

REGULAR MEETING OF THE BUCHANAN CITY COMMISSION
MONDAY, JANUARY 09, 2023 – 7:00 PM
CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

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. Recognition

III. Pledge of Allegiance

IV. Roll Call

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

VI. Approve Agenda

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

A. Minutes: Consider approving the Special Meeting Minutes from the December 27, 2022 Meeting.

B. Expenditures: Consider approving expenditures for January 9, 2023, in the amount of **\$66,309.35**.

VIII. Scheduled Matters from the Floor (if any)

A. Andy Campbell with Baker Tilly- presentation regarding the analysis of the DPW building costs, and how it relates to water/sewer rates.

B. Mark Seaman of PointBlu- consider proposals relating to the demolitions of the Old Feed Mill/Baroda Tire Too properties.

IX. Reports by: Departments, Committees, Boards

A. Community Development Report- Director Rich Murphy

(1) **Trail Extension Proposal-** Consider approving the proposal for design and construction engineering services from Wightman and Associates for the McCoy’s Creek Trail extension.

B. Public Safety Report - Chief Harvey Burnett

(1) **Resolution # 2023.01/01-** Consider approving a resolution to adopt the 2022 Berrien County Multi-Hazard, Multi-Jurisdictional Plan.

Project Summary: The Berrien County Multi-Hazard, Multi-Jurisdictional Hazard Mitigation Plan has been updated to bring it current with Federal Standards as found in the 704 page plan. The Berrien County Emergency Management Office secured a grant to help fund contractor support to compile information and edit the plan. All units of government within Berrien County participated in this planning process and it has produced a more comprehensive plan. For community members,

this process resulted in the production of a single document in which they can reference instead of needing to reference 40 individual plans.

Authorities/Purpose: *The Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act) legally requires state, local, tribal, and territorial governments to develop and adopt FEMA-approved hazard mitigation plans as a condition for receiving certain types of non-emergency disaster assistance and grants. The regulations, under Title 44, Chapter 1, Part 201 (44 CFR Part 201) of the Code of Federal Regulations (CFR) contain requirements and procedures to implement the hazard mitigation planning provisions of the Stafford Act.*

Local Governmental Unit Required Action: *In order to finish the project and get the plan fully approved, the local government unit must adopt the plan through a resolution before February 10, 2023.*

(2) **Purchase of a New Police Patrol Vehicle-** *Consider approving the purchase of a new police patrol vehicle that will replace our current primary patrol (46-2) 2015 Ford Police Interceptor Utility AWD vehicle. The current vehicle is over 100,000 miles and has numerous mechanical/electrical problems, including the daily jump-starting of the engine. The current vehicle is well past the life expectancy and reliability of a primary patrol vehicle. The request is part of our six-year Capital Improvement Plan from 2023 to 2028 (see attached). Since ordering to obtain a new patrol vehicle is now well over 30 weeks, the urgency of placing a vehicle order is at hand.*

C. Finance Department Report-

(1) **Finance Update-** *Revenue and Expenditure Report.*

(2) **Credit Card Policy Draft-** *Consider the first draft of a credit card policy for the City of Buchanan, which may be approved as presented, or discussed with recommendations for changes to be included in an updated draft, which would be up for consideration at a subsequent meeting.*

X. Unfinished Business

XI. New Business

A. Resolution 2023.01/02 - *Consider a resolution to purchase, acquire and construct capital improvements and to publish notice of intent to issue municipal securities.*

B. Closed Session-

(1) **Enter Closed Session-** *Consider entering Closed Session to discuss matters subject to attorney-client privilege, pursuant to MCL 15.268 Sec. 8 (1)(h).*

(2) **Re-Enter Open Session-** *Consider re-entering Open Session.*

(3) **Authorize Action-** *Consider authorizing action pursuant to discussions held in Closed Session.*

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

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

XIV. Executive Comments

A. **City Manager Comments**

B. **Commissioner Comments**

C. **Mayor Comments**

XV. Adjourn



REGULAR MEETING OF THE BUCHANAN CITY COMMISSION KL
TUESDAY, DECEMBER 27, 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 by Mayor Denison at 7:00 P.M.

II. Recognition

III. Pledge of Allegiance

Mayor Denison led in the Pledge of Allegiance.

IV. Roll Call

Present: Mayor Sean Denison, Mayor Pro Tem Mark Weedon, Commissioner Dan Vigansky, Commissioner Larry Money

Absent: Commissioner Patrick Swem

Motion made by Denison, supported by Weedon to excuse Commissioner Swem absence for Special Meeting 12/27/2022. Roll call vote carries unanimously.

City Staff: City Manager, Heather Grace; City Clerk, Kalla Langston; Community Development Director, Rich Murphy; Director of Public Services, Mike Baker; Director of Public Safety, Tim Ganus; Chief of Police Harvey Burnett

V. Approve Agenda

Motion made by Money, supported by Weedon, to approve the agenda as presented. Roll call carries unanimously

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

Peter Lysy- Hopes the commission will proceed with Kurt Garners Buchanan Preservation Plan.

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

- A. 1) **Planning Commission Appointment**- Consider appointing Anthony "Tony" Houser to the planning commission for a three-year term beginning January 2023 on the recommendation from the Planning Commission on December 13th.

- B. 2) **Minutes**- Consider approving the Regular Meeting Minutes from the December 12, 2022 City Commission meeting.
- C. 3) **Expenditures**- Consider approving expenditures for December 27, 2022, in the amount of **\$282,263.64**.

****NOTE:** \$279,864.70 of the amount above is for **GENERAL** expenditures. \$2,398.94 of the amount above is for the 11.1.22 - 11.30.22 **Summer Tax Disbursement**.

Motion made by Weedon, supported by Money, to approve the consent agenda as presented. Roll call carries unanimously.

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

- A. 1) **Culvert Evaluation Agreement**- Consider authorizing Manager Grace to sign the proposed contract formalizing the agreement previously approved verbally by the City Commission during a special meeting on site at the culvert location.

This is a formality agreement, the Culvert Evaluation was approved at a prior special meeting.

Motion made by Money, supported by Denison to authorize Manager Grace to sign the Culvert Evaluation Agreement, as presented. Roll call vote carries unanimously.

2) **Front Street & Oak Traffic Signal Agreement**- Consider approving an agreement to authorize work to upgrade the traffic signal at Front & Oak. *(This project was contemplated since the inception of the larger infrastructure project concept first began back in 2022. MDOT funding is lined up to cover associated expenditures as part of the City's participation in NATS, the Niles Area Transportation System, which divides up federal highway road monies amongst road agencies in our part of Berrien County. Prein&Newhof needs the agreement formalized so that we can proceed with submitting it along with our entire MDOT road money grant applications in order to effectuate the federal road money allocations).*

The agreement is for the engineers to move forward in the grant application. This grant has been in the works since the previous administration. This allows them to pursue federal and state funding for the Traffic Signal.

Motion made by Vigansky, supported by Money to authorize Manager Grace to sign the Culvert Evaluation Agreement, as presented. Roll call vote carries unanimously.

3) **Engineering Change Order #1**- Consider approving the proposed change order. *(This change order updates the existing agreement with P&N to reflect the changes previously approved by the City Commission, following multiple public meetings and open houses regarding the streetscape design. These new figures have been submitted to NATS and are part of our application for increased street funding through MDOT/federal highway transportation funds, so need to be formalized in order for our requests for road money allocations to proceed).*

This change order agreement is to cover modifications that were made during public meetings. Such as the increased scope during conceptual design phase, Parshall flume, lead lines that are likely to be encountered, Rynearson Street for streetscape modifications, unforeseen delays in the funding approval process and construction material availability.

Motion made by Weedon, supported by Vigansky to authorize Manager Grace to sign the Engineering Change Order #1 agreement, as presented. Roll call vote carries unanimously.

4) **Engineering Change Order #2**- Consider approving the proposed change order.

This change order is to secure the 19 permanent easements from 14 property owners on Front St.

Motion made by Vigansky, supported by Money to authorize Manager Grace to sign the Engineering Change Order #2 Agreement, as presented. Roll call vote carries unanimously.

IX. Reports by: Departments, Committees, Boards

A. Friends of the Trail- Jerry Flenar update on Trail Grant Extension

Jerry Flenar, chairman of the Friends of the McCoy Creek Trail on December 14th went to Lansing to attend the Michigan Resource Meeting. There were a 100 grant requests being put forth for awards. Out of the hundred applications they ranked 3rd out of 100. Flenar thanked Murphy for looking at it to get there score up from 350 to 410. This grant gives them enough to finish phase 1 of the trail extension. They were also highly encouraged by the group to go after phase 2 next year. The entire room gave a standing ovation to Rich Murphy on the request of Flenar for helping put forth a great grant application.

B. Community Development Director Report

1) **Zen Leaf Renewals**- Consider approving the Zen Leaf marihuana medical and adult use retail permit renewals for 259 E. Front St.

Motion made by Weedon, supported by Vigansky to approve the Medical and adult use retail permit renewals for Zen Leaf at 259 E. Front St. Roll call vote carries unanimously.

2) **Blackbird Renewal**- Consider approving the Blackbird/Elkhorn Valley grower class C marihuana permit renewal for 402 - 404 S. Oak.

Rhett was able to give a powerful update on the status of the building. He has overcome a lot this past year but continues to make strides to open his dream business.

Motion made by Vigansky, supported by Weedon to approve the Class C Marihuana Permit renewal for Blackbird/ Elkhorn Valley at 402-404 S. Oak. Roll call vote carries unanimously.

3) **Stark School Façade Grant Request**- Consider approving the Stark School Façade Grant Application for 502 Claremont.

Murphy was seeking the Façade Grant for Stark School on behalf of owner Jen Tabor. Total amount spent \$8,345.03. Murphy is recommending Grant Award being at 60% of itemized invoices and receipts totaling \$5,007.02.

Motion made by Money, supported by Vigansky to approve the Façade Grant for Stark School at 502 Claremont. Roll call vote carries unanimously.

4) **Grant Updates & Awards**- McCoy's Creek Trail Extension Grant update, Spark grant update, A Vision for Buchanan Urban Guild Award

Murphy touched on the Grants that were awarded and future grants progression. Excited to see Buchanan making a name in the Grant awards.

5) Kurt Garner to present update on Buchanan Preservation Plan

Kurt Garner gave a brief presentation on the Buchanan Preservation Plan. With the help of the Preservation Society on the important areas they would like to work on next as well as keeping the plan going for years to come.

C. Clerk Report- Kalla Langston

1) *Recount update from November 8, 2022, General Election*

Langston updated the commission on the recount with Weedon winning by one vote. Unfortunately, AVCB was unable to be recounted due to recount process of hand counting ballots to match what was tabulated. Lemay was able to challenge but decided against it.

2) *Prop-2 changes with the upcoming May 2023 Special Election.*

Langston went over highlights of Prop-2 and some of the financial aspects that will come with the changes. There will be lot to navigate in the upcoming elections but will be working with clerks throughout the County to make sure that the law is upheld, and security is in place.

X. Unfinished Business

A. Appointment of Commissioners as Alternates to serve on any boards/committees/commissions- Consider making motions to appoint Commissioners as alternates to serve on City Boards/Committees/Commissions, as desired.

Commissioners will decide which boards/committees they would like to be alternates for via survey that Grace will put together.

Langston wanted to clarify that no motion was made for ZBA alternate, that this one must be decided per charter.

Motion made by Denson, supported by Weedon to appoint Commissioner Dan Vigansky as the ZBA Alternate. Roll call vote carries unanimously.

B. Microbusiness Ordinance- Consider the Second Reading of Ordinance 2022.12/435, Proposed Amendments to the Adult Use Microbusiness Ordinance to include Class A Microbusinesses, as is newly allowed via recently updated state law. If passed at second reading, the ordinance will take effect following publication.

Motion made by Vigansky, supported by Weedon to approve the second reading of ordinance 2022.12/435, as presented. Roll call vote carries unanimously.

XI. New Business

A. 1) Enter Closed Session- Consider entering Closed Session to discuss the potential lease or purchase of real property, pursuant to MCL 15.268 Section 8(1)(d).

Motion made by Weedon, supported by Money to enter closed session pursuant to MC 15.268 Section 8(1)(d) to discuss the potential lease or purchase of real property at 8:39 P.M. Roll call vote carries unanimously.

2) **Re-Enter Open Session-** Consider re-entering Open Session.

Motion made by Weedon, supported by Money to re-enter Open Session at 9:04 P.M. Roll call vote carries unanimously.

3) **Action-** Consider action pursuant to Closed Session discussions.

Motion made by Weedon, supported by Money to authorize the City Administration to take action pursuant to discussion held in closed session. Roll call vote carries unanimously.

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

A. Downtown Infrastructure Road Right of Way Map Updates- maps are shared for informational purposes only, no action needed.

B. Previous Agenda Item, Progress Update- Andy Campbell indicated that he will not be ready to present information relating to the water/sewer rate proposals/USDA project until the January

meeting. Similarly, the updated City credit card policies are planned to be presented at that time as well.

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

XIV. Executive Comments

A. City Manager Comments

Hoped everyone had a Great Holiday. Is very pleased to have such an uplifting meeting this evening. It's amazing to see the accomplishment from the staff as well as our business owners and our community. Looking forward to seeing all the great things that are coming to Buchanan.

B. Commissioner Comments

Weedon- No comment

Vigansky- No comment

Money- thanked the Commissioners for what they do. Thanked Baker for the great work that his crew has done in the city during this blizzard. Please let the DPW crew know that he thanks them very much. Thanked Jen Tabor for bringing in cookies for us tonight.

C. Mayor Comments

Thanked the City Staff for all their hard work.

XV. Adjourn

Motion made by Money, supported by Weedon to adjourn the meeting at 9:07 P.M. Roll call vote carries unanimously.

Kalla Langston, City Clerk

Mayor Sean Denison

Item VII. B.

