

CITY OF MARINE CITY

City Commission Meeting Agenda

Guy Community Center, 260 South Parker Street
Regular Meeting: Thursday, April 6, 2023; 7:00 PM

- 1. CALL TO ORDER**
- 2. MOMENT OF SILENCE / PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL:** Mayor Jennifer Vandenbossche; Commissioners Jacob Bryson, Elizabeth Hendrick, Michael Hilferink, William Klaassen, Rita Roehrig, Brian Ross; Interim City Manager James Heaslip.
- 4. APPROVE AGENDA**
- 5. PUBLIC COMMENT** Anyone is welcome to address the City Commission. Please state name and limit comments to five (5) minutes. This is a time for you to raise issues. The Commission will not respond, but issues will be followed up on as necessary.
- 6. COMMUNICATIONS**
 - a. Allen Reichle Letter
- 7. APPROVE MINUTES**
 - a. City Commission Meeting Minutes – March 16, 2023
- 8. CONSENT AGENDA**
 - a. Community & Economic Development Committee Meeting Minutes – March 1, 2023
 - b. 300 Broadway Committee Meeting Minutes – January 23, 2023
 - c. City Manager Search Committee Meeting Minutes – March 8, 2023
 - d. Business License – Eastwood Sportsman Club, Inc
- 9. FINANCIAL BUSINESS**
 - a. Expenditures (including payroll) – \$209,683.23
 - b. Preliminary Financial Statements
- 10. PUBLIC HEARING**
 - a. MEDC/CDBG Public Spaces Grant
- 11. UNFINISHED BUSINESS**
 - a. MEDC/CDBG Public Spaces Grant Discussion and Potential Action
 - b. Updates and Discussions on Social District and Ordinance
 - c. Update on City Manager Search
 - d. Update on Office Staffing
- 12. NEW BUSINESS**
 - a. Master Plan Firm Selection
 - b. Consulting Agreement – Scott Adkins

- c. EGLE Cross Connection Program
- d. DPW Salt Purchase
- e. DPW Crack Sealant Purchase
- f. Vacant Building Ordinance Discussion
- g. Business License Ordinance Discussion
- h. Charter section 6.8 investigation on the phone contacts between Mike Hilferink and the city police department/city police chief during an arrest process on February 10, 2023

13. ITEMS REMOVED FROM CONSENT AGENDA

14. CITY MANAGER'S REPORT

15. COMMISSIONER PRIVILEGE/LIAISON REPORTS

16. ADJOURNMENT

Tuesday, March 28th 2023

Dear members of the Marine City Commission,

I am writing you after seeing and reading comments from your former mayor regarding one of your fellow commissioners. As you all know, Cheryl Vercammen has never had a good relationship with the truth. Her recent letter and public comments have demonstrated this.

At the last commission meeting, she claimed that commissioner Hilferink was charged with a felony. As she and all of you know, that's a flat out lie. She has made several attempts over the years to drag people through the mud. Though, she has a right under the First Amendment and Article 1 section 5 of the state Constitution to freely speak, she is also responsible for the abuse of such right. Slandering someone's name is abusing the right to freely speak (even if the person slandered is a commissioner) as she and others may soon learn the consequences in a court of law.

She can continue to spread lies about people and people will have no choice but to spread the truth about her.

It has been alleged that she stole money and was fired from Beaumont for that reason. It has also been alleged that she stole money from a chamber of commerce fundraiser. By her own standards: she is a thief, embezzler and a fraudster and depending on how much she stole she could very well be a felon herself, the irony is laughable.

The following are indisputable facts:

She directly violated the Open Meetings Act on several occasions as mayor, she attempted to violate the Freedom of Information Act, she personally used city staff and resources including, but not limited to the city manager, clerk, and attorney to politically target and unsuccessfully remove a duly elected city commissioner. She micromanaged staff as she was mayor. She made several phone calls to the city police and sent a threatening email to the police chief as she was mayor, demanding that he remove protesters on public property. She lied at a meeting and said those peaceful protesters were blocking her business and said that I was threatening her as I reached my hand out to shake her hand to bet her \$1,000 that she was lying as we have a video tape of the entire protest. The only people that were unruly were her drunken supporters outside her bar that threatened people.

Tuesday, March 28th 2023

Where were the calls to remove her from office for her misconduct? She literally attempted to violate the civil rights of people to peacefully protest and to freely speak... She urged the police department to violate federal law. If that is not misconduct, I do not know what is! Where are the investigations into whether money went missing as she was in the city offices as mayor? As far as I'm concerned anything she touched should be thoroughly investigated. She pushed to have Barb Watson fired as an election official for speaking up about the Guy center putting the city in a liability situation. In addition, she pushed to have the treasurer fired and the police chief. Apparently for her, it's rules for thee, not for me. Only the peasants are expected to follow the law. For those she does not agree with, she makes up the rules as she goes.

There is so much hypocrisy, it's hard to keep track of it all. Commissioner Bryson and Former mayor Vercammen started this level of toxicity in this city and its their responsibility to chill out and stop trying to run people through the mud from attempting to remove a city commissioner, illegally, and pretending like that clown show never happened; to now making up accusations against a current commissioner.

I will leave you with some wise words stated at the February 2nd commission meeting by one of your planning commissioners, Mr. Joe Moran: "Karma's a bitch."

Sincerely,

Allen Reichle
628 Shady Lane, East China, MI 48054
AllenReichle@yahoo.com; (810) 580-2109

P.S. I have attached the email for the record that I hand delivered at the last meeting. I have also included a copy of the United States Constitution (1st Amendment included) as well as article 1 section 5 of the state constitution of which I highly suggest you all read and understand as elected officials and forward them to your planning commissioner who seems to fundamentally misunderstand them. Enjoy!

Philip Oleksiak

From: Kris Baxter <kbaxter@cityofmarinecity.org>
Sent: Wednesday, December 15, 2021 2:52 PM
To: Philip Oleksiak
Subject: FW: Police presence at City Commission Meetings
Attachments: FOIA Response Form.doc

Kristen Baxter
City Clerk/MiPMC
(810) 765-8830



From: Jim Heaslip
Sent: Wednesday, December 15, 2021 10:43 AM
To: Kris Baxter <kbaxter@cityofmarinecity.org>
Subject: FW: Police presence at City Commission Meetings

Kris,

Pursuant to the FOIA Request received please find the email attached below.

James D. Heaslip ~ Chief of Police
Marine City Police Department
375 S. Parker
Marine City, MI 48039
810-765-4040
810-765-4481 Direct
810-765-4135 Fax



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From: Cheryl Vercammen
Sent: Monday, November 8, 2021 11:09 AM

To: City Manager <citymanager@cityofmarinecity.org>; Jim Heaslip <JHeaslip@marinecity-mi.org>

Subject: Police presence at City Commission Meetings

Good morning,

The Public comment portion at our City Commission meetings is getting more and more volatile and threatening. At the last meeting, two different speakers used profanity (and there was a small child in the audience) and Allan Reichle left the podium area and approached the dais to shake my hand and make a bet. I told him to get away from me. I should have gaveled him and had him removed from the meeting but who will enforce this? I am requesting police presence at **ALL** of our commission meetings. In my opinion, Chief Heaslip, as a department manager, you should attend all meetings and witness first-hand who the bullies are and what type of things are being said. You should be talking to these people after the meeting when their public opinion crosses the line and becomes vulgar or threatening. That is your job.

Also, during the "peaceful protest" that took place at The Little Bar last Saturday, October 30th, I sent a text to you, Chief Heaslip, at 4:28pm stating that a protestor (Mike Hilfrink) walked through my parking lot carrying a protest sign. I also asked that a patrol car be sent to the CVS parking lot as there were two white vehicles blocking the parking lot aisle making it difficult for my employees and customers to park. This was intimidating to my employees and customers since the drivers of those vehicles sat in their cars for over two hours. I did not get any response (to date) from you, Chief Heaslip, and nothing was done with those cars blocking the lot. I know its not my property, but I would think a police officer could have asked them to move out of the aisle. I don't expect preferential treatment, but I am a resident, taxpayer and business owner as well. You knew I was upset about this "peaceful protest" at my business and did nothing to inform me or reassure me that the police would be available and watching. Nothing.

The credibility and helpfulness of our police department is in question. Putting it bluntly, I do not like what I'm seeing and hearing. I am very disappointed in you, Chief Heaslip and most of our sworn officers. I expect a written response.

Cheryl Verammen
Mayor, City of Marine City

This email is confidential and can not be copied, printed or sent to anyone other than the above two recipients without prior authorization of the sender.

7a

**City of Marine City
City Commission Minutes
March 16, 2023**

A regular meeting of the Marine City Commission was held on Thursday, March 16, 2023 at 260 South Parker Street, Marine City, and was called to order by Mayor Vandebossche at 7:00 P.M.

Present: Mayor Jennifer Vandebossche; Commissioners Jacob Bryson, Elizabeth Hendrick, Michael Hilferink, William Klaassen, Rita G. Roehrig, Brian Ross; Interim City Manager James Heaslip; Interim City Clerk Jason Bell.

Also Present: City Attorney Robert Davis

AUDIO/VIDEO AVAILABLE

For complete audio/video of meeting, visit the following link:

<https://www.youtube.com/watch?v=GvMghx-O9AA>

APPROVE AGENDA

Motion by Commissioner Bryson, seconded by Commissioner Ross, to approve the Agenda. All Ayes. Motion Carried.

COMMUNICATION

Communication from L. Girard was read against marijuana dispensaries.

Communication from Cheryl Vercammen was read regarding Commissioner Hilferink's arrest.

Motion by Commissioner Ross, seconded by Commissioner Klaassen, to accept and file the communications. Ayes: Bryson, Hendrick, Klaassen, Roehrig, Ross, Vandebossche. Nays: Hilferink. Motion Carried.

PUBLIC COMMENT

Laura Merchant of 300 Broadway Committee spoke in favor of the MEDC/CDBG Grant and requesting a public hearing on April 6, 2023.

Heather Bokram of the Historical Society spoke on the CDBG Grant for Historic City Hall and a plan for 300 Broadway.

Dave Warner spoke in support of the CDBG Grant for 300 Broadway.

Ray Skotarczyk spoke in favor of the CDBG Grant for 300 Broadway and the importance of the building.

John Sapienza spoke on 300 Broadway and inaccuracies in some past restoration. He also spoke on Liquor License and past political corruption in his opinion.

Roland Woelkers spoke on the positive public comments earlier and 300 Broadway. He also thanked the DPW and Police Department for their work during the ice storm and water main break. He also spoke against marijuana facilities.

Catherine Warner spoke on Commission being controlled by four members and Commissioner Hilferink's incident and requested an investigation into his actions and follow up from the City Commission.

Cheryl Vercammen spoke on questions she's asked at the past couple of meetings that she has yet to receive answers to and spoke to the lack of transparency. She also spoke on budget concerns and high wages being paid to fill the vacancies in City staff. She also spoke on Commissioner Hilferink's incident and requested the Mayor to take action.

Allen Reichle spoke on former Mayor Vercammen's abuse of power while in office and provided an email to the Commission. He also spoke on Vercammen's past issues and character.

Phillip Oleksiak spoke on Vercammen's past public comments on transparency and character while in office.

Joe Moran spoke on the \$50,000 T-Mobile Grant the City received earlier in the day and thanked Deputy Clerk Michele Goodrich for her hard work on the grant. He also objected to Allen Reichle's public comments.

APPROVE MINUTES

Motion by Commissioner Bryson, seconded by Commissioner Klaassen, to approve the City Commission Meeting Minutes of March 2, 2023, with the amendment of including specific comments under City Manager's Report regarding the vacancy of 300 Broadway. **Roll Call Vote.** Ayes: Bryson, Hendrick, Hilferink, Klaassen, Roehrig, Ross, Vandenbossche. Nays: None. Motion Carried.

Motion by Commissioner Ross, seconded by Commissioner Roehrig, to approve the City Commission Closed Session Meeting Minutes of March 2, 2023. All Ayes. Motion Carried.

Motion by Commissioner Bryson, seconded by Commissioner Klaassen, to approve the Marijuana Town Hall Minutes of February 20, 2023. All Ayes. Motion Carried.

CONSENT AGENDA

Presented:

- a. MCAFA Run Report
- b. Departmental Activity Monthly Reports
- c. Community & Economic Development Meeting Minutes – December 7, 2022
- d. Business License – Black Guard Reserve
- e. Business License – New Century Art Gallery
- f. Business License – Baab LLC

Motion by Commissioner Ross, seconded by Commissioner Klaassen, to approve the Consent Agenda a-b. **Roll Call Vote.** Ayes: Bryson, Hendrick, Hilferink, Klaassen, Roehrig, Ross, Vandenbossche. Nays: None. Motion Carried.

FINANCIAL BUSINESS

Expenditures

Motion by Commissioner Hendrick, seconded by Commissioner Ross, to approve total expenditures including payroll, in the amount of \$527,930.19. **Roll Call Vote.** Ayes: Hendrick, Hilferink, Klaassen, Roehrig, Ross, Vandenbossche, Bryson. Nays: None. Motion Carried.

Preliminary Financial Statements

Motion by Commissioner Bryson, seconded by Commissioner Klaassen, to receive and file the Preliminary Financial Statements. **Roll Call Vote.** Ayes: Hilferink, Klaassen, Roehrig, Ross, Vandenbossche, Bryson, Hendrick. Nays: None. Motion Carried.

UNFINISHED BUSINESS

Social District Update Discussion

City Attorney Davis spoke on the progress of the Social District maps and the letters of support that were provided from businesses. Attorney Davis will provide a draft of rules at the next Commission Meeting.

Commissioner Hendrick commented on the map that was provided and removing the volleyball court and Memorial Monument park from the Social District. She also requested the sponsor businesses be added to the map along with businesses on the West side of S Water Street. Commissioner Hendrick also inquired about additional signage that was required. City Attorney Davis spoke on the signage rules. Commissioner Hendrick's opinion is that she didn't want downtown littered with signs.

Mayor Vandenbossche stated if areas were removed from the Social District, it required signage where the Social District began and ended. City Attorney Davis stated it was hard for the Social District to start and stop at points along the mapped area.

Commissioner Hendrick asked how much the Alcohol Consumption in Parks Resolution was utilized during COVID and how the City would enforce the Social District rules. Commissioner Hendrick also

spoke on how much the Social District would be utilized as those were an option during COVID when businesses weren't open and also the pressures it would put on the Police Department to enforce the rules. Interim City Manager Heaslip stated that a Social District cleared up the Alcohol Consumption in Parks Resolution and it was the easiest solution or the Commission could revisit the current Resolution. Commissioner Hendrick requested the current Resolution to be brought back to the Commission at the next meeting. City Attorney Davis stated that you could not put a moratorium on an ordinance for an infinite amount of time.

Commissioner Roehrig stated the area on the maps was too large where many people frequent. She also stated that current establishments have outdoor spaces already to be utilized for outdoor consumption. Commissioner Roehrig also stated a Social District will put a strain on City staff and create more liability.

Commissioner Hilferink asked if hours for the Social District can be set. City Attorney Davis stated that days and times can be set and they can be flexible. He also cautioned the Commission on how many rules they set for the Social District.

Commissioner Hilferink asked if the Commission could get estimates on City costs to which Commissioner Hendrick agreed.

Commissioner Ross stated the map that was created was close to being a Social District and he was in favor of it because it is easier to enforce the rules.

Commissioner Hilferink thanked the Marine City Fish Company for their letter of support.

Mayor Vandenbossche stated the Social District is something that works for everyone. City Attorney Davis stated the Social District was consistent on what the City wants to accomplish.

No action was taken.

303 S. Water Property Fund Allocation

Mayor Vandenbossche spoke on the 303 S Water Street fund allocation and stated the Commission voted to revisit the allocation in April. She also spoke on the memo from City Attorney Davis that was provided to the Commission. Commissioner Hendrick stated the Commission voted to revisit it during Budget Hearings. City Attorney Davis stated it was a reminder and it was a segue into the agenda item 11a.

NEW BUSINESS

MEDC/CDBG Public Spaces Grant

Laura Merchant spoke on the MEDC/CDBG Grant information that was provided in the agenda. She stated it was an amazing opportunity that does not come around often. She stated the grant could possibly

bring up to \$2,000,000 to restore 300 Broadway to create a public space for the community to use. Laura Merchant also spoke on the importance of the April 28, 2023 deadline for the grant application.

Commissioner Hilferink inquired on the approximately 19 items being requested for the grant application. Laura Merchant stated she did not have any of those items at this time, but the volunteers would pull all of the information as they move the application along. She stated most of the items on the checklist were already completed by different committees and just needed to be put together. Commissioner Hilferink also inquired about the Citizens Participation Plan and other aspects of the application process and items needed to proceed by the deadline. Commissioner Ross stated he set up the Citizens Participation Plan and it included how citizens can contribute and it did not need to be up and running by the application deadline.

Commissioner Hilferink commented on the public hearing deadline and stated there was only 15 days to complete the paperwork to have a public hearing on April 6, 2023. Commissioner Hilferink's opinion was that the items needed will not be completed by the deadline for a public hearing. Laura Merchant stated the items can be completed by the deadline with the volunteers that the multiple Committees have for this grant project. Merchant also confirmed that most of the items have already been completed and they will work diligently to pull those items together to meet the deadline.

Commissioner Ross stated he forwarded this grant information along to the proper Committees once he received it from Deputy Clerk Michele Goodrich and that the City was eligible for the grant. Commissioner Ross also stated he is happy to help with whatever is needed and all the information was already there, the data just needs to be gathered now. He also stated that the building the grant would be applied to needs to be Municipal owned.

Laura Merchant stated the Historical Society is willing to donate money to the matching funds as well as the Community Group and they are all ready to move forward with the grant application process.

Commissioner Roehrig asked if the items were available, why the Commission did not have them for review. Laura Merchant stated the Commission only needed to approve to start the grant application process. Commissioner Roehrig asked where the plan was if it was completed. Laura Merchant stated that pieces were done by other Committees already. Commissioner Roehrig stated the Commission needed the completed items for the public hearing.

Commissioner Hendrick stated this grant would cost the City \$200,000 and that money needed to be committed for the application. Mayor Vandebossche stated the Commission needed to approve the grant application process to start and move forward for the public hearing in order to meet the application deadline. Commissioner Roehrig stated the City needed to commit the money already for the grant to be

eligible. City Attorney Davis noted the money from the sale of 303 South Water Street had already been segregated if the Commission chose to use those funds for the 10% grant match.

Commissioner Hendrick addressed Laura Merchant's letter which was provided to the Commission and also the money committed by Friends of City Hall. Commissioner Hendrick also asked if the grant funding of \$2,000,000 would complete the interior of the building. Laura Merchant stated the grant money would complete the interior to be a functioning public space. Commissioner Hendrick also stated the repair estimates for the building were \$2,000,000 to \$3,000,000 over 15 years and costs have now gone up and it was her opinion the grant money requested would not be sufficient enough to complete the interior of the building.

Commissioner Hendrick asked what the public space would be used for once completed. Laura Merchant stated the public space's use would be based on the public interest of the space and that the Committee already had a completed business plan.

Motion by Commissioner Bryson, seconded by Commissioner Ross, to hold a public hearing on April 6, 2023 to discuss the Public Gathering Spaces Initiative Grant for 300 Broadway and to direct the Commission to proceed with preparing the grant, but do not submit without subsequent Commission approval and for the City's investment be up to \$200,000. **Roll Call Vote.** Ayes: Hilferink, Klaassen, Roehrig, Ross, Vandenbossche, Bryson, Hendrick. Nays: None. Motion Carried.

Exemption from the Requirements of the "Publicly Funded Health Insurance Contribution Act" – Resolution 005-2023

Motion by Commissioner Hendrick, seconded by Commissioner Klaassen, to approve Resolution 005-2023 - Exemption from the Requirements of the "Publicly Funded Health Insurance Contribution Act". **Roll Call Vote.** Ayes: Klaassen, Roehrig, Ross, Vandenbossche, Bryson, Hendrick, Hilferink. Nays: None. Motion Carried

CITY MANAGER'S REPORT

Interim City Manager Heaslip discussed the Water Main break in Cottrellville Township that affected our water supply. He also discussed the City being awarded a \$50,000 grant from T-Mobile and thanked Michele Goodrich for all of her hard work on the grant. Interim City Manager Heaslip also stated the City was approved for a SEMCOG Tap Grant for the bike path project. Interim City Manager Heaslip stated he has also been working on finalizing the proposed budget with Mary Ellen and wanted to report the City was in the black. He also stated he was working with Nichole and Mary Ellen on other finance issues and the Commission would need to come up with a plan in May to find help for Nichole as Mary Ellen will not be working past May. He also stated he has received multiple applications for the City Clerk, DPW Supervisor and City Manager. He provided a City Manager Search Committee update and an update on the Planning Commission's recommendation of a firm for the City's Master Plan update and also the

marijuana facilities maps would be presented to the Commission during April's Meetings. Interim City Manager Heaslip also stated he is working on the Capital Improvement Plan as well. He stated he was awaiting an update on the DNR Grant and the property description issue. Heaslip also stated he attended a Stonegarden Meeting for the Police Department and funds have drastically decreased. He also stated is working on finishing up contract negotiations with the POAM and Teamsters and should have the contracts to the Commission in April. Heaslip stated he would be on vacation during the last week of March.

Commissioner Hilferink inquired if the County was still helping with the finances. Interim City Manager Heaslip stated the County helped as much as possible. Commissioner Hilferink asked if Consultant Scott Adkins was helping with finances. Interim City Manager Heaslip stated that he was currently working on other obligations and the Commission should have his contract for approval at the next Commission Meeting. Commissioner Hendrick asked if Interim City Manager Heaslip has looked into Plante Moran for finance help. Commissioner Roehrig asked if that was budgeted. Interim City Manager Heaslip stated they have not been looked into yet and noted that budget amendments will be needed.

COMMISSIONER PRIVILEGE/LIAISON REPORTS

Commissioner Klaassen stated the Planning Commission discussed the marijuana zoning maps and issues and thanked everyone who worked on the T-Mobile Grant.

Commissioner Bryson thanked Michele Goodrich for all her grant work for the City. He also thanked the Historical Society for their generous offer.

Commissioner Hilferink thanked Michele Goodrich for her work on the T-Mobile Grant.

Commissioner Ross congratulated the MCHS Swim Team and Michele Goodrich for her work on the T-Mobile Grant. He also thanked everyone who came out in support of the MEDC/CDBG Grant for 300 Broadway.

Commissioner Roehrig urged residents to shop local.

Commissioner Hendrick stated the Fire Authority discussed and insurance issue and that buildings were under insured and those figures have been updated and sent the information to Interim City Manager Heaslip. She also stated the Fire Authority hired four firefighters and 3 had resigned. The Fire Authority preliminary budget was approved. She also thanked Marine City Firefighters for their assistance with the Harsens Island fire. Commissioner Hendrick also stated the Fire Authority was approved for a grant. She also thanked Michele Goodrich for her grant work and City Staff for keeping things going.

Mayor Vandebossche spoke about the water main break and encouraged residents to sign up for WINS notifications. She spoke about the Tot Lot Grant from T-Mobile and the SEMCOG Tap Grant for the bike path and thanked Michele Goodrich for her work on those. She also stated she attended the Maritime Days Committee Meeting and there were quite a few people there and stated their next meeting is March 23rd. Mayor Vandebossche also stated the Marine City Little League was looking for sponsors and volunteers. She also thanked her fellow Commissioners for their support on the MEDC/CDBG Grant.

ADJOURNMENT

Motion by Commissioner Hendrick, seconded by Commissioner Klaassen, to adjourn at 9:11 p.m. All Ayes. Motion Carried.

Respectfully submitted,

Jason A. Bell
Interim City Clerk

DRAFT



**City of Marine City
Community and Economic Development Board
March 1, 2023**

A rescheduled meeting of the Community and Economic Development Board was held on Wednesday, March 1, 2023 at 260 South Parker Street, and was called to order by Chairperson Moran at 6:00 pm.

The Pledge of Allegiance was led by Chairperson Moran.

Present: Planning Commission Representative (Chairperson) Joseph Moran; Business Representative Cheryl Vercammen; Board Member Cheryl Ross; Interim City Manager James Heaslip; Deputy Clerk Michele Goodrich

Absent: TIFA Board Representative Bob Weisenbaugh; City Commission Representative Michael Hilferink, Board Member Heather Hatcher

Motion by Business Representative Vercammen, seconded by Board Member Ross, to excuse Board Members Hilferink, Hatcher and Weisenbaugh. All Ayes. Motion Carried.

Communications

None.

Approve Agenda

Motion by Business Representative Vercammen, seconded by Board Member Ross, to approve the Agenda. All Ayes. Motion Carried.

Public Comment

Laura Merchant, Chamber of Commerce President, spoke about a potential partnership with the CED Board regarding a “Rediscover Marine City” campaign and requested the item be on the next CED Agenda.

Approve Minutes

Motion by Business Representative Vercammen, seconded by Board Member Ross, to approve the Community & Economic Development Board minutes of December 7, 2022. All Ayes. Motion Carried.

Unfinished Business

300 Broadway

Board Member Ross informed the Board of a grant funding opportunity through the MEDC - CDBG Public Gathering Spaces Initiative that would require a 10% committed match with the potential grant award of \$2 million. She advised that the 300 Broadway Committee was interested in moving forward with the grant, with permission from the City Commission.

Board Member Ross stated that the River Rec Teen Zone would be vacating 300 Broadway at the end of March and that the City could use the space as a temporary "Community Center" to gauge if there was community support or need for a community center. Chairperson Moran suggested utilizing volunteers to help staff the space.

13 Ways to Kill Your Community: Number 12 - Complacency

Chairperson Moran stated he did not see complacency on the CED Board however, the members still needed to be mindful of forward momentum and potential discouragement.

Board Member Ross stated that the Board needed to keep people thinking in different ways.

Attracting New Business in Marine City

Chairperson Moran stated his opinion that businesses in Marine City were not closing due to poor sales or politics but rather due to retirement and overall changes in life.

Business Representative Vercammen read aloud a passage commenting on the 37 most promising businesses for a small town. She requested the City put information on the website directing potential investors to the vacant buildings in town and potential business ideas.

Chamber of Commerce Representative addressed the need to keep representation on the EDA.

Lake St. Clair Guide Design Approval

Chairperson Moran informed the Board that the Lake St. Clair Guide was available. Business Representative Vercammen stated the guide has been very popular at her restaurant and that she had already distributed four boxes.

New Business

Community Center

Business Representative Vercammen stated her opinion that Washington Life Center should be considered the City's Community Center as they offer a variety of activities including open gym, knitting, lunch, card clubs, and social events.

The Board discussed the need to present utilizing the current River Rec Teen Zone space as a temporary Community Center to the City Commission.

Marine City Marina Development and Grant Opening

Chairperson Moran stated that he had spoken to DPW Superintendent Itrich and advised that it was too soon in the development of the space to address a grand opening.

Open Discussion

Chairperson Moran requested the DPW pick up the tree from the "Twinkling Forest," he also stated that after numerous discussions, there was no feasibility for St. Clair River dockage. He questioned what events the CED Board could hold for the community, without the business component, around town such as Maritime Days, trunk or treat events, ect, and requested the Board come up with suggestions to be presented at the next meeting.

Interim City Manager Heaslip informed the Board that they currently had \$7,395.26 in the CED account. He informed the Board that he was made aware that the Maritime Days Committee had disbanded and that there was still an outstanding invoice for services due to the City. He suggested that the CED Board members become involved with Maritime Days, in some capacity, in an effort to help make the function successful and ensure they are aware of what needs to be done through the City. He addressed the current Vacant Building Ordinance and questioned how the City could enforce an ordinance when it had 300 Broadway vacant. Chamber of Commerce Representative Merchant addressed the waiver available to businesses who were actively trying to rent out their spaces. Chairperson Moran stated that the CED Board had voted in favor of the Ordinance.

Business Representative Vercammen requested the need for money for paint needed to touch up the large chair and paint a mural behind it to be put on the next agenda.

Chamber of Commerce Representative Merchant informed the Board that the Fire, Ice, and Spice event was very successful and that the Chamber will be focusing more toward business.

Adjournment

Motion by City Commission Representative Vercammen, seconded Chamber of Commerce Representative Merchant to adjourn at 7:18pm. All Ayes. Motion Carried.

Respectfully submitted,

Michele Goodrich

Deputy Clerk

Jason Bell
Interim City Clerk

8b

**City of Marine City
Planning Commission Meeting Minutes
February 13, 2023**

A regular meeting of the Marine City Planning Commission was held on Monday, February 13, 2023 at 260 South Parker Street, and was called to order by Chairperson Moran at 6:00 pm.

The Pledge of Allegiance was led by Chairperson Moran.

Present: Chairperson Joseph Moran; Commissioners Graham Allan, Andrew Pakledinaz, Madelyn McCarthy; City Commissioner William Klaassen; Interim City Manager Jim Heaslip; Deputy Clerk Michele Goodrich

Absent: William Beutell, Keith Jenken

Motion by Commission Allan, seconded by Commissioner Pakledinaz to excuse Commissioners Beutell and Jenken from the meeting. All Ayes. Motion Carried.

Communications

None.

Approve Agenda

Motion by Commissioner McCarthy, seconded by Commissioner Allan, to approve the agenda. All Ayes. Motion Carried.

Public Comment

None.

Approve Minutes

Motion by City Commissioner Pakledinaz, seconded by Commissioner Klaassen, to approve the January 9, 2023 meeting minutes. All Ayes. Motion Carried.

Unfinished Business

Master Plan & Master Plan Recreation Plan Interviews

a. McKenna

Representatives for McKenna, Andrew Littman and Brigitte Smith, provided a brief presentation on the qualifications of McKenna's interdisciplinary team and their approach to community engagement sessions and experience with Redevelopment Ready Communities and MEDC best practices.

b. Wade Trim

Representatives for Wade Trim, Adam Young and Justin Sprague, provided a brief presentation on the qualifications of Wade Trim's team, the firm's previous years of experience working with the City and their experience with Redevelopment Ready Communities best practices.

c. The Smithgroup – Withdrew/Declined Interview

The Commission discussed the use of ARPA funds, either in whole, or as matching funds, to pay for the cost of the Master Plan and Master Recreation Plan complete updates.

Interim City Manager Heaslip advised that he would put the utilization of ARPA funds, in whole, or in part, as matching grant funds, for the proposed Master Plan update on the next City Commission agenda for approval.

Chairperson Moran stated he would like the full Commission to be present for discussion and requested the selection of McKenna or Wade Trim to be on the March Planning Commission Agenda.

Interim City Manager Heaslip suggested that the Commissioners call the references listed in the proposals to hear the experiences of those communities with each firm.

Chairperson Moran to call the City of Lindon, Commissioner Pakledinaz to call Lexington, Commissioner Allan advised he would contact two communities from McKenna and Interim City Manager Heaslip stated he would contact Birmingham.

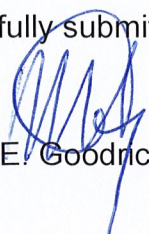
New Business

None.

Adjournment

Motion by Commissioner Allan, seconded by Commissioner Klaassen, to adjourn at 7:37pm. All Ayes. Motion Carried.

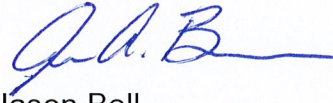
Respectfully submitted,



Michele E. Goodrich

2

Deputy Clerk

A handwritten signature in blue ink, appearing to read "J. Bell", with a long horizontal flourish extending to the right.

Jason Bell

Interim City Clerk

8c

**City of Marine City
City Manager Search Committee Minutes
March 8, 2023**

A regular meeting of the City Manager Search Committee was held on Wednesday, March 8, 2023 at 260 South Parker Street, Marine City, and was called to order by Chairperson May at 5:34 P.M.

Present: Chairperson Patricia May; Commissioner Bryson; Commissioner Ross; Interim City Manager James Heaslip; City Attorney Robert Davis; Interim City Clerk Jason Bell.

APPROVE AGENDA

Motion by Commissioner Ross, seconded by Commissioner Byrson, to approve the Agenda. All Ayes. Motion Carried.

PUBLIC COMMENT

Jennifer Vandebossche thanked all of the Committee Members.

Scott Adkins thank all of the Committee Members and offered his assistance wherever it was needed.

APPROVE MINUTES

Motion by Interim City Manager Heaslip, seconded by Commissioner Byrson, to approve the City Manager Search Committee Meeting Minutes of February 23, 2023. All Ayes. Motion Carried.

NEW BUSINESS

Job Description/Community Brochure Review

Interim City Manager Heaslip spoke on the job description that he developed with the help of Consultant Scott Adkins. He also proposed posting the job on the MML and ICMA. Interim City Manager Heaslip also noted that the Committee needed to agree on a salary range to be placed on the brochure and asked if it should be the range the City Commission approved which was \$80,000 to \$120,000 per year. Commissioner Ross agreed to keep the salary range of \$80,000 to \$120,000 per year as was approved by the City Commission.

Commissioner Ross inquired as to what the "DOQE" meant on the job brochure."DOQE" is an acronym for "Depending on Qualifications and Experience". City Attorney Davis commented that the range was dependent on the DOQE and interview of the candidate. Commissioner Ross further stated that the starting salary would be based off DOQE, interview process as a whole and specific contract negotiations.

Chairperson May stated the salary range could attract candidates with little to no experience and the Committee could use that as a screening process as well.

Interim City Manager Heaslip stated the closing date for the posting would be April 14, 2023 to account for the Good Friday and Easter Holiday the week prior and that was why the posting would be up for more than 30 days.

Model At Will Employment Contract Review

City Attorney Davis spoke on the model contract that he created and said the contract was based on experience of the candidate. City Attorney Davis also stated there was a provision in this model contract that changed the severance clause and the employee would only be entitled to a severance after two years of employment with the City. Chairperson May questioned why the City would pay a severance payment to an employee that was terminated. City Attorney Davis stated that clause has always been offered in past contracts with a signed release that the City is free of any claims prior to paying the severance.

City Attorney Davis also stated the health insurance clause was changed to reflect if the employee opted to take a health insurance buyout instead of the benefits. He stated this would be a part of the contract negotiations. Commissioner Ross stated this is a draft and is negotiable, but it is a good starting base for pending Commission approval. City Attorney Davis stated the candidate will have the opportunity to review the model contract so they would have a base idea what an employment contract with the City would look like. This would be provided to the top three candidates once chosen and not posted with the job posting.

Background Check Company/Level

Interim City Manager Heaslip drafted a memo to the Committee recommending a background check company and appropriate check level. Interim City Manager Heaslip's recommendation was Fifer Investigations and a Level 2 background check that would remain the same throughout the entire process. Commissioner Bryson stated Fifer Investigations could be used to screen candidates in the beginning as well before choosing the final three.

Interim City Manager Heaslip stated the Level 2 background check would cost approximately \$1,500 for each candidate, but it was well worth the value in his opinion. City Attorney Davis stated this level would avoid issues with transparency as well.

Commissioner Ross stated it was his opinion that Fifer Investigations should not be utilized due to the City's past experience with them. Interim City Manager Heaslip stated Fifer Investigations was a reputable company and it was his opinion that they were not at fault for the issues during the last experience with them. City Attorney Davis stated his opinion was that there was no stigma with Fifer Investigations and they were a reputable company as well.

Commissioner Ross stated the Committee needed to decide on a level and to continue with that level throughout the hiring process. Commissioner Ross also stated that having the same level for all candidates would give a level playing field to all if they didn't have as much job experience in his opinion. Interim City Manager Heaslip stated Fifer's process was trusted and they will keep open communication throughout the process on all candidates. He further stated the Level 2 background did not contain a medical history, but it did touch on all other points related to a thorough background check.

Interview Questions Discussion

Interim City Manager stated he found interview questions from the last process and provided them to the Committee. Commissioner Bryson asked how the Committee could ensure the questions were not made public to give candidates an advantage. Interim City Manager Heaslip stated the Committee would look into entering a closed session to create the interview questions. Chairperson May stated that candidates could find the questions if they're proactive as most of them were typical manager style interview questions, therefore the Committee would need to create questions that challenged candidates.

Commissioner Ross stated roughly 8-10 questions were asked during the last interview process. Interim City Manager Heaslip requested each Committee member to bring their top five questions to the next Committee meeting.

Chairperson May inquired how the past interview questions were created and if an personal introduction was included, to which it was. City Attorney Davis also advised the City Charter includes criteria that must be included and met for a candidate to apply. Interim City Manager Heaslip stated the Charter language would be used as a screening tool for candidates instead of interview questions.

Commissioner Bryson agreed with the idea that each Committee member select five questions from the list provided and/or create some of their own and it should be decided in a closed session. He also stated the interview questions should be created before the posting closes on April 14, 2023. City Attorney Davis stated the Committee would enter closed session under MCL 15.268h to discuss the interview question selection process.

ADJOURNMENT

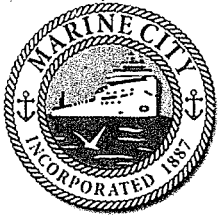
Motion by Interim City Manager Heaslip, seconded by Chairperson May, to adjourn at 6:11 p.m. All Ayes. Motion Carried.

Respectfully submitted,

Jason A.Bell
Interim City Clerk

8d

Business License Application



City of Marine City
Department of the City Clerk
260 S. Parker
Marine City, MI 48039
(810) 765-8830
clerk@cityofmarinecity.org

Application Fee: \$200.00
(\$100 Clerk's Dept. + \$55 Building Dept. + \$45 Fire Authority)

CASH/MONEY ORDER/CHECK ONLY
Cash Receipting Code: BUS LIC

Application Date: 12-19-22

NOTE: Make Clerk/Building check payable to City of Marine City & Fire Authority check payable to Marine City Area Fire Authority

Owner Information

Owner(s) Name: EASTWOOD SPORTSMAN CLUB, INC
Contact Number(s): 5
Email: _____
Mailing Address: 520 S. WATER ST, MARINE CITY MI 48039

Business Information

Business Name/DBA: EASTWOOD SPORTSMAN CLUB
Business Phone: _____
Business Address: 520 S WATER ST, MARINE CITY MI 48039
Business Mailing Address: SAM
Number of Employees: Full Time: _____ Part Time: _____
Hours of Operation: NOT ESTABLISHED YRT
State Tax ID No.: APPLIED FOR Federal ID No.: APPLIED FOR
Description of Business: SPORTSMAN CLUB
Ownership: Corporation: Sole-Proprietor: Partnership: LLC: Limited:
Partnership: _____ Corporation Name: _____
Date of Opening: _____
New Business: Transfer of Ownership: _____ Transfer of Existing Business to New Location: _____
Name of Previous Owner(s): _____
Previous Business Location: _____

Emergency Contact Information (After Hours)

Contact Name(s): LARRY JENOWINE
Contact Number(s): _____
Alarm Company Name: _____ Phone: _____
List any Flammable or Toxic materials stored in the Building: NO
Special Instructions for Police and/or Fire Department: _____

Certification

I certify that this business meets all County, State and/or Federal Licensing. I also certify that I have no outstanding overdue debt due to the city.

I hereby certify that I am the owner, or am authorized to act on behalf of the owner, of the above described business. I further certify that to the best of my knowledge this is a true and correct application, and understand that the falsification of this application is cause for revocation or suspension of this license.

Applicant Signature: [Signature] Date: 12-19-22



City of Marine City
 Department of the City Clerk
 260 S. Parker
 Marine City, MI 48039
 (810) 765-8830
 clerk@cityofmarinecity.org

Business License Application

Application Fee: \$200.00
 (\$100 Clerk's Dept. + \$55 Building Dept. + \$45 Fire Authority)

CASH/MONEY ORDER/CHECK ONLY

ANNUAL BUSINESS LICENSE DEADLINES
 LICENSE EXPIRES: DECEMBER 31ST ANNUALLY LICENSE RENEWAL FEE: \$75 ANNUALLY

CITY OFFICE USE ONLY

License Fee: \$ _____

Paid Date: 12/19/22

Outstanding Debt Verified: _____

Special Notes: _____

Required Signatures

Building Official: [Signature] Date: 1-5-2023

Fire Chief: [Signature] Date: _____

Police Chief: [Signature] Date: 1-5-23

City Manager: [Signature] Date: 3-8-23

City Commission: _____ Date: _____

City Clerk: _____ Date: _____

Date Issued: _____

Business License No.: _____

Memo

To: Mayor Vandebossche and Honorable Commissioners
Jim Heaslip, City Manager/Police Chief

Date: 3/30/2023

Re: Finance Departmental Reports

Listed below is the breakdown for total vendor payments and payroll:

Accounts Payable

Disbursements:
03/23/2023 \$ 57,058.26

Encumbrances:
03/30/2023 \$ 1,581.96

Payroll

Retiree:
04/01/2023 \$ 42,053.41

Active:
03/16/2023 \$ 54,481.03
03/30/2023 \$ 54,508.57

Expenditure Total: \$209,683.23

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank FTB FIFTH THIRD BANK					
03/23/2023	FTB	18558	A023	AARON D ATKINSON	20.00
03/23/2023	FTB	18559	A028	AC/DC ELECTRICAL CONTRACTORS LLC	3,673.83
03/23/2023	FTB	18560	C072	ADVANCE AUTO PARTS	90.70
03/23/2023	FTB	18561	A996	APEX MUNICIPAL CONSULTING LLC	2,275.00
03/23/2023	FTB	18562	B170	BLUE CARE NETWORK	10,530.31
03/23/2023	FTB	18563	B015	BLUE CROSS-BLUE SHIELD OF MICH	9,541.71
03/23/2023	FTB	18564	A275	BRIAN ATHERTON	20.00
03/23/2023	FTB	18565	C240	CDW GOVERNMENT	765.00
03/23/2023	FTB	18566	D80	DANIEL DEGUEISIPPE	20.00
03/23/2023	FTB	18567	E086	EMTERRA ENVIRONMENTAL USA CORP	26,010.84
03/23/2023	FTB	18568	E007	ETNA SUPPLY COMPANY	540.00
03/23/2023	FTB	18569	V024	FLAGSHIP-VISA	273.44
03/23/2023	FTB	18570	B017	FOSTER BLUE WATER OIL LLC	917.93
03/23/2023	FTB	18571	H063	HI-TECH SYSTEM SERVICE	1,320.00
03/23/2023	FTB	18572	O999	JEFF OLESKO	10.00
03/23/2023	FTB	18573	L006	LUMBERJACK BUILDING CENTERS INC.	117.42
03/23/2023	FTB	18574	MR123	MIKAYLA ROY	11.79
03/23/2023	FTB	18575	S997	SMART SOURCE LLC MICHIGAN DIVISION	178.37
03/23/2023	FTB	18576	S036	ST CLAIR COUNTY IT	360.00
03/23/2023	FTB	18577	T035	THEUT REDI-MIX SUPPLY INC	37.93
03/23/2023	FTB	18578	TOS999	TOSHIBA FINANCIAL SERVICES	81.89
03/23/2023	FTB	18579	U101	USA TODAY NETWORK	63.10
03/23/2023	FTB	18580	Y998	YOURMEMBERSHIP.COM, INC	199.00

FTB TOTALS:

Total of 23 Checks:	57,058.26
Less 0 Void Checks:	0.00
Total of 23 Disbursements:	<u>57,058.26</u>

User: NLASECKI

EXP CHECK RUN DATES 03/20/2023 - 03/23/2023

DB: Marine City

JOURNALIZED

PAID

Vendor Code	Vendor Name	Description	Amount
	Invoice		
A023	AARON D ATKINSON		
	03042023PSAA	PLOWING & SALTING 03/04/2023	20.00
TOTAL FOR: AARON D ATKINSON			20.00
A028	AC/DC ELECTRICAL CONTRACTORS LLC		
	2022-1375	MC GENERATOR SERVICE WATER INTAKE LABOR FOR 2 SERV	910.00
	2022-1416	MC GENERATOR SERVICE - BELLE RIVER LABOR 2 SERVICE	1,018.00
	2022-1417	MC GENERATOR SERVICE LABOR 2 MEN	835.83
	2022-1418	MC GENERATOR SERVICE LABOR TREATMENT STATIONARY 2	910.00
TOTAL FOR: AC/DC ELECTRICAL CONTRACTORS LLC			3,673.83
C072	ADVANCE AUTO PARTS		
	5880-419011	DPW EQUIPMENT REPAIRS REF#598211	69.28
	C072	DPW VEHICLE REPAIR & MAINTENANCE	21.42
TOTAL FOR: ADVANCE AUTO PARTS			90.70
A996	APEX MUNICIPAL CONSULTING LLC		
	1502	SCOTT ADKINS WEEK OF 03/06/23 - 03/10/23; 18.5 HRS	1,375.00
	1503	SCOTT ADKINS WEEK OF 03/13/23 - 03/17/23; 18 HRS @	900.00
TOTAL FOR: APEX MUNICIPAL CONSULTING LLC			2,275.00
B170	BLUE CARE NETWORK		
	230660027043	MNTHLY HEALTH INS PREMIUM- GRP 129721 DIV 0001	10,530.31
TOTAL FOR: BLUE CARE NETWORK			10,530.31
B015	BLUE CROSS-BLUE SHIELD OF MICH		
	STATEMENT	MTHLY HEALTH INS PREM RETIREES 04/01/2023 TO 04/30	1,832.78
	STATEMENT	MNTHLY HEALTH INS PREM ACTIVE 04/01/2023 TO 04/30/	7,708.93
TOTAL FOR: BLUE CROSS-BLUE SHIELD OF MICH			9,541.71
A275	BRIAN ATHERTON		
	03042023PS	PLOWING & SALTING 03/04/2023	20.00
TOTAL FOR: BRIAN ATHERTON			20.00
C240	CDW GOVERNMENT		
	HD54414	PURCHASE OF 3 PANORAMA LP 5-IN-1 SHARKFIN ANTENNA	765.00
TOTAL FOR: CDW GOVERNMENT			765.00
D80	DANIEL DEGUEISIPPE		
	03042023PSDD	PLOWING & SALTING 03042023	20.00
TOTAL FOR: DANIEL DEGUEISIPPE			20.00
E086	EMTERRA ENVIRONMENTAL USA CORP		
	502223	FLAT RATE FUEL SURCHARGE 02/01/2023 - 02/28/2023	630.00
	507417	03/31/23 TRASH & RECYCLING SERVICE	25,380.84
TOTAL FOR: EMTERRA ENVIRONMENTAL USA CORP			26,010.84
E007	ETNA SUPPLY COMPANY		
	S104984280.002	CI 2 1/2 SERVICE BOX	540.00
TOTAL FOR: ETNA SUPPLY COMPANY			540.00
V024	FLAGSHIP-VISA		
	STATEMENT	S ADAMS	126.33
	STATEMENT	M ITRICH	79.40
	STATEMENT	J HEASLIP	67.71
TOTAL FOR: FLAGSHIP-VISA			273.44

