

## NOTICE OF PONTIAC CITY COUNCIL MEETING

June 23, 2020

at 6:00 p.m.

### THE MEETING WILL BE HELD ELECTRONICALLY

The City Council of the City of Pontiac will hold a Formal Meeting on June 23, 2020 at 6:00 p.m. This meeting will be held electronically pursuant to the Open Meetings Act and Governor Whitmer's Executive Order 2020-75. The agenda of the Study Session is attached. Pursuant to Executive Order 2020-75, the Pontiac City Council gives notice of the following:

1. **Reason for Electronic Meeting.** The Pontiac City Council is meeting electronically because Executive Order 2020-75 requires that City Hall be closed to the public on the date of the meeting. Therefore, the public cannot be physically present and provide comment in City Hall.
2. **Procedures.** The public may view the meeting electronically through the following method.  
<http://pontiac.mi.us/council/pontiacv/index.php>
3. **Public Comment.** For individuals who desire to make a public comment, please submit your name and comment in writing to [publiccomments@pontiac.mi.us](mailto:publiccomments@pontiac.mi.us) no later than 5:30 p.m. on June 23, 2020. Public comments are limited to three (3) minutes. The City Clerk will read your comments during the public comment section of the meeting.
4. **Persons with Disabilities.** Persons with disabilities may participate in the meeting through the methods set forth in paragraph 2. Individuals with disabilities requiring auxiliary aids or services in order to attend electronically should notify the Interim City Clerk, Garland Doyle at (248) 758-3200 or [clerk@pontiac.mi.us](mailto:clerk@pontiac.mi.us) at least 24 hours in advance of the meeting.

Dated 6-22-2020, 12:00 p.m.

Garland S. Doyle, Interim City Clerk

City of Pontiac

47450 Woodward Ave. Pontiac, MI 48342 Phone: (248) 758-3200

# PONTIAC CITY COUNCIL

Kermit Williams, District 7  
President  
Randy Carter, District 4  
President Pro Tem



Patrice Waterman, District 1  
Megan Shramski, District 2  
Mary Pietila, District 3  
Gloria Miller, District 5  
Dr. Doris Taylor Burks, District 6

*It is this Council's mission "To serve the citizens of Pontiac by committing to help provide an enhanced quality of life for its residents, fostering the vision of a family-friendly community that is a great place to live, work and play."*

Website: [http://pontiac.mi.us/council/meeting\\_agendas\\_and\\_minutes/index.php](http://pontiac.mi.us/council/meeting_agendas_and_minutes/index.php)

## FORMAL MEETING

June 23, 2020

6:00 P.M.

174<sup>th</sup> Session of the 10<sup>th</sup> Council

Call to order

Invocation

Pledge of Allegiance

Roll Call

Authorization to Excuse Councilmembers

Amendments to and Approval of the Agenda

Approval of the Minutes

1. June 11, 2020 Special Meeting on the Budget
2. June 15, 2020 Special Meeting on The Budget
3. June 16, 2020 Study Session
4. June 17, 2020 Special Meeting on The Budget
5. June 18, 2020 Special Meeting on The Budget

Subcommittee Reports

6. Public Safety- May 2020

Public Hearing

7. Possible City Transfer of Ownership of the Carriage Circle Apartments located at 255 Carriage Circle in the City of Pontiac

## **Discussion**

8. City of Pontiac Budget for Fiscal Year 2020-21
  - a. Budget Report
  - b. Fiscal Year 2021 Positions
  - c. Proposed City of Pontiac Fees for Fiscal Year 2020-21

## **Special Presentations (Time limit: 10 minutes.)**

9. Medical Marihuana Application Review Process Update (The City Clerk is requesting that this presentation be deferred for one week.)  
Presentation Presenter: Garland Doyle, Interim City Clerk
10. City Hall Re-Opening (COVID-19)  
Presentation Presenter: Mayor Waterman
11. Status Update: Release of RFP's for Phoenix Center  
Presentation Presenter: Matt Gibb, Special Counsel, Economic/Community Development.
12. Third party investment regarding the Phoenix Center Settlement Agreement  
Presentation Presenter: Niccolo G. Mastromatteo, MBA, Founder & Owner, Pimpernel Developments LLC

## **Recognition of Elected Officials**

## **Agenda Address**

## **Resolutions**

### **City Clerk**

13. Resolution to approve the City Clerk's website
14. Resolution to approve the agreement for absent voter ballot counting services between Oakland County and City of Pontiac. The County will perform the service at no charge to the City.

### **Department of Public Works (DPW)**

15. Resolution to authorize the Mayor to sign the MDOT funding agreement for the Baldwin Avenue and Martin Luther King CMAQ and Safety Projects. The total estimated cost for this project is \$1,406,000.00; the City's portion of this project is \$430,480. This project is budgeted for fiscal year 2020/2021.

## **Communications**

16. Rebuttal Contesting Council's Proposal to Eliminate and/or Reduce Certain Line Items in the Fiscal Year 2020-2021 Annual Budget
17. Interim Finance Director Response to Council's Concerns about Budget Discrepancies

## **Public Comment**

## **Mayor, Clerk and Council Closing Comments**

## **Adjournment**

**#1**

**MINUTES**

**6-11-20**

June 11, 2020 Special

**Official Proceedings  
Pontiac City Council  
168<sup>th</sup> Session of the Tenth Council**

**Call to order**

A Special Meeting on the Budget of the City Council of Pontiac, Michigan was called to order electronically on Thursday, June 11, 2020 at 10:00 a.m. by Council President Kermit Williams.

**Roll Call**

Members Present: Miller, Pietila, Shramski, Taylor-Burks, Waterman and Williams.

Members Absent: Carter.

Mayor Waterman was present.

Clerk announced a quorum.

**Excuse Councilmembers**

20-261           **Excuse Councilperson Randy Carter for personal reasons.** Moved by Councilperson Waterman and second by Councilperson Shramski.

Ayes: Miller, Pietila, Shramski, Taylor-Burks, Waterman and Williams

No: None

**Motion Carried.**

**Department Hearing**

Mayor's Office

Councilman Randy Carter arrived at 10:25 a.m.

**Suspend the Rules**

20-262           **Suspend the rules.** Moved by Councilperson Taylor-Burks and second by Councilperson Waterman.

Ayes: Pietila, Shramski, Taylor-Burks, Waterman, Williams, Carter and Miller

No: None

**Motion Carried.**

20-263           **Schedule Special Meetings regarding the Budget on Monday, June 15, 2020, Wednesday, June 17, 2020 and Thursday, June 18, 2020 at 9:00 a.m.** Moved by Councilperson Waterman and second by Councilperson Miller.

Ayes: Shramski, Taylor-Burks, Waterman, Williams, Carter, Miller and Pietila

No: None

**Motion Carried.**

**Ordinance**

20-264 **City of Pontiac 2020-2021 General Appropriations Act. (First Reading)** Moved by Councilperson Waterman and second by Councilperson Taylor-Burks. Discussion took place. Councilperson Waterman withdrew her motion and Councilperson Tylor-Burks withdrew her second. Council does not need to vote on the first reading of an ordinance.

Councilwoman Mary Pietila left the meeting.

20-264 **Resolution to authorize the Interim City Clerk to publish a notice in a newspaper of general circulation at least one week before consideration of the proposed budget amendment to increase account 445-458-977.002 for Vehicles in the Capital Improvement Fund in the amount of \$712,000.** Moved by Council Miller and second by Councilperson Waterman.

Whereas, on the city council has expressed the desire to increase snow removal frequency from six inches to three inches;

Whereas, the city will have to purchase two vehicles to meet the requirements of the ordinance;

Whereas bidding practices require that there are adequate appropriations budgeted before bids are requested;

Whereas, the City Council will authorize a budget amendment in fiscal year 2020 for \$712,000, with the understanding that this appropriation will need to be rolled over to fiscal year 2021, as that is the period in which the vehicles will be delivered, and the expense recognized.

NOW THEREFORE be resolved that the City Council hereby authorizes the Interim City Clerk to publish a notice in a newspaper of general circulation at least one week before consideration of the proposed budget amendment to increase account 445-458-977.002 for Vehicles in the Capital Improvement Fund in the amount of \$712,000. This increase is due to ordinance passed by Pontiac City Council in May 2020 to increase the snow removal frequency from six inches to three inches.

Ayes: None

No: Waterman, Williams, Carter, Miller, Shramski and Taylor-Burks

**Resolution Failed.**

20-265 **Resolution to authorize the Interim City Clerk to publish a notice in a newspaper of general circulation at least one week before consideration of the proposed budget amendment to allocate a total of \$249,615 to the Major Street Fund in account 202-463-978.000 – Joslyn: Perry to Walton.** Moved by Councilperson Miller and second by Councilperson Taylor-Burks.

Whereas, the City of Pontiac timely approved the 2019-2020 budget on June 9, 2019 and;

Whereas, the Mayor has reviewed the department of public works requests for rollover of unused appropriations in the previous fiscal year, 2018-2019, and;

Whereas, the Mayor is proposing to the City Council to increase the appropriations for the current year 2019-2020 for the rehabilitation of Joslyn Ave between Perry Street and Walton Boulevard for the amount of \$249,615 to account 202-463-978.000 as necessary to complete the projects that the City Council had fully funded and approved in the last fiscal year but were not timely expended.

June 11, 2020 Special

Whereas, the increased appropriations will not cause the fund balance in the Major Street fund to go below the policy mandated thresholds and;

NOW THEREFORE be resolved that the City Council hereby authorizes the Interim City Clerk to publish a notice in a newspaper of general circulation at least one week before consideration of the proposed budget amendment to allocate a total of \$249,615 to the Major Street Fund in account 202-463-978.000 – Joslyn: Perry to Walton.

Ayes: Carter, Shramski, Taylor-Burks and Waterman

No: Miller and Williams

**Resolution Passed.**

20-266           **Resolution to authorize the Interim City Clerk to publish a notice in a newspaper of general circulation at least one week before consideration of the proposed budget amendment to allocate a total of \$79,450 to the Capital Improvement Fund in account 445-336-976.001 – Building Additions & Improvements.** Moved by Councilperson Carter and second by Councilperson Waterman.

Whereas, the City of Pontiac timely approved the 2019-2020 budget on June 9, 2019 and;

Whereas, emergency repairs to Fire Station #6 and Fire Station #9 were required that were not originally appropriated for;

Whereas, the Mayor is proposing to the City Council to increase the appropriations for the current year 2019-2020 for the repairs to the Capital Improvement Fund for the amount of \$79,450 to account 445-336-976.001 – Building Additions & Improvements.

Whereas, the increased appropriations will not cause the fund balance in the Capital Improvement fund to go below the policy mandated thresholds and;

NOW THEREFORE be resolved that the City Council hereby authorizes the Interim City Clerk to publish a notice in a newspaper of general circulation at least one week before consideration of the proposed budget amendment to allocate a total of \$79,450 to the Capital Improvement Fund in account 445-336-976.001 – Building Additions & Improvements.

Ayes: Shramski, Taylor-Burks and Waterman

No: Miller, Williams and Carter

**Resolution Failed.**

20-267           **Resolution to authorize the Interim City Clerk to publish a notice in a newspaper of general circulation at least one week before consideration of the proposed budget amendment to allocate a total of \$422,990 to the General Fund in accounts 101-266-804.018 – Legal Services – Giarmarco Mullins for \$111,270, 101-266-804.021 – Legal Services Prosecutions for \$272,355, 101-266-804.022 – Legal Services MTT for \$1,040, 101-266-804.023 – Legal Services Code Enforcement for \$5,630, 101-266-804.024 – Legal Services Lawsuits for \$8,850, and 101-266-804.025 Legal Services Medical Marijuana for \$23,845.** Moved by Councilperson Waterman and second by Councilperson Shramski.

Whereas, on the city council originally adopted an appropriation for account 101-266-804.018 of \$200,000;

Whereas, this original appropriation was not sufficient to cover the ongoing legal costs for general services provided by the City Attorney, Giarmarco Mullins;  
Whereas, the City Council will be required to authorize a budget amendment in fiscal year 2020 for \$422,990.

NOW THEREFORE be resolved that the City Council hereby authorizes the Interim City Clerk to publish a notice in a newspaper of general circulation at least one week before consideration of the proposed budget amendment to allocate a total of \$422,990 to the General Fund in accounts 101-266-804.018 – Legal Services – Giarmarco Mullins for \$111,270, 101-266-804.021 – Legal Services Prosecutions for \$272,355, 101-266-804.022 – Legal Services MTT for \$1,040, 101-266-804.023 – Legal Services Code Enforcement for \$5,630, 101-266-804.024 – Legal Services Lawsuits for \$8,850, and 101-266-804.025 Legal Services Medical Marijuana for \$23,845.

Ayes: None

No: Shramski, Taylor-Burks, Waterman, Williams, Carter and Miller

**Resolution Failed.**

**20-268 Resolution to authorize the Interim City Clerk to publish a notice in a newspaper of general circulation at least one week before consideration of the proposed budget amendment to allocate a total of \$505,230 to the Local Street Fund in account 203-463-986.000 – Irwin: Sanford to MLK.** Moved by Councilperson Shramski and second by Councilperson Taylor-Burks.

Whereas, the City of Pontiac timely approved the 2019-2020 budget on June 9, 2019 and;  
Whereas, the Mayor has reviewed the department of public works requests for rollover of unused appropriations in the previous fiscal year, 2018-2019, and;  
Whereas, the Mayor is proposing to the City Council to increase the appropriations for the current year 2019-2020 for the local street improvement project for Irwin Ave from Sanford St to Martin Luther King Jr. Boulevard for the amount of \$505,230 to account 203-463-986.000 as necessary to complete the projects that the City Council had fully funded and approved in the last fiscal year but were not timely expended.

Whereas, the increased appropriations will not cause the fund balance in the Major Street fund to go below the policy mandated thresholds and;

NOW THEREFORE be resolved that the City Council hereby authorizes the Interim City Clerk to publish a notice in a newspaper of general circulation at least one week before consideration of the proposed budget amendment to allocate a total of \$505,230 to the Local Street Fund in account 203-463-986.000 – Irwin: Sanford to MLK.

Ayes: Shramski, Taylor-Burks, Waterman, Williams and Carter

No: Miller

**Resolution Passed.**

**No Public Comment**

**Adjournment**

Council President Kermit Williams adjourned the meeting at 10:47 a.m.



June 11, 2020 Special

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GARLAND S DOYLE  
INTERIM CITY CLERK

**#2**

**MINUTES**

**6-15-20**

June 15, 2020 Special

**Official Proceedings  
Pontiac City Council  
169<sup>th</sup> Session of the Tenth Council**

**Call to order**

A Special Meeting on the Budget of the City Council of Pontiac, Michigan was called to order electronically on Monday, June 15, 2020 at 9:00 a.m. by Council President Kermit Williams.

**Roll Call**

Members Present: Carter, Miller, Pietila, Shramski, Taylor-Burks, Waterman and Williams.  
Mayor Waterman was present.  
Clerk announced a quorum.

**Discussion**

City Council Proposed Changes to the Mayor's Proposed 2020-2021 Annual Budget

The discussion focused on the following departments:

Fire (Waterford Regional), Public Safety (Oakland County Sheriff); Department of Public Works (DPW); 50<sup>th</sup> District Court; Building (Wade trim); Planning/Code Enforcement; Cable; Youth Recreation and Senior Citizens.

City Council Proposed Changes to the City of Pontiac 2020-2021 General Appropriations Act Ordinance

**No Public Comment**

**Adjournment**

Council President Kermit Williams adjourned the meeting at 12:27 p.m.

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GARLAND S DOYLE  
INTERIM CITY CLERK

**#3**

**MINUTES**

**6-16-20**

June 16, 2020 Study

**Official Proceedings  
Pontiac City Council  
170<sup>th</sup> Session of the Tenth Council**

**Call to order**

A Study Session of the City Council of Pontiac, Michigan was called to order electronically on Tuesday, June 16, 2020 at 6:00 p.m. by Council President Kermit Williams.

**Roll Call**

Members Present: Carter, Miller, Taylor-Burks, Waterman and Williams.

Members Absent: Pietila and Shramski. (Councilwoman Shramski arrived after roll call.)

Mayor Waterman was present.

Clerk announced a quorum.

**Excuse Councilmembers**

~~20-269~~        **Excuse Councilperson Mary Pietila and Megan Shramski for personal reasons.**

Moved by Councilperson Waterman and second by Councilperson Taylor-Burks. Motion withdrawn from Councilperson Waterman and second withdrawn from Councilperson Taylor-Burks. (Councilperson Megan Shramski arrived after roll call.)

20-269        **Excuse Councilperson Mary Pietila for personal reasons.** Moved by Councilperson Waterman and second by Councilperson Taylor-Burks.

Ayes: Shramski, Taylor-Burks, Waterman, Williams, Carter and Miller

No: None

**Motion Carried.**

**Approval of Agenda**

20-270        **Approval of the agenda.** Moved by Councilperson Waterman and second by Councilperson Taylor-Burks.

Ayes: Shramski, Taylor-Burks, Waterman, Williams, Carter and Miller

No: None

**Motion Carried.**

**Approval of Minutes**

20-271        **Approve special meeting minutes/public hearing for June 9, 2020.** Moved by Councilperson Waterman and second by Councilperson Carter.

Ayes: Taylor-Burks, Waterman, Williams, Carter, Miller, and Shramski

No: None

**Motion Carried.**

June 16, 2020 Study

20-272 **Approve formal meeting minutes of June 9, 2020.** Moved by Councilperson Waterman and second by Councilperson Taylor-Burks.

Ayes: Waterman, Williams, Carter, Miller, Shramski, and Taylor-Burks

No: None

**Motion Carried.**

20-273 **Approve special meeting minutes on the Budget for June 10, 2020.** Moved by Councilperson Shramski and second by Councilperson Waterman.

Ayes: Williams, Carter, Shramski and Waterman

No: Miller and Taylor-Burks.

**Motion Carried.**

**Deputy Mayor Bais-DiSessa disputed the fact that there had been discrepancies in the budget documents presented during department budget hearings as stated in the minutes.**

#### **Public Comment**

Nine (9) individuals submitted a public comment read by the City Clerk.

#### **Suspend the Rules**

20-274 **Suspend the rules.** Moved by Councilperson Taylor-Burks and second by Councilperson Carter.

Ayes: Carter, Miller, Shramski, Taylor-Burks, Waterman and Williams

No: None

**Motion Carried.**

#### **Resolution**

City Clerk

20-275 **Resolution to authorize the Interim City Clerk to publish a notice in a newspaper of general circulation at least one week before consideration of the proposed budget amendment to transfer \$3960.00 from Dept. 215 city Clerk account 101-215-957-002 Training Expense to Account 101-215-902-005 Public Notices.** Moved by Councilperson Shramski and second by Councilperson Taylor-Burks.

**Whereas**, the City of Pontiac timely approved the FY 2019-2020 budget on June 25, 2019; and

**Whereas**, the adopted FY 2019-2020 General Fund (101) included a City Clerk Dept. (215) budget; and

**Whereas**, the City Clerk is requesting to transfer \$3960.00 from Dept. 215 City Clerk Account 101-215-957.002 Training Expense to Account 101-215-902.005 Public Notices

**Whereas**, these transfers are necessary to pay invoices and ensure that the City is in compliance with the Charter by publishing public notices; and

**Whereas**, section 5.106 of the Charter states “after adoption of the appropriations ordinance, and upon at least one week’s notice in a newspaper of general circulation in the City, the Council by a resolution of

June 16, 2020 Study

five members, may amend such ordinance to authorize the transfer of an unused balance appropriated for one purpose to another purpose, or to appropriate available revenues not previously appropriated.”; and

**Now Therefore, Be It Resolved**, that the City Council hereby authorizes the Interim City Clerk to publish a notice in a newspaper of general circulation at least one week before consideration of the proposed budget amendment.

Ayes: Miller, Shramski, Taylor-Burks, Waterman, Williams and Carter

No: None

**Resolution Passed.**

**Suspend the Rules**

20-276 **Suspend the rules.** Moved by Councilperson Waterman and second by Councilperson Taylor-Burks.

Ayes: Shramski, Taylor-Burks, Waterman, Williams, Carter and Miller

No: None

**Motion Carried.**

**Resolution**

City Clerk/ Elections Division

20-277 **Resolution to authorize the Interim City Clerk to publish a notice in a newspaper of general circulation at least one week before consideration of the proposed budget amendment to transfer funds from the following Dept. 191 Elections Accounts: Account 101-191-702.020 Salaries and Wages (Non-FICA) \$12,084.00; Account 101-191-716.000 Medical Insurance \$18,223.83; Account 101-191-717.000 Life Insurance \$715.12; Account 101-191-719.001 Dental Insurance \$411.55; Account 101-191-721.010 Health Care Waiver \$7293.00 to Account 101-191-809.000 Services-Elections. The total amount of the transfer is \$38,727.50.** Moved by Councilperson Waterman and second by Councilperson Taylor-Burks.

**Whereas**, the City of Pontiac timely approved the FY 2019-2020 budget on June 25, 2019; and  
**Whereas**, the adopted FY 2019-2020 General Fund (101) included an Elections Dept. (191) budget; and  
**Whereas**, the City Clerk is requesting to transfer funds from the following Dept. 191 Elections Accounts: Account 101-191-702.020 Salaries and Wages (Non-FICA) \$12,084.00; Account 101-191-716.000 Medical Insurance \$18,223.83; Account 101-191-717.000 Life Insurance \$715.12; Account 101-191-719.001 Dental Insurance \$411.55; Account 101-191-721.010 Health Care Waiver \$7293.00 to Account 101-191-809.000 Services-Elections. The total amount of the transfer is \$38,727.50; and  
**Whereas**, these transfers are necessary for the preparation of the upcoming August 4, 2020 Primary Election; and  
**Whereas**, section 5.106 of the Charter states “after adoption of the appropriations ordinance, and upon at least one week’s notice in a newspaper of general circulation in the City, the Council by a resolution of five members, may amend such ordinance to authorize the transfer of an unused balance appropriated for one purpose to another purpose, or to appropriate available revenues not previously appropriated.”; and

June 16, 2020 Study

**Now Therefore, Be It Resolved,** that the City Council hereby authorizes the Interim City Clerk to publish a notice in a newspaper of general circulation at least one week before consideration of the proposed budget amendment.

Ayes: Shramski, Taylor-Burks, Waterman, Williams, Carter and Miller

No: None

**Resolution Passed.**

**Suspend the Rules**

20-278 **Suspend the rules.** Moved by Councilperson Waterman and second by Councilperson Taylor-Burks.

Ayes: Taylor-Burks, Waterman and Williams

No: Carter, Miller and Shramski

**Motion Failed.**

**Agenda Item #9**

**Department of Public Works (DPW)**

Council President Pro-Tem Randy Carter wants to see a map regarding item #9 MDOT funding agreement for the Baldwin Avenue and Martin Luther King CMAQ and Safety Projects.

**Agenda Item #10**

**Finance –**

Council President Williams requested that item #10 be put on Thursday's agenda, the Resolution to authorize the following FY 2020-2021 Millage rates to be levied and collected on the general property tax of all real and personal property within the City.

**Adjournment**

Council President Kermit Williams adjourned the meeting at 6:54 p.m.

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GARLAND S DOYLE  
INTERIM CITY CLERK



**#4**

**MINUTES**

**6-17-20**

June 17, 2020 Special

**Official Proceedings  
Pontiac City Council  
171<sup>st</sup> Session of the Tenth Council**

**Call to order**

A Special Meeting on the Budget of the City Council of Pontiac, Michigan was called to order electronically on Wednesday, June 17, 2020 at 9:00 a.m. by Council President Kermit Williams.

**Roll Call**

Members Present: Carter, Miller (arrived after roll call), Pietila, Shramski, Taylor-Burks, Waterman (arrived after roll call) and Williams.

Mayor Waterman was present.

Clerk announced a quorum.

**Discussion**

City Council Proposed Changes to the Mayor's Proposed 2020-2021 Annual Budget

The discussion focused on the following departments:

Youth Recreation; Clerk, Elections and Medical Marihuana; Finance; Human Resources; Information Technology (I.T.); Income Tax; Treasury; Economic/Community Development; Mayor; Council and Law (Giarmarco, Mullin and Horton)

**Suspend the rules**

20-279            **Suspend the Rules.** Moved by Councilperson Waterman and second by Councilperson Taylor-Burks.

Ayes: Miller, Pietila, Shramski, Tylor-Burks, Waterman, Williams and Carter

No: None

**Motion Carried.**

**Resolution**

City Council

20-280            **Resolution to engage Bonadio & Co, LLP, Certified Public Accounts to conduct an audit of Fiscal Year 2020 budget for the City Council and approve the \$10,000 retainer the services of Bonadio & Co, LLP.** Moved by Councilperson Waterman and second by Councilperson Taylor-Burks.

Whereas, during budget discussion for FY 2020-2021, the Pontiac City Council has determined that as prudent and fiscally responsible fiduciaries, it is necessary to retain an outside professional certified public accounting firm, to assist the Council in analyzing financial matters of the City; and,  
Whereas, retaining an outside professional certified public accounting firm would be in the best interest of the citizens of Pontiac and would be consistent with the Pontiac City Council's duty to maintain integrity and transparency; and,

June 17, 2020 Special

Whereas, Bonadio & Co., LLP, Certified Public Accounts, submitted an engagement letter to the Pontiac City Council on June 14, 2020 (*letter and professional biographies are attached*); and, Whereas, section 3.115 of the Pontiac City Charter provides, "Council may, within appropriations provided in the budget, appoint staff or contract for services. Staff or persons engaged pursuant to contract serve at the pleasure of the Council.

Now, Therefore, Be It Resolved that the Pontiac City Council hereby acknowledges and agrees to the standard terms of the Professional Consulting Services contained in the engagement letter provided by Bonadio & Co, LLP, Certified Public Accountants, and further agrees to proceed with phase I of the proposed phase approach and also agrees to submit the requested retainer of ten thousand (\$10,000) Dollars upon passage of this resolution.

Ayes: Pietila, Shramski, Taylor-Burks, Waterman Williams, Carter and Miller

No: None

**Resolution Passed.**

**\*\*See Exhibit A for attachments\*\***

**No Public Comment**

**Adjournment**

Council President Kermit Williams adjourned the meeting at 12:17 p.m.

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GARLAND S DOYLE  
INTERIM CITY CLERK

June 14, 2020

Pontiac City Council  
City of Pontiac  
47450 Woodward Avenue  
Pontiac, Michigan 48342

**RE: Professional Consulting Services**

We appreciate the opportunity to provide professional consulting services to the Council Members (the "Council") of the City of Pontiac, Michigan (the "City"). This engagement letter confirms our understanding of your retention of Bonadio & Co., LLP ("Bonadio") to assist you in analyzing select financial matters of the City.

**Scope of Services**

Our procedures may include, but are not limited to the following:

- Request and obtain the City's 2020 and 2021 budget and associated reports, forms and supporting documentation.
- Perform a high-level analysis of the 2020 and 2021 budgets to select budget lines/sections for further evaluation.
- Evaluate payroll costs compared to budgeted amounts ensuring that employees are hired and compensated according to approved budgetary amounts
- Draft and submit a document requesting specific budget detail, contracts, invoices, payroll records, and other supporting documentation relevant to selected budget lines/sections.
- Receive and analyze documents received from request above. This analysis may include forensic accounting and investigative procedures for certain transactions, revenues and expenditures, if we identify that those transactions may be inappropriate or not compliant with procurement policy, City Council Charter and/or federal, state and local laws and regulations. Such procedures are deemed to be forensic in nature, and may include the following:
  - Compare invoices and payments for services, service time periods, and payment terms with procurement policies and contractual agreements
  - Evaluate contracts of service providers to ensure they are compliant with services agreed upon at procurement. Perform on-site service provider visitation or request documents to review internal service records and ensure that internal records are agreement with services being billed.
  - Review invoices that are not covered by an appropriate contractual agreement and/or were purchased outside of the procurement policy
- Draft reports of our findings, observations and recommendations following evaluations of select budget lines/sections.

**Summary of Roles and Responsibilities**

The services under this engagement letter will be performed in accordance with the Statement on Standards for Consulting Services ("SSCS") issued by the American Institute of Certified Public Accountants ("AICPA"). Consulting services differ fundamentally from attestation services. In an attest service, the practitioner expresses a conclusion about the reliability of a written assertion that is the responsibility of another party, the assertor. In a consulting service, the practitioner develops the findings, conclusions, and recommendations presented, based solely by the agreement between the practitioner and the client.

171 Sully's Trail  
Pittsford, New York 14534  
p (585) 381-1000  
f (585) 381-3131

www.bonadio.com

Accordingly, our services will not constitute an audit, compilation, review, or attestation service of the City's financial statements or any part thereof, as described in the pronouncements on professional standards of the AICPA or the Public Company Accounting Oversight Board ("PCAOB"). Additionally, we will not otherwise verify the data you submit for accuracy or completeness. Rather, we will rely on the accuracy and completeness of the documents and information you provide to us.

We will provide expertise and recommendations based on our observations during the work requested by you to assist in this project. It will be the Council's responsibility to provide substantive involvement as part of the project team, determine the level of work desired, and determine how to proceed relevant to any recommendations or advice provided. You are responsible for making all management decisions and for performing management functions and overseeing and monitoring the services we provide by designating an individual, who possesses suitable skill, knowledge or experience and will assure that you have obtained all needed information from appropriate sources to make appropriate business decisions. Further, although we will have discussions of various business matters, it is understood that we may not have been provided all appropriate information to make informed recommendations related to those discussions. You are responsible for evaluating the adequacy and results of the services performed and accepting responsibility for the results of such services. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management and/or Council responsibilities.

#### **Warranties and Liabilities**

Our services will be performed in a professional and workmanlike manner. All services will be rendered by and/or under the supervision of Bonadio personnel or Bonadio's specialized third-party consultants or subcontractors. Bonadio makes no representation or warranty regarding either the services to be provided or any deliverables. In no event, unless it has been finally determined that Bonadio was grossly negligent or acted willfully or fraudulently, shall Bonadio be liable to you or any third party, whether a claim be in tort, contract or otherwise for any amount in excess of the total professional fees (excluding expenses) paid by you to us under this agreement for the particular service to which such claim relates. In no event shall Bonadio be liable for any special, consequential, indirect, exemplary, punitive, lost profits or similar damages, even if we have been apprised of the possibility thereof.

You agree to indemnify and hold harmless Bonadio, its employees, partners and third party consultants and subcontractors from any and all third party claims, liabilities, costs, and expenses, including reasonable attorneys' fees, arising from or relating to the services or deliverables under this letter, except to the extent finally determined to have resulted from the gross negligence, willful misconduct or fraudulent behavior of Bonadio & Co., LLP relating to such services or deliverables. Your indemnity obligation contained in this paragraph shall survive termination or expiration of this letter (including but not limited to all reasonable costs and expenses related to answering subpoenas, attending depositions, being named in third-party claims, related attorneys' fees, etc.).

In the event of a conflict or inconsistency between the terms of this letter and any other written agreement between us relative to the services to be performed (including any deliverables), the terms of this letter shall be deemed controlling in all material respects.

#### **Deliverables**

All information and materials of any form or description collected by us in the course of our engagement shall constitute our work files and will at all times, during and after completion of our engagement, remain in our exclusive possession. We shall have unlimited discretion to retain, discard, or dispose of our work files but will at all times maintain all information and materials provided by the City in strictest confidence.

We will use our best efforts to keep strictly confidential the report, its existence, and content, as well as the identity of the City and other identifying information. We will nevertheless have no liability to the City or any third party for information disclosed in, or pursuant to, any ruling, order, or proceeding of any court or other judicial or non-judicial forum or of any regulatory agency or similar instrumentality.

**Fees**

Our fees for this engagement will be on the actual time spent at our standard hourly rates, plus out of pocket expenses. Our hourly rates are as follows:

Job Title	Hourly Rate
<b>Partner/EVP</b>	\$350
<b>Principal</b>	\$285
<b>Manager</b>	\$225
<b>Senior</b>	\$175

The scope of a project of this nature can be difficult to estimate. Variables such as availability of documentation, quality of documentation, complexity of budgeting calculations/reports/formulas, cooperativeness of knowledgeable parties and expansiveness of future Council requests based on findings can have a considerable effect on the number of hours that is needed to adequately complete the Council's objectives.

Therefore, we propose a phased approach, whereby we set a not-to-exceed amount on phase I before commencement. After phase I is completed, we will have gained the knowledge needed to determine what the scope and associated fees may be for additional phases, and the Council may elect to continue on to an additional phase – or – conclude services at that time.

For phase I, we will set a not-to-exceed amount of \$25,000 and require a retainer of \$10,000 to commence procedures. When/if we begin to approach our not-to-exceed amount of \$25,000, we will consult with the Council to determine the scope of a phase II based on the work performed and continued objectives of the Council.

Should we experience unnecessary delays, or uncooperativeness that hinders our efficient use of time, we will immediately stop our procedures, notify you of the situation and request assistance for the appropriate resolution. In such an event, you will not hold us responsible and all fees and expenses incurred will be paid to us in accordance with the terms of this engagement.

Should we identify any fraudulent activity we will immediately stop our procedures, notify you of the situation and request assistance for the appropriate resolution. In such an event, we will work collaboratively to identify the appropriate course of action regarding the continuation, expansion, or suspension of our procedures. Often times, additional procedures related to the discovery of fraudulent activity will be covered under a separate engagement letter.

We will submit invoices to you monthly, payable within 30 days. We reserve the right to defer rendering further services until payment is received on past due invoices. It is agreed that our fee is not contingent on the outcome or findings of the work we perform.

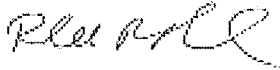
If information becomes known that would make our continued involvement in this engagement inappropriate, or if the attorneys or other parties involved in this matter change, we reserve the right to withdraw from this engagement.

You may request that we perform additional services not contemplated by this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fee. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.


Our work, to be performed under your direction, is to perform such tasks as may be identified during the course of this engagement. However, we may refuse to perform any requested act that we deem a violation of law, public policy, or our professional ethical standards, and may, as a result, withdraw from the engagement without penalty.

If this is in accordance with your understanding and meets with your approval, please sign and date one copy of this letter in the space provided. This agreement will become effective when you return the signed copy to us.

Very truly yours,  
THE BONADIO GROUP



Randall Shepard, CPA  
Partner



Timothy Ball, CFE  
Executive Vice President

**ACKNOWLEDGMENT**

This letter correctly sets forth the understanding of the Council and its agreement with the above stated terms and conditions

Officer Name: \_\_\_\_\_

Officer Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## Professional Biographies

Randy Shepard, CPA—*Partner* ([rshepard@bonadio.com](mailto:rshepard@bonadio.com))



Randy is a partner in Bonadio's Government Division and is the team leader for the Buffalo and Rochester Offices. He has been with Bonadio for over 20 years with experience in many areas of attestation engagements. Randy provides consulting, accounting, and auditing services for a variety of clients such as municipalities, public authorities, and local development corporations. As a result of this work, Randy has developed extensive experience with respect to compliance and reporting requirements for these organizations, knowledge of Governmental Accounting Standards Board (GASB) pronouncements, the NYS Public Authorities Reform Act, as well as the evaluation and design of internal accounting systems. Randy has also been a speaker on various governmental topics for the NYS Association of Counties as well as Governmental Finance Officers Association, including many recent GASB standards.

Randy received his B.S. degree in Accounting from the State University of New York at Geneseo. He is a member of the American Institute of Certified Public Accountants and Government Finance Officers Association (National and Local level).

Kenneth J. Pink, CPA, *Partner* ([kpink@bonadio.com](mailto:kpink@bonadio.com))



Ken Pink is a partner in The Bonadio Group CPA firm. He is a member of the firm's Board of Directors, serves as co-leader of the firm's New York City Office, and is a trustee for the Bonadio 401(k) plan, which has reached more than \$100 million in assets.

Ken manages a leadership team of 15 partners and principals, with a total staff of 60 across New York State. His practice has annual revenues exceeding \$9 million.

With more than 30 years in accounting and consulting, Ken is a trusted advisor who is continually seeking to create stability, wealth and opportunity for his clients. In addition to his acumen in financial audits, Ken brings his clients a deep understanding and an unsurpassed level of experience and expertise in conducting vendor and operational audits, conducting required audits, delivering business consulting and planning, and assisting with other accounting needs.

Ken received his Bachelor of Science degree in accounting from the State University of New York at Geneseo, and has more than 30 years of public accounting experience with both international and locally based accounting firms. In 2003, Ken merged his own firm, Perry, Pink and Semmler, with The Bonadio Group.

These represent some of Ken's activities in his profession and in service to the community:

- Member of the Association of Certified Fraud Examiners Association
- Member of the New York State Government Finance Officers Association
- Member of the American Institute of Certified Public Accountants
- Associate Partner of the New York State Association of Counties
- Member of the New York State Society of Certified Public Accountants
- President of the New York State Society of Certified Public Accountants Political Action Committee
- Member of the Genesee Valley Club
- Chairman for the *Keep the Sun Shining* \$6.4 million fundraising campaign for disabled children
- Member and past president of the Rochester Rotary Club
- Council member for the SUNY College at Brockport
- Member of the Board of Directors for Matt Talbott Ministries
- Trustee of the Bonadio Group 401(k) plan, with more than 600 participants



## Professional Biographies

Timothy Ball, CFE—*Executive Vice President* (tball@bonadio.com)



Tim is an Executive Vice President in Bonadio's Government Consulting Division as well as the Fraud and Forensic Accounting and Litigation Support Division. Tim currently provides a wide array of consulting, forensic and auditing services for the Firm. Tim specializes in providing forensic examination and consulting support for both criminal and civil litigation. He is an expert in designing on-site examination programs to both identify and uncover fraud. In addition, Tim has been a consultant to local governments and not-for-profits for assistance in strengthening their internal control structure and detecting and deterring fraud.

Tim received his B.S. degree in accounting from Alfred University. Tim is also a Certified Fraud Examiner (CFE) and a member of the National Association of Certified Fraud Examiners and the Western New York Certified Fraud Examiners Association.

Joseph Dillon, CPA, CFE—*Manager* (jdillon@bonadio.com)



Joe is a Manager Bonadio's Fraud and Forensic Accounting and Litigation Support Division. Joe provides consulting services for numerous municipal, non-profit and private clients. He specializes in fraud investigations, forensic accounting, internal control reviews, efficiency studies and evaluations of policies and procedures.

Joe is a graduate of St. John Fisher College. Joe is a Certified Public Accountant (CPA) and a Certified Fraud Examiner (CFE) and a member of the American Institute of Certified Public Accountants and the National Association of Certified Fraud Examiners.

**#5**

**MINUTES**

**6-18-20**

June 18, 2020 Special

**Official Proceedings  
Pontiac City Council  
172<sup>nd</sup> Session of the Tenth Council**

**Call to order**

A Special Meeting on the Budget of the City Council of Pontiac, Michigan was called to order electronically on Thursday, June 18, 2020 at 9:00 a.m. by Council President Kermit Williams.

**Roll Call**

Members Present: Carter, Miller, Pietila, Shramski, Taylor-Burks, Waterman and Williams.  
Mayor Waterman was present.  
Clerk announced a quorum.

**Approval of the Agenda**

20-281 **Approval of the Agenda.** Moved by Councilperson Taylor-Burks and second by Councilperson Pietila.

Ayes: Miller, Pietila, Shramski, Taylor-Burks, Waterman, Williams and Carter

No: None

**Motion Carried.**

**Resolutions**

20-282 **Motion to vote regarding the voting format.** Moved by Councilperson Waterman and second by Councilperson Taylor-Burks.

Ayes: Pietila, Shramski, Taylor-Burks, Waterman, Williams, Carter and Miller

No: None

**Motion Carried.**

**City Council**

20-283 **Motion to approve City Council Department 101.** Moved by Councilperson Waterman and second by Councilperson Taylor-Burks.

General (Fund 101)

City Council (Dept. 101)

- a. Restore the Legislative Fiscal Analyst position at a Salary of \$65,000 + benefits
- b. Increase Account 101-101-804.000 to \$180,000 (This was amended from \$100,000-\$180,000.)
- c. Reduce Account 101-101-804.018 to \$40,000
- d. Increase Account 101-101-808.101 District Projects to \$98,000
- e. Increase Account 101-101-818.000 Other Professional Services to \$120,000
- f. Increase Account 101-101-728.000 Postage to \$8,000
- g. Change Policy Advisor Title to Legislative Counsel in the list of FY 21 Positions (The title change was approved in the FY 20 budget) and restore the 3% wage increase

Ayes: Shramski, Taylor-Burks, Waterman, Williams, Carter, Miller and Pietila

No: None

**Motion Carried.**

**Elections**

20-284 **Motion to approve Elections Department 191.** Moved by Councilperson Waterman and second by Councilperson Miller.

Elections (Dept. 191)

- h. Decrease Account 101-191-702.000 Salaries and Wages to \$65,000
- i. Decrease Account 101-191-702.020 Salaries and Wages (Non FICA) to \$60,000
- j. Increase Account 101-191-705.002 Part-Time Wages by \$7,347 (The increase is due to the need to hire additional staff to help with the increase in volume of absentee voting.)
- k. Increase Account 101-191-729.001 Printed Forms by \$3,000
- l. Reduce 101-191-818.000 Other Professional Services to \$5,000
- m. Increase Account 101-191-902.005 Public Notices by \$2,260
- n. Reduce Account 101-191-957.002 Training Expenses to \$2,500

Ayes: Taylor-Burks, Waterman, Williams, Carter, Miller, Pietila and Shramski

No: None

**Motion Carried.**

**Income Tax**

20-285 **Motion to approve Income Tax Department 202.** Moved by Councilperson Miller and second by Councilperson Waterman.

Income Tax (Dept. 202)

- o. Remove Assistant to Income Tax Administrator from the budget

Ayes: Waterman, Williams, Carter, Miller, Shramski and Taylor-Burks

No: Pietila

**Motion Carried.**

**Finance**

20-286 **Motion to approve Finance Department 206.** Moved by Councilperson Carter and second by Councilperson Pietila.

Finance (Dept. 206)

- p. Reduce 101-206-702.000 to \$276,991.71 (Finance Director Salary \$50,000, Grant Writer Salary \$30,000)
- q. Increase Other Professional Services to \$140,000 (When a Finance Director is hired this account will be reduced to cover the Finance Director salary.)

June 18, 2020 Special

Ayes: Carter, Miller, Pietila, Shramski, Taylor-Burks, Waterman and Williams  
No: None  
**Motion Carried.**

**Clerk**

20-287 **Motion to approve Clerk Department 215.** Moved by Councilperson Taylor-Burks and second by Councilperson Miller.

Clerk (Dept. 215)

- r. Reduce Account 101-215-702.000 Salaries & Wages to \$189,114
- s. Add Account 101-215-705.002 Part-Time Wages \$5,000 and to the list of FY21 positions Customer Service Rep (Part-Time) \$5,000 so there is a position in budget for the part-time wages.
- t. Increase Account 101-215-902.005 by \$3,960 to cover the cost of additional public notices

Ayes: Miller, Pietila, Shramski, Taylor-Burks, Waterman, Williams and Carter  
No: None  
**Motion Carried.**

**Medical Marihuana**

20-288 **Motion to approve Medical Marihuana Department 255.** Moved by Councilperson Taylor-Burks and second by Councilperson Carter.

Medical Marihuana (Dept. 255)

- u. Increase Account 101-255-702.000 Salaries and Wages to \$15,000
- v. Increase Account 101-255-727.000 Office Supplies to \$718
- w. Increase Account 101-255-731-003 Computer Equipment by \$100
- x. Reduce Account 101-255-804.000 Legal Services-Substitute Counsel to \$6,750
- y. Increase Account 101-255-804.026 Legal Advisor by \$16,000 (No cost were billed during 2019-20.)
- z. Increase Account 101-255-816.007 Financial Advisor by \$14,000 (No cost were billed during 2019-20.)
- aa. Increase Account 101-255-816.008 Hearing Officer by \$1,500
- bb. Increase Account 101-255-816.011 Planning Advisor by \$15,000 (No cost were billed during 2019-20.)

Ayes: Pietila, Shramski, Taylor-Burks, Waterman, Williams, Carter and Miller  
No: None  
**Motion Carried.**

**Law**

~~20-289~~ **Motion to approve Law Department 266.** Moved by Councilperson Miller and second by Councilperson Waterman. Discussion. Councilperson Miller withdrew her motion and Councilperson Waterman withdrew her second.

June 18, 2020 Special

20-289        **Motion to approve Law Department 266.** Moved by Councilperson Waterman and second by Councilperson Pietila.

Law (Giarmarco, Mullins and Horton) (Dept. 266)

- cc. Reduce Account 101-266-818.000 Other Professional Services to \$5,000
- dd. Reduce Account 101-266-809.001 COVID 19 Expenditures to \$5,000
- ee. Reduce Account 101-266-804.018 Legal Services to \$50,000
- ff. Reduce Account 101-266-804.021 Legal Services Prosecutions to \$250,000

Ayes: Taylor-Burks, Waterman, Williams, Carter, Miller, Pietila and Shramski  
No: None

**Motion Carried.**

**Public Safety**

20-290        **Motion to approve Public Safety Department 301.** Moved by Councilperson Pietila and second by Councilperson Taylor-Burks.

Public Safety (Oakland County Sheriff) Dept. 301)

- gg. Add \$29,286.40 for Medical Marihuana Application Review

Ayes: Waterman, Williams, Carter, Miller, Pietila, Shramski and Taylor-Burks  
No: None

**Motion Carried.**

**Fire**

20-291        **Motion to approve Fire Department 336.** Moved by Councilperson Pietila and second by Councilperson Taylor-Burks.

Fire (Dept. 336)

- ii. Add \$3840 to Account 101-336-921.000 Utilities
- jj. Add \$7675.56 for Medical Marihuana Application Review

Ayes: Williams, Carter, Miller, Pietila, Shramski, Taylor-Burks and Waterman  
No: None

**Motion Carried.**

**Economic/Community Development**

20-292        **Discussion to make Blight Court \$15,000.** Moved by Councilperson Waterman and second by Councilperson Taylor-Burks.

Ayes: Carter, Miller, Pietila, Shramski, Taylor-Burks, Waterman and Williams  
No: None

**Motion Carried.**

20-293 **Motion to eliminate Deputy Director from Department 690.** Move by Councilperson Waterman and second by Councilperson Taylor-Burks.

Ayes: Miller, Pietila, Shramski, Taylor-Burks, Waterman, Williams and Carter

No: None

**Motion Carried.**

20-294 **Motion to approve Blight Court for \$15,000.** Moved by Councilperson Miller and second by Councilperson Carter.

Ayes: Pietila, Shramski, Taylor-Burks, Waterman, Williams, Carter, Miller

No: None

**Motion Carried.**

**Planning**

20-295 **Motion to approve Planning Department 721.** Moved by Councilperson Waterman and second by Councilperson Taylor-Burks.

Planning (Dept. 721)

mn. Add \$50,500 for Medical Marihuana Application Review

Ayes: Shramski, Taylor-Burks, Waterman, Williams, Carter, Miller and Pietila

No: None

**Motion Carried.**

**Code Enforcement**

20-296 **Motion to approve Code Enforcement Department 733.** Moved by Councilperson Waterman and second by Councilperson Pietila.

Code Enforcement (Dept. 733)

oo. Add \$150,000 to bring Animal Control in-house

pp. Increase Contractual Mowing Services \$40,000

qq. Add \$100,000 to Account 101-733-818.000 Other Professional Services (Nuisance Abatement)

Add Code Enforcement Officer-Business Monitoring position \$72,000 (includes salary and benefits)

Ayes: Taylor-Burks, Waterman, Williams, Carter, Miller, Pietila and Shramski

No: None

**Motion Carried.**

**DPW**

June 18, 2020 Special

20-297            **Motion to approve (DPW) Department of Public Works 265.** Moved by Councilperson Pietila and second by Councilperson Waterman.

Department of Public Works (DPW) (Dept. 265)

- rr. Account 101-265-818.037 Note: Contractual Janitorial Services (Floor Waxing, Carpet Cleaning)
- ss. Add \$22,088.16 for Medical Marijuana Application Review For Engineering

Ayes: Waterman, Williams, Carter, Miller, Pietila, Shramski and Taylor-Burks  
No: None

**Motion Carried.**

**DPW (Other Issues)**

20-298            **Motion to approve DPW Department 265 other issues.** Moved by Councilperson Waterman and second by Councilperson Taylor-Burks.

Other DPW Issues

- tt. Please provide a list of the right of way areas that MDOT is responsible for maintaining.
- uu. Increase Park budget by \$150,000 to cover the cost of park camera, bathroom repairs and part-time park rangers)
- vv. Add \$50,000 to Traffic Control for a Light Study

Ayes: Williams, Carter, Miller, Pietila, Shramski, Taylor-Burks and Waterman  
No: None

**Motion Carried.**

**Capital Outlay**

20-299            **Motion to approve Capital Outlay Fund 202.** Moved by Councilperson Pietila and second by Councilperson Waterman.

Capital Outlay (Fund 202)

- ww. Reduce Account 202-478-779-004 to \$40,000

Ayes: Carter, Miller, Pietila, Shramski, Taylor-Burks, Waterman and Williams  
No: None

**Motion Carried.**

20-300            **Motion to have a study on Ewalt Center Feasibility for \$25,000.** Moved by Councilperson Miller and second by Councilperson Taylor-Burks.

Ayes: Miller, Pietila, Shramski, Taylor-Burks, Waterman, Williams and Carter  
No: None

**Motion Carried.**



**Cable**

20-301 **Motion to approve Cable Fund 231.** Moved by Councilperson Waterman and second by Councilperson Taylor-Burks.

Cable (Fund 231)

aaa. Remove Intern/Cable position from the budget. Reduce \$16,875 from Account 231-291-702.000

bbb. Council requested that the Studio/Council Chambers Renovations\$750.000 be added to the budget

Ayes: Pietila, Shramski, Taylor-Burks, Waterman, Williams, Carter and Miller

No: None

**Motion Carried.**

**Building**

20-302 **Motion to approve Building Department 371.** Moved by Councilperson Pietila and second by Councilperson Miller.

Building (Wade Trim) Fund 371

ccc. Add \$25,016.64 for Medical Marihuana Application Review

Ayes: Shramski, Taylor-Burks, Waterman, Williams, Carter, Miller and Pietila

No: None

**Motion Carried.**

**Capital Outlay**

20-303 **Motion to approve Capital Outlay Fund 445.** Moved by Councilperson Waterman and second by Councilperson Taylor-Burks.

Capital Outlay Fund 445

eee. Reduce Account 445-265-976.001 to \$300,000

Ayes: Taylor-Burks, Waterman, Williams, Carter, Miller, Pietila and Shramski

No: None

**Motion Carried.**

20-304 **Motion to remove 445-458-977-002 vehicles for \$712,000.** Moved by Councilperson Waterman and second by Councilperson Taylor-Burks.

Ayes: Waterman, Williams, Carter, Miller, Pietila, Shramski and Taylor-Burks

No: None

**Motion Carried.**

**Phoenix Center Parking Fund**

June 18, 2020 Special

20-305            **Motion to allocate \$15,000 only for account 585-564-804.018 Legal Services Giarmarco Mullins.** Moved by Councilperson Waterman and second by Councilperson Pietila.

Ayes: Carter, Pietila, Shramski, Taylor-Burks, and Waterman  
No: Miller and Williams  
**Motion Carried.**

20-306            **Motion to reduce account 585-564-974-035 to Seven (7) Million dollars.** Moved by Councilperson Waterman and second by Councilperson Shramski.

Ayes: Miller, Pietila, Shramski, Taylor-Burks, Waterman, Williams and Carter  
No: None  
**Motion Carried.**

**Note: Council Member Pietila wanted it to be noted that she was not clear on the motion. She would have voted no.**

20-307            **Resolution, to authorize the following FY 2020-2021 Millage rates to be levied and collected on the general property tax of all real and personal property within the City and in accordance with the General Appropriations Act: 11.1699 operating; 1.4862 youth center; 1.3961 capital improvement; 2.7923 sanitation; 0.4954 senior services. The City Treasurer is hereby authorized to impose a one percent (1%) property tax administration fee for all property taxes due, And a late penalty charge when applicable, in conformance with Section 44 of Public Act 206 of 1893.**

Whereas, in accordance with Article VI, Section 2-535 of the City Ordinance entitled Budget Adoption, a public hearing was held on June 9, 2020 regarding the proposed tax rate and

Whereas, the City Council shall not approve proposed tax rate until after the public hearing; and

Whereas, by not less than six days after the notice of public hearing shall adopt an appropriations ordinance, tax rate.

Now, Therefore, in accordance with the General Appropriations Act, the City Council of the City of Pontiac authorizes the following FY 2020-2021 Millage rate to be levied and collected on the general property tax of all real and personal property within the City and in accordance with the General Appropriations Act: 11.1699 operating; 1.4862 youth center; 1.3961 capital improvement; 2.7923 sanitation; 0.4954 senior services. The City Treasurer is hereby authorized to impose a one percent (1%) property tax administration fee for all property taxes due, And a late penalty charge when applicable, in conformance with Section 44 of Public Act 206 of 1893.

Ayes: Pietila, Shramski, Waterman, Williams, Carter and Miller  
No: None  
**Resolution Passed.**

Councilwoman Doris Taylor-Burks was absent during the vote.

**No Public Comment**

**Adjournment**

June 18, 2020 Special

Council President Kermit Williams adjourned the meeting at 10:34 a.m.

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GARLAND S DOYLE  
INTERIM CITY CLERK

**#6**

**SUB**

**COMMITTEE**

**REPORT**

June 11, 2020

Public Safety Meeting for the Month of May to be held on June 12, 2020 will not occur due to Covid – 19. However attached you will find are the Monthly reports from Waterford Regional Fire Department pertaining to Pontiac only. Star Ems reports and the annual Crime Stat reports from the Oakland County Sheriff Pontiac substation. If there are any questions feel free to contact Chief Matt covey regarding Fire, Brian Long of Star Ems or LT Robert Ford regarding Reports from the Sheriff's office

Councilwoman, Mary Pietila.

DISPATCH	Dec-19	Jan-20	20-Feb	Mar-20	20-Apr	20-May
Abdominal Pain	53	24	25	23	20	25
airmedical transport						
ALLergies	8	3	8	6	9	8
ALTERED MENTAL STATUS	4	7	7	6	5	7
Animal bites	1	1	2	1	4	2
Assault	27	34	24	27	30	24
Invalid assist	5	8	7	4	1	7
Pedestrian struck by Auto						
Back Pain	14	10	14	6	6	14
Breathing Problems	71	142	125	151	147	129
Burns	2	1	1	3	2	1
Cardiac Arrest	18	18	14	15	14	14
Chest pain	52	85	76	83	48	76
Choking	2	3	5	1	4	5
CO poisoning	1		2	1	2	3
Seizures	124	55	39	54	31	39
Diabetic Issues	28	22	27	25	31	27
Drowning	1					
Electrocution						
Eye issues	3	3		1	2	
Fainting				56		
Fall Victim	61	60	66		42	66
Fever	3					
Fire	1					
Headache	4	4	8	5	3	8
Heart Problems	11	13	11	10	14	11
Heat/Cold Exposures		3	2		1	2
Hemorrhage from Laceration	18	26	17	20	24	17
Industrial Accident						
Medical alarms	12	17	11	13	9	11
MCI						
Ingested Poison						
Non Emergent requests				11		2

Overdose	39	27	32	37	24	32
Pregnancy/Childbirth	5	14	7	14	7	7
Psychiatric Problems	43	36	24	34	39	24
Respiratory Arrest						
"Sick" Person	224	185	152	224	175	152
Standby						
stab/Gunshot Wound	3	5	5	5	4	5
Stroke/CVA	14	22	20	21	17	20
Traffic Accidents	33	61	34	41	26	34
Palliative care	31	33	36	22	18	36
Traumatic Injury	15	13	6	3	13	6
Unconscious/unknown cause	44	54	38	42	52	38
UNKNOWN	13	9	23	23	9	2
"Person DOWN"		23	14		17	14
Sexual Assault						
Well Person Ck	1	1	2		1	2
total	989	1022	884	988	851	870



# WATERFORD REGIONAL FIRE DEPARTMENT

2495 Crescent Lake Road • Waterford, MI 48329

Phone: 248.673.0405 • Fax: 248.674.4095

www.waterfordmi.gov

- **Matthew Covey** *Fire Chief* • **Carl Wallace** *Deputy Fire Chief* • **John Phebus** *Fire Marshal*

**MONTHLY FIRE DEPARTMENT REPORT**  
**For the City of Pontiac**  
**May 2020**

Total Pontiac Fire Station calls - month: **424** Average Response Time **5.19** per call

Total calls for Pontiac Stations - YTD: **1808**

City Calls: Fires: **18** EMS: **248** False Alarms: **37** Other: **94**

Pontiac YTD, Fires:**81** 4.48% EMS: **1095** 60.56% False Alarms: **148** 8.19% Other: **484** Total: **1808**

<u>Month</u>	<u>Count</u>	<u>Response Times</u>	<u>month average</u>	<u>YTD Count</u>
FS-6	Fires – 4	4.43		18
	EMS – 47	5.07		230
FS-7:	Fires – 5	4.16		29
	EMS – 98	5.09		435
FS-8:	Fires – 7	5.25		16
	EMS – 44	4.51		229
FS-9:	Fires – 2	5.28		10
	EMS – 55	4.55		191

Fire Injuries to personnel: 0

Fire Injuries to civilian: 0

**Incidents for month:**

Call volume has decrease year to date -6.23%, due to the COVID-19 Pandemic.

**Notable Event:**

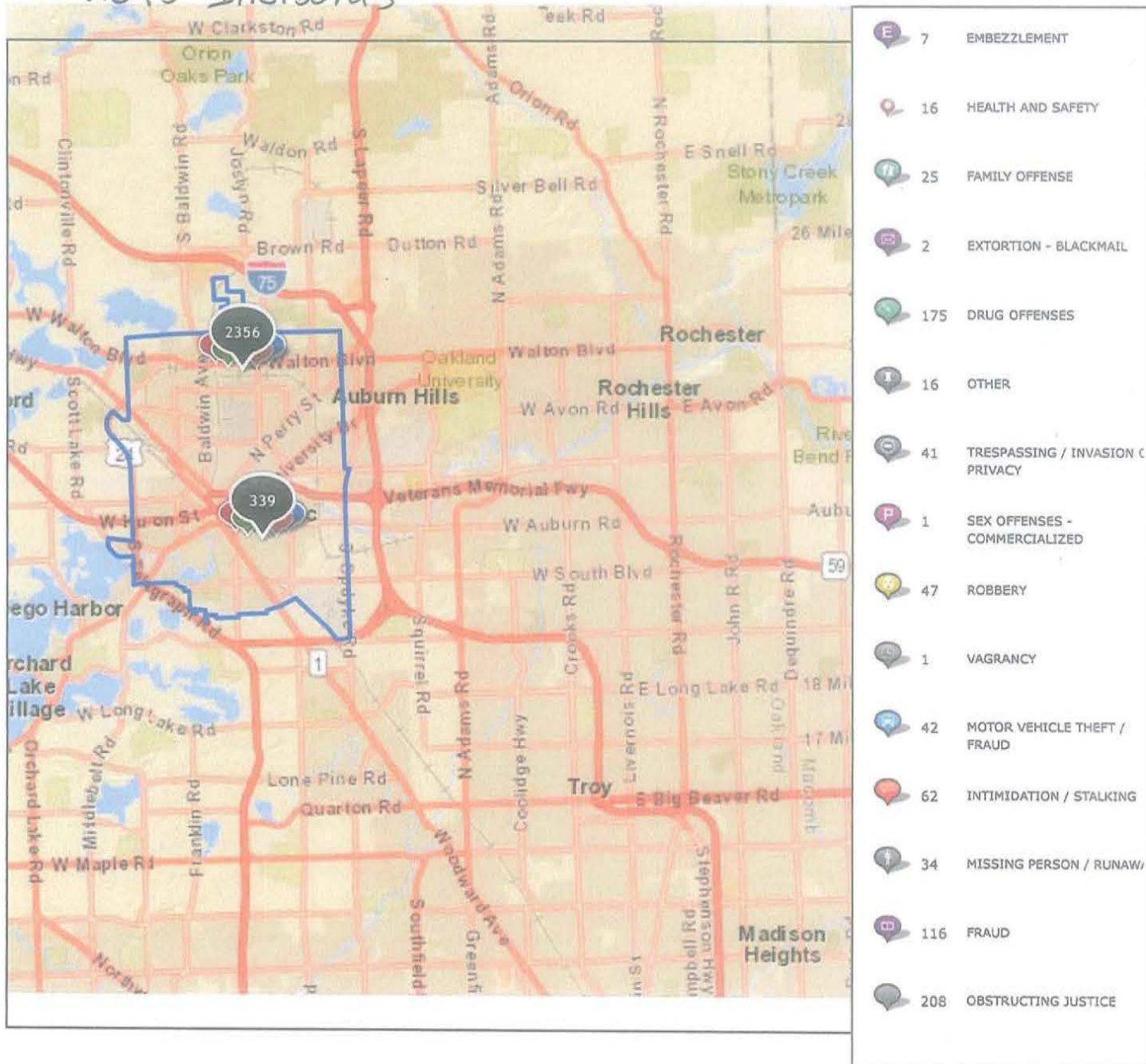
- We continue to see donations from the Public and Businesses in Waterford and Pontiac. Such as food and other items for our personnel.
- Fire Station Locked down to the public to prevent the spread of COVID-19
- Additional supplies from Federal and State agency being delivered to the FD



Part a&b Crimes

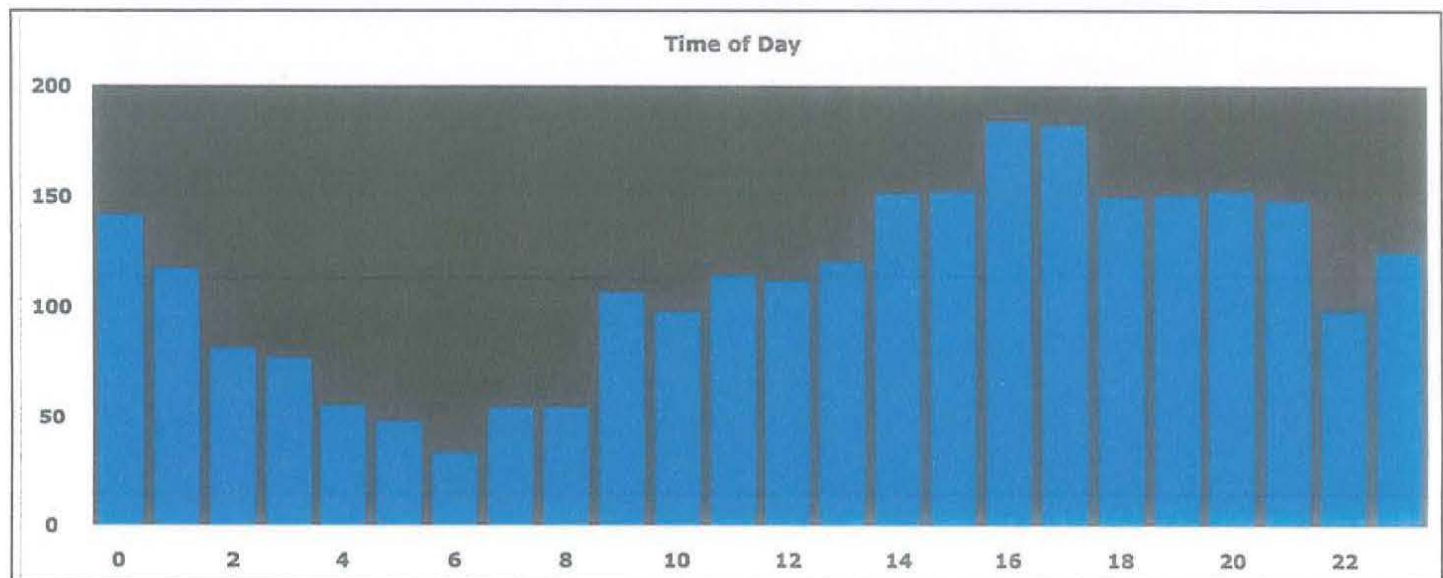
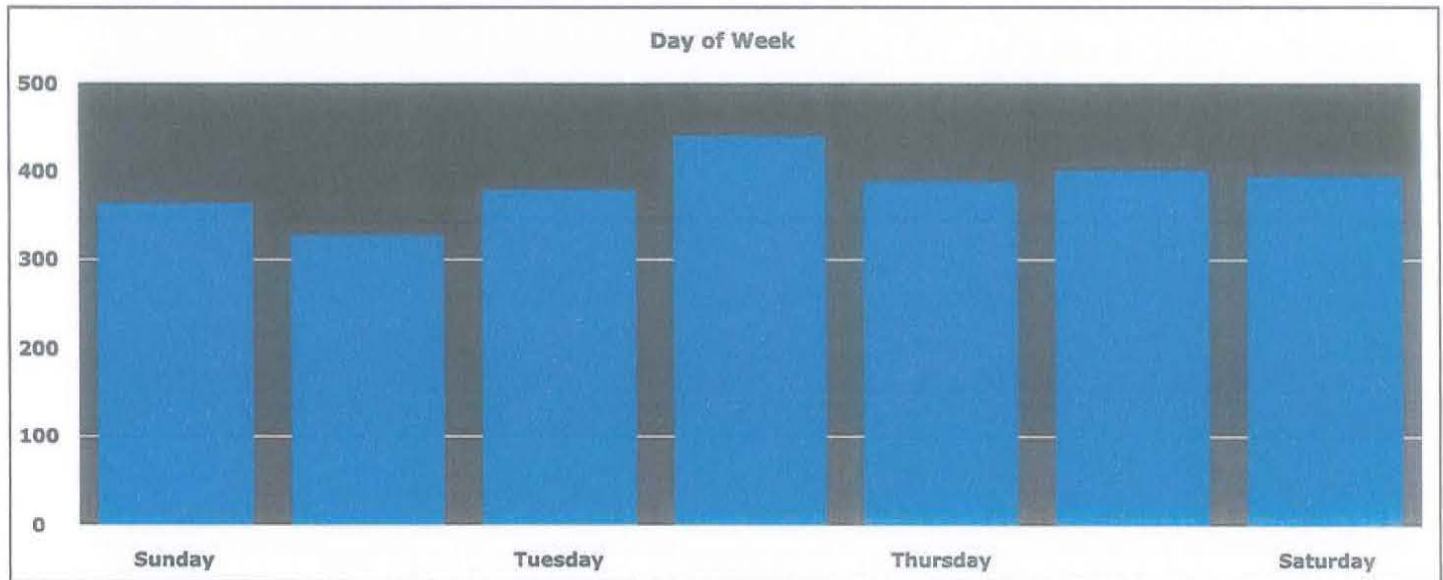
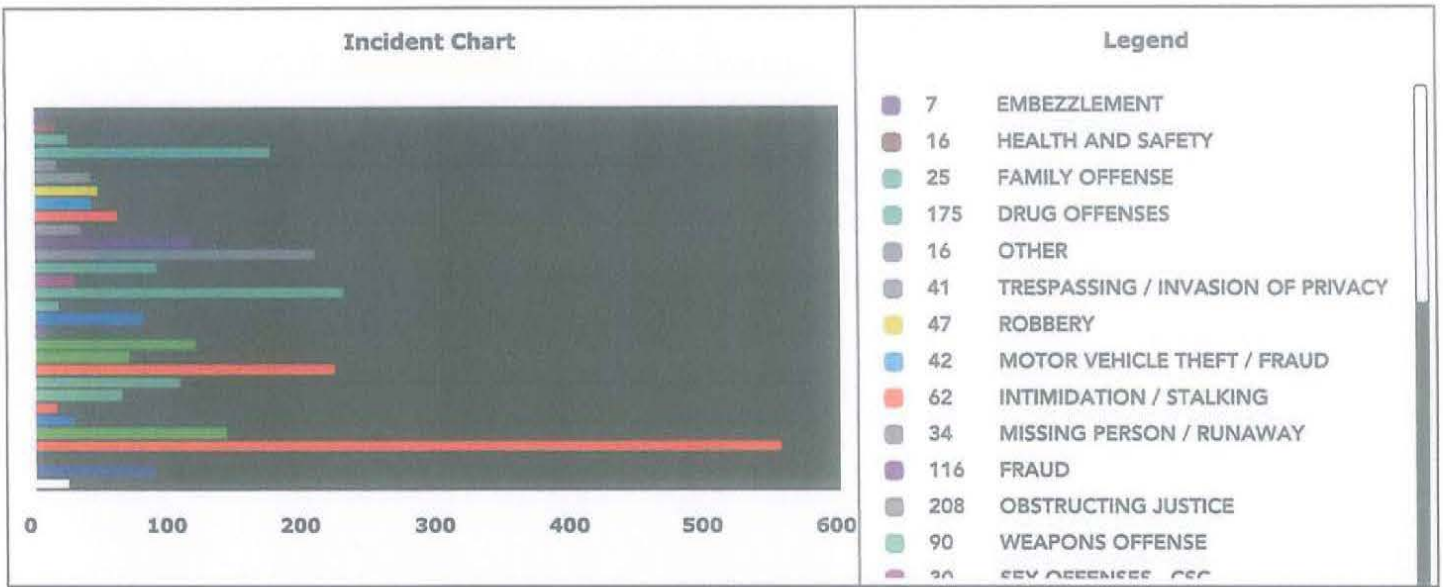
2020

2695 Incidents



Warning: This map has been adjusted to fit the dimensions and variables of this page. The extent will vary from what you have observed in the browser.