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
			Fund Totals:			
			Fund 101 GENERAL			40,852.57
			Fund 203 LOCAL STREETS			4,000.00
			Fund 501 W & S MAINTENANCE & OPERATI			21,432.78
			Fund 701 TRUST AND AGENCY			24.00
			Total For All Funds:			<hr/> 66,309.35

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 CENT	FAMY SNODGRASS	REIMBURSEMENT FOR CITY CENTER RENTA	12.12.22	01/31/23	50.00	
						50.00	
Total For Dept 000.000							
Dept 101.000 CITY COMMISSION							
101-101.000-831.000	MEMBERSHIP AND DUES	SWMI REGIONAL CHAMBER	JANUARY - DECEMBER DUES 2023	16384	01/15/23	5,000.00	
101-101.000-857.000	GRANTS & SPECIAL PROJECTS	CLAREMONT STARK LLC	FACADE GRANT AWARD 2022	2022	01/06/23	5,007.02	
						10,007.02	
Total For Dept 101.000 CITY COMMISSION							
Dept 215.000 CITY CLERK							
101-215.000-903.000	LEGAL NOTICES & RECORDINGS	CIVIC PLUS	ORDBANK SUBSCRIPTION	251308	01/30/23	113.32	
						113.32	
Total For Dept 215.000 CITY CLERK							
Dept 265.000 BUILDING AND GROUNDS							
101-265.000-818.000	CONTRACTUAL	CINTAS CORPORATION	CITY HALL FIRST AID RESTOCK	5137658157	01/15/23	56.85	
101-265.000-818.000	CONTRACTUAL	CUSTOM COMPUTER COMPAN	MONTHLY REOCCURRING INVOICE FOR VARI	1918-R-0007	12/31/22	3,712.60	
101-265.000-818.000	CONTRACTUAL	EXEMPLAR IT SOLUTIONS	NOVEMBER 2022 IT SUPPORT AND TECH S	1086	01/06/23	747.00	
101-265.000-818.000	CONTRACTUAL	EXEMPLAR IT SOLUTIONS	NOVEMBER 2022 - IT SUPPORT, TECH AN	1085	01/03/23	1,236.75	
101-265.000-818.000	CONTRACTUAL	PARRETT COMPANY	CONTRACT	68438	01/28/23	373.35	
101-265.000-921.000	ACCT# 406938007	MICHIANA RECYCLING & D	GARBAGE AND RECYCLING SERVICES - JA	3488616	01/10/23	254.30	
101-265.000-931.000	MAINTENANCE-BUILDINGS	HAAS SYSTEMS, INC.	QUARTERLY ALARM SYSTEM MONITORING -	18262	01/31/23	103.50	
						6,484.35	
Total For Dept 265.000 BUILDING AND GROUNDS							
Dept 271.430 PEAR'S MILL							
101-271.430-731.000	ALARM MONITORING	HAAS SYSTEMS, INC.	QUARTERLY ALARM SYSTEM MONITORING -	18036	01/31/23	81.00	
101-271.430-853.000	269 695-5525	AT&T	MONTHLY BILLING	11.17.22-12.16.2	01/16/23	133.69	
						214.69	
Total For Dept 271.430 PEAR'S MILL							
Dept 276.000 CEMETERY							
101-276.000-751.000	GAS AND OIL	WEX BANK	DECEMBER 2022 FUEL	86037532	01/30/23	315.46	
101-276.000-921.000	ACCT# 406938005	MICHIANA RECYCLING & D	GARBAGE AND RECYCLING SERVICES - JA	3488616	01/10/23	82.35	
101-276.000-933.000	MAINTENANCE - EQUIPMENT	WELDY SALES AND SERVIC	BCKPACK BLOWERS AND MISC. SUPPLIES	13159	12/07/22	1,219.85	
101-276.000-939.000	MAINTENANCE - VEHICLE	REDBUD HARDWARE	MISC. CHARGES	DECEMBER 2022	01/30/23	6.79	
101-276.000-961.000	MEDICAL EXAMS	CINTAS CORPORATION	CEMETERY MEDICAL SUPPLY CABINET RES	5137658130	01/20/23	97.99	
						1,722.44	
Total For Dept 276.000 CEMETERY							
Dept 301.000 POLICE							
101-301.000-728.000	OFFICE SUPPLIES	OFFICE DEPOT	PD OFFICE SUPPLIES + REMAINING CHAR	281681340001	01/08/23	204.53	
101-301.000-728.000	OFFICE SUPPLIES	REDBUD HARDWARE	MISC. CHARGES	DECEMBER 2022	01/30/23	23.99	
101-301.000-751.000	GAS AND OIL	WEX BANK	DECEMBER 2022 FUEL	86037532	01/30/23	896.60	
101-301.000-756.000	MISCELLANEOUS SUPPLIES	REDBUD HARDWARE	MISC. CHARGES	DECEMBER 2022	01/30/23	4.49	
101-301.000-873.000	TRAVEL & CAR ALLOWANCE	ANGELA BAGGETT	FUEL REIMBURSEMENT	12.21.22	01/06/23	33.87	
101-301.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	POWER USAGE - 720 E FRONT ST PD	12.28.22	01/20/23	873.52	
101-301.000-933.000	MAINTENANCE - EQUIPMENT	REDBUD HARDWARE	MISC. CHARGES	DECEMBER 2022	01/30/23	44.45	
101-301.000-939.000	MAINTENANCE - VEHICLE	GENE WESNER AUTOMOTIVE	INTERNAL TRANSMISSION ISSUE - REBU	19549	01/14/23	2,819.30	
101-301.000-939.000	MAINTENANCE - VEHICLE	GENE WESNER AUTOMOTIVE	REPLACE BROKEN ENGINE STRUT AND RET	19555	01/16/23	240.55	
101-301.000-939.000	MAINTENANCE - VEHICLE	GENE WESNER AUTOMOTIVE	NO HVAC FN SPEEDS - REPLACE RESIST	19579	01/22/23	394.56	
101-301.000-960.000	EDUCATION AND TRAINING	VAN METER & ASSOCIATES	APPLIED LEADERSHIP PRINCIPALS CLASS	00-26192	09/23/22	190.00	
101-301.000-962.000	MISCELLANEOUS	MARV'S LOCK SHOP	9 - COMBINATION RESETTABLE PADLOCKS	298536	01/20/23	246.60	
101-301.000-962.000	MISCELLANEOUS	REDBUD HARDWARE	MISC. CHARGES	DECEMBER 2022	01/30/23	13.98	
						5,986.44	
Total For Dept 301.000 POLICE							
Dept 336.000 FIRE DEPARTMENT							
101-336.000-934.000	MAINT. - OFFICE EQUIPMENT	CINTAS CORPORATION	RESTOCK FIRESTATION FIRST AID KIT	5137658131	01/15/23	40.71	
101-336.000-939.000	MAINTENANCE - VEHICLE	EMERGENCY VEHICLES PLU	REPAIR TO ENGINE 46-20 HEALIGHT DIM	12156	12/18/22	337.22	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL							
Dept 336.000 FIRE DEPARTMENT							
Total For Dept 336.000 FIRE DEPARTMENT						377.93	
Dept 441.000 DEPARTMENT OF PUBLIC WORKS							
101-441.000-751.000	GAS AND OIL	WEX BANK	DECEMBER 2022 FUEL	86037532	01/30/23	2,173.72	
101-441.000-756.000	MISCELLANEOUS SUPPLIES	MILLER WELDING SUPPLY	FLAP DISK	INV000282009	01/14/23	42.50	
101-441.000-756.000	MISCELLANEOUS SUPPLIES	REDBUD HARDWARE	MISC. CHARGES	DECEMBER 2022	01/30/23	162.82	
101-441.000-921.000	ACCT# 406938000	MICHIANA RECYCLING & D	GARBAGE AND RECYCLING SERVICES - JA	3488616	01/10/23	329.40	
101-441.000-931.000	MAINTENANCE-BUILDINGS	LOWE'S	MISC. SUPPLIES DPW	01308	01/30/23	157.73	
101-441.000-931.000	MAINTENANCE-BUILDINGS	REDBUD HARDWARE	MISC. CHARGES	DECEMBER 2022	01/30/23	151.96	
101-441.000-932.000	MAINTENANCE-GROUNDS	REDBUD HARDWARE	MISC. CHARGES	DECEMBER 2022	01/30/23	53.24	
101-441.000-933.000	MAINTENANCE - EQUIPMENT	REDBUD HARDWARE	MISC. CHARGES	DECEMBER 2022	01/30/23	36.79	
101-441.000-933.000	MAINTENANCE - EQUIPMENT	SELKING INTERNATIONAL	TENSIONER AND BELT	0958008255P	01/27/23	353.56	
101-441.000-939.000	MAINTENANCE - VEHICLE	BEST ONE FLEET SERVICE	REPAIR ON INTERNATIONAL PLOW	4430010602	01/27/23	1,081.00	
101-441.000-939.000	MAINTENANCE - VEHICLE	BEST ONE FLEET SERVICE	PREV. REPAIR FAILED ON INTERNATIONAL	4430010603	01/27/23	1,126.00	
101-441.000-939.000	MAINTENANCE - VEHICLE	REDBUD HARDWARE	MISC. CHARGES	DECEMBER 2022	01/30/23	6.88	
101-441.000-939.000	MAINTENANCE - VEHICLE	RIDGE NAPA AUTO PARTS	PITMAN ARM ASSEMBLY - DPW	686864	01/29/23	130.14	
101-441.000-939.000	MAINTENANCE - VEHICLE	TRUCK CENTERS INC	REPAIR ON WESTERN STAR	R210021737:01	01/22/23	10,090.64	
Total For Dept 441.000 DEPARTMENT OF PUBLIC WORKS						15,896.38	
Total For Fund 101 GENERAL						40,852.57	
Fund 203 LOCAL STREETS							
Dept 469.000 DRAINAGE							
203-469.000-758.000	STREET SWEEPING	RON DEFREEZ	TRACTOR RENTAL TO BALE LEAVES	2	01/20/23	4,000.00	
Total For Dept 469.000 DRAINAGE						4,000.00	
Total For Fund 203 LOCAL STREETS						4,000.00	
Fund 501 W & S MAINTENANCE & OPERATION							
Dept 590.000 SEWER MAINTENANCE & OPERATION							
501-590.000-756.000	MISCELLANEOUS SUPPLIES	CINTAS CORPORATION	WWTP FIRST AID RESTOCK	5137658171	01/15/22	129.58	
501-590.000-818.000	CONTRACTUAL	OMNISITE	ANNUAL 24 HOUR REPORTING	86526	01/15/23	2,784.00	
501-590.000-853.000	269 695-4028	AT&T	MONTHLY BILLING	11.17.22-12.16.2:	01/16/23	31.65	
501-590.000-921.000	ACCT# 406938003	MICHIANA RECYCLING & D	GARBAGE AND RECYCLING SERVICES - JA	3488616	01/10/23	82.35	
501-590.000-931.000	MAINTENANCE-BUILDINGS	LOWE'S	SHEETINGS AND STUDS FOR REPAIR AT W	01633	01/30/23	60.18	
501-590.000-931.000	MAINTENANCE-BUILDINGS	LOWE'S	MISC. SUPPLIES FOR WWTP	01886	01/30/23	82.24	
501-590.000-931.000	MAINTENANCE-BUILDINGS	REDBUD HARDWARE	MISC. CHARGES	DECEMBER 2022	01/30/23	303.03	
501-590.000-933.000	MAINTENANCE - EQUIPMENT	AALFS PETROLEUM INC.	MERIPA OIL	53901	01/06/23	90.65	
501-590.000-933.000	MAINTENANCE - EQUIPMENT	REDBUD HARDWARE	MISC. CHARGES	DECEMBER 2022	01/30/23	50.94	
501-590.000-933.000	MAINTENANCE - EQUIPMENT	RIDGE NAPA AUTO PARTS	PARTS FOR WWTP	686946	01/29/23	130.35	
501-590.000-933.000	MAINTENANCE - EQUIPMENT	RIDGE NAPA AUTO PARTS	BATTERY AND DEPOSIT	686395	01/22/23	198.49	
501-590.000-936.000	SLUDGE REMOVAL	S.E BERRIEN COUNTY LA	SLUDGE DISPOSAL	0158483-IN	01/22/23	316.20	
501-590.000-938.000	MAINTENANCE - SYSTEM	REDBUD HARDWARE	MISC. CHARGES	DECEMBER 2022	01/30/23	41.88	
501-590.000-939.000	MAINTENANCE - VEHICLE	REDBUD HARDWARE	MISC. CHARGES	DECEMBER 2022	01/30/23	7.79	
501-590.000-962.000	MISCELLANEOUS	REDBUD HARDWARE	MISC. CHARGES	DECEMBER 2022	01/30/23	85.84	
Total For Dept 590.000 SEWER MAINTENANCE & OPERAT						4,395.17	
Dept 591.000 WATER MAINTENANCE & OPERATION							
501-591.000-853.000	269 409-8372	AT&T	MONTHLY BILLING	11.17.22-12.16.2:	01/16/23	37.56	
501-591.000-853.000	TELEPHONE, INTERNET, CABLE	COMCAST BUSINESS	WATER DEPT - 8771.40.225.0114210	12.22.22-01.21.2:	01/05/23	305.70	
501-591.000-933.000	MAINTENANCE - EQUIPMENT	REDBUD HARDWARE	MISC. CHARGES	DECEMBER 2022	01/30/23	25.37	
501-591.000-937.000	METERS - HYDRANTS - FITTIN	CITY SERVICES INCORPOR	HYDRNT/WATER METER FOR CLARK LABS	S104880321.001	01/14/23	15,800.00	
501-591.000-937.000	METERS - HYDRANTS - FITTIN	ETNA SUPPLY CO.	SENSUS METER TRANSCEIVER *9	S104588967.001	01/16/23	861.50	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 501 W & S MAINTENANCE & OPERATION							
Dept 591.000 WATER MAINTENANCE & OPERATION							
501-591.000-938.000	MAINTENANCE - SYSTEM	REDBUD HARDWARE	MISC. CHARGES	DECEMBER 2022	01/30/23	7.48	
						<u>17,037.61</u>	
Total For Dept 591.000 WATER MAINTENANCE & OPERAT							
Total For Fund 501 W & S MAINTENANCE & OPERATION						<u>21,432.78</u>	
Fund 701 TRUST AND AGENCY							
Dept 000.000							
701-000.000-250.091	BUCHANAN TREE FRIENDS	CROWN TROPHY #93	ENGRAVED PLATE FOR TREE	46714	01/12/23	24.00	
						<u>24.00</u>	
Total For Dept 000.000							
Total For Fund 701 TRUST AND AGENCY						<u>24.00</u>	