User: NLASECKI

EXP CHECK RUN DATES 03/20/2023 - 03/23/2023

DB: Marine City

JOURNALIZED

PAID

Vendor Code	Vendor Name	Description	Amount
Invoice			
B017	FOSTER BLUE WATER OIL LLC		
61406		P66 POWERTRAIN FLUID + FUEL COST RECOVERY FEE	917.93
TOTAL FOR: FOSTER BLUE WATER OIL LLC			917.93
H063	HI-TECH SYSTEM SERVICE		
74917		APRIL BILLING	1,320.00
TOTAL FOR: HI-TECH SYSTEM SERVICE			1,320.00
O999	JEFF OLESKO		
03042023PSJO		PLOWING & SALTING 03/04/2023	10.00
TOTAL FOR: JEFF OLESKO			10.00
L006	LUMBERJACK BUILDING CENTERS INC.		
E45824		DPW EQUIPMENT REPAIRS -GREASE MULTSERVE1#LBRMATC	8.54
E45864		WATER TREATMENT PLANT PEX S.S. PINCH CLAMP 1" 5PK	10.44
E46469		JOHN DEERE TRACTOR- HARDWARE BULK	1.09
E47070		300 BROADWAY FLEX-A-SPOUT GREEN	87.92
E47144		DPW EQUIPMENT REPAIRS-5/32 X 50 550 PARACORD BLACK	9.43
TOTAL FOR: LUMBERJACK BUILDING CENTERS INC.			117.42
MR123	MIKAYLA ROY		
03152023MILEAGE		CITY OF MARINE CITY MILEAGE REIMBURSEMENT DATED 03	11.79
TOTAL FOR: MIKAYLA ROY			11.79
S997	SMART SOURCE LLC MICHIGAN DIVISION		
1780466		CHECK STOCK - ACCTS PAYABLE	178.37
TOTAL FOR: SMART SOURCE LLC MICHIGAN DIVISION			178.37
S036	ST CLAIR COUNTY IT		
2023 MBOR		MBOR	360.00
TOTAL FOR: ST CLAIR COUNTY IT			360.00
T035	THEUT REDI-MIX SUPPLY INC		
1245950		MAJOR DRAINS	37.93
TOTAL FOR: THEUT REDI-MIX SUPPLY INC			37.93
TOS999	TOSHIBA FINANCIAL SERVICES		
496265760		PRINTER - POLICE DEPT	81.89
TOTAL FOR: TOSHIBA FINANCIAL SERVICES			81.89
U101	USA TODAY NETWORK		
5402688		02/12-02/18	63.10
TOTAL FOR: USA TODAY NETWORK			63.10
Y998	YOURMEMBERSHIP.COM, INC		
R62365737		CITY MANAGER JOB POSTING	199.00
TOTAL FOR: YOURMEMBERSHIP.COM, INC			199.00
TOTAL - ALL VENDORS			57,058.26

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank FTB FIFTH THIRD BANK					
03/30/2023	FTB	18581	A023	AARON D ATKINSON	35.00
03/30/2023	FTB	18582	A275	BRIAN ATHERTON	35.00
03/30/2023	FTB	18583	C103	CHRISTOPHER MARTINELLI	35.00
03/30/2023	FTB	18584	C105	CONTRACTORS CONNECTION INC	165.00
03/30/2023	FTB	18585	D80	DANIEL DEGUEISIPPE	35.00
03/30/2023	FTB	18586	D050	DYCK SECURITY SERVICES	250.00
03/30/2023	FTB	18587	P998	EMILY PALUCKI	35.00
03/30/2023	FTB	18588	W999	GARY WESTRICK	195.00
03/30/2023	FTB	18589	J032	JAMES D HEASLIP	65.00
03/30/2023	FTB	18590	V023	JAMES R VANDERMEULEN	35.00
03/30/2023	FTB	18591	J011	JASON BELL	40.00
03/30/2023	FTB	18592	S995	JIM SCHAFER	35.00
03/30/2023	FTB	18593	J80	JOSHUA R DANNEELS	35.00
03/30/2023	FTB	18594	M402	MARY J WESELOH	195.00
03/30/2023	FTB	18595	I007	MICHAEL P ITRICH	65.00
03/30/2023	FTB	18596	M301	MICHAEL PJ DEKUN	35.00
03/30/2023	FTB	18597	MAM	MICHIGAN ASSOCIATION OF MAYORS	95.00
03/30/2023	FTB	18598	LAS999	NICHOLE LASECKI	40.00
03/30/2023	FTB	18599	KEN999	THOMAS KENYON	35.00
03/30/2023	FTB	18600	T016	TRACY KALLEK	40.00
03/30/2023	FTB	18601	T129	TRANSMISSION PHYSICIANS	81.96

FTB TOTALS:

Total of 21 Checks:	1,581.96
Less 0 Void Checks:	0.00
Total of 21 Disbursements:	1,581.96

User: NLASECKI

EXP CHECK RUN DATES 03/27/2023 - 03/30/2023

DB: Marine City

JOURNALIZED

PAID

Vendor Code	Vendor Name Invoice	Description	Amount
A023	AARON D ATKINSON 04012023AA	MONTHLY PHONE REIMBURSEMENT	35.00
TOTAL FOR: AARON D ATKINSON			35.00
A275	BRIAN ATHERTON 04012023BA	MONTHLY PHONE REIMBURSEMENT	35.00
TOTAL FOR: BRIAN ATHERTON			35.00
C103	CHRISTOPHER MARTINELLI 04012023CM	MONTHLY PHONE REIMBURSEMENT	35.00
TOTAL FOR: CHRISTOPHER MARTINELLI			35.00
C105	CONTRACTORS CONNECTION INC 7172887		165.00
TOTAL FOR: CONTRACTORS CONNECTION INC			165.00
D80	DANIEL DEGUEISIPPE 04012023	MONTHLY PHONE REIMBURSEMENT	35.00
TOTAL FOR: DANIEL DEGUEISIPPE			35.00
D050	DYCK SECURITY SERVICES 001445 S22054	PLC BOARD WATER PLANT DELETE USER 10 CODE	225.00 25.00
TOTAL FOR: DYCK SECURITY SERVICES			250.00
P998	EMILY PALUCKI 04012023	MONTHLY PHONE REIMBURSEMENT	35.00
TOTAL FOR: EMILY PALUCKI			35.00
W999	GARY WESTRICK STATEMENT	03/07 1 HR + 03/14 6 HRS + 03/16 6 HRS @ \$15.00	195.00
TOTAL FOR: GARY WESTRICK			195.00
J032	JAMES D HEASLIP 04012023JH	MONTHLY PHONE REIMBURSEMENT	65.00
TOTAL FOR: JAMES D HEASLIP			65.00
V023	JAMES R VANDERMEULEN 04012023JV	MONTHLY PHONE REIMBURSEMENT	35.00
TOTAL FOR: JAMES R VANDERMEULEN			35.00
J011	JASON BELL 04012023JB	MONTHLY PHONE REIMBURSEMENT	40.00
TOTAL FOR: JASON BELL			40.00
S995	JIM SCHAFER 04012023	MONTHLY PHONE REIMBURSEMENT	35.00
TOTAL FOR: JIM SCHAFER			35.00
J80	JOSHUA R DANNEELS 04012023JD	MONTHLY PHONE REIMBURSEMENT	35.00
TOTAL FOR: JOSHUA R DANNEELS			35.00
M402	MARY J WESELOH STATEMENT	03/07 1 HR + 03/14 6 HRS + 03/16 6 HRS @ 15.00	195.00
TOTAL FOR: MARY J WESELOH			195.00

User: NLASECKI

EXP CHECK RUN DATES 03/27/2023 - 03/30/2023

DB: Marine City

JOURNALIZED

PAID

Vendor Code	Vendor Name Invoice	Description	Amount
I007	MICHAEL P ITRICH 04012023	MONTHLY PHONE REIMBURSEMENT	65.00
TOTAL FOR: MICHAEL P ITRICH			65.00
M301	MICHAEL PJ DEKUN 04012023	MONTHLY PHONE REIMBURSEMENT	35.00
TOTAL FOR: MICHAEL PJ DEKUN			35.00
MAM	MICHIGAN ASSOCIATION OF MAYORS STATEMENT	ANNUAL DUES	95.00
TOTAL FOR: MICHIGAN ASSOCIATION OF MAYORS			95.00
LAS999	NICHOLE LASECKI 04012023	MONTHLY PHONE REIMBURSEMENT	40.00
TOTAL FOR: NICHOLE LASECKI			40.00
KEN999	THOMAS KENYON 04012023TK	MONTHLY PHONE REIMBURSEMENT	35.00
TOTAL FOR: THOMAS KENYON			35.00
T016	TRACY KALLEK 04012023	MONTHLY PHONE REIMBURSEMENT	40.00
TOTAL FOR: TRACY KALLEK			40.00
T129	TRANSMISSION PHYSICIANS STATEMENT	OIL WORK 2018 FORD POLICE INTERCEPTION	81.96
TOTAL FOR: TRANSMISSION PHYSICIANS			81.96
TOTAL - ALL VENDORS			1,581.96

96

Fund 101 GENERAL FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
101-000.000-001.001	CASH	2,232,556.88	2,200,472.14
101-000.000-001.009	CASH-PD SPECIAL ACCOUNT	108.46	108.46
101-000.000-001.900	CASH-FLAGSHIP FED CREDIT UNION	13.94	13.94
101-000.000-004.000	PETTY CASH - CASH DRAWERS	250.00	250.00
101-000.000-004.001	PETTY CASH \$100 - CUSTODIAN	100.00	100.00
101-000.000-004.301	PETTY CASH-POLICE DEPARTMENT	100.00	100.00
101-000.000-018.100	ALLOWANCE FOR DELINQUENT TAXES	(9,946.45)	(9,946.45)
101-000.000-040.000	ACCOUNT RECEIVABLE	0.00	190.00
101-000.000-040.120	A/R-VARIOUS VENDORS	15,057.22	15,057.22
101-000.000-040.121	A/R IRS OVERPAYMENT	2,591.73	2,591.73
101-000.000-045.001	S/A RECEIVABLE-SIDEWALKS	6,601.21	6,601.21
101-000.000-062.001	LEASE RECEIVABLE	2,970.64	2,970.64
101-000.000-062.002	LEASE RECEIVABLE	25,308.15	25,308.15
101-000.000-062.003	LEASE RECEIVABLE	169.93	169.93
101-000.000-072.000	DUE FROM COUNTIES	55,078.18	55,078.18
101-000.000-075.000	DUE FROM SCHOOLS	4,877.25	(12,622.75)
101-000.000-078.000	DUE FROM STATE OF MICHIGAN	96,023.00	368,023.00
101-000.000-083.000	DUE FROM EMPLOYEES	3,000.00	3,000.00
101-000.000-084.202	DUE FROM MAJOR STREET FUND	3,763.49	3,763.49
101-000.000-084.203	DUE FROM LOCAL STREET FUND	4,248.13	4,248.13
101-000.000-084.265	DUE FROM DRUG FORFEITURE FUND	0.08	0.08
101-000.000-084.309	DUE FROM BROWNFIELD	54,782.82	54,782.82
101-000.000-084.592	DUE FROM WATER FUND	9,241.95	9,241.95
101-000.000-084.703	DUE FROM TAX ACCOUNT FUND	131,276.86	127,353.29
101-000.000-084.704	DUE FROM PAYROLL CLEARING FUND	(1,163.69)	(1,163.69)
101-000.000-123.200	PREPAID POSTAGE	0.00	6,000.00
101-000.000-189.001	LEASE RECEIVABLE	243,225.83	243,225.83
101-000.000-189.002	LEASE RECEIVABLE	197,621.81	197,621.81
101-000.000-189.003	LEASE RECEIVABLE	5,526.38	5,526.38
Total Assets		3,083,383.80	3,308,065.49
*** Liabilities ***			
101-000.000-200.000	ACCOUNTS PAYABLE	82,127.83	(1,921.93)
101-000.000-200.100	ADDITIONAL ACCOUNTS PAYABLE	7,528.61	7,528.61
101-000.000-214.202	DUE TO MAJOR ROAD FUND	5,317.49	5,317.49
101-000.000-214.203	DUE TO LOCAL ROAD FUND	6,581.00	6,581.00
101-000.000-214.703	DUE TO TAX ACCOUNT	0.00	215.84
101-000.000-214.731	DUE TO M.C. RETIREMENT SYSTEM	410.34	410.34
101-000.000-228.630	DUE TO STATE-SEX OFFENDER REG.	30.00	(13.25)
101-000.000-237.000	INSURANCE PREMIUM CO-PAY(PREPMT)	275.00	800.00
101-000.000-257.000	ACCRUED WAGES PAYABLE	38,950.55	38,950.55
101-000.000-362.000	DEFERRED REVENUE	20,891.00	292,891.00
Total Liabilities		162,111.82	350,759.65
*** Fund Balance ***			
101-000.000-339.000	UNEARNED REVENUE	484,812.95	484,812.95
101-000.000-367.001	DEFERRED INFLOW	246,196.47	246,196.47
101-000.000-367.002	DEFERRED INFLOW	222,929.96	222,929.96
101-000.000-367.003	DEFERRED INFLOW	5,696.31	5,696.31
101-000.000-376.002	INS. CLAIM-620 ALGER-REST. FUNDS	8,129.00	0.00
101-000.000-376.003	PARK IMPROVEMENTS REST. FUNDS	30,465.12	30,465.12
101-000.000-376.004	BEACH FUNRAISER DON-REST FUNDS	1,135.39	1,135.39
101-000.000-376.005	BEACH FUNRAISER GRANT REST FUNDS	2,369.90	2,369.90
101-000.000-376.006	OWI-MCPD REST. FUNDS	187.50	187.50
101-000.000-376.007	ROAD TAX MILLAGE REST. FUNDS	140,192.50	121,600.31
101-000.000-376.009	CITY OFFICES REST. FUNDS	137.11	137.11
101-000.000-376.010	RIVER REC TEEN ZONE REST. FUNDS	500.00	500.00
101-000.000-376.025	COMMUNITY ECONOMIC BOARD RESTRICTED USE	5,333.11	6,533.11
101-000.000-376.028	DOWNTOWN MURALS PROJECT	1,200.00	0.00
101-000.000-376.029	RESTRICTED FUNDS-TMOBILE GRANT	0.00	50,000.00
101-000.000-390.000	FUND BALANCE	1,771,986.66	1,721,986.66

Fund 101 GENERAL FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Fund Balance ***			
	Total Fund Balance	2,921,271.98	2,894,550.79
	Beginning Fund Balance		2,921,271.98
	Net of Revenues VS Expenditures		62,755.05
	Fund Balance Adjustments		(26,721.19)
	Ending Fund Balance		2,957,305.84
	Total Liabilities And Fund Balance		3,308,065.49

User: NLASECKI

Period Ending 03/31/2023

DB: Marine City

PRELIMINARY

Fund 102 GUY CENTER

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
102-000.000-001.001	CASH	0.00	218,369.75
Total Assets		0.00	218,369.75
Beginning Fund Balance			0.00
Net of Revenues VS Expenditures			218,369.75
Ending Fund Balance			0.00
Total Liabilities And Fund Balance			218,369.75

Fund 202 MAJOR STREET FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
202-000.000-001.001	CASH	1,167,489.23	1,375,799.63
202-000.000-040.120	A/R-VARIOUS VENDORS	893.88	893.88
202-000.000-078.000	DUE FROM STATE OF MICHIGAN	56,441.85	56,441.85
202-000.000-083.000	DUE FROM EMPLOYEES	500.00	500.00
202-000.000-084.101	DUE FROM GENERAL FUND	5,317.49	5,317.49
Total Assets		1,230,642.45	1,438,952.85
*** Liabilities ***			
202-000.000-200.000	ACCOUNTS PAYABLE	106.66	(47.51)
202-000.000-214.101	DUE TO GENERAL FUND	3,763.49	3,763.49
202-000.000-214.203	DUE TO LOCAL ROAD FUND	186,180.93	290,057.73
202-000.000-214.592	DUE TO WATER/SEWER FUND	208,731.23	208,731.23
202-000.000-257.000	ACCRUED WAGES PAYABLE	2,367.93	2,367.93
Total Liabilities		401,150.24	504,872.87
*** Fund Balance ***			
202-000.000-390.000	FUND BALANCE	829,492.21	829,492.21
Total Fund Balance		829,492.21	829,492.21
Beginning Fund Balance			829,492.21
Net of Revenues VS Expenditures			104,587.77
Ending Fund Balance			934,079.98
Total Liabilities And Fund Balance			1,438,952.85

Fund 203 LOCAL STREET FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
203-000.000-001.001	CASH	421,896.41	233,450.44
203-000.000-078.000	DUE FROM STATE OF MICHIGAN	21,626.59	21,626.59
203-000.000-083.000	DUE FROM EMPLOYEES	750.00	750.00
203-000.000-084.101	DUE FROM GENERAL FUND	6,581.00	6,581.00
203-000.000-084.202	DUE FROM MAJOR STREET FUND	186,180.93	290,057.73
Total Assets		637,034.93	552,465.76
*** Liabilities ***			
203-000.000-200.000	ACCOUNTS PAYABLE	(60.41)	0.00
203-000.000-214.101	DUE TO GENERAL FUND	4,248.13	4,248.13
203-000.000-214.592	DUE TO WATER/SEWER FUND	30,000.00	30,000.00
203-000.000-257.000	ACCRUED WAGES PAYABLE	701.18	701.18
Total Liabilities		34,888.90	34,949.31
*** Fund Balance ***			
203-000.000-390.000	FUND BALANCE	602,146.03	602,146.03
Total Fund Balance		602,146.03	602,146.03
Beginning Fund Balance			602,146.03
Net of Revenues VS Expenditures			(84,629.58)
Ending Fund Balance			517,516.45
Total Liabilities And Fund Balance			552,465.76

Fund 209 CEMETERY FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
209-000.000-001.001	CASH	89,674.59	79,167.75
Total Assets		89,674.59	79,167.75
*** Liabilities ***			
209-000.000-200.000	ACCOUNTS PAYABLE	227.96	(53.36)
209-000.000-257.000	ACCRUED WAGES PAYABLE	1,065.48	1,065.48
Total Liabilities		1,293.44	1,012.12
*** Fund Balance ***			
209-000.000-390.000	FUND BALANCE	88,381.15	88,381.15
Total Fund Balance		88,381.15	88,381.15
Beginning Fund Balance			88,381.15
Net of Revenues VS Expenditures			(10,225.52)
Ending Fund Balance			78,155.63
Total Liabilities And Fund Balance			79,167.75

Fund 265 DRUG LAW ENFORCEMENT FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
265-000.000-001.001	CASH	8,251.99	8,626.99
265-000.000-001.007	CASH-PD DRUG ENFORCEMENT FUNDS	410.00	410.00
265-000.000-001.008	CASH-PD DRUG FORFEITURE UNJUDICATE FUNDS	(25.92)	(25.92)
265-000.000-072.000	DUE FROM COUNTIES	375.00	375.00
Total Assets		9,011.07	9,386.07
*** Liabilities ***			
265-000.000-214.101	DUE TO GENERAL FUND	0.08	0.08
Total Liabilities		0.08	0.08
*** Fund Balance ***			
265-000.000-390.000	FUND BALANCE	9,010.99	9,010.99
Total Fund Balance		9,010.99	9,010.99
Beginning Fund Balance			9,010.99
Net of Revenues VS Expenditures			375.00
Ending Fund Balance			9,385.99
Total Liabilities And Fund Balance			9,386.07

Fund 309 BROWNFIELD REDEVELOPMENT

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
309-000.000-001.001	CASH	89,597.52	62,206.11
309-000.000-072.000	DUE FROM COUNTIES	44,278.40	44,278.40
Total Assets		133,875.92	106,484.51
*** Liabilities ***			
309-000.000-214.101	DUE TO GENERAL FUND	54,782.82	54,782.82
309-000.000-362.000	DEFERRED REVENUE	44,278.40	44,278.40
Total Liabilities		99,061.22	99,061.22
*** Fund Balance ***			
309-000.000-390.000	FUND BALANCE	34,814.70	34,814.70
Total Fund Balance		34,814.70	34,814.70
Beginning Fund Balance			34,814.70
Net of Revenues VS Expenditures			(27,391.41)
Ending Fund Balance			7,423.29
Total Liabilities And Fund Balance			106,484.51

Fund 401 CAPITAL PROJECTS FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
401-000.000-001.001	CASH	44,863.13	44,858.94
Total Assets		44,863.13	44,858.94
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
401-000.000-384.000	GRANT SINKING COMMITTED FUNDS	32,129.25	32,129.25
401-000.000-390.000	FUND BALANCE	12,733.88	12,733.88
Total Fund Balance		44,863.13	44,863.13
Beginning Fund Balance			44,863.13
Net of Revenues VS Expenditures			(4.19)
Fund Balance Adjustments			0.00
Ending Fund Balance			44,858.94
Total Liabilities And Fund Balance			44,858.94

Fund 592 WATER/SEWER FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
592-000.000-001.001	CASH	1,406,120.93	1,514,885.27
592-000.000-035.000	UNBILLED UTILITY BILLS RECEIVABLE	369,159.51	369,159.51
592-000.000-040.000	ACCOUNTS RECEIVABLE	158,850.21	207,349.36
592-000.000-045.050	S/A RECEIVABLE	357.16	357.16
592-000.000-076.000	DUE FROM TOWNSHIPS	37,471.00	74,942.00
592-000.000-083.000	DUE FROM EMPLOYEES	750.00	750.00
592-000.000-084.202	DUE FROM MAJOR STREET FUND	30,000.00	30,000.00
592-000.000-084.203	DUE FROM LOCAL STREET FUND	208,731.23	208,731.23
592-000.000-084.703	DUE FROM TAX ACCOUNT FUND	4,341.52	3,398.34
592-000.000-131.000	LAND IMPROVEMENTS-NON-DEPR.	63,173.65	63,173.65
592-000.000-152.000	CAPITAL OUTLAY-WATER	7,686,782.14	7,753,579.14
592-000.000-153.000	WATER SYSTEM/ACCUM DEP-FILTR.	(4,228,116.66)	(4,228,116.66)
592-000.000-154.000	CAPITAL OUTLAY -WASTEWATER	15,496,286.21	15,568,881.21
592-000.000-155.000	ACCUM DEPR SEWER TREATMENT	(14,075,171.70)	(14,075,171.70)
592-000.000-196.001	DEFERRED OUTFLOW-PENSION INVEST	268,136.00	268,136.00
592-000.000-197.001	DEFERRED OUTFLOW-CHG IN INVEST EXP-OPEB	18,774.00	18,774.00
Total Assets		7,445,645.20	7,778,828.51
*** Liabilities ***			
592-000.000-200.000	ACCOUNTS PAYABLE	133,526.08	(3,339.50)
592-000.000-200.100	ADDITIONAL ACCOUNTS PAYABLE	67,023.48	67,023.48
592-000.000-214.101	DUE TO GENERAL FUND	9,241.95	9,241.95
592-000.000-251.000	ACCRUED INTEREST PAYABLE	3,099.00	3,099.00
592-000.000-257.000	ACCRUED WAGES PAYABLE	7,401.06	7,401.06
592-000.000-300.000	BONDS PAYABLE	585,000.00	445,000.00
592-000.000-304.000	LEASE PURCHASE PAYABLE-EQUIP.	64,531.54	64,531.54
592-000.000-307.001	APPROP FOR BOND REDEMPTION	20,000.00	20,000.00
592-000.000-334.000	NET PENSION LIABILITY	907,628.00	1,222,602.00
592-000.000-335.000	NET OPEB LIABILITY	1,194,869.00	1,194,869.00
592-000.000-360.001	DEFERRED INFLOW-CHG IN EXPERIENCE-OPEB	10,763.00	10,763.00
592-000.000-365.000	DEF. INFLOW-CHG IN INVESTMENT	175,714.00	175,714.00
Total Liabilities		3,178,797.11	3,216,905.53
*** Fund Balance ***			
592-000.000-376.013	REST. FUNDS-WATER MONITORING	149,091.15	149,091.15
592-000.000-376.014	REST FUNDS-READY TO SERVE WATER	282,005.85	273,594.17
592-000.000-376.015	REST FUNDS-READY TO SERVE SEWER	679,909.49	664,270.49
592-000.000-390.000	FUND BALANCE	3,155,841.60	3,179,892.28
Total Fund Balance		4,266,848.09	4,266,848.09
Beginning Fund Balance			4,266,848.09
Net of Revenues VS Expenditures			295,074.89
Ending Fund Balance			4,561,922.98
Total Liabilities And Fund Balance			7,778,828.51

Fund 702 CEMETERY TRUST FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
702-000.000-002.601	POOL-PERPETUAL CARE (FTB)	124,588.23	124,576.60
702-000.000-002.602	POOL-GUY MAUSOLEUM (FTB)	12,602.93	12,601.75
Total Assets		137,191.16	137,178.35
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
702-000.000-376.016	GUY MAUSOLEUM RESTRICTED FUNDS	7,493.37	7,493.37
702-000.000-376.017	PERPETUAL CARE RESTRICTED FUNDS	88,200.51	88,200.51
702-000.000-390.000	FUND BALANCE	41,497.28	41,497.28
Total Fund Balance		137,191.16	137,191.16
Beginning Fund Balance			137,191.16
Net of Revenues VS Expenditures			(12.81)
Ending Fund Balance			137,178.35
Total Liabilities And Fund Balance			137,178.35

Fund 703 TAX ACCOUNT FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
703-000.000-001.001	CASH	121,234.45	180,084.48
703-000.000-028.000	TAXES RECEIVABLE-DELQ PERS PROP	38,055.08	38,055.08
703-000.000-084.101	DUE FROM GENERAL FUND	(3,317.49)	(3,101.65)
Total Assets		155,972.04	215,037.91
*** Liabilities ***			
703-000.000-221.000	DUE TO CITY-OPERATING	103,684.29	119,251.60
703-000.000-221.001	DUE TO CITY-REFUSE	0.00	1,334.44
703-000.000-221.002	DUE TO CITY-WEEDS	0.00	(4.49)
703-000.000-221.003	DUE TO CITY-DELINQUENT WATER	0.00	3,359.19
703-000.000-221.004	DUE TO CITY-FMHA S/A	0.00	182.03
703-000.000-221.005	DUE TO CITY-PENALTY	1.25	2,887.76
703-000.000-221.006	DUE TO CITY-DELINQUENT OPERATING	2,259.93	2,259.93
703-000.000-221.008	DUE TO CITY-W/S DEBT DELQ	4,341.52	4,341.52
703-000.000-221.010	DUE TO CITY-SIDEWALK-ZONE 2 S/A	165.00	165.00
703-000.000-222.001	DUE TO COUNTY-OPERATING	0.00	5,270.02
703-000.000-222.002	DUE TO COUNTY-DRUGS	0.00	1,006.08
703-000.000-222.003	DUE TO COUNTY-VETERANS	0.00	179.18
703-000.000-222.004	DUE TO COUNTY-PARKS	0.00	888.53
703-000.000-222.005	DUE TO COUNTY-SENIOR CITIZENS	0.00	1,434.79
703-000.000-222.006	DUE TO COUNTY-ROADS	0.00	448.27
703-000.000-222.008	DUE TO COUNTY-STATE EDUCATION	0.00	3,175.41
703-000.000-222.010	DUE TO COUNTY-LESTER DRAIN	0.00	1,588.59
703-000.000-222.012	DUE TO COUNTY-DELQ OPERATING	746.74	746.74
703-000.000-222.013	DUE TO COUNTY-DELINQUENT DRUGS	156.57	156.57
703-000.000-222.014	DUE TO COUNTY-DELQ VETERANS	27.89	27.89
703-000.000-222.015	DUE TO COUNTY-DELINQUENT PARKS	137.69	137.69
703-000.000-222.016	DUE TO COUNTY-DELQ SR CITIZENS	223.44	223.44
703-000.000-222.017	DUE TO COUNTY-DELQ COUNTY ROADS	69.78	69.78
703-000.000-222.018	DUE TO COUNTY-DELQ STATE EDUC.	842.68	842.68
703-000.000-222.019	DUE TO STATE LAND BANK	0.00	420.98
703-000.000-222.427	DUE TO - 74 EMS (MILL DIST)	0.00	(19,977.78)
703-000.000-223.002	DUE TO LIBRARY	0.00	2,156.88
703-000.000-223.003	DUE TO LIBRARY-DELINQUENT	195.49	195.49
703-000.000-225.001	DUE TO SCHOOLS-OPERATING	0.00	(7,886.94)
703-000.000-225.002	DUE TO SCHOOLS-DEBT	0.00	2,618.89
703-000.000-225.003	DUE TO SCHOOLS-SINKING FUND	0.00	10,370.78
703-000.000-225.004	DUE TO SCHOOLS-DELQ OPERATING	842.68	842.68
703-000.000-225.005	DUE TO SCHOOLS-DELINQUENT DEBT	389.74	389.74
703-000.000-225.006	DUE TO SCHOOLS-DELQ SINKING FUND	55.91	55.91
703-000.000-228.071	DUE TO STATE-STATE EDUCATION	0.00	2,737.34
703-000.000-228.072	DUE TO STATE-SCHOOL OPERATING	0.00	8,212.03
703-000.000-230.001	DUE TO OTHER UNITS-PEN/INT	11,902.45	11,902.45
703-000.000-230.002	DUE TO COUNTY REDEVELOPMENT AUTHORITY	3,031.95	0.00
703-000.000-234.001	DUE TO ISD-INTERMEDIATE SCHOOL	0.00	2,217.88
703-000.000-234.002	DUE TO ISD-VOCATIONAL EDUCATION	0.00	913.12
703-000.000-234.003	DUE TO ISD-DELQ INT SCHOOL	27.01	27.01
703-000.000-234.004	DUE TO IDS-DELQ VOCATIONAL EDUC.	129.37	129.37
703-000.000-235.000	DUE TO COMMUNITY COLLEGE	0.00	1,865.94
703-000.000-235.001	DUE TO COMMUNITY COLLEGE-DELQ	264.40	264.40
703-000.000-236.000	DUE TO SPECIAL EDUCATION	0.00	256.43
703-000.000-236.001	DUE TO SPECIAL EDUCATION-DELQ	323.63	323.63
703-000.000-240.000	DUE TO COUNTY-AMBULANCE	0.00	20,876.41
703-000.000-362.101	DEFERRED REVENUE-GENERAL FUND	9,946.45	9,946.45
703-000.000-362.222	DEFERRED REVENUE-COUNTY	11,436.75	11,436.75
703-000.000-362.225	DEFERRED REVENUE-SCHOOLS	4,769.43	4,769.43
Total Liabilities		155,972.04	215,037.91
*** Fund Balance ***			
Total Fund Balance		0.00	0.00

User: NLASECKI

Period Ending 03/31/2023

DB: Marine City

PRELIMINARY

Fund 703 TAX ACCOUNT FUND

GL Number	Description	Current Year Beg. Balance	Balance
	Beginning Fund Balance		0.00
	Net of Revenues VS Expenditures		0.00
	Ending Fund Balance		0.00
	Total Liabilities And Fund Balance		215,037.91

Fund 704 PAYROLL CLEARING FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
704-000.000-001.001	CASH	1,428.04	44,685.98
704-000.000-084.101	DUE FROM GENERAL FUND	2.50	2.50
Total Assets		1,430.54	44,688.48
*** Liabilities ***			
704-000.000-214.101	DUE TO GENERAL FUND	1,352.02	1,352.02
704-000.000-214.736	DUE TO RETIREE HEALTH INSURANCE FUND	0.00	(1,050.00)
704-000.000-228.000	DUE TO STATE WITHHOLDING	0.00	11,926.59
704-000.000-229.001	DUE TO FEDERAL-FED INCOME TAX	0.00	25,278.86
704-000.000-229.200	DUE TO CITY OF PORT HURON	0.00	142.02
704-000.000-231.002	DUE TO DEFERRED COMP-EMPLOYEE	0.00	4,323.07
704-000.000-231.003	DUE TO AFLAC-EMPLOYEE	44.52	(18.80)
704-000.000-231.004	DUE TO POAM DUES-EMPLOYEE	0.00	(2.60)
704-000.000-231.005	DUE TO TEAMSTERS DUE-EMPLOYEE	34.00	0.00
704-000.000-231.006	DUE TO DEFINED BENEFIT-EMPLOYEE	0.00	544.72
704-000.000-231.010	DUE TO HSA-DPW (EMPLOYEE)	0.00	750.10
704-000.000-239.000	DUE TO HSA-EMPLOYER	0.00	1,442.50
Total Liabilities		1,430.54	44,688.48
Beginning Fund Balance			0.00
Net of Revenues VS Expenditures			0.00
Ending Fund Balance			0.00
Total Liabilities And Fund Balance			44,688.48

Fund 731 MARINE CITY RETIREMENT SYSTEM

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
731-000.000-001.001	CASH	203,035.63	(4,477.22)
731-000.000-017.000	INVESTMENT IN SECURITIES	4,866,714.00	4,794,896.32
731-000.000-084.101	DUE FROM GENERAL FUND	410.34	410.34
Total Assets		5,070,159.97	4,790,829.44
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
731-000.000-390.000	FUND BALANCE	5,070,159.97	5,070,159.97
Total Fund Balance		5,070,159.97	5,070,159.97
Beginning Fund Balance			5,070,159.97
Net of Revenues VS Expenditures			(279,330.53)
Ending Fund Balance			4,790,829.44
Total Liabilities And Fund Balance			4,790,829.44

Fund 736 RETIREE HEALTH INS TRUST FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
736-000.000-001.001	CASH	50,985.26	5,878.48
736-000.000-017.000	INVESTMENT IN SECURITIES	242,682.13	245,262.68
736-000.000-123.000	PREPAID EXPENSES	1,491.93	0.00
Total Assets		295,159.32	251,141.16
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
736-000.000-390.000	FUND BALANCE	295,159.32	295,159.32
Total Fund Balance		295,159.32	295,159.32
Beginning Fund Balance			295,159.32
Net of Revenues VS Expenditures			(44,018.16)
Ending Fund Balance			251,141.16
Total Liabilities And Fund Balance			251,141.16

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023	ACTIVITY FOR MONTH 03/31/2023	AVAILABLE BALANCE	% BDDT USED
		NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 000.000						
101-000.000-371.000	ZONING ENFORCEMENT VACANT BUILDING	0.00	1,575.00	375.00	(1,575.00)	100.00
101-000.000-402.000	CURRENT PROPERTY TAX	1,710,000.00	1,993,215.59	0.00	(283,215.59)	116.56
101-000.000-402.100	ST. CLAIR COUNTY ROAD TAX MILLAGE	24,000.00	16,872.53	6,759.11	7,127.47	70.30
101-000.000-402.300	USE TAX DISTRIBUTION PA 86	80,000.00	60,353.05	0.00	19,646.95	75.44
101-000.000-412.000	DELINQUENT PERSONAL PROPERTY	500.00	0.00	0.00	500.00	0.00
101-000.000-432.000	PAYMENT IN LIEU OF TAXES (PILT)	7,763.00	7,809.21	0.00	(46.21)	100.60
101-000.000-433.000	COMMERCIAL FACILITIES TAX	7,150.00	0.00	0.00	7,150.00	0.00
101-000.000-434.000	TRAILER TAX	90.00	0.00	0.00	90.00	0.00
101-000.000-437.000	INDUSTRIAL FACILITY TAX	1,690.00	0.00	0.00	1,690.00	0.00
101-000.000-445.000	PENALTIES AND INTEREST ON TAXES	16,000.00	20,786.29	0.00	(4,786.29)	129.91
101-000.000-476.000	BUSINESS LICENSE AND PERMITS	8,000.00	15,205.00	1,500.00	(7,205.00)	190.06
101-000.000-477.001	CABLE TV FRANCHISE FEES	60,000.00	45,735.95	0.00	14,264.05	76.23
101-000.000-490.000	BUILDING DEPARTMENT PERMITS	65,000.00	79,108.44	3,421.45	(14,108.44)	121.71
101-000.000-543.000	MICHIGAN JUSTICE TRAINING 302 FUNDS	500.00	0.00	0.00	500.00	0.00
101-000.000-543.000	MICHIGAN JUSTICE TRAINING 302 FUNDS	500.00	0.00	0.00	500.00	0.00
101-000.000-567.002	STONEGARDEN GRANT PROCEEDS	3,100.00	0.00	0.00	3,100.00	0.00
101-000.000-567.011	ECSO SRO POSITION	30,000.00	17,500.00	0.00	12,500.00	58.33
101-000.000-567.200-MC HOTEL00	STATE GRANT-HOTEL PROJECT	0.00	24,987.50	0.00	(24,987.50)	100.00
101-000.000-574.000	SALES TAX AND CVT PAYMENT	540,000.00	292,375.00	0.00	247,625.00	54.14
101-000.000-577.000	STATE-LIQUOR LICENSE RETURN	6,400.00	5,077.11	0.00	1,322.89	79.33
101-000.000-583.000	COMMUNITY GRANTS	45,000.00	75,500.00	0.00	(30,500.00)	167.78
101-000.000-614.000	SEX OFFENDER REGISTRATION FEES	100.00	100.00	0.00	0.00	100.00
101-000.000-629.000	RECREATION MILLAGE	20,000.00	20,891.00	0.00	(891.00)	104.46
101-000.000-633.000	ZONING BOARD OF APPEALS FEE	500.00	1,500.00	1,000.00	(1,000.00)	300.00
101-000.000-634.000	PLANNING COMMISSION REVIEW FEE	2,000.00	2,256.00	0.00	(256.00)	112.80
101-000.000-635.000	CHARGE FOR SERVICES	800.00	5,138.54	0.00	(4,338.54)	642.32
101-000.000-640.000	REFUSE	320,000.00	0.00	0.00	320,000.00	0.00
101-000.000-650.000	MISCELLANEOUS REVENUE	274,000.00	2,662.58	0.00	271,337.42	0.97
101-000.000-650.300	MISC. REV.-LIBRARY EXP.	9,000.00	9,915.25	0.00	(915.25)	110.17
101-000.000-650.301	RENTAL REGISTRATION FEES	100.00	75.00	0.00	25.00	75.00
101-000.000-650.400	REPORT COPIES-PD	400.00	529.00	0.00	(129.00)	132.25
101-000.000-650.500	PBT TESTING-PD	100.00	21.00	0.00	79.00	21.00
101-000.000-650.600	FINGER PRINTING FEE-PD	300.00	326.50	0.00	(26.50)	108.83
101-000.000-650.900	NOTARY FEE-MCPD	100.00	45.00	0.00	55.00	45.00
101-000.000-653.003-PROPCLEAN0	PROPERTY CLEAN-UP	100.00	561.49	0.00	(461.49)	561.49
101-000.000-655.000	COURT FINES	2,500.00	7,388.70	0.00	(4,888.70)	295.55
101-000.000-655.001	MUNICIPAL CIVIL INFRACTION-PD	2,000.00	1,700.00	0.00	300.00	85.00
101-000.000-655.002	MUNICIPAL CIVIL INFRACTION-BD	0.00	1,375.00	0.00	(1,375.00)	100.00
101-000.000-659.000	OWI FORFEITURE FEES	100.00	0.00	0.00	100.00	0.00
101-000.000-665.000	INTEREST	1,000.00	0.00	0.00	1,000.00	0.00
101-000.000-665.001	INTEREST-SPECIAL ASSESSMENT	100.00	0.00	0.00	100.00	0.00
101-000.000-667.000	RENT	750.00	0.00	0.00	750.00	0.00
101-000.000-667.001	CELLULAR TOWER LEASE	12,270.00	12,205.00	0.00	65.00	99.47
101-000.000-667.003	HOMELAND SECURITY TOWER LEASE	30,720.00	16,155.67	0.00	14,564.33	52.59
101-000.000-667.005	PAVILION RENTAL FEES-MARINER PARK	2,000.00	1,600.00	400.00	400.00	80.00
101-000.000-674.000	PRIVATE CONTRIBUTIONS AND DONATIONS	0.00	330.98	0.00	(330.98)	100.00
101-000.000-674.001	DONATION-POLICE DEPARTMENT	0.00	100.00	0.00	(100.00)	100.00
101-000.000-674.002	DONATIONS-PARK BENCHES	0.00	4,520.00	0.00	(4,520.00)	100.00
101-000.000-676.004	INSURANCE PREMIUM CONTRIBUTION	18,500.00	13,537.50	437.50	(4,962.50)	73.18
101-000.000-681.000	TELECOMMUNICATION ROW FUNDS	15,000.00	0.00	0.00	15,000.00	0.00
101-000.000-693.000	GAIN ON SALE OF DEPRECIABLE FIXED ASSET	0.00	9,344.38	0.00	(9,344.38)	100.00

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
Total Dept 000.000		3,317,633.00	2,768,379.26	13,893.06	549,253.74	83.44
Dept 262.000 - ELECTIONS						
101-262.000-682.000	LOCAL GRANTS	4,500.00	5,000.00	0.00	(500.00)	111.11
Total Dept 262.000 - ELECTIONS		4,500.00	5,000.00	0.00	(500.00)	111.11
Dept 265.000 - BUILDINGS/GROUNDS						
101-265.000-400.000	300 BROADWAY	0.00	1,800.00	0.00	(1,800.00)	100.00
Total Dept 265.000 - BUILDINGS/GROUNDS		0.00	1,800.00	0.00	(1,800.00)	100.00
Dept 701.000 - PLANNING						
101-701.000-584.000	CED REVENUE	0.00	2,949.13	0.00	(2,949.13)	100.00
Total Dept 701.000 - PLANNING		0.00	2,949.13	0.00	(2,949.13)	100.00
TOTAL REVENUES		3,322,133.00	2,778,128.39	13,893.06	544,004.61	83.62
Expenditures						
Dept 101.000 - CITY COMMISSION						
101-101.000-704.004	WAGES-ELECTED OFFICIALS	6,000.00	3,000.00	0.00	3,000.00	50.00
101-101.000-709.000	FICA	380.00	186.00	0.00	194.00	48.95
101-101.000-711.000	MEDICARE	90.00	43.50	0.00	46.50	48.33
101-101.000-752.000	SUPPLIES	150.00	269.11	27.71	(119.11)	179.41
101-101.000-861.000	TRANSPORTATION-MILEAGE REIMBURSEMENT	300.00	0.00	0.00	300.00	0.00
101-101.000-880.000	COMMUNITY PROMOTION	500.00	0.00	0.00	500.00	0.00
101-101.000-909.000	MEALS	100.00	0.00	0.00	100.00	0.00
101-101.000-911.000	CONFERENCES & TRAINING	500.00	105.00	0.00	395.00	21.00
101-101.000-915.000	MEMBERSHIPS	7,200.00	2,809.00	95.00	4,391.00	39.01
101-101.000-916.000	LODGING	500.00	0.00	0.00	500.00	0.00
Total Dept 101.000 - CITY COMMISSION		15,720.00	6,412.61	122.71	9,307.39	40.79
Dept 172.000 - CITY MANAGER						
101-172.000-702.000	WAGES-FULL TIME EMPLOYEES	77,000.00	69,485.94	7,500.00	7,514.06	90.24
101-172.000-704.001	WAGES-PART TIME EMPLOYEES	5,000.00	6,659.27	3,975.00	(1,659.27)	133.19
101-172.000-709.000	FICA	5,022.00	4,643.93	526.42	378.07	92.47
101-172.000-711.000	MEDICARE	1,175.00	1,086.16	123.11	88.84	92.44
101-172.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	3,000.00	1,968.78	49.99	1,031.22	65.63
101-172.000-718.001	HEALTH INSURANCE PREMIUMS-ACTIVES	5,000.00	3,405.23	0.00	1,594.77	68.10
101-172.000-723.000	RETIREE HEALTH CARE-OPEB	0.00	1,337.97	0.00	(1,337.97)	100.00
101-172.000-726.000	LIFE INSURANCE	120.00	84.00	(12.00)	36.00	70.00
101-172.000-755.000	OFFICE SUPPLIES	1,000.00	254.68	0.00	745.32	25.47
101-172.000-791.000	SUBSCRIPTIONS AND PUBLICATIONS	150.00	101.93	0.00	48.07	67.95
101-172.000-850.000	COMMUNICATIONS	1,400.00	1,477.67	0.00	(77.67)	105.55
101-172.000-851.001	MAIL/POSTAGE	50.00	0.00	0.00	50.00	0.00

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDTG USED
Fund 101 - GENERAL FUND						
Expenditures						
101-172.000-861.000	TRANSPORTATION-MILEAGE REIMBURSEMENT	200.00	181.25	0.00	18.75	90.63
101-172.000-900.000	PRINTING	100.00	68.27	0.00	31.73	68.27
101-172.000-911.000	CONFERENCES & TRAINING	300.00	40.00	0.00	260.00	13.33
101-172.000-915.000	MEMBERSHIPS	150.00	425.00	0.00	(275.00)	283.33
101-172.000-916.000	LODGING	600.00	0.00	0.00	600.00	0.00
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Total Dept 172.000 - CITY MANAGER		100,267.00	91,220.08	12,162.52	9,046.92	90.98
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Dept 215.000 - CITY CLERK						
101-215.000-702.000	WAGES-FULL TIME EMPLOYEES	65,000.00	55,295.40	11,124.14	9,704.60	85.07
101-215.000-709.000	FICA	4,030.00	3,573.93	688.90	456.07	88.68
101-215.000-711.000	MEDICARE	942.50	835.90	161.13	106.60	88.69
101-215.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	3,150.00	2,728.85	356.78	421.15	86.63
101-215.000-718.001	HEALTH INSURANCE PREMIUMS-ACTIVES	5,000.00	4,933.27	215.58	66.73	98.67
101-215.000-723.000	RETIREE HEALTH CARE-OPEB	150.00	781.14	0.00	(631.14)	520.76
101-215.000-726.000	LIFE INSURANCE	240.00	153.98	16.50	64.16	64.16
101-215.000-755.000	OFFICE SUPPLIES	1,000.00	649.41	126.33	350.59	64.94
101-215.000-802.000	CONTRACTUAL SERVICES	13,000.00	2,126.77	750.00	10,873.23	16.36
101-215.000-824.000	REGISTRATION FEES	50.00	0.00	0.00	50.00	0.00
101-215.000-850.000	COMMUNICATIONS	1,400.00	1,487.67	40.00	(87.67)	106.26
101-215.000-851.001	MAIL/POSTAGE	1,000.00	0.00	0.00	1,000.00	0.00
101-215.000-861.000	TRANSPORTATION-MILEAGE REIMBURSEMENT	400.00	0.00	0.00	400.00	0.00
101-215.000-900.000	PRINTING	150.00	163.98	0.00	(13.98)	109.32
101-215.000-902.000	PUBLISHING	700.00	697.00	199.00	3.00	99.57
101-215.000-909.000	MEALS	150.00	58.00	0.00	92.00	38.67
101-215.000-911.000	CONFERENCES & TRAINING	800.00	650.00	0.00	150.00	81.25
101-215.000-915.000	MEMBERSHIPS	180.00	125.00	0.00	55.00	69.44
101-215.000-916.000	LODGING	700.00	0.00	0.00	700.00	0.00
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Total Dept 215.000 - CITY CLERK		98,042.50	74,260.30	13,678.36	23,782.20	75.74
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Dept 223.000 - EXTERNAL AUDIT						
101-223.000-801.000	PROFESSIONAL SERVICES	24,000.00	79,766.53	0.00	(55,766.53)	332.36
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Total Dept 223.000 - EXTERNAL AUDIT		24,000.00	79,766.53	0.00	(55,766.53)	332.36
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Dept 224.000 - ACTUARIAL SERVICES						
101-224.000-801.000	PROFESSIONAL SERVICES	3,250.00	0.00	0.00	3,250.00	0.00
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Total Dept 224.000 - ACTUARIAL SERVICES		3,250.00	0.00	0.00	3,250.00	0.00
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Dept 253.000 - TREASURER/FINANCE DEPARTMENT						
101-253.000-702.000	WAGES-FULL TIME EMPLOYEES	80,000.00	45,394.35	7,832.13	34,605.65	56.74
101-253.000-704.001	WAGES-PART TIME EMPLOYEES	0.00	4,220.00	4,220.00	(4,220.00)	100.00
101-253.000-709.000	FICA	4,960.00	2,988.29	734.29	1,971.71	60.25
101-253.000-711.000	MEDICARE	1,160.00	698.82	171.73	461.18	60.24
101-253.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	2,400.00	2,208.40	330.17	191.60	92.02
101-253.000-718.001	HEALTH INSURANCE PREMIUMS-ACTIVES	25,000.00	13,385.40	3,285.16	11,614.60	53.54

