

# Oak Park

## City Council Agenda

June 6, 2016





**AGENDA**  
**REGULAR CITY COUNCIL MEETING**  
**36<sup>th</sup> CITY COUNCIL**  
**OAK PARK, MICHIGAN**  
**June 6, 2016**  
**7:00 PM**

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**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**4. APPROVAL OF AGENDA**

**5. CONSENT AGENDA**

The following routine items are presented for City Council approval without discussion, as a single agenda item. Should any Council Member wish to discuss or disapprove any item it must be dropped from the blanket motion of approval and considered as a separate item.

- A. Regular Council Meeting Minutes of May 16, 2016
- B. Request to cancel the regularly scheduled Planning Commission Meeting of June 13, 2016 due to the lack of scheduled business
- C. Request to cancel the regularly scheduled Zoning Board of Appeals Meeting of June 28, 2016 due to the lack of scheduled business
- D. Request to appoint Rocco Fortura as the representative and Kevin Yee as the alternate representative to the SOCCRA Board for the fiscal year beginning July 1, 2016
- E. Payment Application No. 1 for the 2016 Water Main Replacement Project, M-625 to ADJ Excavating, Inc. for the amount of \$124,307.32
- F. Request to advertise for bids for the 2016 Sidewalk Replacement Project, M-627
- G. Request to advertise for bids for the Scotia Resurfacing Project, M-642
- H. Proposed Change Order No. 1 in the amount of (\$54,269.04) and Payment Application No. 2 in the amount of \$10,580.00 to Nagle Paving Company for the 2015 Shepherd Park Parking Lot Reconstruction Project, M-608
- I. Proposed Change Order No. 1 in the amount of (\$4,832.65) and Payment Application No. 3 in the amount of \$112,779.16 to Mattioli Cement Company, LLC for the 2015-16 Miscellaneous Concrete Repair Project, M-621
- J. Payment of invoices from Orchard, Hiltz & McCliment (OHM) for 9 Mile Road Conceptual Plan and Traffic Analysis, CE Oak Park Blvd. and Lincoln Rehab, Traffic Signal Optimization and CE Traffic Signal Construction in the total amount of \$87,902.67

**6. RECOGNITION OF VISITING ELECTED OFFICIALS:**

**7. SPECIAL RECOGNITION/PRESENTATIONS:**

- A. City Manager Employee Recognition – Toni Christofel and Jeff Wren

**8. PUBLIC HEARINGS:**

**9. COMMUNICATIONS:** None

**10. SPECIAL LICENSES:**

- A. Request for a Special Event License and waiver of fees as submitted by Community and Economic Development for the Summer Concert Series to be held in Shepherd Park on July 7, 14, 21, and 28, 2016
- B. Request for a Special Event License and waiver of fees as submitted by the Oak Park Arts and Cultural Commission for the Dancing in the Park Series to be held in Shepherd Park on June 9, 16, 23 and 30, 2016

**11. ACCOUNTING REPORTS:**

- A. Approval for payment of an invoice submitted by Secrest, Wardle, Lynch, Hampton, Truex & Morley for legal services in the amount of \$2,372.40

**12. BIDS: None**

**13. ORDINANCES: None**

**14. CITY ATTORNEY:**

**15. CITY MANAGER:**

**Administration**

- A. Request to approve a contract with WCA Assessing for Assessing Services for a term of June 2016 through May 2019 subject to final approval by the City Attorney

**Department of Public Works**

- B. Request to approve a proposed contract extension from Troelsen Excavating Company in the total amount of \$202,301.50 for the 2016 Sewer Lateral & Catch Basin Repair Project, M-648
- C. Request to approve proposed play structures and swing set for Victoria Park

**Community and Economic Development**

- D. Resolution approving the purchase of Tax Foreclosed Property
- E. Resolution approving the sale of Tax Foreclosed Property
- F. Request to approve an expenditure to Nowak & Frause for preparing a condominium plat amendment for the Park Place of Oak Park Condominium Project in the amount of \$2,600.00

**Finance**

- G. Quarterly Investment Report for period ending 3/31/16
- H. Resolution approving requested Budget Amendment #2016-3

**16. CALL TO THE AUDIENCE**

Each speaker's remarks are a matter of public record; the speaker, alone, is responsible for his or her comments and the City of Oak Park does not, by permitting such remarks, support, endorse or accept the content, thereof, as being true or accurate. "Any person while being heard at a City Council Meeting may be called to order by the Chair, or any Council Member for failure to be germane to the business of the City, vulgarity, or personal attacks on persons or institutions." There is a three minute time limit per speaker.

**17. CALL TO THE COUNCIL**

**18. CLOSED SESSION**

Pursuant to Section 8 of the Open Meetings Act to convene into a Closed Session to discuss Attorney Client Privileged Communication and Pending Litigation regarding Kish et al vs. City of Oak Park

**19. ADDITIONAL BUSINESS:**

- A. Approval of Closed Session Minutes

**20. ADJOURNMENT**

The City of Oak Park will comply with the spirit and intent of the American with Disabilities Act. We will provide support and make reasonable accommodations to assist people with disabilities to access and participate in our programs, facilities and services. Accommodations to participate at a Council Meeting will be made with 7-day prior notice.



**CITY OF OAK PARK, MICHIGAN  
REGULAR COUNCIL MEETING OF THE  
36<sup>th</sup> OAK PARK CITY COUNCIL  
May 16, 2016  
7:00 PM**

**MINUTES**

The meeting was called to order at 7:00 PM by Mayor McClellan in the Council Chambers of City Hall located at 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544.

**PRESENT:** Mayor McClellan, Mayor Pro Tem Burns, Council Member Rich,  
Council Member Speech

**ABSENT:** Council Member Radner

**OTHERS**

**PRESENT:** City Manager Tungate, City Clerk Norris, City Attorney Duff

**APPROVAL OF AGENDA:**

**CM-05-180-16 (AGENDA ITEM #4) ADOPTION OF THE AGENDA WITH CHANGES  
– APPROVED**

Motion by Speech, seconded by Burns, CARRIED UNANIMOUSLY, to approve the agenda with the following changes:

- Item #13 A, Ordinance First Reading removed
- Item #13 B, Ordinance First Reading removed
- Item #18, Closed Session Removed

Voice Vote:	Yes:	McClellan, Burns, Rich, Speech
	No:	None
	Absent:	Radner

**MOTION DECLARED ADOPTED**

**CONSENT AGENDA:**

**CM-05-181-16 (AGENDA ITEM #5A-G) CONSENT AGENDA - APPROVED**

Motion by Radner, seconded by Burns, CARRIED UNANIMOUSLY, to approve the Consent Agenda consisting of the following items:

- A. Special Budget Work Session Minutes of May 2, 2016 **CM-05-182-16**
- B. Regular Council Meeting Minutes of May 2, 2016 **CM-05-183-16**
- C. Planning Commission Meeting Minutes of April 11, 2016 **CM-05-184-16**
- D. Emergency Services Council Meeting Minutes of April 11, 2016 **CM-05-185-16**
- E. Request to cancel the regularly scheduled Zoning Board of Appeals Meeting of May 24, 2016  
**CM-05-186-16**

- F. Proposed Change Order No. 2 for the amount of (\$472.17) and Payment Application No. 1 in the amount of \$98,336.76 to Michigan Joint Sealing, Inc. for the 2016 Joint and Crack Sealing Project, M-622 **CM-05-187-16**
- G. Licenses - New and Renewals as submitted for May 16, 2016 **CM-05-188-16**

**MERCHANT'S LICENSES – MAY 16, 2016**

**(Subject to All Departmental Approvals)**

<u>NEW MERCHANT</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
Nails by Slim	21700 Greenfield 225	\$150	Nail Salon
Enhance Your Beauty	23300 Greenfield 218	\$150	Hair Salon
Hairbeau	23300 Greenfield 223	\$150	Hair Salon
B's Vanity Hair Salon	25595 Coolidge	\$150	Hair Salon
Salon KLS	23300 Greenfield 115	\$150	Hair Salon
<u>RENEWALS</u>			
Hair N' Things	22105 Coolidge	\$225	Hair Salon
Ace Home Care	15301 Nine Mile	\$225	Home Health Care Services
Steve's Creations Jewelers	21700 Greenfield 329	\$225	Jewelry Sales
Starbucks Coffee #11879	24840 Greenfield	\$225	Coffee Restaurant
Goldies	13630 Eight Mile	\$225	Jewelry Sales
Shears in the Park Barber Salon	13805 Nine Mile	\$225	Barber Shop
Hersch's Inc.	21100 Coolidge	\$225	Landscaping Service
Ace Home Care	15301 Nine Mile	\$225	Home Health Care
Spectrum Jewelers	21700 Greenfield 355	\$225	Jewelry Sales

Voice Vote:            Yes:            McClellan, Burns, Rich, Speech  
                               No:            None  
                               Absent:      Radner

**MOTION DECLARED ADOPTED**

**RECOGNITION OF VISITING ELECTED OFFICIALS:** None

**SPECIAL RECOGNITION/PRESENTATIONS:**

**(AGENDA ITEM #7A)** Mayor McClellan recognized Public Safety Director Steve Cooper who provided a tribute and offered a moment of silence in memory of Oak Park Public Safety Officer Henry Wolf who was shot and killed in the line of duty on May 21, 1973.

**(AGENDA ITEM #7B)** Public Safety Director Steve Cooper presented Public Safety Merit Citations to Lieutenant Marlon Benson and Officer David Gifford.

**(AGENDA ITEM #7C) Annual Budget Presentation – City Manager Tungate.** City Manager Tungate presented the Fiscal Year 2016-2017 Budget.

**PUBLIC HEARINGS:**

**(AGENDA ITEM #8A) Public Hearing to hear citizen comments regarding proposed Fiscal Year 2016-2017 Budget and property tax millage rates.**

Mayor McClellan opened the Public Hearing regarding the proposed Fiscal Year 2016-2017 Budget and property tax millage rates at 7:35 PM. The public hearing was immediately closed as there were no members of the public wishing to speak.

**SPECIAL LICENSES:** None

**ACCOUNTING REPORTS:**

**CM-05-189-16 (AGENDA ITEM #11A) APPROVAL FOR PAYMENT OF INVOICES AS SUBMITTED BY GARAN, LUCOW, MILLER, P.C. FOR LEGAL SERVICES IN THE TOTAL AMOUNT OF \$17,665.35 - APPROVED**

Motion by Rich, seconded by Speech, CARRIED UNANIMOUSLY, to approve payment of invoices #457324 and #457325 as submitted by Garan, Lucow, Miller, P.C. for legal services in the total amount of \$17,665.35.

Roll Call Vote:	Yes:	McClellan, Burns, Rich, Speech
	No:	None
	Absent:	Radner

**MOTION DECLARED ADOPTED**

**BIDS:**

**CM-05-190-16 (AGENDA ITEM #12A) BID AWARD FOR THE 2014 PROGRAM YEAR YARD SERVICES CONTRACT, M-653 TO OAKLAND LIVINGSTON HUMAN SERVICE AGENCY OF PONTIAC, MI - APPROVED**

Motion by Burns, seconded by Speech, CARRIED UNANIMOUSLY, to award the bid for the 2014 Program Year Yard Services Contract, M-653, to Oakland Livingston Human Service Agency of Pontiac, MI.

Roll Call Vote:	Yes:	McClellan, Burns, Rich, Speech
	No:	None
	Absent:	Radner

**MOTION DECLARED ADOPTED**

Technical and Planning Director Barrett reported that at the May 2, 2016 regular meeting of the Oak Park City Council, the request to bid the 2014 Program Year Yard Services Contract, M-653 was approved. The project was advertised and on Tuesday, May 10, 2016 one (1) bid was received and opened. The only bidder, Oakland Livingston Human Service Agency (OLHSA), submitted a bid to provide the requested services. Since OLSHA has administered the program in the past and with them administering the 2014 Program Year Yard Services Contract, they will be able to offer additional services to Oak Park seniors in addition to snow removal and lawn cuts such as a refrigerator replacement program and the "Great Rake" yard cleanup program.

**ORDINANCES:**

- 13A. FIRST READING OF AN ORDINANCE TO AMEND CHAPTER 22. BUSINESSES, BY ADDING A NEW ARTICLE XIV, SMOKING LOUNGES, TO LICENSE AND REGULATE SMOKING LOUNGES AND FACILITIES COMMONLY DESCRIBED AS TOBACCO RETAIL SPECIALTY SHOPS, CIGAR BARS, ZERO NICOTINE ESTABLISHMENTS, HOOKAH LOUNGES AND BARS, AND OTHER SMOKING FACILITIES BY ANY OTHER NAME FOR THE PUBLIC HEALTH, SAFETY AND WELFARE OF THE CITY OF OAK PARK AND PERSONS WITHIN ITS JURISDICTIONAL BOUNDARIES **(Removed from the agenda)**
- 13B. FIRST READING OF AN ORDINANCE TO AMEND SECTION 801, PERMITTED USES, OF ARTICLE VIII, B-2, GENERAL BUSINESS DISTRICT, APPENDIX A, ZONING, OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN. The proposed amendment allows for a Smoking Lounge as a permitted use in the B-2, General Business District. **(Removed from the agenda)**

**CITY ATTORNEY:**

City Attorney Duff indicated that a work session to discuss the ordinances related to Smoking facilities will be scheduled and Council will be notified.

**CITY MANAGER:**

**Administration**

**CM-05-191-16 (AGENDA ITEM #15A) RESOLUTION ADOPTING THE FISCAL YEAR 2016-2017 BUDGET AND ACKNOWLEDGING THE MULTI-YEAR BUDGET INCLUDING PROJECTIONS FOR FISCAL YEARS 2017-2018 AND 2018-2019 - APPROVED**

Motion by Burns, seconded by Rich, CARRIED UNANIMOUSLY, to approve the following resolution adopting the Fiscal Year 2016-2017 Budget and acknowledging the multi-year budget including projections for fiscal years 2017-2018 and 2018-2019:

**RESOLUTION ADOPTING THE FISCAL-YEAR 2016-2017 BUDGET AND ACKNOWLEDGING THE MULTI-YEAR BUDGET INCLUDING PROJECTIONS OF FUTURE FISCAL-YEARS 2017-2018 AND 2018-2019**

- WHEREAS, the City Manager's recommended budget is based upon the City Council's strategic themes and property tax projections presented to City Council, and
- WHEREAS, this budget has incorporated the CIP plan as approved by the City's Planning Commission at the public hearing held on May 9, 2016, and
- WHEREAS, pursuant to the Oak Park City Charter, a detailed revenue and expenditure plan has been presented in accordance with all applicable City, State and Federal Statutes, and
- WHEREAS, a public hearing was also held on May 16, 2016 on the proposed budget, and

WHEREAS, this budget takes into consideration the City's Multi-Year Budget and financial planning through fiscal-year 2018-2019, and

NOW, THEREFORE, BE IT RESOLVED, that the fiscal year 2016-17 attached budget (departmental basis) is adopted and that the City Council acknowledges the Multi-Year Budget, Including Projections of Future Fiscal-Years 2017-2018 and 2018-2019 as part of this resolution.

<b>GENERAL FUND</b>					
	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>BUDGET</b>	<b>PROJECTED</b>	
	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
<b>ESTIMATED REVENUES</b>					
Property Tax and Related	\$11,773,604	\$12,265,337	\$11,918,800	\$12,100,950	\$12,363,600
License and Permits	546,585	563,250	464,225	476,425	487,125
Intergovernmental	3,209,385	3,316,394	3,297,629	3,325,645	3,353,981
Charges for Services	575,664	672,621	602,850	614,650	626,650
Fines	1,773,998	1,788,404	1,930,000	1,987,000	2,058,000
Interest	7,920	2,249	33,628	36,225	41,035
Other Revenue	1,670,433	1,487,414	1,113,530	1,161,560	1,245,428
Transfer In - Major Streets Fund	120,381	120,382	156,400	165,600	176,800
Transfer In - Local Streets Fund	46,928	46,000	60,900	64,500	68,800
Transfer In - Solid Waste Fund	280,000	280,000	280,000	280,000	280,000
Transfer In - 2020 Muni Complex Bond Debt	21,680	-	-	-	-
Transfer In - Water and Sewer Fund	190,000	190,000	190,000	190,000	190,000
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$20,216,578</b>	<b>\$20,732,051</b>	<b>\$20,047,962</b>	<b>\$20,402,555</b>	<b>\$20,891,419</b>

**GENERAL FUND**

	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>BUDGET</b>	<b>PROJECTED</b>	
	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
<b>APPROPRIATIONS</b>					
<b>Dept 10.101-CITY COUNCIL</b>					
SALARIES	\$ 25,261	\$ 26,203	\$ 25,420	\$ 25,420	\$ 25,420
FRINGES	26,952	31,203	2,020	2,026	2,032
SUPPLIES, MAINTENANCE AND REPAIRS	197	5,100	300	300	300
OPERATIONS	-	30,430	15,400	15,400	15,400
STAFF DEVELOPMENT	565	2,895	3,000	3,000	3,000
PRINTING AND PUBLICATIONS	85	400	-	-	-
<b>TOTAL Dept 101.00-CITY COUNCIL</b>	<b>\$ 53,060</b>	<b>\$ 96,231</b>	<b>\$ 46,140</b>	<b>\$ 46,146</b>	<b>\$ 46,152</b>
<b>Dept 11.172-CITY MANAGER</b>					
SALARIES	\$ 284,215	\$ 287,821	\$ 212,821	\$ 214,906	\$ 217,012
FRINGES	122,465	117,018	84,246	86,791	89,480
SUPPLIES, MAINTENANCE AND REPAIRS	10,553	6,500	6,000	6,100	6,200
OPERATIONS	87,305	42,008	19,200	17,300	17,400
STAFF DEVELOPMENT	920	1,000	3,500	3,000	3,000
PRINTING AND PUBLICATIONS	30	850	500	500	500
<b>TOTAL Dept 11.172-CITY MANAGER</b>	<b>\$ 505,488</b>	<b>\$ 455,197</b>	<b>\$ 326,267</b>	<b>\$ 328,597</b>	<b>\$ 333,592</b>
<b>Dept 11.270-HUMAN RESOURCES</b>					
SALARIES	\$ -	\$ -	\$ 120,454	\$ 122,817	\$ 125,227
FRINGES	-	-	92,035	99,196	107,011
SUPPLIES, MAINTENANCE AND REPAIRS	-	-	4,000	4,050	4,100
OPERATIONS	-	-	18,447	18,447	18,447
STAFF DEVELOPMENT	-	-	1,000	1,000	1,000
<b>TOTAL Dept 11.270-HUMAN RESOURCES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 235,936</b>	<b>\$ 245,510</b>	<b>\$ 255,785</b>
<b>Dept 11.611-COMMUNITY AND ECONOMIC DEVELOPMENT</b>					
SALARIES	\$ 99,928	\$ 110,560	\$ 108,482	\$ 109,651	\$ 110,833
FRINGES	23,400	33,530	37,993	39,497	41,086
SUPPLIES, MAINTENANCE AND REPAIRS	11,895	4,700	6,600	6,700	6,800
OPERATIONS	26,133	33,335	14,595	14,595	14,595
STAFF DEVELOPMENT	2,416	5,334	6,790	6,790	6,790
PRINTING AND PUBLICATIONS	-	4,959	1,000	1,000	1,000
<b>TOTAL Dept 11.611-COMM &amp; ECONOMIC DEVEL</b>	<b>\$ 163,772</b>	<b>\$ 192,418</b>	<b>\$ 175,460</b>	<b>\$ 178,233</b>	<b>\$ 181,104</b>

**GENERAL FUND**

	<b>ACTUAL 2014-15</b>	<b>ESTIMATED 2015-16</b>	<b>BUDGET 2016-17</b>	<b>PROJECTED</b>	
				<b>2017-1B</b>	<b>2018-19</b>
<b>Dept 12.258-INFORMATION TECHNOLOGY</b>					
SALARIES	\$ 135,812	\$ 80,000	\$ 37,440	\$ 37,814	\$ 38,192
FRINGES	62,557	59,588	17,675	18,291	18,945
SUPPLIES, MAINTENANCE AND REPAIRS	55,872	36,500	150,000	150,000	150,000
OPERATIONS	32,575	177,997	144,540	148,401	150,319
STAFF DEVELOPMENT	49	2,000	-	-	-
PRINTING AND PUBLICATIONS	20	1,425	-	-	-
<b>TOTAL Dept 12.258-INFORMATION TECHNOLOGY</b>	<b>\$ 286,885</b>	<b>\$ 357,510</b>	<b>\$ 349,655</b>	<b>\$ 354,506</b>	<b>\$ 357,456</b>
<b>Dept 13.210-CITY ATTORNEY</b>					
SUPPLIES, MAINTENANCE AND REPAIRS	\$ -	\$ 3,000	\$ 3,000	\$ 2,600	\$ 2,600
OPERATIONS	243,819	290,000	290,000	283,000	278,000
<b>TOTAL Dept 13.210-CITY ATTORNEY</b>	<b>\$ 243,819</b>	<b>\$ 293,000</b>	<b>\$ 293,000</b>	<b>\$ 285,600</b>	<b>\$ 280,600</b>
<b>Dept 13.229-PROSECUTING ATTORNEY</b>					
SUPPLIES, MAINTENANCE AND REPAIRS	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400
OPERATIONS	57,000	60,000	60,000	60,000	60,000
<b>TOTAL Dept 13.229-PROSECUTING ATTORNEY</b>	<b>\$ 59,400</b>	<b>\$ 62,400</b>	<b>\$ 62,400</b>	<b>\$ 62,400</b>	<b>\$ 62,400</b>
<b>Dept 14.191-CITY CLERK - ELECTIONS</b>					
SALARIES	\$ 90,381	\$ 102,511	\$ 106,791	\$ 104,828	\$ 105,877
FRINGES	41,423	32,978	35,052	36,106	37,116
SUPPLIES, MAINTENANCE AND REPAIRS	4,816	5,195	5,000	5,000	5,000
OPERATIONS	225,176	80,500	116,000	58,100	68,200
PRINTING AND PUBLICATIONS	2,187	6,000	10,000	10,100	10,200
<b>TOTAL - Dept 14.191-CITY CLERK - ELECTIONS</b>	<b>\$ 363,983</b>	<b>\$ 227,184</b>	<b>\$ 272,843</b>	<b>\$ 214,134</b>	<b>\$ 226,393</b>
<b>Dept 14.215-CITY CLERK</b>					
SALARIES	\$ 66,186	\$ 76,216	\$ 52,651	\$ 53,177	\$ 53,709
FRINGES	14,138	27,470	14,755	15,137	15,537
SUPPLIES, MAINTENANCE AND REPAIRS	8,013	6,000	3,000	3,100	3,200
OPERATIONS	19,779	27,000	12,600	13,625	14,650
STAFF DEVELOPMENT	400	3,000	3,500	3,500	3,500
PRINTING AND PUBLICATIONS	42,975	28,000	33,000	33,000	35,000
<b>TOTAL Dept 14.215-CITY CLERK</b>	<b>\$ 151,491</b>	<b>\$ 167,686</b>	<b>\$ 119,506</b>	<b>\$ 121,539</b>	<b>\$ 125,596</b>

**GENERAL FUND**

	<b>ACTUAL 2014-15</b>	<b>ESTIMATED 2015-16</b>	<b>BUDGET 2016-17</b>	<b>PROJECTED</b>	
				<b>2017-18</b>	<b>2018-19</b>
<b>Dept 15.201-FINANCE</b>					
SALARIES	\$ 364,956	\$ 439,972	\$ 525,300	\$ 530,553	\$ 535,858
FRINGES	175,236	259,525	258,944	274,453	291,265
SUPPLIES, MAINTENANCE AND REPAIRS	25,811	15,830	22,000	23,000	24,000
OPERATIONS	375,845	244,026	83,560	83,775	84,000
STAFF DEVELOPMENT	2,891	3,650	2,000	2,000	2,000
PRINTING AND PUBLICATIONS	1,014	5,970	12,000	13,000	14,000
<b>TOTAL Dept 15.201-FINANCE</b>	<b>\$ 945,753</b>	<b>\$ 968,973</b>	<b>\$ 903,804</b>	<b>\$ 926,781</b>	<b>\$ 951,123</b>
<b>TECHNICAL AND PLANNING</b>					
<b>Dept 16.371-TECHNICAL AND PLANNING - INSPECTIONS</b>					
SALARIES	\$ 223,171	\$ 314,950	\$ 292,282	\$ 295,204	\$ 298,156
FRINGES	178,363	192,684	173,556	183,174	193,547
SUPPLIES, MAINTENANCE AND REPAIRS	2,105	3,300	3,500	3,500	3,500
OPERATIONS	117,549	220,600	122,950	122,950	122,950
STAFF DEVELOPMENT	1,544	2,000	2,000	2,000	2,000
<b>TOTAL Dept 16.371-TECH AND PLAN- INSPECTION</b>	<b>\$ 522,732</b>	<b>\$ 733,534</b>	<b>\$ 594,288</b>	<b>\$ 606,828</b>	<b>\$ 620,153</b>
<b>Dept 16.401-TECHNICAL AND PLANNING - ADMINISTRATION</b>					
SALARIES	\$ 69,316	\$ 93,478	\$ 108,610	\$ 109,696	\$ 110,793
FRINGES	13,782	21,703	26,088	26,477	26,875
SUPPLIES, MAINTENANCE AND REPAIRS	8,533	11,000	8,500	8,600	8,700
OPERATIONS	24,329	10,500	8,250	8,250	8,250
STAFF DEVELOPMENT	-	1,000	1,000	1,000	1,000
<b>TOTAL Dept 16.401-TECH AND PLAN- ADMIN</b>	<b>\$ 115,960</b>	<b>\$ 137,681</b>	<b>\$ 152,448</b>	<b>\$ 154,023</b>	<b>\$ 155,618</b>
<b>Dept 16.447-TECHNICAL AND PLANNING - ENGINEERING</b>					
SALARIES	\$ 14,564	\$ 12,209	\$ 9,278	\$ 9,370	\$ 9,464
FRINGES	18,928	8,575	25,654	27,546	29,589
SUPPLIES, MAINTENANCE AND REPAIRS	1,276	2,500	2,100	2,100	2,100
OPERATIONS	-	20,000	-	-	-
STAFF DEVELOPMENT	591	3,000	3,000	3,000	3,000
<b>TOTAL Dept 16.447-TECH AND PLAN- ENGINEER</b>	<b>\$ 35,359</b>	<b>\$ 46,284</b>	<b>\$ 40,032</b>	<b>\$ 42,016</b>	<b>\$ 44,153</b>
<b>Dept 16.447-STREET LIGHTING</b>					
OPERATIONS	\$ 449,362	\$ 475,000	\$ 475,000	\$ 462,000	\$ 472,000
<b>TOTAL Dept 16.447-TECH AND PLAN -STREET LIGHT</b>	<b>\$ 449,362</b>	<b>\$ 475,000</b>	<b>\$ 475,000</b>	<b>\$ 462,000</b>	<b>\$ 472,000</b>
<b>TECHNICAL AND PLANNING TOTAL</b>	<b>\$ 1,123,413</b>	<b>\$ 1,392,499</b>	<b>\$ 1,261,768</b>	<b>\$ 1,264,867</b>	<b>\$ 1,291,924</b>

**GENERAL FUND**

	<b>ACTUAL 2014-15</b>	<b>ESTIMATED 2015-16</b>	<b>BUDGET 2016-17</b>	<b>PROJECTED</b>	
				<b>2017-18</b>	<b>2018-19</b>
<b>Dept 17.345-PUBLIC SAFETY</b>					
SALARIES	\$ 4,545,694	\$ 4,540,797	\$ 4,842,868	\$ 4,975,446	\$ 5,108,501
FRINGES	3,471,747	3,575,233	3,432,681	3,740,399	4,075,900
SUPPLIES, MAINTENANCE AND REPAIRS	124,784	152,150	125,000	127,000	130,000
OPERATIONS	245,910	610,579	468,100	412,600	424,100
STAFF DEVELOPMENT	41,937	45,000	50,000	50,000	50,000
PRINTING AND PUBLICATIONS	1,314	4,000	2,000	2,000	2,000
<b>TOTAL Dept 17.345-PUBLIC SAFETY</b>	<b>\$ 8,431,386</b>	<b>\$ 8,927,759</b>	<b>\$ 8,920,649</b>	<b>\$ 9,307,445</b>	<b>\$ 9,790,501</b>
<b>DEPARTMENT OF PUBLIC WORKS</b>					
<b>Dept 18.265-PUBLIC WORKS - BUILDING MAINTENANCE</b>					
SALARIES	\$ 3,641	\$ 28,034	\$ 44,215	\$ 44,657	\$ 45,103
FRINGES	1,816	20,360	22,883	23,788	24,654
SUPPLIES, MAINTENANCE AND REPAIRS	160,325	165,000	236,500	206,500	156,500
OPERATIONS	335,019	405,000	456,000	352,100	354,200
<b>TOTAL Dept 18.265-PUBLIC WORKS - BLDG MAINT</b>	<b>\$ 500,801</b>	<b>\$ 618,394</b>	<b>\$ 759,598</b>	<b>\$ 627,045</b>	<b>\$ 580,457</b>
<b>Dept 18.441-PUBLIC WORKS - ADMINISTRATION</b>					
SALARIES	\$ 3,935	\$ 5,137	\$ 4,200	\$ 4,242	\$ 4,284
FRINGES	3,086	3,375	3,992	4,323	4,687
SUPPLIES, MAINTENANCE AND REPAIRS	12	1,000	1,000	1,000	1,000
OPERATIONS	2,280	2,325	2,500	2,500	2,500
STAFF DEVELOPMENT	-	2,500	2,000	2,000	2,000
<b>TOTAL Dept 18.441-PUBLIC WORKS - ADMIN</b>	<b>\$ 9,313</b>	<b>\$ 14,337</b>	<b>\$ 13,692</b>	<b>\$ 14,065</b>	<b>\$ 14,471</b>
<b>Dept 18.443-PUBLIC WORKS - SHEPHERD PARK</b>					
SALARIES	\$ 2,700	\$ 14,914	\$ 10,000	\$ 10,100	\$ 10,201
FRINGES	1,930	10,815	4,581	4,770	5,002
SUPPLIES, MAINTENANCE AND REPAIRS	3,320	1,000	1,000	1,000	1,000
OPERATIONS	14,634	25,000	25,000	25,000	25,000
<b>TOTAL Dept 18.443-PUBLIC WORKS - SHEPHERD PK</b>	<b>\$ 22,584</b>	<b>\$ 51,729</b>	<b>\$ 40,581</b>	<b>\$ 40,870</b>	<b>\$ 41,203</b>
<b>Dept 18.444-PUBLIC WORKS - OTHER PARKS</b>					
SALARIES	\$ 1,906	\$ 9,729	\$ 6,000	\$ 6,060	\$ 6,181
FRINGES	622	7,019	2,643	2,821	2,983
SUPPLIES, MAINTENANCE AND REPAIRS	1,340	2,000	2,000	2,000	2,000
OPERATIONS	38,288	43,000	43,000	43,000	43,000
<b>TOTAL Dept 18.444-PUBLIC WORKS - OTHER PKS</b>	<b>\$ 42,156</b>	<b>\$ 61,748</b>	<b>\$ 53,643</b>	<b>\$ 53,881</b>	<b>\$ 54,164</b>
<b>PUBLIC WORKS TOTAL</b>	<b>\$ 574,854</b>	<b>\$ 746,208</b>	<b>\$ 867,514</b>	<b>\$ 735,861</b>	<b>\$ 690,295</b>

**GENERAL FUND**

	<b>ACTUAL</b> 2014-15	<b>ESTIMATED</b> 2015-16	<b>BUDGET</b> 2016-17	<b>PROJECTED</b>	
				2017-18	2018-19
<b>DEPARTMENT OF RECREATION</b>					
<b>Dept 19.752-RECREATION - ADMINISTRATION</b>					
SALARIES	\$ 135,544	\$ 155,000	\$ 122,731	\$ 123,958	\$ 125,197
FRINGES	79,210	112,842	48,123	49,877	51,706
SUPPLIES, MAINTENANCE AND REPAIRS	4,916	9,300	6,000	6,000	6,000
OPERATIONS	49,313	34,435	32,616	32,666	32,741
<b>TOTAL Dept 18.443-PUBLIC WORKS - SHEPHERD PK</b>	<b>\$ 268,983</b>	<b>\$ 311,577</b>	<b>\$ 209,470</b>	<b>\$ 212,501</b>	<b>\$ 215,644</b>
<b>Dept 19.753-RECREATION - ATHLETICS</b>					
SALARIES	\$ 34,695	\$ 33,161	\$ 33,267	\$ 33,500	\$ 33,750
FRINGES	3,623	2,812	2,891	2,936	2,985
SUPPLIES, MAINTENANCE AND REPAIRS	12,926	13,000	13,000	13,000	13,000
OPERATIONS	10,648	10,250	10,300	10,300	10,300
<b>TOTAL Dept 19.753-RECREATION - ATHLETICS</b>	<b>\$ 61,892</b>	<b>\$ 59,223</b>	<b>\$ 59,458</b>	<b>\$ 59,736</b>	<b>\$ 60,035</b>
<b>Dept 19.754-RECREATION - OUTDOOR ACTIVITIES</b>					
SALARIES	\$ 29,524	\$ 60,699	\$ 60,700	\$ 60,700	\$ 60,700
FRINGES	3,480	5,169	5,450	5,516	5,585
SUPPLIES, MAINTENANCE AND REPAIRS	1,155	4,000	4,000	4,000	4,000
OPERATIONS	-	8,000	13,000	13,000	13,000
<b>TOTAL Dept 19.754-RECREATION - OUTDOOR ACT</b>	<b>\$ 34,159</b>	<b>\$ 77,868</b>	<b>\$ 83,150</b>	<b>\$ 83,216</b>	<b>\$ 83,285</b>
<b>Dept 19.755-RECREATION - INSTRUCTIONAL ACTIVITIES</b>					
OPERATIONS	\$ 24,240	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
<b>TOTAL Dept 19.755-RECREATION - INSTRUCT ACT</b>	<b>\$ 24,240</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>
<b>Dept 19.756-RECREATION - SPECIAL RECREATION ACTIVITIES</b>					
SUPPLIES, MAINTENANCE AND REPAIRS	\$ 4,057	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
OPERATIONS	11,787	18,000	18,000	18,000	18,000
<b>TOTAL Dept 19.756-RECREATION - SPECIAL ACT</b>	<b>\$ 15,844</b>	<b>\$ 23,000</b>	<b>\$ 23,000</b>	<b>\$ 23,000</b>	<b>\$ 23,000</b>
<b>Dept 19.757-RECREATION - SWIMMING POOL</b>					
SALARIES	\$ 44,889	\$ 55,076	\$ 55,076	\$ 55,076	\$ 55,076
FRINGES	4,896	5,475	6,152	6,311	6,476
SUPPLIES, MAINTENANCE AND REPAIRS	12,320	11,000	11,000	11,000	11,000
OPERATIONS	14,594	6,900	6,900	6,900	6,900
<b>TOTAL Dept 19.757-RECREATION - POOL</b>	<b>\$ 76,699</b>	<b>\$ 78,451</b>	<b>\$ 79,128</b>	<b>\$ 79,287</b>	<b>\$ 79,452</b>

