Habitat constructing residential housing thereon. Samaritas will place the newly or recently-arrived refugees once such construction is completed.
- C. The Parties will enter into separate agreements, as necessary, to solidify the commitments, obligations, and responsibilities of the Parties which are necessary to bring the Project to successful completion.

2. Agreements and Responsibilities of Land Bank.

The Land Bank's agreements and responsibilities are as follows:

- A. The Land Bank will quiet title to the Properties, a process set forth under M.C.L. 124.759, for the purpose of extinguishing any other ownership interests therein.
- B. After the quiet title process is complete, and at a time mutually agreed upon by the Parties, the Land Bank will convey the Properties by quit-claim deed to Samaritas.
- C. The Land Bank will provide other technical, legal, development, and data support as may be desired and requested by other Parties.

3. Agreements and Responsibilities of County.

The County's agreements and responsibilities are as follows:

- A. The County will prepare and enter into subrecipient agreements to provide HOME funds towards the Project. Funds will be allocated to Habitat for the purpose of constructing residential homes on the Properties and to Samaritas to resettle refugees thereon.
- B. The County will assist Habitat and Samaritas comply with federal requirements set by the United States Department of Housing and Urban Development ("HUD") with respect to the allocated HOME funds.
- C. The County will provide other technical, legal, development, and data support as may be desired and requested by other Parties.

4. Agreements and Responsibilities of Samaritas.

Samaritas' agreements and responsibilities are as follows:

- A. Samaritas will select and resettle refugees on the Properties, and maintain the Properties for use as rental homes for refugee clients.
- B. Samaritas will provide services to the selected refugee clients to help prepare them for homeownership.
- C. Samaritas will contribute towards Project costs through targeted fundraising efforts.

5. Agreements and Responsibilities of Habitat.

Habitat's agreements and responsibilities are as follows:

- A. Habitat will construct seven single-family housing structures for resettlement by Samaritas refugees.
- B. Habitat will provide opportunities for the Samaritas refugees to assist in the construction process.

6. Conditions Precedent.

The Project contemplated in this MOU is subject to the following conditions precedent:

- A. The execution by all relevant Parties of any deeds, development agreements, and subrecipient agreements as may be necessary or desirable in connection with the consummation of the Project contemplated in this MOU.
- B. The approval of any deeds, development agreements, and subrecipient agreements executed by the Parties, including, but not limited to, approvals by the Wayne County Commission, Wayne County Land Bank Board of Directors, and City of Hamtramck.
- C. The securing of any construction and rehabilitation permits as may be required to complete the envisioned Project.

7. Definitive Agreement.

The Parties shall promptly proceed with good-faith negotiations regarding any definitive agreements that may be necessary or desirable in connection with the consummation of the contemplated Project.

8. Termination.

This MOU may be terminated at any time by any Party.

9. Effective Date.

The Parties agree that this MOU shall be considered effective on the date it is signed by all parties. If the Parties sign on separate days, the MOU will be effective on the date of the final signature.

[SIGNATURES TO FOLLOW]

IN WITNESS WHEREOF, the undersigned have executed this Memorandum of Understanding on the date and year listed below.