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF BUCHANAN
EXP CHECK RUN DATES 01/09/2023 - 01/09/2023
JOURNALIZED
OPEN

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund Totals:							
			Fund 101 GENERAL			40,852.57	
			Fund 203 LOCAL STREETS			4,000.00	
			Fund 501 W & S MAINTENANCE & OPERATIO			21,432.78	
			Fund 701 TRUST AND AGENCY			24.00	
			Total For All Funds:			<hr/>	
						66,309.35	

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
12/29/2022	AP	AALFS PETROLEUM INC.	Invoice: 53901 Ref#: 25318 (MERIPA OIL)		
AP Trx #: 46562		MAINTENANCE - EQUIPMENT	501-590.000-933.000	90.65	
		Vnd: 0336 Invoice: 53901	501-000.000-202.000		90.65
		Expected Check Run: 01/06/2023		90.65	90.65
12/29/2022	AP	AMY SNODGRASS	Invoice: 12.12.22 Ref#: 25316 (REIMBURSEMENT FOR CITY CENTER RENTAL)		
AP Trx #: 46563		BUCHANAN REDBUD CITY CENTER	101-000.000-674.000	50.00	
		Vnd: 2032 Invoice: 12.12.22	101-000.000-202.000		50.00
		Expected Check Run: 01/06/2023		50.00	50.00
12/29/2022	AP	ANGELA BAGGETT	Invoice: 12.21.22 Ref#: 25317 (FUEL REIMBURSEMENT)		
AP Trx #: 46564		TRAVEL & CAR ALLOWANCE	101-301.000-873.000	33.87	
		Vnd: 2248 Invoice: 12.21.22	101-000.000-202.000		33.87
		Expected Check Run: 01/06/2023		33.87	33.87
12/29/2022	AP	AT&T	Invoice: 11.17.22-12.16.22 Ref#: 25319 (MONTHLY BILLING)		
AP Trx #: 46565		269 695-5525	101-271.430-853.000	133.69	
		269 695-4028	501-590.000-853.000	31.65	
		269 409-8372	501-591.000-853.000	37.56	
		Vnd: 0153 Invoice: 11.17.22-12.16.22	101-000.000-202.000		133.69
		Vnd: 0153 Invoice: 11.17.22-12.16.22	501-000.000-202.000		69.21
		Expected Check Run: 01/06/2023		202.90	202.90
12/29/2022	AP	BEST ONE FLEET SERVICE	Invoice: 4430010602 Ref#: 25320 (REPAIR ON INTERNATIONAL PLOW)		
AP Trx #: 46566		MAINTENANCE - VEHICLE	101-441.000-939.000	1,081.00	
		Vnd: 0953 Invoice: 4430010602	101-000.000-202.000		1,081.00
		Expected Check Run: 01/06/2023		1,081.00	1,081.00
12/29/2022	AP	BEST ONE FLEET SERVICE	Invoice: 4430010603 Ref#: 25321 (PREV. REPAIR FAILED ON INTERNATIONAL PLOW)		
AP Trx #: 46567		MAINTENANCE - VEHICLE	101-441.000-939.000	1,126.00	
		Vnd: 0953 Invoice: 4430010603	101-000.000-202.000		1,126.00
		Expected Check Run: 01/06/2023		1,126.00	1,126.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
12/29/2022	AP	CINTAS CORPORATION	Invoice: 5137658171 Ref#: 25325(WWTP FIRST AID RESTOCK)		
AP Trx #: 46568		MISCELLANEOUS SUPPLIES	501-590.000-756.000	129.58	
		Vnd: 1272 Invoice: 5137658171	501-000.000-202.000		129.58
		Expected Check Run: 01/06/2023		129.58	129.58
12/29/2022	AP	CINTAS CORPORATION	Invoice: 5137658157 Ref#: 25326(CITY HALL FIRST AID RESTOCK)		
AP Trx #: 46569		CONTRACTUAL	101-265.000-818.000	56.85	
		Vnd: 1272 Invoice: 5137658157	101-000.000-202.000		56.85
		Expected Check Run: 01/06/2023		56.85	56.85
12/29/2022	AP	CINTAS CORPORATION	Invoice: 5137658131 Ref#: 25327(RESTOCK FIRESTATION FIRST AID KIT)		
AP Trx #: 46570		MAINT. - OFFICE EQUIPMENT	101-336.000-934.000	40.71	
		Vnd: 1272 Invoice: 5137658131	101-000.000-202.000		40.71
		Expected Check Run: 01/06/2023		40.71	40.71
12/31/2022	AP	CINTAS CORPORATION	Invoice: 5137658130 Ref#: 25355(CEMETERY MEDICAL SUPPLY CABINET RESTOCK)		
AP Trx #: 46571		MEDICAL EXAMS	101-276.000-961.000	97.99	
		Vnd: 1272 Invoice: 5137658130	101-000.000-202.000		97.99
		Expected Check Run: 01/09/2023		97.99	97.99
12/29/2022	AP	CITY SERVICES INCORPORATED	Invoice: S104880321.001 Ref#: 25324(HYDRNT/WATER METER FOR CLARK LABS)		
AP Trx #: 46572		METERS - HYDRANTS - FITTINGS	501-591.000-937.000	15,800.00	
		Vnd: 2300 Invoice: S104880321.001	501-000.000-202.000		15,800.00
		Expected Check Run: 01/06/2023		15,800.00	15,800.00
12/31/2022	AP	CIVIC PLUS	Invoice: 251308 Ref#: 25356(ORDBANK SUBSCRIPTION)		
AP Trx #: 46573		LEGAL NOTICES & RECORDINGS	101-215.000-903.000	113.32	
		Vnd: 2220 Invoice: 251308	101-000.000-202.000		113.32
		Expected Check Run: 01/09/2023		113.32	113.32

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
12/29/2022	AP	CLAREMONT STARK LLC			
AP Trx #: 46574					
		GRANTS & SPECIAL PROJECTS	101-101.000-857.000	5,007.02	
		Vnd: MISC Invoice: 2022	101-000.000-202.000		5,007.02
		Expected Check Run: 01/06/2023		5,007.02	5,007.02
12/29/2022	AP	COMCAST BUSINESS			
AP Trx #: 46575					
		TELEPHONE, INTERNET, CABLE	501-591.000-853.000	305.70	
		Vnd: 1722 Invoice: 12.22.22-01.21.22	501-000.000-202.000		305.70
		Expected Check Run: 01/06/2023		305.70	305.70
12/29/2022	AP	CROWN TROPHY #93			
AP Trx #: 46576					
		BUCHANAN TREE FRIENDS	701-000.000-250.091	24.00	
		Vnd: 0858 Invoice: 46714	701-000.000-202.000		24.00
		Expected Check Run: 01/06/2023		24.00	24.00
12/29/2022	AP	CUSTOM COMPUTER COMPANY LLC			
AP Trx #: 46577					
		CONTRACTUAL	101-265.000-818.000	3,712.60	
		Vnd: 0895 Invoice: 1918-R-0007	101-000.000-202.000		3,712.60
		Expected Check Run: 01/06/2023		3,712.60	3,712.60
12/29/2022	AP	EMERGENCY VEHICLES PLUS			
AP Trx #: 46578					
		MAINTENANCE - VEHICLE	101-336.000-939.000	337.22	
		Vnd: 0525 Invoice: 12156	101-000.000-202.000		337.22
		Expected Check Run: 01/06/2023		337.22	337.22
12/29/2022	AP	ETNA SUPPLY CO.			
AP Trx #: 46579					
		METERS - HYDRANTS - FITTINGS	501-591.000-937.000	861.50	
		Vnd: 0919 Invoice: S104588967.001	501-000.000-202.000		861.50
		Expected Check Run: 01/06/2023		861.50	861.50

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
12/29/2022	AP	EXEMPLAR IT SOLUTIONS	Invoice: 1086 Ref#: 25330 (NOVEMBER 2022 IT SUPPORT AND TECH SERVIC)		
AP Trx #: 46580		CONTRACTUAL	101-265.000-818.000	747.00	
		Vnd: 2228 Invoice: 1086	101-000.000-202.000		747.00
		Expected Check Run: 01/06/2023		747.00	747.00
12/29/2022	AP	EXEMPLAR IT SOLUTIONS	Invoice: 1085 Ref#: 25331 (NOVEMBER 2022 - IT SUPPORT, TECH AND INS)		
AP Trx #: 46581		CONTRACTUAL	101-265.000-818.000	1,236.75	
		Vnd: 2228 Invoice: 1085	101-000.000-202.000		1,236.75
		Expected Check Run: 01/06/2023		1,236.75	1,236.75
12/29/2022	AP	GENE WESNER AUTOMOTIVE	Invoice: 19549 Ref#: 25350 (INTERNAL TRANSMISSION ISSUE - REBUILT TR)		
AP Trx #: 46582		MAINTENANCE - VEHICLE	101-301.000-939.000	2,819.30	
		Vnd: 1887 Invoice: 19549	101-000.000-202.000		2,819.30
		Expected Check Run: 01/06/2023		2,819.30	2,819.30
12/29/2022	AP	GENE WESNER AUTOMOTIVE	Invoice: 19555 Ref#: 25351 (REPLACE BROKEN ENGINE STRUT AND RETHREAD)		
AP Trx #: 46583		MAINTENANCE - VEHICLE	101-301.000-939.000	240.55	
		Vnd: 1887 Invoice: 19555	101-000.000-202.000		240.55
		Expected Check Run: 01/06/2023		240.55	240.55
12/29/2022	AP	GENE WESNER AUTOMOTIVE	Invoice: 19579 Ref#: 25352 (NO HVAC FN SPEEDS - REPLACE RESIST AND M)		
AP Trx #: 46584		MAINTENANCE - VEHICLE	101-301.000-939.000	394.56	
		Vnd: 1887 Invoice: 19579	101-000.000-202.000		394.56
		Expected Check Run: 01/06/2023		394.56	394.56
12/31/2022	AP	HAAS SYSTEMS, INC.	Invoice: 18262 Ref#: 25353 (QUARTERLY ALARM SYSTEM MONITORING - ROSS)		
AP Trx #: 46585		MAINTENANCE-BUILDINGS	101-265.000-931.000	103.50	
		Vnd: 0028 Invoice: 18262	101-000.000-202.000		103.50
		Expected Check Run: 01/09/2023		103.50	103.50

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
12/31/2022	AP	HAAS SYSTEMS, INC.			
AP Trx #: 46586					
		ALARM MONITORING	101-271.430-731.000	81.00	
		Vnd: 0028 Invoice: 18036	101-000.000-202.000		81.00
		Expected Check Run: 01/09/2023		81.00	81.00
12/29/2022	AP	INDIANA MICHIGAN POWER COMPANY			
AP Trx #: 46587					
		UTILITIES	101-301.000-921.000	873.52	
		Vnd: 0131 Invoice: 12.28.22	101-000.000-202.000		873.52
		Expected Check Run: 01/06/2023		873.52	873.52
12/31/2022	AP	LOWE'S			
AP Trx #: 46588					
		MAINTENANCE-BUILDINGS	101-441.000-931.000	157.73	
		Vnd: 0229 Invoice: 01308	101-000.000-202.000		157.73
		Expected Check Run: 01/09/2023		157.73	157.73
12/31/2022	AP	LOWE'S			
AP Trx #: 46589					
		MAINTENANCE-BUILDINGS	501-590.000-931.000	60.18	
		Vnd: 0229 Invoice: 01633	501-000.000-202.000		60.18
		Expected Check Run: 01/09/2023		60.18	60.18
12/31/2022	AP	LOWE'S			
AP Trx #: 46590					
		MAINTENANCE-BUILDINGS	501-590.000-931.000	82.24	
		Vnd: 0229 Invoice: 01886	501-000.000-202.000		82.24
		Expected Check Run: 01/09/2023		82.24	82.24
12/29/2022	AP	MARV'S LOCK SHOP			
AP Trx #: 46591					
		MISCELLANEOUS	101-301.000-962.000	246.60	
		Vnd: 1656 Invoice: 298536	101-000.000-202.000		246.60
		Expected Check Run: 01/06/2023		246.60	246.60