**GENERAL FUND**

	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>BUDGET</b>	<b>PROJECTED</b>	
	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
<b>Dept 19.776-RECREATION - SENIOR SERVICES</b>					
SALARIES	\$ 41,153	\$ 58,027	\$ 53,836	\$ 54,374	\$ 54,918
FRINGES	6,388	11,157	22,945	23,736	24,569
SUPPLIES, MAINTENANCE AND REPAIRS	2,709	3,750	3,739	3,744	3,785
OPERATIONS	38,336	29,500	16,500	16,500	16,500
<b>TOTAL Dept 19.776-RECREATION - SENIOR SERV</b>	<b>\$ 88,586</b>	<b>\$ 102,434</b>	<b>\$ 97,020</b>	<b>\$ 98,354</b>	<b>\$ 99,772</b>
<b>RECREATION TOTAL</b>	<b>\$ 570,403</b>	<b>\$ 672,553</b>	<b>\$ 571,226</b>	<b>\$ 576,094</b>	<b>\$ 581,188</b>
<b>Dept 21.890-NON - DEPARTMENTAL</b>					
RETIREE HEALTHCARE	\$ 1,672,646	\$ 1,299,144	\$ 1,377,171	\$ 1,473,573	\$ 1,536,723
RETIREE LIFE INSURANCE	1,066	1,400	1,100	1,133	1,167
RETIREE DENTAL	28,745	32,000	24,735	25,467	26,231
UNEMPLOYMENT	3,631	17,500	20,000	20,000	20,000
OPERATIONS	200,628	461,392	78,500	79,000	79,500
<b>TOTAL Dept 21.890-NON - DEPARTMENTAL</b>	<b>\$ 1,906,716</b>	<b>\$ 1,811,436</b>	<b>\$ 1,501,506</b>	<b>\$ 1,599,173</b>	<b>\$ 1,663,621</b>
<b>Dept 22.806-PUBLIC INFORMATION</b>					
SALARIES	\$ 42,672	\$ 65,002	\$ 65,430	\$ 66,084	\$ 66,745
FRINGES	13,183	26,204	32,918	34,330	35,826
SUPPLIES, MAINTENANCE AND REPAIRS	6,146	6,000	6,050	5,100	5,200
OPERATIONS	59,936	12,870	33,455	14,470	14,620
STAFF DEVELOPMENT	-	1,500	1,500	1,500	1,500
PRINTING AND PUBLICATIONS	38,323	40,000	32,400	40,000	40,000
<b>TOTAL Dept 22.806-PUBLIC INFORMATION</b>	<b>\$ 160,260</b>	<b>\$ 151,576</b>	<b>\$ 171,753</b>	<b>\$ 161,484</b>	<b>\$ 163,891</b>

**GENERAL FUND**

	<b>ACTUAL</b> 2014-15	<b>ESTIMATED</b> 2015-16	<b>BUDGET</b> 2016-17	<b>PROJECTED</b>	
				2017-18	2018-19
<b>Dept 21.890-TRANSFERS OUT</b>					
TRANSFERS OUT - LIBRARY FUND	\$ 70,088	\$ 100,000	\$ 110,000	\$ 128,000	\$ 147,000
TRANSFERS OUT - DISTRICT COURT FUND	1,604,509	1,788,404	1,930,000	1,987,000	2,058,000
TRANSFERS OUT - COPS GRANT FUND	58,437	62,161	-	-	-
TRANSFERS OUT - LIBRARY LEASE DEBT FUND	78,870	101,423	102,810	100,935	103,998
TRANSFERS OUT - RISK MANAGEMENT FUND	-	30,000	-	-	-
TRANSFERS OUT - MOTOR POOL FUND	170,000	-	-	-	-
TRANSFERS OUT - RETIREE HEALTHCARE FUND	1,000,000	900,000	450,000	300,000	-
TRANSFERS OUT - PUBLIC SAFETY PENSION FUND	1,169,951	1,227,433	1,375,725	1,478,250	1,580,800
TOTAL Dept 21.890-TRANSFERS OUT	<u>\$ 4,151,855</u>	<u>\$ 4,209,421</u>	<u>\$ 3,968,535</u>	<u>\$ 3,994,185</u>	<u>\$ 3,889,798</u>
<b>TOTAL APPROPRIATIONS</b>	<b>\$19,692,538</b>	<b>\$20,732,051</b>	<b>\$20,047,962</b>	<b>\$20,402,555</b>	<b>\$20,891,419</b>
NET OF REVENUES/APPROPRIATIONS	\$ 524,040	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	2,906,712	3,430,752	3,430,752	3,430,752	3,430,752
<b>ENDING FUND BALANCE</b>	<b>\$ 3,430,752</b>	<b>\$ 3,430,752</b>	<b>\$ 3,430,752</b>	<b>\$ 3,430,752</b>	<b>\$ 3,430,752</b>

<b>Fund balance as a percentage of total annual expenditures</b>	<b>17%</b>	<b>17%</b>	<b>17%</b>	<b>17%</b>	<b>16%</b>
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<b>Estimated Change in Fund Balance</b>	<b>18%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
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\* **Total Appropriations** include service improvements, capital outlay, vehicles, and capital improvements. The level of such expenditures is dictated by available funds from accumulated fund balance and anticipated revenue above annual expenditures in conjunction with the targeted fund balance.

**MAJOR STREET FUND**

	<b>ACTUAL 2014-15</b>	<b>ESTIMATED 2015-16</b>	<b>BUDGET 2016-17</b>	<b>PROJECTED</b>	
				<b>2017-18</b>	<b>2018-19</b>
<b>ESTIMATED REVENUES</b>					
INTERGOVERNMENTAL	\$ 1,309,431	\$ 1,236,048	\$ 1,564,625	\$ 1,656,460	\$ 1,768,404
OTHER REVENUE	131,183	68,555	133,555	133,555	133,555
INTEREST INCOME	2,218	464	3,165	2,808	1,445
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 1,442,832</b>	<b>\$ 1,305,067</b>	<b>\$ 1,701,345</b>	<b>\$ 1,792,823</b>	<b>\$ 1,903,404</b>
<b>APPROPRIATIONS</b>					
SALARIES	\$ 151,947	\$ 166,797	\$ 155,000	\$ 155,000	\$ 155,000
FRINGES	150,573	135,076	164,745	177,223	190,804
SUPPLIES, MAINTENANCE AND REPAIRS	28,133	23,000	22,000	23,000	24,000
OPERATIONS	151,606	226,300	173,600	175,600	178,600
STAFF DEVELOPMENT	596	3,000	-	-	-
CAPITL OUTLAY	408,000	730,000	1,427,000	935,000	579,250
TRANSFERS OUT - GENERAL FUND	120,381	118,000	156,000	165,000	176,000
TRANSFERS OUT - LOCAL STREETS FUND	270,000	270,000	160,000	535,000	550,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,281,236</b>	<b>\$ 1,672,173</b>	<b>\$ 2,258,345</b>	<b>\$ 2,165,823</b>	<b>\$ 1,853,654</b>
NET OF REVENUES/APPROPRIATIONS - FUND 202	\$ 161,596	\$ [367,106]	\$ [557,000]	\$ [373,000]	\$ 49,750
BEGINNING FUND BALANCE	1,208,251	1,369,847	1,002,741	445,741	72,741
<b>ENDING FUND BALANCE</b>	<b>\$ 1,369,847</b>	<b>\$ 1,002,741</b>	<b>\$ 445,741</b>	<b>\$ 72,741</b>	<b>\$ 122,491</b>

**Fund balance as a percentage of total annual expenditures**

**107%      60%      20%      3%      7%**

**Estimated Change in Fund Balance**

**13%      -27%      -56%      -84%      68%**

**LOCAL STREET FUND**

	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>BUDGET</b>	<b>PROJECTED</b>	
	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
<b>ESTIMATED REVENUES</b>					
TRANSFERS IN - MAJOR STREETS	\$ 270,000	\$ 270,000	\$ 160,000	\$ 535,000	\$ 550,000
INTERGOVERNMENTAL	510,355	467,545	609,664	645,377	688,911
INTEREST INCOME	2,001	247	2,513	2,473	2,500
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 782,356</b>	<b>\$ 737,792</b>	<b>\$ 772,177</b>	<b>\$ 1,182,850</b>	<b>\$ 1,241,411</b>
<b>APPROPRIATIONS</b>					
SALARIES	\$ 207,543	\$ 211,036	\$ 210,000	\$ 210,000	\$ 210,000
FRINGES	125,622	150,596	138,277	148,150	158,911
SUPPLIES, MAINTENANCE AND REPAIRS	44,578	55,000	45,000	45,200	45,700
OPERATIONS	165,659	102,000	120,000	122,000	125,000
CAPITL OUTLAY	155,233	320,000	798,000	883,000	377,250
TRANSFERS OUT - GENERAL FUND	46,928	46,000	60,900	64,500	68,800
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 745,563</b>	<b>\$ 884,632</b>	<b>\$ 1,372,177</b>	<b>\$ 1,472,850</b>	<b>\$ 985,661</b>
NET OF REVENUES/APPROPRIATIONS - FUND 203	\$ 36,793	\$ (146,840)	\$ (600,000)	\$ (290,000)	\$ 255,750
BEGINNING FUND BALANCE	1,003,254	1,040,047	893,207	293,207	3,207
<b>ENDING FUND BALANCE</b>	<b>\$ 1,040,047</b>	<b>\$ 893,207</b>	<b>\$ 293,207</b>	<b>\$ 3,207</b>	<b>\$ 258,957</b>

<b>Fund balance as a percentage of total annual expenditures</b>	<b>139%</b>	<b>101%</b>	<b>21%</b>	<b>0%</b>	<b>26%</b>
<b>Estimated Change in Fund Balance</b>	<b>4%</b>	<b>-14%</b>	<b>-67%</b>	<b>-99%</b>	<b>7975%</b>

<b>SOLID WASTE FUND</b>
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	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED 2017-18	PROJECTED 2018-19
<b>ESTIMATED REVENUES</b>					
PROPERTY TAXES	\$ 1,229,845	\$ 1,273,512	\$ 1,284,763	\$ 1,290,423	\$ 1,299,130
CHARGES FOR SERVICES	1,295,377	1,251,200	1,325,000	1,325,000	1,325,000
FEDERAL GRANTS	550,263	-	-	-	-
INTEREST INCOME	1,108	1,628	3,172	3,036	2,789
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 3,076,593</b>	<b>\$ 2,526,340</b>	<b>\$ 2,612,935</b>	<b>\$ 2,618,459</b>	<b>\$ 2,626,919</b>
<b>APPROPRIATIONS</b>					
SALARIES	\$ 221,030	\$ 161,265	\$ 205,000	\$ 210,000	\$ 215,000
FRINGES	99,010	116,109	114,935	123,009	131,769
SUPPLIES, MAINTENANCE AND REPAIRS	(3,912)	10,000	10,000	10,200	10,400
OPERATIONS	2,378,148	2,105,500	1,978,000	2,003,250	2,028,500
CAPITAL OUTLAY	-	50,000	-	40,000	9,250
TRANSFERS OUT - GENERAL FUND	280,000	280,000	280,000	280,000	280,000
TRANSFERS OUT - WATER AND SEWER FUND	50,000	50,000	50,000	50,000	50,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 3,024,276</b>	<b>\$ 2,772,874</b>	<b>\$ 2,637,935</b>	<b>\$ 2,716,459</b>	<b>\$ 2,724,919</b>
NET OF REVENUES/APPROPRIATIONS - FUND 226	\$ 52,317	\$ (246,534)	\$ (25,000)	\$ (98,000)	\$ (98,000)
BEGINNING FUND BALANCE	809,659	861,976	615,442	590,442	492,442
<b>ENDING FUND BALANCE</b>	<b>\$ 861,976</b>	<b>\$ 615,442</b>	<b>\$ 590,442</b>	<b>\$ 492,442</b>	<b>\$ 394,442</b>

Fund balance as a percentage of total annual expenditures	29%	22%	22%	18%	14%
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Estimated Change in Fund Balance	6%	-29%	-4%	-17%	-20%
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<b>CRIMINAL JUSTIC TRAINING FUND</b>
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	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED 2017-18	PROJECTED 2018-19
<b>ESTIMATED REVENUES</b>					
INTERGOVERNMENTAL	\$ 8,783	\$ 8,000	\$ 8,500	\$ 8,500	\$ 8,500
INTEREST INCOME	26	0	25	25	25
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 8,809</b>	<b>\$ 8,000</b>	<b>\$ 8,525</b>	<b>\$ 8,525</b>	<b>\$ 8,525</b>
<b>APPROPRIATIONS</b>					
STAFF DEVELOPMENT	5,013	8,000	8,525	8,525	8,525
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 5,013</b>	<b>\$ 8,000</b>	<b>\$ 8,525</b>	<b>\$ 8,525</b>	<b>\$ 8,525</b>
NET OF REVENUES/APPROPRIATIONS - FUND 254	\$ 3,796	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	9,557	13,353	13,353	13,353	13,353
<b>ENDING FUND BALANCE</b>	<b>\$ 13,353</b>	<b>\$ 13,353</b>	<b>\$ 13,353</b>	<b>\$ 13,353</b>	<b>\$ 13,353</b>

Fund balance as a percentage of total annual expenditures	266%	167%	157%	157%	157%
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Estimated Change in Fund Balance	40%	0%	0%	0%	0%
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**CASEFLOW ASSISTANCE FUND**

	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED	
				2017-18	2018-19
<b>ESTIMATED REVENUES</b>					
INTERGOVERNMENTAL	\$ 21,962	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
INTEREST INCOME	344	24	2,100	2,100	2,100
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 22,306</b>	<b>\$ 20,024</b>	<b>\$ 22,100</b>	<b>\$ 22,100</b>	<b>\$ 22,100</b>
<b>APPROPRIATIONS</b>					
OPERATIONS	\$ 5,609	\$ 7,538	\$ 85,100	\$ 10,000	\$ 10,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 5,609</b>	<b>\$ 7,538</b>	<b>\$ 85,100</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
NET OF REVENUES/APPROPRIATIONS - FUND 256	\$ 16,697	\$ 12,486	\$ (63,000)	\$ 12,100	\$ 12,100
BEGINNING FUND BALANCE	168,081	184,778	197,264	134,264	146,364
<b>ENDING FUND BALANCE</b>	<b>\$ 184,778</b>	<b>\$ 197,264</b>	<b>\$ 134,264</b>	<b>\$ 146,364</b>	<b>\$ 158,464</b>

**Fund balance as a percentage of total annual expenditures**

**3294%      2617%      158%      1464%      1585%**

**45th DISTRICT COURT FUND**

	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED	
				2017-18	2018-19
<b>ESTIMATED REVENUES</b>					
INTERGOVERNMENTAL	\$ 91,448	\$ 91,448	\$ 91,448	\$ 91,448	\$ 91,448
CHARGES FOR SERVICES	184,028	171,044	175,000	175,000	175,000
INTEREST INCOME	22	-	-	-	-
TRANSFERS IN - GENERAL FUND	1,604,509	1,788,404	1,879,000	1,895,000	1,969,000
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 1,880,007</b>	<b>\$ 2,050,896</b>	<b>\$ 2,145,448</b>	<b>\$ 2,161,448</b>	<b>\$ 2,235,448</b>
<b>APPROPRIATIONS</b>					
SALARIES	\$ 1,095,961	\$ 1,217,904	\$ 1,206,839	\$ 1,233,993	\$ 1,261,758
FRINGES	499,975	395,760	495,855	507,633	\$ 533,097
SUPPLIES, MAINTENANCE AND REPAIRS	59,703	30,602	32,534	29,302	\$ 29,773
OPERATIONS	151,150	245,963	272,650	248,950	\$ 249,250
STAFF DEVELOPMENT	687	1,570	2,570	1,570	\$ 1,570
CAPITAL OUTLAY	315	-	-	-	-
TRANSFERS OUT - COURT RETIREE HEALTHCARE FUND	104,356	159,097	135,000	140,000	160,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,912,147</b>	<b>\$ 2,050,896</b>	<b>\$ 2,145,448</b>	<b>\$ 2,161,448</b>	<b>\$ 2,235,448</b>
NET OF REVENUES/APPROPRIATIONS - FUND 276	\$ (32,140)	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	32,140	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Fund balance as a percentage of total annual expenditures**

**0%      0%      0%      0%      0%**

**Estimated Change in Fund Balance**

**-100%      0%      0%      0%      0%**

	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED 2017-18	PROJECTED 2018-19
<b>ESTIMATED REVENUES</b>					
REIMBURSEMENT JUDGES SAL	\$ 91,448	\$ 91,448	\$ 91,448	\$ 91,448	\$ 91,448
Interest Income	22	-	-	-	-
TRANSFER IN - GENERAL FUND	1,604,509	1,788,404	1,879,000	1,895,000	1,969,000
Miscellaneous Fees	184,028	171,044	175,000	175,000	175,000
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 1,880,007</b>	<b>\$ 2,050,896</b>	<b>\$ 2,145,448</b>	<b>\$ 2,161,448</b>	<b>\$ 2,235,448</b>
<b>APPROPRIATIONS</b>					
Salaries & Wages	\$ 1,095,961	\$ 1,217,904	\$ 1,206,839	\$ 1,233,993	\$ 1,261,758
RETIREE HLTH CARE - DC CONTRIB	11,589	720	17,588	18,490	19,045
HEALTH INSURANCE	280,621	152,082	243,241	248,095	266,367
RETIREMENT CONTR COURT	98,064	118,649	99,512	102,513	105,589
DENTAL INSURANCE	18,091	20,944	23,650	23,800	24,000
LIFE INSURANCE	2,624	3,650	2,950	3,038	3,129
WORKERS COMPENSATION INS	6,950	8,150	12,346	12,925	13,940
UNEMPLOYMENT COMPENSATION	(368)	-	-	-	-
SOCIAL SECURITY INSURANCE	78,168	84,728	92,323	94,400	96,524
LONG TERM DISABILITY INS	4,236	6,837	4,245	4,372	4,503
SUPPLIES	59,703	30,602	32,534	29,302	29,773
Professional Services	21,309	25,400	25,400	15,400	15,400
BANK/CC FEES & SERVICE CHARGES	3	-	-	-	-
Contractual Services	73,726	110,755	125,000	125,000	125,000
TRANSPORTATION	1,200	-	4,800	4,800	4,800
Conferences & Workshops	2,620	4,450	4,450	4,450	4,450
PRINTING & PUBLICATIONS	3,966	16,139	21,000	26,000	26,000
POSTAGE	3,530	23,309	23,000	18,000	18,000
INSURANCE & BONDS	5,025	5,145	9,200	5,250	5,300
UTILITIES - CABLE	-	-	1,500	1,550	1,600
UTILITIES - TELEPHONE	938	4,264	1,500	1,550	1,600
Repairs & Maintenance	35,820	51,666	45,000	35,000	35,000
RENTALS - COPIER LEASE	-	-	8,500	8,650	8,800
Miscellaneous	2,278	2,000	2,300	2,300	2,300
MEMBERSHIPS, DUES & SUBSCRIPTIONS	735	2,835	1,000	1,000	1,000
Education & Training	687	1,570	2,570	1,570	1,570
Capital Outlay	315	-	-	-	-
CONTRIB TO RETIREES HEALTH CARE	104,356	159,097	135,000	140,000	160,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,912,147</b>	<b>\$ 2,050,896</b>	<b>\$ 2,145,448</b>	<b>\$ 2,161,448</b>	<b>\$ 2,235,448</b>
NET OF REVENUES/APPROPRIATIONS - FUND 276	\$ (32,140)	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	32,140	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**VETERANS TREATMENT COURT GRANT FUND**

	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED 2017-18	PROJECTED 2018-19
<b>ESTIMATED REVENUES</b>					
INTERGOVERNMENTAL	\$ 16,731	\$ 54,141	\$ 30,342	\$ 30,342	\$ 30,342
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 16,731</b>	<b>\$ 54,141</b>	<b>\$ 30,342</b>	<b>\$ 30,342</b>	<b>\$ 30,342</b>
<b>APPROPRIATIONS</b>					
SALARIES	\$ 13,405	\$ 12,968	\$ 13,009	\$ 13,009	\$ 13,009
FRINGES	1,305	1,325	1,325	1,325	1,325
SUPPLIES, MAINTENANCE AND REPAIRS	5,676	3,500	3,500	3,500	3,500
OPERATIONS	11,234	10,508	10,508	10,508	10,508
STAFF DEVELOPMENT	1,082	2,000	2,000	2,000	2,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 32,702</b>	<b>\$ 30,301</b>	<b>\$ 30,342</b>	<b>\$ 30,342</b>	<b>\$ 30,342</b>
NET OF REVENUES/APPROPRIATIONS - FUND 284	\$ (15,971)	\$ 23,840	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	(7,869)	(23,840)	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ (23,840)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund balance as a percentage of total annual expenditures</b>	<b>-73%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
<b>Estimated Change in Fund Balance</b>	<b>203%</b>	<b>-100%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

**NEIGHBORHOOD STABILIZATION GRANT FUND**

	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED 2017-18	PROJECTED 2018-19
<b>ESTIMATED REVENUES</b>					
INTERGOVERNMENTAL	\$ 117,597	\$ 156,759	\$ 160,000	\$ 160,000	\$ 160,000
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 117,597</b>	<b>\$ 156,759</b>	<b>\$ 160,000</b>	<b>\$ 160,000</b>	<b>\$ 160,000</b>
<b>APPROPRIATIONS</b>					
SALARIES	\$ 7,713	\$ 30,000	\$ 30,096	\$ 30,000	\$ 30,000
FRINGES	5,999	6,759	7,436	8,179	8,996
OPERATIONS	103,885	120,000	122,468	121,821	121,004
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 117,597</b>	<b>\$ 156,759</b>	<b>\$ 160,000</b>	<b>\$ 160,000</b>	<b>\$ 160,000</b>
NET OF REVENUES/APPROPRIATIONS - FUND 403	\$ -	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund balance as a percentage of total annual expenditures</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
<b>Estimated Change in Fund Balance</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND**

	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED 2017-18      2018-19	
<b>ESTIMATED REVENUES</b>					
FEDERAL GRANTS	\$ 110,792	\$ 128,961	\$ 120,000	\$ 120,000	\$ 120,000
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 110,792</b>	<b>\$ 128,961</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>
<b>APPROPRIATIONS</b>					
SALARIES	\$ 50,306	\$ 52,666	\$ 47,402	\$ 47,402	\$ 47,402
FRINGES	35,081	49,771	54,226	58,000	62,148
OPERATIONS	25,405	26,524	18,372	14,598	10,450
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 110,792</b>	<b>\$ 128,961</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>
NET OF REVENUES/APPROPRIATIONS - FUND 275	\$ -	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Fund balance as a percentage of total annual expenditures      0%      0%      0%      0%      0%

Estimated Change in Fund Balance      0%      0%      0%      0%      0%

**NARCOTICS FORFEITURE FUND**

	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED 2017-18      2018-19	
<b>ESTIMATED REVENUES</b>					
FINES AND FORFEITURES	\$ 500	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
INTEREST INCOME	133	18	100	100	100
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 633</b>	<b>\$ 1,018</b>	<b>\$ 1,100</b>	<b>\$ 1,100</b>	<b>\$ 1,100</b>
<b>APPROPRIATIONS</b>					
SUPPLIES, MAINTENANCE AND REPAIRS	\$ 11,455	\$ 5,000	\$ 10,000	\$ 10,000	\$ 10,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 11,455</b>	<b>\$ 5,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
NET OF REVENUES/APPROPRIATIONS - FUND 253	\$ (10,822)	\$ (3,982)	\$ (8,900)	\$ (8,900)	\$ (8,900)
BEGINNING FUND BALANCE	77,517	66,695	62,713	53,813	44,913
<b>ENDING FUND BALANCE</b>	<b>\$ 66,695</b>	<b>\$ 62,713</b>	<b>\$ 53,813</b>	<b>\$ 44,913</b>	<b>\$ 36,013</b>

Fund balance as a percentage of total annual expenditures      582%      1254%      538%      449%      360%

Estimated Change in Fund Balance      -14%      -6%      -14%      -17%      -20%

<b>LIBRARY FUND</b>
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	ACTUAL	ESTIMATED	BUDGET	PROJECTED	
	2014-15	2015-16	2016-17	2017-18	2018-19
<b>ESTIMATED REVENUES</b>					
PROPERTY TAXES	\$ 619,758	\$ 640,735	\$ 643,549	\$ 649,920	\$ 656,357
INTERGOVERNMENTAL	75,112	59,100	74,900	75,400	76,000
CHARGES FOR SERVICES	9,584	8,500	10,000	10,000	10,000
FINES AND FORFEITURES	10,746	5,000	10,000	10,300	10,500
INTEREST	268	197	1,500	1,575	1,650
OTHER REVENUE	2,090	1,000	20,250	2,100	2,200
TRANSFER IN - GENERAL FUND	70,088	100,000	110,000	128,000	147,000
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 787,646</b>	<b>\$ 814,532</b>	<b>\$ 870,199</b>	<b>\$ 877,295</b>	<b>\$ 903,707</b>
<b>APPROPRIATIONS</b>					
SALARIES	\$ 306,271	\$ 347,141	\$ 351,956	\$ 355,475	\$ 359,030
FRINGES	253,895	240,527	277,761	298,388	\$ 320,045
SUPPLIES, MAINTENANCE AND REPAIRS	66,431	57,000	62,700	63,200	\$ 63,700
OPERATIONS	112,306	127,880	127,782	110,232	\$ 110,932
STAFF DEVELOPMENT	-	30	-	-	\$ -
CAPITAL OUTLAY	-	12,046	-	-	-
TRANSFERS OUT - LIBRARY LEASE DEBT SERVICE FUND	50,000	50,000	50,000	50,000	50,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 788,903</b>	<b>\$ 834,624</b>	<b>\$ 870,199</b>	<b>\$ 877,295</b>	<b>\$ 903,707</b>
NET OF REVENUES/APPROPRIATIONS - FUND 111	\$ (1,257)	\$ (20,092)	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	125,965	124,708	104,616	104,616	104,616
<b>ENDING FUND BALANCE</b>	<b>\$ 124,708</b>	<b>\$ 104,616</b>	<b>\$ 104,616</b>	<b>\$ 104,616</b>	<b>\$ 104,616</b>

<b>Fund balance as a percentage of total annual expenditures</b>	16%	13%	12%	12%	12%
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<b>Estimated Change in Fund Balance</b>	-1%	-16%	0%	0%	0%
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**2010 MUNICIPAL COMPLEX BOND**

	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED 2017-18      2018-19	
<b>ESTIMATED REVENUES</b>					
Property tax revenue	\$ 877,331	\$ 816,760	\$ 832,416	\$ 847,044	\$ 835,398
Interest income	95	592	1,100	1,100	1,100
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 877,426</b>	<b>\$ 817,352</b>	<b>\$ 833,516</b>	<b>\$ 848,144</b>	<b>\$ 836,498</b>
<b>APPROPRIATIONS</b>					
Principal	\$ 350,000	\$ 375,000	\$ 375,000	\$ 400,000	\$ 400,000
Interest	475,640	441,252	457,416	447,044	435,398
Other services and charges	1,105	1,100	1,100	1,100	1,100
Transfers out	21,680	0	0	0	0
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 848,425</b>	<b>\$ 817,352</b>	<b>\$ 833,516</b>	<b>\$ 848,144</b>	<b>\$ 836,498</b>
NET OF REVENUES/APPROPRIATIONS - FUND 303	\$ 29,001	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	0	29,001	29,001	29,001	29,001
<b>ENDING FUND BALANCE</b>	<b>\$ 29,001</b>	<b>\$ 29,001</b>	<b>\$ 29,001</b>	<b>\$ 29,001</b>	<b>\$ 29,001</b>
<b>Fund balance as a percentage of total annual expenditures</b>	<b>3%</b>	<b>4%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>

<b>Estimated Change in Fund Balance</b>	<b>3%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
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**2011 LIBRARY AND RECREATION LEASE DEBT FUND**

	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED 2017-18      2018-19	
<b>ESTIMATED REVENUES</b>					
Interest income	\$ 348	\$ -	\$ 50	\$ 50	\$ 50
Transfer in - Library Fund	50,000	50,000	50,000	50,000	50,000
Transfer in - General Fund	78,870	99,673	102,810	100,935	103,998
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 129,218</b>	<b>\$ 149,673</b>	<b>\$ 152,860</b>	<b>\$ 150,985</b>	<b>\$ 154,048</b>
<b>APPROPRIATIONS</b>					
Principal	\$ 70,000	\$ 70,000	\$ 75,000	\$ 75,000	\$ 80,000
Interest	81,122	79,373	77,560	75,685	73,748
Other services and charges	300	300	300	300	300
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 151,422</b>	<b>\$ 149,673</b>	<b>\$ 152,860</b>	<b>\$ 150,985</b>	<b>\$ 154,048</b>
NET OF REVENUES/APPROPRIATIONS - FUND 305	\$ [22,204]	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	22,204	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Fund balance as a percentage of total annual expenditures</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
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<b>Estimated Change in Fund Balance</b>	<b>-100%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
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<b>2015 STREET REFUNDING BOND FUND</b>
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	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED 2017-18	PROJECTED 2018-19
<b>ESTIMATED REVENUES</b>					
Property tax revenue	\$ -	\$ -	\$ 766,900	\$ 733,500	\$ 681,500
Interest income	-	-	-	-	-
Proceeds for issuance of debt	-	8,815,394	-	-	-
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ -</b>	<b>\$ 8,815,394</b>	<b>\$ 766,900</b>	<b>\$ 733,500</b>	<b>\$ 681,500</b>
<b>APPROPRIATIONS</b>					
Principal	\$ -	\$ -	\$ 475,000	\$ 460,000	\$ 425,000
Interest	-	-	290,800	272,400	255,400
Other services and charges	-	908,974	1,100	1,100	1,100
Transfers out - 2006 Street Improvement Bond Fund	-	7,906,420	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ -</b>	<b>\$ 8,815,394</b>	<b>\$ 766,900</b>	<b>\$ 733,500</b>	<b>\$ 681,500</b>
NET OF REVENUES/APPROPRIATIONS - FUND 308	\$ -	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Fund balance as a percentage of total annual expenditures</b>	0%	0%	0%	0%	0%
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<b>Estimated Change in Fund Balance</b>	0%	0%	0%	0%	0%
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<b>2012 STREET REFUNDING BOND FUND</b>
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	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED 2017-18	PROJECTED 2018-19
<b>ESTIMATED REVENUES</b>					
Property tax revenue	\$ 813,246	\$ 739,033	\$ 762,413	\$ 750,612	\$ 763,812
Interest income	331	480	1,100	1,100	1,100
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 813,577</b>	<b>\$ 739,513</b>	<b>\$ 763,513</b>	<b>\$ 751,712</b>	<b>\$ 764,912</b>
<b>APPROPRIATIONS</b>					
Principal	\$ 555,000	\$ 555,000	\$ 590,000	\$ 590,000	\$ 615,000
Interest	195,363	184,263	173,163	161,362	149,562
Other services and charges	110	250	350	350	350
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 750,473</b>	<b>\$ 739,513</b>	<b>\$ 763,513</b>	<b>\$ 751,712</b>	<b>\$ 764,912</b>
NET OF REVENUES/APPROPRIATIONS - FUND 309	\$ 63,104	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	81,850	144,954	144,954	144,954	144,954
<b>ENDING FUND BALANCE</b>	<b>\$ 144,954</b>	<b>\$ 144,954</b>	<b>\$ 144,954</b>	<b>\$ 144,954</b>	<b>\$ 144,954</b>

<b>Fund balance as a percentage of total annual expenditures</b>	19%	20%	0%	0%	0%
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<b>Estimated Change in Fund Balance</b>	77%	0%	0%	0%	0%
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**CITY OWNED PROPERTY FUND**

	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED 2017-18      2018-19	
<b>ESTIMATED REVENUES</b>					
Interest income	\$ 2,675	\$ 14	\$ 2,000	\$ 2,000	\$ 2,000
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 2,675</b>	<b>\$ 14</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>
<b>APPROPRIATIONS</b>					
Other services and charges	\$ 26	\$ -	\$ 50	\$ 50	\$ 50
Capital outlay	5	10,000	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 31</b>	<b>\$ 10,000</b>	<b>\$ 50</b>	<b>\$ 50</b>	<b>\$ 50</b>
NET OF REVENUES/APPROPRIATIONS - FUND 402	\$ 2,644	\$ (9,986)	\$ 1,950	\$ 1,950	\$ 1,950
BEGINNING FUND BALANCE	99,147	101,791	91,805	93,755	95,705
<b>ENDING FUND BALANCE</b>	<b>\$ 101,791</b>	<b>\$ 91,805</b>	<b>\$ 93,755</b>	<b>\$ 95,705</b>	<b>\$ 97,655</b>

<b>Fund balance as a percentage of total annual expenditures</b>	<b>328358%</b>	<b>918%</b>	<b>187510%</b>	<b>191410%</b>	<b>195310%</b>
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<b>Estimated Change in Fund Balance</b>	<b>0%</b>	<b>-10%</b>	<b>2%</b>	<b>2%</b>	<b>2%</b>
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**ROAD CONSTRUCTION FUND**

	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED 2017-18      2018-19	
<b>ESTIMATED REVENUES</b>					
Interest income	\$ 707	\$ 2,722	\$ 1,000	\$ -	\$ -
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 707</b>	<b>\$ 2,722</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>APPROPRIATIONS</b>					
Capital outlay	\$ 199,303	\$ 130,000	\$ 106,000	\$ -	\$ -
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 199,303</b>	<b>\$ 130,000</b>	<b>\$ 106,000</b>	<b>\$ -</b>	<b>\$ -</b>
NET OF REVENUES/APPROPRIATIONS - FUND 403	\$ (198,596)	\$ (127,278)	\$ (105,000)	\$ -	\$ -
BEGINNING FUND BALANCE	430,874	232,278	105,000	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 232,278</b>	<b>\$ 105,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Fund balance as a percentage of total annual expenditures</b>	<b>117%</b>	<b>81%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
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<b>Estimated Change in Fund Balance</b>	<b>0%</b>	<b>-55%</b>	<b>-100%</b>	<b>0%</b>	<b>0%</b>
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**SIDEWALK PROGRAM FUND**

