

AGENDA

THE COMMISSION OF THE CITY OF BUCHANAN, in compliance with Michigan's Open Meetings Act, hereby gives notice of a regular meeting of the Buchanan City Commission to be held in the Chamber of City Hall.

* Requests to be added to the agenda as a "Scheduled Matter from the Floor" should be submitted in writing to the City Clerk at least 5 business days prior to the scheduled meeting during which the speaker wishes to appear, and the approval of such requests remain within the discretion of the Mayor. If denied, the speaker may nonetheless speak during the "non-agenda items only" public comments section of the agenda. * Those who are unable to appear during a meeting but who still wish to share public comment may submit such comments in written form to the City Clerk at least 4 hours in advance of the meeting. * Individuals with disabilities may request necessary reasonable accommodations by submitting requests to the City Clerk, preferably at least 24 hours in advance. * Written requests and comments may be submitted to the City Clerk either in person or via mail to Buchanan City Hall, 302 N. Redbud Trail, Buchanan, MI 49107, or via email to clerk@cityofbuchanan.com

I. Call to Order**II. Pledge of Allegiance****III. Roll Call****IV. Approve Agenda****V. Public Comment - Agenda Items Only (3-minute limit)****VI. Consent Agenda (can be approved all in one motion, for general housekeeping items)**

A. Minutes - Consider approving Regular Meeting Minutes for April 25, 2022.

B. Expenditures - Consider approving Expenditures for May 8, 2022, in the amount of \$55,981.05

VII. Scheduled Matters from the Floor (if any)

A. Financial Advisor Andy Campbell of Baker Tilly- Mr. Campbell will share preliminary numbers regarding the new DPW building project's municipal building authority funding mechanism, along with USDA project preliminary figures.

VIII. Reports by: Departments, Committees, Boards

A. Water Department Report- Clerk Cashier / Utility Biller Jill Mondschein

1) Water/Sewer Payments Window- Consider the proposed modification of hours open to the public.

2) Water/Sewer Landlord Policy Proposal- Consider proposed modifications to the City's policies regarding water/sewer billing for rental properties.

3) Delinquent Utility Bills Applied to Summer Taxes- Consider authorizing City Administration to take the necessary actions to add delinquent utility bills to the responsible parties' summer taxes

B. Street Department Report

1) 3rd Street Project Update - Public Services Director Mike Baker will discuss Selge's updated quote.

C. Community Development Report

1) Facade Grant - Consider Front Street Glassworks' application.

2) Legislative Update- Manager Grace will provide a brief update regarding recent activity within the Michigan Legislature relating to economic development opportunities.

D. **Finance Department**- Manager Grace

- 1) 2021/2022 Budget Amendments- Consider approving amendments to the 2021/2022 fiscal budget (July 1, 2021 – June 30, 2022) [in packet]
- 2) 2022/2023 Budget Proposal- Consider a preliminary review of the 2022/2023 fiscal budget (July 1, 2022 – June 30, 2023) [to be presented at meeting, with public copy available in Clerk's office for viewing]. Public Hearing on Budget scheduled for 7:00 p.m. on Monday, May 23, 2022, after which the Commission will be asked to consider approving the FY 2022/2023 Budget. No millage rate increases are anticipated.

IX. Unfinished Business

X. New Business

A. Closed Session

- 1) Enter Closed Session- consider entering Closed Session pursuant to MCL 15.268 Sec. 8(1)(d) & (h) to consider the purchase or lease of real property and to discuss matters subject to attorney-client privilege.
- 2) Re-Enter Open Session- Consider re-entering Open Session.
- 3) Consider Action- Consider action based on Closed Session discussions.

XI. Communications *(informational only, formal board action is not necessary for these items, unless so desired)*

A. Annual Spring Clean-Up Recap

XII. Public Comment - Non-Agenda Items Only *(3-minute limit)*

XIII. Executive Comments

- A. City Manager Comments**
- B. Commissioner Comments**
- C. Mayor Comments**

XIV. Adjourn



REGULAR MEETING OF THE BUCHANAN CITY COMMISSION
MONDAY, APRIL 25, 2022 – 7:00 PM
CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

MINUTES

THE COMMISSION OF THE CITY OF BUCHANAN, in compliance with Michigan's Open Meetings Act, hereby gives notice of a regular meeting of the Buchanan City Commission to be held in the Chamber of City Hall.

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I. Call to Order

Meeting was called to order at 7:00 P.M by Mayor Denison.

II. Roll Call

Present: Mayor Sean Denison, Mayor Pro Tem Mark Weedon, Commissioner Cameron Downey, Commissioner Patrick Swem

Absent: Commissioner Larry Money

City Staff: City Manager, Heather Grace; City Clerk, Kalla Langston; Community Development Director, Richard Murphy; Mainstreet Manager/ Chamber Executive Director; Cashier Clerk, Jill Mondschein; Director of Public Works, Mike Baker; Director of Public Safety, Tim Ganus; Operator in Charge Water Department, Scott Desenberg

III. Pledge of Allegiance

Denison led the in Pledge of Allegiance.

IV. Recognition

A. Arbor Day Proclamation- Arbor Day April 29, 2022

Denison read the Proclamation. Declaring Arbor Day April 29, 2022, in the City of Buchanan. See attachment A

V. Approve Agenda

Motion made by Weedon, seconded by Swem to approve the agenda. Roll call vote carried unanimously.

VI. Public Comment - Agenda Items Only (3-minute limit)

None

VII. Consent Agenda (can be approved all in one motion, for general housekeeping items)

A. Consider approving Regular Meeting Minutes for April 11, 2022.

B. Consider approving expenditures for April 25, 2022, in the amount of \$110,230.84

Motion made by Weedon, seconded by Downy to approve the Consent Agenda. Roll call vote carried unanimously.

VIII. Scheduled Matters from the Floor *(if any)*

IX. Reports by: Departments, Committees, Boards

A. Clerk Report- Clerk, Kalla Langston will update the Commission on petition dates and Voter ID cards being sent to the registered voters due to redistricting.

Langston updated the Commission that the new Voter ID cards were sent out today. By law we must send an updated one to every registered voter including active, verified, and challenged voter. If you happen to get one for someone who no longer lives at the address, please send back to the clerk to take the right steps.

If you are running for City Commissioner in 2022 the petition deadline is July 26th due back to Clerk Langston. If you have any questions about either Voter ID cards or running for office, please contact Clerk Langston.

B. Public Services Report- Director, Mike Baker

1) Clark Street Culvert - bid anticipated by Monday

Baker has not received a bid for this yet, only verbal numbers. Denison asked about the road option discussed last time. Baker has not pursued this yet because they would have to talk to the property owner off Oak Street to get back to the City property.

2) Retaining Wall on Front St. - bid anticipated by Monday

Baker has a bid for sheet piling up the hill. Baker doesn't want to publicly say the bid due to the fact it might go out for RFP. Baker is looking for direction on whether the commission would like to review non sealed bids for an emergency repair. Or if they want to City staff to go through the sealed bids which will be a longer timeframe.

Baker did pursue the concrete blocks as Weedon had suggested. He does not have numbers for this yet. Baker's concern is that we have concrete blocks for a retaining wall at the cemetery and when the road salt hits it deteriorates the blocks.

Baker has the bid printed out for the Commission; Grace would like the number to stay confidential until the commission decides which way to go.

Grace recommended that we move forward as an emergent repair because of the state of it.

Denison worried about thrill on the hill and the safety of residents and participants, Grace and Baker agree.

Baker believes sheet piling is the way to go. He's unsure about the blocks but has someone coming to talk to him this week about the possibility. Sheet piling goes into the ground as much as it's out. In his opinion you have a lot of weight on that hill.

Baker has gone out for 3 other quotes, but only 1 came back in time.

Denison would like to know how to keep the sidewalk safe until it can be fixed.

The best case for an RFP is it will be done in fall.

Swem is concerned about the design of it since it is a corridor to the city.

Weedon would like to hear the options on the concrete blocks, thinks it would look better aesthetically than the sheet metal.

Swem is concerned about not having an engineer look at it and wants to make sure it will withstand.

Denison would like to reach out to a few engineers to get an opinion.

Downey wanted to know how many feet it is pushing out and his concern is how much time it's going to take.

Denison wanted to make sure when thrill on the hill is laid out, we need to make sure no one can go up that side.

Downey asked if we could temporarily go on the backside of it and lay reinforcements in there.

Baker not comfortable with that idea because of all the pressure that is on it. There are also huge oak trees that are pushing it.

Swem is in favor of submitting for RFP for both Culvert and retaining wall because of size and scope. He's not sure if it makes sense to put the concrete barriers up to hold the wall. Wants to do it right the first time.

Weedon would like to see other options about the bridge, Grace said we would have to subcontract out because we don't hold the licenses for bridge inspections. Swem and Weedon would like a better understanding of the bridge.

3) Potential purchase of Bobcat - Consider approval of trade-in and purchase of new Bobcat

A Bobcat was purchased by an installment payments. With the payment coming up, Baker had them look at the bobcat to see what trade in value would be. We could purchase a new one for \$62,000 and they would buy out are current contract at \$30,000. We would buy it outright.

Weedon would like to see the purchase agreement. From Grace's understanding it was a purchase just with 2 installment payments.

Swem believes we should be buying outright as a municipality.

The Commission asked what kind of shape it is in. Baker says it's in immaculate condition.

Swem would like to see the 5-year plan come in, because there might be other things that need to be replaced. Baker just wanted to bring it to their attention since the payment is coming up in Sept.

4) Potential purchase of Mower - Consider approval of the purchase of new Mower

Baker had 2 quotes one for a mower and the other for an articulated loader. The loader would be used at the cemetery as well as for leaf pick up and snow blowing sidewalks. We are at the push point with the skid loader and would like to trade it in to get the articulated loader. Trade in, we would be able to purchase \$20,444.58. Downey asked about if the snow blower would fit it, Baker says it is wearing out as we have had it since 2008 and its time for a new one.

Downey asking for clarification on why we have multiple pieces of equipment that do the same thing, asking Baker do we use them one at a time or do we use multiples. Baker answering, we use the multiples at the same time, with 2 different employees.

Swem says because it is an older piece of equipment, it makes more sense to him and was surprised by the trade in value.

Motion made by Swem, seconded by Weedon to approve quote MMB-00262v1 for the Bobcat L28 Small Articulated Loader with the amount not to exceed \$20,044.58. Roll call vote carried unanimously.

Baker has received a quote for a Bobcat Mower. Since the last time he came before the Commission requesting a Toro mower for the cemetery, they found out that the mower could not be made. Baker and Weaver went to check out the mower in person because of the big price difference. It does not have my ride suspension, but the bobcat deck is better build. Baker feels like it's a very good deal.

Downey asked how many properties we mow. Baker let him know they are still working on gathering all the properties. Downey asked about how many hours we mow. The 2 guys at the cemetery mow 3 to 4 days a week which includes mowing and weed eating.

Downey asked about the quotes from a mowing company. Baker has not had an opportunity to measure every property.

Baker did reach out to a few companies that informed him it was to late in the season, that would we have to do an RFP. One of the biggest problems is getting a company twice a week.

Swem would like to see what other cities do.

Downey suggested when we do it next year to think about maybe 2 or 3 smaller services. Baker agrees with breaking it up.

Denison would like the mowing kept track of to see how much time goes to mowing.

Downey wanted to know how old is the one that we would be replacing. Wanting to see the maintenance sheet.

Denison curious why we are getting such a deal on the mower.

Swem said that after the 5-year plan they've established is in motion we can save time on talking about this.

Motion made by Swem, seconded by Weedon to approve Quote MMV -00261 with it not to exceed the amount of \$7,914.56. Roll call vote carried unanimously.

5) Thrill on the Hill - Joint report with Public Safety Director Tim Ganus regarding request to consider extended street closures

Baker and Ganus gave their opinions on closing downtown during Chippewa-Palooza during Thrill on the Hill. DPW does not have enough barricades and detour signs to close that part as well. Ganus is not going to have enough manpower to do both events. The concern is not being able to post officers at each post if closing the downtown.

Ganus was concerned about traffic. The city has grown with traffic since we have last held Thrill on the Hill in 2019. There will be a large section of Front St. already blocked off for Thrill, then we're going to have to block another part of Front St where traffic is going to have to go around on other side streets. They would have all the traffic pushed off into the neighborhoods, where normally we have it rerouted onto 3rdst out to Liberty, on Carol then back on to Red Bud. Parking will be a huge issue. There is a lot of people that come in just for Thrill on the Hill including the people that are coming in for the businesses downtown. We would be taking away about 20 spots. If we close off Front St. from Red Bud to Oak, Ganus does not feel comfortable with closing and then having everyone down by the Thrill event. If they cannot barricade the road off sidewalk-to-sidewalk,

Ganus does not feel safe without an officer standing there. First and foremost, our concern is to keep everyone safe.

Weedon has the exact same concerns but on the other side. What about people going back and forth to the events?

Ganus was not sure why we are having 2 events on either side of the city at the same time. These are both big events and doing both on the same day is very taxing all the cities resources.

Weedon suggested shutting down by Days Ave on Front, to him you're adding more control by blocking off the sections people would be going back and forth from.

Ganus stated that we had the light and the pedestrian walk to help control the traffic last time and all the years we have had the Thrill.

Baker told the Commission that they'd asked them not to do this event at the same time as Thrill or to include Chippewa-Palooza down by the Thrill event. Because of the resource issues.

Denison asked if we could get more volunteers to help direct traffic?

Ganus said then you're taking on the liability of volunteers directing traffic. That's why they use officers and are reserves who are well trained to handle that.

Denison asked for Baker and Ganus to come up with new ideas to make it even more safe for the pedestrians traveling from one event to the other.

Swem agrees that it will be dictated by manpower and asked if it was a situation where we could close Front in the evening where Chippewa-Palooza is more prominent event, or do we not have the ability to staff that.

If Ganus blocks Front, he must put 4 officers where they block, which is all he has at any given time. They start putting officers out there as soon as Baker starts, all night and all day long. The shifts are long.

Downey suggested, we use some of the city equipment to block that off. He also believes it was istake scheduling this at the same time. For safety's sake is the possibility to move Thrill on the Hill to a different weekend.

Grace addressed the commission with the update that they are too far into the publication and planning of Thrill to move it. She does not believe it would be an easy thing to change.

Baker and Ganus were in all the meetings for these events they expressed their concerns.

Denison asked if they could investigate lighting up the downtown. Baker said he would look into it.

Weedon believes the 2 major points in by Days Ave and back across Red Bud.

The Commission continued to discuss different options between Ganus and Baker. Everyone was concerned about the safety of the residents and visitors. Ganus will go back and see what he can do with helping cross Red Bud.

C. Water Department Report-

Jill Mondschein, Cashier Clerk

1) Consider the "Landlord's Proposal" for water/sewer bills.

Mondschein would like the commission to consider doing the bills differently for rentals. Most of the collection and inefficiency is having to do with rentals. We would not convert that account into

a renter, it would stay in the property owner's name. It is an inefficiency problem that is very time consuming, and collecting is difficult. Eventually after 6 months it must be turned over to taxes. They are not all the problem, but it's the majority.

Downey stated, he is going to vote no. Weedon asked for his opinion.

Downey saves his renters the 200.00 deposit by keeping it in his name. The bill is mailed to them.