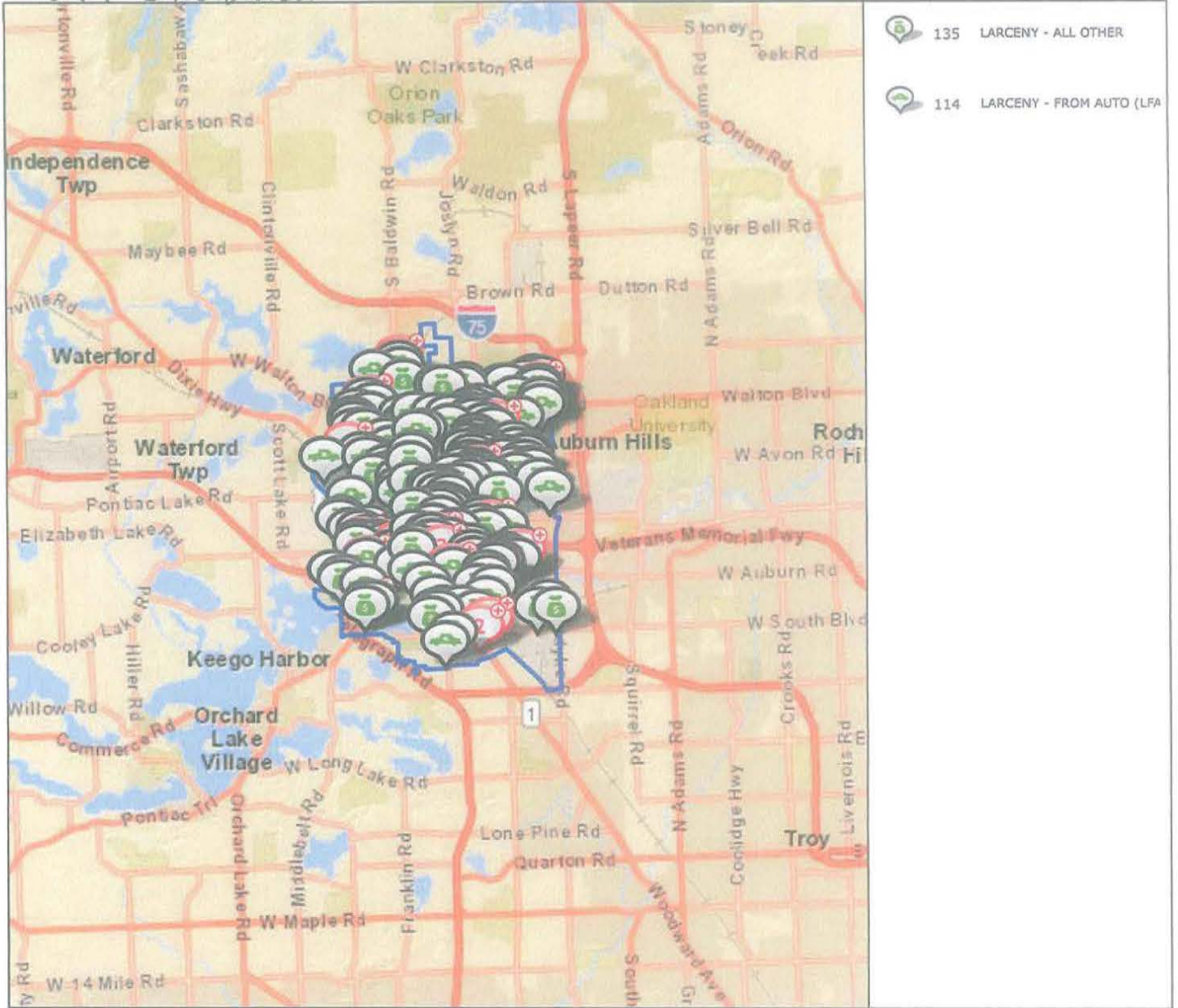
Part a&b Crimes



Larceny

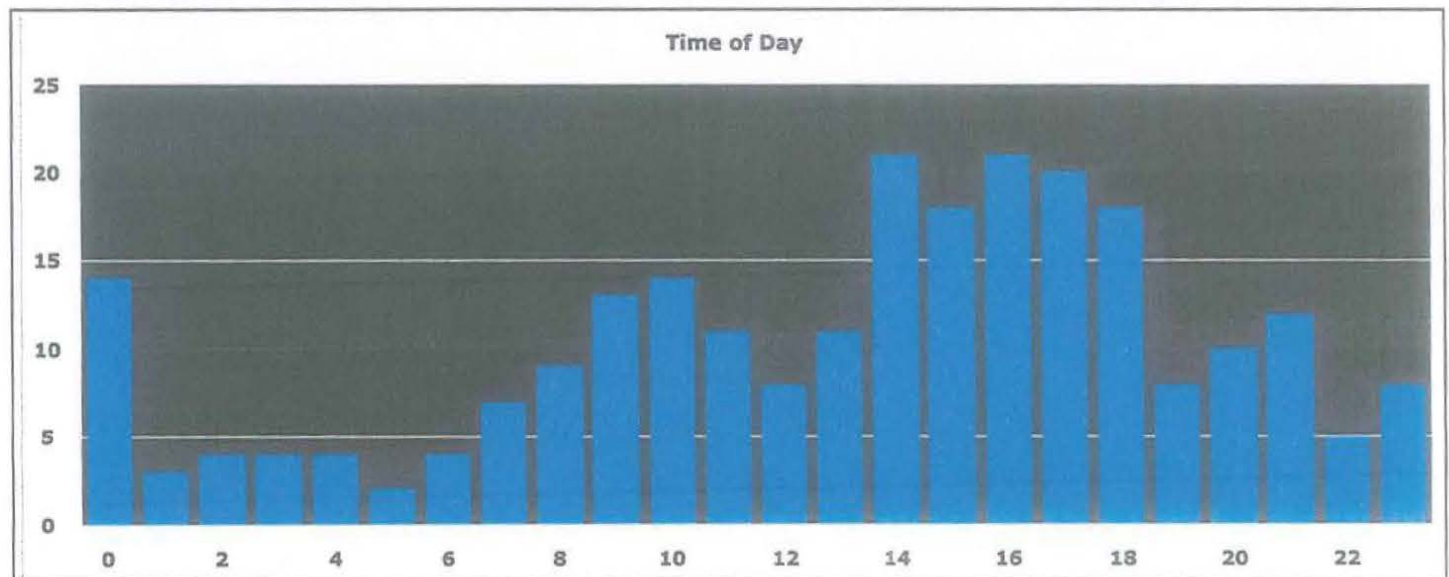
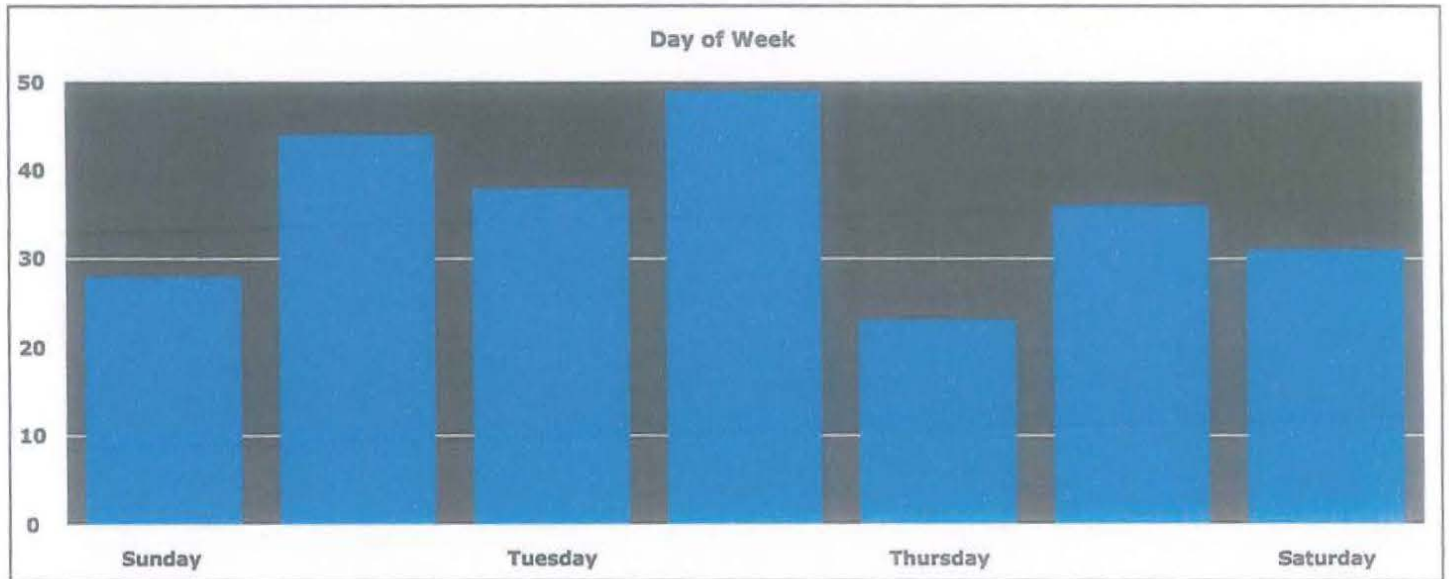
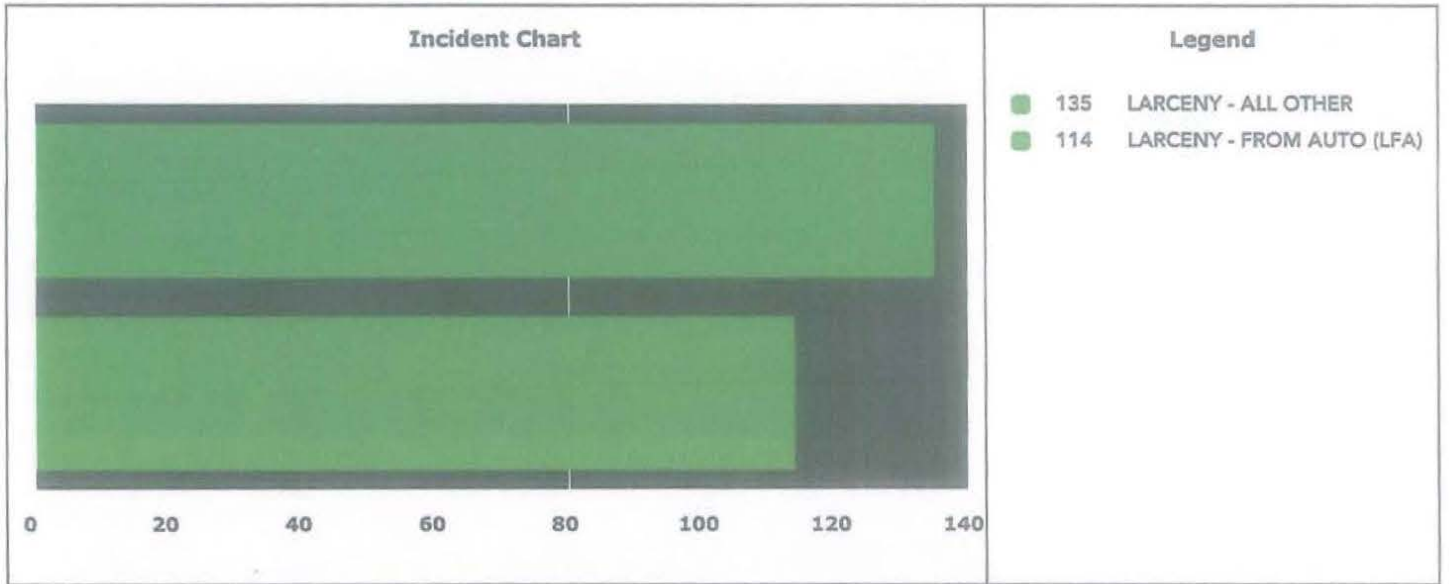
2020

249 Incidents



Warning: This map has been adjusted to fit the dimensions and variables of this page. The extent will vary from what you have observed in the browser.

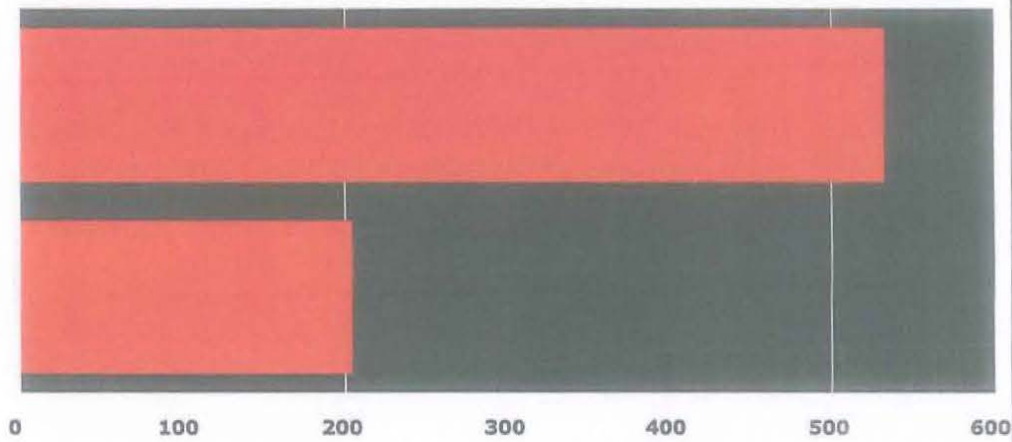
# Larceny





# Assaults

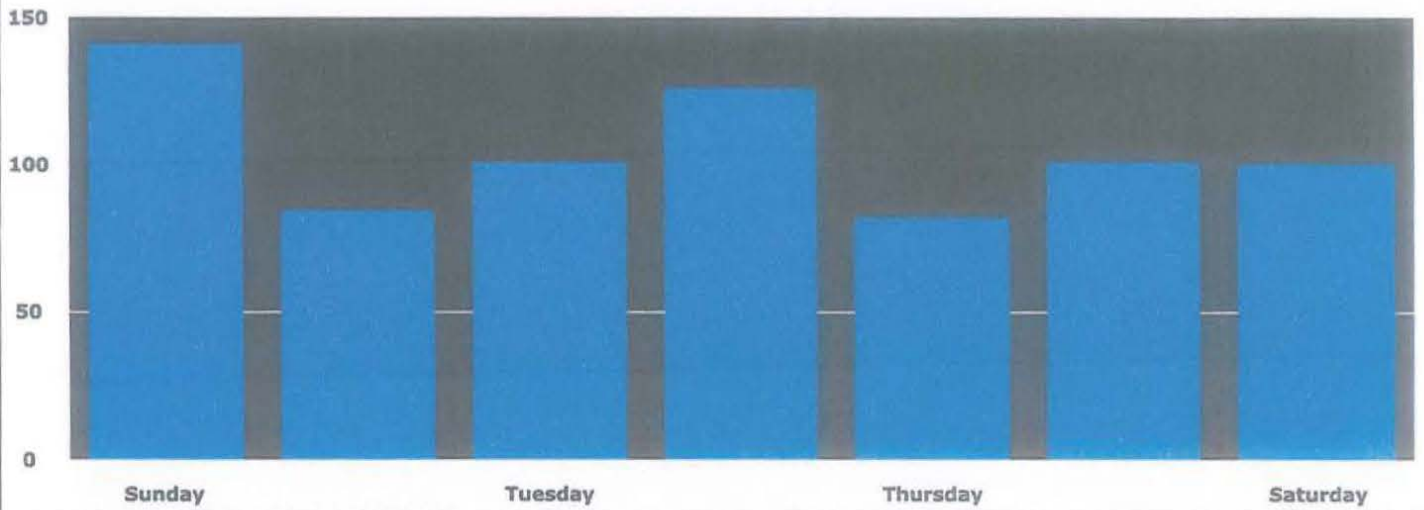
## Incident Chart



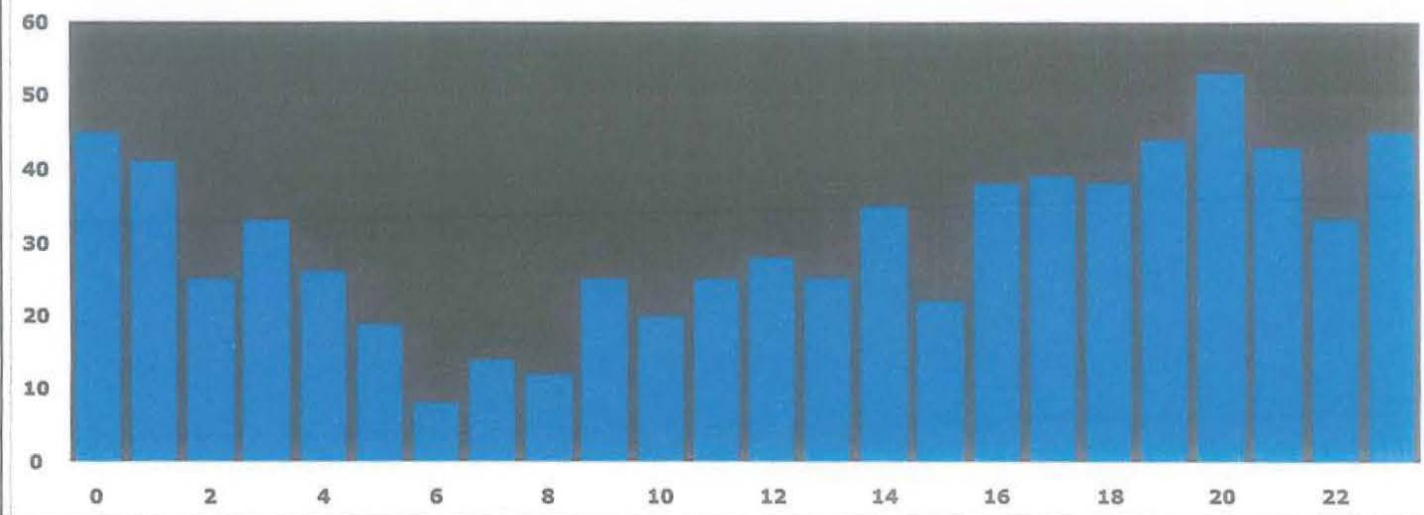
## Legend

- 532 ASSAULT - SIMPLE
- 204 ASSAULT - AGGRAVATED

## Day of Week



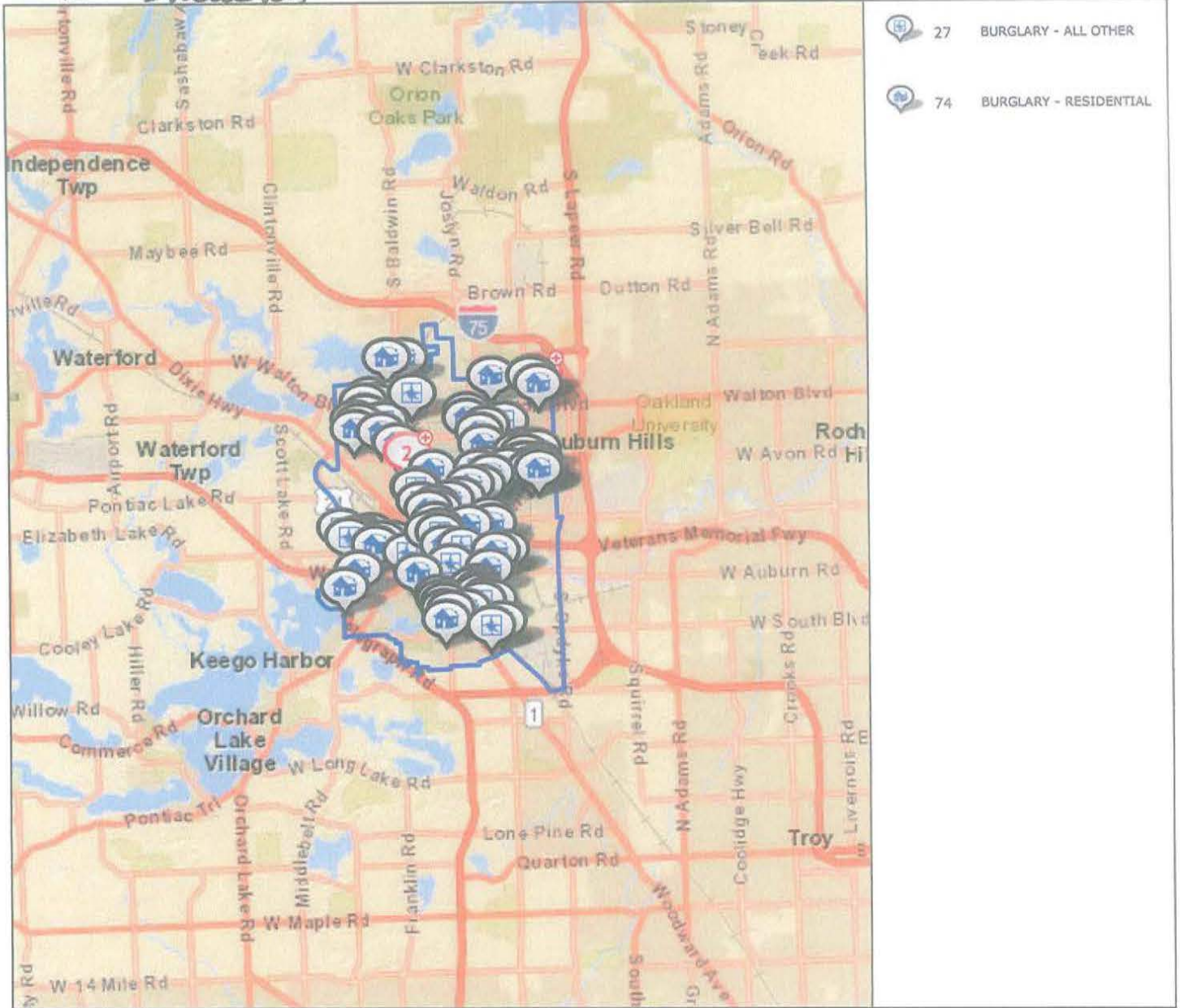
## Time of Day



Breaking and Entering

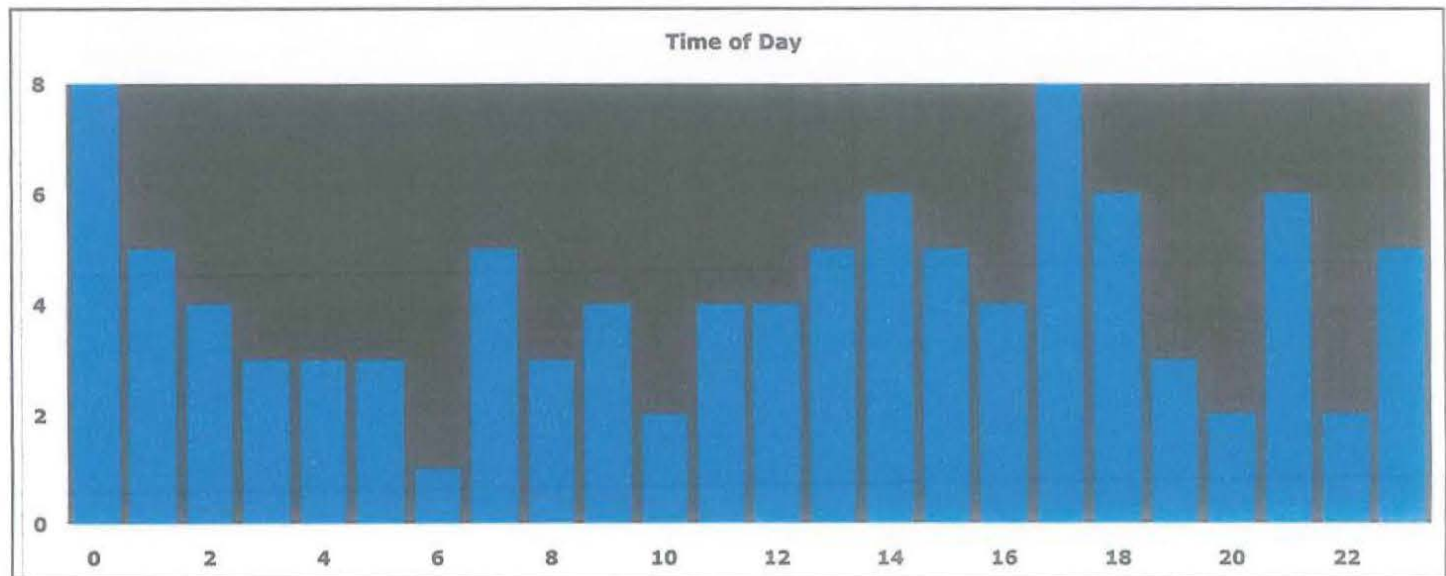
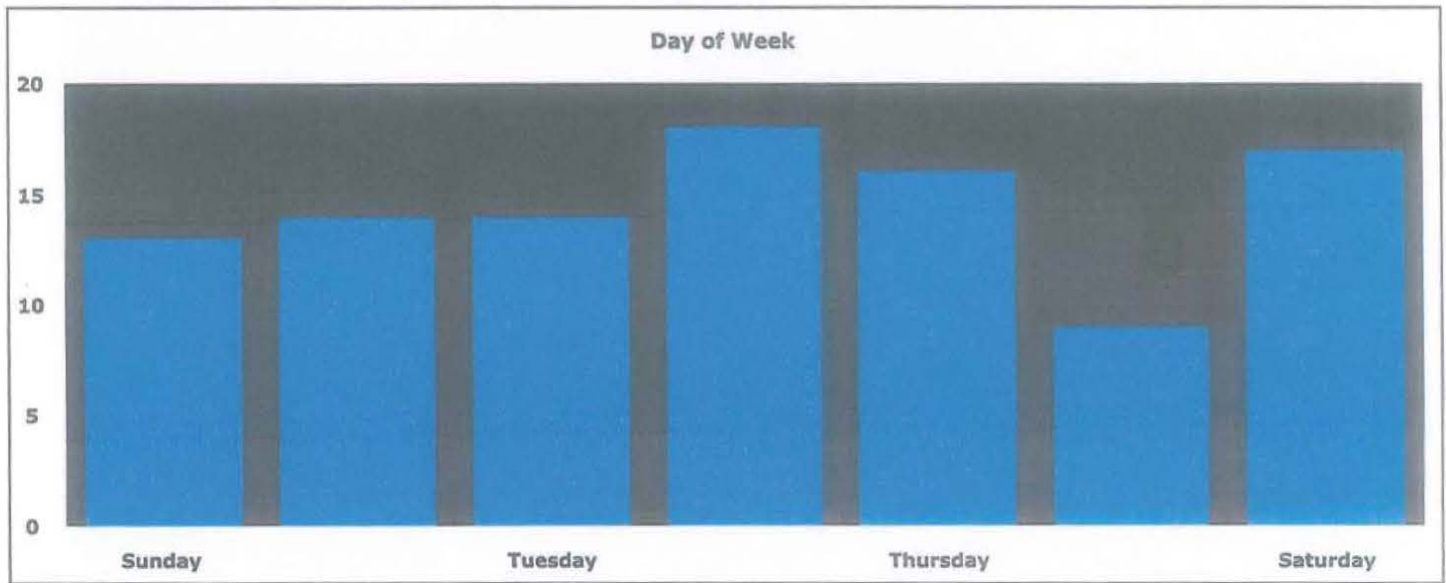
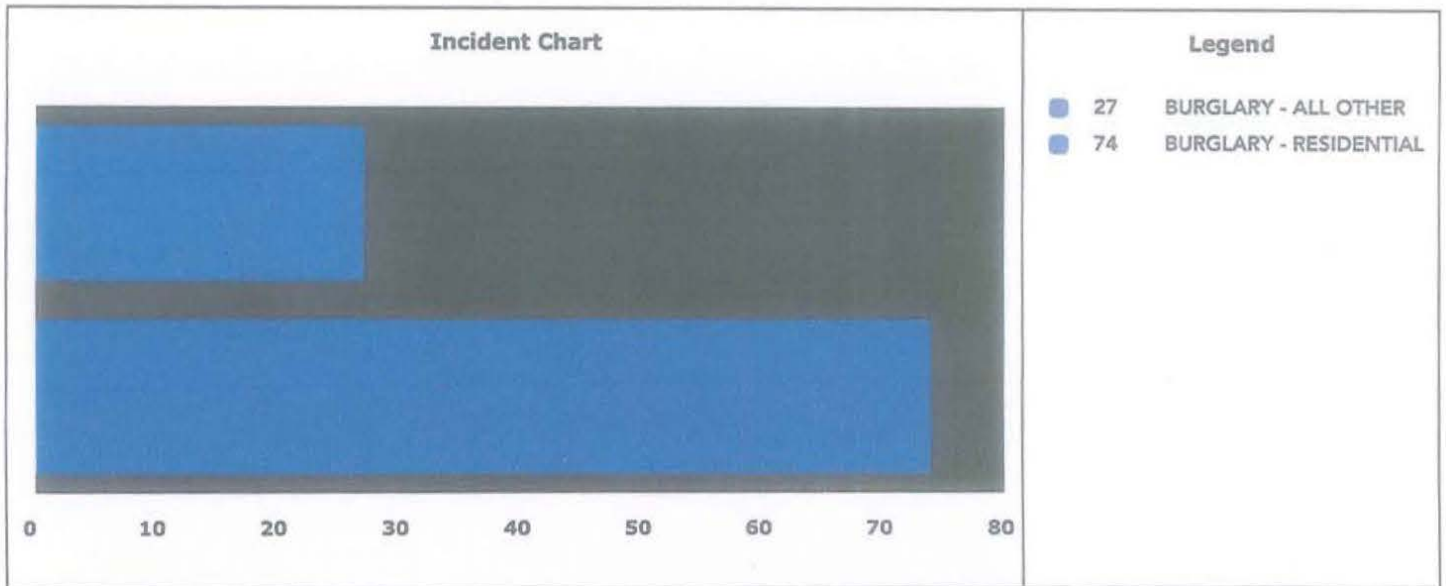
2020

101 Incidents



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# Breaking and Entering

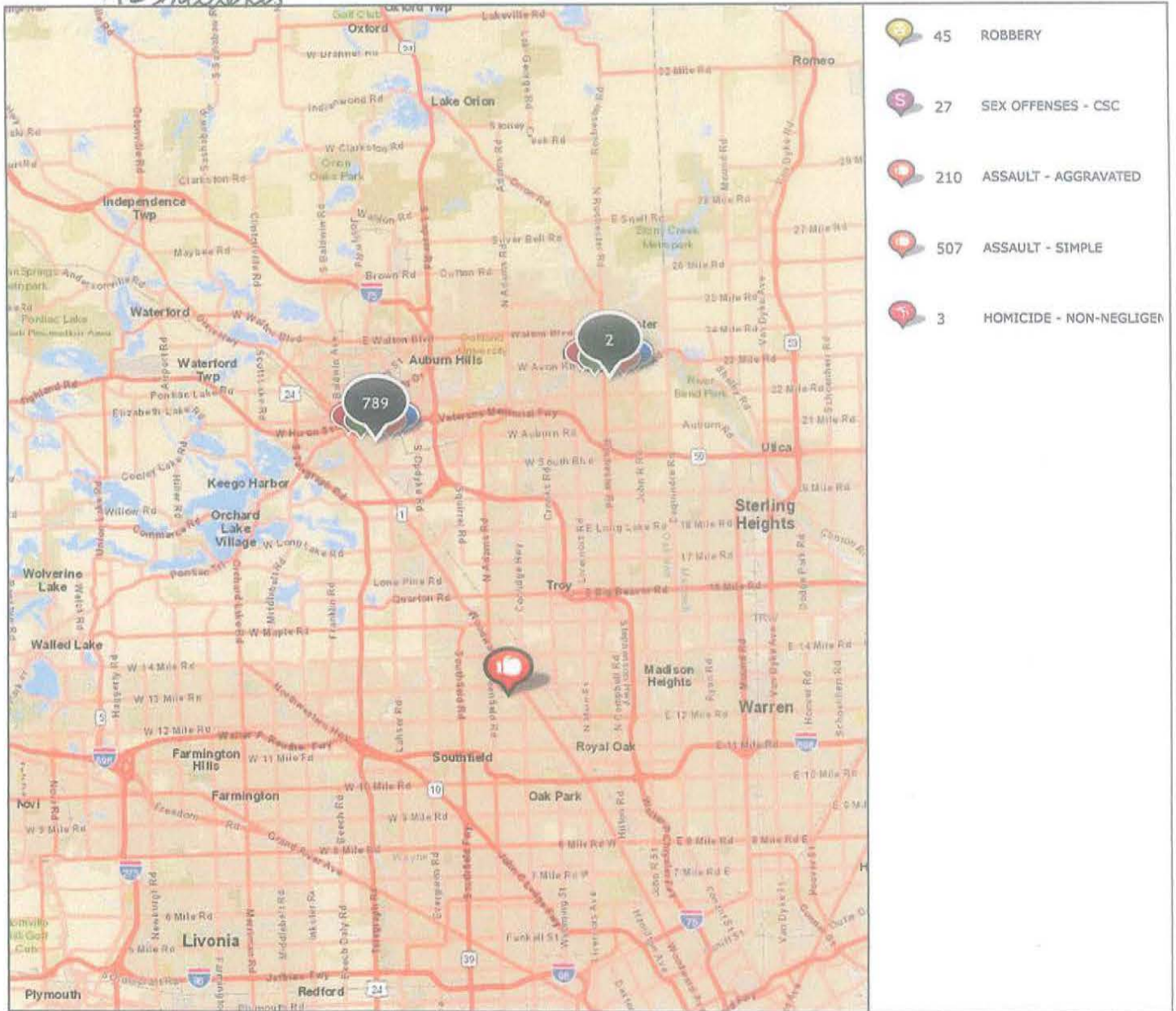




# Violent Crime - 2020

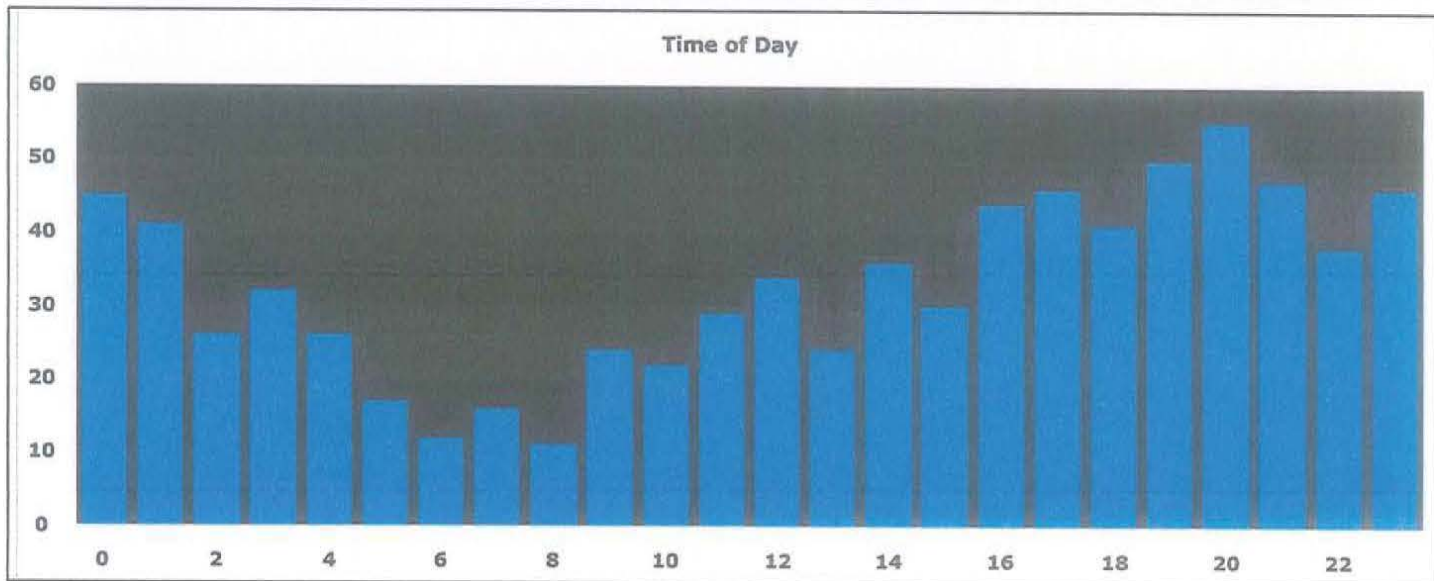
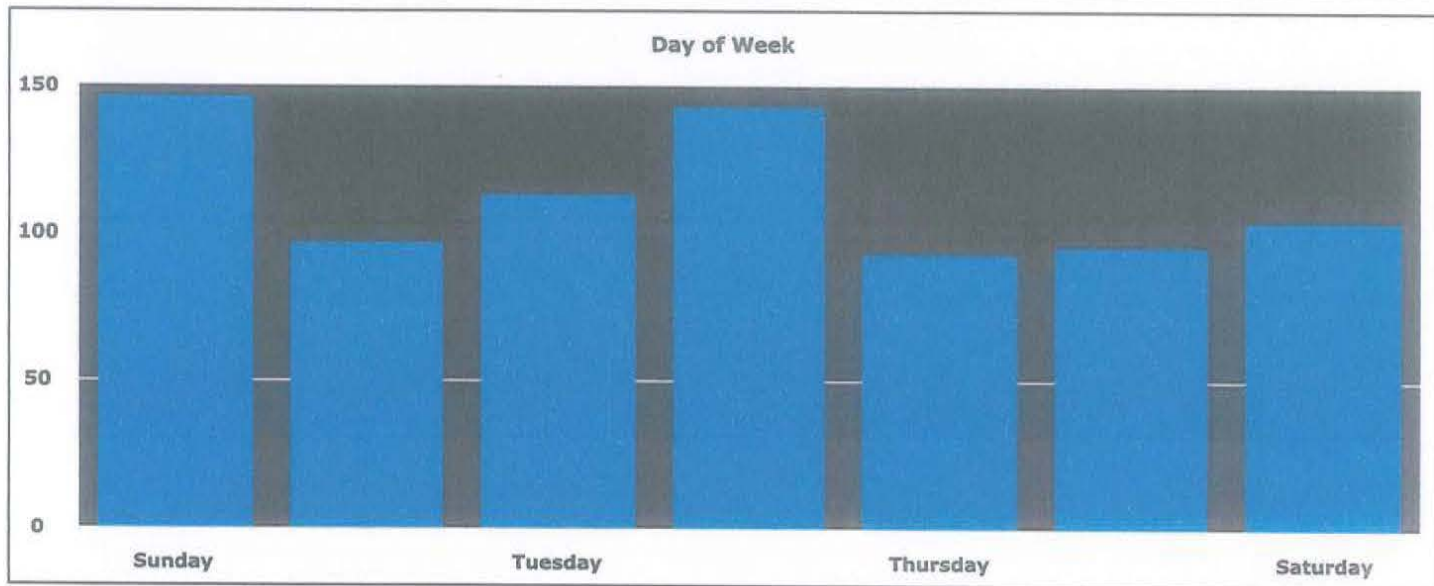
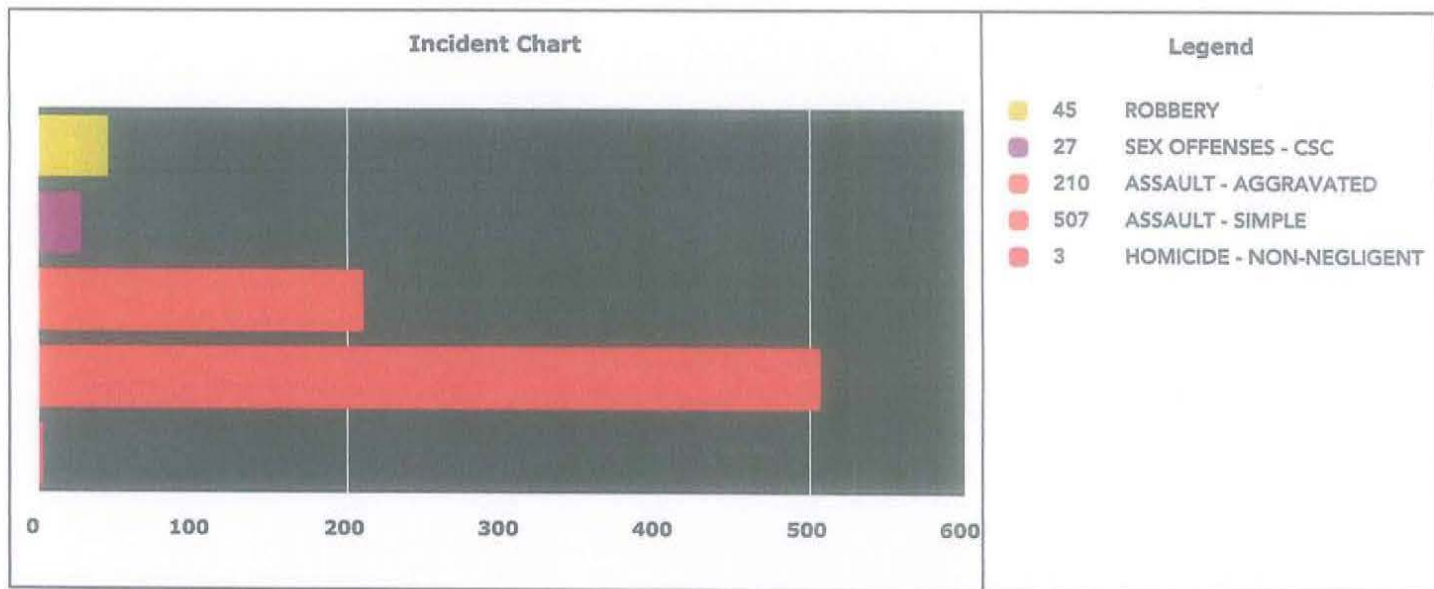
Jan 1-May 29

792 Incidents



Warning: This map has been adjusted to fit the dimensions and variables of this page. The extent will vary from what you have observed in the browser.

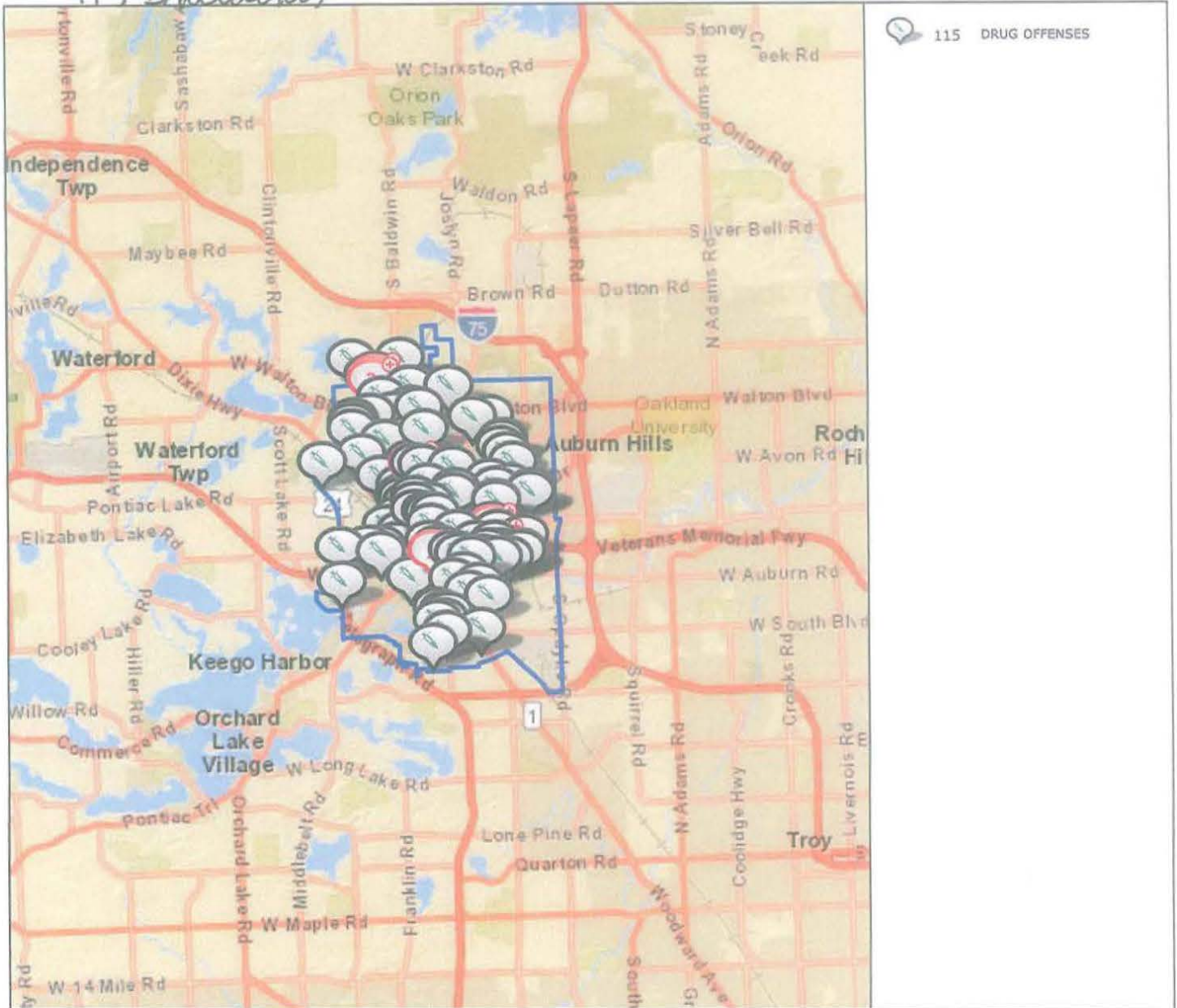
### Violent Crime



Narcotics

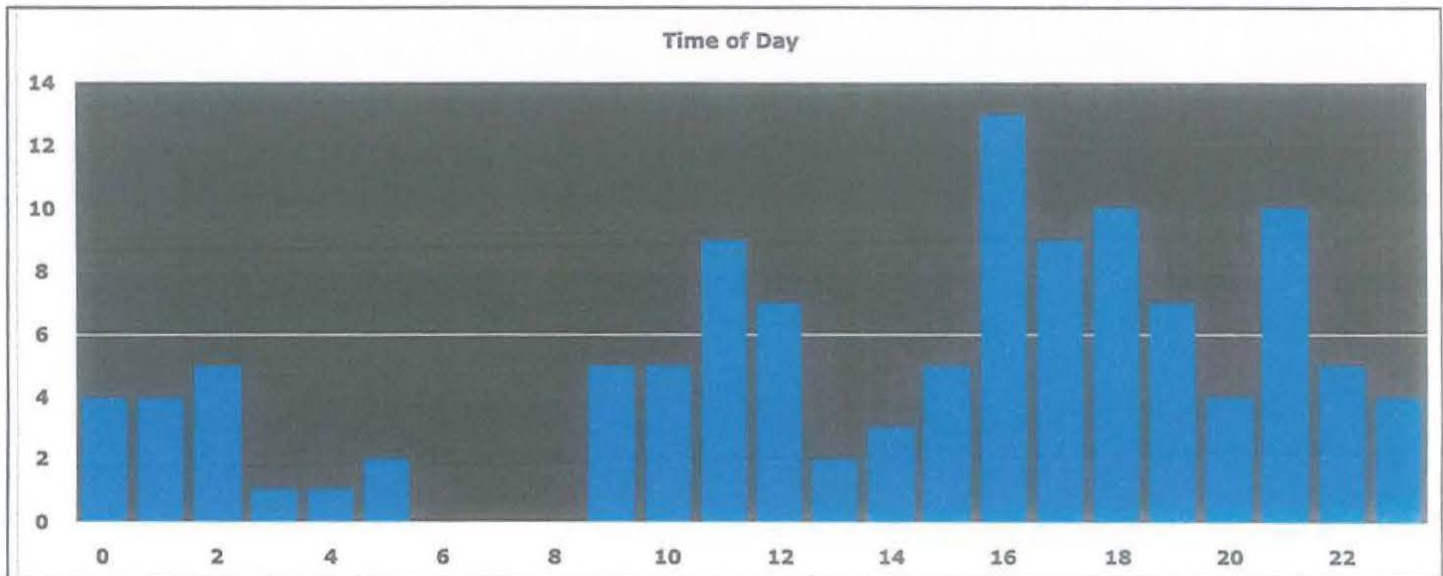
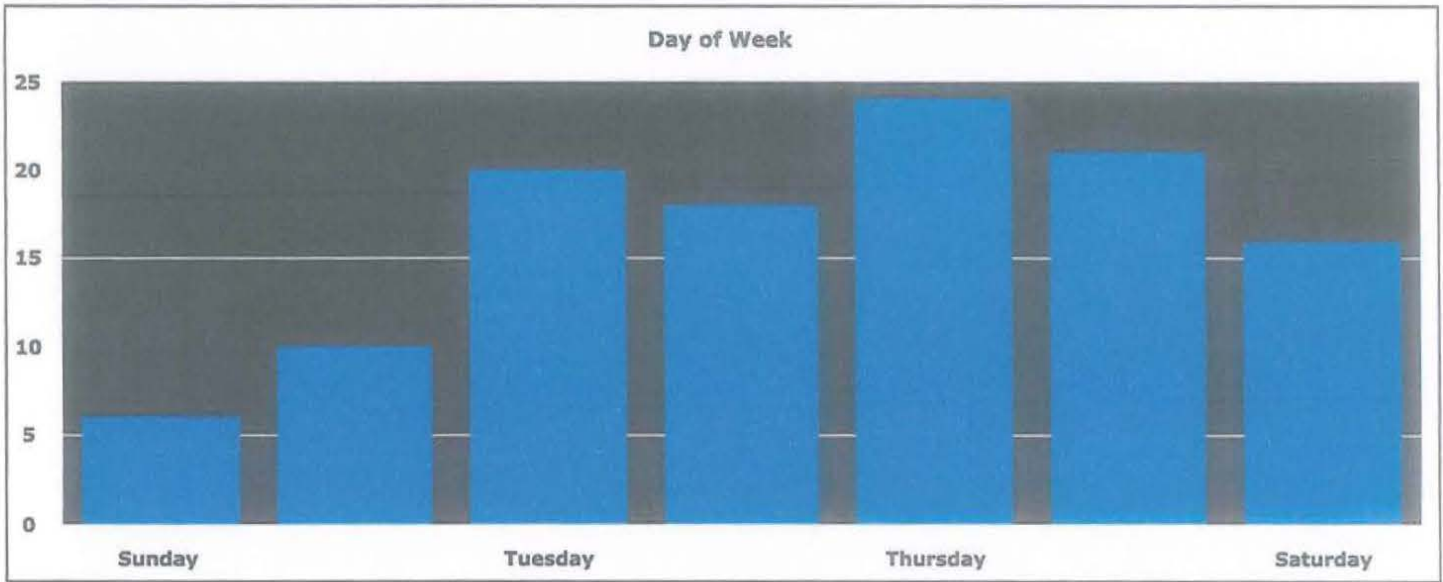
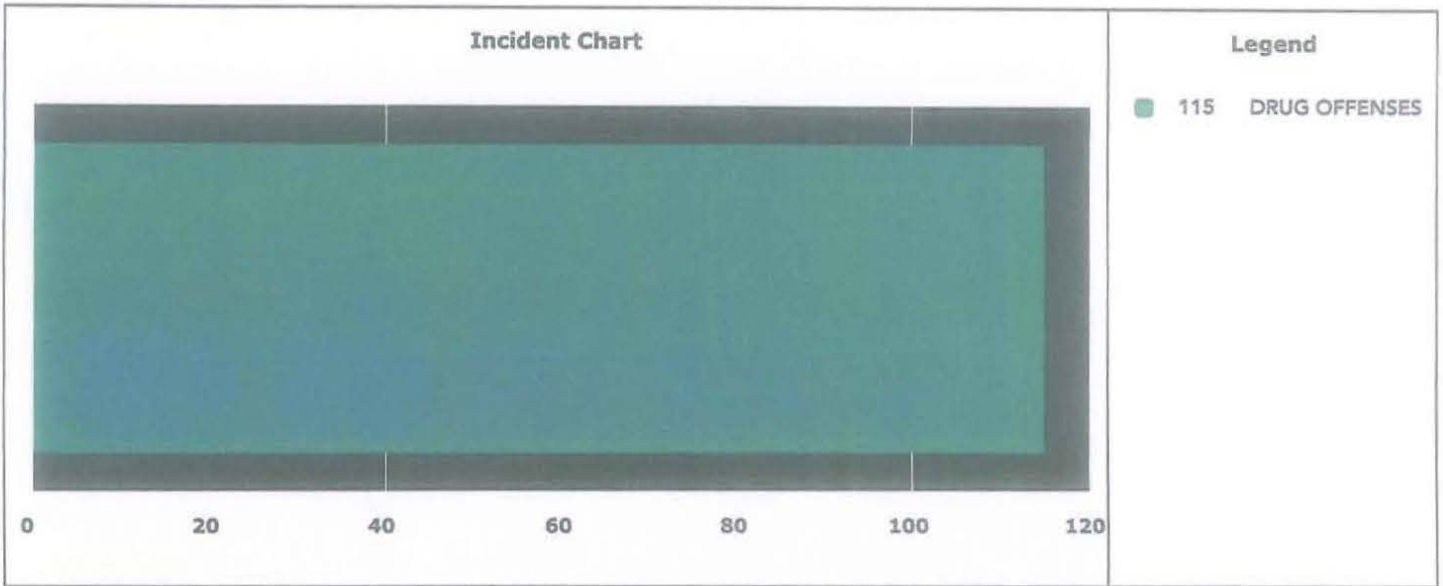
2020

115 Incidents



Warning: This map has been adjusted to fit the dimensions and variables of this page. The extent will vary from what you have observed in the browser.

# Narcotics



## **Oakland County Sheriff's Office – Pontiac Division -2019 Annual Year End Report**

**SHERIFF MICHAEL J. BOUCHARD** is the commander and chief of the Oakland County Sheriff's Office. Working on behalf of the Sheriff, the substation Captain and command staff of the Pontiac Patrol Division's top priority is the safety of the community.

To help achieve those goals, the Sheriff's Office in 2019 has continued to strengthen bonds with residents through programs like Neighborhood Watch, the Sheriff Police Athletic League-(PAL), Community meetings/events, Coffee with the Sheriff, National Night Out, Shop with a Cop and Angels Night. Through these programs the Sheriff's Office promotes citizen participation in the reduction and prevention of crime through education and sport programs, as well as provides education and safety related programs based on the community needs.

The Pontiac substation employs 81 sworn deputies and two civilian administrative staff members who serve a growing population of over 60,000 residents. Every member of the substation is committed to providing the most effective policing possible and strives for a quality of life in our community for all to enjoy.

In 2019, deputies continue to respond to a very high volume of calls for service within the City of Pontiac. As a result of the service provided in response to the calls for service, the categories and numbers below reflect their hard work and dedication to the community.

### **Personnel/Staff:**

- One (1) Captain – Substation commander
  - One (1) Detective Lieutenant
  - Two (2) Patrol Lieutenants
  - Six (6) Patrol Sergeants
  - Two (2) Detective Sergeants
  - Sixty-nine (69) Deputies
-

Which includes Road Patrol, Weigh Master, Traffic Enforcement, Community Policing, Patrol Investigators, Youth Investigator, Narcotics Enforcement Investigator, Auto Theft Investigator and Violent Crime Task Force Investigator.

- Two (2) Civilian Administrative Staff

**Calls for Service: 65,803**

**Incident Reports: 8,519**

**Cases assigned to detectives: 4,626**

**Traffic Stats:**

- Traffic citations – **7,464**
- Moving violations – **1,460**
- Non-moving violations – **3,488**
- Parking violations - **618**
- Appearance violations - **823**
- Commercial vehicle violations - **835**
- Defective equipment violations – **239**
- Traffic accident reports – **2,515**

**Arrest Stats:**

- Felony arrests – **1,681**
- Felony warrant arrests - **74**
- Misdemeanor arrests – **2,924**
- Misdemeanor warrant arrests - **64**
- FOC arrests - **365**
- Parole/Probation violations arrests - **162**

This bring the total number of arrests to **5,270**

**Narcan Deployment: - 24**

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## **Detective Bureau**

The Detective Bureau continues to be very productive and investigated over 4,658 criminal complaints in 2019 and obtained 1,627 arrest warrants. The Pontiac Detective Bureau has ten full time detectives assigned to the substation and one school resource officer assigned to the schools. The Detective Bureau has investigated ten (10) homicides in 2019, and nine of these homicides are solved with one (1) remaining open until further evidence is obtained. These case clearances are hard to measure through statistics on an annual basis, but the Sheriff's Office takes great pride in the closure it provides to the victims families.

## **Directed Patrol Unit**

In 2019, the Directed Patrol Unit made or assisted in over 100 arrests generated from traffic stops, warrants, surveillance and case apprehensions. DPU has been utilized to assist the Oakland County Narcotics Unit, FAT, Warrant Unit, MDOC, Homeland Security and Pontiac Detective Bureau with surveillance, security, and arrest teams. The relationships with these other units benefit the department primarily during high profile felony investigations and the added manpower during critical felony case work has been invaluable.

## **Traffic Units**

The Pontiac substation traffic units issued over 2,207 tickets (823 weighmaster tickets) and tagged over 1,176 abandoned vehicles in violation of the city ordinance. Enforcement of the ordinance is a means to alert citizens of the laws and city ordinances defining abandoned vehicles and to make the city streets more passable for traffic and maintenance crews to perform their duties without obstructions.

## **Community Liaison Officer**

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The community policing team involvement within the community has increased to meet the rising demand for their services. The goals of the community officers are to seek out and continue to develop new and ongoing community partnerships with local businesses and with other community organizations. These partnerships are essential in order to disrupt and combat crime. Also, the community liaison officers continue to build relationships between law enforcement and the community by being involved with several community events and programs.

### **School Resource Officer**

Due to the amount of activity at the area schools our School Resource Officer became a focus of the community. The SRO provides an individual service to the parents, students, and staff of the schools they serve. First, they provide an enforcement presence on campus and take the appropriate police action when needed. Second, they serve as a resource to the school's counseling and attendance staff and are routinely called upon to talk to students and investigate a variety of complaints. During the summer months the SRO investigates all youth involved crimes and complaints.

### **New Positions**

In 2019, the Sheriff's Office added one additional lieutenant to split time supervising the afternoon and midnight shifts. His responsibilities are to diligently follow-up on leads, criminal matters, and citizen complaints while making sure all matters regarding the Sheriff's Office and the City of Pontiac are handled in accordance with OCSO policies and procedures.

The Sheriff's Office added an additional deputy to serve and assist with the Pontiac Youth Recreation Program. The Deputy provides a security presence and interacts with the youth during sports programs.

### **New Camera System**

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The Pontiac substation added new security cameras and monitors that cover the east parking lot for the general public and west parking area for the patrol vehicles and deputies' personal vehicles. Additional cameras been added to the interior of the station to cover the entrance/exit doors, first floor and second floor hallways and public waiting room.

### **Emergency Dispatch Operation Center**

The Pontiac Emergency Dispatch Operation Center for Oakland County has continuously been updated and maintained to provide services as needed to any law enforcement agency located within Oakland County, and is ready for use without notice. The city has made efforts to improve the roof and update the emergency generators for an additional power source in case of power failure to the building.

### **Conclusion**

As you peruse this 2019 year-end-report, I think you will see that all our initiatives are grounded in a comprehensive plan to prepare our departmental patrol services in the City of Pontiac for the challenges of the century. Hopefully our policies and procedures are a reflection of our times and changing cultural norms we perceive within our community. This report reflects some, but not all our efforts to provide a safer community for the citizens of Pontiac this past calendar year. I am proud of the job we continue to do each and every day. I thank the Sheriff and the community for the privilege of serving them.

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**Oakland County Sheriff's Office  
Pontiac Substation**

2020

6/2/2020 9:15

<b>Road Patrol/DB</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>August</b>	<b>Sept</b>	<b>October</b>	<b>Nov</b>
Road Patrol Arrests:	369	366	333	265	348						
Traffic Citations:	786	646	508	152	243						
Detective Bureau Warrants:	83	77	99	139	127						
Cases Assigned to Detectives:	380	304	381	327	370						
Appearance Citations:	6	6	6	5	6						
DNA Swabs	0	0	0	0	0						

**Domesic Violence Arrests**

State Law Warrants:	28	21	40	43	46						
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**Directed Patrol Unit**

Felony Arrests:	22	19	42	75	72						
Misdemeanor Arrests in Custody:	0	1	12	12	9						
Appearance Citations:	1	1	1	0	2						
Traffic Citations:	2	0	0	0	0						
Controlled Buys:	0	0	0	0	0						
Drugs Seized-Value:	\$ 1,250	\$ 1,500	\$ 4,525	\$ 7,047	\$ 8,425						
Money Seized:	\$ 1,355	\$ -	\$ -	\$10,205	\$27,825						
Handguns Seized:	3	1	9	13	14						
Long Guns Seized:	0	0	0	1	0						
Search Warrants Executed:	0	0	0	0	0						

**Violent Crimes Statistics**

Armed Robberies	12	11	5	10	7						
Homicides:	1	0	1	1	0						
Discharged Firearm (Injuries):	3	1	1	3	1						
Discharge Firearm (No Injuries):	4	1	1	2	4						
Weapons Involved/Brandished:	4	1	0	5	5						

**Oakland County Sheriff's Office  
Pontiac Substation**

2019

6/2/2020 10:52

<b>Road Patrol/DB</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>August</b>	<b>Sept</b>	<b>October</b>	<b>Nov</b>
Road Patrol Arrests:	330	319	366	398	416	333	422	428	354	413	
Traffic Citations:	536	565	570	561	626	518	594	790	694	612	
Detective Bureau Warrants:	75	69	87	75	82	92	90	78	89	83	
Warrant Officer:	23	16	16	10	23	20	19	26	15	13	
Cases Assigned to Detectives:	338	254	349	306	417	445	440	431	457	444	
Appearance Citations:	2	6	3	4	3	5	6	4	5	3	
DNA Swabs	0	0	0	0	0	1	0	0	0	0	

**Domestic Violence Arrests**

State Law Warrants:	27	29	30	26	44	45	39	45	47	80	
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**Directed Patrol Unit**

Felony Arrests:	23	16	17	20	28	9	24	26	15	30	
Misdemeanor Arrests in Custody:	4	2	8	5	4	2	5	8	0	0	
Appearance Citations:	5	2	1	4	3	3	4	0	0	1	
Traffic Citations:	2	0	0	0	0	0	0	0	0	0	
Controlled Buys:	0	0	0	0	0	0	0	0	0	0	
Drugs Seized-Value:	\$ 6,380	\$ 590	\$ 535	\$ 590	\$5,620	\$3,180	\$ 4,590	\$ 3,050	\$ 4,750	\$ 300	\$
Money Seized:	\$ 126	\$ 1,300	\$ 1,340	\$ 5,200	\$2,006	\$ (4)	\$ 3,700	\$8,681	\$ 489	\$ -	
Handguns Seized:	1	0	5	4	6	4	5	4	7	3	
Long Guns Seized:	0	0	1	3	1	0	0	0	0	2	
Search Warrants Executed:	0	0	0	0	0	0	0	0	0	0	

**Violent Crimes Statistics**

Armed Robberies	10	3	7	4	8	8	9	13	11	13	
Homicides:	0	0	0	1	0	1	1	3	1	0	
Discharged Firearm (Injuries):	3	2	4	0	4	4	0	4	5	3	
Discharge Firearm (No Injuries):	8	2	1	3	3	6	7	1	3	9	
Weapons Involved/Brandished:	1	3	0	3	8	5	3	4	3	4	

**#8**

# **DISCUSSION**

GARLAND S. DOYLE, M.P.A.  
*Interim City Clerk*  
*FOIA Coordinator*

SHEILA GRANDISON  
*Deputy City Clerk*



OFFICE OF THE CITY CLERK  
47450 Woodward Avenue  
Pontiac, Michigan 48342  
Phone: (248) 758-3200  
Fax: (248) 758-3160

## MEMORANDUM

TO: Honorable City Council

FR: Garland S. Doyle, Interim City Clerk

DA: June 23, 2020

RE: Budget Report

Please be advised that the budget report is not in the proper format for your honorable body to take action. I informed the Interim Finance Director on Friday, June 19, 2020 via email that there needed to be a column on the budget report that stated 2020-21 budget. This column would consist of the Mayor's recommendation except in the cases where City Council made changes to the Mayor's recommendation. If the City Council made a change to a line item, then it should be reflected in the 2020-21 budget column.

In addition, the columns Mayor Rec. and City Council Request needed to be removed from the document so the Council was clear on what budget it was approving.

