

CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, AUGUST 15, 2011
7:30 P.M.

Meeting to be held at City Hall
301 West Main Street

AGENDA

OPENING PRAYER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF THE AGENDA:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF AUGUST 1, 2011:

ADDRESSING THE CITY COUNCIL

1. Your comments shall be made during times set aside for that purpose.
2. Stand or raise a hand to indicate that you wish to speak.
3. When recognized, give your name and address and direct your comments and/or questions to any City official in attendance.
4. Each person wishing to address the City Council and/or attending officials shall be afforded one opportunity of up to four (4) minutes duration during the first occasion for citizen comments and questions. Each person shall also be afforded one opportunity of up to three (3) minutes duration during the last occasion provided for citizen comments and questions and one opportunity of up to two (2) minutes duration during each public hearing. Comments made during public hearings shall be relevant to the subject for which the public hearings are held.
5. In addition to the opportunities described above, a citizen may respond to questions posed to him or her by the Mayor or members of the Council, provided members have been granted the floor to pose such questions.

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

1. Alley Closure. Conduct a public hearing to receive citizen comment regarding request to close Public alley south of the south line of Grace Street, east of Lots 1-8 and west of Lots 83-90, Grand View Addition, City of Owosso, Shiawassee County, Michigan. (alley south of Grace Street between Cedar Street and Pearce Street)
2. Obsolete Property Rehabilitation Exemption. Conduct a Public Hearing to receive citizen comments regarding application from Wesener, LLC for an Obsolete Property Rehabilitation Exemption Certificate for their property at 104-108 North Washington Street.

CITIZEN COMMENTS AND QUESTIONS

CITY MANAGER REPORT

Owosso Citizen's Guide and Dashboard Report

CONSENT AGENDA

1. Gilbert Street Block Party Permission. Consider application of the Gilbert Street block party group for closure of Gilbert Street from Oliver Street to Queen Street from 1:00 p.m. to 6:00 p.m. on August 28, 2011 for a block party, waive the insurance requirement and authorize Traffic Control Order No. 1257 formalizing the action.
2. Boards and Commissions Appointments. Consider the following Mayoral boards and commissions appointments:

Name	Board/Commission	Term Expires
Burton Fox	Zoning Board of Appeals To fill the unexpired term of C. Brummel	06-30-2012
Guy Salander	Downtown Loan Committee To fill the unexpired term of N. Reeser	06-30-2013

3. Bid Award. Authorize low bid from West Shore Fire, inc. for 15 sets of fire fighter turnout gear for paid on-call fire fighters in the amount of \$30,870.00.
4. Change Order. Approve change to the purchase order with One-Way Asphalt Paving & Excavating for additional street patches in the amount of \$35,000 and authorize payment up to this additional amount.
5. Payment Authorization. Authorize Progress Payment No. 1 to The Glaeser-Dawes Corporation for work completed on the water main replacement project through August 5, 2011 in the amount of \$110,226.37.
6. Payment Authorization. Authorize Progress Payment No. 2 to the Michigan Department of Transportation for the City's share of work completed on the reconstruction of Oliver Street and Stewart Street in the amount of \$43,845.60.
7. Warrant No. 427. Accept Warrant No. 427 as presented.
8. Check Register. Receive and approve the Check Register for July 2011.
9. Revenue & Expenditure Report. Accept the July 2011 Revenue & Expenditure Report.

ITEMS OF BUSINESS

1. Land Sale Policy. Discuss setting potential land sale policy for properties owned by the City.

COMMUNICATIONS

1. Jamie Brummel, Historical Commission Member. Letter of resignation.
2. Christopher Brummel, Planning Commission & ZBA Member. Letter of resignation.
3. Gary Palmer, Building Official. July 2011 Building Department Report.
4. Gary Palmer, Building Official. July 2011 Code Violations Report.
5. Michael T. Compeau, Public Safety Director. July 2011 Police Department Report.
6. Michael T. Compeau, Public Safety Director. June 2011 Fire Department Report.
7. Owosso Historical Commission. Minutes of the Meeting of July 19, 2011.
8. Parks & Recreation Commission. Minutes of the Meeting of July 25, 2011.
9. Owosso Main Street/Downtown Development Authority. Minutes of Meeting of August 3, 2011.
10. Owosso Planning Commission. Minutes of the Meeting of August 8, 2011.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, August 29, 2011 – 5th Monday Meeting

Tuesday, September 6, 2011 – Regular Meeting

BOARDS AND COMMISSIONS OPENINGS

Downtown Development Authority/Owosso Main Street, term expires 06-30-2013

Planning Commission, term expires 06-30-2013

ADJOURNMENT

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seventy-two (72) hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing or calling the following: Amy K. Kirkland, City Clerk, 301 West Main Street, Owosso, MI 48867 or at (989) 725-0500. The City of Owosso Website address is www.ci.owosso.mi.us.

OWOSSO CITY COUNCIL

AUGUST 1, 2011

7:30 P.M.

PRESIDING OFFICER: MAYOR BENJAMIN R. FREDERICK

OPENING PRAYER: MAJOR HENRY TEMPEL
SALVATION ARMY

PLEDGE OF ALLEGIANCE: SHELVA CEBULSKI

PRESENT: Mayor Benjamin R. Frederick, Mayor Pro-Tem Cindy S. Popovitch,
Councilpersons Thomas B. Cook, Michael J. Erfourth, Christopher T.
Eveleth, and Gary W. Martenis.

ABSENT: Councilperson Joni M. Forster.

APPROVE AGENDA

Motion by Councilperson Eveleth to approve the agenda as presented.

Motion supported by Councilperson Erfourth and concurred in by unanimous vote.

APPROVAL OF THE MINUTES OF REGULAR MEETING OF JULY 18, 2011

Motion by Councilperson Martenis to approve the Minutes of the Regular Meeting of July 18, 2011 as presented.

Motion supported by Councilperson Eveleth and concurred in by unanimous vote.

PROCLAMATION

LUPUS AWARENESS DAY

Mayor Frederick read aloud the following Proclamation declaring August 6, 2011 as Lupus Awareness Day in the City of Owosso.

**A PROCLAMATION
OF THE MAYOR'S OFFICE OF THE CITY OF OWOSSO, MICHIGAN
PROCLAIMING AUGUST 6, 2011 AS
LUPUS AWARENESS DAY IN THE CITY OF OWOSSO**

WHEREAS, Lupus is an acute and chronic autoimmune disease that causes inflammation and tissue damage to virtually every organ system in the body; and

WHEREAS, there are over 50,000 Lupus patients in the State of Michigan alone; and

WHEREAS, there is no cure or satisfactory treatment for Lupus and there have been no new drugs approved by the FDA specifically for the treatment of Lupus in over 50 years; and

WHEREAS, the Lupus Foundation of America provides essential support for the families of Lupus patients, including funding for Lupus research and education and advocacy initiatives for patients and the public all thanks to the generosity of donors; and

WHEREAS, it is essential to continue raising funds to work toward the goal of someday bringing an end to Lupus.

WHEREAS, the greater Shiawassee community will hold a special Lupus Awareness Event at McCurdy Park in Corunna on August 6th in which all Owosso citizens are encouraged to participate.

NOW, THEREFORE, I, Benjamin R. Frederick, Mayor of the City of Owosso, Michigan, do hereby proclaim August 6, 2011 as "Lupus Awareness Day" in the City of Owosso, Michigan and do hereby encourage all citizens of this community to acknowledge and support the Lupus Foundation of America along with our local volunteers in their efforts to inform and serve the citizens of our community. We as a community proudly stand with those whose lives have been affected by Lupus – bonded by the shared goal of working toward a cure.

Proclaimed this 1st day of August, 2011.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

Eddie Urban, 601 Glenwood Avenue, announced there are now new benefits available to various veterans exposed to herbicides in the service and there would be a meeting with more information on those benefits on Tuesday at 6:00p.m. at the Council on Aging.

Mayor Pro-Tem Popovitch thanked City Engineer Baker for patching west King Street near the hospital. She also relayed a complaint from a citizen regarding crack seal getting stuck on her car.

Councilperson Cook reminded everyone the river clean up is this Saturday starting at 9:00 a.m. He also indicated the rain date for the clean up is August 20th.

Councilperson Erfourth indicated there is a painting event planned for August 13-14. The group hopes to paint the pavilion at Collamer Park, the old pool house as well as some spots at the soccer fields. Those interested in helping can email him or Councilperson Forster.

CITY MANAGER REPORT

City Manager Crawford detailed the Project Status Report noting several projects were moving along satisfactorily.

He also detailed a report on a recent meeting with MDOT to discuss the reconstruction of west M-21 and north M-52. The Mayor indicated he was pleased with MDOT's attention to detail as well as their willingness to look at the success/failure of south M-52 prior to making decisions on these other projects.

There was an update on the community garden, the hire of paid on-call fire fighters, the recent rash of illegal dumpster use in the downtown, the performance dashboard report required by the State, and the salvage of any useful items from homes scheduled for demolition.

CONSENT AGENDA

Motion by Councilperson Eveleth to approve the Consent Agenda as follows:

Set Public Hearing-Alley Closure. Set a public hearing for August 15, 2011 to receive citizen comment regarding request to close Public alley south of the south line of Grace Street, east of Lots 1-8 and west of Lots 83-90, Grand View Addition, City of Owosso, Shiawassee County, Michigan (alley south of Grace Street between Cedar Street and Pearce Street) as follows:

RESOLUTION NO. 122-2011

**SET PUBLIC HEARING
ALLEY ABANDONMENT**

WHEREAS, the City of Owosso received a petition, Alley Closing – 2011-02, to abandon an alley located south of Grace Street, between South Cedar Street and Pearce Street; and

WHEREAS, the city staff find no issues with the petition and have recommended approval of the alley abandonment; and

WHEREAS, the planning commission held a public hearing on July 25, 2011 and subsequently recommended abandonment of the alley; and

WHEREAS, a public hearing is required by the Owosso City Council in accordance with city ordinance Section 29-154.

BE IT RESOLVED THAT City of Owosso City Council, County of Shiawassee, State of Michigan, hereby sets a public hearing for 7:30 p.m. August 15th, 2011 in the city council chambers within city hall, 301 West Main Street, Owosso, MI 48867 to hear all interested parties in relation to the abandonment of said portions of said alley being more particularly described as follows, to wit:

ALL THAT PART OF ALLEY IN GRAND VIEW ADDITION TO THE CITY OF OWOSSO, SHIAWASSEE COUNTY, MICHIGAN, RECORDED JUNE 8, 1910 IN LIBER OF PLATS ON PAGE 59 DESCRIBED AS LYING SOUTH OF THE SOUTH LINE OF GRACE STREET, AND EAST OF LOTS 01-08 AND WEST OF LOTS 83-90.

Set Public Hearing-Obsolete Property Rehabilitation Exemption. Set a Public Hearing for August 15, 2011 to receive citizen comments regarding application from Wesener, LLC for an Obsolete Property Rehabilitation Exemption Certificate for their property at 104-108 North Washington Street as follows:

RESOLUTION NO. 123-2011

**RESOLUTION SETTING PUBLIC HEARING TO CONSIDER APPLICATION FOR AN OBSOLETE
PROPERTY REHABILITATION EXEMPTION CERTIFICATE DESCRIBED AS:
S 2/3 OF LOT 5 & N 1/3 OF LOT 6 (EX E 22' OF LOT 6) BLK 21 ORIGINAL PLAT**

WHEREAS, the City of Owosso received application for an Obsolete Property Rehabilitation Exemption Certificate on July 27, 2011; and

WHEREAS, the City of Owosso approved a request to establish a Obsolete Property Rehabilitation District, on March 1, 2004, described as: S 2/3 OF LOT 5 & N 1/3 OF LOT 6 (EX E 22' OF LOT 6) BLK 21 ORIGINAL PLAT; and

WHEREAS, it must be determined that approval of the Obsolete Property Rehabilitation Certificate would be beneficial to the city of Owosso, as well as local and regional economy;

NOW, THEREFORE, BE IT RESOLVED by the city council of the city of Owosso, Shiawassee County, Michigan that:

FIRST: the Owosso City Council sets public hearing for August 15, 2011 on or about 7:30 p.m. in the council chambers for the purpose of hearing comments for those within the district, and any other resident or taxpayer, of the city of Owosso; and

SECOND: the city clerk gives the notifications as required by law; and

THIRD: the city staff is directed to investigate and determine if the qualifications of the act are satisfied and report findings at the hearing.

Making Strides Against Breast Cancer Permission. Consider application of the American Cancer Society for use of a portion of the Comstock Parking Lot (Lot #10), and portions of Jerome Avenue, Washington, Dewey, Main, King, Pine, and Williams Streets from 2:00 p.m. Friday, October 7, 2010 until 12:00 pm on Saturday, October 8, 2010 and authorize Traffic Control Order No. 1255 formalizing the request.

Bike Fest Permission. Consider application of the Westtown Corridor Improvement Authority for use of the City parking lot north of the 800 block of West Main Street (Lot #11) from 8:00 a.m. until 5:00 pm on Sunday August 14, 2011 and authorize Traffic Control Order No. 1256 formalizing the request.

Bid Award. Waive competitive bidding requirements and authorize bid award to Blumerich Communication Services Inc. for the purchase of one in-car computer for a police vehicle in the amount of \$6,159.00 as follows:

RESOLUTION NO. 124-2011

**RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR
AN IN CAR POLICE COMPUTER
BLUMERICH COMMUNICATION SERVICES INC.**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has police department requiring the use of in-car police computers; and

WHEREAS, Blumerich Communication Services, Inc. has secured a contract with the State of Michigan to provide such computers at a reasonable cost; and

WHEREAS, it has been determined that in this instance the public interest will be best served by a joint purchase with another unit of government.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to waive competitive bidding requirements for the purchase of one in-car police computer from Blumerich Communication Services, Inc.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Contract for Services between the City of Owosso, Michigan and Blumerich Communication Services Inc. up to the amount of \$6,159.00.

THIRD: The above expenses shall be paid from the Police Division Capital Outlay fund 101-300-978100.

Bid Award. Waive competitive bidding requirements and authorize bid award to Ruthy's Cleaners for dry cleaning of the Police/Fire Division uniforms for the time period from July 1, 2011 through June 30, 2013 as follows:

RESOLUTION NO. 125-2011

**RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR
DRY CLEANING SERVICE WITH,
RUTHY'S CLEANERS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a public safety department requiring the use of a dry cleaning service for uniforms; and

WHEREAS, the City of Owosso requested bids for this service but received none in a timely manner; and

WHEREAS, it is in the best interest of the city to waive bid irregularities and accept the only bid received.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to enter into a contract with Ruthy's Cleaner for dry cleaning services during the 2011-12 and 2012-13 fiscal years.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Contract for Services between the City of Owosso, Michigan and Ruthy's Cleaners.
- THIRD: The above expenses shall be paid from the Police Division line item 101-300-741000 and Fire Division line item 101-335-741000.

Bid Award. Authorize bid award to J.R. Howell;Airport Lighting, LLC for the purchase of one Generator to fully supply the Public Safety Building with electricity in the event of an outage in the amount of \$36,900.00 to be reimbursed by a grant from Shiawassee County Emergency Management and Homeland Security as follows:

RESOLUTION NO. 126-2011

RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR GENERATOR WITH J.R. HOWELL; AIRPORT LIGHTING, LLC

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has public safety department requiring a Generator in the event of a power loss; and

WHEREAS, the City of Owosso solicited sealed bids and a responsive bid was received from J.R. Howell;Airport Lighting, LLC.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to enter into a contract with J.R. Howell;Airport Lighting, LLC for the purchase and installation of a Generator in the amount of \$36,900.00.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Contract for Services between the City of Owosso, Michigan and J.R. Howell;Airport Lighting, LLC
- THIRD: The above expenses shall be paid from the Police Division line item 101-300-978000 and Fire Division line item 101-335-978000 with reimbursement from the Shiawassee County Emergency Management and Homeland Security.

Motion supported by Councilperson Martenis.

Roll Call Vote.

AYES: Mayor Pro-Tem Popovitch, Councilpersons Martenis, Erfourth, Cook, Eveleth, and Mayor Frederick.

NAYS: None.

ABSENT: Councilperson Forster.

ITEMS OF BUSINESS

BROWNFIELD REDEVELOPMENT DISTRICT #13 AMENDMENT #2

Councilperson Cook noted that he is a member of the Brownfield Authority and the board had a very thorough discussion of the proposed amendments, the intent of which is to lower the costs. It is hoped construction will start this fall.

Motion by Councilperson Cook to approve Amendment #2 to Brownfield Redevelopment District #13 - Wesener Building as follows:

RESOLUTION NO. 127-2011

**RESOLUTION APPROVING A BROWNFIELD PLAN
“District #13 Plan Amendment, Wesener Building”,
FOR THE CITY OF OWOSSO
PURSUANT TO AND IN ACCORDANCE WITH THE PROVISIONS OF
ACT 381 OF THE PUBLIC ACTS OF
THE STATE OF MICHIGAN OF 1996, AS AMENDED**

WHEREAS, the Brownfield Redevelopment Authority (the “Authority”) of the City of Owosso, pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the “Act”), has prepared and recommended for approval by the City of Owosso Council an amendment to the Brownfield Plan entitled “District #13, Wesener Building” (the “Plan”), pursuant to and in accordance with Section 13 of the Act; and

WHEREAS, the Authority has, at least ten (10) days before the meeting of the Authority at which this resolution has first been considered, provided notice to and fully informed all taxing jurisdictions which are affected by the Financing Plan (the “Taxing Jurisdictions”) about the fiscal and economic implications of the proposed Financing Plan, and the Authority has previously provided to the Taxing Jurisdictions a reasonable opportunity to express their views and recommendations regarding the Financing Plan and in accordance with Sections 13 (10) and 14 (1) of the Act; and

WHEREAS, the Authority has conducted the required public hearing on July 21, 2011 and the City Council recognizes and designates the public hearing process to the Authority and has been provided the minutes of the hearing including all public comments or communications that may have been made at said hearing; and

WHEREAS, the Council has made the following determinations and findings:

- A. The amended Plan constitutes a public purpose under the Act;
- B. The Plan meets all of the requirements for a Brownfield Plan set forth in Section 13 of the Act;

- C. The proposed method of financing the costs of the eligible activities, as described in the Plan is feasible and the Authority has the ability to arrange the financing;
- D. The costs of the eligible activities proposed in the Plan amendment are reasonable and necessary to carry out the purposes of the Act;
- E. The amount of captured taxable value estimated to result from the adoption of the Plan amendment is reasonable; and

WHEREAS, as a result of its review of the Plan amendment and upon consideration of their views and recommendations of the Taxing Jurisdictions, the Council desires to proceed with approval of the Plan amendment.

NOW THEREFORE, BE IT RESOLVED THAT:

- FIRST: Plan Approved. Pursuant to the authority vested in the Council by the Act, and pursuant to and in accordance with the provisions of Section 14 of the Act, the Plan amendment is hereby approved in the form considered by the Council on August 1, 2011 and maintained on file in the office of the City Clerk.
- SECOND: Severability. Should any section, clause or phrase of this Resolution be declared by the Courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid.
- THIRD: Repeals. All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

Motion supported by Councilperson Eveleth.

Roll Call Vote.

- AYES: Mayor Pro-Tem Popovitch, Councilpersons Martenis, Eveleth, Cook, Erfourth, and Mayor Frederick.
- NAYS: None.
- ABSENT: Councilperson Forster.

DOWNTOWN RENTAL REHABILITATION PROGRAM 3RD PARTY ADMINISTRATIVE AGREEMENT

Motion by Councilperson Eveleth to approve the third party administrative agreement for the Downtown Rental Rehabilitation Program as required by MSHDA as follows:

RESOLUTION NO. 128-2011

AUTHORIZING EXECUTION OF A CONTRACT FOR SERVICES BETWEEN THE CITY OF OWOSSO DOWNTOWN RENTAL REHABILITATION PROGRAM AND BRUCE JOHNSTON ENTERPRISE FOR ADMINISTRATIVE SUPPORT SERVICES FOR THE DOWNTOWN RENTAL REHABILITATION PROGRAM

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has determined that a robust and active housing program is essential to maintaining quality neighborhoods for residents of the city; and

WHEREAS, the city of Owosso, in cooperation with the Michigan State Housing Development Authority has created a Downtown Rental Rehabilitation Program to assist in the rehabilitation of rental properties located in the downtown; and

WHEREAS, MSHDA requires an agreement for third party administrative services of the program due to the fact the City has not had prior experience with the program; and

WHEREAS, the city of Owosso desires to secure the services of Bruce Johnston Enterprise to fulfill this requirement.

NOW THEREFORE BE IT RESOLVED by the city council of the city of Owosso, Shiawassee County, Michigan that:

- FIRST: The city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to award the third party administrative services contract for the Downtown Rental Rehabilitation Program to Bruce Johnston Enterprise.
- SECOND: The mayor and the city clerk of the city of Owosso are instructed and authorized to sign the document substantially in the form attached to formalize this arrangement.

CONTRACT FOR SERVICES

This agreement to provide administrative support services for the City of Owosso's Downtown Rental Rehabilitation Program is made between Bruce Johnston Enterprise, 443 W. South St., Mason, MI 48854 hereafter referred to as "the Contractor" and the City of Owosso, 301 W. Main St., Owosso, MI 48867 hereafter referred to as "the City".

PREAMBLE

The City wishes to engage the service of the Contractor to operate a Downtown Rental Rehabilitation Program, for the property owners in the Downtown designated area. The Downtown Rental Rehabilitation Program, hereafter referred to as the "program", will be funded by and operated in accordance with a grant (MSC-2010-0037-HO) from the Michigan State Housing Development Authority, hereafter to as "MSHDA".

Effective date: December 1st, 2010 through, December 31st, 2012.

WITNESSETH THAT, The City and Contractor do mutually agree as follows:

Article I. The Contractor Responsibility:

1. Administer the program in accordance with procedures and guidance set forth by MSHDA to include compliance with lead based paint requirements. Comply with any Federal, State and Local Statutes.
2. Assistance with Administrative responsibilities requested and/or required by MSHDA.
3. Liaison between the City and MSHDA.
4. Determine the eligibility of property owners through a local application process according to grant program guidelines. Contractor personnel will be available in the City to process applications for this program.
5. Keep complete and accurate documentation of required program records including the filing of all MSHDA reporting requirements. Forward data for said reports and financial draws to the City of Owosso c/o Sarah Warren-Riley, Housing Program Manager, for the City to review and submit to MSHDA.
6. Preparation of necessary documents for the individual rental rehabilitation projects during the contract period.
7. Oversight and implementation of the bid process as detailed in the program guidelines.
8. Oversight of the loan closing and construction phase.

9. Verification of tenant eligibility.
10. Assistance with MATT tracking.

Article II. The City Responsibility:

1. Forward all written material related to the program received from MSHDA to the Contractor.
2. Consult with the Contractor prior to requesting a grant amendment from MSHDA.
3. Provide the Contractor with authorization to access the MATT/OPAL on-line grant management system for MSHDA required data entry.
4. Establish a financial management system for the deposit and disbursement of funds according to the program guidelines.

Article III. Compensation:

1. For the services to be performed by the Contractor, as specified by this Agreement, the Contractor will be paid any administration/ soft cost dollars allowable through the grant with no additional funds to be paid by the City.
2. Payment of the above said amount shall be contingent on the amount of rental rehabilitation work completed per MSHDA guidelines contained in the Grant Agreement.
3. It is mutually understood that the Contractor is an independent contractor and as such shall provide worker's compensation insurance where required and shall accept full responsibility for payment of unemployment insurance premiums, worker's compensation, and social security as well as income tax deductions and any other taxes or payroll deductions required by law for its employees who are performing services by this agreement. It is further understood that the Contractor's employees will not be entitled to any benefits accorded an employee of the City. The Contractor shall not be responsible for the failure of any provider (general contractor) providing labor or materials for work under the program.

Article IV. Construction and Severability:

1. This Agreement shall be construed, interpreted and in the rights of the parties determined in accordance with the laws of the State of Michigan. In the event that any provision of the Agreement conflicts with any applicable Federal, State or Local law or regulation, such law or regulation shall prevail.
2. The invalidity or unenforceability of any provision of this contract shall not affect or impair the validity of any other provision.

Article V. Suspension and Termination:

1. Either party shall have the right, upon sixty (60) calendar day's prior written notice to the other party, to terminate this contract. In the event this contract is terminated, compensation shall cease at the end of the calendar month during which the termination is effective.

Article VI.

1. Conflict of Interest: The Contractor agrees, during the term of this contract or any extended term in which this contract remains in effect, to avoid both actual and the appearance of conflicts of interest.
2. Nondiscrimination: The Contractor, as required by law, 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 race, color, religion, national origin, age, sex, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight, or marital status. Breach of this section shall be regarded as a material breach of this contract.
3. Assignability: The Contractor shall not assign any interest in this Agreement, and shall not transfer any interest in the same (whether by assignment or novation) without prior written consent of the City.

4. Amendments: This contract constitutes the entire agreement between the parties, and no subsequent authorizations of amendments to this contract shall be binding upon the parties unless and until reduced in writing and signed by both the Contractor and the City or their authorized agents.
5. Hold Harmless: The Contractor shall, at its own expense, indemnify, save and hold harmless the City, and its elected and appointed officials/officers, employees and agents, from all claims, damages, costs, lawsuits and expenses, including, but not limited to, all costs from administrative proceedings, court costs and attorney fees, that they may incur as a result of any acts, omissions or negligence of the Contractor or any of its employees or agents which may arise out of this agreement. The Contractor's indemnification responsibilities under this section shall include the sum of damages, costs and expenses which are in excess of the sum paid out on behalf of or reimbursed to the City, its officials/officers, employees and agents by the insurance coverage obtained and/or maintained by the Contractor pursuant to the requirements of this agreement.

Motion supported by Councilperson Cook.

Roll Call Vote.

AYES: Councilpersons Erfourth, Eveleth, Martenis, Forster, Cook, Mayor Pro-Tem Popovitch, and Mayor Frederick.

NAYS: None.

ABSENT: Councilperson Forster.

CITY MANAGER EVALUATION DISCUSSION

It was agreed the changes to the City Manager job description reflect the changes requested at the last meeting.

Motion by Mayor Pro-Tem Popovitch to approve the City Manager job description as follows:

CITY MANAGER JOB DESCRIPTION

GENERAL DESCRIPTION OF THE POSITION: To administer a city government which serves the best interests of the entire Owosso community. Serves as the administrative agent of the City Council. The duties of the City Manager are described in the Owosso City Charter. This document should be considered a supplement to the Owosso City Charter. If this document conflicts with the Owosso City Charter, the Charter shall prevail.

SUPERVISION RECEIVED: Work is performed under the direction of the City Council.

ESSENTIAL FUNCTIONS:

The City Manager shall serve effectively as Chief Administrative Officer of the City of Owosso.

- o Keep informed and report to the Council concerning city affairs and the work of the departments of the city. Secure from the officers, department managers, and professional personnel of the city such information and periodical or special reports as deemed necessary.
- o Attend all meetings of the Council, with the right to be heard in all Council proceedings, but without the right to vote.
- o Recommend to the Council from time to time, such measures as deemed necessary or appropriate for the improvement of the city, its administration, or its services.

- Possess such further powers and performs such additional duties as may be granted to or required by the Council.
- Facilitate Council actions, including adoption of measures and ordinances by coordinating agenda preparation and necessary information and background required by the City Council.
- Keep Council members well informed on issues that might become matters for community concern.
- Establish any rules necessary to carry out any of the duties listed above.

The City Manager shall effectively and efficiently administer the city internally, its departments, programs, personnel, and other resources.

- Supervise and coordinate the work of the administrative officers and departments of the city.
- Employ or be responsible for the employment of all city employees, and supervise and coordinate the personnel policies and practices of the city.
- Resolve the conflict or supply the necessary authority, consistent with law and ordinance, in case of conflict of authority between officers and administrative departments or, in case of absence of administrative authority occasioned by inadequacy of charter or ordinance provisions, and direct the necessary action to be taken in conformance; making a full report promptly to the Council.
- Prepare the annual budget proposals of the city, together with supporting information.
- Establish and maintain a central purchasing service for the city.
- Implement Council-adopted goals and policies and be responsible for adopting and keeping current the city's Master Plan .
- Fairly administer the charter, laws and ordinances of the City of Owosso and recommend amendments to ordinances or policies that have proven to be impracticable or in need of change.
- Administer city programs effectively and efficiently with progress and status reports ongoing to the City Council.
- Propose for City Council adoption, a work program for improvements in the City of Owosso, incorporating City Councils and Manager's goals and objectives.
- Supervise city employees effectively and fairly, including the appointment and removal from office when necessary of department heads, division chiefs and other employees.
- Provide leadership to maximize talents and skills of all city employees by continuing to implement results oriented policies.
- Administer financial resources effectively with particular emphasis on providing adequate fiscal controls on spending, revenue handling, and investing; presenting a clear balanced budget which meets the needs of the community within resources available; keeping Council clearly advised on a monthly basis of financial conditions and needs of the city.
- Present budget per requirements of the City Charter and administer in accord with the required Charter provisions.
- Maintain an inventory of city-owned property.

The City Manager shall effectively maintain city relationships with the community, other levels of government, and other appropriate entities.

- Shall present Council policy within the framework of directives or adopted policy when dealing with the public or media even when the direction is contrary to the City Manager's personal opinion.
- Represent the interests of Owosso at other levels of government.
- Maintain contacts with Federal, State, County and other governmental units.
- Maintain effective relationships with the various segments of the community.
- Represent the city to businesses and developers to promote economic development while protecting the best interest of the city and its residents.

The City Manager shall demonstrate personal characteristics that facilitate goal achievement.

- Manage the city with complete integrity and decisiveness.
- Observe professional code of ethics applicable to this position.
- Manifest a personal sense of responsibility to the city.
- Be personally available to run the city and see that authority is properly delegated so that the city will continue to operate effectively.
- Use professional knowledge and skills to manage and continually improve the operations of the city. Be creative and open to new ideas and approaches.

JOB REQUIREMENTS:

Education and experience:

- Preferred executive municipal management experience.
- Graduation from an accredited four-year college or university.
- A Master's Degree is preferred.

Necessary Knowledge, Skills and Abilities:

- Working knowledge of the principles and practices of municipal government.
- Working knowledge of state and federal requirements.
- Proven ability for innovation and follow-up to desirable accomplishments.
- Ability to work effectively with city officials, other governmental authorities, employees, and the general public.
- Demonstrated competence in the use of office equipment, including computers and in the operation of computer software.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to operate, finger, handle, or feel objects, tools, or controls; and reach with hands and arms.

The employee may occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the office work environment is usually quiet in the office and moderately noisy in the field.

Motion supported by Councilperson Martenis.

Roll Call Vote.

AYES: Councilpersons Cook, Martenis, Mayor Pro-Tem Popovitch, Councilperson Eveleth, and Mayor Frederick.

NAYS: Councilperson Erfourth.

ABSENT: Councilperson Forster.

Council requested the City Manager submit a self evaluation by August 15th and set the formal evaluation for September 6th meeting.

COMMUNICATIONS

Zoning Board of Appeals. Minutes of Meeting of July 19, 2011.

Downtown Historic District Commission. Minutes of Meeting of July 20, 2011.

Owosso Planning Commission. Minutes of Meeting of July 25, 2011.

CITIZEN COMMENTS AND QUESTIONS

Burton Fox, 216 East Oliver Street, asked that they crack seal the block in front of the Post Office after hours so as not to block off the area during the business day.

Michael Tillotson, 1299 South Shiawassee Street, indicated he was pleased with how the City Manager handled a recent issue he brought to his attention.

Eddie Urban, 601 Glenwood Avenue, seconded Mr. Tillotson's comments. He also commented on the flowers in the downtown, veteran's benefits, and the collection of scrap metal as a fund raiser.

NEXT MEETING

Monday, August 15, 2011

BOARDS AND COMMISSIONS OPENINGS

Downtown Development Authority/Owosso Main Street, term expires 06-30-2013

ADJOURNMENT

Motion by Councilperson Eveleth for adjournment at 8:28 p.m.

Motion supported by Mayor Pro-Tem Popovitch and concurred in by unanimous vote.

Benjamin R. Frederick, Mayor

Amy K. Kirkland, City Clerk



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: August 9, 2011

TO: OWOSSO CITY COUNCIL

FROM: Adam Zettel, AICP

RE: Alley abandonment

The Owosso Planning Commission received a petition to abandon the alley south of Grace Street between South Cedar Street and Pearce Street. This alley has already been partially abandoned, with ten residential parcels remaining that have access. The planning commission held a public hearing on July 25, 2011 that included direct mailings to the property owners. At this public hearing, a single comment in support of the abandonment was received.

The city engineering department, fire department, utility department, and planning departments found no adverse impacts from abandonment of the alley. A staff recommendation was made to approve the petition. With similar findings, the planning commission resolved to recommend that the city council, subject to an additional public hearing as required by city ordinance, approve the petition and abandon the alley.

Barring any new findings from the public hearing, staff recommends the city council abandon the alley as petitioned per city code section 29-154.

RESOLUTION NO. ____

**ALLEY ABANDONMENT
SOUTH OF GRACE STREET
BETWEEN CEDAR STREET AND PEARCE STREET**

WHEREAS, the City of Owosso received a petition, Alley Closing – 2011-02, to abandon an alley located south of Grace Street, between South Cedar Street and Pearce Street; and

WHEREAS, city staff has found no issues with the petition and has recommended approval of the alley abandonment; and

WHEREAS, the planning commission held a public hearing on July 25, 2011 and subsequently recommended abandonment of the alley; and

WHEREAS, the City Council of the City of Owosso, Michigan, in accordance with city ordinance Section 29-154, has met at the time and place named in a resolution passed by said City Council at a meeting thereof held on August 1, 2011 and in accordance to notice thereof published by the City Clerk in The Owosso Argus Press, for the purpose of hearing and considering objections to the proposed vacation and discontinuance of the following portions of public alley in said City, and all objections of such proposed action having been heard and duly considered in a public meeting held on August 15, 2011;

NOW THEREFORE BE IT RESOLVED that for the benefit of the public health and welfare and safety of persons and property within the City of Owosso, County of Shiawassee, State of Michigan, be and the same is hereby vacated, discontinued and abolished, said portions of said alley being more particularly described as follows, to wit:

ALL THAT PART OF ALLEY IN GRAND VIEW ADDITION TO THE CITY OF OWOSSO, SHIAWASSEE COUNTY, MICHIGAN, RECORDED JUNE 8, 1910 IN LIBER OF PLATS ON PAGE 59 DESCRIBED AS LYING SOUTH OF THE SOUTH LINE OF GRACE STREET, AND EAST OF LOTS 01-08 AND WEST OF LOTS 83-90.

BE IT FURTHER RESOLVED THAT it is hereby determined that it is necessary for the health, welfare, comfort and safety of the people of the City of Owosso to discontinue the above portions of existing alley as platted.

BE IT FURTHER RESOLVED THAT the City Clerk is hereby directed to provide the Shiawassee County Register of Deeds, the Treasurer of the State of Michigan, and the Owosso City Engineer and City Assessor with a certified copy of this resolution within thirty (30) days of its adoption.

PETITION

Date Issued: 3/12/01

10

Petition No.: 2011-01

TO THE COUNCIL OF THE CITY OF OWOSSO:

We, the undersigned property owners, hereby petition your Honorable Body to close the remainder of the alley between Grace & Hamton and Cedar & Pearce.

SIGNATURE	PRINTED NAME	STREET ADDRESS	FOR OFFICE USE ONLY	DATE OF SIGNING		
				MONTH	DAY	YEAR
<i>Sally A. Bishop</i>	SALLY A. Bishop	1028 PEARCE ST.		6	3	2011
<i>[Signature]</i>	Richard Palmer	1030 Pearce St.		6	3	2011
<i>Amey Louth</i>	Amey Louth	705 Grace St		6	3	2011
<i>Erica Tompe</i>	<i>[Signature]</i>	735 Grace St.		6	3	2011
<i>Sally I. Dardell</i>	Anthony D Burdette	1013 S Cedar St		6	3	2011
<i>Jake Hansen</i>	JAKE Dennis	1015 S Cedar		6	3	2011
<i>Shirley S Kidd</i>	Shirley Kidd	1005 S cedar		6	3	2011
<i>[Signature]</i>	KEVIN W PARKER	1004 Pearce St		6	7	2011
<i>Allen R. Holzhausen</i>	ALLEN R. HOLZHAUSEN	1010 S. PEARCE ST		6	8	2011
<i>power of attorney by</i>	CHARLOTTE J VELLERBROCK					

Petition Circulated By: *Sally Bishop*

This petition must be returned by 9/1/2011 in order to have the improvement considered for construction in the following year.

Date Received: _____
 Approximate front foot cost is _____



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: August 3, 2011

TO: Mayor Benjamin Frederick, City Council, and Manager Don Crawford

FROM: Larry Cook, Assessor

RE: Obsolete Property Rehabilitation Application

As mentioned in my memo of July 26, 2011, the City of Owosso received an application for tax abatement and an Obsolete Property Rehabilitation Certificate from Mr. Dave Acton of Wesener, LLC, for their property at 104-108 N. Washington Street. The Obsolete Property Rehabilitation Exemption Certificate allows for improvements and restoration of their facility (Old Wesener Building). As was also mentioned, an OPRA District was established for this property March 1, 2004 and described as:

S 2/3 OF LOT 5 & N 1/3 OF LOT 6 (EX E 22' OF LOT 6) BLK 21 ORIGINAL PLAT

For a rehab facility, the OPRA freezes the taxable value of the building at its current value. The frozen value and the rehab values are taxed at an adjusted tax rate. Land and personal property cannot be abated under this act and the exemption certificate cannot exceed 12 years. If a certificate is approved by the local unit, the State Tax Commission has 60 days to approve or disapprove the application.

As reviewed by staff, this applicant meets the requirements and definition for approval of the Obsolete Property Rehabilitation Certificate. Staff has also determined that the city's abatement schedule more than qualifies this project for the 12 years maximum by the act. However, because of reimbursements from a Brownfield Redevelopment, the applicant may only request 6 years, the number of years allowed for exemption of 50% of the State Education Tax. Council can make this determination at the meeting.

If there are any questions, please feel free to contact me at (989) 725-0530.

RESOLUTION NO. _____

**A RESOLUTION TO APPROVE
THE APPLICATION FOR AN
OBSOLETE PROPERTY REHABILITATION EXEMPTION CERTIFICATE
FROM DAVE ACTON OF WESENER, LLC
FOR PROPERTY LOCATED AT
104-108 N. WASHINGTON STREET**

WHEREAS, the City of Owosso is a Qualified Local Government Unit within the State of Michigan and is empowered to provide tax exemptions for increased value of rehabilitated facilities within the City; and

WHEREAS, after public notice and a public hearing on March 1, 2004, the City Council of the City of Owosso approved an Obsolete Property Rehabilitation District at 104-108 N. Washington Street in Owosso, Michigan. As provided by section 4(2) of Public Act 146 of 2000, said property more particularly described as:

S 2/3 OF LOT 5 & N 1/3 OF LOT 6 (EX E 22' OF LOT 6) BLK 21 ORIGINAL PLAT

WHEREAS, the City Clerk received an application on July 27, 2011 from Dave Acton, authorized agent for Wesener, LLC, owner of the property, for an Obsolete Property Rehabilitation Exemption Certificate; and

WHEREAS, notice of a public hearing concerning the application for an exemption certificate was provided to the Assessor of the City and the legislative body of each taxing unit that levies ad valorem property taxes in the City; and

WHEREAS, the City finds that the property meets the definition of an obsolete property as defined in section 2(h) of Public Act 146 of 2000 and the application for the exemption certificate is complete; and

WHEREAS, the City finds that the property relates to a rehabilitation program that when completed constitutes a "rehabilitated facility" within the meaning of P.A. 146 of 2000, and said property is located within an Obsolete Property Rehabilitation District established in a Qualified Local Governmental Unit eligible under Public Act 146 of 2000 to establish such a district; and

WHEREAS, the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of PA 146 of 2000; and

WHEREAS, it has been found that the rehabilitation of the obsolete property is calculated to, and will at the time of the issuance of the certificate, have the reasonable likelihood to increase commercial activity, retain and create employment, and revitalize the downtown; and

WHEREAS, the taxable value of the property proposed to be exempt plus the aggregate taxable value of the property already exempt under PA 146 of 2000 and under PA 198 of 1974 does not exceed 5% of the total taxable value of the unit; and

WHEREAS, the applicant is not delinquent in any taxes related to the facility; and

WHEREAS, the rehabilitation work described in the application had not commenced prior to the establishment of the District.