CHARTER COUNTY OF WAYNE

By: _____
Terry Carroll
Its: Director of Community Development
Date: _____

WAYNE COUNTY LAND BANK CORPORATION

By: _____
Cheryl V. Jordan
Its: Executive Director
Date: _____

HABITAT FOR HUMANITY DETROIT

By: _____

Its: _____
Date: _____

SAMARITAS

By: _____

Its: _____
Date: _____

CITY OF HAMTRAMCK

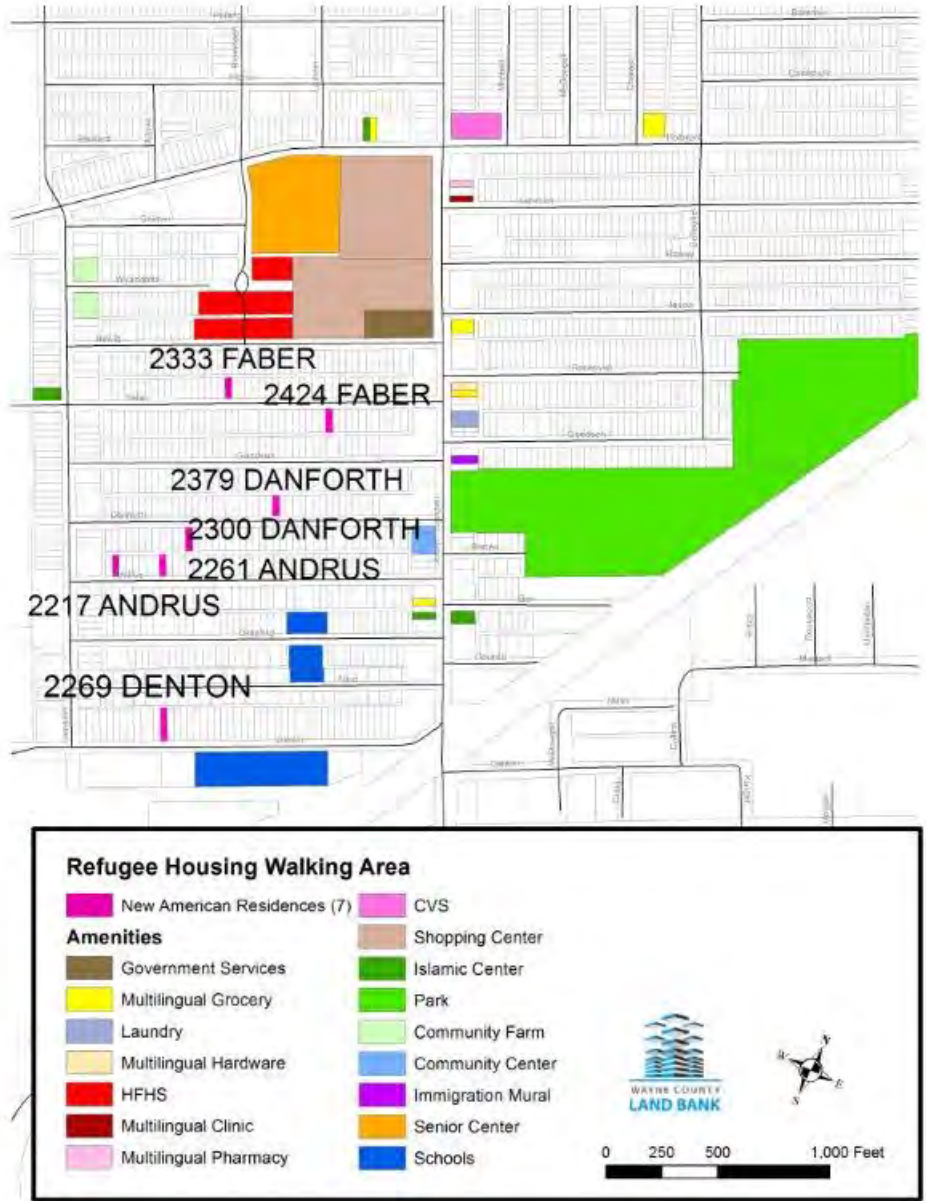
By: _____

Its: _____
Date: _____

EXHIBIT A
Property Descriptions

<u>LEGAL DESCRIPTION</u>	<u>TAX ID NUMBER</u>	<u>COMMON ADDRESS</u>				
		<i>Number</i>	<i>Street</i>	<i>City</i>	<i>State</i>	<i>Zip</i>
LOT 132 CORLISS AND ANDRUSS SUB 1/4 SEC 42 10,000 A.T. L9 P71 WCR	41002040132000	2333	Faber	Hamtramck	MI	48212
LOT 62 DENTON'S SUB 1/4 SEC 42 10,000 A. T. L9 P79 WCR	41001010062000	2269	Denton	Hamtramck	MI	48212
LOT 371 CORLISS AND ANDRUSS SUB 1/4 SEC 42 10,000 A.T. L9 P71 WCR	41002040371000	2300	Danforth	Hamtramck	MI	48212
LOT 385 CORLISS AND ANDRUSS SUB 1/4 SEC 42 10,000 A.T. L9 P71 WCR	41002040385000	2217	Andrus	Hamtramck	MI	48212
LOT 170 CORLISS AND ANDRUSS SUB 1/4 SEC 42 10,000 A.T. L9 P71 WCR	41002040170000	2424	Faber	Hamtramck	MI	48212
LOT 319 CORLISS AND ANDRUSS SUB 1/4 SEC 42 10,000 A.T. L9 P71 WCR	41002040319000	2379	Danforth	Hamtramck	MI	48212
LOT 392 CORLISS AND ANDRUSS SUB 1/4 SEC 42 10,000 A.T. L9 P71 WCR	41002040392000	2261	Andrus	Hamtramck	MI	48212

EXHIBIT B Area Map



Memo

To: Receivership Transition Advisory Board
From: Samantha Samuels, HR Director
Date: 05/10/2017
Re: Request to Hire Part Time Code Enforcement Officer

This is a request to hire Ms. Alice Schneider for the Part Time Code Enforcement Officer position.

The following is information related to the naming of the Part Time Code Enforcement Officer position.

Name: Alice Schneider

Position: Part Time with No Benefits

Annual Salary: 17.00 per hour

Budget Line Item for salary: 275-275-805-000 (CDBG)

Ms. Schneider has passed the drug screening and background check.

Upon Board approval, Ms. Schneider's Part Time start date with the City of Hamtramck, will be June 1.

Alice V. Schneider

9649 Gallagher St. Hamtramck, MI 48212.

(248) 259-8223

alicevschneider@gmail.com

PROFILE

- Highly motivated, reliable and energetic professional devoted to creativity
- Enjoy learning new systems, processes and concepts - quick learner
- Team player with an outstanding ability to easily adapt to any situation and business environment