User: NLAHECKI
 DB: Marine City
 PERIOD ENDING 03/31/2023

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

PRELIMINARY									
GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDTG USED			
Fund 101 - GENERAL FUND									
Expenditures									
101-253.000-723.000	RETIREE HEALTH CARE-OPEB	300.00	986.75	129.84	(686.75)	328.92			
101-253.000-726.000	LIFE INSURANCE	240.00	168.74	29.24	71.26	70.31			
101-253.000-755.000	OFFICE SUPPLIES	5,000.00	2,656.25	0.00	2,343.75	53.13			
101-253.000-802.000	CONTRACTUAL SERVICES	3,000.00	15,343.75	0.00	(12,343.75)	511.46			
101-253.000-805.000	SERVICE CHARGES	3,500.00	(677.01)	0.00	4,177.01	(19.34)			
101-253.000-850.000	COMMUNICATIONS	1,350.00	1,487.68	80.00	(137.68)	110.20			
101-253.000-851.001	MAIL/POSTAGE	4,000.00	989.23	0.00	3,010.77	24.73			
101-253.000-861.000	TRANSPORTATION-MILEAGE REIMBURSEMENT	150.00	466.61	20.96	(316.61)	311.07			
101-253.000-900.000	PRINTING	4,600.00	1,315.27	89.19	3,284.73	28.59			
101-253.000-902.000	PUBLISHING	0.00	226.56	0.00	(226.56)	100.00			
101-253.000-911.000	CONFERENCES & TRAINING	300.00	150.00	0.00	150.00	50.00			
101-253.000-915.000	MEMBERSHIPS	300.00	258.00	0.00	42.00	86.00			
101-253.000-916.000	LODGING	600.00	0.00	0.00	600.00	0.00			
101-253.000-933.001	SOFTWARE MAINTENANCE AGREEMENTS	3,300.00	3,607.50	0.00	(307.50)	109.32			
Total Dept 253.000 - TREASURER/FINANCE DEPARTMENT		140,160.00	95,874.59	16,922.71	44,285.41	68.40			
Dept 257.000 - ASSESSOR/EQUALIZATION DEPARTMENT									
101-257.000-755.000	OFFICE SUPPLIES	1,500.00	211.78	0.00	1,288.22	14.12			
101-257.000-802.000	CONTRACTUAL SERVICES	40,000.00	28,811.50	9,760.50	11,188.50	72.03			
101-257.000-804.001	BOARD OF REVIEW MEMBERS	800.00	480.00	390.00	320.00	60.00			
101-257.000-850.000	COMMUNICATIONS	1,000.00	1,127.70	0.00	(127.70)	112.77			
101-257.000-851.001	MAIL/POSTAGE	70.00	90.67	90.67	(20.67)	129.53			
101-257.000-900.000	PRINTING	100.00	158.93	90.66	(58.93)	158.93			
101-257.000-902.000	PUBLISHING	430.00	223.03	63.10	206.97	51.87			
101-257.000-933.001	SOFTWARE MAINTENANCE AGREEMENTS	5,300.00	3,306.00	0.00	1,994.00	62.38			
Total Dept 257.000 - ASSESSOR/EQUALIZATION DEPARTMENT		49,200.00	34,409.61	10,394.93	14,790.39	69.94			
Dept 262.000 - ELECTIONS									
101-262.000-702.000	WAGES-FULL TIME EMPLOYEES	2,250.00	2,742.97	0.00	(492.97)	121.91			
101-262.000-704.001	WAGES-PART TIME EMPLOYEES	750.00	0.00	0.00	750.00	0.00			
101-262.000-709.000	FICA	200.00	166.13	0.00	33.87	83.07			
101-262.000-711.000	MEDICARE	50.00	38.85	0.00	11.15	77.70			
101-262.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	150.00	137.14	0.00	12.86	91.43			
101-262.000-723.000	RETIREE HEALTH CARE-OPEB	20.00	55.53	0.00	(35.53)	277.65			
101-262.000-752.000	SUPPLIES	4,000.00	3,532.29	0.00	467.71	88.31			
101-262.000-802.000	CONTRACTUAL SERVICES	3,500.00	2,430.00	0.00	1,070.00	69.43			
101-262.000-805.001	ELECTION INSPECTORS COMPENSATION	6,000.00	3,797.56	0.00	2,202.44	63.29			
101-262.000-851.001	MAIL/POSTAGE	0.00	0.00	0.00	6,000.00	0.00			
101-262.000-861.000	TRANSPORTATION-MILEAGE REIMBURSEMENT	150.00	0.00	0.00	150.00	0.00			
101-262.000-902.000	PUBLISHING	750.00	437.80	0.00	312.20	58.37			
101-262.000-909.000	MEALS	700.00	613.01	0.00	86.99	87.57			
101-262.000-931.003	EQUIPMENT REPAIRS	500.00	0.00	0.00	500.00	0.00			
Total Dept 262.000 - ELECTIONS		25,020.00	13,951.28	0.00	11,068.72	55.76			
Dept 265.000 - BUILDINGS/GROUNDS									
101-265.000-702.000	WAGES-FULL TIME EMPLOYEES	6,000.00	12,829.47	991.95	(6,829.47)	213.82			

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 03/31/2023	% BDTG USED
		AMENDED BUDGET	YTD BALANCE 03/31/2023		
Fund 101 - GENERAL FUND					
Expenditures					
101-265.000-704.001	WAGES-PART TIME EMPLOYEES	6,000.00	2,475.98	49.94	41.27
101-265.000-709.000	FICA	918.00	924.79	62.47	100.74
101-265.000-711.000	MEDICARE	87.00	216.32	14.60	248.64
101-265.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	700.00	641.49	49.60	91.64
101-265.000-723.000	RETIREE HEALTH CARE-OPEB	500.00	331.18	25.98	66.24
101-265.000-752.000	SUPPLIES	750.00	404.64	0.00	53.95
101-265.000-755.000	OFFICE SUPPLIES	500.00	0.00	0.00	0.00
101-265.000-756.000	FURNISHINGS/HOUSEHOLD	2,000.00	0.00	0.00	0.00
101-265.000-802.000	CONTRACTUAL SERVICES	36,000.00	26,159.48	25.00	72.67
101-265.000-884.000	EQUIPMENT LEASE	7,500.00	4,394.64	0.00	58.60
101-265.000-915.000	MEMBERSHIPS	120.00	218.00	0.00	181.67
101-265.000-918.000	WATER	4,000.00	0.00	0.00	0.00
101-265.000-920.000	ELECTRIC	9,000.00	5,037.20	0.00	55.97
101-265.000-921.002	NATURAL GAS	5,500.00	4,477.76	1,188.66	81.41
101-265.000-930.000	LAND & BUILDING REPAIRS	50,000.00	23,439.50	87.92	46.88
101-265.000-948.000	COMPUTER SERVICES	17,000.00	13,333.60	1,320.00	78.43
Total Dept 265.000 - BUILDINGS/GROUNDS		146,575.00	94,884.05	3,816.12	64.73
Dept 266.000 - ATTORNEY/CORPORATION COUNSEL					
101-266.000-801.000	PROFESSIONAL SERVICES	45,000.00	42,432.76	0.00	94.30
Total Dept 266.000 - ATTORNEY/CORPORATION COUNSEL		45,000.00	42,432.76	0.00	94.30
Dept 270.000 - HUMAN RESOURCES DEPARTMENT					
101-270.000-717.001	DEFINED BENEFIT PENSION PLAN CONT.	242,640.00	162,325.44	18,036.16	66.90
101-270.000-723.000	RETIREE HEALTH CARE-OPEB	135,000.00	79,507.74	0.00	58.89
101-270.000-842.000	UNEMPLOYMENT CLAIMS	3,500.00	0.00	0.00	0.00
101-270.000-935.000	PROPERTY/VEHICLE LIABILITY INSURANCE	70,000.00	122,565.00	0.00	175.09
101-270.000-937.000	WORKERS COMPENSATION INSURANCE	9,000.00	6,665.00	0.00	74.06
Total Dept 270.000 - HUMAN RESOURCES DEPARTMENT		460,140.00	371,063.18	18,036.16	80.64
Dept 271.000 - SPECIAL PROJECTS					
101-271.000-752.000	SUPPLIES	3,000.00	7,011.25	0.00	233.71
101-271.000-752.100	SIDEWALK INCENTIVE PROGRAM	5,000.00	172.70	0.00	3.45
101-271.000-802.000	CONTRACTUAL SERVICES	20,000.00	15,700.00	0.00	78.50
101-271.000-925.000	HYDRANT USAGE	10,000.00	0.00	0.00	0.00
101-271.000-962.000	PROPERTY TAX REFUNDS	0.00	122.69	0.00	100.00
101-271.000-975.001	CAPITAL OUTLAY-PROPERTY ACQUISITION	0.00	29,201.61	0.00	100.00
101-271.000-995.001	INTERFUND TRANSFERS OUT	35,000.00	0.00	0.00	0.00
Total Dept 271.000 - SPECIAL PROJECTS		73,000.00	52,208.25	0.00	71.52
Dept 301.000 - POLICE					
101-301.000-702.000	WAGES-FULL TIME EMPLOYEES	480,000.00	363,167.18	51,224.81	75.66
101-301.000-704.001	WAGES-PART TIME EMPLOYEES	0.00	8,108.12	1,477.10	100.00
101-301.000-709.000	FICA	30,000.00	25,567.76	3,458.63	85.23

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023	ACTIVITY FOR MONTH 03/31/2023	AVAILABLE BALANCE	% BDDT USED
		NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	INCREASE (DECREASE)	(ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-301.000-711.000	MEDICARE	7,000.00	5,979.56	808.87	1,020.44	85.42
101-301.000-712.000	CASH IN LIEU OF BENEFITS(INS. OPT OUT)	12,000.00	9,500.00	1,000.00	2,500.00	79.17
101-301.000-713.000	OVERTIME	20,000.00	35,935.27	1,507.29	(15,935.27)	179.68
101-301.000-714.001	LONGEVITY PAY	1,050.00	1,050.00	0.00	0.00	100.00
101-301.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	12,000.00	13,759.10	1,754.35	(1,759.10)	114.66
101-301.000-718.001	HEALTH INSURANCE PREMIUMS-ACTIVES	35,000.00	28,574.77	4,109.30	6,425.23	81.64
101-301.000-721.001	CLOTHING ALLOWANCE	1,800.00	1,500.00	1,500.00	300.00	83.33
101-301.000-723.000	RETIREE HEALTH CARE-OPEB	4,500.00	5,135.10	750.10	(635.10)	114.11
101-301.000-726.000	LIFE INSURANCE	1,500.00	691.80	79.20	808.20	46.12
101-301.000-731.000	EMPLOYMENT SCREENING	500.00	248.00	0.00	252.00	49.60
101-301.000-752.000	SUPPLIES	1,500.00	577.02	0.00	922.98	38.47
101-301.000-755.000	OFFICE SUPPLIES	1,500.00	91.22	0.00	1,408.78	6.08
101-301.000-756.000	FURNISHINGS/HOUSEHOLD	500.00	0.00	0.00	500.00	0.00
101-301.000-757.000	FIREARM SUPPLIES	2,000.00	2,118.30	0.00	(118.30)	105.92
101-301.000-759.000	GASOLINE	20,000.00	9,549.08	40.00	10,450.92	47.75
101-301.000-767.000	CLOTHING	4,000.00	7,022.81	0.00	(3,022.81)	175.57
101-301.000-791.000	SUBSCRIPTIONS AND PUBLICATIONS	100.00	0.00	0.00	100.00	0.00
101-301.000-802.000	CONTRACTUAL SERVICES	20,500.00	9,520.68	0.00	10,979.32	46.44
101-301.000-850.000	COMMUNICATIONS	10,000.00	6,873.07	520.00	3,126.93	68.73
101-301.000-851.001	MAIL/POSTAGE	150.00	0.00	0.00	150.00	0.00
101-301.000-861.000	TRANSPORTATION-MILEAGE REIMBURSEMENT	300.00	0.00	0.00	300.00	0.00
101-301.000-880.000	COMMUNITY PROMOTION	200.00	0.00	0.00	200.00	0.00
101-301.000-884.000	EQUIPMENT LEASE	1,400.00	1,135.82	81.89	264.18	81.13
101-301.000-907.000	MICHIGAN JUSTICE TRAINING-302 FUNDS	1,000.00	395.00	0.00	605.00	39.50
101-301.000-909.000	MEALS	300.00	0.00	0.00	300.00	0.00
101-301.000-915.000	CONFERENCES & TRAINING	3,000.00	1,487.50	0.00	1,512.50	49.58
101-301.000-916.000	MEMBERSHIPS	315.00	315.00	0.00	0.00	100.00
101-301.000-920.000	LODGING	1,000.00	0.00	0.00	1,000.00	0.00
101-301.000-921.002	ELECTRIC	4,300.00	2,556.80	0.00	1,743.20	59.46
101-301.000-930.000	NATURAL GAS	1,000.00	645.39	166.52	354.61	64.54
101-301.000-932.000	LAND & BUILDING REPAIRS	1,000.00	1,743.93	0.00	(743.93)	174.39
101-301.000-933.001	VEHICLE REPAIRS & MAINTENANCE	6,000.00	949.26	163.92	5,050.74	15.82
101-301.000-955.000	SOFTWARE MAINTENANCE AGREEMENTS	200.00	110.00	0.00	90.00	55.00
101-301.000-985.000	MISCELLANEOUS	300.00	20.42	0.00	279.58	6.81
101-301.000-985.000	CAPITAL OUTLAY-EQUIPMENT	20,500.00	13,606.33	765.00	6,893.67	66.37
Total Dept 301.000 - POLICE		706,415.00	557,934.29	69,406.98	148,480.71	78.98
Dept 336.000 - FIRE		253,000.00	252,815.50	126,407.75	184.50	99.93
101-336.000-802.000		253,000.00	252,815.50	126,407.75	184.50	99.93
Total Dept 336.000 - FIRE		253,000.00	252,815.50	126,407.75	184.50	99.93
Dept 371.000 - INSPECTIONS/CODE ENFORCEMENT		6,000.00	7,116.00	1,471.43	(1,116.00)	118.60
101-371.000-702.000	WAGES-FULL TIME EMPLOYEES	13,000.00	8,020.41	1,071.00	4,979.59	61.70
101-371.000-704.001	WAGES-PART TIME EMPLOYEES	1,178.00	917.95	156.70	260.05	77.92
101-371.000-709.000	FICA	280.00	214.71	36.64	65.29	76.68
101-371.000-711.000	MEDICARE	250.00	314.84	32.60	(64.84)	125.94
101-371.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	200.00	196.14	0.00	3.86	98.07
101-371.000-723.000	RETIREE HEALTH CARE-OPEB	200.00	196.14	0.00	3.86	98.07

User: NLAHECKI
DB: Marine City

PERIOD ENDING 03/31/2023

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 03/31/2023	AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET	YTD BALANCE 03/31/2023			
Fund 101 - GENERAL FUND						
Expenditures						
101-371.000-755.000	OFFICE SUPPLIES	1,000.00	153.15	0.00	846.85	15.32
101-371.000-791.000	SUBSCRIPTIONS AND PUBLICATIONS	200.00	0.00	0.00	200.00	0.00
101-371.000-802.000	CONTRACTUAL SERVICES	45,000.00	36,469.87	0.00	8,530.13	81.04
101-371.000-850.000	COMMUNICATIONS	1,400.00	1,877.68	150.00	(477.68)	134.12
101-371.000-851.001	MAIL/POSTAGE	200.00	0.00	0.00	200.00	0.00
101-371.000-900.000	PRINTING	100.00	68.27	0.00	31.73	68.27
101-371.000-915.000	MEMBERSHIPS	100.00	0.00	0.00	100.00	0.00
101-371.000-933.001	SOFTWARE MAINTENANCE AGREEMENTS	750.00	0.00	0.00	750.00	0.00
Total Dept 371.000 - INSPECTIONS/CODE ENFORCEMENT		69,658.00	55,349.02	2,918.37	14,308.98	79.46
Dept 441.000 - GENERAL MAINTENANCE						
101-441.000-702.000	WAGES-FULL TIME EMPLOYEES	108,000.00	80,741.47	12,441.93	27,258.53	74.76
101-441.000-704.001	WAGES-PART TIME EMPLOYEES	20,000.00	12,395.07	2,074.74	7,604.93	61.98
101-441.000-709.000	FICA	8,000.00	5,658.60	883.37	2,341.40	70.73
101-441.000-711.000	MEDICARE	1,900.00	1,323.44	206.59	576.56	69.65
101-441.000-712.000	CASH IN LIEU OF BENEFITS (INS. OPT OUT)	7,500.00	0.00	0.00	7,500.00	0.00
101-441.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	3,200.00	2,457.04	401.23	742.96	76.78
101-441.000-718.001	HEALTH INSURANCE PREMIUMS-ACTIVES	26,700.00	21,390.36	3,725.86	5,309.64	80.11
101-441.000-722.001	FOOD ALLOWANCE	100.00	120.00	70.00	(20.00)	120.00
101-441.000-723.000	RETIREE HEALTH CARE-OPFB	1,200.00	1,221.00	200.92	(21.00)	101.75
101-441.000-726.000	LIFE INSURANCE	540.00	307.80	34.20	232.20	57.00
101-441.000-731.000	EMPLOYMENT SCREENING	300.00	322.00	0.00	(22.00)	107.33
101-441.000-752.000	SUPPLIES	1,000.00	760.12	0.00	239.88	76.01
101-441.000-755.000	OFFICE SUPPLIES	1,000.00	88.89	0.00	911.11	8.89
101-441.000-758.000	DIESEL FUEL	9,000.00	7,630.85	2,474.94	1,369.15	84.79
101-441.000-759.000	GASOLINE	12,000.00	10,570.00	0.00	1,430.00	88.08
101-441.000-767.000	CLOTHING	3,600.00	3,768.72	0.00	(168.72)	104.69
101-441.000-802.000	CONTRACTUAL SERVICES	2,000.00	2,564.95	0.00	(564.95)	128.25
101-441.000-826.000	CDL CONSORTIUM FEE	700.00	480.00	0.00	220.00	68.57
101-441.000-850.000	COMMUNICATIONS	6,700.00	3,652.19	410.00	3,047.81	54.51
101-441.000-851.001	MAIL/POSTAGE	150.00	0.00	0.00	150.00	0.00
101-441.000-861.000	TRANSPORTATION-MILEAGE REIMBURSEMENT	50.00	34.29	11.79	15.71	68.58
101-441.000-901.000	ADVERTISING	50.00	34.00	0.00	16.00	68.00
101-441.000-909.000	MEALS	100.00	0.00	0.00	100.00	0.00
101-441.000-911.000	CONFERENCES & TRAINING	800.00	95.00	0.00	705.00	11.88
101-441.000-915.000	MEMBERSHIPS	750.00	310.00	0.00	440.00	41.33
101-441.000-920.000	ELECTRIC	6,000.00	3,371.19	0.00	2,628.81	56.19
101-441.000-921.002	NATURAL GAS	5,500.00	4,344.44	1,192.79	1,155.56	78.99
101-441.000-931.003	EQUIPMENT REPAIRS	13,000.00	6,239.10	786.36	6,760.90	47.99
101-441.000-932.000	VEHICLE REPAIRS & MAINTENANCE	22,000.00	7,903.10	682.97	14,096.90	35.92
101-441.000-934.000	OTHER REPAIRS AND MAINTENANCE	2,500.00	21.80	0.00	2,478.20	0.87
Total Dept 441.000 - GENERAL MAINTENANCE		264,340.00	177,805.42	25,597.69	86,534.58	67.26
Dept 448.000 - STREET LIGHTING						
101-448.000-926.000	STREET LIGHTING	85,000.00	58,933.64	7,948.44	26,066.36	69.33
Total Dept 448.000 - STREET LIGHTING		85,000.00	58,933.64	7,948.44	26,066.36	69.33

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PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2023 INCREASE (DECREASE NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDTG USED
Fund 101 - GENERAL FUND						
Expenditures						
Dept 528.000 - RUBBISH COLLECTION/DISPOSAL		305,800.00	238,399.95	26,010.84	67,400.05	77.96
101-528.000-802.000	CONTRACTUAL SERVICES					
Total Dept 528.000 - RUBBISH COLLECTION/DISPOSAL		305,800.00	238,399.95	26,010.84	67,400.05	77.96
Dept 569.000 - WATERSHED COUNCIL						
101-569.000-704.001	WAGES-PART TIME EMPLOYEES	1,300.00	142.00	45.14	1,158.00	10.92
101-569.000-709.000	FICA	80.00	8.81	2.80	71.19	11.01
101-569.000-711.000	MEDICARE	20.00	2.07	0.66	17.93	10.35
101-569.000-801.000	PROFESSIONAL SERVICES	1,000.00	0.00	0.00	1,000.00	0.00
101-569.000-885.000	PERMIT FEES	2,000.00	2,000.00	0.00	0.00	100.00
101-569.000-911.000	CONFERENCES & TRAINING	150.00	0.00	0.00	150.00	0.00
Total Dept 569.000 - WATERSHED COUNCIL		4,550.00	2,152.88	48.60	2,397.12	47.32
Dept 691.000 - SAFETY PROGRAM-EMPLOYEES						
101-691.000-752.000	SUPPLIES	2,300.00	574.00	0.00	1,726.00	24.96
101-691.000-931.003	EQUIPMENT REPAIRS	300.00	0.00	0.00	300.00	0.00
Total Dept 691.000 - SAFETY PROGRAM-EMPLOYEES		2,600.00	574.00	0.00	2,026.00	22.08
Dept 701.000 - PLANNING						
101-701.000-752.000	SUPPLIES-PLANNING	2,000.00	0.00	0.00	2,000.00	0.00
101-701.000-752.002	CEX EXPENSE	0.00	2,086.98	0.00	(2,086.98)	100.00
101-701.000-801.000	PROFESSIONAL SERVICES	10,000.00	870.62	0.00	9,129.38	8.71
101-701.000-902.000	PUBLISHING	500.00	198.00	0.00	302.00	39.60
101-701.000-911.000	CONFERENCES & TRAINING	100.00	0.00	0.00	100.00	0.00
Total Dept 701.000 - PLANNING		12,600.00	3,155.60	0.00	9,444.40	25.04
Dept 702.000 - ZONING						
101-702.000-902.000	PUBLISHING	500.00	106.00	0.00	394.00	21.20
101-702.000-911.000	CONFERENCES & TRAINING	50.00	0.00	0.00	50.00	0.00
Total Dept 702.000 - ZONING		550.00	106.00	0.00	444.00	19.27
Dept 756.000 - RECREATION/PARK FACILITIES						
101-756.000-702.000	WAGES-FULL TIME EMPLOYEES	25,500.00	20,981.90	1,974.36	4,518.10	82.28
101-756.000-704.001	WAGES-PART TIME EMPLOYEES	23,000.00	17,570.41	394.72	5,429.59	76.39
101-756.000-709.000	FICA	3,007.00	2,349.57	142.92	657.43	78.14
101-756.000-711.000	MEDICARE	800.00	549.47	33.44	250.53	68.68
101-756.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	1,200.00	1,049.09	98.70	150.91	87.42
101-756.000-723.000	RETIREE HEALTH CARE-OPEB	600.00	540.22	50.60	59.78	90.04
101-756.000-752.000	SUPPLIES	5,000.00	1,367.49	7.59	3,632.51	27.35
101-756.000-802.000	CONTRACTUAL SERVICES	7,000.00	5,226.64	0.00	1,773.36	74.67
101-756.000-802.001	CONTRACTUAL SERVICES-MARINER PARK	1,100.00	685.00	0.00	415.00	62.27
101-756.000-850.000	COMMUNICATIONS	1,150.00	678.35	78.23	471.65	58.99

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PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDDT USED
Fund 101 - GENERAL FUND						
Expenditures						
101-756.000-920.000	ELECTRIC	2,400.00	1,385.15	0.00	1,014.85	57.71
101-756.000-920.001	ELECTRIC-MARINER PARK PAVILION	400.00	246.97	0.00	153.03	61.74
101-756.000-920.002	MARINE CITY MARINA	0.00	277.17	0.00	(277.17)	100.00
101-756.000-930.000	LAND & BUILDING REPAIRS	2,000.00	460.27	0.00	1,539.73	23.01
101-756.000-931.003	EQUIPMENT REPAIRS	500.00	24.30	0.00	475.70	4.86
101-756.000-934.000	OTHER REPAIRS AND MAINTENANCE	1,500.00	512.62	0.00	987.38	34.17
101-756.000-934.001	OTHER REPAIRS & MAINT-MARINER PARK	500.00	0.00	0.00	500.00	0.00
101-756.000-974.000	CAPITAL OUTLAY-LAND IMPROVEMENTS	20,000.00	11,385.64	0.00	8,614.36	56.93
101-756.000-986.000	CAPITAL OUTLAY-GENERAL	274,000.00	330,001.48	0.00	(56,001.48)	120.44
Total Dept 756.000 - RECREATION/PARK FACILITIES		369,657.00	395,291.74	2,780.56	(25,634.74)	106.93
Dept 790.000 - LIBRARY						
101-790.000-802.000	CONTRACTUAL SERVICES	7,200.00	4,035.64	0.00	3,164.36	56.05
101-790.000-850.000	COMMUNICATIONS	1,400.00	998.94	0.00	401.06	71.35
101-790.000-920.000	ELECTRIC	6,600.00	4,120.11	0.00	2,479.89	62.43
101-790.000-921.002	NATURAL GAS	1,100.00	1,015.89	228.20	84.11	92.35
101-790.000-930.000	LAND & BUILDING REPAIRS	1,000.00	2,853.78	0.00	(1,853.78)	285.38
Total Dept 790.000 - LIBRARY		17,300.00	13,024.36	228.20	4,275.64	75.29
Dept 804.000 - MUSEUM						
101-804.000-702.000	WAGES-FULL TIME EMPLOYEES	500.00	52.42	0.00	447.58	10.48
101-804.000-704.001	WAGES-PART TIME EMPLOYEES	550.00	353.87	0.00	196.13	64.34
101-804.000-709.000	FICA	76.50	25.04	0.00	51.46	32.73
101-804.000-711.000	MEDICARE	20.00	5.84	0.00	14.16	29.20
101-804.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	50.00	2.62	0.00	47.38	5.24
101-804.000-723.000	RETIREE HEALTH CARE-OPEB	25.00	1.44	0.00	23.56	5.76
101-804.000-752.000	SUPPLIES	100.00	0.00	0.00	100.00	0.00
101-804.000-802.000	CONTRACTUAL SERVICES	400.00	296.64	0.00	103.36	74.16
101-804.000-850.000	COMMUNICATIONS	1,700.00	1,057.69	0.00	642.31	62.22
101-804.000-920.000	ELECTRIC	950.00	489.40	0.00	460.60	51.52
101-804.000-921.002	NATURAL GAS	1,800.00	1,062.74	246.08	737.26	59.04
101-804.000-930.000	LAND & BUILDING REPAIRS	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 804.000 - MUSEUM		7,171.50	3,347.70	246.08	3,823.80	46.68
TOTAL EXPENDITURES		3,279,016.00	2,715,373.34	336,727.02	563,642.66	82.81
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		3,322,133.00	2,778,128.39	13,893.06	544,004.61	83.62
TOTAL EXPENDITURES		3,279,016.00	2,715,373.34	336,727.02	563,642.66	82.81
NET OF REVENUES & EXPENDITURES		43,117.00	62,755.05	(322,833.96)	(19,638.05)	145.55

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2023 INCREASE (DECREASE NORMAL)	AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
Fund 102 - GUY CENTER						
Revenues						
Dept 000.000		0.00	218,369.75	0.00	(218,369.75)	100.00
102-000.000-673.001	SALE OF FIXED ASSETS	0.00	218,369.75	0.00	(218,369.75)	100.00
Total Dept 000.000		0.00	218,369.75	0.00	(218,369.75)	100.00
TOTAL REVENUES		0.00	218,369.75	0.00	(218,369.75)	100.00
Fund 102 - GUY CENTER:						
TOTAL REVENUES		0.00	218,369.75	0.00	(218,369.75)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	218,369.75	0.00	(218,369.75)	100.00

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023	ACTIVITY FOR MONTH 03/31/2023	AVAILABLE BALANCE	% BDTG USED
		NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 202 - MAJOR STREET FUND						
Revenues						
Dept 000.000						
202-000.000-546.000	STATE WEIGHT & GAS TAX	345,000.00	277,563.43	30,586.56	67,436.57	80.45
202-000.000-665.000	INTEREST	500.00	622.30	0.00	(122.30)	124.46
202-000.000-699.000	INTERFUND TRANSFERS IN	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 000.000		350,500.00	278,185.73	30,586.56	72,314.27	79.37
TOTAL REVENUES						
		350,500.00	278,185.73	30,586.56	72,314.27	79.37
Expenditures						
Dept 450.000 - GENERAL ADMINISTRATION						
202-450.000-702.000	WAGES-FULL TIME EMPLOYEES	0.00	1,136.96	86.84	(1,136.96)	100.00
202-450.000-704.001	WAGES-PART TIME EMPLOYEES	1,250.00	1,278.91	131.97	(28.91)	102.31
202-450.000-709.000	FICA	95.00	149.15	13.58	(54.15)	157.00
202-450.000-711.000	MEDICARE	20.00	34.80	3.17	(14.80)	174.00
202-450.000-712.000	CASH IN LIEU OF BENEFITS(INSP. OPT OUT)	1,000.00	0.00	0.00	1,000.00	0.00
202-450.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	0.00	30.00	0.00	(30.00)	100.00
202-450.000-717.001	DEFINED BENEFIT PENSION PLAN CONT.	12,000.00	7,854.48	872.72	4,145.52	65.45
202-450.000-718.001	HEALTH INSURANCE PREMIUMS-ACTIVES	4,520.00	3,565.05	620.98	954.95	78.87
202-450.000-723.000	RETIREE HEALTH CARE-OPEB	7,525.00	4,670.19	0.00	2,854.81	62.06
202-450.000-726.000	LIFE INSURANCE	90.00	51.30	5.70	38.70	57.00
202-450.000-801.000	PROFESSIONAL SERVICES	600.00	0.00	0.00	600.00	0.00
202-450.000-940.000	RENTALS-EQUIPMENT	2,000.00	0.00	0.00	2,000.00	0.00
202-450.000-995.001	INTERFUND TRANSFERS OUT	165,250.00	103,876.80	0.00	61,373.20	62.86
Total Dept 450.000 - GENERAL ADMINISTRATION		194,350.00	122,647.64	1,734.96	71,702.36	63.11
Dept 451.000 - DRAINS-STORM SEWERS						
202-451.000-702.000	WAGES-FULL TIME EMPLOYEES	1,700.00	1,151.42	344.72	548.58	67.73
202-451.000-704.001	WAGES-PART TIME EMPLOYEES	500.00	108.20	83.23	391.80	21.64
202-451.000-709.000	FICA	140.00	75.75	25.80	64.25	54.11
202-451.000-711.000	MEDICARE	35.00	17.70	6.02	17.30	50.57
202-451.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	70.00	57.55	17.23	12.45	82.21
202-451.000-723.000	RETIREE HEALTH CARE-OPEB	40.00	29.91	8.40	10.09	74.78
202-451.000-761.000	ROAD/STREET MATERIAL	1,000.00	0.00	0.00	1,000.00	0.00
202-451.000-934.000	OTHER REPAIRS AND MAINTENANCE	2,000.00	207.03	37.93	1,792.97	10.35
Total Dept 451.000 - DRAINS-STORM SEWERS		5,485.00	1,647.56	523.33	3,837.44	30.04
Dept 452.000 - ROUTINE MAINTENANCE						
202-452.000-702.000	WAGES-FULL TIME EMPLOYEES	6,500.00	3,283.20	810.39	3,216.80	50.51
202-452.000-704.001	WAGES-PART TIME EMPLOYEES	1,000.00	108.20	74.91	891.80	10.82
202-452.000-709.000	FICA	470.00	203.27	53.28	266.73	43.25
202-452.000-711.000	MEDICARE	110.00	47.56	12.48	62.44	43.24
202-452.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	200.00	164.18	40.53	35.82	82.09
202-452.000-723.000	RETIREE HEALTH CARE-OPEB	100.00	86.37	19.37	13.63	86.37
202-452.000-752.000	SUPPLIES	100.00	0.00	0.00	100.00	0.00
202-452.000-761.000	ROAD/STREET MATERIAL	2,500.00	(512.63)	0.00	3,012.63	(20.51)
202-452.000-934.000	OTHER REPAIRS AND MAINTENANCE	7,000.00	2,871.47	0.00	4,128.53	41.02

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 03/31/2023	AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET	YTD BALANCE 03/31/2023			
Fund 202 - MAJOR STREET FUND						
Expenditures						
Total Dept 452.000 - ROUTINE MAINTENANCE		17,980.00	6,251.62	1,010.96	11,728.38	34.77
Dept 453.000 - BRIDGE MAINTENANCE						
202-453.000-702.000	WAGES-FULL TIME EMPLOYEES	1,500.00	706.27	54.86	793.73	47.08
202-453.000-704.001	WAGES-PART TIME EMPLOYEES	1,200.00	509.20	0.00	690.80	42.43
202-453.000-709.000	FICA	180.00	73.81	3.31	106.19	41.01
202-453.000-711.000	MEDICARE	40.00	17.26	0.77	22.74	43.15
202-453.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	35.00	35.32	2.75	(0.32)	100.91
202-453.000-723.000	RETIREE HEALTH CARE-OPEB	25.00	18.92	1.28	6.08	75.68
202-453.000-752.000	SUPPLIES	400.00	0.00	0.00	400.00	0.00
202-453.000-802.000	CONTRACTUAL SERVICES	1,000.00	0.00	0.00	1,000.00	0.00
202-453.000-920.000	ELECTRIC	700.00	475.88	0.00	224.12	67.98
202-453.000-934.000	OTHER REPAIRS AND MAINTENANCE	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 453.000 - BRIDGE MAINTENANCE		6,080.00	1,836.66	62.97	4,243.34	30.21
Dept 455.000 - ICE AND SNOW CONTROL						
202-455.000-702.000	WAGES-FULL TIME EMPLOYEES	7,500.00	3,068.66	1,358.27	4,431.34	40.92
202-455.000-704.001	WAGES-PART TIME EMPLOYEES	1,000.00	99.88	0.00	900.12	9.99
202-455.000-709.000	FICA	527.00	190.36	81.57	336.64	36.12
202-455.000-711.000	MEDICARE	123.25	44.51	19.08	78.74	36.11
202-455.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	300.00	153.45	67.91	146.55	51.15
202-455.000-723.000	RETIREE HEALTH CARE-OPEB	150.00	71.50	31.49	78.50	47.67
202-455.000-761.000	ROAD/STREET MATERIAL	10,500.00	5,671.48	0.00	4,828.52	54.01
Total Dept 455.000 - ICE AND SNOW CONTROL		20,100.25	9,299.84	1,558.32	10,800.41	46.27
Dept 456.000 - TRAFFIC SERVICE						
202-456.000-702.000	WAGES-FULL TIME EMPLOYEES	1,300.00	554.98	164.58	745.02	42.69
202-456.000-704.001	WAGES-PART TIME EMPLOYEES	500.00	0.00	0.00	500.00	0.00
202-456.000-709.000	FICA	100.00	33.35	9.94	66.65	33.35
202-456.000-711.000	MEDICARE	35.00	7.79	2.32	27.21	22.26
202-456.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	25.00	27.74	8.23	(2.74)	110.96
202-456.000-723.000	RETIREE HEALTH CARE-OPEB	25.00	13.45	3.51	11.55	53.80
202-456.000-752.000	SUPPLIES	1,000.00	195.12	0.00	804.88	19.51
202-456.000-802.000	CONTRACTUAL SERVICES	300.00	123.95	3.95	176.05	41.32
Total Dept 456.000 - TRAFFIC SERVICE		3,285.00	956.38	192.53	2,328.62	29.11
Dept 464.000 - NON MOTORIZED TRANSPORTATION						
202-464.000-702.000	WAGES-FULL TIME EMPLOYEES	1,000.00	110.16	0.00	889.84	11.02
202-464.000-704.001	WAGES-PART TIME EMPLOYEES	500.00	0.00	0.00	500.00	0.00
202-464.000-709.000	FICA	100.00	6.65	0.00	93.35	6.65
202-464.000-711.000	MEDICARE	25.00	1.56	0.00	23.44	6.24
202-464.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	0.00	5.51	0.00	(5.51)	100.00
202-464.000-723.000	RETIREE HEALTH CARE-OPEB	0.00	2.88	0.00	(2.88)	100.00
202-464.000-752.000	SUPPLIES	2,000.00	0.00	0.00	2,000.00	0.00

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023	ACTIVITY FOR MONTH 03/31/2023	AVAILABLE BALANCE	% BDTG USED
		NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 202 - MAJOR STREET FUND						
Expenditures						
202-464.000-974.000	CAPITAL OUTLAY-LAND IMPROVEMENTS	1,500.00	0.00	0.00	1,500.00	0.00
		5,125.00	126.76	0.00	4,998.24	2.47
Total Dept 464.000 - NON MOTORIZED TRANSPORTATION						
Dept 522.000 - STREET CLEANING						
202-522.000-702.000	WAGES-FULL TIME EMPLOYEES	1,950.00	1,336.71	0.00	613.29	68.55
202-522.000-709.000	FICA	125.00	79.38	0.00	45.62	63.50
202-522.000-711.000	MEDICARE	30.00	18.56	0.00	11.44	61.87
202-522.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	75.00	66.82	0.00	8.18	89.09
202-522.000-723.000	RETIREE HEALTH CARE-OPEB	50.00	35.03	0.00	14.97	70.06
202-522.000-752.000	SUPPLIES	650.00	195.00	0.00	455.00	30.00
202-522.000-802.000	CONTRACTUAL SERVICES	1,000.00	65.00	0.00	935.00	6.50
202-522.000-884.000	EQUIPMENT LEASE	29,053.00	29,035.00	0.00	18.00	99.94
202-522.000-931.003	EQUIPMENT REPAIRS	950.00	0.00	0.00	950.00	0.00
202-522.000-992.000	INTEREST EXPENSE	1,000.00	0.00	0.00	1,000.00	0.00
		34,883.00	30,831.50	0.00	4,051.50	88.39
Total Dept 522.000 - STREET CLEANING						
TOTAL EXPENDITURES						
		287,288.25	173,597.96	5,083.07	113,690.29	60.43
Fund 202 - MAJOR STREET FUND:						
TOTAL REVENUES						
		350,500.00	278,185.73	30,586.56	72,314.27	79.37
TOTAL EXPENDITURES						
		287,288.25	173,597.96	5,083.07	113,690.29	60.43
NET OF REVENUES & EXPENDITURES						
		63,211.75	104,587.77	25,503.49	(41,376.02)	165.46

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDTG USED
Fund 203 - LOCAL STREET FUND						
Revenues						
Dept 000.000						
203-000.000-546.000	STATE WEIGHT & GAS TAX	131,000.00	106,356.63	11,720.25	24,643.37	81.19
203-000.000-665.000	INTEREST	500.00	0.00	0.00	500.00	0.00
203-000.000-699.000	INTERFUND TRANSFERS IN	170,250.00	103,876.80	0.00	66,373.20	61.01
Total Dept 000.000		301,750.00	210,233.43	11,720.25	91,516.57	69.67
TOTAL REVENUES						
		301,750.00	210,233.43	11,720.25	91,516.57	69.67
Expenditures						
Dept 450.000 - GENERAL ADMINISTRATION						
203-450.000-704.001	WAGES-PART TIME EMPLOYEES	1,250.00	1,278.96	131.97	(28.96)	102.32
203-450.000-709.000	FICA	80.00	78.98	8.19	1.02	98.73
203-450.000-711.000	MEDICARE	20.00	18.44	1.91	1.56	92.20
203-450.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	0.00	15.00	0.00	(15.00)	100.00
203-450.000-717.001	DEFINED BENEFIT PENSION PLAN CONT.	23,000.00	15,708.87	1,745.43	7,291.13	68.30
203-450.000-718.001	HEALTH INSURANCE PREMIUMS-ACTIVES	6,050.00	5,347.61	931.46	702.39	88.39
203-450.000-723.000	RETIREE HEALTH CARE-OPEB	10,000.00	6,876.07	3,123.93	68.76	
203-450.000-726.000	LIFE INSURANCE	160.00	76.98	8.55	83.02	48.11
203-450.000-801.000	PROFESSIONAL SERVICES	600.00	0.00	0.00	600.00	0.00
203-450.000-940.000	RENTALS-EQUIPMENT	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 450.000 - GENERAL ADMINISTRATION		42,660.00	29,400.91	2,827.51	13,259.09	68.92
Dept 451.000 - DRAINS-STORM SEWERS						
203-451.000-702.000	WAGES-FULL TIME EMPLOYEES	7,000.00	3,735.67	589.48	3,264.33	53.37
203-451.000-704.001	WAGES-PART TIME EMPLOYEES	1,000.00	141.49	83.23	858.51	14.15
203-451.000-709.000	FICA	500.00	233.13	40.64	266.87	46.63
203-451.000-711.000	MEDICARE	120.00	54.53	9.50	65.47	45.44
203-451.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	350.00	186.80	29.47	163.20	53.37
203-451.000-723.000	RETIREE HEALTH CARE-OPEB	100.00	97.26	15.36	2.74	97.26
203-451.000-752.000	SUPPLIES	50.00	0.00	0.00	50.00	0.00
203-451.000-761.000	ROAD/STREET MATERIAL	2,500.00	0.00	0.00	2,500.00	0.00
203-451.000-802.000	CONTRACTUAL SERVICES	6,500.00	5,110.06	0.00	1,389.94	78.62
203-451.000-934.000	OTHER REPAIRS AND MAINTENANCE	2,000.00	718.98	0.00	1,281.02	35.95
Total Dept 451.000 - DRAINS-STORM SEWERS		20,120.00	10,277.92	767.68	9,842.08	51.08
Dept 452.000 - ROUTINE MAINTENANCE						
203-452.000-702.000	WAGES-FULL TIME EMPLOYEES	9,500.00	7,911.64	1,641.97	1,588.36	83.28
203-452.000-704.001	WAGES-PART TIME EMPLOYEES	3,500.00	1,448.71	216.40	2,051.29	41.39
203-452.000-709.000	FICA	825.00	565.21	112.17	259.79	68.51
203-452.000-711.000	MEDICARE	180.00	132.20	26.24	47.80	73.44
203-452.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	460.00	395.58	82.10	64.42	86.00
203-452.000-723.000	RETIREE HEALTH CARE-OPEB	250.00	193.80	39.35	56.20	77.52
203-452.000-752.000	SUPPLIES	100.00	0.00	0.00	100.00	0.00
203-452.000-761.000	ROAD/STREET MATERIAL	2,500.00	381.25	0.00	2,118.75	15.25
203-452.000-934.000	OTHER REPAIRS AND MAINTENANCE	9,000.00	2,902.60	0.00	6,097.40	32.25
203-452.000-974.000	CAPITAL OUTLAY-LAND IMPROVEMENTS	0.00	190,007.40	0.00	(190,007.40)	100.00

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET NORMAL	YTD BALANCE 03/31/2023 (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2023 INCREASE (DECREASE)	NORMAL	AVAILABLE BALANCE (ABNORMAL)	% BDTG USED
Fund 203 - LOCAL STREET FUND Expenditures							
Total Dept 452.000 - ROUTINE MAINTENANCE		26,315.00	203,938.39	2,118.23		(177,623.39)	774.99
Dept 455.000 - ICE AND SNOW CONTROL							
203-455.000-702.000	WAGES-FULL TIME EMPLOYEES	8,500.00	4,461.75	2,012.91		4,038.25	52.49
203-455.000-704.001	WAGES-PART TIME EMPLOYEES	1,200.00	432.81	249.70		767.19	36.07
203-455.000-709.000	FICA	742.05	295.27	136.65		446.78	39.79
203-455.000-711.000	MEDICARE	150.00	69.09	31.98		80.91	46.06
203-455.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	370.00	223.07	100.62		146.93	60.29
203-455.000-723.000	RETIREE HEALTH CARE-OPEB	150.00	109.55	50.43		73.03	73.03
203-455.000-761.000	ROAD/STREET MATERIAL	14,000.00	5,671.49	0.00		8,328.51	40.51
Total Dept 455.000 - ICE AND SNOW CONTROL		25,112.05	11,263.03	2,582.29		13,849.02	44.85
Dept 456.000 - TRAFFIC SERVICE							
203-456.000-702.000	WAGES-FULL TIME EMPLOYEES	1,500.00	964.12	0.00		535.88	64.27
203-456.000-704.001	WAGES-PART TIME EMPLOYEES	600.00	83.24	16.65		516.76	13.87
203-456.000-709.000	FICA	160.65	62.90	1.03		97.75	39.15
203-456.000-711.000	MEDICARE	30.00	14.70	0.24		15.30	49.00
203-456.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	50.00	48.21	0.00		1.79	96.42
203-456.000-723.000	RETIREE HEALTH CARE-OPEB	50.00	24.41	0.00		25.59	48.82
203-456.000-752.000	SUPPLIES	1,700.00	145.66	0.00		1,554.34	8.57
Total Dept 456.000 - TRAFFIC SERVICE		4,090.65	1,343.24	17.92		2,747.41	32.84
Dept 464.000 - NON MOTORIZED TRANSPORTATION							
203-464.000-702.000	WAGES-FULL TIME EMPLOYEES	2,000.00	2,852.05	672.72		(852.05)	142.60
203-464.000-704.001	WAGES-PART TIME EMPLOYEES	1,300.00	1,371.19	411.99		(71.19)	105.48
203-464.000-709.000	FICA	225.00	256.81	66.13		(31.81)	114.14
203-464.000-711.000	MEDICARE	50.00	60.08	15.48		(10.08)	120.16
203-464.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	20.00	142.61	33.64		(122.61)	713.05
203-464.000-723.000	RETIREE HEALTH CARE-OPEB	120.00	70.47	15.44		49.53	58.73
203-464.000-752.000	SUPPLIES	2,500.00	7.50	0.00		2,492.50	0.30
203-464.000-974.000	CAPITAL OUTLAY-LAND IMPROVEMENTS	1,300.00	0.00	0.00		1,300.00	0.00
Total Dept 464.000 - NON MOTORIZED TRANSPORTATION		7,515.00	4,760.71	1,215.40		2,754.29	63.35
Dept 522.000 - STREET CLEANING							
203-522.000-702.000	WAGES-FULL TIME EMPLOYEES	6,500.00	3,983.92	0.00		2,516.08	61.29
203-522.000-709.000	FICA	425.00	236.34	0.00		188.66	55.61
203-522.000-711.000	MEDICARE	80.00	55.27	0.00		24.73	69.09
203-522.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	320.00	199.20	0.00		120.80	62.25
203-522.000-723.000	RETIREE HEALTH CARE-OPEB	150.00	109.08	0.00		40.92	72.72
203-522.000-752.000	SUPPLIES	1,200.00	195.00	0.00		1,005.00	16.25
203-522.000-802.000	CONTRACTUAL SERVICES	1,200.00	65.00	0.00		1,135.00	5.42
203-522.000-884.000	EQUIPMENT LEASE	29,035.00	29,035.00	0.00		0.00	100.00
203-522.000-931.003	EQUIPMENT REPAIRS	1,000.00	0.00	0.00		1,000.00	0.00
203-522.000-992.000	INTEREST EXPENSE	1,000.00	0.00	0.00		1,000.00	0.00

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDTG USED
Fund 203 - LOCAL STREET FUND						
Expenditures						
	Total Dept 522.000 - STREET CLEANING	40,910.00	33,878.81	0.00	7,031.19	82.81
	TOTAL EXPENDITURES	166,722.70	294,863.01	9,529.03	(128,140.31)	176.86
Fund 203 - LOCAL STREET FUND:						
	TOTAL REVENUES	301,750.00	210,233.43	11,720.25	91,516.57	69.67
	TOTAL EXPENDITURES	166,722.70	294,863.01	9,529.03	(128,140.31)	176.86
	NET OF REVENUES & EXPENDITURES	135,027.30	(84,629.58)	2,191.22	219,656.88	62.68