NOW, THEREFORE, BE IT RESOLVED that, based on the findings above made at public hearing, the City Council of the City of Owosso authorizes the application for an Obsolete Property Rehabilitation Exemption Certificate at 104-108 N. Washington Street for a period of ____ years; and

ALSO, BE IT RESOLVED that the rehabilitation shall be completed within eighteen (18) months from the date of approval of said application, and

FURTHERMORE, BE IT RESOLVED that the application and resolution are authorized for submittal to the State Tax Commission for final review and authorization.

Abatement Schedule

This schedule applies to Industrial or Commercial Property as defined in 211.34c of the General Property Tax Act

<p>1. Capital investment \$Up to \$100,000 \$100,001 to \$250,000 \$250,001 to \$500,000 \$500,001 to \$1,000,000 <u>\$1,000,001 to \$2,500,000</u> 1,800,000 \$2,500,001 to \$5,000,000 \$5,000,001 and up</p>	<p>Years of tax abatement 1 2 3 4 <u>5</u> 6 7</p>	<p>Rehabilitated/restored additional two years in any capital investment <u>+ 2</u></p>
<p>2. Job creation as Full Time Equivalent (40hrs.per week) <u>1-10</u> 10 11-25 26-50 51 and up</p>	<p>Years of tax abatement <u>2</u> 3 4 5</p>	
<p>3. Job wages 11.0 Average wage > 1.5x minimum wage 14.80 Average wage > 2x minimum wage 22.2 Average wage > 3x minimum wage</p>	<p>Years of tax abatement 2 <u>4</u> 6</p>	<p>Range : 11.54 hr - 28.85hr.</p>
<p>4. Number of years located in city of Owosso 2-10 11-15 16 and up</p>	<p>Years of tax abatement 1 2 3 3</p>	<p>New</p>
<p>5. Employees with city of Owosso residency 1-10 11-25 26+</p>	<p>Years of tax abatement 1 2 3 3</p>	<p>New</p>

13 yrs

12 yrs maximum per OPRA Act.

Note: Total number of tax abatement years shall not exceed statutory limits.

TAX ABATEMENT CRITERIA CHECKLIST

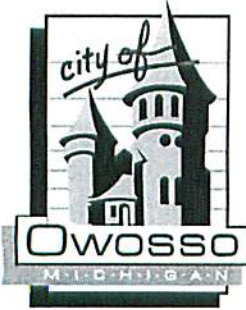
I. INITIAL CONSIDERATION

- | | | |
|---|---|---|
| A. Are the benefits to the city of the proposed abatement at least <u>equal to or greater than</u> the cost of the abatement? | Y | N |
| B. In the public interest, will the abatement accomplish any of the following purposes? | | |
| a. increase or preserve the tax base; | Y | N |
| b. provide employment opportunities; | Y | N |
| c. provide or help acquire or construct public facilities; | Y | N |
| d. help redevelop or renew blighted areas; | Y | N |
| e. help provide access to services for residents; or | Y | N |
| f. finance or provide public infrastructure. | Y | N |
| C. Will the tax abatement have job creation and retention? | Y | N |

II. EVALUATION CRITERIA

- | | | | |
|---|---|---|----|
| A. <i>Private Development Objectives.</i> Will using tax abatement help the development project strive to achieve one or more of the following objectives? | | | |
| 1. Retain local jobs and/or increase the number and diversity of high-quality jobs and offer attractive wages and benefits. | Y | N | NA |
| 2. Encourage additional unsubsidized private development in the city of Owosso, either directly or indirectly through spin-off development (without tax abatement). | Y | N | NA |
| 3. Facilitate the development process and to achieve development of sites that would not be developed without tax abatement assistance. | Y | N | NA |
| 4. Remove blight and/or encourage redevelopment of commercial and industrial areas that result in high quality redevelopment, private investment, and an increase in the city tax base. | Y | N | NA |
| 5. Offset increased costs of redevelopment (i.e., a contaminated site clean-up) beyond the costs normally incurred in development. | Y | N | NA |
| 6. Provide infrastructure necessary to accommodate economic development. | Y | N | NA |
| 7. Meet other public policy goals, as adopted by the city of Owosso. | Y | N | NA |
| 8. Existing businesses seeking to expand and grow within the city. | Y | N | NA |
| 9. Creates high-quality jobs in the city, paying wages equal to or greater than the average local wage of the same class. | Y | N | NA |
| 10. Adds to the net commercial, industrial or general tax base of the city and optimizes the private development of the proposed site. | Y | N | NA |
| 11. Proposed project provides services not already provided in the city or services which are needed. | Y | N | NA |

12. Proposed business will be in direct competition with existing businesses in the city. (Abatements should not be given to businesses which would receive a competitive advantage over existing businesses in the city.)	Y	N	NA
13. Will significantly impact environmental/natural resources.	Y	N	NA
14. Other political subdivisions are in support of the project.	Y	N	NA
15. The project represents new dollars into the city.	Y	N	NA
16. The project requires improvements in city infrastructure, road construction, traffic problems, or an impact on other city services such as law enforcement, human services.	Y	N	NA
17. Consistent with city land use regulations, zoning and planning policies.	Y	N	NA
18. Furthers the goals and objectives of the city and/or community.	Y	N	NA
19. Encourages private financial investment into the project.	Y	N	NA



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

APPLICATION FOR TAX ABATEMENT

Applicant (Official Company Name) WESENER LLC

Business Name (If Different) _____

Address of Proposed Project 104-108 N. WASHINGTON ST, OWOSSO

Mailing Address (If Different) 4941 CHIPPEWA COURT OWOSSO, MI 48867

Do you own the property? YES If no, what is your relationship? _____

Type of Abatement Requested (if known) OBSELETE PROPERTY REHABILITATION

Total square footage of all current buildings on site ± 18,000

Description of proposed project including type of current business activity and product to be manufactured (if applicable), size of proposed structure and proposed activity and/or product.

- THIS VACANT AND BLIGHTED STRUCTURE WILL BE REHABILITATED TO ITS 1886 CONDITION AND OCCUPIED BY MIXED USES OF RETAIL, LIVE-WORK UNITS AND CONDOMINIUM HOUSING.
- THE GROUND FLOOR RETAIL WILL INCLUDE EQUIPMENT INSTALLATION BUT UNDER SEPARATE OWNERSHIP ON THE TENANTS.

Give estimated cost of the following components applicable for the proposed project:

Land improvements (excluding land): _____
 Building improvements: Size 18000 sf \$ 1,800,000
 Machinery & Equipment: _____
 Furniture & Fixtures: _____

Time schedule for start and completion of construction and equipment installation (if applicable):

Building:	Equipment installation (if applicable):
Start Date <u>9-15-2011</u>	Start Date _____
Completion Date <u>9-15-2012</u>	Completion Date _____

Abatement Application

Page 2

Will project be owned or leased by applicant? OWNED

Will machinery be owned or leased by applicant? N/A

How many employees do you currently employ? Full Time 0 Part Time 0

How many new employees do you estimate after project complete? Full Time 10 (FTE'S)
Part Time _____

When project is complete, how many will be:

Management/Professional 2 Wage level \$ 60,000

Skilled _____ Wage level \$ _____

Semi-Skilled 2 Wage level \$ 40,000

Un-Skilled 6 Wage level \$ 24,000

Name of Company Officer (contact person) DAVE ACTON

Title PRESIDENT

Signature David L. Acton Date 7-25-2011

Phone Number 989-413-0469

For City Staff Use Only

Was the applicant given a copy of Tax Abatement Policy? Y N

Is an abatement district in place for this project? Y N

If no, legal description of proposed district. _____

If yes, type of district in place _____ Year established _____

Does the proposed project meet the guidelines for Tax Abatement under the policy? Y N

If no, explain _____

If yes, was notice given to taxing jurisdictions within the proposed project area? Y N

If yes, was notice given to applicant and proper state documents sent? Y N

Name of reviewer _____

Signature _____ Date _____

Rec 1-27-11

Application for Obsolete Property Rehabilitation Exemption Certificate

This form is issued as provided by Public Act 146 of 2000, as amended. This application should be filed after the district is established. This project will not receive tax benefits until approved by the State Tax Commission. Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the State Tax Commission.

INSTRUCTIONS: File the original and two copies of this form and the required attachments with the clerk of the local government unit. (The State Tax Commission requires two copies of the Application and attachments. The original is retained by the clerk.) Please see State Tax Commission Bulletin 9 of 2000 for more information about the Obsolete Property Rehabilitation Exemption. The following must be provided to the local government unit as attachments to this application: (a) General description of the obsolete facility (year built, original use, most recent use, number of stories, square footage); (b) General description of the proposed use of the rehabilitated facility, (c) Description of the general nature and extent of the rehabilitation to be undertaken, (d) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility, (e) A time schedule for undertaking and completing the rehabilitation of the facility, (f) A statement of the economic advantages expected from the exemption. A statement from the assessor of the local unit of government, describing the required obsolescence has been met for this building, is required with each application. Rehabilitation may commence after establishment of district.

Applicant (Company) Name (applicant must be the OWNER of the facility) WESENER, LLC		
Company Mailing address (No. and street, P.O. Box, City, State, ZIP Code) 4941 CHIPPEWA COURT Owosso, MI 48867		
Location of obsolete facility (No. and street, City, State, ZIP Code) 104-108 N. WASHINGTON ST. Owosso, MI 48867		
City, Township, Village (indicate which) Owosso City	County SHIAWASSEE	
Date of Commencement of Rehabilitation (mm/dd/yyyy) 9-15-2011	Planned date of Completion of Rehabilitation (mm/dd/yyyy) 9-30-2012	School District where facility is located (include school code) 78110
Estimated Cost of Rehabilitation \$2,000,000	Number of years exemption requested 6	Attach Legal description of Obsolete Property on separate sheet
Expected project likelihood (check all that apply):		
<input checked="" type="checkbox"/> Increase Commercial activity	<input type="checkbox"/> Retain employment	<input checked="" type="checkbox"/> Revitalize urban areas
<input checked="" type="checkbox"/> Create employment	<input type="checkbox"/> Prevent a loss of employment	<input checked="" type="checkbox"/> Increase number of residents in the community in which the facility is situated
Indicate the number of jobs to be retained or created as a result of rehabilitating the facility, including expected construction employment 12		
Each year, the State Treasurer may approve 25 additional reductions of half the school operating and state education taxes for a period not to exceed six years. Check the following box if you wish to be considered for this exclusion. <input checked="" type="checkbox"/>		

APPLICANT'S CERTIFICATION

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all of the information is truly descriptive of the property for which this application is being submitted. Further, the undersigned is aware that, if any statement or information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

The applicant certifies that this application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility, as defined by Public Act 146 of 2000, as amended, and that the rehabilitation of the facility would not be undertaken without the applicant's receipt of the exemption certificate.

It is further certified that the undersigned is familiar with the provisions of Public Act 146 of 2000, as amended, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Obsolete Property Rehabilitation Exemption Certificate by the State Tax Commission.

Name of Company Officer (no authorized agents) MR. DAVE ACTON	Telephone Number 989-413-0469	Fax Number 989-720-4886
Mailing Address 4941 CHIPPEWA COURT Owosso, MI 48867	Email Address dacton@chartermi.net	
Signature of Company Officer (no authorized agents) David L. Acton	Title PRESIDENT	

LOCAL GOVERNMENT UNIT CLERK CERTIFICATION

The Clerk must also complete Parts 1, 2 and 4 on Page 2. Part 3 is to be completed by the Assessor.

Signature Abdul K. Khalil	Date application received 07/07/11
-------------------------------------	--

FOR STATE TAX COMMISSION USE		
Application Number	Date Received	LUCI Code

LOCAL GOVERNMENT ACTION

This section is to be completed by the clerk of the local governing unit before submitting the application to the State Tax Commission. Include a copy of the resolution which approves the application and Instruction items (a) through (f) on page 1, and a separate statement of obsolescence from the assessor of record with the State Assessor's Board. All sections must be completed in order to process.

PART 1: ACTION TAKEN

Action Date: _____		
<input type="checkbox"/> Exemption Approved for _____ Years, ending December 30, _____ (not to exceed 12 years)		
<input type="checkbox"/> Denied		
Date District Established	LUCI Code	School Code

PART 2: RESOLUTIONS (the following statements must be included in resolutions approving)

<p>A statement that the local unit is a Qualified Local Governmental Unit.</p> <p>A statement that the Obsolete Property Rehabilitation District was legally established including the date established and the date of hearing as provided by section 3 of Public Act 146 of 2000.</p> <p>A statement indicating whether the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under Public Act 146 of 2000 and under Public Act 198 of 1974 (IFT's) exceeds 5% of the total taxable value of the unit.</p> <p>A statement of the factors, criteria and objectives, if any, necessary for extending the exemption, when the certificate is for less than 12 years.</p> <p>A statement that the application was approved at a public hearing as provided by section 4(2) of Public Act 146 of 2000 including the date of the hearing.</p> <p>A statement that the applicant is not delinquent in any taxes related to the facility.</p> <p>If it exceeds 5% (see above), a statement that exceeding 5% will not have the effect of substantially impeding the operation of the Qualified Local Governmental Unit or of impairing the financial soundness of an affected taxing unit.</p> <p>A statement that all of the items described under "Instructions" (a) through (f) of the Application for Obsolete Property Rehabilitation Exemption Certificate have been provided to the Qualified Local Governmental Unit by the applicant.</p>	<p>A statement that the application is for obsolete property as defined in section 2(h) of Public Act 146 of 2000.</p> <p>A statement that the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District.</p> <p>A statement that the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in a Qualified Local Governmental Unit eligible under Public Act 146 of 2000 to establish such a district.</p> <p>A statement that completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, retain employment, prevent a loss of employment, revitalize urban areas, or increase the number of residents in the community in which the facility is situated. The statement should indicate which of these the rehabilitation is likely to result in.</p> <p>A statement that the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of Public Act 146 of 2000.</p> <p>A statement of the period of time authorized by the Qualified Local Governmental Unit for completion of the rehabilitation.</p>
--	---

PART 3: ASSESSOR RECOMMENDATIONS

Provide the Taxable Value and State Equalized Value of the Obsolete Property, as provided in Public Act 146 of 2000, as amended, for the tax year immediately preceding the effective date of the certificate (December 31st of the year approved by the STC).

Taxable Value	State Equalized Value (SEV)
Building(s)	
Name of Governmental Unit	Date of Action on application
	Date of Statement of Obsolescence

PART 4: CLERK CERTIFICATION

The undersigned clerk certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way. Further, the undersigned is aware that if any information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

Name of Clerk	Clerk Signature	Date
Clerk's Mailing Address	City	State
	ZIP Code	
	Telephone Number	Fax Number
		Email Address

Mail completed application and attachments to: State Tax Commission
 Michigan Department of Treasury
 P.O. Box 30471
 Lansing, Michigan 48909-7971

If you have any questions, call (517) 373-3272.

For guaranteed receipt by the State Tax Commission, it is recommended that applications and attachments are sent by certified mail.

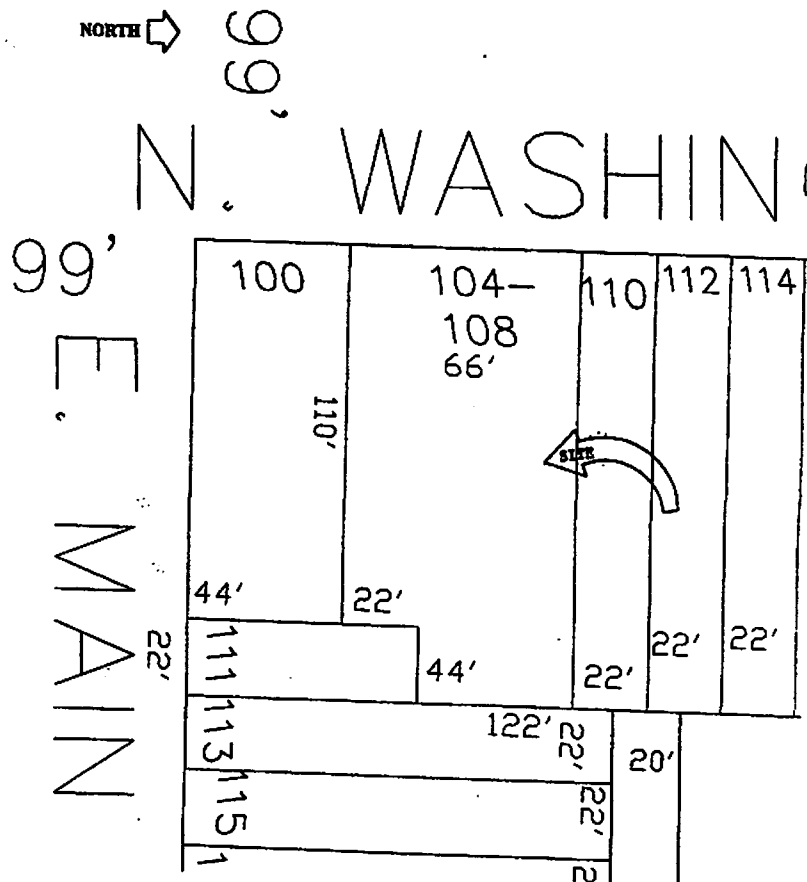
III. **THE BROWNFIELD PLAN—“WESENER MULTI-USE BUILDING”
AMENDMENT.**

PART A: Description of Eligible Property.

The eligible property owned by Rock Solid, LLC and under a purchase agreement with Wesener, LLC, is that area incorporating tax roll parcel #78-050-470-021-012-00 with the following legal description:

The South 2/3 OF LOT 5 and the North 1/3 OF LOT 6 (EXCEPT THE EAST 22' OF LOT 6)
BLOCK 21, ORIGINAL PLAT OF THE CITY OF OWOSSO, SHIAWASSEE COUNTY,
MICHIGAN.

The property map below shows the subject property and vicinity.



APPLICATION NARRATIVE

OBSOLETE PROPERTY REHABILITATION EXEMPTION CERTIFICATE

APPLICANT: WESENER, LLC—104-108 N. WASHINGTON STREET, OWOSSO, MICHIGAN

JULY 29, 2011

A. General Description of the Obsolete Facility.

The building in the heart of historic downtown Owosso is named the Wesener Building after the family who constructed the structure in 1886. Its original use was for retail and offices in all three stories of this 18,000 square foot structure. The most recent use of the building was in 2007 when the rehabilitated site was occupied on the top two floors with apartments and the ground floor housed retail uses. In 2006 a new elevator served the site for the first time. On July 4, 2007 the building was arsoned and the interior was destroyed. The Downtown Development Authority authorized blight removal and reroofing to save the structure for future development. It has been vacant since the fire.

B. General Description of the Proposed Use.

The proposed use is for a mixed use building with ground floor retail, second floor live-work apartment units (4) with a small common space area for a meeting room, and third floor condominiums (3). The owner projects land uses that reflect the new economy where technology, talent, and entrepreneurial spirit will be attracted with site amenities attractive to that segment of the population. The ground floor will feature a mix of land uses promoting healthy life styles with an organic food restaurant and retail outlet, together with related quality of life experiences and food education.

C. General Description of the Nature and Extent of Rehabilitation.

The project is a complete restoration of the building exterior to its 1886 condition. Recently the work was approved at the Owosso Historic District Commission that oversees rehabilitation activity in the newly established State Historic District that covers 9 blocks in downtown Owosso. The historic storefront will resemble the photography available from the date of construction. Details about windows and brickwork are known and will be restored. The interior will be built around the existing building columns that originally defined three building sections yet these afford spacious living conditions, indoor parking in the rear section, and two 1500 square feet store fronts. A new elevator will be installed along with fire suppression system and exit stairways. A pioneering effort for Owosso is the intent to LEED certify the structure with the use of environmentally certified building materials, energy efficient systems, renewable energy features, and stormwater management reuse.

- D. A Descriptive List of the Fixed Building Equipment that will be Part of the Facility.
- a. Elevator serving three floors
 - b. HVAC system with individual controls for the 9 separately occupied spaces.
 - c. Storage Shelving Room, Kitchen Ventilation System, and Cooler for Restaurant
 - d. Photovoltaic solar panels and solar thermal panels on rooftop and potentially a wind turbine
 - e. Movable equipment considered personal property is not listed here but includes such items as business computers and office furniture, kitchen fixtures, restaurant furniture and counter tops.
- E. Time Schedule. Construction is slated to begin on the façade in September, 2011, and all work will commence before the end of 2011 with a projected completion date of September 30, 2012.

F. Economic Advantages Expected from the Exemption.

The project, as mentioned above, is designed around the principles of the New Economy transition that is underway throughout Michigan, but not so present in the Owosso region. The developer has confidence in the concept and is committing almost \$2,000,000 in project costs to do this right. The level of historic preservation is unprecedented in Owosso and reflects the first comprehensive project since the State Historic District was established last year. There is leadership in environmental stewardship, defined by the highest possible level under Leadership in Environmental and Energy Design ("LEED") certification. There is a confidence level from this effort that will have positive influence on Owosso's compact assembly of 115 historic buildings—all with upper stories.

The economic influence is intended to market to New Economy workers who will live and work in the units. Home occupations are endorsed in Owosso's downtown. These workers will be attracted to the unit amenities and the dynamics of a downtown that has a wealth of entertainment and cultural outlets—all deemed essential to the targeted Millennial Generation. The healthy foods restaurant and associated market outlet will also target that population segment. It is estimated that 12 full time employees will be hired to operate the ground floor businesses. These are new jobs to the area in the service sector.

The owner has publically pledged to hire local contractors for construction purposes. As exists in many smaller communities, there is a high level of scrutiny of local loyalty. Fortunately Owosso is blessed with a number of skilled trade's workers and businesses.

The building owner, a retired General Motors director of electrical engineering, will operate his foundation in this building. The Foundation is dedicated to automotive research in vehicle safety, specifically a program that is called "Cars that Can't Crash." A contract exists with Chrysler and Fiat to implant computer chips with radio telemetry in the vehicles of tomorrow and capable of detecting impending miscues in the driving habits of nearby vehicles. Energy savings will be achieved with advising drivers of complying vehicle speeds that time traffic signals. The Foundation is also involved in local education upgrades with the funding of a pre-engineering curriculum for Owosso high school.



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: August 11, 2011

TO: City Council

FROM: Michael Compeau
Director of Public Safety

RE: Traffic Control Order # 1257

Jamie Redmond on behalf of the Gilbert Street block party group proposes the use of Gilbert Street between Oliver Street and Queen Street on August 28, 2011 from 1:00pm to 6:00pm. The use of the street is for a block party for the neighborhood residents.

There were no rules or policies submitted by the group. The group is also requesting the council waive the insurance requirements.

The Public Safety Department has issued Traffic Control Order No# 1257 in accordance with the Rules for the Issuance of Certain Traffic Control Orders for your consideration.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.	DATE	TIME
1257	8/11/11	1:00 PM

REQUESTED BY
Ron Baker - City Engineer
Michael Compeau – Director of Public Safety

TYPE OF CONTROL
Closure of Gilbert Street between Oliver Street and Queen Street on 8/28/2011 from 1:00 PM to 6:00 PM.

LOCATION OF CONTROL
Gilbert Street between Oliver Street and Queen Street

APPROVED BY COUNCIL _____ 20 _____

REMARKS



APPLICATION FOR USE OF PARKING LOTS, PARADES, OR SIMILAR EVENTS

301 W. MAIN OWOSSO, MICHIGAN 48867-2958 • (989) 725-0550 • FAX 725-0526

The request for use of the parking lots, parade, or similar event shall be submitted to the Director of Public Safety not less than 14 days nor more than 120 days before the date for which the use is requested.

The submission of a request by an individual or organization for a traffic control order pursuant to these rules and regulations shall constitute an agreement to indemnify and hold the City and its officers and employees harmless from any and all liability arising from the event or activities for which the request is made.

Name of individual or group: Gilbert Street Block Party Date: 8-1-11

Primary Contact Person Name: Jaimi Redmond

Title: Spokesperson

Address: 701 E. Oliver St.

Phone: 989-666-2272 (Jeff) or 725-9006 (Jaimi)

Requested Date(s): 8-28-11 Requested Hours: 1:00 pm - 6:00 pm

Area Requested (Parking Lot - Parade Route): Gilbert St Between Oliver St & Queen St

Detailed description of the use for which the request is made: Our First Annual Gilbert St Block Party, potluck, Games (beanbag toss, Horse shoes, Free Throw Contest).

- Attach copies of any rules or policies applicable to persons participating in the event.
Evidence to the City of insurance coverage applicable to the event or activity naming the City as an additional insured in an amount of not less than \$500,000 combined single limit.
OR
The City Council may waive such insurance requirement if it determines that insurance coverage is unavailable or cannot be obtained at a reasonable cost and the event or activity is in the public interest or fulfills a legitimate and recognized public purpose.

Do Not Write Below This Line - For Officials Use Only

Approved Not Approved Date: Traffic Control Order Number 1257

Cc: DDA - Director
WCIA - Chairperson



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: August 9, 2011
TO: City Council
FROM: Michael Compeau
Director of Public Safety
RE: Bid for Firefighter Turn Out Gear

The Owosso Public Safety Department received grant funds from FEMA-Assistance to Firefighters Programs for the purchase of fifteen (15) sets of firefighting turn out gear. The grant requires a 5% local match.

Sealed bids were solicited and received:

	<u>Bid Price</u>
1. Apollo Fire Equipment	\$30,817.50
2. West Shore Fire	\$30,870.00
3. First Due Fire Supply	\$35,253.97
4. Time Emergency Equipment	\$33,315.00
(not received in timely manner)	

Although Apollo Fire Equipment was the low it did not meet the specifications listed in the bid.

Recommend the lowest responsible bid from West Shore Fire for \$30,870.00.

RESOLUTION _____

**RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR
FIREFIGHTER TURN OUT GEAR,
WEST SHORE FIRE**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a public safety department requiring firefighter turn out gear; and

WHEREAS, West Shore Fire, Inc. submitted a bid in the amount of \$30,870.00;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to enter into a contract with West Shore Fire, Inc. for the purchase of firefighter turnout gear.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Contract for Services between the City of Owosso, Michigan and West Shore Fire, Inc. in the amount of \$30,870.00.
- THIRD: The above expenses shall be paid from the Fire Division line item 101-335-978.000.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF OWOSSO, SHIAWASSEE COUNTY, MICHIGAN THIS 15th DAY OF AUGUST 2011.

AYES:
NAYS:
ABSTENTIONS:
ABSENT:

CITY OF OWOSSO

ATTEST:

Benjamin R. Frederick, Mayor

Amy K. Kirkland, City Clerk

CITY OF OWOSSO BID TABULATION SHEET

DATE 7/12/2011

DEPT. Public Safety

Page 1 of 1

SUBJECT: TURNOUT GEAR

ITEM #	DESCRIPTION	EST. QTY	UNIT	APOLLO FIRE EQUIP ROMEO MI		WEST SHORE FIRE ALLENDALE MI		FIRST DUE FIRE SUPPLY LESLIE MI	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	COATS	15	EA	\$ 797.00	\$ 11,955.00	\$ 891.00	\$ 13,365.00	\$ 1,105.19	\$ 16,577.85
2	PANTS	15	EA	\$ 529.00	\$ 7,935.00	\$ 578.00	\$ 8,670.00	\$ 737.81	\$ 11,067.15
3	BOOTS	15	EA	\$ 295.00	\$ 4,425.00	\$ 250.00	\$ 3,750.00	\$ 305.00	\$ 4,575.00
4	HELMETS	15	EA	\$ 223.00	\$ 3,345.00	\$ 162.00	\$ 2,430.00	\$ 227.50	\$ 3,412.50
5	LEATHER FRONTS	15	EA	\$ 35.00	\$ 525.00	\$ 34.00	\$ 510.00	\$ 35.00	\$ 525.00
6	GLOVES	15	PAIR	\$ 77.00	\$ 1,155.00	\$ 74.00	\$ 1,110.00	\$ 98.00	\$ 1,470.00
7	NOMAX HOODS	15	EA	\$ 23.50	\$ 352.50	\$ 25.00	\$ 375.00	\$ 35.01	\$ 525.15
8	MASK BAGS	15	EA	\$ 19.50	\$ 292.50	\$ 14.00	\$ 210.00	\$ 29.00	\$ 435.00
9	GEAR BAGS	15	EA	\$ 55.50	\$ 832.50	\$ 30.00	\$ 450.00	\$ 45.00	\$ 675.00
TOTAL BID					\$ 30,817.50		\$ 30,870.00		\$ 39,262.65

35,253.97

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

DEPT. HEAD: *[Signature]*

GENERAL LIABILITY INSURANCE
EXPIRATION DATE: _____

AWARDED: _____

PURCH. AGENT: *[Signature]*

WORKERS COMPENSATION INSURANCE
EXPIRATION DATE: _____

COUNCIL APPROVED: _____

STAFF REC.: *West Shore*

SOLE PROPRIETORSHIP
EXPIRATION DATE: _____

PO NUMBER: _____



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: August 15, 2011

TO: OWOSSO CITY COUNCIL

FROM: Ronald Baker, Director of Public Services

RE: Request for Change Order for 2011 Street Patch Program

One-Way Asphalt has completed the planned street patches that were in the original proposal. Since the original list of street patches was developed, several water main breaks have occurred and the new water mains are going in on Bradley, Howell, Cedar, Cass, Clinton and Genesee before these streets are reconstructed with new curb and pavement. The number and size of the new water service leads to the houses were not known at the time of the bidding. Now a lot of the new water service leads are in and the rest that will be done can be estimated to come up with a new quantity of street patches that will be needed to patch these street cuts before the street is paved. We have estimated an additional \$35,000 will be needed to patch all the water service leads on the streets that will be paved. Almost all of this amount will be funded by the Water fund as part of the cost of installing new water main and water services.

We recommend Council approve change order no. 1 to One-Way Asphalt in the amount of \$35,000 for the 2011 Street Patch Program.

RESOLUTION NO. _____

**AUTHORIZING A CHANGE ORDER
TO THE CONTRACT WITH
ONE-WAY ASPHALT
FOR THE 2011 STREET PATCH PROGRAM**

WHEREAS, the City Council approved a contract with One-Way Asphalt on April 18, 2011 for the 2011 Street Patch Program; and

WHEREAS, additional street patching is necessary to patch water service trenches in streets being reconstructed this year.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: The City of Owosso amends the contract with One Way Asphalt to add additional street patch work to their contract.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached as Exhibit A, Amendment to the Contract for Services Between the City of Owosso and One Way Asphalt increasing the total amount by \$35,000.

THIRD: The above expenses shall be paid from the Water Fund budget.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF OWOSSO,
SHIAWASSEE COUNTY, MICHIGAN THIS 15th DAY OF August 2011.

ATTEST:

Amy K. Kirkland, City Clerk



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: For August 15, 2011 Council Meeting (Consent Agenda)

TO: Owosso City Council

FROM: Gary Burk, Utilities Director

RE: **Glaeser Dawes Corporation – 2011 Water Main Replacement Project
Contract Payment # 2011-1 - \$110,226.37**

I recommend Council approval of the attached Pay Estimate # 2011-1 in the amount of \$110,226.37 to Glaeser Dawes Corporation for work completed through August 5, 2011 on the 2011 Water Main Replacement Project. The total estimated contract amount is \$208,192.42.

New water mains have been installed on Bradley St. between Lansing and Howell, on Howell St. between Bradley and River, and on North Cedar St. between Main and Beehler. The contractor is still working on service line replacements on Cedar Street and will then move to Genesee and Clinton Streets for main replacement between S.M-52 and Michigan. The work should be completed by the end of August.

GMB

Enc.

RESOLUTION NO. _____

AUTHORIZING PAYMENT TO
GLAESER DAWES CORPORATION
FOR WORK COMPLETED ON THE
2011 WATER MAIN REPLACEMENT PROJECT

WHEREAS, the city of Owosso, Shiawassee County, Michigan, entered into a unit price contract with Glaeser Dawes Corporation for the 2011 Water Main Replacement Project, and

WHEREAS, a portion of this work has been completed and is now eligible for payment; and

WHEREAS, the City project manager recommends Pay Estimate 2011-1 in the amount of \$110,226.37 for work completed through August 5, 2011, and said unit quantities and amount agreed to by Glaeser Dawes Corporation.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: The city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to pay Glaeser Dawes Corporation for work completed on the 2011 Water Main Replacement Project.

SECOND: The accounts payable department is authorized to submit payment to the Glaeser Dawes Corporation the amount of \$110,226.37 as detailed on the attached Payment Estimate 2011-1 as authorized by Council on August 15, 2011.

THIRD: The above expenses shall be paid from the Water Fund.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF OWOSSO,
SHIAWASSEE COUNTY, MICHIGAN THIS 15th DAY OF AUGUST, 2011.

Amy K. Kirkland, City Clerk

Owner: City of Owosso

Contractor: Glaeser Dawes Corp.

2011 Water Main Replacement Project

Item	Description	PAY ESTIMATE No. 2011-1		(For work through August 5, 2011)			Total earned to date
		Estimated Quantities	Units	Unit Price	Completed this period	Completed to date	
1	8" Class 52 D.I Water Main Tr. Dr. G	1200	LF	\$41.81	1175	1175	\$49,126.75
2	6" Class 52 D.I Water Main Tr. Dr. G	1880	LF	\$35.53	1050	1050	\$37,306.50
3	8" Gate Valve & Box	5	Each	\$1,561.18	3	3	\$4,683.54
4	6" Gate Valve & Box	4	Each	\$1,218.58	4	4	\$4,874.32
5	Hydrant Assembly	3	Each	\$4,019.23	3	3	\$12,057.69
6	2" Service Tap, Long, Curb Stop	1	Each	\$2,571.04	0	0	\$0.00
7	1" Service Tap, Long, Curb Stop	6	Each	\$1,099.71	0	0	\$0.00
8	1" Service Tap, Short, Curb Stop	4	Each	\$678.25	0	0	\$0.00
9	1.5" Service Tap, Short, Curb Stop	1	Each	\$1,571.21	0	0	\$0.00
10	3/4" Service Tap, Long, Curb Stop	16	Each	\$988.27	2	2	\$1,976.54
11	3/4" Service Tap, Short, Curb Stop	14	Each	\$547.51	1	1	\$547.51
12	Water Service Transfer	1	Each	\$120.82	0	0	\$0.00
13	Connection, new main to existing	10	Each	\$2,103.02	4	4	\$8,412.08
14	Disinfection & Testing	5	Each	\$674.97	1	1	\$674.97
15	Cut & plug existing watermain	14	Each	\$121.83	3	3	\$365.49
16	Remove & salvage existing hydrant	2	Each	\$350.94	1	1	\$350.94
17	Mobilization, traffic & soil erosion control	1	lump Sum	\$2,621.77	0.8	0.8	\$2,097.42

Total Authorized Contract Amount \$208,192.42

Total Earned to date \$122,473.75
Less retainer (\$12,247.37)
\$110,226.37
Less previous payments \$ -

Recommended for Payment :

Gary M. Burk, Utilities Director

Pay Estimate 2011-1 \$110,226.37

Accepted by:

for Glaeser Dawes (Contractor)

City Council



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: August 15, 2008

TO: OWOSSO CITY COUNCIL

FROM: Ronald Baker, Director of Public Services

RE: Progress Payment 2 for local share of the cost to reconstruct Oliver and Stewart Streets

The work on these two streets is completed. We are verifying final quantities with Rieth-Riley and their subcontractors so we can come up with an agreed upon final costs.

We recommend Council approve payment to the State of Michigan in the amount of \$43,845.69 as a portion of the local share of the costs to reconstruct Stewart Street from Chipman to Cedar St. and Oliver Street from M-52 to Washington St.

RESOLUTION NO. _____

AUTHORIZING PAYMENT TO
THE MICHIGAN DEPARTMENT OF TRANSPORTATION
FOR WORK COMPLETED ON
THE OLIVER ST. AND STEWART STREET RECONSTRUCTION PROJECT

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has received a Michigan Department of Transportation Small Cities Grant; and

WHEREAS, using these funds in concert with monies from Street Special Assessment and the Street Bond Fund, the City has undertaken a project to reconstruct Oliver St. from M-52 to Washington St. and Stewart St. from Chipman St. to Cedar St, replacing deteriorated curbs and pavement to improve the street infrastructure on these two streets and

WHEREAS, a portion of the work on this project has been completed and is now eligible for payment; and

WHEREAS, the Michigan Department of Transportation has requested reimbursement for the City's share of the work completed to date.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to reimburse the Michigan Department of Transportation for eligible funds spent in the course of reconstructing portions of Oliver St. and Stewart Street.
- SECOND: The accounts payable department is authorized to submit payment to the Michigan Department of Transportation in the amount of \$43,845.69 as detailed on the attached Payment Request #2 as authorized by Council on August 15, 2011.
- THIRD: The above expenses shall be paid from the Street Bond Fund and Special Assessments

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF OWOSSO,
SHIAWASSEE COUNTY, MICHIGAN THIS 15th DAY OF August, 2011.

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

ATTEST:

Amy K. Kohagen, City Clerk

MDOT
841(1/92)

INVOICE

Refer to this Number in Correspondence ----

Invoice No.

AP 337015

Date

7/22/11

OWOSSO, CITY OF
301 W MAIN
OWOSSO, MI 48867-2958

Department of Transportation
Attention: Finance Cashier
P. O. Box 30648
Lansing, Michigan 48909
Phone: (517) 335-0413

Make Check Payable to: State of Michigan -- MDOT

In Re: LOCAL PROGRESS BILLINGS
SEE ATTACHED DETAIL.

PAYMENT DUE AS SPECIFIED IN THE SIGNED AGREEMENT

RECEIVED
JUL 27 2011
CITY OF OWOSSO

Invoice Amount: \$43,845.60
Balance Due: \$43,845.60

MDOT Fed. Id.: 386000134

DETACH HERE, SEND REMITTANCE AND THIS STUB TO:
Michigan Department of Transportation, ATTN: Finance Cashier, P. O. Box 30648, Lansing, Michigan 48909

Invoice No.	Code	Name	Agreement									
AP 337015	741	OWOSSO, CITY OF	11-5064									
Tran	AY	Index	PCA	Appr	Fund	AO	AC-3	GL	Amount	Proj No	Proj Phase	Fed. Item No.
190	11	90404	88888	90400	4899	2203		0548	43,845.60	109187	AA	HH17115

**MICHIGAN DEPARTMENT OF TRANSPORTATION
LOCAL BILL DESCRIPTION REPORT**

FED ITEM NO.	HH7115	BILL NO.	2
JOB NO.	109187A	DATE	7/20/2011
AGREEMENT NO.	11-5064	AY:	2011
AGENCY	City of Owosso		
ADDRESS CODE	741	TOTAL DUE	\$43,845.60
REVENUE ACC.	92-203		

DESCRIPTION: Hot mix asphalt resurfacing work along Oliver Street from Shiawassee Street (Highway M-52) to Washington Street and along Stewart Street from Chipman Street to Cedar Street; including concrete curb and gutter, sidewalk ramps, earthwork, and storm sewer work

CONTRACT AWARD - Part.	376,700.49	EST. FED. SHARE	288,000.00
CONTRACT AWARD - Non-Part.			
OTHER COSTS - Part.	500.00		
OTHER COSTS - Non-Part.		EST. STATE SHARE	
TOTAL AUTHORIZED AMT.	377,200.49	EST. LOCAL SHARE	89,200.49

Category	Local Ind.	Contract	CE	Adv.	Audit	PE	ROW
1	y	296,592.98		108.00	0.00		
Total CTD		296,592.98			0.00		0.00

Total Cat 1	296,700.98	
Federal	226,537.04	76.35% MAX \$288,000
	70,163.94	
State	0.00	0.00%
Local	70,163.94	

Total Local Share 70,163.94

Previous Invoices: 26,318.34

Total Due This Bill \$43,845.60

The Federal Highway Administration (FHWA) requires that projects authorized for federal aid using a lump sum amount be billed to FHWA utilizing the effective federal aid percent rather than the normal pro rata percent up to the lump sum amount.