	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED 2017-18	PROJECTED 2018-19
<b>ESTIMATED REVENUES</b>					
Special assessments	\$ 456,937	\$ 32,858	\$ 530,000	\$ 530,000	\$ 530,000
Interest income	25,181	15	5,050	5,050	5,050
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 482,118</b>	<b>\$ 32,873</b>	<b>\$ 535,050</b>	<b>\$ 535,050</b>	<b>\$ 535,050</b>
<b>APPROPRIATIONS</b>					
SALARIES	\$ 8,814	\$ 19,104	\$ 10,000	\$ 10,000	\$ 10,000
FRINGES	1,796	13,754	3,080	3,272	3,479
Operations	6,333	15	6,250	6,250	6,250
Capital outlay	505,543	-	500,000	500,000	500,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 522,486</b>	<b>\$ 32,873</b>	<b>\$ 519,330</b>	<b>\$ 519,522</b>	<b>\$ 519,729</b>
NET OF REVENUES/APPROPRIATIONS - FUND 451	\$ (40,368)	\$ -	\$ 15,720	\$ 15,528	\$ 15,321
BEGINNING FUND BALANCE	250,886	210,518	210,518	226,238	241,766
<b>ENDING FUND BALANCE</b>	<b>\$ 210,518</b>	<b>\$ 210,518</b>	<b>\$ 226,238</b>	<b>\$ 241,766</b>	<b>\$ 257,087</b>
<b>Fund balance as a percentage of total annual expenditures</b>	<b>40%</b>	<b>640%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

<b>Estimated Change in Fund Balance</b>	<b>-16%</b>	<b>0%</b>	<b>7%</b>	<b>7%</b>	<b>6%</b>
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**MUNICIPAL BUILDNG CONSTRUCTION FUND**

	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED 2017-18	PROJECTED 2018-19
<b>ESTIMATED REVENUES</b>					
Fines and forfeitures	\$ 226,831	\$ 220,169	\$ 140,000	\$ 142,000	\$ 145,000
Interest income	2,347	326	19,900	14,900	16,900
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 229,178</b>	<b>\$ 220,495</b>	<b>\$ 159,900</b>	<b>\$ 156,900</b>	<b>\$ 161,900</b>
<b>APPROPRIATIONS</b>					
Capital outlay	\$ -	\$ 45,000	\$ 500,000	\$ -	\$ 50,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ -</b>	<b>\$ 45,000</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>
NET OF REVENUES/APPROPRIATIONS - FUND 470	\$ 229,178	\$ 175,495	\$ (340,100)	\$ 156,900	\$ 111,900
BEGINNING FUND BALANCE	1,233,157	1,462,335	1,637,830	1,297,730	1,454,630
<b>ENDING FUND BALANCE</b>	<b>\$ 1,462,335</b>	<b>\$ 1,637,830</b>	<b>\$ 1,297,730</b>	<b>\$ 1,454,630</b>	<b>\$ 1,566,530</b>
<b>Fund balance as a percentage of total annual expenditures</b>	<b>100%</b>	<b>3640%</b>	<b>260%</b>	<b>100%</b>	<b>3133%</b>

<b>Estimated Change in Fund Balance</b>	<b>19%</b>	<b>12%</b>	<b>-21%</b>	<b>12%</b>	<b>8%</b>
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**WATER AND SEWER FUND**

	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED 2017-18	PROJECTED 2018-19
<b>ESTIMATED REVENUES</b>					
CHARGES FOR SERVICES	\$ 11,706,574	\$ 11,547,045	\$ 12,297,500	\$ 12,991,550	\$ 13,545,600
INTEREST INCOME	16,381	2,677	19,000	19,500	20,000
TRANSFERS IN - SOLID WASTE FUND	50,000	50,000	50,000	50,000	50,000
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 11,772,955</b>	<b>\$ 11,599,722</b>	<b>\$ 12,366,500</b>	<b>\$ 13,061,050</b>	<b>\$ 13,615,600</b>
<b>APPROPRIATIONS</b>					
SALARIES	\$ 993,274	\$ 993,647	\$ 995,685	\$ 1,007,098	\$ 1,018,740
FRINGES	649,957	675,574	760,552	818,309	781,332
SUPPLIES, MAINTENANCE AND REPAIRS	164,440	210,600	206,800	212,100	213,200
OPERATIONS	7,217,809	8,217,299	8,709,580	8,989,080	9,461,780
STAFF DEVELOPMENT	6,478	15,900	18,200	4,900	4,900
CAPITAL OUTLAY	847,283	490,400	840,000	528,000	400,000
TRANSFERS OUT - GENERAL FUND	190,000	190,000	190,000	190,000	190,000
DEBT SERVICE	1,070,496	1,145,100	1,154,329	1,152,468	1,149,271
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 11,139,737</b>	<b>\$ 11,938,520</b>	<b>\$ 12,875,146</b>	<b>\$ 12,901,955</b>	<b>\$ 13,219,223</b>
NET OF REVENUES/APPROPRIATIONS - FUND 592	\$ 633,218	\$ (338,798)	\$ (508,646)	\$ 159,095	\$ 396,377
BEGINNING UNRESTRICTED FUND BALANCE	733,114	1,366,332	1,027,534	518,888	677,983
<b>ENDING UNRESTRICTED FUND BALANCE</b>	<b>\$ 1,366,332</b>	<b>\$ 1,027,534</b>	<b>\$ 518,888</b>	<b>\$ 677,983</b>	<b>\$ 1,074,360</b>

Fund balance as a percentage of total annual expenditures

12%      9%      4%      5%      8%

Estimated Change in Fund Balance

86%      -25%      -50%      31%      58%

**MOTOR POOL FUND**

	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED 2017-18	PROJECTED 2018-19
<b>ESTIMATED REVENUES</b>					
Charges for services	\$ 593,038	\$ 783,089	\$ 696,000	\$ 644,200	\$ 664,300
Other revenue	3,990	-	-	-	-
Interest income	40	-	-	-	-
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 597,068</b>	<b>\$ 783,089</b>	<b>\$ 696,000</b>	<b>\$ 644,200</b>	<b>\$ 664,300</b>
<b>APPROPRIATIONS</b>					
SALARIES	\$ 42,548	\$ 50,240	\$ 50,000	\$ 51,000	\$ 52,000
FRINGES	20,789	36,172	40,900	43,887	47,121
SUPPLIES, MAINTENANCE AND REPAIRS	173,581	160,000	160,000	165,213	169,079
STAFF DEVELOPMENT	-	1,000	100	100	100
OPERATIONS	251,937	331,040	285,000	290,000	295,000
CAPITAL OUTLAY	106,939	88,500	160,000	94,000	101,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 595,794</b>	<b>\$ 666,952</b>	<b>\$ 696,000</b>	<b>\$ 644,200</b>	<b>\$ 664,300</b>
NET OF REVENUES/APPROPRIATIONS - FUND 211	\$ 1,274	\$ 116,137	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	1,167,452	1,168,726	1,284,863	1,284,863	1,284,863
<b>ENDING FUND BALANCE</b>	<b>\$ 1,168,726</b>	<b>\$ 1,284,863</b>	<b>\$ 1,284,863</b>	<b>\$ 1,284,863</b>	<b>\$ 1,284,863</b>

Fund balance as a percentage of total annual expenditures

0%      0%      0%      0%      0%

Estimated Change in Fund Balance

0%      10%      0%      0%      0%

**RETIREE HEALTH CARE COURT FUND**

	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED 2017-18      2018-19	
<b>ESTIMATED REVENUES</b>					
Fines and forfeitures	\$ 145,505	\$ 135,101	\$ 220,000	\$ 222,000	\$ 225,000
Interest income	-	39	-	-	-
Transfer in - 45th District Court Fund	104,356	159,057	135,000	140,000	160,000
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 249,861</b>	<b>\$ 294,197</b>	<b>\$ 355,000</b>	<b>\$ 362,000</b>	<b>\$ 385,000</b>
<b>APPROPRIATIONS</b>					
Operations	\$ 249,858	\$ 294,197	\$ 355,000	\$ 362,000	\$ 385,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 249,858</b>	<b>\$ 294,197</b>	<b>\$ 355,000</b>	<b>\$ 362,000</b>	<b>\$ 385,000</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 678</b>					
BEGINNING FUND BALANCE	325	328	328	328	328
<b>ENDING FUND BALANCE</b>	<b>\$ 328</b>	<b>\$ 328</b>	<b>\$ 328</b>	<b>\$ 328</b>	<b>\$ 328</b>

<b>Fund balance as a percentage of total annual expenditures</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
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<b>Estimated Change in Fund Balance</b>	<b>1%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
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**RISK MANAGEMENT FUND**

	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED 2017-18      2018-19	
<b>ESTIMATED REVENUES</b>					
Charges for services	\$ 184,792	\$ 242,754	\$ 365,000	\$ 395,000	\$ 426,000
Other revenue	83,284	126,446	125,000	125,000	125,000
Interest income	646	95	25	25	25
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 268,722</b>	<b>\$ 369,295</b>	<b>\$ 490,025</b>	<b>\$ 520,025</b>	<b>\$ 551,025</b>
<b>APPROPRIATIONS</b>					
Operations	\$ 141,647	\$ 369,295	\$ 490,025	\$ 520,025	\$ 551,025
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 141,647</b>	<b>\$ 369,295</b>	<b>\$ 490,025</b>	<b>\$ 520,025</b>	<b>\$ 551,025</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 677</b>					
BEGINNING FUND BALANCE	230,865	357,940	357,940	357,940	357,940
<b>ENDING FUND BALANCE</b>	<b>\$ 357,940</b>	<b>\$ 357,940</b>	<b>\$ 357,940</b>	<b>\$ 357,940</b>	<b>\$ 357,940</b>

<b>Fund balance as a percentage of total annual expenditures</b>	<b>163%</b>	<b>97%</b>	<b>73%</b>	<b>69%</b>	<b>65%</b>
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<b>Estimated Change in Fund Balance</b>	<b>55%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
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**RETIREE HEALTHCARE BENEFITS FUND**

	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED 2017-18	PROJECTED 2018-19
<b>ESTIMATED REVENUES</b>					
Contributions-Employer	\$ 1,000,000	\$ 900,000	\$ 450,000	\$ 300,000	\$ -
Interest income	42,041	65,010	61,100	62,100	63,100
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 1,042,041</b>	<b>\$ 965,010</b>	<b>\$ 511,100</b>	<b>\$ 362,100</b>	<b>\$ 63,100</b>
<b>APPROPRIATIONS</b>					
Operations	\$ 12,012	\$ 5,000	\$ 100	\$ 100	\$ 100
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 12,012</b>	<b>\$ 5,000</b>	<b>\$ 100</b>	<b>\$ 100</b>	<b>\$ 100</b>
NET OF REVENUES/APPROPRIATIONS - FUND 680	\$ 1,030,029	\$ 960,010	\$ 511,000	\$ 362,000	\$ 63,000
BEGINNING FUND BALANCE	634,372	1,664,401	2,624,411	3,135,411	3,497,411
<b>ENDING FUND BALANCE</b>	<b>\$ 1,664,401</b>	<b>\$ 2,624,411</b>	<b>\$ 3,135,411</b>	<b>\$ 3,497,411</b>	<b>\$ 3,560,411</b>
<b>Fund balance as a percentage of total annual expenditures</b>	<b>13856%</b>	<b>52488%</b>	<b>3135411%</b>	<b>3497411%</b>	<b>3560411%</b>
<b>Estimated Change in Fund Balance</b>	<b>162%</b>	<b>58%</b>	<b>19%</b>	<b>12%</b>	<b>2%</b>

**EMPLOYEES' RETIREMENT SYSTEM FUND**

	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED 2017-18	PROJECTED 2018-19
<b>ESTIMATED REVENUES</b>					
Contributions-Employer	\$ 1,272,539	\$ 1,044,803	\$ 1,300,000	\$ 1,400,000	\$ 1,500,000
Other revenue	52,241	49,090	55,000	56,100	57,200
Interest income	373,203	6,668,730	2,371,300	2,881,300	3,391,300
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 1,697,983</b>	<b>\$ 7,762,623</b>	<b>\$ 3,726,300</b>	<b>\$ 4,337,400</b>	<b>\$ 4,948,500</b>
<b>APPROPRIATIONS</b>					
Pension benefits	\$ 3,165,651	\$ 3,245,282	\$ 3,300,000	\$ 3,350,000	\$ 3,400,000
Operations	174,381	32,500	50,000	60,000	70,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 3,340,032</b>	<b>\$ 3,277,782</b>	<b>\$ 3,350,000</b>	<b>\$ 3,410,000</b>	<b>\$ 3,470,000</b>
NET OF REVENUES/APPROPRIATIONS - FUND 731	\$ (1,642,049)	\$ 4,484,841	\$ 376,300	\$ 927,400	\$ 1,478,500
BEGINNING FUND BALANCE	22,611,634	20,969,585	25,454,426	25,830,726	26,758,126
<b>ENDING FUND BALANCE</b>	<b>\$ 20,969,585</b>	<b>\$ 25,454,426</b>	<b>\$ 25,830,726</b>	<b>\$ 26,758,126</b>	<b>\$ 28,236,626</b>
<b>Fund balance as a percentage of total annual expenditures</b>	<b>628%</b>	<b>777%</b>	<b>771%</b>	<b>785%</b>	<b>814%</b>
<b>Estimated Change in Fund Balance</b>	<b>-7%</b>	<b>21%</b>	<b>1%</b>	<b>4%</b>	<b>6%</b>

**PUBLIC SAFETY EMPLOYEES' RETIREMENT SYSTEM FUND**

	ACTUAL 2014-15	ESTIMATED 2015-16	BUDGET 2016-17	PROJECTED	
				2017-18	2018-19
<b>ESTIMATED REVENUES</b>					
Contributions-Employer	\$ 3,608,712	\$ 3,327,433	\$ 3,701,779	\$ 4,036,909	\$ 4,395,325
Other revenue	317,315	332,586	337,000	344,000	351,000
Interest income	156,256	11,900,492	1,913,946	3,814,341	3,793,475
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 4,082,283</b>	<b>\$ 15,560,511</b>	<b>\$ 5,952,725</b>	<b>\$ 8,195,250</b>	<b>\$ 8,539,800</b>
<b>APPROPRIATIONS</b>					
Pension benefits	\$ 4,280,101	\$ 4,367,314	\$ 4,417,000	\$ 4,550,000	\$ 4,686,000
Retiree Healthcare and OPEB	1,169,951	1,233,346	1,375,725	1,478,250	1,580,800
Operations	164,004	27,500	160,000	165,000	170,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 5,614,056</b>	<b>\$ 5,628,160</b>	<b>\$ 5,952,725</b>	<b>\$ 6,193,250</b>	<b>\$ 6,436,800</b>
NET OF REVENUES/APPROPRIATIONS - FUND 733	\$ (1,531,773)	\$ 9,932,351	\$ -	\$ 2,002,000	\$ 2,103,000
BEGINNING FUND BALANCE	41,585,659	40,053,886	49,986,237	49,986,237	51,988,237
<b>ENDING FUND BALANCE</b>	<b>\$ 40,053,886</b>	<b>\$ 49,986,237</b>	<b>\$ 49,986,237</b>	<b>\$ 51,988,237</b>	<b>\$ 54,091,237</b>

Fund balance as a percentage of total annual expenditures	713%	888%	840%	839%	840%
Estimated Change in Fund Balance	-4%	25%	0%	4%	4%

Roll Call Vote:      Yes:      McClellan, Burns, Rich, Speech  
                              No:      None  
                              Absent:      Radner

**MOTION DECLARED ADOPTED**

**CM-05-192-16                      (AGENDA ITEM #15B) RESOLUTION ADOPTING THE FISCAL YEAR 2016-2017 MILLAGE RATES - APPROVED**

Motion by Burns, seconded by Rich, CARRIED UNANIMOUSLY, to approve the following resolution adopting the fiscal year 2016-2017 millage rates:

**RESOLUTION OF ADOPTION - 2016 MILLAGE RATES**

WHEREAS, the City Council's desire is to levy the lowest millage rate possible and reduced the overall millage rate by .7154 mills to a total of 36.9308, and

WHEREAS, that these levies are being placed on a diversified tax base that has increased slightly as anticipated in the financial plan, and

WHEREAS, a public hearing was also held on May 16, 2016 on the 2016 millage rates and the 2016-2017 budget,

NOW, THEREFORE, BE IT RESOLVED, that to finance the level of services established for the 2016-2017 fiscal-year, and to meet specific debt obligations of the City that the following millages are authorized to be spread:

General Operating	16.2712
Headlee Override – Operating	1.1377
Public Safety	1.9896
Recreation	0.4974
Solid Waste	2.9377
Public Safety Act 345	6.9636
Library	1.4836
2010 Municipal Complex Debt	2.0000
2015 Street Refunding Debt	1.8000
2012 Street Refunding Debt	<u>1.8500</u>
	36.9308

Roll Call Vote:       Yes:       McClellan, Burns, Rich, Speech  
                          No:       None  
                          Absent:   Radner

**MOTION DECLARED ADOPTED**

**CM-05-193-16            (AGENDA ITEM #15C) ADOPTION OF THE FISCAL YEAR 2016-2017  
WATER AND SEWER RATES - APPROVED**

Motion by Burns, seconded by Rich, CARRIED UNANIMOUSLY, to approve the fiscal year 2016-2017 water and sewer rates as follows:

Water Rate:           \$3.931 per unit  
Sewer Rate:           \$7.383 per unit  
Combined Rate:       \$11.314 per unit

Roll Call Vote:       Yes:       McClellan, Burns, Rich, Speech  
                          No:       None  
                          Absent:   Radner

**MOTION DECLARED ADOPTED**

**CM-05-194-16            (AGENDA ITEM #15D) ADOPTION OF THE FISCAL YEAR 2016-2017  
FEE SCHEDULE - APPROVED**

Motion by Burns, seconded by Rich, CARRIED UNANIMOUSLY, to adopt the fiscal year 2016-2017 fee schedule.

Roll Call Vote:       Yes:       McClellan, Burns, Rich, Speech  
                          No:       None  
                          Absent:   Radner

**MOTION DECLARED ADOPTED**

**Community and Economic Development**

**CM-05-195-16 (AGENDA ITEM #15E) FINAL SITE PLAN SUBJECT TO CONDITIONS AS RECOMMENDED BY THE PLANNING COMMISSION FOR 1-800 SELF STORAGE, 15160 EIGHT MILE ROAD - APPROVED**

Motion by Burns, seconded by Speech, CARRIED UNANIMOUSLY, to approve the Final Site Plan subject to the following conditions as recommended by the Planning Commission for 1-800 Self Storage, 15160 Eight Mile Road:

- 1) Existing hard surfaced areas in driveways and parking areas to be repaired as necessary.
- 2) Proposed or existing lighting to be shielded and downward casting to eliminate the possibility of nuisance.
- 3) All proposed roof top or ground level equipment must be screened as required by the Zoning Ordinance.
- 4) No outdoor storage is approved for any portion of this property. No vehicle or truck parking approved for the undefined hard-surface area on the rear 125 feet of the property.
- 5) No signs are approved as part of the Site Plan Review. A separate permit must be requested for the inclusion of any signs at this site.

Roll Call Vote:           Yes:           McClellan, Burns, Rich, Speech  
                                  No:           None  
                                  Absent:     Radner

**MOTION DECLARED ADOPTED**

Community and Economic Development Manager Marrone indicated that at the May 9, 2016 meeting, the Planning Commission reviewed a Site Plan for 1-800 Self Storage, 15160 Eight Mile Road to renovate an existing three-story, 39,584 square foot office building into a 322 unit self-storage facility. The Planning Commission voted to recommend to the City Council approval of the Final Site Plan with conditions.

**Finance**

**CM-05-196-16 (AGENDA ITEM #15F) RECEIVE AND APPROVE STAFF RECOMMENDATIONS REGARDING SPECIAL ASSESSMENT DISTRICT #656 – APPROVED**

Motion by Burns, Seconded by Rich, CARRIED UNANIMOUSLY, to receive and approve staff recommendations for Special Assessment Districts as follows:

**DISTRICT NO. 656 UNPAID WEED MOWING INVOICES**

It is recommended that the property owners at 14130 Victoria (15-0003677) and 14431 Elm (15-0003681) be held responsible for all unpaid charges including penalty as stated. It is recommended to include these unpaid invoices which were temporarily removed from Special Assessment District No. 656 together with the original 10% penalty.

Voice Vote:            Yes:        McClellan, Burns, Rich, Speech  
                              No:        None  
                              Absent:   Radner

**MOTION DECLARED ADOPTED**

**CM-05-197-16            (AGENDA ITEM #15G) RECEIVE AND APPROVE STAFF  
RECOMMENDATIONS REGARDING SPECIAL ASSESSMENT  
DISTRICT #657 – APPROVED**

Motion by Burns, Seconded by Speech, CARRIED UNANIMOUSLY, to receive and approve staff recommendations for Special Assessment Districts as follows:

**DISTRICT NO. 657 UNPAID SPECIAL PICK-UP INVOICES**

It is recommended that the property owner at 13601 W 11 Mile (15-0003629) be held responsible for all unpaid charges including penalty as stated. It is recommended to include this unpaid invoice which was temporarily removed from Special Assessment District No. 657 together with the original 10% penalty.

It is further recommended that the property owner at 26100 Marlow not be held responsible for all unpaid charges including penalty as stated. It is recommended to remove Invoice 15-0003636 from Special Assessment District 657.

Voice Vote:            Yes:        McClellan, Burns, Rich, Speech  
                              No:        None  
                              Absent:   Radner

**MOTION DECLARED ADOPTED**

**CALL TO THE AUDIENCE:**

Judge Friedman Appel, 45<sup>th</sup> District Court, thanked City Manager Tungate, city administration and city council for passing the 2016-17 budget and commented on the positive process by which it was passed.

Brian Wolf, 14260 Hart, expressed concerns about the 2014 flood and asked about the status of the class action lawsuit filed against the city.

**CALL TO THE COUNCIL:**

**Mayor McClellan** reported on the 5<sup>th</sup> grade student government day that was hosted by the City and thanked Assistant to the City Manager Crystal McLain who organized the program. She also reported on the RJ Spangler Band music event that took place at the Library and the Open House and Career Fair that took place at Oak Park High School. She concluded by discussing the Citizens Academy hosted by the Public Safety Department.

**Mayor Pro Tem Burns** thanked everyone for their hard work on the budget and asked residents to please take precautions to avoid skunks this time of year.

**Council Member Rich** wished everyone a good night.

**ADJOURNMENT:**

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 8:12 P.M.

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T. Edwin Norris, City Clerk

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Marian McClellan, Mayor



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

**AGENDA OF:** June 6, 2016

**AGENDA #**

**SUBJECT:** Request to cancel the June 13, 2016 Planning Commission meeting.

**DEPARTMENT:** Community and Economic Development, Planning Division

**SUMMARY:** The Chairperson of the Planning Commission is requesting the June 13, 2016 Planning Commission meeting be cancelled. There is no scheduled business before the Planning Commission.

**FINANCIAL STATEMENT:**

**RECOMMENDED ACTION:** The City Council consider accepting the request of the Chairperson of the Planning Commission and cancel the June 13, 2016 regularly scheduled meeting.

**APPROVALS:**

City Manager: \_\_\_\_\_

Director: \_\_\_\_\_

Finance Director: \_\_\_\_\_

**EXHIBITS:** None.



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN**

**AGENDA OF:** June 6, 2016

**AGENDA #**

**SUBJECT:** Request to cancel the June 28, 2016 Zoning Board of Appeals meeting.

**DEPARTMENT:** Community & Economic Development, Planning Division

**SUMMARY:** The Chairperson of the Zoning Board of Appeals is requesting the June 28, 2016 Zoning Board of Appeals meeting be cancelled. There is no business scheduled before the Zoning Board of Appeals.

**RECOMMENDED ACTION:** The City Council consider accepting the request of the Chairperson of the Zoning Board of Appeals and cancel the June 28, 2016, regularly scheduled meeting.

**APPROVALS:**

City Manager:

Director:

Finance Director: \_\_\_\_\_

**EXHIBITS:**



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN**

**AGENDA OF:** June 6, 2016

**AGENDA #**

**SUBJECT:** Appointment of representative & alternate to SOCRRA Board.

**DEPARTMENT:** Public Works

**SUMMARY:** Article VII of the Articles of Incorporation of the Southeastern Oakland County Resource Recovery Authority provides that each municipality shall annually appoint a representative and an alternate to the Board of Trustees. These representatives shall serve during the next fiscal year following their appointment and /or until their successor is appointed.

**FINANCIAL STATEMENT:** No funds required.

**RECOMMENDED ACTION:** It is recommended that Council appoint Rocco Fortura as the representative and Kevin Yee as the alternate representative to the SOCRRA Board for the fiscal year beginning July 1, 2016.

**APPROVALS:**

City Manager:

A handwritten signature in black ink, appearing to read "Rocco Fortura", written over a horizontal line.

Finance Director:

\_\_\_\_\_

Department Director:

A handwritten signature in black ink, appearing to read "Kevin Yee", written over a horizontal line.

**EXHIBITS:** None



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN**

**AGENDA OF:** June 6, 2016 **AGENDA #**

**SUBJECT:** Payment Application no. 1 for the 2016 Water Main Replacement Project, M-625.

**DEPARTMENT:** DPW/Technical & Planning – Engineering *KJY*

**SUMMARY:** Attached is Payment Application no. 1 for the 2016 Water Main Replacement Project, M-625. To date, the project is approximately 50% complete.

<b>FINANCIAL STATEMENT:</b>	Original Contract Amount:	\$280,160.00
	Total Completed to Date:	\$138,119.24
	Less Retainage:	\$ 13,811.92
	Net Earned:	\$124,307.32
	Deductions:	\$ 0.00
	Balance:	\$124,307.32
	Payments to Date:	\$ 0.00
	Amount Due ADJ Excavating, Inc:	\$124,307.32

**RECOMMENDED ACTION:** It is recommended that Payment Application no. 1 to ADJ Excavating, Inc. for the 2016 Water Main Replacement Project, M-625 be approved for the amount of \$124,307.32. Funding is available in the Water and Sewer Fund for this expenditure.

**APPROVALS:**  
City Manager: *[Signature]* Department Director: *[Signature]*  
Finance Director: \_\_\_\_\_

**EXHIBITS:** Payment Application no. 1, map of project area

## PAYMENT APPLICATION

**PROJECT:** 2016 Water Main Replacement Project  
**OWNER:** City of Oak Park, Michigan  
**CONTRACTOR:** ADJ Excavating, Inc.  
 47301 Feathered Ct.  
 Shelby Twp., MI 48315

**JOB NUMBER:** M-625  
**APPLICATION NO.:** 1  
**PERIOD ENDING:** 5/27/16  
**PAGE:** 1 of 2

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Period Quantity	Period Amount	Quantity To Date	Amount To Date
1	Mobilization, Max 5%	1	LSUM	\$8,200.00	1.00	\$8,200.00	1.00	\$8,200.00
2	Minor Traffic Device, Modified SP	1	LSUM	\$5,000.00	0.00	\$0.00	0.00	\$0.00
3	Pavement Removal, Modified SP	1,175	SYD	\$8.00	1,007.53	\$8,060.24	1,007.53	\$8,060.24
4	Water Main D.I CL 54 8 Inch Trench Detail "B" Modified	1,420	LFT	\$75.50	1,382.00	\$104,341.00	1,382.00	\$104,341.00
5	Install Fire Hydrant. EJIW 5BR-250	3	EACH	\$3,750.00	0.00	\$0.00	0.00	\$0.00
6	Water Main Connection "A"@ Kenwood Ave./Rosewood Ave.	1	LSUM	\$7,800.00	1.00	\$7,800.00	1.00	\$7,800.00
7	Water Main Connection "B"@ Ithaca Ave./Nine Mile Rd.	1	LSUM	\$2,000.00	0.00	\$0.00	0.00	\$0.00
8	Install 8" Gate Valve and Well	3	EACH	\$3,250.00	2.00	\$6,500.00	2.00	\$6,500.00
9	Remove & Replace Short Side Service Curb Box 3/4 inch to 2 Inch	17	EACH	\$225.00	0.00	\$0.00	0.00	\$0.00
10	Service Transfers (long and short side)	36	EACH	\$750.00	0.00	\$0.00	0.00	\$0.00
11	3/4" to 2" Diameter Type K Copper	110	LFT	\$10.00	0.00	\$0.00	0.00	\$0.00
12	Remove Existing Fire Hydrant	2	EACH	\$350.00	0.00	\$0.00	0.00	\$0.00
13	Remove Existing Gate Valve and Well	2	EACH	\$400.00	0.00	\$0.00	0.00	\$0.00
14	Abandon Existing Water Main - Ithaca Ave.	1	LSUM	\$1,500.00	0.00	\$0.00	0.00	\$0.00
15	Conc. Pavt. With Integral Curb Non-Reinforced, 8" Modified SP	105	SYD	\$60.00	0.00	\$0.00	0.00	\$0.00
16	Sidewalk Conc. Non-Reinforced 6" Conc. Sidewalk/Drive Approach	3,100	SFT	\$5.25	0.00	\$0.00	0.00	\$0.00
17	Sidewalk Conc. Non-Reinforced 4" Conc. Sidewalk/Driveway	6,000	LFT	\$4.35	0.00	\$0.00	0.00	\$0.00
18	Sidewalk Conc. Non-Reinforced 8" Conc. Sidewalk/Drive Approach	400	SFT	\$6.50	0.00	\$0.00	0.00	\$0.00
19	Hot Mix Asphalt, 3C 2 inch leveling Modified SP	5	TON	\$250.00	0.00	\$0.00	0.00	\$0.00
20	Hot Mix Asphalt, 4C 2 inch leveling Modified SP	5	TON	\$250.00	0.00	\$0.00	0.00	\$0.00
21	Aggregate base under concrete (6" 21AA Crush Limestone)	135	SYD	\$6.00	0.00	\$0.00	0.00	\$0.00
22	Cast in Place Detectable, Tactile Warning Surfaces	64	SFT	\$20.00	0.00	\$0.00	0.00	\$0.00
23	Underdrain Subgrade, Open Graded 6" Modified SP	20	LFT	\$10.00	20.00	\$200.00	20.00	\$200.00
24	Class A Sodding, Modified SP	900	SYD	\$7.50	0.00	\$0.00	0.00	\$0.00
25	Adjusting Drainage Structure Cover Case 1, Modified SP	1	EACH	\$225.00	0.00	\$0.00	0.00	\$0.00
26	Drainage Structure Cover	1,140	LBS	\$1.50	0.00	\$0.00	0.00	\$0.00
27	Salvage Sign, Modified SP	5	EACH	\$50.00	1.00	\$50.00	1.00	\$50.00
28	Erosion Control Inlet Filter, Fabric Drop, Modified SP	10	EACH	\$80.00	10.00	\$800.00	10.00	\$800.00
29	Maintenance Gravel, Modified SP	250	TON	\$8.00	146.00	\$1,168.00	146.00	\$1,168.00
30	Crossing Existing Water Mains, Sewers, and Sewer Leads	5	EACH	\$250.00	4.00	\$1,000.00	4.00	\$1,000.00
31	Unidentified Irrigation System Repairs - Sprinkler Lines	75	LFT	\$3.00	0.00	\$0.00	0.00	\$0.00
32	Unidentified Irrigation System Repairs - Sprinkler Heads	25	EACH	\$50.00	0.00	\$0.00	0.00	\$0.00
33	Project Clean Up (5% max)	1	LSUM	\$4,500.00	0.00	\$0.00	0.00	\$0.00
33	Inspection Crew Days, Modified SP	\$320	DAY	30.00	0.00	\$0.00	0.00	\$0.00

**\$138,119.24**

**\$138,119.24**

**PROJECT:** 2016 Water Main Replacement Project  
**OWNER:** City of Oak Park, Michigan  
**CONTRACTOR:** ADJ Excavating, Inc.  
47301 Feathered Ct.  
Shelby Twp., MI 48315

**JOB NUMBER:** M-625  
**APPLICATION NO.:** 1  
**PERIOD ENDING:** 5/27/16  
**PAGE:** 2 of 2

Original Contract Amount: \$280,160.00

Earnings This Period: \$138,119.24  
Total Earnings to Date: \$138,119.24  
Less Retainage: \$13,811.92  
Net Earned: \$124,307.32  
Deductions: \$0.00  
Balance: \$124,307.32  
Payments to Date: \$0.00

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**Amount Due: \$124,307.32**

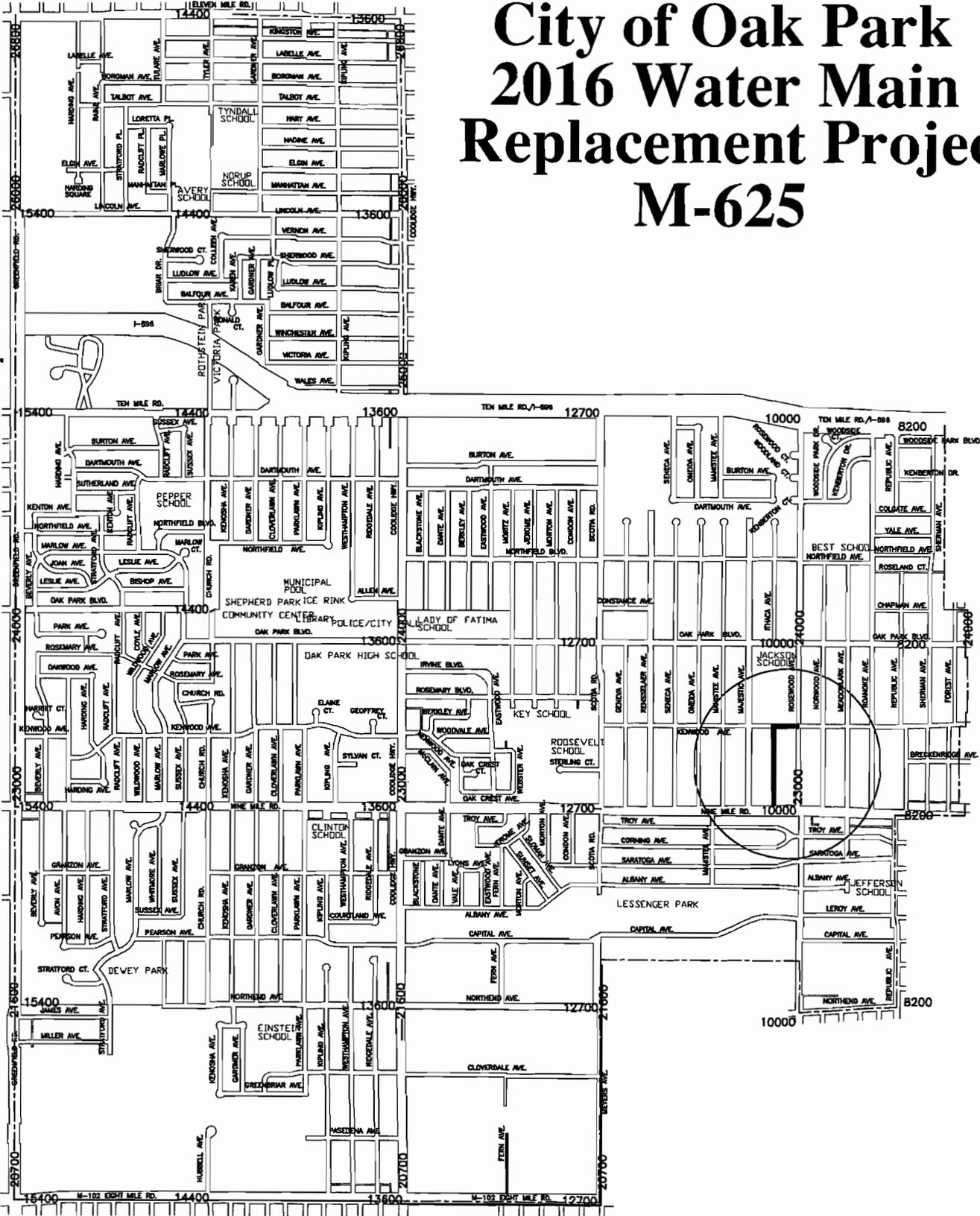
Accepted By: \_\_\_\_\_  
ADJ Excavating Inc.