- Proficient with Apple products including expertise with Adobe Creative Suite
- Apply creative problem solving skills to proactively bring closure to issues and mitigate risks
- Proficient in Microsoft Office including expertise with Word and Excel

PROFESSIONAL EXPERIENCE

Hands On Workshops, Owner, Director & Instructor ***July 2015 – Present***

Hamtramck, MI

Hands On Workshops is a series of artist led workshops that focuses on making original works of art.

- *Featured in Knights Art Publications*
- *Summer Art Camp for children in and out of the Detroit Area*
- *Providing an opportunity for artists to teach their craft*

Hatch Art, Programs Facilitator

June 2014 – September 2016

Hamtramck, MI

In February 2006 a diverse group of artists gathered in Hamtramck, MI to plan the founding of an art center. Over the subsequent months, they refined their ideas and formed what was then known as Hatch: A Hamtramck Art Collective.

- Create an exciting and engaging full calendar year of exhibitions at the Hatch Art Gallery Space
- Engage the public and local community in visiting the Gallery
- Organize events for each show, such as; openings, closings, performances and artist talks
- Created social media campaign for Hatch Art
- Fundraise for institutional support to help various programs
- Director of Hands On at Hatch Art, an artist led series of workshops.
- Sales Liaison for the Gallery
- Director and teacher of Hands On Workshops Summer Art Camp
- Successfully proposed Hatch Art to purchase Hamtramck Disneyland.
- Lead the team to successfully raise \$105,000 from Patronicity.com, a crowd-sourced fundraising campaign.

Alice V Schneider Artworks, Director

September 2006 – Present

Detroit, MI

Alice Victoria Schneider is a Detroit-based visual artist whose work is a combination of sculpture, painting, printmaking and filmmaking. She focuses on movement as a theme, highlighting motion, form, and speed with effects of still-life painting in mind.

- Maintain a multi-disciplined and functional studio practice with a collective of engaging local artists
- Create conceptual artworks and maintain a career exhibiting works
- Engage with the community and network Detroit's art scene
- Expand exhibits to international venues and/or spaces

Detroit Art Tours, Director**September 2006 – Present**

Detroit, MI

Touring Detroit's Contemporary Art Scene.