Generally, the effective federal aid percent is federal aid divided by total federally participating project costs. This invoice has been adjusted to reflect this requirement.



WARRANT 427 August 9, 2011

Vendor	Description	Fund	Amount
Bodman PLC	Professional Services-July 2011	General	\$ 8,104.50
Zoll Medical Corporation	Defibrillators	General	\$58,446.20
Brown & Stewart, PC	Professional Services-July 7, 2011 – August 2, 2011	General	\$ 9,986.18
B S & A Software	Annual Service/Support Fees	General Water Sewer	\$10,790.00
Michigan Municipal League Workers' Compensation Fund	Workers' Compensation Insurance	General	\$21,986.00
Johnson Controls	Planned Service Agreement- August 1, 2011 – January 31, 2012	General Historical	\$11,302.00
		TOTAL	\$120,614.88

08/08/2011

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 07/01/2011 - 07/31/2011

Check Date	Bar Check	Vendor Name	Description	Amount	
Bank 1 GENERAL FUND (POOLED CASH)					
07/01/2011	1	116220	NOLAN, DENNIS	PERFORMANCE DEPOSIT REFUND-REC #219162	50.00
07/01/2011	1	116221	FAS-AHM UTILITIES	UB REFUND, DEPOSIT #13286, FOR ACCOUNT: 120	75.00
07/01/2011	1	116222	C D W GOVERNMENT, INC.	IT-OPER SUPPLIES-MS GSA OFFICE PRO PLUS 201	1,044.12
07/01/2011	1	116223	THOMAS B COOK	COUNCIL SALARY 1/1/11-6/30/11	140.00
07/01/2011	1	116224	ROBERT W CRAIG	JUNE 2011-MAIL PICK-UP AND DELIVERY SERVICE	189.00
07/01/2011	1	116225	DELTA DENTAL PLAN OF MICHIGAN	JULY 2011-DENTAL INSURANCE PREMIUM	4,684.60
07/01/2011	1	116226	DICKINSON WRIGHT PLLC	CONTRACTUAL-SHIA LANDFILL PLP GRP TRUST FL	2,000.00
07/01/2011	1	116227	MICHAEL J ERFOURTH	COUNCIL SALARY 1/1/11-6/30/11	150.00
07/01/2011	1	116228	CHRISTOPHER EVELETH	COUNCIL SALARY 1/1/11-6/30/11	160.00
07/01/2011	1	116229	JONI FORSTER	COUNCIL SALARY 1/1/11-6/30/11	160.00
07/01/2011	1	116230	BENJAMIN FREDERICK	COUNCIL SALARY 1/1/11-6/30/11	270.00
07/01/2011	1	116231	FRONTIER	UTILITIES-PE 6/22/11-TROUBLESHOOTING LINE	33.97
07/01/2011	1	116232	INTERNATIONAL SOCIETY OF ARBORI	ED/TRAINING-ARBORIST RECERTIFICATION-ARNE	200.00
07/01/2011	1	116233	LANDAUER, INC.	CONTRACTUAL-FY 11/12-RADIATION MONITORING	499.12
07/01/2011	1	116234	GARY MARTENIS	COUNCIL SALARY 1/1/11-6/30/11	160.00
07/01/2011	1	116235	MICHIGAN PUBLIC EMPLOYER LABOR	MEMBERSHIP/DUES-FY 11/12 -JESSICA UNANGST	25.00
07/01/2011	1	116236	MUTUAL EYE CLAIM AUDITS	JULY 2011-VISION COVERAGE PREMIUM	457.85
07/01/2011	1	116237	OFFICE DEPOT	PUBLIC SAFETY-OPERATING-FAX MACHINE,TONEF	468.91
07/01/2011	1	116238	PAGE WOLFBERG & WIRTH LLC	OFD-EDUCATION/TRAINING-DVD SET	149.00
07/01/2011	1	116239	PHYSICIANS HEALTH PLAN OF MID-MI	JULY 2011-HEALTH INSURANCE PREMIUM	79,840.36
07/01/2011	1	116240	CINDY S POPOVITCH	COUNCIL SALARY 1/1/11-6/30/11	150.00
07/01/2011	1	116241	RAILROAD MANAGEMENT COMPANY L	WATER-ANNUAL LEASE PAYMENT-9/1/11-8/31/12	710.70
07/01/2011	1	116242	SHIAWASSEE COUNTY HEALTH DEPA	WW-ANNUAL HOUSHOLD HAZARDOUS WASTE DIS	4,600.00
07/01/2011	1	116243	SHIAWASSEE COUNTY SHERIFFS DEF	OPD/OFD-CONTRACTUAL-OSSI'S MCT MOBILE SH/	3,466.40
07/01/2011	1	116244	SHIAWASSEE REGIONAL CHAMBER O	MEMBERSHIP/DUES-FY 11/12 RENEWAL-OWOSSO	756.00
07/01/2011	1	116245	SMITH JANITORIAL SUPPLY	DPW/WWTP/OPD/OFD/CH-SUPPLIES-GLOVES/CLE/	610.37
07/01/2011	1	116246	ST JOHNS ANSWERING SERVICE INC	JULY 2011 ANSWERING SERVICE	60.00
07/01/2011	1	116247	STANDARD INSURANCE COMPANY	JULY 2011-GROUP LIFE INSURANCE PREMIUM	2,232.72
07/01/2011	1	116248	VALLEY LUMBER	PARKS/FLEET/SEWER/STS-SOCCER FIELD REPAIR	319.10
07/01/2011	1	116249	WESTERN LIME CORPORATION	WTP-QUICKLIME-46.03/TONS	5,753.75
07/01/2011	1	116250	WIN'S ELECTRICAL SUPPLY	WWTP/FLEET/OFD-SUPPLIES-MAGLITE KIT,CORD I	133.99

08/08/2011

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 07/01/2011 - 07/31/2011

Check Date	Bar	Check	Vendor Name	Description	Amount		
07/01/2011	1	116251	XEROX CORPORATION	JUNE 2011-FRT DESK/OPD/BLDG/IT-EQUIP MTN	1,536.12		
07/15/2011	1	116252	BREWER, TODD	PERFORMANCE DEPOSIT REFUND-REC#193012	50.00		
07/15/2011	1	116253	123.NET	JUNE 2011-IT-CONTRACTUAL SERVICE	32.00		
07/15/2011	1	116254	AFLAC	EMPLOYEE DEDUCTIONS-AFLAC PREMIUM	1,198.50		
07/15/2011	1	116255	ARBORICULTURE SOCIETY OF MICHIGAN	ED/TRAINING-REGISTRATION-ARNET/BROOKS-8/18	200.00		
07/15/2011	1	116256	THE ARGUS PRESS	JUNE 2011-CLERK-PRINTING-LEGAL NOTICES ETC	344.96		
07/15/2011	1	116257	BODMAN LLP	HR-CONTRACTUAL-ARBITRATION-PETTIGREW/LAE	5,411.88		
07/15/2011	1	116258	GARY BURK	REIMB-ED/TRAINING-CLASS REGISTRATION FEE	120.00		
07/15/2011	1	116259	CENTRON DATA SERVICES, INC.	TREAS-2011 SUMMER TAX BILLS-PRINTING/MAILIN	1,665.27		
07/15/2011	1	116260	CITY MOWING SERVICES	CONTRACTUAL-MOWING/TRIM RESIDENTIAL LOT	360.00		
07/15/2011	1	116261	CONSUMERS ENERGY	UTILITIES-JUNE 2011-MULTIPLE LOCATIONS	31,743.14		
07/15/2011	1	116262	VOID		0.00	V	
			Void Reason: Created From Check Run Process				
07/15/2011	1	116263	VOID		0.00	V	
			Void Reason: Created From Check Run Process				
07/15/2011	1	116264	VOID		0.00	V	
			Void Reason: Created From Check Run Process				
07/15/2011	1	116265	D & D TRUCK & TRAILER PARTS	FLEET/WWTP-TIRES/PARTS/SUPPLIES	632.23		
07/15/2011	1	116266	EMPLOYEE BENEFIT CONCEPTS INC	HR-JULY 2011-MONTHLY FSA ADMIN FEE	100.00		
07/15/2011	1	116267	FISHER CHIPPEWA REDI-MIX, INC.	STREETS-OPERATING-1 YD 4000 CHIPMAN/W OLIV	85.00		
07/15/2011	1	116268	FRONTIER	TELEPHONE-PE 7/1/11-MULTIPLE LOCATIONS	1,916.39		
07/15/2011	1	116269	GABRIEL ROEDER SMITH & COMPANY	CONTRACTUAL-OPD-ACTUARIAL CALCULATION-CI	400.00		
07/15/2011	1	116270	GILBERT'S TRUE VALUE HARDWARE	STREETS/WWTP/PARKS/FLEET/OPD/OFD/WATER/C	393.90		
07/15/2011	1	116271	VOID		0.00	V	
			Void Reason: Created From Check Run Process				
07/15/2011	1	116272	HALLIGAN ELECTRIC INC	WWTP-EQUIPMENT MTN-ELECTRICAL WORK	1,136.25		
07/15/2011	1	116273	TIMOTHY E HILL	MEDICAL REIMBURSEMENT	30.00		
07/15/2011	1	116274	K A STEEL CHEMICALS INC	WWTP-CHEMICALS/CHLORINE-SODIUM HYPOCHLO	2,835.78		
07/15/2011	1	116275	MAURER'S TEXTILE RENTAL SERVICE	JULY 2011-UNIFORM RENTAL	38.16		
07/15/2011	1	116276	MEMORIAL HEALTHCARE CENTER	CONTRACTUAL-OPD-LAB J. IBARRA	81.00		
07/15/2011	1	116277	METLIFE	EMPLOYEE DEDUCTIONS-MET LIFE PAYMENT	26.84		
07/15/2011	1	116278	MICHIGAN ASSESSORS ASSOCIATION	ED/TRAINING-10/5-10/7 CONFERENCE-L.COOK	150.00		

08/08/2011

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 07/01/2011 - 07/31/2011

Check Date	Bar	Check	Vendor Name	Description	Amount
07/15/2011	1	116279	MICHIGAN METER TECHNOLOGY GRC	WATER DEPT-INVENTORY-MATERIALS/SUPPLIES	9,204.00
07/15/2011	1	116280	MICHIGAN PUBLIC EMPLOYER LABOR	ED/TRAINING-9-14/9-16 CONFERENCE-J.UNANGST	210.00
07/15/2011	1	116281	MISDU	EMPLOYEE DEDUCTIONS-GARNISHMENTS	880.35
07/15/2011	1	116282	DOUGLAS LEE MORRICE	MEDICAL REIMBURSEMENT	10.00
07/15/2011	1	116283	MY-CAN LLC	PARKS-BLDG MTN/RENTAL-JUNE 2011-PORTA POT	722.50
07/15/2011	1	116284	NAPA AUTO PARTS	FLEET/OFD/WWTP/WTP-FILTERS/PUMP/MOWER P.	362.19
07/15/2011	1	116285	NEXTEL COMMUNICATIONS	JUNE 2011-CELLPHONES-SERVICE/EQUIPMENT	944.34
07/15/2011	1	116286	NORTH AMERICAN OVERHEAD DOOR	DPW-BLDG MTN-REPAIR TO GARAGE DOOR	168.10
07/15/2011	1	116287	NORTH CENTRAL LABORATORIES OF	WWTP-OPERATING-LAB SUPPLIES	233.10
07/15/2011	1	116288	OFFICE DEPOT	CH/BLDG/FINANCE/DPW/WWTP-COPIER PAPER	219.52
07/15/2011	1	116289	OWOSSO COMMUNITY AIRPORT	TRANSFERS-1 OF 2 PAYMENTS FOR FY 11/12	3,489.00
07/15/2011	1	116290	PITNEY BOWES GLOBAL FINANCIAL S	ADMIN-EQUIP MTN-JULY 2011 POSTAGE MACHINE	156.00
07/15/2011	1	116291	POLICE OFFICERS LABOR COUNCIL	EMPLOYEE DEDUCTIONS-UNION DUES-POLICE	769.25
07/15/2011	1	116292	POLYDYNE INC	WWTP-CHEMICALS-AF 4500 POLYMER	1,947.00
07/15/2011	1	116293	Q2A ASSOCIATES LLC	CONTRACTUAL SRVS-6/12/11-6/25/11-R.WILLIAMS	2,908.50
07/15/2011	1	116294	REPUBLIC SERVICES OF FLINT	REFUSE SERVICE-JULY 2011	396.48
07/15/2011	1	116295	S L H METALS INC	FLEET-EQUIP MTN-MATERIALS	518.95
07/15/2011	1	116296	SHANTY CREEK RESORTS	ED/TRAINING-J.UNANGST-1ST NITE DEP-9/13-9/16	130.48
07/15/2011	1	116297	SHIAWASSEE DISTRICT LIBRARY	CONTRACTUAL-SATA HOURS-4/1/11-6/30/11	375.02
07/15/2011	1	116298	SHIAWASSEE ECONOMIC DEV PARTN	MEMBERSHIP/DUES-SEMI-ANNUAL ECON DEV INVI	15,713.00
07/15/2011	1	116299	SPARTAN STORES LLC	EMPLOYEE DEDUCTIONS-RETIREMENT PARTY-TR	48.87
07/15/2011	1	116300	ST JOHNS ANSWERING SERVICE INC	AUGUST 2011-ANSWERING SERVICE	60.00
07/15/2011	1	116301	SUMBERA EXCAVATING, INC.	SEWER-CONTRACTUAL-EMERGENCY REPAIR	2,360.50
07/15/2011	1	116302	TERRY M BACK	WWTP-TIRE REPAIRS	130.00
07/15/2011	1	116303	JESSICA UNANGST	ED/TRAINING-REIMBURSEMENT-HR BOOK	35.23
07/15/2011	1	116304	USA BLUE BOOK	WWTP-CALIBRATION GAS FOR GAS DETECTORS	296.72
07/15/2011	1	116305	WASTE MANAGEMENT OF MICHIGAN	DISPOSAL CHARGES-6/16/11-6/30/11	3,255.56
07/14/2011	1	116306	AMERICAN SPEEDY PRINTING CENTE	DDA-CONTRACTUAL-POSTERS/POSTCARDS ARTIS	189.00
07/14/2011	1	116307	NICOLE ANDERSON	DDA-CONTRACTUAL-ARTISAN MKT ENTERTAINME	150.00
07/14/2011	1	116308	THE ARGUS PRESS	DDA-CONTRACTUAL-FARMERS MARKET ADS	295.00
07/14/2011	1	116309	RONALD BAKER	DDA-REIMBURSEMENT-MAINTENANCE-DEFOAMEF	10.39
07/14/2011	1	116310	CITY OF OWOSSO	DDA-MAY PHONE/JUNE 2011-COPIES/POSTAGE	74.12

08/08/2011

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 07/01/2011 - 07/31/2011

Check Date	Bar Check	Vendor Name	Description	Amount	
07/14/2011	1	116311	CONNECTIC MARKETING	DDA-ADVERTISING-CONNECTIC DWNTWN BROCH	250.00
07/14/2011	1	116312	CURWOOD FESTIVAL	DDA-ADVERTISING-WINDOW DECORATING CONTE	40.00
07/14/2011	1	116313	DAYSTARR COMMUNICATIONS	DDA-JULY 2011-PHONE FORWARDING SERVICE	17.33
07/14/2011	1	116314	DEANA L DOAN	REIMB-SUPPLIES-STRAWBERRY SOCIAL/STALE CF	198.00
07/14/2011	1	116315	JOHN GENORD	DDA-CONTRACTUAL-ARTISAN MKT ENTERTAINME	300.00
07/14/2011	1	116316	GILBERT'S TRUE VALUE HARDWARE	DDA-SUPPLIES-TABLE/EXT.CORD/PLANT FOOD/DE	295.18
07/14/2011	1	116317	AUBREY ANNE GRANT	DDA-CONTRACTUAL-MARKET MASTER SERVICES	300.00
07/14/2011	1	116318	ROGER HALL	DDA-CONTRACTUAL-STRAWBERRIES FOR SOCIAL	190.00
07/14/2011	1	116319	INDEPENDENT NEWSPAPERS	DDA-CONTRACTUAL-CURWOOD AD	200.00
07/14/2011	1	116320	CHARLES KEENAN	DDA-CONTRACTUAL-MARKET MASTER SERVICES-	1,500.00
07/14/2011	1	116321	KELLY'S REFUSE	DDA-CONTRACTUAL-TRASH SERVICE MAY/JUNE	250.00
07/14/2011	1	116322	LUDINGTON ELECTRIC, INC.	DDA-EQUIP MTN-CHANGED OUTLET	212.03
07/14/2011	1	116323	TRACEY ELIZABETH MERCADO	DDA-CONTRACTUAL-MARKET MASTER SERVICES	300.00
07/14/2011	1	116324	OWOSSO AREA AMPHITHEATER ASSC	DDA-CONTRACTUAL-CONCERT SPONSORSHIP 11/	400.00
07/14/2011	1	116325	DAVID PIZZIE	DDA-CONTRACTUAL-MARKET MANAGER SERVICE:	300.00
07/14/2011	1	116326	SIMPSON BROTHER'S GREENHOUSE	DDA-OPERATING-FLOWERS FOR DOWNTOWN	857.25
07/14/2011	1	116327	PAUL RANDEL STEWART II	DDA-CONTRACTUAL-ARTISAN MKT ENTERTAINME	150.00
07/14/2011	1	116328	VAL'S PIZZA	DDA-CONTRACTUAL-COMMUNITY BREAKFAST	274.00
07/14/2011	1	116329	VALLEY LUMBER	DDA-SUPPLIES-MAINTENANCE-ANCHORS	62.82
07/14/2011	1	116330	MICHAEL VIAL	DDA-CONTRACTUAL-ARTISAN MKT ENTERTAINME	150.00
07/14/2011	1	116331	LORRIANE WECKWERT	DDA-REIMBURSEMENT-PLANTS FOR DOWNTOWN	221.62
07/20/2011	1	37(E)	MUNICIPAL EMPLOYEES RETIREMENT	EMPLOYEE CONTRIBUTIONS-JUNE 2011-12 OF 12	9,008.39
07/26/2011	1	116332	BLOOM, BETTY	AMBULANCE-RESIDENT REFUND	69.26
07/26/2011	1	116333	BLUE CARE NETWORK	AMBULANCE-REFUND-AUTO INSURANCE PRIMARY	295.00
07/26/2011	1	116334	THOMAS, WILMA J	AMBULANCE-RESIDENT REFUND	65.22
07/26/2011	1	116335	RAMSDILL CATHLEEN	UB REFUND FOR ACCOUNT: 2225940002	75.19
07/26/2011	1	116336	STONE DORENE	UB REFUND FOR ACCOUNT: 5570070002	66.27
07/26/2011	1	116337	FLORINCHI DANIELLE	UB REFUND FOR ACCOUNT: 5230570002	13.36
07/26/2011	1	116338	HOME OFFICE REALTY	UB REFUND FOR ACCOUNT: 5578070010	26.21
07/26/2011	1	116339	KORF CHERYL	UB REFUND FOR ACCOUNT: 1273121002	17.66
07/26/2011	1	116340	KOPICKO GREGORY JR	UB REFUND FOR ACCOUNT: 2771340007	48.48
07/26/2011	1	116341	WEAVER JULIE	UB REFUND FOR ACCOUNT: 1748000002	21.27

08/08/2011

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 07/01/2011 - 07/31/2011

Check Date	Bar Check	Vendor Name	Description	Amount	
07/26/2011	1	116342	KELLER WILLIAMS	UB REFUND FOR ACCOUNT: 3546570002	58.68
07/26/2011	1	116343	PUGH JULIE	UB REFUND FOR ACCOUNT: 3867570001	162.60
07/26/2011	1	116344	MCLAREN FAMILY CARE	UB REFUND FOR ACCOUNT: 3118400001	84.00
07/26/2011	1	116345	ACCUMED BILLING INC	AMBULANCE BILLING SERVICES & STATE REPOR	4,634.42
07/26/2011	1	116346	AFLAC	EMPLOYEE DEDUCTIONS-AFLAC PREMIUM	1,123.50
07/26/2011	1	116347	ARGUS-HAZCO	WWTP-OPERATING-REPAIR/SHIPPING OF 6X-2003	175.60
07/26/2011	1	116348	ARTHUR H JOHNS JR	WATER FEATURE-FINAL PMT-PER PROJ DESCRIP	6,500.00
07/26/2011	1	116349	B S & A SOFTWARE	EQUIP/CONTRACTUAL-BSA SOFTWARE-FINAL PMT	20,430.00
07/26/2011	1	116350	BAKER COLLEGE OF OWOSSO	VSCI-DECORATIVE BICYCLE RACK MATERIALS	2,753.00
07/26/2011	1	116351	BELL EQUIPMENT COMPANY	FLEET-EQUIP MTN-GUTTER BROOMS (6)/HOSE	805.00
07/26/2011	1	116352	BROWN & STEWART P C	PROFESSIONAL SERVICES-6/9/11-7/6/11	10,421.80
07/26/2011	1	116353	C & M WIRE ROPE & SUPPLY CO	FLEET-EQUIP MTN-SUPPLIES	637.70
07/26/2011	1	116354	CALEDONIA CHARTER TOWNSHIP	APRIL-JUNE 2011-PER WATER DISTRICT AGREEME	16,180.55
07/26/2011	1	116355	CARRY MANUFACTURING INC	PUMP/CONTROL PNL/DEL/SETUP-FOUNTAIN TOWI	6,630.00
07/26/2011	1	116356	CENTRON DATA SERVICES, INC.	JULY 2011-WATER/SEWER BILL PRINTING/MAILING	2,979.52
07/26/2011	1	116357	CITY MOWING SERVICES	CONTRACTUAL-MOWING/TRIM RESIDENTIAL LOTS	610.00
07/26/2011	1	116358	CONSUMERS ENERGY	JUNE 2011-609 WRIGHT ST	102.04
07/26/2011	1	116359	DONALD D CRAWFORD	ED/TRAINING-REIMB-ICMA CONF REGISTRATION	400.00
07/26/2011	1	116360	DALTON ELEVATOR	OFD/DPW/WTP/WWTP-TANK RENTALS OXYGEN	1,113.28
07/26/2011	1	116361	DELTA DENTAL PLAN OF MICHIGAN	AUGUST 2011-DENTAL INSURANCE PREMIUM	4,579.97
07/26/2011	1	116362	DELTA FAMILY CLINIC SOUTH PC	OFD-PSYCHOLOGICAL TESTING-RESERVE FIREFI	2,750.00
07/26/2011	1	116363	EMERGENCY VEHICLE SERVICES INC	OFD-OPERATING-FIRE LINE TAPE/EXPANSION RIN	114.99
07/26/2011	1	116364	FRONTIER	UTILITIES-TRAFFIC SIGNALS-PE 7/13/11	104.99
07/26/2011	1	116365	AMBER FULLER	BOARD OF REVIEW MEETING-7/19/11	50.00
07/26/2011	1	116366	SALLYSUE GALE	BOARD OF REVIEW MEETING-7/19/11	50.00
07/26/2011	1	116367	GALL'S INC.	OPD-OPERATING-FLASHLIGHT BATTERY PACKS/L	192.05
07/26/2011	1	116368	HI QUALITY GLASS, INC	OFD-EQUIP MTN MOBILE-REPAIR MEDIC 4	30.00
07/26/2011	1	116369	IDEXX DISTRIBUTION CORPORATION	WTP-OPERATING-WP200-COLILERT	824.27
07/26/2011	1	116370	JCI JONES CHEMICALS, INC.	SODIUM HYPOCHLORITE	3,608.75
07/26/2011	1	116371	JERRY L JONES	BOARD OF REVIEW MEETING-7/19/11	50.00
07/26/2011	1	116372	KEMIRA WATER SOLUTIONS INC	WWTP-FERRIC CHLORIDE	2,616.48
07/26/2011	1	116373	TERRY KEMP	BOARD OF REVIEW MEETING-7/19/11	50.00

08/08/2011

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 07/01/2011 - 07/31/2011

Check Date	Bar	Check	Vendor Name	Description	Amount
07/26/2011	1	116374	CYNTHIA L KRIESEL	REIMBURSEMENT-NOTARY RENEWAL FEES	20.00
07/26/2011	1	116375	LAW ENFORCEMENT OFFICERS REGI	OPD-ED/TRAINING-2011 SPRING LED	1,782.01
07/26/2011	1	116376	LLOYD MILLER & SONS, INC	FLEET-EQUIP MTN-FILTER/V-BELT	285.99
07/26/2011	1	116377	MAURER HEATING & COOLING, INC.	WWTP-BLDG MTN-REPAIR TO COOLING SYSTEM	749.00
07/26/2011	1	116378	MCMASTER-CARR SUPPLY CO	WWTP-EQUIP MTN-SEALS	49.16
07/26/2011	1	116379	MICHIGAN GOVERNMENT FINANCE	MEMBERSHIP/DUES-11/12-F.KUKULIS	75.00
07/26/2011	1	116380	MICHIGAN METER TECHNOLOGY GRC	WATER-INVENTORY ITEMS-REPAIR CLAMPS	875.90
07/26/2011	1	116381	MICHIGAN RURAL WATER ASSOCIATI	ED/TRAINING-BASIC ELEC-BUSH/GROLL/MITCHELL	450.00
07/26/2011	1	116382	MISDU	EMPLOYEE DEDUCTIONS-GARNISHMENTS	880.35
07/26/2011	1	116383	MOTION INDUSTRIES, INC.	WWTP-EQUIPMENT-GEAR REDUCER FOR INFLUEN	4,133.25
07/26/2011	1	116384	MUTUAL EYE CLAIM AUDITS	AUGUST 2011-VISION COVERAGE PAYMENT	671.50
07/26/2011	1	116385	NETARX LLC	CONTRACTUAL-JUNE 2011-NETWORK ENGINEERIN	7,616.00
07/26/2011	1	116386	NEWMAN, SCOTT	REIMB-CONTRACTUAL-SEWER CABLE/CAMERA CH	325.00
07/26/2011	1	116387	OWOSSO BOLT & BRASS CO	WATER/SEWER-OPERATING-COUPLINGS	30.91
07/26/2011	1	116388	OWOSSO-WATER FUND	UTILITIES-MARCH/JUNE-WATER/SEWER BILLS	3,600.81
07/26/2011	1	116389	GARY L PALMER	CONTRACTUAL-ELECTRICAL INSPECTION SERVI	2,000.00
07/26/2011	1	116390	PHYSICIANS HEALTH PLAN OF MID-MI	AUGUST 2011-HEALTH INSURANCE PREMIUM	76,460.46
07/26/2011	1	116391	PRE-PAID LEGAL SERVICES INC	EMPLOYEE DEDUCTIONS-PRE-PAID LEGAL SERVIC	51.80
07/26/2011	1	116392	PVS NOLWOOD CHEMICALS INC	WTP-SODIUM FLUORIDE	1,730.00
07/26/2011	1	116393	MIKE SELLECK	BOARD OF REVIEW MEETING-7/19/11	50.00
07/26/2011	1	116394	SHIAWASSEE COUNTY EMERGENCY M	OFD-PAGERS-FY07 PSIC GRANT 20% MATCH	2,234.40
07/26/2011	1	116395	SHIAWASSEE COUNTY HEALTH DEPA	WW-FY10/11-ANNUAL HOUSHOLD HAZARDOUS W/	4,600.00
07/26/2011	1	116396	SHIAWASSEE FAMILY YMCA	EMPLOYEE DEDUCTIONS-MEMBERSHIPS	367.20
07/26/2011	1	116397	SOUTHSIDE CAR WASH	OPD-JUNE 2011-CAR WASHES	75.40
07/26/2011	1	116398	STANDARD INSURANCE COMPANY	AUGUST 2011-GROUP LIFE INSURANCE PREMIUM	2,255.78
07/26/2011	1	116399	STATE OF MICHIGAN	BLDG MTN-ANNUAL ELEVATOR INSP/CERT-6/20/11	185.00
07/26/2011	1	116400	STATE OF MICHIGAN	CITY SHARE OLIVER/STEWART RECON/S M-52 WA	29,981.72
07/26/2011	1	116401	STATE OF MICHIGAN	JULY 2011-PAYROLL WITHHOLDING TAX	14,490.23
07/26/2011	1	116402	STATE OF MICHIGAN	OPD-SEX OFFENDER REGISTRATION FEE	25.00
07/26/2011	1	116403	STECHSCHULTE GAS & OIL, INC.	FUEL-PE 6/30/11	11,432.31
07/26/2011	1	116404	SWIM LLC	CONTRACTUAL SRVS-7/10-7/23/11-G.BURK	3,381.00
07/26/2011	1	116405	TERRY M BACK	FLEET-EQUIP MTN-TIRE REPAIRS/TIRE FOR #425	290.00

08/08/2011

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 07/01/2011 - 07/31/2011

Check Date	Bar Check	Vendor Name	Description	Amount
07/26/2011	1	116406	WASTE MANAGEMENT OF MICHIGAN DISPOSAL CHARGES-7/1/11-7/15/11	4,200.79
07/26/2011	1	116407	MERLE E WEST II CONTRACTUAL-PLBG/MECH INSPECTION SERVICE	600.00
07/26/2011	1	116408	WESTERN LIME CORPORATION WTP-QUICKLIME-47.26/TONS	6,049.28
07/26/2011	1	116409	WHALEN QUALITY CONSTRUCTION LL HOUSING-CONTRACTUAL-1ST DRAW 419 N OAK S	1,180.00
1 TOTAL of 187 Non-Void Checks:				496,483.53
1 TOTAL of 4 Void Checks:				0.00
1 TOTAL - 191 Checks:				496,483.53
Bank 10 OWOSSO HISTORICAL FUND				
07/06/2011	10	4234	CHARTER COMMUNICATIONS CABLE/INTERNET-6/29-7/28/11-515 N WASHINGTON	98.71
07/06/2011	10	4235	FRONTIER PHONE-PE 6/28/11-515 N WASHINGTON #3	44.41
07/06/2011	10	4236	ROSEMARY MAGLEY JUNE 2011-CLEANING SERVICES/CASTLE-GOULD F	100.00
07/15/2011	10	4237	RYAN, STEPHANIE REFUND-DEPOSIT ON CASTLE USE FOR 6/18/11	50.00
07/15/2011	10	4238	ROSS, INEZ REIMB-OPERATING-10 COPIES BEAR AND THE CAS	36.00
07/15/2011	10	4239	CITY OF OWOSSO UTILITIES-MARCH/JUNE 2011-WATER/SEWER-515 I	87.00
07/15/2011	10	4240	CONSUMERS ENERGY UTILITIES-JUNE 2011-515 N WASHINGTON ST	134.87
10 TOTAL of 7 Non-Void Checks:				550.99
10 TOTAL of 0 Void Checks:				0.00
10 TOTAL - 7 Checks:				550.99
Bank 2 TRUST & AGENCY				
07/06/2011	2	6063	SHIAWASSEE COUNTY TREASURER 2010 TAX COLLECTIONS-TRAILER FEES	397.50
07/15/2011	2	6064	MICHIGAN DEPARTMENT OF TREASURY 2010 TAX COLLECTIONS-ANNUAL RETURN-KONA V	11,298.75
07/15/2011	2	6065	OWOSSO PUBLIC SCHOOLS 2010 TAX COLLECTIONS-DEL PP COLLECTIONS KC	1,524.04
07/15/2011	2	6066	SHIAWASSEE AREA TRANSPORTATIO 2010 TAX COLLECTIONS-DEL PP COLLECTIONS-KC	84.97
07/15/2011	2	6067	SHIAWASSEE COUNTY TREASURER 2010 TAX COLLECTIONS-DEL PP COLLECTIONS-KC	3,357.85
07/15/2011	2	6068	SHIAWASSEE COUNTY TREASURER 2010 TAX COLLECTIONS-TRAILER FEES-160 LOTS	400.00
07/15/2011	2	6069	SHIAWASSEE DISTRICT LIBRARY 2010 TAX COLLECTIONS-DEL PP KONA VILLA PILO	489.06
07/15/2011	2	6070	SHIAWASSEE REGIONAL EDUCATION 2010 TAX COLLECTIONS-DEL PP COLLECTION-KON	1,744.31