Thank you

cc: Mayor Waterman  
Interim Finance Director

**8a**

# **Budget Report**

BUDGET REPORT FOR CITY OF PONTIAC  
Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 MAYOR REC. BUDGET	2020-21 CITY COUNCIL REQUEST BUDGET	2021-22 MAYOR REC. BUDGET	2022-23 MAYOR REC. BUDGET	2023-24 MAYOR REC. BUDGET	2024-25 MAYOR REC. BUDGET
ESTIMATED REVENUES									
Function: Unclassified									
Dept 000									
PROPERTY TAXES									
101-000-403.000	Current Property taxes	7,471,482	7,446,511	7,522,391	7,522,391	7,599,044	7,676,478	7,754,701	7,833,722
101-000-403.002	Property Tax Chargebacks	(41,596)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)
101-000-404.001	Property tax aid in lieu of tax	2,689	220,000	221,100	221,100	222,206	223,317	224,433	225,555
101-000-405.000	Property Tax-PY Refunds	29,006	26,398	1,000	1,000	1,000	1,000	1,000	1,000
101-000-425.000	Mobile home taxes	2,230	1,800	1,800	1,800	1,800	1,800	1,800	1,800
101-000-445.000	INTEREST ON TAXES	78,189	352,480	356,072	356,072	359,700	363,366	367,068	370,809
101-000-445.004	TRANSFER AFFIDAVIT PENALTIES	104,640	150,000	150,000	150,000	150,000	150,000	151,529	153,073
101-000-447.000	PROPERTY TAX ADMINISTRATION FEE	361,683	372,773	376,572	376,572	380,409	384,286	388,202	392,157
PROPERTY TAXES		8,008,323	8,419,962	8,478,935	8,478,935	8,564,159	8,650,247	8,738,733	8,828,116
INCOME TAXES									
101-000-438.000	City income taxes	14,194,456	14,520,692	14,254,500	14,254,500	17,300,000	17,525,000	17,675,000	17,850,000
101-000-438.001	City income taxes refunds	(421,494)	(871,242)	(712,725)	(712,725)	(865,000)	(876,250)	(883,750)	(892,500)
INCOME TAXES		13,772,962	13,649,450	13,541,775	13,541,775	16,435,000	16,648,750	16,791,250	16,957,500
LICENSES AND PERMITS									
101-000-451.000	BUSINESS LICENSES	87,940	90,000	83,000	83,000	83,000	85,490	88,055	90,696
101-000-452.000	PLAN REVIEW CHARGES	33,171	36,000	24,900	24,900	24,900	25,647	26,416	27,209
101-000-456.010	VACANT PROPERTY REGISTRATION	19,500	50,000	50,000	50,000	50,000	51,500	53,045	54,636
101-000-478.001	MEDICAL MARIHUANA LICENSE FEE	540,000	540,000						
101-000-478.449	ROW PERMIT	15,520	23,000	21,000	21,000	21,000	21,630	22,279	22,947
LICENSES AND PERMITS		696,131	739,000	178,900	178,900	178,900	184,267	189,795	195,488
CHARGES FOR SERVICES									
101-000-464.001	Comcast Franchise Fees	323,995	430,069	425,300	425,300	433,806	442,482	451,332	460,358
101-000-464.002	AT&T Franchise Fees	70,372	94,883	95,000	95,000	96,900	98,838	100,815	102,831
101-000-609.004	NSF FEES	902	1,566	1,000	1,000	1,020	1,040	1,061	1,082
101-000-610.270	FEES FOR GARNISHMENTS	140	105	100	100	102	104	106	108
101-000-612.000	Zoning Board Of Appeal	6,600	13,000	13,100	13,100	13,362	13,629	13,902	14,180
101-000-613.000	HISTORIC DISTRICT COMMISSION	5,900	7,000	7,000	7,000	7,140	7,283	7,428	7,577
101-000-614.005	PLANNING REVIEW FEES	12,700	20,000	20,600	20,600	21,012	21,432	21,861	22,298
101-000-615.000	Engineering Inspection	189,880	150,000	116,400	116,400	118,728	121,103	123,525	125,995
101-000-617.001	Site Plan Review	48,383	47,000	51,100	51,100	52,122	53,164	54,228	55,312
101-000-617.003	Special Exception Permit	16,825	17,000	16,000	16,000	16,320	16,646	16,979	17,319
101-000-617.004	Zoning Application	28,185	30,000	27,100	27,100	27,642	28,195	28,759	29,334
101-000-617.005	Vacation/Dedication	1,500	1,500	1,500	1,500	1,530	1,561	1,592	1,624
101-000-617.006	LAND DIVISION PLAT/LOT SPLIT COMBO FEE	8,750	11,000	10,000	10,000	10,200	10,404	10,612	10,824
101-000-617.751	PARK RENTAL PERMIT	835	2,300	2,800	2,800	2,856	2,913	2,971	3,031
101-000-626.300	FALSE SECURITY ALARM CHARGES	150	200	200	200	204	208	212	216
101-000-626.371	CHARGES FOR SERVICES - BUILDING		800	800	800	816	832	849	866
101-000-632.371	NUISANCE ABATEMENT - CITY	48,731	50,000	50,000	50,000	51,000	52,020	53,060	54,122
101-000-632.372	NUISANCE ABATEMENT-COURT ORDERED		20,000	12,500	12,500	12,750	13,005	13,265	13,530
101-000-636.041	Reimb.-Oakland County Sheriff OT	172,763	229,714	180,000	180,000	183,600	187,272	191,017	194,838
101-000-636.215	NOTARY SERVICES	195	500	600	600	612	624	637	649

BUDGET REPORT FOR CITY OF PONTIAC  
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101-000-636.266	FOIA RESPONSES	797	850	600	600	612	624	637	649
101-000-636.751	MISCELLANEOUS SERVICES - PARKS	1,245	2,000	2,200	2,200	2,244	2,289	2,335	2,381
101-000-641.020	Chemical Breath Test Fees	10,510	13,000	14,500	14,500	14,790	15,086	15,388	15,695
101-000-642.000	Charges for Services - Sales	12	100	100	100	102	104	106	108
101-000-643.253	DUPLICATE TAX BILLS	351	400	400	400	408	416	424	433
	CHARGES FOR SERVICES	949,721	1,142,987	1,048,900	1,048,900	1,069,878	1,091,274	1,113,101	1,135,360
FEDERAL GRANTS									
101-000-532.000	Federal grants others	1,687	20,000	20,000	20,000	20,000	20,000	20,000	20,000
	FEDERAL GRANTS	1,687	20,000	20,000	20,000	20,000	20,000	20,000	20,000
STATE GRANTS									
101-000-539.000	State grants		225,000	220,000	220,000				
101-000-542.000	ATPA STATE GRANT	21,498	65,000	75,000	75,000	76,875	78,797	80,767	82,786
101-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE 1	244,238	260,016	260,016	260,016				
101-000-574.000	STATE SHARED REVENUE	6,958,039	10,071,214	10,031,269	10,031,269	10,282,051	10,539,102	10,802,580	11,072,644
101-000-578.000	State liquor licenses	43,464	43,500	44,500	44,500	45,390	46,986	48,395	
	STATE GRANTS	7,267,239	10,664,730	10,630,785	10,630,785	10,404,316	10,664,885	10,931,742	11,155,430
OTHER REVENUE									
101-000-636.674	TRANSPORTATION SERVICES		150,000	150,000	150,000	151,500	153,015	154,545	156,091
101-000-636.752	MUNICIPAL SERVICE AGREEMENTS	45,000	68,000	68,690	68,690	69,377	70,071	70,771	71,479
101-000-637.300	MISCELLANEOUS REVENUE - SHERIFF	762	800	700	700	707	714	721	728
101-000-640.005	DPW SUPPORT SERVICE - FROM OTHER FUN	280,779	306,304	294,712	294,712	303,552	312,659	322,040	331,700
101-000-640.022	101 Admin Reimb-From Other Funds	1,069,075	1,166,264	1,164,680	1,164,680	1,199,621	1,235,608	1,272,677	1,310,858
101-000-651.003	CITY EVENTS - DREAM CRUISE	32,783	33,000	29,700	29,700	29,997	30,297	30,600	30,906
101-000-651.006	CITY EVENTS	3,600	3,600						
101-000-671.000	MISCELLANEOUS REVENUE	(3,561)	(3,890)						
101-000-671.253	MISCELLANEOUS REVENUE - TREASURER	4,839	5,000	5,000	5,000	5,050	5,101	5,152	5,203
101-000-673.001	Sale of Property	35,363	35,363						
101-000-675.000	Contribution From Private Source	63,500	63,500						
101-000-686.000	REIMBURSEMENTS	362	362						
101-000-686.020	REIMB - PONTIAC SCHOOLS POLICE LIAISON	103,833	124,000	124,000	124,000	125,240	126,492	127,757	129,035
101-000-686.200	REIMB. - PARKS UTILITIES	1,654	1,654						
101-000-686.690	REIMBURSEMENTS - DEMOLITION	3,650	3,650						
101-000-694.009	Event Over and Short	248	340						
	OTHER REVENUE	1,641,887	1,957,947	1,837,482	1,837,482	1,885,044	1,933,957	1,984,263	2,036,000
FINES AND FORFEITS									
101-000-668.000	PDBA PARKING VIOLATION REVENUE	6,667	8,000	8,000	8,000	8,080	8,161	8,242	8,325
	FINES AND FORFEITS	6,667	8,000	8,000	8,000	8,080	8,161	8,242	8,325
INTEREST AND RENTS									
101-000-665.001	Investments Income	487,290	400,000	400,000	400,000	402,000	404,010	406,030	408,060
101-000-665.100	UNREALIZED MARKET ADJUSTMENTS	16,967	25,451						
101-000-669.014	Land Lease	31,521	34,272	35,300	35,300	35,477	35,654	35,832	36,011
101-000-670.005	City Owned Equipment Rental	478,345	392,571	316,500	316,500	318,083	319,673	321,271	322,878
	INTEREST AND RENTS	1,014,123	852,294	751,800	751,800	755,560	759,337	763,133	766,949



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Totals for dept 000 -		33,358,740	37,454,370	36,496,577	36,496,577	39,320,937	39,960,878	40,540,259	41,103,168
Total - Function Unclassified		33,358,740	37,454,370	36,496,577	36,496,577	39,320,937	39,960,878	40,540,259	41,103,168
Function: TRANSFERS (OUT) AND OTHER SOURCES									
Dept 966 - Transfers To / From Other Funds									
OPERATING TRANSFERS IN									
101-966-699.239	TRANSFER IN FROM FUND 239								100,191
101-966-699.252	TRANSFER IN FROM 252			30,336	30,335				
101-966-699.263	TRANSFER IN FROM FUND 263			3,639	3,638				
101-966-699.276	TRANSFER IN FROM FUND 276	20,991	21,000	21,000	21,000	21,525	22,063	22,615	23,180
101-966-699.280	TRANSFER IN FROM FUND 280		275,000	7,750	7,750				
OPERATING TRANSFERS IN		20,991	296,000	62,725	62,723	21,525	22,063	22,615	123,371
Totals for dept 966 - Transfers To / From Other Funds		20,991	296,000	62,725	62,723	21,525	22,063	22,615	123,371
Total - Function TRANSFERS (OUT) AND OTHER SOURCES		20,991	296,000	62,725	62,723	21,525	22,063	22,615	123,371
TOTAL ESTIMATED REVENUES		33,379,731	37,750,370	36,559,302	36,559,300	39,342,462	39,982,941	40,562,874	41,226,539

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APPROPRIATIONS									
Function: GENERAL GOVERNMENT									
Dept 101 - City Council									
PERSONNEL SERVICES									
101-101-702.000	Salaries & Wages	173,197	228,298	210,500	278,350	286,701	295,302	304,161	313,285
101-101-715.000	F.I.C.A. - City Contribution	13,214	17,365	16,103	21,294	21,933	22,591	23,269	23,967
101-101-716.000	MEDICAL INSURANCE	4,575	5,479	6,819	13,638	14,047	14,469	14,903	15,350
101-101-717.000	Life Insurance	364	639	1,373	2,746	2,828	2,913	3,001	3,091
101-101-718.500	MERS EMPLOYER CONTRIBUTIONS	1,608	1,925	1,900	3,857	3,973	4,092	4,215	4,341
101-101-719.000	Workers Compensation Insurance	537	591	513	859	885	911	939	967
101-101-719.001	Dental Insurance	114	706	411	822	847	872	898	925
PERSONNEL SERVICES		193,609	255,003	237,619	321,566	331,213	341,149	351,384	361,925
SUPPLIES									
101-101-727.000	Office Supplies	1,792	2,448	2,500	2,500	2,563	2,627	2,692	2,760
101-101-728.000	Postage	21	62	1,000	8,000	8,200	8,405	8,615	8,831
101-101-730.000	Publications & Maps		1,000	1,000	1,000	1,025	1,051	1,077	1,104
101-101-731.003	COMPUTER EQUIPMENT	868	1,500	2,500	2,500	2,563	2,627	2,692	2,760
SUPPLIES		2,681	5,010	7,000	14,000	14,351	14,710	15,076	15,455
OTHER SERVICES AND CHARGES									
101-101-804.000	Legal Services	1,416	80,000	15,000	100,000	102,500	105,063	107,689	110,381
101-101-804.018	Legal Services-Giarmarco Mullins	50,505	51,970	52,000	40,000	41,000	42,025	43,076	44,153
101-101-805.001	Audit Compliance Fee	47,500	53,200	53,800	53,800	54,400	54,944	55,493	56,048
101-101-807.000	Services - Membership Dues	19,895	19,895	21,500	21,500	22,038	22,588	23,153	23,732
101-101-808.101	DISTRICT PROJECTS	1,500	1,500	49,000	98,000	100,450	102,961	105,535	108,174
101-101-809.001	COVID 19 EXPENDITURES			15,000	15,000				
101-101-818.000	Other Professional Services	2,177	5,493	20,000	120,000	123,000	126,075	129,227	132,458
101-101-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	1,399	1,492	1,560	1,560	1,599	1,639	1,680	1,722
101-101-852.010	SERVICES - CABLE TV/INTERNET	5,712	6,190	6,560	6,560	6,724	6,892	7,064	7,241
101-101-861.000	Travel Expenses		15,000	2,500	2,500	2,563	2,627	2,692	2,760
101-101-901.000	Printing and Bindery Service		100	1,200	1,200	1,230	1,261	1,292	1,325
101-101-914.000	Insurance Property Coverage	40,465	44,144	49,055	49,055	50,281	51,538	52,827	54,148
101-101-931.001	Services - Building Maintenance		2,500	2,500	2,500	2,563	2,627	2,692	2,760
101-101-942.000	Services - Equipment Rentl Non-City	19	120	120	120	123	126	129	132
101-101-942.002	COPIER SUPPLES	147	200	200	200	205	210	215	221
101-101-957.002	Training Expense	539	2,000	2,000	2,000	2,050	2,101	2,154	2,208
101-101-959.000	Miscellaneous Expenses	1,467	20,000	10,000	10,000	10,250	10,506	10,769	11,038
OTHER SERVICES AND CHARGES		172,741	303,804	301,995	523,995	520,976	533,183	545,687	558,500
Totals for dept 101 - City Council		369,031	563,817	546,614	859,561	866,540	889,042	912,147	935,880
Dept 171 - Mayor									
PERSONNEL SERVICES									
101-171-702.000	Salaries & Wages	321,552	379,438	364,310	364,310	375,239	386,496	398,091	410,034
101-171-702.004	Overtime Wages	7,279	3,601	872	872	899	925	953	982
101-171-707.003	CELL PHONE STIPEND	600	600	600	600	618	637	656	675

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101-171-715.000	F.I.C.A. - City Contribution	25,842	30,302	28,938	28,938	29,806	30,700	31,621	32,570
101-171-716.000	MEDICAL INSURANCE	10,557	12,666	21,079	21,079	21,712	22,363	23,034	23,725
101-171-717.000	Life Insurance	1,424	2,077	5,110	5,110	5,263	5,421	5,584	5,752
101-171-718.500	MERS EMPLOYER CONTRIBUTIONS	5,043	6,027	6,455	6,455	6,649	6,848	7,054	7,266
101-171-719.000	Workers Compensation Insurance	1,024	1,146	765	765	788	812	836	861
101-171-719.001	Dental Insurance	1,130	3,885	2,401	2,401	2,473	2,547	2,624	2,702
101-171-721.010	Health Care Waiver	10,992	13,106	13,366	13,366	13,767	14,180	14,606	15,044
101-171-819.000	Contractual Temp/PT Labor	25,424	33,899	15,000	15,000	15,450	15,914	16,391	16,883
PERSONNEL SERVICES		410,867	486,747	458,896	458,896	472,664	486,843	501,450	516,494
SUPPLIES									
101-171-727.000	Office Supplies	16,034	20,360	20,000	20,000	20,500	21,013	21,538	22,076
101-171-728.000	Postage	1,869	4,635	4,600	4,600	4,715	4,833	4,954	5,078
101-171-730.000	Publications & Maps	421	340	100	100	103	105	108	110
101-171-731.001	COMPUTER SUPPLIES		3,180	3,180	3,180	3,260	3,341	3,425	3,510
101-171-731.003	COMPUTER EQUIPMENT	965	2,645	2,000	2,000	2,050	2,101	2,154	2,208
101-171-740.000	Operating Supplies	1,339	1,450	1,600	1,600	1,640	1,681	1,723	1,766
SUPPLIES		20,628	32,610	31,480	31,480	32,268	33,074	33,902	34,748
OTHER SERVICES AND CHARGES									
101-171-807.000	Services - Membership Dues	7,569	18,840	25,627	25,627	26,268	26,924	27,597	28,287
101-171-808.171	OU INITIATIVE	1,085	30,000	25,000	25,000	25,625	26,266	26,922	27,595
101-171-818.000	Other Professional Services	1,601	18,692	10,000	10,000	10,250	10,506	10,769	11,038
101-171-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	4,841	4,546	2,908	2,908	2,981	3,055	3,132	3,210
101-171-852.010	SERVICES - CABLE TV/INTERNET	2,900	3,392	4,150	4,150	4,254	4,360	4,469	4,581
101-171-861.000	Travel Expenses	10,542	14,056	8,000	8,000	8,200	8,405	8,615	8,831
101-171-901.000	Printing and Bindery Service	1,849	16,483	5,000	5,000	5,125	5,253	5,384	5,519
101-171-914.000	Insurance Property Coverage	18,552	20,238	27,253	27,253	27,934	28,633	29,349	30,082
101-171-942.000	Services - Equipment Rentl Non-City	155	250	250	250	256	263	269	276
101-171-942.002	COPIER SUPPLES	1,089	1,452	2,000	2,000	2,050	2,101	2,154	2,208
101-171-957.002	Training Expense	3,320	5,000	5,000	5,000	5,125	5,253	5,384	5,519
101-171-957.003	Employee Meals - Commission Food	207	500	500	500	513	525	538	552
OTHER SERVICES AND CHARGES		53,710	133,449	115,688	115,688	118,581	121,544	124,582	127,698
Totals for dept 171 - Mayor		485,205	652,806	606,064	606,064	623,513	641,461	659,934	678,940
Dept 191 - Elections									
PERSONNEL SERVICES									
101-191-702.000	Salaries & Wages	8,257	11,870	66,047	65,000	66,950	68,959	71,027	73,158
101-191-702.002	Temporary Employee Wages								
101-191-702.020	SALARIES & WAGES (NON FICA)	19,571	12,010	65,260	70,000	67,218	69,234	71,311	73,451
101-191-702.100	MAINTENANCE WAGES	215	1,596	1,972	1,972	2,032	2,093	2,155	2,220
101-191-702.104	MAINTENANCE - OVERTIME	1,440	3,198	1,080	1,080	1,112	1,146	1,180	1,215
101-191-705.002	PART-TIME WAGES	3,927	2,184	5,953	13,300	13,699	14,110	14,533	14,969
101-191-715.000	F.I.C.A. - City Contribution	1,055	6,881	5,252	6,070	6,252	6,440	6,633	6,832
101-191-716.000	MEDICAL INSURANCE	169	144	18,795	18,795	19,359	19,939	20,537	21,154
101-191-717.000	Life Insurance	15	20	831	929	856	882	908	935
101-191-718.500	MERS EMPLOYER CONTRIBUTIONS	34	24	4,315	4,512	4,445	4,578	4,716	4,857
101-191-719.000	Workers Compensation Insurance	212	242	527	512	543	559	576	593

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101-191-719.001	Dental Insurance	4	416	901	902	928	956	985	1,014
101-191-721.010	Health Care Waiver		7,293						
PERSONNEL SERVICES		34,899	45,878	170,933	183,072	183,394	188,895	194,561	200,398
SUPPLIES									
101-191-727.000	Office Supplies	984	1,389	2,650	2,650	2,716	2,784	2,854	2,925
101-191-728.000	Postage	6,392	9,055	40,000	40,000	41,000	42,025	43,076	44,153
101-191-729.001	Printed Forms	4,179	4,905	9,000	12,000	12,300	12,608	12,923	13,246
101-191-731.003	COMPUTER EQUIPMENT	12,275	12,275						
101-191-740.000	Operating Supplies	1,075	5,150	9,500	9,500	9,738	9,981	10,230	10,486
SUPPLIES		24,905	32,774	61,150	64,150	65,754	67,398	69,083	70,810
OTHER SERVICES AND CHARGES									
101-191-809.000	Services-Elections	7,400	18,630	15,000	15,000	15,375	15,759	16,153	16,557
101-191-809.001	COVID 19 EXPENDITURES			5,000	5,000				
101-191-818.000	Other Professional Services			10,000	5,000	5,125	5,253	5,384	5,519
101-191-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	777	815	100	100	103	105	108	110
101-191-852.010	SERVICES - CABLE TV/INTERNET	383	478	190	190	195	200	205	210
101-191-861.000	Travel Expenses	840	1,030	1,000	1,000	1,025	1,051	1,077	1,104
101-191-882.000	Prof Services - Public Relations			2,500	2,500	2,563	2,627	2,692	2,760
101-191-901.000	Printing and Bindery Service			2,000	4,260	4,367	4,476	4,588	4,702
101-191-902.005	Public Notices	2,240	5,150	6,000	6,000	6,150	6,304	6,461	6,623
101-191-932.010	Services - Maintenance-All Other Eq		2,884						
101-191-942.000	Services - Equipment Rentl Non-City	305	824	824	824	845	866	887	910
101-191-957.002	Training Expense	4,087	5,150	5,000	2,500	2,563	2,627	2,692	2,760
101-191-957.003	Employee Meals - Commission Food	527	824						
101-191-959.000	Miscellaneous Expenses			824	824	845	866	887	910
OTHER SERVICES AND CHARGES		16,559	35,785	48,438	43,198	39,155	40,133	41,134	42,165
Totals for dept 191 - Elections		76,363	114,437	280,521	290,420	288,303	296,426	304,778	313,373
Dept 201 - Accounting									
OTHER SERVICES AND CHARGES									
101-201-818.000	Other Professional Services	289,200	289,200	297,600	297,600	297,600	297,600	306,500	315,600
101-201-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	435	466	390	390	400	410	420	430
101-201-852.010	SERVICES - CABLE TV/INTERNET	508	574	560	560	574	588	603	618
OTHER SERVICES AND CHARGES		290,143	290,240	298,550	298,550	298,574	298,598	307,523	316,648
Totals for dept 201 - Accounting		290,143	290,240	298,550	298,550	298,574	298,598	307,523	316,648
Dept 202 - Income Tax Administration									
PERSONNEL SERVICES									
101-202-702.000	Salaries & Wages	57,658	69,047	127,229	71,453	73,597	75,804	78,079	80,421
101-202-702.009	SALARIES & WAGES - MEDICAL MARIJUANA				776	799	823	848	873
101-202-715.000	F.I.C.A. - City Contribution	4,666	5,604	10,183	5,975	6,154	6,339	6,529	6,725
101-202-716.000	MEDICAL INSURANCE			18,597		0	0	0	0
101-202-717.000	Life Insurance	267	467	1,774	1,003	1,033	1,064	1,096	1,129
101-202-718.500	MERS EMPLOYER CONTRIBUTIONS			3,850		0	0	0	0
101-202-719.000	Workers Compensation Insurance	189	217	365	165	170	175	180	186

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101-202-719.001	Dental Insurance	262	867	1,410	524	540	556	573	590
101-202-721.010	Health Care Waiver	4,771	5,688	5,875	5,875	6,051	6,233	6,420	6,612
	PERSONNEL SERVICES	67,813	81,890	169,283	85,771	88,344	90,994	93,724	96,536
SUPPLIES									
101-202-727.000	Office Supplies	542	313	750	750	769	788	808	828
101-202-728.001	Postage - Large Mailing	21,318	18,171	30,000	30,000	30,750	31,519	32,307	33,114
101-202-731.003	COMPUTER EQUIPMENT		700	700	700	718	735	754	773
101-202-740.000	Operating Supplies		3,000	3,000	3,000	3,075	3,152	3,231	3,311
	SUPPLIES	21,860	22,184	34,450	34,450	35,312	36,194	37,100	38,026
OTHER SERVICES AND CHARGES									
101-202-807.000	Services - Membership Dues	840	2,000	1,500	1,500	1,538	1,576	1,615	1,656
101-202-818.061	Prof. Serv-Innovative Software Serv	212,687	237,592	290,000	290,000	290,000	290,000	290,000	290,000
101-202-818.601	PROF. SERV-INNOV SOFT - DELINQ COLLECTIO			10,000	10,000	10,250	10,506	10,769	11,038
101-202-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	217	233	300	300	308	315	323	331
101-202-852.010	SERVICES - CABLE TV/INTERNET	169	191	380	380	390	399	409	419
101-202-861.000	Travel Expenses		400	400	400	410	420	431	442
101-202-901.000	Printing and Bindery Service	26,316	30,554	35,000	35,000	35,875	36,772	37,691	38,633
101-202-914.000	Insurance Property Coverage	4,637	5,059	10,901	10,901	11,174	11,453	11,739	12,033
101-202-957.002	Training Expense		3,000	1,500	1,500	1,538	1,576	1,615	1,656
	OTHER SERVICES AND CHARGES	244,866	279,029	349,981	349,981	351,483	353,017	354,592	356,208
CAPITAL OUTLAY									
101-202-977.005	Furniture & Fixtures		1,800	1,800	1,800				
	CAPITAL OUTLAY	0	1,800	1,800	1,800	0	0	0	0
Totals for dept 202 - Income Tax Administration		334,539	384,903	555,514	472,002	475,139	480,205	485,416	490,770
Dept 206 - Finance Administration									
PERSONNEL SERVICES									
101-206-702.000	Salaries & Wages	228,225	286,815	391,250	311,250	320,588	330,205	340,111	350,315
101-206-702.004	Overtime Wages	64	64			0	0	0	0
101-206-707.003	CELL PHONE STIPEND		769			0	0	0	0
101-206-715.000	F.I.C.A. - City Contribution	17,976	22,726	30,146	24,026	24,747	25,489	26,254	27,041
101-206-716.000	MEDICAL INSURANCE	10,779	12,934	50,822	50,822	52,347	53,917	55,535	57,201
101-206-717.000	Life Insurance	467	867	5,462	5,462	5,626	5,795	5,968	6,148
101-206-718.500	MERS EMPLOYER CONTRIBUTIONS	4,290	5,171	17,964	17,964	18,503	19,058	19,630	20,219
101-206-719.000	Workers Compensation Insurance	711	865	1,395	1,395	1,437	1,480	1,524	1,570
101-206-719.001	Dental Insurance	231	2,119	2,170	2,170	2,235	2,302	2,371	2,442
101-206-721.010	Health Care Waiver	6,797	10,156	2,809	2,809	2,893	2,980	3,069	3,162
	PERSONNEL SERVICES	269,540	342,486	502,018	415,898	428,375	441,226	454,463	468,097
SUPPLIES									
101-206-727.000	Office Supplies	3,278	4,502	4,500	4,500	4,613	4,728	4,846	4,967
101-206-728.000	Postage	1,339	1,600	1,500	1,500	1,538	1,576	1,615	1,656
101-206-731.001	COMPUTER SUPPLIES	752	752	800	800	820	841	862	883
101-206-731.003	COMPUTER EQUIPMENT		1,000	1,000	1,000	1,025	1,051	1,077	1,104
	SUPPLIES	5,369	7,854	7,800	7,800	7,996	8,196	8,400	8,610

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OTHER SERVICES AND CHARGES									
101-206-807.000	Services - Membership Dues	575	1,350	1,350	1,350	1,384	1,418	1,454	1,490
101-206-818.000	Other Professional Services	140,086	140,086	16,700	140,086	17,118	17,545	17,984	18,434
101-206-818.065	Prof. Serv- P&M - Budget	7,000	15,400	15,900	15,900	16,300	16,700	17,200	17,700
101-206-818.080	PROF. SERV - BS&A	20,222	20,222	20,690	20,690	21,170	21,660	22,160	22,670
101-206-818.090	PROF. SERV.-SHREDDING	120	120	250	250	256	263	269	276
101-206-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	1,092	1,159	980	980	1,005	1,030	1,055	1,082
101-206-852.010	SERVICES - CABLE TV/INTERNET	846	957	1,490	1,490	1,527	1,565	1,605	1,645
101-206-861.004	Services - Travel-Mileage			500	500	513	525	538	552
101-206-876.010	REFUNDS OVER/UNDER PAYMENTS	187	187						
101-206-901.000	Printing and Bindery Service			1,000	1,000	1,025	1,051	1,077	1,104
101-206-914.000	Insurance Property Coverage	21,914	23,906	27,253	27,253	27,934	28,633	29,349	30,082
101-206-942.000	Services - Equipment Rentl Non-City	46	150	150	150	154	158	162	166
101-206-942.002	COPIER SUPPLES	685	1,200	1,000	1,000	1,025	1,051	1,077	1,104
101-206-957.002	Training Expense	20	5,500	3,000	3,000	3,075	3,152	3,231	3,311
101-206-959.000	Miscellaneous Expenses	(933)	500	500	500	513	525	538	552
OTHER SERVICES AND CHARGES		191,860	210,737	90,763	214,149	92,999	95,276	97,699	100,168
Totals for dept 206 - Finance Administration		466,769	561,077	600,581	637,847	529,370	544,698	560,562	576,875
Dept 215 - City Clerk									
PERSONNEL SERVICES									
101-215-702.000	Salaries & Wages	151,919	181,483	195,535	189,114	194,787	200,631	206,650	212,849
101-215-702.004	Overtime Wages	1,258	200			0	0	0	0
101-215-705.002	PART-TIME WAGES				5,000	5,150	5,305	5,464	5,628
101-215-707.003	CELL PHONE STIPEND			600	600	618	637	656	675
101-215-715.000	F.I.C.A. - City Contribution	11,643	13,813	14,958	14,850	15,296	15,754	16,227	16,714
101-215-716.000	MEDICAL INSURANCE	19,406	23,240	32,234	29,961	30,860	31,786	32,739	33,721
101-215-717.000	Life Insurance	554	979	2,863	2,652	2,732	2,814	2,898	2,985
101-215-718.500	MERS EMPLOYER CONTRIBUTIONS	3,034	3,690	4,195	3,942	4,060	4,182	4,308	4,437
101-215-719.000	Workers Compensation Insurance	460	527	429	497	512	527	543	559
101-215-719.001	Dental Insurance	636	1,989	1,709	1,606	1,654	1,704	1,755	1,808
PERSONNEL SERVICES		188,910	225,921	252,523	248,222	255,669	263,339	271,239	279,376
SUPPLIES									
101-215-727.000	Office Supplies	3,538	4,239	4,000	4,000	4,100	4,203	4,308	4,415
101-215-728.000	Postage	372	440	1,030	1,030	1,056	1,082	1,109	1,137
101-215-731.003	COMPUTER EQUIPMENT		412	700	700	718	735	754	773
SUPPLIES		3,910	5,091	5,730	5,730	5,874	6,020	6,171	6,325
OTHER SERVICES AND CHARGES									
101-215-818.000	Other Professional Services	534	1,000						
101-215-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	761	815	680	680	697	714	732	751
101-215-852.010	SERVICES - CABLE TV/INTERNET	577	478	560	560	574	588	603	618
101-215-901.000	Printing and Bindery Service	22		1,000	1,000	1,025	1,051	1,077	1,104
101-215-902.004	Ordinances	31,307	31,033	30,000	30,000	30,750	31,519	32,307	33,114
101-215-902.005	Public Notices	7,136	9,000	9,000	12,960	13,284	13,616	13,957	14,305
101-215-914.000	Insurance Property Coverage	23,278	25,394	24,637	24,637	25,253	25,884	26,531	27,195

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101-215-942.000	Services - Equipment Rentl Non-City	27	103						
101-215-942.002	COPIER SUPPLES	1,462	1,950	2,000	2,000	2,050	2,101	2,154	2,208
101-215-957.002	Training Expense	160	4,120	2,500	2,500	2,563	2,627	2,692	2,760
	OTHER SERVICES AND CHARGES	65,264	73,893	70,377	74,337	76,196	78,100	80,053	82,055
Totals for dept 215 - City Clerk		258,084	304,905	328,630	328,289	337,739	347,459	357,462	367,756
Dept 228 - Information Technology									
SUPPLIES									
101-228-727.000	Office Supplies	628	886	1,000	1,000	1,025	1,051	1,077	1,104
101-228-728.000	Postage	16	16	25	25	26	26	27	28
101-228-731.001	COMPUTER SUPPLIES	68	4,380	10,000	10,000	10,250	10,506	10,769	11,038
101-228-731.003	COMPUTER EQUIPMENT	2,742	3,000	3,000	3,000	3,075	3,152	3,231	3,311
	SUPPLIES	3,454	8,282	14,025	14,025	14,376	14,735	15,104	15,481
OTHER SERVICES AND CHARGES									
101-228-818.000	Other Professional Services	4,045	4,331	10,000	10,000	10,250	10,506	10,769	11,038
101-228-818.063	Prof. Serv-Sarcom	257,500	310,000	310,000	310,000	310,000	310,000	320,000	330,000
101-228-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	2,594	2,672	1,570	1,570	1,609	1,649	1,691	1,733
101-228-851.003	SERVICES - OPTEMAN CHARGES			21,630	21,630	22,171	22,725	23,293	23,875
101-228-852.010	SERVICES - CABLE TV/INTERNET	654	574	750	750	769	788	808	828
101-228-932.012	Services - Maintenance-Comptr Equip	20,806	25,300	25,450	25,450	26,086	26,738	27,407	28,092
101-228-942.002	COPIER SUPPLES	94	125	100	100	103	105	108	110
	OTHER SERVICES AND CHARGES	285,693	343,002	369,500	369,500	370,988	372,511	384,076	395,676
Totals for dept 228 - Information Technology		289,147	351,284	383,525	383,525	385,364	387,246	399,180	411,157
Dept 253 - Treasurer									
PERSONNEL SERVICES									
101-253-702.000	Salaries & Wages	116,209	143,945	231,556	230,549	236,313	242,221	248,276	254,483
101-253-702.004	Overtime Wages	2,070	1,708	1,780	1,780	1,825	1,870	1,917	1,965
101-253-702.009	SALARIES & WAGES - MEDICAL MARIJUANA				1,007	1,032	1,058	1,084	1,112
101-253-715.000	F.I.C.A. - City Contribution	11,446	14,374	18,886	18,886	19,358	19,842	20,338	20,847
101-253-716.000	MEDICAL INSURANCE	2,113	3,479	37,194	37,194	38,124	39,077	40,054	41,055
101-253-717.000	Life Insurance	490	865	3,237	3,237	3,318	3,401	3,486	3,573
101-253-718.500	MERS EMPLOYER CONTRIBUTIONS	7,486	9,116	14,060	14,060	14,412	14,772	15,141	15,520
101-253-719.000	Workers Compensation Insurance	397	460	570	570	584	599	614	629
101-253-719.001	Dental Insurance	271	756	2,175	2,175	2,229	2,285	2,342	2,401
101-253-721.010	Health Care Waiver	10,725	13,106	13,537	13,537	13,875	14,222	14,578	14,942
101-253-819.000	Contractual Temp/PT Labor	20,606	22,706			0	0	0	0
	PERSONNEL SERVICES	171,813	210,515	322,995	322,995	331,070	339,347	347,830	356,526
SUPPLIES									
101-253-727.000	Office Supplies	1,363	905	1,500	1,500	1,538	1,576	1,615	1,656
101-253-728.000	Postage	640	825	750	750	769	788	808	828
101-253-728.001	Postage - Large Mailing	17,264	17,264	18,000	18,000	18,450	18,911	19,384	19,869
101-253-729.001	Printed Forms	6,135	8,500	8,500	8,500	8,713	8,930	9,154	9,382
101-253-731.003	COMPUTER EQUIPMENT		3,000	1,000	1,000	1,025	1,051	1,077	1,104
	SUPPLIES	25,402	30,494	29,750	29,750	30,495	31,256	32,038	32,839

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OTHER SERVICES AND CHARGES									
101-253-807.000	Services - Membership Dues	250	300	350	350	359	368	377	386
101-253-812.000	Services - Armored Car Services	9,026	12,035	14,000	14,000	14,350	14,709	15,076	15,453
101-253-818.000	Other Professional Services		500	5,000	5,000	5,125	5,253	5,384	5,519
101-253-818.008	Bank Service Charges	63,503	98,000	20,000	20,000	20,500	21,013	21,538	22,076
101-253-818.080	PROF. SERV - BS&A	7,853	7,853	8,010	8,010	8,170	8,330	8,500	8,670
101-253-820.008	Services - Security Alarm Systems	2,248	3,000	3,000	3,000	3,075	3,152	3,231	3,311
101-253-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	809	867	650	650	666	683	700	717
101-253-852.010	SERVICES - CABLE TV/INTERNET	846	957	560	560	574	588	603	618
101-253-914.000	Insurance Property Coverage	13,913	15,178	21,802	21,802	22,347	22,906	23,478	24,065
101-253-942.000	Services - Equipment Rentl Non-City	46	200	200	200	205	210	215	221
101-253-942.002	COPIER SUPPLES	252	300	300	300	308	315	323	331
101-253-957.002	Training Expense	1,505	4,400	2,500	2,500	2,563	2,627	2,692	2,760
101-253-959.000	Miscellaneous Expenses		100	50	50	51	53	54	55
101-253-959.008	Cash Shortage			25	25	26	26	27	28
OTHER SERVICES AND CHARGES		100,251	143,690	76,447	76,447	78,319	80,233	82,198	84,210
Totals for dept 253 - Treasurer		297,466	384,699	429,192	429,192	439,884	450,836	462,066	473,575
Dept 255 - MEDICAL MARIHUANA APPLICATIONS									
PERSONNEL SERVICES									
101-255-702.000	Salaries & Wages			11,250	15,000	15,450	15,914	16,391	16,883
101-255-715.000	F.I.C.A. - City Contribution				1,148	1,182	1,218	1,254	1,292
101-255-716.000	MEDICAL INSURANCE				2,273	2,341	2,411	2,484	2,558
101-255-717.000	Life Insurance				210	216	223	229	236
101-255-718.500	MERS EMPLOYER CONTRIBUTIONS				253	261	268	276	285
101-255-719.000	Workers Compensation Insurance				32	33	34	35	36
101-255-719.001	Dental Insurance				103	106	109	113	116
PERSONNEL SERVICES		0	0	11,250	19,019	19,590	20,177	20,783	21,406
SUPPLIES									
101-255-727.000	Office Supplies			100	718	736	754	773	793
101-255-728.000	Postage	4		400	400	410	420	431	442
101-255-731.003	COMPUTER EQUIPMENT			400	500	513	525	538	552
SUPPLIES		4	0	900	1,618	1,658	1,700	1,743	1,786
OTHER SERVICES AND CHARGES									
101-255-804.000	Legal Services		10,500	9,500	6,750	6,919	7,092	7,269	7,451
101-255-804.018	Legal Services-Giarmarco Mullins		50,000						
101-255-804.026	LEGAL SERVICES - LEGAL ADVISOR TO CC			69,000	85,000	87,125	89,303	91,536	93,824
101-255-816.006	PROF. SERV. -MED MARIHUANA APPLICATIC	3,734	3,734						
101-255-816.007	PROF. SERV. -FINANCIAL ADVISOR TO CC		30,000	61,000	75,000	76,875	78,797	80,767	82,786
101-255-816.008	PROF. SERV. -HEARING OFFICER		7,500	42,500	44,000	45,100	46,228	47,383	48,568
101-255-816.011	PROF SERV - PLANNING ADV TO CITY CLERK			60,000	75,000	76,875	78,797	80,767	82,786
101-255-818.000	Other Professional Services	2,500							
101-255-851.000	SERVICES - COMMUNICATIONS-TELEPHONE			100	100	103	105	108	110
101-255-852.010	SERVICES - CABLE TV/INTERNET			100	100	103	105	108	110
101-255-902.004	Ordinances			100	100	103	105	108	110



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101-255-902.005	Public Notices	338		100	100	103	105	108	110
101-255-942.002	COPIER SUPPLES			100	100	103	105	108	110
	OTHER SERVICES AND CHARGES	6,572	101,734	242,500	286,250	293,409	300,741	308,261	315,965
Totals for dept 255 - MEDICAL MARIHUANA APPLICATIONS		6,576	101,734	254,650	306,887	314,657	322,618	330,787	339,157
Dept 257 - Assessor									
PERSONNEL SERVICES									
101-257-819.000	Contractual Temp/PT Labor	2,100	3,000	1,800	1,800	1,854	1,910	1,967	2,026
	PERSONNEL SERVICES	2,100	3,000	1,800	1,800	1,854	1,910	1,967	2,026
SUPPLIES									
101-257-728.000	Postage	10,141	11,000	12,000	12,000	12,300	12,608	12,923	13,246
	SUPPLIES	10,141	11,000	12,000	12,000	12,300	12,608	12,923	13,246
OTHER SERVICES AND CHARGES									
101-257-818.015	Assessor Svce- Oakland Cnty	410,553	413,270	414,608	414,608	418,754	431,317	431,317	431,317
101-257-957.003	Employee Meals - Commission Food		500						
	OTHER SERVICES AND CHARGES	410,553	413,770	414,608	414,608	418,754	431,317	431,317	431,317
Totals for dept 257 - Assessor		422,794	427,770	428,408	428,408	432,908	445,835	446,207	446,589
Dept 265 - Building Maintenance									
PERSONNEL SERVICES									
101-265-702.000	Salaries & Wages	73,406	62,455	69,205	69,205	71,281	73,420	75,622	77,891
101-265-702.004	Overtime Wages	17,192	18,068	15,418	15,418	15,881	16,357	16,848	17,353
101-265-707.003	CELL PHONE STIPEND	550	600	600	600	618	637	656	675
101-265-715.000	F.I.C.A. - City Contribution	7,912	7,744	6,345	6,345	6,535	6,731	6,933	7,141
101-265-716.000	MEDICAL INSURANCE	5,240	5,018	12,989	12,989	13,378	13,780	14,193	14,619
101-265-717.000	Life Insurance	469	484	973	973	1,002	1,033	1,064	1,095
101-265-718.500	MERS EMPLOYER CONTRIBUTIONS	1,335	1,524	1,726	1,726	1,778	1,831	1,886	1,942
101-265-719.000	Workers Compensation Insurance	8,421	6,764	3,715	3,715	3,827	3,941	4,060	4,181
101-265-719.001	Dental Insurance	292	632	389	389	401	413	425	438
101-265-721.010	Health Care Waiver	13,036	20,523	10,472	10,472	10,786	11,109	11,443	11,786
	PERSONNEL SERVICES	127,853	123,812	121,832	121,832	125,487	129,252	133,130	137,121
SUPPLIES									
101-265-727.000	Office Supplies	30	38						
101-265-731.003	COMPUTER EQUIPMENT		1,200	1,200	1,200	1,230	1,261	1,292	1,325
101-265-746.001	Personal Protective Wear	98	1,200	1,200	1,200	1,230	1,261	1,292	1,325
101-265-749.001	Motor Fuel, Oil & Lubricants	2,761	2,781	2,781	2,781	2,851	2,922	2,995	3,070
101-265-749.002	Tools & Supplies	1,485	5,000	5,000	5,000	5,125	5,253	5,384	5,519
101-265-749.005	Equipment Maintenance Supplies		1,149	1,149	1,149	1,178	1,207	1,237	1,268
101-265-776.001	Janitorial Supplies	4,520	4,500	4,500	4,500	4,613	4,728	4,846	4,967
101-265-776.002	Building Maintenance Supplies	6,615	8,000	8,000	8,000	8,200	8,405	8,615	8,831
101-265-779.004	SNOW REMOV SUPPLIES	355	5,000	5,000	5,000	5,125	5,253	5,384	5,519
	SUPPLIES	15,864	28,868	28,830	28,830	29,552	30,290	31,045	31,824
OTHER SERVICES AND CHARGES									

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 MAYOR REC. BUDGET	2020-21 CITY COUNCIL REQUEST BUDGET	2021-22 MAYOR REC. BUDGET	2022-23 MAYOR REC. BUDGET	2023-24 MAYOR REC. BUDGET	2024-25 MAYOR REC. BUDGET
101-265-809.001	COVID 19 EXPENDITURES	9,366							
101-265-810.000	Services - Inspection Fees	505		5,000	5,000	5,125	5,253	5,384	5,519
101-265-818.000	Other Professional Services	2,417	3,280	2,060	2,060	2,112	2,164	2,218	2,274
101-265-818.006	Contractual Mowing Services	3,152	9,000	9,000	9,000	9,225	9,456	9,692	9,934
101-265-818.037	CONTRACTUAL JANITORIAL SERVICES	22,888	23,424	10,000	10,000	10,250	10,506	10,769	11,038
101-265-818.049	Prof Tech Licensce Fee Reimbur	45	45	93	93	95	98	100	103
101-265-818.236	PROF. SERVICE - TREE SERVICES			2,575	2,575	2,639	2,705	2,773	2,842
101-265-818.245	PROF. SERV - SNOW REMOVAL	3,660	3,660	7,500	7,500	7,688	7,880	8,077	8,279
101-265-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	355	482	840	840	861	883	905	927
101-265-852.010	SERVICES - CABLE TV/INTERNET	169	191	190	190	195	200	205	210
101-265-914.000	Insurance Property Coverage	24,693	26,938	17,786	17,786	18,231	18,686	19,154	19,632
101-265-921.000	Utilities Electricity	30,463	41,200	41,200	41,200	42,230	43,286	44,368	45,477
101-265-922.000	Utilities Water & Sewer	19,129	27,145	27,145	27,145	27,824	28,519	29,232	29,963
101-265-923.000	Utilities Gas Heat	17,393	23,006	23,006	23,006	23,581	24,171	24,775	25,394
101-265-931.001	Services - Building Maintenance	27,185	29,409	20,000	20,000	20,500	21,013	21,538	22,076
101-265-931.002	Services - Ground Maintenance			5,000	5,000	5,125	5,253	5,384	5,519
101-265-931.003	Services - Building Equip Maint	13,118	18,000	12,000	12,000	12,300	12,608	12,923	13,246
101-265-932.000	Equipment Maintenance		102						
101-265-932.008	Services - Maintenance-Fire Exting	206							
OTHER SERVICES AND CHARGES		174,744	205,882	183,395	183,395	187,981	192,681	197,497	202,433
Totals for dept 265 - Building Maintenance		318,461	358,562	334,057	334,057	343,020	352,223	361,672	371,378
Dept 266 - ATTORNEY									
OTHER SERVICES AND CHARGES									
101-266-804.000	Legal Services	14,728	27,000	25,000	25,000	25,625	26,266	26,922	27,595
101-266-804.018	Legal Services-Giarmarco Mullins	231,621	488,600	147,000	50,000	51,250	52,531	53,845	55,191
101-266-804.021	LEGAL SERVICES PROSECUTIONS - GIARMAF	232,093		285,000	250,000	256,250	262,656	269,223	275,953
101-266-804.022	LEGAL SERVICES MTT: GIARMARCO	1,036		1,500	1,500	1,538	1,576	1,615	1,656
101-266-804.023	LEGAL SERVICES CODE ENF - GIARMARCO	6,453		6,500	6,500	6,663	6,829	7,000	7,175
101-266-804.024	LEGAL SERVICES LAWSUITS - GIARMARCO	9,195		10,000	10,000	10,250	10,506	10,769	11,038
101-266-804.025	LEGAL SERVICES MEDICAL MARIJUANA - GI/	27,501		50,000	50,000	2,500	2,500	2,500	2,500
101-266-809.001	COVID 19 EXPENDITURES			50,000					
101-266-818.000	Other Professional Services	22,751	15,000	15,000	5,000	5,125	5,253	5,384	5,519
101-266-942.000	Services - Equipment Rentl Non-City	2	5	5	5	5	5	5	6
101-266-959.003	SETTLEMENT PAYMENTS	700,000	700,000	700,000	700,000	700,000	700,000		
OTHER SERVICES AND CHARGES		1,245,380	1,230,605	1,290,005	1,098,005	1,059,206	1,068,123	377,263	386,633
Totals for dept 266 - ATTORNEY		1,245,380	1,230,605	1,290,005	1,098,005	1,059,206	1,068,123	377,263	386,633
Dept 270 - Personnel Services									
PERSONNEL SERVICES									
101-270-702.000	Salaries & Wages	93,619	111,189	121,488	121,488	125,132	128,886	132,753	136,735
101-270-702.004	Overtime Wages	95							
101-270-715.000	F.I.C.A. - City Contribution	7,319	8,714	9,880	9,880	10,176	10,482	10,796	11,120
101-270-716.000	MEDICAL INSURANCE	5,486	6,493	6,819	6,819	7,023	7,234	7,451	7,675
101-270-717.000	Life Insurance	1,055	1,105	1,719	1,719	1,771	1,824	1,879	1,935
101-270-718.500	MERS EMPLOYER CONTRIBUTIONS	2,517	3,023	3,266	3,266	3,364	3,465	3,569	3,676
101-270-719.000	Workers Compensation Insurance	298	344	258	258	265	273	282	290

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101-270-719.001	Dental Insurance	555	1,190	1,297	1,297	1,336	1,376	1,417	1,460
101-270-721.010	Health Care Waiver	6,221	7,418	7,662	7,662	7,892	8,129	8,373	8,624
101-270-967.020	Personnel	80							
PERSONNEL SERVICES		117,245	139,476	152,389	152,389	156,959	161,669	166,520	171,515
SUPPLIES									
101-270-727.000	Office Supplies	295	416	1,000	1,000	1,025	1,051	1,077	1,104
101-270-728.000	Postage	425	511	500	500	513	525	538	552
101-270-730.000	Publications & Maps	150	500	350	350	359	368	377	386
101-270-731.003	COMPUTER EQUIPMENT	214	2,000	1,500	1,500	1,538	1,576	1,615	1,656
SUPPLIES		1,084	3,427	3,350	3,350	3,435	3,520	3,607	3,698
OTHER SERVICES AND CHARGES									
101-270-807.000	Services - Membership Dues			1,000	1,000	1,025	1,051	1,077	1,104
101-270-809.001	COVID 19 EXPENDITURES	52							
101-270-818.000	Other Professional Services	5,692	5,000	5,000	5,000	5,125	5,253	5,384	5,519
101-270-818.080	PROF. SERV - BS&A	4,263	4,263	4,370	4,370	4,380	4,480	4,590	4,700
101-270-835.001	Services - Physicals	4,433	6,000	10,000	10,000	10,250	10,506	10,769	11,038
101-270-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	309	400	490	490	502	515	528	541
101-270-852.010	SERVICES - CABLE TV/INTERNET	476	383	380	380	390	399	409	419
101-270-861.004	Services - Travel-Mileage			100	100	103	105	108	110
101-270-901.000	Printing and Bindery Service			3,000	3,000	3,075	3,152	3,231	3,311
101-270-902.001	Recruitment Advertising	5,968	6,500	10,000	10,000	10,250	10,506	10,769	11,038
101-270-914.000	Insurance Property Coverage	9,276	10,119	10,901	10,901	11,174	11,453	11,739	12,033
101-270-942.000	Services - Equipment Rentl Non-City	39	100						
101-270-942.002	COPIER SUPPLES		100						
101-270-957.002	Training Expense	5,466	5,466	9,000	9,000	9,225	9,456	9,692	9,934
101-270-957.004	Employment & Promotion Test		500	1,000	1,000	1,025	1,051	1,077	1,104
101-270-959.000	Miscellaneous Expenses	550	750	500	500	513	525	538	552
OTHER SERVICES AND CHARGES		36,524	39,581	55,741	55,741	57,037	58,452	59,911	61,403
Totals for dept 270 - Personnel Services		154,853	182,484	211,480	211,480	217,431	223,641	230,038	236,616
Total - Function GENERAL GOVERNMENT		5,014,811	5,909,323	6,547,791	6,684,287	6,611,647	6,748,411	6,195,035	6,345,347
Function: PUBLIC SAFETY									
Dept 301 - POLICE/SHERIFF									
PERSONNEL SERVICES									
101-301-702.000	Salaries & Wages	25,648	42,233	32,136	32,136	33,100	34,093	35,116	36,169
101-301-702.100	MAINTENANCE WAGES	16,322	19,192	15,527	15,527	15,992	16,472	16,966	17,475
101-301-702.104	MAINTENANCE - OVERTIME	7,963	9,777	15,087	15,087	15,539	16,005	16,485	16,980
101-301-715.000	F.I.C.A. - City Contribution	4,024	6,262	4,376	4,376	4,507	4,643	4,782	4,925
101-301-716.000	MEDICAL INSURANCE	1,306	1,973	8,767	8,767	9,030	9,301	9,580	9,867
101-301-717.000	Life Insurance	284	493	667	667	687	708	729	751
101-301-718.500	MERS EMPLOYER CONTRIBUTIONS	1,943	3,447	1,001	1,001	1,031	1,062	1,094	1,127
101-301-719.000	Workers Compensation Insurance	1,470	2,285	2,522	2,522	2,597	2,675	2,755	2,838
101-301-719.001	Dental Insurance	189	732	220	220	226	233	240	247
101-301-721.010	Health Care Waiver	2,796	4,604						
PERSONNEL SERVICES		61,945	90,998	80,303	80,303	82,709	85,192	87,747	90,379

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SUPPLIES									
101-301-749.005	Equipment Maintenance Supplies	472	1,677						
101-301-776.001	Janitorial Supplies	1,831	3,261	1,500	1,500	1,538	1,576	1,615	1,656
101-301-776.002	Building Maintenance Supplies	6,364	5,188	4,500	4,500	4,613	4,728	4,846	4,967
101-301-779.004	SNOW REMOV SUPPLIES			300	300	308	315	323	331
	SUPPLIES	8,667	10,126	6,300	6,300	6,459	6,619	6,784	6,954
OTHER SERVICES AND CHARGES									
101-301-802.001	Registration-Underground Fuel Tank		500						
101-301-818.000	Other Professional Services	1,578	3,028	4,000	4,000	4,100	4,203	4,308	4,415
101-301-818.006	Contractual Mowing Services		650						
101-301-818.012	PROFESSIONAL SERVICES- MEDICAL MARIJUANA				29,286	30,018	30,769	31,538	32,326
101-301-818.037	CONTRACTUAL JANITORIAL SERVICES	27,390	22,925						
101-301-818.068	Prof. Serv-Oakland Co. Sheriff	9,761,271	11,710,463	12,253,989	12,253,989	12,866,688	13,510,022	14,185,523	14,894,800
101-301-818.069	Prof. Serv-Oakland Co. Sheriff OT	683,968	920,995	914,694	914,694	960,428	1,008,450	1,058,872	1,111,816
101-301-818.245	PROF. SERV - SNOW REMOVAL	4,312	4,312	15,000	15,000	15,375	15,759	16,153	16,557
101-301-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	1,751	1,816	640	640	656	672	689	706
101-301-852.010	SERVICES - CABLE TV/INTERNET	2,162	2,157	2,100	2,100	2,153	2,206	2,261	2,318
101-301-914.000	Insurance Property Coverage	20,829	22,722	28,040	28,040	28,741	29,460	30,196	30,951
101-301-921.000	Utilities Electricity	46,965	52,965	54,510	54,510	55,873	57,270	58,701	60,169
101-301-922.000	Utilities Water & Sewer	20,104	20,729	21,766	21,766	22,310	22,868	23,440	24,026
101-301-923.000	Utilities Gas Heat	12,773	13,791	14,481	14,481	14,843	15,214	15,594	15,984
101-301-931.001	Services - Building Maintenance	17,096	14,373	15,000	15,000	15,375	15,759	16,153	16,557
101-301-931.003	Services - Building Equip Maint	6,960	10,520	10,000	10,000	10,250	10,506	10,769	11,038
101-301-932.000	Equipment Maintenance		148	150	150	154	158	162	166
101-301-932.008	Services - Maintenance-Fire Exting	222		800	800	820	841	862	883
101-301-932.010	Services - Maintenance-All Other Eq	145	193	500	500	513	525	538	552
	OTHER SERVICES AND CHARGES	10,607,526	12,802,287	13,335,670	13,364,956	14,028,297	14,724,682	15,455,759	16,223,264
Totals for dept 301 - POLICE/SHERIFF		10,678,138	12,903,411	13,422,273	13,451,559	14,117,465	14,816,493	15,550,290	16,320,597
Dept 309 - CROSSING GUARDS									
PERSONNEL SERVICES									
101-309-702.019	Wages School Crossing Guards	2,638	6,323	24,520	24,520	25,256	26,013	26,794	27,597
101-309-715.000	F.I.C.A. - City Contribution	202	281	1,876	1,876	1,932	1,990	2,050	2,111
101-309-719.000	Workers Compensation Insurance	29	41	336	336	346	356	367	378
	PERSONNEL SERVICES	2,869	6,645	26,732	26,732	27,534	28,359	29,211	30,086
Totals for dept 309 - CROSSING GUARDS		2,869	6,645	26,732	26,732	27,534	28,359	29,211	30,086
Dept 325 - COMMUNICATIONS/DISPATCH									
OTHER SERVICES AND CHARGES									
101-325-818.068	Prof. Serv-Oakland Co. Sheriff	171,705	206,971	213,180	213,180	219,575	226,162	232,947	239,935
	OTHER SERVICES AND CHARGES	171,705	206,971	213,180	213,180	219,575	226,162	232,947	239,935
Totals for dept 325 - COMMUNICATIONS/DISPATCH		171,705	206,971	213,180	213,180	219,575	226,162	232,947	239,935
Dept 336 - FIRE DEPARTMENT									

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SUPPLIES									
101-336-776.002	Building Maintenance Supplies	2,705	3,607	3,000	3,000	3,075	3,152	3,231	3,311
	SUPPLIES	2,705	3,607	3,000	3,000	3,075	3,152	3,231	3,311
OTHER SERVICES AND CHARGES									
101-336-818.000	Other Professional Services	3,729	4,529	5,000	5,000	5,125	5,253	5,384	5,519
101-336-818.075	PROF. SERV-WATERFORD FIRE DEPT	7,693,142	7,693,142	8,077,799	8,070,123	8,481,689	8,905,774	9,351,062	9,818,615
101-336-818.084	PROF. SERV-WATERFORD FIRE DEPT - MED M.				7,676	7,868	8,065	8,266	8,473
101-336-914.000	Insurance Property Coverage	8,474	9,244	8,828	8,828	9,049	9,275	9,507	9,744
101-336-921.000	Utilities Electricity	2,869	3,840		3,800	3,895	3,992	4,092	4,194
101-336-931.001	Services - Building Maintenance	55,964	65,000	65,000	65,000	66,625	68,291	69,998	71,748
	OTHER SERVICES AND CHARGES	7,764,178	7,775,755	8,156,627	8,160,427	8,574,251	9,000,650	9,448,309	9,918,293
Totals for dept 336 - FIRE DEPARTMENT		7,766,883	7,779,362	8,159,627	8,163,427	8,577,326	9,003,802	9,451,540	9,921,604
Total - Function PUBLIC SAFETY		18,619,595	20,896,389	21,821,812	21,854,898	22,941,900	24,074,816	25,263,988	26,512,223
Function: PUBLIC WORKS									
Dept 445 - DRAINS - PUBLIC BENEFIT									
OTHER SERVICES AND CHARGES									
101-445-807.000	Services - Membership Dues			5,400	5,400	5,535	5,673	5,815	5,961
101-445-938.000	Drain Maintenance Oakland Cnty	19,429	300,000	300,000	300,000	307,500	315,188	323,067	331,144
101-445-938.010	CLINTON RIVER SPILLWAY ASSESSMENT	5,000	6,000	6,000	6,000	6,150	6,304	6,461	6,623
101-445-955.100	MDEQ PERMIT FEES		5,000	5,000	5,000	5,125	5,253	5,384	5,519
	OTHER SERVICES AND CHARGES	24,429	311,000	316,400	316,400	324,310	332,418	340,727	349,247
Totals for dept 445 - DRAINS - PUBLIC BENEFIT		24,429	311,000	316,400	316,400	324,310	332,418	340,727	349,247
Dept 447 - Engineering									
PERSONNEL SERVICES									
101-447-702.000	Salaries & Wages	53,893	69,249	195,624	195,624	201,493	207,538	213,764	220,177
101-447-702.004	Overtime Wages	2,550	2,685	2,608	2,608	2,686	2,767	2,850	2,935
101-447-707.003	CELL PHONE STIPEND	600	600	1,200	1,200	1,236	1,273	1,311	1,351
101-447-715.000	F.I.C.A. - City Contribution	4,772	6,002	15,841	15,841	16,317	16,806	17,310	17,829
101-447-716.000	MEDICAL INSURANCE	8	14	38,898	38,898	40,065	41,267	42,505	43,780
101-447-717.000	Life Insurance	188	338	2,763	2,763	2,845	2,931	3,019	3,109
101-447-718.500	MERS EMPLOYER CONTRIBUTIONS	869	1,367	11,906	11,906	12,263	12,631	13,009	13,400
101-447-719.000	Workers Compensation Insurance	3,283	4,459	1,800	1,800	1,854	1,909	1,967	2,026
101-447-719.001	Dental Insurance	443	1,928	2,621	2,621	2,699	2,780	2,863	2,949
101-447-721.010	Health Care Waiver	6,221	7,418	7,662	7,662	7,892	8,129	8,373	8,624
	PERSONNEL SERVICES	72,827	94,060	280,923	280,923	289,350	298,031	306,971	316,180
SUPPLIES									
101-447-727.000	Office Supplies	340	27	1,000	1,000	1,025	1,051	1,077	1,104
101-447-728.000	Postage		200	200	200	205	210	215	221
101-447-731.003	COMPUTER EQUIPMENT	238	2,000						
101-447-746.001	Personal Protective Wear		1,200	1,800	1,800	1,845	1,891	1,938	1,987
101-447-749.001	Motor Fuel, Oil & Lubricants	1,698	3,000	3,000	3,000	3,075	3,152	3,231	3,311
101-447-749.002	Tools & Supplies	81	5,000	5,000	5,000	5,125	5,253	5,384	5,519

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SUPPLIES		2,357	11,427	11,000	11,000	11,275	11,557	11,845	12,142
OTHER SERVICES AND CHARGES									
101-447-806.000	Engineering Services	200,780	250,000	200,000	200,000	205,000	210,125	215,378	220,763
101-447-806.001	STORMWATER SERVICES	945	3,000	3,000	3,000	3,075	3,152	3,231	3,311
101-447-806.002	ASSET MANAGEMENT	6,906	9,629	50,000	50,000	51,250	52,531	53,845	55,191
101-447-806.004	PLAN REVIEW	69,333	79,744	60,000	60,000	61,500	63,038	64,613	66,229
101-447-807.000	Services - Membership Dues	4,242	22,500	10,000	10,000	10,250	10,506	10,769	11,038
101-447-818.049	Prof Tech Licensce Fee Reimbur	80	90	80	80	82	84	86	88
101-447-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	217	233						
101-447-852.010	SERVICES - CABLE TV/INTERNET	508	574						
101-447-914.000	Insurance Property Coverage	10,126	11,046	6,813	6,813	6,983	7,158	7,337	7,520
101-447-955.100	MDEQ PERMIT FEES	5,000	5,150						
101-447-957.002	Training Expense			2,000	2,000	2,050	2,101	2,154	2,208
OTHER SERVICES AND CHARGES		298,137	381,966	331,893	331,893	340,190	348,695	357,413	366,348
CAPITAL OUTLAY									
101-447-977.008	Special Equipment	11,400		12,000	12,000				
CAPITAL OUTLAY		11,400	0	12,000	12,000	0	0	0	0
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Totals for dept 447 - Engineering		384,721	487,453	635,816	635,816	640,815	658,283	676,229	694,670
Dept 448 - Street Lighting									
OTHER SERVICES AND CHARGES									
101-448-807.000	Services - Membership Dues			2,400	2,400	2,460	2,522	2,585	2,649
101-448-924.001	Utilities street lighting	820,946	907,186	907,000	907,000	929,675	952,917	976,740	1,001,158
OTHER SERVICES AND CHARGES		820,946	907,186	909,400	909,400	932,135	955,439	979,325	1,003,807
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Totals for dept 448 - Street Lighting		820,946	907,186	909,400	909,400	932,135	955,439	979,325	1,003,807
Dept 458 - PUBLIC WORKS OPERATIONS									
PERSONNEL SERVICES									
101-458-702.000	Salaries & Wages	243,993	271,040	238,748	216,660	223,160	229,855	236,750	243,853
101-458-702.004	Overtime Wages	10,888	10,236	3,705	3,705	3,816	3,931	4,049	4,170
101-458-702.009	SALARIES & WAGES - MEDICAL MARIJUANA				22,088	22,751	23,433	24,136	24,860
101-458-707.003	CELL PHONE STIPEND	1,250	1,350	5,400	5,400	5,562	5,729	5,901	6,078
101-458-715.000	F.I.C.A. - City Contribution	20,435	23,057	19,520	19,520	20,106	20,709	21,330	21,970
101-458-716.000	MEDICAL INSURANCE	1,516	2,260	29,103	29,103	29,976	30,875	31,801	32,755
101-458-717.000	Life Insurance	1,051	1,736	3,247	3,247	3,344	3,444	3,548	3,654
101-458-718.500	MERS EMPLOYER CONTRIBUTIONS	6,878	8,258	13,385	13,385	13,787	14,200	14,626	15,065
101-458-719.000	Workers Compensation Insurance	6,769	6,961	3,594	3,594	3,702	3,813	3,927	4,045
101-458-719.001	Dental Insurance	739	2,906	2,260	2,260	2,328	2,398	2,470	2,544
101-458-719.007	WORKERS COMP ALLOCATION		4,446	5,478	5,478	5,642	5,812	5,986	6,166
101-458-721.010	Health Care Waiver	12,653	12,350	19,413	19,413	19,995	20,595	21,213	21,849
101-458-819.000	Contractual Temp/PT Labor		3,000						
PERSONNEL SERVICES		306,172	347,600	343,853	343,853	354,168	364,794	375,737	387,009
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SUPPLIES									
101-458-727.000	Office Supplies	1,123	1,360	1,500	1,500	1,538	1,576	1,615	1,656

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101-458-728.000	Postage	22	35						
101-458-731.003	COMPUTER EQUIPMENT	21,354	91,500	90,000	90,000	92,250	94,556	96,920	99,343
101-458-746.001	Personal Protective Wear	1,813	6,000	2,700	2,700	2,768	2,837	2,908	2,980
101-458-749.001	Motor Fuel, Oil & Lubricants	5,909	7,878	8,000	8,000	8,200	8,405	8,615	8,831
101-458-749.005	Equipment Maintenance Supplies	56,927	67,587	45,000	45,000	46,125	47,278	48,460	49,672
	SUPPLIES	87,148	174,360	147,200	147,200	150,881	154,652	158,518	162,482
OTHER SERVICES AND CHARGES									
101-458-809.001	COVID 19 EXPENDITURES	954							
101-458-818.000	Other Professional Services	1,989	3,889	2,500	2,500	2,563	2,627	2,692	2,760
101-458-818.005	Equipment Towing Charges	1,075	1,500	1,500	1,500	1,538	1,576	1,615	1,656
101-458-818.080	PROF. SERV - BS&A	1,455	1,455	1,490	1,490	1,530	1,570	1,610	1,650
101-458-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	1,942	2,079	2,140	2,140	2,194	2,248	2,305	2,362
101-458-852.010	SERVICES - CABLE TV/INTERNET	3,160	3,424	4,500	4,500	4,613	4,728	4,846	4,967
101-458-914.000	Insurance Property Coverage	63,497	69,269	46,280	46,280	47,437	48,623	49,839	51,084
101-458-922.000	Utilities Water & Sewer	1,908	2,310	2,426	2,426	2,487	2,549	2,613	2,678
101-458-923.000	Utilities Gas Heat	4,779	5,021	5,272	5,272	5,404	5,539	5,677	5,819
101-458-931.001	Services - Building Maintenance	1,210	6,310						
101-458-932.004	Services - Maintenance-Vehicles	89,326	90,000	110,000	110,000	112,750	115,569	118,458	121,419
101-458-941.000	Services - Building & Land Rental	70,000	64,367	91,844	91,844	94,140	96,494	98,906	101,379
101-458-942.000	Services - Equipment Rentl Non-City	2	2						
101-458-942.002	COPIER SUPPLES	433	578	400	400	410	420	431	442
101-458-957.002	Training Expense	1,950	8,000	8,000	8,000	8,200	8,405	8,615	8,831
	OTHER SERVICES AND CHARGES	243,680	258,204	276,352	276,352	283,266	290,348	297,607	305,047
Totals for dept 458 - PUBLIC WORKS OPERATIONS		637,000	780,164	767,405	767,405	788,315	809,794	831,862	854,538
Total - Function PUBLIC WORKS		1,867,096	2,485,803	2,629,021	2,629,021	2,685,575	2,755,934	2,828,143	2,902,262
Function: COMMUNITY AND ECONOMIC DEVELOPMENT									
Dept 690 - REDEVELOPMENT AND HOUSING									
PERSONNEL SERVICES									
101-690-702.000	Salaries & Wages	64,920	92,861	241,589	184,600	190,138	195,842	201,717	207,769
101-690-702.004	Overtime Wages	7,813	6,632	6,726	3,745	3,857	3,973	4,092	4,215
101-690-715.000	F.I.C.A. - City Contribution	5,672	8,036	19,278	15,501	15,966	16,445	16,938	17,447
101-690-716.000	MEDICAL INSURANCE	6,891	10,769	44,013	6,819	7,024	7,234	7,451	7,675
101-690-717.000	Life Insurance	199	399	3,329	584	602	620	638	657
101-690-718.500	MERS EMPLOYER CONTRIBUTIONS	985	1,271	14,833	3,090	3,183	3,278	3,377	3,478
101-690-719.000	Workers Compensation Insurance	233	328	6,275	492	507	522	538	554
101-690-719.001	Dental Insurance	368	2,233	2,049	228	235	242	249	257
101-690-719.007	WORKERS COMP ALLOCATION		12,139	21,110	21,110	21,743	22,396	23,067	23,759
101-690-721.010	Health Care Waiver	2,384	3,926	2,809	14,287	14,716	15,157	15,612	16,080
	PERSONNEL SERVICES	89,465	138,594	362,011	250,456	257,970	265,709	273,680	281,890
SUPPLIES									
101-690-727.000	Office Supplies			1,250	1,250	1,281	1,313	1,346	1,380
101-690-728.000	Postage	4,018	100	500	500	513	525	538	552
	SUPPLIES	4,018	100	1,750	1,750	1,794	1,838	1,884	1,932

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OTHER SERVICES AND CHARGES									
101-690-804.016	LEGAL SERVICES-IRON MOUNTAIN	3,251	3,000	3,500	3,500	3,588	3,677	3,769	3,863
101-690-807.000	Services - Membership Dues			7,500	7,500	7,688	7,880	8,077	8,279
101-690-816.003	Services - Demolition	23,770	106,000	50,000	50,000	51,250	52,531	53,845	55,191
101-690-816.009	PROFESSIONAL SERV. - CENSUS	(16,485)	25,000						
101-690-816.010	BLIGHT COURT		90,000	90,000	90,000	92,250	94,556	96,920	99,343
101-690-818.000	Other Professional Services	20,885	30,000	17,600	17,600	18,040	18,491	18,953	19,427
101-690-818.060	Prof. Serv-Wade Trim	26,325	30,000						
101-690-818.372	NUISANCE ABATEMENT-COURT ORDERED	16,677	40,000						
101-690-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	407	430	390	390	400	410	420	430
101-690-852.010	SERVICES - CABLE TV/INTERNET	677	765	560	560	574	588	603	618
101-690-861.000	Travel Expenses		1,000	1,000	1,000	1,025	1,051	1,077	1,104
101-690-901.000	Printing and Bindery Service		150	500	500	513	525	538	552
101-690-902.000	Advertising	4,265	5,000	6,000	6,000	6,150	6,304	6,461	6,623
101-690-914.000	Insurance Property Coverage	20,407	22,262	16,352	16,352	16,761	17,180	17,609	18,050
101-690-942.000	Services - Equipment Rentl Non-City	19	50	50	50	51	53	54	55
101-690-942.002	COPIER SUPPLES		500	500	500	513	525	538	552
101-690-956.239	CONTRIBUTION TO TIFA 2	301,293	279,957	277,005	277,005	250,896	235,283	219,667	
101-690-956.240	CONTRIBUTION TO TIFA 3	198,971	372,708	363,075	363,075	691,146	724,071	355,602	384,010
101-690-957.002	Training Expense		3,000	3,000	3,000	3,075	3,152	3,231	3,311
OTHER SERVICES AND CHARGES		600,462	1,009,822	837,032	837,032	1,143,920	1,166,277	787,364	601,408
Totals for dept 690 - REDEVELOPMENT AND HOUSING		693,945	1,148,516	1,200,793	1,089,238	1,403,684	1,433,824	1,062,928	885,230
Dept 721 - PLANNING									
PERSONNEL SERVICES									
101-721-702.000	Salaries & Wages	137,538	166,008	185,318	171,667	176,817	182,122	187,585	193,213
101-721-702.004	Overtime Wages	0	0	0	2,981	3,070	3,163	3,257	3,355
101-721-702.009	SALARIES & WAGES - MEDICAL MARIJUANA				50,500	52,015	53,575	55,183	56,838
101-721-707.003	CELL PHONE STIPEND			600	600	618	637	656	675
101-721-715.000	F.I.C.A. - City Contribution	10,273	12,449	14,284	17,613	18,141	18,686	19,246	19,824
101-721-716.000	MEDICAL INSURANCE	14,778	17,652	21,079	21,079	21,711	22,363	23,034	23,725
101-721-717.000	Life Insurance	655	1,155	2,629	3,146	3,240	3,338	3,438	3,541
101-721-718.500	MERS EMPLOYER CONTRIBUTIONS	2,066	2,450	2,757	3,627	3,736	3,848	3,963	4,082
101-721-719.000	Workers Compensation Insurance	442	485	594	671	691	712	733	755
101-721-719.001	Dental Insurance	394	1,544	1,141	1,552	1,599	1,647	1,696	1,747
101-721-721.010	Health Care Waiver	720	1,185		2,809	2,893	2,980	3,069	3,162
PERSONNEL SERVICES		166,866	202,928	228,402	276,245	284,532	293,068	301,860	310,916
SUPPLIES									
101-721-727.000	Office Supplies	2,321	2,339	7,000	7,000	7,175	7,354	7,538	7,727
101-721-728.000	Postage	3,064		3,000	3,000	3,075	3,152	3,231	3,311
101-721-729.001	Printed Forms	70	515	750	750	769	788	808	828
101-721-731.001	COMPUTER SUPPLIES	3,195	3,500	4,000	4,000	4,100	4,203	4,308	4,415
101-721-731.003	COMPUTER EQUIPMENT		1,000						
SUPPLIES		8,650	7,354	14,750	14,750	15,119	15,497	15,885	16,281
OTHER SERVICES AND CHARGES									
101-721-807.000	Services - Membership Dues	390	1,000	1,500	1,500	1,538	1,576	1,615	1,656