That is what Mondeschein wants to keep it in the property owners name(landlord) and send the bills to the property owners. Giving the option to the landlord to either build it in to the rent or having the landlord distribute the bill when received.

Weedon, stated he likes the idea of how Downey has it set up that it stays in his name, but it's mailed to the renter.

Downey confirmed that is the way it's set up and that he doesn't receive a bill until they vacate and leave an outstanding payment, and then he takes care of it.

The landlord is the business owner, and the utility department is stuck in-between.

Denison asked how many landlords we have, Mondeschein is compiling the list as she goes, since the files are out of date and with the software switch, she is doing them as she goes.

Downey expressed concern about other utility billings; when should the landlord put all those bills in their name?

Swem stated that is a different because the city does not run those utility companies.

Mondeschein stating the city is left with huge bills that we can't collect for 6 months, until they go to taxes. It takes time and that's operating money that just sitting out there. And by no means does she mean this is all the renters, but it is the majority. Time is money and were helping run a business and that is not what we are here for. We are here to provide a service.

Downey believes it to be a service to the individual renters like any house.

Weedon believes Downey is doing it the correct way giving different scenarios

Denison stated there are a lot of landlords that are not hands on with the renter, and it shouldn't be on us to track down the renters. He believes we should be charging the property and that's it.

Weedon had a similar thing happen to him at a time in his life where he ended up having to cover the cost from the previous tenant.

Mondeschein telling Downey he is a responsible landlord, but he's one the exceptions.

Dennison respects the fact that he has renters, but this is how the city operates and not how Downey operates. He would like to see the city be more efficient by stopping managing renters.

Swem would like to see the landlord billed to but does not have a problem with it going to the tenants to receive the bill.

Downey asked about the leases right now. All landlords would have to eat a loss if we implemented this today.

Mondschein explained the process of how the renter comes in to put it in their name, but when they leave in 6 months no one tells her when they left. Then she has to try and collect from the landlord. By the landlord receiving those bills, the landlord should be responsible for collection, since it is their business.

Motion made by Denison to approve the landlord policy as presented, seconded by Swem. Roll Call Vote

Yeas: Denison, Swem

No: Weedon, Downey

Motion does not carry.

2) Consider updated open/close hours for the front window.

The city is open to the public 9 hours a day 45 hours a week, the only municipality in Berrien County that is open as much is the City of St. Joseph. There is no down time to do billing. The front window is everyone’s first contact, they are the ones that guide to each department. They handle several different things at the counter. What they are proposing is to cut some of the open hours to the public to be able to catch up. It is a constant with little downtime.

Motion made by Swem, seconded by Weedon to table. Roll call vote carried unanimously.

Scott Desenberg, Water Department Lead Operator

3) Consider purchase of equipment to repair/replace water tower communication device

2009- 2010 the city went from reading meters by walking around town to radio transmitter. Those reads are then pulled by Jill. The company that provides this service is Sensus. On April 2 the water department lost access to those reads. It has happened at times in the past but usually it has to do with an internet or modem issue at the water tower. Scott communicated back and forth with Sensus tech support and verified that it was not the internet. The conclusion that they came to is that it was a hardware issue. Scott has 2 potential solutions for the repair. The piece of hardware that has gone bad is called the transceiver, the less expensive is to just replace transceiver for \$22,500.00. The second option is to replace the entire setup for \$32,500.00. The mainframe is 13 years old so Scott recommends going with the entire new unit and replacing everything at the same time. If the other quote was less, he would be tempted to lean that way. The lead time on both options is the same and its at about 8 weeks. We are already looking at estimating reads for the next 3 reads.

Motion made by Swem, Seconded by Weedon to approve the emergency tower communication expenditure does not exceed \$32,500.00. Roll call vote carried unanimously.

D. Community Development Report:

Community Development Director Rich Murphy

1) Boone Labs

A) Adult Use Processing Permit - Consider Approval for an Adult Use Processing Facility Permit for Boone Labs at 107 Alexander St.

B) Adult Use Grow Permit - Consider Approval for an Adult Use Marihuana Grow Facility Permit for Boone Labs at 107 Alexander St.

C) Medical Grow Permit - Consider Approval for a Medical Marihuana Grow Facility Permit for Boone Labs at 107 Alexander St.

Murphy introduced Boone Labs and asked the Commissioner to consider items A, B, C under Community Development. Boone Labs will be using a double scrub technology the first of its kind, where the plant grows in a pod.

Motion made by Downey, seconded by Weedon to approve Boones Labs Adult Use Processing Permit, pending a satisfactory background check. Roll call vote carried unanimously. Motion to amended to include- Adult Use Grow Permit, Medical Grow Facility Permit support the same roll call vote carried unanimously.

2) Joint Meeting - Consider scheduling an annually recurring joint meeting between the City Commission, Planning Commission, and Buchanan Area Recreation Board, which is a requirement of RRC certification. Potential agenda items: park updates, truck routes, capital improvement plans.

Motion made by Weedon, seconded by Swem, to authorize the City Manager to schedule an annual recurring joint meeting between the City Commission, Planning Commission and Buchanan Area Recreation Board, to help maintain and achieve the RRC certification. Roll call vote carried unanimously.

3) Southwest Michigan Regional Chamber - Consider approving a \$5,000 membership fee for the City of Buchanan to join the Southwest Michigan Regional Chamber.

Murphy spoke highly of the SMRC in helping with applications to the state. It could open more media doors for the City of Buchanan, as well as helping Murphy with answering some questions he needed for his grant writing.

Motion made by Swem, seconded by Weedon to approve the \$5,000 membership fee for the City of Buchanan to join the Southwest Michigan Regional Chamber. Roll call vote carried unanimously.

4) Zoning Code Review - Consider a proposal from Placemakers to update the City's Zoning Code to align with the Andrew's University Project and RRC Best Practices for a price of \$50,000 of which Manager Grace has secured a verbal commitment from the MEDC to cover \$30,000 of the cost through a RRC grant. Professor Andrew VonMaur, who works with Placemakers, would provide direct assistance on the project.

Murphy updated the Planning Commission about this last meeting. The zoning code in the city is about 20 years old and a lot of topics and things have been brought up. The zoning code is silent on or does not give enough direction. Murphy was able to secure Placemakers which was recommended the most. Grace was able to secure a verbal pledge for MEDC to cover \$30,000 of the cost. Murphy has done one before it is a time-consuming process could take about a year.

Motion made by Weedon, seconded by Swem to authorize the City Manager to sign an agreement to engage the services of Placemakers to update the City's Zoning Code, pursuant to the terms of the proposed agreement. Roll call vote carried unanimously.

Main Street Manager / Chamber Executive Director Ashley Regal

5) Main Street Committee - progress update

Regal says it's a great group of people. They have their meetings set, subcommittees and responsibilities are set. They are defining their goals, developing strategy, and determining the needs to reach them.

6) Buchanan Area Chamber of Commerce - progress update

New website is up BuchananAreaChamber.com. Since 2022 averaging about 4 new members a month. Events are coming back; Chili walk came back the year with over 300 people and 20 Chilis. Education workshops are coming back this summer. Focusing on how we can give more benefits for our members. Social media is growing as well.

7) Thrill on the Hill - Consider Request from Lions Club

Owner of Kombi Keg, which is a Volkswagen bus that has 6 taps on it serving beer, wine, cocktails etc.. The goal is to locate the bus on Building 324 property the weekend of Thrill on the Hill. It would be a fundraiser for the Lions Club, it would be within the gated area. They are asking for a special request permit for the event. Clarifying that they will have to check ID's, not the PD. They would like to do evening hours.

Motion made by Weedon, seconded by Downey to approve the request from the Lions Club. Roll call vote carried unanimously.

Planning for Thrill on the Hill has been going on since February. Upgrading facilities to keep people at the Thrill longer. They have reached out businesses and organizations with a notice and are asking them how they would like to be involved in the event. A lot of great involvement with the businesses in the Community. Sponsorships have been steady, and all expenses have been covered by Sponsorships so far.

8) Common Usage Policy -

- a. Consider approving a newly amended Common Usage Policy

Motion made by Swem, seconded by Weedon to approve the newly amended Common Usage Policy, as presented. Roll call vote carried unanimously.

- b. Consider current applicants requesting use of the Common

Regal went thru events with commissioner and asked for the events to be approved through city administration.

Motion made by Weedon, seconded by Downey to authorize the City Manager to administratively approve the common bookings for the remainder of the season. Roll call vote carried unanimously.

9) Food Vendor Permit Licenses Fees - Consider approving Resolution 2022.04/433 to establish permit license fees for food vending within the City of Buchanan

Motion made by Weedon, seconded by Denison to approve Resolution 2022.04/431, and further authorize the City Manager to grant fee waivers to brick-and-mortar restaurants in the city, as well as nonprofits, on an administrative basis. Roll call vote carried unanimously.

E. Buchanan Tree Friends Board Appointments- Consider adding Daniel Regal to the Buchanan Tree Friends.

Motion made by Weedon, seconded by Swem to approve Daniel Regal to the Buchanan Tree Friends. Roll call vote carried unanimously.

X. Unfinished Business

A. Second reading and consideration of Ordinance 2022.03/431 Open Burn Ordinance

Motion made by Weedon, seconded by Downey to approve the second reading of Ordinance 2022.03/431. Roll call vote carries unanimously.

B. Second reading and consideration of Ordinance 2022.03/432 Revised Parking Ordinance

Motion made by Swem. Seconded by Weedon to approve the second reading of Ordinance 2022.03/432. Roll call vote carries unanimously.

XI. New Business

XII. Communications *(informational only, formal board action is not necessary for these items, unless so desired)*

A. 1) New phone system at City Hall

City Hall is getting a new phone system, to be able be more efficient at City Hall.

2) Public input is requested for the development of new economic incentives for downtown, to include rear facade grants, outdoor dining grants, way-finding signage grants, etc.

Please contact City Hall to give us your idea.

XIII. Public Comment - Non-Agenda Items Only *(3-minute limit)*

Paul Jancha Jr. Berrien County Chief Public Defender introduced himself to City and Commission.

Sarah shared concerns about safety with renters specifically rental inspections on rental units.

XIV. Executive Comments

A. City Manager Comments

Thanked everyone that attends the meetings. Your participation makes our democracy work and thrive. Always know that we are here to serve you, that’s why we exist as a government entity. If you don’t want to share your comments publicly at a meeting we’re here to talk if you have a concern or any ideas. Your input is greatly appreciated. We are very pleased to see the public and private relationships grow. There is no one person that is smarter than all of us.

B. Commissioner Comments

Weedon- none

Swem- none

Downey- none

C. Mayor Comments

Seconded what City Manager Grace stated. He appreciates everyone that comes and please encourage your friends to come with you next time. One of the most frustrating things about serving on the City Commission is the amount of misinformation and misinformed people who spread falsehoods and make comments that are not true. So thank you for coming and staying informed it’s a very important thing.

XV. Adjourn

Motion made by Weedon, seconded by Downey to Adjourn the meeting at 9:55 P.M. Roll call vote carried unanimously.

Kalla Langston , City Clerk

Mayor Sean Denison

Item VI. B.

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
			Fund Totals:			
			Fund 101 GENERAL			40,465.55
			Fund 103 CAPITAL PROJECTS			100.00
			Fund 107 DOWNTOWN DEVELOPMENT FUND			408.00
			Fund 202 MAJOR STREETS			132.35
			Fund 203 LOCAL STREETS			129.79
			Fund 501 W & S MAINTENANCE & OPERATI			11,286.68
			Fund 701 TRUST AND AGENCY			3,458.68
			Total For All Funds:			<u>55,981.05</u>

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL							
Dept 000.000							
101-000.000-674.000	BUCHANAN REDBUD CITY CENTE	TRICIA RAYMOND	REFUND CITY CENTER DEPOSIT	042522	05/15/22	50.00	
						50.00	
Total For Dept 000.000							
Dept 172.000 CITY MANAGER							
101-172.000-831.000	MEMBERSHIP AND DUES	MICHIGAN MUNICIPAL EXE	HEATHER GRACE MME RENEWAL	042122	05/01/22	145.00	
101-172.000-831.000	MEMBERSHIP AND DUES	SOUTHWESTERN MICHIGAN	MEMBERSHIP DUES	050222	05/20/22	110.00	
101-172.000-864.000	CONFERENCES AND WORKSHOP	BRITNI WALL	STATE OF MI MCAT CLASS/EXAM	032822	05/01/22	150.00	
101-172.000-873.000	TRAVEL & CAR ALLOWANCE	BRITNI WALL	REIMBURSEMENT FOR CADILLAC TRIP	041822	05/01/22	145.14	
						550.14	
Total For Dept 172.000 CITY MANAGER							
Dept 215.000 CITY CLERK							
101-215.000-818.000	CONTRACTUAL	CIVIC PLUS	MUNICODE MEETINGS	225897	05/01/22	3,400.00	
						3,400.00	
Total For Dept 215.000 CITY CLERK							
Dept 253.000 TREASURER							
101-253.000-715.000	FRINGE BENEFITS	MERS, INC	MERS 457 CONTRIBUTIONS	90	05/15/22	41.08	
101-253.000-818.000	CONTRACTUAL	CINTAS CORP.	MATS FOR CITY HALL	4117511499	05/06/22	71.37	
						112.45	
Total For Dept 253.000 TREASURER							
Dept 265.000 BUILDING AND GROUNDS							
101-265.000-818.000	CONTRACTUAL		CUSTOM COMPUTER COMPAN ACTIVITY IN APRIL 2022	1887	05/15/22	1,425.00	
101-265.000-818.000	CONTRACTUAL		CUSTOM COMPUTER COMPAN CITY HALL MAIN SERVER	1916	06/01/22	804.77	
101-265.000-818.000	CONTRACTUAL		CUSTOM COMPUTER COMPAN MICROSOFT EMAIL SERVICES APRIL 2022	1882-R-0002	05/31/22	644.60	
101-265.000-818.000	CONTRACTUAL		CUSTOM COMPUTER COMPAN NETWORK MONITORING/ ANTIVIRUS APRIL	1579-R-0009	05/31/22	750.00	
101-265.000-818.000	CONTRACTUAL		CUSTOM COMPUTER COMPAN REMOTE ACCESS APRIL 2022	1502-R-0011	05/31/22	500.00	
101-265.000-818.000	CONTRACTUAL		CUSTOM COMPUTER COMPAN RISER AND CLOUD KEY	1907	05/22/22	115.70	
101-265.000-818.000	CONTRACTUAL		CUSTOM COMPUTER COMPAN REMOTE ACCESS MARCH 2022	1502-R-0010	05/01/22	500.00	
101-265.000-818.000	CONTRACTUAL		CUSTOM COMPUTER COMPAN NETWORK MONITORING MARCH 2022	1579-R-0008	05/01/22	750.00	
101-265.000-818.000	CONTRACTUAL		CUSTOM COMPUTER COMPAN MARCH 2022 MICROSOFT EMAIL SERVICE	1882-R-0001	05/01/22	644.60	
101-265.000-818.000	CONTRACTUAL	PARRETT COMPANY	CONTRACT PAYMENT APRIL 2022	64368	05/15/22	232.29	
101-265.000-818.000	CONTRACTUAL	ROSE PEST SOLUTIONS	APRIL 2022 PEST CONTROL	150552832	05/14/22	50.00	
101-265.000-921.000	UTILITIES	MICHIANA RECYCLING & D	MAY, JUN, JULY 2022	050122	05/10/22	147.15	
101-265.000-921.000	UTILITIES	MICHIANA RECYCLING & D	MAY 2022 TRASH SERVICE	050122-2	05/10/22	210.00	
101-265.000-931.000	MAINTENANCE-BUILDINGS	TINA SPURLOCK	CLEANING SERVICES FOR MAY 2022	181372	05/15/22	90.00	
						6,864.11	
Total For Dept 265.000 BUILDING AND GROUNDS							
Dept 276.000 CEMETERY							
101-276.000-715.000	FRINGE BENEFITS	MERS, INC	MERS 457 CONTRIBUTIONS	90	05/15/22	53.37	
101-276.000-751.000	GAS AND OIL	WEX BANK	APRIL 2022 GAS PURCHASES	80648276	05/20/22	474.56	
101-276.000-756.000	MISCELLANEOUS SUPPLIES	REDBUD HARDWARE	APRIL 2022 REDBUD HARDWARE PURCHASE	050122	05/15/22	31.57	
101-276.000-756.000	MISCELLANEOUS SUPPLIES	WELDY SALES AND SERVIC	6 PACK OF MIX OIL X2	9169	05/15/22	57.98	
101-276.000-768.000	UNIFORMS	DEDRICK ADKERSON	RED WING - 8" 2412 WORK BOOT REIMUB	124577	05/11/22	250.00	
101-276.000-921.000	UTILITIES	MICHIANA RECYCLING & D	MAY 2022 TRASH SERVICE	050122-2	05/10/22	68.00	
101-276.000-931.000	MAINTENANCE-BUILDINGS	REDBUD HARDWARE	APRIL 2022 REDBUD HARDWARE PURCHASE	050122	05/15/22	44.75	
101-276.000-933.000	MAINTENANCE - EQUIPMENT	ALTEC INDUSTRIES, INC.	LINK BEARING WEAR GAUGE FOR FORESTR	6762016	05/12/22	39.26	
101-276.000-933.000	MAINTENANCE - EQUIPMENT	MID COUNTY LAWN AND GA	SERVICE BOTH CEMETERY ZERO TURN MOW	64053	05/07/22	302.00	
101-276.000-933.000	MAINTENANCE - EQUIPMENT	MID COUNTY LAWN AND GA	FIX ONE OIL LEAK ON CEMETERY ZERO T	64052	05/07/22	464.00	
101-276.000-939.000	MAINTENANCE - VEHICLE	FERGUSON EQUIPMENT INC	NEW MOTOR FOR 1 OTN DUMP BED	68248	05/02/22	271.78	
						2,057.27	
Total For Dept 276.000 CEMETERY							
Dept 301.000 POLICE							
101-301.000-715.000	FRINGE BENEFITS	MERS, INC	MERS 457 CONTRIBUTIONS	90	05/15/22	56.85	
101-301.000-728.000	OFFICE SUPPLIES	OFFICE DEPOT	PAPER TOWELS, TRASH BAGS, USB DRIVE	238780571001	05/08/22	107.19	