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

\_\_\_\_\_  
Robert Barrett, Director of Technical & Planning Services  
City of Oak Park, Michigan

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

# City of Oak Park 2016 Water Main Replacement Project M-625



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** June 6, 2016**AGENDA #****SUBJECT:** Request authorization to bid the 2016 Sidewalk Replacement Project, M-627.**DEPARTMENT:** DPW – KJY**SUMMARY:** Bid documents are nearly complete for the 2016 Sidewalk Replacement Project, M-627. Attached is a map indicating the proposed sidewalk replacement area. The 2016 Sidewalk Replacement Program is part of the City of Oak Park's continual effort to improve the safety of pedestrian walkways.**FINANCIAL STATEMENT:** There is \$500,000 budgeted for Sidewalk Replacement in the 2016-17 budget. Based on current quantities of work and the increasing unit costs, we estimate this bid to come in around \$750,000. The majority of this work will be reimbursed to the City via special assessment.**RECOMMENDED ACTION:** It is recommended that the request to advertise for bids for 2016 Sidewalk Replacement Project, M-627 be approved. Funding is available in the Sidewalk Program Fund 451, with most of the work being reimbursed by special assessment to adjacent properties.**APPROVALS:**

City Manager: \_\_\_\_\_

Handwritten signature of the City Manager, appearing to be "Curtis".

Department Director: \_\_\_\_\_

Handwritten signature of the Department Director, appearing to be "KJY".

Finance Director: \_\_\_\_\_

**EXHIBITS:** map





**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN**

**AGENDA OF:** June 6, 2016                      **AGENDA #**

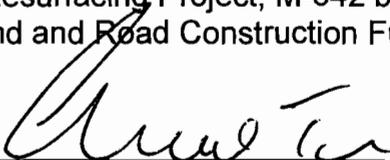
**SUBJECT:** Request authorization to bid the Scotia Resurfacing Project, M-642.

**DEPARTMENT:** DPW – KJY

**SUMMARY:** Plans and specifications are nearly complete for the Scotia Resurfacing Project, M-642. This project will mill and overlay Scotia Road from Oak Park Boulevard to 9 Mile Road.

**FINANCIAL STATEMENT:** There is \$550,000 budgeted for this project in the 2016-17 budget.

**RECOMMENDED ACTION:** It is recommended that the request to advertise for bids for Scotia Resurfacing Project, M-642 be approved. Funding is available in the Major Street Fund and Road Construction Fund for this project.

**APPROVALS:**  
City Manager: 

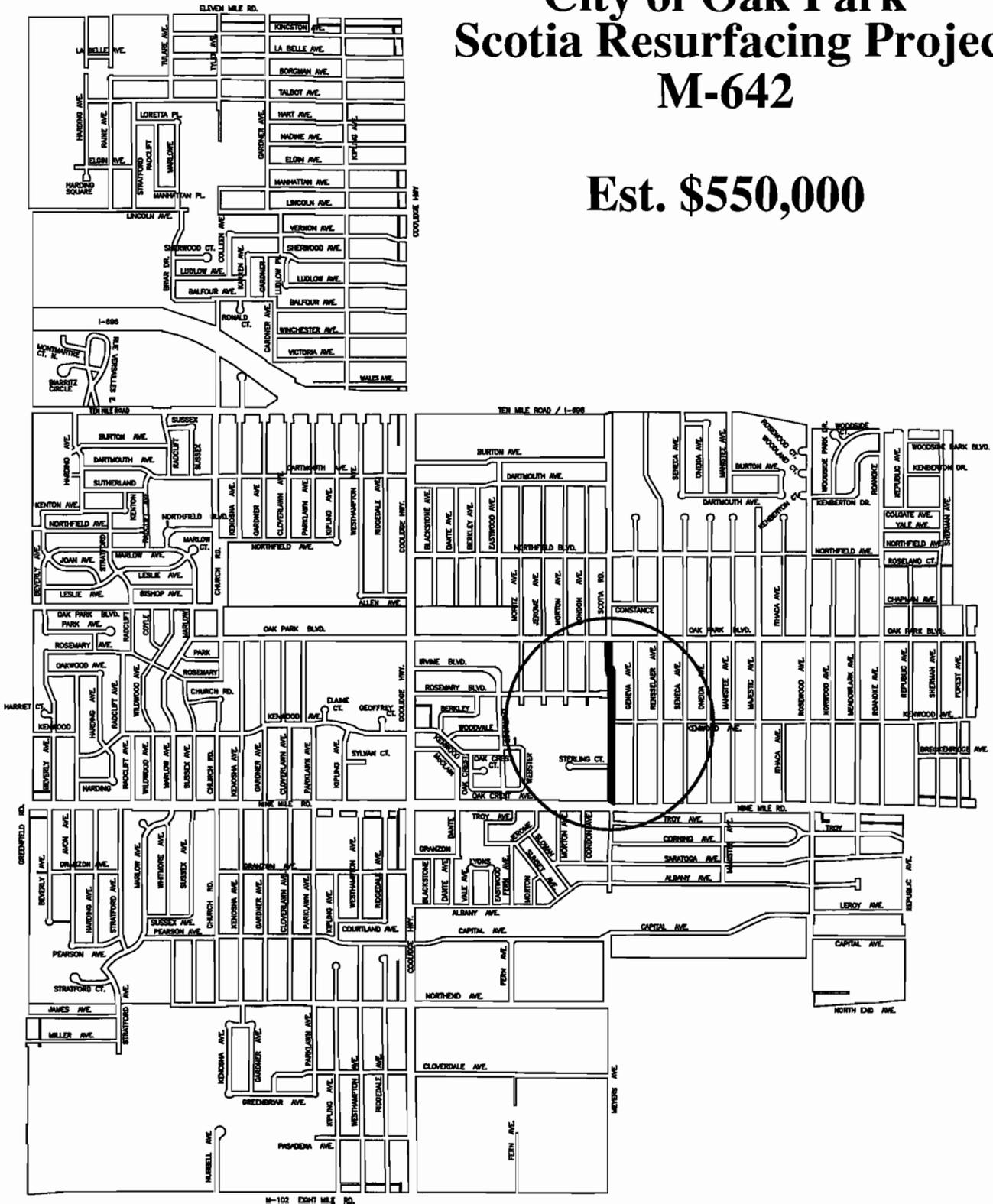
Department Director: 

Finance Director: \_\_\_\_\_

**EXHIBITS:** map

# City of Oak Park Scotia Resurfacing Project M-642

Est. \$550,000





**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN**

**AGENDA OF:** June 6, 2016 **AGENDA #**

**SUBJECT:** Proposed Change Order no. 1 and Payment Application no. 2 for the 2015 Shepherd Park Parking Lot Reconstruction Project, M-608.

**DEPARTMENT:** DPW/Technical & Planning – Engineering *KJY*

**SUMMARY:** Attached are Proposed Change Order no. 1 and Payment Application no. 2 for the 2015 Shepherd Park Parking Lot Reconstruction Project, M-608. To date, the project is approximately 97% complete.

<b><u>FINANCIAL STATEMENT:</u></b>	Original Contract Amount:	\$187,336.50
	Proposed Change Order no. 1:	<u>(\$54,269.04)</u>
	Current Contract Amount:	\$133,067.46
	Total Completed to Date:	\$133,067.46
	Less Retainage:	\$ 5,000.00
	Net Earned:	\$128,067.46
	Deductions:	\$ 0.00
	Balance:	\$128,067.46
	Payments to Date:	<u>\$117,487.46</u>
	Amount Due Nagle Paving Company:	\$ 10,580.00

**RECOMMENDED ACTION:** It is recommended that Proposed Change Order no. 1 to Nagle Paving Company for the 2015 Shepherd Park Parking Lot Reconstruction Project, M-608 be approved for the amount of (\$54,269.04). It is further recommended that Payment Application no. 2 for the same be approved for the amount of \$10,580.00. Funding is available in the Road Construction Fund for this expenditure.

**APPROVALS:**  
City Manager: *[Signature]*

Department Director: *[Signature]*

Finance Director: \_\_\_\_\_

**EXHIBITS:** Change Order no. 1, Payment Application no. 2, map of project area

**CHANGE ORDER**

<b>PROJECT:</b>	2015 Shepherd Park Parking Lot Replacement Project	<b>JOB NUMBER:</b>	M-608
<b>OWNER:</b>	City of Oak Park, Michigan	<b>CHANGE ORDER NO.:</b>	1
<b>CONTRACTOR:</b>	Nagle Paving Company 39525 West 13 Mile, Ste.300 Novi, MI 48377	<b>PAGE:</b>	1 OF 2

**TO THE CONTRACTOR:**

You are hereby directed to comply with the changes/extras to the contract documents.

This change order reflects work completed or anticipated. Further documentation supporting these changes is on file with the City Engineer.

**THE FOLLOWING ITEMS AND OR CONTRACT UNITS PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT**

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Increased Quantity	Quantity to Date	Increased Amount
2	Sewer Remove less than 24"	40	LFT	\$35.00	39.00	79.00	\$1,365.00
9	Sewer Classs IV 12" Trench Detail "B" astm 76, Modified SP	35	LFT	\$85.00	34.00	69.00	\$2,890.00
15	Underdrain Subgrade, Open Graded 6", Modified SP	60	LFT	\$30.00	30.00	90.00	\$900.00
22	Sidewalk Conc., Non-Reinf., 6" Concrete Sidewalk	280	SFT	\$8.00	875.00	1,135.00	\$7,000.00
28	Class A Topsoil and Seed	0	SYD	\$5.00	866.00	866.00	\$4,330.00
<b>Totals:</b>							<b>\$16,485.00</b>

**THE FOLLOWING ITEMS AND OR CONTRACT UNITS PRICES SHALL BE SUBTRACTED FROM THE CONTRACT AMOUNT**

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Decreased Quantity	Quantity to Date	Decreased Amount
4	Drainage Structure Removing, Modified SP	2	EACH	\$800.00	-1.00	1.00	-\$800.00
6	Subgrade Undercutting, Modified SP	100	CYD	\$60.00	-100.00	0.00	-\$6,000.00
7	Erosion Control, Inlet Protection, Fabric Drop, Modified SP	10	EACH	\$50.00	-7.00	3.00	-\$350.00
8	Aggregate Base Under 9" Conc. (6" 21AA Crush Limestone)	2,810	SYD	\$6.50	-1,295.56	1,514.44	-\$8,421.14
10	Drainage Structure 24" Inlet	2	EACH	\$1,700.00	-2.00	0.00	-\$3,400.00
12	Drainage Structure Cover	1,490	LBS	\$2.25	-370.00	1,120.00	-\$832.50
13	Adjusting Drainage Structure Cover Case 1, Modified SP	5	EACH	\$450.00	-2.00	3.00	-\$900.00
16	Sewer Trap 12", Modified SP	2	EACH	\$900.00	-1.00	1.00	-\$900.00
17	Hot Mix Asphalt, 13A, 2 inch, SP Leveling	140	TON	\$120.00	-6.41	133.59	-\$769.20
18	Hot Mix Asphalt, 13A, 2 inch, SP Topping	140	TON	\$120.00	-6.41	133.59	-\$769.20
19	Hand Patching	50	TON	\$40.00	-12.30	37.70	-\$492.00
20	Conc. Pavt., With Integral Curb & Gutter, Non-Reinf.7" Modified SP	310	SYD	\$60.00	-179.00	131.00	-\$10,740.00
21	24" Curb And Gutter Section, Non-Reinf. 7" Modified SP	2,640	LFT	\$12.50	-1,790.00	850.00	-\$22,375.00
23	Class A Sodding, Modified SP	1,200	SYD	\$6.00	-1,200.00	0.00	-\$7,200.00
25	Salvage Sign, Modified SP	30	EACH	\$15.00	-27.00	3.00	-\$405.00
27	Inspection Crew Days, Modified SP	20	DAY	\$320.00	-20.00	0.00	-\$6,400.00
<b>Totals:</b>							<b>(\$70,754.04)</b>

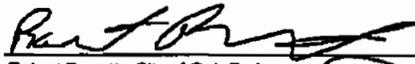
**CHANGE ORDER**

**PROJECT:** 2015 Shepherd Park Parking Lot  
Replacement Project  
**OWNER:** City of Oak Park, Michigan  
**CONTRACTOR:** Nagle Paving Company  
39525 West 13 Mile, Ste.300  
Novi, MI 48377

**JOB NUMBER:** M-608  
**CHANGE ORDER NO.:** 1  
**PAGE:** 2 OF 2

**SUMMARY**

Total Increase	\$16,485.00
Total Decrease	(\$70,754.04)
<hr/> Total Amount for Change Order No. 1:	<hr/> (\$54,269.04)
Original Contract Amount:	\$187,336.50
Proposed Change Order No. 1	(\$54,269.04)
<hr/> New Contract Amount	<hr/> \$133,067.46

 Robert Barrett - City of Oak Park	5/28/2015 Date
 Nagle Paving Company	5-21-15 Date

## PAYMENT APPLICATION

**PROJECT:** 2015 Shepherd Park Parking Lot Replacement Project  
**OWNER:** City of Oak Park, Michigan  
**CONTRACTOR:** Nagle Paving Company  
 39525 West 13 Mile, Suite 300  
 Novi, MI 48377  
 248-553-0600

**JOB NUMBER:** M-608  
**APPLICATION NO.:** 2  
**PERIOD ENDING:** 4/30/16  
**PAGE:** 1 OF 2

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Period Quantity	Period Amount	Quantity To Date	Amount To Date
1	MOBILIZATION, 5% MAX	1	LSUM	\$6,500.00	0.00	0.00	1.00	6,500.00
2	SEWER REMOVE LESS THAN 24"	40	LFT	\$35.00	0.00	0.00	79.00	2,765.00
3	PAVEMENT REMOVAL, MODIFIED SP	1,750	SYD	\$8.00	0.00	0.00	1,750.00	14,000.00
4	DRAINAGE STRUCTURE REMOVING, MODIFIED SP	2	EA	\$800.00	0.00	0.00	1.00	800.00
5	MACHINE GRADING, MODIFIED SP	2	STA	\$6,200.00	0.00	0.00	1.97	12,214.00
6	SUBGRADE UNDERCUTTING, MODIFIED SP	100	CYD	\$60.00	0.00	0.00	0.00	0.00
7	EROSION CONTROL, INLET PROTECTION, FABRIC DROP MODIFIED SP	10	EA	\$50.00	0.00	0.00	3.00	150.00
8	AGGREGATE BASE UNDER 9" CONC. (6" 21AA CR LIMESTONE)	2,810	SYD	\$6.50	0.00	0.00	1,514.44	9,843.86
9	SEWER CLASS-IV, 12" TRENCH DETAIL "B" ASTM 76, MODIFIED SP	35	LFT	\$85.00	0.00	0.00	69.00	5,865.00
10	DRAINAGE STRUCTURE 24" INLET	2	EA	\$1,700.00	0.00	0.00	0.00	0.00
11	DRAINAGE STRUCTURE 48" DIAMETER	1	EA	\$2,500.00	0.00	0.00	1.00	2,500.00
12	DRAINAGE STRUCTURE COVER	1,490	LBS	\$2.25	0.00	0.00	1,120.00	2,520.00
13	ADJUSTING DRAINAGE STRUCTURE COVER CASE 1, MODIFIED SP	5	EA	\$450.00	0.00	0.00	3.00	1,350.00
14	SEWER BULKHEAD 12" AND UNDER, MODIFIED SP	1	EA	\$450.00	0.00	0.00	1.00	450.00
15	UNDERDRAIN SUBGRADE, OPEN GRADED 6", MODIFIED SP	60	LFT	\$30.00	0.00	0.00	90.00	2,700.00
16	SEWER TRAP 12", MODIFIED SP	2	EA	\$900.00	0.00	0.00	1.00	900.00
17	HOT MIX ASPHALT, 13A, 2 INCH, SP LEVELING	140	TON	\$120.00	0.00	0.00	133.59	16,030.80
18	HOT MIX ASPHALT, 13A, 2 INCH, SP TOPPING	140	TON	\$120.00	0.00	0.00	133.59	16,030.80
19	HAND PATCHING	50	TON	\$40.00	0.00	0.00	37.70	1,508.00
20	CONC. PAVT., WITH INTEGRAL CURB & GUTTER, NON REINF. 7", MODIFIED S	310	SYD	\$60.00	0.00	0.00	131.00	7,860.00
21	24" CURB AND GUTTER SECTION, NON-REINF. 7 INCH, MODIFIED SP	2,640	LFT	\$12.50	0.00	0.00	850.00	10,625.00
22	SIDEWALK CONC. NON-REINF. 6" CONCRETE SIDEWALK	260	SFT	\$8.00	0.00	0.00	1,135.00	9,080.00
23	CLASS A SODDING, MODIFIED SP	1,200	SYD	\$6.00	0.00	0.00	0.00	0.00
24	MINOR TRAFFIC DEVICES, MODIFIED SP, 5% MAX	1	LSUM	\$2,500.00	0.00	0.00	1.00	2,500.00
25	SALVAGE SIGN, MODIFIED SP	30	EA	\$15.00	0.00	0.00	3.00	45.00
26	PROJECT CLEAN UP, 5% MAX	1	LSUM	\$2,500.00	0.50	1,250.00	1.00	2,500.00
27	INSPECITON CREW DAYS, MODIFIED SP	\$320.00	DAY	20.00	0.00	0.00	0.00	0.00
28	CLASS A TOPSOILD AND SEED	\$0.00	SYD	5.00	866.00	4,330.00	866.00	4,330.00

**\$5,580.00**

**\$133,067.46**

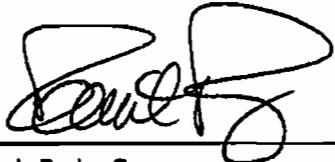
**PROJECT:** 2015 Shepherd Park Parking Lot Replacement Project  
**OWNER:** City of Oak Park, Michigan  
**CONTRACTOR:** Nagle Paving Company  
39525 West 13 Mile, Suite 300  
Novi, MI 48377

**JOB NUMBER:** M-608  
**APPLICATION NO.:** 2  
**PERIOD ENDING:** 4/30/16  
**PAGE:** 2 OF 2

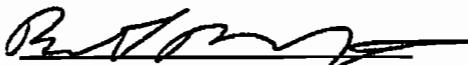
Original Contract Amount: \$187,336.50  
Proposed Change Order #1: (\$54,269.04)  
New Contract Amount: \$133,067.46

Earnings This Period: \$5,580.00  
Total Earnings to Date: \$133,067.46  
Less Retainage: \$5,000.00  
Net Earned: \$128,067.46  
Deductions: \$0.00  
Balance: \$128,067.46  
Payments to Date: \$117,487.46  
**Amount Due: \$10,580.00**

Accepted By:

  
\_\_\_\_\_  
Nagle Paving Company

Date: 5-24-16

  
\_\_\_\_\_  
Robert Barrett, Director of Technical & Planning Services  
City of Oak Park, Michigan

Date: 5/25/2016



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN**

**AGENDA OF:** June 6, 2016 **AGENDA #**

**SUBJECT:** Proposed Change Order no. 1 and Payment Application no. 3 for the 2015-16 Miscellaneous Concrete Repair Project, M-621.

**DEPARTMENT:** DPW/Technical & Planning – Engineering *KJY*

**SUMMARY:** Attached are Proposed Change Order no. 1 and Payment Application no. 3 for the 2015-16 Miscellaneous Concrete Repair Project, M-621. The proposed Change Order is a reduction due to final, as-constructed measurements. The project is now approximately 99% complete.

<b>FINANCIAL STATEMENT:</b>	Original Contract Amount:	\$ 268,334.80
	Proposed Change Order no. 1:	<u>(\$ 4,832.65)</u>
	New contract amount:	\$ 263,502.15
	Total Completed to Date:	\$ 263,502.15
	Less Retainage:	\$ 1,000.00
	Net Earned:	\$ 262,502.15
	Deductions:	\$ 0.00
	Balance:	\$ 262,502.15
	Payments to Date:	<u>\$ 149,722.99</u>
	Amount Due Mattioli Cement Company, LLC.:	\$ 112,779.16

**RECOMMENDED ACTION:** It is recommended that Proposed Change Order no. 1 for the 2015-16 Miscellaneous Concrete Repair Project, M-621 to Mattioli Cement Company, LLC be approved for the amount of (\$4,832.65). It is further recommended that Payment Application no. 3 for the same be approved for \$112,779.16. Funding is available in the Water & Sewer Fund and Local Street Fund for this project.

**APPROVALS:** *[Signature]*  
City Manager: \_\_\_\_\_

Department Director: *[Signature]* \_\_\_\_\_

Finance Director: \_\_\_\_\_

**EXHIBITS:** Change Order no. 1 and Payment Application no. 3

# CHANGE ORDER

**PROJECT:** 2015-2016 Miscellaneous Concrete Project  
**OWNER:** City of Oak Park, Michigan  
**CONTRACTOR:** Mattioli Cement Company, LLC.  
 6085 McGuire Road  
 Fenton, MI 48430

**JOB NUMBER:** M-621  
**CHANGE ORDER NO.:** 1  
**PAGE:** 1

**TO THE CONTRACTOR:**

You are hereby directed to comply with the changes/extras to the contract documents.  
 This change order reflects work completed or anticipated. Further documentation supporting these changes is on file with the City Engineer.

**THE FOLLOWING ITEMS AND OR CONTRACT UNITS PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT**

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Increased Quantity	Quantity to Date	TOTAL Amount
3	SIDEWALK CONC. NON-REINF 6" SIDEWALK/DRIVE APPROACH	750	SFT	\$ 5.18	907.17	1,657.17	\$ 4,699.14
4	SIDEWALK CONC. NON-REINF 4" SIDEWALK	1,000	SFT	\$ 4.59	942.50	1,942.50	\$ 4,326.08
5	CONC. PVMT 24" CURB & GUTTER SECTION NON REINF 9" CONC.	50	LFT	\$ 38.88	67.50	117.50	\$ 2,624.40
6	ADJUSTING DRAINAGE STRUCTURES	5	EA	\$ 432.00	1.00	6.00	\$ 432.00
7	CAST IN PLACE DETECTABLE/TACTILE WARNING SURFACE	40	SFT	\$ 25.92	8.00	48.00	\$ 207.36
9	AGGREGATE BASE UNDER 4" & 6" & 9" CONC. (3" 21AA CR LIMESTONE)	250	SYD	\$ 4.32	2,549.18	2,799.18	\$ 11,012.46
14	ARROW BOARD (EACH)	15	DAY	\$ 100.00	72.00	87.00	\$ 7,200.00
16	ELGIN PARKING EXTRA	-	EACH	\$ 1,500.00	1.00	1.00	\$ 1,500.00
17	KINGSTON ROAD	-	LSUM	\$ 17,638.40	1.00	1.00	\$ 17,638.40
<b>TOTALS</b>							<b>\$ 49,639.84</b>

**THE FOLLOWING ITEMS AND OR CONTRACT UNITS PRICES SHALL BE SUBTRACTED FROM THE CONTRACT AMOUNT**

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Decreased Quantity	Quantity to Date	TOTAL Amount
1	REMOVE CONCRETE PAVEMENT	3,600	SYD	\$ 9.72	-206.03	3,393.97	\$ (2,002.61)
2	CONCRETE PVMT W/INT CURB & GUTTER, 9" CONC.	3,400	SYD	\$ 48.17	-441.42	2,958.58	\$ (21,263.20)
8	AGGREGATE BASE UNDER 9" CONC. (6" 21AA CR LIMESTONE)	3,350	SYD	\$ 6.48	-2,867.55	482.45	\$ (18,581.72)
10	DRAINAGE STRUCTURE COVER	760	LBS	\$ 1.90	-428.00	332.00	\$ (813.20)
13	INSPECTION CREW DAYS	30	DAY	\$ 320.00	-20.50	9.50	\$ (6,560.00)
15	COOLIDGE CONCRETE REMOVAL	325	SYD	\$ 30.28	-173.44	151.56	\$ (5,251.76)
<b>TOTALS</b>							<b>\$ (54,472.49)</b>

**SUMMARY**

Total Increase	\$ 49,639.84
Total Decrease	\$ (54,472.49)
<b>Total for Change Order No.1:</b>	<b>\$ (4,832.65)</b>
Contract Amount	\$ 268,334.80
Change Order No. 1:	\$ (4,832.65)
<b>New Contract Amount:</b>	<b>\$ 263,502.15</b>

*John M. De*  
 Mattioli Cement Company, LLC 5-20-16  
Date

*Robert Barrett*  
 Robert Barrett - City of Oak Park 5/23/2016  
Date

PAYMENT APPLICATION

PROJECT: 2015-2016 MISCELLANEOUS CONCRETE PROJECT (SPRING)

JOB NUMBER: M-621

OWNER: CITY OF OAK PARK, MICHIGAN

APPLICATION NO.: 3

CONTRACTOR: MATTIOLI CEMENT COMPANY,LLC  
6085 MCGUIRE ROAD  
FENTON, MI 48430

PERIOD ENDING: 5/12/2016

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT	PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	REMOVE CONCRETE PAVEMENT	3,600	SYD	\$ 9.72	1,241.18	\$ 12,064.27	3,393.97	\$32,989.39
2	CONCRETE PVMT W/INT CURB & GUTTER, 9" CONC.	3,400	SYD	\$ 48.17	1,137.36	\$ 54,786.63	2,958.58	\$142,514.80
3	SIDEWALK CONC. NON-REINF 6" SIDEWALK/DRIVE APPROACH	750	SFT	\$ 5.18	457.17	\$ 2,368.14	1,657.17	\$8,584.14
4	SIDEWALK CONC. NON-REINF 4" SIDEWALK	1,000	SFT	\$ 4.59	1,642.00	\$ 7,536.78	1,942.50	\$8,916.08
5	CONC. PVMT 24" CURB & GUTTER SECTION NON REINF 9" CONC.	50	LFT	\$ 38.88	0.00	\$ -	117.50	\$4,568.40
6	ADJUSTING DRAINAGE STRUCTURES	5	EA	\$ 432.00	2.00	\$ 864.00	6.00	\$2,592.00
7	CAST IN PLACE DETECTABLE/TACTILE WARNING SURFACE	40	SFT	\$ 25.92	32.00	\$ 829.44	48.00	\$1,244.16
8	AGGREGATE BASE UNDER 9" CONC. (6" 21AA CR LIMESTONE)	3,350	SYD	\$ 6.48	22.95	\$ 148.72	482.45	\$3,126.28
9	AGGREGATE BASE UNDER 4" & 6" & 9" CONC. (3" 21AA CR LIMESTONE)	250	SYD	\$ 4.32	1,150.39	\$ 4,969.68	2,799.18	\$12,092.46
10	DRAINAGE STRUCTURE COVER	750	LBS	\$ 1.90	0.00	\$ -	332.00	\$630.80
11	MINOR TRAFFIC DEVICES	1	LSUM	\$ 10,020.00	0.00	\$ -	1.00	\$10,020.00
12	PROJECT CLEAN UP	1	LSUM	\$ 756.00	0.50	\$ 378.00	1.00	\$756.00
13	INSPECTION CREW DAYS	30	DAY	\$ 320.00	7.00	\$ 2,240.00	9.50	\$3,040.00
14	ARROW BOARD (EACH)	15	DAY	\$ 100.00	49.00	\$ 4,900.00	87.00	\$8,700.00
15	COOLIDGE CONCRETE REMOVAL	325	SYD	\$ 30.28	22.95	\$ 694.93	151.56	\$4,589.24
16	ELGIN PARKING EXTRA	-	EACH	\$ 1,500.00	0.00	\$ -	1.00	\$1,500.00
17	KINGSTON ROAD	-	LSUM	\$ 17,638.40	1.00	\$ 17,638.40	1.00	\$17,638.40

Period Total Amount: \$ 109,418.99 Total Amount to Date: \$263,502.15

Original Contract Amount: \$ 268,334.80  
Change Order No. 1: \$ (4,832.65)  
Current Contract Amount: \$ 263,502.15

Earnings This Period: \$109,418.99

Total Earnings to Date: \$263,502.15

Less Retainage: \$1,000.00

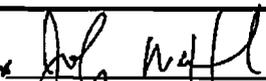
Net Earned: \$262,502.15

Deductions: \$0.00

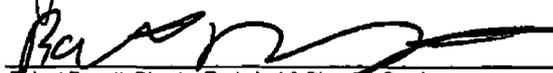
Balance: \$262,502.15

Payments to Date: \$149,722.99

AMOUNT DUE MATTIOLI CEMENT CO. SERVICES: \$112,779.18

Accepted By:   
Mattioli Cement Company

Date: 5-20-16

Approved By:   
Robert Barrett, Director Technical & Planning Services  
City of Oak Park, Michigan

Date: 5/23/2016

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** June 6, 2016**AGENDA #****SUBJECT:** Payment request from Orchard, Hiltz, & McCliment for Engineering Consulting Services.**DEPARTMENT:** DPW/Technical & Planning – Engineering *KJY***SUMMARY:** Attached are invoices from Orchard, Hiltz & McCliment for the project listed below:

Project	This Period	Prior Billings	To Date	Current Contract	Account Number
9 Mile Road Conceptual Plan & Traffic Analysis	\$18,234.50	\$20,005.25	\$38,239.75	\$57,500.00	202-18-479-801
CE – Oak Park Blvd & Lincoln Rehab	\$2,958.00	\$0.00	\$2,958.00	\$223,736.00	202-18-479-801
Traffic Signal Optimization	\$8,083.92	\$74,842.29	\$82,926.21	\$184,662.88	202-18-474-801
CE – Traffic Signal Construction	\$58,626.25	\$42,268.25	\$100,894.50	\$159,401.02	202-18-474-801
<b>Totals</b>	<b>\$87,902.67</b>	<b>\$137,115.79</b>	<b>\$225,018.46</b>	<b>\$625,299.90</b>	

**RECOMMENDED ACTION:** It is recommended that the invoices from OHM for the above listed projects be approved for the total amount of \$87,902.67. Funding is available in the above listed account.