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101-721-818.000	Other Professional Services	10,120	13,538	15,000	15,000	15,375	15,759	16,153	16,557
101-721-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	298	314	200	200	205	210	215	221
101-721-852.010	SERVICES - CABLE TV/INTERNET	508	565	380	380	390	399	409	419
101-721-861.000	Travel Expenses			500	500	513	525	538	552
101-721-902.005	Public Notices	3,977	5,150	6,000	6,000	6,150	6,304	6,461	6,623
101-721-914.000	Insurance Property Coverage	13,913	15,178	16,352	16,352	16,761	17,180	17,609	18,050
101-721-942.000	Services - Equipment Rentl Non-City	116	515	250	250	256	263	269	276
101-721-957.002	Training Expense	850	5,150	900	900	923	946	969	993
	OTHER SERVICES AND CHARGES	30,172	41,410	41,082	41,082	42,111	43,162	44,238	45,347
Totals for dept 721 - PLANNING		205,688	251,692	284,234	332,077	341,762	351,727	361,983	372,544
Dept 733 - CODE ENFORCEMENT									
PERSONNEL SERVICES									
101-733-702.000	Salaries & Wages	200,059	231,916	266,475	321,475	331,119	341,053	351,284	361,823
101-733-702.004	Overtime Wages	449				0	0	0	0
101-733-707.003	CELL PHONE STIPEND			600	600	618	637	656	675
101-733-715.000	F.I.C.A. - City Contribution	16,372	18,994	21,574	25,782	26,555	27,352	28,173	29,018
101-733-716.000	MEDICAL INSURANCE	3,196	3,099	44,012	51,347	52,887	54,474	56,108	57,792
101-733-717.000	Life Insurance	823	1,423	4,196	4,895	5,042	5,193	5,349	5,509
101-733-718.500	MERS EMPLOYER CONTRIBUTIONS	4,833	5,261	11,234	13,106	13,499	13,904	14,321	14,751
101-733-719.000	Workers Compensation Insurance	4,934	6,927	2,028	2,366	2,437	2,510	2,585	2,663
101-733-719.001	Dental Insurance	532	1,997	3,436	4,009	4,129	4,253	4,381	4,512
101-733-721.010	Health Care Waiver	13,971	16,801	16,347	16,347	16,837	17,343	17,863	18,399
	PERSONNEL SERVICES	245,169	286,418	369,902	439,927	453,125	466,719	480,720	495,142
SUPPLIES									
101-733-727.000	Office Supplies	2,427	3,006	3,000	3,000	3,075	3,152	3,231	3,311
101-733-728.000	Postage	326		1,500	1,500	1,538	1,576	1,615	1,656
101-733-731.003	COMPUTER EQUIPMENT	946	946	4,000	4,000	4,100	4,203	4,308	4,415
101-733-746.001	Personal Protective Wear		300	600	600	615	630	646	662
101-733-749.001	Motor Fuel, Oil & Lubricants	2,657	2,918	3,000	3,000	3,075	3,152	3,231	3,311
	SUPPLIES	6,356	7,170	12,100	12,100	12,403	12,713	13,031	13,355
OTHER SERVICES AND CHARGES									
101-733-807.000	Services - Membership Dues	300	1,000	1,000	1,000	1,025	1,051	1,077	1,104
101-733-818.000	Other Professional Services			30,000	100,000	102,500	105,063	107,689	110,381
101-733-818.005	Equipment Towing Charges		500	500	500	513	525	538	552
101-733-818.006	Contractual Mowing Services	4,055	5,000	25,000	40,000	41,000	42,025	43,076	44,153
101-733-818.013	PROFESSIONAL SERVICES- ANIMAL CONTROL				100,000	102,500	105,063	107,689	110,381
101-733-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	473	494	390	390	400	410	420	430
101-733-852.010	SERVICES - CABLE TV/INTERNET	2,892	3,129	2,950	2,950	3,024	3,099	3,177	3,256
101-733-861.000	Travel Expenses		750	1,600	1,600	1,640	1,681	1,723	1,766
101-733-902.005	Public Notices			850	850	871	893	915	938
101-733-914.000	Insurance Property Coverage	25,220	27,513	36,828	36,828	37,749	38,692	39,660	40,651
101-733-932.004	Services - Maintenance-Vehicles	271	1,500	1,500	1,500	1,538	1,576	1,615	1,656
101-733-942.002	COPIER SUPPLES		500	500	500	513	525	538	552
101-733-957.002	Training Expense	1,394	3,600	3,600	3,600	3,690	3,782	3,877	3,974
	OTHER SERVICES AND CHARGES	34,605	43,986	104,718	289,718	296,963	304,384	311,994	319,794

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Totals for dept 733 - CODE ENFORCEMENT		286,130	337,574	486,720	741,745	762,491	783,816	805,745	828,291
Total - Function COMMUNITY AND ECONOMIC DEVELOPMENT		1,185,763	1,737,782	1,971,747	2,163,060	2,507,937	2,569,367	2,230,656	2,086,065
Function: RECREATION AND CULTURE									
Dept 756 - RECREATION FACILITY									
CAPITAL OUTLAY									
101-756-971.001	Land Acquisition of Real Property			3,150,000	3,150,000				
	CAPITAL OUTLAY	0	0	3,150,000	3,150,000	0	0	0	0
Totals for dept 756 - RECREATION FACILITY		0	0	3,150,000	3,150,000	0	0	0	0
Dept 774 - CITY EVENTS									
OTHER SERVICES AND CHARGES									
101-774-745.002	CITY EVENTS - DREAM CRUISE	50,443	50,592	51,000	51,000	52,275	53,582	54,921	56,294
101-774-745.003	CITY EVENTS	17,517	42,225	34,950	34,950	35,824	36,719	37,637	38,578
	OTHER SERVICES AND CHARGES	67,960	92,817	85,950	85,950	88,099	90,301	92,558	94,872
Totals for dept 774 - CITY EVENTS		67,960	92,817	85,950	85,950	88,099	90,301	92,558	94,872
Dept 818 - PARKS GROUNDS MAINTENANCE									
PERSONNEL SERVICES									
101-818-702.000	Salaries & Wages	15,878	23,154	14,815	14,815	15,260	15,717	16,189	16,675
101-818-702.004	Overtime Wages	1,817	3,415	125	125	129	132	136	140
101-818-707.003	CELL PHONE STIPEND	350	600	600	600	618	637	656	675
101-818-715.000	F.I.C.A. - City Contribution	1,396	1,991	1,350	1,350	1,391	1,432	1,475	1,520
101-818-716.000	MEDICAL INSURANCE	1,078	1,775	3,314	3,314	3,413	3,516	3,621	3,730
101-818-717.000	Life Insurance	52	152	213	213	220	226	233	240
101-818-718.500	MERS EMPLOYER CONTRIBUTIONS	271	446	473	473	487	502	517	532
101-818-719.000	Workers Compensation Insurance	1,196	1,705	768	768	791	814	839	864
101-818-719.001	Dental Insurance	63	396	114	114	118	121	125	129
101-818-721.010	Health Care Waiver	572							
	PERSONNEL SERVICES	22,673	33,634	21,772	21,772	22,427	23,097	23,791	24,505
SUPPLIES									
101-818-745.012	Recreation Supplies - Parks		3,200	70,000	70,000	71,750	73,544	75,382	77,267
101-818-746.001	Personal Protective Wear		1,200	1,800	1,800	1,845	1,891	1,938	1,987
101-818-749.001	Motor Fuel, Oil & Lubricants		1,500						
101-818-749.002	Tools & Supplies	4,040	5,000	10,000	10,000	10,250	10,506	10,769	11,038
101-818-749.005	Equipment Maintenance Supplies	827	2,000	2,000	2,000	2,050	2,101	2,154	2,208
101-818-776.002	Building Maintenance Supplies		5,000	5,000	5,000	5,125	5,253	5,384	5,519
101-818-779.001	Sand & Gravel	4,524	5,000	5,000	5,000	5,125	5,253	5,384	5,519
101-818-780.001	Forestry Supplies		500	500	500	513	525	538	552
101-818-780.005	Grounds Maintenance Supplies		2,500						
	SUPPLIES	9,391	25,900	94,300	94,300	96,658	99,073	101,549	104,090
OTHER SERVICES AND CHARGES									
101-818-808.000	PARKS AND NEIGHBORHOOD PROJECTS	12,115	100,000	50,000	50,000	51,250	52,531	53,845	55,191

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 MAYOR REC. BUDGET	2020-21 CITY COUNCIL REQUEST BUDGET	2021-22 MAYOR REC. BUDGET	2022-23 MAYOR REC. BUDGET	2023-24 MAYOR REC. BUDGET	2024-25 MAYOR REC. BUDGET
101-818-818.000	Other Professional Services	10,639	16,094	35,000	85,000	87,125	89,303	91,536	93,824
101-818-818.006	Contractual Mowing Services	85,487	100,000	100,000	100,000	102,500	105,063	107,689	110,381
101-818-818.236	PROF. SERVICE - TREE SERVICES	64,594	136,594	125,000	125,000	128,125	131,328	134,611	137,977
101-818-818.245	PROF. SERV - SNOW REMOVAL			6,000	6,000	6,150	6,304	6,461	6,623
101-818-822.000	Services-Collected Waste Disposal		3,000						
101-818-914.000	Insurance Property Coverage	3,295	3,594	7,651	7,651	7,842	8,038	8,239	8,445
101-818-921.000	Utilities Electricity	2,447	3,650	3,650	3,650	3,741	3,835	3,931	4,029
101-818-922.000	Utilities Water & Sewer	6,012	10,036	10,538	10,538	10,801	11,071	11,348	11,632
101-818-931.000	Services - Buildings and Grounds	395	2,500	2,500	2,500	2,563	2,627	2,692	2,760
101-818-931.002	Services - Ground Maintenance	308	2,500	2,500	2,500	2,563	2,627	2,692	2,760
101-818-942.000	Services - Equipment Rentl Non-City	9,327	12,436	10,000	10,000	10,250	10,506	10,769	11,038
	OTHER SERVICES AND CHARGES	194,619	390,404	352,839	402,839	412,910	423,233	433,813	444,660
Totals for dept 818 - PARKS GROUNDS MAINTENANCE		226,683	449,938	468,911	518,911	531,995	545,403	559,153	573,255
Total - Function RECREATION AND CULTURE		294,643	542,755	3,704,861	3,754,861	620,094	635,704	651,711	668,127
Function: OTHER FUNCTIONS									
Dept 861 - Retiree Fringes									
PERSONNEL SERVICES									
101-861-718.002	P&F Pension - City Contribution	1,835,294	1,835,294	2,248,844	2,248,844	2,000,000	2,000,000	2,000,000	2,000,000
101-861-718.007	GERS VEBA - City Contribution					1,500,000	1,500,000	1,500,000	1,500,000
	PERSONNEL SERVICES	1,835,294	1,835,294	2,248,844	2,248,844	3,500,000	3,500,000	3,500,000	3,500,000
Totals for dept 861 - Retiree Fringes		1,835,294	1,835,294	2,248,844	2,248,844	3,500,000	3,500,000	3,500,000	3,500,000
Dept 870 - UNEMPLOYMENT COMPENSATION									
PERSONNEL SERVICES									
101-870-723.001	Unemployment Compensation	16,604	50,000	10,000	10,000	10,300	10,609	10,927	11,255
	PERSONNEL SERVICES	16,604	50,000	10,000	10,000	10,300	10,609	10,927	11,255
Totals for dept 870 - UNEMPLOYMENT COMPENSATION		16,604	50,000	10,000	10,000	10,300	10,609	10,927	11,255
Total - Function OTHER FUNCTIONS		1,851,898	1,885,294	2,258,844	2,258,844	3,510,300	3,510,609	3,510,927	3,511,255
Function: TRANSFERS (OUT) AND OTHER SOURCES									
Dept 966 - Transfers To / From Other Funds									
APPROPRIATION (OPERATING) TRANSFERS (OUT)									
101-966-999.209	TRANSFER OUT TO FUND 209		609,183	687,491	687,491	313,400	310,638	314,148	322,680
101-966-999.276	TRANSFER OUT TO FUND 276	1,681,862	1,349,555	1,850,209	1,850,209	1,860,109	1,938,286	2,019,037	2,102,438
101-966-999.585	TRANSFER OUT TO FUND 585		7,000,564	381,803	381,803	259,626	266,273	273,092	280,085
	APPROPRIATION (OPERATING) TRANSFERS (OUT)	1,681,862	8,959,302	2,919,503	2,919,503	2,433,135	2,515,197	2,606,277	2,705,203
Totals for dept 966 - Transfers To / From Other Funds		1,681,862	8,959,302	2,919,503	2,919,503	2,433,135	2,515,197	2,606,277	2,705,203
Total - Function TRANSFERS (OUT) AND OTHER SOURCES		1,681,862	8,959,302	2,919,503	2,919,503	2,433,135	2,515,197	2,606,277	2,705,203
TOTAL APPROPRIATIONS		30,515,668	42,416,648	41,853,579	42,264,474	41,310,589	42,810,037	43,286,738	44,730,482

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NET OF REVENUES/APPROPRIATIONS - FUND 101		2,864,063	(4,666,278)	(5,294,277)	(5,705,174)	(1,968,127)	(2,827,096)	(2,723,864)	(3,503,943)
BEGINNING FUND BALANCE		18,591,032	18,591,032	13,924,754	13,924,754	8,219,580	6,251,453	3,424,357	700,493
ENDING FUND BALANCE		21,455,095	13,924,754	8,630,477	8,219,580	6,251,453	3,424,357	700,493	(2,803,450)

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Fund 202 - MAJOR STREETS									
ESTIMATED REVENUES									
Function: Unclassified									
Dept 000									
STATE GRANTS									
202-000-539.000	State grants			200,000	200,000				
202-000-539.001	STATE GRANT PA-252 ROADS	217,968	217,968						
202-000-577.000	State gas & weight	5,086,491	5,939,100	5,622,659	5,622,659	6,104,570	6,257,184	6,413,614	6,573,954
	STATE GRANTS	5,304,459	6,157,068	5,822,659	5,822,659	6,104,570	6,257,184	6,413,614	6,573,954
OTHER REVENUE									
202-000-686.000	REIMBURSEMENTS	(150,354)	(150,354)						
	OTHER REVENUE	(150,354)	(150,354)	0	0	0	0	0	0
INTEREST AND RENTS									
202-000-665.001	Investments Income	24,284	30,207	25,700	25,700	25,829	25,958	26,087	26,218
202-000-665.100	UNREALIZED MARKET ADJUSTMENTS	844	1,266						
	INTEREST AND RENTS	25,128	31,473	25,700	25,700	25,829	25,958	26,087	26,218
Totals for dept 000 -		5,179,233	6,038,187	5,848,359	5,848,359	6,130,399	6,283,142	6,439,701	6,600,172
Total - Function Unclassified		5,179,233	6,038,187	5,848,359	5,848,359	6,130,399	6,283,142	6,439,701	6,600,172
Function: TRANSFERS (OUT) AND OTHER SOURCES									
Dept 966 - Transfers To / From Other Funds									
OPERATING TRANSFERS IN									
202-966-699.203	TRANSFER IN FROM FUND 203		600,000						
	OPERATING TRANSFERS IN	0	600,000	0	0	0	0	0	0
Totals for dept 966 - Transfers To / From Other Funds		0	600,000	0	0	0	0	0	0
Total - Function TRANSFERS (OUT) AND OTHER SOURCES		0	600,000	0	0	0	0	0	0
TOTAL ESTIMATED REVENUES		5,179,233	6,638,187	5,848,359	5,848,359	6,130,399	6,283,142	6,439,701	6,600,172

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APPROPRIATIONS									
Function: PUBLIC WORKS									
Dept 443 - NONMOTORIZED									
OTHER SERVICES AND CHARGES									
202-443-816.000	Services - Contracted Construction	88,260	200,000	213,157	213,157	150,000	150,000	150,000	150,000
	OTHER SERVICES AND CHARGES	88,260	200,000	213,157	213,157	150,000	150,000	150,000	150,000
Totals for dept 443 - NONMOTORIZED		88,260	200,000	213,157	213,157	150,000	150,000	150,000	150,000
Dept 458 - PUBLIC WORKS OPERATIONS									
OTHER SERVICES AND CHARGES									
202-458-962.022	101 Admin Allocation-To Other Funds	195,394	213,157	192,286	192,286	198,055	203,996	210,116	216,420
202-458-967.010	DPW SUPPORT SERVICES	88,028	96,030	96,030	96,030	98,911	101,878	104,935	108,083
	OTHER SERVICES AND CHARGES	283,422	309,187	288,316	288,316	296,966	305,874	315,051	324,503
Totals for dept 458 - PUBLIC WORKS OPERATIONS		283,422	309,187	288,316	288,316	296,966	305,874	315,051	324,503
Dept 463 - Rountine Maintenance Roads									
PERSONNEL SERVICES									
202-463-702.000	Salaries & Wages	143,772	155,602	181,786	181,786	187,240	192,857	198,643	204,602
202-463-702.002	Temporary Employee Wages	3,252	5,355						
202-463-702.004	Overtime Wages	16,515	14,710	7,291	7,291	7,510	7,735	7,967	8,206
202-463-707.003	CELL PHONE STIPEND	100							
202-463-715.000	F.I.C.A. - City Contribution	12,536	13,254	15,623	15,623	16,092	16,575	17,072	17,584
202-463-716.000	MEDICAL INSURANCE	7,646	7,644	26,930	26,930	27,738	28,570	29,428	30,310
202-463-717.000	Life Insurance	481	770	2,438	2,438	2,511	2,587	2,664	2,744
202-463-718.500	MERS EMPLOYER CONTRIBUTIONS	4,709	4,837	9,312	9,312	9,591	9,879	10,176	10,481
202-463-719.000	Workers Compensation Insurance	12,185	12,395	11,104	11,104	11,437	11,780	12,133	12,497
202-463-719.001	Dental Insurance	659	490	2,115	2,115	2,179	2,244	2,311	2,381
202-463-721.010	Health Care Waiver	2,413							
	PERSONNEL SERVICES	204,268	215,057	256,599	256,599	264,298	272,227	280,394	288,805
SUPPLIES									
202-463-749.001	Motor Fuel, Oil & Lubricants	1,597	1,597	3,500	3,500	3,588	3,677	3,769	3,863
202-463-777.005	STREET LIGHT PARTS & SUPPLIES	42,688	56,750	90,000	90,000	92,250	94,556	96,920	99,343
202-463-779.005	Surface Maint. - Temporary Asphalt	16,218	70,000	70,000	70,000	71,750	73,544	75,382	77,267
202-463-779.006	Surface Maint. - Permanent Asphalt	8,059	25,000	25,000	25,000	25,625	26,266	26,922	27,595
202-463-779.007	Surface Maint. - Permanent Concrete	10,716							
202-463-779.008	Pavement Markings	66,942	131,750	231,750	231,750	237,544	243,482	249,569	255,809
202-463-779.009	Other Road Maintenance Supplies	489	5,000	5,000	5,000	5,125	5,253	5,384	5,519
	SUPPLIES	146,709	290,097	425,250	425,250	435,882	446,778	457,946	469,396
OTHER SERVICES AND CHARGES									
202-463-806.000	Engineering Services	236,731	200,000	200,000	200,000	205,000	210,125	215,378	220,763
202-463-806.001	STORMWATER SERVICES	278,043	270,000	300,000	300,000	307,500	315,188	323,067	331,144
202-463-816.000	Services - Contracted Construction	3,105	150,000	150,000	150,000	153,750	157,594	161,534	165,572
202-463-818.000	Other Professional Services	7,404	6,905	50,000	50,000	51,250	52,531	53,845	55,191

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202-463-818.006	Contractual Mowing Services	21,694	35,000	35,000	35,000	35,875	36,772	37,691	38,633
202-463-818.049	Prof Tech License Fee Reimbur			2,500	2,500	2,563	2,627	2,692	2,760
202-463-818.230	PROF. SERV - STREETLIGHT REPAIR	192,026	231,277	260,000	260,000	266,500	273,163	279,992	286,991
202-463-818.236	PROF. SERVICE - TREE SERVICES	18,250	6,500	50,000	50,000	51,250	52,531	53,845	55,191
202-463-818.257	PROF SERV - GUARDRAILS		20,000	20,000	20,000	20,500	21,013	21,538	22,076
202-463-818.260	OTHER PROF. SERV. - STREET PATCHING	181,489	207,548	200,000	200,000	205,000	210,125	215,378	220,763
202-463-822.000	Services-Collected Waste Disposal	2,564	5,000	5,000	5,000	5,125	5,253	5,384	5,519
202-463-931.002	Services - Ground Maintenance	333	2,133	15,000	15,000	15,375	15,759	16,153	16,557
202-463-942.000	Services - Equipment Rentl Non-City	19,780	38,950	45,000	45,000	46,125	47,278	48,460	49,672
202-463-943.000	Services - Equip Rentl City-Owned	178,745	205,997	200,000	200,000	205,000	210,125	215,378	220,763
202-463-957.002	Training Expense		3,000						
OTHER SERVICES AND CHARGES		1,140,164	1,382,310	1,532,500	1,532,500	1,570,813	1,610,084	1,650,335	1,691,595
CAPITAL OUTLAY									
202-463-974.055	TO BE DETERMINED ROAD	193,910	350,000						
202-463-974.066	HILL STREET	75,543	75,543						
202-463-974.070	JOSLYN	3,165	3,165						
202-463-974.071	UNIVERSITY DRIVE		30,000						
202-463-974.074	ROAD CONSTRUCTION			3,387,366	3,387,366	1,474,090	330,387	6,488,000	2,786,000
202-463-978.000	JOSLYN : PERRY TO WALTON	249,615	249,615						
202-463-980.000	UNIVERSITY DRIVE : MLK TO E. CITY LIMIT	1,074,980	3,100,000						
202-463-982.000	SOUTH BLVD : WOODWARD TO MLK	31,943	31,943						
202-463-987.000	PERRY	45,301	45,301						
202-463-988.000	MILL	155,395	155,395						
CAPITAL OUTLAY		1,829,852	4,040,962	3,387,366	3,387,366	1,474,090	330,387	6,488,000	2,786,000
Totals for dept 463 - Rountine Maintenance Roads		3,320,993	5,928,426	5,601,715	5,601,715	3,745,083	2,659,476	8,876,675	5,235,796
Dept 478 - Winter Maintenance									
PERSONNEL SERVICES									
202-478-702.000	Salaries & Wages	13,766	14,812	103,558	103,558	106,665	109,865	113,161	116,555
202-478-702.004	Overtime Wages	29,673	36,277	26,557	26,557	27,354	28,174	29,019	29,890
202-478-715.000	F.I.C.A. - City Contribution	3,282	3,857	9,029	9,029	9,300	9,579	9,866	10,162
202-478-716.000	MEDICAL INSURANCE	2,016	2,398	27,196	27,196	28,012	28,853	29,718	30,610
202-478-717.000	Life Insurance	83	123	1,478	1,478	1,522	1,568	1,615	1,664
202-478-718.500	MERS EMPLOYER CONTRIBUTIONS	800	866	4,982	4,982	5,131	5,285	5,444	5,607
202-478-719.000	Workers Compensation Insurance	1,728	2,845	6,490	6,490	6,685	6,886	7,092	7,305
202-478-719.001	Dental Insurance	101	93	1,245	1,245	1,283	1,321	1,361	1,402
PERSONNEL SERVICES		51,449	61,271	180,535	180,535	185,952	191,531	197,276	203,195
SUPPLIES									
202-478-779.004	SNOW REMOV SUPPLIES	39,035	39,035	90,000	40,000	41,000	42,025	43,076	44,153
202-478-779.009	Other Road Maintenance Supplies		5,000	5,000	5,000	5,125	5,253	5,384	5,519
SUPPLIES		39,035	44,035	95,000	45,000	46,125	47,278	48,460	49,672
OTHER SERVICES AND CHARGES									
202-478-818.245	PROF. SERV - SNOW REMOVAL	3,425	3,425	15,000	15,000	15,375	15,759	16,153	16,557
202-478-943.000	Services - Equip Rentl City-Owned	91,278	150,000	150,000	150,000	153,750	157,594	161,534	165,572
OTHER SERVICES AND CHARGES		94,703	153,425	165,000	165,000	169,125	173,353	177,687	182,129

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Totals for dept 478 - Winter Maintenance		185,187	258,731	440,535	390,535	401,202	412,162	423,423	434,996
Dept 485 - TRAFFIC CONTROL									
PERSONNEL SERVICES									
202-485-702.000	Salaries & Wages			21,805	21,805	22,459	23,133	23,827	24,542
202-485-702.004	Overtime Wages			133	133	137	141	145	150
202-485-715.000	F.I.C.A. - City Contribution			1,690	1,690	1,741	1,793	1,847	1,902
202-485-716.000	MEDICAL INSURANCE			8,927	8,927	9,194	9,470	9,754	10,047
202-485-717.000	Life Insurance			327	327	337	347	357	368
202-485-718.500	MERS EMPLOYER CONTRIBUTIONS			1,632	1,632	1,681	1,731	1,783	1,836
202-485-719.000	Workers Compensation Insurance			1,086	1,086	1,119	1,153	1,187	1,223
202-485-719.001	Dental Insurance			425	425	438	451	465	479
PERSONNEL SERVICES		0	0	36,025	36,025	37,106	38,219	39,365	40,547
OTHER SERVICES AND CHARGES									
202-485-818.000	Other Professional Services	90,050	154,371	150,000	150,000	153,750	157,594	161,534	165,572
202-485-818.014	PROF. SERVICES- TRAFFIC CONTROL STUDY				50,000	51,250	52,531	53,845	55,191
202-485-818.220	PROF. SERV-CN RAILWAY	18,092							
202-485-924.003	Utilities traffic signals	61,716	53,887	60,000	60,000	61,500	63,038	64,613	66,229
OTHER SERVICES AND CHARGES		169,858	208,258	210,000	260,000	266,500	273,163	279,992	286,992
Totals for dept 485 - TRAFFIC CONTROL		169,858	208,258	246,025	296,025	303,606	311,382	319,357	327,539
Total - Function PUBLIC WORKS		4,047,720	6,904,602	6,789,748	6,789,748	4,896,857	3,838,894	10,084,505	6,472,833
TOTAL APPROPRIATIONS		4,047,720	6,904,602	6,789,748	6,789,748	4,896,857	3,838,894	10,084,505	6,472,833
NET OF REVENUES/APPROPRIATIONS - FUND 202		1,131,513	(266,415)	(941,389)	(941,389)	1,233,542	2,444,248	(3,644,804)	127,339
BEGINNING FUND BALANCE		2,492,967	2,492,967	2,226,552	2,226,552	1,285,163	2,518,705	4,962,953	1,318,149
ENDING FUND BALANCE		3,624,480	2,226,552	1,285,163	1,285,163	2,518,705	4,962,953	1,318,149	1,445,487



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Fund 203 - Local Streets									
ESTIMATED REVENUES									
Function: Unclassified									
Dept 000									
STATE GRANTS									
203-000-577.000	State gas & weight	1,548,718	1,808,300	1,874,220	1,874,220	2,034,857	2,085,728	2,137,872	2,191,318
	STATE GRANTS	1,548,718	1,808,300	1,874,220	1,874,220	2,034,857	2,085,728	2,137,872	2,191,318
OTHER REVENUE									
203-000-671.000	MISCELLANEOUS REVENUE	10,732	10,732						
	OTHER REVENUE	10,732	10,732	0	0	0	0	0	0
INTEREST AND RENTS									
203-000-665.001	Investments Income	70,958	92,010	27,941	27,941	28,081	28,221	28,362	28,504
203-000-665.100	UNREALIZED MARKET ADJUSTMENTS	1,064	444						
	INTEREST AND RENTS	72,022	92,454	27,941	27,941	28,081	28,221	28,362	28,504
Totals for dept 000 -		1,631,472	1,911,486	1,902,161	1,902,161	2,062,938	2,113,949	2,166,234	2,219,822
Total - Function Unclassified		1,631,472	1,911,486	1,902,161	1,902,161	2,062,938	2,113,949	2,166,234	2,219,822
TOTAL ESTIMATED REVENUES		1,631,472	1,911,486	1,902,161	1,902,161	2,062,938	2,113,949	2,166,234	2,219,822

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APPROPRIATIONS									
Function: PUBLIC WORKS									
Dept 443 - NONMOTORIZED									
CAPITAL OUTLAY									
203-443-974.009	Sidewalks	76,320	150,000	150,000	150,000	153,750	157,594	161,534	165,572
	CAPITAL OUTLAY	76,320	150,000	150,000	150,000	153,750	157,594	161,534	165,572
Totals for dept 443 - NONMOTORIZED		76,320	150,000	150,000	150,000	153,750	157,594	161,534	165,572
Dept 458 - PUBLIC WORKS OPERATIONS									
OTHER SERVICES AND CHARGES									
203-458-962.022	101 Admin Allocation-To Other Funds	86,693	94,574	91,414	91,414	94,157	96,982	99,891	102,888
203-458-967.010	DPW SUPPORT SERVICES	31,481	34,343	34,343	34,343	35,373	36,434	37,528	38,653
	OTHER SERVICES AND CHARGES	118,174	128,917	125,757	125,757	129,530	133,416	137,419	141,541
Totals for dept 458 - PUBLIC WORKS OPERATIONS		118,174	128,917	125,757	125,757	129,530	133,416	137,419	141,541
Dept 463 - Routine Maintenance Roads									
PERSONNEL SERVICES									
203-463-702.000	Salaries & Wages	63,841	95,074	106,871	106,871	110,077	113,379	116,781	120,284
203-463-702.004	Overtime Wages	6,902	10,892	3,813	3,813	3,927	4,045	4,167	4,292
203-463-715.000	F.I.C.A. - City Contribution	5,289	7,916	9,269	9,269	9,547	9,833	10,128	10,432
203-463-716.000	MEDICAL INSURANCE	3,153	4,921	28,790	28,790	29,654	30,543	31,460	32,403
203-463-717.000	Life Insurance	292	464	1,530	1,530	1,576	1,623	1,672	1,722
203-463-718.500	MERS EMPLOYER CONTRIBUTIONS	1,288	1,959	5,238	5,238	5,395	5,557	5,723	5,895
203-463-719.000	Workers Compensation Insurance	4,740	7,511	6,428	6,428	6,621	6,820	7,024	7,235
203-463-719.001	Dental Insurance	214	300	1,322	1,322	1,362	1,403	1,445	1,488
	PERSONNEL SERVICES	85,719	129,037	163,261	163,261	168,159	173,203	178,400	183,751
SUPPLIES									
203-463-749.001	Motor Fuel, Oil & Lubricants	11,060	17,413	18,000	18,000	18,450	18,911	19,384	19,869
203-463-749.002	Tools & Supplies	8,868		10,000	10,000	10,250	10,506	10,769	11,038
203-463-777.005	STREET LIGHT PARTS & SUPPLIES	8,494	10,000	10,000	10,000	10,250	10,506	10,769	11,038
203-463-779.005	Surface Maint. - Temporary Asphalt	12,411	50,000	50,000	50,000	51,250	52,531	53,845	55,191
203-463-779.006	Surface Maint. - Permanent Asphalt	10,063	20,000	20,000	20,000	20,500	21,013	21,538	22,076
203-463-779.008	Pavement Markings		25,000	25,000	25,000	25,625	26,266	26,922	27,595
	SUPPLIES	50,896	122,413	133,000	133,000	136,325	139,733	143,227	146,807
OTHER SERVICES AND CHARGES									
203-463-806.000	Engineering Services	80,621	104,202	110,000	110,000	112,750	115,569	118,458	121,419
203-463-806.001	STORMWATER SERVICES	397,796	515,388	400,000	400,000	410,000	200,000	200,000	200,000
203-463-816.000	Services - Contracted Construction			150,000	150,000	153,750	157,594	161,534	165,572
203-463-818.000	Other Professional Services	2,385	3,578	20,000	20,000	20,500	21,013	21,538	22,076
203-463-818.006	Contractual Mowing Services	13,311	17,598	15,000	15,000	15,375	15,759	16,153	16,557
203-463-818.230	PROF. SERV - STREETLIGHT REPAIR	14,712	19,992	15,000	15,000	15,375	15,759	16,153	16,557
203-463-818.236	PROF. SERVICE - TREE SERVICES	11,171	4,000	175,000	175,000	179,375	183,859	188,456	193,167
203-463-818.257	PROF SERV - GUARDRAILS		10,000	10,000	10,000	10,250	10,506	10,769	11,038

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203-463-818.260	OTHER PROF. SERV. - STREET PATCHING	98,526	225,000	225,000	225,000	230,625	125,000	125,000	125,000
203-463-822.000	Services-Collected Waste Disposal	6,640	25,000	25,000	25,000	25,625	26,266	26,922	27,595
203-463-942.000	Services - Equipment Rentl Non-City	16,009	8,625	30,000	30,000	30,750	31,519	32,307	33,114
203-463-943.000	Services - Equip Rentl City-Owned	128,190	163,924	150,000	150,000	153,750	157,594	161,534	165,572
	OTHER SERVICES AND CHARGES	769,361	1,097,307	1,325,000	1,325,000	1,358,125	1,060,438	1,078,824	1,097,667
CAPITAL OUTLAY									
203-463-974.055	TO BE DETERMINED ROAD	55,258	100,000						
203-463-974.069	KETTERING	334,024	334,024						
203-463-974.074	ROAD CONSTRUCTION			2,000,000	2,000,000				
203-463-985.000	NEBRASKA : FRANKLIN TO HOWLAND	35,622	32,434						
203-463-986.000	IRWIN : SANFORD TO MLK	505,227	505,227						
203-463-989.000	HIGHWOOD BLVD.	118,279	118,279						
203-463-990.000	FERRY	261,069	261,069						
	CAPITAL OUTLAY	1,309,479	1,351,033	2,000,000	2,000,000	0	0	0	0
Totals for dept 463 - Rountine Maintenance Roads		2,215,455	2,699,790	3,621,261	3,621,261	1,662,609	1,373,374	1,400,451	1,428,225
Dept 478 - Winter Maintenance									
PERSONNEL SERVICES									
203-478-702.000	Salaries & Wages	27,364	19,386	81,935	81,935	84,393	86,924	89,532	92,218
203-478-702.004	Overtime Wages	12,729	16,139	6,853	6,853	7,058	7,270	7,488	7,713
203-478-715.000	F.I.C.A. - City Contribution	3,053	2,672	7,355	7,355	7,576	7,803	8,037	8,278
203-478-716.000	MEDICAL INSURANCE	1,007	1,451	18,297	18,297	18,846	19,411	19,994	20,593
203-478-717.000	Life Insurance	24	40	1,154	1,154	1,188	1,224	1,261	1,298
203-478-718.500	MERS EMPLOYER CONTRIBUTIONS	710	435	3,359	3,359	3,459	3,563	3,670	3,780
203-478-719.000	Workers Compensation Insurance	2,549	2,191	5,416	5,416	5,578	5,746	5,918	6,096
203-478-719.001	Dental Insurance	31	26	822	822	847	872	898	925
203-478-721.010	Health Care Waiver	525							
	PERSONNEL SERVICES	47,992	42,340	125,191	125,191	128,945	132,813	136,798	140,901
SUPPLIES									
203-478-749.001	Motor Fuel, Oil & Lubricants	22,538	15,000	30,000	30,000	30,750	31,519	32,307	33,114
203-478-779.004	SNOW REMOV SUPPLIES			80,000	80,000	82,000	84,050	86,151	88,305
	SUPPLIES	22,538	15,000	110,000	110,000	112,750	115,569	118,458	121,419
OTHER SERVICES AND CHARGES									
203-478-818.245	PROF. SERV - SNOW REMOVAL	22,048	22,048	100,000	100,000	102,500	105,063	107,689	110,381
203-478-943.000	Services - Equip Rentl City-Owned	36,202	50,000	50,000	50,000	51,250	52,531	53,845	55,191
	OTHER SERVICES AND CHARGES	58,250	72,048	150,000	150,000	153,750	157,594	161,534	165,572
Totals for dept 478 - Winter Maintenance		128,780	129,388	385,191	385,191	395,445	405,976	416,790	427,892
Dept 485 - TRAFFIC CONTROL									
SUPPLIES									
203-485-777.002	Traffic Signs		5,000						
	SUPPLIES	0	5,000	0	0	0	0	0	0
OTHER SERVICES AND CHARGES									

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203-485-818.235	PROF. SERV - STREET SIGNS CONTRACTOR	45,958	50,000	50,000	50,000	51,250	52,531	53,845	55,191
	OTHER SERVICES AND CHARGES	45,958	50,000	50,000	50,000	51,250	52,531	53,845	55,191
	Totals for dept 485 - TRAFFIC CONTROL	45,958	55,000	50,000	50,000	51,250	52,531	53,845	55,191
	Total - Function PUBLIC WORKS	2,584,687	3,163,095	4,332,209	4,332,209	2,392,584	2,122,891	2,170,039	2,218,421
Function: TRANSFERS (OUT) AND OTHER SOURCES									
Dept 966 - Transfers To / From Other Funds									
APPROPRIATION (OPERATING) TRANSFERS (OUT									
203-966-999.202	TRANSFER OUT TO FUND 202		600,000						
	APPROPRIATION (OPERATING) TRANSFERS (OUT	0	600,000	0	0	0	0	0	0
	Totals for dept 966 - Transfers To / From Other Funds	0	600,000	0	0	0	0	0	0
	Total - Function TRANSFERS (OUT) AND OTHER SOURCES	0	600,000	0	0	0	0	0	0
	TOTAL APPROPRIATIONS	2,584,687	3,763,095	4,332,209	4,332,209	2,392,584	2,122,891	2,170,039	2,218,421
	NET OF REVENUES/APPROPRIATIONS - FUND 203	(953,215)	(1,851,609)	(2,430,048)	(2,430,048)	(329,646)	(8,942)	(3,805)	1,401
	BEGINNING FUND BALANCE	4,988,092	4,988,092	3,136,483	3,136,483	706,435	376,789	367,847	364,042
	ENDING FUND BALANCE	4,034,877	3,136,483	706,435	706,435	376,789	367,847	364,042	365,443

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Fund 208 - YOUTH RECREATION MILLAGE									
ESTIMATED REVENUES									
Function: Unclassified									
Dept 000									
PROPERTY TAXES									
208-000-403.000	Current Property taxes	988,319	983,997	994,024	994,024	1,004,153	1,014,385	1,024,722	1,035,164
208-000-403.002	Property Tax Chargebacks	(1,870)	(1,942)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
	PROPERTY TAXES	986,449	982,055	992,024	992,024	1,002,153	1,012,385	1,022,722	1,033,164
STATE GRANTS									
208-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE 1	44,981	23,551	23,551	23,551	23,551	23,551	23,551	23,551
	STATE GRANTS	44,981	23,551	23,551	23,551	23,551	23,551	23,551	23,551
OTHER REVENUE									
208-000-671.208	WILLIAMS INT EDUCATIONAL FUND		150,000	150,000	150,000	150,000	150,000	150,000	150,000
	OTHER REVENUE	0	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Totals for dept 000 -		1,031,430	1,155,606	1,165,575	1,165,575	1,175,704	1,185,936	1,196,273	1,206,715
Total - Function Unclassified		1,031,430	1,155,606	1,165,575	1,165,575	1,175,704	1,185,936	1,196,273	1,206,715
TOTAL ESTIMATED REVENUES		1,031,430	1,155,606	1,165,575	1,165,575	1,175,704	1,185,936	1,196,273	1,206,715

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APPROPRIATIONS									
Function: RECREATION AND CULTURE									
Dept 756 - RECREATION FACILITY									
PERSONNEL SERVICES									
208-756-702.000	Salaries & Wages	49,746	57,578	149,049	149,049	153,521	158,126	162,870	167,756
208-756-702.004	Overtime Wages	5,759	9,482	1,450	1,450	1,494	1,539	1,585	1,632
208-756-702.100	MAINTENANCE WAGES	8,040	10,948	15,503	15,503	15,968	16,447	16,940	17,448
208-756-702.104	MAINTENANCE - OVERTIME	5,152	7,755	5,501	5,501	5,666	5,836	6,011	6,191
208-756-715.000	F.I.C.A. - City Contribution	5,171	6,475	13,067	13,067	13,459	13,863	14,279	14,707
208-756-716.000	MEDICAL INSURANCE	8,701	9,997	57,350	57,350	59,070	60,843	62,668	64,548
208-756-717.000	Life Insurance	276	428	2,323	2,323	2,393	2,465	2,539	2,615
208-756-718.500	MERS EMPLOYER CONTRIBUTIONS	1,005	1,308	7,918	7,918	8,155	8,400	8,652	8,911
208-756-719.000	Workers Compensation Insurance	3,614	4,732	8,074	8,074	8,316	8,566	8,823	9,088
208-756-719.001	Dental Insurance	310	283	1,256	1,256	1,294	1,333	1,373	1,414
PERSONNEL SERVICES		87,774	108,986	261,491	261,491	269,336	277,418	285,740	294,310
SUPPLIES									
208-756-727.000	Office Supplies			5,000	5,000	5,125	5,253	5,384	5,519
208-756-728.000	Postage	121	5,000	250	250	256	263	269	276
208-756-731.003	COMPUTER EQUIPMENT	1,786	5,000	2,100	2,100	2,153	2,206	2,261	2,318
208-756-745.000	Recreation Supplies	12,391	30,000	34,600	34,600	35,465	36,352	37,260	38,192
208-756-776.002	Building Maintenance Supplies	4,463	3,978	5,000	5,000	5,125	5,253	5,384	5,519
208-756-776.003	Bldg. Equipment Maint. Supplies	3,974	5,961	5,000	5,000	5,125	5,253	5,384	5,519
208-756-779.020	PROGRAMMING			46,000	46,000	47,150	48,329	49,537	50,775
SUPPLIES		22,735	49,939	97,950	97,950	100,399	102,909	105,479	108,118
OTHER SERVICES AND CHARGES									
208-756-818.000	Other Professional Services	19,121	52,000	13,300	13,300	13,633	13,973	14,323	14,681
208-756-818.006	Contractual Mowing Services	8,400	9,800	14,000	14,000	14,350	14,709	15,076	15,453
208-756-818.037	CONTRACTUAL JANITORIAL SERVICES	35,760	52,231	48,362	48,362	49,571	50,810	52,081	53,383
208-756-818.260	OTHER PROF. SERV. - STREET PATCHING		1,000						
208-756-820.008	Services - Security Alarm Systems	1,069	2,400	660	660	677	693	711	729
208-756-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	5,132	5,475	5,250	5,250	5,381	5,516	5,654	5,795
208-756-852.010	SERVICES - CABLE TV/INTERNET	3,552	3,078	3,070	3,070	3,147	3,225	3,306	3,389
208-756-863.000	FIELD TRIPS			15,000	15,000	15,375	15,759	16,153	16,557
208-756-883.005	WILLIAMS INTERNATIONAL EDUCATION FUI	16,560	150,000	150,000	150,000	150,000	150,000	150,000	150,000
208-756-901.000	Printing and Bindery Service			5,400	5,400	5,535	5,673	5,815	5,961
208-756-914.000	Insurance Property Coverage			50,199	50,199	51,454	52,740	54,059	55,410
208-756-921.000	Utilities Electricity	13,592	14,937	15,385	15,385	15,770	16,164	16,568	16,982
208-756-922.000	Utilities Water & Sewer	14,465	15,033	15,785	15,785	16,180	16,584	16,999	17,424
208-756-923.000	Utilities Gas Heat	22,405	20,069	21,072	21,072	21,599	22,139	22,692	23,260
208-756-931.001	Services - Building Maintenance	10,620	10,000	10,000	10,000	100,000	102,500	105,063	107,689
208-756-931.003	Services - Building Equip Maint	3,606	15,000	4,000	4,000	4,100	4,203	4,308	4,415
208-756-932.008	Services - Maintenance-Fire Exting		500	500	500	513	525	538	552
208-756-941.000	Services - Building & Land Rental	312,000	312,000	312,000	312,000				
208-756-942.002	COPIER SUPPLES	154	1,500	500	500	513	525	538	552
208-756-943.000	Services - Equip Rentl City-Owned	4,432	4,627	5,000	5,000	5,125	5,253	5,384	5,519

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208-756-962.022	101 Admin Allocation-To Other Funds	9,167	10,000	10,000	10,000	10,300	10,609	10,927	11,255
	OTHER SERVICES AND CHARGES	480,035	679,650	699,483	699,483	483,223	491,600	500,195	509,006
Totals for dept 756 - RECREATION FACILITY		590,544	838,575	1,058,924	1,058,924	852,958	871,927	891,414	911,434
Dept 774 - CITY EVENTS									
OTHER SERVICES AND CHARGES									
208-774-745.003	CITY EVENTS			9,000	9,000	9,225	9,456	9,692	9,934
	OTHER SERVICES AND CHARGES	0	0	9,000	9,000	9,225	9,456	9,692	9,934
Totals for dept 774 - CITY EVENTS		0	0	9,000	9,000	9,225	9,456	9,692	9,934
Dept 775 - YOUTH SPORTS									
PERSONNEL SERVICES									
208-775-702.000	Salaries & Wages	28,612	38,057						
208-775-702.004	Overtime Wages	6,195	9,709	745	1,140	767	790	814	839
208-775-705.002	PART-TIME WAGES			174,996		0	0	0	0
208-775-707.003	CELL PHONE STIPEND			1,800	1,800	1,854	1,910	1,967	2,026
208-775-715.000	F.I.C.A. - City Contribution	13,924	20,367	13,387	13,387	13,789	14,203	14,629	15,067
208-775-716.000	MEDICAL INSURANCE	11,883	16,219						
208-775-719.000	Workers Compensation Insurance	6,421	8,947	7,762	7,762	7,995	8,235	8,482	8,736
208-775-819.000	Contractual Temp/PT Labor	160,357	200,823	22,000	173,857	179,073	184,445	189,978	195,678
	PERSONNEL SERVICES	227,392	294,122	220,690	197,946	203,478	209,583	215,870	222,346
SUPPLIES									
208-775-727.000	Office Supplies	2,398	2,398						
208-775-741.000	Awards & Trophies	727	727	2,000	2,000	2,050	2,101	2,154	2,208
208-775-743.000	Uniforms	1,647	2,647	5,000	5,000	5,125	5,253	5,384	5,519
208-775-745.000	Recreation Supplies	3,921	5,121	10,000	10,000	10,250	10,506	10,769	11,038
	SUPPLIES	8,693	10,893	17,000	17,000	17,425	17,860	18,307	18,765
OTHER SERVICES AND CHARGES									
208-775-807.000	Services - Membership Dues	800	400	1,000	1,000	1,025	1,051	1,077	1,104
208-775-943.004	TRANSPORTATION SERVICES		5,000						
	OTHER SERVICES AND CHARGES	800	5,400	1,000	1,000	1,025	1,051	1,077	1,104
Totals for dept 775 - YOUTH SPORTS		236,885	310,415	238,690	215,946	221,928	228,494	235,254	242,215
Total - Function RECREATION AND CULTURE		827,429	1,148,990	1,306,614	1,283,870	1,084,111	1,109,877	1,136,360	1,163,583
TOTAL APPROPRIATIONS		827,429	1,148,990	1,306,614	1,283,870	1,084,111	1,109,877	1,136,360	1,163,583
NET OF REVENUES/APPROPRIATIONS - FUND 208		204,001	6,616	(141,039)	(118,295)	91,593	76,059	59,913	43,132
BEGINNING FUND BALANCE		272,385	272,385	279,001	279,001	160,706	252,299	328,358	388,271
ENDING FUND BALANCE		476,386	279,001	137,962	160,706	252,299	328,358	388,271	431,404

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 MAYOR REC. BUDGET	2020-21 CITY COUNCIL REQUEST BUDGET	2021-22 MAYOR REC. BUDGET	2022-23 MAYOR REC. BUDGET	2023-24 MAYOR REC. BUDGET	2024-25 MAYOR REC. BUDGET
Fund 209 - Cemetery Fund									
ESTIMATED REVENUES									
Function: Unclassified									
Dept 000									
CHARGES FOR SERVICES									
209-000-644.001	Graves	13,751	2,624						
	CHARGES FOR SERVICES	13,751	2,624	0	0	0	0	0	0
OPERATING TRANSFERS IN									
209-000-699.101	TRANSFER IN FROM FUND 101		609,183	687,491	687,491	313,400	310,638	314,148	322,680
	OPERATING TRANSFERS IN	0	609,183	687,491	687,491	313,400	310,638	314,148	322,680
Totals for dept 000 -		13,751	611,807	687,491	687,491	313,400	310,638	314,148	322,680
Total - Function Unclassified		13,751	611,807	687,491	687,491	313,400	310,638	314,148	322,680
TOTAL ESTIMATED REVENUES		13,751	611,807	687,491	687,491	313,400	310,638	314,148	322,680



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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 MAYOR REC. BUDGET	2020-21 CITY COUNCIL REQUEST BUDGET	2021-22 MAYOR REC. BUDGET	2022-23 MAYOR REC. BUDGET	2023-24 MAYOR REC. BUDGET	2024-25 MAYOR REC. BUDGET
APPROPRIATIONS									
Function: GENERAL GOVERNMENT									
Dept 273 - Cemetery Ottawa Park									
PERSONNEL SERVICES									
209-273-702.000	Salaries & Wages	4,612	6,903	3,105	3,105	3,198	3,294	3,393	3,495
209-273-702.004	Overtime Wages	811	1,335	811	811	835	860	886	913
209-273-715.000	F.I.C.A. - City Contribution	413	627	304	304	313	323	332	342
209-273-716.000	MEDICAL INSURANCE	389	590	327	327	337	347	358	368
209-273-717.000	Life Insurance	31	45	43	43	45	46	47	49
209-273-718.500	MERS EMPLOYER CONTRIBUTIONS	74	112	51	51	52	54	56	57
209-273-719.000	Workers Compensation Insurance	326	536	175	175	181	186	192	197
209-273-719.001	Dental Insurance	9	13	20	20	20	21	22	22
PERSONNEL SERVICES		6,665	10,161	4,836	4,836	4,981	5,131	5,286	5,443
SUPPLIES									
209-273-749.005	Equipment Maintenance Supplies	496	15,000	15,000	15,000	15,375	15,759	16,153	16,557
209-273-776.002	Building Maintenance Supplies	1,097	2,000	2,000	2,000	2,050	2,101	2,154	2,208
209-273-780.005	Grounds Maintenance Supplies	2,087	6,000	4,000	4,000	4,100	4,203	4,308	4,415
SUPPLIES		3,680	23,000	21,000	21,000	21,525	22,063	22,615	23,180
OTHER SERVICES AND CHARGES									
209-273-818.000	Other Professional Services	866	1,200	30,000	30,000	30,750	31,519	32,307	33,114
209-273-818.002	PROFESSIONAL SERVICES - COVENANT	42,500	6,500	93,640	93,640	84,720	87,340	90,040	92,820
209-273-818.003	PROFESSIONAL SERVICES - TECHNISERVE	3,202	3,180	3,200	3,200	3,280	3,362	3,446	3,532
209-273-818.005	Equipment Towing Charges	125	500	500	500	513	525	538	552
209-273-818.006	Contractual Mowing Services		38,200						
209-273-820.008	Services - Security Alarm Systems	1,187	1,512						
209-273-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	2,302	2,149	2,250	2,250	2,306	2,364	2,423	2,484
209-273-852.010	SERVICES - CABLE TV/INTERNET	1,621	1,471	1,670	1,670	1,712	1,755	1,798	1,843
209-273-914.000	Insurance Property Coverage	1,161	1,266	1,959	1,959	2,008	2,058	2,110	2,162
209-273-921.000	Utilities Electricity	6,870	8,291	8,540	8,540	8,754	8,972	9,197	9,427
209-273-923.000	Utilities Gas Heat	1,566	2,550	2,550	2,550	2,614	2,679	2,746	2,815
209-273-931.001	Services - Building Maintenance	14,505	150,000	150,000	150,000				
209-273-932.004	Services - Maintenance-Vehicles	1,119	20,000	20,000	20,000	20,500	21,013	21,538	22,076
209-273-942.000	Services - Equipment Rentl Non-City	5,500	5,500	10,000	10,000	10,250	10,506	10,769	11,038
209-273-943.000	Services - Equip Rentl City-Owned	1,882	1,124	1,000	1,000	1,025	1,051	1,077	1,104
OTHER SERVICES AND CHARGES		84,406	243,443	325,309	325,309	168,432	173,144	177,989	182,967
Totals for dept 273 - Cemetery Ottawa Park		94,751	276,604	351,145	351,145	194,938	200,338	205,890	211,590
Dept 276 - Cemetery Oak Hill									
PERSONNEL SERVICES									
209-276-702.000	Salaries & Wages	1,331	2,192	3,105	3,105	3,198	3,294	3,393	3,495
209-276-702.004	Overtime Wages	613		170	170	175	180	185	191
209-276-715.000	F.I.C.A. - City Contribution	148	167	304	304	313	323	332	342
209-276-716.000	MEDICAL INSURANCE	115	102	327	327	337	347	358	368
209-276-717.000	Life Insurance	8	10	43	43	45	46	47	49



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Fund 212 - Senior Activities Millage									
ESTIMATED REVENUES									
Function: Unclassified									
Dept 000									
PROPERTY TAXES									
212-000-403.073	PROPERTY TAX CHARGEBACKS - PETERSON	(661)	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)
212-000-403.074	PROPERTY TAX CHARGEBACKS - BOWEN	(661)	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)
212-000-403.703	CURRENT PROPERTY TAXES - PETERSON	165,766	165,046	166,728	166,728	168,427	170,143	171,877	173,629
212-000-403.704	CURRENT PROPERTY TAXES - BOWEN	165,766	165,046	166,728	166,728	168,427	170,143	171,877	173,629
212-000-405.005	PROPERTY TAX - PY NON AD VALOREM COL	16	16						
	PROPERTY TAXES	330,226	325,108	328,456	328,456	331,854	335,286	338,754	342,258
STATE GRANTS									
212-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE 1	14,993	16,670	16,670	16,670	16,670	16,670	16,670	16,670
	STATE GRANTS	14,993	16,670	16,670	16,670	16,670	16,670	16,670	16,670
INTEREST AND RENTS									
212-000-665.001	Investments Income	11,771	17,390	6,366	6,366	6,398	6,430	6,462	6,494
212-000-665.100	UNREALIZED MARKET ADJUSTMENTS	501	750						
212-000-669.703	RENTALS - PETERSON CENTER	4,078	4,500	4,200	4,200	4,221	4,242	4,263	4,285
212-000-669.704	RENTALS - BOWEN CENTER	6,803	10,000	10,900	10,900	10,955	11,009	11,064	11,120
	INTEREST AND RENTS	23,153	32,640	21,466	21,466	21,574	21,681	21,789	21,899
Totals for dept 000 -		368,372	374,418	366,592	366,592	370,098	373,637	377,213	380,827
Total - Function Unclassified		368,372	374,418	366,592	366,592	370,098	373,637	377,213	380,827
TOTAL ESTIMATED REVENUES		368,372	374,418	366,592	366,592	370,098	373,637	377,213	380,827

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APPROPRIATIONS									
Function: RECREATION AND CULTURE									
Dept 813 - Ruth Peterson Senior Citizen Center									
PERSONNEL SERVICES									
212-813-702.000	Salaries & Wages	65,691	68,229	66,933	66,933	68,941	71,009	73,139	75,334
212-813-702.004	Overtime Wages	8,633	11,714	10,484	10,484	10,798	11,122	11,456	11,799
212-813-702.100	MAINTENANCE WAGES	5,358	7,513	12,227	12,227	12,593	12,971	13,360	13,761
212-813-702.104	MAINTENANCE - OVERTIME	551	907	1,116	1,116	1,149	1,184	1,219	1,256
212-813-715.000	F.I.C.A. - City Contribution	5,629	6,102	7,082	7,082	7,294	7,513	7,738	7,971
212-813-716.000	MEDICAL INSURANCE	11,356	13,952	14,957	14,957	15,405	15,867	16,343	16,834
212-813-717.000	Life Insurance	293	471	1,299	1,299	1,338	1,378	1,420	1,462
212-813-718.500	MERS EMPLOYER CONTRIBUTIONS	451	619	623	623	642	661	681	701
212-813-719.000	Workers Compensation Insurance	725	1,057	837	837	862	888	915	942
212-813-719.001	Dental Insurance	229	215	902	902	929	957	986	1,016
212-813-721.010	Health Care Waiver	732	169						
PERSONNEL SERVICES		99,648	110,948	116,460	116,460	119,951	123,550	127,257	131,076
SUPPLIES									
212-813-727.000	Office Supplies	296	1,000	296	296	303	311	319	327
212-813-745.000	Recreation Supplies	405	700	1,000	1,000	1,025	1,051	1,077	1,104
212-813-776.001	Janitorial Supplies	1,387	2,000	2,000	2,000	2,050	2,101	2,154	2,208
212-813-776.002	Building Maintenance Supplies	2,414	2,925	2,500	2,500	2,563	2,627	2,692	2,760
212-813-776.003	Bldg. Equipment Maint. Supplies	237	1,500	1,500	1,500	1,538	1,576	1,615	1,656
212-813-779.004	SNOW REMOV SUPPLIES			1,500	1,500	1,538	1,576	1,615	1,656
SUPPLIES		4,739	8,125	8,796	8,796	9,017	9,242	9,472	9,711
OTHER SERVICES AND CHARGES									
212-813-809.001	COVID 19 EXPENDITURES	420							
212-813-818.000	Other Professional Services	88	818	4,500	4,500	4,613	4,728	4,846	4,967
212-813-818.006	Contractual Mowing Services	235	439	600	600	615	630	646	662
212-813-818.037	CONTRACTUAL JANITORIAL SERVICES	6,301	9,297	11,702	11,702	11,995	12,294	12,602	12,917
212-813-818.245	PROF. SERV - SNOW REMOVAL	1,365	1,365	6,000	6,000	6,150	6,304	6,461	6,623
212-813-820.008	Services - Security Alarm Systems	817	850	850	850	871	893	915	938
212-813-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	4,187	4,265	3,350	3,350	3,434	3,520	3,608	3,698
212-813-852.010	SERVICES - CABLE TV/INTERNET	5,252	5,253	5,550	5,550	5,689	5,831	5,977	6,126
212-813-864.000	Truck & Bus Rental	825	1,218	1,000	1,000	1,025	1,051	1,077	1,104
212-813-914.000	Insurance Property Coverage	11,399	12,435	14,258	14,258	14,614	14,980	15,354	15,738
212-813-921.000	Utilities Electricity	7,421	8,975	9,244	9,244	9,475	9,712	9,955	10,204
212-813-922.000	Utilities Water & Sewer	4,281	4,866	5,109	5,109	5,237	5,368	5,502	5,639
212-813-923.000	Utilities Gas Heat	5,182	5,859	6,152	6,152	6,306	6,463	6,625	6,791
212-813-931.001	Services - Building Maintenance	6,613	5,500	6,000	6,000	6,150	6,304	6,461	6,623
212-813-931.002	Services - Ground Maintenance		2,500	2,500	2,500	2,563	2,627	2,692	2,760
212-813-931.003	Services - Building Equip Maint		3,000	3,000	3,000	3,075	3,152	3,231	3,311
212-813-932.008	Services - Maintenance-Fire Exting	32	250	250	250	256	263	269	276
212-813-942.000	Services - Equipment Rentl Non-City	1	100	500	500	513	525	538	552
212-813-943.000	SERVICES - EQUIP RENTL CITY-OWNED	3,329	3,423	2,500	2,500	2,563	2,627	2,692	2,760
212-813-962.022	101 Admin Allocation-To Other Funds	22,853	24,930	24,930	24,930	25,678	26,448	27,242	28,059

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212-813-967.010	DPW SUPPORT SERVICES	4,108	4,481	5,159	5,159	5,313	5,473	5,637	5,806
	OTHER SERVICES AND CHARGES	84,709	99,824	113,154	113,154	116,135	119,193	122,330	125,554
CAPITAL OUTLAY									
212-813-974.019	Ruth Pet Lot Replacement	219	219						
	CAPITAL OUTLAY	219	219	0	0	0	0	0	0
Totals for dept 813 - Ruth Peterson Senior Citizen Center		189,315	219,116	238,410	238,410	245,103	251,985	259,059	266,341
Dept 814 - Bowen Senior Citizen Center									
PERSONNEL SERVICES									
212-814-702.000	Salaries & Wages	31,256	42,345	65,557	65,557	67,524	69,550	71,636	73,785
212-814-702.004	Overtime Wages	21,494	34,808	7,350	7,350	7,571	7,798	8,032	8,273
212-814-702.100	MAINTENANCE WAGES	5,040	7,418	19,299	19,299	19,878	20,474	21,088	21,721
212-814-702.104	MAINTENANCE - OVERTIME	900	1,482	1,569	1,569	1,616	1,665	1,714	1,766
212-814-715.000	F.I.C.A. - City Contribution	4,577	6,726	7,689	7,689	7,920	8,157	8,402	8,654
212-814-716.000	MEDICAL INSURANCE	1,091	1,725	20,759	20,759	21,382	22,023	22,684	23,365
212-814-717.000	Life Insurance	49	74	1,183	1,183	1,219	1,255	1,293	1,332
212-814-718.500	MERS EMPLOYER CONTRIBUTIONS	195	307	403	403	415	428	441	454
212-814-719.000	Workers Compensation Insurance	683	1,086	1,257	1,257	1,295	1,334	1,374	1,415
212-814-719.001	Dental Insurance	16	24	1,065	1,065	1,097	1,130	1,164	1,199
212-814-721.010	Health Care Waiver	1,446	2,381	2,809	2,809	2,894	2,981	3,070	3,162
	PERSONNEL SERVICES	66,747	98,376	128,940	128,940	132,811	136,795	140,898	145,126
SUPPLIES									
212-814-727.000	Office Supplies	270	1,000	270	270	277	284	291	298
212-814-731.001	COMPUTER SUPPLIES	(43)	(43)						
212-814-745.000	Recreation Supplies	604	700	4,500	4,500	4,613	4,728	4,846	4,967
212-814-776.001	Janitorial Supplies	1,574	5,000	2,500	2,500	2,563	2,627	2,692	2,760
212-814-776.002	Building Maintenance Supplies	1,703	2,500	2,500	2,500	2,563	2,627	2,692	2,760
212-814-776.003	Bldg. Equipment Maint. Supplies	1,206	2,000	2,000	2,000	2,050	2,101	2,154	2,208
212-814-779.004	SNOW REMOV SUPPLIES			2,500	2,500	2,563	2,627	2,692	2,760
212-814-780.005	Grounds Maintenance Supplies	70	1,000	1,000	1,000	1,025	1,051	1,077	1,104
	SUPPLIES	5,384	12,157	15,270	15,270	15,654	16,045	16,444	16,857
OTHER SERVICES AND CHARGES									
212-814-806.000	Engineering Services			20,000	20,000				
212-814-809.001	COVID 19 EXPENDITURES	420							
212-814-818.000	Other Professional Services	1,363	1,233	4,500	4,500	4,613	4,728	4,846	4,967
212-814-818.006	Contractual Mowing Services	605	1,099	1,600	1,600	1,640	1,681	1,723	1,766
212-814-818.037	CONTRACTUAL JANITORIAL SERVICES	15,236	19,598	21,940	21,940	22,489	23,051	23,627	24,218
212-814-818.245	PROF. SERV - SNOW REMOVAL	2,471	2,471	10,000	10,000	10,250	10,506	10,769	11,038
212-814-820.008	Services - Security Alarm Systems	817	850	850	850	871	893	915	938
212-814-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	3,407	3,345	2,530	2,530	2,593	2,658	2,725	2,793
212-814-852.010	SERVICES - CABLE TV/INTERNET	4,965	4,842	5,330	5,330	5,463	5,600	5,740	5,883
212-814-864.000	Truck & Bus Rental	825	1,218	1,500	1,500	1,538	1,576	1,615	1,656
212-814-914.000	Insurance Property Coverage	11,329	12,359	14,130	14,130	14,483	14,845	15,216	15,597
212-814-921.000	Utilities Electricity	7,932	10,172	10,477	10,477	10,739	11,007	11,283	11,565
212-814-922.000	Utilities Water & Sewer	2,697	3,278	3,442	3,442	3,528	3,616	3,707	3,799

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212-814-923.000	Utilities Gas Heat	4,103	5,783	6,072	6,072	6,224	6,379	6,539	6,702
212-814-931.001	Services - Building Maintenance	2,429	4,629	6,000	6,000	6,150	6,304	6,461	6,623
212-814-931.002	Services - Ground Maintenance	117	363	5,000	5,000	5,125	5,253	5,384	5,519
212-814-931.003	Services - Building Equip Maint	245	445	7,000	7,000	7,175	7,354	7,538	7,727
212-814-932.008	Services - Maintenance-Fire Exting	347	500	500	500	513	525	538	552
212-814-942.000	Services - Equipment Rentl Non-City	2	2						
212-814-942.002	COPIER SUPPLES	27	27						
212-814-943.000	Services - Equip Rentl City-Owned	3,431	3,606	500	500	513	525	538	552
212-814-962.022	101 Admin Allocation-To Other Funds	22,285	24,311	24,311	24,311	25,040	25,792	26,565	27,362
212-814-967.010	DPW SUPPORT SERVICES	5,648	6,161	6,240	6,240	6,428	6,620	6,819	7,024
	OTHER SERVICES AND CHARGES	90,701	106,292	151,922	151,922	135,375	138,913	142,548	146,281
CAPITAL OUTLAY									
212-814-974.043	BOWEN PARKING LOT REPLACEMENT	219	219						
	CAPITAL OUTLAY	219	219	0	0	0	0	0	0
Totals for dept 814 - Bowen Senior Citizen Center		163,051	217,044	296,132	296,132	283,840	291,753	299,890	308,264
Total - Function RECREATION AND CULTURE		352,366	436,160	534,542	534,542	528,943	543,738	558,949	574,605
TOTAL APPROPRIATIONS		352,366	436,160	534,542	534,542	528,943	543,738	558,949	574,605
NET OF REVENUES/APPROPRIATIONS - FUND 212		16,006	(61,742)	(167,950)	(167,950)	(158,845)	(170,101)	(181,736)	(193,778)
BEGINNING FUND BALANCE		1,031,791	1,031,791	970,049	970,049	802,099	643,254	473,153	291,417
ENDING FUND BALANCE		1,047,797	970,049	802,099	802,099	643,254	473,153	291,417	97,639

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Fund 226 - Sanitaton Fund									
ESTIMATED REVENUES									
Function: Unclassified									
Dept 000									
PROPERTY TAXES									
226-000-403.000	Current Property taxes	1,869,264	1,861,123	1,880,088	1,880,088	1,899,246	1,918,599	1,938,150	1,957,900
226-000-403.002	Property Tax Chargebacks	(5,910)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
	PROPERTY TAXES	1,863,354	1,811,123	1,830,088	1,830,088	1,849,246	1,868,599	1,888,150	1,907,900
CHARGES FOR SERVICES									
226-000-626.050	SANITATION USER FEES	713,769	713,769	1,075,861	1,075,861	643,129	713,015	785,524	860,867
226-000-630.002	Litter Clean-Up	3,708	3,645						
226-000-630.004	Comrcial & Residntial User Fee-In	1,097,154	1,300,000	1,313,500	1,313,500	1,339,770	1,366,565	1,393,897	1,421,775
	CHARGES FOR SERVICES	1,814,631	2,017,414	2,389,361	2,389,361	1,982,899	2,079,580	2,179,421	2,282,642
STATE GRANTS									
226-000-573.000	LOCAL COMMUNITY STABILZATION SHARE 1	84,511	93,961	93,961	93,961	93,961	93,961	93,961	93,961
	STATE GRANTS	84,511	93,961	93,961	93,961	93,961	93,961	93,961	93,961
OTHER REVENUE									
226-000-686.000	REIMBURSEMENTS	300	625,000						
	OTHER REVENUE	300	625,000	0	0	0	0	0	0
INTEREST AND RENTS									
226-000-665.001	Investments Income	64,434	65,000	40,800	40,800	41,004	41,209	41,415	41,622
226-000-665.100	UNREALIZED MARKET ADJUSTMENTS	3,239	5,000						
	INTEREST AND RENTS	67,673	70,000	40,800	40,800	41,004	41,209	41,415	41,622
Totals for dept 000 -		3,830,469	4,617,498	4,354,210	4,354,210	3,967,110	4,083,349	4,202,947	4,326,125
Total - Function Unclassified		3,830,469	4,617,498	4,354,210	4,354,210	3,967,110	4,083,349	4,202,947	4,326,125
TOTAL ESTIMATED REVENUES		3,830,469	4,617,498	4,354,210	4,354,210	3,967,110	4,083,349	4,202,947	4,326,125