08/08/2011

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 07/01/2011 - 07/31/2011

Check Date	Bar Check	Vendor Name	Description	Amount
2 TOTAL of 8 Non-Void Checks:				19,296.48
2 TOTAL of 0 Void Checks:				0.00
2 TOTAL - 8 Checks:				<u>19,296.48</u>
REPORT TOTALS:				
REPORT TOTAL of 202 Non-Void Checks:				516,331.00
REPORT TOTAL of 4 Void Checks:				0.00
REPORT TOTAL - 206 Checks:				516,331.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Revenues							
101-000-664.666	ICMA INTEREST INCOME	0.00	0.00	0.00	0.00	0.00	0.00
101-000-664.668	RENTAL INCOME	5,000.00	5,000.00	420.00	420.00	4,580.00	8.40
101-000-664.669	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
101-000-671.673	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
101-000-671.675	DONATIONS-PRIVATE	12,200.00	12,200.00	1,015.00	1,015.00	11,185.00	8.32
101-000-671.676	DONATIONS-D.A.R.E.	0.00	0.00	0.00	0.00	0.00	0.00
101-000-671.677	DONATIONS-SMOKE HOUSE	0.00	0.00	0.00	0.00	0.00	0.00
101-000-671.680	OVERTIME REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00
101-000-671.685	LAND CONTRACT PAYMENTS	0.00	0.00	0.00	0.00	0.00	0.00
101-000-671.687	INSURANCE REFUNDS	0.00	0.00	0.00	0.00	0.00	0.00
101-000-671.692	RECOVERY OF BAD DEBTS	5,200.00	5,200.00	647.36	647.36	4,552.64	12.45
101-000-671.694	MISCELLANEOUS	2,500.00	2,500.00	105.31	105.31	2,394.69	4.21
101-000-695.674	DARE REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00
101-000-695.675	SCHOOL REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00
101-000-695.676	WASTEWATER UTIL. ADMIN REIMB	171,600.00	171,600.00	0.00	0.00	171,600.00	0.00
101-000-695.677	CITY UTILITIES ADMIN REIMB	268,000.00	268,000.00	0.00	0.00	268,000.00	0.00
101-000-695.678	DDA/OBRA REIMBURSEMENT	49,600.00	49,600.00	0.00	0.00	49,600.00	0.00
101-000-695.695	ACT 51 ADMIN REIMBURSEMENT	91,000.00	91,000.00	0.00	0.00	91,000.00	0.00
101-000-695.696	APPROPRIATION OF RESERVES	0.00	0.00	0.00	0.00	0.00	0.00
101-000-695.697	ENGINEERING REIMBURSEMENT	148,925.00	148,925.00	0.00	0.00	148,925.00	0.00
101-000-695.698	OTHER FINANCING SOURCES	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
101-000-695.699	APPROPRIATION OF FUND BALANCE	115,875.00	115,875.00	0.00	0.00	115,875.00	0.00
Total Dept 000		6,725,850.00	6,725,850.00	221,855.80	221,855.80	6,503,994.20	3.30
TOTAL Revenues		6,725,850.00	6,725,850.00	221,855.80	221,855.80	6,503,994.20	3.30
Expenditures							
Dept 101-CITY COUNCIL							
101-101-704.000	BOARDS & COMMISSIONS	2,600.00	2,600.00	0.00	0.00	2,600.00	0.00
101-101-728.000	OPERATING SUPPLIES	400.00	400.00	0.00	0.00	400.00	0.00
101-101-860.000	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-101-978.000	EQUIPMENT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 101-CITY COUNCIL		10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
Dept 171-CITY MANAGER							
101-171-702.100	SALARIES	90,000.00	90,000.00	6,923.14	6,923.14	83,076.86	7.69
101-171-702.200	WAGES	0.00	0.00	0.00	0.00	0.00	0.00
101-171-702.800	ACCRUED SICK LEAVE	0.00	0.00	0.00	0.00	0.00	0.00
101-171-715.000	SOCIAL SECURITY (FICA)	7,075.00	7,075.00	535.07	535.07	6,539.93	7.56
101-171-716.100	HEALTH INSURANCE	3,400.00	3,400.00	0.00	0.00	3,400.00	0.00
101-171-716.200	DENTAL INSURANCE	550.00	550.00	43.45	43.45	506.55	7.90
101-171-716.300	OPTICAL INSURANCE	150.00	150.00	0.35	0.35	149.65	0.23
101-171-716.400	LIFE INSURANCE	600.00	600.00	49.50	49.50	550.50	8.25
101-171-716.500	LONG - TERM DISABILITY	875.00	875.00	46.50	46.50	828.50	5.31
101-171-717.000	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-171-718.000	RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00
101-171-718.200	DEFERRED COMPENSATION	13,850.00	13,850.00	1,038.48	1,038.48	12,811.52	7.50
101-171-719.000	WORKERS' COMPENSATION	300.00	300.00	0.00	0.00	300.00	0.00
101-171-728.000	OPERATING SUPPLIES	500.00	500.00	0.00	0.00	500.00	0.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-171-818.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
101-171-833.000	EQUIPMENT MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-171-845.000	LEASE	0.00	0.00	0.00	0.00	0.00	0.00
101-171-856.000	MISCELLANEOUS	250.00	250.00	0.00	0.00	250.00	0.00
101-171-858.000	MEMBERSHIPS & DUES	850.00	850.00	0.00	0.00	850.00	0.00
101-171-860.000	EDUCATION & TRAINING	3,000.00	3,000.00	400.00	400.00	2,600.00	13.33
101-171-978.000	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 171-CITY MANAGER		121,400.00	121,400.00	9,036.49	9,036.49	112,363.51	7.44
Dept 201-FINANCE							
101-201-702.100	SALARIES	101,250.00	101,250.00	5,650.31	5,650.31	95,599.69	5.58
101-201-702.200	WAGES	0.00	0.00	0.00	0.00	0.00	0.00
101-201-702.400	WAGES - TEMPORARY	0.00	0.00	0.00	0.00	0.00	0.00
101-201-702.800	ACCRUED SICK LEAVE	0.00	0.00	0.00	0.00	0.00	0.00
101-201-715.000	SOCIAL SECURITY (FICA)	7,775.00	7,775.00	411.39	411.39	7,363.61	5.29
101-201-716.100	HEALTH INSURANCE	31,800.00	31,800.00	1,849.78	1,849.78	29,950.22	5.82
101-201-716.200	DENTAL INSURANCE	1,325.00	1,325.00	73.86	73.86	1,251.14	5.57
101-201-716.300	OPTICAL INSURANCE	375.00	375.00	0.59	0.59	374.41	0.16
101-201-716.400	LIFE INSURANCE	625.00	625.00	32.80	32.80	592.20	5.25
101-201-716.500	LONG - TERM DISABILITY	975.00	975.00	57.15	57.15	917.85	5.86
101-201-717.000	UNEMPLOYMENT INSURANCE	25.00	25.00	0.00	0.00	25.00	0.00
101-201-718.000	RETIREMENT	8,850.00	8,850.00	0.00	0.00	8,850.00	0.00
101-201-719.000	WORKERS' COMPENSATION	675.00	675.00	0.00	0.00	675.00	0.00
101-201-728.000	OPERATING SUPPLIES	2,000.00	2,000.00	18.88	18.88	1,981.12	0.94
101-201-818.000	CONTRACTUAL SERVICES	78,500.00	78,500.00	0.00	0.00	78,500.00	0.00
101-201-833.000	EQUIPMENT MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-201-856.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00
101-201-858.000	MEMBERSHIPS & DUES	300.00	300.00	52.50	52.50	247.50	17.50
101-201-860.000	EDUCATION & TRAINING	500.00	500.00	0.00	0.00	500.00	0.00
101-201-978.000	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 201-FINANCE		234,975.00	234,975.00	8,147.26	8,147.26	226,827.74	3.47
Dept 209-ASSESSING							
101-209-702.100	SALARIES	66,025.00	66,025.00	5,746.12	5,746.12	60,278.88	8.70
101-209-702.200	WAGES	0.00	0.00	0.00	0.00	0.00	0.00
101-209-702.400	WAGES - TEMPORARY	0.00	0.00	0.00	0.00	0.00	0.00
101-209-702.800	ACCRUED SICK LEAVE	0.00	0.00	0.00	0.00	0.00	0.00
101-209-704.000	BOARDS & COMMISSIONS	1,250.00	1,250.00	250.00	250.00	1,000.00	20.00
101-209-715.000	SOCIAL SECURITY (FICA)	5,100.00	5,100.00	439.19	439.19	4,660.81	8.61
101-209-716.100	HEALTH INSURANCE	4,300.00	4,300.00	113.34	113.34	4,186.66	2.64
101-209-716.200	DENTAL INSURANCE	850.00	850.00	75.54	75.54	774.46	8.89
101-209-716.300	OPTICAL INSURANCE	150.00	150.00	0.43	0.43	149.57	0.29
101-209-716.400	LIFE INSURANCE	500.00	500.00	43.06	43.06	456.94	8.61
101-209-716.500	LONG - TERM DISABILITY	625.00	625.00	57.55	57.55	567.45	9.21
101-209-717.000	UNEMPLOYMENT INSURANCE	25.00	25.00	0.00	0.00	25.00	0.00
101-209-718.000	RETIREMENT	5,750.00	5,750.00	0.00	0.00	5,750.00	0.00
101-209-718.200	DEFERRED COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00
101-209-719.000	WORKERS' COMPENSATION	750.00	750.00	0.00	0.00	750.00	0.00
101-209-728.000	OPERATING SUPPLIES	6,500.00	6,500.00	0.00	0.00	6,500.00	0.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BGD USED
Fund 101 - GENERAL FUND							
Expenditures							
101-209-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00	0.00
101-209-802.000	ADVERTISING	150.00	150.00	0.00	0.00	150.00	0.00
101-209-818.000	CONTRACTUAL SERVICES	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-209-833.000	EQUIPMENT MAINTENANCE	250.00	250.00	0.00	0.00	250.00	0.00
101-209-858.000	MEMBERSHIPS & DUES	300.00	300.00	0.00	0.00	300.00	0.00
101-209-860.000	EDUCATION & TRAINING	1,250.00	1,250.00	150.00	150.00	1,100.00	12.00
101-209-978.000	EQUIPMENT	1,400.00	1,400.00	0.00	0.00	1,400.00	0.00
Total Dept 209-ASSESSING		100,175.00	100,175.00	6,875.23	6,875.23	93,299.77	6.86
Dept 210-CITY ATTORNEY							
101-210-702.100	SALARIES	0.00	0.00	0.00	0.00	0.00	0.00
101-210-702.200	WAGES	0.00	0.00	0.00	0.00	0.00	0.00
101-210-702.800	ACCRUED SICK LEAVE	0.00	0.00	0.00	0.00	0.00	0.00
101-210-715.000	SOCIAL SECURITY (FICA)	0.00	0.00	0.00	0.00	0.00	0.00
101-210-716.100	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-210-716.200	DENTAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-210-716.300	OPTICAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-210-716.400	LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-210-716.500	LONG - TERM DISABILITY	0.00	0.00	0.00	0.00	0.00	0.00
101-210-717.000	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-210-718.000	RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00
101-210-719.000	WORKERS' COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00
101-210-728.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
101-210-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	50,000.00	50,000.00	5,208.65	5,208.65	44,791.35	10.42
101-210-801.100	PROFESSIONAL SERVICES:POLICE/COURT	65,000.00	65,000.00	5,213.15	5,213.15	59,786.85	8.02
101-210-860.000	EDUCATION & TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 210-CITY ATTORNEY		115,000.00	115,000.00	10,421.80	10,421.80	104,578.20	9.06
Dept 215-CLERK							
101-215-702.100	SALARIES	102,000.00	102,000.00	8,560.72	8,560.72	93,439.28	8.39
101-215-702.200	WAGES	0.00	0.00	0.00	0.00	0.00	0.00
101-215-702.400	WAGES - TEMPORARY	0.00	0.00	0.00	0.00	0.00	0.00
101-215-702.800	ACCRUED SICK LEAVE	0.00	0.00	0.00	0.00	0.00	0.00
101-215-706.000	ELECTIONS	13,500.00	13,500.00	0.00	0.00	13,500.00	0.00
101-215-715.000	SOCIAL SECURITY (FICA)	7,825.00	7,825.00	635.47	635.47	7,189.53	8.12
101-215-716.100	HEALTH INSURANCE	22,000.00	22,000.00	2,339.41	2,339.41	19,660.59	10.63
101-215-716.200	DENTAL INSURANCE	900.00	900.00	93.42	93.42	806.58	10.38
101-215-716.300	OPTICAL INSURANCE	375.00	375.00	0.76	0.76	374.24	0.20
101-215-716.400	LIFE INSURANCE	675.00	675.00	54.38	54.38	620.62	8.06
101-215-716.500	LONG - TERM DISABILITY	1,000.00	1,000.00	81.03	81.03	918.97	8.10
101-215-717.000	UNEMPLOYMENT INSURANCE	25.00	25.00	0.00	0.00	25.00	0.00
101-215-718.000	RETIREMENT	8,900.00	8,900.00	0.00	0.00	8,900.00	0.00
101-215-719.000	WORKERS' COMPENSATION	475.00	475.00	0.00	0.00	475.00	0.00
101-215-728.000	OPERATING SUPPLIES	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-215-802.000	ADVERTISING	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-215-818.000	CONTRACTUAL SERVICES	3,900.00	3,900.00	0.00	0.00	3,900.00	0.00
101-215-833.000	EQUIPMENT MAINTENANCE	2,250.00	2,250.00	0.00	0.00	2,250.00	0.00
101-215-858.000	MEMBERSHIPS & DUES	325.00	325.00	11.25	11.25	313.75	3.46
101-215-860.000	EDUCATION & TRAINING	1,600.00	1,600.00	0.00	0.00	1,600.00	0.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BGD USED
Fund 101 - GENERAL FUND							
Expenditures							
Total Dept 253-TREASURY		201,000.00	201,000.00	16,833.82	16,833.82	184,166.18	8.38
Dept 258-INFORMATION & TECHNOLOGY							
101-258-702.100	SALARIES	0.00	0.00	0.00	0.00	0.00	0.00
101-258-702.200	WAGES	0.00	0.00	0.00	0.00	0.00	0.00
101-258-702.800	ACCRUED SICK LEAVE	0.00	0.00	0.00	0.00	0.00	0.00
101-258-715.000	SOCIAL SECURITY (FICA)	0.00	0.00	0.00	0.00	0.00	0.00
101-258-716.100	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-258-716.200	DENTAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-258-716.300	OPTICAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-258-716.400	LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-258-716.500	LONG - TERM DISABILITY	0.00	0.00	0.00	0.00	0.00	0.00
101-258-717.000	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-258-718.000	RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00
101-258-719.000	WORKERS' COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00
101-258-728.000	OPERATING SUPPLIES	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-258-818.000	CONTRACTUAL SERVICES	130,000.00	130,000.00	(476.00)	(476.00)	130,476.00	(0.37)
101-258-833.000	EQUIPMENT MAINTENANCE	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-258-845.000	LEASE	0.00	0.00	0.00	0.00	0.00	0.00
101-258-858.000	MEMBERSHIPS & DUES	200.00	200.00	0.00	0.00	200.00	0.00
101-258-860.000	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-258-978.000	EQUIPMENT	22,825.00	22,825.00	15,322.50	15,322.50	7,502.50	67.13
Total Dept 258-INFORMATION & TECHNOLOGY		163,025.00	163,025.00	14,846.50	14,846.50	148,178.50	9.11
Dept 265-BUILDING & GROUNDS							
101-265-702.200	WAGES	39,000.00	39,000.00	2,375.20	2,375.20	36,624.80	6.09
101-265-702.400	WAGES - TEMPORARY	0.00	0.00	0.00	0.00	0.00	0.00
101-265-702.600	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00
101-265-702.800	ACCRUED SICK LEAVE	0.00	0.00	0.00	0.00	0.00	0.00
101-265-703.000	OTHER COMPENSATION	8,900.00	8,900.00	264.48	264.48	8,635.52	2.97
101-265-715.000	SOCIAL SECURITY (FICA)	3,000.00	3,000.00	196.13	196.13	2,803.87	6.54
101-265-716.100	HEALTH INSURANCE	14,225.00	14,225.00	1,088.10	1,088.10	13,136.90	7.65
101-265-716.200	DENTAL INSURANCE	600.00	600.00	43.45	43.45	556.55	7.24
101-265-716.300	OPTICAL INSURANCE	175.00	175.00	0.35	0.35	174.65	0.20
101-265-716.400	LIFE INSURANCE	100.00	100.00	6.60	6.60	93.40	6.60
101-265-716.500	LONG - TERM DISABILITY	0.00	0.00	0.00	0.00	0.00	0.00
101-265-717.000	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-265-718.000	RETIREMENT	5,900.00	5,900.00	0.00	0.00	5,900.00	0.00
101-265-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00
101-265-719.000	WORKERS' COMPENSATION	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-265-728.000	OPERATING SUPPLIES	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-265-818.000	CONTRACTUAL SERVICES	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-265-820.000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00
101-265-820.100	ELECTRICITY	17,000.00	17,000.00	0.00	0.00	17,000.00	0.00
101-265-820.200	GAS	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
101-265-820.300	TELEPHONE	0.00	0.00	0.00	0.00	0.00	0.00
101-265-820.400	WATER & SEWER	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-265-820.500	REFUSE	0.00	0.00	0.00	0.00	0.00	0.00
101-265-831.000	BUILDING MAINTENANCE	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
101-265-831.200	BLDG MAINTENANCE-RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
101-265-843.000	EQUIPMENT RENTAL	12,000.00	12,000.00	0.00	0.00	12,000.00	0.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-265-974.000	SYSTEM IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
101-265-975.000	COL - BUILDING IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
101-265-978.000	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 265-BUILDING & GROUNDS		151,900.00	151,900.00	3,974.31	3,974.31	147,925.69	2.62
Dept 285-CABLE COMMISSION							
101-285-728.000	OPERATING SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-285-818.000	CONTRACTUAL SERVICES	3,900.00	3,900.00	0.00	0.00	3,900.00	0.00
101-285-858.000	MEMBERSHIPS & DUES	0.00	0.00	0.00	0.00	0.00	0.00
101-285-860.000	EDUCATION & TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 285-CABLE COMMISSION		4,900.00	4,900.00	0.00	0.00	4,900.00	0.00
Dept 299-GENERAL ADMIN							
101-299-702.100	SALARIES	0.00	0.00	0.00	0.00	0.00	0.00
101-299-702.200	WAGES	0.00	0.00	0.00	0.00	0.00	0.00
101-299-702.400	WAGES - TEMPORARY	0.00	0.00	0.00	0.00	0.00	0.00
101-299-702.800	ACCRUED SICK LEAVE	0.00	0.00	0.00	0.00	0.00	0.00
101-299-704.000	BOARDS & COMMISSIONS	0.00	0.00	0.00	0.00	0.00	0.00
101-299-715.000	SOCIAL SECURITY (FICA)	0.00	0.00	0.00	0.00	0.00	0.00
101-299-716.100	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-299-716.200	DENTAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-299-716.300	OPTICAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-299-716.400	LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-299-716.500	LONG - TERM DISABILITY	0.00	0.00	0.00	0.00	0.00	0.00
101-299-717.000	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-299-719.000	WORKERS' COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00
101-299-728.000	OPERATING SUPPLIES	24,200.00	24,200.00	88.54	88.54	24,111.46	0.37
101-299-802.000	ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00
101-299-810.000	INSURANCE & BONDS	140,000.00	140,000.00	0.00	0.00	140,000.00	0.00
101-299-818.000	CONTRACTUAL SERVICES	18,000.00	18,000.00	2,000.00	2,000.00	16,000.00	11.11
101-299-820.100	ELECTRICITY	0.00	0.00	0.00	0.00	0.00	0.00
101-299-820.200	GAS	0.00	0.00	0.00	0.00	0.00	0.00
101-299-820.300	TELEPHONE	22,000.00	22,000.00	139.64	139.64	21,860.36	0.63
101-299-820.400	WATER & SEWER	0.00	0.00	0.00	0.00	0.00	0.00
101-299-820.500	REFUSE	0.00	0.00	0.00	0.00	0.00	0.00
101-299-833.000	EQUIPMENT MAINTENANCE	2,000.00	2,000.00	156.00	156.00	1,844.00	7.80
101-299-845.000	LEASE	950.00	950.00	0.00	0.00	950.00	0.00
101-299-850.000	BAD DEBT EXPENSE	75,000.00	75,000.00	0.00	0.00	75,000.00	0.00
101-299-856.000	MISCELLANEOUS	6,500.00	6,500.00	0.00	0.00	6,500.00	0.00
101-299-858.000	MEMBERSHIPS & DUES	22,050.00	22,050.00	756.00	756.00	21,294.00	3.43
101-299-860.000	EDUCATION & TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
101-299-971.000	LAND	0.00	0.00	0.00	0.00	0.00	0.00
101-299-971.100	COL - LAND INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
101-299-978.000	EQUIPMENT	45,000.00	45,000.00	0.00	0.00	45,000.00	0.00
101-299-978.100	COL - EQUIPMENT - INTEREST	13,650.00	13,650.00	0.00	0.00	13,650.00	0.00
Total Dept 299-GENERAL ADMIN		369,350.00	369,350.00	3,140.18	3,140.18	366,209.82	0.85

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-320-716.400	LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-320-716.500	LONG - TERM DISABILITY	0.00	0.00	0.00	0.00	0.00	0.00
101-320-717.000	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-320-718.000	RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00
101-320-719.000	WORKERS' COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00
101-320-728.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
101-320-741.000	UNIFORMS & CLEANING	0.00	0.00	0.00	0.00	0.00	0.00
101-320-860.000	EDUCATION & TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 320		0.00	0.00	0.00	0.00	0.00	0.00
Dept 335-FIRE							
101-335-702.100	SALARIES	909,550.00	909,550.00	61,229.72	61,229.72	848,320.28	6.73
101-335-702.200	WAGES	0.00	0.00	0.00	0.00	0.00	0.00
101-335-702.300	OVERTIME	75,000.00	75,000.00	16,050.75	16,050.75	58,949.25	21.40
101-335-702.400	WAGES - TEMPORARY	0.00	0.00	0.00	0.00	0.00	0.00
101-335-702.500	MEAL ALLOWANCE	12,750.00	12,750.00	11,250.00	11,250.00	1,500.00	88.24
101-335-702.600	UNIFORMS	1,700.00	1,700.00	0.00	0.00	1,700.00	0.00
101-335-702.800	ACCRUED SICK LEAVE	4,825.00	4,825.00	3,546.60	3,546.60	1,278.40	73.50
101-335-715.000	SOCIAL SECURITY (FICA)	13,250.00	13,250.00	1,394.28	1,394.28	11,855.72	10.52
101-335-716.100	HEALTH INSURANCE	254,050.00	254,050.00	15,052.31	15,052.31	238,997.69	5.92
101-335-716.200	DENTAL INSURANCE	8,100.00	8,100.00	648.34	648.34	7,451.66	8.00
101-335-716.300	OPTICAL INSURANCE	2,900.00	2,900.00	5.42	5.42	2,894.58	0.19
101-335-716.400	LIFE INSURANCE	2,250.00	2,250.00	157.16	157.16	2,092.84	6.98
101-335-716.500	LONG - TERM DISABILITY	1,125.00	1,125.00	101.21	101.21	1,023.79	9.00
101-335-716.600	PHYSICALS	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
101-335-716.610	MEDICAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
101-335-717.000	UNEMPLOYMENT INSURANCE	125.00	125.00	0.00	0.00	125.00	0.00
101-335-718.000	RETIREMENT	48,725.00	48,725.00	0.00	0.00	48,725.00	0.00
101-335-719.000	WORKERS' COMPENSATION	36,500.00	36,500.00	0.00	0.00	36,500.00	0.00
101-335-728.000	OPERATING SUPPLIES	5,000.00	5,000.00	150.19	150.19	4,849.81	3.00
101-335-728.100	SUPPLIES	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-335-741.000	UNIFORMS & CLEANING	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
101-335-751.000	GAS & OIL	15,000.00	15,000.00	659.12	659.12	14,340.88	4.39
101-335-818.000	CONTRACTUAL SERVICES	52,000.00	52,000.00	693.28	693.28	51,306.72	1.33
101-335-820.100	ELECTRICITY	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00
101-335-820.200	GAS	8,500.00	8,500.00	0.00	0.00	8,500.00	0.00
101-335-820.300	TELEPHONE	4,000.00	4,000.00	66.48	66.48	3,933.52	1.66
101-335-820.400	WATER & SEWER	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-335-820.500	REFUSE	500.00	500.00	31.50	31.50	468.50	6.30
101-335-831.000	BUILDING MAINTENANCE	6,500.00	6,500.00	0.00	0.00	6,500.00	0.00
101-335-833.000	EQUIPMENT MAINTENANCE	6,500.00	6,500.00	25.41	25.41	6,474.59	0.39
101-335-833.400	EQUIP MAINT - MOBILE	20,000.00	20,000.00	30.00	30.00	19,970.00	0.15
101-335-845.000	LEASE	113,350.00	113,350.00	0.00	0.00	113,350.00	0.00
101-335-860.000	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-335-978.000	EQUIPMENT	0.00	0.00	2,234.40	2,234.40	(2,234.40)	100.00
101-335-978.100	COL - EQUIPMENT - INTEREST	8,400.00	8,400.00	0.00	0.00	8,400.00	0.00
101-335-978.500	COL-SMOKE HOUSE	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 335-FIRE		1,648,600.00	1,648,600.00	113,326.17	113,326.17	1,535,273.83	6.87

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
Dept 370-BUILDING AND SAFETY							
101-370-702.100	SALARIES	64,900.00	64,900.00	1,809.32	1,809.32	63,090.68	2.79
101-370-702.200	WAGES	0.00	0.00	0.00	0.00	0.00	0.00
101-370-702.800	ACCRUED SICK LEAVE	0.00	0.00	0.00	0.00	0.00	0.00
101-370-715.000	SOCIAL SECURITY (FICA)	4,975.00	4,975.00	133.02	133.02	4,841.98	2.67
101-370-716.100	HEALTH INSURANCE	15,625.00	15,625.00	226.70	226.70	15,398.30	1.45
101-370-716.200	DENTAL INSURANCE	675.00	675.00	11.58	11.58	663.42	1.72
101-370-716.300	OPTICAL INSURANCE	250.00	250.00	0.17	0.17	249.83	0.07
101-370-716.400	LIFE INSURANCE	375.00	375.00	4.95	4.95	370.05	1.32
101-370-716.500	LONG - TERM DISABILITY	575.00	575.00	12.37	12.37	562.63	2.15
101-370-717.000	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-370-718.000	RETIREMENT	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-370-718.200	DEFERRED COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00
101-370-719.000	WORKERS' COMPENSATION	875.00	875.00	0.00	0.00	875.00	0.00
101-370-728.000	OPERATING SUPPLIES	3,000.00	3,000.00	15.49	15.49	2,984.51	0.52
101-370-818.000	CONTRACTUAL SERVICES	50,000.00	50,000.00	2,600.00	2,600.00	47,400.00	5.20
101-370-820.300	TELEPHONE	250.00	250.00	20.91	20.91	229.09	8.36
101-370-833.000	EQUIPMENT MAINTENANCE	250.00	250.00	0.00	0.00	250.00	0.00
101-370-845.000	LEASE	0.00	0.00	0.00	0.00	0.00	0.00
101-370-856.000	MISCELLANEOUS	500.00	500.00	0.00	0.00	500.00	0.00
101-370-858.000	MEMBERSHIPS & DUES	500.00	500.00	0.00	0.00	500.00	0.00
101-370-860.000	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-370-975.000	COL - BUILDING IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
101-370-978.000	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 370-BUILDING AND SAFETY		147,750.00	147,750.00	4,834.51	4,834.51	142,915.49	3.27
Dept 441-PUBLIC WORKS							
101-441-702.100	SALARIES	18,400.00	18,400.00	2,800.58	2,800.58	15,599.42	15.22
101-441-702.200	WAGES	40,000.00	40,000.00	22,514.27	22,514.27	17,485.73	56.29
101-441-702.400	WAGES - TEMPORARY	0.00	0.00	0.00	0.00	0.00	0.00
101-441-702.600	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00
101-441-702.800	ACCRUED SICK LEAVE	0.00	0.00	2,204.20	2,204.20	(2,204.20)	100.00
101-441-703.000	OTHER COMPENSATION	9,200.00	9,200.00	8,014.31	8,014.31	1,185.69	87.11
101-441-715.000	SOCIAL SECURITY (FICA)	4,500.00	4,500.00	2,664.60	2,664.60	1,835.40	59.21
101-441-716.100	HEALTH INSURANCE	15,800.00	15,800.00	10,467.75	10,467.75	5,332.25	66.25
101-441-716.200	DENTAL INSURANCE	800.00	800.00	533.90	533.90	266.10	66.74
101-441-716.300	OPTICAL INSURANCE	200.00	200.00	3.77	3.77	196.23	1.89
101-441-716.400	LIFE INSURANCE	200.00	200.00	83.95	83.95	116.05	41.98
101-441-716.500	LONG - TERM DISABILITY	100.00	100.00	29.70	29.70	70.30	29.70
101-441-717.000	UNEMPLOYMENT INSURANCE	25.00	25.00	0.00	0.00	25.00	0.00
101-441-718.000	RETIREMENT	9,900.00	9,900.00	0.00	0.00	9,900.00	0.00
101-441-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00
101-441-719.000	WORKERS' COMPENSATION	4,500.00	4,500.00	0.00	0.00	4,500.00	0.00
101-441-728.000	OPERATING SUPPLIES	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-441-740.000	OPERATING SUPPLIES II	0.00	0.00	0.00	0.00	0.00	0.00
101-441-751.000	GAS & OIL	50,000.00	50,000.00	1,542.40	1,542.40	48,457.60	3.08
101-441-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00	0.00
101-441-818.000	CONTRACTUAL SERVICES	2,000.00	2,000.00	(120.00)	(120.00)	2,120.00	(6.00)
101-441-820.100	ELECTRICITY	18,000.00	18,000.00	(226.08)	(226.08)	18,226.08	(1.26)
101-441-820.200	GAS	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-441-820.300	TELEPHONE	3,000.00	3,000.00	118.78	118.78	2,881.22	3.96