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
12/29/2022	AP	MICHIANA RECYCLING & DISPOSAL	Invoice: 3488616 Ref#: 25336(GARBAGE AND RECYCLING SERVICES - JAN 202)		
AP Trx #: 46592		ACCT# 406938007	101-265.000-921.000	127.15	
		ACCT# 406938005	101-276.000-921.000	82.35	
		ACCT# 406938003	501-590.000-921.000	82.35	
		ACCT# 406938001	101-265.000-921.000	127.15	
		ACCT# 406938000	101-441.000-921.000	329.40	
		Vnd: 2101 Invoice: 3488616	101-000.000-202.000		666.05
		Vnd: 2101 Invoice: 3488616	501-000.000-202.000		82.35
		Expected Check Run: 01/06/2023			
				748.40	748.40
12/29/2022	AP	MILLER WELDING SUPPLY	Invoice: INV000282009 Ref#: 25335(FLAP DISK)		
AP Trx #: 46593		MISCELLANEOUS SUPPLIES	101-441.000-756.000	42.50	
		Vnd: 1635 Invoice: INV000282009	101-000.000-202.000		42.50
		Expected Check Run: 01/06/2023			
				42.50	42.50
12/29/2022	AP	OFFICE DEPOT	Invoice: 281681340001 Ref#: 25338(PD OFFICE SUPPLIES + REMAINING CHARGE)		
AP Trx #: 46594		OFFICE SUPPLIES	101-301.000-728.000	204.53	
		Vnd: 0019 Invoice: 281681340001	101-000.000-202.000		204.53
		Expected Check Run: 01/06/2023			
				204.53	204.53
12/29/2022	AP	OMNISITE	Invoice: 86526 Ref#: 25337(ANNUAL 24 HOUR REPORTING)		
AP Trx #: 46595		CONTRACTUAL	501-590.000-818.000	2,784.00	
		Vnd: 0299 Invoice: 86526	501-000.000-202.000		2,784.00
		Expected Check Run: 01/06/2023			
				2,784.00	2,784.00
12/29/2022	AP	PARRETT COMPANY	Invoice: 68438 Ref#: 25339(CONTRACT)		
AP Trx #: 46596		CONTRACTUAL	101-265.000-818.000	373.35	
		Vnd: 1596 Invoice: 68438	101-000.000-202.000		373.35
		Expected Check Run: 01/06/2023			
				373.35	373.35

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
12/31/2022	AP	REDBUD HARDWARE	Invoice: DECEMBER 2022 Ref#: 25361 (MISC. CHARGES)		
AP Trx #: 46597					
		MAINTENANCE-BUILDINGS	101-441.000-931.000	151.96	
		MAINTENANCE-GROUNDS	101-441.000-932.000	53.24	
		MAINTENANCE - EQUIPMENT	101-441.000-933.000	36.79	
		MAINTENANCE - VEHICLE	101-441.000-939.000	6.88	
		MISCELLANEOUS SUPPLIES	101-441.000-756.000	162.82	
		MAINTENANCE - VEHICLE	101-276.000-939.000	6.79	
		MISCELLANEOUS	101-301.000-962.000	13.98	
		OFFICE SUPPLIES	101-301.000-728.000	23.99	
		MISCELLANEOUS SUPPLIES	101-301.000-756.000	4.49	
		MAINTENANCE - EQUIPMENT	101-301.000-933.000	44.45	
		MAINTENANCE - SYSTEM	501-591.000-938.000	7.48	
		MAINTENANCE - EQUIPMENT	501-591.000-933.000	25.37	
		MAINTENANCE - VEHICLE	501-590.000-939.000	7.79	
		MAINTENANCE-BUILDINGS	501-590.000-931.000	303.03	
		MAINTENANCE - EQUIPMENT	501-590.000-933.000	50.94	
		MAINTENANCE - SYSTEM	501-590.000-938.000	41.88	
		MISCELLANEOUS	501-590.000-962.000	85.84	
		Vnd: 0141 Invoice: DECEMBER 2022	101-000.000-202.000		505.39
		Vnd: 0141 Invoice: DECEMBER 2022	501-000.000-202.000		522.33
		Expected Check Run: 01/09/2023		1,027.72	1,027.72
12/29/2022	AP	RIDGE NAPA AUTO PARTS	Invoice: 686946 Ref#: 25340 (PARTS FOR WWTP)		
AP Trx #: 46598					
		MAINTENANCE - EQUIPMENT	501-590.000-933.000	130.35	
		Vnd: 0165 Invoice: 686946	501-000.000-202.000		130.35
		Expected Check Run: 01/06/2023		130.35	130.35
12/29/2022	AP	RIDGE NAPA AUTO PARTS	Invoice: 686864 Ref#: 25341 (PITMAN ARM ASSEMBLY - DPW)		
AP Trx #: 46599					
		MAINTENANCE - VEHICLE	101-441.000-939.000	130.14	
		Vnd: 0165 Invoice: 686864	101-000.000-202.000		130.14
		Expected Check Run: 01/06/2023		130.14	130.14
12/29/2022	AP	RIDGE NAPA AUTO PARTS	Invoice: 686395 Ref#: 25342 (BATTERY AND DEPOSIT)		
AP Trx #: 46600					
		MAINTENANCE - EQUIPMENT	501-590.000-933.000	198.49	
		Vnd: 0165 Invoice: 686395	501-000.000-202.000		198.49
		Expected Check Run: 01/06/2023		198.49	198.49

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
12/29/2022	AP	RON DEFREEZ			
AP Trx #: 46601					
		STREET SWEEPING	203-469.000-758.000	4,000.00	
		Vnd: 1001 Invoice: 2	203-000.000-202.000		4,000.00
		Expected Check Run: 01/06/2023		4,000.00	4,000.00
12/29/2022	AP	S.E BERRIEN COUNTY LANDFILL			
AP Trx #: 46602					
		SLUDGE REMOVAL	501-590.000-936.000	316.20	
		Vnd: 1746 Invoice: 0158483-IN	501-000.000-202.000		316.20
		Expected Check Run: 01/06/2023		316.20	316.20
12/29/2022	AP	SELKING INTERNATIONAL &			
AP Trx #: 46603					
		MAINTENANCE - EQUIPMENT	101-441.000-933.000	353.56	
		Vnd: 0943 Invoice: 0958008255P	101-000.000-202.000		353.56
		Expected Check Run: 01/06/2023		353.56	353.56
12/29/2022	AP	SWMI REGIONAL CHAMBER			
AP Trx #: 46604					
		MEMBERSHIP AND DUES	101-101.000-831.000	5,000.00	
		Vnd: 2240 Invoice: 16384	101-000.000-202.000		5,000.00
		Expected Check Run: 01/06/2023		5,000.00	5,000.00
12/29/2022	AP	TRUCK CENTERS INC			
AP Trx #: 46605					
		MAINTENANCE - VEHICLE	101-441.000-939.000	10,090.64	
		Vnd: 1939 Invoice: R210021737:01	101-000.000-202.000		10,090.64
		Expected Check Run: 01/06/2023		10,090.64	10,090.64
12/29/2022	AP	VAN METER & ASSOCIATES			
AP Trx #: 46606					
		EDUCATION AND TRAINING	101-301.000-960.000	190.00	
		Vnd: MISC Invoice: 00-26192	101-000.000-202.000		190.00
		Expected Check Run: 01/06/2023		190.00	190.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
12/29/2022	AP	WELDY SALES AND SERVICE			
AP Trx #: 46607					
		MAINTENANCE - EQUIPMENT	101-276.000-933.000	1,219.85	
		Vnd: 1763 Invoice: 13159	101-000.000-202.000		1,219.85
		Expected Check Run: 01/06/2023			
				1,219.85	1,219.85
12/31/2022	AP	WEX BANK			
AP Trx #: 46608					
		GAS AND OIL	101-301.000-751.000	896.60	
		GAS AND OIL	101-441.000-751.000	2,173.72	
		GAS AND OIL	101-276.000-751.000	315.46	
		Vnd: 1098 Invoice: 86037532	101-000.000-202.000		3,385.78
		Expected Check Run: 01/09/2023			
				3,385.78	3,385.78
				66,309.35	66,309.35
Cash/Payable Account Totals:					
		ACCOUNTS PAYABLE	101-000.000-202.000		40,852.57
		ACCOUNTS PAYABLE	203-000.000-202.000		4,000.00
		ACCOUNTS PAYABLE	501-000.000-202.000		21,432.78
		ACCOUNTS PAYABLE	701-000.000-202.000		24.00
		TOTAL INCREASE IN PAYABLE:			66,309.35



Baker Tilly Municipal Advisors, LLC
 2852 Eyde Parkway, Suite 150
 East Lansing, MI 48823
 Phone: (517) 321-0110

CITY OF BUCHANAN
COUNTY OF BERRIEN STATE OF MICHIGAN
 Estimated 2023 DPW Building Bonds

DEBT SERVICE BREAK OUT - LEVEL DEBT PAYMENTS

Fiscal Year	Interest Rate	Total Debt Service Payments Combined	General Fund	Streets Fund	Water Fund	Sewer Fund
2023/24	2.50%	\$ 298,891	\$ 45,000	\$ 45,000	\$ 104,446	\$ 104,446
2024/25	2.60%	298,063	45,450	45,450	103,581	103,581
2025/26	2.70%	295,463	45,905	45,905	101,827	101,827
2026/27	2.80%	297,763	46,364	46,364	102,518	102,518
2027/28	2.90%	299,823	46,827	46,827	103,084	103,084
2028/29	3.00%	296,633	47,295	47,295	101,021	101,021
2029/30	3.10%	298,333	47,768	47,768	101,398	101,398
2030/31	3.20%	299,768	48,246	48,246	101,638	101,638
2031/32	3.30%	295,928	48,729	48,729	99,235	99,235
2032/33	3.40%	296,968	49,216	49,216	99,268	99,268
2033/34	3.50%	297,718	49,708	49,708	99,151	99,151
2034/35	3.60%	298,168	50,205	50,205	98,879	98,879
2035/36	3.70%	298,308	50,707	50,707	98,447	98,447
2036/37	3.80%	298,128	51,214	51,214	97,850	97,850
2037/38	3.90%	297,618	51,726	51,726	97,082	97,082
2038/39	4.00%	296,768	52,244	52,244	96,140	96,140
2039/40	4.10%	300,568	52,766	52,766	97,518	97,518
2040/41	4.15%	298,803	53,294	53,294	96,108	96,108
2041/42	4.20%	296,748	53,827	53,827	94,547	94,547
2042/43	4.25%	299,398	54,365	54,365	95,334	95,334
2043/44	4.30%	296,535	54,909	54,909	93,359	93,359
2044/45	4.35%	298,365	55,458	55,458	93,725	93,725
2045/46	4.40%	299,665	56,012	56,012	93,820	93,820
2046/47	4.45%	300,425	56,572	56,572	93,640	93,640
2047/48	4.50%	295,635	57,138	57,138	90,679	90,679
2048/49	4.55%	295,510	57,709	57,709	90,046	90,046
2049/50	4.60%	299,818	58,287	58,287	91,622	91,622
2050/51	4.65%	298,318	58,869	58,869	90,289	90,289
2051/52	4.70%	296,228	59,458	59,458	88,656	88,656
2052/53	4.75%	298,538	60,053	60,053	89,216	89,216
		<u>\$ 8,938,884</u>	<u>\$ 1,565,320</u>	<u>\$ 1,565,320</u>	<u>\$ 2,904,122</u>	<u>\$ 2,904,122</u>

CITY OF BUCHANAN (MICHIGAN) WATER FUND

COMPARATIVE DETAIL OF OPERATING EXPENSES

	Fiscal Year Ended				Test Year	Multiplier
	6/30/2020	6/30/2021	6/30/2022	6/30/2023		
	(-----Per Client-----)					
Dept. 591.000 - Water Maintenance & Operation						
706.001 Salaries - Full Time	\$260,158	\$225,805	\$286,027	\$302,204	\$302,204	3.0%
706.002 Salaries - Overtime	15,300	14,811	27,235	21,400	21,400	3.0%
706.005 Salaries - Part Time	7,879	-	1,421	10,700	10,700	3.0%
715.000 Fringe Benefits	138,664	139,065	138,293	200,064	200,064	3.0%
716.000 Pension Exp-GASB 68	-	(41,258)	2,106	-	-	0.0%
728.000 Office Supplies	2,486	1,148	2,045	2,500	2,500	2.0%
730.000 Postage	4,972	2,568	6,441	5,000	5,000	2.0%
743.000 Chemicals	5,006	4,665	10,192	5,000	5,000	2.0%
751.000 Gas and Oil	2,764	3,641	4,557	3,500	3,500	2.0%
756.000 Miscellaneous Supplies	1,013	3,299	1,430	1,600	1,600	2.0%
768.000 Uniforms	650	872	521	900	900	2.0%
802.000 Accounting Support	2,290	2,359	22,163	9,671	9,671	2.0%
807.000 Audit	10,500	7,500	8,500	10,500	10,500	2.0%
818.000 Contractual	18,592	29,641	28,807	20,000	20,000	2.0%
853.000 Telephone, Internet, Cable	3,303	3,218	3,859	3,000	3,000	2.0%
864.000 Conferences and Workshops	235	361	1,510	1,800	1,800	2.0%
873.000 Travel & Car Allowance	167	-	-	400	400	2.0%
912.000 Fire & Liability Insurance	12,702	14,610	14,806	13,972	13,972	2.0%
916.000 Annual Permit Fee	1,339	1,300	3,340	3,000	3,000	2.0%
920.000 USDA Grant	21,764	100	-	-	-	0.0%
921.000 Utilities	37,316	26,656	44,011	27,000	27,000	2.0%
927.000 Wellhead Protection Program	3,752	3,460	-	7,350	7,350	2.0%
931.000 Maintenance - Buildings	7,554	1,537	3,216	6,000	6,000	2.0%
933.000 Maintenance - Equipment	4,668	4,246	5,780	5,000	5,000	2.0%
934.000 Maint. - Office Equipment	20,344	412	287	500	500	2.0%
937.000 Meters - Hydrants - Fittings	28,232	11,080	15,747	28,000	28,000	2.0%
938.000 Maintenance - System	21,312	11,892	11,879	12,000	12,000	2.0%
939.000 Maintenance - Vehicle	2,283	2,180	2,032	2,000	2,000	2.0%
943.000 Equipment Rental	-	-	75	750	750	2.0%
960.000 Education and Training	915	1,115	250	1,500	1,500	2.0%
961.000 Medical Exams	461	419	113	250	250	2.0%
962.000 Miscellaneous	1,371	1,532	919	1,500	1,500	2.0%
963.000 Property Taxes	5,578	5,578	5,578	5,578	5,578	2.0%
968.001 Depreciation	-	-	-	- [1]	-	0.0%
970.001 Capital Outlay	-	-	-	- [2]	-	0.0%
970.026 Equipment Reserve Expenditures	18,032	-	-	-	-	0.0%
976.000 Building Reserve Expenditures	2,733	-	-	-	-	0.0%
Total Water Operating Expenses	\$664,334	\$483,811	\$653,140	\$712,639	\$712,639	

[1] Depreciation is removed from this section of the report. This item is addressed later in the report

[2] Capital outlay has been removed from this section of the report. This item is discussed later in the report.