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APPROPRIATIONS									
Function: PUBLIC WORKS									
Dept 528 - Sanitation Collection									
PERSONNEL SERVICES									
226-528-702.000	Salaries & Wages	18,545	21,005	56,394	56,394	58,085	59,828	61,623	63,471
226-528-702.004	Overtime Wages	772	1,271	1,144	1,144	1,179	1,214	1,250	1,288
226-528-707.003	CELL PHONE STIPEND	350	576	1,200	1,200	1,236	1,273	1,311	1,351
226-528-715.000	F.I.C.A. - City Contribution	1,503	1,746	4,406	4,406	4,538	4,674	4,814	4,959
226-528-716.000	MEDICAL INSURANCE	51	84	18,597	18,597	19,155	19,730	20,321	20,931
226-528-717.000	Life Insurance	3	5	650	650	670	690	710	732
226-528-718.500	MERS EMPLOYER CONTRIBUTIONS	35	58	2,184	2,184	2,250	2,317	2,387	2,458
226-528-719.000	Workers Compensation Insurance	778	1,249	4,499	4,499	4,634	4,773	4,916	5,064
226-528-719.001	Dental Insurance	6	9	524	524	540	556	572	590
226-528-719.007	WORKERS COMP ALLOCATION			37,072	37,072	38,184	39,330	40,510	41,725
PERSONNEL SERVICES		22,043	26,003	126,670	126,670	130,471	134,385	138,414	142,569
SUPPLIES									
226-528-727.000	Office Supplies		200	200	200	201	208	218	220
226-528-728.000	Postage		1,500	1,500	1,500	1,538	1,576	1,615	1,656
226-528-728.001	Postage - Large Mailing		1,500	1,500	1,500	1,538	1,576	1,615	1,656
226-528-729.001	Printed Forms		1,200	1,200	1,200	1,230	1,261	1,292	1,325
226-528-731.003	COMPUTER EQUIPMENT	1,875	2,106	2,000	2,000	2,050	2,101	2,154	2,208
226-528-746.001	Personal Protective Wear		1,200	600	600	615	630	646	662
226-528-749.001	Motor Fuel, Oil & Lubricants	2,875	6,000	4,000	4,000	4,100	4,203	4,308	4,415
SUPPLIES		4,750	13,706	11,000	11,000	11,272	11,555	11,848	12,142
OTHER SERVICES AND CHARGES									
226-528-806.000	Engineering Services	57,208	94,208	100,000	100,000	102,500	105,063	107,689	110,381
226-528-816.000	Services - Contracted Construction			500,000	500,000				
226-528-818.000	Other Professional Services	45,284	41,063						
226-528-818.009	SANITATION SERVICES - ADVANCED	2,562,439	2,782,700	2,866,200	2,866,200	2,952,200	3,040,800	3,132,000	3,226,000
226-528-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	145	233	300	300	308	315	323	331
226-528-852.010	SERVICES - CABLE TV/INTERNET	403	483	820	820	841	862	883	905
226-528-914.000	Insurance Property Coverage	8,817	9,618	11,630	11,630	11,921	12,219	12,524	12,837
226-528-922.000	Utilities Water & Sewer	214,813	238,005	249,905	249,905	256,153	262,556	269,120	275,848
226-528-931.002	Services - Ground Maintenance	3,400	6,800	6,800	6,800	6,970	7,144	7,323	7,506
226-528-942.000	Services - Equipment Rentl Non-City	3	200						
226-528-943.000	Services - Equip Rentl City-Owned	29,360	17,000	17,000	17,000	17,425	17,861	18,307	18,765
226-528-955.200	LANDFILL CLOSURE-MDEQ EXP	75,436	74,351	150,000	150,000	153,750	157,594	161,534	165,572
226-528-957.002	Training Expense		500	500	500	513	525	538	552
226-528-962.022	101 Admin Allocation-To Other Funds	185,907	202,808	208,755	208,755	215,018	221,468	228,112	234,956
226-528-967.010	DPW SUPPORT SERVICES	104,878	114,412	104,630	104,630	107,768	111,002	114,332	117,761
OTHER SERVICES AND CHARGES		3,288,093	3,582,381	4,216,540	4,216,540	3,825,367	3,937,409	4,052,685	4,171,414
Totals for dept 528 - Sanitation Collection		3,314,886	3,622,090	4,354,210	4,354,210	3,967,110	4,083,349	4,202,947	4,326,125
Total - Function PUBLIC WORKS		3,314,886	3,622,090	4,354,210	4,354,210	3,967,110	4,083,349	4,202,947	4,326,125





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Fund 231 - CABLE FUND									
ESTIMATED REVENUES									
Function: Unclassified									
Dept 000									
CHARGES FOR SERVICES									
231-000-641.003	AT&T PEG Fees	28,149	37,252	39,000	39,000	39,780	40,576	41,387	42,215
231-000-641.004	Comcast PEG Fees	80,999	107,144	110,000	110,000	112,200	114,444	116,733	119,068
	CHARGES FOR SERVICES	109,148	144,396	149,000	149,000	151,980	155,020	158,120	161,283
INTEREST AND RENTS									
231-000-665.001	Investments Income	10,909	10,200	8,000	8,000	8,040	8,080	8,121	8,161
231-000-665.100	UNREALIZED MARKET ADJUSTMENTS	562	750						
	INTEREST AND RENTS	11,471	10,950	8,000	8,000	8,040	8,080	8,121	8,161
Totals for dept 000 -		120,619	155,346	157,000	157,000	160,020	163,100	166,241	169,444
Total - Function Unclassified		120,619	155,346	157,000	157,000	160,020	163,100	166,241	169,444
TOTAL ESTIMATED REVENUES		120,619	155,346	157,000	157,000	160,020	163,100	166,241	169,444

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APPROPRIATIONS									
Function: GENERAL GOVERNMENT									
Dept 291 - CABLE									
PERSONNEL SERVICES									
231-291-702.000	Salaries & Wages	67,502	84,593	88,860	71,985	74,145	76,369	78,660	81,020
231-291-715.000	F.I.C.A. - City Contribution	5,064	6,337	6,798	5,507	5,672	5,842	6,018	6,198
231-291-716.000	MEDICAL INSURANCE	15,522	18,631	18,597	18,597	19,155	19,730	20,321	20,931
231-291-717.000	Life Insurance	273	449	1,010	1,010	1,040	1,072	1,104	1,137
231-291-718.500	MERS EMPLOYER CONTRIBUTIONS	2,348	2,826	2,879	2,879	2,965	3,054	3,146	3,240
231-291-719.000	Workers Compensation Insurance	716	819	830	684	705	726	747	770
231-291-719.001	Dental Insurance	443	393	886	886	913	940	968	997
	PERSONNEL SERVICES	91,868	114,048	119,860	101,548	104,594	107,732	110,964	114,293
SUPPLIES									
231-291-731.001	COMPUTER SUPPLIES	318	500	500	500	513	525	538	552
231-291-731.003	COMPUTER EQUIPMENT	6,723	6,723	5,000	5,000	5,125	5,253	5,384	5,519
231-291-735.000	Video Equipment Supplies	1,114	5,000	5,000	5,000	5,125	5,253	5,384	5,519
231-291-740.000	Operating Supplies	2,228	10,000	10,000	10,000	10,250	10,506	10,769	11,038
	SUPPLIES	10,383	22,223	20,500	20,500	21,013	21,537	22,075	22,628
OTHER SERVICES AND CHARGES									
231-291-818.000	Other Professional Services	2,888	5,000	5,000	5,000	5,125	5,253	5,384	5,519
231-291-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	203	215	200	200	205	210	215	221
231-291-852.010	SERVICES - CABLE TV/INTERNET	508	574	560	560	574	588	603	618
231-291-901.000	Printing and Bindery Service		100	100	100	103	105	108	110
231-291-914.000	Insurance Property Coverage	4,637	5,059	8,176	8,176	8,380	8,590	8,805	9,025
231-291-926.000	UTILITIES CABLE	1,612	1,500	1,500	1,500	1,538	1,576	1,615	1,656
231-291-931.113	CABLE/VIDEO EQUIP REPAIRS		500	500	500	513	525	538	552
231-291-957.002	Training Expense	155	155	200	200	205	210	215	221
231-291-962.022	101 Admin Allocation-To Other Funds	15,098	16,470	16,470	16,470	16,964	17,473	17,997	18,537
	OTHER SERVICES AND CHARGES	25,101	29,573	32,706	32,706	33,607	34,530	35,480	36,459
CAPITAL OUTLAY									
231-291-977.011	Computer Equipment	998	66,132	66,132	66,132				
231-291-977.014	Video Equipment		16,573	16,573	16,573				
	CAPITAL OUTLAY	998	82,705	82,705	82,705	0	0	0	0
Totals for dept 291 - CABLE		128,350	248,549	255,771	237,459	159,214	163,799	168,519	173,380
Total - Function GENERAL GOVERNMENT		128,350	248,549	255,771	237,459	159,214	163,799	168,519	173,380
TOTAL APPROPRIATIONS		128,350	248,549	255,771	237,459	159,214	163,799	168,519	173,380
NET OF REVENUES/APPROPRIATIONS - FUND 231		(7,731)	(93,203)	(98,771)	(80,459)	806	(699)	(2,278)	(3,936)
BEGINNING FUND BALANCE		1,200,486	1,200,486	1,107,283	1,107,283	1,026,824	1,027,630	1,026,930	1,024,652
ENDING FUND BALANCE		1,192,755	1,107,283	1,008,512	1,026,824	1,027,630	1,026,930	1,024,652	1,020,716

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Fund 239 - TAX INCREMENT FINANCE AUTHORITY #2									
ESTIMATED REVENUES									
Function: Unclassified									
Dept 000									
PROPERTY TAXES									
239-000-403.001	Current Property taxes increment		36,362	36,733	36,733	37,107	37,485	37,867	38,253
239-000-403.002	Property Tax Chargebacks	3	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
	PROPERTY TAXES	3	31,362	31,733	31,733	32,107	32,485	32,867	33,253
CHARGES FOR SERVICES									
239-000-636.002	TIFA SERVICE FEE	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
	CHARGES FOR SERVICES	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
STATE GRANTS									
239-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE 1	17,600	17,600	17,600	17,600	17,600	17,600	17,600	17,600
	STATE GRANTS	17,600	17,600	17,600	17,600	17,600	17,600	17,600	17,600
CONTRIBUTION FROM LOCAL UNITS									
239-000-674.101	CONTRIBUTION FROM 101	301,293	279,957	277,005	277,005	250,896	235,283	219,667	
	CONTRIBUTION FROM LOCAL UNITS	301,293	279,957	277,005	277,005	250,896	235,283	219,667	0
Totals for dept 000 -		368,896	378,919	376,338	376,338	350,603	335,368	320,134	100,853
Total - Function Unclassified		368,896	378,919	376,338	376,338	350,603	335,368	320,134	100,853
TOTAL ESTIMATED REVENUES		368,896	378,919	376,338	376,338	350,603	335,368	320,134	100,853

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APPROPRIATIONS									
Function: COMMUNITY AND ECONOMIC DEVELOPMENT									
Dept 739 - Tifa Area # 2 Administration									
OTHER SERVICES AND CHARGES									
239-739-959.000	Miscellaneous Expenses	600	600	600	600	615	630	646	662
	OTHER SERVICES AND CHARGES	600	600	600	600	615	630	646	662
Totals for dept 739 - Tifa Area # 2 Administration		600	600	600	600	615	630	646	662
Total - Function COMMUNITY AND ECONOMIC DEVELOPMENT		600	600	600	600	615	630	646	662
Function: DEBT SERVICE									
Dept 925 - Debt Service									
DEBT SERVICE									
239-925-992.082	DEBT SERV.- 07C TIFA 2 BONDS-99 MARRIO	305,000	305,000	315,000	315,000	305,000	305,000	305,000	
239-925-992.101	FINANCIAL GUARANTEE - GENERAL FUND		279,957	277,005	277,005	250,896	235,283	219,667	(100,191)
239-925-995.001	Interest Expense Bonds	73,319	73,319	60,738	60,738	44,988	29,738	14,488	
	DEBT SERVICE	378,319	658,276	652,743	652,743	600,884	570,021	539,155	(100,191)
APPROPRIATION (OPERATING) TRANSFERS (OUT									
239-925-999.101	TRANSFER OUT TO FUND 101								100,191
	APPROPRIATION (OPERATING) TRANSFERS (OUT	0	0	0	0	0	0	0	100,191
Totals for dept 925 - Debt Service		378,319	658,276	652,743	652,743	600,884	570,021	539,155	0
Total - Function DEBT SERVICE		378,319	658,276	652,743	652,743	600,884	570,021	539,155	0
TOTAL APPROPRIATIONS		378,919	658,876	653,343	653,343	601,499	570,651	539,801	662
NET OF REVENUES/APPROPRIATIONS - FUND 239		(10,023)	(279,957)	(277,005)	(277,005)	(250,896)	(235,283)	(219,667)	100,191
BEGINNING FUND BALANCE		(2,660,559)	(2,660,559)	(2,940,516)	(2,940,516)	(3,217,521)	(3,468,417)	(3,703,700)	(3,923,367)
ENDING FUND BALANCE		(2,670,582)	(2,940,516)	(3,217,521)	(3,217,521)	(3,468,417)	(3,703,700)	(3,923,367)	(3,823,176)

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Fund 240 - TAX INCREMENT FINANCE AUTHORITY #3									
ESTIMATED REVENUES									
Function: Unclassified									
Dept 000									
PROPERTY TAXES									
240-000-403.001	Current Property taxes increment	2,540,519	1,378,937	1,392,989	1,392,989	1,407,183	1,421,523	1,436,008	1,450,641
240-000-403.002	Property Tax Chargebacks	159	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
	PROPERTY TAXES	2,540,678	1,368,937	1,382,989	1,382,989	1,397,183	1,411,523	1,426,008	1,440,641
STATE GRANTS									
240-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE 1	218,999	218,999	218,999	218,999	218,999	218,999	218,999	218,999
	STATE GRANTS	218,999	218,999	218,999	218,999	218,999	218,999	218,999	218,999
CONTRIBUTION FROM LOCAL UNITS									
240-000-674.101	CONTRIBUTION FROM 101	198,971	372,708	363,075	363,075	691,146	724,071	355,602	384,010
	CONTRIBUTION FROM LOCAL UNITS	198,971	372,708	363,075	363,075	691,146	724,071	355,602	384,010
	Totals for dept 000 -	2,958,648	1,960,644	1,965,063	1,965,063	2,307,328	2,354,593	2,000,609	2,043,650
	Total - Function Unclassified	2,958,648	1,960,644	1,965,063	1,965,063	2,307,328	2,354,593	2,000,609	2,043,650
	TOTAL ESTIMATED REVENUES	2,958,648	1,960,644	1,965,063	1,965,063	2,307,328	2,354,593	2,000,609	2,043,650

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APPROPRIATIONS									
Function: COMMUNITY AND ECONOMIC DEVELOPMENT									
Dept 730 - Tifa Area # 3 Administration									
OTHER SERVICES AND CHARGES									
240-730-959.000	Miscellaneous Expenses	600	600	600	600	615	630	646	662
	OTHER SERVICES AND CHARGES	600	600	600	600	615	630	646	662
DEBT SERVICE									
240-730-992.101	FINANCIAL GUARANTEE - GENERAL FUND		372,708	363,075	363,075	691,146	724,071	355,602	384,010
	DEBT SERVICE	0	372,708	363,075	363,075	691,146	724,071	355,602	384,010
Totals for dept 730 - Tifa Area # 3 Administration		600	373,308	363,675	363,675	691,761	724,701	356,248	384,672
Total - Function COMMUNITY AND ECONOMIC DEVELOPMENT		600	373,308	363,675	363,675	691,761	724,701	356,248	384,672
Function: DEBT SERVICE									
Dept 925 - Debt Service									
DEBT SERVICE									
240-925-992.083	DEBT SERV.- 07C TIFA 3 BONDS-2002 BOND	1,105,000	1,105,000	1,155,000	1,155,000	1,555,000	1,680,000	1,410,000	1,520,000
240-925-995.001	Interest Expense Bonds	855,044	855,044	809,463	809,463	751,713	673,963	589,963	522,988
	DEBT SERVICE	1,960,044	1,960,044	1,964,463	1,964,463	2,306,713	2,353,963	1,999,963	2,042,988
Totals for dept 925 - Debt Service		1,960,044	1,960,044	1,964,463	1,964,463	2,306,713	2,353,963	1,999,963	2,042,988
Total - Function DEBT SERVICE		1,960,044	1,960,044	1,964,463	1,964,463	2,306,713	2,353,963	1,999,963	2,042,988
TOTAL APPROPRIATIONS		1,960,644	2,333,352	2,328,138	2,328,138	2,998,474	3,078,664	2,356,211	2,427,660
NET OF REVENUES/APPROPRIATIONS - FUND 240		998,004	(372,708)	(363,075)	(363,075)	(691,146)	(724,071)	(355,602)	(384,010)
BEGINNING FUND BALANCE		(1,745,754)	(1,745,754)	(2,118,462)	(2,118,462)	(2,481,537)	(3,172,683)	(3,896,754)	(4,252,356)
ENDING FUND BALANCE		(747,750)	(2,118,462)	(2,481,537)	(2,481,537)	(3,172,683)	(3,896,754)	(4,252,356)	(4,636,366)

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 MAYOR REC. BUDGET	2020-21 CITY COUNCIL REQUEST BUDGET	2021-22 MAYOR REC. BUDGET	2022-23 MAYOR REC. BUDGET	2023-24 MAYOR REC. BUDGET	2024-25 MAYOR REC. BUDGET
Fund 243 - Brownfield Redeveloping Auth									
ESTIMATED REVENUES									
Function: Unclassified									
Dept 000									
PROPERTY TAXES									
243-000-403.001	Current Property taxes increment	68,403	5,098	5,150	5,150	5,202	5,255	5,309	5,363
243-000-403.002	Property Tax Chargebacks	(57)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
	PROPERTY TAXES	68,346	4,098	4,150	4,150	4,202	4,255	4,309	4,363
Totals for dept 000 -		68,346	4,098	4,150	4,150	4,202	4,255	4,309	4,363
Total - Function Unclassified		68,346	4,098	4,150	4,150	4,202	4,255	4,309	4,363
TOTAL ESTIMATED REVENUES		68,346	4,098	4,150	4,150	4,202	4,255	4,309	4,363



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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 MAYOR REC. BUDGET	2020-21 CITY COUNCIL REQUEST BUDGET	2021-22 MAYOR REC. BUDGET	2022-23 MAYOR REC. BUDGET	2023-24 MAYOR REC. BUDGET	2024-25 MAYOR REC. BUDGET
APPROPRIATIONS									
Function: COMMUNITY AND ECONOMIC DEVELOPMENT									
Dept 732 - BRA Administration									
OTHER SERVICES AND CHARGES									
243-732-818.054	TAX INCREMENT PAYMENT-BROWNFIELD 4		40,070						
243-732-959.000	Miscellaneous Expenses			5,150	5,150	5,202	5,255	5,309	5,363
	OTHER SERVICES AND CHARGES	0	40,070	5,150	5,150	5,202	5,255	5,309	5,363
	Totals for dept 732 - BRA Administration	0	40,070	5,150	5,150	5,202	5,255	5,309	5,363
	Total - Function COMMUNITY AND ECONOMIC DEVELOPMENT	0	40,070	5,150	5,150	5,202	5,255	5,309	5,363
	TOTAL APPROPRIATIONS	0	40,070	5,150	5,150	5,202	5,255	5,309	5,363
	NET OF REVENUES/APPROPRIATIONS - FUND 243	68,346	(35,972)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
	BEGINNING FUND BALANCE	267,218	267,218	231,246	231,246	230,246	229,246	228,246	227,246
	ENDING FUND BALANCE	335,564	231,246	230,246	230,246	229,246	228,246	227,246	226,246

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Fund 249 - BUILDING INSPECTION FUND									
ESTIMATED REVENUES									
Function: Unclassified									
Dept 000									
LICENSES AND PERMITS									
249-000-456.000	Multi registrations	143,825	127,714	108,500	108,500	108,500	111,755	115,108	118,561
249-000-456.001	Single family	246,956	255,610	290,600	290,600	290,600	299,318	308,298	317,547
249-000-468.003	Registration Builders	2,535	3,566	4,000	4,000	4,000	4,120	4,244	4,371
249-000-468.005	Registration Reciprocal Heating	1,935	2,391	1,300	1,300	1,300	1,339	1,379	1,420
249-000-468.008	Registration Electrical License	4,165	4,620	3,800	3,800	3,800	3,914	4,031	4,152
249-000-477.003	Insp Building Permit	2,996,225	2,111,820	1,608,415	1,608,415	1,318,415	1,357,967	1,398,706	1,440,667
249-000-477.004	Insp Plumbing Permit	123,926	208,891	90,000	90,000	90,000	92,700	95,481	98,345
249-000-477.005	Insp Heating Permit	148,498	128,398	125,000	125,000	125,000	128,750	132,613	136,591
249-000-477.007	Insp Signs Permit	3,150	3,086	1,800	1,800	1,800	1,854	1,910	1,967
249-000-477.008	Insp Electrical Permit	303,660	235,800	261,692	261,692	120,000	123,600	127,308	131,127
249-000-477.010	Insp Demolition Permit	24,935	38,640	30,000	30,000	30,000	30,900	31,827	32,782
249-000-477.011	FIRE ALARM PERMIT	18,350	26,657	20,000	20,000	20,000	20,600	21,218	21,855
	LICENSES AND PERMITS	4,018,160	3,147,193	2,545,107	2,545,107	2,113,415	2,176,817	2,242,123	2,309,385
CHARGES FOR SERVICES									
249-000-614.371	PLAN REVIEW FEE	213,515	180,000	272,023	272,023	100,000	102,000	104,040	106,121
249-000-625.016	10% Late Penalty	1,250	1,500	1,200	1,200	1,224	1,248	1,273	1,298
	CHARGES FOR SERVICES	214,765	181,500	273,223	273,223	101,224	103,248	105,313	107,419
OTHER REVENUE									
249-000-671.000	MISCELLANEOUS REVENUE	8	8						
	OTHER REVENUE	8	8	0	0	0	0	0	0
INTEREST AND RENTS									
249-000-665.001	Investments Income	6,199	6,709	2,500	2,500	2,513	2,526	2,539	2,552
249-000-665.100	UNREALIZED MARKET ADJUSTMENTS	549	750						
	INTEREST AND RENTS	6,748	7,459	2,500	2,500	2,513	2,526	2,539	2,552
	Totals for dept 000 -	4,239,681	3,336,160	2,820,830	2,820,830	2,217,152	2,282,591	2,349,975	2,419,356
	Total - Function Unclassified	4,239,681	3,336,160	2,820,830	2,820,830	2,217,152	2,282,591	2,349,975	2,419,356
	TOTAL ESTIMATED REVENUES	4,239,681	3,336,160	2,820,830	2,820,830	2,217,152	2,282,591	2,349,975	2,419,356

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APPROPRIATIONS									
Function: PUBLIC SAFETY									
Dept 371 - BUILDING INSPECTION DEPARTMENT									
SUPPLIES									
249-371-727.000	Office Supplies	1,529	2,500	2,500	2,500	2,563	2,627	2,693	2,760
249-371-728.000	Postage	6,282	11,161	9,000	9,000	9,225	9,456	9,692	9,934
249-371-729.001	Printed Forms		350	350	350	359	368	377	386
249-371-730.000	Publications & Maps		500	500	500	513	526	539	552
249-371-731.003	COMPUTER EQUIPMENT		3,000	3,000	3,000	3,075	3,152	3,231	3,312
	SUPPLIES	7,811	17,511	15,350	15,350	15,735	16,129	16,532	16,944
OTHER SERVICES AND CHARGES									
249-371-804.018	Legal Services-Giarmarco Mullins		4,635	4,500	4,500	4,613	4,728	4,846	4,967
249-371-807.000	Services - Membership Dues	700	700	1,000	1,000	1,025	1,051	1,077	1,104
249-371-813.000	Services - Hearing Officer	1,540	2,310	1,500	1,500	1,538	1,576	1,615	1,655
249-371-813.010	SERVICES - BOARD OF APPEALS	3,270	4,905	3,500	3,500	3,588	3,678	3,770	3,864
249-371-816.004	SERVICES - FOIA		500	500	500	513	526	539	552
249-371-818.000	Other Professional Services		10,500	10,000	10,000	10,250	10,506	10,769	11,038
249-371-818.001	PROFESSIONAL SERVICES-WADE TRIM	1,540,020	1,780,110	2,438,620	2,413,603	1,742,796	1,777,656	1,813,218	1,849,488
249-371-818.012	PROFESSIONAL SERVICES- MEDICAL MARIJUANA				25,017	25,642	26,283	26,941	27,614
249-371-818.080	PROF. SERV - BS&A	21,665	21,665	22,030	22,030	22,540	23,060	23,600	24,150
249-371-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	3,355	3,593	2,240	2,240	2,296	2,353	2,412	2,472
249-371-852.010	SERVICES - CABLE TV/INTERNET	4,061	4,592	2,790	2,790	2,860	2,932	3,005	3,080
249-371-942.000	Services - Equipment Rentl Non-City	1,157	2,600	2,600	2,600	2,665	2,732	2,800	2,870
249-371-942.002	COPIER SUPPLES	1,934	3,109	1,500	1,500	1,538	1,576	1,615	1,655
249-371-962.022	101 Admin Allocation-To Other Funds	263,897	287,888	287,888	287,888	296,525	305,420	314,583	324,020
249-371-967.010	DPW SUPPORT SERVICES	46,637	50,877	48,310	48,310	49,759	51,252	52,789	54,373
	OTHER SERVICES AND CHARGES	1,888,236	2,177,984	2,826,978	2,826,978	2,168,148	2,215,329	2,263,579	2,312,902
Totals for dept 371 - BUILDING INSPECTION DEPARTMENT		1,896,047	2,195,495	2,842,328	2,842,328	2,183,883	2,231,458	2,280,111	2,329,846
Total - Function PUBLIC SAFETY		1,896,047	2,195,495	2,842,328	2,842,328	2,183,883	2,231,458	2,280,111	2,329,846
TOTAL APPROPRIATIONS		1,896,047	2,195,495	2,842,328	2,842,328	2,183,883	2,231,458	2,280,111	2,329,846
NET OF REVENUES/APPROPRIATIONS - FUND 249		2,343,634	1,140,665	(21,498)	(21,498)	33,269	51,133	69,864	89,510
BEGINNING FUND BALANCE		924,180	924,180	2,064,845	2,064,845	2,043,347	2,076,616	2,127,748	2,197,613
ENDING FUND BALANCE		3,267,814	2,064,845	2,043,347	2,043,347	2,076,616	2,127,748	2,197,613	2,287,122

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Fund 252 - CDBG FY2012									
APPROPRIATIONS									
Function: COMMUNITY AND ECONOMIC DEVELOPMENT									
Dept 693 - Clearance									
APPROPRIATION (OPERATING) TRANSFERS (OUT									
252-693-999.101	TRANSFER OUT TO FUND 101			30,336	30,335				
	APPROPRIATION (OPERATING) TRANSFERS (OUT	0	0	30,336	30,335	0	0	0	0
Totals for dept 693 - Clearance		0	0	30,336	30,335	0	0	0	0
Total - Function COMMUNITY AND ECONOMIC DEVELOPMENT		0	0	30,336	30,335	0	0	0	0
TOTAL APPROPRIATIONS		0	0	30,336	30,335	0	0	0	0
NET OF REVENUES/APPROPRIATIONS - FUND 252		0	0	(30,336)	(30,335)	0	0	0	0
BEGINNING FUND BALANCE		30,335	30,335	30,335	30,335	0	0	0	0
ENDING FUND BALANCE		30,335	30,335	(1)	0	0	0	0	0

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Fund 263 - HOME BUYERS ASSISTANCE									
APPROPRIATIONS									
Function: COMMUNITY AND ECONOMIC DEVELOPMENT									
Dept 696 - Program Income									
APPROPRIATION (OPERATING) TRANSFERS (OUT									
263-696-999.101	TRANSFER OUT TO FUND 101			3,639	3,638				
	APPROPRIATION (OPERATING) TRANSFERS (OUT	0	0	3,639	3,638	0	0	0	0
Totals for dept 696 - Program Income		0	0	3,639	3,638	0	0	0	0
Total - Function COMMUNITY AND ECONOMIC DEVELOPMENT		0	0	3,639	3,638	0	0	0	0
TOTAL APPROPRIATIONS		0	0	3,639	3,638	0	0	0	0
NET OF REVENUES/APPROPRIATIONS - FUND 263		0	0	(3,639)	(3,638)	0	0	0	0
BEGINNING FUND BALANCE		3,638	3,638	3,638	3,638	0	0	0	0
ENDING FUND BALANCE		3,638	3,638	(1)	0	0	0	0	0

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Fund 265 - DRUG ENFORCEMENT FUND									
ESTIMATED REVENUES									
Function: Unclassified									
Dept 000									
FINES AND FORFEITS									
265-000-658.316	DRUG FORFEITURES - STATE LAW	37,213	42,000	40,000	40,000	40,400	40,804	41,212	41,624
	FINES AND FORFEITS	37,213	42,000	40,000	40,000	40,400	40,804	41,212	41,624
INTEREST AND RENTS									
265-000-665.001	Investments Income	983	1,282	900	900	905	909	914	918
	INTEREST AND RENTS	983	1,282	900	900	905	909	914	918
Totals for dept 000 -		38,196	43,282	40,900	40,900	41,305	41,713	42,126	42,542
Total - Function Unclassified		38,196	43,282	40,900	40,900	41,305	41,713	42,126	42,542
TOTAL ESTIMATED REVENUES		38,196	43,282	40,900	40,900	41,305	41,713	42,126	42,542

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APPROPRIATIONS									
Function: PUBLIC SAFETY									
Dept 316 - State Forfeitures									
OTHER SERVICES AND CHARGES									
265-316-818.069	Prof. Serv-Oakland Co. Sheriff OT	31,107	38,074	36,000	36,000	36,900	37,823	38,768	39,737
265-316-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	13,268	20,000	20,000	20,000	20,500	21,013	21,538	22,076
265-316-962.022	101 Admin Allocation-To Other Funds	2,056	2,243	2,033	2,033	2,093	2,156	2,221	2,288
	OTHER SERVICES AND CHARGES	46,431	60,317	58,033	58,033	59,493	60,992	62,527	64,101
	Totals for dept 316 - State Forfeitures	46,431	60,317	58,033	58,033	59,493	60,992	62,527	64,101
	Total - Function PUBLIC SAFETY	46,431	60,317	58,033	58,033	59,493	60,992	62,527	64,101
	TOTAL APPROPRIATIONS	46,431	60,317	58,033	58,033	59,493	60,992	62,527	64,101
	NET OF REVENUES/APPROPRIATIONS - FUND 265	(8,235)	(17,035)	(17,133)	(17,133)	(18,188)	(19,279)	(20,401)	(21,559)
	BEGINNING FUND BALANCE	227,441	227,441	210,406	210,406	193,273	175,085	155,806	135,405
	ENDING FUND BALANCE	219,206	210,406	193,273	193,273	175,085	155,806	135,405	113,846

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Fund 276 - District Court									
ESTIMATED REVENUES									
Function: Unclassified									
Dept 000									
CHARGES FOR SERVICES									
276-000-602.000	District Court-State Law Costs	121,428	153,192	150,000	150,000	153,000	156,060	159,181	162,365
276-000-610.002	Marriage Fees	404	300	300	300	306	312	318	325
276-000-610.004	Filing Fees - 65%	113,063	154,000	150,000	150,000	153,000	156,060	159,181	162,365
276-000-610.007	Jury Duty - Reimbursement	4,896	5,000	5,000	5,000	5,100	5,202	5,306	5,412
276-000-610.008	Garnishment - Civil	150,917	210,000	200,000	200,000	204,000	208,080	212,242	216,486
276-000-610.009	Probation Officer Fee	36,615	43,695	55,000	55,000	56,100	57,222	58,366	59,534
276-000-610.010	State License Clearance Fee	30,366	29,772	35,000	35,000	35,700	36,414	37,142	37,885
276-000-610.011	DUIL Evalvation Fee	14,249	20,000	20,000	20,000	20,400	20,808	21,224	21,649
276-000-610.012	Traffic Warrant Fees	56,787	41,000	42,000	42,000	42,840	43,697	44,571	45,462
276-000-610.018	Court Appointed Attorney Fees	4,488	6,336	8,000	8,000	8,160	8,323	8,490	8,659
276-000-610.020	Court Motion Fees	21,145	26,800	25,000	25,000	25,500	26,010	26,530	27,061
276-000-617.000	Miscellaneous Fees	10,029	10,000	30,000	30,000	30,600	31,212	31,836	32,473
276-000-636.000	Miscellaneous Services	15,431	8,300	8,000	8,000	8,160	8,323	8,490	8,659
276-000-643.005	Sale of Forms	2,933	4,100	4,000	4,000	4,080	4,162	4,245	4,330
276-000-696.003	Victim Right Administration	7,729	10,400	10,500	10,500	10,710	10,924	11,143	11,366
CHARGES FOR SERVICES		590,480	722,895	742,800	742,800	757,656	772,809	788,265	804,031
STATE GRANTS									
276-000-540.002	State aid for judges wages	182,896	182,896	182,900	182,900	188,387	194,039	199,860	205,856
STATE GRANTS		182,896	182,896	182,900	182,900	188,387	194,039	199,860	205,856
OTHER REVENUE									
276-000-694.009	Event Over and Short	23	(355)						
OTHER REVENUE		23	(355)	0	0	0	0	0	0
FINES AND FORFEITS									
276-000-656.001	Parking Violations	18,810	21,000	21,000	21,000	21,210	21,422	21,636	21,853
276-000-656.002	Fines - Traffic Violations	697,104	842,083	840,000	840,000	848,400	856,884	865,453	874,107
276-000-656.006	Traffic Violations Late Fee	77,505	83,100	82,000	82,000	82,820	83,648	84,485	85,330
276-000-658.002	Forfeited Bonds	16,078	30,500	28,000	28,000	28,280	28,563	28,848	29,137
FINES AND FORFEITS		809,497	976,683	971,000	971,000	980,710	990,517	1,000,422	1,010,427
INTEREST AND RENTS									
276-000-666.001	Interest Earned- Cash Pool	1,439	1,800	1,800	1,800	1,809	1,818	1,827	1,836
INTEREST AND RENTS		1,439	1,800	1,800	1,800	1,809	1,818	1,827	1,836
Totals for dept 000 -		1,584,335	1,883,919	1,898,500	1,898,500	1,928,562	1,959,183	1,990,374	2,022,150
Total - Function Unclassified		1,584,335	1,883,919	1,898,500	1,898,500	1,928,562	1,959,183	1,990,374	2,022,150
Function: TRANSFERS (OUT) AND OTHER SOURCES									
Dept 966 - Transfers To / From Other Funds									



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OPERATING TRANSFERS IN									
276-966-699.101	TRANSFER IN FROM FUND 101	1,681,862	1,349,555	1,850,209	1,850,209	1,860,109	1,938,286	2,019,037	2,102,438
	OPERATING TRANSFERS IN	1,681,862	1,349,555	1,850,209	1,850,209	1,860,109	1,938,286	2,019,037	2,102,438
	Totals for dept 966 - Transfers To / From Other Funds	1,681,862	1,349,555	1,850,209	1,850,209	1,860,109	1,938,286	2,019,037	2,102,438
	Total - Function TRANSFERS (OUT) AND OTHER SOURCES	1,681,862	1,349,555	1,850,209	1,850,209	1,860,109	1,938,286	2,019,037	2,102,438
	TOTAL ESTIMATED REVENUES	3,266,197	3,233,474	3,748,709	3,748,709	3,788,671	3,897,469	4,009,411	4,124,588

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 MAYOR REC. BUDGET	2020-21 CITY COUNCIL REQUEST BUDGET	2021-22 MAYOR REC. BUDGET	2022-23 MAYOR REC. BUDGET	2023-24 MAYOR REC. BUDGET	2024-25 MAYOR REC. BUDGET
APPROPRIATIONS									
Function: GENERAL GOVERNMENT									
Dept 136 - District Court									
PERSONNEL SERVICES									
276-136-702.000	Salaries & Wages	1,160,744	1,420,664	1,429,548	1,429,548	1,472,434	1,516,607	1,562,105	1,608,968
276-136-702.004	Overtime Wages	24,735	29,036	24,029	24,029	24,750	25,493	26,257	27,045
276-136-702.100	MAINTENANCE WAGES	5,482	7,568	16,504	16,504	16,999	17,509	18,034	18,575
276-136-702.104	MAINTENANCE - OVERTIME	412	692	412	412	424	437	450	463
276-136-715.000	F.I.C.A. - City Contribution	78,564	102,877	100,794	100,794	103,818	106,933	110,141	113,445
276-136-716.000	MEDICAL INSURANCE	190,825	285,640	369,861	369,861	380,957	392,386	404,157	416,282
276-136-717.000	Life Insurance	6,380	6,952	20,327	20,327	20,937	21,565	22,212	22,878
276-136-718.006	Employer 401A Contribution	8,240	9,803	9,930	9,930	10,228	10,535	10,851	11,176
276-136-718.500	MERS EMPLOYER CONTRIBUTIONS	53	88	210	210	216	223	229	236
276-136-719.000	Workers Compensation Insurance	18,740	26,926	14,801	14,801	15,246	15,703	16,174	16,659
276-136-719.001	Dental Insurance	3,478	2,037	7,773	7,773	8,006	8,246	8,493	8,748
276-136-721.002	Longevity	13,939	13,939	14,358	14,358	14,788	15,232	15,689	16,160
276-136-721.010	Health Care Waiver	18,170	23,644	14,306	14,306	14,735	15,177	15,633	16,102
276-136-819.000	Contractual Temp/PT Labor	5,639	20,000	20,000	20,000	20,600	21,218	21,855	22,510
PERSONNEL SERVICES		1,535,401	1,949,866	2,042,853	2,042,853	2,104,138	2,167,264	2,232,280	2,299,247
SUPPLIES									
276-136-727.000	Office Supplies	25,743	27,886	34,000	34,000	34,850	35,721	36,614	37,530
276-136-728.000	Postage	1,057							
276-136-728.001	Postage - Large Mailing	23,069	29,000	32,000	32,000	32,800	33,620	34,461	35,322
276-136-729.001	Printed Forms	33,505	37,304	33,000	33,000	33,825	34,671	35,537	36,426
276-136-731.001	COMPUTER SUPPLIES			1,000	1,000	1,025	1,051	1,077	1,104
276-136-731.003	COMPUTER EQUIPMENT			5,200	5,200	5,330	5,463	5,600	5,740
276-136-740.000	Operating Supplies			1,000	1,000	1,025	1,051	1,077	1,104
276-136-743.000	Uniforms	1,133	1,133	1,000	1,000	1,025	1,051	1,077	1,104
276-136-776.001	Janitorial Supplies			2,000	2,000	2,050	2,101	2,154	2,208
276-136-776.002	Building Maintenance Supplies	3,508	4,567	3,500	3,500	3,588	3,677	3,769	3,863
276-136-779.004	SNOW REMOV SUPPLIES	143	143	350	350	359	368	377	386
SUPPLIES		88,158	100,033	113,050	113,050	115,877	118,774	121,743	124,787
OTHER SERVICES AND CHARGES									
276-136-804.000	Legal Services	7,448	18,436	35,000	35,000	35,875	36,772	37,691	38,633
276-136-806.005	JURY DUTY SERVICES	11,401	15,334	20,000	20,000	20,500	21,013	21,538	22,076
276-136-807.000	Services - Membership Dues	3,069	5,000	5,500	5,500	5,638	5,778	5,923	6,071
276-136-818.000	Other Professional Services	123,563	147,346	275,000	275,000	281,875	288,922	296,145	303,549
276-136-818.006	Contractual Mowing Services	437	788	1,200	1,200	1,230	1,261	1,292	1,325
276-136-818.008	Bank Service Charges	9,808	11,821	14,000	14,000	14,350	14,709	15,076	15,453
276-136-818.037	CONTRACTUAL JANITORIAL SERVICES	7,518	26,928	53,858	53,858	55,204	56,585	57,999	59,449
276-136-818.043	Services - Oakland Cty Police-Traf			200	200	205	210	215	221
276-136-818.245	PROF. SERV - SNOW REMOVAL	6,990	10,000	30,000	30,000	30,750	31,519	32,307	33,114
276-136-820.000	Services - Security	1,706	200						
276-136-835.001	Services - Physicals			200	200	205	210	215	221
276-136-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	21,641	20,899	11,520	11,520	11,808	12,103	12,406	12,716

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276-136-851.003	SERVICES - OPTEMAN CHARGES	31,928	37,883	17,100	17,100	17,528	17,966	18,415	18,875
276-136-852.010	SERVICES - CABLE TV/INTERNET	11,445	8,999	8,980	8,980	9,205	9,435	9,670	9,912
276-136-861.000	Travel Expenses		1,200	1,200	1,200	1,230	1,261	1,292	1,325
276-136-861.004	Services - Travel-Mileage	2,251	4,298	4,000	4,000	4,100	4,203	4,308	4,415
276-136-861.006	Services - Travel-Registration	82	82	2,000	2,000	2,050	2,101	2,154	2,208
276-136-914.000	Insurance Property Coverage	184,337	201,095	199,389	199,389	204,374	209,483	214,720	220,088
276-136-921.000	Utilities Electricity	29,071	34,675	34,675	34,675	35,542	36,430	37,341	38,275
276-136-922.000	Utilities Water & Sewer	10,118	12,360	12,978	12,978	13,302	13,635	13,976	14,325
276-136-923.000	Utilities Gas Heat	13,295	12,302	12,917	12,917	13,240	13,571	13,910	14,258
276-136-931.001	Services - Building Maintenance	28,148	23,000	26,000	26,000	26,650	27,316	27,999	28,699
276-136-932.003	Services - Maintenance-Office Mach	825	2,000	2,000	2,000	2,050	2,101	2,154	2,208
276-136-932.008	Services - Maintenance-Fire Exting	141		500	500	513	525	538	552
276-136-932.012	Services - Maintenance-Compnr Equip		500	2,000	2,000	2,050	2,101	2,154	2,208
276-136-942.002	COPIER SUPPLES	1,410	1,550	1,550	1,550	1,589	1,628	1,669	1,711
276-136-957.002	Training Expense	119	3,500	3,500	3,500	3,588	3,677	3,769	3,863
276-136-957.003	Employee Meals - Commission Food			1,100	1,100	1,128	1,156	1,185	1,214
276-136-959.000	Miscellaneous Expenses	439,377	40,241	22,000	22,000	22,550	23,114	23,692	24,284
276-136-960.001	Books	3,102	5,500	3,500	3,500	3,588	3,677	3,769	3,863
276-136-962.022	101 Admin Allocation-To Other Funds	253,090	276,098	276,098	276,098	284,381	292,912	301,700	310,751
OTHER SERVICES AND CHARGES		1,202,320	922,035	1,077,965	1,077,965	1,106,298	1,135,374	1,165,222	1,195,862
CAPITAL OUTLAY									
276-136-977.005	Furniture & Fixtures	39	15,000	17,500	17,500				
276-136-977.011	Computer Equipment	6,086	25,000	25,000	25,000				
CAPITAL OUTLAY		6,125	40,000	42,500	42,500	0	0	0	0
APPROPRIATION (OPERATING) TRANSFERS (OUT)									
276-136-999.101	TRANSFER OUT TO FUND 101	20,991	21,000	21,000	21,000	21,525	22,063	22,615	23,180
276-136-999.277	TRANSFER OUT TO FUND 277	18,023	17,988	38,237	38,237	15,441	15,841	16,252	16,674
APPROPRIATION (OPERATING) TRANSFERS (OUT)		39,014	38,988	59,237	59,237	36,966	37,904	38,867	39,854
Totals for dept 136 - District Court		2,871,018	3,050,922	3,335,605	3,335,605	3,363,279	3,459,316	3,558,112	3,659,750
Dept 151 - Court Probation									
PERSONNEL SERVICES									
276-151-702.000	Salaries & Wages	107,616	119,523	255,904	255,904	263,581	271,488	279,633	288,022
276-151-702.004	Overtime Wages	592	51	102	102				
276-151-715.000	F.I.C.A. - City Contribution	7,691	8,393	19,783	19,783	20,377	20,988	21,618	22,266
276-151-716.000	MEDICAL INSURANCE	27,750	41,690	114,873	114,873	118,320	121,869	125,525	129,291
276-151-717.000	Life Insurance	934	725	3,688	3,688	3,798	3,912	4,030	4,151
276-151-719.000	Workers Compensation Insurance	6,048	8,627	17,868	17,868	18,404	18,956	19,525	20,111
276-151-719.001	Dental Insurance	312	343	886	886	912	940	968	997
276-151-721.010	Health Care Waiver	439							
PERSONNEL SERVICES		151,382	179,352	413,104	413,104	425,392	438,153	451,299	464,838
SUPPLIES									
276-151-731.003	COMPUTER EQUIPMENT		3,000						
SUPPLIES		0	3,000	0	0	0	0	0	0



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Fund 277 - MIDC GRANT FUND									
ESTIMATED REVENUES									
Function: Unclassified									
Dept 000									
STATE GRANTS									
277-000-637.036	MIDC PROJECT REVENUE	535,173	687,835	698,254	698,254	719,834	738,502	757,655	777,310
	STATE GRANTS	535,173	687,835	698,254	698,254	719,834	738,502	757,655	777,310
OPERATING TRANSFERS IN									
277-000-699.276	TRANSFER IN FROM FUND 276	18,023	17,988	38,237	38,237	15,441	15,841	16,252	16,674
	OPERATING TRANSFERS IN	18,023	17,988	38,237	38,237	15,441	15,841	16,252	16,674
Totals for dept 000 -		553,196	705,823	736,491	736,491	735,275	754,343	773,907	793,984
Total - Function Unclassified		553,196	705,823	736,491	736,491	735,275	754,343	773,907	793,984
TOTAL ESTIMATED REVENUES		553,196	705,823	736,491	736,491	735,275	754,343	773,907	793,984

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APPROPRIATIONS									
Function: GENERAL GOVERNMENT									
Dept 137 - MIDC GRANT - DISTRICT COURT									
PERSONNEL SERVICES									
277-137-702.000	Salaries & Wages	71,345	82,432	121,010	121,010	124,640	128,380	132,231	136,198
277-137-715.000	F.I.C.A. - City Contribution	5,934	6,874	9,257	9,257	9,535	9,821	10,116	10,419
277-137-716.000	MEDICAL INSURANCE			18,587	18,587				
277-137-717.000	Life Insurance			800	800				
277-137-719.000	Workers Compensation Insurance	239	109	2,875	2,875	2,961	3,050	3,141	3,236
277-137-719.001	Dental Insurance			412	412				
277-137-721.010	Health Care Waiver	6,221	7,427						
	PERSONNEL SERVICES	83,739	96,842	152,941	152,941	137,136	141,251	145,488	149,853
SUPPLIES									
277-137-727.000	Office Supplies	589	1,500	1,500	1,500	1,538	1,576	1,615	1,656
	SUPPLIES	589	1,500	1,500	1,500	1,538	1,576	1,615	1,656
OTHER SERVICES AND CHARGES									
277-137-804.000	Legal Services	303,978	401,967	533,450	533,450	546,786	560,456	574,467	588,829
277-137-818.000	Other Professional Services	109,471	109,471	45,000	45,000	46,125	47,278	48,460	49,672
277-137-957.002	Training Expense			3,600	3,600	3,690	3,782	3,877	3,974
	OTHER SERVICES AND CHARGES	413,449	511,438	582,050	582,050	596,601	611,516	626,804	642,475
CAPITAL OUTLAY									
277-137-976.000	Building Additions	78,228	86,928						
277-137-977.005	Furniture & Fixtures	6,873	6,873						
277-137-977.011	Computer Equipment	2,389	2,242						
	CAPITAL OUTLAY	87,490	96,043	0	0	0	0	0	0
Totals for dept 137 - MIDC GRANT - DISTRICT COURT		585,267	705,823	736,491	736,491	735,275	754,343	773,907	793,984
Total - Function GENERAL GOVERNMENT		585,267	705,823	736,491	736,491	735,275	754,343	773,907	793,984
TOTAL APPROPRIATIONS		585,267	705,823	736,491	736,491	735,275	754,343	773,907	793,984
NET OF REVENUES/APPROPRIATIONS - FUND 277		(32,071)	0	0	0	0	0	0	0
BEGINNING FUND BALANCE						0	0	0	0
ENDING FUND BALANCE		(32,071)	0	0	0	0	0	0	0

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Fund 280 - PA 48 TELECOMMUNICATION ALLOCATION (ROW)									
ESTIMATED REVENUES									
Function: Unclassified									
Dept 000									
STATE GRANTS									
280-000-539.480	STATE GRANT - PUBLIC ACT 48 TELECOM	248,221	225,000						
	STATE GRANTS	248,221	225,000	0	0	0	0	0	0
Totals for dept 000 -		248,221	225,000	0	0	0	0	0	0
Total - Function Unclassified		248,221	225,000	0	0	0	0	0	0
TOTAL ESTIMATED REVENUES		248,221	225,000	0	0	0	0	0	0

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APPROPRIATIONS									
Function: TRANSFERS (OUT) AND OTHER SOURCES									
Dept 966 - Transfers To / From Other Funds									
APPROPRIATION (OPERATING) TRANSFERS (OUT									
280-966-999.101	TRANSFER OUT TO FUND 101		275,000	7,750	7,750				
	APPROPRIATION (OPERATING) TRANSFERS (OUT	0	275,000	7,750	7,750	0	0	0	0
Totals for dept 966 - Transfers To / From Other Funds		0	275,000	7,750	7,750	0	0	0	0
Total - Function TRANSFERS (OUT) AND OTHER SOURCES		0	275,000	7,750	7,750	0	0	0	0
TOTAL APPROPRIATIONS		0	275,000	7,750	7,750	0	0	0	0
NET OF REVENUES/APPROPRIATIONS - FUND 280		248,221	(50,000)	(7,750)	(7,750)	0	0	0	0
BEGINNING FUND BALANCE		57,750	57,750	7,750	7,750	0	0	0	0
ENDING FUND BALANCE		305,971	7,750	0	0	0	0	0	0



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Fund 445 - Capital Improvements Fund									
ESTIMATED REVENUES									
Function: Unclassified									
Dept 000									
PROPERTY TAXES									
445-000-403.000	Current Property taxes	934,544	931,169	940,657	940,657	950,242	959,925	969,707	979,588
445-000-403.002	Property Tax Chargebacks	(3,726)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
	PROPERTY TAXES	930,818	921,169	930,657	930,657	940,242	949,925	959,707	969,588
STATE GRANTS									
445-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE 1	42,255	46,980	46,980	46,980	46,980	46,980	46,980	46,980
	STATE GRANTS	42,255	46,980	46,980	46,980	46,980	46,980	46,980	46,980
INTEREST AND RENTS									
445-000-665.001	Investments Income	39,189	45,000	25,000	25,000	25,125	25,251	25,377	25,504
445-000-665.100	UNREALIZED MARKET ADJUSTMENTS	1,345	2,018						
	INTEREST AND RENTS	40,534	47,018	25,000	25,000	25,125	25,251	25,377	25,504
Totals for dept 000 -		1,013,607	1,015,167	1,002,637	1,002,637	1,012,347	1,022,156	1,032,064	1,042,072
Total - Function Unclassified		1,013,607	1,015,167	1,002,637	1,002,637	1,012,347	1,022,156	1,032,064	1,042,072
TOTAL ESTIMATED REVENUES		1,013,607	1,015,167	1,002,637	1,002,637	1,012,347	1,022,156	1,032,064	1,042,072

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APPROPRIATIONS									
Function: GENERAL GOVERNMENT									
Dept 228 - Information Technology									
CAPITAL OUTLAY									
445-228-977.011	Computer Equipment	23,721	110,333	170,333	170,333	66,333	31,333	31,333	31,333
	CAPITAL OUTLAY	23,721	110,333	170,333	170,333	66,333	31,333	31,333	31,333
Totals for dept 228 - Information Technology		23,721	110,333	170,333	170,333	66,333	31,333	31,333	31,333
Dept 265 - Building Maintenance									
CAPITAL OUTLAY									
445-265-974.021	City Hall Lot Repairs			432,119	432,119				
445-265-976.001	Building Additions & Improvements	1,363,952	1,254,430	900,000	300,000	500,000	500,000	500,000	
	CAPITAL OUTLAY	1,363,952	1,254,430	1,332,119	732,119	500,000	500,000	500,000	0
Totals for dept 265 - Building Maintenance		1,363,952	1,254,430	1,332,119	732,119	500,000	500,000	500,000	0
Dept 273 - Cemetery Ottawa Park									
CAPITAL OUTLAY									
445-273-976.001	Building Additions & Improvements	63,075	63,075	120,000	120,000				
	CAPITAL OUTLAY	63,075	63,075	120,000	120,000	0	0	0	0
Totals for dept 273 - Cemetery Ottawa Park		63,075	63,075	120,000	120,000	0	0	0	0
Dept 291 - CABLE									
CAPITAL OUTLAY									
445-291-976.001	Building Additions & Improvements				750,000				
	CAPITAL OUTLAY	0	0	0	750,000	0	0	0	0
Totals for dept 291 - CABLE		0	0	0	750,000	0	0	0	0
Total - Function GENERAL GOVERNMENT		1,450,748	1,427,838	1,622,452	1,772,452	566,333	531,333	531,333	31,333
Function: PUBLIC SAFETY									
Dept 301 - POLICE/SHERIFF									
CAPITAL OUTLAY									
445-301-976.001	Building Additions & Improvements	10,784	125,000	500,000	500,000				
	CAPITAL OUTLAY	10,784	125,000	500,000	500,000	0	0	0	0
Totals for dept 301 - POLICE/SHERIFF		10,784	125,000	500,000	500,000	0	0	0	0
Dept 336 - FIRE DEPARTMENT									
CAPITAL OUTLAY									
445-336-976.001	Building Additions & Improvements	79,447	79,447	19,881	19,881				
	CAPITAL OUTLAY	79,447	79,447	19,881	19,881	0	0	0	0
Totals for dept 336 - FIRE DEPARTMENT		79,447	79,447	19,881	19,881	0	0	0	0

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GL NUMBER	DESCRIPTION	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 MAYOR REC. BUDGET	2020-21 CITY COUNCIL REQUEST BUDGET	2021-22 MAYOR REC. BUDGET	2022-23 MAYOR REC. BUDGET	2023-24 MAYOR REC. BUDGET	2024-25 MAYOR REC. BUDGET
Total - Function PUBLIC SAFETY		90,231	204,447	519,881	519,881	0	0	0	0
Function: PUBLIC WORKS									
Dept 448 - Street Lighting									
CAPITAL OUTLAY									
445-448-974.056	STREET LIGHT IMPROVEMENTS	113	113						
	CAPITAL OUTLAY	113	113	0	0	0	0	0	0
Totals for dept 448 - Street Lighting		113	113	0	0	0	0	0	0
Dept 458 - PUBLIC WORKS OPERATIONS									
CAPITAL OUTLAY									
445-458-977.002	VEHICLES	233	233	712,000		712,000	400,000	400,000	400,000
	CAPITAL OUTLAY	233	233	712,000	0	712,000	400,000	400,000	400,000
Totals for dept 458 - PUBLIC WORKS OPERATIONS		233	233	712,000	0	712,000	400,000	400,000	400,000
Total - Function PUBLIC WORKS		346	346	712,000	0	712,000	400,000	400,000	400,000
Function: COMMUNITY AND ECONOMIC DEVELOPMENT									
Dept 733 - CODE ENFORCEMENT									
CAPITAL OUTLAY									
445-733-977.002	VEHICLES				50,000				
	CAPITAL OUTLAY	0	0	0	50,000	0	0	0	0
Totals for dept 733 - CODE ENFORCEMENT		0	0	0	50,000	0	0	0	0
Total - Function COMMUNITY AND ECONOMIC DEVELOPMENT		0	0	0	50,000	0	0	0	0
Function: RECREATION AND CULTURE									
Dept 818 - PARKS GROUNDS MAINTENANCE									
CAPITAL OUTLAY									
445-818-976.001	Building Additions & Improvements				100,000				
	CAPITAL OUTLAY	0	0	0	100,000	0	0	0	0
Totals for dept 818 - PARKS GROUNDS MAINTENANCE		0	0	0	100,000	0	0	0	0
Total - Function RECREATION AND CULTURE		0	0	0	100,000	0	0	0	0
TOTAL APPROPRIATIONS		1,541,325	1,632,631	2,854,333	2,442,333	1,278,333	931,333	931,333	431,333
NET OF REVENUES/APPROPRIATIONS - FUND 445		(527,718)	(617,464)	(1,851,696)	(1,439,696)	(265,986)	90,823	100,731	610,739
BEGINNING FUND BALANCE		3,012,946	3,012,946	2,395,482	2,395,482	955,786	689,800	780,623	881,354
ENDING FUND BALANCE		2,485,228	2,395,482	543,786	955,786	689,800	780,623	881,354	1,492,093

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Fund 585 - Parking Enterprise Fund									
ESTIMATED REVENUES									
Function: Unclassified									
Dept 000									
PROPERTY TAXES									
585-000-403.002	Property Tax Chargebacks		(500)	(500)	(500)	(500)	(500)	(500)	(500)
	PROPERTY TAXES	0	(500)	(500)	(500)	(500)	(500)	(500)	(500)
STATE GRANTS									
585-000-539.000	State grants			163,020	163,020				
	STATE GRANTS	0	0	163,020	163,020	0	0	0	0
INTEREST AND RENTS									
585-000-665.001	Investments Income	36,412	32,355	26,000	26,000	26,130	26,261	26,392	26,524
585-000-665.100	UNREALIZED MARKET ADJUSTMENTS	3,801	4,500						
	INTEREST AND RENTS	40,213	36,855	26,000	26,000	26,130	26,261	26,392	26,524
OTHER FINANCING SOURCES									
585-000-695.001	FINANCING PROCEEDS			16,585,039					
	OTHER FINANCING SOURCES	0	0	16,585,039	0	0	0	0	0
OPERATING TRANSFERS IN									
585-000-699.101	TRANSFER IN FROM FUND 101			381,803	381,803	259,626	266,273	273,092	280,085
	OPERATING TRANSFERS IN	0	0	381,803	381,803	259,626	266,273	273,092	280,085
Totals for dept 000 -		40,213	36,355	17,155,362	570,323	285,256	292,034	298,984	306,109
Total - Function Unclassified		40,213	36,355	17,155,362	570,323	285,256	292,034	298,984	306,109
Function: PUBLIC WORKS									
Dept 566 - Parking City									
OPERATING TRANSFERS IN									
585-566-699.101	TRANSFER IN FROM FUND 101		7,000,564						
	OPERATING TRANSFERS IN	0	7,000,564	0	0	0	0	0	0
Totals for dept 566 - Parking City		0	7,000,564	0	0	0	0	0	0
Total - Function PUBLIC WORKS		0	7,000,564	0	0	0	0	0	0
TOTAL ESTIMATED REVENUES		40,213	7,036,919	17,155,362	570,323	285,256	292,034	298,984	306,109

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APPROPRIATIONS									
Function: PUBLIC WORKS									
Dept 566 - Parking City									
PERSONNEL SERVICES									
585-566-718.100	PENSION EXPENSE - GERS		31,855	32,000	32,000	32,000	32,000	32,000	32,000
585-566-737.000	OPEB EXPENSE		(312,647)	100,000	100,000	100,000	100,000	100,000	100,000
	PERSONNEL SERVICES	0	(280,792)	132,000	132,000	132,000	132,000	132,000	132,000
OTHER SERVICES AND CHARGES									
585-566-914.000	Insurance Property Coverage	16,394	17,884	18,850	18,850	19,321	19,804	20,299	20,807
585-566-968.000	Depreciation		46,876	46,876	46,876	48,048	49,249	50,480	51,742
	OTHER SERVICES AND CHARGES	16,394	64,760	65,726	65,726	67,369	69,053	70,779	72,549
	Totals for dept 566 - Parking City	16,394	(216,032)	197,726	197,726	199,369	201,053	202,779	204,549
	Total - Function PUBLIC WORKS	16,394	(216,032)	197,726	197,726	199,369	201,053	202,779	204,549
Function: RECREATION AND CULTURE									
Dept 564 - Phoenix Center Parking									
OTHER SERVICES AND CHARGES									
585-564-804.018	Legal Services-Giarmarco Mullins	10,395	7,650	50,000	50,000				
585-564-818.000	Other Professional Services	41,363	41,363						
585-564-921.000	Utilities Electricity	52,488	54,062	55,684	55,684	57,076	58,503	59,966	61,465
585-564-922.000	Utilities Water & Sewer	503	1,589	1,589	1,589	1,629	1,669	1,711	1,754
585-564-923.000	Utilities Gas Heat	164	185	185	185	190	194	199	204
585-564-931.001	Services - Building Maintenance	234,451	257,419	225,000	225,000	150,000	153,750	157,594	161,534
585-564-962.022	101 Admin Allocation-To Other Funds	12,636	13,785	30,495	30,495	31,410	32,352	33,323	34,322
585-564-968.000	Depreciation		517,985	849,686	849,686	870,928	892,701	915,019	937,894
	OTHER SERVICES AND CHARGES	352,000	894,038	1,212,639	1,212,639	1,111,233	1,139,169	1,167,812	1,197,173
CAPITAL OUTLAY									
585-564-974.035	Phoenix Center Projects	317,426	165,700	16,585,039	7,000,000	9,585,039			
	CAPITAL OUTLAY	317,426	165,700	16,585,039	7,000,000	9,585,039	0	0	0
	Totals for dept 564 - Phoenix Center Parking	669,426	1,059,738	17,797,678	8,212,639	10,696,272	1,139,169	1,167,812	1,197,173
	Total - Function RECREATION AND CULTURE	669,426	1,059,738	17,797,678	8,212,639	10,696,272	1,139,169	1,167,812	1,197,173
	TOTAL APPROPRIATIONS	685,820	843,706	17,995,404	8,410,365	10,895,641	1,340,222	1,370,591	1,401,722
	NET OF REVENUES/APPROPRIATIONS - FUND 585	(645,607)	6,193,213	(840,042)	(7,840,042)	(10,610,385)	(1,048,188)	(1,071,607)	(1,095,613)
	BEGINNING FUND BALANCE	13,437,275	13,437,275	19,630,488	19,630,488	11,790,446	1,180,061	131,873	(939,734)
	ENDING FUND BALANCE	12,791,668	19,630,488	18,790,446	11,790,446	1,180,061	131,873	(939,734)	(2,035,347)

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Fund 629 - Employees Sick & Vacation Pay Fund									
ESTIMATED REVENUES									
Function: Unclassified									
Dept 000									
INTEREST AND RENTS									
629-000-665.001	Investments Income	3,147	4,260						
	INTEREST AND RENTS	3,147	4,260	0	0	0	0	0	0
Totals for dept 000 -		3,147	4,260	0	0	0	0	0	0
Total - Function Unclassified		3,147	4,260	0	0	0	0	0	0
TOTAL ESTIMATED REVENUES		3,147	4,260	0	0	0	0	0	0



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Fund 659 - Insurance Fund									
ESTIMATED REVENUES									
Function: Unclassified									
Dept 000									
CHARGES FOR SERVICES									
659-000-680.001	MEDICAL-EMPLOYEE	79,513	126,096	230,200	230,200	290,731	299,453	308,437	317,690
659-000-680.002	Medical-Retiree	109,016	119,191	292,700	292,700				
659-000-680.003	MEDICAL-EMPLOYER	367,205	512,039	1,113,912	1,113,912	1,093,704	1,126,515	1,160,311	1,195,120
659-000-680.044	Optical/Hearing-Active	6,520	9,688	9,979	9,979	10,278	10,587	10,904	11,231
659-000-680.100	MEDICAL - GERS	895,013	1,023,731	1,054,400	1,054,400				
659-000-680.200	MEDICAL - PFRS	3,104,862	2,983,825	3,623,500	3,623,500				
659-000-681.001	Life-Active	23,887	58,305	70,118	70,118	72,222	74,388	76,620	78,918
	CHARGES FOR SERVICES	4,586,016	4,832,875	6,394,809	6,394,809	1,466,935	1,510,943	1,556,272	1,602,959
OTHER REVENUE									
659-000-683.001	Dental-Active	35,206	58,305	60,054	60,054	61,856	63,711	65,623	67,591
659-000-683.024	Dental-Retiree	(8,107)							
659-000-684.045	General and Property Insurance	561,721	675,414	676,360	676,360	693,269	710,601	728,366	746,574
659-000-686.000	REIMBURSEMENTS	(22,555)	(22,555)						
	OTHER REVENUE	566,265	711,164	736,414	736,414	755,125	774,312	793,989	814,165
Totals for dept 000 -		5,152,281	5,544,039	7,131,223	7,131,223	2,222,060	2,285,255	2,350,261	2,417,124
Total - Function Unclassified		5,152,281	5,544,039	7,131,223	7,131,223	2,222,060	2,285,255	2,350,261	2,417,124
TOTAL ESTIMATED REVENUES		5,152,281	5,544,039	7,131,223	7,131,223	2,222,060	2,285,255	2,350,261	2,417,124



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APPROPRIATIONS									
Function: GENERAL GOVERNMENT									
Dept 194 - Risk Management									
OTHER SERVICES AND CHARGES									
659-194-851.000	SERVICES - COMMUNICATIONS-TELEPHONE	17							
659-194-852.010	SERVICES - CABLE TV/INTERNET	32							
	OTHER SERVICES AND CHARGES	49	0	0	0	0	0	0	0
Totals for dept 194 - Risk Management		49	0	0	0	0	0	0	0
Total - Function GENERAL GOVERNMENT		49	0	0	0	0	0	0	0
Function: OTHER FUNCTIONS									
Dept 851 - Insurance and Bonds									
OTHER SERVICES AND CHARGES									
659-851-914.000	Insurance Property Coverage	375,414	375,414	676,360	676,360	693,269	710,601	728,366	746,574
659-851-915.001	Insurance-Other Liability Claims	(151,978)	100,000						
	OTHER SERVICES AND CHARGES	223,436	475,414	676,360	676,360	693,269	710,601	728,366	746,574
Totals for dept 851 - Insurance and Bonds		223,436	475,414	676,360	676,360	693,269	710,601	728,366	746,574
Dept 854 - Employee Medical Insurance									
PERSONNEL SERVICES									
659-854-716.000	MEDICAL INSURANCE	619,204	638,135	1,344,112	1,344,112	1,384,435	1,425,968	1,468,747	1,512,810
659-854-716.011	Optical & Hearing Insurance	8,697	9,688	9,979	9,979	10,278	10,587	10,904	11,231
659-854-717.000	Life Insurance	67,280	68,076	70,118	70,118	72,222	74,388	76,620	78,918
659-854-719.001	Dental Insurance	50,827	58,305	60,054	60,054	61,856	63,711	65,623	67,591
	PERSONNEL SERVICES	746,008	774,204	1,484,263	1,484,263	1,528,791	1,574,654	1,621,894	1,670,550
OTHER SERVICES AND CHARGES									
659-854-804.013	Legal Services-Miller Canfield	207,831	185,000	185,000	185,000				
659-854-804.018	Legal Services-Giarmarco Mullins	14,544	12,629	50,000	50,000				
659-854-818.000	Other Professional Services	6,700	9,375	10,000	10,000	10,250	10,506	10,769	11,038
659-854-818.082	PROF SERV. - MEADOWBROOK	38,063	48,403	48,887	48,887	50,109	51,362	52,646	53,962
	OTHER SERVICES AND CHARGES	267,138	255,407	293,887	293,887	60,359	61,868	63,415	65,000
Totals for dept 854 - Employee Medical Insurance		1,013,146	1,029,611	1,778,150	1,778,150	1,589,150	1,636,522	1,685,309	1,735,550
Dept 861 - Retiree Fringes									
PERSONNEL SERVICES									
659-861-716.001	Medical Insurance - Retiree	4,180,735	4,126,747	4,970,600	4,970,600				
659-861-718.007	GERS VEBA - City Contribution	(1,004,801)		176,026	176,026				
	PERSONNEL SERVICES	3,175,934	4,126,747	5,146,626	5,146,626	0	0	0	0
Totals for dept 861 - Retiree Fringes		3,175,934	4,126,747	5,146,626	5,146,626	0	0	0	0
Total - Function OTHER FUNCTIONS		4,412,516	5,631,772	7,601,136	7,601,136	2,282,419	2,347,123	2,413,675	2,482,124

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TOTAL APPROPRIATIONS		4,412,565	5,631,772	7,601,136	7,601,136	2,282,419	2,347,123	2,413,675	2,482,124
NET OF REVENUES/APPROPRIATIONS - FUND 659		739,716	(87,733)	(469,913)	(469,913)	(60,359)	(61,868)	(63,414)	(65,000)
BEGINNING FUND BALANCE		2,245,566	2,245,566	2,157,833	2,157,833	1,687,920	1,627,561	1,565,693	1,502,279
ENDING FUND BALANCE		2,985,282	2,157,833	1,687,920	1,687,920	1,627,561	1,565,693	1,502,279	1,437,279