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	NORMAL	(ABNORMAL)	YTD BALANCE 03/31/2023	ACTIVITY FOR MONTH 03/31/2023	INCREASE (DECREASE)	NORMAL	(ABNORMAL)	AVAILABLE BALANCE	% BDTG USED
Fund 209 - CEMETERY FUND											
Revenues											
Dept 000.000											
209-000.000-491.000	CEMETERY BURIAL	8,000.00			5,500.00	0.00			2,500.00		68.75
209-000.000-492.000	FOUNDATIONS	2,000.00			1,390.00	400.00			610.00		69.50
209-000.000-665.000	INTEREST	60.00			0.00	0.00			60.00		0.00
209-000.000-680.000	CEMETERY LOT SALES	4,000.00			3,600.00	1,200.00			400.00		90.00
209-000.000-680.001	CEMETERY COLUMBARIUM NICHE SALES	1,000.00			625.00	0.00			375.00		62.50
209-000.000-699.000	INTERFUND TRANSFERS IN	25,000.00			0.00	0.00			25,000.00		0.00
Total Dept 000.000		40,060.00			11,115.00	1,600.00			28,945.00		27.75
TOTAL REVENUES											
		40,060.00			11,115.00	1,600.00			28,945.00		27.75
Expenditures											
Dept 000.000											
209-000.000-702.000	WAGES-FULL TIME EMPLOYEES	9,500.00			4,722.98	370.93			4,777.02		49.72
209-000.000-704.001	WAGES-PART TIME EMPLOYEES	8,700.00			3,515.25	95.07			5,184.75		40.41
209-000.000-709.000	FICA	1,240.00			501.31	28.20			738.69		40.43
209-000.000-711.000	MEDICARE	290.00			117.28	6.59			172.72		40.44
209-000.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	500.00			236.13	18.54			263.87		47.23
209-000.000-717.001	DEFINED BENEFIT PENSION PLAN CONT.	6,480.00			5,236.29	581.81			1,243.71		80.81
209-000.000-723.000	RETIREE HEALTH CARE-OPEB	3,710.00			3,192.35	9.60			517.65		86.05
209-000.000-752.000	SUPPLIES	1,500.00			0.00	0.00			1,500.00		0.00
209-000.000-802.000	CONTRACTUAL SERVICES	4,000.00			2,415.00	0.00			1,585.00		60.38
209-000.000-805.000	SERVICE CHARGES	0.00			8.54	0.00			(8.54)		100.00
209-000.000-902.000	PUBLISHING	60.00			0.00	0.00			60.00		0.00
209-000.000-920.000	ELECTRIC	550.00			527.92	0.00			22.08		95.99
209-000.000-933.000	BUILDING REPAIR	1,000.00			867.47	0.00			132.53		86.75
209-000.000-934.000	OTHER REPAIRS AND MAINTENANCE	500.00			0.00	0.00			500.00		0.00
Total Dept 000.000		38,030.00			21,340.52	1,110.74			16,689.48		56.11
TOTAL EXPENDITURES											
		38,030.00			21,340.52	1,110.74			16,689.48		56.11
Fund 209 - CEMETERY FUND:											
TOTAL REVENUES											
TOTAL EXPENDITURES											
NET OF REVENUES & EXPENDITURES											
		40,060.00			11,115.00	1,600.00			28,945.00		27.75
		38,030.00			21,340.52	1,110.74			16,689.48		56.11
		2,030.00			(10,225.52)	489.26			12,255.52		503.72

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2023 INCREASE (DECREASE NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDT USED
Fund 265 - DRUG LAW ENFORCEMENT FUND						
Revenues						
Dept 000.000		500.00	375.00	0.00	125.00	75.00
265-000.000-658.000	DRUG FORFEITURE FUNDS					
Total Dept 000.000		500.00	375.00	0.00	125.00	75.00
TOTAL REVENUES						
500.00		500.00	375.00	0.00	125.00	75.00
Expenditures						
Dept 000.000		500.00	0.00	0.00	500.00	0.00
265-000.000-958.000	DRUG ENFORCEMENT					
Total Dept 000.000		500.00	0.00	0.00	500.00	0.00
TOTAL EXPENDITURES						
500.00		500.00	0.00	0.00	500.00	0.00
Fund 265 - DRUG LAW ENFORCEMENT FUND:						
TOTAL REVENUES						
500.00		500.00	375.00	0.00	125.00	75.00
TOTAL EXPENDITURES						
500.00		500.00	0.00	0.00	500.00	0.00
NET OF REVENUES & EXPENDITURES						
0.00		0.00	375.00	0.00	(375.00)	100.00

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDT USED
Fund 309 - BROWNFIELD REDEVELOPMENT						
Expenditures						
Dept 000.000	PRINCIPAL PAYMENT	27,391.41	27,391.41	0.00	0.00	100.00
309-000.000-991.000		27,391.41	27,391.41	0.00	0.00	100.00
Total Dept 000.000		27,391.41	27,391.41	0.00	0.00	100.00
TOTAL EXPENDITURES						
Fund 309 - BROWNFIELD REDEVELOPMENT :						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		27,391.41	27,391.41	0.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		(27,391.41)	(27,391.41)	0.00	0.00	100.00

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDTG USED
Fund 401 - CAPITAL PROJECTS FUND						
Revenues						
Dept 000.000	INTEREST	40.00	0.00	0.00	40.00	0.00
401-000.000-665.000		40.00	0.00	0.00	40.00	0.00
Total Dept 000.000		40.00	0.00	0.00	40.00	0.00
TOTAL REVENUES		40.00	0.00	0.00	40.00	0.00
Expenditures						
Dept 000.000	SERVICE CHARGES	40.00	4.19	0.00	35.81	10.48
401-000.000-805.000		40.00	4.19	0.00	35.81	10.48
Total Dept 000.000		40.00	4.19	0.00	35.81	10.48
TOTAL EXPENDITURES		40.00	4.19	0.00	35.81	10.48
Fund 401 - CAPITAL PROJECTS FUND:						
TOTAL REVENUES		40.00	0.00	0.00	40.00	0.00
TOTAL EXPENDITURES		40.00	4.19	0.00	35.81	10.48
NET OF REVENUES & EXPENDITURES		0.00	(4.19)	0.00	4.19	100.00

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDDT USED
Fund 592 - WATER/SEWER FUND						
Revenues						
Dept 536.000 - WASTEWATER DEPARTMENT REVENUES						
592-536.000-412.000	DELINQUENT PERSONAL PROPERTY	100.00	0.00	0.00	100.00	0.00
592-536.000-445.000	PENALTIES AND INTEREST ON TAXES	50.00	0.00	0.00	50.00	0.00
592-536.000-490.002	SEWER DEPARTMENT PERMITS	2,400.00	4,800.00	0.00	(2,400.00)	200.00
592-536.000-636.000	READY TO SERVE FEE	150,000.00	109,019.51	11,086.20	40,980.49	72.68
592-536.000-642.000	METERED SALES	440,000.00	384,421.59	33,748.35	55,578.41	87.37
592-536.000-642.100	UNMETERED SALES-CITY BUILDINGS	2,000.00	0.00	0.00	2,000.00	0.00
592-536.000-643.000	DEBT SERVICE COLLECTION	0.00	0.00	(18,903.39)	0.00	0.00
592-536.000-643.001	CAPITAL IMPROVEMENT FEE-STORMWATER	27,900.00	21,014.09	21,014.09	6,885.91	75.32
592-536.000-644.000	SEWER CONTRACT	136,000.00	183,740.00	0.00	(47,740.00)	135.10
592-536.000-665.000	INTEREST	1,600.00	0.00	0.00	1,600.00	0.00
592-536.000-676.004	INSURANCE PREMIUM CONTRIBUTION	1,800.00	0.00	0.00	1,800.00	0.00
Total Dept 536.000 - WASTEWATER DEPARTMENT REVENUES		761,850.00	702,995.19	46,945.25	58,854.81	92.27
Dept 537.000 - WATER DEPARTMENT REVENUES						
592-537.000-445.000	PENALTIES AND INTEREST ON TAXES	50.00	28.56	0.00	21.44	57.12
592-537.000-490.001	WATER DEPARTMENT PERMITS	100.00	7,310.00	0.00	(7,210.00)	7,310.00
592-537.000-636.000	READY TO SERVE FEE	97,000.00	72,839.30	7,444.80	24,160.70	75.09
592-537.000-637.000	DRINKING WATER MONITORING FEE	29,200.00	22,225.99	2,369.74	6,974.01	76.12
592-537.000-642.000	METERED SALES	975,000.00	740,190.04	46,895.69	234,809.96	75.92
592-537.000-642.100	UNMETERED SALES-CITY BUILDINGS	2,000.00	0.00	0.00	2,000.00	0.00
592-537.000-643.000	DEBT SERVICE COLLECTION	110,600.00	83,201.56	7,198.92	27,398.44	75.23
592-537.000-645.000	WATER METER SALES	250.00	1,398.00	0.00	(1,148.00)	559.20
592-537.000-650.000	MISCELLANEOUS REVENUE	1,000.00	500.00	0.00	500.00	50.00
592-537.000-665.000	INTEREST	1,000.00	0.00	0.00	1,000.00	0.00
592-537.000-667.004	HYDRANT USE REVENUE	10,000.00	0.00	0.00	10,000.00	0.00
592-537.000-676.004	INSURANCE PREMIUM CONTRIBUTION	3,300.00	450.00	50.00	2,850.00	13.64
Total Dept 537.000 - WATER DEPARTMENT REVENUES		1,229,500.00	928,143.45	63,959.15	301,356.55	75.49
TOTAL REVENUES		1,991,350.00	1,631,138.64	110,904.40	360,211.36	81.91
Expenditures						
Dept 543.000 - GENERAL ADMINISTRATIVE (SEWER)						
592-543.000-702.000	WAGES-FULL TIME EMPLOYEES	40,000.00	38,472.16	5,020.16	1,527.84	96.18
592-543.000-704.001	WAGES-PART TIME EMPLOYEES	15,000.00	4,090.46	395.86	10,909.54	27.27
592-543.000-709.000	FICA	3,300.00	2,601.88	331.86	698.12	78.84
592-543.000-711.000	MEDICARE	800.00	608.52	77.61	191.48	76.07
592-543.000-712.000	CASH IN LIEU OF BENEFITS (INS. OPT OUT)	300.00	0.00	0.00	300.00	0.00
592-543.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	1,800.00	1,768.21	174.92	31.79	98.23
592-543.000-717.001	DEFINED BENEFIT PENSION PLAN CONT.	48,350.00	157,938.64	3,199.96	(109,588.64)	326.66
592-543.000-718.001	HEALTH INSURANCE PREMIUMS-ACTIVES	5,500.00	5,141.40	985.32	358.60	93.48
592-543.000-723.000	RETIREE HEALTH CARE-OPEB	12,000.00	9,481.44	21.63	2,518.56	79.01
592-543.000-726.000	LIFE INSURANCE	170.00	109.93	11.84	60.07	64.66
592-543.000-755.000	OFFICE SUPPLIES	700.00	114.36	0.00	585.64	16.34
592-543.000-801.000	PROFESSIONAL SERVICES	5,000.00	2,890.72	225.00	2,109.28	57.81
592-543.000-802.000	CONTRACTUAL SERVICES	10,000.00	7,050.00	0.00	2,950.00	70.50
592-543.000-827.000	SERVICE CHARGES	200.00	55.64	0.00	144.36	27.82
592-543.000-850.000	COMMUNICATIONS	450.00	563.88	0.00	(113.88)	125.31

PERIOD ENDING 03/31/2023

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 03/31/2023	AVAILABLE BALANCE	% BDTG USED
		AMENDED BUDGET	YTD BALANCE 03/31/2023			
Fund 592 - WATER/SEWER FUND						
Expenditures						
592-543.000-851.001	MAIL/POSTAGE	4,000.00	0.00	0.00	4,000.00	0.00
592-543.000-900.000	PRINTING	900.00	876.38	44.59	23.62	97.38
592-543.000-933.001	SOFTWARE MAINTENANCE AGREEMENTS	3,800.00	2,553.25	0.00	1,246.75	67.19
592-543.000-935.000	PROPERTY/VEHICLE LIABILITY INSURANCE	15,500.00	0.00	0.00	15,500.00	0.00
592-543.000-937.000	WORKERS COMPENSATION INSURANCE	1,050.00	0.00	0.00	1,050.00	0.00
Total Dept 543.000 - GENERAL ADMINISTRATIVE (SEWER)		168,820.00	234,316.87	10,488.75	(65,496.87)	138.80
Dept 544.000 - SYSTEM MAINTENANCE (SEWER)						
592-544.000-702.000	WAGES-FULL TIME EMPLOYEES	13,000.00	4,780.70	645.90	8,219.30	36.77
592-544.000-704.001	WAGES-PART TIME EMPLOYEES	1,200.00	99.88	0.00	1,100.12	8.32
592-544.000-709.000	FICA	900.00	293.50	38.89	606.50	32.61
592-544.000-711.000	MEDICARE	210.00	68.64	9.10	141.36	32.69
592-544.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	400.00	239.03	32.29	160.97	59.76
592-544.000-723.000	RETIREE HEALTH CARE-OPEB	250.00	124.69	16.42	125.31	49.88
592-544.000-752.000	SUPPLIES	500.00	0.00	0.00	500.00	0.00
592-544.000-755.000	OFFICE SUPPLIES	500.00	0.00	0.00	500.00	0.00
592-544.000-761.000	ROAD/STREET MATERIAL	2,000.00	0.00	0.00	2,000.00	0.00
592-544.000-884.000	EQUIPMENT LEASE	28,799.01	28,799.01	0.00	0.00	100.00
592-544.000-884.001	CAPITAL IMPROVEMENT FUND	27,900.00	0.00	0.00	27,900.00	0.00
592-544.000-911.000	CONFERENCES & TRAINING	650.00	0.00	0.00	650.00	0.00
592-544.000-915.000	MEMBERSHIPS	1,100.00	776.39	0.00	323.61	70.58
592-544.000-931.003	EQUIPMENT REPAIRS	1,000.00	0.00	0.00	1,000.00	0.00
592-544.000-934.000	OTHER REPAIRS AND MAINTENANCE	22,000.00	1,100.19	0.00	20,899.81	5.00
592-544.000-992.000	INTEREST EXPENSE	5,000.00	4,712.73	0.00	287.27	94.25
Total Dept 544.000 - SYSTEM MAINTENANCE (SEWER)		105,409.01	40,994.76	742.60	64,414.25	38.89
Dept 545.000 - WASTEWATER TREATMENT PLANT						
592-545.000-702.000	WAGES-FULL TIME EMPLOYEES	28,000.00	23,773.95	2,453.67	4,226.05	84.91
592-545.000-704.001	WAGES-PART TIME EMPLOYEES	4,000.00	1,180.45	49.94	2,819.55	29.51
592-545.000-709.000	FICA	2,448.00	1,520.69	153.70	927.31	62.12
592-545.000-711.000	MEDICARE	464.00	355.73	35.97	108.27	76.67
592-545.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	325.00	416.01	12.24	(91.01)	128.00
592-545.000-723.000	RETIREE HEALTH CARE-OPEB	28,500.00	25,531.85	5.45	2,968.15	89.59
592-545.000-752.000	SUPPLIES	1,000.00	55.34	0.00	944.66	5.53
592-545.000-753.001	PROCESS CHEMICALS	14,400.00	10,366.92	1,440.00	4,033.08	71.99
592-545.000-755.000	OFFICE SUPPLIES	500.00	79.40	79.40	420.60	15.88
592-545.000-762.000	LAB SUPPLY	5,000.00	4,944.05	944.78	55.95	98.88
592-545.000-802.000	CONTRACTUAL SERVICES	218,000.00	151,603.61	18,953.95	66,396.39	69.54
592-545.000-802.100	BIOLOGICALS REMOVAL	70,000.00	25,490.43	0.00	44,509.57	36.41
592-545.000-806.000	LANDFILL APPLICATION & GENERATION FEES	2,500.00	1,525.45	0.00	974.55	61.02
592-545.000-822.000	PERMIT FEES	5,500.00	5,500.00	0.00	0.00	100.00
592-545.000-850.000	COMMUNICATIONS	2,550.00	1,655.51	207.07	894.49	64.92
592-545.000-851.001	MAIL/POSTAGE	100.00	0.00	0.00	100.00	0.00
592-545.000-915.000	MEMBERSHIPS	150.00	130.00	0.00	20.00	86.67
592-545.000-920.000	ELECTRIC	74,500.00	48,283.11	0.00	26,216.89	64.81
592-545.000-921.002	NATURAL GAS	6,500.00	5,351.11	1,226.73	1,148.89	82.32
592-545.000-930.000	LAND & BUILDING REPAIRS	5,000.00	244.71	0.00	4,755.29	4.89
592-545.000-931.003	EQUIPMENT REPAIRS	117,000.00	(14,706.07)	5.41	131,706.07	(12.57)
592-545.000-934.000	OTHER REPAIRS AND MAINTENANCE	6,000.00	1,888.78	0.00	4,111.22	31.48

PERIOD ENDING 03/31/2023

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023	ACTIVITY FOR MONTH 03/31/2023	AVAILABLE BALANCE	% BDDT USED
		NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 592 - WATER/SEWER FUND						
Expenditures						
Total Dept 545.000 - WASTEWATER TREATMENT PLANT		592,437.00	295,191.03	25,568.31	297,245.97	49.83
Dept 546.000 - PUMP/LIFT STATION (SEWER)						
592-546.000-702.000	WAGES-FULL TIME EMPLOYEES	4,500.00	1,553.90	209.68	2,946.10	34.53
592-546.000-704.001	WAGES-PART TIME EMPLOYEES	1,300.00	389.51	0.00	910.49	29.96
592-546.000-709.000	FICA	372.00	117.30	12.53	254.70	31.53
592-546.000-711.000	MEDICARE	85.00	27.42	2.93	57.58	32.26
592-546.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	150.00	77.70	10.49	72.30	51.80
592-546.000-723.000	RETIREE HEALTH CARE-OPEB	100.00	41.49	5.77	58.51	41.49
592-546.000-752.000	SUPPLIES	700.00	0.00	0.00	700.00	0.00
592-546.000-802.000	CONTRACTUAL SERVICES	2,500.00	1,689.43	1,018.00	810.57	67.58
592-546.000-850.000	COMMUNICATIONS	1,950.00	1,051.40	0.00	898.60	53.92
592-546.000-920.000	ELECTRIC	12,500.00	6,221.09	0.00	6,278.91	49.77
592-546.000-921.002	NATURAL GAS	2,500.00	917.11	224.62	1,582.89	36.68
592-546.000-931.003	EQUIPMENT REPAIRS	24,000.00	16,157.19	0.00	7,842.81	67.32
592-546.000-934.000	OTHER REPAIRS AND MAINTENANCE	2,500.00	39.45	0.00	2,460.55	1.58
Total Dept 546.000 - PUMP/LIFT STATION (SEWER)		53,157.00	28,282.99	1,484.02	24,874.01	53.21
Dept 547.000 - GENERAL ADMINISTRATIVE (WATER)						
592-547.000-702.000	WAGES-FULL TIME EMPLOYEES	38,000.00	38,470.25	5,019.92	(470.25)	101.24
592-547.000-704.001	WAGES-PART TIME EMPLOYEES	18,000.00	4,090.60	395.89	13,909.40	22.73
592-547.000-709.000	FICA	4,284.00	2,601.73	331.83	1,682.27	60.73
592-547.000-711.000	MEDICARE	900.00	608.32	77.59	291.68	67.59
592-547.000-712.000	CASH IN LIEU OF BENEFITS (INS. OPT OUT)	1,200.00	0.00	0.00	1,200.00	0.00
592-547.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	2,000.00	1,767.95	174.84	232.05	88.40
592-547.000-717.001	DEFINED BENEFIT PENSION PLAN CONT.	70,000.00	227,725.50	4,654.50	(157,725.50)	325.32
592-547.000-718.001	HEALTH INSURANCE PREMIUMS-ACTIVES	9,000.00	8,349.92	1,544.20	650.08	92.78
592-547.000-723.000	RETIREE HEALTH CARE-OPEB	17,000.00	5,241.49	21.63	11,758.51	30.83
592-547.000-726.000	LIFE INSURANCE	250.00	156.07	16.97	93.93	62.43
592-547.000-755.000	OFFICE SUPPLIES	700.00	114.36	0.00	585.64	16.34
592-547.000-801.000	PROFESSIONAL SERVICES	4,000.00	0.00	0.00	4,000.00	0.00
592-547.000-827.000	SERVICE CHARGES	300.00	55.69	0.00	244.31	18.56
592-547.000-850.000	COMMUNICATIONS	500.00	563.87	0.00	(63.87)	112.77
592-547.000-851.001	MAIL/POSTAGE	1,000.00	0.00	0.00	1,000.00	0.00
592-547.000-900.000	PRINTING	900.00	876.41	44.59	23.59	97.38
592-547.000-933.001	SOFTWARE MAINTENANCE AGREEMENTS	3,800.00	2,553.25	0.00	1,246.75	67.19
592-547.000-935.000	PROPERTY/VEHICLE LIABILITY INSURANCE	21,000.00	0.00	0.00	21,000.00	0.00
592-547.000-937.000	WORKERS COMPENSATION INSURANCE	100.00	0.00	0.00	100.00	0.00
592-547.000-992.000	INTEREST EXPENSE	15,410.00	12,431.26	6,215.63	2,978.74	80.67
592-547.000-995.001	INTERFUND TRANSFERS OUT	500.00	0.00	0.00	500.00	0.00
Total Dept 547.000 - GENERAL ADMINISTRATIVE (WATER)		208,844.00	305,606.67	18,497.59	(96,762.67)	146.33
Dept 548.000 - SYSTEM MAINTENANCE (WATER)						
592-548.000-702.000	WAGES-FULL TIME EMPLOYEES	46,500.00	35,059.34	6,118.11	11,440.66	75.40
592-548.000-704.001	WAGES-PART TIME EMPLOYEES	14,000.00	8,815.12	884.61	5,184.88	62.97
592-548.000-709.000	FICA	3,700.00	2,652.76	423.86	1,047.24	71.70

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDTG USED
Fund 592 - WATER/SEWER FUND						
Expenditures						
592-548.000-711.000	MEDICARE	900.00	620.43	99.12	279.57	68.94
592-548.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	2,000.00	1,843.03	305.93	156.97	92.15
592-548.000-723.000	RETIREE HEALTH CARE-OPEB	1,000.00	878.74	152.11	121.26	87.87
592-548.000-752.000	SUPPLIES	500.00	0.00	0.00	500.00	0.00
592-548.000-755.000	OFFICE SUPPLIES	500.00	0.00	0.00	500.00	0.00
592-548.000-761.000	ROAD/STREET MATERIAL	4,000.00	720.00	0.00	3,280.00	18.00
592-548.000-802.000	CONTRACTUAL SERVICES	19,600.00	0.00	0.00	19,600.00	0.00
592-548.000-884.000	EQUIPMENT LEASE	29,920.00	28,799.01	0.00	1,120.99	96.25
592-548.000-911.000	CONFERENCES & TRAINING	850.00	0.00	0.00	850.00	0.00
592-548.000-915.000	MEMBERSHIPS	1,700.00	1,176.39	0.00	523.61	69.20
592-548.000-931.003	EQUIPMENT REPAIRS	100.00	0.00	0.00	100.00	0.00
592-548.000-934.000	OTHER REPAIRS AND MAINTENANCE	34,000.00	12,523.95	1,095.24	21,476.05	36.84
592-548.000-986.000	CAPITAL OUTLAY-GENERAL	27,000.00	4,411.37	1,453.00	22,588.63	16.34
592-548.000-992.000	INTEREST EXPENSE	5,000.00	4,712.73	0.00	287.27	94.25
Total Dept 548.000 - SYSTEM MAINTENANCE (WATER)		191,270.00	102,212.87	10,531.98	89,057.13	53.44
Dept 549.000 - WATER PLANT						
592-549.000-702.000	WAGES-FULL TIME EMPLOYEES	25,000.00	23,269.98	3,863.27	1,730.02	93.08
592-549.000-704.001	WAGES-PART TIME EMPLOYEES	850.00	99.89	0.00	750.11	11.75
592-549.000-709.000	FICA	2,000.00	1,423.43	235.29	576.57	71.17
592-549.000-711.000	MEDICARE	500.00	332.78	55.01	167.22	66.56
592-549.000-716.001	DEFINED CONTRIBUTION PENSION PLAN	300.00	390.90	82.72	(90.90)	130.30
592-549.000-723.000	RETIREE HEALTH CARE-OPEB	35,000.00	17,378.03	40.92	17,621.97	49.65
592-549.000-752.000	SUPPLIES	1,000.00	303.34	0.00	696.66	30.33
592-549.000-753.001	PROCESS CHEMICALS	25,000.00	24,160.20	1,440.00	839.80	96.64
592-549.000-755.000	OFFICE SUPPLIES	500.00	116.89	0.00	383.11	23.38
592-549.000-756.000	FURNISHINGS/HOUSEHOLD	1,000.00	0.00	0.00	1,000.00	0.00
592-549.000-762.000	LAB SUPPLY	12,000.00	5,409.90	0.00	6,590.10	45.08
592-549.000-802.000	CONTRACTUAL SERVICES	300,000.00	191,152.23	18,118.12	108,847.77	63.72
592-549.000-802.400	WATER MONITORING SERVICES	10,000.00	8,285.50	0.00	1,714.50	82.86
592-549.000-820.000	PUBLIC SUPPLY FEE	1,500.00	1,521.96	0.00	(21.96)	101.46
592-549.000-850.000	COMMUNICATIONS	3,600.00	1,572.60	0.00	2,027.40	43.68
592-549.000-851.001	MAIL/POSTAGE	100.00	0.00	0.00	100.00	0.00
592-549.000-920.000	ELECTRIC	33,000.00	23,199.92	0.00	9,800.08	70.30
592-549.000-921.002	NATURAL GAS	6,000.00	3,804.59	973.75	2,195.41	63.41
592-549.000-930.000	LAND & BUILDING REPAIRS	1,500.00	0.00	0.00	1,500.00	0.00
592-549.000-931.003	EQUIPMENT REPAIRS	100,000.00	25,560.31	10.44	74,439.69	25.56
592-549.000-934.000	OTHER REPAIRS AND MAINTENANCE	4,000.00	1,476.11	0.00	2,523.89	36.90
Total Dept 549.000 - WATER PLANT		562,850.00	329,458.56	24,819.52	233,391.44	58.53
TOTAL EXPENDITURES		1,882,787.01	1,336,063.75	92,132.77	546,723.26	70.96
Fund 592 - WATER/SEWER FUND:						
TOTAL REVENUES		1,991,350.00	1,631,138.64	110,904.40	360,211.36	81.91
TOTAL EXPENDITURES		1,882,787.01	1,336,063.75	92,132.77	546,723.26	70.96

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023	ACTIVITY FOR MONTH 03/31/2023	AVAILABLE BALANCE	% BDT USED
		NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
		108,562.99	295,074.89	18,771.63	(186,511.90)	271.80
Fund 592 - WATER/SEWER FUND						
NET OF REVENUES & EXPENDITURES						

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2023 INCREASE (DECREASE)	NORMAL	AVAILABLE BALANCE (ABNORMAL)	% BDT USED
Fund 701 - SPECIAL ASSESSMENT FUND							
Expenditures							
Dept 000.000							
701-000.000-805.000	SERVICE CHARGES	125.00	0.00	0.00		125.00	0.00
701-000.000-992.000	INTEREST EXPENSE	150.00	0.00	0.00		150.00	0.00
Total Dept 000.000		275.00	0.00	0.00		275.00	0.00
TOTAL EXPENDITURES							
		275.00	0.00	0.00		275.00	0.00
Fund 701 - SPECIAL ASSESSMENT FUND:							
TOTAL REVENUES							
		0.00	0.00	0.00		0.00	0.00
TOTAL EXPENDITURES							
		275.00	0.00	0.00		275.00	0.00
NET OF REVENUES & EXPENDITURES							
		(275.00)	0.00	0.00		(275.00)	0.00

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2023 INCREASE (DECREASE)	NORMAL (ABNORMAL)	AVAILABLE BALANCE	% BDT USED
Fund 702 - CEMETERY TRUST FUND							
Expenditures							
Dept 000.000		0.00	12.81	0.00		(12.81)	100.00
702-000.000-805.000	SERVICE CHARGES	0.00	12.81	0.00		(12.81)	100.00
Total Dept 000.000		0.00	12.81	0.00		(12.81)	100.00
TOTAL EXPENDITURES							
Fund 702 - CEMETERY TRUST FUND:							
TOTAL REVENUES		0.00	0.00	0.00		0.00	0.00
TOTAL EXPENDITURES		0.00	12.81	0.00		(12.81)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(12.81)	0.00		12.81	100.00

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE 03/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)				
Fund 731 - MARINE CITY RETIREMENT SYSTEM							
Revenues							
Dept 000.000							
731-000.000-665.000	INTEREST	0.00	21,842.90	21,842.90	0.00	(21,842.90)	100.00
731-000.000-669.000	INVESTMENT GAINS/LOSSES-REALIZED	0.00	11,037.19	11,037.19	0.00	(11,037.19)	100.00
731-000.000-669.001	INVESTMENT GAINS/LOSSES-UNREALIZED	0.00	(72,501.00)	(72,501.00)	0.00	72,501.00	100.00
731-000.000-683.000	EMPLOYEE CONTRIBUTIONS	0.00	6,194.80	6,194.80	0.00	(6,194.80)	100.00
731-000.000-684.000	EMPLOYER CONTRIBUTIONS	0.00	174,543.48	174,543.48	0.00	(174,543.48)	100.00
Total Dept 000.000		0.00	141,117.37	141,117.37	0.00	(141,117.37)	100.00
TOTAL REVENUES							
		0.00	141,117.37	141,117.37	0.00	(141,117.37)	100.00
Expenditures							
Dept 000.000							
731-000.000-801.000	PROFESSIONAL SERVICES	0.00	14,510.00	14,510.00	0.00	(14,510.00)	100.00
731-000.000-808.000	PENSION TRUST FEE	0.00	18,081.39	18,081.39	0.00	(18,081.39)	100.00
731-000.000-874.000	RETIREMENT BENEFITS TO RETIREES	0.00	371,728.87	371,728.87	39,933.41	(371,728.87)	100.00
731-000.000-874.001	RETIREMENT BENEFITS (NON TAXABLE)	0.00	16,127.64	16,127.64	1,703.34	(16,127.64)	100.00
Total Dept 000.000		0.00	420,447.90	420,447.90	41,636.75	(420,447.90)	100.00
TOTAL EXPENDITURES							
		0.00	420,447.90	420,447.90	41,636.75	(420,447.90)	100.00
Fund 731 - MARINE CITY RETIREMENT SYSTEM:							
TOTAL REVENUES		0.00	141,117.37	141,117.37	0.00	(141,117.37)	100.00
TOTAL EXPENDITURES		0.00	420,447.90	420,447.90	41,636.75	(420,447.90)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(279,330.53)	(279,330.53)	(41,636.75)	279,330.53	100.00

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

PRELIMINARY

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDTG USED
Fund 736 - RETIREE HEALTH INS TRUST FUND						
Revenues						
Dept 000.000						
736-000.000-665.000	INTEREST	0.00	287.17	0.00	(287.17)	100.00
736-000.000-669.000	INVESTMENT GAINS/LOSSES-REALIZED	0.00	524.11	0.00	(524.11)	100.00
736-000.000-669.001	INVESTMENT GAINS/LOSSES-UNREALIZED	0.00	2,509.45	0.00	(2,509.45)	100.00
736-000.000-684.000	EMPLOYER CONTRIBUTIONS	0.00	117,216.61	(416.66)	(117,216.61)	100.00
Total Dept 000.000		0.00	120,537.34	(416.66)	(120,537.34)	100.00
TOTAL REVENUES						
		0.00	120,537.34	(416.66)	(120,537.34)	100.00
Expenditures						
Dept 000.000						
736-000.000-723.000	RETIREE HEALTH CARE-OPEB	0.00	163,143.35	27,038.73	(163,143.35)	100.00
736-000.000-805.000	SERVICE CHARGES	0.00	1,412.15	0.00	(1,412.15)	100.00
Total Dept 000.000		0.00	164,555.50	27,038.73	(164,555.50)	100.00
TOTAL EXPENDITURES						
		0.00	164,555.50	27,038.73	(164,555.50)	100.00
Fund 736 - RETIREE HEALTH INS TRUST FUND:						
TOTAL REVENUES		0.00	120,537.34	(416.66)	(120,537.34)	100.00
TOTAL EXPENDITURES		0.00	164,555.50	27,038.73	(164,555.50)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(44,018.16)	(27,455.39)	44,018.16	100.00
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		6,006,333.00	5,389,200.65	168,287.61	617,132.35	89.73
NET OF REVENUES & EXPENDITURES		5,682,050.37	5,153,650.39	513,258.11	528,399.98	90.70
		324,282.63	235,550.26	(344,970.50)	88,732.37	72.64

10a

City of Marine City PUBLIC HEARING

Notice of Public Hearing for Michigan Community Development Block Grant (CDBG) Funding for the Public Gathering Spaces (PGS) Program

The Marine City Commission will conduct a Public Hearing on April 6, 2022 at 7:00 pm at the City Offices, 260 South Parker Street, Marine City, Michigan for the purpose of affording citizens an opportunity to examine and submit comments on the proposed application for a CDBG grant.

The City of Marine City proposes to request \$2,000,000 in CDBG funds. These funds will fulfill a longstanding community vision of renovating the Marine City Historic City Hall and adjacent Heritage Park to an accessible, vibrant and functioning multi-use, all season community facility and public gathering space.

The estimated total project budget is \$2,200,000 of which we are asking for \$2,000,000; the City's minimum 10% match would be \$200,000.

The project will benefit at least 53.48% of low to moderate income persons. No persons will be displaced as a result of the proposed activities.

Further information, including a copy of the City of Marine City's Community Development Plan and CDBG application, is available for review. To inspect the documents, please contact the City Clerk's Department at (810) 765-8846 or review the documents online at www.cityofmarinecity.org. Comments may be submitted in writing through 6:00 pm on April 6, 2022 or made in person at the Public Hearing.

Citizen views and comments on the proposed application are welcome.

Jason Bell
Interim City Clerk
March 20, 2023

The City of Marine City complies with the American Disabilities Act. Individuals with disabilities requiring auxiliary aids or services should contact the City of Marine City, 260 South Parker Street, Marine City, Michigan 48039; (810) 765-8830.

Clerk

From: Jennifer Vandebossche
Sent: Wednesday, March 29, 2023 5:14 PM
To: City Manager; Clerk
Subject: FW: Old City Hall Grant Opportunity

----- Original message -----

From: "Merchant, Anelise" [REDACTED]
Date: 3/27/23 09:31 (GMT-05:00)
To: Jennifer Vandebossche <jvandebossche@cityofmarinecity.org>, Lisa Hendrick <lhendrick@cityofmarinecity.org>, Jacob Bryson <jbryson@cityofmarinecity.org>, William Klaassen <wklaassen@cityofmarinecity.org>, Brian Ross <bross@cityofmarinecity.org>, Mike Hilferink <mhilferink@cityofmarinecity.org>, Rita Roehrig <rroehrig@cityofmarinecity.org>
Subject: Old City Hall Grant Opportunity

Caution! This message was sent from outside your organization.

[Allow sender](#) | [Block sender](#)

Good morning everyone,

(If you could please have this read at the next meeting and submitted into the minutes, that would be greatly appreciated.)

I am writing to you in support of the grant opportunity for old city hall. I am not native to this city, but I am a native of Michigan and I will do everything I can to help protect its historic buildings. This is our culture and heritage. The old city hall is 138 years old; it was finished being built in 1885. There is a 50 year difference between this building and the first platting of land of Newport, (present day Marine City). We owe it to those before us to maintain it and this grant is the perfect opportunity to do so. The old city hall would make a great community center! The area that formerly housed River Rec Teen Zone could be made into a rentable event center. The dance hall could be restored and used for dancing again. Many people have been showing interest in dance classes, (swing-dancing, line-dancing, you name it). This area could be rented out to be used for mini concerts, dance events, and balls/fundraisers as well. There is a space for offices upstairs which could be rented out as well. Then tours could be given in through the old jail and historic parts, you could charge a donation price for tours. Schools could book field trips to do a tour and learn about their hometown. Plus, this adds more revenue streams for the city to then use on upkeep of the building. I think it is fully possible to do this. The money needed for the match for this grant could come from the sale money of the Guy Center. Citizens were upset to see it go, the least the city could do is use the money from the sale of the Guy local event center to be used for a new one like old city hall. This helps solve two problems. What to do with the sale money and helping with the matching cost for the grant. This is a grant we will never see again and if we don't at least try this building may deteriorate further and go past the point of being able to be saved. If you go at this with the mentality of failure, you will fulfil that prophecy. Please, please, please give this grant opportunity a chance.

thank you for taking the time to read this,
Sincerley

--*Anelise Merchant*
resident of Marine City

**Public Gathering Spaces Initiative (PGSI) Application
Community Development Block Grant (CDBG) Program
Fiscal Year 2023 Funding Round**

PGSI Application				
UGLG (Unit of General Local Government) Point of Contact	First and Last Name: James Heaslip			
	Title: Interim City Manager			
	Email: citymanager@cityofmarinecity.org			
	Cell Number:		Office Number: (810) 765-8846	
	Best way to contact:	<input checked="" type="checkbox"/> Email	<input type="checkbox"/> Cell Phone	<input checked="" type="checkbox"/> Office Phone
	Business Role:	<input checked="" type="checkbox"/> Employee	<input type="checkbox"/> Consultant	<input type="checkbox"/> Other: Please describe your role
UGLG Information	UGLG Name: City of Marine City			
	Street/PO Box: 260 South Parker Street			
	City: Marine City		County: St. Clair	
	State: Michigan		Zip Code: 48039	
	UGLG UEI # (SAM): 5WC73			
	- UEI Info: http://sam.gov/content/home			
	UGLG's Federal Tax ID #: 38-6004573			
	Please provide information on State of Michigan Representation.	Senator Name Dan Lauwers		
		Senate District 25		
		Representative Name Rachel Hood		
Please provide information on Federal Government Representation.	House District 81			
	Representative Name Lisa McClain			
Please verify the UGLG's low to moderate income community percentage. Note – in order to apply for the Public Gathering Spaces program, the community must be considered a low to moderate income community (51% or greater).	Congressional District 9			
	<input checked="" type="checkbox"/> 51-55% <input type="checkbox"/> 56-60% <input type="checkbox"/> 61-65% <input type="checkbox"/> 66% and above A direct link listing the LMI Community Percentage can be found here: lmi-community-customers-and-project-areas.xlsx (live.com) .			

	Does the UGLG have open CDBG grants, including CDBG housing or infrastructure grants, or executed Letters of Intent (LOI) related to a CDBG project?	<input type="checkbox"/> Yes <i>If yes, please provide the grant number(s) and/or project name (if the project is still under LOI):</i> <input checked="" type="checkbox"/> No <i>*Please note that communities awarded a PGSI grant in 2022 will be ineligible for this funding round.</i>
UGLG Information (Continued)	Does the UGLG have any unresolved CDBG grant issues and/or findings?	<input type="checkbox"/> Yes <i>If yes, please provide the grant number and explain the issues and findings:</i> <input checked="" type="checkbox"/> No
CDBG Certified Grant Administrator (CGA) Questions	In this section, identify who will be administering the proposed project (Check One).	<input checked="" type="checkbox"/> A MEDC CGA will administer the project. The CGA has not yet been selected and the contract amount is unknown. The contract has not yet been signed, the MSF will fund the costs, and the administration line item on the CDBG budget (Attachment B) has been left blank. <input type="checkbox"/> A MEDC CGA on the staff of the UGLG will administer the project. These costs are not eligible as match or CDBG reimbursement. The administration line item on the CDBG budget (Attachment B) has been left blank. Provide the name and contact information for the MEDC CGA person at the UGLG who will be responsible for administering the proposed project: Name: Business Address: Phone Number: E-mail:
Project Name	300 Broadway Public Gathering Space Initiative	
Project	Address of Proposed Project	Street Address: 300 Broadway

Details		City: Marine City	State: MI	Zip: 48039
	Is the project located within a traditional downtown or high impact commercial corridor?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
	Project Highlights	The 300 Broadway Public Gathering Space Initiative aims to fulfill a longstanding community vision of renovating the Marine City Historic City Hall and adjacent Heritage Park to an accessible, vibrant and activated multi-use, all season community facility and public gathering space. Highlighted renovations will include a fully restored Opera House/event space, emergency warming center, City Welcome Center, business incubator and technology space, a newly constructed basketball court and inclusive park enhancements.		
	Identify the total square footage of any <u>NEW</u> (currently vacant or underutilized) space being activated?	Total Square Footage being activated: Building: 8,736 sq ft Grounds: 1.8 acres		
		How long has the space been vacant and/or underutilized? 26 years		
How long has the property been owned/maintained by the UGLG?	Please describe: 300 Broadway was built in 1884 and named the Village of Newport Village Hall, when the Village incorporated as the City of Marine City in 1887, the building was renamed Marine City City Hall. The property has been owned by the City since its inception – 140 years.			
	REQUIRED ATTACHMENT: Please include a Project Location Map. This map will be an aerial map showing the project location and boundaries (ex. Aerial Google map with the boundaries outlined). Include as Attachment A, "Project Location Map" .			
Project Scope	Please describe the scope of the project the community is seeking to fund through the CDBG PGSI program. Please highlight where the project is located, why this improvement is needed, and how the project will benefit the community. Additionally, please provide examples of how this project aligns with the UGLG's master plan (or other locally approved plan). Please note that only narrative provided in this section will be reviewed by the scoring committee.			

As a City, it is our responsibility to ensure that our residents and visitors have the opportunity to safely expand their recreation choices, activate their minds, experience and explore integral community gathering places and engage with their local business districts. To meet the needs of the community and surrounding areas, the City is excited for the opportunity to restore and revitalize the Marine City Historic City Hall (hereon referred to as 300 Broadway) and Heritage Park into a vibrant, functional space, reminiscent of its origins as the City's original Town Square and Community Center, a longstanding community vision and planning goal, featured in the Marine City Master Plan and Master Recreation Plan for decades.

300 Broadway and Heritage Park are situated on the Northwest corner of N. Main Street and Broadway Street, approximately 2 blocks from the St. Clair River to the East and ¼ mile from the Belle River to the West. Located in the heart of the City's Nautical Mile business district, 300 Broadway receives a significant amount of passing foot traffic due to its location on Broadway and proximity to downtown businesses. Identified as a structure worthy of preservation, 300 Broadway was included into the National Register of Historic Places in 1982 and stands as a portal into the City's rich maritime history. Currently, the outdoor site is activated as the location for several community events such as craft shows, the Fire, Ice and Spice Event including the installation of a seasonal ice skating rink, the Garden Club's annual flower sale, Heritage Days festival and is the final stop for Santa during the Lighted Christmas Parade and tree lighting ceremony however, the inside is not useable or safe for use in its current state.

In July 2022, the City established a 300 Broadway Committee, with representatives from the City Commission, Historical Commission, Community & Economic Development Board, Chamber of Commerce, Friends of City Hall, Marine City Historical Society and a resident seat, whose collaborative purpose is to prioritize the restoration and renovation of 300 Broadway into a historically respectful, useable community building. Built in 1884, and sitting vacant and underutilized for 26 years, 300 Broadway and the adjacent Heritage Park, are in significant need of design upgrades to meet today's safety and accessibility standards, identified in the Master Plan to include rehabilitation of interior surfaces, rehabilitation of mechanical and electrical systems, and improvements to bring the building into code compliance (page 4-6) with cost estimates at \$2,500,000 per the Parks & Recreation Plan 2018-2022 (page 7-45 & 8-10).

Through ongoing community visioning sessions and recommendations from the 300 Broadway Committee, the City intends to create a safe and engaging community space where recreational resources and opportunities are available to our residents and visitors of all ages, identities, backgrounds, income and mobility levels. Awarded grant funds will allow the City to retain engineering and design services for building and site upgrades. Designed within the perimeters of SHPO guidelines for historical structures and in accordance with accessibility guidelines, interior renovations will include the installation of an elevator and lift system with access to all floors of the building, the instalment of an HVAC system, construction of ADA restrooms, rehabilitation of mechanical, electrical and plumbing systems, wood floor refinishing,

asbestos remediation, and the use of fixtures that closely resemble the historic aesthetic of building. Highlighted exterior renovations will include brick and joint repairs, hose tower restoration, roof replacement, porch repairs, the excavation and replacement of 9000 square feet of sidewalk and parking lot to ADA compliance standards, the construction of a basketball court, the installation of an exterior sound system, and the use of fixtures that closely resemble the historic aesthetic of the building.

Highlights of the redesign of 300 Broadway and Heritage Square into an all abilities, inclusive community space will allow the building to be open year-round to the public and function as a multi-use facility with uses as a warming center, business incubator and technology space, open indoor gathering space, City welcoming center and entertainment venue with the restoration of the Opera House.

Additionally, the 300 Broadway Public Gathering Space Project is part of a large scale initiative to increase place making efforts in the City including, Phase II of the City Marina development, installation of an ADA compliant kayak/canoe launch, art installations and street murals in the downtown area, and playground rehabilitation projects. In March 2023 the City was also successful in securing an MDOT Transportation Alternatives Program grant, helping to complete a regional priority project to bridge the existing gaps in the Bridge to Bay non-motorized trail system, which will allow the City to provide community members with the most advantageous and safe route connecting the missing trail segments. The recommended route will run adjacent to several distinctive Marine City assets including the reactivated 300 Broadway Community Space and Heritage Park, the Peche Lighthouse, and Marine City Public Beach.

A collaborative vision that delivers multiple community benefits and unites several Marine City stakeholders, the success of the 300 Broadway Community Gathering Space proposal is designed to give maximum feasible priority to projects that will benefit our low and moderate income families, and our vulnerable resident population in an effort to build a stronger and more resilient community. As a result of the renovations and restoration of the features proposed in the 300 Broadway Public Gathering Spaces proposal, the City hopes to attract the attention of local residents and individuals in surrounding communities thus increasing the socialization and activity level of participants helping to stimulate their health and well-being, discover new passions and allow them the opportunity to fully engage and participate in community events.

Economically, the revitalization of the historically significant space will strengthen the business district of the City through the increase in foot traffic to the vibrant park space. ADA compliant, resurfaced sidewalks will allow for improved walkability between 300 Broadway and downtown businesses, and will welcome event participants to events held on the Heritage Park grounds, ultimately highlighting a shared prosperity between community members and business stakeholders.