CITY OF BUCHANAN (MICHIGAN) WATER FUND

CASH FLOW ANALYSIS

	2021/22	Increases Per Year	2022/23	2023/24	2024/25	2025/26	2026/27
Assumptions							
City							
Meter Equivalents	2,025		2,025	2,025	2,025	2,025	2,025
Ready-to-Serve Rate	\$15.22	8.00%	\$15.30	\$16.52	\$17.85	\$19.27	\$20.82
Billable Flow (1,000 gal)	87,103		87,103	87,103	87,103	87,103	87,103
Commodity Charge (1,000 gal)	\$5.67	8.00%	\$5.75	\$6.21	\$6.71	\$7.25	\$7.83
Township							
Meter Equivalents	230		230	230	230	230	230
Ready-to-Serve Rate	\$17.74	8.00%	\$17.82	\$19.25	\$20.79	\$22.45	\$24.24
Billable Flow (1,000 gal)	9,846		9,846	9,846	9,846	9,846	9,846
Commodity Charge (1,000 gal)	\$6.65	8.00%	\$6.73	\$7.27	\$7.85	\$8.48	\$9.16
<i>Typical City homeowner's monthly bill (assumes 4,000 gallons/month)</i>	\$37.90		\$38.30	\$41.36	\$44.69	\$48.27	\$52.14
Revenue							
City							
Ready-to-Serve Charge	\$369,846		\$371,790	\$401,533	\$433,656	\$468,348	\$505,816
Commodity Charge	493,874		500,842	540,910	584,461	631,497	682,016
Township							
Ready-to-Serve Charge	48,962		49,183	53,118	57,367	61,957	66,913
Commodity Charge	65,476		66,264	71,580	77,291	83,494	90,189
Other							
Miscellaneous	39,573		36,000	36,000	36,000	36,000	36,000
Total Revenues	1,017,731		1,024,079	1,103,141	1,188,775	1,281,296	1,380,935
Less: Total Operating Expenditures	(653,140)		(712,639)	(732,235)	(752,384)	(773,101)	(794,402)
Net Operating Revenue	364,591		311,440	370,906	436,391	508,195	586,533
Less: Current Debt Service Payments	(118,875)		(121,500)	(119,000)	(121,500)	(118,875)	(121,250)
Estimated Cash-Funded Capital Improvements [1]	-		-	(33,333)	(275,900)	(33,333)	(33,333)
Wheel Loader Payments (water portion)	(2,900)		(2,900)	(2,900)	(2,900)	(2,900)	(2,900)
Estimated Debt Service #1 2023 DPW Bonds [2]	-		-	(105,000)	(104,000)	(103,000)	(102,000)
Estimated Debt Service #2 2023 USDA Bonds [3]	-		-	(42,000)	(209,000)	(209,000)	(209,000)
Estimated Debt Service #3 2023 USDA Bonds [4]	-		-	(33,000)	(165,000)	(165,000)	(165,000)
Net Cash Flow	\$242,816		\$187,040	\$35,673	(\$441,909)	(\$123,913)	(\$46,950)
<i>Cash & Investments</i>	<i>\$1,600,776</i>		<i>\$1,787,816</i>	<i>\$1,823,489</i>	<i>\$1,381,580</i>	<i>\$1,257,667</i>	<i>\$1,210,717</i>
<i>Less: Estimated Debt Service Reserve [5]</i>	<i>-</i>		<i>-</i>	<i>(37,400)</i>	<i>(74,800)</i>	<i>(112,200)</i>	<i>(149,600)</i>
<i>Unrestricted and Cash Investments</i>	<u>\$1,600,776</u>		<u>\$1,787,816</u>	<u>\$1,786,089</u>	<u>\$1,306,780</u>	<u>\$1,145,467</u>	<u>\$1,061,117</u>

[1] Includes USDA Letter of Conditions stated Repair, Replacement and Improvement (RRI) requirement of \$33,333 per year.

[2] Estimated portion of the overall bond issue payable from the Water Fund.

[3] Estimated debt service payments based on a \$6,000,000 40-year USDA bond issue at the Letter of Conditions interest rate of 1.375%.

[4] Estimated debt service payments based on a \$4,738,000 40-year USDA bond issue at the Letter of Conditions interest rate of 1.375%.

[5] Accumulated, includes both 2023 USDA Bonds.

CITY OF BUCHANAN (MICHIGAN) SEWER FUND

COMPARATIVE DETAIL OF OPERATING EXPENSES

	Fiscal Year Ended				Test Year	Multiplier
	6/30/2020	6/30/2021	6/30/2022	6/30/2023		
	-----Per Client-----					
Dept. 590.000 - Sewer Maintenance & Operation						
706.001 Salaries - Full Time	\$291,017	\$289,776	\$332,242	\$389,598	\$389,598	3.0%
706.002 Salaries - Overtime	16,680	14,171	11,487	21,400	21,400	3.0%
706.005 Salaries - Part Time	4,481	-	-	10,700	10,700	3.0%
715.000 Fringe Benefits	134,130	129,349	133,133	235,500	235,500	3.0%
716.000 Pension Exp. - GASB 68	-	(41,258)	2,105	-	-	3.0%
728.000 Office Supplies	1,089	1,573	487	1,500	1,500	2.0%
730.000 Postage	4,925	2,564	3,385	5,000	5,000	2.0%
743.000 Chemicals	10,431	13,517	10,993	14,000	14,000	2.0%
751.000 Gas and Oil	3,894	4,250	4,280	4,500	4,500	2.0%
756.000 Miscellaneous Supplies	1,184	3,310	931	2,000	2,000	2.0%
757.000 Lab Supplies	11,683	10,318	12,239	12,500	12,500	2.0%
768.000 Uniforms	1,661	1,600	1,000	1,500	1,500	2.0%
802.000 Accounting Support	2,290	2,359	10,031	9,671	9,671	2.0%
807.000 Audit	10,500	7,500	8,500	10,500	10,500	2.0%
818.000 Contractual	24,102	27,208	45,224	25,000	25,000	2.0%
853.000 Telephone	2,766	3,586	2,615	3,150	3,150	2.0%
864.000 Conferences and Workshops	-	400	(678)	1,500	1,500	2.0%
870.000 Oxidation Ditch Bond	-	-	-	-	-	2.0%
873.000 Travel & Car Allowance	257	-	-	1,000	1,000	2.0%
912.000 Fire & Liability Insurance	29,018	30,529	30,910	31,920	31,920	2.0%
916.000 Annual Permit Fee	5,760	5,760	6,510	6,500	6,500	2.0%
920.000 USDA Grant	21,764	100	-	100	100	2.0%
921.000 Utilities	101,901	89,205	88,746	83,000	83,000	2.0%
931.000 Maintenance - Buildings	2,716	6,083	20,052	5,000	5,000	2.0%
933.000 Maintenance - Equipment	31,458	16,778	24,141	25,000	25,000	2.0%
934.000 Maint. - Office Equipment	19,988	353	63	1,000	1,000	2.0%
936.000 Sludge Removal	7,658	10,764	14,691	8,000	8,000	2.0%
938.000 Maintenance - System	6,010	4,530	5,015	8,000	8,000	2.0%
939.000 Maintenance - Vehicle	9,755	845	1,125	1,500	1,500	2.0%
943.000 Equipment Rental	-	4,200	-	200	200	2.0%
960.000 Education and Training	2,625	806	226	3,500	3,500	2.0%
961.000 Medical Exams	652	414	182	400	400	2.0%
962.000 Miscellaneous	3,227	3,136	3,293	4,000	4,000	2.0%
962.015 Interest - 2020 Oxidation Ditch	-	-	-	-	-	0.0%
963.000 Property Taxes	23,980	23,980	23,980	23,980	23,980	2.0%
970.001 Capital Outlay	-	-	-	-	-	0.0%
976.000 Building Reserve Expenditures	8,726	-	-	-	-	0.0%
Total Sewer Operating Expenses	\$796,328	\$667,706	\$796,908	\$951,119	\$951,119	

[1] Principal and Interest on debt is removed from this section of the report. This item is addressed later in the report

[2] Capital outlay has been removed from this section of the report. This item is discussed later in the report.

CITY OF BUCHANAN (MICHIGAN) SEWER FUND

CASH FLOW ANALYSIS

	<u>2021/22</u>	<u>Increases Per Year</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>
Assumptions							
City							
Meter Equivalents	1,966		1,966	1,966	1,966	1,966	1,966
Ready-to-Serve Rate	\$21.18	8.00%	\$22.87	\$24.70	\$26.68	\$28.82	\$31.12
Billable Flow (1,000 gal)	77,427		77,427	77,427	77,427	77,427	77,427
Commodity Charge (1,000 gal)	\$10.17	8.00%	\$10.98	\$11.86	\$12.81	\$13.83	\$14.94
Township							
Meter Equivalents	191		191	191	191	191	191
Ready-to-Serve Rate	\$24.78	8.00%	\$26.76	\$28.90	\$31.22	\$33.71	\$36.41
Billable Flow (1,000 gal)	7,715		7,715	7,715	7,715	7,715	7,715
Commodity Charge (1,000 gal)	\$11.92	8.00%	\$12.87	\$13.90	\$15.01	\$16.21	\$17.51
<i>Typical City homeowner's monthly bill (assumes 4,000 gallons/month)</i>	\$61.86		\$66.81	\$72.14	\$77.92	\$84.14	\$90.88
Revenue							
City							
Ready-to-Serve Charge	\$499,679		\$539,653	\$582,825	\$629,451	\$679,807	\$734,192
Commodity Charge	787,433		850,427	918,284	991,840	1,070,815	1,156,759
Township							
Ready-to-Serve Charge	56,796		61,339	66,247	71,546	77,270	83,452
Commodity Charge	91,963		99,292	107,239	115,802	125,060	135,090
Other							
Leachate Treatment	225,175		240,000	240,000	240,000	240,000	240,000
Miscellaneous	39,573		36,000	36,000	36,000	36,000	36,000
Total Revenues	<u>1,700,617</u>		<u>1,826,712</u>	<u>1,950,594</u>	<u>2,084,639</u>	<u>2,228,953</u>	<u>2,385,492</u>
Less: Total Operating Expenditures	<u>(796,908)</u>		<u>(951,119)</u>	<u>(976,713)</u>	<u>(1,003,017)</u>	<u>(1,030,049)</u>	<u>(1,057,832)</u>
Net Operating Revenue	903,709		875,593	973,881	1,081,623	1,198,903	1,327,661
Less: Current Debt Service Payments	(557,015)		(559,173)	(660,428)	(664,240)	(662,710)	(660,900)
Estimated Cash-Funded Capital Improvements [1]	-		(71,450)	(94,900)	(121,800)	(121,800)	(121,800)
Wheel Loader Payments (sewer portion)	(2,900)		(2,900)	(2,900)	(2,900)	(2,900)	(2,900)
General Fund Loan Payments	(46,892)		(46,892)	(46,892)	-	-	-
Estimated Debt Service #1 2023 DPW Bonds [2]	-		-	(105,000)	(104,000)	(103,000)	(102,000)
Estimated Debt Service #2 2023 USDA Bonds [3]	-		-	(52,000)	(243,000)	(243,000)	(243,000)
Net Cash Flow	<u>\$296,902</u>		<u>\$195,178</u>	<u>\$11,761</u>	<u>(\$54,317)</u>	<u>\$65,493</u>	<u>\$197,061</u>
<i>Cash & Investments</i>	<i>\$1,600,776</i>		<i>\$1,795,954</i>	<i>\$1,807,715</i>	<i>\$1,753,398</i>	<i>\$1,818,892</i>	<i>\$2,015,952</i>
<i>Less: Estimated Debt Service Reserves [4]</i>	<i>-</i>		<i>-</i>	<i>(24,300)</i>	<i>(48,600)</i>	<i>(72,900)</i>	<i>(97,200)</i>
<i>Unrestricted and Cash Investments</i>	<u><i>\$1,600,776</i></u>		<u><i>\$1,795,954</i></u>	<u><i>\$1,783,415</i></u>	<u><i>\$1,704,798</i></u>	<u><i>\$1,745,992</i></u>	<u><i>\$1,918,752</i></u>

[1] Includes USDA Letter of Conditions stated Repair, Replacement and Improvement (RRI) requirement of \$52,667 per year.

[2] Estimated portion of the overall bond issue payable from the Sewer Fund.

[3] Estimated debt service payments based on a \$7,459,000 40-year USDA bond issue at the Letter of Conditions interest rate of 1.375%.

[4] Accumulated.



November 22, 2022

City of Buchanan
302 North Redbud Trail
Buchanan, MI 49107

Attention: Ms. Heather Grace, City Manager

RE: PROPOSAL FOR DESIGN & CONSTRUCTION ENGINEERING SERVICES FOR THE SCHIRMER PARKWAY TRAIL

Dear Ms. Grace:

Wightman is a full-service consulting firm that exists to serve people and the communities we live in. Our dynamic team of over 170 professionals works to analyze, advise, design, and deliver successful projects in partnership with governments, businesses, and institutions in our communities. Our unique approach is to offer comprehensive multi-disciplinary services, industry expertise, accurate scope of work, and a passion for listening. Becoming trusted advisors and true partners guides our actions.

As such, Wightman is pleased to present the following design and construction engineering services proposal for the Schirmer Parkway Trail project. This proposal details the anticipated intermediate tasks necessary to complete this project through design engineering, permitting, and construction.