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Fund 677 - Self Insurance Workers Compensation									
ESTIMATED REVENUES									
Function: Unclassified									
Dept 000									
CHARGES FOR SERVICES									
677-000-682.001	WC CITY EMPLOYEE PREMIUM FROM FUND	94,397	138,816	89,743	89,743	119,617	123,205	126,902	130,707
677-000-682.002	SELF INSURANCE REIMBURSEMENT - ALL OI	32,407	142,406	263,339	263,339	271,239	279,376	287,758	296,390
677-000-682.003	SELF INSURANCE REIMBURSEMENTS - WRC	128	1,843	5,837	5,837	6,012	6,192	6,378	6,570
	CHARGES FOR SERVICES	126,932	283,065	358,919	358,919	396,868	408,773	421,038	433,667
INTEREST AND RENTS									
677-000-665.001	Investments Income	18,174	17,000	15,000	15,000	15,075	15,150	15,226	15,302
	INTEREST AND RENTS	18,174	17,000	15,000	15,000	15,075	15,150	15,226	15,302
Totals for dept 000 -		145,106	300,065	373,919	373,919	411,943	423,923	436,264	448,969
Total - Function Unclassified		145,106	300,065	373,919	373,919	411,943	423,923	436,264	448,969
TOTAL ESTIMATED REVENUES		145,106	300,065	373,919	373,919	411,943	423,923	436,264	448,969

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APPROPRIATIONS									
Function: OTHER FUNCTIONS									
Dept 851 - Insurance and Bonds									
PERSONNEL SERVICES									
677-851-722.005	WORKERS' COMP - PREMIUMS	118,464	138,816	89,743	89,743	119,617	123,205	126,902	130,707
677-851-722.308	WORKERS COMP CLAIMS - POLICE	643,904	102,296	157,674	157,674	162,404	167,276	172,295	177,463
677-851-722.448	WORKERS COMP CLAIMS - DPW	26,926	37,587	42,550	42,550	43,827	45,141	46,496	47,890
677-851-722.591	WORKERS COMP CLAIMS - WRC	1,283	1,843	47,842	47,842	49,277	50,756	52,278	53,847
677-851-722.954	WORKERS COMP CLAIMS - GENERAL	2,028	2,523	21,110	21,110	21,743	22,396	23,067	23,759
	PERSONNEL SERVICES	792,605	283,065	358,919	358,919	396,868	408,774	421,038	433,666
OTHER SERVICES AND CHARGES									
677-851-915.050	IBNR DEPOSIT LIABILITY ADJUSTMENT		300,000	300,000	300,000	100,000	100,000	100,000	100,000
	OTHER SERVICES AND CHARGES	0	300,000	300,000	300,000	100,000	100,000	100,000	100,000
Totals for dept 851 - Insurance and Bonds		792,605	583,065	658,919	658,919	496,868	508,774	521,038	533,666
Total - Function OTHER FUNCTIONS		792,605	583,065	658,919	658,919	496,868	508,774	521,038	533,666
TOTAL APPROPRIATIONS		792,605	583,065	658,919	658,919	496,868	508,774	521,038	533,666

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	NET OF REVENUES/APPROPRIATIONS - FUND 677	(647,499)	(283,000)	(285,000)	(285,000)	(84,925)	(84,851)	(84,774)	(84,697)
	BEGINNING FUND BALANCE	1,207,936	1,207,936	924,936	924,936	639,936	555,011	470,160	385,386
	ENDING FUND BALANCE	560,437	924,936	639,936	639,936	555,011	470,160	385,386	300,689

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	ESTIMATED REVENUES - / 0.00	63,650,812	77,002,568	86,396,312	69,811,271	66,898,273	68,190,392	69,043,675	70,195,934
	APPROPRIATIONS - ALL F 0.00	57,299,775	77,354,278	99,637,873	90,010,671	79,978,566	70,709,508	77,186,119	74,577,158
	NET OF REVENUES/APPROPRIATIONS - ALL FUNDS	6,351,037	(351,710)	(13,241,561)	(20,199,400)	(13,080,293)	(2,519,116)	(8,142,444)	(4,381,224)
	BEGINNING FUND BALANCE - ALL FUNDS	51,757,807	51,757,807	51,406,097	51,406,097	31,206,697	18,126,404	15,607,288	7,464,844
	ENDING FUND BALANCE - ALL FUNDS	58,108,844	51,406,097	38,164,536	31,206,697	18,126,404	15,607,288	7,464,844	3,083,620

**8b**

**Fiscal Year  
2021 Positions**

**FY 21 Positions**

Position	FY 20 Current	Current Salary	FY 21 Department Request	FY 21 Mayor's Recommended	Current vs Mayor's Recommended	FY21 Council Request
<b>City Council</b>						
Council Member	BURKS, DORIS	\$ 16,500.00	16,500.00	16,500.00	0%	16,500.00
Council Member	CARTER, RANDOLPH	\$ 16,500.00	16,500.00	16,500.00	0%	16,500.00
Council Member	Council Member 1	\$ 16,500.00	16,500.00	16,500.00	0%	16,500.00
Council Member	Miller, Gloria	\$ 16,500.00	16,500.00	16,500.00	0%	16,500.00
Council Member	PIETILA, MARY	\$ 16,500.00	16,500.00	16,500.00	0%	16,500.00
Council Member	WATERMAN, PATRICE	\$ 16,500.00	16,500.00	16,500.00	0%	16,500.00
Council Member	WILLIAMS, KERMIT	\$ 16,500.00	16,500.00	16,500.00	0%	16,500.00
Policy Advisor	Sharpe, Monique	\$ 95,000.00	97,850.00	95,000.00	0%	97,850.00
Legislative Fiscal Analyst	Vacant		65,000.00		0%	65,000.00
<b>Mayor</b>						
Deputy Mayor	BAIS DISESSA, JANE	\$ 112,950.24	116,338.75	116,338.75	3%	116,338.75
Executive Assistant	Lyons, Dwayne	\$ 65,520.00	67,485.60	67,485.60	3%	67,485.60
Executive Assistant	Veasy, Tamura	\$ 65,520.00	67,485.60	67,485.60	3%	67,485.60
Mayor	WATERMAN, DEIRDRE	\$ 113,000.00	113,000.00	113,000.00	0%	113,000.00
<b>Income Tax</b>						
Income Tax Administrator	KOSOFSKY, LARRY	\$ 68,140.80	78,185.02	72,229.25	6%	72,229.25
Assistant to Income Tax Administrator 1	Vacant	\$ -	55,000.00	55,000.00	0%	-
<b>Treasury</b>						
City Treasurer	Bawa, Sekar	\$ 88,400.00	105,000.00	91,052.00	3%	91,052.00
CSR (Treasury)	Smith, Tajauana	\$ 31,200.00	35,360.00	32,136.00	3%	32,136.00
CSR (Treasury)	Whitley, Karen	\$ 36,400.00	58,392.91	42,848.00	18%	42,848.00
Deputy Treasurer	Vacant	\$ -	65,520.00	65,520.00	0%	65,520.00
<b>Finance</b>						
Contract Compliance/Grant Writer	Riley, Alexandria	\$ 62,386.69	64,258.29	64,258.29	3%	64,258.29
Payables and Receivables Manager	PETERS, JANET	\$ 56,784.00	60,000.00	60,191.04	6%	60,191.04
Senior Financial Analyst	Plassman, Benjamin	\$ 75,000.00	77,250.00	75,000.00	0%	75,000.00
Purchasing Specialist	Ziegler, Adrienne	\$ 60,000.20	65,000.00	61,800.21	3%	61,800.21
Finance Director 1	Vacant	\$ -	130,000.00	130,000.00	0%	50,000.00
<b>Elections</b>						
Assistant City Clerk	Vacant	\$ -	55,000.00	55,000.00	0%	65,000.00
Elections Assistant	Vacant		10,800.00	10,800.00	0%	13,300.00
<b>Clerk</b>						
City Clerk (Interim)	DOYLE, GARLAND	\$ 90,000.00	92,700.00	92,700.00	3%	92,700.00
Deputy City Clerk	GRANDISON, SHEILA	\$ 64,480.00	64,480.00	66,414.40	3%	66,414.40
Special Assistant to the City Clerk	Starks, Jonathan	\$ 35,360.00	45,000.00	36,420.80	3%	45,000.00
<b>Human Resources</b>						
HR Assistant / CSR HR	JIMENEZ, ESTER	\$ 41,454.00	47,487.50	47,487.50	15%	47,487.50
Human Resource Manager	Davidson, Klearha	\$ 67,600.00	77,398.00	74,000.00	9%	74,000.00
<b>Crossing Guards</b>						
Crossing Guard	BUTLER, JESSIE	\$ 9,738.00	11,590.38	16,200.00	66%	16,200.00
Crossing Guard	Vacant	\$ -	4,160.00	4,160.00	0%	4,160.00
Crossing Guard	Vacant	\$ -	4,160.00	4,160.00	0%	4,160.00
<b>Community Development</b>						
CSR	Bergman, Maureen	\$ 41,600.00	41,600.00	42,848.00	3%	42,848.00
Deputy Community Development Director	Vacant		73,892.00	73,892.00	0%	-
ECONOMIC/ COMMUNITY DEVELOPMENT DIRECTOR 1	Linnette Phillips	\$ -	85,000.00	88,000.00	0%	88,192.00
Community Relations Specialist	Crystal Williams					53,560.00
<b>Planning</b>						
Planning Manager	Gustafsson, Vernon	\$ 88,400.00	91,052.00	91,052.00	3%	91,052.00



## FY 21 Positions

Position	FY 20 Current	Current Salary	FY 21 Department Request	FY 21 Mayor's Recommended	Current vs Mayor's Recommended	FY21 Council Request
City Planner	Smith, Donovan	\$ 70,720.00	72,841.60	72,841.60	3%	72,841.60
Customer Service Representative (Planning)	COX, MIRIAM		35,360.00		0%	36,849.28
<b>Code Enforcement</b>						
Code Enforcement Officer	BURROUGHS, Dessir	\$ 41,600.00	42,848.00	42,848.00	3%	42,848.00
Code Enforcement Officer	COOPER, TAMARA	\$ 45,513.78	46,879.14	46,879.14	3%	46,879.14
Code Enforcement Officer	Lemus, Enrique	\$ 41,600.00	42,848.00	42,848.00	3%	42,848.00
Code Enforcement Officer	Mindru, Florin	\$ 41,600.00	42,848.00	42,848.00	3%	42,848.00
Code Enforcement Officer	Ortiz, Hector	\$ 41,600.00	42,848.00	42,848.00	3%	42,848.00
Code Enforcement Supervisor	Brzozowski, Patrick	\$ 67,600.00	71,716.84	69,628.00	3%	69,628.00
Code Enforcement Officer						55,000.00
<b>Department of Public Works - salaries are spread amongst various departments/funds</b>						
Accounting Assistant	WESLEY, ANNETTE	\$ 43,264.00	44,561.92	44,561.92	3%	44,561.92
Building Superintendent	ROBINSON, LARRY	\$ 81,515.20	83,960.66	83,960.66	3%	83,960.66
CSR (Public Works)	TENNILLE, JACQUELYN	\$ 51,854.40	53,410.03	53,410.03	3%	53,410.03
DPW Assistant	JOHNSON, LEE	\$ 24,459.76	34,749.73	25,193.55	3%	25,193.55
DPW Director	Ringo, Dan	\$ 90,000.00	92,700.00	92,700.00	3%	92,700.00
Janitor	MURATI, FATIME	\$ 31,200.00	32,136.00	32,136.00	3%	32,136.00
Janitor	MURATI, OMER	\$ 31,200.00	32,136.00	32,136.00	3%	32,136.00
Laborer - Building Maintenance	STEVENS, VICTOR	\$ 43,264.00	44,561.92	45,427.20	5%	45,427.20
Laborer - Public Works	Langlois, Andrew	\$ 43,264.00	56,083.50	45,427.20	5%	45,427.20
Laborer - Public Works	Thomas, Eric	\$ 43,264.00	56,083.50	45,427.20	5%	45,427.20
Laborer II - Public Works	HOLLAND, JERRY	\$ 43,264.00	44,561.92	45,427.20	5%	45,427.20
Laborer II - Public Works	Locher Jr, Robert	\$ 43,264.00	56,083.50	45,427.20	5%	45,427.20
Laborer II - Public Works	SHELTON, ROBERT W	\$ 43,264.00	44,561.92	45,327.20	5%	45,327.20
MAINT. FOREMAN	BRIMM, ERIC	\$ 56,284.80	57,973.34	59,661.89	6%	59,661.89
Maintenance Superintendent	Cooley III, Allen	\$ 68,140.80	70,185.02	80,000.00	17%	80,000.00
Maintenance Worker 1	Rittenger, Michael	\$ 32,448.00	32,448.00	33,421.44	3%	33,421.44
Right-of-Way Inspector	JIMENEZ, VINCENTE	\$ 47,964.80	49,403.74	49,403.74	3%	49,403.74
Maintenance Worker 1	Vacant			32,448.00	0%	32,448.00
Right Of Way / Miss Digg Inspector 1	Vacant			48,377.12	0%	48,377.12
Maintenance Foreman	Vacant		55,900.57	47,236.80	0%	47,236.80
Laborer II - Operations 1	Vacant		52,202.00	45,427.20	0%	45,427.20
Laborer II - Operations 2	Vacant		52,202.00	45,427.20	0%	45,427.20
Laborer II - Parks 1	Vacant		48,160.00		0%	
Laborer II - Parks 2	Vacant		48,160.00		0%	
DPW Litter Pick Up 1	Vacant		12,355.20	31,200.00	0%	31,200.00
DPW Litter Pick Up 2	Vacant		12,355.20		0%	
City Engineer 1	Vacant		80,000.00	80,000.00	0%	80,000.00
<b>Youth Recreation</b>						
Youth Recreation Manager	Vacant		58,916.00	57,200.00	0%	57,200.00
Assistant Youth Recreation Manager	Burch, Robert	\$ 57,200.00	55,000.00	55,000.00	0%	55,000.00
Sports Coordinator 1	Vacant		36,849.28	36,849.28	0%	36,849.28
Youth Recreation Assistant	Bozeman, Shaniya	\$ 13,474.08	13,878.00	13,878.00	3%	13,878.00
Youth Recreation Assistant	Franks, Margaret	\$ 13,474.08	13,878.00	13,878.00	3%	13,878.00
Youth Recreation Assistant	Franks, Patricia	\$ 13,474.08	13,878.00	13,878.00	3%	13,878.00
Youth Recreation Assistant	Hawkins, Queen	\$ 17,027.71	17,538.19	17,538.19	3%	17,538.19
Youth Recreation Assistant	Herrera Figueroa, Virginia	\$ 13,474.08	13,878.40	13,878.40	3%	13,878.40
Youth Recreation Assistant	Huddleston, James	\$ 13,474.08	13,878.00	13,878.00	3%	13,878.00
Youth Recreation Assistant	Johnson, Shardae	\$ 17,027.71	17,538.19	17,538.19	3%	17,538.19
Youth Recreation Assistant	Marve, Solomon	\$ 13,474.08	13,878.00	13,878.00	3%	13,878.00

**FY 21 Positions**

Position	FY 20 Current	Current Salary	FY 21 Department Request	FY 21 Mayor's Recommended	Current vs Mayor's Recommended	FY21 Council Request
Youth Recreation Assistant	Peterson, Richard	\$ 13,474.08	13,878.00	13,878.00	3%	13,878.00
Youth Recreation Assistant	Press, Regina	\$ 13,474.08	13,878.00	13,878.00	3%	13,878.00
Youth Recreation Assistant	Slaton, Katyla	\$ 13,474.08	13,878.00	13,878.00	3%	13,878.00
Youth Recreation Assistant	Staab, Nancy	\$ 13,474.08	13,878.00	13,878.00	3%	13,878.00
<b>Senior Center</b>						
Senior Center Specialist	Findley, Deborah	\$ 32,448.00	33,421.44	33,421.44	3%	33,421.44
Senior Center Specialist	SIMPSON, LINDA	\$ 32,448.00	33,421.44	33,421.44	3%	33,421.44
Senior Center Specialist	Smith, Gladys	\$ 32,448.00	33,421.44	33,421.44	3%	33,421.44
Senior Center Support	Bowman, Kenyada	\$ 31,200.00	32,136.00	32,136.00	3%	32,136.00
<b>Cable</b>						
Cable Director	Brown, Phillip	\$ 69,888.00	71,984.64	71,984.64	3%	71,984.64
Intern/Cable	Robinson, Tajmahal	\$ 16,875.00	16,875.00	16,875.00	0%	-
<b>District Court</b>						
Chief Account Clerk	GARNER, DE CARLA	\$ 44,033.60	44,033.60	44,033.60	0%	44,033.60
Chief Court Officer	FLYE, BRYAN	\$ 60,777.60	62,600.93	62,600.93	3%	62,600.93
Chief Probation Officer	GREER-ALVREZ, RENEE	\$ 63,835.20	65,750.26	65,750.26	3%	65,750.26
Compliance Auditor	KING, LISA	\$ 62,379.20	64,250.58	64,250.58	3%	64,250.58
Court Administrative Assistant	NELSON, MONICA	\$ 45,760.00	47,045.10	47,132.80	3%	47,132.80
Court Administrator	WARD, LYNETTE	\$ 107,120.00	110,333.60	110,333.60	3%	110,333.60
Court Cashier	POWELL, SAMANTHA	\$ 43,576.00	43,576.00	43,576.00	0%	43,576.00
Court Clerk	Awudu, Zinabu	\$ 31,324.80	32,538.61	31,324.80	0%	31,324.80
Court Clerk	Berg, Holly	\$ 31,324.80	32,538.61	31,324.80	0%	31,324.80
Court Clerk	Gardner, Ariel	\$ 31,324.80	32,538.61	31,324.80	0%	31,324.80
Court Clerk	Raban, Rita	\$ 29,681.60	32,538.61	29,681.60	0%	29,681.60
Court Clerk	Ragatz, Shelby	\$ 31,324.80	32,538.61	31,324.80	0%	31,324.80
Court Clerk	RATLIFF, CARMEN	\$ 39,416.00	39,416.00	39,416.00	0%	39,416.00
Court Clerk	Toure, Fatou	\$ 31,324.80	32,538.61	32,264.54	3%	32,264.54
Court Clerk	Volpe, Maura	\$ 39,416.00	40,599.00	40,599.00	3%	40,599.00
Court Clerk 1	Buffa, Samantha	\$ 32,538.61	32,538.61	32,538.61	0%	32,538.61
Court Clerk 2	Ellis-Gordon, Aisha	\$ 31,324.80	32,538.61	32,264.54	3%	32,264.54
Court Clerk 3	Jones, Gemeka	\$ 32,538.61	32,538.61	32,538.61	0%	32,538.61
Court Officer	BELL, ARCHIE	\$ 45,032.00	45,032.00	45,032.00	0%	45,032.00
Court Officer	EWING, ANTHONY	\$ 45,032.00	45,032.00	45,032.00	0%	45,032.00
Court Officer	Mistretta, Peter	\$ 45,032.00	45,032.00	45,032.00	0%	45,032.00
Court Officer	POLANCO, JUAN	\$ 45,032.00	45,032.00	45,032.00	0%	45,032.00
Court Officer	ZANIN, DAVID	\$ 45,032.00	45,032.00	45,032.00	0%	45,032.00
Court PT Collections Clerk	IVEZAJ, MARIA	\$ 13,865.25	18,348.75	14,281.21	3%	14,281.21
Court Recorder	JEFFERSON, GWENDOLYN	\$ 45,760.00	47,132.80	47,132.80	3%	47,132.80
Court Recorder	NEILL, WISETTA	\$ 51,043.20	52,574.50	52,574.50	3%	52,574.50
Court Recorder	VIAZANKO, CONNIE	\$ 45,760.00	47,132.80	47,132.80	3%	47,132.80
Court Recorder	WILKERSON, ALICIA	\$ 48,152.00	49,596.56	49,596.56	3%	49,596.56
District Court Judge	GROSS, RONDA	\$ 45,724.00	45,724.00	45,724.00	0%	45,724.00
District Court Judge	MARTINEZ, MICHAEL	\$ 45,724.00	45,724.00	45,724.00	0%	45,724.00
District Court Judge	THOMAS, PRESTON	\$ 45,724.00	45,724.00	45,724.00	0%	45,724.00
District Court Judge	WALKER, CYNTHIA	\$ 45,724.00	45,724.00	45,724.00	0%	45,724.00
Office Manager	Sarr, Awa	\$ 56,243.20	57,930.50	57,930.50	3%	57,930.50
Probation Officer	Seguna, Rachel	\$ 55,057.60	55,057.60	55,057.60	0%	55,057.60
PT Court Clerk	CHAMBERLAIN, BERNARDET	\$ 24,344.58	24,344.58	25,074.92	3%	25,074.92
Court Secretary	Carr, Sydney	\$ 17,305.60	17,305.60	32,364.54	87%	32,364.54
Deputy Court Administrator 1	Vacant			75,000.00	0%	75,000.00
PT Court Secretary	Vacant			17,614.80	0%	17,614.80

**FY 21 Positions**

Position	FY 20 Current	Current Salary	FY 21 Department Request	FY 21 Mayor's Recommended	Current vs Mayor's Recommended	FY21 Council Request
MIDC Fund						
Managed Assigned Counsel	Johnson, Ashley	\$ 65,000.00	65,000.00	66,950.00	3%	66,950.00
MIDC Court Officer	Bouknight, Kathy	\$ 26,243.00	27,030.00	27,030.00	3%	27,030.00
MIDC Court Officer	Denham, David	\$ 26,243.00	27,030.00	27,030.00	3%	27,030.00

**8b**

**Fiscal Year  
2021 Positions  
Provided by  
Finance on  
May 23, 2020**

## FY 21 Positions

Position	FY 21 Department Request	FY 21 Mayor's Recommended
<b>City Council</b>		
Council Member	16,500.00	16,500.00
Council Member	16,500.00	16,500.00
Council Member	16,500.00	16,500.00
Council Member	16,500.00	16,500.00
Council Member	16,500.00	16,500.00
Council Member	16,500.00	16,500.00
Council Member	16,500.00	16,500.00
Policy Advisor	97,850.00	95,000.00
Legislative Fiscal Analyst	65,000.00	
<b>Mayor</b>		
Deputy Mayor	116,338.75	116,338.75
Executive Assistant	67,485.60	67,485.60
Executive Assistant	67,485.60	67,485.60
Mayor	113,000.00	113,000.00
<b>Income Tax</b>		
Income Tax Administrator	78,185.02	72,229.25
Assistant to Income Tax Administrator 1	55,000.00	55,000.00
<b>Treasury</b>		
City Treasurer	105,000.00	91,052.00
CSR (Treasury)	35,360.00	32,136.00
CSR (Treasury)	58,392.91	42,848.00
Deputy Treasurer	65,520.00	65,520.00
<b>Finance</b>		
Contract Compliance/Grant Writer	64,258.29	64,258.29
Payables and Receivables Manager	60,000.00	60,191.04
Senior Financial Analyst	77,250.00	75,000.00
Purchasing Specialist	65,000.00	61,800.21
Finance Director 1	130,000.00	130,000.00
<b>Elections</b>		
Assistant City Clerk	55,000.00	55,000.00
Elections Assistant	10,800.00	10,800.00
<b>Clerk</b>		
City Clerk (Interim)	92,700.00	92,700.00
Deputy City Clerk	64,480.00	66,414.40
Special Assistant to the City Clerk	45,000.00	36,420.80
<b>Human Resources</b>		
HR Assistant / CSR HR	47,487.50	47,487.50
Human Resource Manager	77,398.00	74,000.00
<b>Crossing Guards</b>		
Crossing Guard	11,590.38	16,200.00
Crossing Guard	4,160.00	4,160.00
Crossing Guard	4,160.00	4,160.00
<b>Community Development</b>		
Community Relations Specialist	41,600.00	42,848.00
CSR (Planning)	36,849.28	36,849.28
Deputy Community Development Director	73,892.00	73,892.00
ECONOMIC/ COMMUNITY DEVELOPMENT DIRECTOR 1	85,000.00	88,000.00
<b>Planning</b>		

Planning Manager	91,052.00	91,052.00
City Planner	72,841.60	72,841.60
Customer Service Representative (Planning)	35,360.00	
<b>Code Enforcement</b>		
Code Enforcement Officer	42,848.00	42,848.00
Code Enforcement Officer	46,879.14	46,879.14
Code Enforcement Officer	42,848.00	42,848.00
Code Enforcement Officer	42,848.00	42,848.00
Code Enforcement Officer	42,848.00	42,848.00
Code Enforcement Supervisor	71,716.84	69,628.00
<b>Department of Public Works - salaries are spread amongst various departments/funds</b>		
Accounting Assistant	44,561.92	44,561.92
Building Superintendent	83,960.66	83,960.66
CSR (Public Works)	53,410.03	53,410.03
DPW Assistant	34,749.73	25,193.55
DPW Director	92,700.00	92,700.00
Janitor	32,136.00	32,136.00
Janitor	32,136.00	32,136.00
Laborer - Building Maintenance	44,561.92	45,427.20
Laborer - Public Works	56,083.50	45,427.20
Laborer - Public Works	56,083.50	45,427.20
Laborer II - Public Works	44,561.92	45,427.20
Laborer II - Public Works	56,083.50	45,427.20
Laborer II - Public Works	44,561.92	45,327.20
MAINT. FOREMAN	57,973.34	59,661.89
Maintenance Superintendent	70,185.02	80,000.00
Maintenance Worker 1	32,448.00	33,421.44
Right-of-Way Inspector	49,403.74	49,403.74
Maintenance Worker 1		32,448.00
Right Of Way / Miss Digg Inspector 1		48,377.12
Maintenance Foreman	55,900.57	47,236.80
Laborer II - Operations 1	52,202.00	45,427.20
Laborer II - Operations 2	52,202.00	45,427.20
Laborer II - Parks 1	48,160.00	
Laborer II - Parks 2	48,160.00	
DPW Litter Pick Up 1	12,355.20	31,200.00
DPW Litter Pick Up 2	12,355.20	
City Engineer 1	80,000.00	80,000.00
<b>Youth Recreation</b>		
Youth Recreation Manager	58,916.00	57,200.00
Assistant Youth Recreation Manager	55,000.00	55,000.00
Sports Coordinator 1	36,849.28	36,849.28
Youth Recreation Assistant	13,878.00	13,878.00
Youth Recreation Assistant	13,878.00	13,878.00
Youth Recreation Assistant	13,878.00	13,878.00
Youth Recreation Assistant	17,538.19	17,538.19
Youth Recreation Assistant	13,878.40	13,878.40
Youth Recreation Assistant	13,878.00	13,878.00
Youth Recreation Assistant	17,538.19	17,538.19
Youth Recreation Assistant	13,878.00	13,878.00
Youth Recreation Assistant	13,878.00	13,878.00
Youth Recreation Assistant	13,878.00	13,878.00
Youth Recreation Assistant	13,878.00	13,878.00

Youth Recreation Assistant	13,878.00	13,878.00
<b>Senior Center</b>		
Senior Center Specialist	33,421.44	33,421.44
Senior Center Specialist	33,421.44	33,421.44
Senior Center Specialist	33,421.44	33,421.44
Senior Center Support	32,136.00	32,136.00
<b>Cable</b>		
Cable Director	71,984.64	71,984.64
Intern/Cable	16,875.00	16,875.00
<b>District Court</b>		
Chief Account Clerk	44,033.60	44,033.60
Chief Court Officer	62,600.93	62,600.93
Chief Probation Officer	65,750.26	65,750.26
Compliance Auditor	64,250.58	64,250.58
Court Administrative Assistant	47,045.10	47,132.80
Court Administrator	110,333.60	110,333.60
Court Cashier	43,576.00	43,576.00
Court Clerk	32,538.61	31,324.80
Court Clerk	32,538.61	31,324.80
Court Clerk	32,538.61	31,324.80
Court Clerk	32,538.61	29,681.60
Court Clerk	32,538.61	31,324.80
Court Clerk	39,416.00	39,416.00
Court Clerk	32,538.61	32,264.54
Court Clerk	40,599.00	40,599.00
Court Clerk 1	32,538.61	32,538.61
Court Clerk 2	32,538.61	32,264.54
Court Clerk 3	32,538.61	32,538.61
Court Officer	45,032.00	45,032.00
Court Officer	45,032.00	45,032.00
Court Officer	45,032.00	45,032.00
Court Officer	45,032.00	45,032.00
Court Officer	45,032.00	45,032.00
Court PT Collections Clerk	18,348.75	14,281.21
Court Recorder	47,132.80	47,132.80
Court Recorder	52,574.50	52,574.50
Court Recorder	47,132.80	47,132.80
Court Recorder	49,596.56	49,596.56
District Court Judge	45,724.00	45,724.00
District Court Judge	45,724.00	45,724.00
District Court Judge	45,724.00	45,724.00
District Court Judge	45,724.00	45,724.00
Office Manager	57,930.50	57,930.50
Probation Officer	55,057.60	55,057.60
PT Court Clerk	24,344.58	25,074.92
Court Secretary	17,305.60	32,364.54
Deputy Court Administrator 1		75,000.00
PT Court Secretary		17,614.80
<b>MIDC Fund</b>		
Managed Assigned Counsel	65,000.00	66,950.00
MIDC Court Officer	27,030.00	27,030.00
MIDC Court Officer	27,030.00	27,030.00

**8c**

**2020-21**

**Proposed City  
of Pontiac Fees**



# Proposed City of Pontiac Fees for FY 2020/2021

## General/Administration

### City Clerk

Notary Service:		
City Residence	\$5.00	Per Page
Non-city residence	\$10.00	Per page
Code of Ordinances:		
Per book		\$250.00
Per supplement service copy of voter files		\$75.00
Copy of Voter files:		
Per disk email option available	\$35.00	
Per name (list)	\$0.02	
Per name (list) Xerox copies	\$0.04	
Per page	\$1.00	

### Human Resources

Copies of files	\$0.13	Per page
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### Income Tax

NSF	\$35.00	Per item
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## Planning Department

### General

Land division	\$600.00
Land platting	\$900.00
Lot split	\$750.00
Lot combination (1st lot combined)	\$100.00
Each additional lot combined	\$50.00
Regulated Use Waiver (1st acre of less)	\$1,000.00
Each additional acre or fraction thereof	\$100.00
Right of Way/Alley Vacation	\$1,500.00
Special Planning Commission meeting	\$2,000.00
Comprehensive Plan - Book w/Map	\$50.00
Map only (color)	\$5.00
Zoning Ordinance Book w/ Map	\$35.00
Map only (colored map w/cd)	\$5.00
Landlord Eviction/Dumping Fee	\$1,000.00

### Planning Commission

Multiple family dwelling preliminary site plan review	\$500.00
Each additional acre or fraction thereof	\$25.00
Multiple family dwelling final site plan review	\$990.00
Each additional unit	\$100.00
	(Max fee \$10,000.00)
Non-residential preliminary site plan review	\$500.00
Each additional acre or fraction thereof	\$25.00
Non-residential final site plan review	\$990.00
Each additional 1,000 Sq. Ft.	\$100.00
	(Max fee \$10,000.00)
Parking lot or change of use (1 acre or less)	\$600.00
Each additional acre or fraction thereof	\$50.00
Planned unit development	\$1,000.00

## Planning Department (Continued)

### Administrative Review Fees

Zoning compliance permit	\$150.00
Parking lot change of use (1 acre or less)	\$500.00
Each additional acre or fraction thereof	\$50.00
Special exception permit (1 acre or less)	\$1,000.00
Each additional acre or fraction thereof	\$100.00
Zoning map amendment (1 acre or less)	\$1,350.00
Each additional acre or fraction thereof	\$100.00
Waiver from Woodlands Ordinance	\$750.00
Sign review	\$150.00
Wireless communication facility administrative review	\$1,000.00

### Zoning Board of Appeals

Residential (1 & 2 family)	\$300.00
For each additional variance on the same petition	\$100.00
Multiple family and non-residential variance	\$950.00
For each additional variance on the same petition	\$100.00
Use variance (1 acre or less)	\$1,000.00
Each additional acre or fraction thereof	\$100.00
Signage variance	\$750.00

### Historic District Commission

Commission review	\$200.00
Special meeting	\$2,000.00

### Building Permits

Building	\$75.00	Minimum fee
Estimated Cost of Construction:		
\$200.00 to \$1,000.00		\$75.00
\$1,001.00 to \$500,000.00		\$75.00
	Plus \$20:00 per \$1,000.00 of cost or fraction thereof over \$1,001.00	
\$500,001.00 to \$1,500,000.00		\$10,055.00
	Plus \$15.00 per \$1,000.00 of cost or fraction thereof over \$500,001.00	
If more than \$1,500,000.00		\$25,040.00
	Plus \$10.00 per \$1,000.00 of cost or fraction thereof over \$1,500,001.00 with no upper limit	

### Special Inspections:

Inspections, for determining code compliance	\$50.00
Re-inspection of work not ready and re-inspection of a violation that has not been complied with by the expiration notice	\$50.00

### Overtime Inspections -

Fee for inspection outside or regular business hours shall be at 1.5 times the hourly rate of the personnel involved, with minimum charge to three hours

## Proposed City of Pontiac Fees for FY 2020/2021 (Continued)

<u>Building Permits (Continued)</u>	<u>Construction BOA</u>
Administration	Filing Fee
\$200.00	\$500.00
The inspection fee for work initiated before permit has been issued	NSF
	\$35.00
Plan review:	<u>Electrical Permits</u>
\$0 to \$1,000,000	Application Fee
0.0015 of valuation minus \$100.00 minimum	\$35.00
\$1,000,000 to \$5,000,000	New Home
\$1,500.00 plus .0005 of evaluation over \$500,000	\$205.00
\$5,000,000 to \$ and up	Substandard Property/Complete Renovation
\$3,500.00 plus .0004 of evaluation over \$5,000,000	\$205.00
	Minimum Fee
	\$75.00
<b>Plan review of electrical, mechanical and plumbing is 25% of the building plan review fee for each discipline.</b>	Permanent Service for One Phase:
<b>Minimum plan review fee \$175.00</b>	100 Ampere or Less
Application Fee	\$37.00
\$35.00	101 to 200 Ampere
Special Building Fees:	\$40.00
Permit Extension Fee	210 to 400 Ampere
\$50.00	\$47.00
Contractor Registration	Over 400 Ampere
\$35.00	\$50.00
Certificate of Occupancy	Permanent Service for Three Phase:
\$200.00	100 Ampere or Less
NSF	\$42.00
\$35.00	101 to 200 Ampere
<u>Demolition Permit</u>	201 to 400 Ampere
First 1000 sq. ft.	\$47.00
\$250.00	Over 400 Ampere
Each additional 500 sq. ft.	\$50.00
\$50.00	Automatic Transfer Switch
NSF	\$35.00
\$35.00	Manual Transfer Switch
<u>Property Maintenance</u>	\$30.00
Property Maintenance Inspection	Additional Service -
\$200.00	Each Additional Sub-Service
NSF	\$30.00
\$35.00	Stand by Power & Generator (One Phase):
<u>Team Inspection</u>	100 Ampere or Less
Per Inspector	\$37.00
\$50.00	101 to 200 Ampere
Re-Inspection	\$40.00
\$50.00	201 to 400 Ampere
NSF	\$47.00
\$35.00	Over 400 Ampere
<u>Hearing Officer</u>	\$50.00
Special Hearing	Automatic Transfer Switch
\$900.00	\$40.00
NSF	Manual Transfer Switch
\$35.00	\$35.00
<u>Board of Appeals</u>	Stand by Power & Generator (Three Phase):
Special Hearing	100 Ampere or Less
\$900.00	\$42.00
NSF	101 to 200 Ampere
\$35.00	201 to 400 Ampere
	Over 400 Ampere
	Automatic Transfer Switch
	Manual Transfer Switch
	\$35.00
	Stand by Power & Generator (Temporary):
	60 Ampere Switch
	\$20.00
	100 Ampere Switch
	\$21.00
	200 Ampere Switch
	\$22.00
	400 Ampere Switch
	\$23.00
	600 Ampere Switch
	\$24.00
	800 Ampere Switch
	\$25.00
	Electrical Furnances & Heating Units -
	1 - 10 Units in Addition to Circuit Fee
	\$25.00
	Welders and Generators -
	Each in Additions of Circuit Fee
	\$25.00
	Feeders & Sub-Feeders -
	Up to 50 Feet
	\$25.00
	Each additional 50 feet or fraction thereof
	\$25.00

## Proposed City of Pontiac Fees for FY 2020/2021 (Continued)

<u>Electrical Permits (Continued)</u>	<u>Mechanical Permits (Continued)</u>
Transformers:	Each Additional Unit Over 10 at Same Occupancy \$30.00
1 KVA Through 100 KVA \$32.00	Over 200,000 to 400,000 BTU Per Hour - Each Unit \$47.00
101 KVA Through 200 KVA \$37.00	Water Heater, Chimney Liner, Fireplace, Fire Dampers \$32.00
201 KVA Through 400 KVA \$40.00	Gas Piping System Permit:
Over 400 KVA \$47.00	1 Gas Pressure & Piping Test \$64.00
Motors:	Each System (Furnace, Water Heater, Dryer, Range, etc.) \$32.00
First 1/4 HP up to 10 HP (Up to 7450W) \$25.00	Space Heating/Cooling Distribution System Ductwork:
First 11 HP up to 20 HP (Up to 14920W) \$26.00	Up to 100,000 BTU Fuel Input Per Hour \$32.00
First 21 HP up to 30 HP (Up to 22380W) \$27.00	Over 100,000 to 200,000 BTU Fuel Input Per Hour \$50.00
First 31 HP up to 40 HP (Up to 29840W) \$28.00	Over 200,000 to 400,000 BTU Fuel Input Per Hour \$60.00
First 41 HP up to 50 HP (Up to 37300W) \$29.00	Over 400,000 to 2,000,000 BTU Fuel Input Per Hour \$75.00
First 51 HP and Up \$40.00	Over 2,000,000 to 5,000,000 BTU Fuel Input Per Hour \$80.00
Each Additional Unit \$42.00	Comfort Cooling Equipment & Systems:
Mobile Home Electrical Hook-Up - Per Unit \$75.00	Up to 60,000 BTU (5 Tons) or less (Self Contained Units or Systems):
Sign Installation & Inspection Before Installation:	First 10 Units at Same Location/Each Unit \$50.00
One Sign \$75.00	Additional Units Over 10 at Same Location/Each Unit \$32.00
Each Additional Sign at Same Location \$25.00	60,000 BTU (5 Tons) to 120,000 BTU (10 Tons)/Each Unit \$57.00
Fixtures (Smoke Detectors, Power Outlets, Light Fixtures):	120,000 BTU (10 Tons) to 600,000 BTU (50 Tons)/Each Unit \$67.00
Installation of 1 to 10 Fixtures \$20.00	600,000 BTU (50 Tons) to 1,500,000 BTU (125 Tons)/Each Unit \$100.00
Each Additional 10 Fixtures or Fraction Thereof \$15.00	Alterations to Each System \$30.00
Lighting Pole & Base Installation \$25.00	Commercial Clothes Dryer for Installation or Replacement:
Battery Operated Light/Line Voltage - First 10 \$20.00	1st 5 Units Commercial Clothing Dryer \$30.00
Each Additional 10 Fixtures or Fraction Thereof \$15.00	Each Additional Commercial Clothes Dryer @ Same Location \$21.00
Exit Light (Each) \$15.00	Liquefied Petroleum Gas System & Storage:
Each Circuit \$15.00	Over 500 Gallons to 1,200 Gallons \$42.00
General Repair Permit \$75.00	Over 1,200 Gallons \$47.00
Special Electrical Fees:	Fire Suppression Systems:
Inspection To Determine Code Compliance \$50.00	Inspection of Sprinkler Heads - First 10 \$50.00
Re-Inspection Fee of work not ready, or for a violation not complied with by expiration date of Violation Notice \$50.00	Each Additional Heads Over 10 \$5.00
Fee for Inspection out of Regular Hours at 1.5 times Rate of inspector, with 3 hour minimum charge. (Per Hour) \$50.00	Commercial Hood System:
Permit Extension Fee \$50.00	Each New or Modified System \$164.00
Contractor Registration \$35.00	Duct Systems - Installation, Alteration or Additions:
Work Done Without Permit Penalty \$200.00	Up to 1,000 Cubic Feet Per Minutes of Air \$27.00
NSF \$35.00	Over 1,000 CFM to 2,000 CFM \$32.00
<b><u>Mechanical Permits</u></b>	Over 2,000 CFM to 4,000 CFM \$37.00
Application Fee \$35.00	Over 4,000 CFM to 20,000 CFM \$42.00
New Home \$205.00	Over 20,000 CFM to 50,000 CFM \$47.00
Substandard Property/Complete Renovation \$205.00	
Minimum Fee \$75.00	
Heating Equipment - New or Replacement:	
Over 40,000 to 100,000 BTU Per Hour:	
First 10 Units at Each Occupancy - Each Unit \$40.00	

## Proposed City of Pontiac Fees for FY 2020/2021 (Continued)

<u>Mechanical Permits (Continued)</u>	<u>Plumbing Permits</u>
Refrigeration System for Other Than Comfort Cooling - Self Contained System/Compressor, Activated by Motors or Engines:	Application Fee \$35.00
Up to 5 HP \$30.00	New Home \$205.00
5 HP to 10 HP \$39.00	Substandard Property/Complete Renovation \$205.00
10 HP to 50 HP \$49.00	Minimum Fee \$75.00
50 HP to 1255 HP \$59.00	Stacks (New Alteration) (Soil, Waste, Vent, Inside Connection) \$17.00
Installation Permit - Tank (Fuel Oil or Other):	Sump & Interceptors, Dishwashers, Tubs, Catch Basins, Automatic Washers, Drinking Fountains, Floor Drains, Food Disposals, Grinders, Hose Connections, Humidifiers, Laundry Trays, Lavatories, Pumps Toilets, Sinks, Soda Fountain or Br, Urinals & Shower Traps (Each) \$16.00
Above Ground, Not Exceeding 550 Gallons \$24.00	Water Heater \$20.00
Below Ground, Not Exceeding 550 Gallons \$31.00	Backflow Preventer \$5.00
Over 550 Gallons to 5,000 Gallons \$42.00	Medical Gas System \$45.00
Over 5,000 Gallons to 20,000 Gallons \$47.00	Water Service:
Over 20,000 Gallons to 50,000 Gallons \$57.00	Water Svs/Dist 1/2" \$40.00
Over 50,000 Gallons to 200,000 Gallons \$70.00	Water Svs/Dist 3/4" \$40.00
Over 200,000 Gallons \$95.00	Water Svs/Dist 1" \$45.00
Alterations to existing Burner or Furnance \$40.00	Water Svs/Dist 2" \$50.00
Air/Exhaust Vents \$25.00	Water Svs/Dist 3" \$60.00
Each Additional Vent \$10.00	Water Svs/Dist 4" \$70.00
Air Handling Equipment or Systems:	Water Svs/Dist Over 4" \$80.00
Blower, fans and electronic air cleaner, new installation:	Water Distribution:
Up to 4,000 CFM \$25.00	1st 100 Feet \$80.00
Over 4,000 CFM to 50,000 CFM \$40.00	Each Additional Foot \$0.10
Heat Recovery Unit/Radiator \$10.00	Building Sewer - Size:
Mobile Home Mechanical Hook-Up:	Building Sewer & Drain 4" \$45.00
Per Unit \$75.00	Building Sewer & Drain 10" \$50.00
Boiler 200,000 BTU \$100.00	Building Sewer & Drain 12" \$55.00
Piping:	Building Sewer & Drain 14" \$60.00
Medical Gas, Process Piping, Hydronic Piping, Refrigeration Piping Each System \$32.00	Building Sewer & Drain 16" \$70.00
Pressure Test for Each System \$32.00	Building Sewer & Drain 18" \$75.00
Fuel gas, Process, Hydronic, Refrigeration, Commercial Air Conditioning \$0.05 Processed Piping Per Foot	Storm Sewer:
Special Mechanical Fees:	Storm & Sanitary 1st 200 Feet \$80.00
Inspection To Determine Code Compliance \$50.00	Storm & Sanitary Additional 100 Feet \$35.00
Re-Inspection Fee of work not ready, or for a violation not complied with by expiration date of Violation Notice \$50.00	Building Sewer to Drain Connection - Building Drain - Underground Building Drains/Storm not Over 6" \$45.00
Fee for Inspection out of Regular Hours at 1.5 times Rate of inspector, with 3 hour minimum charge. \$50.00 Per Hour	Storm Drain - Manholes and Catch Basins \$16.00
Permit Extension Fee \$50.00	Plumbing for Mobile Home Hook-Up - Per Unit \$75.00
Work Done Without Permit Penalty \$200.00	Special Plumbing Fees:
Plan Review Fee \$175.00	Inspection To Determine Code Compliance \$50.00
Mechanical Contractor Registration \$15.00	Re-Inspection Fee of work not ready, or for a violation not complied with by expiration date of Violation Notice \$50.00
Mechanical Board of Appeals \$900.00	
NSF \$35.00	

## Proposed City of Pontiac Fees for FY 2020/2021 (Continued)

### Plumbing Permits (Continued)

Fee for Inspection out of Regular Hours at 1.5 times Rate of inspector, with 3 hour minimum charge. (Per Hour)	\$50.00
Permit Extension Fee	\$50.00
Contractor Registration	\$15.00
Work Done Without Permit Penalty	\$200.00
NSF	\$35.00

### Fire Permit Electrical

Application Fee	\$35.00
Minimum Fee	\$75.00
Circuits for Fire System:	
Each Signaling Device	\$11.00
Each Control Circuit	\$15.00
Each Remote Sensor	\$11.00
Each Main Control Station	\$17.00
Each Speaker & Microphone	\$11.00
Each Amplifier	\$11.00
Each Main Control Center	\$15.00
Each Door or Window Sensor	\$11.00
Each Vibration Sensor	\$11.00
Each Key Station or Remote Station	\$9.00
Each Panic Button	\$11.00
Each Automatic Dialer	\$10.00
Each Pressure Sensor	\$11.00
Each Alarm (Horn, Bell, Etc.)	\$11.00
Each Auxiliary Power Supply	\$10.00
Each Control Panel	\$15.00
Each Pull Station	\$11.00
Each Fire Head and/or Smoke Sensor	\$11.00
Each Telephone Station	\$11.00
Each Doorway Exit Unlocking System	\$9.00
Each Data Gathering, Reporting, Sub Panel	\$15.00
Each Fan, Elevator Interlocked to System	\$14.00
Special Mechanical Fees:	
Inspection To Determine Code Compliance	\$50.00
Re-Inspection Fee of work not ready, or for a violation not complied with by expiration date of Violation Notice	\$50.00
Fee for Inspection out of Regular Hours at 1.5 times Rate of inspector, with 3 hour minimum charge. (Per Hour)	\$50.00
Permit Extension Fee	\$50.00
Contractor Registration	\$35.00
Work Done Without Permit Penalty	\$200.00
NSF	\$35.00

### Sign Permit

Application Fee (Non-Refundable)	\$150.00
NSF	\$35.00

### Business License

Business Certificate Fee Schedule:	
New License (Requires Team Inspection)	\$160.00
Renew License	\$160.00
Special Event License	\$1,200.00
Non-participating vendor fee	\$1,000.00
Niche Business:	
Arcade and Vending Machines (Per Machine)	\$25.00
Massage Parlor	\$500.00
Newspaper Delivery Receptacle	\$1.00
Sidewalk Café	\$100.00
Taxicab (Per Bond plate)	\$50.00
Taxicab Business	\$100.00
TaxiCac Driver	\$100.00
Public Assembly -	
Amusement Gallery, Dance Hall, Theatre	\$175.00
Transient Housing:	
Hotel/Motel (Per Room - Every Three Years)	\$25.00
Transient Housing(Per Room - Every Three Years)	\$210.00
Non-Profit Organizations -	
Club, Service Organization, Hospitals	\$20.00
Temporary Permit:	
Christmas Tree Sales	\$100.00
Circus or Carnival (Per Week)	\$350.00
Daily Business License (1 Day)	\$150.00
Daily Business License (Each Additional Day)	\$100.00
Fireworks display	\$100.00
Sound (Public Address) (Per three Days)	\$100.00
Sound (Vehicle)	\$100.00
Transient Trader	\$10.00
Going out of Business Sale	\$50.00
Peaceful Assembly	\$75.00
Sound Permit	\$100.00
Businesses Requiring Bonds:	
Auctioneer	\$2,500.00
Auctions (Two times the value of auction items)	\$1,000.00 - \$5,000.00
Christmas Tree Sales	\$1,000.00
Circus or Carnival	\$1,000.00
Dry Cleaners	\$1,000.00
Frozen Confectioners (Ice Cream Truck)	\$2,000.00
Junk Dealer	\$1,000.00
Junk Gatherer	\$200.00
Second Hand Dealer	\$2,500.00
Newspaper Deliver Receptacle	\$5,000.00
Sidewalk Café	\$300.00

### Rental Registration

Rental Registration (Per Building)	\$300.00
Rental Inspection (Per unit)	\$100.00
Rental Inspection for units 2 - 10, 12 - 20, 22 - 30, etc. (Per unit)	\$25.00

## Proposed City of Pontiac Fees for FY 2020/2021 (Continued)

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### Rental Registration (Continued)

Change of Rental Manager	\$150.00
Re-inspection Fee	\$50.00
Annual Tenant Verification Fee	\$10.00
Rental Complaint When Certified Fee	\$75.00
NSF	\$35.00

### Ordinance Enforcement

Blight Court Administration Fee	\$200.00
Grass Cutting Administration Fee	\$100.00
Place Property Charges on Tax bill Fee	\$50.00

### DPW

Sanitation - R-O-W Abatements	\$58.70
Senior Centers:	
Deposits	\$100.00 Refundable
Rental Fees:	
Repast Dinner Weekdays	\$32.00
Repast Dinner Weekends – Minimum of 4 hours	\$25.00
Events	\$100.00
	Weekdays – No minimum hours
	Weekends – Minimum of 4 hours
Parks:	
Deposits	\$100.00 Refundable
Rental Fees	\$35.00 Parks with pavillion
Porta Johns	\$90.00 Per Event
Comfort Station	\$50.00 Beaudette Park Only

### Zoning Board of Appeals

Board of Appeals:	
Application Fee	\$500.00
Special Hearing	

### Special Event Permit

Non-refundable Administrative Review Fee	\$500.00
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### Economic Development (Non-Refundable)

Commercial Rehabilitation Act (PA 210 of 2005)	\$1,500.00
Plant Rehabilitation & Industrial Development Act (PA 198 of 1974)	\$1,500.00
Obsolete Property Rehabilitation Act (OPRA) (PA 146 of 2000)	\$1,500.00
Payment in Lieu of Tax (PILOT), State Housing Development Authority Act (PA 346 of 1966)	\$1,500.00
Brownfield Tax Increment Financing (TIF) Brownfield Redevelopment Financing Act (PA 381 of 1996)	\$1,500.00

**#10**

**PRESENTATION**



**To:** Honorable Mayor Waterman  
**From:** Kiearha Davidson, Human Resources Manager  
**Date:** June 8th, 2020  
**Re:** COVID-19 Personnel Phase In & Response Plan

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The COVID-19 Personnel Phase In & Response Plan details key personnel policies and practices necessary for the City of Pontiac to meet the Governor's *Safeguards to Protect Michigan's Workers from COVID-19* protocols and to prevent the spread of COVID-19 in the workplace. The personnel phase-in plan is only part of the COVID-19 preparedness and response plan, consistent with recommendations in Guidance on Preparing Workplaces for COVID19, developed by the Occupational Health and Safety Administration as required in provisions under Executive Order 2020-91 to be released by City of Pontiac and 50<sup>th</sup> District Court Administration.

This Plan gives key emphasis on areas that the city is recognizing to minimize the spread of COVID-19, such as EO 2020-110 establishes as a threshold consideration that "Any work that is capable of being performed remotely (i.e., without the worker leaving his or her home or place of residence) must be performed remotely." Therefore, those capable of telecommuting, as established in the Stay Safe, Stay Home EOs, must continue to do so. And that to that extent, when it is determined that that work is not capable of being performed remotely, that employer "is subject to the rules on workplace safeguards in Executive Order 2020-97 or any order that may follow from it."

Note: The Plan is a live working document, and it should be reviewed on an ongoing basis and amended to take into account new guidance from <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>, <https://www.michigan.gov/coronavirus/>, and <https://www.osha.gov/SLTC/covid-19/>

### **Tentative Dates**

Tentative return date: June 22, 2020  
All City Staff Meeting: PM, Thursday, June 18<sup>th</sup> to deliver plan and training  
City hall walkthrough: 10am, Thursday June 18<sup>th</sup>  
Sneeze guard installation:  
PPE Supply Inventory:

The dates used in this Plan are contingent on Mayor's approval, sneeze guard installation, liquid/foam sanitization stations, City of Pontiac App completion, and completion of a readiness walkthrough.

HR has consulted with each department, a discussion surrounding services and timelines is needed to address staff and public inquiries appropriately. To remain transparent, this is recommended for publication.

HR has consulted with DPW and Purchasing on required PPE and temperature screening technology. The spreadsheet was provided for review (also forwarded via email).



Company	Price	Delivery Time	Special Features
<b>Olea Kiosks Inc.</b>	free standing-\$2,798.00 (qty 1-49); (qty 1-49)	8 weeks	preconfigured with software; 22-inch screen; does not need an internet connection; includes 1-year warranty
<b>ID Zone</b>	\$3,250.00	6- 8 weeks	8-inch screen; Wi-Fi enabled; needs to be lugged in; also available in counterpart; reading can occur from up to 3 feet away
<b>My Media Inc.</b>	desktop \$2,195.00; standalone \$2,500.00;	3 weeks	stand alone does no need Wi-Fi; feature where you would get a printed screening sticker; 8-inch screen; best to scan at 2 feet away; generate a report on the temperatures scanned; 30-day money-back guarantee

#### Considerations for finishing this Plan:

- Communication Internal/External
  - HR can deliver advisor via Self-Service Portal & Email,
  - Other communication from administration, i.e., all staff meeting Monday, June 15<sup>th</sup>?
- Legal Issues
  - Memorandum received from Attorney Chubb. Attorney Chubb to review.
- Revised Policies & Forms
- Equipment – Do we have no touch thermometers?
- Training Options
- Team Relocations

#### Administration Considerations for employee return:

- Employee requests to take time off to care for an at-risk family member or self
  - Back-up employees must be in place.
- At-risk employee population
  - Department Heads must determine how we can best increase social distancing / continue to accommodate remote work.
- Employees are asked to report to work but prefer to, and are capable of working from home due to COVID-19 related concerns or other reasons. How will administration/department heads approach this?
- Employee return before public allowed (under recommendations)
- Training resources
- Testing resources

#### Recommendations & Request:

- Implement a staggered work schedule for employees with special emphasis on those working at public workstations.
- Define “essential” personnel, more specifically, update essential personnel letters with appropriate dept, in the event of future need.
- Eliminate in-person meetings. If necessary, the area should be marked with floor marks to accommodate social distancing.

#### Facilities

- MOVE Planning & Code Enforcement to the area outside of the legislative branch
  - This will open up the computer area for storage

- SIGNAGE & CAPACITY OF: Conference rooms, elevators, chambers

Order: Qty. 7, for each dept.

- <https://www.amazon.com/iHealth-Thermometer-Vibration-Notification>

**Printable Resources:**

<https://www.oakgov.com/covid/resources/Pages/printables.aspx>

**Attachments:**

1. Draft Phase-In Plan
2. Covid-19 Personnel Safe Return to Work Plan
3. Policy and Safety Guidelines to Re-open City of Pontiac Buildings
4. Oakland County Health Department Coronavirus Disease (COVID-19) Workplace Health Screening Form
5. Oakland County Health Department Cleaning & Disinfecting Hard Surfaces Poster
6. Oakland County Health Department Hand Washing Steps Poster
7. Oakland County Health Department Social Distancing Poster
8. Oakland County Health Department Stop the Spread of Germs Poster
9. Michigan Dept. of HHS Facemask FAQs

The Chart is for example purposes and should be updated with services report.

Facility	Current - Phase 1	Phase 2 June 22nd - July	Phase 3 August
<b>City Hall</b>	<ul style="list-style-type: none"> <li>• Closed to Public</li> <li>• Remote Services</li> </ul>	<ul style="list-style-type: none"> <li>• Limited Public Access</li> <li>• Treasury open week of 6/22</li> <li>• City Clerk's office open week of 7/1</li> <li>• In person meetings of 10+ restricted</li> </ul>	<ul style="list-style-type: none"> <li>• Limited Public Access continues</li> </ul>
<b>City Hall Services DPW</b>	<ul style="list-style-type: none"> <li>• No service interruptions</li> </ul>	<ul style="list-style-type: none"> <li>• No service interruptions</li> </ul>	<ul style="list-style-type: none"> <li>• No service interruptions</li> </ul>
<b>City Hall Services Building ***</b>	<ul style="list-style-type: none"> <li>• Closed to Public</li> <li>• Remote inspections</li> </ul>	<ul style="list-style-type: none"> <li>• TBD</li> </ul>	<ul style="list-style-type: none"> <li>• TBD</li> </ul>
<b>City Hall Services Planning &amp; Code Enfor.</b>	<ul style="list-style-type: none"> <li>• Closed to Public</li> <li>• Exterior inspections</li> </ul>	<ul style="list-style-type: none"> <li>• TBD</li> </ul>	<ul style="list-style-type: none"> <li>• TBD</li> </ul>
<b>City Hall Services (Staff) Finance &amp; HR</b>	<ul style="list-style-type: none"> <li>• Closed to Public</li> <li>• Remote Services</li> </ul>	<ul style="list-style-type: none"> <li>• Remote meeting continued</li> </ul>	<ul style="list-style-type: none"> <li>• TBD</li> </ul>
<b>City Hall Services Administration***</b>	<ul style="list-style-type: none"> <li>• Closed to Public</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting by appointment – advance notice req. TBD</li> </ul>	<ul style="list-style-type: none"> <li>• TBD</li> </ul>
<b>PYREC</b>	<ul style="list-style-type: none"> <li>• Closed to Public</li> <li>• Remote programming</li> </ul>	<ul style="list-style-type: none"> <li>• Closed to Public</li> <li>• Remote program</li> <li>• Use of event space for adults only. No touch and low activity programming.</li> </ul>	<ul style="list-style-type: none"> <li>• TBD</li> </ul>
<b>Senior Centers</b>	<ul style="list-style-type: none"> <li>• Closed to the Public</li> <li>• Events &amp; Reservations Cancelled</li> </ul>	<ul style="list-style-type: none"> <li>• Limited public access. No touch and low activity programming.</li> </ul>	<ul style="list-style-type: none"> <li>• TBD</li> </ul>
<b>Outdoor Parks &amp; Facilities</b>	<ul style="list-style-type: none"> <li>• Most Open to Public</li> <li>• Any playgrounds closed</li> </ul>	<ul style="list-style-type: none"> <li>• Most Open to Public</li> <li>• Playgrounds closed</li> </ul>	<ul style="list-style-type: none"> <li>• TBD</li> </ul>



## CITY OF PONTIAC

### COVID-19 PERSONNEL SAFE RETURN TO WORK PLAN

June 9th, 2020

The City of Pontiac has established workplace guidelines to re-open for business effective June 22nd, 2020. In preparation for a safe re-opening, the city has, in-place, the following Workplace Preparedness Plan with guidelines necessary to control and limit the spread of COVID-19. This Plan is in compliance with the Stay Home Order and Safeguards to Protect Workers Order. This Return to Work Plan focuses on the health and safety of our employees, visitors, and the community\*. The city will continue to review the Centers for Disease Control and Prevention (CDC) Guidelines and Occupational Safety and Health Administration (OSHA) guidelines to ensure our work procedures are conducted based on the most up-to-date information available as changes occur.

#### **Plan Guidelines:**

The Michigan Department of Labor & Economic Opportunity (LEO), Occupational Safety and Health Administration (OSHA), Centers for Disease Control and Prevention (CDC), and Oakland County Health Department have identified employer requirements for workplace safety and health guidelines to be in place before re-opening. The Plan must address measures in place to prevent or reduce potential COVID-19 outbreaks in the workplace. Workplace guidelines emphasize employer compliance, employee responsibilities, workplace procedures, hygiene and disinfecting, employee training, and administrative controls.

The city is compliant with EO 2020-96 (Temporary requirement to suspend certain activities that are not necessary to sustain or protect life) and EO 2020-97 (Safeguards to preserve Michigan's workers from COVID-19).

As directed in the Executive Order, the city designated and informed its critical infrastructure workers and other workers of their role necessary to conduct in-person on-site minimum basic operations. All other employees worked remotely to complete essential duties as much as possible.

An overall effort has been in place to communicate regular safety protocol updates through virtual communication and email correspondence covering the COVID-19 policy and procedures in place. Educational COVID-19 posters have been distributed and posted throughout buildings and posted on the City web and intranet sites. Additional communication with employees working in-person provides an opportunity to educate and implement safety protocols in place individually. Employees will participate in limited group size educational training upon returning work as needed.

Effective June 22nd, 2020, all employees are considered essential and necessary to conduct minimum basic operations.

The building will be open to the public on a reduced schedule \*\*\* FACILITIES/SERVICES\*\*\* until further notice. As an additional safeguard and to limit inside traffic and in-person exposure, patrons will be limited to a \*\*\* FACILITIES/SERVICES\*\*\*.

- The **Plan** designates the Chief of Staff and/or her department heads in designee as the City's **Workplace Coordinators / worksite supervisors** to oversee and implement the procedures of this Plan throughout their various departments. Worksite supervisors are to implement, monitor and report on COVID-19 control strategies developed. The worksite supervisors for COVID-19 are the departments heads, rather fully appointed or interim, staff or contractual, governing each department. In absence of a department head, the responsibility lies with the Chief of Staff, or the Deputy Mayor for the city administration or Council President for the legislative branch.
- **Employee Preventive Measures** include daily screening for workers. Employees who are sick are encouraged to stay home. The Workplace Coordinators are responsible for obtaining required responses from employees entering the buildings covering the symptoms and/or confirmed exposure to others with possible COVID-19 contact or infections. Measuring employee temperatures is mandatory before the start of a shift and entering City buildings. Employees responding "yes" to any of the required questions or who are experiencing any of the symptoms shall leave work immediately and call their physician for guidance. Any employee who knowingly comes into contact with COVID-19 or is experiencing symptoms must inform the Workplace Coordinators or Supervisor immediately. Sick employees or employees exposed to positive COVID-19 must follow the CDC guidelines in order to return to work. Any employee with a confirmed or suspected positive case of COVID-19 may return to work only after they are no longer infectious according to the latest CDC guidelines. The infected employee's name remains confidential, and the Workplace Coordinator shall inform employees or workers who encountered an infected person that there may have been exposed to the virus.
- **Sick Employees Returning to Work** - This Plan adopts the CDC recommendations when an employee is suspected of or confirmed COVID-19 positive. The CDC has developed two strategies to help determine when an employee may return to work:

**Symptom-based:** Employee will be excluded from work until at least three (3) days or seventy-two (72) hours have passed since the employee has recovered, defined by resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms such as cough or shortness of breath; and, at least 7 days have passed since symptoms first appeared.

**Test-Based:** Employee will be excluded from work until resolution of fever without the use of fever-reducing medications, and improvement in respiratory symptoms such as cough or shortness of breath; and a Negative result of an FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV2 RNA from at least two consecutive respiratory specimens collected  $\geq 24$  hours apart.

- **Increased Facility Cleaning and Disinfection** measures are in place. Special

disinfection/sanitation of high-touch surfaces was completed on April 20-21, 2020. Since the onset of March 24th, 2020, and ongoing, the city has provided in-person essential workers with sufficient hand sanitizers and disinfecting supplies. Employees are required to clean and disinfect their workspaces minimally twice daily, particularly frequently touched surfaces, shared tools, equipment, vehicles, etc.

- **Employees and visitors** are encouraged to wash hands frequently with visual reminders throughout the buildings. COVID-19 preventive posters are displayed throughout the workplace including building entrances, restrooms, and break rooms.
- **Social Distancing, Proper Workplace Hygiene and Personal Protective Equipment (PPE)** – Employees are required to wear masks (medically tolerated) where the work environment is such that they cannot consistently maintain six (6) feet of separation from other employees. Gatherings that do not allow for social distancing are prohibited.

Employees should not use co-worker's phones, workspaces, pens, or other personal items. The city provides PPE as appropriate based on OSHA recommendations for each position. Employees should wash hands often with soap and water or use sanitizer if soap and water is not available. Other appropriate protective equipment such as physical workspace barriers (sneeze guards, separators) where employees are within six (6) feet of another employee's workspace or while serving members of the public are in place. Drinking fountains are disconnected until further notice \*\*Talk to Dan

- **Members of the Public** may be asked to stop upon entering the building to control group numbers in certain areas to honor social distancing maintaining six (6) feet of separation from other members of the public and employees while waiting for service. Appropriate visually spaced floor markings are in place maintaining six (6) feet of separation. **All visitors must wear a mask to enter any City building. All non-essential visitors are restricted until further notice.**
- **Non-Essential Travel** including in-person conference events are restricted until further notice.

## **POLICY AND SAFETY GUIDELINES TO RE-OPEN CITY OF PONTIAC BUILDINGS**

**June 5th, 2020**

### **PURPOSE**

In preparation for eventual re-opening of City buildings, certain restrictions necessary to control and limit the spread of the Coronavirus, which causes COVID-19, are mandated to be in place.

This policy conforms with the requirements contained in the Governor's Executive Orders and recommendations from the Occupational Safety and Health Administration (OSHA), Centers for Disease Control and Prevention (CDC) and Oakland County Health Department. The city is committed to communicate and implement Environmental and Administrative Work Practice Controls and provide Personal Protective Equipment (PPE) to reduce the infectious risk levels of COVID-19 in the workplace.

### **BASIC INFECTION PREVENTION MEASURES IMMEDIATELY IN PLACE**

The following preliminary list of environmental, administrative and PPE infection control practices are in place to protect all employees in an effort to reduce the spread of COVID-19:

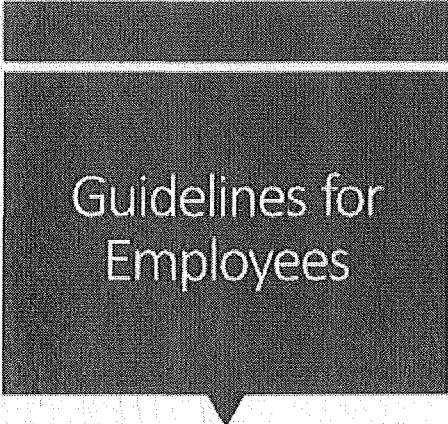
- Employee are encouraged to take their temperature at home prior to coming to work.
- Employees are encouraged to stay home if they are sick and self-monitor for signs and symptoms of COVID-19 (fever, atypical cough or atypical shortness of breath are primary symptoms).
- Designated employees will perform temperature checks using no-touch thermometers coupled with health screening questions on a daily basis prior to entering building work areas.
  - Employees with temperatures of over 100 degrees will not be able to enter building work areas and informed to self-isolate and contact their primary care physician's office or urgent care facility for direction.
  - Employees who become sick at work with COVID-19 symptoms will be released from work to self-isolate and informed to contact their primary care physician's office or urgent care for direction as well.
- Frequent and thorough hand washing is encouraged. Hand sanitizer is available in all work areas and common areas.
- Infection etiquette such as covering coughs and sneezes is encouraged.
- City-provided and required (where medically possible) face coverings (masks) over nose and mouth when in an enclosed public space. Employees may provide their own face coverings.
- Installation of plastic shields between staff and visitors for high-volume customer service areas.
- Six feet distance between workspaces. Six feet markings for customers/residents to be apart from another while waiting.
- Continue social distancing practices and no gatherings of any size where employees or visitors/residents cannot maintain six feet distance from another.
- Routine cleaning and disinfecting of any frequently touched surfaces or shared equipment. (Copy machine, telephones, etc.)

## ADMINISTRATIVE CONTROLS

- Employees who have symptoms should notify their supervisor and Human Resources and not come to work.
- Sick employees should follow the CDC Guidelines and recommended steps: all individuals who test positive for COVID-19 or display one or more of the symptoms of COVID-19 should remain home until three (3) days have passed since their symptoms have resolved, and seven (7) days have passed since their symptoms first appeared. If after showing symptoms an employee receives a negative COVID-19 test, he/she may return to work.
- Any employee who has had close contact with an individual who displays one or more of the primary symptoms (meaning being within approximately six (6) feet of an individual for a prolonged period of time, i.e., while caring for, living with, visiting or sharing space with an individual) should stay home until either fourteen (14) days have passed since the last close contact with the sick or symptomatic individual or the symptomatic individual receives a negative COVID-19 test.
- An employee who has had any close contact in the last 14 days with someone with a diagnosis of COVID-19 may be approved to continue to work at the city's discretion provided he/she remains asymptomatic and employer mandates appropriate safety precautions to protect the employee, other employees and the community.
- All non-essential travel including in-person conference events are restricted until further notice.
- Employee sick leave will be allocated for COVID-19 related symptoms or self-isolation.

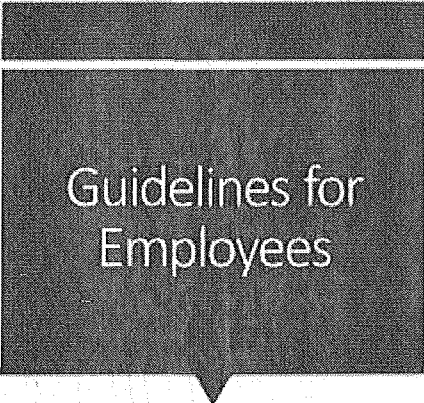
The policy and guidelines are not all-inclusive and subject to change as additional information is provided through Executive Orders, OSHA, CDC and Oakland County Health Department. Regular employee communication updates will be provided as necessary. This policy is in effect until further notice.