**APPROVALS:**

City Manager: \_\_\_\_\_

Department Director: \_\_\_\_\_

Finance Director: \_\_\_\_\_

**EXHIBITS:** Invoices



**CITY OF OAK PARK**  
**Attn: Kevin Yee, City Engineer**  
**13700 OAK PARK BLVD.**  
**OAK PARK, MI 48237**

**Invoice Date:** 04/28/2016  
**Invoice #:** 177691  
**Project:** 0037-16-0011

**Project Name:** 9 Mile Road Concept Plans & Traffic Analysis

---

**For Professional Services Rendered through: 4/16/2016**

<i>Description</i>	<i>Fee</i>	<i>Prior Billed</i>	<i>Total Available</i>	<i>Current Billing</i>
0037160011 Professional Services	57,500.00	20,005.25	37,494.75	18,234.50
			<b>Amount Due This Invoice **</b>	<b>18,234.50</b>

---

**REMIT TO:**

OHM Advisors  
34000 PLYMOUTH RD  
LIVONIA, MICHIGAN 48150-1512

T 734.522.6711  
F 734.522.6427

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**CITY OF OAK PARK**  
**Attn: Kevin Yee, City Engineer**  
**13700 OAK PARK BLVD.**  
**OAK PARK, MI 48237**

**Invoice Date:** 04/28/2016  
**Invoice #:** 177691  
**Project:** 0037-16-0011

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**0037160011 Professional Services**

**Fixed Rates Labor**

<b>Classification</b>	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Associate	7.75	165.0000	1,278.75
Grad. Arch./Landscape Arch. I	89.75	81.0000	7,269.75
Grad. Arch./Landscape Arch. II	42.50	91.0000	3,867.50
Grad. Arch./Landscape Arch. III	34.25	112.0000	3,836.00
Planner Aide	34.00	53.0000	1,802.00
Professional Engineer/Architect I	1.00	116.0000	116.00
Professional Engineer/Architect II	0.50	129.0000	64.50
		<hr/>	<hr/>
	Fixed Rates Labor subtotal	209.75	18,234.50
	<b>Total Professional Services</b>		<b>18,234.50</b>

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**Total Project: 0037160011 - 9 Mile Road Concept Plans & Traffic Analysis** **18,234.50**

**REMIT TO:**

**OHM Advisors**  
34000 PLYMOUTH RD  
LIVONIA, MICHIGAN 48150-1512

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**CITY OF OAK PARK**  
**Attn: Kevin Yee, City Engineer**  
**13700 OAK PARK BLVD.**  
**OAK PARK, MI 48237**

**Invoice Date:** 05/02/2016  
**Invoice #:** 177829  
**Project:** 0037-15-0043

**Project Name:** CE - Oak Park Federal Aid Patching

---

**For Professional Services Rendered through: 4/23/2016**

<i>Description</i>	<i>Fee</i>	<i>Prior Billed</i>	<i>Total Available</i>	<i>Current Billing</i>
Const CA/CE	176,050.00	0.00	176,050.00	308.00
Transportation	5,700.00	0.00	5,700.00	2,650.00
Subconsultant	38,000.00	0.00	38,000.00	0.00
<b>Amount Due This Invoice **</b>				<b>2,958.00</b>

---

**REMIT TO:**

**OHM Advisors**  
34000 PLYMOUTH RD  
LIVONIA, MICHIGAN 48150-1512

**T 734.522.6711**  
**F 734.522.6427**

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**CITY OF OAK PARK**  
**Attn: Kevin Yee, City Engineer**  
**13700 OAK PARK BLVD.**  
**OAK PARK, MI 48237**

**Invoice Date:** 05/02/2016  
**Invoice #:** 177829  
**Project:** 0037-15-0043

**Const CA/CE**

**Fixed Rates Labor**

<i>Classification / Employee Name</i>	<i>Date</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Administrative Support				
JANISHA DAVIS	4/6/2016	1.00	57.0000	57.00
Clerical Aide				
JAYDE ORENZUK	4/6/2016	1.00	47.0000	47.00
Technician I				
VANESSA ASSI	4/20/2016	0.50	68.0000	34.00
	4/21/2016	2.50	68.0000	170.00
	Subtotal	3.00		204.00
	Fixed Rates Labor subtotal	5.00		308.00
	<b>Total Const CA/CE</b>			<b>308.00</b>

**Transportation**

**Fixed Rates Labor**

<i>Classification / Employee Name</i>	<i>Date</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Associate				
MARK R. LOCH	4/5/2016	4.00	165.0000	660.00
	4/8/2016	1.00	165.0000	165.00
	4/12/2016	1.00	165.0000	165.00
	4/13/2016	1.00	165.0000	165.00
	4/20/2016	0.50	165.0000	82.50
STEPHEN B. DEARING	4/8/2016	6.00	165.0000	990.00
	4/12/2016	1.00	165.0000	165.00
	Subtotal	14.50		2,392.50
Technician III				
JEREMY MARCERO	4/5/2016	2.50	103.0000	257.50
	Fixed Rates Labor subtotal	17.00		2,650.00
	<b>Total Transportation</b>			<b>2,650.00</b>

**Total Project: 0037150043 - CE - Oak Park Federal Aid Patching** **2,958.00**

**REMIT TO:**

OHM Advisors  
 34000 PLYMOUTH RD  
 LIVONIA, MICHIGAN 48150-1512

T 734.522.6711  
 F 734.522.6427

OHM-Advisors.com



**CITY OF OAK PARK**  
**Attn: Kevin Yee, City Engineer**  
**13700 OAK PARK BLVD.**  
**OAK PARK, MI 48237**

**Invoice Date:** 05/03/2016  
**Invoice #:** 177853  
**Project:** 0037-15-0060

**Project Name:** Signal Optimization of 36 Locations

Progress Billing #7 Percent Complete 44%

---

**For Professional Services Rendered through: 4/23/2016**

**Analysis of Costs**

Direct Salaries	884.61
Overhead % 174.49	1,543.57
FCC % 0.85	7.55
Total Direct Personnel	2,435.73
Total Other Direct Charges	
Total Costs	2,435.73
Fixed Fee	0.00
Total Charges/Fees	<u>2,435.73</u>
<b>Amount Due This Invoice **</b>	<b><u>2,435.73</u></b>

---

**REMIT TO:**

**OHM Advisors**

34000 PLYMOUTH RD  
LIVONIA, MICHIGAN 48150-1512

T 734.522.6711  
F 734.522.6427

OHM-Advisors.com



**CITY OF OAK PARK**  
**Attn: Kevin Yee, City Engineer**  
**13700 OAK PARK BLVD.**  
**OAK PARK, MI 48237**

**Invoice Date:** 05/03/2016  
**Invoice #:** 177853  
**Project:** 0037-15-0060

**Professional Fees**

**Fixed Rates Labor**

**Classification / Employee Name**

Professional Engineer/Architect IV  
 STEVEN M. LOVELAND

<b>Date</b>	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
4/4/2016	2.00	44.2308	88.46
4/5/2016	2.00	44.2308	88.46
4/7/2016	1.00	44.2308	44.23
4/11/2016	1.00	44.2308	44.23
4/12/2016	1.00	44.2308	44.23
4/13/2016	2.00	44.2308	88.46
4/14/2016	1.50	44.2308	66.35
4/15/2016	1.00	44.2308	44.23
4/18/2016	1.00	44.2308	44.23
4/19/2016	1.50	44.2308	66.35
4/22/2016	6.00	44.2308	265.38
<b>Subtotal</b>	<b>20.00</b>		<b>884.61</b>
<b>Fixed Rates Labor subtotal</b>	<b>20.00</b>		<b>884.61</b>
<b>Total Professional Fees</b>			<b>2,435.73</b>

**Project Totals      Hours:      20.00      Labor:      884.61**

**Total Project: 0037150060 - Signal Optimization of 36 Locations      2,435.73**

**REMIT TO:**

OHM Advisors  
 34000 PLYMOUTH RD  
 LIVONIA, MICHIGAN 48150-1512

T 734.522.6711  
 F 734.522.6427

OHM-Advisors.com



**CITY OF OAK PARK**  
**Attn: Kevin Yee, City Engineer**  
**13700 OAK PARK BLVD.**  
**OAK PARK, MI 48237**

**Invoice Date:** 04/11/2016  
**Invoice #:** 177317  
**Project:** 0037-15-0060

**Project Name:** Signal Optimization of 36 Locations

Progress Billing #6 Percent Complete 44%

---

**For Professional Services Rendered through: 3/26/2016**

**Analysis of Costs**

Direct Salaries	1,827.19
Overhead % 174.49	3,188.28
FCC % 0.85	15.55
Total Direct Personnel	5,031.02
Total Other Direct Charges	
Total Costs	5,031.02
Fixed Fee	617.17
Total Charges/Fees	5,648.19
<b>Amount Due This Invoice **</b>	<b>5,648.19</b>

---

**REMIT TO:**

OHM Advisors  
34000 PLYMOUTH RD  
LIVONIA, MICHIGAN 48150-1512

T 734.522.6711  
F 734.522.6427

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**CITY OF OAK PARK**  
**Attn: Kevin Yee, City Engineer**  
**13700 OAK PARK BLVD.**  
**OAK PARK, MI 48237**

**Invoice Date:** 04/11/2016  
**Invoice #:** 177317  
**Project:** 0037-15-0060

**Professional Fees**

**Fixed Rates Labor**

<i>Classification / Employee Name</i>	<i>Date</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Graduate Engineer I				
MATTHEW CLARK	3/7/2016	0.50	24.7500	12.38
<i>Optimization walkthrough meeting</i>				
	3/8/2016	7.00	24.7500	173.25
<i>Begin optimizing</i>				
	3/15/2016	4.50	24.7500	111.38
	3/16/2016	1.50	24.7500	37.13
	3/21/2016	4.50	24.7500	111.38
	3/22/2016	4.00	24.7500	99.00
	<b>Subtotal</b>	<b>22.00</b>		<b>544.52</b>
Professional Engineer/Architect IV				
STEVEN M. LOVELAND	2/29/2016	2.00	44.2308	88.46
	3/1/2016	1.00	44.2308	44.23
	3/2/2016	1.00	44.2308	44.23
	3/3/2016	1.00	44.2308	44.23
	3/4/2016	3.00	44.2308	132.69
	3/7/2016	2.00	44.2308	88.46
	3/10/2016	1.00	44.2308	44.23
	3/11/2016	2.00	44.2308	88.46
	3/14/2016	2.00	44.2308	88.46
	3/15/2016	2.00	44.2308	88.46
	3/16/2016	2.00	44.2308	88.46
	3/17/2016	2.00	44.2308	88.46
	3/21/2016	6.00	44.2308	265.38
	3/22/2016	2.00	44.2308	88.46
	<b>Subtotal</b>	<b>29.00</b>		<b>1,282.67</b>
	<b>Fixed Rates Labor subtotal</b>	<b>51.00</b>		<b>1,827.19</b>
	<b>Total Professional Fees</b>			<b>5,031.02</b>

**Project Totals      Hours:      51.00      Labor:      1,827.19**

**REMIT TO:**

OHM Advisors  
 34000 PLYMOUTH RD  
 LIVONIA, MICHIGAN 48150-1512

T 734.522.6711  
 F 734.522.6427

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**Total Project: 0037150060 - Signal Optimization of 36 Locations**

**5,648.19**

**REMIT TO:**

OHM Advisors  
34000 PLYMOUTH RD  
LIVONIA, MICHIGAN 48150-1512

T 734.522.6711  
F 734.522.6427

[OHM-Advisors.com](http://OHM-Advisors.com)



**CITY OF OAK PARK**  
**Attn: Kevin Yee, City Engineer**  
**13700 OAK PARK BLVD.**  
**OAK PARK, MI 48237**

**Invoice Date:** 04/11/2016  
**Invoice #:** 177316  
**Project:** 0037-14-0023

**Project Name:** CE Services for 8 Traffic Signals

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**For Professional Services Rendered through: 3/26/2016**

Transportation	995.50
Sub-Consultant	0.00
Construction	28,550.25
Survey	3,257.00
	<hr/>
<b>Amount Due This Invoice **</b>	<b>32,802.75</b>

---

**REMIT TO:**

**OHM Advisors**  
34000 PLYMOUTH RD  
LIVONIA, MICHIGAN 48150-1512

**T 734.522.6711**  
**F 734.522.6427**

**OHM-Advisors.com**



**CITY OF OAK PARK**  
**Attn: Kevin Yee, City Engineer**  
**13700 OAK PARK BLVD.**  
**OAK PARK, MI 48237**

**Invoice Date:** 04/11/2016  
**Invoice #:** 177316  
**Project:** 0037-14-0023

**Transportation**

**Fixed Rates Labor**

<i>Activity / Employee Name</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
5010 - Constr. Phase Eng. & Assistance			
Professional Engineer/Architect II	2.00	129.0000	258.00
Professional Engineer/Architect IV	3.00	160.0000	480.00
Technician III	2.50	103.0000	257.50
	7.50		995.50
<b>Fixed Rates Labor subtotal</b>			
<b>Total Transportation</b>			<b>995.50</b>

**Construction**

**Fixed Rates Labor**

<i>Activity / Employee Name</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
1010 - General Office			
Technician II	17.50	89.0000	1,557.50
501 - Gen. Contract Administration			
Graduate Engineer III	4.25	119.0000	505.75
Technician I	9.75	68.0000	663.00
508 - Elect/Traffic Utility Inspection			
Graduate Engineer I	31.00	103.0000	3,193.00
Technician III	135.00	103.0000	13,905.00
Technician IV	53.00	113.0000	5,989.00
6010 - Project Inspection			
Graduate Engineer III	23.00	119.0000	2,737.00
	273.50		28,550.25
<b>Fixed Rates Labor subtotal</b>			
<b>Total Construction</b>			<b>28,550.25</b>

**Survey**

**Fixed Rates Labor**

<i>Activity / Employee Name</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
327 - Staked Public Utilities			
Surveyor I	4.00	72.0000	288.00
344 - Restaked Mass Grading			
Graduate Surveyor	8.00	104.0000	832.00

**REMIT TO:**

OHM Advisors  
34000 PLYMOUTH RD  
LIVONIA, MICHIGAN 48150-1512

T 734.522.6711  
F 734.522.6427

OHM-Advisors.com





**CITY OF OAK PARK**  
**Attn: Kevin Yee, City Engineer**  
**13700 OAK PARK BLVD.**  
**OAK PARK, MI 48237**

**Invoice Date:** 05/03/2016  
**Invoice #:** 177852  
**Project:** 0037-14-0023

**Project Name:** CE Services for 8 Traffic Signals

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**For Professional Services Rendered through: 4/23/2016**

Transportation	800.00
Sub-Consultant	3,464.50
Construction	21,559.00
Survey	0.00

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**Amount Due This Invoice \*\* 25,823.50**

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**REMIT TO:**

**OHM Advisors**  
34000 PLYMOUTH RD  
LIVONIA, MICHIGAN 48150-1512

**T 734.522.6711**  
**F 734.522.6427**

**OHM-Advisors.com**



**CITY OF OAK PARK**  
**Attn: Kevin Yee, City Engineer**  
**13700 OAK PARK BLVD.**  
**OAK PARK, MI 48237**

**Invoice Date:** 05/03/2016  
**Invoice #:** 177852  
**Project:** 0037-14-0023

**Transportation**

**Fixed Rates Labor**

<i>Activity / Employee Name</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
1030 - Administration Professional Engineer/Architect IV	3.00	160.0000	480.00
1046 - Meetings Professional Engineer/Architect IV	2.00	160.0000	320.00
	5.00		800.00
<b>Fixed Rates Labor subtotal</b>			<b>800.00</b>
<b>Total Transportation</b>			<b>800.00</b>

**Sub-Consultant**

**Subconsultant**

<i>Vendor Name</i>	<i>Date</i>	<i>Invoice</i>	<i>Cost</i>	<i>Multiplier</i>	<i>Amount</i>
G2 Consulting Group LLC	4/23/2016	160552	3,464.50	1.00	3,464.50
					<b>3,464.50</b>
<b>Total Sub-Consultant</b>					<b>3,464.50</b>

**Construction**

**Fixed Rates Labor**

<i>Activity / Employee Name</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
1010 - General Office Graduate Engineer I	1.00	103.0000	103.00
Technician II	9.50	89.0000	845.50
107 - Project Meetings Technician II	1.50	89.0000	133.50
301 - Field Meeting Graduate Engineer I	1.00	103.0000	103.00
303 - Field Measuring Graduate Engineer I	15.00	103.0000	1,545.00
501 - Gen. Contract Administration Graduate Engineer III	16.00	119.0000	1,904.00
Technician I	6.75	68.0000	459.00
5010 - Constr. Phase Eng. & Assistance Technician III	2.50	103.0000	257.50

**REMIT TO:**

**OHM Advisors**  
**34000 PLYMOUTH RD**  
**LIVONIA, MICHIGAN 48150-1512**

**T 734.522.6711**  
**F 734.522.6427**

**OHM-Advisors.com**



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**Construction**

**Fixed Rates Labor**

<i>Activity / Employee Name</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
508 - Elect/Traffic Utility Inspection Graduate Engineer I	141.50	103.0000	14,574.50
509 - Soil Erosion Inspection Graduate Engineer I	2.00	103.0000	206.00
6010 - Project Inspection Graduate Engineer III	12.00	119.0000	1,428.00
			<hr/>
	Fixed Rates Labor subtotal	208.75	21,559.00
			<hr/>
	<b>Total Construction</b>		<b>21,559.00</b>

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**Total Project: 0037140023 - CE Services for 8 Traffic Signals**

**25,823.50**

**REMIT TO:**

OHM Advisors  
34000 PLYMOUTH RD  
LIVONIA, MICHIGAN 48150-1512

T 734.522.6711  
F 734.522.6427

OHM-Advisors.com

**CITY OF OAK PARK  
MICHIGAN  
APPLICATION FOR SPECIAL EVENT LICENSE**

Today's Date: 5/20/2016

**Applicant Information**

Applicant/Business Name: City of Oak Park

Applicant/Business Address: 14300 Oak Park Blvd.

Phone number: 248-691-7404

E-Mail Address: kmarrone@ci.oak-park.mi.us

Relation of applicant to business: employee

Has applicant ever been convicted of a felony?  Yes  No

**Owner Information**

Owner or manager of site: City of Oak Park

Phone: 248-691-7404

Names and addresses of partners or officers of corporation:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Event Information**

Proposed date(s) of event: July 7, 14, 21, and 28

Has this event been held previously?  Yes  No

Address or location of event: Shepherd Park Pavillion One

Is this a City owned park? Yes

If this event is to take place in a City owned park, have you received and do you agree to abide by the City's Parks and Recreation rules and regulations?  Yes  No

Nature, purpose, and detailed description of event: Summer Concert Series. Concerts in the park event held in shelter one

\_\_\_\_\_

\_\_\_\_\_

Will the event be open to the public?  Yes  No

If yes, please describe how so: Free and open to all

\_\_\_\_\_

\_\_\_\_\_

Estimated number of people attending event? 100

Hours of Event: Thursday evenings in July from 7 p.m. - 9:30 p.m.

Are you requesting to have a parade?  Yes  No **If yes, please attach a map of the parade route**

Where will the parade participants be walking?  Sidewalks  Streets

Will the parade require streets to be blocked off?  Yes  No

If yes, how many streets/intersections will need to be blocked : \_\_\_\_\_

Please attach a sign off from the residences located on the affected streets, indicating that they are aware of the event to take place, the date, times and location.

**Food Services**

Will food or beverages be sold at event?  Yes  No, if yes please list type(s) of food to be sold:

\_\_\_\_\_  
\_\_\_\_\_

Will the food be prepackaged or prepared on site: \_\_\_\_\_

**Please note:** *If your application is approved and you plan to prepare food on site, you will need to contact the Oakland County Health Department at 248-424-7000 for inspection. You will also need to provide temporary water services at the site where the food is prepared.*

**Mechanical Amusement**

Will there be any mechanical rides at event?  Yes  No, if yes, please provide the name and the address of amusement operators: \_\_\_\_\_

Will the event have a moonwalk?  Yes  No, if yes, please provide the name and address of Company/Entity providing moonwalk: \_\_\_\_\_

Will the event have video games, etc.? If so, please provide the names and address of company providing the Games: \_\_\_\_\_

**Please Note:** *You must provide proof of insurance for all mechanical rides, moonwalks, circus rides/games, etc. The City of Oak Park must be listed on the insurance certificate as "additionally insured." A copy of the City Ordinance with required liability insurance coverage for these events is attached. Also, certification by the State of Michigan Department of Labor is required for all mechanical amusement devices and rides.*

**Technical/Support**

Will the event require use of electrical supply source?  Yes  No, if yes, please describe:  
We will use plugs at the pavillion

Will sanitary facilities be required at event?  Yes  No

Will tent(s) be used at the event?  Yes  No, if yes, please state size(s) of tent:

Will the event have banners displayed?  Yes  No, if so, please provide the number of signs and dimension(s):

***Please Note: If a temporary generator or electric supply source is provided, you must provide an Electrical permit by a licensed electrical contractor. Also, you will need certification of flame spread rates of all canvas and/or cloth enclosures.***

***Other possible Special Event requirements include: additional application, inspection and bond fees, temporary sign permit.***

The fee for a Special Event application is \$100: The fee is non-refundable. Once an application is received, the City Clerk's Office will send copies of the application to the following departments: City Manager, Public Safety, Public Works, and Recreation. Each department will review the application and provide a written estimate of services they will need to provide, along with man-hours and costs (if any). The City Clerks' office will contact the applicant to inform them of the additional costs involved. At that time the applicant can decide whether or not to proceed with the event. If so, the event will be placed on the City Council agenda for approval.

Should any of the above information prove to be inaccurate or untruthful, it will be grounds to deny the applicant's request or revoke any approvals. I hereby certify the above information to be true and accurate to the best of my knowledge.

Kevin Marone  
Applicant's Signature

State of Michigan

ss

County of \_\_\_\_\_

Subscribed and sworn to before me, a Notary Public this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, by

\_\_\_\_\_.

My Commission expires: \_\_\_\_\_

\_\_\_\_\_  
Notary Public

**SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION**

**(Summer Concert Series – Shepherd Park – Pavillion One)**

**DATE: July 7, 14, 21, and 28, 2016**

<u>DEPARTMENT</u>	<u>SERVICES</u>	<u>ESTIMATED HOURS</u>	<u>ESTIMATED COST</u>
<b>TECHNICAL AND PLANNING</b>  <i>Rob Barrett</i>	None	None	none
<b>PUBLIC SAFETY</b>  <i>Steve Cooper</i>	Public Safety will make periodic checks as part of daily activities	1/2hr per event	N/A
<b>RECREATION</b>  <i>Laurie Stasiak</i>	Recreation will schedule a Park Ranger during the time of the concert and to make sure the shed is clean prior to and after event at \$10 per hour. Rental Shed 1	Time: 4 pm – 9:30 pm (5.5 hrs) x 4 nights  \$100 x 4 nights	\$220  \$400
<b>DPW</b>  <i>Kevin J. Yee</i>	None expected	N/A	N/A
<b>ADDITIONAL</b>  <i>Administration</i>			\$100 application fee waiver requested

**CITY OF OAK PARK  
MICHIGAN  
APPLICATION FOR SPECIAL EVENT LICENSE**

Today's Date: May 23, 2016

**Applicant Information**

Applicant name: City of Oak Park, Arts and Cultural Commission Event  
 Applicant address: Dept. of Community Engagement, City Hall, 14300 Oak Park Blvd., Oak Park, MI 48237  
 Phone number: (248) 691-7589, Denise DeSantis Email: ddesantis@oakparkmi.gov

Relation of applicant to business: Director of Community Engagement and Public Information and Staff Liaison to the Arts and Cultural Commission

Has applicant ever been convicted of a felony? No.

**Owner Information**

Owner or manager of site: City of Oak Park Phone: (248) 691-7401

Names and addresses of partners or officers of corporation:

\_\_\_\_\_

\_\_\_\_\_

**Event Information**

Name of Event: Dancing in the Park  
 Proposed date(s) of event: Thursday evenings, June 9, 16, 23 and 30, 2016

Address or location of event: Shepherd Park Pavillion One

Is this a City owned park? Yes

If this event is to take place in a City owned park, have you received and do you agree to abide by the City's Parks and Recreation rules and regulations? X Yes      No.

Nature, purpose and detailed description of event: Dancing in the Park Series on Thursday evenings. Hold Thursday night music concerts in Shepherd Park Pavillion One where people can enjoy the DJ music and/or dance the evening away. This is similar to the successful Concerts in the Park, but with a DJ playing music.

Will the event be open to the public? If so, please describe: Yes

Estimated number of people attending event: This event is free and open to the public.

Hours of operation: 7 p.m. to 8:30 p.m., Set-up to begin at 5:30 p.m.

Items to be displayed or sold: No items will be sold at the event.

Are you requesting to have a parade? \_\_\_ Yes X No. If yes, please attach a map of the parade route.

Where will the parade participants be walking? \_\_\_ Sidewalks \_\_\_ Streets

Will the parade require streets to be blocked off? \_\_\_ Yes \_\_\_ No

If yes, how many streets/intersections will need to be blocked: \_\_\_\_\_

Please attach a sign off from the residences located on the affected streets, indicating that they are aware of the event to take place, the date, times and location.

**Food Services**

Will food or beverages be sold at event? \_\_\_ Yes X No. If so, please list type(s) of food to be sold:  
\_\_\_\_\_

Will the food be prepackaged or prepared on site: \_\_\_\_\_

**Please note:** *If your application is approved and you plan to prepare food on site, you will need to contact the Oakland County Health Department at 248-424-7000 for inspection. You will also need to provide temporary water services at the site where the food is prepared.*

**Mechanical Amusement**

Will there be any mechanical rides at event? \_\_\_ Yes X No. If so, please provide the name and address of amusement operators: \_\_\_\_\_

Will the event have a moonwalk? \_\_\_ Yes X No. If so, please provide the name and address of company/entity providing moonwalk: \_\_\_\_\_

Will the event have video games, etc.? \_\_\_ Yes X No. If so, please provide the names and address of company providing the games: \_\_\_\_\_

**Please Note:** *You must provide proof of insurance for all mechanical rides, moonwalks, circuses, etc. The City of Oak Park must be listed on the insurance certificate as "additionally insured." A copy of the City Ordinance with required liability insurance coverage for these events is attached. Also, certification by the State of Michigan Department of Labor is required for all mechanical amusement devices and rides.*

**Technical/Support**

Will the event require use of electrical supply source?  Yes \_\_\_ No. If so, please describe:

\_\_\_\_\_

Will sanitary facilities be required at event?  Yes \_\_\_ No.

Will tent(s) be used at the event? If so, please state size(s) of tent: \_\_\_ Yes  No. if yes, please state size(s) of tent: \_\_\_\_\_

Will the event have banners displayed? \_\_\_ Yes  No. If so, please provide the number of signs and dimension(s): \_\_\_\_\_

\_\_\_\_\_

***Please Note: If a temporary generator or electric supply source is provided, you must provide an Electrical permit by a licensed electrical contractor. Also, you will need certification of flame spread rates of all canvas and/or cloth enclosures.***

***Other possible Special Event requirements include: additional application, inspection and bond fees.***

The fee for a Special Event application is \$100: \$25 of this amount is non-refundable. If the City does not approve the application, remaining \$75 will be returned to applicant. Once an application is received, the City Clerk's Office will send copies of the application to the following departments: City Manager, Public Safety, Public Works, Recreation and DPW. Each department will review the application and provide a written estimate of services they will need to provide, along with man-hours and costs (if any). The City Manager's office will contact the applicant to inform them of costs involved. At that time the applicant can decide whether or not to proceed with the event. If so, the event will be placed on the next City Council agenda for approval. If applicant decides not to proceed with the event, they will receive a \$75.00 refund.

Please Note, The members of the Arts and Cultural Commission are respectfully requesting that the Special Event Use License Fee be waived as it is a City of Oak Park Board and Commission sponsored event.

Should any of the above information prove to be inaccurate or untruthful, it will be grounds to deny the applicant's request or revoke any approvals. I hereby certify the above information to be true and accurate to the best of my knowledge.



Applicant's Signature

State of Michigan

ss

County of \_\_\_\_\_

Subscribed and sworn to before me, a Notary Public this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, by

\_\_\_\_\_.

My Commission expires: \_\_\_\_\_

Notary Public



RECREATION DEPARTMENT  
 14300 OAK PARK BLVD, OAK PARK, MI 48237  
 Phone: 248-691-7555 Email: RecOffice@ci.oak-park.mi.us  
 Office Hours: Monday – Thursday from 9-1PM & 2-5PM

## 2016 PARK SHELTER RENTAL AGREEMENT

Name of Rental Group: City of Oak Park, Arts and Cultural Commission

Date: May 23, 2016 Name of Group Representative: Denise DeSantis, Director of  
 Community Engagement and Commission Staff Liaison

Address: 14000 Oak Park Blvd., Oak Park, MI 48237 (Staff) Res      Non-Res     

Phone: (248) 691-7589 Email: ddesantis@oakparkmi.us Est. # People: 100

Activity Planned: Dancing in the Park/DJ Music Day/Date of Rental: June 9, 16, 23 and 30,  
 2016 from 5:30 to 8 p.m.

Circle Shelter Request: Shelter 1                      Shelter 2                      Shelter 3

Circle Time Request: 9AM-3PM                      4PM-10PM                      9AM-10PM (10% discount)

	<u>Shelter 1</u>	<u>Shelter 2</u>	<u>Shelter 3</u>
<b>RESIDENT:</b>			
6 Hours	\$100	\$75	\$60
13 Hours	\$180	\$135	\$108
<b>NON-RESIDENT:</b>			
6 Hours	\$130	\$105	\$90
13 Hours	\$234	\$189	\$162

*Moonwalk/Inflatables*

Application & Insurance Received  
 \*See Attached Forms

Staff Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**A 10% discount for booking both time blocks from 9 AM to 10 PM. Kitchen for Shelter 1 is available for weekend rentals only.**

Rental Fee: City Event                      Deposit Fee: \$50                      Receipt #                     

The undersigned hereby verifies that he/she (1) has authority to sign this permit for the above name organization, (2) has read the rules and regulations relative to use of the shelter and agrees to all arrangements therein stated, and will perform the necessary clean up of the facility following its use, (3) a deposit for damages is required. The undersigned further understands that failure to comply with all agreements herein or falsification of any information on this permit will be grounds for denial of this or any future shelter requests.

X

I have received a copy of the Park Shelter Policy and Fees and understand violation of the contract can result in loss of all rental fees and rental deposit.

(Initials)

slazllp  
Date

Denise DeSantis  
Renter Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Recreation Staff



## 2016 PARK SHELTER POLICY AND RENTAL AGREEMENT

MAY 14, 2016 – SEPTEMBER 30, 2016

- TIME:** 9 AM – 3 PM Shelters closed between 3 - 4 PM for cleaning.  
4 PM – 10 PM
- RENTAL FEES:** All fees are due at time of reservations. Cash and Credit only for Nov-Jan 2016 reservations. Make checks payable to the "City of Oak Park". We do not accept checks 6 weeks or less prior to a rental date.
- DAMAGE DEPOSIT:** \$50 *Damage Deposit due at time of reservation. If shelter is left in good order, the damage deposit will be returned by check 4 weeks after rental to the mailing address on the rental agreement.*

### RENTAL FEES

#### Shelter Options

	<u>Shelter 1</u>	<u>Shelter 2</u>	<u>Shelter 3</u>
<b>RESIDENT:</b>	\$100	\$75	\$60
<b>NON-RESIDENT:</b>	\$130	\$105	\$90

Fee is per 6 hour block. A 10% discount for booking both time blocks from 9 AM to 10 PM. Kitchen for Shelter 1 is available for weekend rentals only.

\*Tax Exempt Rate: 50% of the rate listed – weekday rentals only (must provide current 501C3 paperwork)

\*\*1\* (2) two weeks of June (M-F only): Free to Oak Park School Groups

\*\*1\* (2) two weeks of June (M-F only): 50% of resident rate to non-Oak Park School Groups.

- LOCATION:** Shelter 1 is located at Church & Northfield – Only shelter with electricity.  
Shelter 2 is located at Northfield & Parklawn  
Shelter 3 is located behind the Ice Arena

- REFUNDS & CANCELLATIONS:** There are no refunds given due to rain or poor weather conditions.  
*A \$5 cancellation fee is applied to all refund requests. In addition, the fees below apply:*

*Cancellations: 2 to 3 weeks prior to rental is subject to a 50% cancellation fee  
3 – 5 days prior to the rental date, group will forfeit a 75% cancellation fee.  
Cancellations made 48 hours before the rental date group will forfeit the entire rental fee.*

- PERMIT:** Each group using the Park Shelter Facilities will be issued a permit, which must be presented to City Employees (Park Rangers) or Public Safety Officers upon request the day of the rental.

The City reserves the right throughout the designated rental period to maintain upon said premises such representatives, agents, employees, or Public Safety Officers as it shall deem proper for any purpose whatsoever and shall have the right to terminate the rental without notice in the event of any violation of the terms and policy. Any individual or group will be limited to one rental per month on weekends or holidays.

Use of the shelters before May 14th or after September 30 is on a first come first serve basis. Restrooms will only be open, if other Department programs/events are scheduled.

The restrooms are **NOT** for the exclusive use of Park Shelter Rentals. Restrooms will be shared with other park visitors.

**CAPACITY  
& EQUIPMENT:**

The size of each rental is limited to 200 people for Shelter 1 and 150 people for shelter 2, and 25 people for Shelter 3. Renting a shelter that does not meet your attendance may result in forfeiture of the \$50 rental deposit. Picnic tables are provided under the shelter for the shelter rental.

Rental of the Park Shelter and the Community Center by the same group at the same time must be approved by the Recreation Director.

**MISC. INFO:**

Rental parties have **NO** special privileges at the Oak Park Municipal Pool. Rental party members **MUST** abide by all rules at the Oak Park Municipal Pool. If you leave the pool area to come back to your rental party, you **MUST** pay to re-enter pool.

The Department of Recreation Program activities shall have preference on use of the Park Shelter. Rental groups shall be defined to include all agents, representatives, and other persons attending the function sponsored on said premises by the party or individual making application and renting the Park Shelter.

Rental of the Shelter will be on a first come, first served basis according to availability.

**NO** caution tape, or any tape, or rope can be used to designate your area for the rental - Park rangers or Public Safety will remove the taped off areas.

No tents larger than 10 X 10 are allowed in the park (*Maximum of two tents per party*). If using a tent, a City employee (Park Rangers), or Public Safety must be able to visibly see through from all sides of the tent. Staking your tent into the ground is prohibited. Cinder blocks or sand bags are recommended.

Rental group shall agree to leave the premises in good order and reasonably clean (table's clean, trash removed from the floor and placed in trash containers) and to have group's property or equipment (or any such property or equipment contracted for) removed from the premises according to time of rental. This includes any type of signs, which the rental group may have posted on city property.

No alterations or additions in or to the premises shall be made (including caution tape to designate your party's boundaries); no holes shall be made or drilled in any part of the structure for any purpose. No signs shall be nailed, tacked or otherwise affixed to trees. Any signs taped on tables or stuck in the ground must be taken down at the end of the rental and properly disposed of. There shall be deemed no extension of the rental period designated except as expressed in writing and signed by the department. Rental groups are responsible for all equipment, valuables, and clothing left in the Park Shelter.

Rental groups comprising of 17 year olds and younger must have one adult present for 20 patrons or less. One more adult will be required for each additional 20 patrons or fraction thereof.

Solicitation of funds, gambling, and serving **ALCOHOLIC BEVERAGES** are **NOT PERMITTED**. No group shall bring animals to the park, such as ponies, to provide pony rides for their picnic. Loudspeakers or amplification equipment must be turned off no later than 9:30 pm. At no time, shall loudspeakers and/or amplifiers be at a noise level, so as to annoy other users of the park and residents living near the park. Any group using a fryer must take oil with them at conclusion of rental.

Moonwalks/Inflatable or other amusements of this nature will be permitted only if the renter provides the city with a copy of the insurance policy from the moonwalk company naming the City of Oak Park as the additionally insured party and the following MOONWALK/INFLATABLE AGREEMENT filled out completely and returned to the City Recreation Department 4 business days prior to your scheduled event.

**The Moonwalk agreement must be on file 4 business days prior to your scheduled rental party or the moonwalk/inflatable CANNOT be erected on the City of Oak Park premises - NO EXCEPTIONS.**

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**APPLICATION/AGREEMENT FOR USE OF MOONWALKS/INFLATABLES**

**Oak Park Recreation Department**  
14300 Oak Park Blvd, Oak Park, MI 48237  
Phone: (248) 691-7555 Fax: (248) 691-7156  
Recoffice@ci.oak-park.mi.us

The MOONWALKS/INFLATABLES AGREEMENT must be on file **FOUR (4) BUSINESS DAYS** prior to your scheduled rental party. No Exception. Party MUST have copy of insurance with them on day of rental

The following rental application/agreements must have the following document attached.