- Coordinating events that engage the community
- Art Placement for Local Artist for Corporate Investors
- Private Tours for dPOP! and Quicken Loans to local artists and various galleries
- Design and maintain website

Quicken Loans, Art Coordinator Intern**May 2013 – September 2013**

Detroit MI

America's Largest Online Mortgage Lender.

- Art Placement with local artists and galleries
- Video editing, Graphic Design, Interior Design and Art Fabrication
- Team Lead on Various products.

Access Arts Detroit, Co-Director**August 2012 – July 2013**

Detroit, MI

A multidisciplinary program focused on the intersection of art, education, and public spaces in the city of Detroit.

- Fundraising and daily operations
- Hosted and presented information sessions at various colleges
- Coordinating events

Kresge Art in Detroit, Intern**January 2010 – September 2012**

Detroit, MI

The Kresge Foundation's Detroit Program, a comprehensive community-development effort to strengthen the long-term economic, social and cultural fabric of the city and surrounding region.

- Responsible for Video Editing, Fact Checking, Research
- IT for Panel Discussions and Information Sessions
- Outreach to the community on behalf of the program

Pewabic Pottery, Senior Gallery Associate**August 2007 to September 2012**

Detroit, MI

A Nationally Historic Museum, Not for Profit Origination and Artist Gallery.

- Supervised the Gallery Staff and reported to the Gallery Manager and Director of Retail
- Dubbed the "Events Queen" for off site and on site events, leading to soul responsibility of offsite events
- Out-of-State and In-State events
- Responsible for overall look of gallery including displays
- Top Seller for Membership's to Pewabic Society

EDUCATION

- Attended the College for Creative Studies in pursuit of an BFA
- Completed two years of coursework at Washtenaw Community College

REFERENCES

- Michelle Perron, Founding Director of Center Galleries, Woodward Lecture Series and Kresge Arts in Detroit
- Andrew Lemanek, President of dPOP! a Quicken Loans Company
- Robert St Mary, Patronicity Director of Outreach

City of Hamtramck

Memo

To: Katrina Powell, City Manager
From: Anne Moise, Chief of Police
Date: 5-10-2017
Re: Filling a vacancy in the Police Department

I am requesting to hire a Police Officer. This position will fill a full time officer vacancy in the police department.

Name: Brandon Mundt

Police Officer applicant

Full time position with fringe benefits

Salary: \$ 38425.41

Budget Line Item for salary: **101-300-702-000**

Reason for hire: To fill a full time police officer vacancy.

Brandon Mundt has successfully completed the background, the psychological exam and the physical/drug screen. He ready for immediate hire on June 1.

Memo

To: Receivership Transition Advisory Board
From: Katrina Powell, City Manager
Date: 05-17-17
Re: RTAB Agenda Item Employee Contract Addendums

This item is a request to amend Director and Essential Personnel' contracts, allowing them to bank up to forty (40) hours of unused vacation pay that may only be cashed in at the time of separation of employment, without cause, or carried over to the next year. If the employee is terminated for cause, they will not be entitled to cash in unused vacation days.

The employee's current contract states that the *Employee shall be entitled to four (4) weeks of vacation per year. Such vacation leave, 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.*

Currently, Directors and various personnel are unable to take all of their vacation in a calendar year because of their positions and the lack of employees that can fill those positions, during an employee's vacation. There is no mechanism that allows the employee to carry over those days and they are lost. As you are aware, vacation is an earned benefit and employees should be encouraged to use their vacation for their health and welfare. Unfortunately, time is not always on the employee's or the City's side, for them to take time off and the benefit is no longer a benefit.

Due in part to the uncertainty of the City Manager's position, various members of the City's team have chosen to look for and accept positions elsewhere. In one instance, a Director decided to take all of their vacation prior to leaving and left things undone and put unnecessary stress on those left behind to carry on that position' responsibilities. Had there been a choice to provide a payout up to forty (40) hours, we would've had the employee on staff for at least another week to finish projects, budgets, etc.