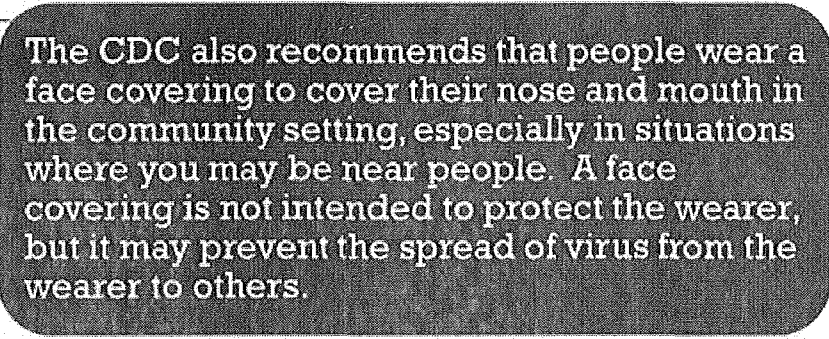


## Guidelines for Employees

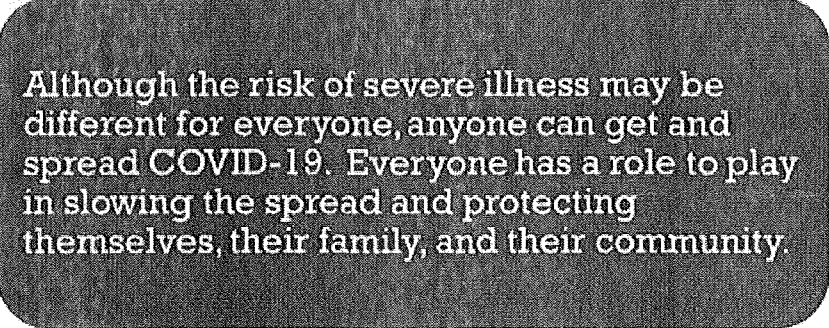
- \* To Employees:
- \* If you have symptoms or do not feel well, DO NOT report to work. Contact your health care provider and follow all medical directives to avoid possibly exposing others. If you have questions, contact your immediate supervisor and Human Resources. (A note from health care provider may be required to resume work.)
- \* The CDC recommends frequent hand cleaning and limiting face-to-face contact with others through social distancing as the best ways to reduce the spread of COVID-19.
- \* "Social Distancing" means keeping space between yourself and other people outside of your home. To practice social or physical distancing:
  - \* Stay at least 6 feet from other people
  - \* Do not gather in groups
  - \* Stay out of crowded places and avoid mass gatherings



## Guidelines for Employees



The CDC also recommends that people wear a face covering to cover their nose and mouth in the community setting, especially in situations where you may be near people. A face covering is not intended to protect the wearer, but it may prevent the spread of virus from the wearer to others.



Although the risk of severe illness may be different for everyone, anyone can get and spread COVID-19. Everyone has a role to play in slowing the spread and protecting themselves, their family, and their community.

## Guidelines for Employees

**Quarantine (No Symptoms)** - After close contact with COVID-19 positive patient, an employee may return to work if no symptoms develop after 14 days since the last date of high risk exposure, if they remain free of symptoms. You must quarantine for the full 14-day quarantine period. The employee may return to work when they meet the following criteria:

- Completion of the required 14-day quarantine period
- Symptom-free for the last 72 hours
- Cleared by medical provider (RTW note required)

## Guidelines for Employees

**Confirmed COVID-19 Case (Isolation)** - After being diagnosed with COVID-19, an employee may return to work using the following clearance criteria:

- Resolution of fever, without use of fever-reducing medication (e.g. Tylenol, ibuprofen)
- Improvement in respiratory systems (e.g. cough, shortness of breath)
- At least 14 days have passed since symptoms first appeared

**Stay home from Work** - Employees who have symptoms of acute respiratory illness are recommended to stay home and not report to work until they are free of the following for at least 24 hours, without the use of fever-reducing or other symptom-altering medicines (e.g. cough suppressants):

- Fever (100.4 F. or greater)
- Signs of fever (shivering, shaking, chills, body aches, headaches, excessive sweating, etc.)
- Any other symptoms (sore throat, persistent cough, sinus congestion, fatigue, etc.)

# Coronavirus Disease (COVID-19) Workplace Health Screening \*Not updated due to App Use

Employee Name: \_\_\_\_\_

Date: \_\_\_\_\_

In the past 24 hours, have you experienced:

Time In: \_\_\_\_\_

New or worsening cough:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Shortness of breath or difficulty breathing:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>OR TWO (2) or more of the following</b>		
Fever (or subjective/felt feverish): Temperature if taken: _____ <i>Fever is a temperature of 100.4 °F or higher.</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Chills:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Muscle aches:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Headaches:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Sore throat:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Loss of taste or smell:	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If you answered “**yes**” to the first two symptoms above, or “yes” to two (2) or more of the last five symptoms above in light gray, please do not go to into work. Self-isolate at home and contact your primary care physician’s office or nearest urgent care facility for direction.

- You should isolate at home for a minimum of 10 days since symptoms first appeared.
- You must also have 3 days without fevers and improvement in respiratory symptoms.

In the past 14 days, have you:

Had close contact with an individual diagnosed with COVID-19?  Yes  No

If you answer “**yes**”, please do not go into work (unless exempt or otherwise approved for work with appropriate safety precautions). Self-quarantine at home for 14 day since return or exposure.

# CLEANING AND DISINFECTING HARD SURFACES



## *What You Need to Know*

### What should be used to clean and disinfect hard surfaces?

When a surface is visibly dirty, wash with a general household cleaner (soap or detergent). Rinse with water and follow with a disinfectant. When a surface is not visibly dirty, clean with a commercial product that is both a detergent (cleans) and a disinfectant (kills germs). Wear disposable gloves. Make sure the disinfectant product you choose is registered with the United States Environmental Protection Agency (EPA) and includes an EPA registration number on it. For a list of EPA-registered disinfectants visit: [www.epa.gov/oppad001/chemregindex/html](http://www.epa.gov/oppad001/chemregindex/html).

#### **NOTE:**

- Minimum disinfectant concentrations are needed for different bacteria/viruses and surfaces. In general, a bleach concentration of 200 parts per million (1 tablespoon of bleach in one gallon of water) is effective against many bacteria and viruses. Bleach solution of 1,000 – 5,000 parts per million (1/3 cup to 1 2/3 cups of bleach in 1 gallon of water) may be needed to be effective against Norovirus. For more detailed information visit the EPA disinfectant web page at: [www.epa.gov/oppad001/chemregindex.html](http://www.epa.gov/oppad001/chemregindex.html).
- When using chlorine bleach to disinfect surfaces, use an unopened bottle. Chlorine bleach loses its effectiveness 30 days after opening. A fresh bleach/water solution should be made daily. Spray or use a cloth to apply to surfaces and let stand for 10 minutes if possible. Rinse with clear water.
- Always follow label instructions carefully when using cleaners and disinfectants. Pay attention to hazard warnings and label instructions for using personal protective items such as household gloves.
- **DO NOT MIX DISINFECTANTS AND CLEANERS**

### What surfaces should be cleaned and disinfected?

Hard surfaces that are touched often or by more than one person need to be cleaned and disinfected as explained above. Examples of hard surfaces include:

- Countertops
- Tabletops
- Doorknobs/door handles
- Toys
- Desktops
- Chairs
- Bathroom surfaces
- Drinking fountains

Use sanitizer cloths on electronic items that are touched often. These items include computers, keyboards, computer mice, telephones, remote controls, light switches, door knobs and hand-held video games. Also use sanitizer cloths on car door handles, steering wheels, and gear shifts in vehicles.



HEALTH DIVISION CONTACT INFORMATION  
800.848.3553 NOC@OAKGOV.COM  
OAKGOV.COM/HEALTH



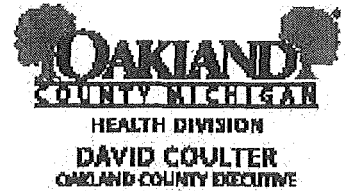
@PUBLICHEALTHOC

The Oakland County Health Division will not deny participation in its programs based on race, sex, religion, national origin, age or disability. State and federal eligibility requirements apply for certain programs.

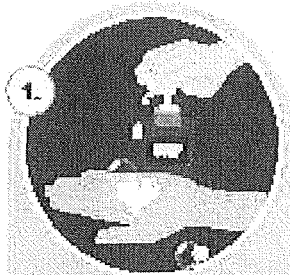


# HAND WASHING

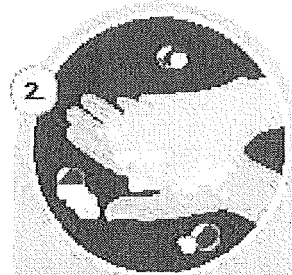
## What You Need to Know



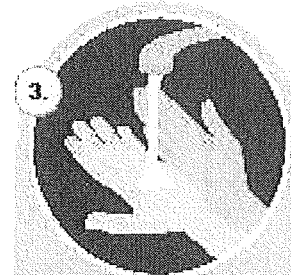
### HAND WASHING STEPS



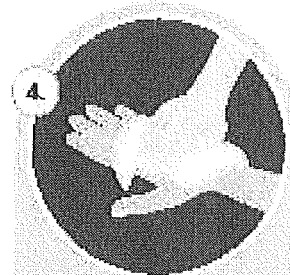
1. Rub your hands together for at least 20 seconds using warm running water and soap.



2. Wash under fingernails, between fingers, back of hands and wrists.



3. Rinse your hands well under warm running water.



4. Dry your hands completely. In the home, change hand washing towels often.

#### IN PUBLIC BATHROOMS

- Dry your hands with a single-use paper towel (or with hot air blow dryer).
- If towel dispenser has a handle, be sure to roll the paper down before you wash your hands. This helps to ensure that you will not pick up new germs from the handle.
- For hand-held faucets, turn off water using a paper towel instead of bare hands so you will not pick up new germs on your clean hands.
- Open the bathroom door with the same paper towel.

#### ALWAYS PRACTICE HEALTHY HABITS

- Cover your mouth and nose with a tissue when sneezing or coughing, or cough/sneeze into your upper sleeve. Immediately throw away used tissues, then wash hands.
- Teach and show children how to wash hands correctly.

#### WHEN TO WASH HANDS

Wash hands after:

- Coughing, sneezing, or touching objects and surfaces. You can also use hand sanitizer with at least 60% alcohol
- Using the bathroom or helping a child use the bathroom
- Changing a diaper, wash the child's hands too
- Handling items soiled with body fluids or wastes such as blood, drool, urine, stool, or discharge from nose or eyes
- Arriving home from day care, friend's home, outing, or school
- Cleaning up messes
- Handling a sick child
- Touching an animal or pet

Wash hands before:

- Preparing or serving food
- Eating or drinking

THE MOST IMPORTANT THING YOU CAN DO TO PREVENT THE SPREAD OF ILLNESS IS WASH YOUR HANDS OFTEN  
Washing hands is more effective than hand sanitizer.



# SOCIAL DISTANCING

## What You Need to Know

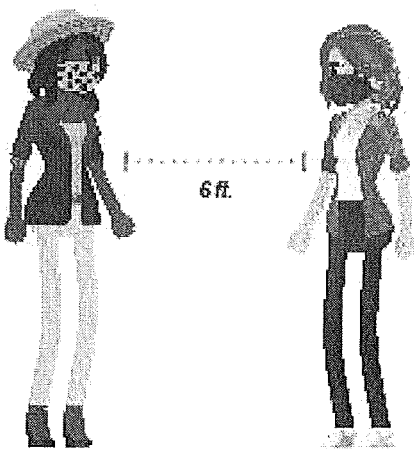


Social distancing means keeping a physical separation from other people. This includes avoiding groups of people and keeping space between yourself and others. It can include larger measures like closing public spaces and canceling group events. It helps protect people from illness, especially those who are more vulnerable. Social distancing limits the spread of disease by lowering the chance of contact with someone with COVID-19.

### ————— PRACTICE SOCIAL DISTANCING —————

#### EVERYDNE SHOULD

- Stay home when sick.
- Cover your mouth and nose with a cloth face cover when you have to go out in public. Maintain 6 feet between yourself and others. A cloth face cover is not a substitute for social distancing. Wash regularly in the washing machine.
- Keep six (6) feet between yourself and others. Avoid getting together in social groups and gatherings.
- Avoid hugging, high-fives, shaking hands, and sharing cups or eating utensils.
- Use Skype and FaceTime to visit family and friends.
- Use online, curbside, or drive-through services such as banking, groceries, pharmacy and carryout.
- Avoid public places at their busiest times.
- Use good personal hygiene practices whenever you are out in public:
  - Washing your hands often with soap and warm water for 20 seconds, and help young children do the same. If soap and water are not available, use an alcohol-based hand sanitizer with at least 60% alcohol.
  - Covering your nose and mouth with a tissue when you cough or sneeze, or cough/sneeze in your upper sleeve. Immediately throw away used tissues in the trash, then wash hands.
  - Avoiding touching your eyes, nose, and mouth with unwashed hands.
  - Cleaning and disinfecting frequently touched surfaces, such as toys and doorknobs.



#### BUSINESSES CAN

- Have employees tele-work when possible.
- Modify operations to provide online options.
- Restrict areas where people may gather.
- Limit in-person meetings and use electronic communication methods.
- Assess store layout and modify high traffic areas (i.e. checkout lines, pharmacy counter etc.) to create six (6) feet of space between people:
  - Special store hours for seniors, healthcare workers and first responders to shop.
  - Signage asking people to remain at least 6 feet apart from others.
  - Mark floors of checkout lines with tape for 6 foot spacing between customers.
  - Promote curbside pick-up, delivery and online services.

Learn more about slowing the spread of COVID-19 at <https://bit.ly/3dj7j04>  
For questions call Nurse On Call at 1.800.848.5533 or visit [www.oakgov.com/covid](http://www.oakgov.com/covid)

NUMEROUS CALL PUBLIC HEALTH INFORMATION  
800.848.5533 [INFO@OAKGOV.COM](mailto:INFO@OAKGOV.COM)  
[OAKGOV.COM/HEALTH](http://OAKGOV.COM/HEALTH)

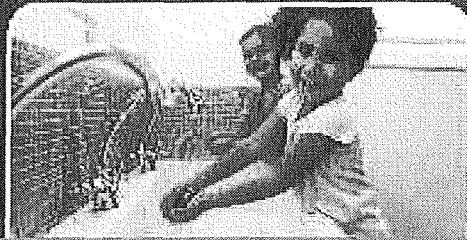


The Oakland County Health Division will not deny participation in its programs based on race, sex, religion, national origin, age or disability. State and federal eligibility requirements apply for certain programs.  
2020-01-17/20



# STOP THE SPREAD OF GERMS

## HELP PREVENT THE SPREAD OF RESPIRATORY DISEASES



Wash your hands often with soap and warm water for at least 20 seconds. Avoid touching your face.



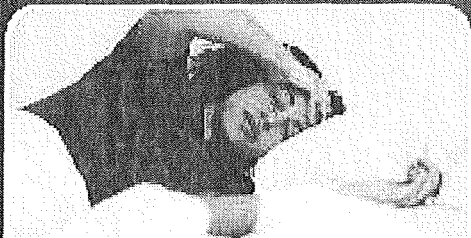
Clean and disinfect frequently touched objects and surfaces.



Cover your mouth and nose with a cloth face cover when out in public. Stay at least 6 feet away from people. Wash regularly.



Cough and sneeze into your upper sleeve or cover your cough or sneeze with a tissue, then throw in the trash. Wash hands.



Stay home when you are sick, except to get medical care. Call ahead before you visit your doctor or emergency room.



Avoid contact with people who are sick.

For more information: [oakgov.com/health](http://oakgov.com/health)



## Face Coverings: Frequently Asked Questions

[Michigan.gov/Coronavirus](https://Michigan.gov/Coronavirus)

### Face Coverings: Frequently Asked Questions

The Michigan Department of Health and Human Services recommends that Michiganders wear a face covering when outside of their home to help stop the spread of coronavirus disease 2019 (COVID-19).

Wearing a face covering is an additional precaution we can take that may help stop the spread of COVID-19. The best way to keep from getting sick is to stay home as much as possible, practice social distancing – keep at least 6 feet of distance from others, and good hand hygiene.

#### What is a face covering?

- A face covering is any well-secured cloth (like a bandana or scarf) that covers your mouth and nose.
- A face covering is different from a surgical or N95 mask which must be reserved for healthcare workers.

#### Who should and should not wear a face covering?

Cloth face coverings should not be placed on:

- young children under age 2,
- anyone who has trouble breathing, is unconscious, incapacitated, and
- anyone otherwise unable to remove the mask without assistance.

Cloth face coverings should be worn by:

- All others when they need to be outside their home and within 6 feet of others.
- People who are sick should wear a face covering while at home if they cannot maintain at least 6 feet of distance from others.
- People who are sick and who need to leave home, such as to get urgent medical care, should always wear a face covering.

#### Do I need to wear a face covering all the time when outside my house?

- **If you are sick, yes.** Remember you must stay home if you are sick and only leave for essential medical care. Arrange for essential items, like groceries, to be delivered to you through a delivery service or through friends or family.
- **If you are not sick, you should wear a face covering whenever you need to leave home and might be closer than 6 feet from others.** Examples include using public transportation, riding in a taxi or car service, walking on a busy street, going to pharmacies and grocery stores, and going to the doctor or a hospital.
- **Essential workers should also wear a face covering at work when they cannot maintain at least 6 feet of distance between themselves and others.**



**COVID-19 Return to Work Safely Protocol – Employer Checklist No. 1**  
**Planning and Preparing**

No	Control	Yes/No	Action needed
1.	Have you a system in place to keep up to date with the latest advice from the CDC and to adjust your plans and procedures in line with that advice?		
2.	Have you a system in place to provide your workers with information and guidance on the measures you have to put in place to help prevent the spread of the virus and what is expected of them?		
3.	Have you consulted with your workers on measures, provided a system for workers to raise issues or concerns and to have them responded to?		
4.	Have you sent each worker a COVID-19 return-to-work form to be completed and returned 2 days before they return to the workplace? (See Return-to-Work form )		
5.	Have you assessed who can continue to do their work from home and given them the technology to do so, in particular at-risk or vulnerable workers?		
6.	Have you told workers they must stay at home if sick or if they have any symptoms of COVID-19 and directed them to HR for information of their entitlements if they are sick or need to quarantine?		
7.	Have you organized to carry out meetings, training and information sessions online or by phone as far as possible?		
8.	Have you identified the activities that involve interacting with customers / visitors and put in place measures to prevent physical contact, as far as possible?		
9.	Have you contacted suppliers and arranged contactless delivery, invoicing and payment?		
10.	Are the number of workers sharing a vehicle kept to a minimum, are face coverings provided and are workers informed of the need for interior touch points to be cleaned/wiped at the start and end of each shift?		
11.	Have you set up workstations, desks and tables to help with physical distancing?		
12.	Have you identified, selected and sourced the PPE needed for your workers and arranged enough supplies of it?		
13.	Have you arranged to train your workers in the proper fitting, use, removal, cleaning, storing and disposal of PPE?		
14.	Have you visually checked, or had someone check, all vehicles and equipment in the workplace for signs of deterioration or damage before workers use it again?		
15.	Has the workplace, including all equipment, workstations, benches, doors and frequent touched surfaces points, been thoroughly cleaned?		
	<b>Additional Information</b>		

Name.....Signature.....Date.....

**COVID-19 Return to Work Safely Protocol  
Checklist No.2 Control Measures**

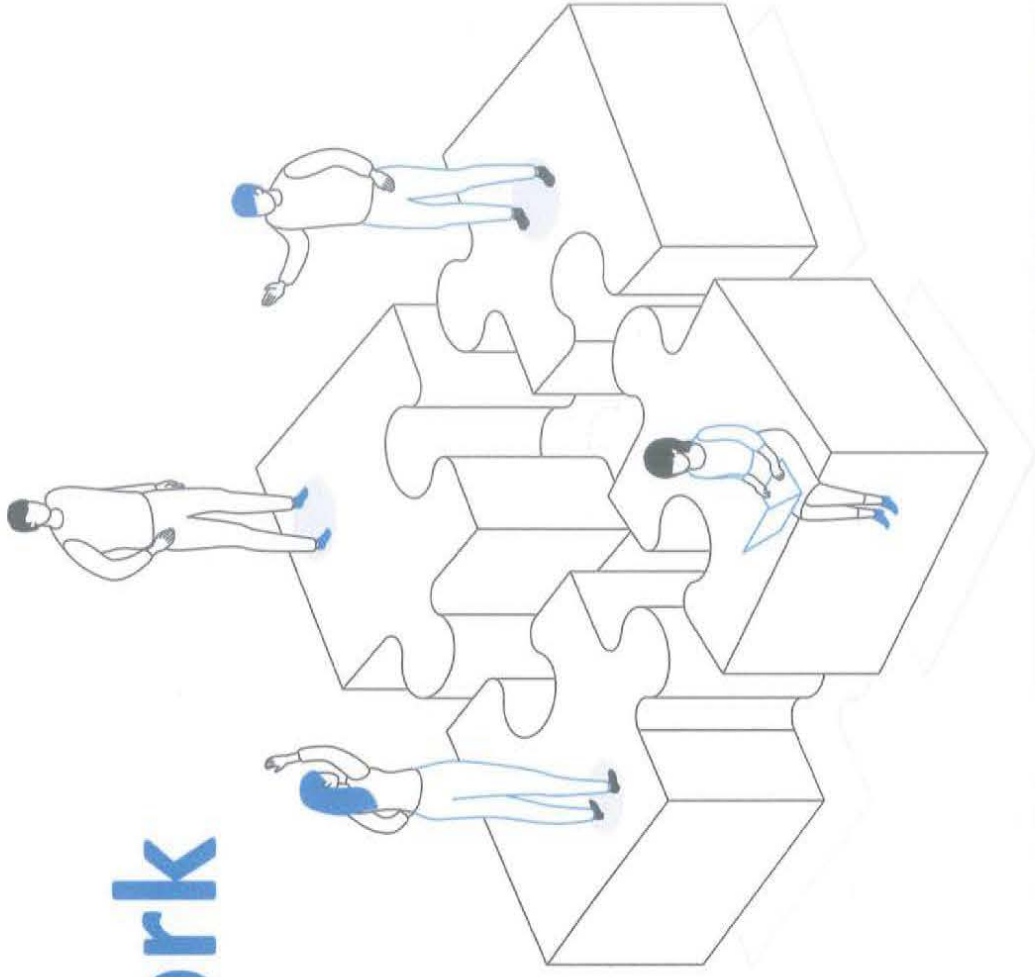
No	Topic	Yes/No	Action Required
	<b>Hand Hygiene:</b>		
	Are there enough hand washing and hand sanitising stations in place to accommodate workers, visitors/customers adhering to hand hygiene measures?		
	Are hand washing and hand sanitizing stations in convenient locations that can be easily and frequently accessed? Have you considered: <ul style="list-style-type: none"> <li>• all entry/exit points</li> <li>• high traffic areas</li> <li>• the distance workers are from hand washing /hand sanitising facilities including wash/bathrooms</li> <li>• the number of workers and any shift arrangements</li> </ul>		
	Have you made arrangements to ensure hand hygiene facilities are regularly checked and well-stocked e.g. hot running water, soap dispensers, paper towels, touch-free bins and hand-sanitizer?		
	<b>Hand sanitizing</b>		
	Are there stations at entry/exit points to the workplace?		
	Are there stations in areas that have high touchpoints?		
	<b>Employee awareness around hand hygiene in the workplace</b>		
	Have you displayed posters on how to wash hands correctly in appropriate locations?		
	Have you provided workers with hand sanitizer for use in work vehicles?		
	<b>Respiratory hygiene</b>		
	Have you told workers of good respiratory measures to limit the spread of the virus: <ul style="list-style-type: none"> <li>• avoid touching the face, eyes, nose and mouth</li> <li>• cover coughs and sneezes with an elbow or a tissue</li> <li>• dispose of tissues in a covered bin</li> </ul>		
	Have you made tissues available to workers and covered bins or bin bags for their safe disposal?		
	Is there a system in place to regularly empty bins so they don't over fill?		
	<b>Physical Distancing – staying 6 feet apart</b>		
	Have you looked at how you can change the layout of your workplace to allow for physical distancing?		
	Have you a system to regularly remind workers to stay 6 feet apart?		
	Have you identified the activities that involve interacting with customers, visitors and others and put in place measures to help prevent contact and ensure physical distancing, as far as possible?		

	Can you rearrange working times and shifts to minimize the number of people at work together?		
	Can you rearrange break areas and times to comply with physical distancing?		
	Have you implemented physical distancing for outdoor work activities?		
	Where workers are sharing workplace, are you following guideline to ensure compliance with <b>Safeguards to protect Michigan's workers from COVID-19?</b>		
	Have you reduced the number of people working in enclosed spaces by: <ul style="list-style-type: none"> <li>• facilitating working from home</li> <li>• reducing the number of work tasks</li> <li>• modifying work tasks?</li> </ul>		
	Have you put floor markings in place to remind everyone in the workplace of the 6 foot distancing required?		
	If it is not possible to ensure a 6 feet physical distance between workers, have you put in place alternative measures: <ul style="list-style-type: none"> <li>• installed physical barriers, such as clear plastic sneeze guards between workers</li> <li>• to minimize any direct worker close contact</li> <li>• provided hand sanitizing aids nearby, so that hands can be cleaned as soon as the task is complete</li> <li>• made face masks available to workers in line with Public Health advice and ensuring that masks are clean and not shared or handled by other workers.</li> </ul> <b>Note:</b> wearing face masks is not a substitute for other measures outlined above.		
	Have you staggered entry into the workplace including the entry of residents?		
	<b>Minimized Contact</b>		
	Have you minimized the need for to gather for meetings and interactions e.g. by making available technology for online or phone meetings?		
	If workers have to meet, do you make sure they meet in a large space where physical distancing can be done and for as short a time as possible?		
	Have you put in place a system that eliminates or reduces the need for workers to travel together in vehicles?		
	In the case where vehicles <b>must</b> be shared, have you told workers to sit as far apart as possible, to wear face coverings, and to clean the frequently touched surfaces in the vehicle as a minimum at the start and end of each shift?		
	Have you told workers to clean and disinfect surfaces and shared equipment, not to shake hands and to avoid any physical contact?		

	<b>Personal Protective Equipment (PPE) [Guidance open to change]</b>		
	Note: PPE use cannot take the place of other preventative measures. For COVID-19, continue to check public health advice. Gloves are generally not required for infection prevention and control and are not a substitute for hand hygiene.		
	Has the correct PPE been identified based on the hazard and work activity?		
	Is there a sufficient supply of relevant PPE required to allow a safe return to work?		
	Have you trained workers in the correct fitting, use, removal, cleaning, storing and disposal of PPE?		
	Have you made arrangements for the cleaning, inspection, maintenance and disposal of PPE, where appropriate?		
	<b>At Risk Groups</b>		
	Have you enabled at risk or vulnerable workers to work from home where possible?		
	Have you enabled at risk workers to maintain a physical distance of 6 feet?		
	<b>Visiting Contractors / Workers</b>		
	Are there arrangements in place to inform other workers, contractors or visitors of the workplace measures to help prevent the spread of infection?		
	Is there a system for recording visits to the site/workplace by workers and others, as well as visits by workers to other sites? (COVID-19 Contact log)		
	<b>Additional Information</b>		

Name.....Signature.....Date.....

# Return-to-Work Guide for Employees



## Welcome back!

As we return to work and begin this “new normal” in our workplace, we understand that many employees are concerned about safety as well as the changes to city policies and procedures that we have implemented. We want every employee to be assured that we are taking your concerns and the well-being of our employees seriously.

## What we are doing:

- All employees and visitors entering our buildings will be screened for COVID-19 symptoms and possible exposure.
- Common areas and frequently touched surfaces are being cleaned daily. Cleaning supplies will be available, and employees are encouraged to clean and disinfect workspaces throughout the workday.
- Hand sanitizer is provided throughout the building.
- Posters are displayed with reminders on how to prevent the spread of germs.
- Business hours may be modified to allow for staggered work shifts to reduce the number of people in the building at one time.
- Workspace layouts and seating arrangements are revised to allow for social distancing.
- Meeting rooms, break rooms and other communal areas have reduced seating and capacity limits.
- Hallways and stairways are marked as one-way to reduce face-to-face traffic.
- Business travel remains restricted to essential travel only.



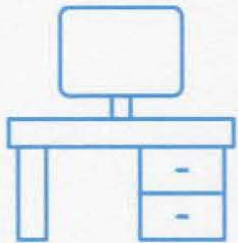
## What you can do:

- Stay home or go home if you are sick.
- Maintain social distancing practices in the workplace.
- Follow cleaning product instructions when cleaning your work areas.
- Wash your hands frequently or use hand sanitizer
- Cover your nose and mouth when sneezing or coughing.
- Avoid touching your face.
- Wear a face covering.
- Replace handshakes with head nods and waves.
- Avoid using other employees' phones, desks, offices or other work tools and equipment, when possible.
- Talk to your director if you have concerns specific to your circumstances, such as a health condition that places you or someone in your household at high risk.
- Follow all policies and practices.
- Be kind. Understand that this is a stressful time for everyone, and an extra bit of kindness right now can go a long way.





## Frequently Asked Questions



### Can I continue to work from home?

We expect all employees to report to work unless there is a legitimate reason for continued telework, such as an employee with a compromised immune system or caregiving responsibilities that prevent the employee from returning to the workplace temporarily. You should discuss your specific circumstances with your director.



### Is it safe to return to work?

We are taking every precaution to ensure our workplace is safe. We are following federal health and safety guidelines as well as guidance from our state and local governments. We are implementing practices such as employee health screenings and social distancing practices to keep our workplace healthy.

## Frequently Asked Questions, cont.



### **Do I have to answer medical questions when reporting to work?**

All employees and visitors will be required to answer questions regarding COVID-19 symptoms before entering our buildings. Individuals who refuse to answer health screening questions will not be permitted entry into the building. Employees will be marked with an unexcused absence in these circumstances and may be subject to disciplinary action. Please refer to your director or administrator to discuss use of paid and unpaid leave for unexcused absences.



### **What should I do if I feel sick?**

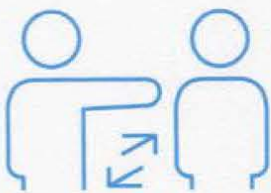
Employees who feel ill should notify their director per the city policy and not report to work. If you are already at work and begin feeling sick, you should notify your director and go home immediately. Employees can utilize accrued paid-time-off hours and/or other paid leave that may be available. Contact human resources for more information on available paid time off.

## Frequently Asked Questions, cont.



### Do I have to wear a mask at work?

Unless required by a state or local order, employees do not have to wear a mask at work. However, we do encourage face coverings, and employees may choose to wear a mask if they desire. Employees in positions with frequent person-to-person contact may be required to wear masks. If masks are mandated by law and you have a medical condition that restricts you from wearing one, please speak with human resources.



### Will we continue to have in-person meetings?

In order to promote social distancing in the workplace, some meetings will need to be restructured. You may be asked to attend an in-person meeting with limited attendees in a space that is large enough to allow for distancing between participants. In addition, some meetings will include a virtual option for employees to participate from their personal workspace. The meeting organizer and your director can provide you with guidance specific to your role.

## Frequently Asked Questions, cont.



### **How will positive cases of COVID-19 be handled in the workplace?**

Despite all precautionary measures, there is always a risk of workplace exposure to communicable diseases. Should an employee contract COVID-19 and expose others in our workplace, we will immediately inform all employees of the possible exposure. Employees who have been potentially exposed will be sent home and asked to telework for 14 days. A thorough cleaning of the workspace used by the infected individual will be conducted after the area has been closed off for at least 24 hours.

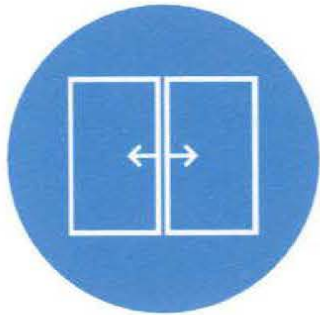


### **Do I have to pay the health insurance premiums that I missed while I was not working?**

Employees are responsible for paying their portion of health insurance premiums that were missed while on unpaid leave or furlough. Employees have several options for paying these premiums including a lump-sum payroll deduction or a series of deductions spread over time. You will be contacted by human resources to make arrangements for these payments.

## Changes You May See at Work

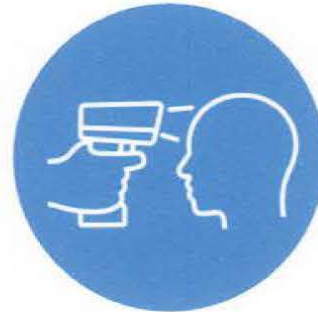
In the months to come, we will continually be monitoring the pandemic circumstances and will consider implementing technology to keep our workplace safe going forward. Some of the new technology you may experience at any of our worksites include:



**Limited Elevator  
Use**



**Smartphone apps for  
screening**



**Body temperature  
scanning devices**



# GUIDELINES FOR EMPLOYEES

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## To Employees:

If you have symptoms or do not feel well, **DO NOT** report to work. Contact your health care provider and follow all medical directives to avoid possibly exposing others. If you have questions, contact your immediate supervisor and Human Resources. (A note from health care provider may be required to resume work.)

The CDC recommends frequent hand cleaning and limiting face-to-face contact with others through social distancing as the best ways to reduce the spread of COVID-19.

“Social Distancing” means keeping space between yourself and other people outside of your home. To practice social or physical distancing:

- **Stay at least 6 feet from other people**
- **Do not gather in groups**
- **Stay out of crowded places and avoid mass gatherings**

## GUIDELINES FOR EMPLOYEES

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The CDC also recommends that people wear a face covering to cover their nose and mouth in the community setting, especially in situations where you may be near people. A face covering is not intended to protect the wearer, but it may prevent the spread of virus from the wearer to others.

Although the risk of severe illness may be different for everyone, anyone can get and spread COVID-19. Everyone has a role to play in slowing the spread and protecting themselves, their family, and their community.

# GUIDELINES FOR EMPLOYEES

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Quarantine (No Symptoms) - After close contact with COVID-19 positive patient, an employee may return to work if no symptoms develop after 14 days since the last date of high risk exposure, if they remain free of symptoms. You must quarantine for the full 14-day quarantine period. The employee may return to work when they meet the following criteria:

- Completion of the required 14-day quarantine period
- Symptom-free for the last 72 hours
- Cleared by medical provider (RTW note required)



# GUIDELINES FOR EMPLOYEES

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Confirmed COVID-19 Case (Isolation) – After being diagnosed with COVID-19, an employee may return to work using the following clearance criteria:

- Resolution of fever, without use of fever-reducing medication (e.g. Tylenol, ibuprofen)
- Improvement in respiratory systems (e.g. cough, shortness of breath)
- At least 14 days have passed since symptoms first appeared

Stay home from Work – Employees who have symptoms of acute respiratory illness are recommended to stay home and not report to work until they are free of the following for at least 24 hours, without the use of fever-reducing or other symptom-altering medicines (e.g. cough suppressants):

- Fever (100.4 F. or greater)
- Signs of fever (shivering, shaking, chills, body aches, headaches, excessive sweating, etc.)
- Any other symptoms (sore throat, persistent cough, sinus congestion, fatigue, etc.)

Task	Status	Due Date
Installation of Sneeze Guard Protection for City Hall departments	Yellow	6/26/2020
Installation of Sneeze Guard Protection for Courthouse	Yellow	6/26/2020
Rearrange all workspaces to comply with Social Distancing	Blue	6/22/2020
Relocate Planning/Code Enforcement to 2nd Floor	Yellow	6/22/2020
De-Clutter City Hall hallways; remove file cabinets and furniture	Yellow	7/1/2020
Close 1st floor restrooms (temporarily)	Blue	6/8/2020
Install Hand Sanitizers (City Hall)	Red	6/1/2020
Install Hand Sanitizers (PYREC)	Red	6/1/2020
Install Hand Sanitizers (R.P)	Red	6/1/2020
Install Hand Sanitizers (Bowens)	Red	6/1/2020
Shut off Water Fountains (City Hall)	Blue	6/8/2020
Shut off Water Fountains (Courthouse)	Blue	6/8/2020
Shut off water fountains (R.P)	Blue	6/8/2020
Shut off Water fountains (Bowens)	Blue	6/9/2020
Shut off Water fountains (PYREC)	Blue	6/9/2020
Procure bottled water service for city buildings	Yellow	6/15/2020
Install Touch Free Urinals	Green	8/1/2020
Install touch free sinks	Green	8/1/2020
Install touch free soap dispenser	Green	8/1/2020
Install hand dryers	Green	8/1/2020
Hallway marking for social distancing	Green	6/22/2020

**Completed**  
**On-Track**  
**1-5 days behind**  
**6 days or more behind**



Comments
Waiting on when materials are in to schedule install
Courthouse has ordered their materials and are waiting on installation date
Each department head has spaced off 6' between personal work areas.
Vern G will report out on the status.
Will need Deputy Mayor's credit card to procure storage unit and pay for movers
Quote from New Image Building are \$500 per unit and additional fee for the sanitizer
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Will need Deputy Mayor's credit card to pay for water.
Working with Purchasing to put out RFI/RFQ
Working with Purchasing to put out RFI/RFQ
Buildings searching for
Working with Purchasing to put out RFI/RFQ
Buildings will have hallways marked by 6/22/2020

**#11**

**PRESENTATION**



# CITY OF PONTIAC

## OFFICIAL MEMORANDUM

*Executive Branch*

To: Hon. MAYOR, COUNCIL PRESIDENT, MEMBERS OF COUNCIL

From: Deputy Mayor Jane Bais-DiSessa  
Special Counsel for Economic Development Matthew Gibb

Date: June 17, 2020

Re: **SPECIAL PRESENTATION -Status Update Phoenix Center P  
Presenter – Matthew Gibb**

### Status of Bids

In accordance with the time line submitted to the City at the Council meeting of June 9, 2020 the pre-bid notifications and preliminary organizational work has commenced allowing the bid documents to be finalized. It is anticipated that the bid will be released, in accord with City policy, not later than June 28, 2020. Bid responses are due in July, with review and recommendations for award being made not later than July 28, 2020.

The work being bid is as follows:

Description		Budget Amount
Demolition - Partial to facilitate work		\$ 50,000
Remove debris		\$ 7,200
Dumpster- per pull, 40 CY capacity		\$ 11,440
Structure patching, sealants, and repairs		\$ 3,482,970
Misc Architectural Work to Facilitate Structural		\$ 70,000
Plumbing - Storm System Repair		\$ 271,013
Fire protection		\$ 247,813
Electrical - Tunnel Lighting		\$ 343,106
Temporary Electrical/ Lighting at 3N		\$ 150,000
Temporary Electrical Feed for Tunnel Lighting		\$ 50,000
Temporary Travel path from 3N to Ottawa Towers		\$ 35,000
<b>Total Trade Cost</b>	1247000 sqft	\$ 4,718,542
General Conditions		\$ 680,000
<b>Subtotal</b>		\$ 5,398,542
Estimating Contingency	10%	\$ 539,854
Construction Contingency	5%	\$ 296,920
<b>Subtotal</b>		\$ 6,235,316
Testing		\$ 100,000
Utility Permits & Fees		\$ -
<b>Subtotal</b>		\$ 6,335,316
Permits	1.5%	\$ 95,030
<b>Subtotal</b>		\$ 6,430,346
CM Fee	2.5%	\$ 160,759
<b>Subtotal</b>		\$ 6,591,104
Insurance Program	0.5%	\$ 32,956
<b>Total Construction Costs</b>		\$ 6,624,060

## ISSUE

The partial release of work outlined above requires the cooperation of the owners of Ottawa Towers to coordinate power, as the partial work will not include independent power sources for the Phoenix Center. As a reminder the following work will not be completed as a result of the limitations imposed by restrictions in funding:

Description	Critical/Necessary
Remove ticket booths	\$2,624
Electrical demolition	\$261,550
LEVEL 1 - R&R paving at incoming service	\$6,000
Conc curb & gutter- north & south entrances R&R	\$16,128
Conc sidewalk- islands - north & south entrances R&R	\$11,168
Conc paving- north & south entrances - R&R	\$25,066
Electrical equipment pads	\$10,000
Remove & Replace security mesh upper 10' at Level 1	\$420,000
Sealant joints at exterior precast	\$79,800
SOUTH/ SOUTH EAST/ EAST ENTRY Roll-Up grille- galv steel,	\$58,920
Architectural Revisions: Egress Doors, FRP Doors, Office Finishes,	\$613,052
Paint outer wall surfaces/ stairwell/ Security Bars/ LVL 2 Crashrail	\$339,739
Entry/ Exit Station/ Barrier Gate/ LED 'Full' Sign/ Hardware/ Software/ Etc.	\$303,840
Elevator No.1 -4 Modernization	\$1,400,000
HVAC	\$190,262
Electrical	4,054,978
Utility cost	\$10,000
Trade Total	\$7,803,127

## Effect of Restricted Funding

The City Council has reduced the budget account for Phoenix Center such that the budgeted amount would be limited to seven million dollars (\$7,000,000). The purpose of this budget line is for the payment of expenses related to the repair and restoration of the Phoenix Center as set forth in the Settlement Agreement binding the City. The City has an obligation to complete these repairs, maintenance and improvements, the cost of which is minimally estimated at \$16,585,039.

The obligations of the City, as set forth in Exhibit 2 of the Settlement Agreement, are required, and cannot be partially completed. Reducing the City's budget for this obligation will leave the City with a known and expected shortfall. Failing to budget for all required work under the Settlement Agreement, may further expose the City to the probability of default and create financial instability and unnecessary budgetary risk.

## **What is the Actual Cost of the Settlement Agreement?**

There is a theory from some on City Council that the only obligation of the City is a six million dollar (\$6,000,000) commitment to restore and maintain the parking garage to established code. This theory is grossly incorrect. The City has paid for expert analysis

regarding the scope of work and cost the City is obligated to under the settlement, and that analysis clearly shows that the cost of meeting the terms of the Settlement Agreement will exceed sixteen million dollars (\$16,000,000).

Exhibit 2 of The Settlement Agreement sets forth two separate and distinct obligations of the City:

**1. Maintenance and Improvements.**

The Agreement states: "The City pay up to Six Million (\$6,000,000) Dollars to do all Maintenance and Improvements (as such terms are defined in the Settlement Agreement) necessary to bring the Phoenix Center into conformance with the requirements of the International Property Maintenance Code (2015 edition), as referenced in the Michigan Building Code and the Michigan Rehabilitation Code (2015 edition), within the ten (10) year period after the Effective Date of this Agreement". This is an ongoing and long-term commitment to adequately restore AND MAINTAIN the property pursuant to the applicable building codes. This obligation does not commit the City to structural repair, lighting, electrical or other physical restoration of the parking garage or amphitheater. That obligation is separate, distinct and very costly.

This first obligation binds the city to a requirement that, once the Phoenix Center is brought back to proper condition under the building code, it will be kept that way. The City must acknowledge and budget as if the entire stated amount of \$6,000,000 will be needed and expended to meet this requirement. **THIS IS NOT THE ONLY REQUIREMENT.**

**2. All necessary electrical, lighting, elevator and serious structural repairs.**

The language of Exhibit 2 must be read closely. At the end of paragraph one, following the Maintenance and improvement obligations, the Agreement clearly states, "[p]rovided, however, that: Within thirty (30) days of the Effective Date of this Agreement, the City shall repair vandalism damage previously reported by Plaintiffs; within twenty-four (24) months of the Effective Date of this Agreement, the City shall complete all necessary electrical, lighting, elevator and serious structural repairs to the Deck...". This aspect of the Settlement Agreement is so extensive that the commitment is broken into stages, directing restoration work in specific areas of the Phoenix Center, and driving the largest cost components of the City's financial obligation.

The City has contracted experts to define that performance obligations rise out of terms "necessary electrical, lighting, elevator and serious structural repairs". Those experts

have stated repeatedly that the following represents the actual required improvements to meet the terms and language of the Settlement Agreement;

Electrical – All service leads, substation replacement, conduit, pads, equipment and related wiring, attachments, and fixtures such that the facility will operate, including elevators, lights, signs, payment centers, restrooms, and gates.

Lighting - All fixtures, wiring, leads, power sourcing, and other fixtures necessary to restore lighting to the tunnel, entrances, maintenance rooms, and each floor of the garage.

Elevator- The elevators are a complete loss and must be fully replaced, including power.

Structural - Correction of broken rebar, ties, panels, flooring systems, protective mesh, concrete walls and base, sealants, protective finishing and access.

These four elements, taken DIRECTLY from the language of the Settlement Agreement, were broken into seven categories, and subdivided into critical and necessary work. The requested budget amount would represent a good faith effort by the City to meet the potential budget demands of the Phoenix Center. The experts, contracted by the City on resolution of the Council, have set forth the following necessary budget items;

The City of Pontiac					
Phoenix Center Renovation					
Cost Summary by Category					
Item Description	Critical Costs	Necessary Costs	Recommended Costs	Plaza Costs	Total Costs
Structural	\$4,796,858	\$0	\$0	\$0	\$4,796,858
Architectural Renovations	\$2,200,015	\$818,454	\$979,804	\$840,322	\$4,838,596
Elevators	\$964,062	\$896,573	\$0	\$504,965	\$2,365,601
Plumbing	\$373,248	\$5,123	\$0	\$347,164	\$725,535
HVAC	\$210,814	\$47,635	\$0	\$118,580	\$377,029
Fire Protection	\$341,296	\$0	\$0	\$0	\$341,296
Electrical	\$5,956,498	\$51,233	\$180,730	\$1,149,108	\$7,337,568
<b>Totals</b>	<b>\$14,842,791</b>	<b>\$1,819,018</b>	<b>\$1,160,534</b>	<b>\$2,960,139</b>	<b>\$20,782,482</b>

**Third Party Partnership Opportunities**

An update on thiw work will be given at the Council meeting



## EXHIBIT 2 – SCHEDULE OF IMPROVEMENTS

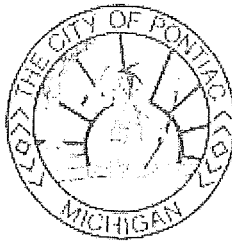
- (A) The City shall pay up to Six Million (\$6,000,000) Dollars to do all Maintenance and Improvements (as such terms are defined in the Settlement Agreement) necessary to bring the Phoenix Center into conformance with the requirements of the International Property Maintenance Code (2015 edition), as referenced in the Michigan Building Code and the Michigan Rehabilitation Code (2015 edition), within the ten (10) year period after the Effective Date of this Agreement; provided, however, that:

Within thirty (30) days of the Effective Date of this Agreement, the City shall repair vandalism damage previously reported by Plaintiffs; within twenty-four (24) months of the Effective Date of this Agreement, the City shall complete all necessary electrical, lighting, elevator and serious structural repairs to the Deck in the following stages:

- 1) Maintenance and Improvements to the third (3<sup>rd</sup>) floor of the north side of the Deck which is defined as that portion of the Deck located to the north of Orchard Lake Road ("North Side") – both electrical and structural and the Maintenance and Improvements to both of the south side elevators;
  - 2) then all south side sections of the Deck, being that portion of the Deck located to the South of Orchard Lake Road ("South Side");
  - 3) then return to repair the remaining portions of the North Side of the Deck.
- (B) Notwithstanding the 24-month schedule above, if Ottawa Towers II, LLC, or any subsequent owner, leases the Judson tower (or portion thereof), the City shall, within twelve (12) months of the date that City is served written notice of such lease execution ("Notice of Lease"), complete the following Maintenance and Improvements to the Deck:
- 1) all electrical and structural Maintenance and Improvements on the south side of the Deck;
  - 2) two elevators on the south side of the Deck;
  - 3) make both electrical and structural Maintenance and Improvements to have the 3<sup>rd</sup> floor on the north side of the Deck ready for parking;
- (C) Commencing upon May 1, 2018, the City will reimburse Plaintiffs in advance on the first day of each month for the actual costs of providing electricity to the Deck and Tunnel (\$4,374.00 per month) to continue until such time as the City can establish and assume the costs of providing electricity to the Deck and Tunnel; all payments to be paid electronically to an account designated by Plaintiffs on or before the first day of the month. The City shall immediately upon execution of this Agreement pay any past due invoices to Plaintiffs for the period after the signing of the Term Sheet until this Agreement is signed. As soon as is feasible, the City will have the electrical power for the Deck and Tunnel placed on the City's account with the electric provider, pay any actual costs associated with doing so, and thereafter pay the electrical charges directly.
- (D) FIRE SUPPRESSION SYSTEM: A portion of the fire suppression system for the Phoenix Center that services the secured parking area on the second floor of the Deck (near Tower I) is connected to fire pumping equipment located in the 31 Judson Tower. The City shall disconnect the fire suppression service pumping equipment from the 31 Judson Tower. There are 175 parking spaces within this secured parking area on the second floor of the Deck; the City agrees to provide 175 parking spaces within the Deck, free of charge to the owner of the 31 Judson Tower, their tenants and employees, until such time as City completes the work to disconnect/reconnect the fire suppression system as above described.

**#13**

**RESOLUTION**



**RESOLUTION TO APPROVE THE CITY CLERK WEBSITE PONTIACCITYCLERK.COM**

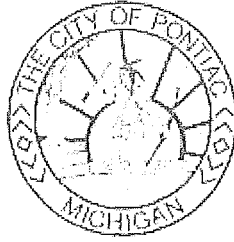
**WHEREAS**, the City Clerk established <http://www.pontiaccityclerk.com> as the website for the Office of the City Clerk to increase citizen accessibility to the Office of the City Clerk; and

**WHEREAS**, the City Clerk has established other social media tools for the Office of the City Clerk as an outreach effort to encourage Pontiac residents to vote in the 2020 elections and engage the greater community.

**NOW, THEREFORE IT BE RESOLVED**, that the City Council for the City of Pontiac approves PontiacCityClerk.com as a website for the Office of the City Clerk.

**#14**

**RESOLUTION**



**RESOLUTION TO APPROVE THE AGREEMENT FOR ELECTION SERVICES BETWEEN OAKLAND COUNTY AND CITY OF PONTIAC**

**WHEREAS**, recent legislation has been approved to allow counties to perform the absent voter ballot counting services for municipalities; and

**WHEREAS**, the City of Pontiac is entering into an agreement with Oakland County for election services; and

**WHEREAS**, the County will perform the service at no charge to the City of Pontiac.

**NOW, THEREFORE IT BE RESOLVED**, that the City Council for the City of Pontiac authorizes the Mayor to sign the agreement for election services between Oakland County and the City of Pontiac.

AGREEMENT FOR ELECTION SERVICES BETWEEN  
OAKLAND COUNTY AND  
[Insert Public Body]

---

This Agreement for Election Services Agreement (the "Agreement") is made between Oakland County, a Municipal and Constitutional Corporation, 1200 North Telegraph Road, Pontiac, Michigan 48341 ("County"), and the [Insert Public Body] ("Public Body") [Insert Public Body Address]. In this Agreement, the County shall be represented by the Oakland County Clerk, in her official capacity as a Michigan Constitutional Officer. County and Public Body may be referred to individually as a "Party" and jointly as "Parties".

**PURPOSE OF AGREEMENT.** County and Public Body enter into this Agreement pursuant to the Michigan Election Law, 1954 Public Act 116, MCL 168.764 *et seq.*, for the purpose of County providing Ballot Counting Services for Public Body.

In consideration of the mutual promises, obligations, representations, and assurances in this Agreement, the Parties agree to the following:

1. **DEFINITIONS.** The following words and expressions used throughout this Agreement, whether used in the singular or plural, shall be defined, read, and interpreted as follows:
  - 1.1. **Act** means the Michigan Election Law, 1954 Public Act 116, MCL 168.764 *et seq.*
  - 1.1. **Agreement** means the terms and conditions of this Agreement and any other mutually agreed to written and executed modification, amendment, Exhibit and attachment to this Agreement.
  - 1.2. **Claims** mean any alleged losses, claims, complaints, demands for relief or damages, lawsuits, causes of action, proceedings, judgments, deficiencies, liabilities, penalties, litigation, costs, and expenses, including, but not limited to, reimbursement for reasonable attorney fees, witness fees, court costs, investigation expenses, litigation expenses, amounts paid in settlement, and/or other amounts or liabilities of any kind which are incurred by or asserted against County or Public Body, or for which County or Public Body may become legally and/or contractually obligated to pay or defend against, whether direct, indirect or consequential, whether based upon any alleged violation of the federal or the state constitution, any federal or state statute, rule, regulation, or any alleged violation of federal or state common law, whether any such claims are brought in law or equity, tort, contract, or otherwise, and/or whether commenced or threatened.
  - 1.3. **Confidential Information** means all information and data that County is required or permitted by law to keep confidential, including records of County's security measures, security plans, security codes and combinations, passwords, keys, and security procedures, to the extent that the records relate to ongoing security of County as well as records or information to protect the security or safety of persons or property, whether public or private, including, but not limited to, building, public works, and public water supply designs relating to ongoing security measures, capabilities and plans for responding to violations of the Michigan Anti-terrorism Act, emergency response plans, risk planning documents, threat assessments and domestic preparedness strategies.
  - 1.4. **County** means Oakland County, a Municipal and Constitutional Corporation, including, but not limited to, all of its departments, divisions, the County Board of Commissioners,

elected and appointed officials, directors, board members, council members, commissioners, authorities, committees, employees, agents, volunteers, and/or any such persons' successors.

- 1.5. **Day** means any calendar day beginning at 12:00 a.m. and ending at 11:59 p.m.
- 1.6. **Election Services** means the following individual Election Services provided by County's Clerk's Elections Division, if applicable:
- 1.6.1. **Absentee Ballot Counting** means processing, including, but not limited to, opening, tabulating and reporting absentee ballots and related results.
- 1.7. **Exhibits** mean the following descriptions of Election Services which are governed by this Agreement only if they are attached to this Agreement and incorporated in this Agreement under Section 2 or added at a later date by a formal amendment to this Agreement:
- Exhibit I: Absentee Ballot Counting Services
- 1.8. **Local Clerk** means the local elected or appointed Clerk for Public Body or their designee.
- 1.8. **Public Body** means the [Insert Public Body] which is an entity created by state or local authority or which is primarily funded by or through state or local authority, including, but not limited to, its council, Board, departments, divisions, elected and appointed officials, directors, board members, council members, commissioners, authorities, committees, employees, agents, subcontractors, attorneys, volunteers, and/or any such persons' successors. For purposes of this Agreement, Public Body includes any Michigan court, when acting in concert with its funding unit, to obtain Election Services.
- 1.9. **Public Body Employee** means any employees, officers, directors, members, managers, trustees, volunteers, attorneys, representatives of Public Body, licensees, concessionaires, contractors, subcontractors, independent contractors, agents, and/or any such persons' successors or predecessors (whether such persons act or acted in their personal, representative or official capacities), and/or any persons acting by, through, under, or in concert with any of the above who use or have access to the Election Services provided under this Agreement. "Public Body Employee" shall also include any person who was a Public Body Employee at any time during the term of this Agreement but, for any reason, is no longer employed, appointed, or elected in that capacity.
- 1.10. **Points of Contact** mean the individuals designated by Public Body and identified to County to act as primary and secondary contacts for communication and other purposes as described herein.

## 2. **COUNTY RESPONSIBILITIES.**

- 2.1. County, through its County Clerk Elections Division, will provide the Election Services described in Exhibit I which is attached and incorporated into this Agreement. County is not obligated or required to provide any additional services that are not specified in this Agreement.
- 2.2. County, through its Board of Election Commissioners and authorized representatives, shall take the necessary and appropriate actions to comply with Section 764d(8) of the Act in the appointment of election inspectors to a County absent voter counting board and all other provisions under the Act governing such board.

- 2.3. County may access, use, and disclose transaction information and any content to comply with the law such as a subpoena, court order or Freedom of Information Act request. County shall first refer all such requests for information to Public Body's Points of Contact for their response within the required time frame. County shall provide assistance for the response if requested by Public Body's Points of Contact, and if able to access the requested information. County shall not distribute Public Body's data to other entities for reasons other than when it is required by law.

### 3. PUBLIC BODY RESPONSIBILITIES.

- 3.1. Public Body shall comply with all terms and conditions in this Agreement, including Exhibit I to this Agreement, and the Act.
- 3.2. Public Body shall deliver the Agreement executed by its authorized representative(s) to County within the time-frame set forth in Section 764d(5) of the Act and, upon County's execution of the Agreement, the Agreement shall be deemed to be filed by Public Body with County in compliance with Section 764d(5) of the Act.
- 3.3. For each Election Service covered by an Exhibit to this Agreement, Public Body shall designate two representatives to act as a primary and secondary Points of Contact with County. The Points of Contact responsibilities shall include:
  - 3.3.1. Direct coordination and interaction with County staff.
  - 3.3.2. Communication with the general public when appropriate.
- 3.4. Public Body shall respond to and be responsible for Freedom of Information Act requests relating to Public Body's records, data, or other information.
- 3.5. Third-party product or service providers may require County to pass through to Public Body certain terms and conditions contained in license agreements, service agreements, acceptable use policies and similar terms of service or usage, in order to provide Election Services to Public Body. Public Body agrees to comply with these terms and conditions. Public Body must follow the termination provisions of this Agreement if it determines that it cannot comply with any of the terms and conditions.

### 4. DURATION OF INTERLOCAL AGREEMENT.

- 4.1. This Agreement and any amendments shall be effective when executed by both Parties with resolutions passed by the governing bodies of each Party or other written notice evidencing such Party's governing body's approval, except as otherwise specified below. The approval and terms of this Agreement and any amendments, except as specified below, shall be entered in the official minutes of the governing bodies of each Party. An executed copy of this Agreement and any amendments shall be filed by the County Clerk with the Secretary of State. If Public Body is a court, a signature from the Chief Judge of the court shall evidence approval by Public Body, providing a resolution and minutes do not apply. If Public Body is the State of Michigan, approval and signature shall be as provided by law.
- 4.2. Notwithstanding Section 4.1, the Chairperson of the Oakland County Board of Commissioners is authorized to sign amendments to the Agreement to add Exhibits that were previously approved by the Board of Commissioners. An amendment signed by the Board Chairperson under this Section must be sent to the Elections Division in the County Clerk's Office to be filed with the Agreement once it is signed by both Parties.
- 4.3. Unless extended by an amendment, this Agreement shall remain in effect until cancelled or terminated by any of the Parties pursuant to the terms of the Agreement.



5. PAYMENTS.

- 5.1. Election Services shall be provided to Public Body at the rates and for the charges specified in the Exhibits, if applicable.
- 5.2. If County is legally obligated for any reason, e.g. subpoena, court order, or Freedom of Information Request, to search for, identify, produce or testify regarding Public Body's records, data, or information that is stored by County relating to Election Services that Public Body receives under this Agreement, then Public Body shall reimburse County for all reasonable costs County incurs in searching for, identifying, producing or testifying regarding such records, data, or information. County may waive this requirement in its sole discretion.
- 5.3. County shall provide Public Body with an invoice/explanation of County's costs for Election Services provided herein and/or a statement describing any amounts owed to County. Public Body shall pay the full amount shown on any such invoice within sixty (60) calendar days after the date shown on any such invoice. Payment shall be sent along with a copy of the invoice to: Oakland County Treasurer – Cash Acctg, Bldg 12 E, 1200 N. Telegraph Road, Pontiac, MI 48341.
- 5.4. If Public Body, for any reason, fails to pay County any monies when and as due under this Agreement, Public Body agrees that unless expressly prohibited by law, County or the Oakland County Treasurer, at their sole option, shall be entitled to set off from any other Public Body funds that are in County's possession for any reason, including but not limited to, the Oakland County Delinquent Tax Revolving Fund ("DTRF"), if applicable. Any setoff or retention of funds by County shall be deemed a voluntary assignment of the amount by Public Body to County. Public Body waives any Claims against County or its Officials for any acts related specifically to County's offsetting or retaining of such amounts. This paragraph shall not limit Public Body's legal right to dispute whether the underlying amount retained by County was actually due and owing under this Agreement.
- 5.5. If County chooses not to exercise its right to setoff or if any setoff is insufficient to fully pay County any amounts due and owing County under this Agreement, County shall have the right to charge up to the then-maximum legal interest on any unpaid amount. Interest charges shall be in addition to any other amounts due to County under this Agreement. Interest charges shall be calculated using the daily unpaid balance method and accumulate until all outstanding amounts and accumulated interest are fully paid.
- 5.6. Nothing in this Section shall operate to limit County's right to pursue or exercise any other legal rights or remedies under this Agreement or at law against Public Body to secure payment of amounts due to County under this Agreement. The remedies in this Section shall be available to County on an ongoing and successive basis if Public Body becomes delinquent in its payment. Notwithstanding any other term and condition in this Agreement, if County pursues any legal action in any court to secure its payment under this Agreement, Public Body agrees to pay all costs and expenses, including attorney fees and court costs, incurred by County in the collection of any amount owed by Public Body.
- 5.7. Either Party's decision to terminate and/or cancel this Agreement, or any one or more of the individual Election Services identified herein, shall not relieve Public Body of any payment obligation for any Election Services rendered prior to the effective date of any termination or cancellation of this Agreement. The provisions of this Section shall survive the termination, cancellation, and/or expiration of this Agreement.

## 6. ASSURANCES.

- 6.1. **Responsibility for Claims.** Each Party shall be responsible for any Claims made against that Party by a third party, and for the acts of its employees arising under or related to this Agreement.
- 6.2. **Responsibility for Attorney Fees and Costs.** Except as provided for in Section 5.6, in any Claim that may arise from the performance of this Agreement, each Party shall seek its own legal representation and bear the costs associated with such representation, including judgments and attorney fees.
- 6.3. **No Indemnification.** Except as otherwise provided for in this Agreement, neither Party shall have any right under this Agreement or under any other legal principle to be indemnified or reimbursed by the other Party or any of its agents in connection with any Claim.
- 6.4. **Costs, Fines, and Fees for Noncompliance.** Public Body shall be solely responsible for all costs, fines and fees associated with any misuse of the Election Services and/or for noncompliance with this Agreement by Public Body Employees.
- 6.5. **Reservation of Rights.** This Agreement does not, and is not intended to, impair, divest, delegate or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, or immunity of the Parties. Nothing in this Agreement shall be construed as a waiver of governmental immunity for either Party.
- 6.6. **Authorization and Completion of Agreement.** The Parties have taken all actions and secured all approvals necessary to authorize and complete this Agreement. The persons signing this Agreement on behalf of each Party have legal authority to sign this Agreement and bind the Parties to the terms and conditions contained herein.
- 6.7. **Compliance with Laws.** Each Party shall comply with all federal, state, and local ordinances, regulations, administrative rules, and requirements applicable to its activities performed under this Agreement.

## 7. USE OF CONFIDENTIAL INFORMATION

- 7.1. The Parties shall not reproduce, provide, disclose, or give access to Confidential Information to County or to a Public Body Employee not having a legitimate need to know the Confidential Information, or to any third-party. County and Public Body Employees shall only use the Confidential Information for performance of this Agreement. Notwithstanding the foregoing, the Parties may disclose the Confidential Information if required by law, statute, or other legal process provided that the Party required to disclose the information: (i) provides prompt written notice of the impending disclosure to the other Party, (ii) provides reasonable assistance in opposing or limiting the disclosure, and (iii) makes only such disclosure as is compelled or required. This Agreement imposes no obligation upon the Parties with respect to any Confidential Information when it can be established by legally sufficient evidence that the Confidential Information: (i) was in possession of or was known by prior to its receipt from the other Party, without any obligation to maintain its confidentiality; or (ii) was obtained from a third party having the right to disclose it, without an obligation to keep such information confidential.
- 7.2. Within five (5) business days after receiving a written request from the other Party, or upon termination of this Agreement, the receiving Party shall return or destroy all of the disclosing Party's Confidential Information.

## 8. DISCLAIMER OF WARRANTIES.

- 8.1. THE ELECTION SERVICES, INCLUDING ANY GOODS, PARTS, SUPPLIES, EQUIPMENT, OR OTHER ITEMS THAT ARE PROVIDED TO PUBLIC BODY AS PART OF THE ELECTION SERVICES, ARE PROVIDED ON AN "AS IS" AND "AS AVAILABLE" BASIS "WITH ALL FAULTS."
- 8.2. COUNTY EXPRESSLY DISCLAIMS ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NON- INFRINGEMENT.
- 8.3. COUNTY MAKES NO WARRANTY THAT: (I) THE ELECTION SERVICES WILL MEET PUBLIC BODY'S REQUIREMENTS; OR (II) THE ELECTION SERVICES WILL BE UNINTERRUPTED, TIMELY, SECURE, OR ERROR-FREE.

9. **LIMITATION OF LIABILITY.**

- 9.1. IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY OR ANY OTHER PERSON, FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, SPECIAL, AND/OR PUNITIVE DAMAGES ARISING OUT OF THIS AGREEMENT, REGARDLESS OF WHETHER THE OTHER PARTY HAS BEEN INFORMED OF THE POSSIBILITY OF SUCH DAMAGES.
- 9.2. NOTWITHSTANDING ANYTHING TO THE CONTRARY CONTAINED HEREIN AND TO THE EXTENT PERMITTED BY LAW, THE TOTAL LIABILITY OF COUNTY UNDER THIS AGREEMENT (WHETHER BY REASON OF BREACH OF CONTRACT, TORT, OR OTHERWISE) SHALL NOT EXCEED THE AMOUNT PAID BY PUBLIC BODY TO COUNTY WITH RESPECT TO THE PARTICULAR ELECTION SERVICE GIVING RISE TO SUCH LIABILITY.

10. **DISPUTE RESOLUTION.** All disputes relating to the execution, interpretation, performance, or nonperformance of this Agreement involving or affecting the Parties may first be submitted to County's Director of Elections and Public Body's Agreement Administrator for possible resolution. County's Clerk and Public Body's Agreement Administrator may promptly meet and confer in an effort to resolve such dispute. If they cannot resolve the dispute in five (5) business days, the dispute may be submitted to the signatories of this Agreement or their successors in office. The signatories of this Agreement may meet promptly and confer in an effort to resolve such dispute.

11. **TERMINATION OR CANCELLATION OF AGREEMENT.**

- 11.1. Either Party may terminate or cancel this entire Agreement or any one of the Election Services described in the attached Exhibit(s), upon eighty-four (84) days written notice, or such other notice period as otherwise required by the Act, to the clerk of the other Party if either Party decided, in its sole discretion, to terminate this Agreement or one of the Exhibit(s), for any reason including convenience. Each Party shall also comply with the requirements under the Act for filing the notice of termination, in which case, Public Body's timely delivery of a notice of termination to County shall be deemed to comply with its filing requirement.
- 11.2. Early termination fees may apply to Public Body if provided for in the Exhibit(s).
- 11.3. The effective date of termination and/or cancellation shall be clearly stated in the written notice. Either the County Executive or the Board of Commissioners is authorized to terminate this Agreement for County under this provision. A termination of one or more of the Exhibits which does not constitute a termination of the entire Agreement may be accepted on behalf of County by its County Clerk.

12. **SUSPENSION OF SERVICES.** County, through its County Clerk, may immediately suspend Election Services for any of the following reasons: (i) requests by law enforcement or other governmental agencies; (ii) engagement by Public Body in fraudulent or illegal activities relating to the Election Services provided herein; (iii) breach of the terms and conditions of this Agreement; or (iv) unexpected technical or security issues. The right to suspend Election Services is in addition to the right to terminate or cancel this Agreement according to the provisions in Section 11. County shall not incur any penalty, expense or liability if Election Services are suspended under this Section.
13. **DELEGATION OR ASSIGNMENT.** Neither Party shall delegate or assign any obligations or rights under this Agreement without the prior written consent of the other Party.
14. **NO EMPLOYEE-EMPLOYER RELATIONSHIP.** Nothing in this Agreement shall be construed as creating an employee-employer relationship between County and Public Body. At all times and for all purposes under this Agreement, the Parties' relationship to each other is that of an independent contractor. Each Party will be solely responsible for the acts of its own employees, agents, and servants during the term of this Agreement. No liability, right or benefits arising out of an employer/employee relationship, either express or implied, shall arise or accrue to either Party as a result of this Agreement.
15. **NO THIRD-PARTY BENEFICIARIES.** Except as provided for the benefit of the Parties, this Agreement does not and is not intended to create any obligation, duty, promise, contractual right or benefit, right to indemnification, right to subrogation, and/or any other right in favor of any other person or entity.
16. **NO IMPLIED WAIVER.** Absent a written waiver, no act, failure, or delay by a Party to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by either Party shall subsequently affect its right to require strict performance of this Agreement.
17. **SEVERABILITY.** If a court of competent jurisdiction finds a term or condition of this Agreement to be illegal or invalid, then the term or condition shall be deemed severed from this Agreement. All other terms, conditions, and provisions of this Agreement shall remain in full force.
18. **PRECEDENCE OF DOCUMENTS.** In the event of a conflict between the terms and conditions of any of the documents that comprise this Agreement, the terms in the Agreement shall prevail and take precedence over any allegedly conflicting terms and conditions in the Exhibits or other documents that comprise this Agreement.
19. **CAPTIONS.** The section and subsection numbers, captions, and any index to such sections and subsections contained in this Agreement are intended for the convenience of the reader and are not intended to have any substantive meaning. The numbers, captions, and indexes shall not be interpreted or be considered as part of this Agreement. Any use of the singular or plural, any reference to gender, and any use of the nominative, objective or possessive case in this Agreement shall be deemed the appropriate plurality, gender or possession as the context requires.
20. **FORCE MAJEURE.** Notwithstanding any other term or provision of this Agreement, neither Party shall be liable to the other for any failure of performance hereunder if such failure is due to any cause beyond the reasonable control of that Party and that Party cannot reasonably accommodate or mitigate the effects of any such cause. Such cause shall include, without limitation, acts of God, fire, explosion, vandalism, national emergencies, insurrections, riots, wars, strikes, lockouts, work

stoppages, other labor difficulties, or any law, order, regulation, direction, action, or request of the United States government or of any other government. Reasonable notice shall be given to the affected Party of any such event.