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GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL							
Dept 301.000 POLICE							
101-301.000-728.000	OFFICE SUPPLIES	OFFICE DEPOT	PACK 4 GB STORAGE DEVICES FOR EVIDE	238780676001	05/11/22	32.29	
101-301.000-751.000	GAS AND OIL	WEX BANK	APRIL 2022 GAS PURCHASES	80648276	05/20/22	1,526.32	
101-301.000-756.000	MISCELLANEOUS SUPPLIES	REDBUD HARDWARE	APRIL 2022 REDBUD HARDWARE PURCHASE	050122	05/15/22	8.88	
101-301.000-818.000	CONTRACTUAL	CUSTOM COMPUTER COMPAN	ACTIVITY IN APRIL 2022	1887	05/15/22	1,615.00	
101-301.000-818.000	CONTRACTUAL	RICHARDSON BUSINESS SO	BADGE PASS FOR SOFTWARE FOR IDS ANN	IN5352	05/01/22	350.00	
101-301.000-818.000	CONTRACTUAL	ROSE PEST SOLUTIONS	PEST CONTROL APRIL 2022	150553139	05/14/22	73.00	
101-301.000-818.000	CONTRACTUAL	VERIZON WIRELESS	APRIL 2022 AIR CARDS FOR PD	050222	05/02/22	160.10	
101-301.000-851.000	RADIO MAINTENANCE	DIGITAL ALLY	BWC KIT & REPLACEMENT CHEST CAMERAS	1120250	05/11/22	1,040.00	
101-301.000-864.000	CONFERENCES AND WORKSHOP	MAHO	REGISTRATION FOR DICK MANN FOR ANNU	060822-061022	05/13/22	390.00	
101-301.000-921.000	UTILITIES	MICHIANA RECYCLING & D	MAY, JUN, JULY 2022	050122	05/10/22	64.50	
101-301.000-931.000	MAINTENANCE-BUILDINGS	PRO SAFETY INNOVATIONS	INSPECTION OF FIRE EXTINGUISHERS XI	2199	05/25/22	286.96	
101-301.000-939.000	MAINTENANCE - VEHICLE	GENE WESNER AUTOMOTIVE REPAI	REPLACE TIRES FOR 46-2	18639	05/15/22	893.20	
101-301.000-939.000	MAINTENANCE - VEHICLE	GENE WESNER AUTOMOTIVE REPAR	REPLACE LEFT FRONT MODULE ON	18683	05/15/22	31.45	
101-301.000-962.003	D.A.R.E PROGRAM	CREATIVE PRODUCT SOURC	DARE GRADUATION T-SHIRTS, CERTIFICA	145260	05/12/22	919.82	
Total For Dept 301.000 POLICE						7,555.56	
Dept 336.000 FIRE DEPARTMENT							
101-336.000-756.000	MISCELLANEOUS SUPPLIES	REDBUD HARDWARE	APRIL 2022 REDBUD HARDWARE PURCHASE	050122	05/15/22	40.76	
101-336.000-939.000	MAINTENANCE - VEHICLE	EMERGENCY VEHICLES PLU	REPAIR TO LADDER 4640 - LOSS OF RPM	11535	05/01/22	581.25	
101-336.000-939.000	MAINTENANCE - VEHICLE	GENE WESNER AUTOMOTIVE	REPLACE BATTERY IN VAN 4680	18675	05/15/22	195.45	
101-336.000-962.000	MISCELLANEOUS	REDBUD HARDWARE	APRIL 2022 REDBUD HARDWARE PURCHASE	050122	05/15/22	15.98	
Total For Dept 336.000 FIRE DEPARTMENT						833.44	
Dept 441.000 DEPARTMENT OF PUBLIC WORKS							
101-441.000-715.000	FRINGE BENEFITS	MERS, INC	MERS 457 CONTRIBUTIONS	90	05/15/22	48.26	
101-441.000-751.000	GAS AND OIL	WEX BANK	APRIL 2022 GAS PURCHASES	80648276	05/20/22	1,331.72	
101-441.000-756.000	MISCELLANEOUS SUPPLIES	REDBUD HARDWARE	APRIL 2022 REDBUD HARDWARE PURCHASE	050122	05/15/22	96.77	
101-441.000-921.000	UTILITIES	MICHIANA RECYCLING & D	MAY 2022 TRASH SERVICE	050122-2	05/10/22	272.00	
101-441.000-931.000	MAINTENANCE-BUILDINGS	REDBUD HARDWARE	APRIL 2022 REDBUD HARDWARE PURCHASE	050122	05/15/22	80.96	
101-441.000-932.000	MAINTENANCE-GROUNDS	REDBUD HARDWARE	APRIL 2022 REDBUD HARDWARE PURCHASE	050122	05/15/22	85.13	
101-441.000-932.000	MAINTENANCE-GROUNDS	WELDY SALES AND SERVIC	2-14' CHAINS	9102	05/01/22	35.68	
101-441.000-933.000	MAINTENANCE - EQUIPMENT	BELL EQUIPMENT COMPANY	SWEEPER PARTS	PO4236	01/13/22	2,018.80	
101-441.000-933.000	MAINTENANCE - EQUIPMENT	MACALLISTER RENTALS	6-1 GAL JUGS OF HYDRAULIC OIL FOR B.	R82460503001	05/15/22	127.94	
101-441.000-933.000	MAINTENANCE - EQUIPMENT	REDBUD HARDWARE	APRIL 2022 REDBUD HARDWARE PURCHASE	050122	05/15/22	95.14	
101-441.000-939.000	MAINTENANCE - VEHICLE	CO-ALLIANCE LLP - BUCH	PROPANE	739075313	05/25/22	73.50	
101-441.000-939.000	MAINTENANCE - VEHICLE	TUMBLESONS GARAGE LLC	ENGINE REPLACEMENT FOR 2008 FORD F2	350	05/02/22	5,638.68	
101-441.000-940.000	NEW DPW BUILDING	THE BARTON GROUP	FEBRUARY 2022 DPW PROJECT SERVICES	02142022-6	03/14/22	3,000.00	
101-441.000-940.000	NEW DPW BUILDING	THE BARTON GROUP	MARCH 2022 SPW PROJECT SERVICES	03182022-7	04/18/22	3,000.00	
101-441.000-940.000	NEW DPW BUILDING	THE BARTON GROUP	APRIL 2022 DPW PROJECT SERVICES	04112022-8	05/18/22	3,000.00	
101-441.000-961.000	MEDICAL EXAMS	BERRIEN COUNTY HEALTH	EMPLOYEE VACCINATIONS	1648	05/13/22	138.00	
Total For Dept 441.000 DEPARTMENT OF PUBLIC WORKS						19,042.58	
Total For Fund 101 GENERAL						40,465.55	
Fund 103 CAPITAL PROJECTS							
Dept 000.000							
103-000.000-970.031	TRAIL GRANT EXPENDITURES	JERRY FLENOR	GIFT CERTIFICATE FOR FREE LABOR ON	042122	05/01/22	100.00	
Total For Dept 000.000						100.00	
Total For Fund 103 CAPITAL PROJECTS						100.00	