Section I – Project Goals

The City of Buchanan (City) has been awarded a Transportation Alternatives Program (TAP) Grant split between Statewide TAP funds and SWMPC/NATS MPO TAP funds for a total amount of \$339,772 that can be used for the construction of the trail segment. The TAP Grant is administered by the Michigan Department of Transportation (MDOT) and will go through the MDOT design and letting process. The preliminary schedule anticipates project letting in early 2024 with construction in summer 2024. The City has also sought a Department of Natural Resources Trust Fund Grant in the amount of \$300,000. Confirmation of that funding source should be announced after their board meeting on December 14, 2022.

Based on previous conversations with the City and the current project scope, Wightman understands the goals for the project are as follows:

- Provide professional knowledge and expertise to assist the City with grant seeking. Work with the grant agencies to provide information that satisfies the application guidelines to achieve the maximum points. ***This task has been completed and is included in the proposed fees.***
- Provide design and construction engineering for the Schirmer Parkway Trail from the existing McCoy’s Creek Trail Head (at the Schirmer Parkway and Woodside Drive intersection) to the River Saint Joe Brewery on Walton Road.
- Design the proposed trail in accordance with the following:
 - American Association of State Highway and Transportation Officials (AASHTO) Guide for the Development of Bicycle Facilities and Guide for the Development of Pedestrian Facilities
 - Federal Highway Administration (FHWA) Designing Sidewalks and Trails for Access
 - MDOT Standard Specifications for Construction

BENTON HARBOR
▲ 2303 PIPESTONE ROAD
BENTON HARBOR, MI 49022
○ 269.927.0100

ALLEGAN
▲ 1670 LINCOLN ROAD (M-40)
ALLEGAN, MI 49010
○ 269.673.8465

KALAMAZOO
▲ 433 E. RANSOM STREET
KALAMAZOO, MI 49007
○ 269.327.3532

Ms. Heather Grace, City Manager
 11/22/2022
 Page 2

- Michigan Manual on Uniform Traffic Control Devices (MMUTCD)
- Complete design and all required bid documents for a winter 2024 MDOT letting with construction anticipated in Summer 2024.

Section II – Scope of Services

The proposed Schirmer Parkway Trail is approximately 0.80 miles (4,200 feet) and consists of a 10-foot-wide paved non-motorized path, 5.5-foot-wide concrete sidewalk, crosswalks, and trailway signage.

The following is a summary of tasks and required scope of services:

1) Topographic Survey

- a. Perform all necessary topographic surveys at the site including, but not limited to, vertical road profile, horizontal road alignment, topography, existing utilities, etc.
- b. Establish the existing road rights-of-way and property boundaries.
- c. Following completion of the topographic survey, develop an AutoCAD Civil 3D file to be utilized for design of the proposed trail.

2) Soil Borings

- a. Complete four (4) soil borings to a depth of 5 feet along the proposed trail location to determine existing soil conditions.

3) Design Engineering

- a. Kickoff Meeting
 - Wightman staff will conduct a kickoff meeting with City staff to review scope of work, potential design alternatives, and site constraints.
- b. Site Inspection
 - Wightman will perform an on-site inspection of the project site.
- c. Schematic Alternatives
 - Following completion of the Kickoff Meeting and Site Inspection, Wightman will develop and present to the City proposed trail alternatives along Schirmer Parkway including estimated cost differences.
- d. Permitting
 - Prepare and submit the Soil Erosion Control Permit Application.
 - Prepare and submit the MDOT Program Application.
 - Completion of necessary environmental clearances such as NEPA, SHPO, and Fish & Wildlife.
 - An EGLE/USACE Joint Permit Application isn't included for this project but if determined necessary, we will add it to the scope as an addition item.
- e. Utility Coordination
 - Wightman will coordinate all utility relocations as required. We begin this process during the early stages of design to minimize conflicts and potential delays during construction.
- f. Preliminary Cost Estimate

- Having obtained the necessary field information and approved scope of improvements, prepare a preliminary cost estimate for the proposed trail and associated improvements.
- g. Grade Inspection (GI) Package
 - Prepare a set of preliminary plans for the site containing all information required by the City and MDOT.
 - Submit Grade Inspection Package, including preliminary plans, preliminary cost estimate, and project special provisions to the City for review and approval.
 - Revise Grade Inspection Package per City comments for submittal to the MDOT.
- h. Grade Inspection Meeting
 - Attendance of Wightman project staff at the MDOT Grade Inspection Meeting.
- i. Final Package
 - Prepare a set of final plans for the site containing all detailed information required by the City and MDOT to construct the proposed trail.
 - Submit Final Package, including final plans, final cost estimate in MERL format, project special provisions, and all necessary permits/clearances to the City for review and approval.
 - Revise Final Package per City comments for final submittal to the MDOT.
- j. MDOT Proposal Review
 - Following submittal of the Final Package to MDOT, review the MDOT prepared proposal to ensure all project related information, including special provisions, details, etc., are included.

4) Construction Engineering

- a. Preconstruction Meeting
 - Wightman staff will schedule and attend a preconstruction meeting with the City, MDOT, and Contractor.
- b. Shop Drawings and Submittals
 - Provide review and approval of any shop drawings and contractor submittals, as needed.
- c. Construction Inspection
 - Provide full-time construction inspection and testing service, including adherence to the project plans and specifications.
 - Monitor progress, provide coordination, and attend monthly progress meetings.
 - We have assumed a 12 week construction duration, 50 hours per week.
- d. Construction Staking
 - Perform construction staking and surveying throughout the project.
- e. Pay Estimates and Contract Modifications
 - Prepare monthly pay applications throughout the project.
 - Prepare change orders and contract modifications, as required.
- f. Final Walkthrough
 - Conduct a punch list and final walk through with the Contractor, City, and MDOT staff to confirm acceptance of the project work.
- g. As-Recorded Drawings

Ms. Heather Grace, City Manager
11/22/2022
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- Develop and provide As-Recorded drawings for the project.

The following items have not been included within our Scope of Services, however, may be required based on our experience with similar projects. If any of the below tasks are determined to be necessary as part of this project, Wightman would be pleased to assist as an additional service.

- a. Easement Acquisition
 - Permanent easement acquisition is anticipated for this project and will be contracted as a separate fee.

Section III - Fees

Schirmer Parkway Trail Project

1) Planning and Funding Assistance	\$29,300.00
2) Topographic Survey	16,600.00
3) Soil Borings	4,600.00
4) Design Engineering	35,400.00
5) Construction Engineering	<u>98,800.00</u>

ESTIMATED LUMP SUM FEE **\$184,700.00**

Reimbursable expenses have been included in the above estimated fee. A schedule of eligible expenses is listed in the attached Terms and Conditions document.

Section IV – Schedule

We have provided the following proposed schedule:

Tentative Authorization to Proceed	December 2022
Begin Topographic Survey and Soil Borings	December 2022
Begin NEPA and other Environmental Clearances	January 2023
Complete Topographic Survey and Soil Borings	February 2023
Submit NEPA to MDOT	March 2023
Provide alternatives to City for Review	April 2023
Submit Grade Inspection Package to MDOT	July 2023
Estimated Grade Inspection Meeting	August 2023
Submit Final Documents to MDOT	October 2023
Estimated MDOT Letting	February 2024
Construction	Summer 2024

The above schedule is dependent on the response and approval time of the City and MDOT.

Section V – Terms and Conditions

Our standard terms and conditions are attached.



Ms. Heather Grace, City Manager
11/22/2022
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We are extremely excited about the opportunity to continue our partnership with you on this project. If our proposal is acceptable to you, please sign below to authorize us to begin work and return a copy to our office.

If you have any comments or questions, please feel free to contact me.

Very truly yours,

WIGHTMAN



Suzannah Deneau, Project Manager
sdeneau@gowightman.com

cc: Richard Murphy, Community Development Director

This proposal is approved and accepted by:

Signature

Date

Printed Name and Title





Standard Terms and Conditions

Updated 8/15/2022

1. Agreement. Wightman & Associates, Inc. (hereinafter "Consultant") shall provide to the Client the scope of services described in Consultant's Proposal attached hereto. These Standard Terms and Conditions are incorporated into Consultant's Proposal, and together may be referred to as the "Agreement" and shall reflect the professional services (or "Project") for which Consultant is responsible. This Agreement shall be the full extent of the Consultant's obligations. The Consultant shall not responsible for any obligations or costs except as contained in the Agreement.
2. Authorization. Client shall provide Consultant written authorization to proceed, provided that this signed Agreement by Client shall give the Consultant the right to proceed with the Project.
3. Standard of Care. The Consultant's Standard of Care for the purposes of this Agreement shall be that consistent with the level of care and skill ordinarily exercised by members of its profession currently practicing under similar conditions in similar locations.
4. Terms of Payment/Late Payment Actions/Fees. Payment is due upon presentation of invoice and is past due thirty (30) days from invoice date. Client agrees to pay a finance charge of one and one-half percent (1 ½ %) per month, or the maximum rate allowed by law, whichever is less, on past due accounts.
5. Scope of Services/Additional Services/Changes. If the services covered by this Agreement have not been completed within twelve (12) months of the date of this Agreement (unless otherwise stipulated in the proposal), through no fault of Consultant, extension of Consultant's services beyond that time shall be compensated as "Additional Services." All Additional Services shall be billed separately and the scope of the services and compensation shall be mutually agreed between the parties, but in any case, not less than Consultant's Hourly Rate, and all of Consultant's Reimbursable Expenses shall also be paid by Client to Consultant, in the amounts set forth below.
6. Hidden Conditions. Consultant is not responsible for latent deficiencies or hidden or concealed conditions not discovered by Consultant within the scope of its services. If Consultant has reason to believe that such a condition may exist, it will advise Client as to the nature of the suspected condition and its significance. Client will be responsible for all risks associated with this condition and for undertaking, at its sole cost and expense, additional investigation and corrective work, if required. If Consultant repairs or corrects any such deficiencies or conditions, Consultant shall be compensated for the same, as Additional Services.
7. Betterment. If, due to Consultant's negligence, a required item or component of the project is omitted from Consultant's construction documents, Consultant shall not be responsible for paying the cost required to add such item or component to the extent that such item or component should have been included in the original construction documents. Consultant shall not be responsible or liable for any cost or expense that provides betterment or upgrades or enhances the value of the Project.
8. Opinions of Cost. Consultant's opinions or estimates of probable construction cost are prepared on the basis of Consultant's experience and qualifications and represent Consultant's judgment as a professional generally familiar with the industry. However, since Consultant has no control over the cost of labor, materials, equipment, or services furnished by others, other contractor's methods of determining prices, or over competitive bidding or market conditions, Consultant cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from Client's budget or from Consultant's opinions or estimates of probable construction cost.
9. Code Interpretations. The Client acknowledges that the requirements of the Americans with Disabilities Act, as amended ("ADA") (as well as all state and local laws, codes, or ordinances), will be subject to various and possibly contradictory interpretations. Consultant will endeavor to use reasonable professional efforts to interpret applicable ADA and other building code requirements as they may apply to Consultant's services. Consultant cannot and does not promise, warrant, or guarantee that its services will comply with interpretations of building code requirements as they apply currently or in the future and unless the Consultant is negligent, the Client shall pay for any additional costs or expenses which are necessary to keep the Project in compliance with the ADA and all other laws, codes, or ordinances. Any changes made by Consultant shall be billed as Additional Services.
10. Use of Drawings, Specifications, and Other Documents. The drawings, specifications and other documents prepared by Consultant for this project are instruments of Consultant's services for use solely with respect to this Project and, unless otherwise provided, Consultant shall be deemed the author of these documents and shall retain all common law, statutory, and other reserved rights, including the copyright.
11. Retaining Records. Consultant will retain pertinent records relating to the services performed for a period of five years following submission of the report, during which period the records will be made available to Client at reasonable times.
12. Insurance Coverage. Consultant shall maintain the following types of insurance: (a) Professional Liability; (b) Commercial General Liability; (c) Workers' Compensation; (d) Employers' Liability; (e) Hired and non-owned automobiles. Client shall be responsible for purchasing and maintaining its own commercial liability and property insurance, including an all-risk policy covering all damages or casualty which occurred to the Project in an amount not less than the then full replacement cost of the Project. The Client's commercial liability insurance policy shall be written for an amount of not less than \$1 million, single-limit coverage. The Client's commercial liability and property insurance policy shall not be cancelled or modified without Consultant having received not less than thirty (30) days prior written notice. Consultant shall be named an additional insured on the Client's insurance policies. Client and Consultant waive rights against each other for loss, damage and/or liability to the extent covered by the insurance policies required to be maintained hereunder and each insurance policy hereunder shall contain a waiver of the insurer's rights of subrogation.
13. Limitations/Exclusions. Client agrees that Consultant's total, aggregate liability to Client and any third parties arising from Consultant's professional acts, errors or omissions, shall not exceed Consultant's total fee received for the Project.
14. The Law/Suspension/Termination/Non-Severability. All obligations arising prior to termination of this Agreement shall survive the completion of the services and termination of this



Agreement. This Agreement shall be governed in all respects by the laws of the State of Michigan.

- 15. Indemnity. Except for the limitations set forth herein, Consultant agrees to indemnify and hold the Client harmless from all damage, liability or cost...
16. Force Majeure Clause. Neither party will be liable or responsible to the other party, or be deemed to have breached this Agreement...
17. Certificate of Merit Requirement. Client shall make no claim for professional negligence...
18. Jurisdiction and Venue. Notwithstanding anything in this Agreement to the contrary, Client agrees that any suit related to any dispute...
19. Termination. Consultant may terminate this Agreement for convenience by written notice to Client...

20. Billing Rates.*

Table listing various roles and their corresponding hourly rates, such as Principal at \$250.00/hour, Licensed Staff VII at \$225.00/hour, and Technician I at \$70.00/hour.

Reimbursable Expenses.* Compensation for reimbursable expenses shall be computed as a multiple of 1.1 times the expense incurred for the following: Outside Consultants, Travel, Lodging, Postage, UPS, FedEx, Messenger, and Outside Reproduction.