**A COPY OF THE INSURANCE POLICY FROM THE MOONWALK/INFLATABLE COMPANY NAMING THE CITY AS THE ADDITIONAL INSURED PARTY.**

Organization/Party Name \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ No of Persons \_\_\_\_\_

Moonwalk/Inflatable Company name \_\_\_\_\_ Company Phone \_\_\_\_\_

Dates Shelter Rental/Community Center is Requested \_\_\_\_\_ Permit # \_\_\_\_\_

Hours \_\_\_\_\_ to \_\_\_\_\_

Desired Location of Moonwalk/Inflatable in Shepherd Park \_\_\_\_\_

       I have received a copy of the Park and/or Community Center Policy & Procedures.

Applicant Signature \_\_\_\_\_ Date of Application \_\_\_\_\_

**Agreement MUST be on file 4 business days prior to your event. NO EXCEPTIONS!**

**OFFICE USE ONLY**

\_\_\_\_\_ Approved          \_\_\_\_\_ Rejected          \_\_\_\_\_ Initials/Supervisor

Comments: \_\_\_\_\_

**CITY OF OAK PARK DEPARTMENT OF RECREATION**  
(248) 691-7555 or recoffice@ci.oak-park.mi.us

**SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION**  
**Arts and Cultural Commission Event**  
**(Dancing in the Park Series – Shepherd Park – Pavillion One)**

**DATE: June 9, 16, 23, and 30, 2016**

<u>DEPARTMENT</u>	<u>SERVICES</u>	<u>ESTIMATED HOURS</u>	<u>ESTIMATED COST</u>
<b>TECHNICAL AND PLANNING</b> <i>Rob Barrett</i>	N/A	N/A	N/A
<b>PUBLIC SAFETY</b> <i>Steve Cooper</i>	Public Safety will make periodic checks as part of daily activities	1/2hr per event	N/A
<b>RECREATION</b> <i>Laurie Stasiak</i>	Recreation will schedule a Park Ranger during the time of the concert and to make sure the shed is clean prior to and after event at \$10 per hour. Rental Shed 1	Time: 4 pm – 9:30 pm (5.5 hrs) x 4 nights  \$100 x 4 nights.	\$220  \$400
<b>DPW</b> <i>Kevin J. Yee</i>	None expected	N/A	N/A
<b>ADDITIONAL</b> <i>Administration</i>			\$100 application fee waiver requested

City of Oak Park  
Erik Tungate  
13600 Oak Park Blvd  
Oak Park, MI 48237

May 23, 2016  
Invoice # 1285985  
Client No. M1409  
Matter No. 100314

RE: Oak Park, City of (Building Fund)

**INTERIM**

Services Rendered: CLAIM #

---

**CURRENT BILLING SUMMARY THROUGH APRIL 30, 2016**

Fees for Professional Services	\$2,352.00
Expenses Advanced	\$20.40
<b>CURRENT BILL DUE</b>	<b>\$2,372.40</b>

---

PLEASE REMIT TO: SECRET, WARDLE, LYNCH,  
HAMPTON, TRUEX & MORLEY, PC  
P.O. BOX 772725  
CHICAGO, IL 60677-2007

**REMITTANCE COPY**

PLEASE INCLUDE THIS PAGE WITH YOUR PAYMENT



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN**

**AGENDA OF:** June 6, 2016

**AGENDA #**

**SUBJECT:** Approval of Assessing Services Contract with WCA Assessing

**DEPARTMENT:** City Manager

**SUMMARY:** On March 15, 2016 the City's Assessor Dean Bush notified the City of his retirement effective March 31, 2016. Dean retired on March 31, 2016 but agreed to help the City contractually on a part-time basis from April 1, 2016 through June 30, 2016 while the position was posted with the goal of hiring a new full-time assessor. After several months of advertising the open position, the City has received no qualified applicants. In addition to the assessor's retirement, the appraiser in the assessing department took an indefinite medical leave of absence in February 2016.

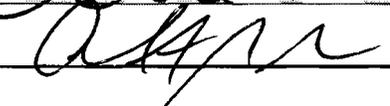
The City Manager was contacted by WCA Assessing in April 2016 after seeing the advertisement for the open assessor position and met to discuss possibility of contracting out the operations of the department. WCA Assessing presented a proposal to provide complete assessing services (assessor and appraiser) for a three year term beginning in June 2016 through May 2019. The assessing contract would provide a person at the City four days (Monday through Thursday) per week during normal business hours.

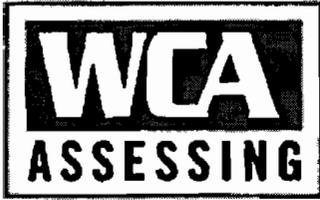
**FINANCIAL STATEMENT:** The annual cost for the assessing services outlined in the proposal totals \$140,000 for the first year and increases to \$153,300 in the second and third year. In addition, it will include an increase of inflation plus 1% in the third year. The budget for the Assessor and Appraiser positions in the 2016/2017 fiscal year totals \$164,654.

**RECOMMENDED ACTION:** Approval of Assessing Services Contract with WCA Assessing subject to final approval of contract content and form by the City Attorney.

**APPROVALS:**

City Manager: 

Finance Director: 



**Providing Assessing Services Throughout Michigan**

April 19, 2016

Mr. Eric Tungate  
City Manager  
City of Oak Park  
14000 Oak Park Blvd  
Oak Park, MI 48237

Dear Mr. Tungate,

Attached hereto is a proposal for Assessing Services, pursuant to our conversation last week. WCA Assessing has been in business for over thirty years providing cost-effective solutions for local governments. We are excited about the possibility of being able to assist the City of Oak Park.

The thirty plus employees of WCA Assessing bring a complete range of abilities and experience to each of the existing 23 communities we are pleased to service. A list of those cities and townships is included at the end of this proposal for your review. We urge you to contact those jurisdictions we service because we truly believe our efforts will be explained best by our references.

The attached proposal for services outlines a three-year plan to provide the various assessing services explained therein. Upon review, if the scope of services needs to be changed, please let me know and I will be happy to make any changes.

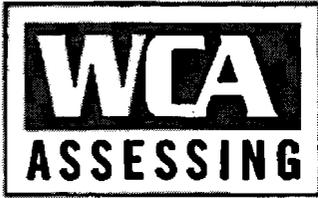
I look forward to speaking with you in the near future.

Sincerely,

Aaron P. Powers, MMAO

Managing Director

38110 Executive Drive . Suite 200 . Westland, Michigan 48185-3132  
Phone (734) 331-3980 . Fax (734) 331-3376 . [www.wcaassessing.com](http://www.wcaassessing.com)



**Providing Assessing Services Throughout Michigan**  
**PROPOSAL FOR SERVICES**

**Client:** City of Oak Park

**Date:** April 19, 2016

**Scope of Work:**

WCA Assessing would provide for the City Assessor/Assessor of Record (AOR) services in compliance with all provisions of the Michigan State Tax Commission's "Supervising Preparation of the Assessment Roll". WCA Assessing will provide a designated person who possesses a minimum of a Michigan Advanced Assessing Officer certification (formerly Level 3) to act as City Assessor and Assessor of Record for the City of Oak Park, together with all normal and customary services related to municipal assessing and in compliance with Michigan law and regulation, including but not limited to:

- Staffing of the Assessor's office located in Oak Park during operating hours, Monday through Thursday 8:00 am to 5:00 pm, including during all Boards of Review, to provide professional, knowledgeable staff to assist the public and other City Departments. On-site staffing shall also be provided to other members on a regular basis, as requested.
- Real property appraisal and data entry in accordance with Michigan State Tax Commission policies and procedures, including all field work and analysis for building and related permits.
- Compliance with the Audit of Minimum Assessing Requirements (AMAR)
- Maintaining parcels digital images and Apex building sketches.
- Personal property appraisal and data entry in accordance with Michigan State Tax Commission policies and procedures, including canvassing, statement entry and analysis, estimation of non-filers, and addressing omitted property under MCL 211.34(d).
- Use of City's BS&A Software assessing system.
- Defense of all small claims petitions brought before the Michigan Tax Tribunal, and/or the State Tax Commission.
- Provide assistance to the City's Attorney regarding all petitions brought before the full claims division of the Michigan Tax Tribunal.

These items are not meant to be all inclusive / exclusive of the services provided.



**Providing Assessing Services Throughout Michigan**

**Assumptions and limiting conditions:**

- All work performed under the above scope of work would be completed by employees of WCA Assessing.
- Work performed under the above scope of work would be mutually agreed upon by both parties and defined by contract.
- WCA Assessing, while providing services for the City of Oak Park would carry comprehensive general liability insurance, workman's compensation insurance, and professional liability and errors and omissions insurance to an agreed upon specification to indemnify the City of Oak Park.
- WCA shall acknowledge receipt of and adhere by any ethics, computer usage, or other such policies as required by the City of Oak Park.
- All data, photographs and work product will be, and remain the property of, the City of Oak Park.

**Fees:**

**City Assessor / Assessor of Record Services**

June 2016- May 2017	.....	\$ 140,000
June 2017- May 2018	.....	\$ 153,300
June 2018-May 2019	.....	\$ Previous yr. + (CPI +1%)

**\*(CPI as determined annually by the Michigan State Tax Commission)**



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN**

**AGENDA OF:** June 6, 2016      **AGENDA #**

**SUBJECT:** Request from Troelsen Excavating Company for a contract extension for the 2016 Sewer Lateral & Catch Basin Repair Project, M-648.

**DEPARTMENT:** DPW - KJY

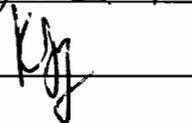
**SUMMARY:** Please find attached a request from Troelsen Excavating Company, the contractor for the 2015 Catch Basin Line Replacement & Sewer Project, M-606. They have indicated that they would like to extend their unit prices from this project to perform the 2016 Sewer Lateral & Catch Basin Repair Project, M-648.

**FINANCIAL STATEMENT:** Funding is available in the FY 2016-17 Water & Sewer Fund for this expenditure.

**RECOMMENDED ACTION:** It is recommended City Council approve the offer for the contract extension from Troelsen Excavating Company in the total amount of \$202,301.50 for the 2016 Sewer Lateral & Catch Basin Repair Project, M-648. Funding is available in the Water & Sewer Fund for this expenditure.

**APPROVALS:**

City Manager: 

Department Director: 

Finance Director: \_\_\_\_\_

**EXHIBITS:** Letter from Troelsen Excavating Company, Project estimate, and map of area

2016 Sewer Lateral & Catch Basin Repair Project, M-648

EXHIBIT A

TROELSEN EXCAVATING CO.  
1395 ROCHESTER RD.  
TROY, MI 48083  
248-588-3570

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>QUANT.</u>	<u>U/M</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1	REMOVE CONCRETE PAVEMENT	620	SYD	\$ 15.00	\$ 9,300.00
2	CONCRETE PVMT W/INT CURB & GUTTER, 9" CONC.	470	SYD	\$ 65.00	\$ 30,550.00
3	SIDEWALK CONC. NON-REINF 6" SIDEWALK/DRIVE APPROACH	50	SFT	\$ 13.25	\$ 662.50
4	ADJUSTING DRAINAGE STRUCTURES	10	EA	\$ 400.00	\$ 4,000.00
5	24" CURB & GUTTER SECTION 7" CONC. NON REINFORCED	15	LFT	\$ 35.00	\$ 525.00
6	SEWER REMOVE LESS THAN 24"	237	LFT	\$ 12.00	\$ 2,844.00
8	SEWER 10" SCHEDULE 40 PVC TR DET "B"	237	LFT	\$ 160.00	\$ 37,920.00
9	SEWER 12" SCHEDULE 40 PVC TR DET "B"	0	LFT	\$ 165.00	\$ -
10	SEWER LATERAL POINT REPAIR (MODIFIED SP)	12	EA	\$ 4,700.00	\$ 56,400.00
11	AGGREGATE BASE UNDER 9" CONC. (6" 21AA CR LIMESTONE)	510	SYD	\$ 20.00	\$ 10,200.00
12	DRAINAGE STRUCTURE REMOVING	1	EA	\$ 500.00	\$ 500.00
13	DRAINAGE STRUCTURE 24" INLET	1	EA	\$ 2,900.00	\$ 2,900.00
14	DRAINAGE STRUCTURE 48" DIAMETER	1	EA	\$ 3,300.00	\$ 3,300.00
15	DRAINAGE STRUCTURE COVER	760	LBS	\$ 2.00	\$ 1,520.00
16	SEWER TRAP 12"	7	EA	\$ 500.00	\$ 3,500.00
17	SEWER TAP 12" & UNDER	5	EA	\$ 1,000.00	\$ 5,000.00
18	4" OR 6" PVC PIPE	20	LFT	\$ 100.00	\$ 2,000.00
19	TUCK POINT DRAINAGE STRUCTURE	5	EA	\$ 400.00	\$ 2,000.00
20	CLASS "A" SODDING	120	SYD	\$ 6.50	\$ 780.00
21	MINOR TRAFFIC DEVICES	1	LSUM	\$ 7,000.00	\$ 7,000.00
22	PROJECT CLEAN UP	1	LSUM	\$ 15,000.00	\$ 15,000.00
23	INSPECTION CREW DAYS	20	DAY	\$ 320.00	\$ 6,400.00

**TOTAL COST \$ 202,301.50**



March 17, 2016

City of Oak Park  
14300 Oak Park Blvd  
Oak Park, MI 48237

Attn: Jennifer Wilson, Engineering Tech II  
Re: Contract Price Extension

To Whom It May Concern,

We hereby agree to construct similar sewer repairs for the same unit prices as those we did under contract "2015 Catch Basin Line Replacement & Sewer Project M-606" and those prices will be extended for a period of one year.

Respectfully submitted,

Donald Troelsen, President  
TROELSEN EXCAVATING CO.





**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN**

**AGENDA OF:** June 6, 2016

**AGENDA #**

**SUBJECT:** Request for playground equipment purchase and installation on Victoria Park.

**DEPARTMENT:** Recreation/DPW - *KJY*

**SUMMARY:** Plans have been completed for a new playground structure at Victoria Park. This playstructure has been approved by MDOT and the installer has been working with the MDOT Engineers to ensure it will fit within the newly repaired bridge deck.

**FINANCIAL STATEMENT:** This expenditure will be reimbursed by MDOT.

**RECOMMENDED ACTION:** It is recommended that the proposed play structures and swing set be approved. Funding for this project will be reimbursed by MDOT per contract 15-5515.

**APPROVALS:**  
City Manager: *[Signature]*

Department Director: *[Signature]*

Finance Director: \_\_\_\_\_

**EXHIBITS:** Project proposals and renderings.



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

# Proposal

Date	Project #
5/31/2016	16-002-3

<b>Bill To</b>
City of Oak Park Accounts Payable 14300 Oak Park Blvd Oak Park, MI 48237

<b>Ship To</b>
City of Oak Park Rothstein Park 14300 Oak Park Blvd Oak Park, MI 48237

<b>Customer Contact</b>	<b>Customer Phone</b>	<b>Customer Fax</b>	<b>Terms</b>	<b>P.O. No.</b>	<b>Rep</b>
Roy Vultaggio	248-691-7558	248-691-7156	Net 30		LAS

Item	Description	Qty	Weight	Price	Total
Freight	Freight			3,000.00	3,000.00
Install	Professional Certified Installation of LSI play equipment includes the following: ~ Large playbooster play structure. ~ Small playbooster play structure. ~ Omnispin. ~ (2) Saddle spinners ~ Double bobble rider. ~ We-Saw. ~ Stand-Up Spinner. ~ 4-Bay arch swing			28,570.00	28,570.00
Stone Base	Supply and Install crushed stone base and prep for PIP Installation	1		21,937.50	21,937.50
PIP	Supply Poured in Place Rubber Surfacing - estimated	12		7,800.00	93,600.00

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

Customer signature below constitutes a purchase order.

<b>Subtotal</b>	\$147,107.50
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	\$147,107.50



Make all P.O.s, Contracts, and Checks Payable to:  
**Landscape Structures, Inc.**  
 SDS 12-0395, PO BOX 86  
 Minneapolis, MN 55486-0395 USA

# Proposal

Date	Project #
5/31/2016	16-002-2

<b>Bill To</b>
City of Oak Park Accounts Payable 14300 Oak Park Blvd Oak Park, MI 48237

<b>Ship To</b>
City of Oak Park Rothstein Park 14300 Oak Park Blvd Oak Park, MI 48237

<b>Customer Contact</b>	<b>Customer Phone</b>	<b>Customer Fax</b>	<b>Terms</b>	<b>P.O. No.</b>	<b>Rep</b>
Roy Vultaggio	248-691-7558	248-691-7156	Net 30		LAS

Item	Description	Qty	Weight	Price	Total
	<b>2-5</b>				
PlayBooster	PlayBooster 2-5 Structure per design #41090-1-5	1		15,900.00	15,900.00
164075B	Double Bobble Rider, Direct Bury	1		1,675.00	1,675.00
173591A	OmniSpin Spinner, Surface Mount	1		6,640.00	6,640.00
152179A	Saddle Spinner	1		950.00	950.00
182503A	Welcome Sign Ages 2-5 years Direct Bury	1		0.00	0.00
	<b>5-12</b>				
PlayBooster	PlayBooster 5-12 Structure per design #41090-1-5	1		73,260.00	73,260.00
152179A	Saddle Spinner	1		950.00	950.00
155077A	Stand-Up Spinner	1		1,425.00	1,425.00
186490	We-saw DB	1		8,615.00	8,615.00
182503C	Welcome Sign Ages 5-12 Direct Bury	1		0.00	0.00
	<b>Swings</b>				
177330A	5" Arch Swing Frame 8' Beam Height Only	1		2,460.00	2,460.00
177331A	5" Arch Swing Frame Additional Bay 8' Beam Height	3		1,505.00	4,515.00
174018A	Belt Seat w/Chains ProGuard Chains for 8' Beam Height	5		105.00	525.00
176038A	Full Bucket Seat w/Chains	2		255.00	510.00
177350A	Molded Bucket Seat w/Chains ProGuard Chains for 8' Beam Height	1		515.00	515.00
discount	Special Discount for purchase using HGACBuy contract 11-14			-9,435.20	-9,435.20

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

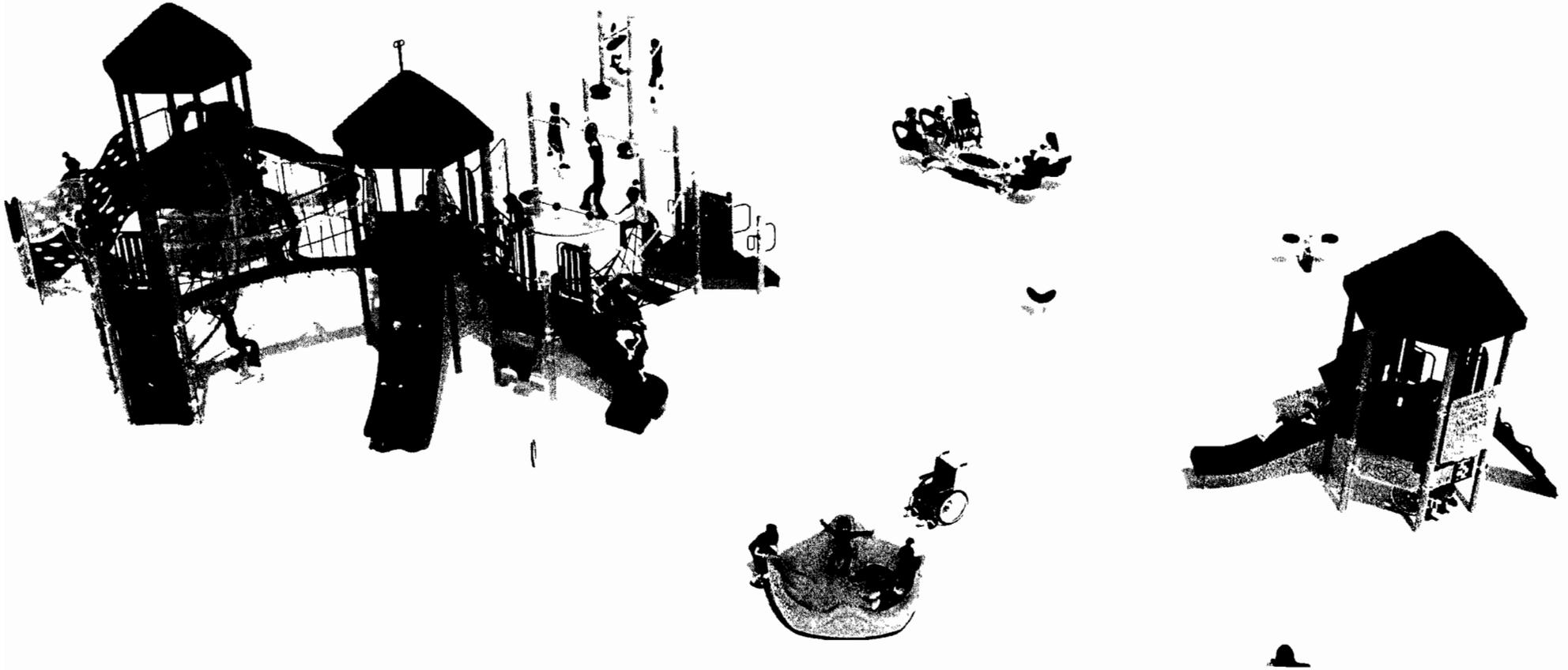
Customer signature below constitutes a purchase order.

\_\_\_\_\_

<b>Subtotal</b>	\$108,504.80
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	\$108,504.80

# Victoria Park

Final Color Swings Option 3 May 31, 2016 Pending Approval



*SLM*  
landscape  
structures



Better playgrounds.  
Better world.®  
playlsi.com



Proudly presented by:



# Victoria Park

Final Color Swings Option 3 May 31, 2016 Pending Approval



*SM*  
landscape  
structures



Better playgrounds.  
Better world.®  
playlsi.com



Proudly presented by:





BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

**AGENDA OF:** June 6, 2016

**AGENDA #**

**SUBJECT:** Resolution Approving Purchase of Tax Foreclosed Property

**DEPARTMENT:** Community & Economic Development

**SUMMARY:** A list was provided to the Oak Park City Assessor (attached) of all available properties for purchase from Oakland County tax foreclosure process. Attached is a resolution to allow the city of Oak Park to purchase these properties with the intent to sell these properties to a third party to rehabilitate and sell to owner occupants.

In 2015, City council approved the purchase of all tax foreclosed properties and also the sale of the tax foreclosed properties to Global Realty. Global Realty has had a lot of success is transforming the properties and raising their home values. The contract stipulated that 95% of the homes were sold to owner occupants. To date Global Realty, has kept that promise.

**FINANCIAL STATEMENT:**

**RECOMMENDED ACTION:** Approve the Resolution Approving Purchase of Tax Foreclosed Property and Resolution Approving Purchase of Tax Foreclosed Property

**APPROVALS:**

City Manager: *Paul Ta*

Director: *Kimi Manore*

Finance Director: \_\_\_\_\_

**EXHIBITS:** resolution and attached list of properties

**CITY OF OAK PARK  
OAKLAND COUNTY, MICHIGAN**

**RESOLUTION APPROVING PURCHASE OF TAX FORECLOSED PROPERTIES**

At a Regular Meeting of the City Council of the City of Oak Park, Oakland County, Michigan, held at Oak Park City Hall located at 14000 Oak Park Boulevard on the   6th   day of June           , 2016, at 7:00 p.m.

Present: \_\_\_\_\_

Absent: \_\_\_\_\_

The following preamble and resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_

**WHEREAS**, the General Property Tax Act at MCL 211.78M, as amended, (the “Act”) authorizes the City of Oak Park (“City”) to purchase properties located within the City that were tax foreclosed by the Oakland County Circuit Court on February 18, 2015, and by the County Treasurer under Public Act 123 of 1999, as amended, subject to the provisions of the Act; and

**WHEREAS**, the Oak Park City Council has determined that it is in the best interest of the City to exercise its option to purchase the foreclosed properties identified on the Attached Addendum “Oak Park Tax Sale 2016”; and

**WHEREAS**, the Oak Park City Council finds that it is necessary and in the best interest of the public to purchase the referenced properties for the minimum bid amount for the public purpose of renovating and selling them primarily for owner occupancy in order to maintain and stabilize neighborhoods and commercial properties within the community.

**NOW, THEREFORE**, the City Council of the City of Oak Park, Oakland County, Michigan resolves as follows:

1. Pursuant to the Act, the City hereby approves the purchase of the properties identified on the Attached Addendum “Oak Park Tax Sale 2016” for the not to exceed purchase price of \$161,433.38.

2. The City Assessor is hereby directed to file a copy of this Resolution with the Oakland County Treasurer no later than Tuesday, June 7, 2016.

3. Any and all Resolutions that are in conflict with this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

YEAS: \_\_\_\_\_

NAYS: \_\_\_\_\_

*RESOLUTION DECLARED ADOPTED*

\_\_\_\_\_  
Edwin T. Norris  
City Clerk

Dated:

**OAKLAND COUNTY TREASURER'S OFFICE**  
**FORECLOSED PARCELS FOR LAND SALE**  
**Municipality Report for July, 2016**

Cvt: 52 City of Oak Park

Parcel Id	Property Address/Legal Description	Assessed Value	Tax Year	Tax Amount	Interest/Fees	Amount Due
25-28-331-018	23430 SHERMAN ST OAK PARK MI 48237-2340 T1N, R11E, SEC 28 FERN-RIDGE SUB LOT 258	\$36,400	2013	\$1,954.45	\$1,099.10	\$3,053.55
			2014	\$2,497.28	\$946.70	\$3,443.98
			2015	\$2,755.83	\$248.02	\$3,003.85
			<b>Total:</b>			\$9,501.38
25-28-354-008	23240 ROANOKE AVE OAK PARK MI 48237-2380 T1N, R11E, SEC 28 OAK PARK SUB N 50 FT OF S 100 FT OF LOT 194	\$36,700	2012	\$381.99	\$798.29	\$1,180.28
			2013	\$3,040.89	\$1,841.97	\$4,882.86
			2014	\$5,478.32	\$1,826.11	\$7,304.43
			2015	\$2,870.84	\$258.38	\$3,129.22
<b>Total:</b>			\$16,496.79			
25-29-102-063	13240 DARTMOUTH AVE OAK PARK MI 48237-1692 T1N, R11E, SEC 29 HUNTINGTON FARMS SUB LOT 59	\$28,700	2009	\$2,342.81	\$2,881.46	\$5,224.27
			2010	\$4,828.53	\$4,900.40	\$9,728.93
			2011	\$3,573.48	\$2,998.47	\$6,571.95
			2012	\$1,876.05	\$1,461.87	\$3,337.92
			2013	\$3,526.24	\$1,912.39	\$5,438.63
			2014	\$2,562.21	\$965.85	\$3,528.06
			2015	\$3,120.44	\$280.84	\$3,401.28
<b>Total:</b>			\$37,231.04			
25-29-228-013	T1N, R11E, SEC 29 PALMER WOODS MANOR SUB LOT 95	\$7,800	2013	\$184.32	\$318.33	\$502.65
			2014	\$236.98	\$279.91	\$516.89
			2015	\$405.13	\$36.46	\$441.59
<b>Total:</b>			\$1,461.13			
25-29-251-014	24321 GENEVA AVE OAK PARK MI 48237-1780 T1N, R11E, SEC 29 PRACTICAL SUB NO 1 LOT 3	\$36,800	2013	\$2,020.66	\$1,087.57	\$3,108.23
			2014	\$2,119.07	\$835.12	\$2,954.19
			2015	\$2,166.29	\$194.97	\$2,361.26
<b>Total:</b>			\$8,423.68			

**OAKLAND COUNTY TREASURER'S OFFICE  
FORECLOSED PARCELS FOR LAND SALE  
Municipality Report for July, 2016**

Cvt: 52 City of Oak Park

Parcel Id	Property Address/Legal Description	Assessed Value	Tax Year	Tax Amount	Interest/Fees	Amount Due
25-31-254-003	21740 CLOVERLAWN ST OAK PARK MI 48237-2671 T1N, R11E, SEC 31 KENWOOD PARK S 30 FT OF LOT 508 & N 21 FT OF LOT 509	\$24,600	2012	\$1,465.94	\$1,058.17	\$2,524.11
			2013	\$1,863.89	\$1,022.52	\$2,886.41
			2014	\$1,864.27	\$759.96	\$2,624.23
			2015	\$1,902.67	\$171.24	\$2,073.91
			<b>Total:</b>			\$10,108.66
25-31-426-024	21401 KIPLING ST OAK PARK MI 48237-3819 T1N, R11E, SEC 31 DIVISION HEIGHTS MANOR SUB NO 2 N 6.50 FT OF LOT 767 & S 39 FT OF LOT 768	\$28,400	2011	\$1,886.10	\$1,671.72	\$3,557.82
			2012	\$1,727.34	\$939.13	\$2,666.47
			2013	\$1,672.06	\$937.91	\$2,609.97
			2014	\$1,676.06	\$704.44	\$2,380.50
			2015	\$1,712.61	\$154.13	\$1,866.74
<b>Total:</b>			\$13,081.50			
25-31-428-006	21400 WESTHAMPTON ST OAK PARK MI 48237-2791 T1N, R11E, SEC 31 DIVISION HEIGHTS MANOR SUB NO 2 S 14.50 FT OF LOT 712 & N 39 FT OF LOT 713	\$28,500	2007	\$725.18	\$1,125.65	\$1,850.83
			2008	\$1,896.57	\$2,670.20	\$4,566.77
			2009	\$1,982.62	\$2,580.28	\$4,562.90
			2010	\$1,987.19	\$2,347.76	\$4,334.95
			2011	\$1,891.77	\$1,875.12	\$3,766.89
			2012	\$1,702.19	\$1,494.81	\$3,197.00
			2013	\$1,685.76	\$1,050.59	\$2,736.35
			2014	\$1,595.28	\$680.61	\$2,275.89
			2015	\$1,726.28	\$155.37	\$1,881.65
<b>Total:</b>			\$29,173.23			
25-31-483-007	20730 RIDGEDALE ST OAK PARK MI 48237-2704 T1N, R11E, SEC 31 SCHAEFER HIGHWAY ESTATES SUB WLY 134 FT OF LOT 93	\$24,600	2012	\$1,277.03	\$1,019.73	\$2,296.76
			2013	\$1,440.02	\$982.61	\$2,422.63
			2014	\$1,445.33	\$636.37	\$2,081.70
			2015	\$1,477.10	\$132.94	\$1,610.04
<b>Total:</b>			\$8,411.13			

**OAKLAND COUNTY TREASURER'S OFFICE  
FORECLOSED PARCELS FOR LAND SALE  
Municipality Report for July, 2016**

Cvt: 52 City of Oak Park

Parcel Id	Property Address/Legal Description	Assessed Value	Tax Year	Tax Amount	Interest/Fees	Amount Due
25-32-102-019	21961 BLACKSTONE ST OAK PARK MI 48237-2803 T1N, R11E, SEC 32 JOSEPH J TREPPAS CADILLAC HOMES SUB N 17 FT OF LOT 31 & S 29 FT OF LOT 32, ALSO 1/2 OF VAC ALLEY ADJ TO SAME	\$14,100	2012	\$1,004.29	\$1,074.39	\$2,078.68
			2013	\$1,179.43	\$534.46	\$1,713.89
			2014	\$1,913.89	\$774.60	\$2,688.49
			2015	\$1,173.99	\$105.66	\$1,279.65
			<b>Total:</b>			
25-32-203-041	10630 SARATOGA AVE OAK PARK MI 48237-3927 T1N, R11E, SEC 32 RIDGEWOOD ESTATES W 25 FT OF LOT 230 & E 27 FT OF LOT 231	\$11,900	2012	\$1,131.52	\$1,070.37	\$2,201.89
			2013	\$1,995.92	\$1,301.31	\$3,297.23
			2014	\$1,978.10	\$793.54	\$2,771.64
			2015	\$1,921.64	\$172.95	\$2,094.59
			<b>Total:</b>			
25-33-103-009	8771 TROY AVE OAK PARK MI 48237-2316 T1N, R11E, SEC 33 FERNDAL WYOMING SUB W 15 FT OF LOT 106 & E 30 FT OF LOT 107, ALSO 1/2 OF VAC ALLEY ADJ TO SAME	\$17,200	2011	\$653.35	\$649.18	\$1,302.53
			2012	\$1,394.56	\$1,078.76	\$2,473.32
			2013	\$1,479.84	\$863.13	\$2,342.97
			2014	\$1,283.47	\$588.62	\$1,872.09
			2015	\$1,309.97	\$117.90	\$1,427.87
<b>Total:</b>				\$9,418.78		

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** June 6, 2016**AGENDA #****SUBJECT:** Resolution Approving Sale of Tax Foreclosed Property**DEPARTMENT:** Community & Economic Development

**SUMMARY:** The City of Oak Park would like to increase the number of owner occupied homes and increase the home values of homes throughout Oak Park. In 2015 the city sold the tax foreclosed properties they purchased to Global Realty with a clause that they would sell 95% of the homes to owner occupants. I have attached a list of properties and an update on each of the properties sold to Global Realty in 2015.

The city has also received interest from Hometown Properties, LLC for the purchase of the same properties. Attached is their letter of intent and pictures of past projects. Hometown Properties has not worked with a city before so I could not verify any references.

Both companies would like to purchase all the homes and the one vacant lot that has been foreclosed upon. Both will renovate the home to a higher standard with new fixtures, flooring, landscaping, etc. Global Realty has promised to do the renovations within one year from date of purchase. Global Realty has been highly recommended by other communities they have worked with, Global Realty promises to secure the house and handle any code violations within one week of purchase. Both companies promise to sell the homes to owner occupants.

Attached is a resolution to allow the city of Oak Park to sell these properties to a third party that will renovate and sell them to owner occupants.

Global Realty has done an excellent job and rehabilitating these homes in Oak Park and comes with an excellent track record from other communities as well. It is the recommendation of the Economic Development & Communications Director to sell the properties to Global Realty.

**FINANCIAL STATEMENT:****RECOMMENDED ACTION:** Approve the Resolution Approving Sale of Tax Foreclosed Property

**APPROVALS:**

City Manager: Chad Taylor

Director: Spic Marone

Finance Director: \_\_\_\_\_

**EXHIBITS:** resolution and attached list of properties

**CITY OF OAK PARK  
OAKLAND COUNTY, MICHIGAN**

**RESOLUTION APPROVING SALE OF TAX FORECLOSED PROPERTIES**

At a Regular Meeting of the City Council of the City of Oak Park, Oakland County, Michigan, held at Oak Park City Hall located at 14000 Oak Park Boulevard on the   6th   day of   June  , 2016, at 7:00 p.m.