If the Board approves the addendums, the Directors and essential personnel, will potentially have the ability to use their vacations at a later time and/or get a payout of up to forty (40) hours when they leave the City's employment, which will put less strain on the staff and their families.

ADDENDUM TO EMPLOYMENT AGREEMENT

This Addendum to Employment Agreement, is made and entered into on this ___ day of May, 2017, by and between the City of Hamtramck, Michigan, a municipal corporation, which has its principal place of business at 3401 Evaline St., Hamtramck, Michigan 48212, (hereinafter called "Employer") and August Gitschlag, (hereinafter called "Employee"), both of whom agree to execute this Addendum.

WHEREAS, since the execution of Employee's original contract, the Employee and Employer hereby agree to replace Section 3A, Additional Employment Benefits of the parties' Employment Agreement, dated January 13, 2014 with the following:

Section 3: Additional Employment Benefits.

- A. Fringe Benefits. Employee shall be entitled to health insurance benefits, 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. Upon retirement, healthcare benefits shall continue in the same form and under the same conditions, including all cost sharing obligations.

The City will enroll the Employee in one of the retirement plans offered by the Municipal Employees Retirement System (MERS). Employee's pre-tax contribution to the MERS defined contribution 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 four (4) weeks of vacation per year. Employee may bank up to 40 hours of unused vacation pay that may only be cashed in at the time of separation of employment, without cause. If Employee is terminated for cause, he shall not be entitled to cash in unused vacation days. Employee shall not be entitled to any other leave time.

Employee shall not be entitled to any other benefits.

All other terms and conditions of the parties' Employment Agreement, dated January 13, 2014, not otherwise modified by this Addendum shall remain in full force and effect.

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

CITY OF HAMTRAMCK

By: Katrina Powell
Its: City Manager

By: August Gitschlag

ADDENDUM TO EMPLOYMENT AGREEMENT

This Addendum to Employment Agreement, is made and entered into on this ___ day of May, 2017, by and between the City of Hamtramck, Michigan, a municipal corporation, which has its principal place of business at 3401 Evaline St., Hamtramck, Michigan 48212, (hereinafter called "Employer") and Danny Hagen, (hereinafter called "Employee"), both of whom agree to execute this Addendum.

WHEREAS, since the execution of Employee's original contract, the Employee and Employer hereby agree to replace Section 3A, Additional Employment Benefits of the parties' Employment Agreement, dated March 1, 2017 with the following:

Section 3: Additional Employment Benefits.

- A. Fringe Benefits. Employee shall be entitled to health insurance benefits, 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. Upon retirement, healthcare benefits shall continue in the same form and under the same conditions, including all cost sharing obligations.

The City will enroll the Employee in one of the retirement plans offered by the Municipal Employees Retirement System (MERS). Employee's pre-tax contribution to the MERS defined contribution 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 four (4) weeks of vacation per year. Employee may bank up to 40 hours of unused vacation pay that may only be cashed in at the time of separation of employment, without cause. If Employee is terminated for cause, he shall not be entitled to cash in unused vacation days. Employee shall not be entitled to any other leave time.

Employee shall not be entitled to any other benefits.

All other terms and conditions of the parties' Employment Agreement, dated March 1, 2017, not otherwise modified by this Addendum shall remain in full force and effect.

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

CITY OF HAMTRAMCK

By: Katrina Powell
Its: City Manager

By: Danny Hagen

ADDENDUM TO EMPLOYMENT AGREEMENT

This Addendum to Employment Agreement, is made and entered into on this ___ day of May, 2017, by and between the City of Hamtramck, Michigan, a municipal corporation, which has its principal place of business at 3401 Evaline St., Hamtramck, Michigan 48212, (hereinafter called "Employer") and Jia Hang, (hereinafter called "Employee"), both of whom agree to execute this Addendum.

WHEREAS, since the execution of Employee's original contract, the Employee and Employer hereby agree to replace Section 3A, Additional Employment Benefits of the parties' Employment Agreement, dated July 3, 2016 with the following:

Section 3: Additional Employment Benefits.