	<p>OPTIONAL ATTACHMENT: Please include a copy of the locally approved plan that references the creation or improvement of the public gathering space. "Include as Attachment N, "Local Plan".</p>
	<p>REQUIRED ATTACHMENT: Provide a minimum of three "before photos". Include as Attachment B, "Before Photos".</p>
	<p>REQUIRED ATTACHMENT: Provide a detailed site plan of the project site. Include as Attachment C, "Site Plan".</p>
	<p>REQUIRED ATTACHMENT: Provide a detailed rendering of the proposed project. Include as Attachment D, "Rendering".</p>
Project Budget	<p>Total Project Cost: \$2,200,000</p>
	<p>Grant Request: \$2,000,000</p>
	<p>Match Amount (a minimum 10% match is required): \$200,000</p>
	<p>Match to Total Project Cost Ratio: <input checked="" type="checkbox"/> 10% <input type="checkbox"/> 11-15% <input type="checkbox"/> 16-24% <input type="checkbox"/> 25% <input type="checkbox"/> Other:</p>
	<p>Source(s) of UGLG's committed cash matching funds (please check all that apply): <input type="checkbox"/> General Fund <input type="checkbox"/> Road Funds <input type="checkbox"/> DDA or other district funds <input type="checkbox"/> Bonding <input type="checkbox"/> Other *Note: Special assessments are not allowed</p>
Narrative Question	<p>Partnership Resource Leveraging. Please identify the Total Project Cost, Grant Request, and Match Amount. If applicable, please articulate how your community has leveraged outside funding sources to enable the project to come to fruition.</p> <p>The process of renovating and restoring the 300 Broadway building to bring it to a useable state has spanned several decades with financial support received from outside funding sources including Friends of City Hall, River Rec Teen Zone and anonymous donations, for essential infrastructure repairs, including but not limited to: exterior masonry repairs, the installation of a water main and fire suppression system and the demolition and reconstruction of an ADA compliant, historically authentic bandstand totaling over \$1.6 million since 2003.</p> <p>The next phase of engineering and construction services, as identified on the proposed budget, will allow for the building to open to the public. To date, financial commitments have been leveraged from the Historical Society of Marine City for \$26,000. The Historical Society is currently requesting matching funding from the St. Clair County Community Foundation for \$26,000 and the St. Clair County Board of Commissioners for \$26,000.</p>

	<p>If the UGLG included "other" funds above, please check the specific funding source(s) that the "other" committed cash match will be comprised of:</p>	<input type="checkbox"/> Other grants and/or loans where agreements are in place and the funds are immediately available and committed. <input type="checkbox"/> Other public and/or private cash that is immediately available and committed. <input type="checkbox"/> Other funds that are immediately available and committed.
		<p>Describe all "other" funds:</p>
<p>REQUIRED ATTACHMENT: Attach a detailed project budget that includes the full scope of the completed project. See Appendix B.</p>		
<p>REQUIRED ATTACHMENT: Attach a third-party cost estimate that aligns with the expenses listed in the project budget. Please note <u>Davis Bacon</u> wages will apply to the entire project. See the "Program Requirements and Compliance" section of the <u>CDBG Funding Guide</u> for more information. Include as Attachment E, "Cost Estimates".</p>		
<p>Timeline</p>	<p>Proposed Project Start Date: Upon Confirmation of Awarded Funds</p>	<p>Anticipated Project Completion Date: 2025</p>
<p>Design Engineering Start Date: Fall 2023</p>		<p>Design Engineering End Date: Spring 2024</p>
<p>Construction Start Date: Spring 2024</p>		<p>Construction End Date: Fall 2025</p>
<p>Please describe how your community determined the timeline for the proposed project? Additionally, please reference any local approvals that will need to take (or have already taken) place for the project to remain in-line with the timeline above.</p>		
<p>The timeline of the 300 Broadway Community Gathering Spaces initiative is solely dependent upon awarded funding. Anticipating a July 2023 announcement, the project will begin immediately upon confirmation of funding.</p> <p>The City will promptly put out Request for Proposals for sealed bids for engineering and contracting services to be voted on by the City Commission at a subsequent meeting. It is expected that there will be planning and design modifications and the City will review and assess community input at additional public meetings with a deadline for completed and stamped plans to be finalized by March 2024.</p>		

	<p>Construction will begin no later than April 2024 with the last day for construction to be completed by December 31, 2025.</p>
<p>Narrative Questions</p>	<p>PGSI funding round aspires to support projects that are expanding the seasonal operation of new or existing public spaces. Please provide details on how the existing space is currently being utilized and provide specific examples of how the proposed project will meet the objective of expanding seasonal operations – including, but not limited to – design elements, how the space will be programmed for public use, and how the space will function.</p> <p>The 300 Broadway Gathering Space initiative focuses on the redesign of both the historically recognized 300 Broadway building and surrounding Heritage Park space. Currently, the outdoor site is activated as the location for several community events held all year long. These events include: local craft shows, farmer’s markets, a chili cookoff, the Marine City Garden Club’s annual flower sale, Heritage Days festival, children’s theatre performances, free concerts in the park, and is the final stop for Santa during the Lighted Christmas Parade and tree lighting ceremony. Chamber of Commerce events are also held on the Park grounds and include the Fire, Ice and Spice festival, Pumpkin-palooza, and the Twinkling Forest, where several donated “trees” are lit up on the property and glow all winter long. The City has also installed a temporary ice-rink on the open park space that community volunteers maintain all season.</p> <p>To help capitalize on the unique attributes of Heritage Park and prioritize the site for future development, the proposed project aims to redesign the landscape of the park to facilitate inclusivity for our residents and visitors. Site enhancements will include the installation of a barrier free walkway system that will allow people of varying mobility levels access to all aspects of the community events held at the Park, helping to assimilate individuals with common interests regardless of mobility level. Complimentary site enhancements including improvements to the parking lot, construction of a new basketball court, installation of bench seating and bike racks, increased lighting and security and the installation of an outdoor speaker system to help amplify festivals and parades will bolster usability, accessibility and seasonality of Heritage Park and will support existing and future community gathering opportunities.</p> <p>Although vast efforts have been made to renovate and restore 300 Broadway – the 140 year old original Town Square of Marine City, the core of the building sits unusable and unsafe for occupancy. Although, additional community visioning sessions for the use of the space will be expected as the needs of the community change, the proposed 300 Broadway Gathering Place initiative focuses heavily on necessary mechanical, plumbing and electrical upgrades, required accessibility improvements and essential repairs to the interior and exterior of the building which, upon completion, will allow the City to safely reopen the space to the public.</p>

Highlights of the redesign of the building into an inclusive multi-use, all seasons' community space will include the activation of:

- A Warming Center – The City has experienced several power outages in the past 2-5 years, leaving residents without electricity, heat and water. The Warming Center will be equipped with ADA accessible restrooms, shower and laundry facilities, and kitchen amenities, tied to a generator system.
- Business Incubator and Technology Space – To help facilitate small business development and growth, the incubator space will allow community members a place to conduct business with free internet and office amenities.
- Opera House – The restoration of the upper level opera house, designed to showcase the historically significant architecture of the building, will allow for community concerts and entertainment events. To support accessibility, site design includes the installation of an elevator system to ensure maximum usability.
- Indoor Community Gathering Space – The main ground level and basement will be upgraded to ADA code compliance and will be a multi-use space for indoor activities such as card games, event mixers, craft shows and informal gatherings.
- Existing Jail Cells – a unique asset indicative of the building's rich history, the jail cells will be preserved and available for people to visit.
- Welcome Center – Utilizing an existing, repurposed addition to house a welcome center to provide area residents and visitors with information about the City and region, as a whole.

*PGSI funding round aspires to support projects that are **increasing universal accessibility** of new or existing public spaces. Please describe how the proposed project incorporates Universal Design elements and why these elements are needed in order to make the public space more accessible. Please provide specific examples that can be clearly identified in the project site plan. Elements & Examples of Universal Design can be found in Appendix C. Note: Projects, at a minimum, must meet Americans with Disability Act (ADA) requirements in order to be considered for funding.*

Originally built in 1883, 300 Broadway is severely deficient in accessibility and ADA code compliance. Additionally, the building is bound by construction limitations due to its designation on the National Register of Historic Places. With an increased promotion on inclusivity and accessibility, the City maintains a responsibility to ensure residents and visitors of all abilities, ages, identities, backgrounds, and income level will have complete access to the primary function areas of 300 Broadway and Heritage Park.

Through multiple conversations with regional representatives, the proposed site plans satisfy the requirements of the State Historic Preservation Office for building preservation while incorporating significant universal design elements into the restoration of the building.

To account for an all abilities path of travel in the building, allowing for a continuous, unobstructed way of pedestrian passage and access to three levels of the building, the proposal accounts for the installation of an interior elevator and the addition of a lift to the exterior south side of the building allowing for a secondary ADA access and exit point. As a major capital improvement project, the City of Marine City will be deferring to the responsible Construction Manager/General Contractor for best practices for the elevator installation.

Additionally, the project accounts for required maneuvering space and the addition of two modified restroom facilities on both the main level and upper level and the installation of guard rails, hand rails, push bar doors and ADA door hardware will be incorporated throughout. Door thresholds will meet ADA standards, will not require more than 5lbs of force to open, will have an appropriate closing speed and smooth door surfaces will extend the width of the door to ensure canes, wheelchairs and other mobility devices do not snag on the entryway. Primary site enhancements to Heritage Park includes the parking lot replacement and the demolition and reconstruction of a barrier free walkway system leading to points of entry to 300 Broadway, restroom facilities, event spaces and the newly installed, accessible park bandstand.

OPTIONAL ATTACHMENT: Attach a Universal Design Review letter from a Disability Advocacy organization.

In conjunction with the low-to-moderate area-wide benefit national objective of the CDBG program, please describe how the proposed project will benefit the entire community. Please provide specific examples.

It is recognized that the City of Marine City qualifies as a low to moderate income community, with a rural resident population of 4,100 where 53.48% of residents classified as low/moderate income (Michigan Economic Development Corporation). The City also boasts a vast influx in our tourist population that visits our region during the summer months. It was reported that travelers made 5.8 million visits to Michigan from outside of the state in 2019 (Michigan Economic Development Corporation), and with the City's location on the west bank of the St. Clair River, directly across from Sombra, Ontario Canada, we maintain a steady national and international visitor base.

The multi-faceted 300 Broadway Public Gathering Spaces initiative focuses on the capitalization of the City's unique and historic assets for increased tourism based endeavors and maximizes safe, free and accessible opportunities for community engagement for residents and visitors of all ages, identities, backgrounds, income and mobility levels. The repurposing of 300 Broadway into an all abilities, all seasons, multi-use facility, while maintaining the architectural and historical integrity and identify of the building, will help to support the City's efforts in developing equitable and quality places where people visit to celebrate, relax, seek out social and economic exchanges and to enjoy all of the things that define and develop communities.

Through the investment of time and resources, the 300 Broadway Public Gathering Spaces project aims to help solve shared challenges such as improving community engagement opportunities, providing the community with an inclusive community space designed for a multitude of uses, provide proper restroom support during community events, and increase public accessibility to the Bridge to Bay Trail System in Marine City for the benefit of all citizens; increasing tourism, promoting new opportunities for economic development and fostering a strong sense of community pride, ultimately strengthening the livability and vitality for the community, and region, as a whole.

Providing the City's residents and visitors, regardless of age, income, or mobility level, with safe and accessible community spaces to participate in all seasons gathering opportunities such as the Fire, Ice and Spice Festival, summer craft shows, free concerts and the Lighted Santa Parade, which may have been previously unattainable, allows for a complete change in an individual's behavior and attitude. Positive outcomes regarding changes in participants' skills, behaviors and attitudes are significant indicators when measuring the successfulness of the 300 Broadway Public Gathering Spaces project.

Through the promotion of universally accessible, multi-use spaces and park facilities, the City aspires to enable community members to participate in programs, hobbies and events with peers who share the same interests and the City ultimately hopes to attract the attention of individuals in surrounding communities thus increasing the socialization and physical activity of participants Countywide. The exposure to the expanded and diverse recreational choices will help to encourage individuals to engage in community activities helping to stimulate their health and well-being,

	<p>discover new passions and talents and allow them the opportunity to fully engage and participate in community events. Additionally, the ADA compliant enhancements throughout the proposed building and adjoining park, will give individuals with physical limitations the chance to strengthen their social skills ultimately expanding the world of the participant and help to foster a greater sense of independence and confidence.</p> <p>Intended to help solve shared challenges, spur economic growth, strengthen livability, and provide essential community engagement opportunities, the a multi-faceted 300 Broadway project focuses on improving the quality of life for our constituents – including community members, business investors and visitors. Upon completing the proposed site enhancements, the City will actively seek out citizen engagement and public feedback to determine the overall public perception of the revitalization of the Historic City Hall building.</p> <p>Through interviews and observations, constituents will help the City to determine if the 300 Broadway and Heritage Park components are adequately meeting their individual needs and/or the needs of society and our community. We will encourage participants to measure the condition and quality of park infrastructure, the scope of accessibility, the promotion of the new enhancements and whether the initiative projects have met their overall expectations and provided a positive impact on their quality of life. Successful evaluations should prompt additional ideas, questions and suggestions regarding the future of the 300 Broadway and additional City assets. The City maintains our community members and business investors are active park partners and they have a responsibility to hold City leaders and 300 Broadway and Heritage Park stakeholders accountable in an effort to achieve the mutually agreed upon goal of helping Marine City to be a vibrant, safe and quality place to live, work and visit.</p> <p>REQUIRED ATTACHMENT: Please provide a copy of the UGLG’s maintenance plan for this public space. Include as Attachment F, “Maintenance Plan”.</p>
	<p>REQUIRED ATTACHMENTS: Sample templates for required attachments G-M can be found in the document titled “Public Gathering Spaces Initiative Application Instructions.”</p>
	<p>OPTIONAL ATTACHMENT: Based on the Green Infrastructure priority criteria, in the opinion of a licensed professional engineer (P.E.) confirm and include supporting evidence as Attachment O, “Green Infrastructure” that the plans put forth in the application meet one of the following specifications:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Project maintains the post-development project site runoff volume and peak flow rate at or below pre-settlement levels for all storms up to the 2-year, 24-hour event. The pre-settlement levels are based on the estimate of soil type and land cover existing before the first recorded construction on the site. <input type="checkbox"/> The project maintains the post-development project site runoff volume and peak flow rate at or below the pre-development

	<p>levels for all storms up to the 2-year, 24-hour event and at a minimum provide a reduction in current runoff volume. Pre-development level means the runoff flow volume and rate for the last land use prior to the planned new development or redevelopment.</p> <p><input type="checkbox"/> The proposed project does not involve Green Infrastructure.</p> <p>Sample template can be found in the document titled "Public Gathering Spaces Initiative Application Instructions."</p>				
	<p>REQUIRED ATTACHMENT: Please provide a copy of the UGLG's marketing plan for this public space. Include as Attachment P, "Marketing Plan".</p>				
<p>Additional CDBG Program Requirements</p>	<table border="1"> <tr> <td data-bbox="402 688 808 1115"> <p>UGLG Conflict of interest Disclosure:</p> </td> <td data-bbox="808 688 1409 1115"> <p><input type="checkbox"/> Employees, agents, consultants, officers, elected or appointed officials of the UGLG will obtain a financial interest or benefit from a CDBG assisted activity or will have an interest in any contract, subcontract or agreement with respect thereto, or in the proceeds hereunder, either for themselves or for those with whom they have family or business ties, during their tenure or for one year thereafter.</p> <p><input type="checkbox"/> Officials and staff of the UGLG will be a party to contracts involving the procurement of goods and services assisted with CDBG funds.</p> <p><input checked="" type="checkbox"/> No conflicts.</p> </td> </tr> <tr> <td data-bbox="402 1115 808 1818"> <p>Compliance Requirements. Check all that apply:</p> </td> <td data-bbox="808 1115 1409 1818"> <p><input checked="" type="checkbox"/> The project will impact historic properties or archaeological sites and districts.</p> <p><input type="checkbox"/> The project will impact wetlands.</p> <p><input type="checkbox"/> The project is in a floodplain and/or will impact a floodplain.</p> <p><input type="checkbox"/> The project is in a coastal zone.</p> <p><input checked="" type="checkbox"/> The project will require local, state, and federal permits.</p> <p><input type="checkbox"/> The project will result in demolition or conversion of residential dwelling units, both occupied and vacant.</p> <p><input type="checkbox"/> The project will result in temporary or permanent relocation of businesses, non-profit organizations, homeowners, or tenants.</p> <p><input type="checkbox"/> The project will result in special fees (i.e., tap in / hookup fees, special assessments).</p> <p><input type="checkbox"/> None of the above</p> </td> </tr> </table>	<p>UGLG Conflict of interest Disclosure:</p>	<p><input type="checkbox"/> Employees, agents, consultants, officers, elected or appointed officials of the UGLG will obtain a financial interest or benefit from a CDBG assisted activity or will have an interest in any contract, subcontract or agreement with respect thereto, or in the proceeds hereunder, either for themselves or for those with whom they have family or business ties, during their tenure or for one year thereafter.</p> <p><input type="checkbox"/> Officials and staff of the UGLG will be a party to contracts involving the procurement of goods and services assisted with CDBG funds.</p> <p><input checked="" type="checkbox"/> No conflicts.</p>	<p>Compliance Requirements. Check all that apply:</p>	<p><input checked="" type="checkbox"/> The project will impact historic properties or archaeological sites and districts.</p> <p><input type="checkbox"/> The project will impact wetlands.</p> <p><input type="checkbox"/> The project is in a floodplain and/or will impact a floodplain.</p> <p><input type="checkbox"/> The project is in a coastal zone.</p> <p><input checked="" type="checkbox"/> The project will require local, state, and federal permits.</p> <p><input type="checkbox"/> The project will result in demolition or conversion of residential dwelling units, both occupied and vacant.</p> <p><input type="checkbox"/> The project will result in temporary or permanent relocation of businesses, non-profit organizations, homeowners, or tenants.</p> <p><input type="checkbox"/> The project will result in special fees (i.e., tap in / hookup fees, special assessments).</p> <p><input type="checkbox"/> None of the above</p>
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		<p>PLEASE DESCRIBE ALL THAT APPLY:</p>				
<p>Application & Eligibility Confirmation</p>	<p>By submitting this application on behalf of the identified UGLG, I certify – to the best of my ability – that the following information is accurate and complete.</p> <p>Sample templates for required attachments G-M, O can be found in the document titled <i>Public Gathering Spaces Initiative Application Instructions</i>.</p> <p>When submitting Attachment Materials, please clearly label each attachment at the heading of each document.</p>	<p><input checked="" type="checkbox"/> The UGLG is listed on the <u>CDBG Low/Mod Income Community Customers and Project Areas List</u>.</p> <p><input checked="" type="checkbox"/> The UGLG anticipates that the project will be completed within two years of funding award.</p> <p><input checked="" type="checkbox"/> The UGLG is requesting a grant between \$750,000 and \$2,000,000 – in line with the parameters outlined in the program guide.</p> <p><input type="checkbox"/> The UGLG has committed a minimum cash match equal to 10% of the total project cost.</p> <p><input type="checkbox"/> The proposed project is located on a property owned by the UGLG.</p> <p><input type="checkbox"/> REQUIRED ATTACHMENT INCLUDED: Project Location Map – Attachment A, “Location Map”</p> <p><input type="checkbox"/> REQUIRED ATTACHMENT INCLUDED: A minimum of three before photos – Attachment B, “Before Photos”</p> <p><input type="checkbox"/> REQUIRED ATTACHMENT INCLUDED: Project Site Plan - Attachment C, “Site Plan”</p> <p><input type="checkbox"/> REQUIRED ATTACHMENT INCLUDED: Project Rendering – Attachment D, “Rendering”</p> <p><input type="checkbox"/> REQUIRED ATTACHMENT INCLUDED: Detailed Project Budget - (See Appendix B), “Project Budget”</p> <p><input type="checkbox"/> REQUIRED ATTACHMENT INCLUDED: Third Party Cost Estimate (Davis Bacon will apply). Attachment E, “Cost Estimates”</p> <p><input type="checkbox"/> REQUIRED ATTACHMENT INCLUDED: Detailed Maintenance Plan – Attachment F, “Maintenance Plan”</p> <table border="1" data-bbox="824 1451 1393 1780"> <tr> <td><input type="checkbox"/> REQUIRED ATTACHMENT INCLUDED: Authorizing Resolution-Attachment G</td> </tr> <tr> <td><input type="checkbox"/> REQUIRED ATTACHMENT INCLUDED: Public Participation Certification – Attachment H</td> </tr> <tr> <td><input type="checkbox"/> REQUIRED ATTACHMENT INCLUDED: Public Hearing Notice-Published – Attachment I</td> </tr> <tr> <td><input type="checkbox"/> REQUIRED ATTACHMENT INCLUDED: Public Hearing Minutes or Summary of Meeting – Attachment J</td> </tr> </table>	<input type="checkbox"/> REQUIRED ATTACHMENT INCLUDED: Authorizing Resolution-Attachment G	<input type="checkbox"/> REQUIRED ATTACHMENT INCLUDED: Public Participation Certification – Attachment H	<input type="checkbox"/> REQUIRED ATTACHMENT INCLUDED: Public Hearing Notice-Published – Attachment I	<input type="checkbox"/> REQUIRED ATTACHMENT INCLUDED: Public Hearing Minutes or Summary of Meeting – Attachment J
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<input type="checkbox"/> REQUIRED ATTACHMENT INCLUDED: Public Hearing Minutes or Summary of Meeting – Attachment J						

		<input type="checkbox"/> REQUIRED ATTACHMENT INCLUDED: Certification by UGLG Application Form-Attachment K, "Certification" <input type="checkbox"/> REQUIRED ATTACHMENT INCLUDED: Statement of Assurances Form-Attachment L <input type="checkbox"/> REQUIRED ATTACHMENT INCLUDED: Anti-Displacement and Relocation Plan-Attachment M <input type="checkbox"/> OPTIONAL ATTACHMENT INCLUDED: UGLG Local Plan-Attachment N <input type="checkbox"/> OPTIONAL ATTACHMENT INCLUDED: Certification by licensed professional engineer or licensed landscape architect that the plans meet Green Infrastructure objectives. – Attachment O, "Green Infrastructure" <input type="checkbox"/> REQUIRED ATTACHMENT INCLUDED: Marketing Plan-Attachment P <input type="checkbox"/> OPTIONAL ATTACHMENT INCLUDED: Universal Design Review Letter
By signing below, I certify that the PGSI application is complete on behalf of the UGLG for which I am applying.		
Signature from Authorized UGLG Official:	Date:	
Name & Title	Email Address:	

ATTACHMENT A – PROJECT LOCATION MAP

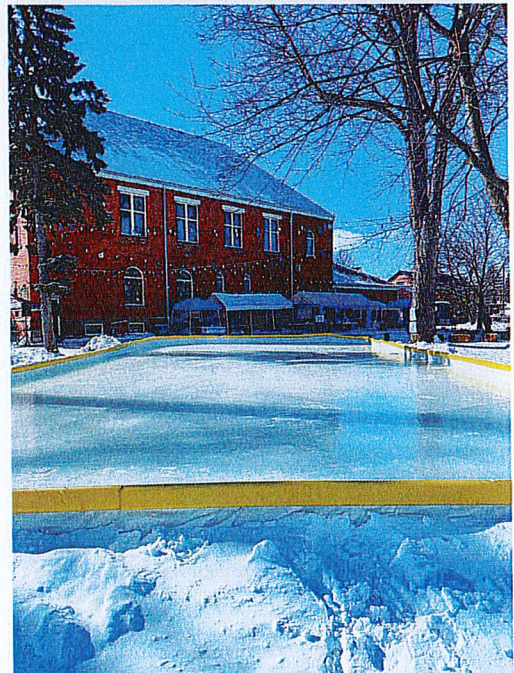
CITY OF MARINE CITY

PARCEL NUMBER: 74-02-475-0632-000

PARCEL ADDRESS: 300 BROADWAY MARINE CITY, MI 48039



ATTACHMENT B- BEFORE PHOTOS





UPPER LEVEL
OPERA HOUSE



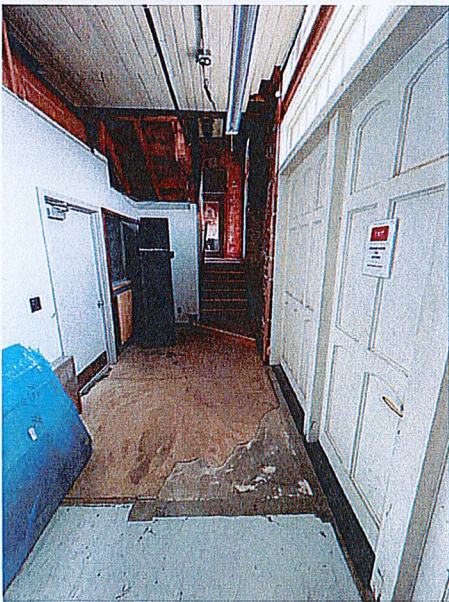
UPPER LEVEL
OPERA HOUSE



GRADE LEVEL AREA FOR ADA
ELEVATOR



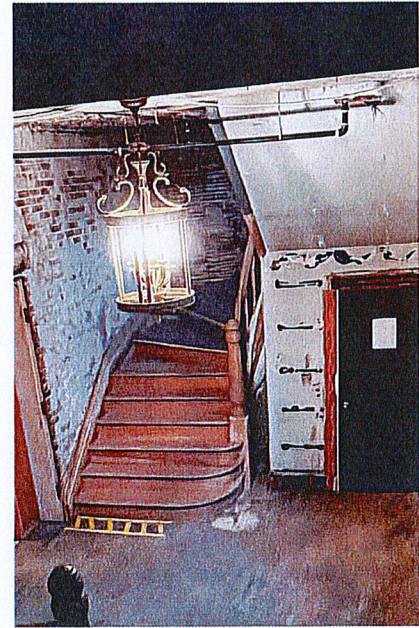
MAIN LEVEL



GRAND LEVEL
ENTRANCE



MEZZANINE



GRAND STAIRCASE IN PROGRESS

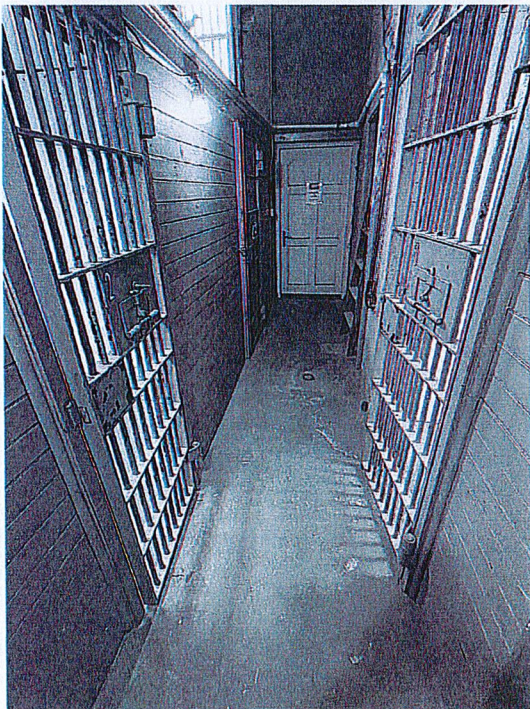


Photo 3 Showing sheet metal cap on tower with large gaps in the mortar joints where the caps are embedded into the masonry. Large open gaps will be repointed and all joints at the embedment areas will receive backer rod and silicone joint sealant.

JAIL CELLS

ATTACHMENT C – SITE PLAN (PRELIMINARY)

AVAILABLE IN THE CITY OFFICES

ATTACHMENT D—RENDERING (PRELIMINARY)



PROPOSED UPPER LEVEL
OPERA HOUSE



PROPOSED GRADE LEVEL

MULTI USE SPACE





March 17, 2023

Michigan Economic Development Corporation
Community Development Block Grant
Public Gathering Spaces Initiative

To Whom It May Concern,

Disability Network Eastern Michigan (DNEM) would like to express strong support for the Development Block Grant submitted by The City of Marine City and the residents to renovate the Marine City Historical City Hall and the adjacent Heritage Park.

The improvements being proposed by the city and the residents is an accessible and functional multi-use community facility used all year long. The building would include a warming center with ADA accessible restrooms, showers and laundry facilities. The improvements to the park would allow opportunities for persons with disabilities to promote their inclusion in outdoor recreational activities including an ADA compliant kayak/canoe launch. The park would also allow individuals with or without mobility issues including individuals who use a wheelchair by replacing pathways throughout the parks grounds. We see the value of this project to enrich the wellness of the community by maintaining the historical integrity and strengthen the business district downtown.

DNEM would like to provide our endorsement of this project as a universal accessible improvement to the city. The improvements will not only enhance the lives of those with disabilities, but will make it better for the quality of the surrounding communities. With these improvements to the Historical City Hall building and Heritage Park the downtown area will become a focal point for the city and will make downtown Marine City vibrant again.

Thank you for your consideration,

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

Robert Winn
ADA Coordinator
Disability Network Eastern Michigan



Attachment E - Third Party Cost Estimate

300 BROADWAY COMMUNITY GATHERING SPACE INITIATIVE
Grant Line-Item Budget

Name of Organization: City of Marine City
 Name of Project: 300 Broadway Community Gathering Places Project
 Funding Institute: Michigan Economic Development Corporation
 CDBG Community Gathering Spaces Initiative

*Costs are estimates from professionals in the industry or through product searches - finalized costs will be provided on engineered drawings - paid for through the MEDC Community Spaces Grant

Note: Subtotal and Total costs will formulate automatically

Itemized Budget	Proposed Cost	Requested Amount
Personnel Costs		
City Manager Consultant		
Grant Writing - City Staff (upon award)	\$ 1,500	
Department of Public Works Supervisor (estimate)		
Department of Public Works Staff (estimate)		
MEDC CGA * Paid thru CDBG Admin funds nat UGLG local match		
Personnel Subtotal	\$ 1,500.00	\$ -
Contractors		
HVAC System	\$ 160,000	
Engineered/Architectural Drawings	\$ 50,000	
ADA Lift	\$ 60,000	
ADA Elevator - all floors	\$ 525,000	
Restroom Renovations	\$ 56,000	
Hose Tower Restoration	\$ 38,870	
Porch Repair	\$ 13,790	
Brick and Joint Repair	\$ 19,190	
Wood Floor Repair and Refinishing / New Flooring	\$ 73,500	
Sidewalk: 9000 sq ft (includes mobilization and excavation) \$8/sq ft	\$ 72,000	
Stairway Refinishing	\$ 28,000	
Generator	\$ 100,000	
Furniture & Fixtures (interior and exterior)	\$ 220,000	
Painting	\$ 32,000	
Roof Replacement (30 year)	\$ 70,000	
Asbestos Remediation	\$ 16,500	
Electrical	\$ 120,000	
Plumbing	\$ 150,000	
Wood Trim	\$ 80,000	
Insulation	\$ 36,000	
Plaster		
Tree Removal	\$ 4,000	
Exterior Sound System	\$ 10,000	
Door Locks	\$ 1,000	
Security System	\$ 8,000	
Park Amenities (benches, waste receptacles, bike rack)	\$ 10,000	
Basketball Court	\$ 60,000	
Ice Skating Rink Liner	\$ 8,000	
Christmas Tree	\$ 74,300	
Consultants/Contractors Subtotal	\$ 2,096,150	\$ 2,096,150.00
Supplies		
Supplies Subtotal	\$ -	\$ -
Other Costs		
National Environmental Policy Act Review * Funded by MEDC		
Mechanical/Electrical/Building Permits	\$ 20,000	
Contingency - 15% of total budget funds to address increased pricing	\$ 300,000	
Other Costs Subtotal	\$ 320,000	\$ 320,000
TOTAL COSTS	\$ 2,417,650	\$ 2,416,150.00

Other Sources of Funding for Entire 300 Broadway Gathering Spaces Initiative	Amount	Received
Non-Profit - FRIENDS OF CITY HALL (invested in building since 2003)	\$ 1,592,497	\$ 1,592,497
Non-Profit - RIVER REC TEEN ZONE (invested in building)	\$ 120,000	\$ 120,000
Non-Profit - HISTORICAL SOCIETY OF MARINE CITY (committed pending award)	\$ 26,000	\$ -
Foundation - ST. CLAIR COUNTY CO. FOUNDATION (PEND matching for Historical Society)	\$ 26,000	\$ -
Government - ST. CLAIR CO BOARD OF COMMISSIONERS (PENDING)	\$ 26,000	\$ -
TOTAL	\$1,790,497.00	\$1,712,497.00

Public Gathering Spaces Initiative

Appendix B: Budget

ACTIVITY COSTS	CDBG	UGLG	OTHER	TOTAL
Engineering	\$	\$	\$	\$
3 rd Party Environmental	\$	\$ 0	\$	\$
Construction (includes contingency and bonding)	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
GRAND TOTAL	\$	\$	\$	\$

DRAFT

ATTACHMENT F – MAINTENANCE PLAN

The City of Marine City employs a fulltime Department of Public Works, with staffing available 24 hours a day, year round. The Department of Public Works personnel are responsible for the maintenance of the 300 Broadway building and Heritage Park grounds.

To ensure the longevity of the revitalized spaces in the City, the Department of Public Works staff works diligently to maintain building and park components, with dedicated funds allocated in fiscal year budgets. Staff regularly checks for maintenance needs and safety hazards and immediately addresses concerns or broken pieces as soon as an issue is identified. The Department of Public Works maintains a detailed inventory park component checklist and currently performs monthly inspections and safety evaluations. Through routine inspections, the City has been able to, and will continue to, maximize the lifespan of the City's priority infrastructure to ensure decades worth of use.

Additionally, there is a local and dedicated Friends of 300 Broadway non-profit group and the Historical Society of Marine City who are both heavily vested in the success of the 300 Broadway Community Gathering Spaces initiative. Through community involvement local volunteers participate in general maintenance and landscaping, including litter removal, raking, weeding and mulching. Through the joint efforts of community members and City staff we are confident that the community gathering space will be beautifully maintained both structurally and aesthetically.

**CITY OF MARINE CITY
ST. CLAIR COUNTY, MICHIGAN**

RESOLUTION NO.

**AUTHORIZING RESOLUTION FOR
COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION**

MEMORANDUM OF A RESOLUTION of the City Commission of the City of Marine City adopted at a regular meeting of said Commission held at the City Offices located at 260 South Parker Street, Marine City, Michigan, on the 6th day of April, 2022 at 7:00 PM.

Present:

Absent:

The following preamble and resolution were offered by _____, and supported by _____:

WHEREAS, the Michigan Strategic Fund has invited Units of General Local Government to apply for its Public Gathering Spaces (PGS) Competitive Funding Round; and

WHEREAS, the City of Marine City desires to request \$2,000,000 in CDBG funds to fulfill a longstanding community vision of renovating the Marine City Historic City Hall and adjacent Heritage Park to an accessible, vibrant and functioning multi-use, all season community facility and public gathering space.

WHEREAS, the City of Marine City commits local funds from its _____ in the amount of \$200,000; and

WHEREAS, the proposed project is consistent with the local Community Development Plan as described in the Application; and

WHEREAS, the proposed project will benefit all residents of the project area and 53.48 percent of the residents of the City of Marine City are low and moderate income persons as determined by an income survey approved by the Michigan Economic Development Corporation); and

WHEREAS, local funds and any other funds to be invested in the project have not been obligated/incurred and will not be obligated/incurred prior to a formal grant award, completion of the environmental review procedures and a formal written authorization to obligate/incur costs from the Michigan Economic Development Corporation.

ATTACHMENT G – AUTHORIZING RESOLUTION

NOW, THEREFORE, BE IT RESOLVED that the City of Marine City hereby designates the City Manager as the Environmental Review Certifying Officer, the person authorized to certify the Michigan CDBG Application, the person authorized to sign the Grant Agreement and payment requests, and the person authorized to execute any additional documents required to carry out and complete the grant.

Ayes:

Nays:

RESOLUTION DECLARED ADOPTED.

Jennifer Vandebossche, Mayor

Jason Bell, Interim City Clerk

a.

-
1. The UGLG has furnished its citizens with information concerning the amount of funds available and being applied for, and the proposed community development and housing activities to be undertaken. This includes the estimated amount proposed to be used for activities that will benefit persons of low and moderate income and the plans for minimizing displacement of persons.
 2. The UGLG has published a public notice in such manner to afford affected citizens an opportunity to examine and submit comments on the proposed application and community development and housing activities.
 3. One or more public hearings have been held to obtain the views of citizens on the proposed application and community development and housing needs.
 4. Citizens have been provided reasonable access to the proposed application and related information on community development and housing needs.
 5. The UGLG will provide its citizens with reasonable notice of, and opportunity to comment on, any substantial change proposed to be made in the use of funds if funds are received.
 6. The UGLG provided for and encouraged citizen participation, with particular emphasis on participation by persons of low and moderate income, residents of slum and blight areas and of areas in which Section 106 funds are proposed to be used, and in the case of grantees described in Section 106(a), provided for participation of residents in low- and moderate-income neighborhoods as defined by the local jurisdiction. Opportunities to participate must be made available by advertising in publications, which are distributed in the slum and blight areas and the low- and moderate-income neighborhoods.
 7. The UGLG provided citizens with reasonable and timely access to local meetings, information, and records relating to the applicant's proposed use of funds, as required by regulations of the Secretary, and relating to the actual use of funds under this title.
 8. The UGLG provided for technical assistance to groups representative of persons of low and moderate income that request such assistance in developing proposals with the level and type of assistance to be determined by the grantee.
 9. The UGLG provided for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program, including at least the development of needs, the review of proposed activities, and review of program performance, which hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for the handicapped. Review of program performance shall apply to previously funded CDBG grants.
 10. The UGLG has identified how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate. If 51% of the expected participants are non-English speaking, the hearings will be advertised in a non-English publication available to those residents. A person fluent in their language must be available to discuss the project and respond to their questions at the hearings.

James Heaslip
Interim City Manager
City of Marine City

Official Date

City of Marine City PUBLIC HEARING

Notice of Public Hearing for Michigan Community Development Block Grant (CDBG) Funding for the Public Gathering Spaces (PGS) Program

The Marine City Commission will conduct a Public Hearing on April 6, 2022 at 7:00 pm at the City Offices, 260 South Parker Street, Marine City, Michigan for the purpose of affording citizens an opportunity to examine and submit comments on the proposed application for a CDBG grant.

The City of Marine City proposes to request \$2,000,000 in CDBG funds. These funds will fulfill a longstanding community vision of renovating the Marine City Historic City Hall and adjacent Heritage Park to an accessible, vibrant and functioning multi-use, all season community facility and public gathering space.

The estimated total project budget is \$2,200,000 of which we are asking for \$2,000,000; the City's minimum 10% match would be \$200,000.

The project will benefit at least 53.48% of low to moderate income persons. No persons will be displaced as a result of the proposed activities.

Further information, including a copy of the City of Marine City's Community Development Plan and CDBG application, is available for review. To inspect the documents, please contact the City Clerk's Department at (810) 765-8846 or review the documents online at www.cityofmarinecity.org. Comments may be submitted in writing through 6:00 pm on April 6, 2022 or made in person at the Public Hearing.

Citizen views and comments on the proposed application are welcome.

Jason Bell
Interim City Clerk
March 20, 2023

The City of Marine City complies with the American Disabilities Act. Individuals with disabilities requiring auxiliary aids or services should contact the City of Marine City, 260 South Parker Street, Marine City, Michigan 48039; (810) 765-8830.

ATTACHMENT J – BRIEF DESCRIPTION OF THE PUBLIC HEARING

The Community Development Block Grant Public Hearing for the City of Marine City was held April 6, 2023 at the City Commission meeting.

a.

The UGLG hereby certifies that it:

1. Possesses legal authority to submit a grant application.
2. Has in a timely manner:
 - a. furnished its citizens information concerning the amount of funds available and being applied for, and the proposed community development and housing activities to be undertaken, including the estimated amount proposed to be used for activities that will benefit persons of low and moderate income and the plans for minimizing displacement of persons as a result of proposed activities and for assisting persons actually displaced;
3. published a public notice (a copy of which is attached) in such manner to afford citizens an opportunity to examine and submit comments on the proposed application and community development and housing activities;
4. held one or more public hearings to obtain the views of citizens on the proposed application and community development and housing needs; and
5. made the proposed application available to the public;
6. Will conduct and administer the grant in conformity with Public Law 88-352 and Public Law 90-284, and will affirmatively further fair housing;
7. Has developed the proposed application so as to give maximum feasible priority to activities which will benefit low- and moderate-income families or aid to the prevention or elimination of slum or blight; or to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to health or welfare of the community where other financial resources are not available to meet such needs;
8. Has developed a community development plan that identifies community development and housing needs and specifies both short- and long-term community development objectives that have been developed in accordance with the primary objective and requirements of the Title I Housing and Community Development Act of 1974, as amended;
9. Will not attempt to recover any capital costs of public improvements assisted in whole or in part with Title I funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless (A) Title I funds are used to pay the proportion of such fee or assessment that related to capital costs of such public improvement that are financed from revenue sources other than Title I funds; or (B) for purposes of assessing any amounts against properties owned and occupied by persons of low and moderate income who are not persons of very low income, and (name of local unit) certifies that it lacks sufficient Title I funds to comply with the requirements of clause (A);
10. Will adopt a policy of prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; and enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstrations within its jurisdictions;
11. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement;
12. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
13. The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly;
14. Will comply with other provisions of Title I of the Housing and Community Development Act of 1987, as amended, and with other applicable laws.

James Heaslip
Interim City Manager
City of Marine City

Official Date

ATTACHMENT L - STATEMENT OF ASSURANCES FORM

The UGLG hereby assures and certifies that it has complied or shall comply with Title I of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5301), and related statutes and implementing rules, regulations, and guidelines applicable to projects financed under the Michigan CDBG program. Specific assurances and certifications include but are not limited to the following:

1. Compliance with grant and financial management guidelines in 2 CFR Part 200, et al.; Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Final Rule.
2. Compliance with Civil Rights and Equal Opportunity statutes as set forth in Title I of the Civil Rights Act of 1964 (Public Law 88-352), Title VIII of the Civil Rights Act of 1968 (Public Law 90-284), the Michigan Civil Rights Act 453 of 1976, the Michigan Fair Employment Practices Act (MCL 423, 301-423, 311), related statutes and implementing rules and regulations.
3. Compliance with Labor Standards statutes as set forth in the Davis-Bacon Fair Labor Standards Act (40 U.S.C. 276a-276a-5), related statutes and implementing rules and regulations.
4. Compliance with Lead Based Paint Poisoning Prevention Act (42 U.S.C. 4831).
5. Compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 U.S.C. 4630) and implementing regulations.
6. Compliance with OMB Circular No. A-133, Audits of States, Local Governments and Non-Profit Organizations and implementing rules and regulations.
7. Compliance with Section 504 of the Rehabilitation Act of 1973, as amended, and implementing rules and regulations 24 CFR Part 8.
8. Authorized state officials and representatives will have access to all books, accounts, records, reports, files, and other papers, things, or property pertaining to the project in order to make audits, examinations, excerpts and transcripts; each contract or subcontract also shall provide for such success to relevant data and records pertaining to the development and implementation of the project.

The UGLG agrees to assume all of the responsibilities for environmental review, decision making, and action as specified and required under the National Environmental Policy Act of 1969 (42 U.S.C. 4321) and Section 104 (f) of Title I of the Housing and Community Development Act and implementing regulations 24 CFR Part 58.

James Heaslip
Interim City Manager
City of Marine City

Official Date

ATTACHMENT M – ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN

CITY OF MARINE CITY
ST. CLAIR COUNTY, MICHIGAN

RESOLUTION NO. 016-2021

AUTHORIZING RESOLUTION FOR
RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN

MEMORANDUM OF A RESOLUTION of the City Commission of the City of Marine City adopted at a regular meeting of said Commission held at the Fire Hall located at 200 South Parker Street, Marine City, Michigan, on the 15th day of July, 2021 at 7:00 PM.

Present: Bryson, Hendrick, Kellehan, Klaassen, Kreidler, Ross, Vercammen

Absent: None

The following preamble and resolution were offered by Commissioner Kellehan, and supported by Commissioner Klaassen:

Background and Scope.

This Residential Antidisplacement and Relocation Assistance Plan (“RARAP”) is a plan required by federal law that applies to projects funded by the City of Marine City with CDBG program* or HOME program funds (or both). The intent of the plan is to identify steps the City will take to minimize displacement of people from their homes and neighborhoods as a result of such projects, and to affirm that the City will comply with the requirements for relocation assistance and one-for-one replacement under Section 104(d) of the Housing and Community Development Act of 1974 (“Section 104(d)"). Terms used in the RARAP and defined in 24 CFR Section 42.305 have the meanings set forth in that Section unless the context otherwise requires.

Steps to Minimize Displacement.

The City shall take the following steps to minimize displacement:

- Prior to committing HOME or CDBG funding to a project, the City will collect information on existing structures and occupants to assess the potential impact of the proposed project.
- The City will communicate to potential sponsors that projects requiring significant displacement of residents will not be considered competitive for funding.
- If any temporary or permanent relocation is contemplated by a project, the City will require the project sponsor to submit a detailed relocation plan that describes the entire relocation process and its impact on all current occupants. The City will actively consult with the sponsor in order to minimize displacement. If current

tenants must move as part of the construction process, the City will encourage sponsors to provide those who are eligible an opportunity to rent a unit in the new project upon its completion.

- If the City commits HOME or CDBG funds to the project, the City will require that all occupants are provided with appropriate advisory services and relocation assistance as required by Section 104(d) and the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (“URA”). (See below paragraph on Relocation Assistance.)
- For rehabilitation or other projects that require the temporary relocation of residential tenants, the City will encourage project sponsors to minimize the amount of time that tenants are required to relocate from their unit. To the extent feasible, construction should be phased to allow tenants to stay in their units as long as possible.

*CDBG programs include: Entitlement Community Development Block Grant (CDBG) Program, State CDBG Program, CDBG Small Cities Program, Section 108 Loan Guarantee Program, CDBG Special Purpose Grants Program, and the Neighborhood Stabilization Program (NSP).

One-for-One Replacement.

The City shall comply with Section 104(d), as implemented in 24 CFR Section 42.375, which requires one-for-one replacement of all occupied or vacant and occupiable lower-income dwelling units that are demolished or converted to a use other than as lower-income dwelling units in connection with a HOME or CDBG-funded project. Following is a summary of basic requirements of the Act and HUD regulations thereunder.

Replacement Units.

Replacement units shall be: (a) in standard condition, as defined by the current Consolidated Plan; (b) available for occupancy no later than 3 years after the initiation of demolition or conversion work; (c) located within the city of Marine City and, to the extent feasible and consistent with other statutory priorities, located in the same neighborhood; (d) comparable to the units demolished or converted, and able to accommodate the same number of occupants without using smaller units to replace larger ones unless the City has provided the information required under paragraph (7) below; and (e) designed to remain lower-income dwelling units for at least 10 years from the date of initial occupancy. The replacement units may include existing housing assisted with project based assistance provided under 42 USC Section 1437f (“Section 8”).

Public Notice.

Prior to entering into a contract committing to provide HOME or CDBG funds for any activity that will directly result in the demolition of lower-income dwelling units or the conversion of lower-income dwelling units to another use, the City must submit to HUD and make public certain information through advertisement in a local publication. Required information includes:

1. A description of the proposed project;
2. The location on a map and number of units by size (number of bedrooms) that will be demolished or converted;
3. A schedule for the commencement and completion of the demolition or conversion;
4. To the extent known, the location on a map and the number of dwelling units by size (number of bedrooms) that will be provided as replacement units. If not yet known, the submission shall identify the general location and approximate number of units by size, and more specific information shall be submitted and disclosed to the public as soon as it is available;
5. The source of funding and a schedule for the provision of replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a lower-income dwelling unit for at least 10 years from the date of initial occupancy; and
7. Information demonstrating that any proposed replacement of dwelling units with smaller units is consistent with the needs assessment contained in the current HUD approved Consolidated Plan.

Relocation Assistance.

The City shall ensure provision of relocation assistance in accordance with the requirements of Section 104(d), as implemented in 24 CFR 42.350, for lower-income persons who, in connection with an activity assisted under the CDBG and/or HOME programs, are "displaced persons" as defined in 24 CFR 42.305. A person who is not lower-income, but is a displaced person under URA, as implemented in 49 CFR Part 24, will be provided relocation assistance as required under URA. A lower-income person who is a displaced person may elect to receive assistance under URA in lieu of assistance under Section 104(d). Examples of assistance for displaced persons required by URA include advisory services, payments for moving expenses, and payments to cover the additional costs of renting a comparable dwelling for 42 months, or the equivalent amount to be used towards a down payment. Examples of assistance for displaced persons under Section 104(d) include advisory services, payments for moving expenses, and payments to cover the additional costs of renting comparable dwelling for 60 months, or the equivalent amount to be used towards purchase of

housing through a housing cooperative. Tenants who are not displaced but must temporarily relocate shall be reimbursed for out-of-pocket expenses, including moving costs and increases in monthly housing costs.

Appeals.


The City will provide a process for persons to appeal decisions concerning their eligibility for and the amount of assistance. The appeals process will follow URA requirements at 49 CFR 24.10. If dissatisfied with the City's determination with respect to a claim for relocation into comparable replacement housing under Section 104(d), a person may submit a request to HUD to review the determination. The decision of the HUD Secretary shall be final unless a court determines the decision was arbitrary and capricious.

NOW, THEREFORE, BE IT RESOLVED that the City of Marine City hereby adopts the Residential Antidisplacement and Relocation Assistance Plan (RARAP), a plan required by Federal Law that applies to projects funded by the City of Marine City with Community Block Development Grant program or HOME program funds (or both).

Ayes: Bryson, Hendrick, Kellehan, Klaassen, Kreidler, Ross, Vercammen

Nays: None

RESOLUTION DECLARED ADOPTED.