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 MONTH NORM (ABNORM)	ACTIVITY FOR 07/31/2011 MONTH INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BGD T USED
Fund 101 - GENERAL FUND							
Expenditures							
101-441-820.400	WATER & SEWER	800.00	800.00	0.00	0.00	800.00	0.00
101-441-820.500	REFUSE	1,500.00	1,500.00	125.00	125.00	1,375.00	8.33
101-441-821.000	STREET LIGHTING	225,000.00	225,000.00	(187.81)	(187.81)	225,187.81	(0.08)
101-441-822.000	DISPOSAL AREA (LANDFILL)	0.00	0.00	0.00	0.00	0.00	0.00
101-441-831.000	BUILDING MAINTENANCE	2,000.00	2,000.00	(50.00)	(50.00)	2,050.00	(2.50)
101-441-831.100	STORM SEWER MAINTENANCE	55,000.00	55,000.00	0.00	0.00	55,000.00	0.00
101-441-832.000	STATIONARY EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
101-441-833.400	EQUIP MAINT - MOBILE	0.00	0.00	0.00	0.00	0.00	0.00
101-441-836.200	TREES & GARDEN	0.00	0.00	0.00	0.00	0.00	0.00
101-441-838.000	MISCELLANEOUS OPERATIONS	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-441-843.000	EQUIPMENT RENTAL	11,000.00	11,000.00	0.00	0.00	11,000.00	0.00
101-441-860.000	EDUCATION & TRAINING	2,000.00	2,000.00	700.00	700.00	1,300.00	35.00
101-441-860.100	SAFETY TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-441-974.000	SYSTEM IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
101-441-975.000	COL - BUILDING IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
101-441-979.000	COL-EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
101-441-979.100	COL-EQUIPMENT INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 441-PUBLIC WORKS		491,425.00	491,425.00	51,219.32	51,219.32	440,205.68	10.42
Dept 447-ENGINEERING							
101-447-702.100	SALARIES	77,400.00	77,400.00	10,335.79	10,335.79	67,064.21	13.35
101-447-702.300	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00
101-447-702.400	WAGES - TEMPORARY	4,800.00	4,800.00	0.00	0.00	4,800.00	0.00
101-447-702.800	ACCRUED SICK LEAVE	0.00	0.00	0.00	0.00	0.00	0.00
101-447-715.000	SOCIAL SECURITY (FICA)	5,925.00	5,925.00	785.89	785.89	5,139.11	13.26
101-447-716.100	HEALTH INSURANCE	15,900.00	15,900.00	1,904.21	1,904.21	13,995.79	11.98
101-447-716.200	DENTAL INSURANCE	650.00	650.00	134.92	134.92	515.08	20.76
101-447-716.300	OPTICAL INSURANCE	125.00	125.00	0.88	0.88	124.12	0.70
101-447-716.400	LIFE INSURANCE	200.00	200.00	61.88	61.88	138.12	30.94
101-447-716.500	LONG - TERM DISABILITY	225.00	225.00	99.60	99.60	125.40	44.27
101-447-717.000	UNEMPLOYMENT INSURANCE	25.00	25.00	0.00	0.00	25.00	0.00
101-447-718.000	RETIREMENT	6,300.00	6,300.00	0.00	0.00	6,300.00	0.00
101-447-719.000	WORKERS' COMPENSATION	300.00	300.00	0.00	0.00	300.00	0.00
101-447-728.000	OPERATING SUPPLIES	3,000.00	3,000.00	26.70	26.70	2,973.30	0.89
101-447-818.000	CONTRACTUAL SERVICES	3,000.00	3,000.00	540.94	540.94	2,459.06	18.03
101-447-833.000	EQUIPMENT MAINTENANCE	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-447-845.000	LEASE	0.00	0.00	0.00	0.00	0.00	0.00
101-447-858.000	MEMBERSHIPS & DUES	700.00	700.00	0.00	0.00	700.00	0.00
101-447-860.000	EDUCATION & TRAINING	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-447-978.000	EQUIPMENT	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
Total Dept 447-ENGINEERING		126,050.00	126,050.00	13,890.81	13,890.81	112,159.19	11.02
Dept 528-LEAF AND BRUSH COLLECTION							
101-528-702.200	WAGES	40,000.00	40,000.00	0.00	0.00	40,000.00	0.00
101-528-702.400	WAGES - TEMPORARY	0.00	0.00	0.00	0.00	0.00	0.00
101-528-703.000	OTHER COMPENSATION	9,200.00	9,200.00	0.00	0.00	9,200.00	0.00
101-528-715.000	SOCIAL SECURITY (FICA)	0.00	0.00	0.00	0.00	0.00	0.00
101-528-716.000	FRINGES	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
101-528-728.000	OPERATING SUPPLIES	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-966-999.257	TRANSFER TO BUDGET STABILIZATION	0.00	0.00	0.00	0.00	0.00	0.00
101-966-999.265	TRANSFER TO MAGNET	0.00	0.00	0.00	0.00	0.00	0.00
101-966-999.275	TRANSFER TO HOUSING/RDEVLPMT	0.00	0.00	0.00	0.00	0.00	0.00
101-966-999.297	TRANSFER TO HISTORICAL COMMISSION	17,450.00	17,450.00	0.00	0.00	17,450.00	0.00
101-966-999.300	TRANSFER TO DEBT	0.00	0.00	0.00	0.00	0.00	0.00
101-966-999.400	TRANSFER TO CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00
101-966-999.588	TRANSFER TO SATA	0.00	0.00	0.00	0.00	0.00	0.00
101-966-999.700	TRANSFER TO AIRPORT	7,000.00	7,000.00	3,489.00	3,489.00	3,511.00	49.84
101-966-999.731	TRANSFER-RETIREMENT	57,200.00	57,200.00	0.00	0.00	57,200.00	0.00
Total Dept 966-TRANSFERS OUT		81,650.00	81,650.00	3,489.00	3,489.00	78,161.00	4.27
TOTAL Expenditures		6,725,850.00	6,725,850.00	429,779.55	429,779.55	6,296,070.45	6.39
Fund 101:							
TOTAL REVENUES		6,725,850.00	6,725,850.00	221,855.80	221,855.80	6,503,994.20	3.30
TOTAL EXPENDITURES		6,725,850.00	6,725,850.00	429,779.55	429,779.55	6,296,070.45	6.39
NET OF REVENUES & EXPENDITURES		0.00	0.00	(207,923.75)	(207,923.75)	207,923.75	100.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 202 - MAJOR STREET FUND							
Revenues							
Dept 000							
202-000-501.506	GRANT-FEDERAL	288,000.00	288,000.00	0.00	0.00	288,000.00	0.00
202-000-539.529	METRO ACT	0.00	0.00	0.00	0.00	0.00	0.00
202-000-539.530	LAND TRUST GRANT	33,800.00	33,800.00	0.00	0.00	33,800.00	0.00
202-000-539.531	PROGRAM INCOME	0.00	0.00	0.00	0.00	0.00	0.00
202-000-539.546	TRUNKLINE MAINTENANCE	37,800.00	37,800.00	0.00	0.00	37,800.00	0.00
202-000-539.569	GAS & WEIGHT TAX	664,700.00	664,700.00	52,985.05	52,985.05	611,714.95	7.97
202-000-539.576	INCOME TAX	0.00	0.00	0.00	0.00	0.00	0.00
202-000-539.580	SPECIAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00
202-000-580.000	CONTRIBUTION FROM TOWNSHIP	0.00	0.00	0.00	0.00	0.00	0.00
202-000-580.100	STATE CONTRIBUTION-CAR LEASE	0.00	0.00	0.00	0.00	0.00	0.00
202-000-664.664	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00	0.00
202-000-671.675	DONATIONS-PRIVATE	0.00	0.00	0.00	0.00	0.00	0.00
202-000-671.694	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00
202-000-695.101	GENERAL FUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
202-000-695.251	LDFA	0.00	0.00	0.00	0.00	0.00	0.00
202-000-695.283	TRANSFER FROM OBRA#3 (TIAL)	0.00	0.00	0.00	0.00	0.00	0.00
202-000-695.411	TRANSFER FROM STREET PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00
202-000-695.494	TRANSFER FROM CAPITAL PROJECTS (VSCI)	0.00	0.00	0.00	0.00	0.00	0.00
202-000-695.672	SPECIAL ASSESSMENT	143,000.00	143,000.00	0.00	0.00	143,000.00	0.00
202-000-695.697	CAPITAL LEASE	0.00	0.00	0.00	0.00	0.00	0.00
202-000-695.698	OTHER FINANCING SOURCES	184,025.00	184,025.00	0.00	0.00	184,025.00	0.00
202-000-695.699	APPROPRIATION OF FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		1,351,325.00	1,351,325.00	52,985.05	52,985.05	1,298,339.95	3.92
TOTAL Revenues		1,351,325.00	1,351,325.00	52,985.05	52,985.05	1,298,339.95	3.92
Expenditures							
Dept 451-CONSTRUCTION							
202-451-702.100	SALARIES	0.00	0.00	0.00	0.00	0.00	0.00
202-451-702.200	WAGES	0.00	0.00	0.00	0.00	0.00	0.00
202-451-716.000	FRINGES	0.00	0.00	0.00	0.00	0.00	0.00
202-451-728.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
202-451-818.000	CONTRACTUAL SERVICES	606,800.00	606,800.00	0.00	0.00	606,800.00	0.00
202-451-843.000	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 451-CONSTRUCTION		606,800.00	606,800.00	0.00	0.00	606,800.00	0.00
Dept 463-STREET MAINTENANCE							
202-463-702.200	WAGES	26,400.00	26,400.00	0.00	0.00	26,400.00	0.00
202-463-716.000	FRINGES	23,800.00	23,800.00	0.00	0.00	23,800.00	0.00
202-463-728.000	OPERATING SUPPLIES	13,000.00	13,000.00	0.00	0.00	13,000.00	0.00
202-463-818.000	CONTRACTUAL SERVICES	70,000.00	70,000.00	0.00	0.00	70,000.00	0.00
202-463-843.000	EQUIPMENT RENTAL	24,200.00	24,200.00	0.00	0.00	24,200.00	0.00
Total Dept 463-STREET MAINTENANCE		157,400.00	157,400.00	0.00	0.00	157,400.00	0.00
Dept 473-BRIDGE MAINTENANCE							
202-473-702.200	WAGES	200.00	200.00	0.00	0.00	200.00	0.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 202 - MAJOR STREET FUND							
Expenditures							
202-482-999.101	CONTRIBUTION-GF ADMIN	64,550.00	64,550.00	0.00	0.00	64,550.00	0.00
Total Dept 482-ADMINISTRATION & ENGINEERING		186,950.00	186,950.00	1,337.40	1,337.40	185,612.60	0.72
Dept 484-TRUNKLINE SUPERVISOR							
202-484-702.100	SALARIES	4,150.00	4,150.00	0.00	0.00	4,150.00	0.00
Total Dept 484-TRUNKLINE SUPERVISOR		4,150.00	4,150.00	0.00	0.00	4,150.00	0.00
Dept 485-LOCAL STREET TRANSFER							
202-485-999.203	TRANSFER TO LOCAL STREET	173,200.00	173,200.00	0.00	0.00	173,200.00	0.00
Total Dept 485-LOCAL STREET TRANSFER		173,200.00	173,200.00	0.00	0.00	173,200.00	0.00
Dept 486-TRUNKLINE SURFACE MAINTENANCE							
202-486-702.200	WAGES	800.00	800.00	0.00	0.00	800.00	0.00
202-486-716.000	FRINGES	725.00	725.00	0.00	0.00	725.00	0.00
202-486-728.000	OPERATING SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
202-486-818.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
202-486-843.000	EQUIPMENT RENTAL	650.00	650.00	0.00	0.00	650.00	0.00
Total Dept 486-TRUNKLINE SURFACE MAINTENANCE		3,175.00	3,175.00	0.00	0.00	3,175.00	0.00
Dept 488-TRUNKLINE SWEEPING & FLUSHING							
202-488-702.200	WAGES	350.00	350.00	0.00	0.00	350.00	0.00
202-488-716.000	FRINGES	300.00	300.00	0.00	0.00	300.00	0.00
202-488-719.000	WORKERS' COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00
202-488-818.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
202-488-843.000	EQUIPMENT RENTAL	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 488-TRUNKLINE SWEEPING & FLUSHING		1,650.00	1,650.00	0.00	0.00	1,650.00	0.00
Dept 490-TRUNKLINE TREE TRIIM & REMOVAL							
202-490-702.200	WAGES	50.00	50.00	0.00	0.00	50.00	0.00
202-490-716.000	FRINGES	25.00	25.00	0.00	0.00	25.00	0.00
202-490-818.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
202-490-843.000	EQUIPMENT RENTAL	100.00	100.00	0.00	0.00	100.00	0.00
Total Dept 490-TRUNKLINE TREE TRIIM & REMOVAL		175.00	175.00	0.00	0.00	175.00	0.00
Dept 491-TRUNKLINE STORM DRAIN, CURBS							
202-491-702.200	WAGES	1,100.00	1,100.00	0.00	0.00	1,100.00	0.00
202-491-716.000	FRINGES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
202-491-728.000	OPERATING SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
202-491-818.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
202-491-843.000	EQUIPMENT RENTAL	1,800.00	1,800.00	0.00	0.00	1,800.00	0.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 202 - MAJOR STREET FUND							
Expenditures							
Total Dept 491-TRUNKLINE STORM DRAIN, CURBS		4,900.00	4,900.00	0.00	0.00	4,900.00	0.00
Dept 492-TRUNKLINE ROADSIDE CLEANUP							
202-492-702.200	WAGES	75.00	75.00	0.00	0.00	75.00	0.00
202-492-716.000	FRINGES	50.00	50.00	0.00	0.00	50.00	0.00
202-492-719.000	WORKERS' COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00
202-492-728.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
202-492-843.000	EQUIPMENT RENTAL	50.00	50.00	0.00	0.00	50.00	0.00
Total Dept 492-TRUNKLINE ROADSIDE CLEANUP		175.00	175.00	0.00	0.00	175.00	0.00
Dept 494-TRUNKLINE TRAFFIC SIGNS							
202-494-702.200	WAGES	200.00	200.00	0.00	0.00	200.00	0.00
202-494-716.000	FRINGES	175.00	175.00	0.00	0.00	175.00	0.00
202-494-719.000	WORKERS' COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00
202-494-728.000	OPERATING SUPPLIES	250.00	250.00	0.00	0.00	250.00	0.00
202-494-818.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
202-494-843.000	EQUIPMENT RENTAL	100.00	100.00	0.00	0.00	100.00	0.00
Total Dept 494-TRUNKLINE TRAFFIC SIGNS		725.00	725.00	0.00	0.00	725.00	0.00
Dept 495-TRUNKLINE PAVEMENT MARKING							
202-495-702.200	WAGES	0.00	0.00	0.00	0.00	0.00	0.00
202-495-716.000	FRINGES	0.00	0.00	0.00	0.00	0.00	0.00
202-495-716.100	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
202-495-728.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
202-495-818.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
202-495-843.000	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 495-TRUNKLINE PAVEMENT MARKING		0.00	0.00	0.00	0.00	0.00	0.00
Dept 496-TRUNKLINE TRAFFIC SIGNALS							
202-496-702.200	WAGES	250.00	250.00	0.00	0.00	250.00	0.00
202-496-716.000	FRINGES	225.00	225.00	0.00	0.00	225.00	0.00
202-496-728.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
202-496-818.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
202-496-820.100	ELECTRICITY	1,400.00	1,400.00	104.99	104.99	1,295.01	7.50
202-496-843.000	EQUIPMENT RENTAL	150.00	150.00	0.00	0.00	150.00	0.00
Total Dept 496-TRUNKLINE TRAFFIC SIGNALS		2,025.00	2,025.00	104.99	104.99	1,920.01	5.18
Dept 497-TRUNKLINE SNOW & ICE CONTROL							
202-497-702.200	WAGES	3,300.00	3,300.00	0.00	0.00	3,300.00	0.00
202-497-716.000	FRINGES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
202-497-728.000	OPERATING SUPPLIES	14,000.00	14,000.00	0.00	0.00	14,000.00	0.00
202-497-818.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
202-497-843.000	EQUIPMENT RENTAL	7,500.00	7,500.00	0.00	0.00	7,500.00	0.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12	2011-12	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	07/31/2011 NORM (ABNORM)	MONTH 07/31/2011 INCR (DECR)	BALANCE NORM (ABNORM)				
Fund 202 - MAJOR STREET FUND										
Expenditures										
Total Dept 497-TRUNKLINE	SNOW & ICE CONTROL	27,800.00	27,800.00	0.00	0.00	27,800.00	0.00			0.00
Dept 502-TRUNKLINE	LEAVE & INS BENEFITS									
202-502-702.200	WAGES	5,325.00	5,325.00	0.00	0.00	5,325.00	0.00			0.00
Total Dept 502-TRUNKLINE	LEAVE & INS BENEFITS	5,325.00	5,325.00	0.00	0.00	5,325.00	0.00			0.00
TOTAL Expenditures		1,351,325.00	1,351,325.00	1,442.39	1,442.39	1,349,882.61				0.11
Fund 202:										
TOTAL REVENUES		1,351,325.00	1,351,325.00	52,985.05	52,985.05	1,298,339.95				3.92
TOTAL EXPENDITURES		1,351,325.00	1,351,325.00	1,442.39	1,442.39	1,349,882.61				0.11
NET OF REVENUES & EXPENDITURES		0.00	0.00	51,542.66	51,542.66	(51,542.66)				100.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 203 - LOCAL STREET FUND							
Revenues							
Dept 000							
203-000-501.506	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
203-000-539.529	METRO ACT	12,400.00	12,400.00	0.00	0.00	12,400.00	0.00
203-000-539.569	GAS & WEIGHT TAX	245,600.00	245,600.00	19,539.59	19,539.59	226,060.41	7.96
203-000-664.664	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00	0.00
203-000-671.694	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00
203-000-695.101	GENERAL FUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
203-000-695.202	MAJOR STREET TRANSFER	173,200.00	173,200.00	0.00	0.00	173,200.00	0.00
203-000-695.300	TRANSFER FROM DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
203-000-695.672	SPECIAL ASSESSMENT	130,275.00	130,275.00	0.00	0.00	130,275.00	0.00
203-000-695.698	OTHER FINANCING SOURCES	226,675.00	226,675.00	0.00	0.00	226,675.00	0.00
203-000-695.699	APPROPRIATION OF FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		788,150.00	788,150.00	19,539.59	19,539.59	768,610.41	2.48
TOTAL Revenues		788,150.00	788,150.00	19,539.59	19,539.59	768,610.41	2.48
Expenditures							
Dept 451-CONSTRUCTION							
203-451-702.200	WAGES	0.00	0.00	0.00	0.00	0.00	0.00
203-451-716.000	FRINGES	0.00	0.00	0.00	0.00	0.00	0.00
203-451-728.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
203-451-818.000	CONTRACTUAL SERVICES	319,300.00	319,300.00	0.00	0.00	319,300.00	0.00
203-451-843.000	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 451-CONSTRUCTION		319,300.00	319,300.00	0.00	0.00	319,300.00	0.00
Dept 463-STREET MAINTENANCE							
203-463-702.200	WAGES	28,000.00	28,000.00	0.00	0.00	28,000.00	0.00
203-463-716.000	FRINGES	25,200.00	25,200.00	0.00	0.00	25,200.00	0.00
203-463-728.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
203-463-818.000	CONTRACTUAL SERVICES	90,000.00	90,000.00	0.00	0.00	90,000.00	0.00
203-463-843.000	EQUIPMENT RENTAL	40,700.00	40,700.00	0.00	0.00	40,700.00	0.00
Total Dept 463-STREET MAINTENANCE		183,900.00	183,900.00	0.00	0.00	183,900.00	0.00
Dept 474-TRAFFIC SERVICES-MAINTENANCE							
203-474-702.200	WAGES	3,800.00	3,800.00	0.00	0.00	3,800.00	0.00
203-474-716.000	FRINGES	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
203-474-728.000	OPERATING SUPPLIES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
203-474-818.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
203-474-843.000	EQUIPMENT RENTAL	725.00	725.00	0.00	0.00	725.00	0.00
Total Dept 474-TRAFFIC SERVICES-MAINTENANCE		11,025.00	11,025.00	0.00	0.00	11,025.00	0.00
Dept 478-SNOW & ICE CONTROL							
203-478-702.200	WAGES	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
203-478-716.000	FRINGES	7,200.00	7,200.00	0.00	0.00	7,200.00	0.00
203-478-728.000	OPERATING SUPPLIES	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 203 - LOCAL STREET FUND							
Expenditures							
203-478-818.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
203-478-843.000	EQUIPMENT RENTAL	12,650.00	12,650.00	0.00	0.00	12,650.00	0.00
Total Dept 478-SNOW & ICE CONTROL		62,850.00	62,850.00	0.00	0.00	62,850.00	0.00
Dept 480-TREE TRIMMING							
203-480-702.200	WAGES	32,000.00	32,000.00	0.00	0.00	32,000.00	0.00
203-480-716.000	FRINGES	28,800.00	28,800.00	0.00	0.00	28,800.00	0.00
203-480-728.000	OPERATING SUPPLIES	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
203-480-818.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
203-480-843.000	EQUIPMENT RENTAL	39,875.00	39,875.00	0.00	0.00	39,875.00	0.00
Total Dept 480-TREE TRIMMING		103,175.00	103,175.00	0.00	0.00	103,175.00	0.00
Dept 482-ADMINISTRATION & ENGINEERING							
203-482-702.100	SALARIES	60,000.00	60,000.00	968.32	968.32	59,031.68	1.61
203-482-702.800	ACCRUED SICK LEAVE	0.00	0.00	0.00	0.00	0.00	0.00
203-482-715.000	SOCIAL SECURITY (FICA)	0.00	0.00	74.53	74.53	(74.53)	100.00
203-482-716.000	FRINGES	19,800.00	19,800.00	0.00	0.00	19,800.00	0.00
203-482-716.100	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
203-482-716.200	DENTAL INSURANCE	0.00	0.00	8.69	8.69	(8.69)	100.00
203-482-716.300	OPTICAL INSURANCE	0.00	0.00	0.08	0.08	(0.08)	100.00
203-482-716.400	LIFE INSURANCE	0.00	0.00	8.11	8.11	(8.11)	100.00
203-482-716.500	LONG - TERM DISABILITY	0.00	0.00	10.28	10.28	(10.28)	100.00
203-482-718.000	RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00
203-482-719.000	WORKERS' COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00
203-482-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	4,200.00	4,200.00	0.00	0.00	4,200.00	0.00
203-482-810.000	INSURANCE & BONDS	0.00	0.00	0.00	0.00	0.00	0.00
203-482-999.101	CONTRIBUTION-GF ADMIN	23,900.00	23,900.00	0.00	0.00	23,900.00	0.00
Total Dept 482-ADMINISTRATION & ENGINEERING		107,900.00	107,900.00	1,070.01	1,070.01	106,829.99	0.99
TOTAL Expenditures		788,150.00	788,150.00	1,070.01	1,070.01	787,079.99	0.14
Fund 203:							
TOTAL REVENUES		788,150.00	788,150.00	19,539.59	19,539.59	768,610.41	2.48
TOTAL EXPENDITURES		788,150.00	788,150.00	1,070.01	1,070.01	787,079.99	0.14
NET OF REVENUES & EXPENDITURES		0.00	0.00	18,469.58	18,469.58	(18,469.58)	100.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12	2011-12	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	07/31/2011 NORM (ABNORM)	MONTH 07/31/2011 INCR (DECR)	NORM	(ABNORM)	BALANCE		
Fund 248 - TIF PROJECTS										
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00		0.00		0.00		0.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 MONTH (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 273 - CDBG REVOLVING LOAN FUND							
Revenues							
Dept 000							
273-000-501.505	FEDERAL GRANT - CIVIL DEFENSE	0.00	0.00	0.00	0.00	0.00	0.00
273-000-539.529	GRANT-DEPT OF JUSTICE	0.00	0.00	0.00	0.00	0.00	0.00
273-000-539.531	PROGRAM INCOME	0.00	0.00	0.00	0.00	0.00	0.00
273-000-539.532	RECLAMATION GRANT-DEQ	0.00	0.00	0.00	0.00	0.00	0.00
273-000-664.664	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00	0.00
273-000-671.673	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
273-000-671.674	DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
273-000-671.675	LOAN REPAYMENTS-CDBG	7,500.00	7,500.00	4,609.63	4,609.63	2,890.37	61.46
273-000-671.676	DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
273-000-671.686	LOAN REPAYMENTS-CDBG REHAB	0.00	0.00	0.00	0.00	0.00	0.00
273-000-671.688	HYDRANT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
273-000-695.296	TRANSFER FROM DDA	0.00	0.00	0.00	0.00	0.00	0.00
273-000-695.698	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00	0.00
273-000-695.699	APPROPRIATION OF FUND BALANCE	91,225.00	91,225.00	0.00	0.00	91,225.00	0.00
Total Dept 000		98,725.00	98,725.00	4,609.63	4,609.63	94,115.37	4.67
TOTAL Revenues		98,725.00	98,725.00	4,609.63	4,609.63	94,115.37	4.67
Expenditures							
Dept 200-GEN SERVICES							
273-200-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00	0.00
273-200-801.100	PROFESSIONAL SERVICES:AUDIT COSTS	0.00	0.00	0.00	0.00	0.00	0.00
273-200-818.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
273-200-818.200	REHABILITATION	70,000.00	70,000.00	0.00	0.00	70,000.00	0.00
273-200-818.300	RELOCATION EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
273-200-818.400	RECLAMATION	0.00	0.00	0.00	0.00	0.00	0.00
273-200-850.000	BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 200-GEN SERVICES		70,000.00	70,000.00	0.00	0.00	70,000.00	0.00
Dept 901-CAPITAL OUTLAY							
273-901-971.000	LAND	0.00	0.00	0.00	0.00	0.00	0.00
273-901-974.000	SYSTEM IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
273-901-974.100	LAND IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
273-901-975.000	COL - BUILDING IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
273-901-976.000	BUILDING ADD & IMPROVEMENTS	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 901-CAPITAL OUTLAY		20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
Dept 966-TRANSFERS OUT							
273-966-999.200	TRANSFER TO BROWNFIELDS	0.00	0.00	0.00	0.00	0.00	0.00
273-966-999.275	TRANSFER TO HOUSING/RDEVLPMT	8,725.00	8,725.00	0.00	0.00	8,725.00	0.00
273-966-999.296	TRANSFER TO DDA	0.00	0.00	0.00	0.00	0.00	0.00
273-966-999.396	TRANSFER-DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
273-966-999.400	TRANSFER TO CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 966-TRANSFERS OUT		8,725.00	8,725.00	0.00	0.00	8,725.00	0.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12	2011-12	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	07/31/2011 MONTH (ABNORM)	MONTH 07/31/2011 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 273 - CDBG REVOLVING LOAN FUND							
Expenditures							
TOTAL Expenditures		98,725.00	98,725.00	0.00	0.00	98,725.00	0.00
Fund 273:							
TOTAL REVENUES		98,725.00	98,725.00	4,609.63	4,609.63	94,115.37	4.67
TOTAL EXPENDITURES		98,725.00	98,725.00	0.00	0.00	98,725.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	4,609.63	4,609.63	(4,609.63)	100.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 275 - HOUSING & REDEVELOPMENT							
Revenues							
Dept 000							
275-000-501.520	GRANT-HUD/MSHDA	118,000.00	118,000.00	0.00	0.00	118,000.00	0.00
275-000-600.626	CHARGE FOR SERVICES RENDERED	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
275-000-671.674	DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
275-000-695.101	GENERAL FUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
275-000-695.273	TRANSFER FROM CDBG (ADVANCE)	8,725.00	8,725.00	0.00	0.00	8,725.00	0.00
Total Dept 000		156,725.00	156,725.00	0.00	0.00	156,725.00	0.00
TOTAL Revenues		156,725.00	156,725.00	0.00	0.00	156,725.00	0.00
Expenditures							
Dept 690-GENERAL SERVICES							
275-690-702.100	SALARIES	46,975.00	46,975.00	3,492.92	3,492.92	43,482.08	7.44
275-690-715.000	SOCIAL SECURITY (FICA)	3,600.00	3,600.00	256.80	256.80	3,343.20	7.13
275-690-716.100	HEALTH INSURANCE	16,200.00	16,200.00	1,360.15	1,360.15	14,839.85	8.40
275-690-716.200	DENTAL INSURANCE	900.00	900.00	69.75	69.75	830.25	7.75
275-690-716.300	OPTICAL INSURANCE	150.00	150.00	0.35	0.35	149.65	0.23
275-690-716.400	LIFE INSURANCE	325.00	325.00	22.04	22.04	302.96	6.78
275-690-716.500	LONG - TERM DISABILITY	400.00	400.00	35.00	35.00	365.00	8.75
275-690-717.000	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
275-690-718.200	DEFERRED COMPENSATION	1,900.00	1,900.00	139.72	139.72	1,760.28	7.35
275-690-719.000	WORKERS' COMPENSATION	200.00	200.00	0.00	0.00	200.00	0.00
275-690-728.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
275-690-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00	0.00
275-690-818.000	CONTRACTUAL SERVICES	86,075.00	86,075.00	1,222.13	1,222.13	84,852.87	1.42
275-690-818.100	CONTRACTUAL-TIF PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00
275-690-818.200	REHABILITATION	0.00	0.00	0.00	0.00	0.00	0.00
275-690-858.000	MEMBERSHIPS & DUES	0.00	0.00	0.00	0.00	0.00	0.00
275-690-860.000	EDUCATION & TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 690-GENERAL SERVICES		156,725.00	156,725.00	6,598.86	6,598.86	150,126.14	4.21
Dept 901-CAPITAL OUTLAY							
275-901-978.000	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 901-CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		156,725.00	156,725.00	6,598.86	6,598.86	150,126.14	4.21
Fund 275:							
TOTAL REVENUES		156,725.00	156,725.00	0.00	0.00	156,725.00	0.00
TOTAL EXPENDITURES		156,725.00	156,725.00	6,598.86	6,598.86	150,126.14	4.21
NET OF REVENUES & EXPENDITURES		0.00	0.00	(6,598.86)	(6,598.86)	6,598.86	100.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 296 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000							
296-000-401.403	GENERAL PROPERTY TAX	30,050.00	30,050.00	0.00	0.00	30,050.00	0.00
296-000-401.405	TIF	174,900.00	174,900.00	0.00	0.00	174,900.00	0.00
296-000-600.642	SALES-FARMER'S MARKET	2,600.00	2,600.00	0.00	0.00	2,600.00	0.00
296-000-600.643	SALES-ARTISAN MARKET	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
296-000-664.664	INTEREST INCOME	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
296-000-671.678	FUNDRAISER-PROMOTIONS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
296-000-671.679	FUNDRAISER-ORGANIZATIONAL	3,900.00	3,900.00	0.00	0.00	3,900.00	0.00
296-000-671.694	MISCELLANEOUS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
296-000-695.698	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00	0.00
296-000-695.699	APPROPRIATION OF FUND BALANCE	13,350.00	13,350.00	0.00	0.00	13,350.00	0.00
Total Dept 000		232,800.00	232,800.00	0.00	0.00	232,800.00	0.00
TOTAL Revenues		232,800.00	232,800.00	0.00	0.00	232,800.00	0.00
Expenditures							
Dept 200-GEN SERVICES							
296-200-728.000	OPERATING SUPPLIES	1,900.00	1,900.00	0.00	0.00	1,900.00	0.00
296-200-728.300	HOME TOUR PROMOTION	0.00	0.00	0.00	0.00	0.00	0.00
296-200-740.000	OPERATING SUPPLIES II	0.00	0.00	0.00	0.00	0.00	0.00
296-200-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
296-200-802.000	ADVERTISING	500.00	500.00	0.00	0.00	500.00	0.00
296-200-818.000	CONTRACTUAL SERVICES	2,500.00	2,500.00	17.33	17.33	2,482.67	0.69
296-200-818.100	CONTRACTUAL-TIF PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00
296-200-831.000	MAINTENANCE	11,000.00	11,000.00	0.00	0.00	11,000.00	0.00
296-200-858.000	MEMBERSHIPS & DUES	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
296-200-860.000	EDUCATION & TRAINING	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
296-200-999.101	CONTRIBUTION-GF ADMIN	46,000.00	46,000.00	0.00	0.00	46,000.00	0.00
Total Dept 200-GEN SERVICES		68,400.00	68,400.00	17.33	17.33	68,382.67	0.03
Dept 695-ORGANIZATION							
296-695-728.000	SUPPLIES	4,650.00	4,650.00	0.00	0.00	4,650.00	0.00
296-695-818.000	CONTRACTUAL SERVICES	400.00	400.00	0.00	0.00	400.00	0.00
Total Dept 695-ORGANIZATION		5,050.00	5,050.00	0.00	0.00	5,050.00	0.00
Dept 696-PROMOTIONS							
296-696-728.000	SUPPLIES	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
296-696-802.000	ADVERTISING	6,300.00	6,300.00	0.00	0.00	6,300.00	0.00
296-696-818.000	CONTRACTUAL SERVICES	1,500.00	1,500.00	400.00	400.00	1,100.00	26.67
296-696-818.700	CONTRACTUAL SERVICES-FARMER'S MARKET	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
296-696-818.720	CONTRACTUAL SERVICES-ARTISAN MARKET	5,400.00	5,400.00	300.00	300.00	5,100.00	5.56
Total Dept 696-PROMOTIONS		24,700.00	24,700.00	700.00	700.00	24,000.00	2.83
Dept 697-DESIGNS							
296-697-728.000	OPERATING SUPPLIES	28,700.00	28,700.00	0.00	0.00	28,700.00	0.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 296 - DOWNTOWN DEVELOPMENT AUTHORITY							
Expenditures							
296-697-818.000	CONTRACTUAL SERVICES	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
Total Dept 697-DESIGNS		32,700.00	32,700.00	0.00	0.00	32,700.00	0.00
Dept 698-ECONOMIC RESTRUCTURING							
296-698-728.000	SUPPLIES	925.00	925.00	0.00	0.00	925.00	0.00
296-698-818.000	CONTRACTUAL SERVICES	500.00	500.00	0.00	0.00	500.00	0.00
296-698-975.000	COL - BUILDING	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 698-ECONOMIC RESTRUCTURING		1,425.00	1,425.00	0.00	0.00	1,425.00	0.00
Dept 901-CAPITAL OUTLAY							
296-901-965.585	CAPITAL CONTRIBUTION-PARKING	0.00	0.00	0.00	0.00	0.00	0.00
296-901-965.730	CAPITAL CONTRIBUTION-ECON DVMT	13,350.00	13,350.00	0.00	0.00	13,350.00	0.00
296-901-965.756	CAPITAL CONTRIBUTION-PARKS	0.00	0.00	0.00	0.00	0.00	0.00
296-901-974.000	COL-LAND IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
296-901-976.000	BUILDING IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 901-CAPITAL OUTLAY		13,350.00	13,350.00	0.00	0.00	13,350.00	0.00
Dept 905-DEBT SERVICE							
296-905-980.991	PRINCIPAL	13,375.00	13,375.00	0.00	0.00	13,375.00	0.00
296-905-980.995	INTEREST	1,675.00	1,675.00	0.00	0.00	1,675.00	0.00
Total Dept 905-DEBT SERVICE		15,050.00	15,050.00	0.00	0.00	15,050.00	0.00
Dept 966-TRANSFERS OUT							
296-966-999.273	TRANSFER TO CDBG	0.00	0.00	0.00	0.00	0.00	0.00
296-966-999.369	TRANSFER-DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
296-966-999.397	TRANSFER TO DEBT 2009 LTGO FUND	72,125.00	72,125.00	0.00	0.00	72,125.00	0.00
Total Dept 966-TRANSFERS OUT		72,125.00	72,125.00	0.00	0.00	72,125.00	0.00
TOTAL Expenditures		232,800.00	232,800.00	717.33	717.33	232,082.67	0.31
Fund 296:							
TOTAL REVENUES		232,800.00	232,800.00	0.00	0.00	232,800.00	0.00
TOTAL EXPENDITURES		232,800.00	232,800.00	717.33	717.33	232,082.67	0.31
NET OF REVENUES & EXPENDITURES		0.00	0.00	(717.33)	(717.33)	717.33	100.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 297 - HISTORICAL FUND							
Revenues							
Dept 000							
297-000-600.600	SALES	3,500.00	3,500.00	366.00	366.00	3,134.00	10.46
297-000-664.664	INTEREST INCOME	750.00	750.00	0.00	0.00	750.00	0.00
297-000-664.665	INTEREST INCOME-RESTRICTED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
297-000-664.667	RENTS & DEPOSITS-CASTLE	2,100.00	2,100.00	0.00	0.00	2,100.00	0.00
297-000-664.668	RENTAL INCOME	15,000.00	15,000.00	1,270.00	1,270.00	13,730.00	8.47
297-000-671.673	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
297-000-671.674	ENDOWMENTS	0.00	0.00	0.00	0.00	0.00	0.00
297-000-671.675	DONATIONS-PRIVATE	7,000.00	7,000.00	689.81	689.81	6,310.19	9.85
297-000-671.678	FUNDRAISER-BRICKS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
297-000-671.679	DONATIONS:HOME TOUR	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
297-000-695.101	GENERAL FUND TRANSFER	17,450.00	17,450.00	0.00	0.00	17,450.00	0.00
297-000-695.698	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00	0.00
297-000-695.699	APPROPRIATION OF FUND BALANCE	7,700.00	7,700.00	0.00	0.00	7,700.00	0.00
Total Dept 000		62,500.00	62,500.00	2,325.81	2,325.81	60,174.19	3.72
TOTAL Revenues		62,500.00	62,500.00	2,325.81	2,325.81	60,174.19	3.72
Expenditures							
Dept 797-HISTORICAL COMMISSION							
297-797-728.000	OPERATING SUPPLIES	8,000.00	8,000.00	36.00	36.00	7,964.00	0.45
297-797-728.100	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
297-797-728.200	SUPPLIES-HISTORIC COLLECTION	0.00	0.00	0.00	0.00	0.00	0.00
297-797-728.300	HOME TOUR PROMOTION	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
297-797-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	750.00	750.00	0.00	0.00	750.00	0.00
297-797-810.000	INSURANCE & BONDS	1,325.00	1,325.00	0.00	0.00	1,325.00	0.00
297-797-820.000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00
297-797-820.100	ELECTRICITY	0.00	0.00	0.00	0.00	0.00	0.00
297-797-820.400	WATER & SEWER	0.00	0.00	0.00	0.00	0.00	0.00
297-797-831.000	BUILDING MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
297-797-831.100	STORM SEWER MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
297-797-831.200	BLDG MAINTENANCE-RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
297-797-856.000	MISCELLANEOUS	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
297-797-869.000	DOWNTOWN PROMOTION	0.00	0.00	0.00	0.00	0.00	0.00
297-797-978.200	BOOKS & PERIODICALS	0.00	0.00	0.00	0.00	0.00	0.00
297-797-980.992	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 797-HISTORICAL COMMISSION		12,475.00	12,475.00	36.00	36.00	12,439.00	0.29
Dept 798-CASTLE							
297-798-702.200	WAGES	0.00	0.00	0.00	0.00	0.00	0.00
297-798-702.400	WAGES - TEMPORARY	10,250.00	10,250.00	769.62	769.62	9,480.38	7.51
297-798-715.000	SOCIAL SECURITY (FICA)	800.00	800.00	58.87	58.87	741.13	7.36
297-798-716.100	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
297-798-717.000	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
297-798-718.000	RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00
297-798-719.000	WORKERS' COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00
297-798-728.000	OPERATING SUPPLIES	100.00	100.00	0.00	0.00	100.00	0.00
297-798-810.000	INSURANCE & BONDS	850.00	850.00	0.00	0.00	850.00	0.00
297-798-820.000	UTILITIES	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 297 - HISTORICAL FUND							
Expenditures							
297-798-831.000	BUILDING MAINTENANCE	11,000.00	11,000.00	0.00	0.00	11,000.00	0.00
297-798-856.000	MISCELLANEOUS	500.00	500.00	0.00	0.00	500.00	0.00
297-798-869.000	DOWNTOWN PROMOTION	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 798-CASTLE		28,500.00	28,500.00	828.49	828.49	27,671.51	2.91
Dept 799-GOULD HOUSE							
297-799-728.300	HOME TOUR PROMOTION	0.00	0.00	0.00	0.00	0.00	0.00
297-799-810.000	INSURANCE & BONDS	975.00	975.00	0.00	0.00	975.00	0.00
297-799-820.100	ELECTRICITY	5,700.00	5,700.00	0.00	0.00	5,700.00	0.00
297-799-820.400	WATER & SEWER	500.00	500.00	0.00	0.00	500.00	0.00
297-799-831.000	BUILDING MAINTENANCE	13,000.00	13,000.00	0.00	0.00	13,000.00	0.00
297-799-831.200	BLDG MAINTENANCE-RENTAL	150.00	150.00	0.00	0.00	150.00	0.00
297-799-856.000	MISCELLANEOUS	1,200.00	1,200.00	(44.99)	(44.99)	1,244.99	(3.75)
297-799-869.000	DOWNTOWN PROMOTION	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 799-GOULD HOUSE		21,525.00	21,525.00	(44.99)	(44.99)	21,569.99	(0.21)
TOTAL Expenditures		62,500.00	62,500.00	819.50	819.50	61,680.50	1.31
Fund 297:							
TOTAL REVENUES		62,500.00	62,500.00	2,325.81	2,325.81	60,174.19	3.72
TOTAL EXPENDITURES		62,500.00	62,500.00	819.50	819.50	61,680.50	1.31
NET OF REVENUES & EXPENDITURES		0.00	0.00	1,506.31	1,506.31	(1,506.31)	100.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12	2011-12	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	07/31/2011 MONTH (ABNORM)	07/31/2011 INCR (DECR)	NORM	(ABNORM)	
Fund 362 - 2006 SPECIAL ASSESSMENT								
Revenues								
Dept 000								
362-000-401.404	SPECIAL ASSESSMENTS	0.00	0.00	395.67	395.67	(395.67)		100.00
362-000-401.445	COLLECTION & INTEREST ON TAXES	0.00	0.00	0.00	0.00	0.00		0.00
362-000-664.664	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00		0.00
Total Dept 000		0.00	0.00	395.67	395.67	(395.67)		100.00
TOTAL Revenues		0.00	0.00	395.67	395.67	(395.67)		100.00
Expenditures								
Dept 905-DEBT SERVICE								
362-905-980.991	PRINCIPAL	0.00	0.00	0.00	0.00	0.00		0.00
362-905-980.995	INTEREST	0.00	0.00	0.00	0.00	0.00		0.00
362-905-980.998	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00		0.00
Total Dept 905-DEBT SERVICE		0.00	0.00	0.00	0.00	0.00		0.00
TOTAL Expenditures		0.00	0.00	0.00	0.00	0.00		0.00
Fund 362:								
TOTAL REVENUES		0.00	0.00	395.67	395.67	(395.67)		100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	395.67	395.67	(395.67)		100.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12	2011-12	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	07/31/2011 NORM (ABNORM)	MONTH 07/31/2011 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 368 - 2009 SPECIAL ASSESSMENT							
Revenues							
Dept 000							
368-000-401.404	SPECIAL ASSESSMENTS	0.00	0.00	0.00	0.00	0.00	0.00
368-000-401.445	COLLECTION & INTEREST ON TAXES	0.00	0.00	0.00	0.00	0.00	0.00
368-000-664.664	INTEREST INCOME	0.00	0.00	43.88	43.88	(43.88)	100.00
368-000-695.699	APPROPRIATION OF FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	43.88	43.88	(43.88)	100.00
TOTAL Revenues		0.00	0.00	43.88	43.88	(43.88)	100.00
Expenditures							
Dept 905-DEBT SERVICE							
368-905-980.991	PRINCIPAL	0.00	0.00	0.00	0.00	0.00	0.00
368-905-980.995	INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
368-905-980.998	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 905-DEBT SERVICE		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		0.00	0.00	0.00	0.00	0.00	0.00
Fund 368:							
TOTAL REVENUES		0.00	0.00	43.88	43.88	(43.88)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	43.88	43.88	(43.88)	100.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12	2011-12	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	07/31/2011 NORM (ABNORM)	MONTH 07/31/2011 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 372 - 2011 SPECIAL ASSESSMENT							
Revenues							
Dept 000							
372-000-401.404	SPECIAL ASSESSMENTS	0.00	0.00	1,425.60	1,425.60	(1,425.60)	100.00
372-000-401.445	COLLECTION & INTEREST ON TAXES	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	1,425.60	1,425.60	(1,425.60)	100.00
TOTAL Revenues		0.00	0.00	1,425.60	1,425.60	(1,425.60)	100.00
Expenditures							
Dept 905-DEBT SERVICE							
372-905-980.991	PRINCIPAL	0.00	0.00	0.00	0.00	0.00	0.00
372-905-980.995	INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
372-905-980.998	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 905-DEBT SERVICE		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		0.00	0.00	0.00	0.00	0.00	0.00
Fund 372:							
TOTAL REVENUES		0.00	0.00	1,425.60	1,425.60	(1,425.60)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	1,425.60	1,425.60	(1,425.60)	100.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BGD USED
Fund 590 - SEWER FUND							
Revenues							
Dept 000							
590-000-401.446	PENALTIES - LATE CHARGES	30,000.00	30,000.00	(11.66)	(11.66)	30,011.66	(0.04)
590-000-450.477	SWR:PERMITS/INSPECTION FEE	500.00	500.00	0.00	0.00	500.00	0.00
590-000-539.529	GRANT	0.00	0.00	0.00	0.00	0.00	0.00
590-000-550.000	CAPITAL CONTRIBUTION-STATE	0.00	0.00	0.00	0.00	0.00	0.00
590-000-580.000	CONTRIBUTION FROM TOWNSHIP	0.00	0.00	0.00	0.00	0.00	0.00
590-000-600.601	METERED SALES	1,500,000.00	1,500,000.00	356,930.93	356,930.93	1,143,069.07	23.80
590-000-664.664	INTEREST INCOME	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
590-000-671.673	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
590-000-671.692	RECOVERY OF BAD DEBTS	0.00	0.00	0.00	0.00	0.00	0.00
590-000-671.694	MISCELLANEOUS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
590-000-695.699	APPROPRIATION OF FUND BALANCE	169,770.00	169,770.00	0.00	0.00	169,770.00	0.00
Total Dept 000		1,706,270.00	1,706,270.00	356,919.27	356,919.27	1,349,350.73	20.92
TOTAL Revenues		1,706,270.00	1,706,270.00	356,919.27	356,919.27	1,349,350.73	20.92
Expenditures							
Dept 200-GEN SERVICES							
590-200-702.100	SALARIES	43,000.00	43,000.00	2,275.22	2,275.22	40,724.78	5.29
590-200-702.400	WAGES - TEMPORARY	0.00	0.00	0.00	0.00	0.00	0.00
590-200-702.800	ACCRUED SICK LEAVE	0.00	0.00	0.00	0.00	0.00	0.00
590-200-715.000	SOCIAL SECURITY (FICA)	3,300.00	3,300.00	173.76	173.76	3,126.24	5.27
590-200-716.100	HEALTH INSURANCE	8,300.00	8,300.00	0.00	0.00	8,300.00	0.00
590-200-716.150	OPEB EXPENSE	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
590-200-716.200	DENTAL INSURANCE	600.00	600.00	17.39	17.39	582.61	2.90
590-200-716.300	OPTICAL INSURANCE	100.00	100.00	0.14	0.14	99.86	0.14
590-200-716.400	LIFE INSURANCE	200.00	200.00	4.62	4.62	195.38	2.31
590-200-716.500	LONG - TERM DISABILITY	300.00	300.00	11.43	11.43	288.57	3.81
590-200-717.000	UNEMPLOYMENT INSURANCE	100.00	100.00	0.00	0.00	100.00	0.00
590-200-718.000	RETIREMENT	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
590-200-719.000	WORKERS' COMPENSATION	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
590-200-728.000	OPERATING SUPPLIES	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
590-200-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	4,200.00	4,200.00	0.00	0.00	4,200.00	0.00
590-200-810.000	INSURANCE & BONDS	12,200.00	12,200.00	0.00	0.00	12,200.00	0.00
590-200-818.000	CONTRACTUAL SERVICES	10,000.00	10,000.00	3,360.81	3,360.81	6,639.19	33.61
590-200-845.000	LEASE	0.00	0.00	0.00	0.00	0.00	0.00
590-200-850.000	BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
590-200-856.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00
590-200-860.000	EDUCATION & TRAINING	500.00	500.00	0.00	0.00	500.00	0.00
590-200-890.100	DEBT SERVICE & CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00
590-200-890.200	OPERATION & MAINTENANCE	912,000.00	912,000.00	0.00	0.00	912,000.00	0.00
590-200-890.300	REPLACEMENT	86,000.00	86,000.00	0.00	0.00	86,000.00	0.00
590-200-968.000	DEPRECIATION EXPENSE	45,200.00	45,200.00	0.00	0.00	45,200.00	0.00
590-200-999.101	CONTRIBUTION-GF ADMIN	40,000.00	40,000.00	0.00	0.00	40,000.00	0.00
590-200-999.661	CONTRIBUTION-FLEET MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 200-GEN SERVICES		1,174,500.00	1,174,500.00	5,843.37	5,843.37	1,168,656.63	0.50
Dept 549-SEWER OPERATIONS							
590-549-702.100	SALARIES	27,500.00	27,500.00	0.00	0.00	27,500.00	0.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 590 - SEWER FUND							
Expenditures							
590-549-702.200	WAGES	60,000.00	60,000.00	4,636.81	4,636.81	55,363.19	7.73
590-549-702.300	OVERTIME	3,000.00	3,000.00	176.76	176.76	2,823.24	5.89
590-549-702.400	WAGES - TEMPORARY	500.00	500.00	0.00	0.00	500.00	0.00
590-549-702.600	UNIFORMS	1,300.00	1,300.00	0.00	0.00	1,300.00	0.00
590-549-702.800	ACCRUED SICK LEAVE	1,600.00	1,600.00	1,512.08	1,512.08	87.92	94.51
590-549-703.000	OTHER COMPENSATION	2,000.00	2,000.00	763.84	763.84	1,236.16	38.19
590-549-715.000	SOCIAL SECURITY (FICA)	8,200.00	8,200.00	534.26	534.26	7,665.74	6.52
590-549-716.100	HEALTH INSURANCE	38,000.00	38,000.00	2,176.20	2,176.20	35,823.80	5.73
590-549-716.200	DENTAL INSURANCE	1,750.00	1,750.00	113.20	113.20	1,636.80	6.47
590-549-716.300	OPTICAL INSURANCE	200.00	200.00	0.70	0.70	199.30	0.35
590-549-716.400	LIFE INSURANCE	250.00	250.00	13.20	13.20	236.80	5.28
590-549-716.500	LONG - TERM DISABILITY	0.00	0.00	0.00	0.00	0.00	0.00
590-549-717.000	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
590-549-718.000	RETIREMENT	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
590-549-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00
590-549-719.000	WORKERS' COMPENSATION	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
590-549-728.000	OPERATING SUPPLIES	10,000.00	10,000.00	4.12	4.12	9,995.88	0.04
590-549-751.000	GAS & OIL	7,000.00	7,000.00	646.24	646.24	6,353.76	9.23
590-549-818.000	CONTRACTUAL SERVICES	55,000.00	55,000.00	829.00	829.00	54,171.00	1.51
590-549-833.000	EQUIPMENT MAINTENANCE	500.00	500.00	0.00	0.00	500.00	0.00
590-549-833.200	SEWER REPAIR	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
590-549-833.300	SERVICE LINE REPAIR SEPARATION-SSO	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
590-549-836.000	LIFT STATION MAINTENANCE	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
590-549-836.100	LIFT STATION UTILITIES	1,800.00	1,800.00	0.00	0.00	1,800.00	0.00
590-549-843.000	EQUIPMENT RENTAL	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
590-549-860.000	EDUCATION & TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 549-SEWER OPERATIONS		334,100.00	334,100.00	11,406.41	11,406.41	322,693.59	3.41
Dept 901-CAPITAL OUTLAY							
590-901-971.000	LAND	0.00	0.00	0.00	0.00	0.00	0.00
590-901-973.000	CAPITAL OUTLAY - SEWERS	135,000.00	135,000.00	0.00	0.00	135,000.00	0.00
590-901-975.000	COL - BUILDING IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
590-901-977.000	COL - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
590-901-977.100	COL EQUIPMENT INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
590-901-979.000	COL-LIFT STATIONS	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
Total Dept 901-CAPITAL OUTLAY		150,000.00	150,000.00	0.00	0.00	150,000.00	0.00
Dept 905-DEBT SERVICE							
590-905-980.991	PRINCIPAL	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
590-905-980.995	INTEREST	17,670.00	17,670.00	0.00	0.00	17,670.00	0.00
Total Dept 905-DEBT SERVICE		47,670.00	47,670.00	0.00	0.00	47,670.00	0.00
TOTAL Expenditures		1,706,270.00	1,706,270.00	17,249.78	17,249.78	1,689,020.22	1.01

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12	2011-12	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	07/31/2011 NORM (ABNORM)	MONTH 07/31/2011 INCR (DECR)	NORM (ABNORM)	BALANCE NORM (ABNORM)			
Fund 590 - SEWER FUND										
	TOTAL REVENUES	1,706,270.00	1,706,270.00	356,919.27	356,919.27	1,349,350.73	20.92			
	TOTAL EXPENDITURES	1,706,270.00	1,706,270.00	17,249.78	17,249.78	1,689,020.22	1.01			
	NET OF REVENUES & EXPENDITURES	0.00	0.00	339,669.49	339,669.49	(339,669.49)	100.00			

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 591 - WATER FUND							
Revenues							
Dept 000							
591-000-401.446	PENALTIES - LATE CHARGES	35,000.00	35,000.00	(11.18)	(11.18)	35,011.18	(0.03)
591-000-450.477	WTR:PERMITS/INSPECTION FEE	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
591-000-450.478	PERMITS-CALEDONIA TOWNSHIP	0.00	0.00	0.00	0.00	0.00	0.00
591-000-501.550	CAPITAL CONTRIBUTION-FEDERAL	0.00	0.00	0.00	0.00	0.00	0.00
591-000-539.000	WELLHEAD PROTECTION PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00
591-000-550.000	CAPITAL CONTRIBUTION-STATE	0.00	0.00	0.00	0.00	0.00	0.00
591-000-600.601	METERED SALES	1,840,000.00	1,840,000.00	458,374.33	458,374.33	1,381,625.67	24.91
591-000-600.602	METERED SALES-WHOLESALE-USAGE	168,000.00	168,000.00	18,957.75	18,957.75	149,042.25	11.28
591-000-600.603	METERED SALES-WHOLESALE-DEBT	40,500.00	40,500.00	0.00	0.00	40,500.00	0.00
591-000-600.640	MATERIAL & SERVICE	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
591-000-600.641	CONNECTIONS-CALEDONIA TOWNSHIP	0.00	0.00	0.00	0.00	0.00	0.00
591-000-600.642	CHARGE FOR SERVICES - SALES	0.00	0.00	0.00	0.00	0.00	0.00
591-000-664.664	INTEREST INCOME	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
591-000-671.688	HYDRANT RENTAL	14,000.00	14,000.00	0.00	0.00	14,000.00	0.00
591-000-671.692	RECOVERY OF BAD DEBTS	0.00	0.00	0.00	0.00	0.00	0.00
591-000-671.694	MISCELLANEOUS	1,200.00	1,200.00	100.00	100.00	1,100.00	8.33
591-000-671.695	MISCELLANEOUS WATER CHARGES	6,000.00	6,000.00	270.00	270.00	5,730.00	4.50
591-000-695.698	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00	0.00
591-000-695.699	APPROPRIATION OF FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		2,124,700.00	2,124,700.00	477,690.90	477,690.90	1,647,009.10	22.48
TOTAL Revenues		2,124,700.00	2,124,700.00	477,690.90	477,690.90	1,647,009.10	22.48
Expenditures							
Dept 200-GEN SERVICES							
591-200-702.100	SALARIES	36,000.00	36,000.00	3,227.24	3,227.24	32,772.76	8.96
591-200-702.200	WAGES	0.00	0.00	0.00	0.00	0.00	0.00
591-200-702.400	WAGES - TEMPORARY	0.00	0.00	0.00	0.00	0.00	0.00
591-200-702.800	ACCRUED SICK LEAVE	0.00	0.00	0.00	0.00	0.00	0.00
591-200-715.000	SOCIAL SECURITY (FICA)	2,760.00	2,760.00	246.89	246.89	2,513.11	8.95
591-200-716.100	HEALTH INSURANCE	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
591-200-716.150	OPEB EXPENSE	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
591-200-716.200	DENTAL INSURANCE	400.00	400.00	26.06	26.06	373.94	6.52
591-200-716.300	OPTICAL INSURANCE	100.00	100.00	0.21	0.21	99.79	0.21
591-200-716.400	LIFE INSURANCE	100.00	100.00	6.93	6.93	93.07	6.93
591-200-716.500	LONG - TERM DISABILITY	240.00	240.00	17.18	17.18	222.82	7.16
591-200-717.000	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
591-200-718.000	RETIREMENT	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
591-200-719.000	WORKERS' COMPENSATION	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
591-200-728.000	OPERATING SUPPLIES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
591-200-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	5,600.00	5,600.00	0.00	0.00	5,600.00	0.00
591-200-810.000	INSURANCE & BONDS	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
591-200-818.000	CONTRACTUAL SERVICES	18,000.00	18,000.00	5,343.74	5,343.74	12,656.26	29.69
591-200-845.000	LEASE	700.00	700.00	710.70	710.70	(10.70)	101.53
591-200-850.000	BAD DEBT EXPENSE	100.00	100.00	0.00	0.00	100.00	0.00
591-200-856.000	MISCELLANEOUS	100.00	100.00	0.00	0.00	100.00	0.00
591-200-860.000	EDUCATION & TRAINING	700.00	700.00	0.00	0.00	700.00	0.00
591-200-862.000	OVER & SHORT	0.00	0.00	0.00	0.00	0.00	0.00
591-200-968.000	DEPRECIATION EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
591-200-999.101	CONTRIBUTION-GF ADMIN	200,000.00	200,000.00	0.00	0.00	200,000.00	0.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 591 - WATER FUND							
Expenditures							
591-553-718.000	RETIREMENT	17,500.00	17,500.00	0.00	0.00	17,500.00	0.00
591-553-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00
591-553-718.200	DEFERRED COMPENSATION	2,500.00	2,500.00	105.04	105.04	2,394.96	4.20
591-553-719.000	WORKERS' COMPENSATION	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00
591-553-728.000	OPERATING SUPPLIES	16,000.00	16,000.00	824.27	824.27	15,175.73	5.15
591-553-743.000	CHEMICALS	123,000.00	123,000.00	8,325.53	8,325.53	114,674.47	6.77
591-553-751.000	GAS & OIL	500.00	500.00	24.30	24.30	475.70	4.86
591-553-818.000	CONTRACTUAL SERVICES	6,000.00	6,000.00	756.00	756.00	5,244.00	12.60
591-553-818.100	CONTRACTUAL-TIF PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00
591-553-820.100	ELECTRICITY	120,000.00	120,000.00	0.00	0.00	120,000.00	0.00
591-553-820.200	GAS	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
591-553-820.300	TELEPHONE	5,000.00	5,000.00	42.57	42.57	4,957.43	0.85
591-553-820.400	WATER & SEWER	0.00	0.00	0.00	0.00	0.00	0.00
591-553-820.500	REFUSE	500.00	500.00	41.66	41.66	458.34	8.33
591-553-831.000	BUILDING MAINTENANCE	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
591-553-832.000	STATIONARY EQUIPMENT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
591-553-833.000	EQUIPMENT MAINTENANCE	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
591-553-833.100	EQUIP MAINT - WELLS	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
591-553-834.000	MAINTENANCE	120,000.00	120,000.00	0.00	0.00	120,000.00	0.00
591-553-860.000	EDUCATION & TRAINING	600.00	600.00	0.00	0.00	600.00	0.00
591-553-968.000	DEPRECIATION EXPENSE	164,000.00	164,000.00	0.00	0.00	164,000.00	0.00
Total Dept 553-WATER FILTRATION		963,000.00	963,000.00	31,771.45	31,771.45	931,228.55	3.30
Dept 901-CAPITAL OUTLAY							
591-901-971.000	LAND	0.00	0.00	0.00	0.00	0.00	0.00
591-901-972.000	MAINS & HYDRANTS	200,000.00	200,000.00	0.00	0.00	200,000.00	0.00
591-901-972.100	COL-SERVICE LINES	0.00	0.00	0.00	0.00	0.00	0.00
591-901-972.200	COL-WATER STORAGE	0.00	0.00	0.00	0.00	0.00	0.00
591-901-975.000	COL - BUILDING IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
591-901-977.000	COL - EQUIPMENT	200,000.00	200,000.00	0.00	0.00	200,000.00	0.00
591-901-977.100	COL EQUIPMENT INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
591-901-979.000	COL-EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
591-901-979.100	COL-EQUIPMENT INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 901-CAPITAL OUTLAY		400,000.00	400,000.00	0.00	0.00	400,000.00	0.00
Dept 905-DEBT SERVICE							
591-905-980.991	PRINCIPAL	180,000.00	180,000.00	0.00	0.00	180,000.00	0.00
591-905-980.995	INTEREST	190,000.00	190,000.00	0.00	0.00	190,000.00	0.00
591-905-980.998	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 905-DEBT SERVICE		370,000.00	370,000.00	0.00	0.00	370,000.00	0.00
TOTAL Expenditures		2,775,000.00	2,775,000.00	69,758.77	69,758.77	2,705,241.23	2.51
Fund 591:							
TOTAL REVENUES		2,124,700.00	2,124,700.00	477,690.90	477,690.90	1,647,009.10	22.48