Present: \_\_\_\_\_

Absent: \_\_\_\_\_

The following preamble and resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_

**WHEREAS**, the General Property Tax Act at MCL 211.78M, as amended, (the "Act") authorizes the City of Oak Park ("City") to purchase properties located within the City that were tax foreclosed by the Oakland County Circuit Court on February 3, 2016, and by the County Treasurer under Public Act 123 of 1999, as amended, subject to the provisions of the Act; and

**WHEREAS**, on June 6, 2016, the Oak Park City Council resolved to purchase the foreclosed properties identified on the Attached Addendum "Oak Park Tax Sale 2016"; and

**WHEREAS**, the Oak Park City Council finds that it is necessary and in the best interest of the public to sell the referenced properties to a company that can rehabilitate, reconstruct and manage the properties for the public purpose of renovating and selling them primarily for owner occupancy in order to maintain and stabilize neighborhoods and commercial properties within the community.

**NOW, THEREFORE**, the City Council of the City of Oak Park, Oakland County, Michigan resolves as follows:

1. The City Manager is hereby authorized to negotiate the sale of the properties identified on the Attached Addendum "Oak Park Tax Sale 2016" for the not to exceed purchase price of \$161,433.38 to include all terms stated in the Purchase Agreement.

2. The Mayor and/or City Manager are hereby authorized to sign all necessary documents to complete the transaction.

3. Any and all Resolutions that are in conflict with this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

YEAS: \_\_\_\_\_

NAYS: \_\_\_\_\_

*RESOLUTION DECLARED ADOPTED*

\_\_\_\_\_  
Edwin T. Norris  
City Clerk

Dated:

PARCEL ID	ADDRESS	CITY	REHAB	STATUS	SALES PRICE
25-19-233-025	13670 TALBOT	OAK PARK	\$47,348.00	SOLD	\$ 120,000.00
25-29-328-014	12836 OAK PARK BLVD	OAK PARK	\$35,000.00	RENOVATING	
25-29-352-019	13380 WOODVALE	OAK PARK	\$40,697.00	SOLD	\$ 94,900.00
25-29-478-017	23040 MAJESTIC	OAK PARK	\$35,150.00	SOLD	\$ 89,900.00
25-30-204-016	24670 CLOVERLAWN	OAK PARK	\$28,293.00	SOLD	\$ 45,500.00
25-31-101-018	22141 BEVERLY	OAK PARK	\$30,000.00	RENOVATING	
25-31-103-018	22030 AVON	OAK PARK	\$35,000.00	RENOVATING	
25-31-177-002	14531 PEARSON	OAK PARK		SOLD	VACANT LOT
25-31-275-075	21921-25 COOLIDGE HWY	OAK PARK	\$30,125.00	RENTED	
25-31-278-027	21661 RIDGEDALE	OAK PARK	\$51,482.00	SOLD	\$ 95,900.00
25-32-129-008	22170 CONDON	OAK PARK	\$29,994.00	SOLD	\$ 56,900.00
25-32-151-007	13401 ALBANY	OAK PARK	\$31,174.00	PENDING	\$ 64,900.00
25-32-151-033	13240 CAPITAL	OAK PARK	\$70,000.00		
25-32-151-034	13200 CAPITAL	OAK PARK	\$90,000.00		
25-33-152-010	8625 CAPITAL	OAK PARK	\$40,000.00	SOLD	\$ 100,000.00

**CITY OF OAK PARK, MICHIGAN**  
**PROPOSAL FOR TAX FORECLOSED PROPERTIES**

**APPLICANT INFORMATION**

**JSR Funding, LLC**

**James Budziak TITLE: Member**

**32525 Mound Road, Warren MI 48092**

**OFFICE 586-623-6900 MOBILE 313544-6826 FAX 586-261-2027**

**EMAIL: [jim@movingthemotorcity.com](mailto:jim@movingthemotorcity.com)**

**May 31<sup>th</sup>, 2016**

## **GENERAL: COMPANY PROFILE, STAFFING AND WORKLOAD ABILITY**

JSR Funding is located at 32525 Mound Road in Warren, Michigan. Global Realty (our real estate brokerage) and Motor City Property Managers are also located at our Mound Road location. Our office has been designed to work as a team which allows us to take on large projects with great success. Our team consists of three real estate brokers, one builder, thirteen administrative staff and eleven licensed real estate agents. We have paid attention to detail by keeping up-to-date with the latest in technology which improves our systems and organizational capability. This allows us to manage and access large amounts of data which is one of our secrets of success. We are running a customized Microsoft software program that was designed for us to organize photos, data, and all of the paperwork. This has allowed us to manage over 550 rental homes while rehabbing, marketing and selling over 430+ homes in the last two years.

Having a property management company that manages over 550 homes throughout the Metro Detroit area allows us to have a system setup for landscape maintenance, cleanups, snow removal, and the maintenance that is required on single family homes.

With the team that we have in place and our experience, we are confident that our existing strategies will continue to work. This includes working with our own staff as well as continuing to work with the contractors with whom we have fostered relationships in order to get the properties renovated, sold, and back on the tax rolls.

The recent wave of foreclosures (both tax and mortgage) and abandoned properties have depressed home values and lowered the tax base in many area communities. Investors have been buying up many of these properties and converting them into rental homes without any significant improvements being completed on the property.

We recognized this challenge and came up with two unique approaches to help cities handle this problem. The first was forming a partnership with Southwest Housing Solutions to acquire bank owned properties for the purpose of renovating them and then selling them to owner occupants. Southwest had access to bank owned properties and was looking for an experienced partner in managing, rehabilitating and marketing them.

Through our Joint Venture with Southwest Housing Solutions we have acquired 500+ properties in the past 3 years, renovated them and then sold them to owner occupants. JSR provides most of the funding for the acquisition and renovation of each property. We also set the scope of work and handle the marketing of the properties. This has increased property values and brought life back into these homes that were in rough shape. Many of these properties bring challenges with them that a typical homeowner or investor would not have the knowledge to deal with like water damage, mold, etc... and our experience has allowed us to transform them into beautiful homes again.

The second approach was to work with cities and townships to acquire the tax foreclosed homes in their city. We have done this by assisting them in exercising their first right of refusal to purchase the properties before they go to the County Tax Sale. The funds needed for acquisition and renovation of the properties are supplied by us. We make significant renovations to the properties and then sell them on the MLS at market value. This helps to not only increase the value of the properties we sell, but also increases the values in the neighborhood by providing good comps for other sales in the area.

By working with us, cities have been able to take control of the tax sale properties in their communities. Our average renovation is \$35,000.00 which significantly increases the values of these properties.

We have forged relationships with numerous construction companies to help insure the properties are renovated with quality and in a timely manner. We have also formed our own in house contracting

company, Innovation Builders, LLC. This has allowed us to manage our construction projects closer while expanding our capacity to handle more homes.

Global Realty is our Real Estate Brokerage that handles the management and sales of our properties on the MLS. We are a member of the National Association of Realtors and hold ourselves to the highest standards including the Fair Housing Act. Our agents are experienced with selling renovated tax sale properties which allows us to get top dollar for our homes. Our agents are skilled at making sure the offers that are accepted have pre-qualified buyers that are able to close.

JSR makes sure that the house is presentable during the sales process and the yard kept neat and clean.

Furthermore, we also have a relationship with Visionary Title Agency which allows us to work on title searches quickly and efficiently. They provide us with the information we need to ensure that we can provide a clean title to our buyers. Tax foreclosed properties can present unique challenges that we are familiar with and our experience allows us to work through these issues quickly. All buyers receive a warranty deed and title insurance.

### **HOUSING MISSION/STRATEGY**

Our mission at JSR is to always provide a quality product to our homebuyers at a good value and stand behind our work. We want our home owners to have a great buying experience and enjoy their home for years to come. Another important part of our mission is to increase property values and help stabilize neighborhoods.

With the team that we have in place and our experience we are confident that our existing strategies will continue to work. This includes working with our own staff as well as continuing to work with the contractors we have relationships with to get the properties renovated, sold, and back on the tax rolls.

We will finance the project ourselves or use one of our private investors.

Scheduling will be managed by our staff while utilizing the software that was developed specifically for our operation. This has allowed us to stay organized and complete projects on time.

Again, the budget is managed internally using our existing software programs.

We measure success by most importantly having happy home owners who really enjoy having a completely renovated home. Another important part of our success is to make sure we deliver a quality product while significantly increasing values in the neighborhood.

### **DEVELOPMENT EXPERIENCE**

Our Joint venture with Southwest has provided us with the experience from which to grow our business. We set the scope of work and handle the marketing of the properties. Working together we have been able to help stabilize neighborhoods by taking distressed properties, renovating them and selling them to owner occupants. This has increased property values and brought life back into these properties that were in rough shape. Many of these properties bring challenges with them that a typical homeowner would not have the knowledge to deal with like water damage, mold, etc... and our experience has allowed us to transform them into beautiful homes again.

We have also worked with many communities on their tax foreclosed properties over the last several years including Harper Woods, Garden City, Redford Township, City of Wayne, Lincoln Park and of course the City of Oak Park. This experience has allowed us to become very familiar with the challenges you find with tax reverted properties.

With our extensive experience at renovating tax sale properties we rarely experience surprises. When we do our experience has allowed us to quickly find solutions and work through the problems. We rely on our own experience as well as our contractor's experience to keep the projects on schedule. We set our timelines with some extra time in them which allows us some flexibility.

### **FAIR HOUSING**

Our sales arm, Global Realty, is a member of the National Association of Realtors and always adheres to the fair housing laws and practices. Many of our agents have been in real estate for over ten years and have taken all the required continuing education courses to keep their licenses current. The houses will be marketed on the MLS listing service which allows an equal opportunity for people to have access to them.

### **REHABILITATION INFORMATION**

The average renovation will be about \$30,000 based on our experience this year with the Snap II Program. We would like to identify and renovate 18 properties this year as part of the Snap II Program.

We will continue to use our existing contractors to renovate the properties. The two we plan on using this year are Bongero Construction and Elite Home Renovation LLC .

We are familiar with the Housing Quality Standards and the Michigan Residential Code and plan to exceed these requirements. One thing we did this year that worked well was to have the building department do a pre-construction walk through so that we could make sure our contractors were aware of all of the issues the building department wanted addressed. We plan on continuing with it again if selected as one of the developers this year.

We keep a close eye on quality control by doing 2 things. The first is that one of the three owners of JSR will walk the property numerous times during the construction process and give final approval to the contractor once completed. The second is that owning Global Realty gives us a second set of eyes. The agent that lists the property will also walk it and because of their experience with renovated properties they know what we expect. If they feel something is lacking they will bring it to our attention so that it can be addressed.

### **TYPICAL SCOPE OF WORK**

- Refinish hard wood floors or new carpet
- Replace roof if needed
- Replace windows if needed
- Update electrical and plumbing as needed
- Replace furnace if needed or clean and inspect if age is current
- Replace or Repair gutters and down spouts
- Repair or replace drive and walkways if necessary
- Replace all light fixtures and switches with energy efficient ones
- Replace or re-glaze bath tubs
- Paint throughout interior and basement
- Paint exterior and tuck pointing where necessary
- New kitchen cabinets and granite counter tops with backsplash
- New bathroom vanities
- Replace kitchen and bathroom flooring
- Clean up landscape and plant new vegetation and trim existing plants

## **REFERENCES**

Steve Gabrys                 Southwest Housing Solutions  
Robert Muery                City of Garden City  
Randolph Skotarczyk      City of Harper Woods City Manager  
Mike Dennis                 Redford Township

## **CITY OF OAK PARK PROJECT UPDATE**

We acquired 10 single family homes, one duplex, half of a duplex and 3 commercial properties as part of this program. 6 of the homes have been sold, 1 is pending and the last 3 will be completed by July 1<sup>st</sup>. The half duplex has been sold. One of the commercial buildings has been sold and the other two have been leased to the existing tenants that were in the building when we purchased them. A spreadsheet is attached with a summary for each property.

We have really enjoyed being a part of this program. The support we have received from the various departments within the City has been great. The significant renovations completed on the properties has led to great sales prices. These sales will not only increase the taxable value on these homes but also many others in your community as realtors and appraisers will use these as comps.

It truly has been an honor to work with everyone involved from the City of Oak Park. We truly appreciate the support we have received and look forward to continuing our partnership in 2016-2017.

We would propose to do the program with the same parameters that we used last year. Of course we are always willing to listen to suggestions on how we can make the program better.

Sincerely,

Jim Budziak

JSR Funding, LLC



Logout

| Deposit Balances

**Account Balances**

Request Successful.

Select an account, then choose 'View Balances.'

Criteria

Account Number\*

[Redacted] Macomb Funding LLC

Lookup

Home

Balances

Transfers

Reporting

Results 1-3 of 3 |< < > >|

Stops and Inquiries

Account Number : [Redacted] Macomb Funding LLC  
Date/Time : 12:23:11 PM EDT on 05/26/2016

Online Statements

Wire Transfers

Wire Activity

Bill Payment

Setup

Balance Type	Balance Amount
Current Balance	\$699,753.42
Available Balance	\$699,753.42
Interest Rate	0.0%

**MACOMB FUNDING LLC**  
**18720 MACK AVENUE, SUITE 100**  
**GROSSE POINTE FARMS, MI 48236**

To whom it may concern:

Macomb Funding LLC is a private money lender who provides funding for JSR Funding LLC.

Please find attached proof of funds in excess of \$400,000.00.



---

Robert S. Rahaim, Manager

Macomb Funding, LLC

# 21661 Ridgedale

- Before

- After



# 21661 Ridgedale

**Before**

**After**



# 21661 Ridgedale

**Before**

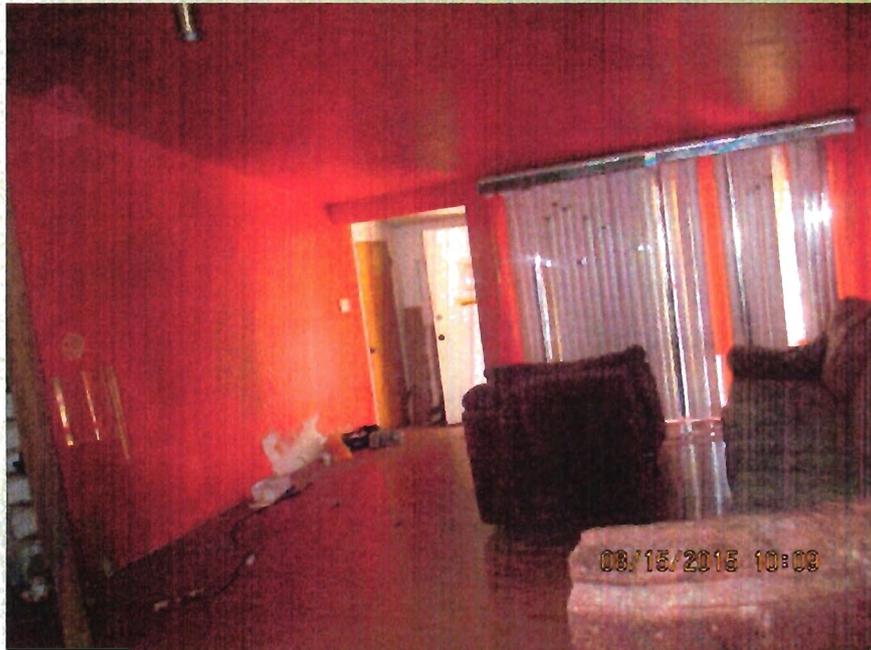


**After**



# 21661 Ridgedale

Before



After



# 21661 Ridgedale

**Before**



**After**



# 21661 Ridgedale

- Before

- After



## HOMETOWNE PROPERTIES, LLC

33228 W TWELVE MILE RD, STE 335, FARMINTIN HILLS, MI 48334-3309

5/12/2016

Kimberly Marrone  
City of Oak Park  
14300 Oak Park Blvd.  
Oak Park, mi 48237

### **Ms. Marrone:**

Hometowne Properties LLC., is a company that was established in 2005. We are a full remodeling company that involves renovation on all types of homes in Michigan. Our company stands by its word in providing home owners the best quality, service and satisfaction on all our workmanship.

Our Company is proud to say that we have very happy owners in the past eleven years of business. Our highly distinctive values of remodeling and selling the best homes to our clients is the goal of the company. Our sales prove that shortly after homes are remodeled they are on market and sold in a short period of time. Over those eleven years, Hometowne Properties has bought and sold over a hundred beautifully remodeled homes. We stand by our word and workmanship that only the best quality paint, floors, kitchen, bath, fixtures, hard wood flooring, granite and windows etc.

Here are some homes that Hometowne Properties has bought, remodeled and sold to happy homeowners just in Oak Park alone. Please see pictures attached

23550 Republic  
13421 Irvine  
21371 Ridgedale  
21941 Kipling

23090 Oneida  
13011 Dartmouth  
21190 Kipling  
21950 Cloverlawn

24041 Condon  
13020 Dartmouth  
20841 Kipling  
23557 Parklawn

Everyone deserves to live in a beautifully remodeled home in the price range and budget on can afford to buy. We want our clients to love the home they live in.

Ronnie Ayar  
Partner  
HOMETOWNE PROPERTIES, LLC





●●○○ Sprint LTE

5:55 PM

↗ 65% 

← Camera Roll 243 of 243

Done

 HDR



Edit































**OAKLAND COUNTY TREASURER'S OFFICE**  
**FORECLOSED PARCELS FOR LAND SALE**  
**Municipality Report for July, 2016**

Cvt: 52 City of Oak Park

Parcel Id	Property Address/Legal Description	Assessed Value	Tax Year	Tax Amount	Interest/Fees	Amount Due
25-28-331-018	23430 SHERMAN ST OAK PARK MI 48237-2340 T1N, R11E, SEC 28 FERN-RIDGE SUB LOT 258	\$36,400	2013	\$1,954.45	\$1,099.10	\$3,053.55
			2014	\$2,497.28	\$946.70	\$3,443.98
			2015	\$2,755.83	\$248.02	\$3,003.85
<b>Total:</b>						\$9,501.38
25-28-354-008	23240 ROANOKE AVE OAK PARK MI 48237-2380 T1N, R11E, SEC 28 OAK PARK SUB N 50 FT OF S 100 FT OF LOT 194	\$36,700	2012	\$381.99	\$798.29	\$1,180.28
			2013	\$3,040.89	\$1,841.97	\$4,882.86
			2014	\$5,478.32	\$1,826.11	\$7,304.43
			2015	\$2,870.84	\$258.38	\$3,129.22
<b>Total:</b>						\$16,496.79
25-29-102-063	13240 DARTMOUTH AVE OAK PARK MI 48237-1692 T1N, R11E, SEC 29 HUNTINGTON FARMS SUB LOT 59	\$28,700	2009	\$2,342.81	\$2,881.46	\$5,224.27
			2010	\$4,828.53	\$4,900.40	\$9,728.93
			2011	\$3,573.48	\$2,998.47	\$6,571.95
			2012	\$1,876.05	\$1,461.87	\$3,337.92
			2013	\$3,526.24	\$1,912.39	\$5,438.63
			2014	\$2,562.21	\$965.85	\$3,528.06
			2015	\$3,120.44	\$280.84	\$3,401.28
<b>Total:</b>						\$37,231.04
25-29-228-013	T1N, R11E, SEC 29 PALMER WOODS MANOR SUB LOT 95	\$7,800	2013	\$184.32	\$318.33	\$502.65
			2014	\$236.98	\$279.91	\$516.89
			2015	\$405.13	\$36.46	\$441.59
<b>Total:</b>						\$1,461.13
25-29-251-014	24321 GENEVA AVE OAK PARK MI 48237-1780 T1N, R11E, SEC 29 PRACTICAL SUB NO 1 LOT 3	\$36,800	2013	\$2,020.66	\$1,087.57	\$3,108.23
			2014	\$2,119.07	\$835.12	\$2,954.19
			2015	\$2,166.29	\$194.97	\$2,361.26
<b>Total:</b>						\$8,423.68

OAKLAND COUNTY TREASURER'S OFFICE  
 FORECLOSED PARCELS FOR LAND SALE  
 Municipality Report for July, 2016

DTXR9175

DATE: 05/25/2016

PAGE: 58 of 158

Cvt: 52 City of Oak Park

Parcel Id	Property Address/Legal Description	Assessed Value	Tax Year	Tax Amount	Interest/Fees	Amount Due
25-31-254-003	21740 CLOVERLAWN ST OAK PARK MI 48237-2671 T1N, R11E, SEC 31 KENWOOD PARK S 30 FT OF LOT 508 & N 21 FT OF LOT 509	\$24,600	2012	\$1,465.94	\$1,058.17	\$2,524.11
			2013	\$1,863.89	\$1,022.52	\$2,886.41
			2014	\$1,864.27	\$759.96	\$2,624.23
			2015	\$1,902.67	\$171.24	\$2,073.91
<b>Total:</b>						\$10,108.66
25-31-426-024	21401 KIPLING ST OAK PARK MI 48237-3819 T1N, R11E, SEC 31 DIVISION HEIGHTS MANOR SUB NO 2 N 6.50 FT OF LOT 767 & S 39 FT OF LOT 768	\$28,400	2011	\$1,886.10	\$1,671.72	\$3,557.82
			2012	\$1,727.34	\$939.13	\$2,666.47
			2013	\$1,672.06	\$937.91	\$2,609.97
			2014	\$1,676.06	\$704.44	\$2,380.50
			2015	\$1,712.61	\$154.13	\$1,866.74
<b>Total:</b>						\$13,081.50
25-31-428-006	21400 WESTHAMPTON ST OAK PARK MI 48237-2791 T1N, R11E, SEC 31 DIVISION HEIGHTS MANOR SUB NO 2 S 14.50 FT OF LOT 712 & N 39 FT OF LOT 713	\$28,500	2007	\$725.18	\$1,125.65	\$1,850.83
			2008	\$1,896.57	\$2,670.20	\$4,566.77
			2009	\$1,982.62	\$2,580.28	\$4,562.90
			2010	\$1,987.19	\$2,347.76	\$4,334.95
			2011	\$1,891.77	\$1,875.12	\$3,766.89
			2012	\$1,702.19	\$1,494.81	\$3,197.00
			2013	\$1,685.76	\$1,050.59	\$2,736.35
			2014	\$1,595.28	\$680.61	\$2,275.89
2015	\$1,726.28	\$155.37	\$1,881.65			
<b>Total:</b>						\$29,173.23
25-31-483-007	20730 RIDGEDALE ST OAK PARK MI 48237-2704 T1N, R11E, SEC 31 SCHAEFER HIGHWAY ESTATES SUB WLY 134 FT OF LOT 93	\$24,600	2012	\$1,277.03	\$1,019.73	\$2,296.76
			2013	\$1,440.02	\$982.61	\$2,422.63
			2014	\$1,445.33	\$636.37	\$2,081.70
			2015	\$1,477.10	\$132.94	\$1,610.04
<b>Total:</b>						\$8,411.13

**OAKLAND COUNTY TREASURER'S OFFICE**  
**FORECLOSED PARCELS FOR LAND SALE**  
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			2013	\$1,179.43	\$534.46	\$1,713.89
			2014	\$1,913.89	\$774.60	\$2,688.49
			2015	\$1,173.99	\$105.66	\$1,279.65
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			2013	\$1,995.92	\$1,301.31	\$3,297.23
			2014	\$1,978.10	\$793.54	\$2,771.64
			2015	\$1,921.64	\$172.95	\$2,094.59
			<b>Total:</b>			
25-33-103-009	8771 TROY AVE OAK PARK MI 48237-2316 T1N, R11E, SEC 33 FERNDAL E WYOMING SUB W 15 FT OF LOT 106 & E 30 FT OF LOT 107, ALSO 1/2 OF VAC ALLEY ADJ TO SAME	\$17,200	2011	\$653.35	\$649.18	\$1,302.53
			2012	\$1,394.56	\$1,078.76	\$2,473.32
			2013	\$1,479.84	\$863.13	\$2,342.97
			2014	\$1,283.47	\$588.62	\$1,872.09
			2015	\$1,309.97	\$117.90	\$1,427.87
<b>Total:</b>				\$9,418.78		



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

**AGENDA OF:** March 21, 2016

**AGENDA #**

**SUBJECT:** Park Place of Oak Park Condominium Project Master Deed Amendment Resolution

**DEPARTMENT:** Economic Development & Communications Department

**SUMMARY:** City Council approved the revision of the Park Place of Oak Park Condominium Master Deed. The master deed is in reference to the condo project on Coolidge just north of Eight Mile Road.

The city attorneys filed an amendment to the Master Deed which would allow the city to offer the parcels for sale and not bind the future developer to the Master Deed agreement. This process was completed but Oakland County has requested that Oak Park have revised drawings prepared showing the re-plat of the Park Place Condominium Project and withdrawal of the units. We have received an estimate of \$2,600.00

The city attorneys office requested a bid from Nowak and Frause for this service. The total amount proposed is \$2,600, which is very reasonable for the size of the project. Once the drawings are completed, the attorneys will submit them to Oakland County to be substituted in place of the plat recorded by the original developer of Park Place.

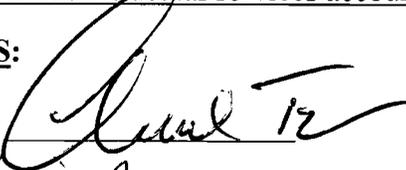
Once this process is complete city council then can approve the release of an RFP for this property and approve a sale.

I recommend city council approve the expenditure.

**FINANCIAL STATEMENT:** Expense will come from account 1-1.11.611-818.000

**RECOMMENDED ACTION:** Approve the expenditure to Nowak & Frause in the amount of \$2,600. Funds are available in the contractual services account 101.11.611-818.000

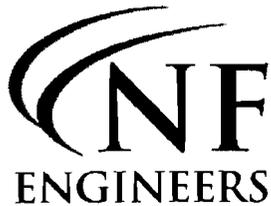
**APPROVALS:**

City Manager: 

Director: 

Finance Director: \_\_\_\_\_

**EXHIBITS:** none



CIVIL ENGINEERS  
LAND SURVEYORS  
LAND PLANNERS

**WORK AUTHORIZATION**

**Authorization/Proposal No. 7-1524**

**Date: May 20, 2016**

**Client:** Garan Lucow Miller PC  
1111 West Long Lake Road,  
Suite 300  
Troy, MI 48098

**Client Phone:** (248) 952-6452  
**Client Email:** ckrause@garanlucow.com

**Attention:** Ms. Courtney A. Krause

**RE: Proposed Condominium Plat Amendment  
Park Place of Oak Park  
Oak Park, Michigan**

---

Dear Ms. Krause:

In response to your request, we have reviewed the project requirements relative to preparing a condominium plat amendment for Park Place of Oak Park, Oakland County Condominium Subdivision Plan No. 1907.

**PROJECT DESCRIPTION/UNDERSTANDING:**

We understand that Parcel No. 1 of the subject plat (south of Pasadena Avenue) has been developed and that the City of Oak Park has acquired or is in the process of acquiring the remainder of the property (Parcels 2 and 3) within the plat. We understand that the City wishes to have the existing condominium plat amended to remove Parcels 2 and 3. Because the proposed amendment will not split one of the established parcels, a field survey will not be required.

**SCOPE OF PROFESSIONAL SERVICES & FEES:**

Prepare Condominium Plat Amendment for a lump sum fee of \$2,600.00.

**PROJECT SCOPE CLARIFICATIONS & EXCLUSIONS** *(may be added at an additional fee):*

Fee excludes printing, delivery charges and recording fees.

**TIME OF COMPLETION:**

***The above referenced work will be completed according to the following schedule:***

Two (2) weeks following authorization.

**PAYMENT FOR SERVICES:**

NFE's fees shall be invoiced on a specified fee basis. Payments are due upon receipt of our invoice, in accordance with our Terms & Conditions. We have enclosed a copy of our Terms & Conditions, and 2016 Fee Schedule, which constitute the basis for the fees we have quoted you, and also for any additional services that may be required, or for work beyond the scope of services described herein.

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NOWAK & FRAUS ENGINEERS

Ms. Courtney A. Krause  
Garan Lucow Miller PC  
**Authorization/Proposal No. 7-1524**  
May 20, 2016  
Page 2

**ACCEPTANCE & AUTHORIZATION TO PROCEED:**

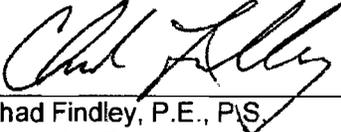
Do not hesitate to contact us if you have any questions regarding this Proposal. Otherwise, please return a signed and dated copy of this Proposal to us which shall suffice as our authorization to proceed with the work.

Thank you for choosing Nowak & Fraus Engineers.

The undersigned is the Owner of the Project or is an authorized representative of the Owner for the Project and acknowledges that he or she has read the terms of this Work Authorization and the attached Terms and Conditions and agrees to be bound by the provisions contained therein. The above Proposal is valid if accepted within 30 days of its receipt.

Sincerely,

**NOWAK & FRAUS ENGINEERS**

  
\_\_\_\_\_  
Chad Findley, P.E., P.S.  
Managing Partner

**GARAN LUCOW MILLER PC**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Typed or Printed Name)

\_\_\_\_\_  
(Date)

**Authorized to Execute Agreement For:**

\_\_\_\_\_  
(Owner of Project)

\_\_\_\_\_  
(Owner's Address)

\_\_\_\_\_  
(City, State, Zip Code)

\_\_\_\_\_  
(Phone)



CIVIL ENGINEERS  
 LAND SURVEYORS  
 LAND PLANNERS

**ATTACHMENT "A"  
 2016 FEE SCHEDULE**

<u>PERSONNEL</u>	<u>HOURLY RATE</u>
Corporate Principal .....	\$148.00
Senior Associate.....	\$128.00
Associate.....	\$118.00
ALTA Survey Manager .....	\$120.00
Land Surveyor/Field Coordinator.....	\$106.00
CAD Manager .....	\$106.00
Project Manager .....	\$106.00
Woodland/Wetlands Manager.....	\$106.00
Registered Landscape Architect.....	\$ 98.00
Project Engineer .....	\$ 94.00
Survey Manager .....	\$ 84.00
Engineer III .....	\$ 86.00
Engineer II .....	\$ 82.00
Engineer I .....	\$ 72.00
Engineering Technician III .....	\$ 88.00
Engineering Technician II .....	\$ 72.00
Engineering Technician I .....	\$ 60.00
Senior Testing/Inspection Engineer .....	\$ 72.00
Testing/Inspection Engineer.....	\$ 68.00
Engineering Assistant.....	\$ 50.00
Survey Crew – 3 Person .....	\$169.00
Survey Crew – 2 Person .....	\$139.00
Survey Crew – 1 Person.....	\$109.00
Land Survey Technician .....	\$ 75.00
Clerical.....	\$ 50.00

Authorized overtime will be billed at 1.2 times the above stated rates.

Authorized overtime for Sundays and Holidays will be billed at 1.4 times the above stated rates.

Expert Testimony will be billed at 1.4 times the above stated rates.

Survey crew size will be determined on a per project basis.

**Reimbursable Expenses:**

Round trip vehicle mileage from the NFE offices will be charged at \$0.55 per mile, when identified in the Work Authorization, as a reimbursable expense.

The following expenses, when incurred in direct connection with the project, will be charged at the rates indicated (includes handling):

- Courier services and project related purchases .....Cost + 15%
- Prints .....
- Oversize Prints .....
- Mylars & Vellums.....
- Express Deliveries.....
- Electronic Data Transfer – CD.....
- Electronic Data Transfer – Email .....
- Subconsultants.....
- Traffic Counter.....

*Revised: February 2, 2016*

**NOWAK & FRAUS ENGINEERS**

## 2015 TERMS AND CONDITIONS

### **1. ADDITIONAL SERVICES**

If authorized in writing by the Client, Nowak & Fraus agrees to furnish or obtain from others, additional professional services in connection with the Project for the amount quoted in writing, or based upon a "Time and Material Basis". The following types of services are not considered part of "basic" Professional Services, unless specifically set forth in the scope of work described above:

- (A) Obtaining or negotiating for lands, easements or rights-of-way.
- (B) Preparation or review of environmental assessments and impact statements.
- (C) Providing boundary, topographical, easement, right-of-way, tree, wetland or other special surveys.
- (D) Services resulting from changes in general scope of the Project or its design including, but not limited to, changes in size, complexity, Client's schedule, or character of construction; and revising previously accepted or approved studies, reports, design documents or Contract Documents when such revisions are due to causes beyond Nowak & Fraus' control.
- (E) Additional or extended services during construction made necessary by: 1) work damaged by fire or other cause during construction; 2) a significant amount of defective or negligent work of the contractor(s); 3) acceleration of the progress schedule involving services beyond normal business hours; 4) default by contractor(s).
- (F) Preparation of Computer Assisted Design (CAD) drawings of topographical surveys furnished by others.
- (G) Opinions or review of construction budget requirements, or construction scheduling.
- (H) On-site inspection or supervision of work performed on the Project.
- (I) Nowak & Fraus, PLLC shall exercise usual and customary professional care in its efforts to comply with all codes, regulations, laws in effect as of the date of this agreement. Any changes after this date that requires revisions or redesign shall be an additional service.
- (J) Applications for permits.
- (K) Reproductions of plans, specifications and/or contract documents, including electronic files.
- (L) Expert Testimony at trial or deposition, including any time needed to prepare for the testimony or to prepare a report.
- (M) Service planning with utility companies.
- (N) Preparation of easement documents.
- (O) Preparation of lighting and photo-metric plans.
- (P) Preparation of "as-built" plans.
- (Q) Construction stakeout.
- (R) Structural design of walls.
- (S) Earth balancing determinations.
- (T) Assistance with construction related problems and changes due to causes beyond Nowak & Fraus' control.
- (U) Landscape design and planning.

### **2. FEES**

Client shall pay for services and expenses as set forth below.

- (A) All invoices are due upon receipt. All invoices shall be deemed to have been received within three (3) days after being deposited in first class U.S. mail bearing the address listed herein. Any claims of errors or discrepancies in billings must be submitted to Nowak & Fraus in writing within 30 days of receipt of the invoice. Otherwise, all such objections are deemed waived and the account will become stated. Payments shall not be withheld, delayed or made contingent on the construction, completion or success of the project or upon receipt by the Client of offsetting reimbursement or credit from third parties causing Additional Services or expenses.
- (B) If the Client fails to pay any payment due to Nowak & Fraus for services and expenses within thirty (30) days after receipt of Nowak & Fraus' invoice, therefore, the amounts due shall include a late charge at a rate of one and one-half (1 1/2%) percent per month from said thirtieth (30) day and in addition, Nowak & Fraus may suspend all services under this Agreement until Nowak & Fraus has been paid in full all amounts due for services and expenses. Client shall pay all costs of collection, including attorney fees.
- (C) **A signature on this work authorization provides permission to pull a credit bureau report on any company or individual who may be liable under this agreement (such as personal guarantor, proprietor, general partner or similar person).**

### **3. "TIME AND MATERIAL" BASIS**

All determination of fees on a "Time and Material" basis shall be as follows:

- (A) "Time" is based on the hourly rates set forth in the Nowak & Fraus current calendar year Rate Schedule (Exhibit A). All travel time is billed at the hourly rates as set forth in Exhibit A.
- (B) "Material": All materials, including out of pocket expenses such as subcontractor, permit application fees, and title searches etc. will be billed at actual cost, plus fifteen (15%) percent, except reproduction costs, postage and handling and computer costs which are billed at Nowak & Fraus' standard rates.