Kristeh Baxter, City Clerk



Cheryl Vercammen, Mayor



2018-2022 MARINE CITY MASTER PLAN and Parks & Recreation Plan



Adopted by:
Marine City Planning Commission: March 12, 2018

Photo Source: www.visitmarinecity.com, 2017



CHAPTER 4

FUTURE LAND USE PLAN



IN THIS CHAPTER:

- ▶ AN INTRODUCTION TO FUTURE LAND USE PLANNING
- ▶ THE CONCEPT PLAN
- ▶ THE FUTURE LAND USE PLAN FOR MARINE CITY
- ▶ THE FUTURE LAND USE MAP

INTRODUCTION

The goal of land use planning is the improvement of the general welfare of the people living and working in Marine City through the proper development of vacant land and, where necessary, the redevelopment of existing areas for new uses that create a better community in which to live, work and recreate. In general, this land use plan is a guide for locating private and public uses in Marine City.

The future land use plan is intended to be long range, comprehensive, generalized, flexible and regional, with the following broad objectives:

Long range planning for land development to the year 2035.

- ▶ Comprehensive planning to provide for a variety of types of land uses, bearing a relationship to the land capability and transportation system.
- ▶ Generalized planning upon broad principles of land use allocations and relationships.
- ▶ Flexible planning that is able to adapt to changing conditions, yet not detract from the spirit and intent of the Master Plan.
- ▶ Regional planning transcending arbitrary boundaries and which is an integrated part of the regional system.

The future land use plan is more than just a graphic presentation. Behind the graphics on a map are spatial distributions and relationships reflecting the community vision and planning objectives described in Chapter 3.

The future land use map is generalized in its scope. It is not intended to delineate exact parcels or defined boundaries for planned land uses. The future land use map and its supporting text serve as a guide to Marine City officials regarding day-to-day planning issues. The planning commission should consider this master plan, as a whole, as a guide for future land use, zoning and site planning decisions. The future land use map will be reviewed and updated, if necessary, every five years to ensure it reflects community interests and relevant trends.

The timing of a particular land use is dependent upon a number of factors, such as:

- ▶ Community input
- ▶ The community vision and planning objectives
- ▶ Existing land uses
- ▶ Current zoning in the city
- ▶ Demographic projections
- ▶ Economic trends and market forces
- ▶ Traffic and circulation
- ▶ Location of sensitive environmental resource areas
- ▶ Capability of land/soils for development
- ▶ The presence or lack of utilities

MARINE CITY MASTER PLAN

- ▶ The northeast corner of Ward Avenue and King Road.
- ▶ West of M-29, between Chartier Avenue and the area just north of the 72nd District Court property.

In total, 254 acres have been designated for Industrial uses.

Public, Quasi-Public and Institutional

The Future Land Use Map designates in this land use classification only those areas currently occupied by school and government facilities and fraternal organizations. It is not anticipated that any additional land will be required for any of these uses during the planning period covered by the Master Plan. A total of 118 acres have been designated for Public, Quasi-Public and Institutional uses.

City Hall Building

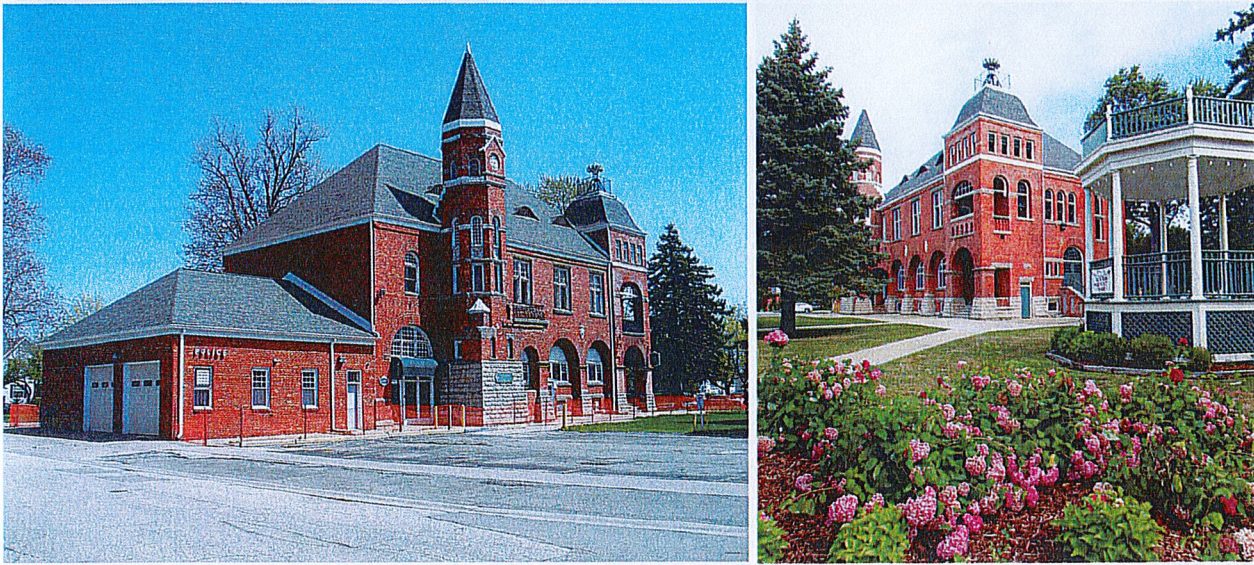
The City Hall building, at the corner of Main Street and Broadway, is recognized as a unique historical structure by both residents and those outside the city. The building was completed in 1884 and designated as a Michigan Registered Historic Site in 1976 and was included on the National Register of Historic Places in 1982. Efforts have already been made to improve the appearance of the building in character consistent with the historical style, Richardson Romanesque (a style of Romanesque Revival architecture named after architect Henry Hobson Richardson) of the period (1838-1886) in which it was built. However, a study completed in 2000 by the Smith Group, an architectural and engineering consulting firm, indicates that much work needs to be done to repair building deterioration and to bring the building into compliance with national standards for preservation of historic structures and with code and handicapped accessibility requirements.

At present, the City Hall building sits empty. Prior to that, the City Hall building housed the offices of the City Manager, the City Clerk, the City Treasurer, the Assessor, the Recreation Director and the Building Inspector. There was a conference room located in the basement level of the building. The second level contains an auditorium with a stage. The police department occupied a ground floor addition to the original building, which was completed in 1940. However, all of these City officials and departments have had to relocate to other facilities until that time at which the City Hall building is renovated. City officials have moved their day-to-day operations to the Guy Center on Water Street.

The required renovation work at the old City Hall building includes:

- ▶ Rehabilitation/restoration of interior surfaces, interior doors and trim;
- ▶ Rehabilitation of mechanical and electrical systems; and
- ▶ Other improvements to bring the building into compliance with code requirements, including handicapped accessibility.

The estimated cost for all of this work is approximately \$2.6 million. Because of this cost, the work may need to be conducted in stages over several years, unless long-term financing is arranged, such as a bond issue. Historic preservation grants may be available from a variety of sources to offset a small portion of the cost.



Only Certified Local Governments are eligible to apply for Historic Preservation grants. The Certified Local Government Program was established to enhance local government preservation efforts by increasing public interest and involvement in preservation activities. To become certified, a government must, at the very least, have a local historic district commission with design review control over established or planned locally designated historic districts.

Other sources of funding include: general obligation bonds, building authority bonds and USDA Rural Development Administration loans.

Recreation

The Future Land Use Map indicates numerous recreational sites throughout the city. Some of these are existing and should remain that way. New recommended recreation areas are as follows:

- ▶ The City should consider obtaining easements to provide Riverwalk access from Broadway to Bridge Street, connecting all of the riverside parks.
- ▶ The City should consider acquiring the large tract of land between Degurse and Gladys Street for use as a municipal park. This park would serve the northwestern residential areas of the city, which are currently lacking in recreational facilities.
- ▶ The King Road Park should be expanded to cover the entire property on which it is located. Currently, only about half of this property is used as parkland. The City should also consider purchasing the property adjacent to the north, currently occupied by a junkyard, which detracts from the surrounding neighborhood. This junkyard has been a potential hazard for many years and it is unlikely that any private developer would ever want to assume the risks involved with developing the property. The city could develop the property as a park after it is cleaned up.
- ▶ The City should designate sufficient land for private and public marine use within the general area bounded by M-29, the west bank of the Belle River, Bowery Street and the MDNR boat launch facility. A municipal marina study was completed in the mid-1980s. The study recommended the construction of a small seasonal and transient marina on the west bank of

Volunteers

From time to time, Marine City Recreation relies on volunteers to assist with special events, maintaining/cleaning parks, planting and gardening, and helping with recreation programs. The City has an “Adopt-A-Park” program that allows volunteers to give back to the community and keep the City beautiful. A volunteer application is available online at the City’s website. Upon completion of the application, City officials will assess an applicant’s interest and qualifications to determine if they are able to fulfill the volunteer request.

RECREATION INVENTORY

MARINE CITY PARKS AND RECREATION FACILITIES

There are numerous local recreation facilities in Marine City owned by the City, the East China School District and private entities.

City-Owned Recreation Facilities

In terms of local recreation facilities, Marine City has approximately 40.5 acres of developed recreational uses spread among 14 facilities. Ten of the City’s recreation facilities consist of small parks located along the St. Clair River, from just north of Broadway down to Bridge Street. These facilities are: Marine City Beach, Mariner Park, Watchman Park, Broadway Park, Waterworks Park, Lighthouse Park/The Guy Center, Civic Women’s Club River Park, Corwin M. Drake Memorial Park, St. Clair Park, and Nautical Mile Park. All of these sites are used primarily for passive recreation such as picnicking and riverfront viewing. Two other parks, the King Road Park and the Ward-Cottrell Park, both on the west side of the City, are used more for active recreation activities, such as softball and tennis. Heritage Square is located at 300 Broadway at the site of the historic City Hall building. There is also a neighborhood playground at the South Main/Washington Mini Park. The following pages include a profile of each park in Marine City.

Accessibility Evaluation

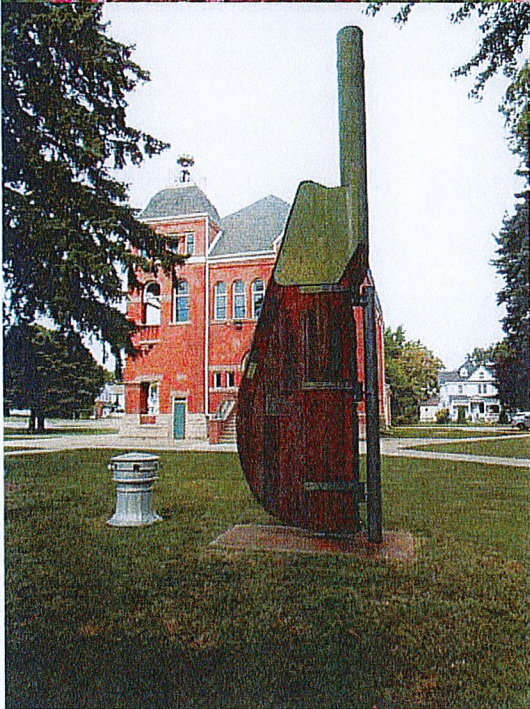
In accordance with the Michigan Department of Natural Resources (MDNR) Guidelines for Recreation Plans, an accessibility evaluation was completed for each park within the City. The evaluation was conducted by planners from the St. Clair County Metropolitan Planning Commission.

Each City facility was compared to the 2010 ADA Standards for Accessible Design and given a ranking from 1-5, where:

- 1=none of the site elements meet 2010 ADA Standards for Accessible Design
- 2=some site elements meet 2010 ADA Standards for Accessible Design
- 3=most site elements meet 2010 ADA Standards for Accessible Design
- 4=all site elements meet 2010 ADA Standards for Accessible Design, and
- 5=the facility meets the Principals of Universal Design

HERITAGE SQUARE

300 BROADWAY



HIGHLIGHTS:

- ▶ 1.8 ACRES
- ▶ HISTORIC CITY HALL
- ▶ BANDSTAND
- ▶ WEDDINGS/GATHERINGS
- ▶ BENCHES
- ▶ BARRIER-FREE PATHWAYS

ACCESSIBILITY RATING: 3

PARKS & RECREATION PLAN 2018-2022

TABLE 7-6: PARKS AND RECREATION CAPITAL IMPROVEMENTS

Project	Estimated Cost	Potential Funding
Downtown Riverwalk Construction - Phase II	\$381,000	MDNR, TAP, GF, PARC
Downtown Riverwalk Construction - Phase III	\$370,000	MDNR, TAP, GF, PARC
Nautical Mile Park Expansion	\$365,000	MDNR, LWCF, GF, PARC
Bicycle Path Construction	\$550,000	MDNR, TAP, GF, PARC
300 Broadway Restoration Project	\$2,500,000	MDNR, SHPO, GF, DON, HPTC
Splash Pad Construction	\$450,000	MDNR, LWCF, GF, DON, PARC
King Road Park Utility Improvements and Lighting	\$100,000	MDNR, GF, PARC
Marine City Beach Improvements and Lighting	\$21,000	MDNR, MDEQ, LWCF, GF, PARC
King Road Park Parking Lot Paving	\$150,000	MDNR, GF, PARC
King Road Park Bike Racks, Cement Pads & Playground Improvements	\$30,000	MDNR, TAP, GF, PARC
Peche Island Rear Range Lighthouse - Interior Repairs and Painting	\$50,000	MDNR, MDEQ, GF, PARC
Public/Private partnership or acquisition of property for transient boat dockage	\$500,000	MDNR, MDEQ, GF, PARC, Donation
Strategic acquisition of property for potential development of municipal park	TBD	MDNR, GF, PARC, Donation

MARINE CITY MASTER PLAN

TABLE 8-1: MARINE CITY CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

Proposed Project	Estimated Cost	Budget Year(s)
Library Parking Lot Repairs	\$5,000	2018-2019
Library - Replace Heating and Cooling	\$11,000	2019-2020
Library - Exterior Door Replacement	\$12,000	2018-2019
King Road Park Improvements	\$17,000	2019-2020
Downtown Riverwalk Construction - Phase II	\$381,000	Dependent on funding
Downtown Riverwalk Construction - Phase III	\$370,000	Dependent on funding
Bicycle Path Construction	\$550,000	Dependent on funding
300 Broadway Restoration Project	\$2,500,000	Dependent on funding
Splash Pad Construction	\$450,000	Dependent on funding
Marine City Beach Improvements and Lighting	\$21,000	Dependent on funding
King Road Park Parking Lot Paving	\$150,000	Dependent on funding
King Road Park Bike Racks, Cement Pads & Playground Improvements	\$30,000	Dependent on funding
Pecche Island Rear Range Lighthouse - Interior Repairs and Painting	\$50,000	Dependent on funding
Public/Private partnership or acquisition of property for transient boat dockage	\$500,000	Dependent on funding
Strategic acquisition of property for potential development of municipal park	TBD	Dependent on funding/timing

DRAFT

ATTACHMENT P – MARKETING PLAN

The 300 Broadway Public Gathering Space will have a strategic marketing plan that will include several outlets that will increase our online visibility and reach. We will have our own website, which would contain a calendar of events throughout the year. This will help increase our search engine optimization so that we are able to reach people outside of our community as well. Our website will include pages dedicated to all of the happenings inside 300 Broadway. This will include pages supporting the businesses and organizations located inside and will include information about additional offerings that are available at 300 Broadway.

In addition to the website, we will incorporate a social media strategy that will include a Facebook page dedicated to marketing the 300 Broadway Public Gathering Space to the local community and beyond. Having a strong presence on Google and Tripadvisor will increase our online awareness and help draw more visitors to our community. In addition, adding an email marketing plan will allow us to communicate with people that are interested in what we offer. By sending out regular emails, we will be able to increase attendance at the events and the overall exposure of our facilities and those businesses and organizations included inside.

The City of Marine City is a member of the Chamber of Commerce, and we will partner with their organization to be able to use their resources to market our community events and gathering space as well. Additionally, there are other outlets for advertising throughout the Blue Water Area, such as Discover the Blue, which has a wide reaching audience for its calendar of events that includes information for Marine City. This particular calendar received over 460,000 hits to this site. 300 Broadway Gathering Space's information and events will be listed here as well, further increasing our reach outside of our local community. Having 300 Broadway as a public gathering space will allow us to host larger events and partner with other organizations like the Anchor Bay and Macomb County Chamber of Commerce to continue to extend our reach and draw more visitors to Marine City.

There are already numerous community organizations holding heavily attended events at Heritage Square Park, which is located on the grounds of 300 Broadway. Currently, these annual events take place outdoors during the warmer seasons and are often weather dependent, with the completion of this Public Gathering Space, these organizations will have a backup plan for inclement weather and be able to hold events year-round, increasing exposure and revenue.

We will partner with these organizations to support their marketing efforts through our website, and social media accounts increasing the audience and reach. Co-promoting these events will give optimal exposure, thus broadening awareness of the 300 Broadway Public Gather Space.



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Constitution Hall – 525 W. Allegan - Lansing, Michigan 48933
Toll-Free 866-813-0011 • www.michigan.gov/lcc

Updated February 17, 2023

Local Governmental Units That Have Established Social Districts

The following is an ongoing list of local governmental units (city, village, township, county) that have established a Social District under MCL 436.1551.

Allegan County

- Allegan City
- Douglas City
- Fennville City
- Otsego City
- Saugatuck City
- Wayland City

Alpena County

- Alpena City

Antrim County

- Central Lake Village

Barry County

- Hastings City

Branch County

- Coldwater City

Bay County

- Bay City

Berrien County

- Bridgman City
- Buchanan City
- Niles City
- St. Joseph City

Calhoun County

- Battle Creek City
- Marshall City

Charlevoix County

- Boyne City
- East Jordan City
- St. James Township

Crawford County

- Grayling City

Emmet County

- Petoskey City

Ingham County

- Lansing City
- Leslie City
- Webberville Village

Iosco County

- Oscoda Township

Jackson County

- Jackson City

Kalamazoo County

- Kalamazoo City
- Vicksburg Village

Kent County

- Ada Township
- Cedar Springs City
- Grand Rapids City
- Grandville City
- Lowell City
- Rockford City
- Sparta Village

Lapeer County

- Lapeer City

Lenawee County

- Adrian City
- Clinton Village
- Morenci City
- Tecumseh City

Livingston County

- Brighton City
- Howell City

Macomb County

- Center Line City
- Mt. Clemens City
- New Baltimore City
- St. Clair Shores City

Manistee County

- Manistee City

Marquette County

- Negaunee City



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Updated February 17, 2023

Local Governmental Units That Have Established Social Districts

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Mason County

- Ludington City
- Scottville City

Midland County

- Midland City

Monroe County

- Dundee Village
- Monroe City

Montcalm County

- Greenville City

Muskegon County

- Montague City
- Muskegon City
- Whitehall City

Newaygo County

- Newaygo City

Oakland County

- Clarkston City
- Clawson City
- Farmington City
- Ferndale City
- Holly Village
- Lake Orion Village
- Novi City
- Oak Park City
- Oxford Village
- Pontiac City
- Royal Oak City
- Wixom City

Oceana County

- Hart City

Osceola County

- Reed City

Otsego County

- Gaylord City

Ottawa County

- Coopersville City
- Grand Haven City
- Holland City
- Spring Lake Village
- Zeeland City

Schoolcraft County

- Manistique City

Shiawassee County

- Owosso City

St. Clair County

- Port Huron City

St. Joseph County

- Sturgis City
- Three Rivers City

Van Buren County

- Lawton Village
- South Haven City

Washtenaw County

- Ann Arbor City
- Chelsea City
- Dexter City
- Manchester Village
- Milan City

Wayne County

- Belleville City
- Dearborn City
- Grosse Pointe City
- Grosse Pointe Park City
- Northville City
- Trenton City
- Wyandotte City

Wexford County

- Cadillac City

12a

March 20, 2023

Mayor Vandebossche, City Commissioners,

At its last meeting on March 13, 2023 the members of the Planning Commission voted to recommend that the City contract with McKenna for the City's Master Plan and Recreation Plan updates. Their fee for this project is \$40,000 and will take 9-10 months for completion.

Four companies responded to our RFP, two of which were interviewed by the Planning Commission prior to making the above decision. McKenna was judged to meet the needs of the project in terms of their stated plan of work, experience and especially their people skills.

For the Planning Commission,

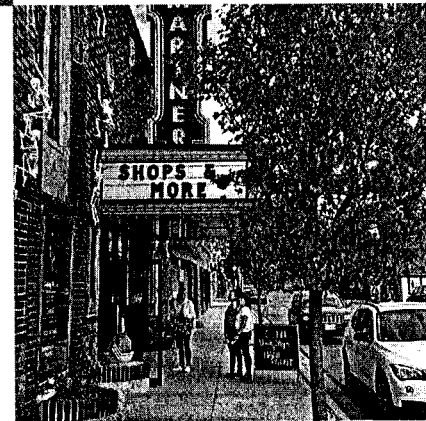
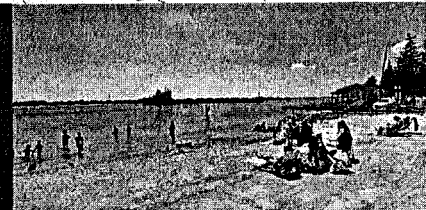
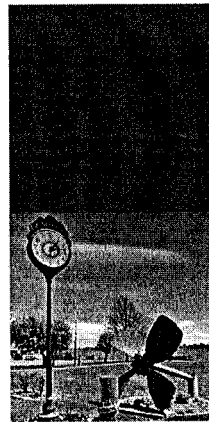
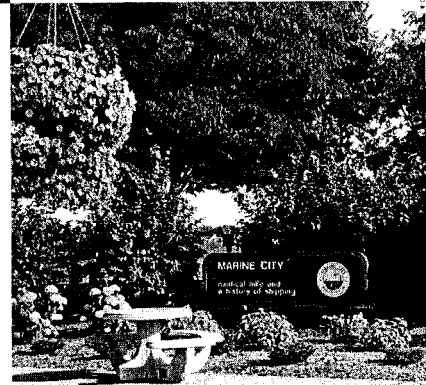
Joe Moran, Chairman

MCKENNA

PROPOSAL TO PREPARE

Master Plan Update Parks & Recreation Plan Update

MARINE CITY, MICHIGAN



DECEMBER 28, 2022

Communities for real life.



MCKENNA

December 28, 2022

Holly Tatman
City Manager
City of Marine City
Clerk's Office
260 South Parker Street
Marine City, MI 48039

Subject: Marine City Master Plan & Parks and Recreation Update

Dear Ms. Tatman,

McKenna is pleased to submit our proposal to partner with the City of Marine City on its Master Plan and Parks and Recreation Updates to better fit the City's current needs and comply with the requirements of the Redevelopment Ready Community™ program. This important endeavor is an opportunity to stimulate development in Marine City and we are incredibly excited about the opportunity to work with the City through this process. You can expect our work to honor components of the existing 2021-2025 Master Plan and Parks and Recreation plan and reflect the community's desired direction for the future, while complying with the requirements for the Redevelopment Ready Community certification process. We believe you'll find our team to be the most qualified, passionate, and forward-thinking when it comes to planning for economic development, housing, historic preservation, building design standards, coastal resilience and climate planning, preservation of natural resources, and park and recreation opportunities.

Located on the banks of the St. Clair and Belle rivers near Lake Huron, Marine City is surrounded by Michigan's bounty of natural beauty. Being a waterfront community, Marine City has tremendous advantage in its natural resources and appeal. Its traditional downtown district with historic buildings along with its surrounding leafy residential blocks is an attribute that is in demand among families and a talented workforce. Enhancing the walkability and housing stock will further enhance the City's appeal to residents and visitors. Marine City can leverage these assets to continually improve quality of life for both current and future residents far into the future.

McKenna's robust approach at collaborative community planning will greatly contribute to the revision of the current vision and goals. We host exciting engagement opportunities with residents, community leaders, and stakeholders to share their hopes and dreams for their community.

The comprehensive revision to the Master Plan will include the following elements that comply with the Redevelopment Ready Community (RRC) Certified as well as meet the City's need and be resilient to future changes. In addition to the Parks and Recreation Plan, the Master Plan will include the following topics:

- A. Redevelopment Strategy, including the identification of Redevelopment Ready Sites™
- B. Economic Development and Marketing Strategy
- C. Connectivity and Walkability Analysis
- D. Housing and Aging in Place
- E. Climate and Energy Planning

The inclusion of a Redevelopment Strategy and Economic Development and Marketing Strategy will be essential to setting a roadmap for attracting development that coincides with the City's vision. As a part of the strategies and parks and recreation plan we intend to include ways to collaborate with the Michigan Department of Natural

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

☎ 248.596.0920
☎ 248.596.0930
MCKA.COM

Communities for real life.



Resources and St Clair County will help the City strengthen links between the marina, downtown, and outlying areas of the City. The addition of sections on Housing, Aging in Place, Climate and Energy Planning will help to protect the health and wellbeing of residents as well as prepare the City for changes in the demographics and environmental factors in the area.

Focus on New Opportunities

McKenna is Michigan's leading planning and design firm and has decades of experience creating forward-thinking and innovative plans that lead to actionable change. We work with private sector market realities and manage complex municipal redevelopment projects – public acquisition, demolition, grants and other funding, urban design, marketing, and disposition – and are continuously implementing smart redevelopment principles for communities across the Midwest.

Brigitte Smith will serve as Project Manager, leading our team and being responsible for strategic direction to complete the project within 10 months and maintain the budget. Brigitte will be supported by Senior Principal Planner **Laura Haw, AICP**, **Nani Wolf**, **Andrew Littman**, Senior Principal Planner and GIS Manager **Brian Keeseey, AICP** and Art Director **Carrie Leitner**.

Our team is interdisciplinary, and comprises experience and expertise in urban design, public engagement, coastal management, transportation and housing planning, zoning, mapping, and graphic design. We are prepared to leverage our skillsets through direct engagement with City stakeholders throughout the process by forming consensus and inspiring implementation. We propose to prepare the Master Plan with a focus on implementation to empower the City to maintain excellence while introducing new opportunities.

Why Our Team?

Our team has the right kind of experience and the proven approach Marine City needs to help work through this challenging yet rewarding process of updating City-wide long term plans and becoming Redevelopment Ready Certified. We know how to navigate complex processes in successful communities, learning what residents and stakeholders cherish about their communities and developing actionable plans that build upon these strengths and assets. Our years of experience working to prepare communities to be Redevelopment Ready or complete the requirements will greatly contribute to Marine City's efforts to be certified as well as attract re-development of key sites.

Together with the dedicated people and city administration of Marine City, we can create an exciting, implementable vision that will prepare the City to be RRC Certified and benefit current and future generations for years to come.

Thank you for considering our team; we look forward to discussing our approach in greater detail during a project interview.

Respectfully submitted,

McKENNA


John R. Jackson, AICP, NCI
President

PROPOSAL AND AWARD

The undersigned, having become thoroughly familiar with and understanding the entire proposal documents attached hereto, agrees to provide the services as specified herein, for the total fees as stipulated herein.

I hereby state that all of the information I have provided is true, accurate and complete. I hereby state that I have authority to submit this proposal, which will become a binding contract if accepted by the City of Marine City. I hereby state that I have not communicated with, nor accepted anything of value from, any official or employee of the City of Marine City that would tend to destroy or hinder free competition.

I hereby state that I have read, understand, and agree to be bound by all of the terms of this proposal document.



Signature

John R. Jackson, AICP

Type or Print Name

President
Title:

December 27, 2022

Date:

Company Name: McKenna

Address: 235 East Main Street, Suite 105

Contact Name: Brigitte Smith, Assistant Planner

Contact Phone:

Office: 248.596.0920

Cell: 313.657.5529

Contact E-mail: bsmith@mcka.com

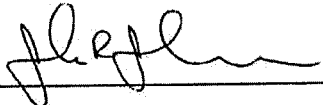
HOLD HARMLESS AND INDEMNITY

To the fullest extent permitted by law, the contractor/subcontractor expressly agrees to indemnify and hold the City of Marine City, its elected and appointed officials, employees and volunteers and others working on behalf of the City, harmless from and against all loss, cost, expense, damage, liability or claims, whether groundless or not, arising out of the bodily injury, sickness or disease (including death resulting at any time therefrom) which may be sustained or claimed by any person or persons, or the damage or destruction of any property, including the loss of use thereof, based on any act or omission, negligent or otherwise, of contractor/subcontractor or anyone acting in its behalf in connection with or incident to this contract or the work to be performed hereunder, except that the contractor/subcontractor shall not be responsible to the City on indemnity for damages caused by or resulting from the City's sole negligence; and the Contractor/subcontractor shall, at its own cost and expense, defend any such claim and any suit, action, or proceeding which may be commenced hereunder, and the Contractor/subcontractor shall pay any and all judgments which may be recovered in any such suit, action or proceeding, and any and all expense, including, but not limited to, costs attorneys' fees and settlement expenses which may be incurred therein. Contractor/subcontractor further expressly agrees that this Hold Harmless and Indemnity Agreement is controlling over and supersedes any and all inconsistent terms and/or provisions that may be contained in any of the other documents comprising this contract.

PLEASE PRINT:

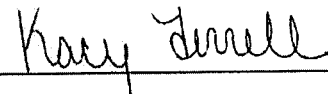
CONTRACTOR/SUBCONTRACTOR'S NAME: McKenna

AUTHORIZED REPRESENTATIVE: John R. Jackson

SIGNATURE: 

CONTRACTOR/SUBCONTRACTOR'S ADDRESS: 235 East Main Street, Suite 105, Northville, MI 48167

TELEPHONE NUMBER: 248.596.0920

WITNESS: 

DATE: December 27, 2022

EXAMPLES and REFERENCES

(For Comparable Projects Completed or In Progress within the Past Five Years)

COMMUNITY MASTER PLAN for SEE PROPOSAL – PAGE 26
Municipality

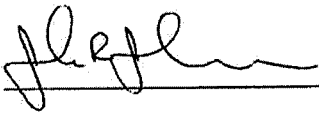
Include example or provide link to project: _____

CONTACT: _____
Name Phone Number

PARKS AND RECREATION PLAN for: SEE PROPOSAL – PAGE 25
Municipality

Include example or provide link to project: _____

CONTACT: _____
Name Phone Number

BIDDER'S SIGNATURE:  DATE: December 27, 2022

COMPANY: McKenna

LEGAL STATUS OF BIDDER

Bidder shall fill out the appropriate section and strike out the other three:

A CORPORATION

State in which incorporated: Michigan

Date of incorporation: May 2, 1978

Names of persons signing Proposal: John R. Jackson

Titles of persons signing Proposal: President

Addresses of signer(s): 235 East Main Street, Suite 105, Northville, MI 48167

LIMITED LIABILITY COMPANY

State in which organized: _____

Date of organization: _____

Name of persons signing Proposal: _____

Titles of persons signing Proposal: _____

Addresses of signer(s): _____

PARTNERSHIP

Names of Partners

Addresses

AN INDIVIDUAL

Official Name

Assumed Name, if applicable and where registered.

**THIS AFFIDAVIT SHALL BE SUBMITTED WITH
AND MADE A PART OF EACH AND EVERY BID
PROPOSAL TO THE CITY OF MARINE CITY**

NON-COLLUSIVE AFFIDAVIT

STATE OF MICHIGAN)
) SS
COUNTY OF SAINT CLAIR)

John R. Jackson, BEING DULY SWORN, deposes and says that:

1. The bid has been arrived at by the bidder independently and has been submitted without collusion with, and without any agreement, understanding, or planned common course of action with, any other vendor of materials, supplies, equipment, or services described in the invitation to bid, designed to limit independent bidding or competition, and

2. The contents of the bid have been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid, and will not be communicated to any such person prior to the official opening of the bid.

SIGNATURE OF BIDDER

John R. Jackson

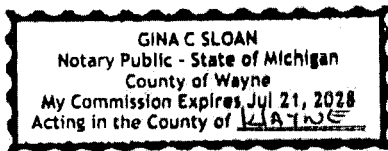
PRINTED NAME

President

TITLE

Subscribed and sworn to before me this 27 day of December, 2202, a notary public in and for said county.

Gina C Sloan, Notary Public
WAYNE County, Michigan
My Commission Expires: 7/21/28



**CERTIFICATION REGARDING
DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

- (1) Are not presently debarred, suspended, proposed for debarment, and declared ineligible, or voluntarily excluded from participation in transactions under any non-procurement programs by any federal, state or local agency.

- (2) Have not, within the three year period preceding, had one or more public transactions (federal, state, or local) terminated for cause or default; and

- (3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:
 - (a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local), or a procurement contract under such a public transaction;
 - (b) For the violation of federal, or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or
 - (c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award.

I am able to certify to the above statements.

McKenna
Name of Agency/Company/Firm *(Please Print)*

John R. Jackson, AICP, President
Name and title of authorized representative *(Please Print)*


Signature of authorized representative

December 27, 2022
Date

I am unable to certify to the above statements. Attached is my explanation.

CITY of MARINE CITY INSURANCE REQUIREMENTS

The contractor/subcontractor shall not commence work under this contract until he has obtained the insurance required within this contract. All insurance coverage shall be with issuance carriers acceptable to the City of Marine City. If any insurance is written with a deductible or self-insured retention, the contractor/subcontractor shall be solely responsible for said deductible or self-insured retention. The purchase of insurance and the furnishing of a certificate of insurance shall not be a satisfaction of the contractor/subcontractor's indemnification of the City of Marine City. The contractor/subcontractor is responsible to meet all MIOSHA requirements for on-the-job safety. The contractor/subcontractor and his subcontractor/subcontractor shall procure and maintain during the life of this contract for the following coverage:

- a. Workers Compensation Insurance in accordance with all applicable statutes of the State of Michigan. Coverage shall include Employers Liability Coverage.
- b. Commercial General Liability Insurance on an "Occurrence" basis with limits of liability not less than \$1,000,000.00 (as stated above level of hazard) per occurrence and/or aggregate combined single limit, Personal Injury, Bodily Injury, and Property Damage.
- c. Motor Vehicle Liability Coverage, including Michigan No-Fault Coverage with limits of liability not less than \$500,000.00 per occurrence combined single limit bodily injury and property damage for all vehicles used in the performance of the contract. The City reserves the right to require specific limits of coverage if the contract involves the use of a motor vehicle for other than transportation to the work site.
- d. Additional Insured. Commercial General Liability Insurance as described above shall include an endorsement stating the following shall be an additional insured: **"The City of Marine City, including all elected and appointed officials and employees and all other individuals working on behalf of the City are named as additional insured and said coverage shall be considered to be the primary coverage rather than any policies and insurance or self-insurance retention owned or maintained by the City of Marine City."**
- e. Cancellation Notice. Workers Compensation Insurance, Commercial General Liability Insurance, and Motor Vehicle Liability Insurance as described above shall include an endorsement stating that thirty (30) days advance written notice of cancellation, non-renewal, reduction and/or material change shall be sent to:

City of Marine City
Holly Tatman, City Manager
260 South Parker Street
Marine City, MI 48039

- f. Professional Liability, where applicable.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/27/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Professional Concepts Insurance Agency, Inc. 1127 South Old US Highway 23 Brighton MI 48114-9861	CONTACT NAME: Certs@pciaonline.com PHONE (A/C No, Ext): (800) 969-4041 FAX (A/C, No): (800) 969-4081 E-MAIL ADDRESS: Certs@pciaonline.com	
	INSURER(S) AFFORDING COVERAGE INSURER A: XL Specialty Ins. Co. NAIC # 37885 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER: 22-23 Connie Watts** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INBR LTR	TYPE OF INSURANCE	ADOL INSD	SUBR WVR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E L EACH ACCIDENT \$ E L DISEASE - EA EMPLOYEE \$ E L DISEASE - POLICY LIMIT \$
A	Professional Liability			DPR5004469	10/1/2022	10/1/2023	Per Claim \$ 1,000,000 Ann Aggregate \$ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER For Informational Purposes Only	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Mike Cosgrove/SUNNY <i>Michael Cosgrove</i>

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ACORD 25 (2014/01)
INS025 (201401)

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/4/2022

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IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER McNish Group, Inc. 26622 Woodward Ave. Ste 200 Royal Oak MI 48067	CONTACT NAME: certs@mcnish.com PHONE (A/C, No, Ext): 248-544-4800 FAX (A/C, No): 248-544-4801 E-MAIL ADDRESS: certs@mcnish.com														
INSURED McKenna Associates, Inc. 235 E Main St. Ste. 105 Northville MI 48167-2499	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A: The Hartford</td> <td></td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: The Hartford		INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A: The Hartford															
INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES **CERTIFICATE NUMBER: 1770571556** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR (NSP, WXP)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		35SBRU2022	1/1/2022	1/1/2023	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COM/PROP AGG \$ 4,000,000 \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		35SBRU2022	1/1/2022	1/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTIONS 10,000		35SBRU2022	1/1/2022	1/1/2023	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
A	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	35WECPN2013	1/1/2022	1/1/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E L EACH ACCIDENT \$ 1,000,000 E L DISEASE - EA EMPLOYEE \$ 1,000,000 E L DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER SAMPLE CERTIFICATE 235 E. Main St Northville MI 48167	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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Master Plan Update Parks & Recreation Plan Update

MARINE CITY, ST. CLAIR COUNTY, MICHIGAN

December 28, 2022

MCKENNA
235 East Main Street
Suite 105
Northville, MI 48167
O 248.596.0920
F 248.596.0930
E info@mcka.com
MCKA.COM

MCKENNA

Communities for real life.

Table of Contents

Title Page
Cover Letter
Table of Contents

Master Plan Update Parks & Recreation Plan Update1
Executive Summary3
Firm Profile4
Areas of Service5
Scope of Work6
Relevant Parks Planning Experience13
Timeframe Flow Chart - Tentative14
Project Team15
Project Team Organizational Chart16
Team Resumes17
Parks References25
Redevelopment Ready Community References26
Fee Proposal27

Executive Summary



Marine City, Michigan, seeks to update their 2021-2025 Master Plan and Parks & Recreation Plan to better fit the City's needs and be in compliance with the MEDC Redevelopment Ready Community certificate requirements. At McKenna, we have over 44 years of history helping communities, both big and small, with creating and implementing master plan and recreation plan projects. We're here to help!

PROJECT TEAM

Professionals assigned to provide services:

- Have experience in Planning, Zoning Administration, Housing & Retail Analysis, Aging in Place, Economic and Downtown Development, Transportation Planning, Waterfront Planning, Urban Design, Streetscaping and many other fields.
- Have experience helping communities create their own community vision.
- Are skilled and dedicated to understanding the specific needs of the Marine City.
- Create attractive, graphically rich reports, renderings, and materials.
- Provide extensive expertise in spatial analysis and GIS mapping.

PROPOSAL FEE

Master Plan Update and Parks & Recreation Base Fee: \$40,000, which includes the services and deliverables in the attached scope of work. McKenna is excited about the prospect of working with you.

SCHEDULE

Completion within 9-10 months of contract execution (April to December anticipated).

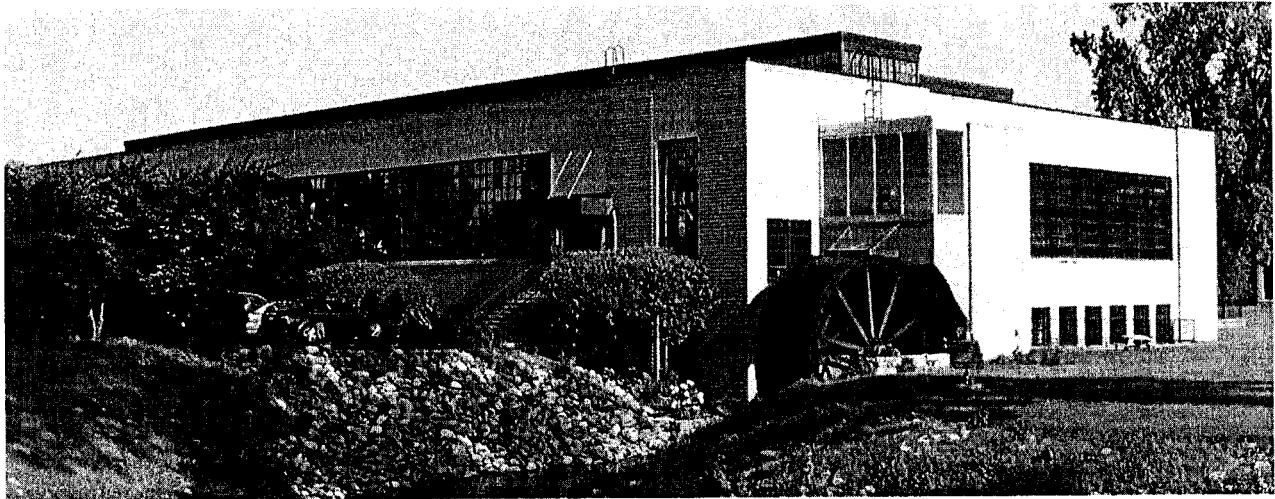
MEETINGS

Our team will prepare for and attend the following meetings:

- Kickoff Meeting with City Leadership
- 1 Community Open House
- 2-3 Roundtable Sessions, including a Parks and Recreation Specific Session
- 1 Draft Review Meetings with the Planning Commission or City Leadership
- Planning Commission Recommendation for Distribution
- City Commission Approval for Distribution
- Planning Commission Public Hearing
- City Commission Board Adoption

Additional meetings requested by the City will be invoiced hourly at the rates included in this proposal.

Firm Profile



McKenna's workspaces reflect McKenna's commitment to our people, our communities, sustainable design, and the rich technology heritage of the Midwest.

McKenna's team of talented planning, design, and building professionals help municipal leaders develop and maintain communities for real life. From street festivals, neighborhood parks, and storefronts, to parking spots, coffee shops, and farmers' markets, we want your community to thrive. McKenna provides planning, zoning, building, landscape architecture, community and economic development, and urban design assistance to cities, villages, townships, counties, and regional agencies, as well as select private clients, based on skilled and effective public engagement. Our success can be measured by the built improvements to hundreds of McKenna client communities, and by our 44-year record of client satisfaction and on-time, on-budget delivery.

McKenna currently provides project services to more than 85 communities and private land investors in the Midwest. Anticipating and responding to change is a major distinction of McKenna's practice. Our innovation and depth of experience is a resource for public and private decision-makers; we are a corporation of 30-plus planners, building code experts, urban designers, and landscape architects formed under the laws of Michigan on May 2, 1978.

HEADQUARTERS

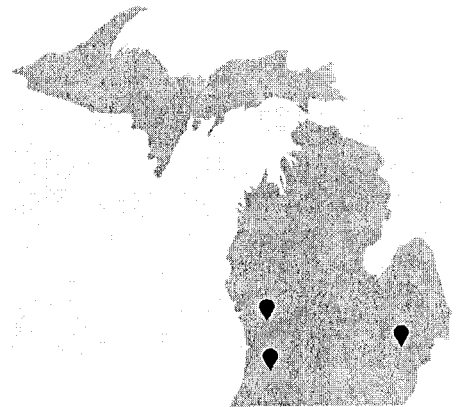
235 East Main Street
Suite 105
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O 248.596.0920
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GRAND RAPIDS

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6th Floor, Suite B
Grand Rapids, MI 49503
O 616.226.6375
F 248.596.0930
E info@mcka.com

KALAMAZOO

151 South Rose Street
Suite 920
Kalamazoo, MI 49007
O 269.382.4443
F 248.596.0930
E info@mcka.com



MCKA.COM

Areas of Service

Community Planning

- Master Plans (Cities, Villages, Townships, Counties and Regions)
- Neighborhood Preservation Plans
- Redevelopment Plans
- Corridor Plans
- Downtown Plans
- Growth Management Plans
- Park and Recreation Plans
- Capital Improvements Programs
- Community and Fiscal Impact Analysis
- Waterfront Planning
- Open Space Planning
- Historic Preservation Plans
- Transportation and Parking Plans
- GIS Analysis and Alternative Testing
- Access Management

Economic Development

- Public/Private Partnerships
- Brownfield Redevelopment Planning
- Downtown Redevelopment Action Plans
- Corridor Redevelopment
- Tax Increment Finance Plans
- Grant Applications
- Redevelopment Project Management
- Market Studies: Retail, Commercial, Residential, Industrial, Institutional
- Redevelopment Financing Assistance
- Land Assembly/Eminent Domain Assistance

Building Department Administration

- Zoning Administration
- Building Code and Zoning Enforcement
- Building Inspection
- Electrical, Mechanical and Plumbing Inspections
- Property Maintenance and Housing Inspection
- Landscape Construction Observation
- Code Enforcement
- Compliance with State
- Department Management Plans

Parks and Recreation

- Parks and Recreation Master Plans
- Park Design (neighborhood, community, regional)
- Ball Field Planning and Design
- Park and Recreation Facilities Design
- Bikeway and Trail Planning and Design
- Grant Applications
- Public Participation
- Universal and ADA Accessibility
- Park and Recreation Furnishings

Public Participation (NCI Certified)

- Charrettes
- Hands-on Workshops
- Focus Groups
- Roundtable Discussions
- Surveys (telephone, online, direct mail)
- Public Hearings
- Open Houses
- Interactive Citizen Advisory Committees
- Youth Outreach
- Community Walks and Bike Rides
- Pop-Up / Storefront Workshops
- Consensus Building
- Participatory Decision-Making
- Interviews (one-on-one, intercept)
- Community Preference Surveys

Sustainability Plans

- Sustainability Indicators Analysis, Evaluation Criteria, and Program Improvements
- Develop Neighborhood Stabilization Plans
- Green Infrastructure Plan for Community's Public Property
- Walkable/Bikeable Audits and Implementation Plans
- Community Master Plan, Strategic Plan, or Capital Improvement Plan
- Plan for Low Impact Development (LID) Components
- Local Planning and Zoning
- Access Management Plans for Transportation Corridors

Landscape Architecture

- Residential Development Plans (single family detached/attached; multi-family, elderly, mixed use, townhouses) Conventional & Cluster
- Site Analysis and Design
- Site Layout and Planning
- Construction Drawings and Construction Observation
- Landscape Architecture (MSHDA-approved)
- Arborist Services (tree surveys and maintenance plans)
- Greenways and Trail Planning and Design
- Native Plant Landscapes
- Wayfinding, Signs, and Interpretive Stations
- Environmental Performance Standards
- Public Art Development
- Public Space Design – Greenways, Bikeways, Streetscapes
- Wetlands, Woodlands, Groundwater, Aesthetic, and Vista Protection Regulations
- Sustainable Landscape Design

Scope of Work



Our plan will honor and include elements of the recent Marine City Master Plan 2021-2025 that are important to the City and its residents, such as the Existing Land Use/Zoning Map, while advancing the plan to incorporate elements necessary to pursue to Michigan Economic Development Corporation’s Redevelopment Ready Community™ program.

On the following pages, please find detailed descriptions of the processes for updating Marine City’s Master Plan.

MASTER PLAN/COMPREHENSIVE LAND USE PLAN

We have designed the following work plan to update the Master Plan in an implementation-focused manner. The Master Plan process will include the following steps:

Task 1 – Community Profile and 2020 Census Data: Revise the Community Profile of the current 2021-2025 Master Plan to include and potentially update necessary relevant information. This information will include, but is not limited to, data from the US Census 2020, the Census Bureau’s sampling-based American Community Survey, and other data sources, such as ESRI.

Task 2 – Redevelopment and Economic Development Analysis: Review the Existing Land Use patterns and identify key commercial and/or industrial parcels ripe for re-development that will be a catalyst for further private investment in the City. This analysis may establish or re-configure neighborhoods or districts, such as the Downtown District or the Attainable Housing District (recently signed into law), to better attract residential and commercial development, while maintaining a thriving business district.

Task 3 – Circulation and Walkability Analysis: This section analyzes existing circulation patterns within Marine City to provide recommendations on how to further enhance non-motorized transportation options by connecting the west and east sides of the City. This analysis may include elements of how to better connect the marina, downtown, and outlying areas of the City. It will also evaluate trail connectivity, such as the bridge to bay trail, as well as residents’ ability to access amenities in the surrounding areas of St. Clair County. In addition, the State now requires Master Plans to include a plan for “Complete Streets.” The Complete Streets philosophy states that roads should be safe and efficient for all users, not just automobiles. McKenna has helped communities craft

Complete Streets plans that reflect all types of density and traffic patterns. This section of the plan is important to update to ensure compliance with the State and to continue to improve quality of life in the town by ensuring there are transportation options that are safe and efficient.