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12	2011-12	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	07/31/2011 MONTH (ABNORM)	MONTH 07/31/2011 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 591 - WATER FUND							
	TOTAL EXPENDITURES	<u>2,775,000.00</u>	<u>2,775,000.00</u>	<u>69,758.77</u>	<u>69,758.77</u>	<u>2,705,241.23</u>	<u>2.51</u>
	NET OF REVENUES & EXPENDITURES	(650,300.00)	(650,300.00)	407,932.13	407,932.13	(1,058,232.13)	(62.73)

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 599 - WASTEWATER FUND							
Revenues							
Dept 000							
599-000-601.100	DEBT SERVICE CHRG - OWOSSO	912,000.00	912,000.00	0.00	0.00	912,000.00	0.00
599-000-601.200	DEBT SERVICE CHRG - OWOSSO TWP.	132,000.00	132,000.00	0.00	0.00	132,000.00	0.00
599-000-601.300	DEBT SERVICE CHRG - CALEDONIA TWSP	128,000.00	128,000.00	0.00	0.00	128,000.00	0.00
599-000-601.400	DEBT SERVICE CHRG - CORUNNA	172,000.00	172,000.00	0.00	0.00	172,000.00	0.00
599-000-602.100	OP & MAINT CHRG - OWOSSO	86,000.00	86,000.00	0.00	0.00	86,000.00	0.00
599-000-602.200	OP & MAINT CHRG - OWOSSO TWP	12,500.00	12,500.00	9,809.42	9,809.42	2,690.58	78.48
599-000-602.300	OP & MAINT CHRG - CALEDONIA TWSP	11,500.00	11,500.00	7,839.41	7,839.41	3,660.59	68.17
599-000-602.400	OP & MAINT CHRG - CORUNNA	16,000.00	16,000.00	13,612.01	13,612.01	2,387.99	85.08
599-000-603.100	REPLACEMENT CHRG - OWOSSO	0.00	0.00	0.00	0.00	0.00	0.00
599-000-603.200	REPLACEMENT CHRG - OWOSSO TWP	0.00	0.00	0.00	0.00	0.00	0.00
599-000-603.300	REPLACEMENT CHRG - CALEDONIA TWSP	0.00	0.00	0.00	0.00	0.00	0.00
599-000-603.400	REPLACEMENT CHRG - CORUNNA	0.00	0.00	0.00	0.00	0.00	0.00
599-000-604.100	CAPITAL CHARGE - OWOSSO	0.00	0.00	0.00	0.00	0.00	0.00
599-000-604.200	CAPITAL CHARGE - OWOSSO TWP	0.00	0.00	0.00	0.00	0.00	0.00
599-000-604.300	CAPITAL CHARGE - CALEDONIA TWSP	0.00	0.00	0.00	0.00	0.00	0.00
599-000-604.400	CAPITAL CHARGE - CORUNNA	0.00	0.00	0.00	0.00	0.00	0.00
599-000-664.664	INTEREST INCOME	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
599-000-671.694	MISCELLANEOUS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
599-000-695.698	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00	0.00
599-000-695.699	APPROPRIATION OF FUND BALANCE	550,000.00	550,000.00	0.00	0.00	550,000.00	0.00
Total Dept 000		2,030,000.00	2,030,000.00	31,260.84	31,260.84	1,998,739.16	1.54
TOTAL Revenues		2,030,000.00	2,030,000.00	31,260.84	31,260.84	1,998,739.16	1.54
Expenditures							
Dept 548-WASTEWATER OPERATIONS							
599-548-702.100	SALARIES	60,000.00	60,000.00	4,758.47	4,758.47	55,241.53	7.93
599-548-702.200	WAGES	284,000.00	284,000.00	19,208.86	19,208.86	264,791.14	6.76
599-548-702.300	OVERTIME	23,000.00	23,000.00	4,084.61	4,084.61	18,915.39	17.76
599-548-702.400	WAGES - TEMPORARY	6,500.00	6,500.00	1,192.42	1,192.42	5,307.58	18.34
599-548-702.600	UNIFORMS	4,300.00	4,300.00	0.00	0.00	4,300.00	0.00
599-548-702.800	ACCRUED SICK LEAVE	3,000.00	3,000.00	3,292.89	3,292.89	(292.89)	109.76
599-548-703.000	OTHER COMPENSATION	100.00	100.00	0.00	0.00	100.00	0.00
599-548-715.000	SOCIAL SECURITY (FICA)	29,100.00	29,100.00	2,442.83	2,442.83	26,657.17	8.39
599-548-716.100	HEALTH INSURANCE	110,000.00	110,000.00	8,614.28	8,614.28	101,385.72	7.83
599-548-716.150	OPEB EXPENSE	7,200.00	7,200.00	0.00	0.00	7,200.00	0.00
599-548-716.200	DENTAL INSURANCE	6,000.00	6,000.00	415.37	415.37	5,584.63	6.92
599-548-716.300	OPTICAL INSURANCE	1,200.00	1,200.00	2.45	2.45	1,197.55	0.20
599-548-716.400	LIFE INSURANCE	1,200.00	1,200.00	69.96	69.96	1,130.04	5.83
599-548-716.500	LONG - TERM DISABILITY	600.00	600.00	38.36	38.36	561.64	6.39
599-548-716.600	PHYSICALS	300.00	300.00	0.00	0.00	300.00	0.00
599-548-717.000	UNEMPLOYMENT INSURANCE	100.00	100.00	0.00	0.00	100.00	0.00
599-548-718.000	RETIREMENT	40,000.00	40,000.00	0.00	0.00	40,000.00	0.00
599-548-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00
599-548-718.200	DEFERRED COMPENSATION	2,000.00	2,000.00	135.72	135.72	1,864.28	6.79
599-548-719.000	WORKERS' COMPENSATION	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00
599-548-728.000	OPERATING SUPPLIES	7,000.00	7,000.00	400.50	400.50	6,599.50	5.72
599-548-728.100	SUPPLIES	8,000.00	8,000.00	233.10	233.10	7,766.90	2.91
599-548-743.100	CHEMICALS - IRON	42,000.00	42,000.00	2,616.48	2,616.48	39,383.52	6.23
599-548-743.200	CHEMICALS - POLYMER	14,000.00	14,000.00	0.00	0.00	14,000.00	0.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 599 - WASTEWATER FUND							
Expenditures							
599-548-743.300	CHEMICALS - CHLORINE	30,000.00	30,000.00	3,062.50	3,062.50	26,937.50	10.21
599-548-743.400	CHEMICALS - LIME	0.00	0.00	0.00	0.00	0.00	0.00
599-548-751.000	GAS & OIL	4,200.00	4,200.00	214.29	214.29	3,985.71	5.10
599-548-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	33,000.00	33,000.00	840.00	840.00	32,160.00	2.55
599-548-810.000	INSURANCE & BONDS	53,000.00	53,000.00	0.00	0.00	53,000.00	0.00
599-548-820.100	ELECTRICITY	225,000.00	225,000.00	0.00	0.00	225,000.00	0.00
599-548-820.200	GAS	24,000.00	24,000.00	0.00	0.00	24,000.00	0.00
599-548-820.300	TELEPHONE	3,000.00	3,000.00	108.41	108.41	2,891.59	3.61
599-548-820.400	WATER & SEWER	2,200.00	2,200.00	0.00	0.00	2,200.00	0.00
599-548-820.500	REFUSE	600.00	600.00	41.66	41.66	558.34	6.94
599-548-831.000	BUILDING MAINTENANCE	30,000.00	30,000.00	749.00	749.00	29,251.00	2.50
599-548-832.000	STATIONARY EQUIPMENT	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
599-548-833.000	EQUIPMENT MAINTENANCE	35,000.00	35,000.00	143.11	143.11	34,856.89	0.41
599-548-834.000	MAINTENANCE	64,000.00	64,000.00	4,200.79	4,200.79	59,799.21	6.56
599-548-834.100	HHW PROGRAM	4,600.00	4,600.00	4,600.00	4,600.00	0.00	100.00
599-548-845.000	LEASE	0.00	0.00	0.00	0.00	0.00	0.00
599-548-856.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00
599-548-858.000	MEMBERSHIPS & DUES	200.00	200.00	0.00	0.00	200.00	0.00
599-548-860.000	EDUCATION & TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
599-548-860.100	SAFETY TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
599-548-968.000	DEPRECIATION EXPENSE	358,000.00	358,000.00	0.00	0.00	358,000.00	0.00
599-548-968.100	REPLACEMENT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
599-548-999.101	CONTRIBUTION-GF ADMIN	171,600.00	171,600.00	0.00	0.00	171,600.00	0.00
Total Dept 548-WASTEWATER OPERATIONS		1,702,000.00	1,702,000.00	61,466.06	61,466.06	1,640,533.94	3.61
Dept 901-CAPITAL OUTLAY							
599-901-975.000	COL - BUILDING IMPROVEMENTS	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00
599-901-977.000	COL - EQUIPMENT	450,000.00	450,000.00	4,133.25	4,133.25	445,866.75	0.92
599-901-977.100	COL EQUIPMENT INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 901-CAPITAL OUTLAY		550,000.00	550,000.00	4,133.25	4,133.25	545,866.75	0.75
Dept 905-DEBT SERVICE							
599-905-980.991	PRINCIPAL	0.00	0.00	0.00	0.00	0.00	0.00
599-905-980.995	INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
599-905-980.998	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 905-DEBT SERVICE		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		2,252,000.00	2,252,000.00	65,599.31	65,599.31	2,186,400.69	2.91
Fund 599:							
TOTAL REVENUES		2,030,000.00	2,030,000.00	31,260.84	31,260.84	1,998,739.16	1.54
TOTAL EXPENDITURES		2,252,000.00	2,252,000.00	65,599.31	65,599.31	2,186,400.69	2.91
NET OF REVENUES & EXPENDITURES		(222,000.00)	(222,000.00)	(34,338.47)	(34,338.47)	(187,661.53)	15.47

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 07/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 661 - FLEET MAINTENANCE FUND							
Revenues							
Dept 000							
661-000-664.669	EQUIPMENT RENTAL	411,950.00	411,950.00	0.00	0.00	411,950.00	0.00
661-000-671.673	SALE OF FIXED ASSETS	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
661-000-695.697	CAPITAL LEASE	0.00	0.00	0.00	0.00	0.00	0.00
661-000-695.699	APPROPRIATION OF FUND BALANCE	351,075.00	351,075.00	0.00	0.00	351,075.00	0.00
Total Dept 000		788,025.00	788,025.00	0.00	0.00	788,025.00	0.00
TOTAL Revenues		788,025.00	788,025.00	0.00	0.00	788,025.00	0.00
Expenditures							
Dept 891-FLEET MAINTENANCE							
661-891-702.200	WAGES	85,600.00	85,600.00	5,213.79	5,213.79	80,386.21	6.09
661-891-702.600	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00
661-891-702.800	ACCRUED SICK LEAVE	0.00	0.00	1,573.08	1,573.08	(1,573.08)	100.00
661-891-703.000	OTHER COMPENSATION	19,700.00	19,700.00	1,900.56	1,900.56	17,799.44	9.65
661-891-715.000	SOCIAL SECURITY (FICA)	6,550.00	6,550.00	650.67	650.67	5,899.33	9.93
661-891-716.100	HEALTH INSURANCE	33,700.00	33,700.00	2,720.30	2,720.30	30,979.70	8.07
661-891-716.200	DENTAL INSURANCE	1,700.00	1,700.00	139.50	139.50	1,560.50	8.21
661-891-716.300	OPTICAL INSURANCE	325.00	325.00	0.70	0.70	324.30	0.22
661-891-716.400	LIFE INSURANCE	150.00	150.00	13.20	13.20	136.80	8.80
661-891-716.500	LONG - TERM DISABILITY	0.00	0.00	0.00	0.00	0.00	0.00
661-891-717.000	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
661-891-718.000	RETIREMENT	13,700.00	13,700.00	0.00	0.00	13,700.00	0.00
661-891-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00
661-891-719.000	WORKERS' COMPENSATION	2,100.00	2,100.00	0.00	0.00	2,100.00	0.00
661-891-728.000	OPERATING SUPPLIES	500.00	500.00	0.00	0.00	500.00	0.00
661-891-751.000	GAS & OIL	0.00	0.00	0.00	0.00	0.00	0.00
661-891-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00	0.00
661-891-810.000	INSURANCE & BONDS	0.00	0.00	0.00	0.00	0.00	0.00
661-891-820.000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00
661-891-833.000	EQUIPMENT MAINTENANCE	70,000.00	70,000.00	1,981.74	1,981.74	68,018.26	2.83
661-891-845.000	LEASE	0.00	0.00	0.00	0.00	0.00	0.00
661-891-851.000	LOSS ON SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
661-891-860.000	EDUCATION & TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
661-891-968.000	DEPRECIATION EXPENSE	260,000.00	260,000.00	0.00	0.00	260,000.00	0.00
661-891-999.101	CONTRIBUTION-GF ADMIN	28,000.00	28,000.00	0.00	0.00	28,000.00	0.00
Total Dept 891-FLEET MAINTENANCE		522,025.00	522,025.00	14,193.54	14,193.54	507,831.46	2.72
Dept 901-CAPITAL OUTLAY							
661-901-975.000	COL - BUILDING IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
661-901-979.000	COL-EQUIPMENT	266,000.00	266,000.00	0.00	0.00	266,000.00	0.00
661-901-979.100	COL-EQUIPMENT INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 901-CAPITAL OUTLAY		266,000.00	266,000.00	0.00	0.00	266,000.00	0.00
TOTAL Expenditures		788,025.00	788,025.00	14,193.54	14,193.54	773,831.46	1.80

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12	2011-12	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	07/31/2011 NORM (ABNORM)	MONTH 07/31/2011 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 661 - FLEET MAINTENANCE FUND							
Fund 661:							
	TOTAL REVENUES	788,025.00	788,025.00	0.00	0.00	788,025.00	0.00
	TOTAL EXPENDITURES	788,025.00	788,025.00	14,193.54	14,193.54	773,831.46	1.80
	NET OF REVENUES & EXPENDITURES	0.00	0.00	(14,193.54)	(14,193.54)	14,193.54	100.00

PERIOD ENDING 07/31/2011

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

GL NUMBER	DESCRIPTION	2011-12	2011-12	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	07/31/2011 NORM (ABNORM)	MONTH 07/31/2011 INCR (DECR)	NORM	ABNORM	BALANCE		
TOTAL REVENUES - ALL FUNDS		16,282,220.00	16,282,220.00	1,169,052.04	1,169,052.04			15,113,167.96		7.18
TOTAL EXPENDITURES - ALL FUNDS		17,154,520.00	17,154,520.00	607,229.04	607,229.04			16,547,290.96		3.54
NET OF REVENUES & EXPENDITURES		(872,300.00)	(872,300.00)	561,823.00	561,823.00			(1,434,123.00)		64.41



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: August 11, 2011
TO: City Council
FROM: City Manager
RE: **Sale of city-owned real property**

The need for a policy for disposing of city-owned property has been discussed on several occasions. This is very difficult to address because of charter provisions and different situations. The attached draft policy has been developed for discussion and to be implemented may require the adoption of one or more ordinances.

The need for a policy first came about because of small parcels (not even buildable) which the city owns. Second because the city currently owns or may own isolated lots throughout the community which can be built upon or adjacent property owners would like to combine with their property.

Then there are large tracts which the city may own which can be used for commercial or industrial development. The city also owns property in the Osburn Lakes subdivision for which prices were recently established. Now there is interest in purchasing tracts in the undeveloped property.

CITY OF OWOSSO POLICY FOR DISPOSITION OF CITY-OWNED REAL PROPERTY

BACKGROUND

The city of Owosso is or may become the owner of real property which is used for various municipal purposes, including land-banking. As public service needs change, the requirements for these properties may be revised, and, on occasion, certain parcels may be found greater than the city's current need. This requires reviewed of the site's potential for future public use and its potential economic benefit to the city.

PURPOSE

It is the purpose of this policy to:

- A. establish a procedure by which unused or marginally used city-owned real estate is reviewed for its potential public use and for designating unneeded parcels for lease or sale;
- B. provide guidance for the auction, negotiated sale, or exchange of city-owned real estate; and
- C. establish the conditions under which city-owned real property may be leased.

POLICY

It is the city's policy to manage its real estate assets so that they may properly carry out municipal needs which rely on these assets. It is not the city's policy to speculate in real estate. The city council will review all city-owned real estate not adequately used for municipal purposes and determine the appropriate use of the property. Those properties needed for municipal purposes may be so designated. If a property is not needed for public use within the foreseeable future, it may be made available for lease or sale, or if it will be needed at a future time, it may be suitable for lease in the interim. Those properties not required for municipal use, including those acquired because the owner failed to pay taxes, or designated for lease may be designated for sale or reserved to be exchanged for other land the city needs.

The city shall optimize the sale price or lease rent from city-owned real estate based on relevant factors including:

- A. an appraisal of the property which is no more than six months old at the time the sales agreement is presented to the city council,
- B. prevailing economic conditions and recent applicable trends, and
- C. any special benefits to accrue from the sale or lease.

Discounts will not be negotiated unless an extraordinary need or circumstance is recognized by city council resolution before negotiation, setting forth the amount of the discount and the justification for it. The purpose of this is to demonstrate to the community that the city is not making a gift of public assets.

The *Owosso City Charter* places limitations on the sale of property as follows:

Section 14.3. Limitations on Contractual Power.

- (b) The city shall not have power to purchase, sell, lease, or dispose of any real estate, unless:
- (1) Such action is approved by the affirmative roll call vote of five or more members of the Council, and, unless;
 - (2) In the case of real estate owned by it, the resolution authorizing the sale, lease, or disposal thereof shall be completed in the manner in which it is to be finally passed and has remained on file with the Clerk for public inspection for twenty-one days after its original introduction at a meeting of the Council before the final adoption or passage thereof and, unless;
 - (3) When the proposition is to sell any park cemetery or any part thereof, except when such park is not required under an official master plan of the city, or any property bordering on a water front, the proposition to sell, lease, or dispose of the same shall also be approved by a three-fifths vote of the electors of the city voting thereon at any general or special election.

Section 15.5. Disposal of Municipal Utility Plants and Property.

The city shall not sell, exchange, lease, or in any way dispose of any property, easement, equipment, privilege, or asset needed to continue the operation of any municipal public utility, unless the proposition to do so is approved by a three-fifths majority vote of the electors of the city voting on such proposition at a regular or special city election. All contracts, grants, leases, or other forms of transfer in violation of this section shall be void and of no effect as against the city. The restrictions of this section shall not apply to the sale or exchange of articles of machinery or equipment of any municipally owned public utility which are no longer useful or which are replaced by new machinery or equipment, or to the leasing of property not necessary for the operation of the utility, or to the exchange of property or easements for other needed property or interests in property

PROCEDURE

A. Real estate review

All unused and marginally used city-owned real estate will be reviewed on a continuing basis to determine public facility needs and to implement the comprehensive plan on a timely basis. The following procedure will apply:

1. Review by appropriate city departments.
2. Review by any applicable city commission(s).
3. Review by the planning commission for consistency with the comprehensive plan and environmental impact.
4. The staff's recommendation and relevant comments along with those of the planning commission are submitted to the city council.
5. The city council then determines the designation to be applied to the property (e.g., public facility, open space, surplus, sale, or lease).

B. Comprehensive plan and rezoning.

Before marketing a parcel, staff will review the parcel for likely changes in density or intensity of use since the city acquired the property. If such changes are likely, then staff shall initiate a necessary rezoning and comprehensive plan amendment through the planning commission to enable marketing the property at its highest and best use. When different land-use classifications divide projects, staff will seek lot splits, lot mergers, or property-line adjustments to divide the property along use lines, to reserve rights-of-way for streets and utilities, and to be able to disclose the terms of development of the property.

C. Lease versus sale

City-owned real property not required for municipal uses may be designated for lease or sale using criteria listed below. At the time staff recommends whether the property should be sold, leased, or reserved for exchange purposes, council shall be provided with an appropriate analysis of the alternatives.

D. Sale of real estate

1. Auction

Unless otherwise directed by the city council, land which is readily marketable and unrestricted in its sale potential will be sold to the highest bidder at a public auction by either oral or sealed bid, provided that the highest bid equals or exceeds the minimum published price established by the city before bid opening, which price shall not be lower than the amount shown on the appraisal. Notice of the sale by bid shall be published in a newspaper of general circulation at least ten days before bid opening. If sealed bids are requested, a deposit must accompany each bid in the form of certified or cashiers' check made payable to the city in an amount equal to at least 10 percent of the bid amount. After sealed bids are opened, oral bids are permitted from bidders who can meet the 10 percent deposit requirement. The initial oral bid must be at least 5 percent higher than highest sealed bid. Subsequent oral bids must be in increments of not less than \$100.00. If the person whose bid is accepted fails to pay the total bid price within 60 days from acceptance of bid, the bidder's deposit is forfeited, and at the sole option of this city, property may be offered for sale to the next highest bidder on the same terms as granted the high bidder. The council shall be notified of bids received or, if applicable, the fact that no bids had been received. The council may reject any and all bids.

The minimum acceptable bid will usually be the appraised fair market value as determined by the city assessor or an independent Member of Appraisal Institute (MAI) appraiser. The intent of this procedure is to set a minimum bid which will ensure a fair return to the city for its property, while encouraging maximum participation in the bidding process.

The city council may determine that property should be developed in a specific manner and may issue a request for competitive proposals (RFP) based upon preestablished criteria, in which case the property would not be sold at auction but sold through public advertising and the solicitation of proposals which will be publicly examined. See appendix A.

2. Negotiated sales

If the property is to be developed in a manner that would satisfy a long-term objective of the city or no bids are received or no bids are deemed acceptable by the city council, the city may seek to sell land by one of the following:

Marketing - Competitive offers for lease or sale may be solicited from the open market. This may be accomplished through several marketing techniques, such as requests for proposals (RFPs), a marketing subscription system, direct advertising, exposure through real estate services, posting the property, and any other appropriate means.

Direct marketing - seeking to sell the property through direct contacts under the following circumstances:

- a. When the land is not readily marketable because of its odd shape, lack of sufficient area to meet minimum space requirements for building in the zone in which it is located, landlocked state, or other lack of sales potential, the land may be sold by taking offers or by negotiation with adjoining landowners, provided the purchase price agreed upon is within 10 percent of the appraisal or the land is exchanged for public improvements of equal or greater value that would otherwise be the obligation of the city.

- b. When the sale to a contiguous owner would correct a site deficiency or improve access to the other property in a manner desired by the city.
- c. When a fee interest in public right-of-way is no longer required, it may be sold to a contiguous owner or exchanged for public improvements of equal or greater value. A restrictive easement of adequate width or other required easements may be reserved from said sale.
- d. When other governmental, public, and quasi-public agencies submit proposals to acquire city property, the city shall consider such requests before making the land available to the general public. Such sales shall be at fair market value, unless the council finds that selling at a lesser value is in the city's interest. Selling land at less than the appraised fair market value shall require a four-fifths vote of the city council to do so.
- e. When qualified, nonprofit institutional organizations offer to purchase city-owned land, a negotiated sale may be consummated at fair market value, providing there is (1) a development commitment and (2) a right to repurchase or a reversion upon a condition subsequent. Nonprofit and institutional organizations are required to develop under the city's conditional use permit procedure.
- f. When a property has been offered by public auction and no acceptable bids have been received, it may be sold on a negotiated basis to any applicant submitting an acceptable offer within six months following the date of auction. After six months, any offer must be based on an updated appraisal.
- g. When a property is to be developed in a manner that would satisfy a long term objective of the city, the sale may be negotiated as long as the objectives of the city are protected by the sale agreement.
- h. Real property exchanges may be consummated by direct negotiation; however, exchanges will be considered only when there is an advantage to the city, when it results in land needed for a public purpose, or to further the goals and objectives of the city's comprehensive plan.

E. Easements

Where the city or other governmental agency has paid for easements, rights-of-way, or access rights and requests to vacate such interests are received and approved, the city shall receive the current fair market value or equivalent compensation for the removal of the restriction. Easements may be exchanged for other easements or relocated to other locations without compensation.

F. Exchanges

When land is exchanged, it shall be done based on the fair market value of each property as determined by MAI appraisal. Any difference in value shall be made up by the party with the lower appraisal value.

G. Payment for city surplus property

Sales of real property shall be on an all cash-basis, with the following exceptions:

1. Upon written recommendation and approval by the council, a parcel of surplus real property may be sold on such credit terms as are deemed to be necessary in each case. After the required down payment has been made, the balance of the purchase price shall be secured by a note and deed of trust. The credit payment period shall not exceed five years from the date of execution of the trust deed. Interest shall be

at the prevailing rate in the community, and the use of term payments shall be linked to job generation for the sale of commercial or industrial property.

2. Sales to nonprofits performing a public purpose may be in the form of a loan or residual receipts note at less than the prevailing interest rates and for more than five years, provided the note is tied to affordable housing.

H. Leasing

1. Rate of return. Except for the areas listed below, the city shall obtain a fair market rate of return on city-owned property being considered for lease and negotiate terms and conditions which will continue to sustain a fair rate of return through rent review, consumer price index adjustments, reappraisals, or the application of percentage rents to gross income. The rate of return shall be based upon the highest rate commensurate with the highest and best use of the property or a fair rate of return commensurate with the designated public use. Rental rates shall be established by the city council based on a current appraisal, comparative studies, or past rents received.
2. Long-term lease. A lease greater than one (1) year requires council approval.
3. Short-term lease. Unless there are special circumstances, the city manager without council approval may execute a lease term of less than one (1) year. A short-term lease may not be renewed without council approval.
4. Selection of lessee. Lease proposals shall be evaluated in terms of:
 - a. Consideration offered as rent,
 - b. Financial capability,
 - c. Expertise regarding the proposed leasehold development and operation,
 - d. Nature of proposed development,
 - e. Special public benefits to be derived (if any), and
 - f. Consistency of the intended use with the comprehensive plan and zoning.
5. Leasehold assignments. Requests for assignment of leasehold interest will be evaluated on the same basis as the criteria used in evaluating a leasehold proposal. The city manager may authorize assignments which do not require amendment of the master lease provisions and do not extend beyond the term of the lease.
6. Subleases. Requests for sublease approval will be considered on the merits of each individual transaction. No sublease shall be approved which would be detrimental to the city's rights under the master lease. The city manager may authorize subleases which meet this condition and which do not require amendment of the master lease or extend the term of the lease.
7. Amendments. Amendments of long-term leases require council authorization. Whenever there is a substantial amendment, staff shall provide the council an indication of the fair return for the leasehold. This can be accomplished by appraisals, a survey of the market rate of return, a combination of the above, or any other relevant information.
8. Updating lease terms. Lease terms shall be updated as often as practicable whenever there is a request for assignment or significant amendments or subleases are proposed.
9. Financial encumbrances. The city will generally not subordinate its fee interest to encumbrances placed against the leasehold by the lessee without specific authorization of the city council.

10. Tenant improvements. Improvements installed by the lessee will be removed at termination without cost to the city or they will revert to the city. In the event of removal, the property will be returned to "as was" condition. All leasehold improvements and alterations require prior approval by the city manager or city council, depending on the term of the lease. Any improvements within a public right-of-way by a lessee shall be deeded to the city.
11. Lease term. Lease terms will be limited to the shortest practical time commensurate with capital investment in permanent improvements to be made by the lessee following state law.
12. Audits. The city may audit all percentage leases in the first year of operation to establish proper reporting procedures and at least once every three years afterwards. More frequent audits may be made if appropriate. The city shall reserve the right to audit all other leases and agreements if determined warranted by the director of finance or city manager. Absent a city audit, a lessee shall submit an annual report certified by a certified public accountant each year within 30 days of the anniversary date of the lease.
13. Cancellation clauses. Short-term leases shall not have cancellation clauses unless they are month-to-month leases.

I. Option agreements

1. Option to sell. When properties have been put up for sealed or oral bids and bids have not either been received or been rejected by the city, the city manager may enter an option agreement of up to 90 days with someone interested in purchasing surplus property. Any such option agreement shall be subject to the following minimum terms:
 - a. Shall not exceed 90 days without approval of the city council;
 - b. Shall provide time for the prospective buyer to perform due diligence to see if the property is feasible for his/her purposes;
 - c. Shall require a minimum non-refundable deposit of not less than 10 percent of the value of the property per month of the option agreement;
 - d. Shall require forfeiture of the deposit if the property is not placed in escrow within 90 days;
 - e. Shall set the minimum purchase price of the property at not less than the appraised fair market value, based on an appraisal prepared within six months of the date escrow was opened, and shall provide a non-refundable deposit in an amount agreed upon by the city council and set the length of escrow;
 - f. Shall disclose all realtors involved, if any; and
 - g. Shall disclose the name of the buyer and his/her intended use of the property.

J. Real estate listing

It will be the presumption that the city will act as its own agent and that any real estate agent or broker will represent the buyer. When it is determined that any real property owned by the city is to be disposed of by sale, the city council may authorize a written listing contract with a real estate broker licensed by the state of Michigan.

Selecting a real estate broker to provide real estate services will be accomplished through a competitive recruitment process based on the type of property to be marketed, relevant experience, knowledge of the community, proposed commission, qualifications, necessary licenses in good standing, and demonstrated competence.

Absent a real estate listing, the council may still designate certain surplus property for sale or lease for which the city would pay a partial commission upon the successful conclusion of a sale or lease. The agent or broker that procures a buyer or lessee for the city would be eligible for a commission. A commission would not be paid for subleases and existing leases on city property.

While the city will allow agent or broker participation on designated properties in the sale and lease of land not covered by contract, inherent in this is the right of the city to solicit and obtain sales or leases through in-house capabilities. There will not be any discount in land values or lease rates due to the absence of a commission to real estate brokers.

K. Time of payment of a real estate commission for a sale

In the event an agent or broker covered by contract with the city gets a buyer who submits either the highest bid or an offer to purchase based on the fair market value of the parcel and the sale is made and completed in due course, the commission provided in the contract will be paid to the agent or broker by the escrow agent from the sales proceeds.

L. Real estate commissions

Unless there is a written contract between a real estate agent or broker and the city, the city shall represent itself and practice good business practices in all real estate transactions. The city may pay a real estate brokerage fee for qualified representation of a selected lessee or purchaser of city property. While the amount of rental or purchase price offered is a criterion for selecting a lessee or purchaser in competitive situations, the selection will be based on the highest net rental or net purchase price, without taking into account any brokerage fees involved in the competition.

M. Real estate agent or broker certification

For any sale or lease involving a real estate agent or broker not under contract to the city on designated properties, the city shall require the following:

1. That the buyer or lessee certify that the real estate agent or broker is his/her agent in the transaction and has performed a service and procured the sale or lease.
2. That the real estate agent or broker certify that he or she is not an employee of the lessee or buyer.

N. Use of proceeds

Unless otherwise directed by the city council, proceeds from sales or leases shall be assigned as follows:

1. To enterprise accounts, if the property was purchased using ratepayer funds.
2. To the general fund

3. To a program or grant that requires refunding if the land was purchased using a source of money with that type of restriction.

O. Costs to sell, lease, and market surplus properties

Unless otherwise directed, the costs to sell, lease, exchange, or market surplus properties will be charged to the fund to which the proceeds of a sale would go.

APPENDIX A

Owosso from time to time will have parcels that are vital to community and economic development for which proposals should be sought and examined by preestablished criteria. This will normally involve redevelopment projects. In such circumstances, Owosso will follow a process similar to the following.

1. Preparation of a site development program

Illustrative development plans and guidelines are prepared by the city that reflect and addresses:

- economic parameters and feasibility
- community goals and design criteria
- physical capacity

There may be extensive public participation in the process to address critical issues such as height, orientation, parking, traffic, general design/materials, and community character. Open workshops or charrettes may be held early in the process. Typically, this task includes the services of a planning/design firm, civil engineer, and traffic planners and often the services of a development advisor. The result should be a project that is economically feasible and physically reasonable and that meets the goals of Owosso.

Development guidelines will be crafted that give prospective developers direction but still allow the community to tap the creativity and resourcefulness of the private sector.

2. Address development readiness of the site

There must be realistic assessment of factors that may impede development and may be difficult for the developer to address. Issues may include ownership holdouts, demolition, environmental contamination, soil conditions, storm water requirements, infrastructure status and responsibility, title exceptions and other similar problems.

Who is in the best position to address these issues must be evaluated and action taken to resolve the issues. Decisions must be made as to the role the developer may have to play in their resolution. At the very least the key issues should be disclosed.

3. Prepare request for qualifications and proposals

A two-step process will usually be followed, first seeking qualifications (RFQ), then requesting proposals (RFP) from only a shortlist of not more than five qualified firms or teams. The request for qualifications provides full background information on the project and seeks the experience, track record, financial capacity, and references of development teams.

The two-step process is followed because Owosso wants to advertise sale of land and other development opportunities. This creates a “beauty contest” in the eyes of qualified developers. Firms may hire an architect to prepare attractive exhibits, whether or not they represent a feasible plan or the firm has the financial and development capability to deliver. As a result, many best qualified firms will avoid a request for full proposals that is open to all and for which they cannot reasonably assess the odds of success. The cost of a full proposal is too great to incur unless there is a reasonable chance of success.

4. Review qualifications and determine a short list

Qualifications will be reviewed and a short list selected. The review of qualifications will include assessing the relevance and depth of the background of each team, a confidential review of financial capacity, and interviews of references. A short list will be made. This may require interviews and staff/ consultant review.

5. Solicit/receive proposals from a short list

Meetings will be held with short-listed teams to provide additional background information and to answer questions that may arise. Other discussions also may occur during this period to help the developers fully understand the municipality's goals. The full proposals will include conceptual site and building plans, financial analysis, requests for city participation, and proposed payments to the city. Each developer will approach the project differently.

6. Evaluate proposals

Proposals will be evaluated in terms of overall quality, financial proposal, responsiveness, level of commitment from financing sources and tenants, etc. This is sometimes a summary and comparison or may be more evaluative. In either case, this provides information for use in interviews of the teams.

7. Interviews

Developers will publicly present their proposals to the city council.

8. Selection

Results of the interviews and public comment, if any, then will be considered along with the evaluation of the proposal as for quality, character, track record, ease of working relationship, price offered, and other factors.

9. Negotiation of redevelopment agreement

Following selection, Owosso will negotiate the business terms of the redevelopment agreement for the project. This includes both financial terms and the responsibilities of parties. City and special legal counsel may be involved. A redevelopment agreement is the basis for the public-private partnership that occurs. It will be far more than a land sale contract to ensure that Owosso gets what it wants. The typical redevelopment agreement will include:

- Approved development
- Time of performance
- Protection on undeveloped land
- Acceptable tenants
- Payments to city
- Excess profit sharing
- Financing terms and public financial role, if any
- Requirements for closing, such as full funding, in balance
- Review and monitoring provisions

This is the opportunity to provide for requirements that reflect the desire to steward the land and achieve key public goals. Some may impact the economics of the project and value of the land, but if they are affordable and acceptable, the redevelopment agreement and covenants that run with the land are the mechanisms to do so and must be done before transfer.

REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
Council Chambers, City Hall
August 8, 2011 – 7 pm

Meeting was called to order at 7:00 p.m. by Chairman William Wascher.

The Pledge of Allegiance was recited by all in attendance.

Roll Call was taken by Recording Secretary Marty Stinson.

MEMBERS PRESENT: Chairman William Wascher, Vice-Chairman Francis Livingston, David Bandkau, Burton Fox, Cindy Popovitch, Brent Smith, and Thomas Taylor.

MEMBERS ABSENT: Secretary Melvin Renfrow (excused) and vacancy.

OTHERS PRESENT: Adam Zettel, Assistant City Manager and Director of Community Development.

AGENDA APPROVAL:

MOTION BY COMMISSIONER LIVINGSTON, SUPPORTED BY COMMISSIONER FOX TO APPROVE THE AGENDA FOR AUGUST 8, 2011 AS PRESENTED.

YEAS ALL. MOTION CARRIED.

MINUTES APPROVAL:

MOTION BY COMMISSIONER FOX, SUPPORTED BY COMMISSIONER LIVINGSTON TO APPROVE THE MINUTES OF THE MEETING OF JULY 25, 2011.

YEAS ALL. MOTION CARRIED.

COMMUNICATIONS:

1. Staff memorandum
2. PC minutes from July 25, 2011
3. Master plan material updates

COMMISSIONER/PUBLIC COMMENTS: None

PUBLIC HEARING: None

SITE PLAN REVIEW: None

BUSINESS ITEMS:

1. Recommendation of ZBA representative

Commissioner Fox volunteered to be the representative from the Planning Commission for appointment by Mayor Frederick to the Zoning Board of Appeals. No vote was taken.