#### 4. CLIENT'S RESPONSIBILITIES

Client shall be responsible to perform or provide the following:

- (A) **Client shall provide a current title policy for all new private projects or Nowak & Fraus may order a title search for the project in question. Title searches shall be billed as a reimbursable pursuant to Nowak & Fraus' standard rates.**
- (B) Arrange for access to and make all provisions for Nowak & Fraus to enter upon public or private property to perform the above professional services. Nowak & Fraus will take reasonable precautions to minimize any damages to property; however, Client understands and agrees that in the normal course of work, some damage may occur and that Nowak & Fraus is not responsible to correct said damage.
- (C) Furnish all available information, surveys and documents pertinent to Nowak & Fraus' work, including a program which shall set forth the Client's objectives, schedule, constraints and site requirements. Nowak & Fraus shall be entitled to rely upon the completeness and accuracy of the information, surveys and documents provided by Client.
- (D) Give prompt written notice to Nowak & Fraus whenever Client observes or otherwise becomes aware of any development that affects the scope or timing of the above professional services.
- (E) **Give prompt written notice to Nowak & Fraus of all defects or suspected defects in Nowak & Fraus' work or services of which the Client or Client's agent becomes aware, in order to allow Nowak & Fraus time to investigate and take any measures necessary to minimize the consequences of the defect. The Client shall require that all contractors and subcontractors, at any level, on the Project to contain in their contract a like requirement. Failure by the Client, the Client's contractors, or subcontractors to notify Nowak & Fraus shall relieve Nowak & Fraus of the costs of remedying the defect above the sum such remedy would have cost had prompt notification been given. In the event the defect is known or reasonably could have been known prior to installation and is attributed to construction layout, the failure to give prompt notice shall relieve Nowak & Fraus of all costs of remedying said defect.**
- (F) Render all decisions or provide all necessary approvals pertaining to Nowak & Fraus' work. Nowak & Fraus will assist the Client in preparing applications and supporting documentation for the Client to secure permits and approvals, however, it is the Client's responsibility to pay all fees and to make sure all the necessary permits and approvals have been obtained prior to commencing work. If the Client elects to commence construction prior to receiving all the necessary permits and approvals, Nowak & Fraus shall not be held liable for any damages, losses and costs arising from that decision to proceed. Nowak & Fraus does not assume any responsibility for the decision to proceed by performing construction stakeout at the Client's request.
- (G) The Client warrants the accuracy and the permission to use all information, plans, drawings, specifications, surveys, reports and documents provided to Nowak & Fraus in connection with the Project. The Client agrees, to the fullest extent permitted by law, to indemnify and hold Nowak & Fraus harmless of all expenses, damages, losses and costs, including attorney fees, from any claims and/or liability, including copyright claims, resulting from the use of such information, plans, drawings, specifications surveys, reports and documents.

#### 5. TIME AND PERFORMANCE

All work or services shall be performed as follows:

- (A) All services shall be performed as expeditiously as is consistent with the professional skill and care ordinarily exercised by members of the profession practicing in the same locality under similar conditions.
- (B) Nowak & Fraus is not responsible for any delay caused by activities or factors beyond Nowak & Fraus' reasonable control including, but not limited to, delays by reason of strikes, lockouts, weather, work slow downs or stoppages, accidents or acts of God. When a delay is beyond Nowak & Fraus' reasonable control, Client agrees that Nowak & Fraus shall not be held liable for any damages arising from such delay, nor shall Nowak & Fraus be deemed to be in default of this Agreement.

#### 6. LIMITATION OF LIABILITY

**To the maximum extent permitted by law, the Client agrees the maximum aggregate amount of Nowak & Fraus' liability and/or Nowak & Fraus' professional engineers or surveyors shall be limited to \$25,000.00 or to the sum of Nowak & Fraus' fee whichever is greater. This limitation shall apply regardless of the cause of action or legal theory pled or asserted. Under no circumstance shall Nowak & Fraus and/or Nowak & Fraus' professional engineers or surveyors be liable for Client's loss of profits, delay damages, or any special, incidental, or consequential loss or damage of any nature arising at any time or from any cause whatsoever.**

#### 7. TIME PERIODS

The Client agrees that the applicable statute of limitations for any and all causes of action against Nowak & Fraus shall be two (2) years. Causes of action shall be deemed to have accrued and the applicable statute of limitations shall commence to run on the date that Nowak & Fraus last provides service to the Client as to the matters out of which the cause of action arose. However, causes of action that are incapable of discovery during the two (2) year statute of limitations period shall be brought within six (6) months of discovery. Under no circumstances shall any cause of action which could not be discovered during the two (2) year statute of limitations period be brought beyond six (6) years from the date of Nowak and Fraus' last service to the Client as to the matter out of which the cause of action arose.

## **8. TERMINATION FOR CONVENIENCE**

Upon written notice, client or Nowak & Fraus may terminate the performance of any further services included in this Agreement if the terminating party determines termination is in the terminating party's interest. Upon dispatch or receipt of the termination notice, Consultant shall stop work on all services included in this Agreement and deliver any instruments of service complete at that time to Client and Client shall pay Consultant for all services performed up to the dispatch or receipt of the termination notice. Upon termination for Convenience, Consultant and Client shall have no further rights or remedies other than those utilized herein.

## **9. GENERAL CONSIDERATIONS**

- (A) Client and Nowak & Fraus each binds himself and his partners, successors, affiliated entities, executors, administrators, assigns and legal representatives to the other party to this Agreement and to the partners, successors, executors, administrators, assigns and legal representatives of such other party, in respect to all covenants, agreements and obligations of this Agreement.
- (B) Neither Client nor Nowak & Fraus shall assign, sublet or transfer any rights under or interest in (including, but without limitation, moneys that may become due or moneys that are due) this Agreement without the written consent of the other, except to the extent that the effect of this limitation may be restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent Nowak & Fraus from employing such independent consultants, associates and subcontractors, as it may deem appropriate to assist in the performance of services.
- (C) Nothing herein shall be construed to give any rights or benefits to anyone other than Client and Nowak & Fraus.
- (D) This Agreement represents the entire and integral agreement between Nowak & Fraus and the Client and supersedes all prior negotiations, representations or agreements, whether written or oral. All Nowak & Fraus notes, disclaimers, details, specifications and instructions on Nowak & Fraus' drawings in connection with the project which the subject of this agreement shall be incorporated as part of this agreement. Only a written instrument signed by both Nowak & Fraus and the Client may amend this Agreement.
- (E) Drawings and specifications are instruments of service and shall remain the property of Nowak & Fraus whether the Project for which they are made is executed or not. They are not to be used by the Client on other projects or extensions to this Project except by agreement in writing and with appropriate compensation to Nowak & Fraus. The Client shall to the fullest extent permitted by law indemnify and hold harmless Nowak & Fraus from and against all claims, damages, losses and costs, including attorney fees and costs of litigation, arising out of or in any way connected in the modification, misrepresentation, misuse, or reuse by other of the machine readable information or data provided by Nowak & Fraus, excepting only such use as may be authorized, in writing, by Nowak & Fraus. Nowak & Fraus shall not authorize the reuse of its machine readable information or data, either electronically, on disk or as a hard copy, unless full payment has been made by the Client. The Client will be appropriately charged based upon Nowak & Fraus' standard rates.
- (F) In providing opinions of probable construction cost, the Client is advised that Nowak & Fraus has no control over contractor's cost or the price of labor, equipment or materials furnished by the contractor, or over the contractor's methods of pricing, and that the opinions of probable construction costs that may be provided as part of the professional services to be rendered are to be made based on current prevailing prices. No warranty, expressed or implied, is made as to the accuracy of such opinions as compared to bid or actual costs incurred by the Client.
- (G) Nowak & Fraus may incorporate "design/build" concepts as a component of the construction plans. Where such concepts are used, the contractor, subcontractors, manufacturer, and/or supplier of the materials or equipment to be furnished assume design responsibility and liability for the applicable systems, equipment or materials furnished. Any "shop drawings" reviewed by Nowak & Fraus related hereto is limited solely for the purpose of determining that the general requirements have been met.
- (H) The information contained in this Proposal may be proprietary and shall not be disclosed to any parties outside of the Client's staff, partners, or be duplicated, used, or disclosed in whole or part for any purpose other than to evaluate the Proposal. Should the Proposal be accepted, the Client shall have the right to duplicate, use or disclose the information to the extent provided through a written agreement with Nowak & Fraus.
- (I) The Client agrees to waive all claims against Nowak & Fraus related or in any way connected to structures, physical features, or utilities that were not depicted in the survey due to the fact they were buried, covered with snow or debris or had vehicles parked over them.
- (J) This Agreement shall be governed exclusively by the laws applicable to the State of Michigan.



# CITY OF OAK PARK

**Carl Johnson, Director  
Department of Finance**

**Council Members**  
Klesha Speech  
Solomon Radner  
Ken Rich  
**City Manager**  
Erik Tungate

## MEMORANDUM

**Date:** May 25, 2016

**To:** Erik Tungate, City Manager

**From:** Carl Johnson

**Re:** 3rd Quarter Fiscal 2015/2016 Investment Report

The State of Michigan Public Act 213 of 2007 requires the City's investment officer to provide a written report quarterly to the governing body concerning the investment of all funds of the City that fall under Public Act 20. Public Act 20 governs how non-pension and non-OPEB funds can be invested. The attached report details the cash and investments (citywide for all funds) held by the City at March 31, 2016. The report includes a description of each investment by type, market and book values, current and yield to maturity interest rates and the number of days to maturity

The third quarter investment report shows total citywide cash and investments of \$21,305,621 including cash in the operating account of \$1,253,603, short-term investments in the Oakland County Investment Pool of \$10,044,152 and long-term investments totaling \$9,162,134. The City has maximized investment return on short-term cash by utilizing the Oakland County Investment Pool and minimizing the amount maintained in the checking and daily depository accounts. Interest income for the months of July through December 2015 totaled \$75,939 while income for January through March 2016 totaled \$65,808 bringing the citywide total for the first nine months of the 2016 fiscal year to \$141,747. The new investment strategy implemented in the first quarter of the 2016 fiscal year has significantly reduced the amount of time spent monthly on investments by the treasurer's office and continues to result in returns on overall investments five to six times higher than previous years.

City of Oak Park  
 Summary of Cash and Investments Held  
 March 31, 2016

	<u>Maturity Date</u>	<u>Market Value</u>	<u>Book Value</u>	<u>% of Portfolio</u>	<u>Current Interest Rate</u>	<u>YTM @ Cost</u>	<u>Days to Maturity</u>
<b>Cash</b>							
Huntington Bank - Collection		\$ 1,253,603	\$ 1,253,603	5.91%	0.1500%	0.1500%	1
Huntington Bank - Accounts Payable		-	-	0.00%	0.1500%	0.1500%	1
Huntington Bank - Payroll		-	-	0.00%	0.1500%	0.1500%	1
Morgan Stanley - Securities		8	8	0.00%	0.1500%	0.1500%	1
DA Davidson - Securities		2	2	0.00%	0.1500%	0.1500%	1
<b>Government Securities</b>							
FHLB Step Bond	10/29/2020	1,000,760	1,000,000	4.71%	1.5000%	1.8400%	1671
FFCB Term Bond	12/7/2021	700,077	700,000	3.30%	1.9400%	1.9400%	2350
FHLB Term Bond	11/21/2022	495,835	500,000	2.36%	2.1250%	2.1250%	2334
FFCB Term Bond	1/23/2023	245,615	250,000	1.18%	2.2300%	2.2300%	2397
FFCB Term Bond	6/2/2023	697,676	700,000	3.30%	2.3000%	2.3000%	2527
<b>Municipal Bonds</b>							
Genison Schools	5/1/2018	530,535	531,973	2.51%	5.1500%	2.0000%	670
Michigan Municipal Bond Authority	5/1/2018	252,650	256,224	1.21%	3.9400%	2.7040%	670
Williamston Mich Comm Schools	5/1/2019	775,560	762,245	3.59%	2.3970%	2.3500%	1127
Lake Orion Mich Comm Sch Dist	5/1/2020	256,507	253,553	1.19%	2.1120%	1.7500%	1492
Reeths-Puffer Mich Schs	5/1/2020	298,639	292,584	1.38%	2.2480%	2.0200%	1492
Williamston Mich Comm Schools	5/1/2020	1,046,330	1,016,985	4.79%	2.6670%	2.6200%	1492
Reeths-Puffer Mich Schs	5/1/2021	260,648	253,155	1.19%	2.5740%	2.3100%	1857
Reeths-Puffer Mich Schs	5/1/2021	260,647	253,155	1.19%	2.5740%	2.3100%	1857
Whitmore Lake Mich Pub Sch Dist	5/1/2021	521,810	509,261	2.40%	2.7490%	2.7000%	1857
South Lyon Mich Comm Schools	5/1/2023	52,252	51,390	0.24%	2.8900%	2.4600%	2587
<b>Certificate of Deposits</b>							
American Express Centr	11/13/2018	504,515	500,000	2.36%	1.6500%	1.6500%	956
American Express Centr	11/12/2019	506,880	500,000	2.36%	2.0000%	2.0000%	1320
Wells Fargo Bank NA	1/11/2020	100,385	100,000	0.47%	1.3000%	2.3250%	1290
American Express Centr	11/12/2020	508,255	500,000	2.36%	2.2500%	2.2500%	1685
<b>Commercial Paper</b>							
Ford Motor Credit Co LLP	12/1/2016	992,280	990,683	4.67%	1.3180%	1.3180%	244
<b>Investment Pool</b>							
Oakland County Investment Pool		<u>10,044,152</u>	<u>10,044,152</u>	<u>47.34%</u>	1.1439%	0.9630%	1
<b>Total</b>		<u>\$ 21,305,621</u>	<u>\$ 21,218,973</u>	<u>100.00%</u>			



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN**

**AGENDA OF:** June 6, 2016

**AGENDA #**

**SUBJECT:** Approval of resolution to authorize Budget Amendment #2016-3

**DEPARTMENT:** Finance

**SUMMARY:** The City's annual budget was adopted on May 18, 2015 and is effective July 1<sup>st</sup>. The budget is adopted at the departmental level. In accordance with the State Budget Act, budget amendments are to be completed throughout the fiscal year in order to reflect the most current information available related to revenue and expenditure budgets. Budget amendments that have a positive or negative impact on fund balance or change the department total require Council approval. The proposed amendments are based on actual and projected activity-to-date.

The third quarter (3/31/16) budget amendment is attached and is also summarized below.

<b>GENERAL FUND</b>	
Audited Beginning Fund Balance July 1, 2015	\$ 3,430,752
Net Amended Budget through March 31, 2016	0
Net Change in Fund Balance (Amendment #2016-3)	0
Estimated Ending Fund Balance June 30, 2016	<u>\$ 3,430,752</u>

The following are some additional detail related to the significant items included in the recommended amendment:

- The City's share of the district court revenue collected is running better than anticipated due to the court's increased collection efforts and is estimated to exceed the original budget by approximately \$111,000. The increase in court revenue will be transferred to the court operating fund to offset higher than anticipated retiree healthcare costs.
- The City per the various brownfield agreements is entitled to an administrative fee of \$5,000 per brownfield, per year. During the current year the City disbursed several years of collections and is recognizing the administrative fee against the community development department's expenditures.

- The contractual services line item in the information technology department was increased by approximately \$30,791 to account for the total cost of outsourced contract for services.
- The human recourses department is utilizing a contractual employee for the last quarter of the year which requires an increase in the budget of \$9,000.
- The public information-cable department is hiring an intern for the month of June 2016 requiring the budget to be amended by approximately \$1,500 as well as using part-time employees to assist with cable productions during the last half of the fiscal year totaling approximately \$10,000

<b>MAJOR STREETS FUND</b>	
Audited Beginning Fund Balance July 1, 2015	\$ 1,369,847
Net Amended Budget through March 31, 2016	(717,106)
Net Change in Fund Balance (Amendment #2016-3)	<u>198,799</u>
Estimated Ending Fund Balance June 30, 2016	<u>\$ 815,540</u>

- MDOT made a one-time increased in road funding which increases intergovernmental revenue by approximately \$158,000 as well as additional state funding for various road grant projects totaling approximately \$40,000.

#### **DEBT SERVICE FUNDS**

The amendment for the three debt service funds include decreases in the allocation for property tax chargebacks from the County, adjustments to interest payments to agree to debt repayment schedules and to recognize the proceeds of the 2015 refunding bonds and reflect the payoff of the 2006 road bonds with the proceeds. The debt service funds use tax revenues from voter approved tax levies and on an annual basis the budgets are approximately breakeven.

#### **INTERNAL SERVICE FUNDS**

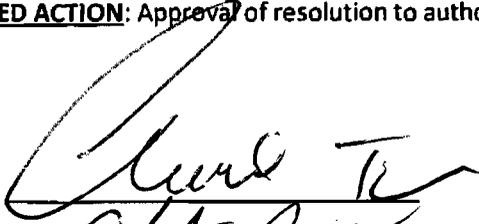
These funds are used to account for annual expenditures for the motor pool fleet, insurances and retiree healthcare that are recorded here and allocated out to all the funds on a monthly basis. The budget amendment is required to reflect the anticipated annual costs and increase or decrease the required contribution for the various funds. These funds should have budgets where revenues equal expenditures and the amendment gets all internal funds to that position.

**FINANCIAL STATEMENT:** The proposed budget amendment has no net impact on the fund balance of General Fund keeping the estimated fund balance at approximately 15% of annual revenues.

**RECOMMENDED ACTION:** Approval of resolution to authorize Budget Amendment #2016-3

**APPROVALS:**

City Manager:

A large, stylized handwritten signature in black ink, appearing to read "Clare T.", written over a horizontal line.

Finance Director:

A handwritten signature in black ink, appearing to read "ATA", written over a horizontal line.

**Resolution**

NOW, THEREFORE BE IT RESOLVED that the following  
Budget Amendment #2016-3 is authorized:

	INCREASE (DECREASE)
<b>GENERAL FUND</b>	
<b>REVENUES</b>	
FINES	\$ 111,596
INTEREST INCOME	4,346
<b>TOTAL REVENUES</b>	<u>115,942</u>
<b>EXPENDITURES</b>	
LEGISLATIVE	(16,251)
ADMINISTRATIVE	21,800
COMMUNITY & ECONOMIC DEVELOPMENT	(41,000)
CITY CLERK - ADMINISTRATIVE AND RECORDS	(23,500)
CITY CLERK - ELECTIONS	28,500
TECHNICAL AND PLANNING	(18,000)
RECREATION	(605)
PUBLIC WORKS	10,000
INFORMATION TECHNOLOGY	30,791
PUBLIC INFORMATION	12,611
NON-DEPARTMENTAL	111,596
<b>TOTAL EXPENDITURES</b>	<u>115,942</u>
<b>Net Increase to fund Balance</b>	<u>\$ -</u>
<b>MAJOR STREETS FUND</b>	
<b>REVENUES</b>	
INTERGOVERNMENTAL	\$ 158,145
INTEREST INCOME	2,536
OTHER REVENUE	40,500
<b>TOTAL REVENUES</b>	<u>201,181</u>
<b>EXPENDITURES</b>	
TRANSFER OUT - GENERAL FUND	2,382
<b>TOTAL EXPENDITURES</b>	<u>2,382</u>
<b>Net Increase to fund Balance</b>	<u>\$ 198,799</u>

INCREASE  
(DECREASE)

**45TH DISTRICT COURT FUND**

<b>REVENUES</b>	
TRANSFER IN - GENERAL FUND	\$ 111,596
<b>TOTAL REVENUES</b>	<u>111,596</u>
<b>EXPENDITURES</b>	
TRANSFER OUT - COURT RETIREE HEALTHCARE FUND	111,596
<b>TOTAL EXPENDITURES</b>	<u>111,596</u>
<b>Net Increase to fund Balance</b>	<u>\$ -</u>

**2010 MUNICIPAL COMPLEX DEBT SERVICE FUND**

<b>REVENUES</b>	
TAX AND TAX RELATED	\$ (54,562)
INTEREST EARNINGS	(392)
<b>TOTAL REVENUES</b>	<u>(54,954)</u>
<b>EXPENDITURES</b>	
INTEREST PAYMENTS	24,549
PRIOR YEAR REFUNDS	(119,897)
<b>TOTAL EXPENDITURES</b>	<u>(95,348)</u>
<b>Net Increase to fund Balance</b>	<u>\$ 40,394</u>

**2006 ROAD BOND DEBT SERVICE FUND**

<b>REVENUES</b>	
TAX AND TAX RELATED	\$ (21,929)
TRANSFER IN - 2015 ROAD REFUNDING BOND FUND	8,331,855
<b>TOTAL REVENUES</b>	<u>8,309,926</u>
<b>EXPENDITURES</b>	
PRINCIPAL	8,495,000
PAYING AGENT FEES	(2)
PRIOR YEAR REFUNDS	(94,385)
<b>TOTAL EXPENDITURES</b>	<u>8,400,613</u>
<b>Net Decrease to fund Balance</b>	<u>\$ (90,687)</u>

**2015 ROAD REFUNDING BOND DEBT SERVICE FUND**

<b>REVENUES</b>	
PROCEEDS FROM ISSUANCE OF DEBT	\$ 7,825,000
PERMIUM FROM ISSUANCE OF DEBT	796,883
<b>TOTAL REVENUES</b>	<u>8,621,883</u>
<b>EXPENDITURES</b>	
PRINCIPAL	-
INTEREST PAYMENTS	153,892
PAYING AGENT FEES	1,100
COST OF ISSUANCE OF DEBT	135,036
TRANSFER OUT - 2006 ROAD BOND FUND	8,331,855
<b>TOTAL EXPENDITURES</b>	<u>8,621,883</u>
<b>Net Decrease to fund Balance</b>	<u>\$ -</u>

INCREASE  
(DECREASE)

**MOTOR POOL INTERNAL SERVICE FUND**

<b>REVENUES</b>	
CHARGES TO OTHER FUNDS	\$ (110,589)
INTEREST EARNINGS	452
<b>TOTAL REVENUES</b>	<u>(110,137)</u>
<b>EXPENDITURES</b>	
OPERATIONS	6,000
DEPRECIATION	(135,000)
<b>TOTAL EXPENDITURES</b>	<u>(129,000)</u>
<b>Net Decrease to fund Balance</b>	<u>\$ 18,863</u>

**RISK MANAGEMENT INTERNAL SERVICE FUND**

<b>REVENUES</b>	
CHARGES TO OTHER FUNDS	\$ 82,826
INTEREST EARNINGS	209
OTHER REVENUE	31,456
<b>TOTAL REVENUES</b>	<u>114,491</u>
<b>EXPENDITURES</b>	
INSURANCE - WORKERS COMPENSATION	90,219
INSURANCE - PUBLIC LIABILITY	1,692
<b>TOTAL EXPENDITURES</b>	<u>91,911</u>
<b>Net Decrease to fund Balance</b>	<u>\$ 22,580</u>

**45TH DISTRICT COURT RETIREE HEALTHCARE INTERNAL SERVICE FUND**

<b>REVENUES</b>	
FINES	\$ 3,399
INTEREST EARNINGS	(39)
TRANSFER IN - 45TH DISTRICT COURT FUND	111,596
<b>TOTAL REVENUES</b>	<u>114,956</u>
<b>EXPENDITURES</b>	
RETIREE HEALTHCARE	111,340
RETIREE DENTAL	40
RETIREE LIFE INSURANCE	3,575
<b>TOTAL EXPENDITURES</b>	<u>114,955</u>
<b>Net Decrease to fund Balance</b>	<u>\$ 1</u>

I certify that the forgoing is a true and complete copy of a Resolution adopted by the City Council of the City of Oak Park at a regular Meeting held on this 6<sup>th</sup> day of June, 2016.

\_\_\_\_\_  
T. Edwin Norris, City Clerk

City of Oak Park  
Proposed Budget Amendments  
March 31, 2016

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>	<u>Description</u>
<u>General Fund</u>			
101-00.000-644.000	Interest Income	\$ 4,346	Increase to actual revenue to date
101-00.000-659.000	Ordinance Fines	<u>111,596</u>	Adjust budget for estimated increase in revenue
<b>Total Revenue Increase (Decrease)</b>		<b>115,942</b>	
101-10.101-712.000	Employee Fringe Benefits	(11,251)	Adjust fringe benefits to estimated annual totals
101-10.101-726.000	Supplies	(5,000)	Budget for Council and Employee Recognition to CM
101-11.172-956.000	Miscellaneous	5,000	Budget for Council and Employee Recognition to CM
101-11.172-804.000	Employee Recruitment and Testing	1,000	New employee costs into HR from each department
101-11.172-819.035	Contract Labor - HR Assistant	9,000	4/1-6/30 Contractual HR Assistant
101-11.172-819.035	Conferences and workshops	1,000	SEI retirement conference in PA
101-11.172-920.000	Utilities - Telephone	1,000	Adjust to estimate (approximately prior years balance)
101-11.172-926.000	Supplies	3,500	Adjust to estimate (approximately prior years balance)
101-11.172-970.000	Capital Outlay	1,300	CM computer per contract
101-11.611-702.500	Salary & Wages - Alloc. to Brownfield	(35,000)	\$5k annual admin reimb each - past several years
101-11.611-712.000	Employee Fringe Benefits	(6,000)	Adjust fringe benefits to estimated annual totals
101-12.258-801.015	Professional Services - IT Operations	30,791	Net Increase to cover cost of outsourced IT department
101-14.191-702.000	Salaries & Wages	18,000	Reallocate wages/fringes between clerk & elections
101-14.191-713.000	Health Insurance	6,000	Reallocate wages/fringes between clerk & elections
101-14.191-714.004	Retirement - Defined Contribution	4,500	Reallocate wages/fringes between clerk & elections
101-14.215-702.000	Salaries & Wages	(18,000)	Reallocate wages/fringes between clerk & elections
101-14.215-713.000	Health Insurance	(6,000)	Reallocate wages/fringes between clerk & elections
101-14.215-714.004	Retirement - Defined Contribution	(4,500)	Reallocate wages/fringes between clerk & elections
101-14.215-901.000	Advertising/Newspaper Postings	5,000	Increase based on current activity
101-16.448-921.000	Utilities - Electric	(18,000)	Adjust street lighting cost to estimate
101-18.444-801.000	Professional Services	10,000	Play equipment removal - Victoria Park (state grant)
101-19.752-719.000	Utilities - Cable	(305)	Consolidate to department 22.806
101-19.752-720.000	Utilities - Phone	(300)	Consolidate cable to department 22.806
101-21.890-999.136	Transfer to District Court Fund	111,596	General Fund transfer to cover costs over budget
101-22.806-702.000	Salaries & Wages	10,600	Part-time staff for productions, intern in June 2016
101-22.806-718.000	Social Security Insurance	811	Increase from increase in salaries above
101-22.806-719.000	Utilities - Cable	<u>1,200</u>	Consolidated to single bill from all departments
<b>Total Expenditure Increase (Decrease)</b>		<b><u>115,942</u></b>	
<b>Net Increase (Decrease) to Fund Balance</b>		<b>\$ <u>-</u></b>	

<u>Major Streets Fund</u>		
202-00.000-546.001	State Grants - Other	158,145 Additional road appropriation from MDOT
202-00.000-546.000	Interest Income	2,536 Increase estimate of total earnings
202-00.000-674.000	Miscellaneous Fees	12,000 Adjust to actual receipts to date
202-00.000-676.001	Reimbursement - Miscellaneous	28,500 Adjust to actual receipts to date
	<b>Total Revenue Increase (Decrease)</b>	<b>\$ 201,181</b>
202-16.103-999.101	Transfer Out - General Fund	2,382 Adjust admin fee to 10% of new revenue est.
	<b>Total Expenditure Increase (Decrease)</b>	<b>\$ 2,382</b>
	<b>Net Increase (Decrease) to Fund Balance</b>	<b>\$ 198,799</b>
<u>District Court Fund</u>		
276-13.000-699.101	Transfer In - General Fund	111,596 Additional General Fund transfer to cover costs
	<b>Total Revenue Increase (Decrease)</b>	<b>\$ 111,596</b>
276-50.136-999.678	Transfer Out - Ct Retiree Healthcare Fund	111,596 Additional transfer to cover costs
	<b>Total Expenditure Increase (Decrease)</b>	<b>\$ 111,596</b>
	<b>Net Increase (Decrease) to Fund Balance</b>	<b>\$ -</b>
<u>2010 Municipal Complex Debt Service Fund</u>		
303-98.905-420.000	Del Pers Prop Tax - P/Y	(54,562) Move part of County chargeback from expense
303-98.905-664.000	Interest Income	(392) Reduce budget based of projections
	<b>Total Revenue Increase (Decrease)</b>	<b>\$ (54,954)</b>
303-98.905-964.089	Prior Year Tax Refunds	(119,897) All County chargebacks will be in account 420.000
303-98.905-995.000	Debt Interest	24,549 Adjust to actual payment schedule
	<b>Total Expenditure Increase (Decrease)</b>	<b>\$ (95,348)</b>
	<b>Net Increase (Decrease) to Fund Balance</b>	<b>\$ 40,394</b>
<u>2006 Road Debt Service Fund</u>		
307-79.905-403.000	Property Tax	(11,929) Adjust to actual property tax levy to date
307-79.905-410.000	Del Pers Prop Tax - C/Y	(5,000) Estimated current year del personal property tax
307-79.905-420.000	Del Pers Prop Tax - P/Y	(5,000) Estimated prior years property tax chargebacks
307-79.905-699.308	Transfer in - 2015 Refunding Bonds	8,331,855 Transfer bond proceeds to payoff 2006 bonds
	<b>Total Revenue Increase (Decrease)</b>	<b>\$ 8,309,926</b>
307-79.905-964.000	Prior Year Tax Refunds	(94,385) All County chargebacks will be in account 420 000
307-79.905-991.000	Debt Service - Principal	8,495,000 Adjust principal payment to reflect bond payoff
307-79.905-997.000	Debt Service - Paying Agent Fees	(2) Adjust to estimated expense
	<b>Total Expenditure Increase (Decrease)</b>	<b>\$ 8,400,613</b>
	<b>Net Increase (Decrease) to Fund Balance</b>	<b>\$ (90,687)</b>
<u>2015 Refunding Bonds Debt Service Fund</u>		
308-79.905-698.000	Proceeds from Sale of Bonds	7,825,000 Record revenue from bond refinance proceeds
308-79.905-698.100	Premium from Sale of Bonds	796,883 Record revenue from bond refinance proceeds
	<b>Total Revenue Increase (Decrease)</b>	<b>\$ 8,621,883</b>
308-79.905-991.000	Debt Service - Interest	153,892 All County chargebacks will be in account 420 000
308-79.905-997.000	Debt Service - Paying Agent Fees	1,100 Annual trust fee on refinanced bonds
308-79.905-998.000	Cost of Debt Issuance	135,036 Record expense per bond refinance closing
308-79.905-999.307	Transfer out - 2006 Road Bond Fund	8,331,855 Transfer bond proceeds to payoff 2006 bonds
	<b>Total Expenditure Increase (Decrease)</b>	<b>\$ 8,621,883</b>
	<b>Net Increase (Decrease) to Fund Balance</b>	<b>\$ -</b>

<b><u>Motor Pool Internal Service Fund</u></b>		
654-18.875-627.101	Charges for Services - General Fund	(115,589) Estimate based on prior and current year activity
654-18.875-627.451	Charges for Services - Sidewalk & Spec	5,000 Estimate based on prior and current year activity
654-18.875-664.000	Interest Income	452 Estimate based on prior and current year activity
	<b>Total Revenue Increase (Decrease)</b>	<b>\$ (110,137)</b>
654-18.875-861.000	Fleet Collision Repairs	6,000 Increase to actual expenditures to date
654-18.875-968.000	Depreciation	(135,000) Budget on a cash flow basis only, exc depreciation
	<b>Total Expenditure Increase (Decrease)</b>	<b>\$ (129,000)</b>
	<b>Net Increase (Decrease) to Fund Balance</b>	<b>\$ 18,863</b>
<b><u>Risk Management Fund</u></b>		
677-42.871-664.000	Interest Income	209 Adjust to increased estimate
677-42.871-674.000	Miscellaneous Fees	103,000 Estimate workers comp reinsurance reimbursement
677-42.871-677.001	Reimbursement - Works Comp Ins Prem	(71,544) Adjust to actual annual reimbursement received
677-42.871-699.000	Charges to Other Funds	82,826 Estimated charges to all funds via percentage of payroll
	<b>Total Revenue Increase (Decrease)</b>	<b>\$ 114,491</b>
677-42.871-810.000	Bank/CC Fees & Service Charges	50 Increase to projected annual expenditures
677-42.871-909.000	Insurance - Workers Compensation	90,169 Adjust budget to actual annual insurance premium
677-42.871-910.000	Insurance & Bonds	1,692 Adjust budget to actual annual insurance premium
	<b>Total Expenditure Increase (Decrease)</b>	<b>\$ 91,911</b>
	<b>Net Increase (Decrease) to Fund Balance</b>	<b>\$ 22,580</b>
<b><u>Retiree Healthcare - Court</u></b>		
678-00.000-659.000	Ordinance Fines	3,399 Adjust to increased estimate
678-00.000-664.000	Interest Income	(39) Fund will never have interest - net zero monthly
678-00.000-699.276	Transfer In - District Court Fund	111,596 Increase transfer to cover over budget healthcare costs
	<b>Total Revenue Increase (Decrease)</b>	<b>\$ 114,956</b>
678-57.872-712.001	Retiree Healthcare	111,340 Self-insured claims significantly over budget
678-57.872-712.002	Retiree Life Insurance	40 Adjust to increased estimate
678-57.872-712.003	Retiree Dental	3,575 Adjust to increased estimate
	<b>Total Expenditure Increase (Decrease)</b>	<b>\$ 114,955</b>
	<b>Net Increase (Decrease) to Fund Balance</b>	<b>\$ 1</b>