Fund 107 DOWNTOWN DEVELOPMENT FUND
 Dept 435.000 FARMERS' MARKET

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GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 107 DOWNTOWN DEVELOPMENT FUND							
Dept 435.000 FARMERS' MARKET							
107-435.000-760.000	PROMOTIONS & ADVERTISING	EDIBLE MICHIANA	ADVERTISING AGREEMENT - BUCHANAN FA: 042822		05/01/22	408.00	
						408.00	
Total For Dept 435.000 FARMERS' MARKET						408.00	
Total For Fund 107 DOWNTOWN DEVELOPMENT FUND						408.00	
Fund 202 MAJOR STREETS							
Dept 463.000 ROUTINE STREET MAINTENANCE							
202-463.000-715.000	FRINGE BENEFITS	MERS, INC	MERS 457 CONTRIBUTIONS	90	05/15/22	49.99	
						49.99	
Total For Dept 463.000 ROUTINE STREET MAINTENANCE						49.99	
Dept 468.000 TREE & SHRUB MAINTENANCE							
202-468.000-715.000	FRINGE BENEFITS	MERS, INC	MERS 457 CONTRIBUTIONS	90	05/15/22	15.47	
						15.47	
Total For Dept 468.000 TREE & SHRUB MAINTENANCE						15.47	
Dept 469.000 DRAINAGE							
202-469.000-715.000	FRINGE BENEFITS	MERS, INC	MERS 457 CONTRIBUTIONS	90	05/15/22	16.80	
						16.80	
Total For Dept 469.000 DRAINAGE						16.80	
Dept 474.000 TRAFFIC SERVICES - MAINTENANCE							
202-474.000-715.000	FRINGE BENEFITS	MERS, INC	MERS 457 CONTRIBUTIONS	90	05/15/22	16.80	
						16.80	
Total For Dept 474.000 TRAFFIC SERVICES - MAINTENANCE						16.80	
Dept 478.000 WINTER MAINTENANCE							
202-478.000-715.000	FRINGE BENEFITS	MERS, INC	MERS 457 CONTRIBUTIONS	90	05/15/22	29.81	
						29.81	
Total For Dept 478.000 WINTER MAINTENANCE						29.81	
Dept 482.000 ADMIN. & RECORD KEEPING							
202-482.000-715.000	FRINGE BENEFITS	MERS, INC	MERS 457 CONTRIBUTIONS	90	05/15/22	3.48	
						3.48	
Total For Dept 482.000 ADMIN. & RECORD KEEPING						3.48	
Total For Fund 202 MAJOR STREETS						132.35	
Fund 203 LOCAL STREETS							
Dept 463.000 ROUTINE STREET MAINTENANCE							
203-463.000-715.000	FRINGE BENEFITS	MERS, INC	MERS 457 CONTRIBUTIONS	90	05/15/22	57.78	
						57.78	
Total For Dept 463.000 ROUTINE STREET MAINTENANCE						57.78	
Dept 468.000 TREE & SHRUB MAINTENANCE							
203-468.000-715.000	FRINGE BENEFITS	MERS, INC	MERS 457 CONTRIBUTIONS	90	05/15/22	22.43	
						22.43	
Total For Dept 468.000 TREE & SHRUB MAINTENANCE						22.43	
Dept 469.000 DRAINAGE							
203-469.000-715.000	FRINGE BENEFITS	MERS, INC	MERS 457 CONTRIBUTIONS	90	05/15/22	13.93	
						13.93	
Total For Dept 469.000 DRAINAGE						13.93	
Dept 474.000 TRAFFIC SERVICES - MAINTENANCE							
203-474.000-715.000	FRINGE BENEFITS	MERS, INC	MERS 457 CONTRIBUTIONS	90	05/15/22	13.93	
						13.93	
Total For Dept 474.000 TRAFFIC SERVICES - MAINTENANCE						13.93	
Dept 478.000 WINTER MAINTENANCE							
203-478.000-715.000	FRINGE BENEFITS	MERS, INC	MERS 457 CONTRIBUTIONS	90	05/15/22	18.23	
						18.23	
Total For Dept 478.000 WINTER MAINTENANCE						18.23	
Dept 482.000 ADMIN. & RECORD KEEPING							
203-482.000-715.000	FRINGE BENEFITS	MERS, INC	MERS 457 CONTRIBUTIONS	90	05/15/22	3.49	
						3.49	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 203 LOCAL STREETS							
Dept 482.000 ADMIN. & RECORD KEEPING							
Total For Dept 482.000 ADMIN. & RECORD KEEPING						3.49	
Total For Fund 203 LOCAL STREETS						129.79	
Fund 501 W & S MAINTENANCE & OPERATION							
Dept 000.000							
501-000.000-202.000	READY TO SERVE	LEWIS, AUDREY	UB refund for account: 5594	05/01/2022	05/08/22	57.71	
501-000.000-202.000	SEWER	STOLK, KRISTINA	UB refund for account: 6229	05/01/2022	05/08/22	91.72	
Total For Dept 000.000						149.43	
Dept 590.000 SEWER MAINTENANCE & OPERATION							
501-590.000-715.000	FRINGE BENEFITS	MERS, INC	MERS 457 CONTRIBUTIONS	90	05/15/22	238.58	
501-590.000-743.000	CHEMICALS	SNF POLYDYNE	SLUDGE POLYMER	1593257	05/15/22	1,322.73	
501-590.000-756.000	MISCELLANEOUS SUPPLIES	REDBUD HARDWARE	APRIL 2022 REDBUD HARDWARE PURCHASE	050122	05/15/22	87.78	
501-590.000-818.000	CONTRACTUAL	ALS GROUP USA, CORP.	PFAS ANALYSIS	4120-99353801	05/18/22	650.00	
501-590.000-818.000	CONTRACTUAL	CUSTOM COMPUTER COMPAN	ACTIVITY IN APRIL 2022	1887	05/15/22	760.00	
501-590.000-818.000	CONTRACTUAL	CUSTOM COMPUTER COMPAN	RISER AND CLOUD KEY	1907	05/22/22	122.50	
501-590.000-818.000	CONTRACTUAL	ELEMENT MATERIALS TECH	COPPER ANALYSIS	22-106395	05/15/22	33.00	
501-590.000-818.000	CONTRACTUAL	ELEMENT MATERIALS TECH	SLUDGE METALS ANALYSIS	22-106396	05/15/22	297.00	
501-590.000-818.000	CONTRACTUAL	ERA	DMRQA SUPPLIES	003307	05/22/22	1,217.10	
501-590.000-818.000	CONTRACTUAL	NALCO CROSSBOW WATER	DEIONIZER RENTAL FEE	2622347	05/01/22	57.00	
501-590.000-818.000	CONTRACTUAL	NORTH SHORE ANALYTICAL	MERCURY ANALYSIS	13880	05/19/22	350.00	
501-590.000-853.000	TELEPHONE, INTERNET, CABLE	AT&T	MONTHLY BILLING CYCLE 2022 MAR-APR	031722-041622	05/06/22	31.87	
501-590.000-921.000	UTILITIES	MICHIANA RECYCLING & D	MAY 2022 TRASH SERVICE	050122-2	05/10/22	68.00	
501-590.000-931.000	MAINTENANCE-BUILDINGS	4-T DOOR	GATE KEYPAD AND SENSOR CALIBRATION	1773	05/11/22	170.00	
501-590.000-931.000	MAINTENANCE-BUILDINGS	REDBUD HARDWARE	APRIL 2022 REDBUD HARDWARE PURCHASE	050122	05/15/22	46.15	
501-590.000-933.000	MAINTENANCE - EQUIPMENT	AALFS PETROLEUM INC.	ROTOR GREASE	50975	05/22/22	78.70	
501-590.000-933.000	MAINTENANCE - EQUIPMENT	GRAINGER PARTS	CLIPBOARDS AND OIL EVACUATOR	9050080077	10/10/21	56.99	
501-590.000-938.000	MAINTENANCE - SYSTEM	FLUID PROCESS EQUIPMEN	TSURUMI PUMP	5770857-00	05/22/22	3,691.04	
501-590.000-961.000	MEDICAL EXAMS	BERRIEN COUNTY HEALTH	EMPLOYEE VACCINATIONS	1648	05/13/22	138.00	
Total For Dept 590.000 SEWER MAINTENANCE & OPERAT						9,416.44	
Dept 591.000 WATER MAINTENANCE & OPERATION							
501-591.000-715.000	FRINGE BENEFITS	MERS, INC	MERS 457 CONTRIBUTIONS	90	05/15/22	324.12	
501-591.000-756.000	MISCELLANEOUS SUPPLIES	REDBUD HARDWARE	APRIL 2022 REDBUD HARDWARE PURCHASE	050122	05/15/22	25.58	
501-591.000-818.000	CONTRACTUAL	CUSTOM COMPUTER COMPAN	RISER AND CLOUD KEY	1907	05/22/22	122.49	
501-591.000-853.000	TELEPHONE, INTERNET, CABLE	AT&T	MONTHLY BILLING CYCLE 2022 MAR-APR	031722-041622	05/06/22	36.05	
501-591.000-938.000	MAINTENANCE - SYSTEM	ETNA SUPPLY CO.	MARKER PAINT FOR MISS-DIGS	SI04497032.001	05/05/22	160.77	
501-591.000-938.000	MAINTENANCE - SYSTEM	FERGUSON WATERWORKS #1	MARKER PAINT AND FLAGS	0272211-1	05/11/22	91.80	
501-591.000-938.000	MAINTENANCE - SYSTEM	PEERLESS-MIDWEST, INC.	ANNUAL WELL AND PUMP MAINTENANCE TE	66410	05/15/22	960.00	
Total For Dept 591.000 WATER MAINTENANCE & OPERAT						1,720.81	
Total For Fund 501 W & S MAINTENANCE & OPERATION						11,286.68	
Fund 701 TRUST AND AGENCY							
Dept 000.000							
701-000.000-250.001	ELECTRICAL PERMITS	KEN SIMPSON	ELECTRICAL INSPECTION SERVICES FOR	220512	05/15/22	281.60	
701-000.000-250.091	BUCHANAN TREE FRIENDS	CROWN TROPHY #93	ENGRAVED SIGNS	45017	05/27/22	128.00	
701-000.000-250.091	BUCHANAN TREE FRIENDS	ELM VALLEY EVERGREENS	PLANT AND DELIVER TREES	31021	04/10/22	805.00	
701-000.000-250.091	BUCHANAN TREE FRIENDS	RICHARD MARTIN	TRESS FOR HIGHSCHOOL & DPW LUNCH	31522	05/15/22	264.08	
701-000.000-250.091	BUCHANAN TREE FRIENDS	SISTER HILL NURSERY	TREES	631	04/15/22	1,980.00	
Total For Dept 000.000						3,458.68	

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF BUCHANAN
EXP CHECK RUN DATES 05/09/2022 - 05/09/2022
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GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 701	TRUST AND AGENCY						
			Total For Fund 701 TRUST AND AGENCY			3,458.68	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund Totals:							
			Fund 101 GENERAL			40,465.55	
			Fund 103 CAPITAL PROJECTS			100.00	
			Fund 107 DOWNTOWN DEVELOPMENT FUND			408.00	
			Fund 202 MAJOR STREETS			132.35	
			Fund 203 LOCAL STREETS			129.79	
			Fund 501 W & S MAINTENANCE & OPERATIO			11,286.68	
			Fund 701 TRUST AND AGENCY			3,458.68	
			Total For All Funds:			<hr/> 55,981.05	

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
05/03/2022	AP	4-T DOOR	<i>Invoice: 1773 Ref#: 23841 (GATE KEYPAD AND SENSOR CALIBRATION)</i>		
AP Trx #: 43864		MAINTENANCE-BUILDINGS	501-590.000-931.000	170.00	
		Vnd: 2226 Invoice: 1773	501-000.000-202.000		170.00
		Expected Check Run: 05/09/2022		170.00	170.00
05/03/2022	AP	AALFS PETROLEUM INC.	<i>Invoice: 50975 Ref#: 23844 (ROTOR GREASE)</i>		
AP Trx #: 43865		MAINTENANCE - EQUIPMENT	501-590.000-933.000	78.70	
		Vnd: 0336 Invoice: 50975	501-000.000-202.000		78.70
		Expected Check Run: 05/09/2022		78.70	78.70
05/03/2022	AP	ALS GROUP USA, CORP.	<i>Invoice: 4120-99353801 Ref#: 23847 (PFAS ANALYSIS)</i>		
AP Trx #: 43866		CONTRACTUAL	501-590.000-818.000	650.00	
		Vnd: 1693 Invoice: 4120-99353801	501-000.000-202.000		650.00
		Expected Check Run: 05/09/2022		650.00	650.00
05/01/2022	AP	ALTEC INDUSTRIES, INC.	<i>Invoice: 6762016 Ref#: 23800 (LINK BEARING WEAR GAUGE FOR FORESTRY TRU)</i>		
AP Trx #: 43867		MAINTENANCE - EQUIPMENT	101-276.000-933.000	39.26	
		Vnd: 1572 Invoice: 6762016	101-000.000-202.000		39.26
		Expected Check Run: 05/09/2022		39.26	39.26
05/01/2022	AP	AT&T	<i>Invoice: 031722-041622 Ref#: 23801 (MONTHLY BILLING CYCLE 2022 MAR-APR)</i>		
AP Trx #: 43868		TELEPHONE, INTERNET, CABLE	501-590.000-853.000	31.87	
		TELEPHONE, INTERNET, CABLE	501-591.000-853.000	36.05	
		Vnd: 0153 Invoice: 031722-041622	501-000.000-202.000		67.92
		Expected Check Run: 05/09/2022		67.92	67.92
05/01/2022	AP	BELL EQUIPMENT COMPANY	<i>Invoice: PO4236 Ref#: 23802 (SWEEPER PARTS)</i>		
AP Trx #: 43869		MAINTENANCE - EQUIPMENT	101-441.000-933.000	2,018.80	
		Vnd: 0071 Invoice: PO4236	101-000.000-202.000		2,018.80
		Expected Check Run: 05/09/2022		2,018.80	2,018.80

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
05/03/2022	AP	BERRIEN COUNTY HEALTH DEPT.	Invoice: 1648 Ref#: 23845 (EMPLOYEE VACCINATIONS)		
AP Trx #: 43870		MEDICAL EXAMS	501-590.000-961.000	138.00	
		MEDICAL EXAMS	101-441.000-961.000	138.00	
		Vnd: 0947 Invoice: 1648	501-000.000-202.000		138.00
		Vnd: 0947 Invoice: 1648	101-000.000-202.000		138.00
		Expected Check Run: 05/09/2022		276.00	276.00
05/01/2022	AP	BRITNI WALL	Invoice: 041822 Ref#: 23826 (REIMBURSEMENT FOR CADILLAC TRIP)		
AP Trx #: 43871		TRAVEL & CAR ALLOWANCE	101-172.000-873.000	145.14	
		Vnd: 2118 Invoice: 041822	101-000.000-202.000		145.14
		Expected Check Run: 05/09/2022		145.14	145.14
05/01/2022	AP	BRITNI WALL	Invoice: 032822 Ref#: 23828 (STATE OF MI MCAT CLASS/EXAM)		
AP Trx #: 43872		CONFERENCES AND WORKSHOP	101-172.000-864.000	150.00	
		Vnd: 2118 Invoice: 032822	101-000.000-202.000		150.00
		Expected Check Run: 05/09/2022		150.00	150.00
05/01/2022	AP	CINTAS CORP.	Invoice: 4117511499 Ref#: 23806 (MATS FOR CITY HALL)		
AP Trx #: 43873		CONTRACTUAL	101-253.000-818.000	71.37	
		Vnd: 0183 Invoice: 4117511499	101-000.000-202.000		71.37
		Expected Check Run: 05/09/2022		71.37	71.37
05/01/2022	AP	CIVIC PLUS	Invoice: 225897 Ref#: 23803 (MUNICODE MEETINGS)		
AP Trx #: 43874		CONTRACTUAL	101-215.000-818.000	3,400.00	
		Vnd: 2220 Invoice: 225897	101-000.000-202.000		3,400.00
		Expected Check Run: 05/09/2022		3,400.00	3,400.00
05/01/2022	AP	CO-ALLIANCE LLP - BUCHANAN	Invoice: 739075313 Ref#: 23804 (PROPANE)		
AP Trx #: 43875		MAINTENANCE - VEHICLE	101-441.000-939.000	73.50	
		Vnd: 0366 Invoice: 739075313	101-000.000-202.000		73.50
		Expected Check Run: 05/09/2022		73.50	73.50