- A. Fringe Benefits. Employee shall be entitled to health insurance benefits, 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. Upon retirement, healthcare benefits shall continue in the same form and under the same conditions, including all cost sharing obligations.

The City will enroll the Employee in one of the retirement plans offered by the Municipal Employees Retirement System (MERS). Employee's pre-tax contribution to the MERS defined contribution 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 four (4) weeks of vacation per year. Employee may bank up to 40 hours of unused vacation pay that may only be cashed in at the time of separation of employment, without cause. If Employee is terminated for cause, she shall not be entitled to cash in unused vacation days. Employee shall not be entitled to any other leave time.

Employee shall not be entitled to any other benefits.

All other terms and conditions of the parties' Employment Agreement, dated July 3, 2016, not otherwise modified by this Addendum shall remain in full force and effect.

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

CITY OF HAMTRAMCK

By: Katrina Powell
Its: City Manager

By: Jia Hang

ADDENDUM TO EMPLOYMENT AGREEMENT

This Addendum to Employment Agreement, is made and entered into on this ___ day of May, 2017, by and between the City of Hamtramck, Michigan, a municipal corporation, which has its principal place of business at 3401 Evaline St., Hamtramck, Michigan 48212, (hereinafter called "Employer") and Anne Moise, (hereinafter called "Employee"), both of whom agree to execute this Addendum.

WHEREAS, since the execution of Employee's original contract, the Employee and Employer hereby agree to replace Section 3A, Additional Employment Benefits of the parties' Employment Agreement, dated January 4, 2016 with the following:

Section 3: Additional Employment Benefits.

- A. Fringe Benefits. Employee shall be entitled to health insurance benefits, 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. Upon retirement, healthcare benefits shall continue in the same form and under the same conditions, including all cost sharing obligations.

The City will enroll the Employee in one of the retirement plans offered by the Municipal Employees Retirement System (MERS). Employee's pre-tax contribution to the MERS defined contribution 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 four (4) weeks of vacation per year. Employee may bank up to 40 hours of unused vacation pay that may only be cashed in at the time of separation of employment, without cause. If Employee is terminated for cause, she shall not be entitled to cash in unused vacation days. Employee shall not be entitled to any other leave time.

Employee shall not be entitled to any other benefits.

All other terms and conditions of the parties' Employment Agreement, dated January 4, 2016, not otherwise modified by this Addendum shall remain in full force and effect.

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

CITY OF HAMTRAMCK

By: Katrina Powell
Its: City Manager

By: Anne Moise

ADDENDUM TO EMPLOYMENT AGREEMENT

This Addendum to Employment Agreement, is made and entered into on this ___ day of May, 2017, by and between the City of Hamtramck, Michigan, a municipal corporation, which has its principal place of business at 3401 Evaline St., Hamtramck, Michigan 48212, (hereinafter called "Employer") and Jay Singh, (hereinafter called "Employee"), both of whom agree to execute this Addendum.

WHEREAS, since the execution of Employee's original contract, the Employee and Employer hereby agree to replace Section 3A, Additional Employment Benefits of the parties' Employment Agreement, dated July 1, 2014 with the following:

Section 3: Additional Employment Benefits.

- A. Fringe Benefits. Employee shall be entitled to health insurance benefits, 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. Upon retirement, healthcare benefits shall continue in the same form and under the same conditions, including all cost sharing obligations.

The City will enroll the Employee in one of the retirement plans offered by the Municipal Employees Retirement System (MERS). Employee's pre-tax contribution to the MERS defined contribution 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 four (4) weeks of vacation per year. Employee may bank up to 40 hours of unused vacation pay that may only be cashed in at the time of separation of employment, without cause. If Employee is terminated for cause, he shall not be entitled to cash in unused vacation days. Employee shall not be entitled to any other leave time.

Employee shall not be entitled to any other benefits.

All other terms and conditions of the parties' Employment Agreement, dated July 1, 2014, not otherwise modified by this Addendum shall remain in full force and effect.