- Black & White Prints/Copies
o 8 1/2 x 11 \$0.19/sheet
o 8 1/2 x 14 \$0.19/sheet
o 11 x 17 \$0.19/sheet
• Color Prints/Copies
o 8 1/2 x 11 \$0.85/sheet
o 8 1/2 x 14 \$0.85/sheet
o 11 x 17 \$1.25/sheet
• Black & White Plots
o 12 x 18 \$1.50/sheet
o 18 x 24 \$2.75/sheet
o 24 x 36 \$5.00/sheet
o 30 x 42+ \$7.50/sheet
• Color Plots
o 12 x 18 \$9.00/sheet
o 18 x 24 \$18.00/sheet
o 24 x 36 \$30.00/sheet
o 30 x 42+ \$42.00/sheet

*Rates subject to change.



January 3, 2023

Dear Commissioners,

Please see attached Proposal for Design and Construction Engineering Services from Wightman and Associates for the McCoy's Creek Trail Extension. By way of background, Wightman engineers have assisted the city since 2021 in pursuing and securing the necessary funding from MDOT and Michigan DNR move the McCoy's Creek Trail Extension to the implementation stage.

With this proposal, we are requesting your approval to engage Wightman to be the lead engineer on the project so that we can move to the construction phase.

Please reach out to me directly with any questions,

Thank you,

Rich Murphy

CITY OF BUCHANAN POLICE DEPARTMENT CAPITAL IMPROVEMENT PROGRAM



**For the Six (6) Fiscal Years Ending
June 30, 2023-2028**

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 1 – FY 2023
Project Title: Police Patrol Vehicle Replacement

First Year in the CIP: 2023
Project Category: Vehicle Replacement
Department: Police

Project Description: The purpose of the police patrol vehicle replacement program is to replace in-service patrol vehicles by the end of their estimated life. The Department will continue to use all-wheel, SUV-model patrol vehicles.

Project Justification and/or Need: In-service patrol vehicles are used daily and are often driven 24 hours per day. The estimated useful life of a patrol vehicle is approximately 90,000 miles. A modern and safe fleet of in-service vehicles is critical to aid public safety personnel in performing their duties. Patrol Vehicle 46-2 is a 2015 Ford Explorer that was purchased over 5 years ago and has 90,044 miles. The vehicle is out of warranty and has consistent mechanical issues that is not cost prohibitive for repairs.

Project Impact/Benefit: A regular cycle of patrol vehicle replacement keeps each vehicle that is in service in optimal condition. This helps to maintain officer safety while they perform their duties.



Operational Fund Impact: This will reduce minor maintenance cost by \$1,000 per year.

Estimated Cost: The estimated cost for the replacement vehicle is \$46,080. The vehicle will be purchased through a three-year leasing program. The vehicle will also need new equipment which includes an emergency lightbar, 800 MHz radio, console and antenna, rear partition, and rear plastic seat cover, with a total estimated cost of \$9,445. Hence, total estimated vehicle cost is \$55,525.

Founding Source	Amount
<u>General Fund</u>	<u>\$55,525</u>
Total	\$55,525

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 2 – FY 2024
Project Title: Police Patrol Vehicle Replacement

First Year in the CIP: 2024
Project Category: Vehicle Replacement
Department: Police

Project Description: The purpose of the police patrol vehicle replacement program is to replace in-service patrol vehicles by the end of their estimated life. The Department will continue to use all-wheel, SUV-model patrol vehicles.

Project Justification and/or Need: In-service patrol vehicles are used daily and are often driven 24 hours per day. The estimated useful life of a patrol vehicle is approximately 90,000 miles. A modern and safe fleet of in-service vehicles is critical to aid public safety personnel in performing their duties. Patrol Vehicle 46-7 is a 2017 Ford Explorer that was purchased over 5 years ago and has 100,397 miles. The vehicle is out of warranty and has consistent mechanical issues that is not cost prohibitive for repairs.



Project Impact/Benefit: A regular cycle of patrol vehicle replacement keeps each vehicle that is in service in optimal condition. This helps to maintain officer safety while they perform their duties.

Operational Fund Impact: This will reduce minor maintenance cost by \$1,000 per year.

Estimated Cost: The estimated cost for the replacement vehicle is \$46,080. The vehicle will be purchased through a three-year leasing program. The vehicle will also need new equipment which includes an emergency lightbar, 800 MHz radio, console and antenna, rear partition, and rear plastic seat cover, with a total estimated cost of \$9,445. Hence, total estimated vehicle cost is \$55,525.

Founding Source	Amount
<u>General Fund</u>	<u>\$55,525</u>
Total	\$55,525

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 3 – FY 2025
Project Title: Police Patrol Vehicle Replacement

First Year in the CIP: 2025
Project Category: Vehicle Replacement
Department: Police

Project Description: The purpose of the police patrol vehicle replacement program is to replace in-service patrol vehicles by the end of their estimated life. The Department will continue to use all-wheel, SUV-model patrol vehicles.

Project Justification and/or Need: In-service patrol vehicles are used daily and are often driven 24 hours per day. The estimated useful life of a patrol vehicle is approximately 90,000 miles. A modern and safe fleet of in-service vehicles is critical to aid public safety personnel in performing their duties. Patrol Vehicle 46-4 is a 2020 Ford Explorer that was purchased over 2 years ago and has 45,021 miles. The vehicle warranty will expire in 2023 which will be 2 years before this CIP purchase. By 2025, 46-4 will have over 90,000 miles. It is predicted that there will be an increase in consistent mechanical issues that will not be cost prohibitive for repairs.

Project Impact/Benefit: A regular cycle of patrol vehicle replacement keeps each vehicle that is in service in optimal condition. This helps to maintain officer safety while they perform their duties.



Operational Fund Impact: This will reduce minor maintenance cost by \$1,000 per year.

Estimated Cost: The estimated cost for the replacement vehicle is \$46,080. The vehicle will be purchased through a three-year leasing program. The vehicle will also need new equipment which includes an emergency lightbar, 800 MHz radio, console and antenna, rear partition, and rear plastic seat cover, with a total estimated cost of \$9,445. Hence, total estimated vehicle cost is \$55,525.

Founding Source	Amount
<u>General Fund</u>	<u>\$55,525</u>
Total	\$55,525

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 4 – FY 2026
Project Title: Police Patrol Vehicle Replacement

First Year in the CIP: 2026
Project Category: Vehicle Replacement
Department: Police

Project Description: The purpose of the police patrol vehicle replacement program is to replace in-service patrol vehicles by the end of their estimated life. The Department will continue to use all-wheel, SUV-model patrol vehicles.

Project Justification and/or Need: In-service patrol vehicles are used daily and are often driven 24 hours per day. It is predicted based on average yearly accumulated mileage, there is no need to purchase a vehicle this fiscal year.

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 5 – FY 2027
Project Title: Police Patrol Vehicle Replacement

First Year in the CIP: 2027
Project Category: Vehicle Replacement
Department: Police

Project Description: The purpose of the police patrol vehicle replacement program is to replace in-service patrol vehicles by the end of their estimated life. The Department will continue to use all-wheel, SUV-model patrol vehicles.

Project Justification and/or Need: In-service patrol vehicles are used daily and are often driven 24 hours per day. It is predicted based on average yearly accumulated mileage, there is no need to purchase a vehicle this fiscal year.

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 5 – FY 2028
Project Title: Police Patrol Vehicle Replacement

First Year in the CIP: 2028
Project Category: Vehicle Replacement
Department: Police

Project Description: The purpose of the police patrol vehicle replacement program is to replace in-service patrol vehicles by the end of their estimated life. The Department will continue to use all-wheel, SUV-model patrol vehicles.

Project Justification and/or Need: In-service patrol vehicles are used daily and are often driven 24 hours per day. The estimated useful life of a patrol vehicle is approximately 90,000 miles. A modern and safe fleet of in-service vehicles is critical to aid public safety personnel in performing their duties. Patrol Vehicle 46-2 will be a 2023 Ford Explorer that would have been purchased over 4 years ago and would have over 90,000 miles. The vehicle would be out of warranty and have consistent mechanical issues that is not cost prohibitive for repairs.

Project Impact/Benefit: A regular cycle of patrol vehicle replacement keeps each vehicle that is in service in optimal condition. This helps to maintain officer safety while they perform their duties.

Operational Fund Impact: This will reduce minor maintenance cost by \$1,000 per year.

Estimated Cost: The estimated cost for the replacement vehicle is \$46,080. The vehicle will be purchased through a three-year leasing program. The vehicle will also need new equipment which includes an emergency lightbar, 800 MHz radio, console and antenna, rear partition, and rear plastic seat cover, with a total estimated cost of \$9,445. Hence, total estimated vehicle cost is \$55,525.

Founding Source	Amount
<u>General Fund</u>	<u>\$55,525</u>
Total	\$55,525

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 1 – FY 2023
Project Title: Police Patrol Laptop Replacement

First Year in the CIP: 2023
Project Category: Laptop Replacement
Department: Police

Special Note: Unfortunately, the three (3) current patrol vehicle laptop computers were purchased at the same time over 9 years ago. This will require three (3) laptops purchased at the same time this fiscal year. Afterwards, the laptop replacement program will cycle to a CIP purchasing cycle where one (1) laptop will be replaced near the end of its life, while two (2) be replaced the following year to avoid overwhelming a fiscal year budget.

Project Description: The purpose of the police patrol vehicle laptop replacement program is to replace in-service laptop computers by the end of their estimated life. The Department will continue to use Toughbook laptop computers.

Project Justification and/or Need: In-service patrol vehicle laptops are used daily and are often operating 24 hours to access criminal justice information, complete incident reports, provide preparedness for incident command operations, etc. The estimated useful life of a patrol vehicle laptop is approximately 4-5 years. A modern and functional laptop for in-service vehicles is critical to aid public safety personnel in performing their duties. The laptop in Patrol Vehicle 46-2 was purchased in 2014 and is over 9 years in operational age. The laptop is beyond efficient operational life, is out of warranty, and has consistent hardware issues that is not cost prohibitive for repairs or upgrades.



Project Impact/Benefit: A regular cycle of patrol vehicle laptop computer replacement keeps each vehicle computer that is in service in optimal condition. This helps to maintain officer safety and efficiency while they perform their duties.

Operational Fund Impact: This will reduce minor maintenance cost and/or emergency replacement purchase cost that can range from \$500 to \$4,500 per year.

Estimated Cost: The estimated cost for the replacement laptop computer is \$4,650 (which includes \$150 for the power adaptor).

Founding Source	Amount
<u>General Fund</u>	<u>\$4,650 (X3)</u>
Total	\$13,950

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 1 – FY 2023
Project Title: Police Patrol Laptop Replacement

First Year in the CIP: 2023
Project Category: Laptop Replacement
Department: Police

Special Note: Unfortunately, the three (3) current patrol vehicle laptop computers were purchased at the same time over 9 years ago. This will require three (3) laptops purchased at the same time this fiscal year. Afterwards, the laptop replacement program will cycle to a CIP purchasing cycle where one (1) laptop will be replaced near the end of its life, while two (2) be replaced the following year to avoid overwhelming a fiscal year budget.

Project Description: The purpose of the police patrol vehicle laptop replacement program is to replace in-service laptop computers by the end of their estimated life. The Department will continue to use Toughbook laptop computers.

Project Justification and/or Need: In-service patrol vehicle laptops are used daily and are often operating 24 hours to access criminal justice information, complete incident reports, provide preparedness for incident command operations, etc. The estimated useful life of a patrol vehicle laptop is approximately 4-5 years. A modern and functional laptop for in-service vehicles is critical to aid public safety personnel in performing their duties. The laptop in Patrol Vehicle 46-7 was purchased in 2014 and is over 9 years in operational age. The laptop is beyond efficient operational life, is out of warranty, and has consistent hardware issues that is not cost prohibitive for repairs or upgrades.



Project Impact/Benefit: A regular cycle of patrol vehicle laptop computer replacement keeps each vehicle computer that is in service in optimal condition. This helps to maintain officer safety and efficiency while they perform their duties.

Operational Fund Impact: This will reduce minor maintenance cost and/or emergency replacement purchase cost that can range from \$500 to \$4,500 per year.

Estimated Cost: The estimated cost for the replacement laptop computer is \$4,650 (which includes \$150 for the power adaptor).

Founding Source	Amount
<u>General Fund</u>	<u>\$4,650 (X3)</u>
Total	\$13,950

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 1 – FY 2023
Project Title: Police Patrol Laptop Replacement

First Year in the CIP: 2023
Project Category: Laptop Replacement
Department: Police

Special Note: Unfortunately, the three (3) current patrol vehicle laptop computers were purchased at the same time over 9 years ago. This will require three (3) laptops purchased at the same time this fiscal year. Afterwards, the laptop replacement program will cycle to a CIP purchasing cycle where one (1) laptop will be replaced near the end of its life, while two (2) be replaced the following year to avoid overwhelming a fiscal year budget.

Project Description: The purpose of the police patrol vehicle laptop replacement program is to replace in-service laptop computers by the end of their estimated life. The Department will continue to use Toughbook laptop computers.

Project Justification and/or Need: In-service patrol vehicle laptops are used daily and are often operating 24 hours to access criminal justice information, complete incident reports, provide preparedness for incident command operations, etc. The estimated useful life of a patrol vehicle laptop is approximately 4-5 years. A modern and functional laptop for in-service vehicles is critical to aid public safety personnel in performing their duties. The laptop in Patrol Vehicle 46-4 was purchased in 2014 and is over 9 years in operational age. The laptop is beyond efficient operational life, is out of warranty, and has consistent hardware issues that is not cost prohibitive for repairs or upgrades.



Project Impact/Benefit: A regular cycle of patrol vehicle laptop computer replacement keeps each vehicle computer that is in service in optimal condition. This helps to maintain officer safety and efficiency while they perform their duties.

Operational Fund Impact: This will reduce minor maintenance cost and/or emergency replacement purchase cost that can range from \$500 to \$4,500 per year.

Estimated Cost: The estimated cost for the replacement laptop computer is \$4,650 (which includes \$150 for the power adaptor).