Task 4 – Housing Analysis: The housing analysis will identify both key residential design elements, such as façade materials and features, that epitomize the historic look of the City and gaps in the housing stock, such as Missing Middle Housing. Establishing design elements critical to the character will allow for multi-family units and new housing development to fit seamlessly into the neighborhood while strengthening the existing single-family residential character of the City.

Task 5 – Natural Resources Analysis: We will create Natural Features (flood plains, wetlands, soils, etc.) chapter for the plan, based on GIS data and local knowledge, to preserve the natural resources of Marine City and potentially allow for greater recreational opportunities.

Task 6 – Public Engagement: The following public engagement types are proposed for consideration. These engagement types can be modified to fit the needs of Marine City:

- **Online and Paper Survey.** McKenna will administer an online survey through Survey Monkey regarding planning and development topics. McKenna will provide a survey link for the City to place on its website and will work with staff to facilitate paper copies of the survey.
- **Field Day.** McKenna has extensive experience hosting public engagement sessions. This half-day pop-up would occur during an existing community event, such as a farmer's market or mid-summer art fair. Discussions will cover Strengths, Weaknesses, Opportunities, and Threats (SWOT) for the City. There will also be interactive exercises focuses on (1) defining the Downtown District, (2) pinpointing Housing Designs, (3) a Map Activity to identify points to improve connectivity and park spaces. The specific topics can change based on the analysis and feedback from City Administration.
- **Roundtables.** Roundtables allow for more topic specific conversations. We propose one (1) to focus on Parks and Recreation as well as the Marina and another (2) to engage with the Business Community. We are open to adjusting the focus of the roundtables once we establish the most important issues with the City.



Task 7 – Goals and Objectives: McKenna will work with the Planning Commission, Parks and Recreation Commission, and City Commission to create a list of Goals and Objectives. This chapter is an integral part of the Master Plan. Goals and objectives guide communities in their decisions on land use development and preservation. The goals will create a city-wide vision. Objectives focus on achievable and measurable outcomes on how to execute the stated goals. McKenna will work with City staff, board and commission members and any other persons/groups of interest to set up Marine City for continued success.

Task 8 – Strategy Plans:

- **Redevelopment:** Our team has vital experience guiding other cities to be Redevelopment Ready certified and working with City Leadership to identify priorities for redevelopment. This chapter will identify at least 3 redevelopment sites and/or districts. Recommendations for development incentives for each site/district may be included as well. In addition, there will be an action plan and steps to implement the re-development priorities. The timeline for the action plan will be included in Task 10 described below.
- **Economic Development and Marketing:** Based on input from the open house, roundtable, and conversations with City staff, McKenna can formulate a strategy to attract more businesses, local and regional consumers, and real estate development to Marine City. McKenna's talented team can set a roadmap to guide the future marketing campaign that coincides with the overarching goals of this chapter and the Master Plan as a whole. A strategy and brand can be created for the new marina as well. Guidance on coordinating with neighboring municipalities and the region at large may be included, if applicable.
- **Housing and Aging in Place:** Based on our analysis, our team can propose design standards and zoning reforms to encourage a variety of new, high-quality housing types that maintain and strengthen the existing residential character of the City. This strategy will also include key elements of Aging in Place to support an aging population to retain residents and uphold a high-quality of life for senior citizens.
- **Climate Action and Energy Resiliency:** Part of the future land use plan will include components that discuss the potential of wind and solar facilities within the City as well as pinpoint ideal EV Charger stations that supports the business district and attracts visitors. This section of the future land use plan will include broad overviews of have to plan for such facilities, should the City seek to incorporate these industries and EV chargers within its borders. In addition, this section will also provide planning policies that focus on waterfront living: how to preserve the natural features of Marine City, while allowing for continued growth around the waterfronts. It will also discuss stormwater management and incorporate low impact development into streetscape design and future land use planning. Incorporating this section will prepare Marine City to apply for upcoming federal and state funding opportunities that focus on climate and sustainability.

Task 9 – Future Land Use Plan: A future land use plan is a representative of a preferred future of how the community would like to grow. The Future Land Use Plan will include recommendations on how development will be carried out within the City, such as transit oriented development. McKenna will create a Future Land Use plan that focuses on the priorities of Marine City and the public responses received during engagement activities. Additionally, we propose to touch on surrounding communities' development patterns and how those could impact the City. By reviewing adjacent communities, the Future Land Use Plan can encourage or mitigate possible impacts from neighboring development. This task will also focus on how and where future development should occur, which will contribute to the Redevelopment Strategy section of the plan.

Task 10 – Revisions to the Zoning Plan: The Zoning Ordinance is the most effective method for implementing the Master Plan. If the zoning and plan do not align, new development will not achieve the established objectives or long-range strategic plan. McKenna will work with Marine City leaders and staff to identify areas where future zoning changes may be made and reflect that on the Future Land Use Map. Then, we will prepare the revisions to the newly adopted Zoning Ordinance Plan. The zoning recommendations may pertain to housing, transportation, sustainability, preservation, and more. We will also incorporate applicable elements from the various public engagement sessions to ensure that the future zoning changes are reflective of the community's drive and vision for the future of Marine City.

Task 11 – Implementation/Action Plan: The Plan will include an implementation section, creating a “roadmap” to help the City accomplish the priorities in the Master Plan, including the redevelopment strategy. This section will also connect the Master Plan to the Capital Improvements Plan. The purpose of the implementation section is to provide a concise list of projects that the City should pursue over the life of the plan. The implementation strategy will also include a “Zoning Plan,” which will outline recommended specific polices for updating the Zoning Ordinance to bring the plan into reality.

ECONOMIC DEVELOPMENT								
PROJECT	PRIORITY	TIMEFRAME	RESPONSIBILITY			FUNDING		
			TOWNSHIP	OTHER GOVT	PRIVATE	PUBLIC	PRIVATE	TIF
Create a DDA to oversee the re-development of the LaPlaisance area into an industrial park and walkable commercial/retail center.	A	1	TB	DDA	MCK/A	•		•
Collaborate with the City of Monroe and Frenchtown Charter Township to create multi-jurisdictional Corridor Improvement Authorities for Telegraph and Monroe/Dixe.	A	2	TB	COM FCT	MCK/A	•		•
Develop and promote Downtown events and activities.	B	3	TB		BO	•	•	
Create a façade program to fund building façade improvements to buildings along major corridors.	C	4	TB	DDA	MCK/A	•		•

ZONING AND LAND USE								
PROJECT	PRIORITY	TIMEFRAME	RESPONSIBILITY			FUNDING		
			TOWNSHIP	OTHER GOVT	PRIVATE	PUBLIC	PRIVATE	TIF
Create new zoning districts for the LaPlaisance Core Commercial and Commercial Recreation FLU categories.	A	1	PC TB		MCK/A	•		•
Evaluate the signage standards in the Zoning Ordinance to ensure they still meet Township goals.	A	1	PC TB		MCK/A	•		
Evaluate the landscaping standards in the Zoning Ordinance to ensure they still meet Township goals.	A	1	PC TB		MCK/A	•		
Update the Zoning Map to be consistent with the Future Land Use Map, especially inside the LaPlaisance Corridor Plan boundary.	A	1	PC TB		MCK/A	•		
Evaluate the Mixed Use zoning district to ensure that it effectively enforces the vision for the Mixed Use FLU category.	B	2	TB PC		MCK/A	•		
Limit further commercial rezoning along Telegraph Road and South Dixie Highway unless the applicant can demonstrate a clear need.	C	4	PC TB		MCK/B	•		
Adopt an amendment to the Zoning Ordinance that encourages the protection of tree stands in the Township and requires replacement of trees when they are damaged or destroyed by development.	C	4	PC TB		MCK/A	•		

Task 12 – Adoption: McKenna will assist the City with the adoption process under the Michigan Planning Enabling Act (PA 33 of 2008).

- **Distribution of Draft Plan.** After the final draft is completed, the Planning Commission must approve it to be distributed to the surrounding jurisdictions, St Clair County, and other entities for comment as required by State law. The draft plan must also be available for public review for 63 days prior to adoption.
- **Final Revisions.** Upon conclusion of the state-mandated review and comment periods for the noticed entities, McKenna will review all comments submitted to it by the City and, if deemed necessary by the Planning Commission, make one set of modifications to the draft Plan.
- **Final Review, Public Hearing, and Adoption.** McKenna will attend the required public hearing in front of the Planning Commission, explain the Plan to the public, and assist with adoption by the City Commission.
- **Final Document.** Subsequent to adoption, McKenna will provide an electronic copy of the final document via email. The digital version of the Plan, including all text, images and graphics will be provided in PDF format. We will retain the Word version of the plan for future updates. Additional printed and bound copies of the final document will be provided upon request, at McKenna’s quoted costs.

MCKENNA'S PARK PLANNING APPROACH

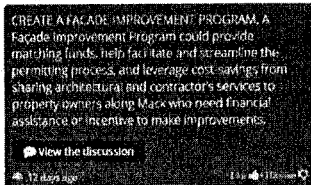
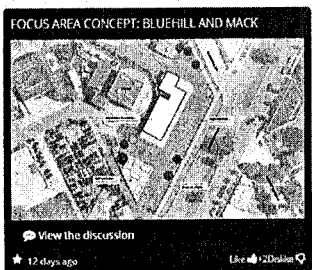
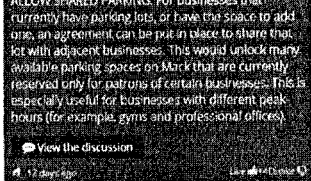
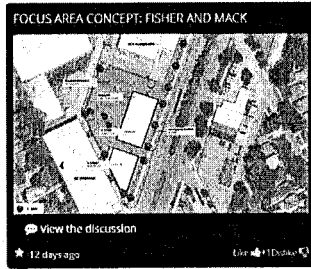
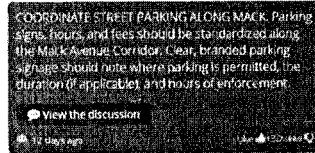
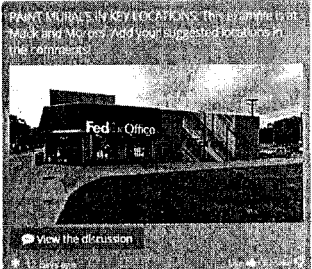
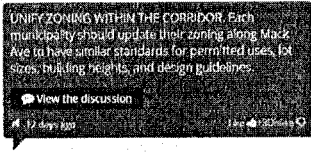
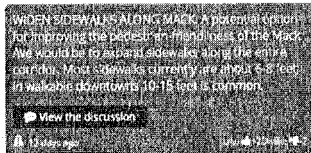
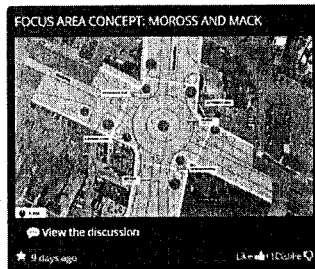
McKenna has ample experience working with communities on updating their Parks and Recreation Master Plan. McKenna offers the following proposal in addition to Master Plan Update.

We will ensure that the plan is complete, adopted, and submitted to MDNR, along with all required supplemental paperwork. The MDNR provides specific guidelines on PRMP preparation and required elements, McKenna will ensure the final product satisfies state requirements for grant eligibility. Once complete, the updated Parks & Recreation Master Plan (PRMP) will be a guide for future parks and recreation improvements and make Marine City eligible to apply for future Michigan Department of Natural Resources (MDNR) grants. We anticipate the PRMP process to take six (6) to eight (8) months alongside the Master Plan; however, this timeline can be amended to fit Marine City needs.

Recognizing the opportunity to develop a visionary long-range document along with the importance of creating plans yielding actionable results, McKenna proposes the following work plan:

Public Engagement

2023 is an advantageous year for the Parks update, because the Master Plan update is already underway. As such, the engagement events and activities associated with the Master Plan can be used to obtain information for the Parks and Recreation and can help satisfy the MDNR's public engagement requirements. Additionally, we can dedicate one of the roundtables to focus on parks and recreation specifically.



Plan Development Tasks

In addition to satisfying MDNR PRMP requirements, McKenna will incorporate parks and open space planning items from the Master Plan and Marine City's capital budget for inclusion in this document. McKenna proposes the following tasks to meet MDNR requirements:

- 1) **Introduction.** McKenna will update the document narrative to reflect Marine City's current trends and goals for the parks and recreation system and document the planning process as required by MDNR. McKenna will also revise the description and location of the demographic, economic and physical characteristics from the 2021-2025 plan, which will be completed during the Master Plan process. This section will inform the reader on how these characteristics affect parks and recreation within the City and the surrounding communities.
- 2) **Description of the Planning Process and Public Input.** The plan will include a detailed overview of the process undertaken for the Recreation Plan update. This will include documentation of all the public input efforts by the City (including the ongoing Public Survey) as required by the State of Michigan.
- 3) **Parks Inventory Assessment.** A major component of every PRMP is the recreation inventory. An accurate recreation inventory represents existing park assets and provides a "snapshot" of the City's recreational amenities. McKenna will perform a site visit to catalog and take pictures of existing parks and recreation features to document any changes within the past two years. The inventory will consist of both a text description of the facilities (name, length or area, recreation purpose, service area and support facilities) and a map illustrating their geographic distribution. This map will show the locations and service areas of all parks and recreation facilities in and around the City. Based on the service area and available land, McKenna will propose sites to acquire to better service residents and offer a variety of recreation activities that are accessible to residents. Consideration will be given to the Marina to identify and assess opportunities to strengthen connectivity between the marina, the downtown, and outlying areas of the City. We will also include the grant inventory and evaluate facilities for accessibility, as mandated by MDNR.
- 4) **Administrative Structure.** The plan will include an organizational flowchart of the administration of parks and recreation facilities in Marine City.
- 5) **Goals and Objectives.** After completion of the community description and inventory, McKenna will revise the Plan's goals and objectives for review with the Parks and Recreation Department and City leadership. A description of the methodology used to create these goals and objectives will be described.
- 6) **Action Plan and Parks Capital Improvement Program (CIP).** McKenna will work with the staff to create an action plan of recreation projects to be implemented over the next five years. It will reflect the City's current budget and recommendations for future budgets including identification of viable funding sources. The Parks CIP will be portrayed in table form and will include the following information, at a minimum and as necessary:
 - Project description,
 - Project location,
 - Budget with cost estimates and method of funding,
 - Year(s) to be implemented,
 - Recommendations for improving the appearance of all recreation facilities and parks,
 - Program considerations, and
 - Potential funding sources.
- 7) **Appendices.** The appendices shall include all notices and letter documentation required by MDNR.

Adoption

McKenna will assist the City with the adoption process consistent with MDNR requirements for recreation plans.

- **Distribution of Draft Plan.** After the final draft is complete, City administration must make the plan available for a 30-day public comment period. McKenna will assist in distributing the plan and seeking comments from surrounding municipalities in St Clair County and other entities as required by MDNR and the State. McKenna will also assist with documenting this process, as the MDNR requires notices and outreach documentation to be submitted with the Plan through the grant portal. The draft plan must also be available for public review for one month prior to adoption.
- **Final Review and Public Hearing(s) and Adoption.** McKenna will attend the required public hearing, explain the Plan to the public, and assist with the circulation and adoption by the City Commission.
- **Final Document.** After adoption, McKenna will prepare one electronic copy of the final document for the City. The digital version of the Plan, including all text, images and graphics will be provided in .pdf and Word format suitable for placement on the City's website. Printed and bound copies of the final document will be provided upon request, at McKenna's quoted costs.
- **Submission to MDNR.** McKenna will complete all required documentation and will upload the document to MDNR's online submission system. We will also communicate with MDNR through the approval process to ensure that the plan will be approved.



Relevant Parks Planning Experience

McKenna professionals have created dozens of Parks and Recreation Master Plans and hundreds of community Comprehensive Plans for more than four decades and bring that breadth of successful capability to Marine City.

In addition to our references on the previous page, we offer the following recent project examples that demonstrate our experience with delivering plans similar in focus to this planning effort:

		MCKENNA TEAM EXPERIENCE				
MUNICIPALITY	COUNTY	MDNR Approval	In-person Public Engagement*	Online Public Engagement	Trail / Non-Motorized Planning	Natural Features Planning
Canton Township	Wayne	✓	✓		✓	✓
City of Birmingham	Oakland	✓	✓	✓		
City of Harper Woods	Macomb	✓	✓	✓		
City of Hudson	Lenawee	✓	✓		✓	✓
City of Flat Rock	Wayne	✓	✓		✓	✓
Village of Lake Orion	Oakland	✓		✓	✓	✓
Village of Oxford	Oakland	✓		✓	✓	
Village of South Rockwood	Wayne	✓	✓		✓	
Village of Webberville	Ingham	✓		✓	✓	✓
Leroy Township	Ingham	✓		✓		
Presque Isle Township	Presque Isle	✓	✓	✓		✓
Van Buren Township	Wayne	✓		✓	✓	
City of Grandville	Kent	✓	✓	✓	✓	
City of Kalamazoo	Kalamazoo	✓	✓	✓	✓	

*In-person public engagement, in addition to the required public hearing per MDNR.

Timeframe Flow Chart - Tentative

We will work out a mutually acceptable schedule for preparing the Master Plan with you. Following is our proposed timeline of tasks and meetings, estimated to take 8-10 months.

STEP	Month								
	1	2	3	4	5	6	7	8	9
1. Kick-Off and Project Startup									
2. Identify, Quantify and Analyze									
3. Engagement, Participation, Outreach									
4. Goals and Objectives									
5. Draft Parks and Recreation Plan									
6. Draft Master Plan									
7. Implementation Strategies									
8. Adoption									
Marine City / McKenna Meetings									
1. Project Kick-Off – Joint PC/CC Meeting	x								
2. Field Day			x						
3. Round Tables Including Parks and Rec Specific Visioning Session			x	x					
4. Review Draft Master Plan with Planning Commission, Review Draft Parks and Recreation Plan with Parks and Recreation Commission*						x			
5. Draft Master Plan Review w/ Planning Commission							x		
6. Review Plan for Distribution								x	
7. Public Hearing / Adoption									x

Schedule of Public Meetings:
 Planning Commission – 2nd Monday of the month, 6 pm
 City Commission – 3rd Thursday of the month, 7 pm
 *Virtual Meeting

Project Team



Members of our team are industry leaders in organizing an efficient and effective public process leading to compelling and comprehensive plans with a strong implementation focus.

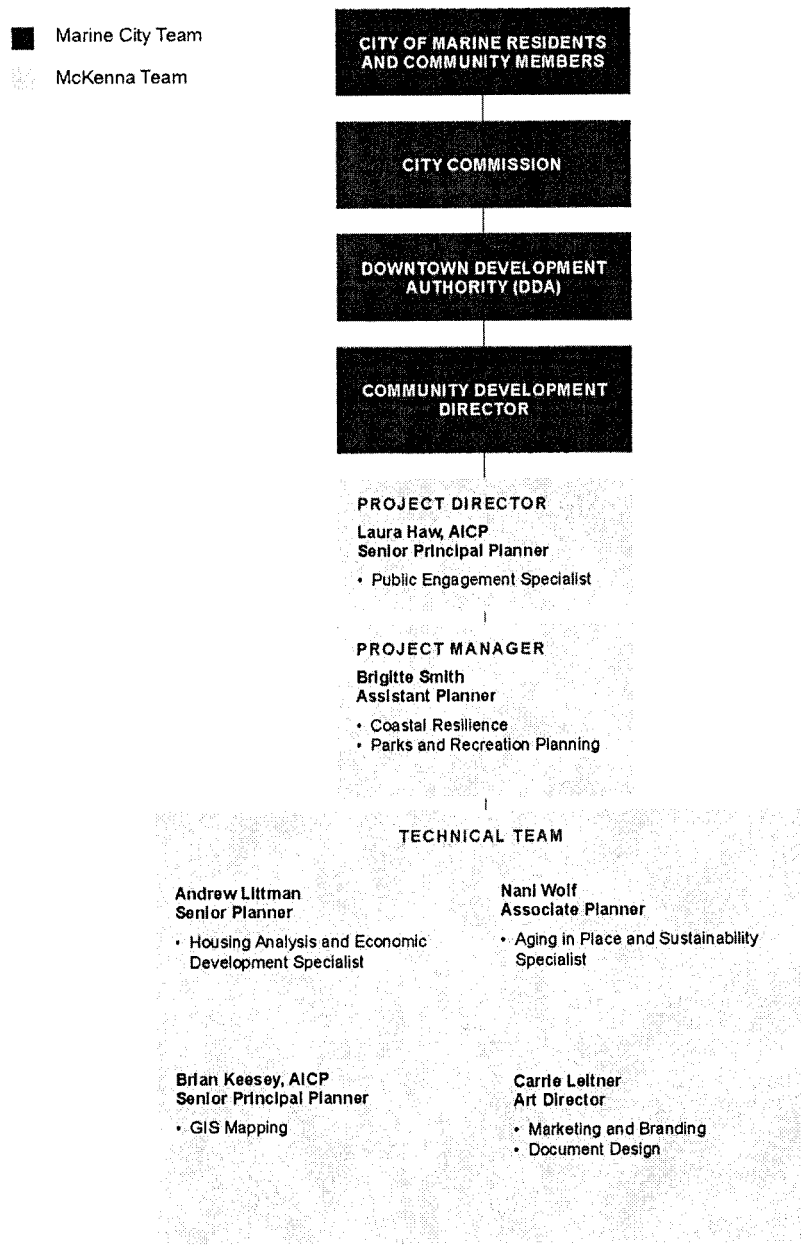
Our professionals embrace:

- Highly effective public processes.
- Involvement of stakeholders in planning that affects them.
- Information rich decision making.
- Context-sensitive design solutions, such as form-based codes.
- Active living and active transportation.
- Land use and resource conservation.
- Environmental preservation.
- Livable communities.
- Placemaking.
- Economic sustainability

We believe the most important work was done before we arrived and will be ongoing after we leave.

We help build bridges from the past and make course corrections for the future.

Project Team Organizational Chart





Laura E. Haw, NCI

SENIOR PRINCIPAL PLANNER

EDUCATION

Master of Urban Planning
Physical Planning and Design
Taubman College
University of Michigan

Bachelor of Arts (with honors)
International Development
Michigan State University

Bachelor of Arts (with honors)
Political Science / Pre-Law
Michigan State University

PROFESSIONAL EXPERIENCE

Lean Zoning / Ordinance and Regulatory Review

Prepares complete zoning ordinances, overlay districts, form-based standards, and comprehensive text and map amendments for cities, villages, and townships in Michigan. Streamlines and re-structures zoning ordinances to reduce red-tape, add clarity, and ensure quality building form. Prepares amendments to address new development trends including elderly housing and accessory dwelling units, urban agriculture, non-traditional historic districts, and planned unit developments. Recent zoning ordinance re-write projects include: City of Eastpointe and City of Wayne.

Comprehensive Master Plans and Corridor Planning

Prepares master plans, sub-area plans, and corridor plans including data collection, documentation and analysis of existing conditions, character planning, goals and objectives, and recommendations / strategic matrices for future project prioritization, phasing, and implementation processes. Focuses on downtown districts, feasibility analyses, catalytic impact assessments, and ease of development opportunities. Recent master plan projects include: City of Birmingham, Charter Township of Plymouth, Village of Blissfield, City of Clio, City of Eastpointe, and Village of Lake Orion.

Public Engagement

Organizes and facilitates public engagement events, including community-wide public workshops, charrettes, focus groups, steering committees, and open houses to inform and capture the visions and ideas of stakeholders. Designs innovative materials for exercises, including presentations, visioning and mapping activities, and priority ballot voting exercises to ensure interactive and meaningful public engagement. Organizes and manages online public engagement platforms, including social media, and the development of communication plans.

Parks and Recreation / Open Space Planning

Develops parks and recreation master plans, per MDNR requirements, including facilities assessment, natural features inventory, deficiencies analysis, and action plan programming. Experience in Phase II of Parks and Recreation master planning with MDNR grant applications. Performs open space planning, including greenways (site analysis, traffic calming, low-impact design techniques, gateways and wayfinding signage, local public art and a community maintenance plan) and develops vacant land re-activation strategies rooted in green infrastructure and conversation. Recent 5-Year Recreation Plan projects include: City of Royal Oak, City of Mt. Pleasant, and Village of Lake Orion.

Site and Urban Design

Skilled in the preparation and review of site plans, special land use requests, zoning amendments, and variance applications. Experience in the site design of residential and mixed-use neighborhoods in Michigan, including empty-nester housing, townhomes, and high-rise apartment complexes. Background in creating planned unit developments for luxury campgrounds (550+ units in SC and CO) with recreational attractions, pedestrian amenities, and natural resource conservation / eco-tourism.



PROFESSIONAL EXPERIENCE

On-site Planning, Zoning and Economic Development Services

Handles all day-to-day planning and zoning matters, addressing questions from the public, Township officials and developers; working through project planning; coordinating planning activity with Engineering and Department of Public Works. Provides guidance to Code Enforcement regarding ordinance requirements on an ongoing basis and works actively with Code Enforcement official(s) on ongoing basis to enforce Zoning Ordinance regulations and finding solutions to zoning related issues. Provides ongoing planning and zoning advisory services, including reviews for site plans, special land uses, zoning amendments, and variance applications. Coordinates with municipal staff to deliver excellent customer service to residents, businesses, and applicants.

Non-Motorized Transportation Planning

Instrumental collaborator on non-motorized transportation projects, including BIKE/WALK Livonia, a non-motorized plan for the City of Livonia.

Graphic Design / Document Layout

Prepares document layouts for annual reports and master plans, including innovative and creative approaches to tables, maps, and information graphics and documenting successful urban planning and design projects. Additional experience creating of brand identity, marketing materials (brochures, flyers, presentation boards, etc.) and other graphics for clients.

Downtown Development Authority (DDA) / Tax Increment Financing (TIF)

Prepares downtown plans for a wide range of Michigan downtowns that focus on detailed projects to implement, with prioritize phasing and cost estimates. Examples of recent Downtown TIF Plans include: City of Ecorse, City of Wayne, Village of Lake Orion, and Village of Blissfield.

MEMBERSHIPS

American Institute of Certified Planners
American Planning Association
Michigan Association of Planning

CERTIFICATIONS

National Charrette Institute (NCI)
Charrette Systems and Management and Facilitation

PUBLIC SERVICE

Commissioner
Environmental Leadership Commission, Charter Township of Plymouth
June 2020 - Present

Member
Southeast Michigan Active Transportation Committee
May 2020 - Present

Project Manager and Research Fellow, Policy Team
New Story Non-Profit
April 2020 - October 2021

PUBLIC SPEAKING AND SEMINARS

"Do Creative and Helpful Staff Reports Exist?" Michigan Association of Planning Annual Conference, Mackinac Island, Michigan, 2022.



Brigitte Smith

ASSISTANT PLANNER

EDUCATION

Master of Urban and Regional Planning
University of Michigan

Bachelor of Arts – International Studies
University of Michigan

PROFESSIONAL EXPERIENCE

Community Planning

Assisted professor in teaching key local government financing topics (inc. budgeting, revenues, debt financing, public investment analysis, and fiscal impact analysis). Hosted tutor sessions to support classmates.

Prepared an investment strategy that was presented to a CDFI, the Detroit Land Bank, and the Mayor's Office that focused on driving value into divested areas of the Detroit neighborhood. The strategy centered on initiatives to convert vacant lots, revitalize abandoned homes, and overcome the funding gap in rehabs for owner-occupied homes.

Directed the Constituent Services for a State Representative: This included leading a team that resolved over 2,500 constituent issues, collaborated with stakeholders to enhance community outreach, and organized town halls to proactively engage with the public on emerging issues. Assisted the office with navigating the local political landscape.

Evaluated government documents based on a UN Toolkit to recommend specific programs and policy changes to improve local land use, housing, and environmental planning that focused on withstanding the effects of climate change and supporting vulnerable residents who reside in informal settlements.

Analyzed the impact of current land use practices on water quality, habitat conservation, flooding, and energy use to offer recommendations to enhance hazard preparation and shoreline preservation in Chikaming Township and Muskegon, Michigan. Worked with local officials and stakeholders to create feasible recommendations and community buy-in.

Alleviated annual water shortages by building ferrocement rain catchment and storage tank systems through engaging with community members and local leaders as well as recruiting and collaborating with international partners. Coordinated the construction of the water systems and the training programs for residents, after facilitating a needs assessment by conducting interviews and research, building a prototype, and modifying the system based on feedback.

Analyzed the impacts of ongoing urban development plans on vulnerable populations and created a proposal for a local nonprofit with the goal of increasing economic opportunities and eradicating extreme poverty in informal settlements by improving the health, education, and financial well-being of residents as well as reducing women's risk of domestic violence.

MEMBERSHIPS

American Planning Association
Michigan Association of Planning

TEACHING

SMAP Conference, Speaker.
U of M ALA 470: Organizing for Global Justice Guest Lecturer
U of M Global Scholars Program Global Citizenship in Practice Conference



Nani Wolf

ASSOCIATE PLANNER

EDUCATION

Master of Urban and Regional Planning
University of Michigan

Bachelor of Arts – Environmental Science
University of Michigan

PROFESSIONAL EXPERIENCE

Community Planning

Develops comprehensive plans, aging-in-place plans, and health assessments for small communities, ranging from entire towns to individual neighborhoods within large cities. Researches and analyzes existing conditions, gathers and balanced public feedback, and created effective, clear, community-specific recommendations. Additionally, writes and edits copy for development projects, including letters of intent, impact statements, and variance requests. Works with Michigan communities of all sizes to create master plans and provide continuous planning services. Believes that all community planning work focuses on identifying common visions for the future and creating concrete strategies that improve residents' quality of life.

Public Engagement

Applies engagement best-practices across various municipal programs, including transportation master planning, traffic calming, and annexation. Plans and organizes engagement events—focus groups, surveys, interviews, public meetings —across the full lifetime of projects. Facilitates on-site meetings and engages with residents and public officials. Designs engagement plans, including RRC-compliant plans, and helped execute them in conjunction with master plans. All public engagement focusing on authentic, equitable, and continuous involvement.

Sustainability and Environmental Planning

Developed Great Lakes coastal land suitability analysis metrics and site impact assessment guidelines. Audites the master plans and zoning ordinances of municipalities for environmentally friendly land use policies. Conductes ecological assessments of habitats and streams and used the results to make purchasing recommendations to local conservancies. Creates open space, natural land, and surface water recommendations for communities that are vulnerable to natural hazards.

Administration and Program Management

Oversaw the environmental assessment program of a regional non-profit and managed a team of volunteer assessors, as well as day-to-day program operations. Administered a municipal transportation commission by coordinating meetings, materials, and public and staff relations.

MEMBERSHIPS

American Planning Association
Michigan Association of Planning
International Association for Public Participation (IAP2)

TEACHING

Instructor, University of Michigan Taubman College. Graduate-level course on GIS principles and programs, including Esri ArcPro and QGIS.

Instructor, University of Michigan. Undergraduate-level course on American culture, focusing on equity, race and ethnicity, and power dynamics from 1770-present.



Andrew Littman

SENIOR PLANNER

EDUCATION

Bachelor of Arts (BA), Government
Skidmore College

Graduate Certificate in Real Estate Development
University of Michigan

Juris Doctor
Ohio State University, Moritz College of Law

PROFESSIONAL EXPERIENCE

Real Estate Market Research

Composed detailed retail, residential, hospitality, and office market studies for downtowns and New Urban communities across the country. Developed customized gravitational models to estimate demand. Determined trade areas based on geography, demographics, spending patterns, economics, competition and other factors. Facilitated focus group discussions to better understand preferences, spending and growth patterns, and the local economy. Recommended additional brands that could successfully locate in the study area. Presented research findings to elected officials, community organizations, business owners and real estate developers.

Urban Planning

Authored studies examining how various aspects of a downtown's built environment and management impact its business activity. Developed market-based implementation strategies for downtowns to improve their retail market share and become more appealing to leading retailers and restaurants. Delivered lectures on incorporating New Urbanism best practices. Also conducted peer reviews of master plans and site design alternatives.

Real Estate Brokerage

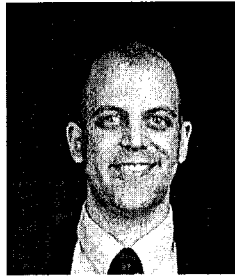
Brokered the acquisition and disposition of single tenant net-leased retail and medical office buildings throughout the Midwest. Provided in-depth financial analysis for clients.

Legal Experience

Worked as an associate attorney at a small general practice law firm in Troy, Michigan. Also volunteered with the Family Law Assistance Program representing indigent clients. Later served as a judicial staff attorney at the Wayne County Circuit Court.

MEMBERSHIPS

State Bar of Michigan
American Planning Association
Congress for the New Urbanism



Brian Keeseey, AICP

SENIOR PRINCIPAL PLANNER / GIS MANAGER

EDUCATION

Master of Urban & Regional Planning
Michigan State University

Bachelor of Landscape Architecture
Michigan State University

MEMBERSHIPS

American Institute of Certified Planners
American Planning Association
Michigan Association of Planning

PROFESSIONAL EXPERIENCE

Land Use Planning and Administration

Provides support for citizens and developers with land use information and application procedures. Reviews small and large scale development proposals, site plans, and special use applications and recommends action to Planning Commissions and elected officials. Conducts agency review meetings, public hearings, and public input forums to ensure comprehensive analysis and sound planning and design principles. Provides guidance and analysis for owners of properties affected by FEMA's updated flood survey.

Zoning

Provides on-site administration of zoning regulations. Researches topics and drafts zoning ordinance amendments, including regulation of signs, mining operations, and wind energy conversion systems. Presents recommendations to Planning Commissions and elected officials.

Comprehensive Planning

Facilitates visioning and goal-setting sessions to guide master plan development. Provides demographic analysis using U.S. Census data and market studies highlighting community trends for the municipality to address. Guides the creation of policies to support municipal development goals. Provides graphic design and document layout for master plan updates, including formatting, photography, and presentation graphics.

Demographic Trend Analysis

Conducts studies on the effects of neighborhood gentrification on businesses in established commercial corridors, analyzing occupancy changes over several decades against known indicators of gentrification.

Capital Improvement Programs

Leads municipalities through the Capital Improvement Program process, including calls for proposals, organization of proposal presenters, the Planning Commission ranking process, formulation of summary reports, and recommendations to legislative bodies. Implements effective changes to the ranking process, evaluation criteria, and format of recommendation documents, as well as the formulation of a multi-year assessment process.



PROFESSIONAL EXPERIENCE

Signs and Wayfinding Systems

Researches and drafts ordinances to address changeable copy, electronic message boards, and content-neutral regulations, and presents to Planning Commissions and elected officials. Successfully coordinates the fabrication process, quality control, and installation of directional signage. Participated in Michigan State University's Campus Wayfinding Workgroup for the expansion of the wayfinding system. Designed street signs and wayfinding plans for MSU's East Lansing campus during its implementation of the Tri-County emergency response improvement initiative and collaborated with emergency response units, 911 call center, and law enforcement officials to ensure that all needs were met.

Geographic Information System (GIS) Analysis and Modeling

Provides analyses of U.S. Census data, consumer and market information, and development opportunities and patterns. Designs zoning and future land use maps for administration and comprehensive plans and develops online versions for public consumption using the ArcGIS Online platform. Administers databases of utility and infrastructure information. Completes numerous site surveys using GPS and Total Station software. Uses the resulting data to create Sketchup models and production graphics. Drafts site plans, engineering details and design documents using AutoCAD



Carrie Leitner

ART DIRECTOR

EDUCATION

Bachelor of Fine Arts in Graphic Design
University of Michigan

Internet Professional Curriculum Courses
Washtenaw Community College

SOFTWARE EXPERTISE

Highly proficient in Adobe Creative Suite (InDesign, Illustrator, Photoshop) and Microsoft Office (Word, Powerpoint).

PROFESSIONAL EXPERIENCE

Document Design and Layout – Planning and Zoning

Designed and produced simple and complex layouts for documents including community master plans, zoning ordinances, and urban design plans.

Downtown and Retail Corridor Branding

Created brands and identities for private firms and Michigan downtowns and corridors. Developed multiple concepts for elaboration in a range of styles. Branding included downtown logos, document design, banners, brochures, and wayfinding signage.

Art Director Municipal Projects

Created initial design and messaging concepts for a multitude of high profile municipal clients, capital campaigns and annual giving initiatives.

Image Editing and Production

Edited complex photographic and illustration graphics using Photoshop and Illustrator for zoning ordinances and master plans. Managed elaborate projects including color correction, recreation plan renderings, and branding for municipal electrical energy use education.

Illustration and Visualization – Zoning, Planning, and Design

Produced graphic ideas quickly and successfully which conveyed the clients' vision. Rendered detailed zoning graphics, facade improvements, and corridor and neighborhood visualization using Adobe Photoshop.

Website Design and Implementation for Public Engagement

Planned website architecture to clearly deliver content for stakeholder use under simplified navigation. Formatted websites to include municipal documents for public review and comments.

Hand Renderings and Art Work

Created privately-commissioned portraits in pencil and charcoal. Created the first annual Charlevoix (MI) Venetian Festival poster in oil pastel. Appeared in the Charlevoix Waterfront Art Fair exhibiting pen and watercolor paintings of local street scenes and building sketches. Rendered several site and landscape concept plans with pen and marker.

Parks References

CONTACT/ COMMUNITY	SERVICES PROVIDED
<p>CITY OF ROYAL OAK, MI</p> <p>Aaron Filipski Director, Department of Public Service and Recreation</p> <p>203 S. Troy Street Royal Oak, MI 48067 (248) 246-3300 aaronf@romi.gov</p>	<ul style="list-style-type: none">• 2023 - 2027 Parks and Recreation Master Plan <p>CASE STUDY to review the Plan: https://roparksplan.com/</p>
<p>VILLAGE OF WEBBERVILLE, MI</p> <p>Hon. Brad Hitchcock Village President</p> <p>115 S. Main Street Webberville, MI 48892 (517) 521.3984 bhitchcock@villageofwebberville.com</p>	<ul style="list-style-type: none">• 2020 Parks and Recreation plan adopted as part of the Village's Master Plan.
<p>CHARTER TOWNSHIP OF CANTON, MI</p> <p>Jeanette R. Aiello, CPRE Business Operations Coordinator Canton Leisure Services</p> <p>1150 Canton Center Canton, MI 48188 (734) 394-5479 jeanette.aiello@canton-mi.org</p>	<ul style="list-style-type: none">• 2022 – 2026 Parks and Recreation Master Plan• Parks Design Master Plans
<p>LYON CHARTER TOWNSHIP, MI</p> <p>Patti Carcone Treasurer</p> <p>58000 Grand River Avenue New Hudson, Michigan 48165 (248) 437-2240 pcarcone@lyontwp.org</p>	<ul style="list-style-type: none">• 2019 – 2024 Parks and Recreation Master Plan• 11 Mile Park Master Plan

Redevelopment Ready Community References

CONTACT / COMMUNITY

SERVICES PROVIDED

CITY OF BIRMINGHAM, MI

Nicholas J. Dupuis
Planning Director

151 Martin Street
Birmingham, MI 48009
(248) 530-1856
ndupuis@bhamgov.org

- Master Plan
- Civic Engagement and Public Outreach

CASE STUDY to review the Plan:

<https://www.thebirminghamplan.com/>

EASTPOINTE, MI

Kim Homan
Assistant City Manager

23200 Gratiot Ave.
Eastpointe, MI 48021
(586) 204-3031
khoman@eastpointecity.org

- Plan 2040 Master Plan (adopted in 2019)
- Assist in Streamlining Business License and Development Application Process
- 9 Mile Strategic Corridor Plan, Main Street

CLIO, MI

Eric Wiederhold
City Administrator

505 West Vienna Street
Clio, MI 48420
(810) 686-5850
clio.ericwiederhold@gmail.com

- RRC Certification
- Master Plan
- Redevelopment Priority Sites
- Public Participation Plan

Fee Proposal

Our proposal is designed to allow Marine City to choose the services that it needs in order to update its Master Plan and Parks & Recreation Master Plan. Therefore, we are providing fees for each step of the process separately.

The following table details lump sum rates for each service. Additional services can be provided at our hourly rates on the following page.

BASE SCOPE OF WORK FOR THE MASTER PLAN	PROPOSED FEE
Community Profile and Existing Land Use Analysis (reduced)	\$1,500
Circulation & Housing Analysis Chapters	\$3,000
Public Engagement & Community Survey	\$3,000
Goals & Objectives	\$2,000
Strategy Plans	\$6,500
Future Land Use Analysis	\$10,000
Implementation/Action Plan	\$3,000
Adoption	\$1,000
TOTAL	\$30,000

Parks & Recreation Master Plan Update	PROPOSED FEE
Revised Introduction	\$400
Description of the Planning Process	\$400
Parks Inventory & Assessment	\$3,000
Administrative Structure	\$700
Goals & Objectives	\$1,500
Implementation / Action Plan	\$3,000
Adoption	\$1,000
TOTAL	\$10,000

HOURLY RATES FOR ADDITIONAL SERVICES

Please note that the fees below only apply to services not specifically offered for a lump-sum price in this proposal.

Professional Classification	Rate Per Hour*
President	\$150
Executive or Senior Vice President	\$140
Vice President	\$135
Director	\$130
Senior Principal or Manager	\$125
Principal	\$120
Senior	\$110
Associate	\$100
Assistant	\$90
Consultation, preparation for, and sitting as expert witness in legal matters.	\$200

* Rates include the following overhead: Accounting, Advertising and Promotion, Books, Publications and Maps, Business Entertainment, Charitable Contributions, Computers, Furniture and Fixtures, Graphics Supplies and General Insurance, Interest, Legal, Licenses, Meals, Memberships and Subscriptions, Office Equipment, Office Space and Parking, Office Supplies, Postage (Except Overnight), Professional Dues, Software, Taxes and Telephone.

These rates do not include photography, outside reproduction, document, or materials purchases, which are invoiced additionally. Rates also do not include reimbursable costs for travel, courier, overnight mail, etc. Mileage will be invoiced at the Federal mileage rate.

These hourly rates are valid through December 31, 2022, after which they may change per classification by a percentage equal to the increase in the Consumer Price Index for the prior 12 months per U.S. Department of Labor, Bureau of Labor Statistics.



APEX MUNICIPAL CONSULTING, LLC
Better Solutions For Today and Everyday

This Consulting Agreement (the "Agreement") is entered into this ____ day of April, 2023 by and between Scott Adkins of Apex Municipal Consulting, LLC, ("Consultant") and City of Marine City, a Municipal Corporation ("City").

RECITALS

WHEREAS the City is in need of assistance for various administrative support areas; and

WHEREAS, Consultant has agreed to perform consulting work for the City in administrative support and consulting services and other related activities as directed by the City;

NOW, THEREFORE, the parties hereby agree as follows:

1. Consultant's Services. Consultant shall be available and shall provide to the City professional consulting services in administrative support ("Consulting services") as requested by the Office of the City Manager. The Consultant shall work at the direction of the City Manager and shall report directly to the City Manager. This agreement does not include additional services such as the development of Strategic Plans, Recreation Plans, Land-Use Plans, etc. Consultant agrees that Consultant shall not undertake any consulting services under this agreement at the direction of any City Commissioner. These services are available, however a specific proposal would be developed for this type of project work to consider as a stand-alone agreement or amendment to this Agreement.

2. Consideration.

A. RATE. In consideration for the Consulting Services to be performed by Consultant under this Agreement, the City will pay Consultant at the rate of \$50.00 per hour for time spent on Consulting Services. Consultant shall submit written, signed reports of the time spent performing Consulting Services, itemizing in reasonable detail the dates on which services were performed, the number of hours spent on such dates and a brief description of the services rendered. The City shall pay Consultant the amounts due pursuant to submitted reports within 14 days after such reports are received by the City.

B. EXPENSES. Additionally, the City will pay Consultant for the following expenses incurred while the Agreement between Consultant and the City exists:

- All travel expenses to and from all work sites other than Marine City municipal offices or facilities if Consultant is requested to visit other sites/locations as part of the services being provided.
- Administrative expenses such as printing, postage, advertising that may be incurred as a direct result of work performed by consultant at the request of the City that is not paid for directly by the City.
- Lodging Expenses if work demands overnight stays if the City requests Consultant to attend certain out of town locations for City business purposes; and
- Miscellaneous travel-related expenses (parking and tolls if required to travel offsite.)

Consultant shall submit written documentation and receipts where available itemizing the dates on which expenses were incurred. The City shall pay Consultant the amounts due pursuant to submitted reports within 14 days after a report is received by the City.

3. Independent Contractor. Nothing herein shall be construed to create an employer-employee relationship between the City and Consultant. Consultant is an independent contractor and not an employee of the City or any of its subsidiaries or affiliates. The consideration set forth in Section 2 shall be the sole consideration due Consultant for the services rendered hereunder. It is understood that the City will not withhold any amounts for payment of taxes from the compensation of Consultant hereunder and that the Consultant is solely responsible for his own business taxes, including any support staff employed by the Consultant. Consultant will not represent to be or hold himself out as an employee of the City.

4. Confidentiality. In the course of performing Consulting Services, the parties recognize that Consultant may come in contact with or become familiar with information which the City or its subsidiaries or affiliates may consider confidential. This information may include, but is not limited to, information pertaining to the City operations, buildings or facilities, City systems, which information may be of value to a competitor. Consultant agrees to keep all such information confidential and not to discuss or divulge it to anyone other than appropriate City personnel or their designees.

5. Term. This Agreement shall commence immediately upon arrival of the City Commission and continue for as minimum period of Ninety (90) days from approval, unless earlier terminated by either party hereto. Either party may terminate this Agreement for any reason upon Fourteen (14) days prior written notice to the other party.

6. Notice. Any notice or communication permitted or required by this Agreement shall be deemed effective when personally delivered or deposited, postage prepaid, in the first-class mail of the United States, properly addressed to the appropriate party at the address set forth below:

1. Notices to Consultant: Apex Municipal Consulting, LLC, 717 Witherell Street, Saint Clair, MI 48079
2. Notices to the City: City of Marine City, 260 S. Parker, Marine City, MI 48039

7. Miscellaneous.

7.1 Entire Agreement and Amendments. This Agreement constitutes the entire agreement of the parties with regard to the subject matter hereof, and replaces and supersedes all other agreements or understandings, whether written or oral. No amendment or extension of the Agreement shall be binding unless in writing and signed by both parties.

7.2 Binding Effect, Assignment. This Agreement shall be binding upon and shall inure to the benefit of Consultant and the City and to the City's successors and assigns. Nothing in this Agreement shall be construed to permit the assignment by Consultant of any of its rights or obligations hereunder, and such assignment is expressly prohibited without the prior written consent of the City. None of the Consulting Services requested by the City and directed to the Consultant may be assigned or sub-contracted by the Consultant to any third party not in the employment of the Consultant without the prior written consent of the City.

7.3 Governing Law, Severability. This Agreement shall be governed by the laws of the State of Michigan. The invalidity or unenforceability of any provision of the Agreement shall not affect the validity or enforceability of any other provision. This Agreement shall be deemed to be mutually drafted.

WHEREFORE, the parties have executed this Agreement as of the date first written above.

City of Marine City

By: _____, its _____
(Title)

Apex Municipal Consulting, LLC

By: _____ Scott Adkins, Owner, and Consultant

April ____, 2023

12c



CITY OF
MARINE CITY
DEPARTMENT OF PUBLIC WORKS

514 SOUTH PARKER STREET
MARINE CITY, MI 48039

PHONE: (810) 765-9711 FAX: (810) 765-1796

To: Jim Heaslip
Interim City Manager
From: Michael Itrich
DPW Superintendent
Date: March 20, 2023
Subject: Cross Connection Program

Jim,

Please find the new cross connection program attached. EGLE is requiring us to do residential cross connection inspections now, and they want us to have wording in the program for this. Our program was last adopted in 2015 and had nothing in it regarding the residential program. Once the City Commission approves this, I will forward it to EGLE. Please contact me with any questions.