ITEMS OF DISCUSSION: MASTER PLAN

Adam Zettel, Assistant City Manager and Director of Community Development, completed the redraft of Chapter 2. This should be ready for a public workshop, possibly in September, unless the board members have further suggestions. Chairman Wascher complimented Mr. Zettel on his work on Chapter 2.

Discussion on some points continued. Commissioner Fox asked about vacant buildings in the downtown. Was there any way to encourage property owners to fill buildings? Mr. Zettel answered yes - enforce codes. Vacant properties are to be maintained. He also commented that Owosso Main Street (OMS) Design Committee is working with the owners to set up displays/ posters for enhancing the pedestrian experience. A bullet point was added to the Master Plan to encourage this activity.

Owosso Planning Commission

August 8, 2011

Page 2 of 3

Mr. Zettel suggested that Chapter III be the Baseline Services and Assets, and Chapter IV become Socio-Economic Profile. Chapter V will be Existing Land Use.

Mr. Gary Burk, Director of Utilities, provided the expanded documentation on the waste and storm water sections, said Mr. Zettel. He also noted was that the hospital may have some huge changes shortly. Commissioner Taylor asked how this would be reflected in the Master Plan. Mr. Zettel replied it can be reflected at anytime with an amendment. Sometimes it can slide for four years if it's just a name change. If it presents a huge change to the community and has a large change to the plan, then the Master Plan can be re-opened with just a request by a planning commissioner.

Commissioner Popovitch asked if we would have to send it out to all the other jurisdictions. Mr. Zettel replied, yes. It would probably take at least six months.

Mr. Zettel said there are a lot of changes occurring at the schools. He is exploring another contact for further information. Schools are hard to forecast – they mostly work year-to-year. He asked what the planning commission thought about a large site outside of town for a school location or if they favored more localized schools. Commissioner Popovitch expressed that she preferred more localized schools as kids have after school activities and would be within walking distance of home. There was general agreement among the board with this concept.

Chairman Wascher commented that we can't tell the schools to stay in the city limits – they service a broader area. Commissioner Bandkau suggested that one way to keep schools closer to town is to increase public transportation and decrease the school's busing costs. Besides, schools don't have money right now to build a new complex. With the new concept of education, kids don't have to have "seat" time now. There are on-line academies, so there are less students in schools and therefore, less funding going to the schools.

Mr. Zettel commented as long as students can reference information, memorization isn't as important now as "problem solving".

Chapter III – Baseline Services

There was discussion of the Public Safety Department. Discussion of ground water infiltrating wastewater and adding to the problem of sewer overflows in the river.

Mr. Zettel wants to expand the housing section in Chapter IV with maps. He will include maps of current and future brownfield sites, too. He will also check with the city clerk about the Channel 95/Cable for those changes. Chairman Wascher and Mr. Zettel discussed soil maps and determined they are available elsewhere and weren't necessary for the Master Plan.

Chairman Wascher asked about contaminated areas around town. Should they be included? Mr. Zettel replied that we could. The city owns several. There may be a lot that we don't know about too.

Chapter IV – Socio-Economic Profile

Mr. Zettel commented that the students from MSU worked on this. Commissioner Smith commented about the census data from 2009. Mr. Zettel will check and see what has been released from the Census Bureau and try to update where possible. He will try to consolidate some of the information.

Mr. Zettel also suggested setting up a survey plan at the next meeting. Then they could work on plan content; then various focus groups. Maybe they could work out a timeline and some possible committees.

Owosso Planning Commission

August 8, 2011

Page 3 of 3

COMMISSIONER COMMENTS:

Chairman Wascher said they are looking for one more planning commission member to recommend to the mayor. Mr. Zettel said they are also looking for someone for the Historic District Commission if anyone has any suggestions.

Mr. Zettel invited the commissioners to a weekend conference in October in Grand Rapids. There are funds available for training if anyone is interested. He will send an e-mail with more information.

Mr. Zettel encourages social outreach for the Master Plan at some point. We need to see some commissioners and citizens involved together. He suggested that most of the meetings can be done here at city hall.

Commissioner Bandkau asked if we have a plan to distribute a draft of the Master Plan. Mr. Zettel replied yes, on the city's web page; city partners such as SEDP; Farmers Market; Parks and Recreation Commission, etc.

ADJOURNMENT:

MOTION BY COMMISSIONER FOX, SUPPORTED BY COMMISSIONER POPOVITCH TO ADJOURN AT 8:53 P.M.

YEAS ALL. MOTION CARRIED.

Commissioner Bandkau will be absent for the next meeting.

m.m.s.

Melvin Renfrow, Secretary

From: **Jamie** <jbrummel@shiawasseeymca.org>
Date: Tue, Aug 9, 2011 at 2:46 PM
Subject: RE: Historical Commission
To: Benjamin Frederick <benjaminrfrederick@gmail.com>

Ben,

Great to hear from you! I hope all is going well.

I think at this point in my life, family and career it would be wise for me to resign from the Historical Commission. I very much enjoyed my short term with H.C. but feel my direction and focus is different than what the board needs. Ben, I want to thank you for this opportunity.

On a side note you need to check out the Y's facebook page to see the leadership pictures! Camp was a lot of fun.

Thank you Ben for all you do.

Jamie

-----Original Message-----

From: Chris Brummel [mailto:chris.brummel@christmanco.com]

Sent: Monday, July 11, 2011 2:49 PM

To: Adam H. Zettel

Cc: Benjamin Frederick

Subject: RE: PC minutes

Adam,

I am in a position again this week where I need to be out of town until 6:00 which doesn't allow me to get to Owosso for our meeting until 7:30....

Jamie and I have been talking about my commitment to the planning commission and the fact that I have been only partly invested due to work and family obligations. The group and the city deserve members that have the desire and ability to be fully vested in the important work of the commission and it turns out that I am not at the proper place in my life / career for this obligation. So with regret and apologies, please accept this as my resignation. Please feel free to contact me to discuss my note, the commission or other needs you may have....

Chris Brummel

MEMO

TO: Owosso City Council
FROM: Gary Palmer, Building Official
DATE: August 10, 2011
RE: Building Permits Issued for July, 2011

Category	Estimated Cost	Permit Fee	Number of Permits
Demolition	\$0	\$50.00	1
Electrical	\$0	\$1,047.00	9
Fence - Residential	\$5,940	\$100.00	5
Mechanical	\$0	\$780.00	8
Non-Res. Add/Alter/Repair	\$18,200	\$293.00	3
Plumbing	\$0	\$220.00	3
Pools	\$0	\$40.00	2
Res. Add/Alter/Repair	\$74,127	\$918.00	21
RES. EXTENDED CARE	\$1,500,000	\$4,850.00	1
Res. Mobile	\$70,000	\$500.00	2

Totals	\$1,668,267	\$8,798.00	55
---------------	--------------------	-------------------	-----------

2010 COMPARISON TOTALS		BUILDING PERMITS ONLY	-	21
JULY, 2010 TOTALS	\$296,650	\$4,646.00		43

08/09/2011
m.s.

July, 2011 - Code Violations Reported

1

Category	Address	Requested by	Status	Rental	Filed
Animals	221 CASS ST	NEIGHBOR	Resolved	Y	07/06/11
Auto Rep/junk Veh	908 FLETCHER ST	BLANCHETT	Extension Granted	Y	07/07/11
Auto Rep/junk Veh	717 LYNN ST	BLANCHETT	Resolved	Y	07/07/11
Auto Rep/junk Veh	1510 W STEWART ST	BLANCHETT	Resolved	N	07/08/11
Auto Rep/junk Veh	1109 RYAN ST	BLANCHETT	REF TO POLICE	N	07/14/11
Auto Rep/junk Veh	705 BROADWAY AV	BLANCHETT	N & O Sent	N	07/26/11
Auto Rep/junk Veh	642 PINE ST	BLANCHETT	N & O Sent	Y	07/26/11
Building Viol	1212 FREEMAN ST	BLANCHETT	Resolved	N	07/07/11
Building Viol	1018 S PARK ST	BLANCHETT	Resolved	Y	07/07/11
Building Viol	302 E EXCHANGE ST	ANONYMOU	REF TO PALMER	CHURCH	07/12/11
Building Viol	839 KENWOOD DR	NEIGHBOR	REF TO PALMER	REPO	07/12/11
Building Viol	200 UNIVERSAL DR	ZETTEL, AD	Resolved	COMM	07/13/11
Building Viol	520 CLYDE ST	ANON	Resolved	Y	07/13/11
Building Viol	1424 YOUNG ST	BLANCHETT	Resolved	N	07/14/11
Building Viol	1220 FREEMAN ST	NEIGHBOR	REF TO PALMER	N	07/14/11
Building Viol	532 PINE ST	NEIGHBOR	Resolved	Y	07/14/11
Building Viol	706 MARTIN ST	BLANCHETT	Resolved	N	07/18/11
Building Viol	640 FIRST ST	NEIGHBOR	REF TO PALMER	N	07/21/11
Building Viol	405 E MAIN ST	ANON	Letter Sent	COMM	07/21/11
Building Viol	1024 S CHIPMAN ST	DPW	Letter Sent	Y	07/25/11
Building Viol	300 W RIDGE ST	BLANCHETT	Letter Sent	Y	07/26/11
Building Viol	703 WRIGHT AV	BLANCHETT	Letter Sent	N	07/26/11
Building Viol	404 N BALL ST	NEIGHBOR	REF TO PALMER	Y	07/26/11
Demolition	1407 YOUNG ST	COMPEAU,	REF TO PALMER	VAC	07/26/11
Demolition	525 S SHIAWASSEE ST	COMPEAU,	REF TO PALMER	VAC	07/26/11
Front Yard Parking	1025 ADAMS ST	BLANCHETT	Resolved	N	07/08/11
Garbage & Debris	200 S WASHINGTON ST	ANON	Resolved	COMM	07/05/11
Garbage & Debris	120 S WASHINGTON ST	ANON	Resolved	COMM	07/05/11
Garbage & Debris	515 N HICKORY ST	NEIGHBOR	Resolved	N	07/06/11
Garbage & Debris	216 E COMSTOCK ST	ANON	Resolved	COMM	07/07/11
Garbage & Debris	609 WOODLAWN AV	POLICE DEP	Resolved	N	07/07/11
Garbage & Debris	635 WOODLAWN AV	POLICE DEP	Resolved	N	07/07/11
Garbage & Debris	616 E MAIN ST	BLANCHETT	Resolved	N	07/07/11
Garbage & Debris	703 CLINTON ST	BLANCHETT	Resolved	Y	07/07/11

July, 2011 - Code Violations Reported

2

Category	Address	Requested by	Status	Rental	Filed
Garbage & Debris	202 S SHIAWASSEE ST	BLANCHETT	Resolved	Y	07/07/11
Garbage & Debris	421 GENESEE ST	NEIGHBOR	No Violation	Y	07/12/11
Garbage & Debris	415 GENESEE ST	NEIGHBOR	Resolved	Y	07/12/11
Garbage & Debris	414 GENESEE ST	NEIGHBOR	Resolved	Y	07/12/11
Garbage & Debris	728 N PARK ST	ANON	Resolved	N	07/13/11
Garbage & Debris	401 E KING ST	BLANCHETT	Resolved	Y	07/13/11
Garbage & Debris	1214 MACK ST	BLANCHETT	Resolved	N	07/13/11
Garbage & Debris	522 RYAN ST	BLANCHETT	Extension Granted	N	07/13/11
Garbage & Debris	800 E MAIN ST	BLANCHETT	Resolved	Y	07/14/11
Garbage & Debris	914 N WATER ST	BLANCHETT	Resolved	N	07/14/11
Garbage & Debris	1704 W STEWART ST	BLANCHETT	Resolved	Y	07/14/11
Garbage & Debris	1415 YOUNG ST	MARLENE J	Letter Sent	N	07/15/11
Garbage & Debris	832 MICHIGAN AV	NEIGHBOR	Resolved	Y	07/19/11
Garbage & Debris	402 E COMSTOCK ST	NEIGHBOR	REF TO POLICE	Y	07/20/11
Garbage & Debris	531 MARTIN ST	BLANCHETT	Resolved	N	07/20/11
Garbage & Debris	1301 FREDERICK ST	BLANCHETT	REF TO POLICE	N	07/20/11
Garbage & Debris	328 STATE ST	BLANCHETT	Resolved	Y	07/20/11
Garbage & Debris	1401 NELSON ST	BLANCHETT	Resolved	Y	07/20/11
Garbage & Debris	1301 FREEMAN ST	POLICE DEP	Resolved	N	07/20/11
Garbage & Debris	921 N WASHINGTON ST	MIKE CLINE	Letter Sent	Y	07/21/11
Garbage & Debris	1318 S CHIPMAN ST	DPW	Resolved	N	07/25/11
Garbage & Debris	622 E MAIN ST	DPW	Letter Sent	Y	07/25/11
Garbage & Debris	1024 S CHIPMAN ST	DPW	Letter Sent	Y	07/25/11
Garbage & Debris	328 PRINDLE ST	POLICE DEP	Resolved	VAC	07/25/11
Garbage & Debris	1231 PEARCE ST	POLICE DEP	Letter Sent	N	07/25/11
Garbage & Debris	1309 PEARCE ST	POLICE DEP	Letter Sent	N	07/25/11
Garbage & Debris	815 N WASHINGTON ST	POLICE DEP	Letter Sent	Y	07/25/11
Garbage & Debris	901 S SHIAWASSEE ST	ANON	REF TO POLICE	N	07/26/11
Garbage & Debris	1329 N WATER ST	BLANCHETT	Letter Sent	Y	07/26/11
Garbage & Debris	119 S CEDAR ST	BLANCHETT	Letter Sent	Y	07/26/11
Garbage & Debris	600 ABREY AV	BLANCHETT	Letter Sent	Y	07/26/11
Garbage & Debris	522 CORUNNA AV	BLANCHETT	Letter Sent	Y	07/26/11
Garbage & Debris	1428 YOUNG ST	POLICE DEP	Letter Sent	N	07/28/11
Garbage & Debris	407 MAPLE AV	POLICE DEP	Letter Sent	Y	07/28/11

July, 2011 - Code Violations Reported

3

Category	Address	Requested by	Status	Rental	Filed
Garbage & Debris	725 DIVISION ST	BLANCHETT	Letter Sent	Y	07/29/11
Garbage & Debris	1039 PEARCE ST	BLANCHETT	Letter Sent	N	07/29/11
Garbage & Debris	460 E HOWARD ST	BLANCHETT	Letter Sent	N	07/29/11
Lawn Maintenance	1420 YOUNG ST	ANON	Resolved	N	07/18/11
Lawn Maintenance	815 GRACE ST	ANONYMOU	Resolved	N	07/01/11
Lawn Maintenance	930 JEROME AV	RANDOM	Resolved	VAC	07/12/11
Lawn Maintenance	622 E MAIN ST	RANDOM	Resolved	N	07/12/11
Lawn Maintenance	1212 FREEMAN ST	RANDOM	Resolved	N	07/12/11
Lawn Maintenance	1024 S CHIPMAN ST		Resolved	N	07/12/11
Lawn Maintenance	912 W MAIN ST	RANDOM	Resolved	N	07/12/11
Lawn Maintenance	1318 S CHIPMAN ST	NEIGHBOR	Resolved	VAC	07/13/11
Lawn Maintenance	800 E MAIN ST	MARLENE J	Resolved	Y	07/14/11
Lawn Maintenance	1118 S CHIPMAN ST	NEIGHBOR	Resolved	Y	07/14/11
Lawn Maintenance	202 N CEDAR ST	ANON	Resolved	VAC	07/15/11
Lawn Maintenance	516 GARFIELD AV	ANON	Resolved	N	07/18/11
Lawn Maintenance	502 RIVER ST	MARK SEDL	Resolved	REPO	07/21/11
Lawn Maintenance	912 N CHIPMAN ST	POLICE	Resolved	VAC	07/25/11
Lawn Maintenance	1260 ADAMS ST	POLICE	Resolved	VAC	07/25/11
Lawn Maintenance	835 AMENT ST	POLICE	Resolved	VAC	07/25/11
Lawn Maintenance	214 STATE ST	POLICE DEP	WO Submitted	N	07/25/11
Lawn Maintenance	730 CENTER ST	POLICE DEP	Resolved	N	07/25/11
Lawn Maintenance	318 W KING ST	POLICE DEP	Resolved	N	07/25/11
Lawn Maintenance	502 JENNETT ST	POLICE DEP	WO Submitted	N	07/25/11
Lawn Maintenance	520 N WATER ST	POLICE DEP	Resolved	Y	07/25/11
Lawn Maintenance	317 E WILLIAMS ST	POLICE DEP	Resolved	N	07/25/11
Lawn Maintenance	324 N SAGINAW ST	POLICE DEP	WO Submitted	N	07/25/11
Lawn Maintenance	416 N HICKORY ST	POLICE DEP	Resolved	N	07/25/11
Lawn Maintenance	321 E MASON ST	POLICE DEP	Resolved	Y	07/25/11
Lawn Maintenance	420 CURWOOD DR	POLICE DEP	Resolved	N	07/25/11
Lawn Maintenance	1014 BEEHLER ST	POLICE DEP	Resolved	Y	07/25/11
Lawn Maintenance	419 E MASON ST	POLICE DEP	WO Submitted	N	07/25/11
Lawn Maintenance	433 E MASON ST	POLICE DEP	Resolved	VAC	07/25/11
Lawn Maintenance	437 E MASON ST	POLICE DEP	Resolved	VAC	07/25/11
Lawn Maintenance	602 N DEWEY ST	POLICE DEP	Resolved	VAC	07/25/11

July, 2011 - Code Violations Reported

4

Category	Address	Requested by	Status	Rental	Filed
Lawn Maintenance	815 N WASHINGTON ST	FIREMAN	Letter Sent	Y	07/26/11
Lawn Maintenance	611 GLENWOOD AV	POLICE DEP	Resolved	N	07/27/11
Lawn Maintenance	613 GLENWOOD AV	POLICE DEP	Resolved	Y	07/27/11
Lawn Maintenance	604 GLENWOOD AV	POLICE DEP	Letter Sent	N	07/27/11
Lawn Maintenance	621 WOODLAWN AV	POLICE DEP	Letter Sent	N	07/27/11
Lawn Maintenance	607 CORUNNA AV	POLICE DEP	Letter Sent	N	07/27/11
Lawn Maintenance	117 S CEDAR ST	POLICE DEP	Letter Sent	N	07/27/11
Lawn Maintenance	1021 S LYON ST	POLICE DEP	Letter Sent	VAC	07/27/11
Lawn Maintenance	425 CLINTON ST	POLICE DEP	Letter Sent	Y	07/27/11
Lawn Maintenance	220 GUTE ST	POLICE DEP	Letter Sent	Y	07/27/11
Lawn Maintenance	1013 S SHIAWASSEE ST	POLICE DEP	Letter Sent	N	07/27/11
Lawn Maintenance	1145 S SHIAWASSEE ST	POLICE DEP	Letter Sent	Y	07/27/11
Lawn Maintenance	526 S CHIPMAN ST	POLICE DEP	Letter Sent	N	07/27/11
Lawn Maintenance	515 S CHIPMAN ST	POLICE DEP	Letter Sent	Y	07/27/11
Lawn Maintenance	1428 YOUNG ST	POLICE DEP	Letter Sent	N	07/27/11
Lawn Maintenance	1603 LYNN ST	POLICE DEP	Letter Sent	N	07/27/11
Lawn Maintenance	1740 W STEWART ST	POLICE DEP	Letter Sent	VAC	07/27/11
Lawn Maintenance	1705 W STEWART ST	POLICE DEP	Letter Sent	N	07/27/11
Lawn Maintenance	1803 W STEWART ST	POLICE DEP	Letter Sent	N	07/27/11
Lawn Maintenance	609 MARTIN ST	POLICE DEP	Letter Sent	VAC	07/27/11
Lawn Maintenance	937 KENWOOD DR	POLICE DEP	Letter Sent	VAC	07/27/11
Lawn Maintenance	1606 FREDERICK ST	POLICE DEP	Letter Sent	N	07/27/11
Lawn Maintenance	1616 FREDERICK ST	POLICE DEP	Letter Sent	VAC	07/27/11
Lawn Maintenance	1115 S CHIPMAN ST	POLICE DEP	Letter Sent	VAC	07/27/11
Lawn Maintenance	616 GLENWOOD AV	POLICE DEP	Letter Sent	VAC	07/29/11
Lawn Maintenance	613 CORUNNA AV	POLICE DEP	Letter Sent	Y	07/29/11
Misc.	1100 W OLIVER ST	STINSON, M	INSPECTION PENDI	Y	07/14/11
Misc.	321 E MASON ST	ANONYMOU	Resolved	Y	07/19/11
Misc.	420 E WILLIAMS ST	BLANCHETT	Letter Sent	N	07/26/11
Multiple Violations	1311 YOUNG ST	HANSEN, LO	Resolved	Y	07/07/11
Multiple Violations	206 S SHIAWASSEE ST	BLANCHETT	Resolved	Y	07/07/11
Multiple Violations	717 E MASON ST	NEIGHBOR	REF TO POLICE	Y	07/22/11
Zoning	639 N BALL ST	BLISS, JACK	Complaint Logged	Y	07/06/11
Zoning	524 N HICKORY ST	NEIGHBOR	Letter Sent	Y	07/18/11

July, 2011 - Code Violations Reported

Category	Address	Requested by	Status	Rental	Filed
Zoning	1020 N WATER ST	NEIGHBOR	REF TO POLICE	N	07/22/11

Records: 137

Page: 5

**CODE ENFORCEMENT REPORT SUMMARY
July, 2011**

Dismissed / Complaint	68
Referrals.....	13
Pending	56
Rentals	51
Owner Occupied.....	59
Repossession.....	2
Commercial	5
Vacant Building.....	19
Vacant Lot	0
Trailer Park	0
Church	1

- VAC - Some homes are vacant and not verifiable if they are not registered or to be rented.
- COMM - Some complaints regard commercial buildings and therefore are not residentially occupied.
- REPO - Some are in the process of repossession and again, occupancy is not verifiable.
- VL - The property is a vacant lot and has no buildings on it.
- RAILR - Railroad property - sometimes this may be the right of way next to the railroad tracks.
- APTS - Apartment or dorm structure.
- TRAILER PARK - No access to any records to determine if they are rentals or occupied.

08/10/2011
m.s.

June 2011, Code Violations Status

UNRESOLVED

Category	Address	Status	Filed
Building Viol	1329 N WATER ST	REFERRED TO PAL	06/16/11
Garbage & Debris	906 S SAGINAW ST	Extension Granted	06/14/11
Garbage & Debris	702 WRIGHT AV	RE-OPENED	06/20/11
Multiple Violations	620 WRIGHT AV	RE-OPENED	06/20/11
Rental Unit Viol	1910 S CHIPMAN ST	INSPECTION PENDI	06/23/11

Records: 5

Page: 1

08/10/2011
m.s.



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: August 5, 2011

TO: City Council

FROM: Michael Compeau
Director of Public Safety

RE: July Police Report

Attached are the statistics for the police department for July 2011. This report includes activity for the month of July and year to date statistics. Also attached is a list of field contacts. Field contacts are incidents that the police are dispatched to that require no further follow up than the police officers initial response.

Eight burning complaints were reported in July. One was found to be in violation of the city ordinance and was an issued citation.

Field Contact By Reason Summary Report

Date Range: 07/01/2011 - 07/31/2011, Agency: OWPD

Reason for Contact	Count
911 Hang Up	17
Abandon Vehicle	3
False Alarm Commercial	9
False Alarm Residential	1
All Other Service Reports	21
Animal Complaints Other	32
Assist Ambulance	15
Assist To Other Dept	12
Attempt To Locate	17
Barking Dog	5
Burning Ordinance	7
Civil Dispute	24
Code Enforcement - Owosso	30
Disturbance	17
Fight / No Assault	3
Fireworks	12
Found Property	6
Gun Permit/register	22
Harrassment	10
Investigate Vehicle	1
Loud Music	6
Loud Party	2
Damage To Property	1
Motorist Assist	5
Open Door	3
Ordinance Violation	7
Parking Problem	26
Pawn Ticket	169
Peace Officer	28
Prowler	3
Reckless Driver	1
Road Hazard	8
Suspicious Person	24

Reason for Contact	Count
Suspicious Situation	57
Suspicious Vehicle	13
Tagged Vehicle	1
Trouble With Kids	34
Trouble With Neighbor	17
Trouble With Subject	77
Phone Harassment	6
Unwanted Subject	9
Vacation Check On Home	6
Vehicle Inspection	1
Warrant Arrest	1
Welfare Check	36
Wire Down	1
Work Traffic	99



Case Assignment/Clearance Report For July, 2011

Month, Year: 07, 2011

Offenses	Current Month		Year-To-Date		Percent Cleared
	Assigned	Cleared	Assigned	Cleared	
<i>PART I OFFENSES</i>					
ROBBERY	0	0	3	7	233 %
AGGRAVATED ASSAULT	5	5	27	30	111 %
BURGLARY	8	10	20	28	140 %
LARCENY	43	47	215	223	103 %
MOTOR VEHICLE THEFT	0	0	8	10	125 %
SIMPLE ASSAULT	9	10	63	64	101 %
ARSON	1	1	2	2	100 %
FORGERY & UTTERING	0	0	1	1	100 %
COUNTERFEITING	0	0	0	0	0 %
FRAUD	3	5	30	28	93 %
EMBEZZLEMENT	0	0	2	1	50 %
WEAPON CRIMES- CARRY, POSS,	0	0	5	7	140 %
PROSTITUTION	0	0	0	0	0 %
SEX OFFENSES 1/ UNDER AGE -	3	6	23	26	113 %
NARCOTICS VOLIATIONS	5	5	36	60	166 %
GAMBLING VIOLATIONS	0	0	0	0	0 %
VANDALISM-DAMAGE-DESTRUCTIO	0	0	1	4	400 %
HOMICIDE 1	0	0	0	0	0 %
HOMICIDE	0	0	0	0	0 %
RAPE / NON - FAMILY	0	0	4	5	125 %
SEX OFFENSES 2	3	6	23	26	113 %
PARENTAL KIDDNAP	0	0	0	0	0 %
KIDDNAPPING	0	0	0	0	0 %
BURGLARY RESIDENTIAL	0	1	23	23	100 %
BURGLARY COMMERCIAL	1	1	8	10	125 %
RESISTING/OBSTRUCTING	3	4	6	6	100 %
<i>PART I OFFENSES</i>	<i>84</i>	<i>101</i>	<i>500</i>	<i>561</i>	<i>112 %</i>
<i>PART II OFFENSES</i>					
PAROLE/PROBATION VIOLATION	2	2	11	11	100 %
NATURAL DEATH	1	1	6	6	100 %
RETAIL FRAUD	2	2	11	11	100 %
RUNAWAY	7	8	36	35	97 %
VIOLATION PPO/ COURT ORDER	2	1	7	6	85 %

Offenses	Current Month		Year-To-Date		Percent Cleared
	Assigned	Cleared	Assigned	Cleared	
FAMILY NONSUPPORT	0	0	0	0	0 %
SUSPICIOUS DEATH	1	1	3	5	166 %
TRAFFIC OFFENSES OTHER	0	0	25	21	84 %
CRIMINAL CASE OTHER	0	0	4	5	125 %
WARRANT ARREST	19	13	109	100	91 %
SUSPICIOUS CIRCUMSTANCES	1	1	11	13	118 %
WARRANT ADVISED	0	0	0	0	0 %
MENTAL ORDER-ECO / TDO	7	5	53	48	90 %
DOMESTIC ASSAULT/SITUATION	27	31	119	124	104 %
ILLEGAL DUMPING	0	0	0	0	0 %
FOUND PROPERTY	17	14	69	111	160 %
RECOVERED PROPERTY	0	0	0	0	0 %
ANNOYING PHONE CALLS	1	1	2	2	100 %
TRESPASSING	4	4	6	6	100 %
DOA	0	0	3	2	66 %
ANIMAL COMPLAINTS	8	6	32	29	90 %
MISSING PERSON	2	2	7	6	85 %
WARRANT OBTAINED	0	0	0	0	0 %
PROPERTY-LOST	0	0	0	0	0 %
SAFEKEEPING OF WEAPON	0	0	0	0	0 %
SUICIDE AND ATTEMPTED SUICIDES	0	0	0	0	0 %
TRAFFIC - HIT & RUN	2	3	42	43	102 %
FIRES - NOT ARSON	2	0	3	1	33 %
LOST PROPERTY	0	0	0	0	0 %
NON-CRIMINAL CASE	19	16	134	128	95 %
CRIMES AGAINST FAMILY &	2	2	11	12	109 %
DRIVING WHILE IMPAIRED	4	10	37	39	105 %
LIQUOR LAW VIOLATIONS	0	2	32	33	103 %
DISORDERLY CONDUCT	9	10	34	34	100 %
OTHER CRIMES	26	30	140	143	102 %
IMPOUND / TOW FOLLOW-UP	0	0	1	1	100 %
FALSE ALARM	0	0	0	0	0 %
MOTOR VEHICLE CRASH	24	21	221	204	92 %
THREATS	1	1	2	2	100 %
PROPERTY CRIMES, POSS, SALE,	0	0	1	1	100 %
DAMAGE TO PROPERTY	33	33	128	126	98 %
<i>PART II OFFENSES</i>	223	220	1,300	1,308	100 %
Grand Totals:	307	321	1,800	1,869	103 %

OPEN FIRES - CITATION ISSUED

July 2011

INCI_ID	DATE_REPT	STREET	STREET	STREET
201105078	07/23/2011 00:00:00	714	E	MOORE

OPEN FIRES - NO CITATION ISSUED

July 2011

CASE_ID	FCDATE	STREET	STREET	STREET
201104484	07/03/2011 14:19:00	1200	W HENRY ST/S	CHIPMAN ST
201104614	07/07/2011 23:04:00	444	E MASON ST	
201104680	07/09/2011 23:40:00	717	W RIVER ST	
201104959	07/19/2011 21:23:00	900	W CAMPBELL DR	
201104967	07/20/2011 01:34:00	725	W RIVER ST	
201105061	07/22/2011 21:50:00	299	N HOWELL ST/W	RIVER ST
201105197	07/26/2011 23:17:00	724	E CORUNNA AVE	



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: August 5, 2011

TO: City Council

FROM: Michael Compeau
Director of Public Safety

RE: July Fire Report

Attached is the July 2011 activity report for the fire department. The incident history log includes all calls for fire and EMS. Included are the fire inspections and training for the month of July.

APPARATUS AND EQUIPMENT

Non Destructive Testing: July 1, 2011 NDT conducted the annual testing of all ground ladders and the aerial ladder. The weight loads the ladders were tested under varied from 350 lbs for single ladders to 1000lbs for the aerial platform. All ladders passed and comply with NPPA 1932.

West Shore Fire: July 15, 2011 all 27 Air Packs were tested and passed the visual and functional testing. The testing involves testing the internal valves and components during the use in a fire.

Medic-2: Replaced all three batteries in vehicle. Two of the batteries are for the chassis and the third battery is for the box (medical compartment). Two of the batteries were prorated because they were still under warranty.

Fire Department Personnel Physicals, Fit Testing and Respiratory Surveillance Testing: All full time firefighters underwent the annual department physical and fit testing of their SCBA masks. The Paid-on-call firefighters were also fit tested and also had the Respiratory Surveillance Testing. All tests were done July 13, 2011 at the fire station by BioCare of Holt, Michigan.

TRAINING:

- **SARA Title III Site Tours (302 Sites):** Every year the Owosso Fire Department tours the three 302 sites in our community. The tours started in June and will run into July. Each shift will do the tours. This month we did Woodard at 210 Delaney Rd (shared mutual response from Owosso Twp FD & OFD).
- On Saturday, July 9, 2011 the Shiawassee County put on a foam class at the Owosso Community Airport. The drill involved general aviation aircraft. The class was attend by 7 county departments and provided good hands on training when dealing with aircraft and foam application during aircraft fires.
- **Owosso Explores Post 417:** On Saturday July 16, 2011 the Owosso Explores hosted Life Flight training at the Owosso Amphitheater. They learned about emergency landing zones and what a med-flight is capable off during a medical emergency.
- **Haz-Mat Training:** The special response team practiced product identification and emergency/temporary plugging on steel drums on July 12, 2011. The training lasted about 4 hours at the Owosso Fire Department. The on duty shift assisted in the training.



FIRE INSPECTIONS

- **Fire Inspection:** See attached list.
- **Rental Inspections**
 - Inspections & re-inspections (66)

ALARMS

Alarm 11-1268 07-10-2011: 831 W. Ament: At 06:28 the Owosso Fire department responded to a garage fire at 831 W. Ament. On arrival firefighters found the garage fully involved and the roof was already gone. On the initial attack, crews had to protect the house from the fire while extinguishing the garage fire. Fire did get into the back of the house but was extinguished before much damage was done. Response time was 3 minutes from call to the scene by OFD.

The fire destroyed the garage, damaged the car in the drive way and caused damage to both 831 W. Ament and the house to the west (next door). Cause of the fire was discarded material from their fire pit that was placed next to the back wall of the garage. Owosso Twp FD assisted in overhaul.

The Garage



Exposure: back of 831 Ament



Damage to the resident's SUV



Alarm 11-1312, 07-17-2011: 514 W Clyde St: At 1904 hours the Owosso Fire Department was called to a car fire. On arrival fire crews found a 2003 Chevy Trailblazer fully involved with heat from the SUV melting the siding next door. The fire was quickly extinguished and confined to the passenger compartment.

A view of the inside of the 2003 Trailblazer



From the outside (note the exposure)



Alarm 11-1340, 07-22-2011: 1016 S Lingle. At 04:34 hours the Owosso Fire Department responded to a reported house fire. On arrival fire was coming out the basement window and heavy black smoke was pouring from all openings. Once the house was ventilated at the roof firefighters were able to quickly extinguish the fire in the basement. The house suffered heavy smoke and heat damage from the fire.

The family did not have a working smoke detector in the house, if it was not for the family dog barking they would have never got out in time. After leaving the house the owner went back into the house to get a family pet only to become disoriented. He could not find the front door and was unable to see or breathe. He finally did manage to escape as the Engine arrived, but suffered smoke inhalation.

The fire started in the basement and was accidentally caused by an electrical problem.

Basement fire vented through window.



Basement, room of origin.