21. **NOTICES.** Except as otherwise provided in the Exhibits, notices given under this Agreement shall be in writing and shall be personally delivered, sent by express delivery service, certified mail, or first class U.S. mail postage prepaid, and addressed to the person listed below. Notice will be deemed given on the date when one of the following first occur: (i) the date of actual receipt; (ii) the next business day when notice is sent express delivery service or personal delivery; or (iii) three days after mailing first class or certified U.S. mail.
  - 21.1. If Notice is sent to County, it shall be addressed and sent to: Oakland County Clerk, Election's Division, 1200 N. Telegraph Road, Bldg. 16 East, Pontiac, MI 48341, and the Chairperson of the Oakland County Board of Commissioners, 1200 North Telegraph Road, Pontiac, Michigan 48341.
  - 21.2. If Notice is sent to Public Body, it shall be addressed to: [insert Public Body Address].
  - 21.3. Either Party may change the individual to whom Notice is sent and/or the mailing address by notifying the other Party in writing of the change.
22. **GOVERNING LAW/CONSENT TO JURISDICTION AND VENUE.** This Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan. Except as otherwise required by law or court rule, any action brought to enforce, interpret, or decide any Claim arising under or related to this Agreement shall be brought in the 6th Judicial Circuit Court of the State of Michigan, the 50th District Court of the State of Michigan, or the United States District Court for the Eastern District of Michigan, Southern Division, as dictated by the applicable jurisdiction of the court. Except as otherwise required by law or court rule, venue is proper in the courts set forth above.
23. **SURVIVAL OF TERMS.** The following terms and conditions shall survive and continue in full force beyond the termination, cancellation, or expiration of this Agreement (or any part thereof) until the terms and conditions are fully satisfied or expire by their nature: Definitions (Section 1); Assurances (Section 6); Payments (Section 5); Use of Confidential Information (Section 7); Disclaimer of Warranties (Section 8); Limitation of Liability (Section 9); Dispute Resolution (Section 10); No Employee-Employer Relationship (Section 14); No Third-Party Beneficiaries (Section 15); No Implied Waiver (Section 16); Severability (Section 17); Precedence of Documents (Section 18); Force Majeure (Section 20); Governing Law/Consent to Jurisdiction and Venue (Section 22); Survival of Terms (Section 23); Entire Agreement (Section 24).
24. **ENTIRE AGREEMENT.**
  - 24.1. This Agreement represents the entire agreement and understanding between the Parties regarding the specific Election Services described in the attached Exhibit(s). With regard to those Election Services, this Agreement supersedes all other oral or written agreements between the Parties.
  - 24.2. The language of this Agreement shall be construed as a whole according to its fair meaning, and not construed strictly for or against any Party.

IN WITNESS WHEREOF, [insert name and title of public body official] hereby acknowledges that he/she has been authorized by a resolution of the [insert public body], a certified copy of which is attached, to execute this Agreement on behalf of Public Body and hereby accepts and binds Public Body to the terms and conditions of this Agreement.

EXECUTED: \_\_\_\_\_ DATE: \_\_\_\_\_  
[insert name of official, title, and name of public body]

WITNESSED: \_\_\_\_\_ DATE: \_\_\_\_\_  
[insert name, title]

AGREEMENT  
ADMINISTRATOR: \_\_\_\_\_ DATE: \_\_\_\_\_  
(IF APPLICABLE)

IN WITNESS WHEREOF, David T. Woodward, Chairperson, Oakland County Board of Commissioners, hereby acknowledges that he has been authorized by a resolution of the Oakland County Board of Commissioners, a certified copy of which is attached, to execute this Agreement on behalf of Oakland County, and hereby accepts and binds Oakland County to the terms and conditions of this Agreement.

EXECUTED: \_\_\_\_\_ DATE: \_\_\_\_\_  
David T. Woodward, Chairperson  
Oakland County Board of Commissioners

WITNESSED: \_\_\_\_\_ DATE: \_\_\_\_\_  
[insert name, title]

IN WITNESS WHEREOF, Lisa Brown, in her official capacity as the Oakland County Clerk, a Michigan Constitutional Office, hereby concurs and accepts the terms and conditions of this Agreement.

EXECUTED: \_\_\_\_\_ DATE: \_\_\_\_\_  
Lisa Brown, Clerk/Register of Deeds,  
County of Oakland

WITNESSED: \_\_\_\_\_ DATE: \_\_\_\_\_

## EXHIBIT I

### ABSENT VOTER BALLOT COUNTING SERVICES

#### 1. COUNTY RESPONSIBILITIES.

- 1.1. County, through its Board of Election Commissioners, shall, subject to Public Body's performance of its duties and obligations under this Agreement and the Act, render absent voter ballot counting services in compliance with the Act for absent voter ballots received by the clerk for Public Body prior to 4:00 p.m. on the day before an election. For clarification, County is not providing Election Services for absent voter ballots received by the clerk for Public Body after 4:00 p.m. on the day before an election; pursuant to Section 764d(10) of the Act, Public Body must deliver such ballots to the voting precinct of the elector on election day to be processed and counted.
- 1.2. Unless otherwise agreed upon in writing by the Parties, County shall cause absent voter ballots, including, the ballot return envelopes, secrecy sleeves, and ballots (collectively the "Ballots"), received by the clerk for Public Body prior to 4:00 p.m. on the day before an election to be picked up from the clerk by 6:00 p.m. that day by an authorized representative of County.
- 1.3. Upon completing the process for counting the ballots, County shall place the ballots in ballot containers either provided by Public Body that comply with the requirements described below or provided by County, as determined in County's sole discretion, and seal the ballot containers in compliance with all applicable laws. County shall notify Public Body of its decision to require Public Body to provide ballot containers or to provide ballot containers at least sixty (60) days prior to each election for which County is providing Election Services to Public Body under this Agreement.
- 1.4. County shall retain the sealed ballot containers containing the Ballots for thirty (30) days after the day of the election for which the Ballots were submitted. County shall make arrangements with Public Body for an authorized representative(s) of Public Body to, after the expiration of the thirty (30) day period, pick-up from County the Ballots, mail trails, ballot envelopes, ballot boxes provided by Public Body, qualified voter list, and any other items related to the Ballots transferred by Public Body to County.

#### 2. PUBLIC BODY RESPONSIBILITIES.

- 2.1. Public Body shall perform its duties and obligations under this Agreement and the Act and take any other action necessary or appropriate to assist, and cooperate with, County in rendering the absent voter ballot counting services under this Agreement.
- 2.2. Public Body shall, by 4:30 on the day before an election, have available for transfer to County immediately upon arrival of County's representative, the Ballots received by the clerk for Public Body prior to 4:00 p.m. on that day properly organized in mailing trays, ballot containers, unless provided by County pursuant to this Agreement, in good condition and compliant with the required and appropriate sealing procedures, and a reconciled voter list from the qualified voter file that matches the number of Ballots being transferred to County.
- 2.3. Public Body shall, during any period County is actively rendering Election Services, provide to County access to Public Body's electronic qualified voter file for the sole purpose of County reconciling such list with the number of Ballot envelopes received by County and to make any necessary corrections to the list to reflect the number of Ballot envelopes received.

2.4. Public Body shall make arrangements with County to, no later than three (3) business days after the expiration of the thirty (30) day period described in Section 1.4, cause authorized representative(s) in number necessary to pick-up from County premises the Ballots, mail trays, ballot envelopes, ballot boxes provided by Public Body, qualified voter lists, and any other items related to the Ballots transferred by Public Body to County. At such time and on County premises, if County provided ballot boxes to seal the Ballots in providing the Election Services, Public Body shall bring ballot boxes for its authorized representatives to transfer into the Ballots from the County provided ballot boxes. If Public Body does not pick-up such items as required in this Section, at County's election exercised in its sole discretion, Public Body shall, within thirty (30) days of receiving an invoice from County, pay to County \$100\_\_\_\_\_ for each day beyond the three (3) period set forth above that County remains in possession of such items and/or County may have its authorized representatives deliver such items to Public Body on such date and at such time during Public Body's clerk's regularly scheduled office hours County determines, in which case Public Body shall be deemed to have accepted possession of all such items.

2.5. Upon the earlier to occur of the expiration of the three (3) period set forth in Section 2.4 and the transfer of items to Public Body under Sections 1.4 and 2.5, above, Public Body shall be deemed to be responsible for all such items.

3. **PAYMENT; EXPENSES AND FEES.**

3.1. Except as otherwise provided in Section 5 of this Agreement, until such time as County notifies Public Body otherwise, County shall provide the Election Services to Public Body for each election at no cost to Public Body.

3.2. At such time County determines it will require the payment of a fee and/or reimbursement for costs and expenses by Public Body for County's Election Services for an upcoming election(s), County shall provide written notice to Public Body in advance of such election(s) with sufficient time for Public Body to terminate this Agreement in accordance with its terms setting forth in detail such fees, costs, and expenses and Public Body shall pay such amounts in accordance with the terms of this Agreement for Election Services rendered by County.



**#15**

**RESOLUTION**



# CITY OF PONTIAC

## OFFICIAL MEMORANDUM

*Executive Branch*

**TO:** Honorable Council President and City Council Members

**FROM:** Jane Bais-DiSessa, Deputy Mayor, at the request of  
Dan Ringo, Interim Director of Public Works

**DATE:** June 11, 2020

**RE: MDOT Baldwin, Martin Luther King Traffic Signals Funding Agreement**

The Michigan Department of Transportation has prepared and delivered the attached funding agreement for the Baldwin Avenue and Martin Luther King Jr. Boulevard CMAQ and Safety project. This project is partially funded through MDOT Congestion Mitigation Air Quality (CMAQ) and Safety funds totaling \$975,520. The total estimated cost of the project is \$1,406,000, with the City's portion of the project \$430,480. This project is budgeted in fiscal year 2020/21.

The CMAQ and Safety funding from the Michigan Department of Transportation is provided based on competitive application and is specifically for providing safer road intersections as well as more efficient roadway corridors. These projects go through an MDOT Bid letting and be awarded, and funded by MDOT. The City will be responsible for our match on the project as stated above.

This contract was sent to the City Clerk's Office on March 27<sup>th</sup>. To date, the original copy has not been delivered to the Department of Public Works. We directly contacted MDOT inquiring about the contract, and were informed that the contract was sent to the City Clerks office on March 27, 2020. MDOT then reissued the contract electronically, which is what we are presenting for your consideration.

It is the recommendation of the Department of Public Works, Engineering Division that the City sign the attached MDOT funding agreement for the Baldwin Avenue and Martin Luther King CMAQ and Safety Projects:

WHEREAS, The City of Pontiac has received the funding agreement from the Michigan Department of Transportation, and;

WHEREAS, The Department of Public Works, Engineering Division has reviewed the subject agreement, and;

WHEREAS, The project is budgeted in the 2020/21 Major Street budget,

NOW, THEREFORE,  
BE IT RESOLVED, The Pontiac City Council authorized the Mayor or Deputy Mayor to sign the MDOT funding agreement for the Baldwin Avenue and Martin Luther King CMAQ and Safety Projects.

JVB

attachments



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TRANSPORTATION  
LANSING

PAUL C. AJEGBA  
DIRECTOR

March 27, 2020

Mr. Garland S. Doyle M.P.A., CNP  
Interim City Clerk  
City of Pontiac  
47450 Woodland Avenue  
Pontiac, Michigan 48342

Dear Mr. Doyle:

RE: Contract Number: 20-5157  
Control Section: HSIP 63000  
Job Number: 207437CON; 207438CPN  
Location: Baldwin Avenue from Cesar Chavez to Walton Boulevard, city of  
Pontiac; MLK Junior Blvd at Feasterstone St and at University Dr, city of  
Pontiac

Enclosed is one (1) original and one (1) copy of the above referenced contract between your organization and the Michigan Department of Transportation (MDOT).

If you have questions on the content of this contract, or revisions are required, please contact Monica Uribe, Local Government Contract Engineer at [mribem1@michigan.gov](mailto:mribem1@michigan.gov) or (517) 335-2266.

1. Attach two (2) original certified resolutions. The resolution should include:
  - The name of officials authorized to sign the contract.
  - MDOT Contract Number 20-5157.

If you need an example of a resolution, please contact Kathy Fulton at [fultonk@michigan.gov](mailto:fultonk@michigan.gov) or (517) 335-4404.

2. Please return signed contracts and resolutions for MDOT Execution within 35 days from the date of this letter to:

Kathy J. Fulton, Contract Technician  
MDOT – Development Services Division, 2<sup>nd</sup> Floor  
425 West Ottawa Street, P.O. Box 30050  
Lansing, MI 48909

MDOT will return a copy of the executed contract to your organization.

Enclosure

HSIP

DA

Control Section	HSIP 63000
Job Number	207437CON; 207438CON
Project	20A0(564)(571)
CFDA No.	20.205 (Highway Research Planning & Construction)
Contract No.	20-5157

### PART I

THIS CONTRACT, consisting of PART I and PART II (Standard Agreement Provisions), is made by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT"; and the CITY OF PONTIAC, a Michigan municipal corporation, hereinafter referred to as the "REQUESTING PARTY"; for the purpose of fixing the rights and obligations of the parties in the City of Pontiac, Michigan, hereinafter referred to as the "PROJECT" and estimated in detail on EXHIBIT "I", dated March 18, 2020, attached hereto and made a part hereof:

#### PART A - HSIP 63000; JOB #207437CON; 20A0(564)

Traffic signal modernization work for four (4) intersections along Baldwin Avenue from Montcalm Street northerly to Walton Boulevard; including steel strain pole, controller, cabinet, hemispherical video detection, backplates, lighting, concrete base course, pavement, concrete curb, gutter, sidewalk and ramp, and aggregate base work; and all together with necessary related work; at the following intersections:

1. Baldwin Avenue at Montcalm Street
2. Baldwin Avenue at Kennett Road
3. Baldwin Avenue at Columbia Avenue
4. Baldwin Avenue at Walton Boulevard

#### PART B - HSIP 63000; JOB #207438CON; 20A0(571)

Traffic signal modernization work along Martin Luther King Junior Boulevard at Featherstone Street and Martin Luther King Junior Boulevard at University Drive; including steel strain pole, controller, cabinet, hemispherical video detection, backplates, lighting, concrete base course, pavement, concrete curb, gutter, sidewalk and ramp, and aggregate base work; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of certain improvements on public roads; and

WHEREAS, the reference "FHWA" in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal Funds under the following Federal program(s) or funding:

#### HIGHWAY SAFETY IMPROVEMENT PROGRAM

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

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

1. The parties hereto shall undertake and complete the PROJECT in accordance with the terms of this contract.

2. The term "PROJECT COST", as herein used, is hereby defined as the cost of the physical construction necessary for the completion of the PROJECT, including any other costs incurred by the DEPARTMENT as a result of this contract, except for construction engineering and inspection.

No charges will be made by the DEPARTMENT to the PROJECT for any inspection work or construction engineering

The costs incurred by the REQUESTING PARTY for preliminary engineering, construction engineering, construction materials testing, inspection, and right-of-way are excluded from the PROJECT COST as defined by this contract.

The Michigan Department of Environment, Great Lakes, and Energy (EGLE) has informed the DEPARTMENT that it adopted new administrative rules (R 325.10101, et. seq.) which prohibit any governmental agency from connecting and/or reconnecting lead and/or galvanized service lines to existing and/or new water main. Questions regarding these administrative rules should be directed to EGLE. The cost associated with replacement of any lead and/or galvanized service lines, including but not limited to contractor claims, will be the sole responsibility of the REQUESTING PARTY.

3. The DEPARTMENT is authorized by the REQUESTING PARTY to administer on behalf of the REQUESTING PARTY all phases of the PROJECT including advertising and awarding the construction contract for the PROJECT or portions of the PROJECT. Such administration shall be in accordance with PART II, Section II of this contract.

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

4. The REQUESTING PARTY, at no cost to the PROJECT or to the DEPARTMENT, shall:

- A. Design or cause to be designed the plans for the PROJECT.
- B. Appoint a project engineer who shall be in responsible charge of the PROJECT and ensure that the plans and specifications are followed.
- C. Perform or cause to be performed the construction engineering, construction materials testing, and inspection services necessary for the completion of the PROJECT.

The REQUESTING PARTY will furnish the DEPARTMENT proposed timing sequences for trunkline signals that, if any, are being made part of the improvement. No timing adjustments shall be made by the REQUESTING PARTY at any trunkline intersection, without prior issuances by the DEPARTMENT of Standard Traffic Signal Timing Permits.

5. The PROJECT COST shall be met in accordance with the following:

PART A

Federal Highway Safety Improvement Program Funds shall be applied to the eligible items of the PART A portion of the PROJECT COST up to the lesser of: (1) \$600,000 or (2) an amount such that 90 percent, the normal Federal participation ratio for such funds, for the PART A portion of the PROJECT is not exceeded at the time of the award of the construction contract. The balance of the PART A portion of the PROJECT COST, after deduction of Federal Funds, shall be charged to and paid by the REQUESTING PARTY in the manner and at the times hereinafter set forth.

PART B

Federal Highway Safety Improvement Program Funds shall be applied to the eligible items of the PART B portion of the PROJECT COST up to the lesser of: (1) \$375,520 or (2) an amount such that 80 percent, the normal Federal participation ratio for such funds, for the PART B portion of the PROJECT is not exceeded at the time of the award of the construction contract. The balance of the PART B

portion of the PROJECT COST, after deduction of Federal Funds, shall be charged to and paid by the REQUESTING PARTY in the manner and at the times hereinafter set forth.

Any items of PROJECT COST not reimbursed by Federal Funds will be the sole responsibility of the REQUESTING PARTY.

6. No working capital deposit will be required for this PROJECT.

In order to fulfill the obligations assumed by the REQUESTING PARTY under the provisions of this contract, the REQUESTING PARTY shall make prompt payments of its share of the PROJECT COST upon receipt of progress billings from the DEPARTMENT as herein provided. All payments will be made within 30 days of receipt of billings from the DEPARTMENT. Billings to the REQUESTING PARTY will be based upon the REQUESTING PARTY'S share of the actual costs incurred less Federal Funds earned as the PROJECT progresses.

7. Upon completion of construction of the PROJECT, the REQUESTING PARTY will promptly cause to be enacted and enforced such ordinances or regulations as may be necessary to prohibit parking in the roadway right-of-way throughout the limits of the PROJECT.

8. The performance of the entire PROJECT under this contract, whether Federally funded or not, will be subject to the provisions and requirements of PART II that are applicable to a Federally funded project.

In the event of any discrepancies between PART I and PART II of this contract, the provisions of PART I shall prevail

Buy America Requirements (23 CFR 635.410) shall apply to the PROJECT and will be adhere to, as applicable, by the parties hereto.

9. The REQUESTING PARTY certifies that a) it is a person under the Natural Resources and Environmental Protection Act, MCL 324.20101 et seq., as amended, (NREPA) and is not aware of and has no reason to believe that the property is a facility as defined in the NREPA; b) the REQUESTING PARTY further certifies that it has completed the tasks required by MCL 324.20126 (3)(h); c) it conducted a visual inspection of property within the existing right of way on which construction is to be performed to determine if any hazardous substances were present; and at sites on which historically were located businesses that involved hazardous substances, it performed a reasonable investigation to determine whether hazardous substances exist. This reasonable investigation should include, at a minimum, contact with local, state and federal environmental agencies to determine if the site has been identified as, or potentially as, a site containing hazardous substances; d) it did not cause or contribute to the release or threat of release of any hazardous substance found within the PROJECT limits.

The REQUESTING PARTY also certifies that, in addition to reporting the presence of any hazardous substances to the Department of Environmental Quality, it has advised the DEPARTMENT of the presence of any and all hazardous substances which the REQUESTING PARTY found within the PROJECT limits, as a result of performing the investigation and visual inspection required herein. The REQUESTING PARTY also certifies that it has been unable to identify any entity who may be liable for the cost of remediation. As a result, the REQUESTING PARTY has included all estimated costs of remediation of such hazardous substances in its estimated cost of construction of the PROJECT.

10. If, subsequent to execution of this contract, previously unknown hazardous substances are discovered within the PROJECT limits, which require environmental remediation pursuant to either state or federal law, the REQUESTING PARTY, in addition to reporting that fact to the Department of Environmental Quality, shall immediately notify the DEPARTMENT, both orally and in writing of such discovery. The DEPARTMENT shall consult with the REQUESTING PARTY to determine if it is willing to pay for the cost of remediation and, with the FHWA, to determine the eligibility, for reimbursement, of the remediation costs. The REQUESTING PARTY shall be charged for and shall pay all costs associated with such remediation, including all delay costs of the contractor for the PROJECT, in the event that remediation and delay costs are not deemed eligible by the FHWA. If the REQUESTING PARTY refuses to participate in the cost of remediation, the DEPARTMENT shall terminate the PROJECT. The parties agree that any costs or damages that the DEPARTMENT incurs as a result of such termination shall be considered a PROJECT COST.

11. If federal and/or state funds administered by the DEPARTMENT are used to pay the cost of remediating any hazardous substances discovered after the execution of this contract and if there is a reasonable likelihood of recovery, the REQUESTING PARTY, in cooperation with the Department of Environmental Quality and the DEPARTMENT, shall make a diligent effort to recover such costs from all other possible entities. If recovery is made, the DEPARTMENT shall be reimbursed from such recovery for the proportionate share of the amount paid by the FHWA and/or the DEPARTMENT and the DEPARTMENT shall credit such sums to the appropriate funding source.

12. The DEPARTMENT'S sole reason for entering into this contract is to enable the REQUESTING PARTY to obtain and use funds provided by the Federal Highway Administration pursuant to Title 23 of the United States Code.

Any and all approvals of, reviews of, and recommendations regarding contracts, agreements, permits, plans, specifications, or documents, of any nature, or any inspections of work by the DEPARTMENT or its agents pursuant to the terms of this contract are done to assist the REQUESTING PARTY in meeting program guidelines in order to qualify for available funds. Such approvals, reviews, inspections and recommendations by the DEPARTMENT or its agents shall not relieve the REQUESTING PARTY and the local agencies, as applicable, of their ultimate



control and shall not be construed as a warranty of their propriety or that the DEPARTMENT or its agents is assuming any liability, control or jurisdiction.

The providing of recommendations or advice by the DEPARTMENT or its agents does not relieve the REQUESTING PARTY and the local agencies, as applicable of their exclusive jurisdiction of the highway and responsibility under MCL 691.1402 et seq., as amended.

When providing approvals, reviews and recommendations under this contract, the DEPARTMENT or its agents is performing a governmental function, as that term is defined in MCL 691.1401 et seq., as amended, which is incidental to the completion of the PROJECT.

13. The DEPARTMENT, by executing this contract, and rendering services pursuant to this contract, has not and does not assume jurisdiction of the highway, described as the PROJECT for purposes of MCL 691.1402 et seq., as amended. Exclusive jurisdiction of such highway for the purposes of MCL 691.1402 et seq., as amended, rests with the REQUESTING PARTY and other local agencies having respective jurisdiction.

14. The REQUESTING PARTY shall approve all of the plans and specifications to be used on the PROJECT and shall be deemed to have approved all changes to the plans and specifications when put into effect. It is agreed that ultimate responsibility and control over the PROJECT rests with the REQUESTING PARTY and local agencies, as applicable.

15. The REQUESTING PARTY agrees that the costs reported to the DEPARTMENT for this contract will represent only those items that are properly chargeable in accordance with this contract. The REQUESTING PARTY also certifies that it has read the contract terms and has made itself aware of the applicable laws, regulations, and terms of this contract that apply to the reporting of costs incurred under the terms of this contract.

16. Each party to this contract will remain responsible for any and all claims arising out of its own acts and/or omissions during the performance of the contract, as provided by this contract or by law. In addition, this is not intended to increase or decrease either party's liability for or immunity from tort claims. This contract is also not intended to nor will it be interpreted as giving either party a right of indemnification, either by contract or by law, for claims arising out of the performance of this contract.

17. The parties shall promptly provide comprehensive assistance and cooperation in defending and resolving any claims brought against the DEPARTMENT by the contractor, vendors or suppliers as a result of the DEPARTMENT'S award of the construction contract for the PROJECT. Costs incurred by the DEPARTMENT in defending or resolving such claims shall be considered PROJECT COSTS.

18. The DEPARTMENT shall require the contractor who is awarded the contract for the construction of the PROJECT to provide insurance in the amounts specified and in accordance with the DEPARTMENT'S current Standard Specifications for Construction and to:

- A. Maintain bodily injury and property damage insurance for the duration of the PROJECT.
- B. Provide owner's protective liability insurance naming as insureds the State of Michigan, the Michigan State Transportation Commission, the DEPARTMENT and its officials, agents and employees, the REQUESTING PARTY and any other county, county road commission, or municipality in whose jurisdiction the PROJECT is located, and their employees, for the duration of the PROJECT and to provide, upon request, copies of certificates of insurance to the insureds. It is understood that the DEPARTMENT does not assume jurisdiction of the highway described as the PROJECT as a result of being named as an insured on the owner's protective liability insurance policy.
- C. Comply with the requirements of notice of cancellation and reduction of insurance set forth in the current standard specifications for construction and to provide, upon request, copies of notices and reports prepared to those insured.

19. This contract shall become binding on the parties hereto and of full force and effect upon the signing thereof by the duly authorized officials for the parties hereto and upon the adoption of the necessary resolutions approving said contract and authorizing the signatures thereto of the respective officials of the REQUESTING PARTY, a certified copy of which resolution shall be attached to this contract.

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

CITY OF PONTIAC

MICHIGAN DEPARTMENT  
OF TRANSPORTATION

By \_\_\_\_\_  
Title:

By \_\_\_\_\_  
Department Director MDOT

By \_\_\_\_\_  
Title:



March 18, 2020

EXHIBIT I

CONTROL SECTION	HSIP 63000
JOB NUMBER	207437CON; 207438CON
PROJECT	20A0(564)(571)

ESTIMATED COST

CONTRACTED WORK

	<u>PART A</u>	<u>PART B</u>	<u>TOTAL</u>
Estimated Cost	\$874,000	\$532,000	\$1,406,000

COST PARTICIPATION

GRAND TOTAL ESTIMATED COST	\$874,000	\$532,000	\$1,406,000
Less Federal Funds*	<u>\$600,000</u>	<u>\$375,520</u>	<u>\$ 975,520</u>
BALANCE (REQUESTING PARTY'S SHARE)	\$274,000	\$156,480	\$ 430,480

\*Federal Funds for the PART A and PART B portions of the PROJECT are limited to an amount as described in Section 5.

NO DEPOSIT

DOT

TYPE B  
BUREAU OF HIGHWAYS  
03-15-93

PART II

STANDARD AGREEMENT PROVISIONS

SECTION I COMPLIANCE WITH REGULATIONS AND DIRECTIVES

SECTION II PROJECT ADMINISTRATION AND SUPERVISION

SECTION III ACCOUNTING AND BILLING

SECTION IV MAINTENANCE AND OPERATION

SECTION V SPECIAL PROGRAM AND PROJECT CONDITIONS

## SECTION I

### COMPLIANCE WITH REGULATIONS AND DIRECTIVES

- A. To qualify for eligible cost, all work shall be documented in accordance with the requirements and procedures of the DEPARTMENT.
- B. All work on projects for which reimbursement with Federal funds is requested shall be performed in accordance with the requirements and guidelines set forth in the following Directives of the Federal-Aid Policy Guide (FAPG) of the FHWA, as applicable, and as referenced in pertinent sections of Title 23 and Title 49 of the Code of Federal Regulations (CFR), and all supplements and amendments thereto.
  - 1. Engineering
    - a. FAPG (6012.1): Preliminary Engineering
    - b. FAPG (23 CFR 172): Administration of Engineering and Design Related Service Contracts
    - c. FAPG (23 CFR 635A): Contract Procedures
    - d. FAPG (49 CFR 18.22): Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments—Allowable Costs
  - 2. Construction
    - a. FAPG (23 CFR 140E): Administrative Settlement Costs-Contract Claims
    - b. FAPG (23 CFR 140B): Construction Engineering Costs
    - c. FAPG (23 CFR 17): Recordkeeping and Retention Requirements for Federal-Aid Highway Records of State Highway Agencies
    - d. FAPG (23 CFR 635A): Contract Procedures
    - e. FAPG (23 CFR 635B): Force Account Construction
    - f. FAPG (23 CFR 645A): Utility Relocations, Adjustments and Reimbursement

- g. FAPG (23 CFR 645B): Accommodation of Utilities (PPM 30-4.1)
  - h. FAPG (23 CFR 655F): Traffic Control Devices on Federal-Aid and other Streets and Highways
  - i. FAPG (49 CFR 18.22): Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments—Allowable Costs
3. Modification Or Construction Of Railroad Facilities
- a. FAPG (23 CFR 140I): Reimbursement for Railroad Work
  - b. FAPG (23 CFR 646B): Railroad Highway Projects
- C. In conformance with FAPG (23 CFR 630C) Project Agreements, the political subdivisions party to this contract, on those Federally funded projects which exceed a total cost of \$100,000.00 stipulate the following with respect to their specific jurisdictions:
- 1. That any facility to be utilized in performance under or to benefit from this contract is not listed on the Environmental Protection Agency (EPA) List of Violating Facilities issued pursuant to the requirements of the Federal Clean Air Act, as amended, and the Federal Water Pollution Control Act, as amended.
  - 2. That they each agree to comply with all of the requirements of Section 114 of the Federal Clean Air Act and Section 308 of the Federal Water Pollution Control Act, and all regulations and guidelines issued thereunder.
  - 3. That as a condition of Federal aid pursuant to this contract they shall notify the DEPARTMENT of the receipt of any advice indicating that a facility to be utilized in performance under or to benefit from this contract is under consideration to be listed on the EPA List of Violating Facilities.
- D. Ensure that the PROJECT is constructed in accordance with and incorporates all committed environmental impact mitigation measures listed in approved environmental documents unless modified or deleted by approval of the FHWA.
- E. All the requirements, guidelines, conditions and restrictions noted in all other pertinent Directives and Instructional Memoranda of the FHWA will apply to this contract and will be adhered to, as applicable, by the parties hereto.

## SECTION II

### PROJECT ADMINISTRATION AND SUPERVISION

- A. The DEPARTMENT shall provide such administrative guidance as it determines is required by the PROJECT in order to facilitate the obtaining of available federal and/or state funds.
- B. The DEPARTMENT will advertise and award all contracted portions of the PROJECT work. Prior to advertising of the PROJECT for receipt of bids, the REQUESTING PARTY may delete any portion or all of the PROJECT work. After receipt of bids for the PROJECT, the REQUESTING PARTY shall have the right to reject the amount bid for the PROJECT prior to the award of the contract for the PROJECT only if such amount exceeds by ten percent (10%) the final engineer's estimate therefor. If such rejection of the bids is not received in writing within two (2) weeks after letting, the DEPARTMENT will assume concurrence. The DEPARTMENT may, upon request, readvertise the PROJECT. Should the REQUESTING PARTY so request in writing within the aforesaid two (2) week period after letting, the PROJECT will be cancelled and the DEPARTMENT will refund the unused balance of the deposit less all costs incurred by the DEPARTMENT.
- C. The DEPARTMENT will perform such inspection services on PROJECT work performed by the REQUESTING PARTY with its own forces as is required to ensure compliance with the approved plans & specifications.
- D. On those projects funded with Federal monies, the DEPARTMENT shall as may be required secure from the FHWA approval of plans and specifications, and such cost estimates for FHWA participation in the PROJECT COST.
- E. All work in connection with the PROJECT shall be performed in conformance with the Michigan Department of Transportation Standard Specifications for Construction, and the supplemental specifications, Special Provisions and plans pertaining to the PROJECT and all materials furnished and used in the construction of the PROJECT shall conform to the aforesaid specifications. No extra work shall be performed nor changes in plans and specifications made until said work or changes are approved by the project engineer and authorized by the DEPARTMENT.



- F. Should it be necessary or desirable that portions of the work covered by this contract be accomplished by a consulting firm, a railway company, or governmental agency, firm, person, or corporation, under a subcontract with the REQUESTING PARTY at PROJECT expense, such subcontracted arrangements will be covered by formal written agreement between the REQUESTING PARTY and that party.

This formal written agreement shall: include a reference to the specific prime contract to which it pertains; include provisions which clearly set forth the maximum reimbursable and the basis of payment; provide for the maintenance of accounting records in accordance with generally accepted accounting principles, which clearly document the actual cost of the services provided; provide that costs eligible for reimbursement shall be in accordance with clearly defined cost criteria such as 49 CFR Part 18, 48 CFR Part 31, 23 CFR Part 140, OMB Circular A-87, etc. as applicable; provide for access to the department or its representatives to inspect and audit all data and records related to the agreement for a minimum of three years after the department's final payment to the local unit.

All such agreements will be submitted for approval by the DEPARTMENT and, if applicable, by the FHWA prior to execution thereof, except for agreements for amounts less than \$100,000 for preliminary engineering and testing services executed under and in accordance with the provisions of the "Small Purchase Procedures" FAPG (23 CFR 172), which do not require prior approval of the DEPARTMENT or the FHWA.

Any such approval by the DEPARTMENT shall in no way be construed as a warranty of the subcontractor's qualifications, financial integrity, or ability to perform the work being subcontracted.

- G. The REQUESTING PARTY, at no cost to the PROJECT or the DEPARTMENT, shall make such arrangements with railway companies, utilities, etc., as may be necessary for the performance of work required for the PROJECT but for which Federal or other reimbursement will not be requested.
- H. The REQUESTING PARTY, at no cost to the PROJECT, or the DEPARTMENT, shall secure, as necessary, all agreements and approvals of the PROJECT with railway companies, the Railroad Safety & Tariffs Division of the DEPARTMENT and other concerned governmental agencies other than the FHWA, and will forward same to the DEPARTMENT for such reviews and approvals as may be required.
- I. No PROJECT work for which reimbursement will be requested by the REQUESTING PARTY is to be subcontracted or performed until the DEPARTMENT gives written notification that such work may commence.

- J. The REQUESTING PARTY shall be responsible for the payment of all costs and expenses incurred in the performance of the work it agrees to undertake and perform.
- K. The REQUESTING PARTY shall pay directly to the party performing the work all billings for the services performed on the PROJECT which are authorized by or through the REQUESTING PARTY.
- L. The REQUESTING PARTY shall submit to the DEPARTMENT all paid billings for which reimbursement is desired in accordance with DEPARTMENT procedures.
- M. All work by a consulting firm will be performed in compliance with the applicable provisions of 1980 PA 299, Subsection 2001, MCL 339.2001; MSA 18.425(2001), as well as in accordance with the provisions of all previously cited Directives of the FHWA.
- N. The project engineer shall be subject to such administrative guidance as may be deemed necessary to ensure compliance with program requirement and, in those instances where a consultant firm is retained to provide engineering and inspection services, the personnel performing those services shall be subject to the same conditions.
- O. The DEPARTMENT, in administering the PROJECT in accordance with applicable Federal and State requirements and regulations, neither assumes nor becomes liable for any obligations undertaken or arising between the REQUESTING PARTY and any other party with respect to the PROJECT.
- P. In the event it is determined by the DEPARTMENT that there will be either insufficient Federal funds or insufficient time to properly administer such funds for the entire PROJECT or portions thereof, the DEPARTMENT, prior to advertising or issuing authorization for work performance, may cancel the PROJECT, or any portion thereof, and upon written notice to the parties this contract shall be void and of no effect with respect to that cancelled portion of the PROJECT. Any PROJECT deposits previously made by the parties on the cancelled portions of the PROJECT will be promptly refunded.
- Q. Those projects funded with Federal monies will be subject to inspection at all times by the DEPARTMENT and the FHWA.

### SECTION III

#### ACCOUNTING AND BILLING

A. Procedures for billing for work undertaken by the REQUESTING PARTY:

1. The REQUESTING PARTY shall establish and maintain accurate records, in accordance with generally accepted accounting principles, of all expenses incurred for which payment is sought or made under this contract, said records to be hereinafter referred to as the "RECORDS". Separate accounts shall be established and maintained for all costs incurred under this contract.

The REQUESTING PARTY shall maintain the RECORDS for at least three (3) years from the date of final payment of Federal Aid made by the DEPARTMENT under this contract. In the event of a dispute with regard to the allowable expenses or any other issue under this contract, the REQUESTING PARTY shall thereafter continue to maintain the RECORDS at least until that dispute has been finally decided and the time for all available challenges or appeals of that decision has expired.

The DEPARTMENT, or its representative, may inspect, copy, or audit the RECORDS at any reasonable time after giving reasonable notice.

If any part of the work is subcontracted, the REQUESTING PARTY shall assure compliance with the above for all subcontracted work.

In the event that an audit performed by or on behalf of the DEPARTMENT indicates an adjustment to the costs reported under this contract, or questions the allowability of an item of expense, the DEPARTMENT shall promptly submit to the REQUESTING PARTY, a Notice of Audit Results and a copy of the audit report which may supplement or modify any tentative findings verbally communicated to the REQUESTING PARTY at the completion of an audit.

Within sixty (60) days after the date of the Notice of Audit Results, the REQUESTING PARTY shall: (a) respond in writing to the responsible Bureau or the DEPARTMENT indicating whether or not it concurs with the audit report, (b) clearly explain the nature and basis for any disagreement as to a disallowed item of expense and, (c) submit to the DEPARTMENT a written explanation as to any questioned or no opinion expressed item of expense, hereinafter referred to as the "RESPONSE". The RESPONSE shall be clearly stated and provide any supporting documentation necessary to resolve any disagreement or questioned or no opinion expressed item of expense. Where the documentation is voluminous, the REQUESTING PARTY may supply appropriate excerpts and make alternate

arrangements to conveniently and reasonably make that documentation available for review by the DEPARTMENT. The RESPONSE shall refer to and apply the language of the contract. The REQUESTING PARTY agrees that failure to submit a RESPONSE within the sixty (60) day period constitutes agreement with any disallowance of an item of expense and authorizes the DEPARTMENT to finally disallow any items of questioned or no opinion expressed cost.

The DEPARTMENT shall make its decision with regard to any Notice of Audit Results and RESPONSE within one hundred twenty (120) days after the date of the Notice of Audit Results. If the DEPARTMENT determines that an overpayment has been made to the REQUESTING PARTY, the REQUESTING PARTY shall repay that amount to the DEPARTMENT or reach agreement with the DEPARTMENT on a repayment schedule within thirty (30) days after the date of an invoice from the DEPARTMENT. If the REQUESTING PARTY fails to repay the overpayment or reach agreement with the DEPARTMENT on a repayment schedule within the thirty (30) day period, the REQUESTING PARTY agrees that the DEPARTMENT shall deduct all or a portion of the overpayment from any funds then or thereafter payable by the DEPARTMENT to the REQUESTING PARTY under this contract or any other agreement, or payable to the REQUESTING PARTY under the terms of 1951 PA 51, as applicable. Interest will be assessed on any partial payments or repayment schedules based on the unpaid balance at the end of each month until the balance is paid in full. The assessment of interest will begin thirty (30) days from the date of the invoice. The rate of interest will be based on the Michigan Department of Treasury common cash funds interest earnings. The rate of interest will be reviewed annually by the DEPARTMENT and adjusted as necessary based on the Michigan Department of Treasury common cash funds interest earnings. The REQUESTING PARTY expressly consents to this withholding or offsetting of funds under those circumstances, reserving the right to file a lawsuit in the Court of Claims to contest the DEPARTMENT'S decision only as to any item of expense the disallowance of which was disputed by the REQUESTING PARTY in a timely filed RESPONSE.

The REQUESTING PARTY shall comply with the Single Audit Act of 1984, as amended, including, but not limited to, the Single Audit Amendments of 1996 (31 USC 7501-7507).

The REQUESTING PARTY shall adhere to the following requirements associated with audits of accounts and records:

- a. Agencies expending a total of \$500,000 or more in federal funds, from one or more funding sources in its fiscal year, shall comply with the requirements of the federal Office of Management and Budget (OMB) Circular A-133, as revised or amended.

The agency shall submit two copies of:

- The Reporting Package
- The Data Collection Form
- The management letter to the agency, if one issued by the audit firm

The OMB Circular A-133 audit must be submitted to the address below in accordance with the time frame established in the circular, as revised or amended.

b. Agencies expending less than \$500,000 in federal funds must submit a letter to the Department advising that a circular audit was not required. The letter shall indicate the applicable fiscal year, the amount of federal funds spent, the name(s) of the Department federal programs, and the CFDA grant number(s). This information must also be submitted to the address below.

c. Address: Michigan Department of Education  
Accounting Service Center  
Hannah Building  
608 Allegan Street  
Lansing, MI 48909

d. Agencies must also comply with applicable State laws and regulations relative to audit requirements.

e. Agencies shall not charge audit costs to Department's federal programs which are not in accordance with the OMB Circular A-133 requirements.

f. All agencies are subject to the federally required monitoring activities, which may include limited scope reviews and other on-site monitoring.

2. Agreed Unit Prices Work - All billings for work undertaken by the REQUESTING PARTY on an agreed unit price basis will be submitted in accordance with the Michigan Department of Transportation Standard Specifications for Construction and pertinent FAPG Directives and Guidelines of the FHWA.
3. Force Account Work and Subcontracted Work - All billings submitted to the DEPARTMENT for Federal reimbursement for items of work performed on a force account basis or by any subcontract with a consulting firm, railway company, governmental agency or other party, under the terms of this contract, shall be prepared in accordance with the provisions of the pertinent FHPM Directives and the procedures of the DEPARTMENT. Progress billings may be submitted monthly during the time work is being performed provided, however, that no bill of a lesser amount than \$1,000.00 shall be submitted unless it is a final

or end of fiscal year billing. All billings shall be labeled either "Progress Bill Number \_\_\_\_\_", or "Final Billing".

4. Final billing under this contract shall be submitted in a timely manner but not later than six months after completion of the work. Billings for work submitted later than six months after completion of the work will not be paid.
5. Upon receipt of billings for reimbursement for work undertaken by the REQUESTING PARTY on projects funded with Federal monies, the DEPARTMENT will act as billing agent for the REQUESTING PARTY, consolidating said billings with those for its own force account work and presenting these consolidated billings to the FHWA for payment. Upon receipt of reimbursement from the FHWA, the DEPARTMENT will promptly forward to the REQUESTING PARTY its share of said reimbursement.
6. Upon receipt of billings for reimbursement for work undertaken by the REQUESTING PARTY on projects funded with non-Federal monies, the DEPARTMENT will promptly forward to the REQUESTING PARTY reimbursement of eligible costs.

B. Payment of Contracted and DEPARTMENT Costs:

1. As work on the PROJECT commences, the initial payments for contracted work and/or costs incurred by the DEPARTMENT will be made from the working capital deposit. Receipt of progress payments of Federal funds, and where applicable, State Critical Bridge funds, will be used to replenish the working capital deposit. The REQUESTING PARTY shall make prompt payments of its share of the contracted and/or DEPARTMENT incurred portion of the PROJECT COST upon receipt of progress billings from the DEPARTMENT. Progress billings will be based upon the REQUESTING PARTY'S share of the actual costs incurred as work on the PROJECT progresses and will be submitted, as required, until it is determined by the DEPARTMENT that there is sufficient available working capital to meet the remaining anticipated PROJECT COSTS. All progress payments will be made within thirty (30) days of receipt of billings. No monthly billing of a lesser amount than \$1,000.00 will be made unless it is a final or end of fiscal year billing. Should the DEPARTMENT determine that the available working capital exceeds the remaining anticipated PROJECT COSTS, the DEPARTMENT may reimburse the REQUESTING PARTY such excess. Upon completion of the PROJECT, payment of all PROJECT COSTS, receipt of all applicable monies from the FHWA, and completion of necessary audits, the REQUESTING PARTY will be reimbursed the balance of its deposit.

2. In the event that the bid, plus contingencies, for the contracted, and/or the DEPARTMENT incurred portion of the PROJECT work exceeds the estimated cost therefor as established by this contract, the REQUESTING PARTY may be advised and billed for the additional amount of its share.

C. General Conditions:

1. The DEPARTMENT, in accordance with its procedures in existence and covering the time period involved, shall make payment for interest earned on the balance of working capital deposits for all projects on account with the DEPARTMENT. The REQUESTING PARTY in accordance with DEPARTMENT procedures in existence and covering the time period involved, shall make payment for interest owed on any deficit balance of working capital deposits for all projects on account with the DEPARTMENT. This payment or billing is processed on an annual basis corresponding to the State of Michigan fiscal year. Upon receipt of billing for interest incurred, the REQUESTING PARTY promises and shall promptly pay the DEPARTMENT said amount.
2. Pursuant to the authority granted by law, the REQUESTING PARTY hereby irrevocably pledges a sufficient amount of funds received by it from the Michigan Transportation Fund to meet its obligations as specified in PART I and PART II. If the REQUESTING PARTY shall fail to make any of its required payments when due, as specified herein, the DEPARTMENT shall immediately notify the REQUESTING PARTY and the State Treasurer of the State of Michigan or such other state officer or agency having charge and control over disbursement of the Michigan Transportation Fund, pursuant to law, of the fact of such default and the amount thereof, and, if such default is not cured by payment within ten (10) days, said State Treasurer or other state officer or agency is then authorized and directed to withhold from the first of such monies thereafter allocated by law to the REQUESTING PARTY from the Michigan Transportation Fund sufficient monies to remove the default, and to credit the REQUESTING PARTY with payment thereof, and to notify the REQUESTING PARTY in writing of such fact.
3. Upon completion of all work under this contract and final audit by the DEPARTMENT or the FHWA, the REQUESTING PARTY promises to promptly repay the DEPARTMENT for any disallowed items of costs previously disbursed by the DEPARTMENT. The REQUESTING PARTY pledges its future receipts from the Michigan Transportation Fund for repayment of all disallowed items and, upon failure to make repayment for any disallowed items within ninety (90) days of demand made by the DEPARTMENT, the DEPARTMENT is hereby authorized to withhold an equal amount from the REQUESTING PARTY'S share of any future distribution of Michigan Transportation Funds in settlement of said claim.

4. The DEPARTMENT shall maintain and keep accurate records and accounts relative to the cost of the PROJECT and upon completion of the PROJECT, payment of all items of PROJECT COST, receipt of all Federal Aid, if any, and completion of final audit by the DEPARTMENT and if applicable, by the FHWA, shall make final accounting to the REQUESTING PARTY. The final PROJECT accounting will not include interest earned or charged on working capital deposited for the PROJECT which will be accounted for separately at the close of the State of Michigan fiscal year and as set forth in Section C(1).
  
5. The costs of engineering and other services performed on those projects involving specific program funds and one hundred percent (100%) local funds will be apportioned to the respective portions of that project in the same ratio as the actual direct construction costs unless otherwise specified in PART I.



## SECTION IV

### MAINTENANCE AND OPERATION

A. Upon completion of construction of each part of the PROJECT, at no cost to the DEPARTMENT or the PROJECT, each of the parties hereto, within their respective jurisdictions, will make the following provisions for the maintenance and operation of the completed PROJECT:

1. All Projects:

Properly maintain and operate each part of the project, making ample provisions each year for the performance of such maintenance work as may be required, except as qualified in paragraph 2b of this section.

2. Projects Financed in Part with Federal Monies:

a. Sign and mark each part of the PROJECT, in accordance with the current Michigan Manual of Uniform Traffic control Devices, and will not install, or permit to be installed, any signs, signals or markings not in conformance with the standards approved by the FHWA, pursuant to 23 USC 109(d).

b. Remove, prior to completion of the PROJECT, all encroachments from the roadway right-of-way within the limits of each part of the PROJECT.

With respect to new or existing utility installations within the right-of-way of Federal Aid projects and pursuant to FAPG (23 CFR 645B): Occupancy of non-limited access right-of-way may be allowed based on consideration for traffic safety and necessary preservation of roadside space and aesthetic quality. Longitudinal occupancy of non-limited access right-of-way by private lines will require a finding of significant economic hardship, the unavailability of practicable alternatives or other extenuating circumstances.

c. Cause to be enacted, maintained and enforced, ordinances and regulations for proper traffic operations in accordance with the plans of the PROJECT.

d. Make no changes to ordinances or regulations enacted, or traffic controls installed in conjunction with the PROJECT work without prior review by the DEPARTMENT and approval of the FHWA, if required.

- B. On projects for the removal of roadside obstacles, the parties, upon completion of construction of each part of the PROJECT, at no cost to the PROJECT or the DEPARTMENT, will, within their respective jurisdictions, take such action as is necessary to assure that the roadway right-of-way, cleared as the PROJECT, will be maintained free of such obstacles.
- C. On projects for the construction of bikeways, the parties will enact no ordinances or regulations prohibiting the use of bicycles on the facility hereinbefore described as the PROJECT, and will amend any existing restrictive ordinances in this regard so as to allow use of this facility by bicycles. No motorized vehicles shall be permitted on such bikeways or walkways constructed as the PROJECT except those for maintenance purposes.
- D. Failure of the parties hereto to fulfill their respective responsibilities as outlined herein may disqualify that party from future Federal-aid participation in projects on roads or streets for which it has maintenance responsibility. Federal Aid may be withheld until such time as deficiencies in regulations have been corrected, and the improvements constructed as the PROJECT are brought to a satisfactory condition of maintenance.

## SECTION V

### SPECIAL PROGRAM AND PROJECT CONDITIONS

- A. Those projects for which the REQUESTING PARTY has been reimbursed with Federal monies for the acquisition of right-of-way must be under construction by the close of the twentieth (20th) fiscal year following the fiscal year in which the FHWA and the DEPARTMENT projects agreement covering that work is executed, or the REQUESTING PARTY may be required to repay to the DEPARTMENT, for forwarding to the FHWA, all monies distributed as the FHWA'S contribution to that right-of-way.
- B. Those projects for which the REQUESTING PARTY has been reimbursed with Federal monies for the performance of preliminary engineering must be under construction by the close of the tenth (10th) fiscal year following the fiscal year in which the FHWA and the DEPARTMENT projects agreement covering that work is executed, or the REQUESTING PARTY may be required to repay to the DEPARTMENT, for forwarding to the FHWA, all monies distributed as the FHWA'S contribution to that preliminary engineering.
- C. On those projects funded with Federal monies, the REQUESTING PARTY, at no cost to the PROJECT or the DEPARTMENT, will provide such accident information as is available and such other information as may be required under the program in order to make the proper assessment of the safety benefits derived from the work performed as the PROJECT. The REQUESTING PARTY will cooperate with the DEPARTMENT in the development of reports and such analysis as may be required and will, when requested by the DEPARTMENT, forward to the DEPARTMENT, in such form as is necessary, the required information.
- D. In connection with the performance of PROJECT work under this contract the parties hereto (hereinafter in Appendix "A" referred to as the "contractor") agree to comply with the State of Michigan provisions for "Prohibition of Discrimination in State Contracts", as set forth in Appendix A, attached hereto and made a part hereof. The parties further covenant that they will comply with the Civil Rights Acts of 1964, being P.L. 88-352, 78 Stat. 241, as amended, being Title 42 U.S.C. Sections 1971, 1975a-1975d, and 2000a-2000h-6 and the Regulations of the United States Department of Transportation (49 C.F.R. Part 21) issued pursuant to said Act, including Appendix "B", attached hereto and made a part hereof, and will require similar covenants on the part of any contractor or subcontractor employed in the performance of this contract.
- E. The parties will carry out the applicable requirements of the DEPARTMENT'S Disadvantaged Business Enterprise (DBE) program and 49 CFR, Part 26, including, but not limited to, those requirements set forth in Appendix C.

APPENDIX A  
PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS

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

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

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

Revised June 2011

APPENDIX B  
TITLE VI ASSURANCE

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

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

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

Revised June 2011

## APPENDIX C

### TO BE INCLUDED IN ALL FINANCIAL ASSISTANCE AGREEMENTS WITH LOCAL AGENCIES

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

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

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

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

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



**#16**

**COMMUNICATION  
FROM THE  
MAYOR**



# CITY OF PONTIAC

*Executive Branch*

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**TO:** Honorable City Council President Kermit Williams, and City Council Members

**FROM:** Honorable Mayor Deirdre Waterman; Jane Bais-DiSessa, Deputy Mayor; Anthony Chubb, City Attorney; Irwin Williams, Interim Finance Director; Dan Ringo, DPW Director; Matt Gibb, Special Consul/Economic Development; and Kiearha Anderson, HR Manager.

**DATE:** June 17, 2020

**RE:** **Rebuttal Contesting Council's Proposal to Eliminate and/or Reduce Certain Line Items in the FY 2020/21 Annual Budget.**

Dear Honorable City Council:

The Exec staff has prepared this document which will give factual reasons and justifications to support the rebuttal arguments contesting certain items that were eliminated and/or reduced in City Council's proposed changes for FY2020/21 Annual budget

It is respectfully requested that the items below be reconsidered and restored as originally proposed.

**Economic/Community Development: Phoenix Center Settlement Agreement Terms:**

- 1. The City Council has proposed to reduce budget line item 585-564-974.035 Phoenix Center Projects by \$9,585,039, such that the budgeted amount would be limited to seven million dollars (\$7,000,000).**

The purpose of this budget line is for the payment of expenses related to the repair and restoration of the Phoenix Center as set forth in the Settlement Agreement binding the City. The City has an obligation to complete these repairs, maintenance and improvements, the cost of which is minimally estimated at \$16,585,039. The obligations of the City, as set forth in Exhibit 2 of the Settlement Agreement, are required, and cannot be partially completed. Reducing the City's budget for this obligation will leave the City with an known and expected shortfall. Failing to budget for all required work under the Settlement Agreement, may further expose the City to the probability of default and create financial instability and unnecessary budgetary risk.

**What is the Actual Cost of the Settlement Agreement?**

There is a theory from some on City Council that the only obligation of the City is a six million dollar (\$6,000,000) commitment to restore and maintain the parking garage to established code. This theory is grossly incorrect. The City has paid for expert analysis regarding the scope of work and cost the City is obligated to under the settlement, and that analysis clearly shows that the cost of meeting the terms of the Settlement Agreement will exceed sixteen million dollars (\$16,000,000). Exhibit 2 of The Settlement Agreement sets forth two separate and distinct obligations of the City:

**1. Maintenance and Improvements.**

The Agreement states: "The City pay up to Six Million (\$6,000,000) Dollars to do all Maintenance and Improvements (as such terms are defined in the Settlement Agreement) necessary to bring the Phoenix Center into conformance with the requirements of the International Property Maintenance Code (2015 edition), as referenced in the Michigan Building Code and the Michigan Rehabilitation Code (20 15 edition), within the ten (1 0) year period after the Effective Date of this Agreement". This is an ongoing and long-term

commitment to adequately restore AND MAINTAIN the property pursuant to the applicable building codes.

This obligation does not commit the City to structural repair, lighting, electrical or other physical restoration of the parking garage or amphitheater. That obligation is separate, distinct and very costly. This first obligation binds the city to a requirement that, once the Phoenix Center is brought back to proper condition under the building code, it will be kept that way. The City must acknowledge and budget as if the entire stated amount of \$6,000,000 will be needed and expended to meet this requirement. **THIS IS NOT THE ONLY REQUIREMENT.**

## **2. All necessary electrical, lighting, elevator and serious structural repairs.**

The language of Exhibit 2 must be read closely. At the end of paragraph one, following the Maintenance and improvement obligations, the Agreement clearly states, “[p] *provided, however, that: Within thirty (30) days of the Effective Date of this Agreement, the City shall repair vandalism damage previously reported by Plaintiffs; within twenty-four (24) months of the Effective Date of this Agreement, the City shall complete all necessary electrical, lighting, elevator and serious structural repairs to the Deck...*”.

This aspect of the Settlement Agreement is so extensive that the commitment is broken into stages, directing restoration work in specific areas of the Phoenix Center, and driving the largest cost components of the City’s financial obligation.

The City has contracted experts to define that performance obligations rise out of terms “necessary electrical, lighting, elevator and serious structural repairs”. Those experts have stated repeatedly that the following represents the actual required improvements to meet the terms and language of the Settlement Agreement.

- Electrical – All service leads, substation replacement, conduit, pads, equipment and related wiring, attachments, and fixtures such that the facility will operate, including elevators, lights, signs, payment centers, restrooms, and gates.
- Lighting - All fixtures, wiring, leads, power sourcing, and other fixtures necessary to restore lighting to the tunnel, entrances, maintenance rooms, and each floor of the garage.
- Elevator- The elevators are a complete loss and must be fully replaced, including power.
- Structural - Correction of broken rebar, ties, panels, flooring systems, protective mesh, concrete walls and base, sealants, protective finishing and access.

These four elements, taken DIRECTLY from the language of the Settlement Agreement, were broken into seven categories, and subdivided into critical and necessary work. The requested budget amount would represent a good faith effort by the City to meet the potential budget demands of the Phoenix Center. See table shown on next page.

The experts, contracted by the City on resolution of the Council, have set forth the following necessary budget items; Request is hereby made to Council that it budget for the full amount of Critical and Necessary work in the amount described by Finance \$16,585,039 .

The City of Pontiac					
Phoenix Center Renovation					
Cost Summary by Category					
Item Description	Critical Costs	Necessary Costs	Recommended Costs	Plaza Costs	Total Costs
Structural	\$4,796,858	\$0	\$0	\$0	\$4,796,858
Architectural Renovations	\$2,200,015	\$818,454	\$979,804	\$840,322	\$4,838,596
Elevators	\$964,062	\$896,573	\$0	\$504,965	\$2,365,601
Plumbing	\$373,248	\$5,123	\$0	\$347,164	\$725,535
HVAC	\$210,814	\$47,635	\$0	\$118,580	\$377,029
Fire Protection	\$341,296	\$0	\$0	\$0	\$341,296
Electrical	\$5,956,498	\$51,233	\$180,730	\$1,149,108	\$7,337,568
<b>Totals</b>	<b>\$14,842,791</b>	<b>\$1,819,018</b>	<b>\$1,160,534</b>	<b>\$2,960,139</b>	<b>\$20,782,482</b>

**2. Deputy Economic/Community Development Director and Customer Service Representative:**

The City Council, in its budget workshop of June 17, 2020, recommended the removal of sums from the 20-21 budget intended and necessary to provide funding for the position of Deputy Director in Community and Economic Development. Council further recommended that the position of customer service specialist be moved from the community and economic development budget to the planning budget, effectively transferring that existing employee.

Request is hereby made for the Council to reconsider those actions and restore the requested funding.

The Community and Economic Development department is vital to the continued growth and recent success of the City of Pontiac in attracting, processing, and managing development, investment, job retention and growth, and multiple aspects of the sustainability of the community. If the recommendation of Council stands, the department will consist of one person, who is newly hired. The transfer of the customer service specialist position and defunding the deputy director position results in a critical shortfall of the important work in the department. It is impossible for a City the size and position of Pontiac to engage and compete for investment and the retention of its current economic base without building this department.

As an example of the demands placed on this department, these are the immediate challenges being faced just this week:

1. The CDBG blight program and the CARES Act funding is in the process of being implemented.
2. The Small Business Reopening Kits and support for small business programs, including the fact that the county program has seemingly failed to make the grant payments, remains a daily function.

3. ERAE requires an immediate support system for the growth of 127 new jobs, and the retention of more than 50. This was offered support to attract them to Pontiac, and now must be done through the creation of a job fair or recruitment effort.
4. The SBA has announced a new grant program for COVID economic relief, and this goes on top of the programs the department monitors and assist businesses with: small business grants, employment resources, etc.
5. Engagement and resolution of bond issues, contracts and land title standards concerning remediation agreements.
6. Outstanding matters such as the FED-Ex commitments, the CRP program supporting the residential redevelopment of the United Way building, resort licenses in the downtown, Shore Mortgage's expansion, and others are daily and often time consuming matters.
7. There are nearly 40 active development prospects and projects ongoing in the City, including new investment in housing for downtown, medical uses outside the loop, redevelopment of school properties into low-mod housing development and senior facilities, new restaurants, expansions, and more.

Additional demands have recently been added to this department, including direction from Council for:

1. Bringing the CDBG program back in house.
2. Oversight and participation in a Blight Court.
3. Advancing out of residential blight removal and adding alternative options for blight remediation.

Due to the short staff situation the City is not able to participate in, nor benefit from, several key economic development groups and initiatives:

- The City does not have a voice at the Michigan Economic Developers Association, ICSC, Oakland Chamber, and several regional partners, all of which create a funnel for investment leads.
- The City does not have a consistent and streamlined process for the intake, assessment and management of incentive tools and resources including PILOT, TIF, Brownfield, Corridor improvement, OPRA, and other investment prospecting that require post agreement oversight. An example of this is the development agreements for projects like Villages at Bloomfield and Challenge Manufacturing, both of which have oversight that would provide insight to the City and revenue.
- There is no coordination of effort to connect Pontiac based companies to purchasing opportunities at the County or State level, including programs like the Pure Michigan Business Connect program.

The funding of this position, particularly in light of the fact that council has reduced the department even further by moving its clerk position to planning, is a necessary and important element to positioning Pontiac to re-open after the COVID pandemic. That places even greater pressure on the system. Council has asked that a plan is established and approved prior to moving forward with these positions. It is respectfully asked that such planning effort be done coincidentally with the volume of work being conducted. It is requested that the Council re-instate the requested funding for a Deputy Director for Community and Economic Development and reinstate the budget funding for the customer service specialist in the Community and Economic Development budget.

### **3. Retail Funding for Other Professional Services**

The City Council, in its budget workshop of June 17, 2020, recommended the removal of sums from the 20-21 budget intended and necessary to provide funding for other professional services in the city's legal budget. This account is the principal source of funding for the work being completed by me on behalf of the City.

As council is aware, I am presently working to re-build the economic development efforts in the city, but most importantly, working to move forward medical marijuana, the phoenix

center, and several development investments. I have been called to assist in the drafting and resolution of matters involving several outstanding development agreement and PILOT matters. In short, the budget account is supporting nearly 30 hours of work per week, all necessary for the City to move forward. Request is hereby made for the Council to reconsider those actions and restore the requested funding.

#### 4. Legal:

- **Phoenix Center Legal Services Justification:**

City Council has requested a justifications for the \$50,000 expense for Phoenix Center legal services. The City continues to incur legal expenses related to ongoing maintenance, as well as related alleged breaches of the settlement agreement by North Bay Drywall. Moving forward, this is expected to escalate dramatically because North Bay Drywall has alleged that the City is already in breach of its November 1, 2020 obligations under the settlement agreement. This expense is necessary to ensure proper defense of the City.

- **General Legal Services Rebuttal:**

The City Council reduced the Mayor's recommended general legal services expense from \$147,000 to \$50,000. This account covers work that the City Attorney is obligated to complete pursuant to the Charter, including work regarding labor and employment, general matters, liability, workers' compensation, and development.

\$50,000 is simply insufficient to complete these tasks, and, importantly, insufficiently appropriates monies for the department to perform functions established by the Charter.

- **COVID Legal Services Rebuttal:**

The City Council eliminated the \$50,000 expense related to COVID legal services. This expense is broken out in the hopes that the City may be able to be reimbursed by the State or Federal governments for expenses related to COVID. Elimination of this line item forecloses on that reimbursement opportunity.

#### 5. Public Works:

- **Reducing DPW Winter Snow Supplies will hamper the department to meet service level expectations in the midst of an anticipated increase service occurrences from the change in ordinance to 3" from 6"**

DPW frugally budgeted \$120,000 for Snow Supplies for the 2020-21. This is an increase from \$60,000 for FY19-20. DPW based its rationale for the increase on snow fall amounts for the last five years in the City of Pontiac coupled with Council's decision to change the Snow Ordinance requiring DPW to deploy services at 3" rather than 6". This increase is anticipated to provide the resources needed to respond and meet the community's service level expectations. For these reasons the Department of Public Works offers this rebuttal to Council reducing its requested budgeted amount for Winter Snow Supplies while increasing the frequency of deployment.

- **DPW's Five (5) Year Plan includes the purchase of new trucks to replace older vehicles and bolster its fleet overall to meet the increased demand and service level expectations**

Our goals are to continuously maintain the major roads during a snow event and to complete operations on the local streets in the event of a snowfall of 3-inches or more within 48 hours of the end of the snow event.

This is being done In accordance with our 5-year plan for DPW to ramp up equipment primarily our vehicle fleet in order to provide better services to the residents. In addition, this budget plan is time sensitive as trucks fitted to serve our department needs take anywhere from 12-18 months to receive.

The department has in the past looked at purchasing used vehicles but never have any found met our service requirements in Pontiac. In addition, and important to note that the current ACT 51 funds will not be adequate to pay for the additional equipment required and requested from Council.

All of the department's big trucks are 2009 editions and the accompanying maintenance costs experienced FY19-20 exponentially increased across the fleet. The useful life or industry standard on these vehicles are maximum ten (10) years. So Council's refusal on this issue along with an increase in deployment frequency from the ordinance change this department will exceed its allotted maintenance budget from repair costs and increased downed time thus reducing service capacity.

**6. Cable:**

• **Elimination of Intern for Cable Director at Annual Cost of \$18,177 Rebuttal:**

Currently, the Cable Department consists of only one position—the Cable Director. The responsibilities for this department continues to change and grow, particularly in the areas of media and public communication demands (i.e. Facebook, YouTube and other social media platforms). Currently, due to the Covid-19 pandemic, the need for cable communications (i.e. public meetings, PSA's, etc.), the Cable Director's tasks have significantly grown.

The proposed Intern for the Cable Director, will not only be used to assist the Director with the above mentioned responsibilities, the Cable Intern will also assist the Director in the following areas: editing, video production, photo taking, press releases, and organizing of Cable programming. Lastly, the Intern will also be used as support for the Cable Director in the event he is unable to report to work (i.e. sick, vacation, emergencies, etc.). The requested annual amount of \$18,177 is minimal expense when compared to the critical, necessary media needs of our City.

**7. Finance/Treasury:**

• **Elimination of Assistant to Income Tax Administrator:**

This year, it is estimated that the City will receive Income Tax revenues in the amount of \$13.6 million (Net of refunds). Thanks to the work of the current Income Tax Administrator, he exceeds projections by over \$1 million dollars annually. Within a year, the current Income Tax Administrator will be retiring. The need to hire an Assistant to the Income Tax Administrator is invaluable. Sufficient time is required in order to properly train a new employee with all that is needed to monitor and administer one of the City's major revenue sources. The cost for hiring this Assistant is \$82,735.00 (includes fringe benefits) is miniscule compared to the revenues managed by this division of Treasury. This is a vital position and should be approved as recommended.

• **Job Title Change and Salary Reduction of Contract Compliance/Grant Writer:**

As shown on the adopted Budget for FY 2019/202, the City Council did approve the position of Contract Compliance/Grant Writer. This position has been able to successfully bring in over \$300,000.00 in grants for infrastructure repair, census, and park improvements. To reduce the salary to \$30,000.00 without review by Human Resources is fiscally unproductive and restricts the administrative needs of the Finance Department. Also, please note that this position is currently filled.

We would be pleased to answer any questions regarding this memorandum. Again, based on the information presented above, it is respectfully recommended that the City Council reconsider these items and that they be restored as originally proposed.

Respectfully submitted.

**#17**

**COMMUNICATION**





## **MEMORANDUM**

**City of Pontiac**

**Controller's Office**

47450 Woodward Avenue

Pontiac, Michigan 48342

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DATE : 06/22/2020

TO: Mayor Dr. Deirdre Waterman

FROM: Irwin Williams, CPA, Plante & Moran – Finance Director's Office

CC: Jane Bais DiSessa – Deputy Mayor; City Council; Anthony Chubb; Monique Sharpe; Interim City Clerk

SUBJECT: Council's misunderstanding of the budget format and perceived "discrepancies"

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On May 1, 2020 the 2020-2021 budget was submitted to Council for review with the following budget format:

Column 1-Year to Date Actual

Column 2- Projected Activity to June 30, 2020

Column 3 -Mayor's Recommended budget

At a subsequent Council meeting but prior to the first Council budget workshop Council President Williams asked that the budget be presented to Council with the following columns displayed:

- Amended Budget
- YTD Activity
- Projected Activity as of June 30, 2020
- Department Requested Budget
- Finance Recommended Budget
- Mayor's Recommended Budget

Accordingly, the budget format was adjusted to address this new request.

During the May 27<sup>th</sup> Budget Workshop, Council's Legislative Counsel stated that the numbers had changed from what had been originally submitted to Council on May 1, 2020

and that there were discrepancies in the numbers. Council President was not present for this meeting. It was made clear to Council at that time that:

1. The additional columns had been added at the request of the Council President
2. The Mayor's recommended budget were the same in both documents and no numbers had changed
3. The Year to Date numbers had changed as transactions had been posted between the date the original budget had been submitted to Council on May 1, 2020 and the revised budget format was submitted to Council. Year to date numbers are updated on a real time basis.

In fact, there were no discrepancies in the budget numbers, but rather Council's misunderstanding of the budget format.

At Council's request, the budget for the budget workshops was resubmitted to Council based on the original May 1, 2020 submission to Council.

If there are any other questions or requests for further detail, please feel free to contact the Executive Office.

Sincerely,  
Finance Director's Office  
Irwin Williams, CPA  
Plante & Moran