Respectfully,

A handwritten signature in black ink, appearing to read "Michael Itrich", is written over a light blue horizontal line.

Michael Itrich
DPW Superintendent

Cross Connection Control Program for Marine City Michigan

I. Introduction

In accordance to the requirements set forth by the Michigan Department of Environmental Quality ("MDEQ"), Marine City has officially adopted the state of Michigan cross connection rules to protect the public water supply system. A cross connection is defined as a connection or arrangement of piping or appurtenances through which a backflow could occur. Backflow is defined as the undesirable reversal of flow of water of questionable quality, wastes or other contaminants into a public water supply. The purpose of this program is to avoid contamination of the public water supply by preventing and eliminating cross connections. It is Marine City's intent to carry out a comprehensive and effective cross connection control program ("CCCP") to ensure public health is protected and the requirements of the Michigan Safe Drinking Water Act are complied with.

II. Authority

The authority to carry out and enforce the local CCCP is granted pursuant to the Marine City Water Supply Cross Connection Ordinance 51.02, the Michigan Safe Drinking Water Act ("Act 399"), the MDEQ, Water Bureau Cross Connection Rules Manual, and the Michigan Plumbing Code.

III. Program Approach

The objectives of this program will be met primarily by:

- Routinely inspecting water customers for cross connections or potential cross connections.
- Requiring water customers to test backflow prevention assemblies.
- Maintaining cross connection control records.
- Actively enforcing violations of the program.
- Providing public education.
- Reporting the status of the program to the MDEQ.

Marine City shall ensure that there are adequate personnel and resources to carryout the necessary field and administrative requirements for this program. Marine City adopts the MDEQ, Water Bureau Cross Connection Rules Manual as a guide to prevent and eliminate cross connections.

IV. Inspections

The water connections and plumbing systems of all water customers or accounts shall be initially inspected for the presence of cross connections. As a result of the initial inspection, a detailed record of each account shall be

established (see Section VI). The city plumbing inspector or other city official agent shall be responsible for inspections. Individuals responsible for conducting inspections shall have obtained sufficient training on cross connection rules, identification, and corrective actions.

Inspections shall consist of entering a residence, building or facility from the point where water service enters the residence, building or facility (usually the meter) and tracing the piping to each end point of use. Using the inspection forms in Appendix "A" the inspector shall identify and note the location and nature of any direct and potential cross connections, location and details of backflow prevention devices, and other pertinent information. Inspectors having proper identification, shall be permitted to enter the building/premises at reasonable times for the purpose of cross connection inspections. If the inspector is refused proper access or if customer plumbing is untraceable, Marine City will assume a cross connection is present and take the necessary action to ensure the public water supply is protected.

The highest priority for inspections shall be placed on residences, buildings and facilities that pose a high degree of hazard, that have a high probability that back flow will occur or are known/suspected to have cross connections.

Once initial inspections of all accounts are complete, then a re-inspection frequency shall be determined for each account based on the degree of hazard and potential for backflow. The MDEQ Cross Connection Rules Manual will be a guide in classifying the degree of hazard of each account. However, in general, situations in which backflow could cause illness or death shall be considered high hazard. Accounts that pose a high hazard or have a high potential for back flow to occur, must be re-inspected at least once per year. All other accounts must be re-inspected once every 1-5 years based on the degree of risk. Other factors such as new construction, water quality complaints, or anomalies in customer billing, may prompt an immediate reinspection. After initial cross connection inspections are complete, a comprehensive list or inventory of all backflow prevention devices shall be on record including all pertinent data.

Following an inspection, Marine City shall inform the customer of their compliance status with the cross connection rules. Template notices in Appendix B may be used to inform customers of upcoming inspections, required corrective actions, compliance status, etc.

V. Testing Backflow Prevention Assemblies

When all initial inspections have been completed, a comprehensive list of backflow preventors installed on customer plumbing systems will be on record. The backflow preventors that are testable assemblies shall be placed on a routine testing schedule. Based on the associated degree of hazard and probability of backflow, each assembly will be assigned a testing frequency. Assemblies in place on high hazard connections must be tested

annually. All other accounts must be tested once every 3 years. In addition, all assemblies must be tested immediately following installation and repair. Only individuals holding an active ASSE 5110 Certification (backflow prevention assembly testing) shall perform such testing.

Upon notice from Marine City, it shall be the responsibility of the water customer to arrange for the assembly to be tested and submit the completed test form.

Following the initial cross connection inspections and subsequent classification of accounts (e.g. assigning a degree of hazard), assembly testing notices shall be sent to customers each year. The notices shall be sent out in a timely manner in order to provide adequate time for customers to comply, and the timing will consider seasonal assemblies. Template notices in Appendix C may be used to inform customers of testing requirements. These notices will:

- Clearly identify the assembly requiring testing (size, make, model, location, etc.)
- Stipulate the date by which the assembly must be tested.
- Indicate that tests must be completed by an ASSE certified tester.
 - Enclose a standard test form (see Appendix D).

When assembly testing reports are received by Marine City, they will be checked for the following:

- All the necessary information was provided
- Name and certification number of the tester is provided
- The test results appear valid
- The assembly tested matches the assembly requiring testing (Make, Model, etc.)
- The assembly is ASSE certified

Cross connection control program staff will follow up with owner or tester on questionable test forms. A customer may be asked to have an assembly retested if the original test results do not appear valid. Test forms must be received and kept on record for each required test.

VI. Record Keeping

A system of cross connection record keeping shall be maintained. Special software specifically for cross connections may be used for:

- Efficient record searches
- Easy reporting
- Simple updating
- Automatic letter generation
- Automatic deadline notification

All cross connections account information must be in the records including:

- Address and location

- Owner name and contact information
- List of testable assemblies
- Description of other cross connections within the facility
 - Air gaps
 - Non-testable assemblies
- Degree of hazard classification and basis
- Required re-inspection frequency
- Photos or sketches if available

All testable assemblies must be in the records including: ▪

- Location of the assembly
- Name and contact information of assembly owner
- Make, model, and size of assembly
- ASSE standard number
- Degree of hazard classification
- Required testing frequency and basis
- Seasonal or permanent status

Tracking changes in water use or tracking new customers is a critical part of the cross connection program. Marine City shall make every attempt to prevent/eliminate cross connections at installation to ensure future compliance. An effort shall be made to cooperate and communicate with the local plumbing code inspector to better accomplish this goal.

Standard letter, form, and report templates may be used to simplify the program requirements including:

- Inspection forms
- Assembly testing forms
- Inspection and/or assembly testing notification letters
- Non-compliance letters
- Water service termination notice
- Hydrant use authorization forms

Copies of the written cross connection control program, ordinance, and DEQ approval letter should be kept on file. Copies of the MDEQ annual reports shall be kept for a minimum of 10 years.

VII. Enforcement

To protect public health, water customers found to be in violation of the cross connection rules will be brought into compliance in a timely manner or lose their privilege to be connected to the public water system. To properly enforce these rules the Marine City Water Supply Cross Connection Ordinance 51.04 provides authority to inspect facilities, terminate water service, and assess fines.

Following an inspection, the customer will be sent either a compliance notice or a non-compliance notice. The timeframe to complete the necessary corrective actions is at the discretion of Marine City and will be based primarily on the degree of risk posed by the violation but should also consider the complexity/cost of the necessary corrective actions. Cross connections that pose an imminent and extreme hazard shall be disconnected immediately and so maintained until proper protection is in place. Cross connections that do not pose an extreme hazard are generally expected to be eliminated within 30-60 days. The necessary corrective action and deadline shall be described in the non-compliance notice to the customer.

Failure to perform a required backflow prevention assembly test or pass a test constitutes a cross connection and must be corrected.

If a water shut off is necessary to protect the public water system, the local health department, fire department, local law enforcement and Marine City Department of Public Works Superintendent may need to be notified.

VIII. Public Education

The cross connection control program staff must have a good understanding of the program. Marine City shall ensure their cross connection control staff receives proper in-the-field training as well as classroom education focusing on terminology, back flow prevention devices, regulations, and hydraulic concepts. In addition, cross connection control staff will be encouraged to receive continuing education to be made aware of new backflow prevention devices, regulation changes (i.e. plumbing code updates), new water use devices that pose cross connection concerns, etc.

Furthermore, attempts to educate the public about cross connections will be made by supplying pamphlets on common residential cross connections at City offices.

Cross connection staff shall also be available upon request to provide backflow prevention education to pertinent community officials and Marine City employees.

IX. Annual Report

Part 14 of the Michigan Safe Drinking Water Act requires that each community report the status of their program to the MDEQ annually. The report summarizes testing, inspection, and corrective action efforts. Cross connection records shall be on file to document each number on the report. The annual report form shall be filled out completely and submitted by the deadline. A narrative description shall be included explaining any unusual numbers or significant events such as:

- The addition or loss of a cross connection staff person
- Greatly expanded/contracted number of cross connection accounts
- Status of accounts not currently in compliance

12d



CITY OF
MARINE CITY

DEPARTMENT OF PUBLIC WORKS

514 SOUTH PARKER STREET
MARINE CITY, MI 48039

PHONE: (810) 765-9711 FAX: (810) 765-1796

To: Jim Heaslip
Interim City Manger
From: Michael Itrich
DPW Superintendent
Date: March 20, 2023
Subject: Salt Purchase

Jim,

I am asking that the competitive bidding process be waived for the 2022-2023 salt order. I will be going through Mi-Deal as I have in past years. At this time, there is no price per ton. Once the State has all the orders, they bid it out for the best prices.

Respectfully,

A handwritten signature in black ink, appearing to read "Michael Itrich".

Michael Itrich
DPW Superintendent

12e



CITY OF
MARINE CITY
DEPARTMENT OF PUBLIC WORKS

514 SOUTH PARKER STREET
MARINE CITY, MI 48039
PHONE: (810) 765-9711 FAX: (810) 765-1796

To: Jim Heaslip
Interim City Manger
From: Michael Itrich
DPW Superintendent
Date: March 20, 2023
Subject: Crack Sealant

Jim,

I am asking that the competitive bidding process be waived for the 2023-2024 crack sealing program. We have been purchasing the sealant from National Highway Maintenance System (NHMS) for \$1.09 per pound. This price includes the use of their Super Shot Diesel Melter machine free of charge. They are also a part of the MDOT crack sealing program. NHMS is the only company that will supply us with a melter for free. We have budgeted \$14,000 split between the Major and Local Road Funds to purchase the crack sealant.

Respectfully,

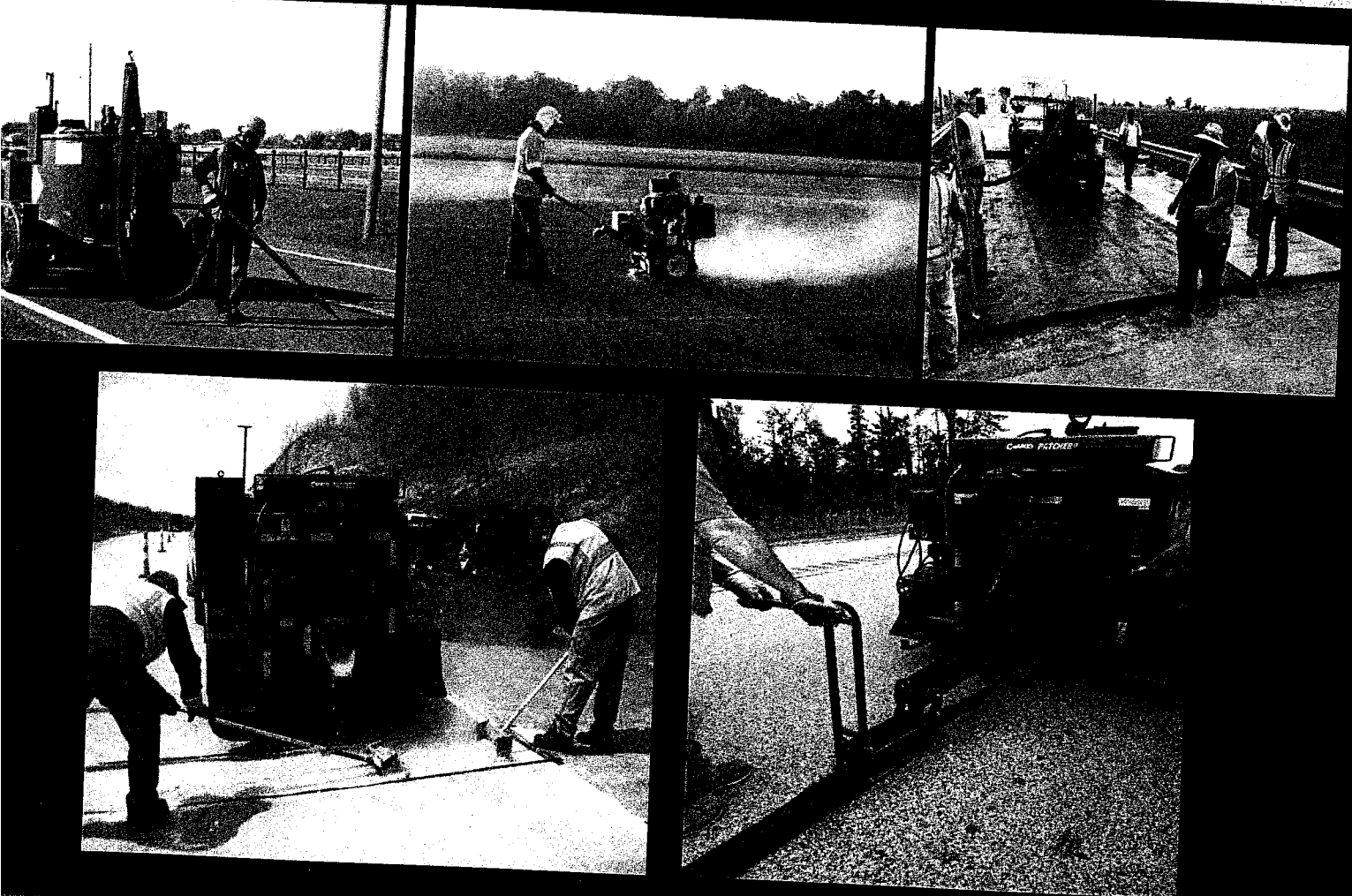
A handwritten signature in black ink, appearing to read "Michael Itrich", written over a white background.

Michael Itrich
DPW Superintendent

Products and Services

- Hot Pour Sealants for DOT Work and Parking Lots
- Geo Composite Membranes for Bridge Deck Waterproofing and Reflective Cracks
- Asphalt and Concrete Patching Products Hot Applied and Cold Applied
- Asphalt Pavement Reinforcement Products
- Backer Rod Hot and Cold
- Polymer Modified Expansion Joints
- Marathon Hot Boxes and Tack Sprayers

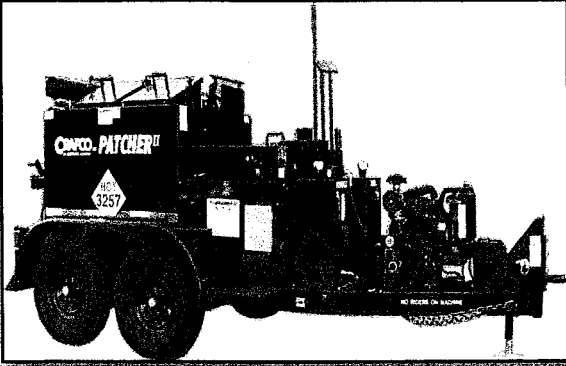
**FREE
Demo and
Presentation**



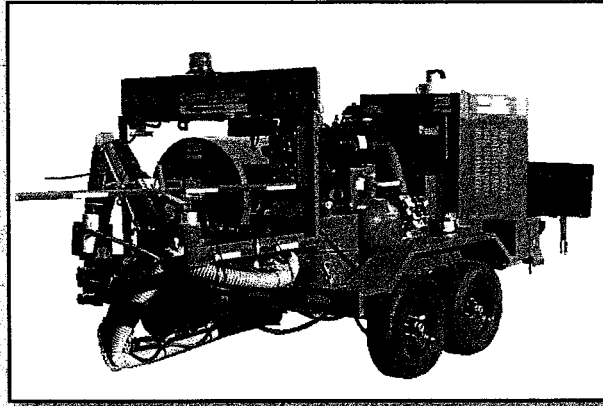
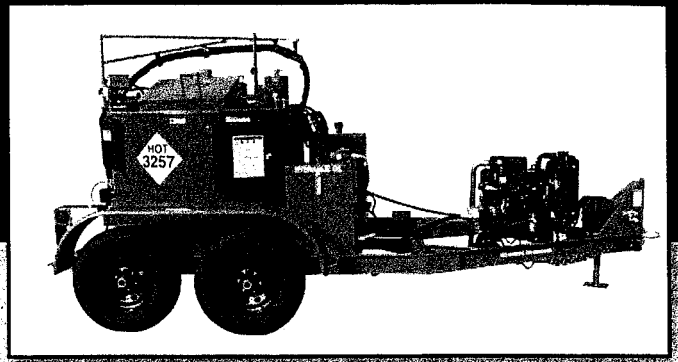
Rental Programs Available For Most Products

Crack Seal and Patching Products Programs Include Delivery, Training and No Daily Rental

Technical and On Site Support

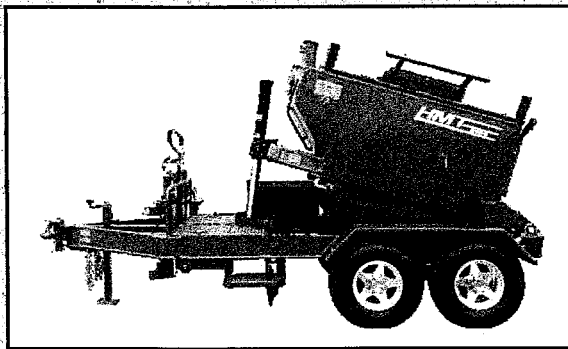


Equipment New And Used

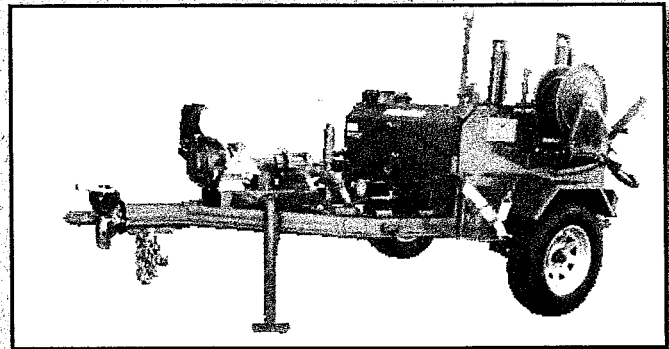


*Please Call
For Pricing*

MARATHON EQUIPMENT: NEW AND USED

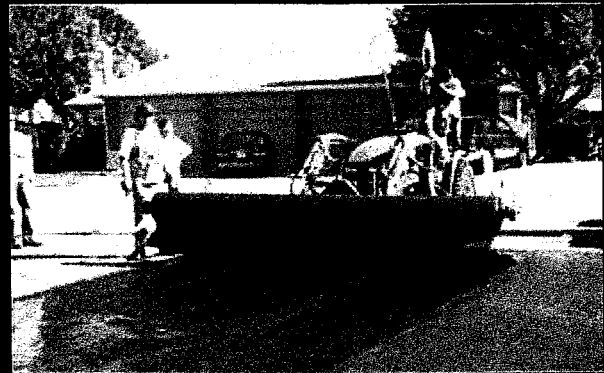
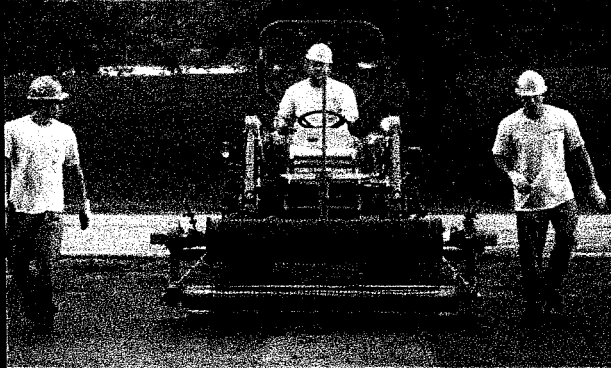


Hot Boxes
2 Ton, 4-Ton



Hot Tack Sprayers
Tube Fired 250 Gallon w/Spray Wand

PAVEMENT REINFORCING INTERLAYERS: GLASGRID® AND GLASPAVE™



Please call your NHMS Representative for more information

**CITY OF MARINE CITY
ST. CLAIR COUNTY, MICHIGAN
ORDINANCE NO. 22-002**

AN ORDINANCE OF THE CITY OF MARINE CITY, ST. CLAIR COUNTY, MICHIGAN TO ESTABLISH LAND USE TITLE XV, CHAPTER 158, SECTION 149 *ET SEQ.* ENTITLED "VACANT OR ABANDONED STRUCTURE PREVENTION".

THE CITY OF MARINE CITY ORDAINS:

Chapter 158.149 *et seq.* is hereby established to read as follows:

Section 158.149 Purpose.

It is the purpose of this article to prevent, reduce, or eliminate blight by preventing and eliminating contributing factors and causes of in the City. This ordinance addresses vacant or abandoned buildings which the City Commission determines to contribute to blight.

By way of this ordinance, the City encourages proper occupied use of commercial and industrial buildings within their zoning districts. It is recognized that blight lowers property values, leads to deteriorating conditions, undermines the quality of life, affects the public health, safety, and general welfare, potentially results in human injury, and potentially invites criminal activities.

It is also determined that vacant or abandoned structures demand an inordinate amount of City administrative and ordinance enforcement resources. As such, the City Commission finds the prolonged presence of vacant or abandoned structures to be unacceptable to the citizens of Marine City.

Section 158.150 Definitions.

The following words, terms, and phrases, when used in this provision, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning. Absent a definition, plain language shall apply.

(A) *Vacant or Abandoned Commercial Structure* means and includes:

1. Any single tenant building located in a commercially zoned district which has been unoccupied for a period of ninety (90) consecutive days or which satisfies one (1) of the supplementary conditions defined in subsection (H), below; or
2. Any multi-tenant building located in a commercially zoned district which is more than fifty percent (50%) unoccupied for a period of ninety (90) consecutive days or which satisfies one (1) of the supplementary conditions defined in subsection (H), below.

(B) Vacant or Abandoned Industrial Structure means and includes:

1. Any single tenant building located in an industrially zoned district which has been unoccupied for a period of ninety (90) consecutive days or which satisfies one (1) of the supplementary conditions defined in subsection (H), below; or
2. Any multi-tenant building located in an industrially zoned district which is more than fifty percent (50%) unoccupied for a period of ninety (90) consecutive days or which satisfies one (1) of the supplementary conditions defined in subsection (H), below.

(C) Vacant or Abandoned Structure means and includes commercial or industrial structure as defined herein.

(D) Accessory Building means a subordinate structure on the same premises as the main structure, the use of which would be naturally and normally incidental to that of the main structure, whether the main structure is a vacant or abandoned structure or not, such as, but not limited to, a garage, barn, or storage shed.

(E) Owner means any person with legal or equitable ownership interest in the property.

(F) Secured means a building which has all points of entry into the structure either:

1. Closed by use of windows and doors which are in proper working order, intact, without holes, broken elements, and are locked; or
2. Secured by exterior grade plywood in compliance with this subchapter.

(G) Unoccupied means without occupants, void of zoning use; vacant or abandoned.

(H) Supplementary conditions shall mean and include the following:

1. Is open to casual entry or trespass;
2. Is damaged by fire, flood, weather, or vandalism;
3. Is the site of loitering or vagrancy;
4. Demonstrates a lack of proper Maintenance Code, Fire Prevention Code, Heating Code, Building Code, or State Construction Code;
5. Is under notice for being in violation of a City ordinance;
6. Has been secured or boarded up for at least ninety (90) days;
7. Has taxes in arrears to the City for more than three hundred sixty-five (365) days;
8. Has utilities disconnected or not in use;
9. Is under condemnation notice or legal order to vacate;
10. Is structurally unsound; or,
11. Is a potential hazard or danger to persons;
12. The use of the building is inconsistent with zoning ordinance.

Sec. 158.151 Registration.

Owners of vacant or abandoned structures shall register such properties with the City and pay a monthly registration fee as set forth in the then current City Fee Schedule. The duty to register an abandoned structure shall not require prior notice to the owner by the City. Registration of a vacant or abandoned structure does not preclude the City from taking appropriate actions to secure the property or to issue orders to repair or abate dangerous, hazardous, or unlawful conditions or from acting to eliminate an imminent hazard to public health and safety.

Sec. 158.152 Registration Information.

(A) For each vacant or abandoned structure, each owner shall register with the City and provide the following information on a vacant or abandoned structure registration form available from the City:

1. The address of the vacant or abandoned structure;
2. The complete mailing address of all owners;
3. Telephone number of each owner, including cell phone numbers;
4. Proof of identification of each owner;
5. The name, address, and telephone number of any local agent or representative authorized by the owner to handle the affairs of the property;
6. The reason for vacancy of the property;
7. The estimated length of time the property is expected to remain vacant; and
8. Any plans for restoration, reuse, or removal with an accompanying timeline and work schedule.

(B) An owner shall notify the City and file an amended registration form within seven (7) days of any change in the registration information required by this section.

Sec. 158.153 Registration and registration fee.

(A) An owner of a vacant or abandoned structure, whether registered or not, shall pay a vacant or abandoned structure registration fee and a monthly administrative fee for the time during which such structure remains unused for the purposes for which the property is zoned or otherwise lawfully permitted. The vacant or abandoned structure registration fee and monthly administrative fee shall be the same amount as the inspection department administrative fee established in the City's most current Fee Schedule, which may be amended from time to time at the sole discretion of the City.

(B) Fees under this section shall be established to support the services rendered by the City in the course of its duties related to vacant or abandoned structures. Failure to register a vacant or abandoned structure or pay the registration fee and monthly administrative fees shall be cause for penalties to be assessed and are a

criminal violation of this subchapter.

- (C) The monthly administrative fee shall be paid so that it is received by the City on or before the seventh day of each month, following each month during which the structure was a vacant or abandoned structure for fifteen (15) days or more.
- (D) A late fee, in an amount equal to fifty percent (50%) of the inspection department administrative fee rounded up to the next whole dollar amount, shall also be payable by an owner of a vacant or abandoned structure when the monthly administrative fee is not paid by the due date referenced herein and pursuant to the City's most current Fee Schedule.
- (E) Exceptions for the monthly registration fee may be considered by the building official or City Manager if it can be adequately demonstrated that the property is held up in probate and a resolution is forthcoming, under construction with a reopen date established, or for sale with proven attempts to actively sell the property. Initial registration and registration fee is required.

Sec. 158.154 Recovery of fees.

If all or part of the fees required by this subchapter are not paid or are overdue, the City may recover such sums by filing suit against the owner for entry of civil money judgment or any other means available by law. The City shall be entitled to all attorney fees and costs incurred in obtaining a warrant or to obtain a judgment against an owner for any overdue or unpaid fees associated with any vacant or abandoned structures.

Sec. 158.155 Securing structures.

- (A) Unless otherwise specified by the building inspection department, a City order to secure a vacant or abandoned structure shall be complied with by the owner within seventy-two (72) hours. If the securing has not been completed or does not comply with the requirements for securing the structure under this subchapter, the City may secure the structure and bill the owner of record for all costs incurred, including service fee, and administrative costs. The amount so billed shall constitute a personal debt of the owner and may be recovered in the same manner permitted for the recovery of fees under this subchapter.
- (B) All points of entry on a vacant or abandoned structure that are suitable for animal or human entry shall be secured as follows:
 - 1. Unless otherwise specified by the building inspection department, on all first story and ground accessible points of entry, such shall be secured by the use of exterior grade plywood or its equivalent, of at least one-half-inch thickness, cut to the size of the opening and secured by the use of Phillips-headed two-inch-long screws; and

2. Unless otherwise specified by the building inspection department, on entry points being secured above the first story or where not accessible from the ground level, such shall be secured by the use of exterior grade plywood or its equivalent of at least one-half-inch thickness, cut to the size of the opening and secured by the use of sixteen (16) penny common nails.

Sec. 158.156 Right of entry and inspection.

If the owner has failed to secure a property the City may, after obtaining a warrant or appropriate court order from a court of competent jurisdiction, enter to secure the structure or reenter the structure to conduct necessary inspections to ensure compliance with the requirements of this subchapter and to determine if there are any emergency or hazardous conditions.

Sec. 158.157 Reuse and re-occupancy.

(A) Re-Occupancy of Vacant or Abandoned Commercial or Industrial Structure: The owner of a vacant or abandoned commercial or industrial structure shall be required to obtain and pay for special inspections including, but not limited to, building, electrical, HVAC, and plumbing inspections. The fees set forth in the Fee Schedule shall be in addition to those required by any section of the City ordinances. The owner of a vacant or abandoned commercial or industrial structure shall obtain all necessary permits and pay all related fees in full for work identified as being necessary during a special inspection. Permits shall be obtained and all fees paid in full for any work previously completed without the requisite permit. Each inspection shall be conducted and approved in accordance with the Marine City Code of Ordinances, state codes, Property Maintenance Code, Fire Prevention Code, and Heating Code.

(B) Certificate of Re-Occupancy for Vacant or Abandoned Commercial or Industrial Structure: A certificate of re-occupancy shall be issued after all of the following conditions are satisfied:

1. All fees, including but not limited to late charges and re-inspection fees are paid in full;
2. All inspections and approvals have been obtained from the director of inspection;
3. All outstanding fees, charges, and monies owed by the owner of the abandoned structure to the City of Marine City have been paid in full.

Sec. 158.158 Responsibility for violations.

All nuisance and building related code violations will be cited and noticed to the owner of record and shall become the owner's responsibility. The owner of any abandoned structure shall be obligated to provide written notice to any prospective purchaser of any vacant or abandoned structure of any violations, fees, or obligations imposed by the city regarding that vacant or abandoned structure. Failure of an owner to comply with this

section shall constitute a violation of this chapter. If the owner sells or otherwise disposes of the property to another party, the new owner shall not be entitled to any extension of time to correct or address such violations as existed at the time of sale, transfer, or conveyance of the property.

Sec. 158.159 Penalty.

- (A) A violation of this subchapter is a misdemeanor offense subjecting the violator to the penalties set forth in Section 10.99.
- (B) Each day that an owner of a vacant or abandoned structure fails to comply with the requirements of this subchapter shall constitute a separate offense.
- (C) In addition to any other penalty provided for in this section, this subchapter may be enforced by suit for injunction, action for damages, or any equitable relief appropriate to the enforcement of this subchapter.

Severability.

This ordinance and each of the various parts, sections, subsections, sentences, phrases, and clauses hereof are declared to be severable. If any part, section, subsection, sentence, phrase, or clause is determined to be invalid or unenforceable by a court of competent jurisdiction, it is hereby provided that the remainder of the Ordinance shall not be affected thereby and shall remain in full force and effect.

Repeal of Ordinances in Conflict Herewith.

Any and all Ordinances of the City of Marine City or any parts or provisions thereof, to the extent that they are contrary to or inconsistent with the provisions of the within Ordinance, are hereby expressly repealed.

Ratification.

All other provisions of the Code of Ordinances of the City of Marine City, Michigan except as herein modified or amended are hereby expressly ratified and affirmed.

Publication.

This Ordinance shall be published in accordance with the terms, provisions, and requirements of the City Charter of the City of Marine City, Michigan, and in accordance with and to the extent required by the statutes of the State of Michigan.

Effective Date.

This Ordinance shall take effect on the first day of December 2022 in accordance with the provisions and requirements of the City of Marine City. The City Clerk is hereby directed to publish this Ordinance within fifteen (15) days after the date of adoption as required by section 7.2 of the City Charter of the City of Marine City.

ORDINANCE DECLARED ADOPTED.

Cheryl Vercammen, Mayor
City of Marine City, Michigan

CERTIFICATION

The foregoing is a true and complete copy of an Ordinance adopted by the City Commission of the City of Marine City, County of St. Clair, State of Michigan, at a regular meeting of the City Commission held on the 21 day of July, 2022 and public notice of said meeting was given pursuant to and in accordance with the requirements of Act No. 267 of the Public Acts of 1976, as amended, being the Open Meetings Act, and the Minutes of said meeting have been or will be made available as required by said Act.

Members Present: Mayor Cheryl Vercammen; Commissioners Jacob Bryson, Elizabeth Hendrick, Wendy Kellehan, William Klaassen, John Kreidler, Brian Ross
Members Absent: None.

It was moved by Commissioner (NAME) and supported by Commissioner (NAME) to adopt the Ordinance.

Ayes: Bryson, Kellehan, Ross, Vercammen

Nays: Hendrick, Klaassen, Kreidler.

The Ordinance was declared adopted by the Mayor and has been recorded in the Ordinance Book of the City of Marine City.

Shannon M. Adams, City Clerk
City of Marine City, Michigan

INTRODUCED: 05-19-2022
ADOPTED: 07-21-2022
PUBLISHED: 07-28-2022
EFFECTIVE: 12-01-2022

12g

**CITY OF MARINE CITY
ST. CLAIR COUNTY, MICHIGAN
ORDINANCE NO. 22-004**

AN ORDINANCE OF THE CITY OF MARINE CITY, ST. CLAIR COUNTY, MICHIGAN TO REVISE BUSINESS REGULATIONS TITLE XI, CHAPTER 110, SECTION 110.01 ET SEQ. ENTITLED “GENERAL LICENSING PROVISIONS” AND “INITIAL BUSINESS LICENSE; GENERAL BUSINESS REGISTRATION”.

THE CITY OF MARINE CITY ORDAINS:

Chapter 110.01 et seq. is hereby revised to read as follows:

§ 110.01 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

BUSINESS. Includes all kinds of vocations, occupations, professions, enterprises, establishments and all other kinds of activities and matters, together with all devices, machines, vehicles and appurtenances used therein, any of which are conducted for private profit or benefit, either directly or indirectly, where the owner currently holds a tax identification number in their own right or doing business as, on any premises in the city, or anywhere else within its jurisdiction. A business operated under one singular tax identification number, even if there are multiple locations or facilities, or the owner is doing business as more than one business name, will be considered one business and is subject to one business license. Wherein a singular space exists where multiple individual business owners conduct their operation as vendors, each shall have their own business license should they have their own tax identification number unless the owner/leasee of the space is operating as an umbrella company and thereby acting as responsible party for all vendors operating therein, then the building owner/leasee shall maintain a business license with the City.

LICENSE or LICENSEE. Includes, respectively, the words PERMIT or PERMITTEE or the holder for any use or period of time of any similar privilege, wherever relevant to any provision of this subchapter or other law or ordinance.

PERSON. Includes individual, natural persons, partnerships, joint ventures, societies, associations, clubs, trustees, trusts or corporations; or any officers, agents, employees, factors or any kind of personal representatives of any thereof in any capacity, acting either for himself, herself or for any other person, under either personal appointment or pursuant to law.

PREMISES. Includes all lands, structures, places and also the equipment and appurtenances connected or used therewith in any business, and also any personal property which is either affixed to, or is otherwise used in connection with any such

business and where business patrons are invited into for the purpose of conducting business on the premises.

(Prior Code, § 14-1) (Ord. passed 5-20-1976)

§ 110.02 LICENSE REQUIRED.

No person shall engage, or be engaged, in the operation, conduct or carrying on of any trade, profession, business or privilege for which a license is required by any provision of this code without first obtaining a license from the city in the manner provided for in this subchapter.

(Prior Code, § 14-2) (Ord. passed 5-20-1976)

§ 110.03 APPLICATION.

Unless otherwise provided in this code, every person required to obtain a license from the city to engage in the operation, conduct or carrying on of any trade, profession, business or privilege shall make application for the license to the City Clerk upon forms provided by the City Clerk and shall state under oath or affirmation such facts as may be required for or applicable to the granting of the license.

(Prior Code, § 14-3) (Ord. passed 5-20-1976)

§ 110.04 POSSESSION OF OTHER LICENSE; NO EXEMPTION.

The fact that a license or permit has been granted to any person by any other governmental authority or agency to engage in the operation, conduct or carrying on of any trade, profession, business or privilege shall not exempt the person from the necessity of securing a license or permit from the city if the license or permit is required by this code.

(Prior Code, § 14-4) (Ord. passed 5-20-1976)

§ 110.05 MULTIPLE BUSINESSES.

The granting of a license or permit to any person operating, conducting or carrying on any trade, profession, business or privilege which contains within itself, or is composed of, trades, professions, businesses or privileges which are required by this code to be licensed, shall not relieve the person to whom the license or permit is granted from the necessity of securing individual licenses or permits for each such trade, profession, business or privilege.

(Prior Code, § 14-5) (Ord. passed 5-20-1976)

§ 110.06 TERM; RENEWAL.

Except as otherwise herein provided as to certain licenses, the license year shall begin January 1 of each year and shall terminate at midnight on December 31 of that year. New licenses obtained after January 1 will be issued for the balance of the license year at the full license fee. License applications for license renewals shall be accepted and licenses issued in accordance to § 110.41. In all cases where the provisions of this code permit the issuance of licenses for periods of less than 1 year, the effective date of the licenses shall commence with the date of issuance thereof.

(Prior Code, § 14-6) (Ord. passed 5-20-1976; Am. Ord. 96-6, passed 5-2-1996)

§ 110.07 CONDITIONS FOR ISSUANCE.

No license or permit required by this code shall be issued to any person who is required to have a license or permit from any other governmental agency until the person shall submit evidence of the license or permit and proof that all fees pertaining thereto have been paid. No license shall be issued to any applicant therefor until the applicant has complied with all of the provisions of this code applicable to the trade, profession, business or privilege for which application for license is made. No license or permit required under the provisions of this code shall be issued to any person who is indebted or obligated to the city for any sum of money, other than for current taxes.

(Prior Code, § 14-7) (Ord. passed 5-20-1976)

§ 110.08 WHERE CERTIFICATION REQUIRED.

No license shall be issued where the certification of any officer of the city is required prior to the issuance thereof until the certification is made.

(Prior Code, § 14-8) (Ord. passed 5-20-1976)

§ 110.09 FIRE SAFETY CERTIFICATE.

In all cases where the certification of the Fire Department is required prior to the issuance of any license by the City Clerk, the certification shall be based upon an actual inspection and a finding that the premises in which the person making application for the license proposes to conduct or is conducting the trade, profession, business or privilege, comply with all the fire regulations of the state and of the city. The inspection is to be conducted by Fire Department personnel possessing the appropriate state required criterial to conduct a fire safety inspection.

(Prior Code, § 14-9) (Ord. passed 5-20-1976)

§ 110.10 POLICE CHIEF'S CERTIFICATE.

In all cases where the certification of the Chief of Police is required prior to the issuance of any license by the City Clerk, the criteria for certification shall be the applicant's compliance with federal, state, and local laws.

(Prior Code, § 14-10) (Ord. passed 5-20-1976; Am. Ord. 13-03, passed 6-20-2013)

§ 110.11 ZONING CERTIFICATE.

In all cases where the carrying on of the trade, profession, business or privilege involves the use of any structure or land, a license therefor shall not be issued until the City Building Official shall certify that the proposed use is not prohibited by zoning regulations of the city, or is a nonconforming use as defined by the zoning ordinance. In cases of nonconforming uses, the zoning certificate so shall indicate that use.

(Prior Code, § 14-11) (Ord. passed 5-20-1976)

§ 110.12 BONDS.

Where the provisions of this code require that the applicant for any license or permit furnish a bond, the bond shall be furnished in an amount deemed adequate by the proper city officer, or, where the amount thereof is specified in the schedule of fees and bonds set out in § 110.15 or elsewhere in this code, in the amount so required; the form of the bond shall be acceptable to the City Attorney. In lieu of a bond, an applicant for a license or permit may furnish one or more policies of insurance in the same amounts and providing the same protection as called for in any such bond; any such policies of insurance shall be approved as to substance by the city official issuing the license or permit and as to form by the City Attorney.

(Prior Code, § 14-12) (Ord. passed 5-20-1976)

§ 110.13 RIGHT TO ISSUANCE.

If the application for any license is approved by the proper officers of the city, as provided in this code, the license shall be issued and shall serve as a receipt for payment of the fee prescribed for the license.

(Prior Code, § 14-13) (Ord. passed 5-20-1976)

§ 110.14 PAYMENT OF FEES.

The fee required by this code for any license or permit shall be paid to the City upon or before the issuance of the license or permit.

(Prior Code, § 14-14) (Ord. passed 5-20-1976)

§ 110.15 FEE SCHEDULE.

The City's fee schedule may be amended from time to time by resolution of the City Commission. Copies of the current fee schedule are available upon request during regular business hours in the Office of the City Clerk or available on the City's website.

§ 110.16 RENEWAL.

Unless otherwise provided in this Code, an application for renewal of a license shall be considered in the same manner as an original application and in compliance with § 110.41.

(Prior Code, § 14-16) (Ord. passed 5-20-1976)

§ 110.17 LATE RENEWALS.

For all licenses which are renewed 30 days or more late, a \$25.00 late fee will be assessed at the time the license is renewed.

(Prior Code, § 14-17) (Ord. passed 5-20-1976)

§ 110.18 EXHIBITION GENERALLY.

No licensee shall fail to carry any license issued in accordance with the provisions of this subchapter upon their person at all times when engaged in the operation, conduct or carrying on of any trade, profession, business or privilege for which the license was issued; except that where the trade, profession, business or privilege is operated, conducted or carried on at a fixed place or establishment, the license shall be exhibited at all times in some conspicuous place in their place of business. Every licensee shall produce their license for examination when requested to do so by any City police officer or by any person representing the issuing authority.

(Prior Code, § 14-18) (Ord. passed 5-20-1976)

§ 110.19 TRANSFERABILITY; MISUSE.

No license or permit issued under the provisions of this code shall be transferable unless specifically authorized by the provisions of this code. No licensee or permittee shall, unless specifically authorized by the provisions of this code, transfer or attempt to transfer his or her license or permit to another nor shall he make any improper use of the same.

(Prior Code, § 14-20) (Ord. passed 5-20-1976)

§ 110.20 AUTOMATIC REVOCATION FOR MISUSE.

In addition to the general penalty provision for violation thereof, any attempt by a licensee or permittee to transfer his or her license or permit to another, unless specifically authorized by the provisions of this code, or to use the same improperly shall be void and result in the automatic revocation of the license or permit.

(Prior Code, § 14-21) (Ord. passed 5-20-1976)

§ 110.21 CUMULATION OF PROVISIONS.

The general provisions of this subchapter and code relevant to licenses and permits where not otherwise provided shall be deemed to be supplementary and complementary to each other and shall be cumulative in the same manner as though the provisions of this subchapter were included in the provisions of any other chapter of this code relative to licenses or permits.

(Prior Code, § 14-23) (Ord. passed 5-20-1976)

§ 110.22 SUSPENSION OR REVOCATION.

(A) (1) The City Manager may suspend or revoke for cause any license or permit issued by the City in the manner herein provided.

(2) The term CAUSE, as used in this section, shall include: omitting to perform any act required by this code or the doing or omitting of any act or permitting any condition to exist in connection with any trade, profession, business or privilege, for which a license or permit is issued under the provisions of this code, or any premises or facilities used in connection therewith, which act, omission or condition is contrary to the health, morals, safety or welfare of the public, is unlawful or fraudulent, is unauthorized or beyond the scope of the license or permit granted, or is forbidden by the provisions of this code or any duly established rule or regulation of the City applicable to the trade, profession, business or privilege for which the license or permit has been granted. The term cause as used in this section shall also include the arrest and conviction of the licensee or permittee for any crime involving moral turpitude.

(Prior Code, § 14-24)

(B) Where the City Manager shall determine that in the interests of the public health, morals, safety or welfare an immediate suspension is necessary, they shall order the same. In such cases, the City Manager shall forthwith send a notice to the licensee or permittee by registered mail to their last known address, which notice shall contain a statement of the charge against the licensee or permittee and a definite time and place for a hearing of the

charge and shall order the licensee or permittee to show why their license or permit should not be suspended for an additional period of time or revoked. Hearings shall be conducted as set forth in division (C)(2) below.

(Prior Code, § 14-25)

(C) (1) Whenever the City Manager shall have evidence to warrant the suspension or revocation of a license or permit, they shall send a notice to the licensee or permittee by registered mail to their last known address, which notice shall contain a statement of the charge against the licensee or permittee and a definite time and place for a hearing of the charge, and shall order the licensee or permittee to show why any their license or permit should not be suspended or revoked.

(2) The City Commission shall conduct a hearing not less than 5 days after the mailing of the above notice, at which time and place the licensee or permittee shall have an opportunity to present a defense to the charge and to cross-examine any witnesses and examine all evidence produced against them. The decision of the City Commission shall be final and conclusive.

(3) No fee for any license or permit which has been suspended or revoked pursuant to the provisions of this section shall be refunded.

(Prior Code, § 14-26)

(Ord. passed 5-20-1976)

INITIAL BUSINESS LICENSE

§ 110.40 INITIAL LICENSE.

(A) No person shall open any business, as defined in § 110.01, or advertise any goods or services without having obtained an initial business license. Persons conducting a business as of the effective date of the ordinance from which this section was derived who are not already in possession of a business license shall be required to get an initial business license.

(Prior Code, § 14-38)

(B) The application for an initial business license shall be made on forms supplied by the City Clerk. The application shall provide sufficient information in order to determine the type of business being conducted, the merchandise or service being offered for sale, the location of the business, the owners or officers of the business, and such other information as may be necessary to effectively administer this subchapter.

(Prior Code, § 14-39)

(C) (1) No license shall be approved for an initial license until a certificate of approval shall have been received from the Building Official, Fire Department and the Police Chief following an inspection, and the zoning certified as proper by the City Manager.

(2) All initial licenses shall be approved by the City Commission.

(3) No license shall be issued until the license fee is paid.

(4) Prior to the issuance of the initial license, the Building Official shall certify that the premise meets all applicable code standards and businesses are subject to a safety inspection by the Building Official as deemed necessary.

(Prior Code, § 14-40)

(Ord. passed 5-20-1976)

§ 110.41 GENERAL BUSINESS LICENSE RENEWAL

(A) (1) All businesses, as defined in § 110.01, within the City shall, on an annual basis, renew their license for the business with the City.

(2) The annual renewal period for all business licenses shall begin on December 1.

(B) All business license renewals shall be on forms as provided by the City Clerk.

(C) The applicable renewal fee will be charged in accordance with the provisions of § 110.15 FEE SCHEDULE.

(D) The City reserves the right to conduct random inspections.

§ 110.42 EXCLUSIONS.

Persons required to have a specific business license by another provision of this code shall not be required to have an initial business license under this code section.

(Prior Code, § 14-42) (Ord. passed 5-20-1976)

ORDINANCE DECLARED ADOPTED.

Cheryl Vercammen, Mayor
City of Marine City, Michigan

CERTIFICATION

The foregoing is a true and complete copy of an Ordinance adopted by the City Commission of the City of Marine City, County of St. Clair, State of Michigan, at a regular meeting of the City Commission held on the 20 day of October, 2022 and public notice of said meeting was given pursuant to and in accordance with the requirements of Act No. 267 of the Public Acts of 1976, as amended, being the Open Meetings Act, and the Minutes of said meeting have

been or will be made available as required by said Act.

Members Present: Mayor Cheryl Vercammen; Commissioners Jacob Bryson, Elizabeth Hendrick, Wendy Kellehan, William Klaassen, Brian Ross.

Members Absent: Commissioner John Kreidler

It was moved by Commissioner Ross and supported by Commissioner Kellehan to adopt the Ordinance.

Ayes: Vercammen, Bryson, Kellehan, Ross.

Nays: Hendrick, Klaassen.

The Ordinance was declared adopted by the Mayor and has been recorded in the Ordinance Book of the City of Marine City.

Shannon M. Adams, City Clerk
City of Marine City, Michigan

INTRODUCED: 09-15-2022

ADOPTED: 10-20-2022

PUBLISHED: 10-30-2022

EFFECTIVE: 11-6-2022