Owosso Fire Department Ambulance Service

Fire Commissioners Report

Begin Date Range: 7/1/2011 12:00:00 AM

End Date Range: 7/31/2011 12:00:00 AM

Date Of Service	Incident Number	Patient Age	Age Units	Patient Gender	Chief Complaint	Destination Name
7/1/2011	11-1200	64	Years	Male	Not Applicable	Not Applicable
7/1/2011	11-1201	(Not Provided)	(Not Provided)	Male	Not Applicable	Not Applicable
7/1/2011	11-1202	50	Years	Male	BOWEL PERFORATION	Memorial Health Care
7/1/2011	11-1203	71	Years	Female	ALTERED LOC	Memorial Health Care
7/1/2011	11-1204	89	Years	Female	LT. HIP PAIN	Memorial Health Care
7/1/2011	11-1208	16	Years	Male	DIZZINESS	Other
7/1/2011	11-1205	71	Years	Female	PARKINSONS	Other
7/1/2011	11-1206	91	Years	Male	PRESSURE FRACTURE IN BACK	Other
7/1/2011	11-1207	83	Years	Female	decreased loc	Memorial Health Care
7/1/2011	11-1209	50	Years	Female	SEPSIS	University of Michigan
7/1/2011	11-1210	33	Years	Male	abd pain	Memorial Health Care
7/1/2011	11-1211	46	Years	Male	LOW BLOOD SUGAR	Not Applicable
7/1/2011	11-1212	31	Years	Female	PAIN	Memorial Health Care
7/2/2011	11-1213	45	Years	Female	CHEST PRESSURE ABD PAIN FROM FALL	Memorial Health Care
7/2/2011	11-1214	38	Years	Male	possible od and seizure	Memorial Health Care
7/2/2011	11-1215	51	Years	Male	FX TO L TIB	Hurley Hospital
7/3/2011	11-1216	50	Years	Male	lift assist	Other
7/3/2011	11-1217	71	Years	Female	LIFT ASSIST	Not Applicable
7/3/2011	11-1218	50	Years	Male	Not Applicable	Not Applicable
7/4/2011	11-1219	24	Years	Male	Not Applicable	Not Applicable
7/4/2011	11-1220	50	Years	Male	Not Applicable	Not Applicable
7/4/2011	11-1221	72	Years	Female	MVA	Sparrow Hospital
7/4/2011	11-1222	89	Years	Female	RT ARM PAIN	Memorial Health Care
7/4/2011	11-1223	89	Years	Female	Not Applicable	Not Applicable
7/4/2011	11-1224	50	Years	Male	Not Applicable	Not Applicable
7/4/2011	11-1225	50	Years	Male	Not Applicable	Not Applicable
7/5/2011	11-1226	12	Years	Male	STRUCK BY VEHICLE	Hurley Hospital
7/5/2011	11-1228	17	Years	Male	breathing problems	Not Applicable
7/5/2011	11-1229	31	Years	Female	Not Applicable	Not Applicable
7/6/2011	11-1230	93	Years	Male	fall nose bleed	Memorial Health Care
7/6/2011	11-1231	78	Years	Male	GI BLEED	Memorial Health Care
7/6/2011	11-1233	15	Years	Male	LACERATION	Memorial Health Care
7/6/2011	11-1234	62	Years	Female	MVA	Not Applicable
7/6/2011	11-1235	54	Years	Female	Not Applicable	Not Applicable

7/6/2011	11-1236	45	Years	Female	CHEST PAIN	Memorial Health Care
7/6/2011	11-1238	14	Years	Female	head injury	Sparrow Hospital
7/6/2011	11-1237	24	Years	Male	SEIZURE	Not Applicable
7/7/2011	11-1239	38	Years	Male	PSYCH EVALUATION	Memorial Health Care
7/7/2011	11-1240	69	Years	Female	DIB	Memorial Health Care
7/7/2011	11-1241	56	Years	Male	VOMITING BLOOD	Memorial Health Care
7/7/2011	11-1242	79	Years	Male	GENERAL WEAKNESS	Memorial Health Care
7/7/2011	11-1243	56	Years	Male	hemoptysis	University of Michigan
7/7/2011	11-1244	55	Years	Female	pos fx arm	Memorial Health Care
7/7/2011	11-1245	(Not Provided)	(Not Provided)	(Not Provided)	Not Applicable	Not Applicable
7/7/2011	11-1246	39	Years	Female	kidney stone	Sparrow Hospital
7/7/2011	11-1247	75	Years	Female	ABD PAIN	Memorial Health Care
7/7/2011	11-1249	21	Years	Female	FEVER	Memorial Health Care
7/7/2011	11-1248	41	Years	Male	dib	Memorial Health Care
7/8/2011	11-1251	45	Years	Female	CHEST PAIN AND VOMMITING	Ingham Regional Medical Center
7/8/2011	11-1250	32	Years	Female	possible etoh	Memorial Health Care
7/8/2011	11-1252	17	Years	Female	ARM PAIN	Memorial Health Care
7/8/2011	11-1253	47	Years	Male	Not Applicable	Not Applicable
7/8/2011	11-1254	47	Years	Male	Not Applicable	Not Applicable
7/8/2011	11-1255	81	Years	Male	WEAKNESS	Memorial Health Care
7/8/2011	11-1257B	35	Years	Female	Not Applicable	Not Applicable
7/8/2011	11-1257A	9	Years	Female	MVA	Memorial Health Care
7/8/2011	11-1256	39	Years	Male	HEAD LAC.	Memorial Health Care
7/8/2011	11-1258	73	Years	Female	FALL	Memorial Health Care
7/8/2011	11-1259	48	Years	Female	HEAD LAC	Not Applicable
7/9/2011	11-1260	28	Years	Male	ASULTED	Memorial Health Care
7/9/2011	11-1262	75	Years	Male	left leg pain	Memorial Health Care
7/9/2011	11-1264	91	Years	Male	Not Applicable	Not Applicable
7/9/2011	11-1265	29	Years	Female	abd. pain	Memorial Health Care
7/10/2011	11-1266	(Not Provided)	(Not Provided)	(Not Provided)	Not Applicable	Not Applicable
7/10/2011	11-1267	42	Years	Male	BACK PAIN	Memorial Health Care
7/10/2011	11-1270	18	Years	Female	SYNCOPE	Memorial Health Care
7/10/2011	11-1271	46	Years	Male	altered loc	Not Applicable
7/11/2011	11-1272	73	Years	Female	DIB	Memorial Health Care
7/11/2011	11-1273	96	Years	Female	abdominal pain	Memorial Health Care
7/11/2011	11-1274	(Not Provided)	(Not Provided)	Female	bls transport home	Oliver Woods Retirement Village
7/11/2011	11-1275	46	Years	Male	hypoglycemia	Other
7/12/2011	11-1276	91	Years	Female	left knee pain	Memorial Health Care
7/12/2011	11-1277	91	Years	Female	bls transfer home	Oliver Woods Retirement Village

7/12/2011	11-1278	31	Years	Male	LOWER BACK PAIN	Memorial Health Care
7/12/2011	11-1279	50	Years	Female	Not Applicable	Not Applicable
7/12/2011	11-1280	55	Years	Female	DIB	Memorial Health Care
7/12/2011	11-1281	72	Years	Male	CARDIAC PROBLEM	Ingham Regional Medical Center
7/12/2011	11-1282	63	Years	Male	HEMATAURIA	Memorial Health Care
7/13/2011	11-1283	22	Years	Female	Not Applicable	Not Applicable
7/13/2011	11-1284	49	Years	Male	hip pain	Memorial Health Care
7/13/2011	11-1285	79	Years	Female	lift assist	Not Applicable
7/13/2011	11-1286	62	Years	Female	none	Other
7/13/2011	11-1287	38	Years	Female	chest pain DIB	Memorial Health Care
7/13/2011	11-1288	27	Years	Female	overdose	Memorial Health Care
7/14/2011	11-1289	40	Years	Male	ETOH unresponsive	Memorial Health Care
7/14/2011	11-1291	79	Years	Male	INCREASE IN WEAKNESS	Memorial Health Care
7/14/2011	11-1290	87	Years	Male	left leg pain	Memorial Health Care
7/14/2011	11-1292	73	Years	Female	ALTERED LOC	Memorial Health Care
7/14/2011	11-1293	80	Years	Male	TRANSFER	Other
7/14/2011	11-1294	48	Years	Male	chest pain	Memorial Health Care
7/14/2011	11-1295	36	Years	Male	STAB WOUND	Not Applicable
7/14/2011	11-1296	29	Years	Female	SYNCOPE	Memorial Health Care
7/15/2011	11-1298	83	Years	Female	DIB	Memorial Health Care
7/15/2011	11-1297	46	Years	Female	low urine output fall	Memorial Health Care
7/15/2011	11-1299	45	Years	Female	CHEST OAIN	Memorial Health Care
7/15/2011	11-1302	59	Years	Male	Not Applicable	Not Applicable
7/15/2011	11-1304	(Not Provided)	(Not Provided)	Female	Not Applicable	Not Applicable
7/16/2011	11-1305	37	Years	Female	poss fx r ankle	Memorial Health Care
7/16/2011	11-1306	51	Years	Female	DIB	Memorial Health Care
7/17/2011	11-1307	86	Years	Male	L HIP PAIN	Memorial Health Care
7/17/2011	11-1308	(Not Provided)	(Not Provided)	(Not Provided)	Not Applicable	Not Applicable
7/17/2011	11-1309	88	Years	Female	SNYCOPE	Memorial Health Care
7/17/2011	11-1311	75	Years	Male	LEFT SIDE PAIN	Memorial Health Care
7/17/2011	11-1310	71	Years	Female	Not Applicable	Not Applicable
7/17/2011	11-1313	79	Years	Female	CHEST PAIN	Memorial Health Care
7/17/2011	11-1315	58	Years	Male	RT LEG PAIN	Sparrow Hospital
7/18/2011	11-1316	72	Years	Female	right leg paimn	Memorial Health Care
7/18/2011	11-1318	39	Years	Male	doa	Not Applicable
7/18/2011	11-1317	59	Years	Male	lower back pain	Memorial Health Care
7/18/2011	11-1319	72	Years	Female	transport for fx foot	Other
7/18/2011	11-1320	64	Years	Male	Not Applicable	Not Applicable
7/18/2011	11-1321	59	Years	Male	back pain	Sparrow Hospital
7/19/2011	11-1322	50	Years	Female	face pain	Memorial Health Care

7/19/2011	11-1323	73	Years	Female	TRANSFER	Other
7/19/2011	11-1325	69	Years	Female	altered loc	Memorial Health Care
7/19/2011	11-1324	17	Years	Female	UNKNOWN	Not Applicable
7/20/2011	11-1327	63	Years	Female	LOW BLOOD SUGAR	Not Applicable
7/20/2011	11-1328	(Not Provided)	(Not Provided)	(Not Provided)	Not Applicable	Not Applicable
7/20/2011	11-1329	51	Years	Female	abdominal pain	McLaren Regional Medical Center
7/20/2011	11-1330	31	Years	Female	etoh ingestion	Memorial Health Care
7/20/2011	11-1332	50	Years	Male	hypertensive crisis	Memorial Health Care
7/21/2011	11-1333	46	Years	Male	hypoglycemia	Not Applicable
7/21/2011	11-1335	45	Years	Female	sleeping	Not Applicable
7/21/2011	11-1334	24	Years	Female	head pain	Memorial Health Care
7/21/2011	11-1336	46	Years	Female	left hip and leg pain	Other
7/21/2011	11-1337	36	Years	Male	chest pain	Memorial Health Care
7/21/2011	11-1338	59	Years	Male	dib	Memorial Health Care
7/21/2011	11-1339	38	Years	Male	chest pain	Memorial Health Care
7/22/2011	11-1341	71	Years	Female	lift assist	Not Applicable
7/22/2011	11-1342	64	Years	Male	palpitations	Memorial Health Care
7/22/2011	11-1343	51	Years	Male	head lac	Memorial Health Care
7/23/2011	11-1344	(Not Provided)	(Not Provided)	(Not Provided)	Not Applicable	Not Applicable
7/23/2011	11-1346	69	Years	Female	transfer home pt. has ms	Other
7/24/2011	11-1347	96	Years	Male	fall	Not Applicable
7/24/2011	11-1348	54	Years	Male	dib	Memorial Health Care
7/24/2011	11-1349	48	Years	Male	CHEST PAIN	Memorial Health Care
7/24/2011	11-1350	75	Years	Female	NAUSEA VOMITING	Memorial Health Care
7/24/2011	11-1351	(Not Provided)	(Not Provided)	(Not Provided)	Not Applicable	Not Applicable
7/24/2011	11-1353	75	Years	Female	transfer	Ingham Regional Medical Center
7/25/2011	11-1355	63	Years	Female	SYNCOPE	Memorial Health Care
7/25/2011	11-1354	69	Years	Male	seizure	Memorial Health Care
7/25/2011	11-1356	89	Years	Female	DIB	Memorial Health Care
7/25/2011	11-1357	45	Years	Female	altered loc	Memorial Health Care
7/25/2011	11-1359	79	Years	Male	non-emergency transport	Shiawassee County Medical Care Facility
7/25/2011	11-1360	91	Years	Male	pt. has dememtia	Other
7/25/2011	11-1358	87	Years	Male	non-emergency bls transfer	Other
7/25/2011	11-1361	94	Years	Female	ALTERED	Memorial Health Care
7/25/2011	11-1362	86	Years	Female	back pain	Memorial Health Care
7/25/2011	11-1364	67	Years	Female	CUT WRIST	Not Applicable
7/25/2011	11-1365	29	Years	Female	HEAD PAIN	Memorial Health Care
7/26/2011	11-1366	74	Years	Female	ABD PAIN	Memorial Health Care

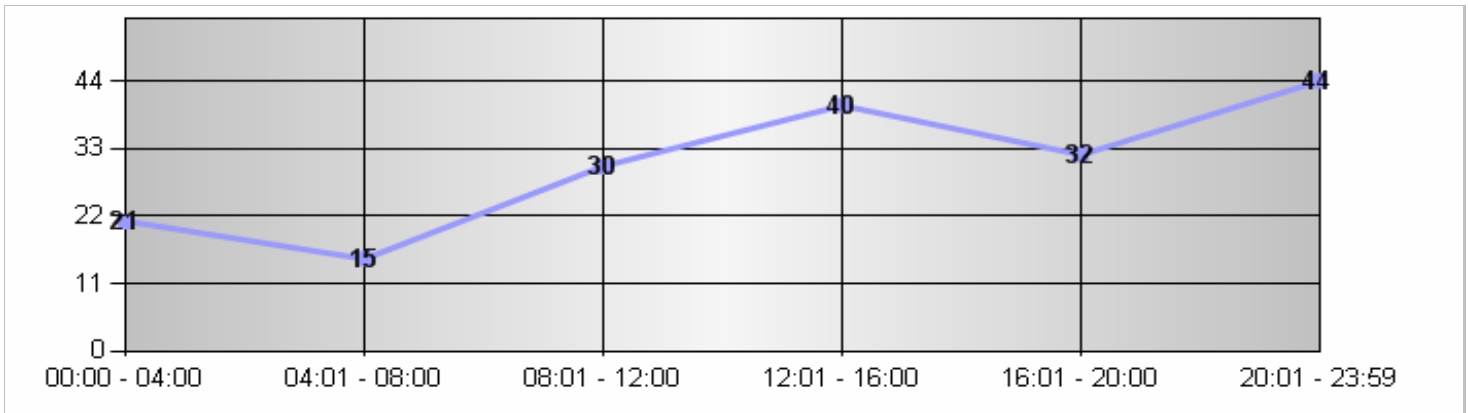
7/26/2011	11-1367	75	Years	Female	FALL	Memorial Health Care
7/26/2011	11-1368	25	Years	Female	neck and thoracic	Memorial Health Care
7/26/2011	11-1369	91	Years	Female	POSSIBLE CVA	Memorial Health Care
7/26/2011	11-1370	96	Years	Female	fall with swelling to head	Memorial Health Care
7/26/2011	11-1371	36	Years	Male	chest pain	Memorial Health Care
7/27/2011	11-1372	23	Years	Female	Not Applicable	Not Applicable
7/27/2011	11-1373	72	Years	Female	TRANSFER	Other
7/27/2011	11-1374	9	Years	Female	fever	Memorial Health Care
7/27/2011	11-1375	41	Years	Female	seizure	Memorial Health Care
7/27/2011	11-1376	1	Years	Female	seizure	Memorial Health Care
7/27/2011	11-1377	80	Years	Female	DIB	Memorial Health Care
7/28/2011	11-1383	84	Years	Female	Not Applicable	Not Applicable
7/28/2011	11-1384	20	Years	Female	MISCARRIAGE	Memorial Health Care
7/28/2011	11-1385	41	Years	Female	SEIZURE	Memorial Health Care
7/28/2011	11-1387	30	Years	Female	HEADACHE AND TINGLING SENSATION	Memorial Health Care
7/28/2011	11-1389	1	Years	Female	sick person	Not Applicable
7/28/2011	11-1388	72	Years	Male	POSSIBLE DVT LEFT LEG	Memorial Health Care
7/28/2011	11-1386	46	Years	Male	diabetic	Not Applicable
7/28/2011	11-1390	64	Years	Male	SOB AND ANXIETY	Memorial Health Care
7/29/2011	11-1391	30	Years	Female	left sided paresthesia	Genesys Regional Medical Center
7/29/2011	11-1393	12	Years	Male	possible head injury	Hurley Hospital
7/29/2011	11-1392	88	Years	Female	Not Applicable	Not Applicable
7/29/2011	11-1394	(Not Provided)	(Not Provided)	Male	none	Not Applicable
7/30/2011	11-1395	15	Years	Male	hypovolemic	Memorial Health Care
7/30/2011	11-1396	88	Years	Female	LEG WEAKNESS	Memorial Health Care
7/30/2011	11-1397	94	Years	Male	GENERAL WEAKNESS	Memorial Health Care
7/30/2011	11-1398	88	Years	Female	Not Applicable	Not Applicable
7/30/2011	11-1399	55	Years	Male	CHEST PAIN	Memorial Health Care
7/30/2011	11-1401	24	Years	Female	PAIN IN ABDOMIN RIGHT QUADRENT	Memorial Health Care
7/30/2011	11-1402A	19	Years	Male	Not Applicable	Not Applicable
7/30/2011	11-1402B	27	Years	Male	Not Applicable	Not Applicable

Owosso Fire Department Ambulance Service

Incident Count By Hour - Summary

Begin Date Range: 7/1/2011 12:00:00 AM

End Date Range: 7/31/2011 12:00:00 AM



Hours	Count	Percentage Of Total
<u>00:00 - 04:00</u>	21	11.54
<u>04:01 - 08:00</u>	15	8.24
<u>08:01 - 12:00</u>	30	16.48
<u>12:01 - 16:00</u>	40	21.98
<u>16:01 - 20:00</u>	32	17.58
<u>20:01 - 23:59</u>	44	24.18

Total	182
--------------	------------

Incidents included in this report must have valid values for "Unit Arrived on Scene Time."

This report contains two drill-down reports which can be accessed by clicking on the underlined numbers (found in the "Hours" column and the "Total" column in the tables above).

No Errors Found

Owosso Fire Department Ambulance Service

Run Count By Destination

Begin Date Range: 7/1/2011 12:00:00 AM

End Date Range: 7/31/2011 12:00:00 AM

Destination Name	Percentage Of Total	Number of Runs
<u>Genesys Regional Medical Center</u>	0.55 %	1
<u>Hurley Hospital</u>	1.65 %	3
<u>Ingham Regional Medical Center</u>	1.65 %	3
<u>McLaren Regional Medical Center</u>	0.55 %	1
<u>Memorial Health Care</u>	53.85 %	98
<u>Not Applicable</u>	28.57 %	52
<u>Oliver Woods Retirement Village</u>	1.10 %	2
<u>Other</u>	7.69 %	14
<u>Shiawassee County Medical Care Facility</u>	0.55 %	1
<u>Sparrow Hospital</u>	2.75 %	5
<u>University of Michigan</u>	1.10 %	2
Total:	100 %	182

Incidents included in this report must have valid values for "Unit Notified Time."

Incident Number	Run Status	Unit Notified Date Time	Destination Name
-----------------	------------	-------------------------	------------------

Owosso Fire Department Ambulance Service

Incident Disposition By Patient Age

Begin Date Range: 8/1/2011 12:00:00 AM

End Date Range: 8/9/2011 12:00:00 AM

Age Group	Cancelled	Dead at Scene	No Patient Found	No Treatment Required	Patient Refused Care	Treated and Released	Treated Transferred Care	Treated Transported by EMS	Treated Transported by Law	Treated Transported by Private	Total
0 to 10 years	0	0	0	0	1	0	0	2	0	0	3
11 to 20 years	0	0	0	0	1	0	0	3	0	0	4
21 to 30 years	0	0	0	2	0	0	0	2	0	0	4
31 to 40 years	0	0	0	0	0	0	0	0	0	0	0
41 to 50 years	0	0	0	0	0	0	0	3	0	0	3
51 to 60 years	0	1	0	0	1	0	0	0	0	0	2
61 to 70 years	0	0	0	0	2	0	0	4	0	0	6
71 years or older	0	0	0	7	3	0	0	22	0	0	32
Total	0	1	0	9	8	0	0	36	0	0	54

Incidents included in this report must have valid values for "Age," "Incident Patient Disposition," and "Unit Notified Time."

4 incidents are not included in this report due to incomplete or invalid data.

Minutes of the **July 19, 2011**, regular meeting
of the **Owosso Historical Commission** held
at the Gould House, 7:00 p.m.

Members Present: Chairperson Piper Brewer, and members Shaffer Fox, JoEllen Hartley, Crystal Smith, Lorraine Weckwert, and Gary Wilson.

Members Absent: Jamie Brummel, Michael Erfourth, City Treasurer Ron Tobey, and Charles Wascher

No guests were present.

The meeting was called to order at 7:09 p.m. by Chairperson Brewer.

Due to the absence of the Secretary-Treasurer, Ron Tobey, Chairperson Brewer asked Shaffer Fox to serve as secretary for this meeting. Shaffer Fox agreed to the request.

Gary Wilson made a motion to accept the minutes of the last meeting. The motion was seconded by Lorraine Weckwert and carried.

There were no citizen comments.

Lorraine Weckwert stated that the original goal of the Owosso Historical Commission's 2011 Home Tour Committee was to feature seven or eight homes in the tour scheduled for Saturday, September 24, 2011. To that end, she stated that she has verbal agreements from three homeowners who will allow their homes to be included in a 2011 Home Tour. She also stated that, although Baker College officials had previously agreed to open the former Hody House and the caverns at Baker College to a home tour, she has not heard back from the member who was going to obtain approval from Baker College for inclusion of their sites in the 2011 Home Tour. Furthermore, Lorraine Weckwert expressed concern that while the scheduled date of the event has been drawing near, she's been unable to contact two members of the committee who were going to recruit additional homes for the tour, and were going to participate in planning, marketing and otherwise co-managing the event. Members discussed different options including rescheduling the event for a later date or for a different period of the year, or abandoning a home tour for the current year or possibly permanently. Members also discussed homeowners' increasing reluctance to open their homes to the public. Members agreed that each year's home tour should be better than preceding home tours. Based on the aforementioned, members present agreed that the Owosso Historical Commission would not hold a home tour in 2011, but will "aim" to hold an exceptional home tour in 2012.

Shaffer Fox stated that Tom Cook asked him to map, and be the guide for, a bicycle tour of historic points in Owosso. Shaffer Fox stated that Tom Cook also asked him to ask members of the Owosso Historical Commission if the commission would like to become involved with the tour. Shaffer Fox stated that he felt Tom Cook may have been thinking that there could be several bicycle tours of historic points in Owosso, and that each member could map and be a guide for separate tours. Members present did not wish to be involved in bicycle tours of historic points in Owosso – for various reasons including the fact that some did not ride bikes. Nonetheless, members suggested that the Gould House be included in the tour, and that the Owosso Historical Commission could benefit from the tours by selling refreshments to tour participants during their stop at the Gould House.

Chairperson Brewer revisited the offer by the widow of a collector of Curwood books, who wants to donate 5,000 Curwood books (24 complete sets) to the Owosso Historical Commission – if the Owosso Historical Commission will pay for the packaging and shipping of the books to Owosso. Chairperson Brewer stated that she had contacted Bruckman's Moving and Storage, but that they no longer perform the type of shipping services needed for this project. However, Bruckman's

agreed to attempt to find a provider of the shipping services needed. Chairperson Brewer stated that the owner of the books is not in a hurry to have the books removed, and that the owner will precisely count and weigh the books. Gary Wilson suggested that the owner of the books should provide photos of the books, and detail the qualities of the books. Chairperson Brewer stated that, upon her receipt, she will forward the requested photos and details to Gary Wilson. Crystal Smith said she will obtain shipping information from U-Haul and from Two Men and a Truck. Chairperson Brewer said she will obtain shipping information from Davis Cartage.

Chairperson Brewer stated that the Owosso Historical Commission is out of copies of the walking tour brochure, and that the text in the brochure needs to be updated. Chairperson Brewer said she will get quotes for having more copies of the brochure printed. Lorraine Weckwert stated she will update and edit the text in the brochure.

Gary Wilson made a motion to adjourn the meeting. The motion was seconded by Shaffer Fox and carried.

Adjournment

Chairman Brewer adjourned the meeting at about 8:10 p.m.

Minutes recorded and respectfully submitted by

Shaffer Fox

Minutes
Regular Meeting of the Parks & Recreation Commission
Council Chambers, City Hall
July 25, 2011 – 6 p.m.

The meeting was called to order at 6:07 p.m. by Chairperson Ladd.

Roll call was taken by Recording Secretary Marty Stinson.

Members Present: Commissioners Sherri Chavora, Jerry Hebekeuser, Jeff Selbig, and Chairperson Marsha Ladd.

Members Absent: Commissioner Terri Brown (excused).

Others Present: Adam Zettel, Assistant City Manager and Director of Community Development; Donald Crawford, City Manager.

Approve Agenda for July 25, 2011:

A motion to approve the agenda as presented by Commissioner Hebekeuser and supported by Commissioner Chavora.

Ayes: all, motion carried

Approve Minutes from June 27, 2011 meeting:

A motion to approve the minutes from the June 27, 2011 meeting was made by Commissioner Chavora and supported by Commissioner Selbig.

Ayes: all, motion carried

Public Comments: none

Communications:

1. Staff memorandum
2. June 27, 2011 minutes
3. Updated pages from the Owosso Park Plan
4. Financial update and schedule for fundraising
5. Disc golf information

Business:

1. Park Plan Update

Mr. Adam Zettel, Assistant City Manager and Director of Community Development, submitted the updates on the Park Plan to the board members. Discussion occurred also on the Master Plan developments.

Chairperson Ladd would like to see a whole new park plan and include demographic research; possibly preparation for sinking funds eventually.

Mr. Zettel replied that the park plan could be a chapter of the Master Plan.

Commissioner Chavora would like to see the park plan condensed and make it more useable. A lot of the information is old.

Mr. Zettel said that the plan really comes down to the last three or four pages – the goals.

Ms. Chavora listed several changes she would like to see in the parks plan. Commissioner Selbig mentioned the need for park maps. Mr. Zettel said there would be a public hearing in August at the Parks and Recreation Commission and then at a council meeting later.

2. Fundraising Update

Chairperson Ladd discussed the Wal-Mart grant which she will send to Mr. Zettel. She also stated that Mayor Frederick was going to form a committee to apply for other grants.

Commissioner Hebekeuser said that Wal-Mart prefers to donate specific materials rather than a cash contribution.

3. Updates: essay contest, Rudy DeMuth, grant, disc golf, skate park

a. Essay Contest

Ms. Ladd stated that she will send in the essay application on Friday. Mr. Hebekeuser thought the application looked great.

b. Rudy DeMuth Field

Mr. Hebekeuser reported that the improvements at Rudy DeMuth Field will be done this fall, possibly November. In the worst case scenario, next spring.

c. Disc Golf Information

Commissioner Selbig commented that the gentlemen who did the disc golf for Corunna's McCurdy Park will be making a presentation for this commission. He suggested just a nine hole course. Ms. Chavora suggested that the gentlemen review our parks and make a recommendation as to which park the disc golf should be installed in.

d. Skate Park

Ms. Ladd stated she was seeing some inklings at the BMX Park. Mr. Zettel stated they are a little out of dirt.

Staff Comments:

Mr. Don Crawford, City Manager, stated the volunteer group needs some help. Rick Morris may need some help getting people together.

Mr. Zettel stated there were four youths in his office that want to expand the skate park.

Board Comments:

Ms. Chavora is working with some fundraiser groups and will be at the Farmers and Artisan Markets. She also discussed other upcoming fundraiser events.

Adjournment:

A motion to adjourn the meeting was made by Commissioner Hebekeuser and was supported by Commissioner Chavora. The meeting adjourned at 6:58 p.m.

Ayes: all, motion carried

Marty Stinson
Recording Secretary

**REGULAR MEETING MINUTES
OWOSSO DDA / MAIN STREET
Council Chambers, City Hall
AUGUST 3, 2011**

Meeting was called to order at 7:30 a.m. by Chairperson John Hankerd.

Roll Call was taken by City Clerk Amy K. Kirkland.

MEMBERS PRESENT: Chairman John Hankerd, Vice-Chairperson Barb Bucsi, Authority Members Dave Acton, James Demis, Ben Frederick, Debbie Johnson, and Alaina Kraus.

MEMBERS ABSENT: Authority Member Bill Gilbert and vacancy.

OTHERS PRESENT: Deana Doan, Main Street Manager/DDA Director; Adam Zettel, Assistant City Manager and Director of Community Development; Donald Crawford, City Manager

AGENDA:

MOTION BY AUTHORITY MEMBER ACTON SUPPORTED BY AUTHORITY MEMBER BUCSI TO APPROVE THE AGENDA FOR AUGUST 3, 2011 WITH THE AMENDMENTS:

ITEMS OF BUSINESS:

EDIT

4. CHANGE "DOWNTOWN WATERING BIDS" TO "DOWNTOWN WATERING QUOTES"

ADD

6. SKATE STOPPERS.

YEAS ALL. MOTION CARRIED.

MINUTES:

MOTION BY AUTHORITY MEMBER BUCSI, SUPPORTED BY AUTHORITY MEMBER ACTON TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JULY 6, 2011.

YEAS ALL. MOTION CARRIED.

COMMUNICATIONS:

- 1) Staff memorandum (Reference)
- 2) Meeting minutes of July 6, 2011 (Business)
- 3) July invoices – forthcoming (Business)
- 4) July budget report (Reference)
- 5) Purchasing Policy (Business)
- 6) Waste Bids (Business)
- 7) Watering Bids – forthcoming (Business)

PUBLIC COMMENTS: None

ITEMS OF BUSINESS:

1. July Invoices

There was discussion regarding the addition of the payment to the Brownfield Authority for Capital Bowl.

There was also discussion regarding the payment of future expenses (such as entertainment). It was noted prior authorization allows payment to be rendered to vendors at the time of service instead of making them wait 3-4 weeks for payment.

Lastly, the Board discussed the handling of script monies exchanged at the Farmer's Market. Customers can now pay vendors using WIC, EBT or Senior Fresh vouchers, vendors then exchange the vouchers for payment provided by the State. To expedite this process it was suggested the Board adopt a policy to allow vendors to exchange their vouchers with the Farmers' Market for cash. The Board agreed to act on the item at hand and discuss the issue after addressing the pending invoices.

MOTION BY AUTHORITY MEMBER DEMIS, SUPPORTED BY AUTHORITY MEMBER BUCSI TO APPROVE THE PENDING INVOICES FOR PAYMENT BY THE DDA / MAIN STREET AS PRESENTED MAKING A TOTAL OF \$25,216.02.

DDA Invoices to August 3, 2011

<u>Vendor</u>	<u>Amount</u>	<u>Purpose</u>
American Speedy Printing	\$ 45.00	Farmers Market script
City of Owosso	\$ 1,796.30	2011 summer taxes for downtown properties
City of Owosso	\$ 53.54	June 2011 cell phone charges
City of Owosso	\$ 477.77	Water for downtown March-June 2011
Connectic Marketing	\$ 75.00	July 2011-missing invoice
DayStarr Communications	\$ 23.82	Phone number forwarding-August 2011
Edwards Sign & Screen Printing	\$ 69.82	Digital Graphics Banner for Farmers Market
Farber's Greenhouse & Floral	\$ 5,000.00	Flower baskets for downtown
Independent Newspaper Group	\$ 225.00	Wednesday Farmers Market ads (3)-July 2011
Independent Newspaper Group	\$ 75.00	Wednesday Artisan Market Ad (1)-July 2011
Independent Newspaper Group	\$ 170.00	Farmers Market Ads for June 2011
Kelly's Refuse Service	\$ 125.00	July 2011 service
Ludington Electric	\$ 1,505.15	Electrical work done downtown
Office Source	\$ 95.99	Laser Business Cards for DDA use
Smith Janitorial	\$ 169.44	Defoamer for fountain
Valley Lumber	\$ 3.56	Bike rack materials
Win's	\$ 113.63	Lighting supplies for downtown
David Pizzie	\$ 400.00	Artisan Market Master compensation for July 2011- 4 events
Tracy Mercado	\$ 500.00	Farmers Market Master compensation for July 2011- 5 events
Aubrey Grant	\$ 500.00	Farmers Market Master compensation for July 2011- 5 events
Entertainment for Artisan Market	\$ 450.00	Entertainment-Aug 18, Aug 25 and Sept 1, 2011
Brownfield Redevelopment Authority	\$ 13,342.00	Annual transfer for Capital Bowl Brownfield plan expenses, as authorized April 11, 2007
Total	<u>\$ 25,216.02</u>	

YEAS ALL. MOTION CARRIED.

2. Script Money Reimbursement

Discussion continued on the issue of how to reimburse vendors that are in possession of WIC, EBT, or Senior Fresh vouchers. The Board agreed it would be ideal to reimburse vendors on a weekly basis, with the Farmers' Market then seeking reimbursement from the State. It was indicated a resolution to this affect would be in order, but there was provisional support for the idea. It was estimated the Market would need \$1,000 per month for the reimbursements.

MOTION BY AUTHORITY MEMBER DEMIS, SUPPORTED BY AUTHORITY MEMBER BUCSI, TO AUTHORIZE A \$1,000 CHECK EACH MONTH BE WRITTEN TO PETTY CASH TO REIMBURSE FARMERS' MARKET VENDORS FOR WIC, EBT, AND SENIOR FRESH VOUCHERS, WITH THE

**UNDERSTANDING THE VOUCHERS WILL BE SUBMITTED TO THE STATE FOR FINAL REIMBURSEMENT TO THE DDA.
YEAS ALL. MOTION CARRIED.**

3. Purchasing Policy

There was a lengthy discussion regarding just how the proposed policy would be play out in a real situation. Members inquired about how the policy would apply and what they should do when faced with various scenarios. Member Acton expressed his feeling the proposed policy lacked detail. It was noted that the proposed policy is somewhat cumbersome as it greatly lengthens the time needed to make a simple purchase but such control is warranted when spending public funds. It also provides a measure of protection for those spending money by ensuring there is a record of the details of each purchase. It was further noted it was the intent of the developers of the policy that each of the individuals authorized to spend money receive a supply of Requisition forms and Purchase Order forms to help expedite the purchasing process.

The Board went on to discuss amending the proposed policy to include contract employees as authorized individuals, educating vendors on the new policy, the possibility of adjusting the policy in the future should it be needed and the insistence on the limited number of authorized individuals.

MOTION BY AUTHORITY MEMBER DEMIS, SUPPORTED BY AUTHORITY MEMBER KRAUS, TO APPROVE THE PROPOSED PURCHASING POLICY AS FOLLOWS:

Commitment and Expenditure of Owosso Main Street (OMS) Funds

Owosso Main Street funds may be expended in accordance with the City of Owosso financial ordinance, Article VI of Chapter 2 of the city code, only after the following procedures are followed:

1. The Board President, Director, Committee Chairmen of OMS, or any other individual permitted by the Board are authorized to commit OMS funds.
2. The Director shall prepare the applicable requisition form or purchase order upon request of authorized individuals.
3. Said form shall indicate that name of the authorizing individual.
4. The Director shall review the budget prior to issuance of the applicable form. The form shall not be issued unless there is sufficient remaining budget to pay the commitment.
5. After preparation of the applicable form, either the authorizing individual or Director may contact the Vendor and/or make the purchase.
6. When the commitment is ready for payment, City of Owosso procedures will be followed.

AYES ALL. MOTION CARRIED.

Member Frederick leaves 8:33 a.m.

4. Downtown Trash Bids

Member Demis started the conversation by indicating his firm has a relationship with some/one of the parties involved in this matter and he would be abstaining from the vote.

Two resolutions regarding the item were distributed to the Board. Resolution No. 1 called for the rejection of the bid from Specialty Salvage because the company was found to be in possession of stolen property on more than one occasion in the recent past. Resolution No. 2 called for approval of the bid from Kelly Refuse.

There was discussion regarding the cost increase the bid from Kelly Refuse represents as compared to the current year and how many firms responded to the bid letting.

MOTION BY AUTHORITY MEMBER BUCSI, SUPPORTED BY AUTHORITY MEMBER ACTON, TO APPROVED RESOLUTION NO. 110803-01 REJECTING THE BID FROM SPECIALTY SALVAGE, LLC FOR DOWNTOWN REFUSE SERVICE AS FOLLOWS:

RESOLUTION NO. 110803-01

**RESOLUTION REJECTING THE BID OF
SPECIALTY SALVAGE, LLC
FOR DOWNTOWN REFUSE SERVICE**

WHEREAS, the city of Owosso Downtown Development Authority, Shiawassee County, Michigan, has determined that downtown refuse service is needed for the period of July 25, 2011 through June 30, 2013; and

WHEREAS, the general conditions of the Downtown Refuse Service Bid request of July 1, 2011 provide that the city reserves the right to reject any and all offers; and

WHEREAS, in reviewing the bids submitted, it was found that Specialty Salvage, LLC and one or more principals have been in the possession of stolen property on one or more occasions during the last three years; and

WHEREAS, the city of Owosso Downtown Development Authority has the right to reject any and all bids if it is determined that it is in the best interests of the authority to do so, it hereby rejects the bid of Specialty Salvage, LLC which police reports show has been in possession of stolen property on several occasions, including a city of Owosso water meter and plumbing from a vacant house on July 19, 2011; city of Corunna fire hydrants on October 21, 2008; D & D Truck Parts brake shoes on September 2, 2010; and Trebor Industries, Inc. metal forks on August 25, 2010.

NOW THEREFORE BE IT RESOLVED by the city of Owosso Downtown Development Authority, Shiawassee County, Michigan that it is advisable, necessary and in the public interest to reject the bid of Specialty Salvage, LLC.

ROLL CALL VOTE.

AYES: MEMBERS ACTON, BUCSI, CHAIRMAN HANKERD, MEMBERS JOHNSON AND KRAUS.

NAYS: NONE.

ABSTAIN: MEMBER DEMIS.

MOTION BY AUTHORITY MEMBER KRAUS, SUPPORTED BY AUTHORITY MEMBER BUCSI, TO APPROVE RESOLUTION NO. 110803-02 AUTHORIZING A CONTRACT WITH KELLY'S REFUSE SERVICE FOR REFUSE SERVICE IN THE DOWNTOWN AS FOLLOWS:

RESOLUTION NO. 110803-02

**RESOLUTION AUTHORIZING EXECUTION OF A CONTRACT
FOR DOWNTOWN REFUSE SERVICE
BETWEEN THE CITY OF OWOSSO DOWNTOWN DEVELOPMENT AUTHORITY
AND KELLY'S REFUSE SERVICE**

Owosso DDA / Main Street

August 3, 2011

Page 5 of 7

WHEREAS, the city of Owosso Downtown Development Authority, Shiawassee County, Michigan, has determined that downtown refuse service is needed for the period of July 25, 201 1 through June 30, 2013;and

WHEREAS, the service is to include approximately 30 32-gallon containers and 16 pole-mounted baskets; and

WHEREAS, scaled bids were received on July 12, 2011; and

WHEREAS, Kelly Kueschman, dba Kelly's Refuse Service, submitted a bid in the amount of \$562.50 monthly; and

NOW THEREFORE BE IT RESOLVED by the city of Owosso Downtown Development Authority, Shiawassee County, Michigan that:

FIRST: The city of Owosso Downtown Development Authority has heretofore determined that it downtown refuse service is needed for the period of July 25, 2011 through June 30, 2013 and that it is advisable, necessary and in the public interest to employ Kelly Kueschman, dba Kelly's Refuse Service, to provide such service.

SECOND: The city of Owosso Downtown Development Authority director is instructed and authorized to sign the document substantially in the form attached as Exhibit A, for services for the two-year period not to exceed \$14,000.

ROLL CALL VOTE.

AYES: MEMBERS ACTON, BUCSI, CHAIRMAN HANKERD, MEMBERS JOHNSON AND KRAUS.

NAYS: NONE.

ABSTAIN: MEMBER DEMIS.

Member Bucsi leaves 8:39 a.m.

5. Downtown Watering Bids

Bid responses were distributed to the Board. Chairperson Hankerd remarked that he was shocked at the price but with a little research he soon discovered the City could not perform the service at a cheaper rate.

There was concern the DDA would receive charges for watering even when it has rained. Member Acton indicated both vendors had been told not to water the flowers when it rains. He further noted that the proposed contract would serve the DDA through the rest of the growing season this year and alternate plans would be incorporated into next year's plans.

MOTION BY AUTHORITY MEMBER DEMIS, SUPPORTED BY MEMBER KRAUS, TO APPROVE THE BID OF SUNBURST GARDENS, INC. FOR WATERING AND FERTILIZING OF DESIGNATED PLANT BEDS IN THE DOWNTOWN FOR THE REMAINDER OF THE 2011 GROWING SEASON IN THE AMOUNT OF \$225.00 PER WATERING.

AYES ALL. MOTION CARRIED.

6. Skate Stoppers

Owosso DDA / Main Street

August 3, 2011

Page 6 of 7

Chairperson Hankerd indicated there had been damage to a number of flower bed planters due to skate boarders. There are devices available The City has offered to share 50% of the cost for devices. Thirty six have already been purchased in the amount of \$450, and additional 36 will be purchased with the support of the DDA.

There was discussion regarding replacing the signage in the downtown that notes the ordinance prohibiting biking and skating on the sidewalks.

MOTION BY AUTHORITY MEMBER DEMIS, SUPPORTED BY AUTHORITY MEMBER KRAUS, TO AUTHORIZE THE PURCHASE OF 36 SKATE STOPPERS IN THE AMOUNT OF \$450.00. AYES ALL. MOTION CARRIED.

7. Michigan Main Street Reports, Newsletter, Markets

DDA Director Doan reported the DDA had been deemed an accredited Main Street Program by the National Trust for Historic Preservation and the Michigan State Housing Development Authority. She indicated this was a great accomplishment the Board should be proud of.

She reminded the Board the Downtown Conference will be held in Kalamazoo September 14-15. Any interested party is welcome to attend. The cost is \$175 per person plus hotel costs. Chairperson Hankerd noted he had attended this conference last year and it was well worth it.

Ms. Doan also reminded the Board that she needs all members to complete the annual assessment through the Michigan Main Street website. The assessment should take approximately 20 minutes and requires 100% completion.

Lastly, she reminded the Board the annual report is due August 10th and she will be needing the assistance of committee chairs to complete the report.

Ms. Doan went on to update the board on the markets saying the Farmers' Market is growing each week and there seems to be a positive response to the activities taking place at the market. The Artisan Market has been very sparse lately as vendor attendance has been low. She said she has administrative concerns for both markets but is working on those issues.

There was discussion regarding the success of the Artisan Market and whether it should be continued next year. Ms. Doan indicated that while it does bring people to the downtown some changes will need to be made to ensure future success. It was suggested the Artisan Market coordinate times with the Farmers' Market.

Ms. Doan also noted she still would like to have Board 101 training but suggested waiting until the vacant seat is filled prior to scheduling.

COMMITTEE UPDATES:

1. ORGANIZATION

This year's commemorative ornaments have been ordered and should be delivered in the next few weeks.

2. PROMOTIONS

Dates have been set for the following events: Art Walk, September 16th; Owosso Palluza, October 6th. Work continues on setting dates for future events.

3. ECONOMIC RESTRUCTURING

There is a strong desire to get this committee moving again, though previous chair Gilbert has indicated he will be unable to fill the chairman post due to the time commitment. Renita Mikolajczyk of the Chamber has

Owosso DDA / Main Street

August 3, 2011

Page 7 of 7

been approached for this position and is to indicate her intent soon. Some interest has been expressed by others willing to serve on the committee as well. Theresa Trecha owner of Capital Bowl was also named as a person that might be willing to serve as the chair.

It was noted meetings of this committee will be held the 2nd Wednesday of each month.

4. DESIGN

An RFP for wayfinding was let and the committee received 4 responses. The committee will be meeting each Monday to examine the proposals until such time as a recommendation is reached.

The committee is also adding another item to their list of prospective projects. Committee Chair Acton is in the process of researching splash pads and feels there is potential for such an attraction in the downtown.

PUBLIC COMMENTS:

Chairperson Hankerd noted the letter the Board had received from the Owosso Community Players asking for a \$50,000 contribution toward the refinishing of the interior of the theater. While the request came in too late to be included on the agenda it is anticipated the item will appear on the September agenda for consideration by the Board.

BOARD COMMENTS:

Authority Member Demis indicated he had been made aware the City is looking for a firm to conduct the annual audit. While he will not be placing a bid this year he wanted to let the Board know he may do so in the future which would prohibit his continued service on the Board.

ADJOURNMENT:

**MOTION BY AUTHORITY MEMBER DEMIS, SUPPORTED BY AUTHORITY MEMBER JOHNSON TO
ADJOURN THE MEETING AT 9:17 A.M.
YEAS ALL. MOTION CARRIED.**

Alaina Kraus, Secretary

a.k.k.