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
05/01/2022	AP	CREATIVE PRODUCT SOURCING, INC	<i>Invoice: 145260 Ref#: 23805 (DARE GRADUATION T-SHIRTS, CERTIFICATES A)</i>		
AP Trx #: 43876		D.A.R.E PROGRAM	101-301.000-962.003	919.82	
		Vnd: 1714 Invoice: 145260	101-000.000-202.000		919.82
		Expected Check Run: 05/09/2022		919.82	919.82
05/03/2022	AP	CROWN TROPHY #93	<i>Invoice: 45017 Ref#: 23855 (ENGRAVED SIGNS)</i>		
AP Trx #: 43877		BUCHANAN TREE FRIENDS	701-000.000-250.091	128.00	
		Vnd: 0858 Invoice: 45017	701-000.000-202.000		128.00
		Expected Check Run: 05/09/2022		128.00	128.00
05/03/2022	AP	CUSTOM COMPUTER COMPANY LLC	<i>Invoice: 1887 Ref#: 23866 (ACTIVITY IN APRIL 2022)</i>		
AP Trx #: 43878		CONTRACTUAL	101-265.000-818.000	1,425.00	
		CONTRACTUAL	101-301.000-818.000	1,615.00	
		CONTRACTUAL	501-590.000-818.000	760.00	
		Vnd: 0895 Invoice: 1887	101-000.000-202.000		3,040.00
		Vnd: 0895 Invoice: 1887	501-000.000-202.000		760.00
		Expected Check Run: 05/09/2022		3,800.00	3,800.00
05/03/2022	AP	CUSTOM COMPUTER COMPANY LLC	<i>Invoice: 1916 Ref#: 23867 (CITY HALL MAIN SERVER)</i>		
AP Trx #: 43879		CONTRACTUAL	101-265.000-818.000	804.77	
		Vnd: 0895 Invoice: 1916	101-000.000-202.000		804.77
		Expected Check Run: 05/09/2022		804.77	804.77
05/03/2022	AP	CUSTOM COMPUTER COMPANY LLC	<i>Invoice: 1882-R-0002 Ref#: 23868 (MICROSOFT EMAIL SERVICES APRIL 2022)</i>		
AP Trx #: 43880		CONTRACTUAL	101-265.000-818.000	644.60	
		Vnd: 0895 Invoice: 1882-R-0002	101-000.000-202.000		644.60
		Expected Check Run: 05/09/2022		644.60	644.60
05/03/2022	AP	CUSTOM COMPUTER COMPANY LLC	<i>Invoice: 1579-R-0009 Ref#: 23869 (NETWORK MONITORING/ ANTIVIRUS APRIL 2022)</i>		
AP Trx #: 43881		CONTRACTUAL	101-265.000-818.000	750.00	
		Vnd: 0895 Invoice: 1579-R-0009	101-000.000-202.000		750.00
		Expected Check Run: 05/09/2022		750.00	750.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
05/03/2022	AP	CUSTOM COMPUTER COMPANY LLC	Invoice: 1502-R-0011 Ref#: 23870 (REMOTE ACCESS APRIL 2022)		
AP Trx #: 43882		CONTRACTUAL	101-265.000-818.000	500.00	
		Vnd: 0895 Invoice: 1502-R-0011	101-000.000-202.000		500.00
		Expected Check Run: 05/09/2022		500.00	500.00
05/03/2022	AP	CUSTOM COMPUTER COMPANY LLC	Invoice: 1907 Ref#: 23871 (RISER AND CLOUD KEY)		
AP Trx #: 43883		CONTRACTUAL	101-265.000-818.000	115.70	
		CONTRACTUAL	501-591.000-818.000	122.49	
		CONTRACTUAL	501-590.000-818.000	122.50	
		Vnd: 0895 Invoice: 1907	101-000.000-202.000		115.70
		Vnd: 0895 Invoice: 1907	501-000.000-202.000		244.99
		Expected Check Run: 05/09/2022		360.69	360.69
05/03/2022	AP	CUSTOM COMPUTER COMPANY LLC	Invoice: 1502-R-0010 Ref#: 23872 (REMOTE ACCESS MARCH 2022)		
AP Trx #: 43884		CONTRACTUAL	101-265.000-818.000	500.00	
		Vnd: 0895 Invoice: 1502-R-0010	101-000.000-202.000		500.00
		Expected Check Run: 05/09/2022		500.00	500.00
05/03/2022	AP	CUSTOM COMPUTER COMPANY LLC	Invoice: 1579-R-0008 Ref#: 23873 (NETWORK MONITORING MARCH 2022)		
AP Trx #: 43885		CONTRACTUAL	101-265.000-818.000	750.00	
		Vnd: 0895 Invoice: 1579-R-0008	101-000.000-202.000		750.00
		Expected Check Run: 05/09/2022		750.00	750.00
05/03/2022	AP	CUSTOM COMPUTER COMPANY LLC	Invoice: 1882-R-0001 Ref#: 23874 (MARCH 2022 MICROSOFT EMAIL SERVICE)		
AP Trx #: 43886		CONTRACTUAL	101-265.000-818.000	644.60	
		Vnd: 0895 Invoice: 1882-R-0001	101-000.000-202.000		644.60
		Expected Check Run: 05/09/2022		644.60	644.60
05/01/2022	AP	DEDRICK ADKERSON	Invoice: 124577 Ref#: 23808 (RED WING - 8" 2412 WORK BOOT REIMBURSEM)		
AP Trx #: 43887		UNIFORMS	101-276.000-768.000	250.00	
		Vnd: 2221 Invoice: 124577	101-000.000-202.000		250.00
		Expected Check Run: 05/09/2022		250.00	250.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
05/01/2022	AP	DIGITAL ALLY	Invoice: 1120250 Ref#: 23807(BWC KIT & REPLACEMENT CHEST CAMERAS)		
AP Trx #: 43888		RADIO MAINTENANCE	101-301.000-851.000	1,040.00	
		Vnd: 1201 Invoice: 1120250	101-000.000-202.000		1,040.00
		Expected Check Run: 05/09/2022		1,040.00	1,040.00
05/01/2022	AP	EDIBLE MICHIANA	Invoice: 042822 Ref#: 23811(ADVERTISING AGREEMENT - BUCHANAN FARMERS)		
AP Trx #: 43889		PROMOTIONS & ADVERTISING	107-435.000-760.000	408.00	
		Vnd: 0969 Invoice: 042822	107-000.000-202.000		408.00
		Expected Check Run: 05/09/2022		408.00	408.00
05/03/2022	AP	ELEMENT MATERIALS TECHNOLOGY	Invoice: 22-106395 Ref#: 23838(COPPER ANALYSIS)		
AP Trx #: 43890		CONTRACTUAL	501-590.000-818.000	33.00	
		Vnd: 1186 Invoice: 22-106395	501-000.000-202.000		33.00
		Expected Check Run: 05/09/2022		33.00	33.00
05/03/2022	AP	ELEMENT MATERIALS TECHNOLOGY	Invoice: 22-106396 Ref#: 23840(SLUDGE METALS ANALYSIS)		
AP Trx #: 43891		CONTRACTUAL	501-590.000-818.000	297.00	
		Vnd: 1186 Invoice: 22-106396	501-000.000-202.000		297.00
		Expected Check Run: 05/09/2022		297.00	297.00
05/03/2022	AP	ELM VALLEY EVERGREENS LLC	Invoice: 31021 Ref#: 23857(PLANT AND DELIVER TREES)		
AP Trx #: 43892		BUCHANAN TREE FRIENDS	701-000.000-250.091	805.00	
		Vnd: 2227 Invoice: 31021	701-000.000-202.000		805.00
		Expected Check Run: 05/09/2022		805.00	805.00
05/01/2022	AP	EMERGENCY VEHICLES PLUS	Invoice: 11535 Ref#: 23810(REPAIR TO LADDER 4640 - LOSS OF RPM INCR)		
AP Trx #: 43893		MAINTENANCE - VEHICLE	101-336.000-939.000	581.25	
		Vnd: 0525 Invoice: 11535	101-000.000-202.000		581.25
		Expected Check Run: 05/09/2022		581.25	581.25

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
05/03/2022	AP	ERA	Invoice: 003307 Ref#: 23842(DMRQA SUPPLIES)		
AP Trx #: 43894		CONTRACTUAL	501-590.000-818.000	1,217.10	
		Vnd: 1775 Invoice: 003307	501-000.000-202.000		1,217.10
		Expected Check Run: 05/09/2022		1,217.10	1,217.10
05/01/2022	AP	ETNA SUPPLY CO.	Invoice: SI04497032.001 Ref#: 23809(MARKER PAINT FOR MISS-DIGS)		
AP Trx #: 43895		MAINTENANCE - SYSTEM	501-591.000-938.000	160.77	
		Vnd: 0919 Invoice: SI04497032.001	501-000.000-202.000		160.77
		Expected Check Run: 05/09/2022		160.77	160.77
05/03/2022	AP	FERGUSON EQUIPMENT INC.	Invoice: 68248 Ref#: 23834(NEW MOTOR FOR 1 OTN DUMP BED)		
AP Trx #: 43896		MAINTENANCE - VEHICLE	101-276.000-939.000	271.78	
		Vnd: 2211 Invoice: 68248	101-000.000-202.000		271.78
		Expected Check Run: 05/09/2022		271.78	271.78
05/01/2022	AP	FERGUSON WATERWORKS #1934	Invoice: 0272211-1 Ref#: 23812(MARKER PAINT AND FLAGS)		
AP Trx #: 43897		MAINTENANCE - SYSTEM	501-591.000-938.000	91.80	
		Vnd: 1536 Invoice: 0272211-1	501-000.000-202.000		91.80
		Expected Check Run: 05/09/2022		91.80	91.80
05/03/2022	AP	FLUID PROCESS EQUIPMENT	Invoice: 5770857-00 Ref#: 23843(TSURUMI PUMP)		
AP Trx #: 43898		MAINTENANCE - SYSTEM	501-590.000-938.000	3,691.04	
		Vnd: 0469 Invoice: 5770857-00	501-000.000-202.000		3,691.04
		Expected Check Run: 05/09/2022		3,691.04	3,691.04
05/03/2022	AP	GENE WESNER AUTOMOTIVE	Invoice: 18639 Ref#: 23858(REPAI/REPLACE TIRES FOR 46-2)		
AP Trx #: 43899		MAINTENANCE - VEHICLE	101-301.000-939.000	893.20	
		Vnd: 1887 Invoice: 18639	101-000.000-202.000		893.20
		Expected Check Run: 05/09/2022		893.20	893.20

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
05/03/2022	AP	GENE WESNER AUTOMOTIVE			
AP Trx #: 43900					
		MAINTENANCE - VEHICLE	101-301.000-939.000	31.45	
		Vnd: 1887 Invoice: 18683	101-000.000-202.000		31.45
		Expected Check Run: 05/09/2022		31.45	31.45
05/03/2022	AP	GENE WESNER AUTOMOTIVE, INC.			
AP Trx #: 43901					
		MAINTENANCE - VEHICLE	101-336.000-939.000	195.45	
		Vnd: 1766 Invoice: 18675	101-000.000-202.000		195.45
		Expected Check Run: 05/09/2022		195.45	195.45
05/03/2022	AP	GRAINGER PARTS			
AP Trx #: 43902					
		MAINTENANCE - EQUIPMENT	501-590.000-933.000	56.99	
		Vnd: 0115 Invoice: 9050080077	501-000.000-202.000		56.99
		Expected Check Run: 05/09/2022		56.99	56.99
05/01/2022	AP	JERRY FLENOR			
AP Trx #: 43903					
		TRAIL GRANT EXPENDITURES	103-000.000-970.031	100.00	
		Vnd: 1375 Invoice: 042122	103-000.000-202.000		100.00
		Expected Check Run: 05/09/2022		100.00	100.00
05/03/2022	AP	KEN SIMPSON			
AP Trx #: 43904					
		ELECTRICAL PERMITS	701-000.000-250.001	281.60	
		Vnd: 0194 Invoice: 220512	701-000.000-202.000		281.60
		Expected Check Run: 05/09/2022		281.60	281.60
05/01/2022	AP	LEWIS, AUDREY			
AP Trx #: 43905					
		READY TO SERVE	501-000.000-202.000	25.59	
		SEWER	501-000.000-202.000	20.62	
		WATER	501-000.000-202.000	11.50	
		Vnd: MISC Invoice: 05/01/2022	501-000.000-202.000		57.71
		Expected Check Run: 05/09/2022		57.71	57.71

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
05/03/2022	AP	MACALLISTER RENTALS			
AP Trx #: 43906					
		MAINTENANCE - EQUIPMENT	101-441.000-933.000	127.94	
		Vnd: 1145 Invoice: R82460503001	101-000.000-202.000		127.94
		Expected Check Run: 05/09/2022		127.94	127.94
05/03/2022	AP	MAHO			
AP Trx #: 43907					
		CONFERENCES AND WORKSHOP	101-301.000-864.000	390.00	
		Vnd: 0282 Invoice: 060822-061022	101-000.000-202.000		390.00
		Expected Check Run: 05/09/2022		390.00	390.00
05/02/2022	AP	MERS, INC			
AP Trx #: 43908					
		FRINGE BENEFITS	101-441.000-715.000	48.26	
		FRINGE BENEFITS	101-276.000-715.000	53.37	
		FRINGE BENEFITS	501-591.000-715.000	324.12	
		FRINGE BENEFITS	501-590.000-715.000	238.58	
		FRINGE BENEFITS	101-301.000-715.000	56.85	
		FRINGE BENEFITS	101-253.000-715.000	41.08	
		FRINGE BENEFITS	202-463.000-715.000	49.99	
		FRINGE BENEFITS	202-468.000-715.000	15.47	
		FRINGE BENEFITS	202-469.000-715.000	16.80	
		FRINGE BENEFITS	202-474.000-715.000	16.80	
		FRINGE BENEFITS	202-478.000-715.000	29.81	
		FRINGE BENEFITS	202-482.000-715.000	3.48	
		FRINGE BENEFITS	203-463.000-715.000	57.78	
		FRINGE BENEFITS	203-468.000-715.000	22.43	
		FRINGE BENEFITS	203-469.000-715.000	13.93	
		FRINGE BENEFITS	203-474.000-715.000	13.93	
		FRINGE BENEFITS	203-478.000-715.000	18.23	
		FRINGE BENEFITS	203-482.000-715.000	3.49	
		Vnd: 1882 Invoice: 90	101-000.000-202.000		199.56
		Vnd: 1882 Invoice: 90	501-000.000-202.000		562.70
		Vnd: 1882 Invoice: 90	202-000.000-202.000		132.35
		Vnd: 1882 Invoice: 90	203-000.000-202.000		129.79
		Expected Check Run: 05/09/2022		1,024.40	1,024.40