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

CITY OF HAMTRAMCK

By: Katrina Powell
Its: City Manager

By: Jay Singh

ADDENDUM TO EMPLOYMENT AGREEMENT

This Addendum to Employment Agreement, is made and entered into on this ___ day of May, 2017, by and between the City of Hamtramck, Michigan, a municipal corporation, which has its principal place of business at 3401 Evaline St., Hamtramck, Michigan 48212, (hereinafter called "Employer") and Kathleen Angerer, (hereinafter called "Employee"), both of whom agree to execute this Addendum.

WHEREAS, since the execution of Employee's original contract, the Employee and Employer hereby agree to replace Section 3A, Additional Employment Benefits of the parties' Employment Agreement, dated December 16, 2014, with the following:

Section 3: Additional Employment Benefits.

- A. Fringe Benefits. Employee shall be entitled to health insurance benefits, 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. Upon retirement, healthcare benefits shall continue in the same form and under the same conditions, including all cost sharing obligations.

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

Employee shall be entitled to four (4) weeks of vacation per year. Employee may bank up to 40 hours of unused vacation pay that may only be cashed in at the time of separation of employment, without cause. If Employee is terminated for cause, she shall not be entitled to cash in unused vacation days. Employee shall not be entitled to any other leave time.

Employee shall not be entitled to any other benefits.

All other terms and conditions of the parties' Employment Agreement, dated December 16, 2014, not otherwise modified by this Addendum shall remain in full force and effect.

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

CITY OF HAMTRAMCK

By: Katrina Powell
Its: City Manager

By: Kathleen Angerer

City of Hamtramck									
Overtime Hours and Costs For April 30, 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	8.75	232.13	1	116.50	3,090.67	1	4,000	
257	Assessor	4.50	119.38	1	10.75	285.18	1	400	
262	Elections	-	-	-	6.00	160.01	3		
265	Building & Grounds	18.38	517.50	5	74.57	2,089.57	6	2,400	
301	Police - Dept.	431.00	16,855.67	19	4,906.25	185,915.14	27	130,000	
	Police - Traffic	102.00	4,089.23	6	2,039.00	79,866.68	16	100,000	
	Police - FBI	20.00	864.22	1	299.00	13,035.36	1	-	4,277.79
303	Auto Theft	-	-	-	269.00	10,638.41	1	15,000	
336	Fire	391.50	14,318.92	17	2,204.25	81,770.02	19	45,000	
721	Com & Econ. Dev.	-	-		4.25	105.75	1	500	
	General Fund	976.13	36,997.05		9,940.32	377,247.30		297,300	
	Major Roads	15.97	431.94	4	154.22	4,236.79	5	10,000	
	Local Roads	10.74	289.76	4	168.24	4,600.96	5	-	
	911 Emergency	85.00	1,912.50	3	1,075.50	22,421.53	3	10,000	
	Drug Forf. Fund	65.00	2,731.87	3	639.50	26,330.91	6	35,000	
	Water Fund	29.16	826.44	6	377.49	10,473.28	7	15,000	
	Library	5.00	140.95	1	35.50	1,000.73	1	-	
	Total	1,187.00	43,330.51		12,390.77	446,311.50		367,300	

31st DISTRICT COURT REPORT FOR THE MONTH OF APRIL 2017

CITY OF HAMTRAMCK

CIVIL FILING FEES	\$2,697.00
JURY DEMANDS	\$320.00
MARRIAGES	\$0.00
GARNISHMENTS	\$585.00
WRITS	\$90.00
COPY AND NSF FEES	\$36.00
MISC. FEE	\$0.00
FORMS	\$60.00
FINES & COSTS	\$89,111.89
COURT APPOINTED FEE	
PROBATION/SCREENING	\$1,425.00
INCOME TAX	\$7,909.20
PARKING	\$3,780.00
ADMINISTRATIVE FEE-BOOT	\$0.00
DDA PARKING	\$ 650.00
COMMUNITY SERVICE FEE	
TOTAL RECEIPTS	<u>\$106,664.09</u>
BUILDING FUNDS I & II	<u>\$7,158.00</u>
FORFEITED BONDS	<u>\$6.00</u>
TOTAL	<u><u>\$113,828.09</u></u>