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
05/03/2022	AP	MICHIANA RECYCLING & DISPOSAL	Invoice: 050122 Ref#: 23860 (MAY, JUN, JULY 2022)		
AP Trx #: 43909		UTILITIES	101-301.000-921.000	64.50	
		UTILITIES	101-265.000-921.000	34.50	
		UTILITIES	101-265.000-921.000	34.50	
		UTILITIES	101-265.000-921.000	34.50	
		UTILITIES	101-265.000-921.000	43.65	
		Vnd: 2101 Invoice: 050122	101-000.000-202.000		211.65
		Expected Check Run: 05/09/2022		211.65	211.65
05/03/2022	AP	MICHIANA RECYCLING & DISPOSAL	Invoice: 050122-2 Ref#: 23861 (MAY 2022 TRASH SERVICE)		
AP Trx #: 43910		UTILITIES	101-265.000-921.000	105.00	
		UTILITIES	101-276.000-921.000	68.00	
		UTILITIES	501-590.000-921.000	68.00	
		UTILITIES	101-441.000-921.000	272.00	
		UTILITIES	101-265.000-921.000	105.00	
		Vnd: 2101 Invoice: 050122-2	101-000.000-202.000		550.00
		Vnd: 2101 Invoice: 050122-2	501-000.000-202.000		68.00
		Expected Check Run: 05/09/2022		618.00	618.00
05/01/2022	AP	MICHIGAN MUNICIPAL EXECUTIVES	Invoice: 042122 Ref#: 23816 (HEATHER GRACE MME RENEWAL)		
AP Trx #: 43911		MEMBERSHIP AND DUES	101-172.000-831.000	145.00	
		Vnd: 2222 Invoice: 042122	101-000.000-202.000		145.00
		Expected Check Run: 05/09/2022		145.00	145.00
05/01/2022	AP	MID COUNTY LAWN AND GARDEN	Invoice: 64053 Ref#: 23814 (SERVICE BOTH CEMETERY ZERO TURN MOWERS)		
AP Trx #: 43912		MAINTENANCE - EQUIPMENT	101-276.000-933.000	302.00	
		Vnd: 1530 Invoice: 64053	101-000.000-202.000		302.00
		Expected Check Run: 05/09/2022		302.00	302.00
05/01/2022	AP	MID COUNTY LAWN AND GARDEN	Invoice: 64052 Ref#: 23815 (FIX ONE OIL LEAK ON CEMETERY ZERO TURN M)		
AP Trx #: 43913		MAINTENANCE - EQUIPMENT	101-276.000-933.000	464.00	
		Vnd: 1530 Invoice: 64052	101-000.000-202.000		464.00
		Expected Check Run: 05/09/2022		464.00	464.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
05/03/2022	AP	NALCO CROSSBOW WATER			
AP Trx #: 43914					
		CONTRACTUAL	501-590.000-818.000	57.00	
		Vnd: 1304 Invoice: 2622347	501-000.000-202.000		57.00
		Expected Check Run: 05/09/2022		57.00	57.00
05/03/2022	AP	NORTH SHORE ANALYTICAL			
AP Trx #: 43915					
		CONTRACTUAL	501-590.000-818.000	350.00	
		Vnd: 0258 Invoice: 13880	501-000.000-202.000		350.00
		Expected Check Run: 05/09/2022		350.00	350.00
05/01/2022	AP	OFFICE DEPOT			
AP Trx #: 43916					
		OFFICE SUPPLIES	101-301.000-728.000	32.29	
		Vnd: 0019 Invoice: 238780676001	101-000.000-202.000		32.29
		Expected Check Run: 05/09/2022		32.29	32.29
05/03/2022	AP	OFFICE DEPOT			
AP Trx #: 43917					
		OFFICE SUPPLIES	101-301.000-728.000	107.19	
		Vnd: 0019 Invoice: 238780571001	101-000.000-202.000		107.19
		Expected Check Run: 05/09/2022		107.19	107.19
05/01/2022	AP	PARRETT COMPANY			
AP Trx #: 43918					
		CONTRACTUAL	101-265.000-818.000	232.29	
		Vnd: 1596 Invoice: 64368	101-000.000-202.000		232.29
		Expected Check Run: 05/09/2022		232.29	232.29
05/01/2022	AP	PEERLESS-MIDWEST, INC.			
AP Trx #: 43919					
		MAINTENANCE - SYSTEM	501-591.000-938.000	960.00	
		Vnd: 1672 Invoice: 66410	501-000.000-202.000		960.00
		Expected Check Run: 05/09/2022		960.00	960.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
05/03/2022	AP	PRO SAFETY INNOVATIONS LLC			
AP Trx #: 43920					
		MAINTENANCE-BUILDINGS	101-301.000-931.000	286.96	
		Vnd: 1813 Invoice: 2199	101-000.000-202.000		286.96
		Expected Check Run: 05/09/2022		286.96	286.96
05/03/2022	AP	REDBUD HARDWARE			
AP Trx #: 43921					
		MISCELLANEOUS SUPPLIES	101-276.000-756.000	31.57	
		MAINTENANCE-BUILDINGS	101-276.000-931.000	44.75	
		MISCELLANEOUS SUPPLIES	501-591.000-756.000	25.58	
		MAINTENANCE-BUILDINGS	101-441.000-931.000	80.96	
		MAINTENANCE-GROUNDS	101-441.000-932.000	85.13	
		MAINTENANCE - EQUIPMENT	101-441.000-933.000	95.14	
		MISCELLANEOUS SUPPLIES	101-441.000-756.000	96.77	
		MISCELLANEOUS	101-336.000-962.000	15.98	
		MISCELLANEOUS SUPPLIES	101-336.000-756.000	40.76	
		MISCELLANEOUS SUPPLIES	101-301.000-756.000	8.88	
		MAINTENANCE-BUILDINGS	501-590.000-931.000	46.15	
		MISCELLANEOUS SUPPLIES	501-590.000-756.000	87.78	
		Vnd: 0141 Invoice: 050122	101-000.000-202.000		499.94
		Vnd: 0141 Invoice: 050122	501-000.000-202.000		159.51
		Expected Check Run: 05/09/2022		659.45	659.45
05/03/2022	AP	RICHARD MARTIN			
AP Trx #: 43922					
		BUCHANAN TREE FRIENDS	701-000.000-250.091	264.08	
		Vnd: 0483 Invoice: 31522	701-000.000-202.000		264.08
		Expected Check Run: 05/09/2022		264.08	264.08
05/01/2022	AP	RICHARDSON BUSINESS SOLUTIONS			
AP Trx #: 43923					
		CONTRACTUAL	101-301.000-818.000	350.00	
		Vnd: 2223 Invoice: IN5352	101-000.000-202.000		350.00
		Expected Check Run: 05/09/2022		350.00	350.00
05/01/2022	AP	ROSE PEST SOLUTIONS			
AP Trx #: 43924					
		CONTRACTUAL	101-301.000-818.000	73.00	
		Vnd: 0304 Invoice: 150553139	101-000.000-202.000		73.00
		Expected Check Run: 05/09/2022		73.00	73.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
05/01/2022	AP	ROSE PEST SOLUTIONS	Invoice: 150552832 Ref#: 23823 (APRIL 2022 PEST CONTROL)		
AP Trx #: 43925		CONTRACTUAL	101-265.000-818.000	50.00	
		Vnd: 0304 Invoice: 150552832	101-000.000-202.000		50.00
		Expected Check Run: 05/09/2022		50.00	50.00
05/03/2022	AP	SISTER HILL NURSERY	Invoice: 631 Ref#: 23856 (TREES)		
AP Trx #: 43926		BUCHANAN TREE FRIENDS	701-000.000-250.091	1,980.00	
		Vnd: 1149 Invoice: 631	701-000.000-202.000		1,980.00
		Expected Check Run: 05/09/2022		1,980.00	1,980.00
05/03/2022	AP	SNF POLYDYNE	Invoice: 1593257 Ref#: 23839 (SLUDGE POLYMER)		
AP Trx #: 43927		CHEMICALS	501-590.000-743.000	1,322.73	
		Vnd: 1599 Invoice: 1593257	501-000.000-202.000		1,322.73
		Expected Check Run: 05/09/2022		1,322.73	1,322.73
05/03/2022	AP	SOUTHWESTERN MICHIGAN TOURIST	Invoice: 050222 Ref#: 23853 (MEMBERSHIP DUES)		
AP Trx #: 43928		MEMBERSHIP AND DUES	101-172.000-831.000	110.00	
		Vnd: 1503 Invoice: 050222	101-000.000-202.000		110.00
		Expected Check Run: 05/09/2022		110.00	110.00
05/01/2022	AP	STOLK, KRISTINA	Invoice: 05/01/2022 Ref#: 23798 (UB refund for account: 6229)		
AP Trx #: 43929		SEWER	501-000.000-202.000	43.07	
		READY TO SERVE	501-000.000-202.000	24.63	
		WATER	501-000.000-202.000	24.02	
		Vnd: MISC Invoice: 05/01/2022	501-000.000-202.000		91.72
		Expected Check Run: 05/09/2022		91.72	91.72
05/03/2022	AP	THE BARTON GROUP	Invoice: 02142022-6 Ref#: 23863 (FEBRUARY 2022 DPW PROJECT SERVICES)		
AP Trx #: 43930		NEW DPW BUILDING	101-441.000-940.000	3,000.00	
		Vnd: 1683 Invoice: 02142022-6	101-000.000-202.000		3,000.00
		Expected Check Run: 05/09/2022		3,000.00	3,000.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
05/03/2022	AP	THE BARTON GROUP			
AP Trx #: 43931					
		NEW DPW BUILDING	101-441.000-940.000	3,000.00	
		Vnd: 1683 Invoice: 03182022-7	101-000.000-202.000		3,000.00
		Expected Check Run: 05/09/2022		3,000.00	3,000.00
05/03/2022	AP	THE BARTON GROUP			
AP Trx #: 43932					
		NEW DPW BUILDING	101-441.000-940.000	3,000.00	
		Vnd: 1683 Invoice: 04112022-8	101-000.000-202.000		3,000.00
		Expected Check Run: 05/09/2022		3,000.00	3,000.00
05/03/2022	AP	TINA SPURLOCK			
AP Trx #: 43933					
		MAINTENANCE-BUILDINGS	101-265.000-931.000	90.00	
		Vnd: 1448 Invoice: 181372	101-000.000-202.000		90.00
		Expected Check Run: 05/09/2022		90.00	90.00
05/01/2022	AP	TRICIA RAYMOND			
AP Trx #: 43934					
		BUCHANAN REDBUD CITY CENTER	101-000.000-674.000	50.00	
		Vnd: 2224 Invoice: 042522	101-000.000-202.000		50.00
		Expected Check Run: 05/09/2022		50.00	50.00
05/03/2022	AP	TUMBLESONS GARAGE LLC			
AP Trx #: 43935					
		MAINTENANCE - VEHICLE	101-441.000-939.000	5,638.68	
		Vnd: 2225 Invoice: 350	101-000.000-202.000		5,638.68
		Expected Check Run: 05/09/2022		5,638.68	5,638.68
05/01/2022	AP	VERIZON WIRELESS			
AP Trx #: 43936					
		CONTRACTUAL	101-301.000-818.000	160.10	
		Vnd: 2060 Invoice: 050222	101-000.000-202.000		160.10
		Expected Check Run: 05/09/2022		160.10	160.10

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
05/01/2022	AP	WELDY SALES AND SERVICE	<i>Invoice: 9169 Ref#: 23825(6 PACK OF MIX OIL X2)</i>		
AP Trx #: 43937		MISCELLANEOUS SUPPLIES	101-276.000-756.000	57.98	
		Vnd: 1763 Invoice: 9169	101-000.000-202.000		57.98
		Expected Check Run: 05/09/2022		57.98	57.98
05/01/2022	AP	WELDY SALES AND SERVICE	<i>Invoice: 9102 Ref#: 23827(2-14' CHAINS)</i>		
AP Trx #: 43938		MAINTENANCE-GROUNDS	101-441.000-932.000	35.68	
		Vnd: 1763 Invoice: 9102	101-000.000-202.000		35.68
		Expected Check Run: 05/09/2022		35.68	35.68
05/03/2022	AP	WEX BANK	<i>Invoice: 80648276 Ref#: 23852(APRIL 2022 GAS PURCHASES)</i>		
AP Trx #: 43939		GAS AND OIL	101-301.000-751.000	1,526.32	
		GAS AND OIL	101-441.000-751.000	1,331.72	
		GAS AND OIL	101-276.000-751.000	474.56	
		Vnd: 1098 Invoice: 80648276	101-000.000-202.000		3,332.60
		Expected Check Run: 05/09/2022		3,332.60	3,332.60
				55,981.05	55,981.05
Cash/Payable Account Totals:					
		ACCOUNTS PAYABLE	101-000.000-202.000		40,465.55
		ACCOUNTS PAYABLE	103-000.000-202.000		100.00
		ACCOUNTS PAYABLE	107-000.000-202.000		408.00
		ACCOUNTS PAYABLE	202-000.000-202.000		132.35
		ACCOUNTS PAYABLE	203-000.000-202.000		129.79
		ACCOUNTS PAYABLE	501-000.000-202.000		11,137.25
		ACCOUNTS PAYABLE	701-000.000-202.000		3,458.68
		TOTAL INCREASE IN PAYABLE:			55,831.62

DRAFT 05/06/2022

City of Buchanan

Estimated DPW Building and USDA Project Scenarios

DPW Building Project

	<u>20 Years Current Market</u>	<u>20 Years Conservative</u>	<u>25 Years Current Market</u>	<u>25 Years Conservative</u>	<u>30 Years Current Market</u>	<u>30 Years Conservative</u>
Interest Rate Estimate	3.750%	4.750%	4.000%	5.000%	4.250%	5.250%
Borrowing Estimate	\$5,000,000.00	\$5,000,000.00	\$5,000,000.00	\$5,000,000.00	\$5,000,000.00	\$5,000,000.00
Annual Debt Payments	\$360,000.00	\$395,000.00	\$320,000.00	\$355,000.00	\$300,000.00	\$335,000.00
Total Principal & Interest Paid	\$7,200,000.00	\$7,900,000.00	\$8,000,000.00	\$8,875,000.00	\$9,000,000.00	\$10,050,000.00
Estimated Bond Costs of Issuance (applies to all the above options):						
Bond Attorney	\$29,750.00					
Financial Advisor	29,750.00					
Underwriter (not-to-exceed)	50,000.00					
Other (rating, Treasury, etc.)	22,800.00					
Total	<u>\$132,300.00</u>					

Note: Does not include architect, construction manager or other fees unrelated to bond issuance.

USDA Project (Water, Sewer and Streets)

	<u>40 Years Water</u>	<u>40 Years Sewer</u>	<u>Non-Eligible Streets and Lead Services</u>	
			<u>15 Years Conservative</u>	<u>20 Years Conservative</u>
Interest Rate (locked for stated loan amount)	1.375%	1.375%	N/A	N/A
Interest Rate Estimate			4.500%	4.750%
Borrowing Estimate	\$10,738,000.00	\$7,459,000.00	\$2,510,000.00	\$2,510,000.00
Annual Debt Payments	\$350,800.00	\$243,500.00	\$235,000.00	\$200,000.00
Total Principal & Interest Paid	\$14,032,000.00	\$9,740,000.00	\$3,525,000.00	\$4,000,000.00
Estimated Bond Costs of Issuance:				
Bond Attorney	\$50,000.00	\$45,000.00	\$15,000.00	\$15,000.00
Financial Advisor (includes bond and rate fees)	25,750.00	28,750.00	13,500.00	13,500.00
Other (newspaper, Treasury, etc.)	5,000.00	5,000.00	5,000.00	5,000.00
Total	<u>\$80,750.00</u>	<u>\$78,750.00</u>	<u>\$33,500.00</u>	<u>\$33,500.00</u>

Note: Does not include architect, construction manager or other fees unrelated to bond issuance.



Baker Tilly Municipal Advisors, LLC
2852 Eyde Pkwy, Ste 150
East Lansing, MI 48823
United States of America

T: +1 (517) 321 0110
bakertilly.com



City of Buchanan
302 N Redbud Trail
Buchanan, MI 49107
Tel: 269-695-3844

LANDLORD/TENANT ACCOUNT AGREEMENT

WATER BILL ACCOUNTS STAY IN THE PROPERTY OWNERS NAME. THE TENANT WILL RECEIVE A BILL "IN CARE OF" THE TENANTS NAME AND THE LANDLORD WILL GET A COPY EVERY MONTH. LATE NOTICES AND SHUT OFF NOTICES WILL GO TO "IN CARE OF" TENANTS NAME AND A COPY WILL GO TO THE PROPERTY OWNER.

MOVE IN DATE _____ RENTAL ADDRESS _____

TENANT INFORMATION

NAME _____ PHONE _____

EMAIL _____

PREFERED BILLING METHOD EMAIL__ **OR** MAIL__

VERITY IDENTITY _____

PROPERTY OWNER NAME _____ PHONE _____

PROPERTY OWNER MAILING ADDRESS _____

May 4, 2022

Proposal for public office hours is as follows:

Option 1 9:00 – 4:00 Monday through Friday

Option 2 9:00 – 4:00 Monday through Thursday
 9:00 – 1:00 Friday

Either Option 1 or Option 2 would enable a change that would free up time that is needed for opening/closing and balancing procedures. Allowing for this time would allow for more accurate accounting, as these procedures would no longer need to be rushed and could be double-checked before final entry—thus eliminating time consuming (and thus costly) general entries at the back-end to try to correct inadvertent mistakes caused by rushing. This is particularly important during the 8-month tax period, especially since this is one area where minor mistakes can take a long time to correct. Additionally, due to requirements at the County level, we are required to manually enter these types of payments twice, which is quite time consuming, and leads to rushing and avoidable errors when proper time is not allowed for adequate opening/closing and balance procedures.

If Option 2 is selected, this would have the added benefit of having time built in each week to allow for large-scale trouble shooting, as well as time to make systemic reviews to both procedures and account collection performance. Our water and sewer funds, as enterprise funds, are supposed to be run similarly to business. And business sensibilities dictate that much improvement could be made to our revenue stream if a limited amount of time was made available each week for system improvements and account review.



2833 S. 11th Street,
 Niles, MI 49120
 Phone: 269-684-0842
 Fax: 269-684-0846

Revised Proposal

May 3, 2022

City of Buchanan
 Attn: Ms. Heather Grace, City Manager
 302 N. Redbud Trail
 Buchanan, MI 49107
 Email: hgrace@cityofbuchanan.com

**RE: CITY OF BUCHANAN,
 3RD STREET UTILITIES REPLACEMENT**

Ms. Grace,

Thank you for the opportunity to look at this project for the City of Buchanan and supply you with a budget estimate. This estimate consists of replacing the infrastructure along 3rd Street between Redbud Trail and Short Street. These replacements include, but are not limited to sanitary sewer, storm sewer, water main, sanitary manholes, storm manholes, curb, drives and sidewalk. The work includes that following:

Item	Description	Quantity	Unit	Unit Price	Total
1	Mobilization	1	LS	\$21,000.00	\$21,000.00
2	Common Excavation	1	LS	\$34,000.00	\$34,000.00
3	24" ADS Storm Sewer	321	LF	\$139.50	\$44,779.50
4	18" SDR 26 Sanitary Sewer	311	LF	\$163.00	\$50,693.00
5	8" Ductile Iron Water Main	325	LF	\$116.00	\$37,700.00
6	1" Curb, Corp. & Box	4	EA	\$1,215.00	\$4,860.00
7	1" Copper Service Line	4	EA	\$845.00	\$3,380.00
8	8" Solid Sleeve	1	EA	\$635.00	\$635.00
9	8" Gate Valve & Box	1	EA	\$1,850.00	\$1,850.00
10	Concrete Curb	600	LF	\$29.15	\$17,490.00
11	21AA Compacted Aggregate	300	TON	\$32.25	\$9,675.00
12	Dewatering	1	LS	\$17,000.00	\$17,000.00
13	Restoration	1	LS	\$5,500.00	\$5,500.00
14	Bypass Pumping	1	LS	\$13,200.00	\$13,200.00
15	Construction Engineering	1	LS	\$5,000.00	\$5,000.00
16	6" SDR 35 Service Laterals	4	EA	\$2,945.00	\$11,780.00
17	Concrete Drives	125	SY	\$97.00	\$11,375.00
18	Concrete Sidewalk	260	SY	\$73.00	\$16,380.00
19	6" x 6" Tapping Valve & Sleeve	1	EA	\$3,875.00	\$3,875.00
20	Fire Hydrant Assembly	1	EA	\$5,950.00	\$5,950.00
21	8", 45 Deg. Elbow w/Megalugs	6	EA	\$615.00	\$3,690.00
22	8" Tee w/Megalugs	1	EA	\$760.00	\$760.00
23	8" x 6" Reducer w/Megalugs	1	EA	\$610.00	\$610.00
24	4" Sleeve w/Megalugs	2	EA	\$395.00	\$790.00
				Total:	\$321,972.50



2833 S. 11th Street,
 Niles, MI 49120
 Phone: 269-684-0842
 Fax: 269-684-0846

Revised Proposal

May 3, 2022

	Manhole Replacement (As Needed)				
A1	Sanitary Manhole (16') Doghouse	1	EA	\$45,750.00	\$45,750.00
A2	Sanitary Manhole (10')	1	EA	\$35,915.00	\$35,915.00
A3	Storm Manhole (12')	1	EA	\$19,330.00	\$19,330.00
A4	Storm Manhole (9')	1	EA	\$24,880.00	\$24,880.00

Notes:

- 1) Maintenance of traffic by others.
- 2) Asphalt paving by others.
- 3) Estimate based on complete shutdown of existing water main.
- 4) No permits, fees, or bonds included.
- 5) Applicable taxes included.
- 6) Estimate based on using existing soils for backfill.
- 7) Estimate based on using asphalt millings to supplement aggregate base.

Thank you again for the opportunity.

Selge Construction Co., Inc.

City of Buchanan

Scott Riley

 Scott Riley
 Project Manager

 Authorized Signature

CORUM



INVOICE

1830 Craig Park Court
St. Louis, MO 63146

Invoice #	
Invoice Date	9/09/21
Account #	190923
Sales Rep	DANIEL TRAEGER
Phone #	630-665-1800
Branch #229	Carol Stream, IL
Total Amount Due	\$21,594.72

Item VIII. B.

Remit To:
CORE & MAIN LP
PO BOX 28330
ST LOUIS, MO 63146

Shipped To:
CUSTOMER PICK-UP

SELGE CONSTRUCTION CO INC 000/0000
2833 S 11TH ST 0000
NILES MI 49120 4421

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered	Date Shipped	Customer PO #	Job Name	Job #	Bill of Lading	Shipped Via	Invoice#
9/02/21	9/08/21	SEE BELOW	BUCHANAN 3RD ST			WILL CALL	P545280

Product Code	Description	Quantity			Price	UM	Extended Price
		Ordered	Shipped	B/O			
04182614	CUSTOMER PO#- EMERGENCY REPAIR 18 PVC SDR26 HW SWR PIPE (G) 14'	336	336		64.27000 FT	21,594.72	

ENTERED 11.8.21
 TRANS.# 117830
 NOV 08 2021
 ACCT.# 704
 JOB# _____
 COST CODE _____

20514.96
 5% -1079.74

Freight	Delivery	Handling	Restock	Misc	Subtotal:	21,594.72
					Other:	.00
					Tax:	.00
Invoice Total:						\$21,594.72

Terms: NET 30
Ordered By: SCOTT RILEY

This transaction is governed by and subject to Core & Main's standard terms and conditions, which are incorporated by reference and accepted.
To review these terms and conditions, please visit: <http://tandc.coreandmain.com/>

00000
SCOTT

FRONT STREET GLASSWORKS



**CITY OF BUCHANAN
BUDGET AMENDMENT
GENERAL FUND**

GL NUMBER	DESCRIPTION	YTD BALANCE 04/30/2022	2021-22 AMENDED BUDGET	BUDGET AMENDMENT	INCREASE IN BUDGET	
REVENUES						
101.000.000.400.012	TRANSFER FROM PAYROLL	57,377.75	0.00	57,378.00	57,378.00	Reimbursement to general fund to cover associated administration of payroll.
101-000.000-402.000	REAL PROPERTY TAXES	1,187,514.73	1,653,150.00	1,278,514.00	(374,636.00)	Adjusted to reflect real property taxes - the 4 mills for streets.
101-000.000-412.000	LOST PERSONAL PROPERTY TAX REV	0.00	79,310.00	0.00	(79,310.00)	Adjusted to zero to reflect updated change in circumstance related to anticipated lost personal property accounts.
101-000.000-414.000	P.I.L.O.T.	49,403.99	42,283.00	49,404.00	7,121.00	Payments In Lieu of Taxes adjusted up to reflect higher than originally anticipated revenues.
101-000.000-415.000	EMERGENCY RESPONSE FEE PILOT	40,000.00	20,600.00	40,000.00	19,400.00	Emergency Response Payments In Lieu of Taxes adjusted up to reflect higher than originally anticipated revenues.
101-000.000-418.000	DAR ADMIN REIMBURSEMENT	27,528.00	18,903.00	27,528.00	8,625.00	Adjusted to reflect revenues anticipated under updated Dial A Ride agreement with the City of Niles.
101-000.000-421.000	GRANTS & SPECIAL PROJECTS	17,860.82	175,000.00	417,861.00	242,861.00	Adjusted to house much of the revenue that was previously budgeted as "miscellaneous revenue / donation".
101-000.000-477.000	BUILDING PERMITS	10,203.25	51,500.00	60,000.00	8,500.00	Adjusted up to reflect anticipated increase in building permits, as per building inspector projections.
101-000.000-482.000	MISCELLANEOUS LICENSE-PERMITS	27,318.50	6,747.00	30,467.00	23,720.00	Adjusted up to reflect anticipated increase in license permits, as per community development director projections.
101-000.000-570.000	MEDICAL MARIJUANA STATE REV.	287,267.20	86,524.00	287,265.00	200,741.00	Adjusted up to reflect an unanticipated increase in state shared marihuana revenue payments.
101-000.000-580.000	COVID GRANT REVENUE	223,999.15	0.00	223,999.00	223,999.00	Adjusted up to reflect recharterization of Covid grant revenue to reflect recently updated federal guidance.
101-000.000-599.000	LEHMANS ORCHARD ANNUAL PAYME	17,333.34	8,927.00	17,333.00	8,406.00	Adjusted up to reflect newly calculated payments due pursuant to the Lehmans Orchard annual payments.
101-000.000-665.000	INTEREST EARNED - INVESTMENTS	14,132.72	30,900.00	18,000.00	(12,900.00)	Adjusted to reflect lower than anticipated interest rates.
101-000.000-674.000	BUCHANAN REDBUD CITY CENTER	2,223.60	309.00	2,500.00	2,191.00	Adjusted up to reflect increased revenue from rentals of the Redbud City Center, with rental rates rising dramatically.
101-000.000-675.000	EDGEWATER LEASE PAYMENTS	3,487.50	0.00	3,487.00	3,487.00	Adjusted to reflect the 3 months of payments receipted this fiscal prior to the early release agreement terminating the tenancy.
101-000.000-677.000	ACCIDENT REPORTS	2,355.51	283.00	2,500.00	2,217.00	Adjusted up to reflect a dramatic increase in revenue associated with much higher than normal requests for accident reports.
101-000.000-687.000	MISCELLANEOUS REVENUE	24,880.64	371,800.00	30,000.00	(341,800.00)	Adjusted down to reflect that much of this revenue has been re-charterized as "Grants & Special Projects" Revenue.
TOTAL REVENUES		1,992,886.70	2,546,236.00	2,546,236.00	0.00	
Dept 101.000 - CITY COMMISSION						
101.000.000.700.012	TRANSFER TO PAYROLL	56,441.78	0.00	56,441.78	56,442.00	Reimbursement to general fund to cover associated administration of payroll.
101-101.000-730.000	POSTAGE	1,100.33	0.00	700.00	700.00	Adjusted up to reflect unanticipated postage expenditures, largely related to the change in waste hauler services.
101-101.000.826.000	LEGAL FEES	25,628.00	30,000.00	95,000.00	65,000.00	Adjusted up to reflect much higher than anticipated legal fees.
101-101.000.970.001	CAPITAL OUTLAY	8,000.00	0.00	8,000.00	8,000.00	Adjusted up to reflect a capital outlay expenditure.
101-101.000-862.000	PROPERTY ACQUISITION	25,000.00	0.00	155,000.00	155,000.00	Adjusted up to reflect purchases of real property, at the discretion of the Commission, not previously anticipated.

Total Dept 101.000 - CITY COMMISSION		116,170.11	30,000.00	315,141.78	285,142.00	
Dept 172.000 - CITY MANAGER						
101-172.000-826.000	LEGAL FEES	70,591.41	39,750.00	95,000.00	55,250.00	Adjusted up to reflect much higher than anticipated legal fees.
101-172.000-962.000	MISCELLANEOUS	6,191.09	515.00	8,000.00	7,485.00	Adjusted up to reflect expenditures coded to this line item that typically would be coded elsewhere.
Total Dept 172.000 - CITY MANAGER		76,782.50	40,265.00	103,000.00	62,735.00	
Dept 191.000 - ELECTIONS						
101-191.000-706.002	SALARIES - OVERTIME	85.01	0.00	200.00	200.00	Adjusted up to reflect anticipated need for more election worker hours due to increasingly complex elections.
101-191.000-728.000	OFFICE SUPPLIES	1,928.31	1,500.00	2,250.00	750.00	Adjusted up to reflect the increased cost of election supplies, caused by inflation and supply chain concerns.
101-191.000-933.000	MAINTENANCE - EQUIPMENT	1,230.00	500.00	1,230.00	730.00	Adjusted up to reflect the anticipated increase in costs associated with the maintenance of election equipment.
Total Dept 191.000 - ELECTIONS		3,243.32	2,000.00	3,680.00	1,680.00	
Dept 215.000 - CITY CLERK						
101-215.000-706.002	SALARIES - OVERTIME	255.07	0.00	350.00	350.00	Adjusted up to reflect payouts of previous clerk.
101-215.000-728.000	OFFICE SUPPLIES	1,055.62	300.00	1,500.00	1,200.00	Adjusted up to reflect the increased cost of office supplies, along with increased efforts to address file organization.
101-215.000-864.000	CONFERENCES AND WORKSHOP	2,327.50	750.00	2,600.00	1,850.00	Adjusted up to reflect the need for increases training needs due to a new individual serving in the role.
101-215.000-873.000	TRAVEL & CAR ALLOWANCE	777.71	200.00	900.00	700.00	Adjusted up to correspondingly reflect the need for increased training, as noted above.
101-215.000-962.000	MISCELLANEOUS	1,011.98	100.00	1,250.00	1,150.00	Adjusted up to cover unanticipated clerk expenditures.
Total Dept 215.000 - CITY CLERK		5,427.88	1,350.00	6,600.00	5,250.00	
Dept 253.000 - TREASURER						
101-253.000-728.000	OFFICE SUPPLIES	3,528.84	2,000.00	3,650.00	1,650.00	Adjusted up to cover increased office supply costs caused by inflation and supply chain issues.
101-253.000-730.000	POSTAGE	3,432.26	1,800.00	3,850.00	2,050.00	Adjusted up to cover increased postage costs as well as needs for increased public notice mailings.
101-253.000-818.000	CONTRACTUAL	197,150.36	11,500.00	200,000.00	188,500.00	Adjusted up significantly to cover greatly increased expenditures related to Plante Moran assisting with the accounting.
Total Dept 253.000 - TREASURER		204,111.46	15,300.00	207,500.00	192,200.00	

CITY OF BUCHANAN
BUDGET AMENDMENT
GENERAL FUND

YTD BALANCE 2021-22 **BUDGET** INCREASE

GL NUMBER	DESCRIPTION	04/30/2022	AMENDED BUDGET	AMENDMENT	IN BUDGET	
Dept 265.000 - BUILDING AND GROUNDS						
101-265.000-706.002	SALARIES - OVERTIME	466.63	0.00	1,000.00	1,000.00	Adjusted up to cover expenses related to emergency maintenance repairs by City staff during non-business hours.
101-265.000-818.000	CONTRACTUAL	196,638.50	147,500.00	225,000.00	77,500.00	Adjusted up to cover higher than anticipated repair costs for City owned buildings.
101-265.000-921.000	UTILITIES	25,801.45	20,000.00	32,000.00	12,000.00	Adjusted up to cover higher than anticipated utility costs resulting from charges at City facilities.
101-265.000-958.000	OFFICE EQUIPMENT	11,281.71	3,000.00	13,000.00	10,000.00	Adjusted up to cover purchases of office equipment needed to cover improvements at City facilities.
101-265.000-962.000	MISCELLANEOUS	598.46	3,500.00	6,500.00	3,000.00	Adjusted up to cover higher than anticipated miscellaneous expenses related to City buildings and facilities.
Total Dept 265.000 - BUILDING AND GROUNDS		234,786.75	174,000.00	277,500.00	103,500.00	
Dept 269.000 - RENTAL PROPERTY						
101-269.000-921.000	UTILITIES	3,187.74	2,515.00	3,500.00	985.00	Adjusted up to cover higher than anticipated utility costs at the Ross Sanders House.
Total Dept 269.000 - RENTAL PROPERTY		3,187.74	2,515.00	3,500.00	985.00	
Dept 271.430 - PEAR'S MILL						
101-271.430-935.000	BUILDING & GROUNDS	801.00	500.00	900.00	400.00	Adjusted up slightly to cover higher than anticipated costs associated to maintaining the building and grounds at Pears Mill.
Total Dept 269.000 - RENTAL PROPERTY		801.00	500.00	900.00	400.00	
Dept 276.000 - CEMETERY						
101-276.000-751.000	GAS AND OIL	11,922.45	8,000.00	14,000.00	6,000.00	Adjusted up to cover higher than anticipated oil and gas purchases needed at the cemetery.
101-276.000-818.000	CONTRACTUAL	2,456.73	800.00	3,000.00	2,200.00	Adjusted up to cover higher contractual costs due to improved services at the cemetery.
101-276.000-853.000	TELEPHONE, INTERNET, CABLE	1,957.46	1,700.00	2,100.00	400.00	Adjusted up to cover the higher costs associated with upgraded internet at the cemetery.
101-276.000-932.000	MAINTENANCE-GROUNDS	5,135.92	5,100.00	6,000.00	900.00	Adjusted up to cover higher than anticipated maintenance costs associated with the cemetery grounds.
101-276.000-939.000	MAINTENANCE - VEHICLE	4,373.30	3,000.00	5,500.00	2,500.00	Adjusted up to cover higher than anticipated vehicle maintenance costs associated with vehicles used at the cemetery.
Total Dept 276.000 - CEMETERY		25,845.86	18,600.00	30,600.00	12,000.00	
Dept 301.000 - POLICE						
101-301.000-756.000	MISCELLANEOUS SUPPLIES	3,170.88	1,800.00	4,500.00	2,700.00	Adjusted up to cover higher than anticipated costs associated with miscellaneous supplies for the police department.
101-301.000-970.003	CAPITAL LEASE PAYMENTS	0.00	12,088.00	12,992.00	904.00	Adjusted up to cover intended capital lease payments.
Total Dept 301.000 - POLICE		3,170.88	13,888.00	17,492.00	3,604.00	
Dept 336.000 - FIRE DEPARTMENT						
101-336.000-853.000	TELEPHONE, INTERNET, CABLE	1,329.12	1,200.00	1,750.00	550.00	Adjusted up to cover costs associated with upgrading the internet at the Fire Department.
101-336.000-912.000	FIRE & LIABILITY INSURANCE	4,279.10	4,120.00	4,280.00	160.00	Adjusted up to cover slightly higher insurance costs associated with insuring the fire department.

101-336.000-921.000	UTILITIES	8,026.33	7,800.00	9,900.00	2,100.00	Adjusted up to cover higher than anticipated utility costs out at the fire hall.
101-336.000-934.000	MAINT. - OFFICE EQUIPMENT	2,023.20	500.00	3,000.00	2,500.00	Adjusted up to cover higher than anticipated office equipment maintenance costs for the fire hall.
101-336.000-962.000	MISCELLANEOUS	1,053.97	700.00	1,500.00	800.00	Adjusted up to cover higher than anticipated miscellaneous costs for the fire department.
Total Dept 336.000 - FIRE DEPARTMENT		16,711.72	14,320.00	20,430.00	6,110.00	
Dept 371.001 - BUILDING INSPECTOR						
101-371.001-853.000	TELEPHONE, INTERNET, CABLE	880.90	700.00	1,000.00	300.00	Adjusted up slightly to cover costs associated with upgrading the internet for the building department.
101-371.001-864.000	CONFERENCES AND WORKSHOP	1,391.84	1,000.00	1,500.00	500.00	Adjusted up slightly to cover the rising costs of continuing education for the building inspector.
Total Dept 371.001 - BUILDING INSPECTOR		2,272.74	1,700.00	2,500.00	800.00	
Dept 441.000 - DEPARTMENT OF PUBLIC WORKS						
101-441.000-751.000	GAS AND OIL	21,877.86	19,000.00	25,225.00	6,225.00	Adjusted up to cover the increased costs of fuel, due to supply chain, inflation, and geo-political issues abroad.
101-441.000-768.000	UNIFORMS	3,049.00	2,700.00	3,250.00	550.00	Adjusted up to cover expenses associated with getting more "City of Buchanan" branded uniforms for DPW staff.
101-441.000-818.000	CONTRACTUAL	21,050.00	15,000.00	25,000.00	10,000.00	Adjusted up to cover contractual costs that were higher than anticipated, largely due to inflation.
101-441.000-932.000	MAINTENANCE-GROUNDS	12,975.32	5,150.00	15,000.00	9,850.00	Adjusted up to cover increased maintenance costs associated with various City grounds maintained by the DPW.
101-441.000-933.000	MAINTENANCE - EQUIPMENT	32,975.94	30,000.00	35,000.00	5,000.00	Adjusted up slightly to cover increased DPW equipment maintenance costs, largely caused by inflation.
101-441.000-939.000	MAINTENANCE - VEHICLE	32,962.74	26,000.00	36,000.00	10,000.00	Adjusted up to cover higher than anticipated DPW vehicle costs, largely caused by inflation.
101-441.000-940.000	NEW DPW BUILDING	85,376.30	25,000.00	200,000.00	175,000.00	Adjusted up to cover costs associated with the planning stages and phase 1 site readiness for the new DPW building.
Total Dept 441.000 - DEPARTMENT OF PUBLIC WORKS		210,267.16	122,850.00	339,475.00	216,625.00	
TOTAL GENERAL FUND BUDGET AMENDMENT		902,779.12	437,288.00	1,328,318.78	891,031.00	<i>Net change largely due to new DPW building construction, higher than anticipated legal expenses, and Plante Moran billings.</i>

Each of these expenditures are not anticipated to affect the GF the same way next fiscal.

FUND BALANCE INFORMATION					
6/30/2021 Nonspendable	6/30/2021 Restricted	6/30/2021 Committed	6/30/2021 Assigned	6/30/2021 Unassigned	6/30/2021 Total Fund Balance
13,302	-	-	-	2,061,145	2,074,447
6/30/2021 Total Fund Balance	2022 Amended Budgeted Change in Fund Balance	6/30/2022 Estimated Total Fund Balance	6/30/2022 Estimated Total Unassigned		

2,074,447	(891,031)	1,183,416	\$	1,170,114
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**CITY OF BUCHANAN
BUDGET AMENDMENT
WATER AND SEWER**

GL NUMBER	DESCRIPTION	YTD BALANCE 4/30/2022	2021-22 AMENDED BUDGET	<i>BUDGET AMENDMENT</i>	INCREASE IN BUDGET
REVENUES					
501-000.000-400.012	TRANSFER FROM PAYROLL	24,195.60	0.00	<i>24,196.00</i>	24,196.00
501-000.000-656.000	PENALTIES - DELINQ. COLLECT.	20,555.65	42,000.00	<i>27,000.00</i>	<i>(15,000.00)</i>
501-000.000-661.000	LEACHATE TREATMENT	198,695.07	240,000.00	<i>320,000.00</i>	80,000.00
501-000.000-662.000	READY-TO-SERVE CHARGES	809,130.92	898,175.00	<i>964,778.00</i>	66,603.00
501-000.000-665.000	INTEREST EARNED - INVESTMENTS	3,631.32	30,000.00	<i>4,500.00</i>	<i>(25,500.00)</i>
501-000.000-667.003	UNCLASSIFIED	20,893.06	0.00	<i>30,000.00</i>	30,000.00
501-000.000-670.000	OXIDATION DITCH RESERVES	0.00	33,500.00	<i>0.00</i>	<i>(33,500.00)</i>
TOTAL WATER & SEWER BUDGET AMENDMENT - REVENUES		1,077,101.62	1,243,675.00	<i>1,370,474.00</i>	126,799.00

GL NUMBER	DESCRIPTION	YTD BALANCE 4/30/2022	2021-22 AMENDED BUDGET	<i>BUDGET AMENDMENT</i>	INCREASE IN BUDGET
EXPENDITURES					
Dept 590.000 - SEWER MAINTENANCE & OPERATION					
501.000.000.700.012	TRANSFER TO PAYROLL	37,498.00	5,800.00	<i>37,498.00</i>	31,698.00
501-590.000-751.000	GAS AND OIL	3,970.94	4,500.00	<i>5,500.00</i>	1,000.00
501-590.000-802.000	ACCOUNTING SUPPORT	10,030.88	9,671.00	<i>14,250.00</i>	4,579.00
501-590.000-818.000	CONTRACTUAL	30,363.49	25,000.00	<i>35,000.00</i>	10,000.00
501-590.000-916.000	ANNUAL PERMIT FEE	6,510.00	6,500.00	<i>6,510.00</i>	10.00
501-590.000-931.000	MAINTENANCE-BUILDINGS	19,835.53	5,000.00	<i>25,000.00</i>	20,000.00
501-590.000-936.000	SLUDGE REMOVAL	12,200.00	8,000.00	<i>18,000.00</i>	10,000.00
501-590.000-962.000	MISCELLANEOUS	4,194.78	4,000.00	<i>6,000.00</i>	2,000.00
Total Dept 590.000 -SEWER MAINTENANCE & OPERATION		124,603.62	68,471.00	<i>147,758.00</i>	79,287.00

Dept 591.000 - WATER MAINTENANCE & OPERATION

501-591.000-706.002	SALARIES - OVERTIME	21,331.76	20,000.00	23,000.00	3,000.00
501-591.000-730.000	POSTAGE	4,986.10	5,000.00	6,240.00	1,240.00
501-591.000-743.000	CHEMICALS	6,926.54	5,000.00	10,530.00	5,530.00
501-591.000-751.000	GAS AND OIL	3,187.52	3,500.00	4,500.00	1,000.00
501-591.000-802.000	ACCOUNTING SUPPORT	22,162.63	9,671.00	26,810.00	17,139.00
501-591.000-818.000	CONTRACTUAL	18,788.27	20,000.00	22,000.00	2,000.00
501-591.000-853.000	TELEPHONE, INTERNET, CABLE	3,351.96	3,000.00	4,700.00	1,700.00
501-591.000-864.000	CONFERENCES AND WORKSHOP	1,510.00	1,800.00	2,000.00	200.00
501-591.000-912.000	FIRE & LIABILITY INSURANCE	14,805.88	13,972.00	14,825.00	853.00
501-591.000-916.000	ANNUAL PERMIT FEE	3,340.28	3,000.00	3,350.00	350.00
501-591.000-921.000	UTILITIES	30,458.75	27,000.00	40,000.00	13,000.00
501-591.000-933.000	MAINTENANCE - EQUIPMENT	4,436.54	5,000.00	6,000.00	1,000.00
501-591.000-939.000	MAINTENANCE - VEHICLE	1,598.37	2,000.00	2,500.00	500.00
Total Dept 591.000 -WATER MAINTENANCE & OPERATION		136,884.60	118,943.00	166,455.00	47,512.00
TOTAL WATER & SEWER BUDGET AMENDMENT - EXPENDITURES		261,488.22	187,414.00	314,213.00	126,799.00
NET CHANGE		815,613.40	1,056,261.00	1,056,261.00	0.00

**CITY OF BUCHANAN
BUDGET AMENDMENT
MAJOR STREET FUND**

GL NUMBER	DESCRIPTION	YTD BALANCE 4/30/2022	2021-22 AMENDED BUDGET	<i>BUDGET AMENDMENT</i>	INCREASE IN BUDGET
Fund 202 - MAJOR STREETS					
REVENUES					
202-000.000-400.001	GAS & WEIGHT TAX	379,584.98	498,577.00	<i>517,919.00</i>	19,342.00
202-000.000-400.012	TRANSFER FROM PAYROLL	25,005.55	0.00	<i>25,006.00</i>	25,006.00
TOTAL MAJOR STREETS BUDGET AMENDMENT - REVENUES		404,590.53	498,577.00	<i>542,925.00</i>	44,348.00
Dept 463.000 - ROUTINE STREET MAINTENANCE					
202.000.000.700.012	TRANSFER TO PAYROLL	24,597.64	0.00	<i>24,598.00</i>	24,598.00
202-463.000-706.002	SALARIES - OVERTIME	5,171.83	5,000.00	<i>6,000.00</i>	1,000.00
202-463.000-756.000	MISCELLANEOUS SUPPLIES	2,205.20	1,500.00	<i>3,000.00</i>	1,500.00
202-463.000-782.000	ROAD MAIN. MATERIAL & SUPPLIES	21,115.07	16,000.00	<i>25,000.00</i>	9,000.00
Total Dept 463.000 - ROUTINE STREET MAINTENANCE		53,089.74	22,500.00	<i>58,598.00</i>	36,098.00
Dept 468.000 - TREE & SHRUB MAINTENANCE					
202-468.000-706.002	SALARIES - OVERTIME	2,784.70	2,250.00	<i>3,500.00</i>	1,250.00
202-468.000-706.004	SALARIES - TEMPORARY	25,774.00	25,000.00	<i>28,000.00</i>	3,000.00
Total Dept 468.000 - TREE & SHRUB MAINTENANCE		28,558.70	27,250.00	<i>31,500.00</i>	4,250.00
Dept 474.000 - TRAFFIC SERVICES - MAINTENANCE					
202-474.000-962.000	MISCELLANEOUS	3,808.00	500.00	<i>4,500.00</i>	4,000.00
Total Dept 463.000 - ROUTINE STREET MAINTENANCE		3,808.00	500.00	<i>4,500.00</i>	4,000.00
TOTAL MAJOR STREETS BUDGET AMENDMENT - EXPENDITURES		85,456.44	50,250.00	<i>94,598.00</i>	44,348.00
NET CHANGE		319,134.09	448,327.00	<i>448,327.00</i>	<i>0.00</i>

**CITY OF BUCHANAN
BUDGET AMENDMENT
LOCAL FUND**

GL NUMBER	DESCRIPTION	YTD BALANCE 4/30/2022	2021-22 AMENDED BUDGET	<i>BUDGET AMENDMENT</i>	INCREASE IN BUDGET
Fund 203 - LOCAL STREETS					
REVENUES					
203-000.000-400.001	GAS & WEIGHT TAX	161,965.85	159,681.00	<i>164,822.00</i>	5,141.00
203-000.000-400.012	TRANSFER FROM PAYROLL	0.00	0.00	<i>21,985.00</i>	21,985.00
TOTAL LOCAL STREETS BUDGET AMENDMENT - REVENUES		161,965.85	159,681.00	<i>186,807.00</i>	27,126.00
Dept 463.000 - ROUTINE STREET MAINTENANCE					
203-000.000.700.012	TRANSFER TO PAYROLL	21,625.70	0.00	<i>21,626.00</i>	21,626.00
203-463.000-706.002	SALARIES - OVERTIME	3,973.03	4,000.00	<i>5,000.00</i>	1,000.00
Total Dept 463.000 - ROUTINE STREET MAINTENANCE		25,598.73	4,000.00	<i>26,626.00</i>	22,626.00
Dept 468.000 - TREE & SHRUB MAINTENANCE					
203-468.000-706.004	SALARIES - TEMPORARY	27,752.15	27,000.00	<i>29,000.00</i>	2,000.00
Total Dept 468.000 - TREE & SHRUB MAINTENANCE		27,752.15	27,000.00	<i>29,000.00</i>	2,000.00
Dept 469.000 - DRAINAGE					
203-469.000-758.000	STREET SWEEPING	4,000.00	1,500.00	<i>4,000.00</i>	2,500.00
Total Dept 469.000 - DRAINAGE		4,000.00	1,500.00	<i>4,000.00</i>	2,500.00
TOTAL LOCAL STREETS BUDGET AMENDMENT - EXPENDITURES		57,350.88	32,500.00	<i>59,626.00</i>	27,126.00
NET CHANGE		104,614.97	127,181.00	<i>127,181.00</i>	0.00

MEMORANDUM

Date: May 2, 2022

To: City Commissioners

From: Diana Selir

Re: Annual Spring Cleanup Recap

On Friday April 29th and Saturday April 30th, 2022, the City hosted its Annual Spring Clean-up. The event was very successful. We ordered fifteen (15) dumpsters for general garbage and two (2) for recycle. During the event four (4) of the dumpsters were emptied, and replaced, so there were nineteen (19) dumpsters for general garbage. By the conclusion of the event on Saturday, mostly all the dumpsters had reached maximum capacity.

A majority of the residents that utilized the opportunity made several trips and were very pleased the City offered such an event. Despite the weather, there was quite a bit of activity on Saturday, making it the busiest day of the event.