Founding Source	Amount
<u>General Fund</u>	<u>\$4,650 (X3)</u>
Total	\$13,950

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 2 – FY 2024
Project Title: Police Patrol Laptop Replacement

First Year in the CIP: 2024
Project Category: Laptop Replacement
Department: Police

Project Description: The purpose of the police patrol vehicle laptop replacement program is to replace in-service laptop computers by the end of their estimated life. The Department will continue to use Toughbook laptop computers.

Project Justification and/or Need: In-service patrol vehicle laptops are used daily and are often operating 24 hours to access criminal justice information, complete incident reports, provide preparedness for incident command operations, etc. The estimated useful life of a patrol vehicle laptop is approximately 4-5 years. A modern and functional laptop for in-service vehicles is critical to aid public safety personnel in performing their duties. It is predicted that the average life of the laptop in Patrol Vehicle 46-2 will still be in optimal working condition. Therefore, there is no need to purchase a laptop for this fiscal year.

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 2 – FY 2024
Project Title: Police Patrol Laptop Replacement

First Year in the CIP: 2024
Project Category: Laptop Replacement
Department: Police

Project Description: The purpose of the police patrol vehicle laptop replacement program is to replace in-service laptop computers by the end of their estimated life. The Department will continue to use Toughbook laptop computers.

Project Justification and/or Need: In-service patrol vehicle laptops are used daily and are often operating 24 hours to access criminal justice information, complete incident reports, provide preparedness for incident command operations, etc. The estimated useful life of a patrol vehicle laptop is approximately 4-5 years. A modern and functional laptop for in-service vehicles is critical to aid public safety personnel in performing their duties. It is predicted that the average life of the laptop in Patrol Vehicle 46-7 will still be in optimal working condition. Therefore, there is no need to purchase a laptop for this fiscal year.

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 2 – FY 2024
Project Title: Police Patrol Laptop Replacement

First Year in the CIP: 2024
Project Category: Laptop Replacement
Department: Police

Project Description: The purpose of the police patrol vehicle laptop replacement program is to replace in-service laptop computers by the end of their estimated life. The Department will continue to use Toughbook laptop computers.

Project Justification and/or Need: In-service patrol vehicle laptops are used daily and are often operating 24 hours to access criminal justice information, complete incident reports, provide preparedness for incident command operations, etc. The estimated useful life of a patrol vehicle laptop is approximately 4-5 years. A modern and functional laptop for in-service vehicles is critical to aid public safety personnel in performing their duties. It is predicted that the average life of the laptop in Patrol Vehicle 46-4 will still be in optimal working condition. Therefore, there is no need to purchase a laptop for this fiscal year.

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 3 – FY 2025
Project Title: Police Patrol Laptop Replacement

First Year in the CIP: 2025
Project Category: Laptop Replacement
Department: Police

Project Description: The purpose of the police patrol vehicle laptop replacement program is to replace in-service laptop computers by the end of their estimated life. The Department will continue to use Toughbook laptop computers.

Project Justification and/or Need: In-service patrol vehicle laptops are used daily and are often operating 24 hours to access criminal justice information, complete incident reports, provide preparedness for incident command operations, etc. The estimated useful life of a patrol vehicle laptop is approximately 4-5 years. A modern and functional laptop for in-service vehicles is critical to aid public safety personnel in performing their duties. It is predicted that the average life of the laptop in Patrol Vehicle 46-2 will still be in optimal working condition. Therefore, there is no need to purchase a laptop for this fiscal year.

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 3 – FY 2025
Project Title: Police Patrol Laptop Replacement

First Year in the CIP: 2025
Project Category: Laptop Replacement
Department: Police

Project Description: The purpose of the police patrol vehicle laptop replacement program is to replace in-service laptop computers by the end of their estimated life. The Department will continue to use Toughbook laptop computers.

Project Justification and/or Need: In-service patrol vehicle laptops are used daily and are often operating 24 hours to access criminal justice information, complete incident reports, provide preparedness for incident command operations, etc. The estimated useful life of a patrol vehicle laptop is approximately 4-5 years. A modern and functional laptop for in-service vehicles is critical to aid public safety personnel in performing their duties. It is predicted that the average life of the laptop in Patrol Vehicle 46-7 will still be in optimal working condition. Therefore, there is no need to purchase a laptop for this fiscal year.

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 3 – FY 2025
Project Title: Police Patrol Laptop Replacement

First Year in the CIP: 2025
Project Category: Laptop Replacement
Department: Police

Project Description: The purpose of the police patrol vehicle laptop replacement program is to replace in-service laptop computers by the end of their estimated life. The Department will continue to use Toughbook laptop computers.

Project Justification and/or Need: In-service patrol vehicle laptops are used daily and are often operating 24 hours to access criminal justice information, complete incident reports, provide preparedness for incident command operations, etc. The estimated useful life of a patrol vehicle laptop is approximately 4-5 years. A modern and functional laptop for in-service vehicles is critical to aid public safety personnel in performing their duties. It is predicted that the average life of the laptop in Patrol Vehicle 46-4 will still be in optimal working condition. Therefore, there is no need to purchase a laptop for this fiscal year.

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 4 – FY 2026
Project Title: Police Patrol Laptop Replacement

First Year in the CIP: 2026
Project Category: Laptop Replacement
Department: Police

Project Description: The purpose of the police patrol vehicle laptop replacement program is to replace in-service laptop computers by the end of their estimated life. The Department will continue to use Toughbook laptop computers.

Project Justification and/or Need: In-service patrol vehicle laptops are used daily and are often operating 24 hours to access criminal justice information, complete incident reports, provide preparedness for incident command operations, etc. The estimated useful life of a patrol vehicle laptop is approximately 4-5 years. A modern and functional laptop for in-service vehicles is critical to aid public safety personnel in performing their duties. It is predicted that the average life of the laptop in Patrol Vehicle 46-2 will still be in optimal working condition. Therefore, there is no need to purchase a laptop for this fiscal year.

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 4 – FY 2026
Project Title: Police Patrol Laptop Replacement

First Year in the CIP: 2026
Project Category: Laptop Replacement
Department: Police

Project Description: The purpose of the police patrol vehicle laptop replacement program is to replace in-service laptop computers by the end of their estimated life. The Department will continue to use Toughbook laptop computers.

Project Justification and/or Need: In-service patrol vehicle laptops are used daily and are often operating 24 hours to access criminal justice information, complete incident reports, provide preparedness for incident command operations, etc. The estimated useful life of a patrol vehicle laptop is approximately 4-5 years. A modern and functional laptop for in-service vehicles is critical to aid public safety personnel in performing their duties. It is predicted that the average life of the laptop in Patrol Vehicle 46-7 will still be in optimal working condition. Therefore, there is no need to purchase a laptop for this fiscal year.

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 4 – FY 2026
Project Title: Police Patrol Laptop Replacement

First Year in the CIP: 2026
Project Category: Laptop Replacement
Department: Police

Project Description: The purpose of the police patrol vehicle laptop replacement program is to replace in-service laptop computers by the end of their estimated life. The Department will continue to use Toughbook laptop computers.

Project Justification and/or Need: In-service patrol vehicle laptops are used daily and are often operating 24 hours to access criminal justice information, complete incident reports, provide preparedness for incident command operations, etc. The estimated useful life of a patrol vehicle laptop is approximately 4-5 years. A modern and functional laptop for in-service vehicles is critical to aid public safety personnel in performing their duties. It is predicted that the average life of the laptop in Patrol Vehicle 46-4 will still be in optimal working condition. Therefore, there is no need to purchase a laptop for this fiscal year.

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 5 – FY 2027
Project Title: Police Patrol Laptop Replacement

First Year in the CIP: 2027
Project Category: Laptop Replacement
Department: Police

Project Description: The purpose of the police patrol vehicle laptop replacement program is to replace in-service laptop computers by the end of their estimated life. The Department will continue to use Toughbook laptop computers.

Project Justification and/or Need: In-service patrol vehicle laptops are used daily and are often operating 24 hours to access criminal justice information, complete incident reports, provide preparedness for incident command operations, etc. The estimated useful life of a patrol vehicle laptop is approximately 4-5 years. A modern and functional laptop for in-service vehicles is critical to aid public safety personnel in performing their duties. It is predicted that the average life of the laptop in Patrol Vehicle 46-2 will still be in working condition. Therefore, there is no need to purchase a laptop for this fiscal year.

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 5 – FY 2027
Project Title: Police Patrol Laptop Replacement

First Year in the CIP: 2027
Project Category: Laptop Replacement
Department: Police

Project Description: The purpose of the police patrol vehicle laptop replacement program is to replace in-service laptop computers by the end of their estimated life. The Department will continue to use Toughbook laptop computers.

Project Justification and/or Need: In-service patrol vehicle laptops are used daily and are often operating 24 hours to access criminal justice information, complete incident reports, provide preparedness for incident command operations, etc. The estimated useful life of a patrol vehicle laptop is approximately 4-5 years. A modern and functional laptop for in-service vehicles is critical to aid public safety personnel in performing their duties. It is predicted that the average life of the laptop in Patrol Vehicle 46-7 will still be in working condition. Therefore, there is no need to purchase a laptop for this fiscal year.

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 5 – FY 2027
Project Title: Police Patrol Laptop Replacement

First Year in the CIP: 2027
Project Category: Laptop Replacement
Department: Police

Project Description: The purpose of the police patrol vehicle laptop replacement program is to replace in-service laptop computers by the end of their estimated life. The Department will continue to use Toughbook laptop computers.

Project Justification and/or Need: In-service patrol vehicle laptops are used daily and are often operating 24 hours to access criminal justice information, complete incident reports, provide preparedness for incident command operations, etc. The estimated useful life of a patrol vehicle laptop is approximately 4-5 years. A modern and functional laptop for in-service vehicles is critical to aid public safety personnel in performing their duties. It is predicted that the average life of the laptop in Patrol Vehicle 46-7 will still be in working condition. Therefore, there is no need to purchase a laptop for this fiscal year.

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 6 – FY 2028
Project Title: Police Patrol Laptop Replacement

First Year in the CIP: 2028
Project Category: Laptop Replacement
Department: Police

Project Description: The purpose of the police patrol vehicle laptop replacement program is to replace in-service laptop computers by the end of their estimated life. The Department will continue to use Toughbook laptop computers.

Project Justification and/or Need: In-service patrol vehicle laptops are used daily and are often operating 24 hours to access criminal justice information, complete incident reports, provide preparedness for incident command operations, etc. The estimated useful life of a patrol vehicle laptop is approximately 4-5 years. A modern and functional laptop for in-service vehicles is critical to aid public safety personnel in performing their duties. It is predicted that the average life of the laptop in Patrol Vehicle 46-2 will be beyond efficient operational life, will be out of warranty, and is predicted to have consistent hardware issues that is not cost prohibitive for repairs or upgrades.

Project Impact/Benefit: A regular cycle of patrol vehicle laptop computer replacement keeps each vehicle computer that is in service in optimal condition. This helps to maintain officer safety and efficiency while they perform their duties.

Operational Fund Impact: This will reduce minor maintenance cost and/or emergency replacement purchase cost that can range from \$500 to \$4,500 per year.

Estimated Cost: The estimated cost for the replacement laptop computer is \$4,650 (which includes \$150 for the power adaptor).

Founding Source	Amount
<u>General Fund</u>	<u>\$4,650</u>
Total	\$4,650

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 6 – FY 2028
Project Title: Police Patrol Laptop Replacement

First Year in the CIP: 2028
Project Category: Laptop Replacement
Department: Police

Project Description: The purpose of the police patrol vehicle laptop replacement program is to replace in-service laptop computers by the end of their estimated life. The Department will continue to use Toughbook laptop computers.

Project Justification and/or Need: In-service patrol vehicle laptops are used daily and are often operating 24 hours to access criminal justice information, complete incident reports, provide preparedness for incident command operations, etc. The estimated useful life of a patrol vehicle laptop is approximately 4-5 years. A modern and functional laptop for in-service vehicles is critical to aid public safety personnel in performing their duties. It is predicted that the average life of the laptop in Patrol Vehicle 46-7 will still be in working condition but near the end of operational life. Therefore, there is no need to purchase a laptop for this fiscal year.

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 6 – FY 2028
Project Title: Police Patrol Laptop Replacement

First Year in the CIP: 2028
Project Category: Laptop Replacement
Department: Police

Project Description: The purpose of the police patrol vehicle laptop replacement program is to replace in-service laptop computers by the end of their estimated life. The Department will continue to use Toughbook laptop computers.

Project Justification and/or Need: In-service patrol vehicle laptops are used daily and are often operating 24 hours to access criminal justice information, complete incident reports, provide preparedness for incident command operations, etc. The estimated useful life of a patrol vehicle laptop is approximately 4-5 years. A modern and functional laptop for in-service vehicles is critical to aid public safety personnel in performing their duties. It is predicted that the average life of the laptop in Patrol Vehicle 46-4 will still be in working condition but near the end of operational life. Therefore, there is no need to purchase a laptop for this fiscal year.

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 2 – FY 2024
Project Title: Live Scan Finger Printing Station

First Year in the CIP: 2024
Project Category: Live Scan Fingerprinting Station
Department: Police



Project Description: The purpose of the Live Scan fingerprinting station program is to provide electronic-based fingerprinting for juvenile arrests needed for court, as well as fingerprinting for employment and professional licensing for the Department and the public. The Department will invest in a one-time purchase of a Live Scan fingerprint capture device that will be housed in the Department. The annual maintenance cost will be managed through the Department’s Contractual budget line.

Project Justification and/or Need: Providing timely and quality fingerprints is important in meeting criminal justice functions. The court requires immediate fingerprinting of juvenile arrests that must be sent electronically. Presently, we must coordinate with another police agency who has a Live Scan device to meet the court requirements. This practice is ineffective and time consuming for patrol officers. The public also comes to the police department to obtain fingerprinting for employment or for professional licensing applications. The current practice is to use manual fingerprinting with ink on a card. Often the fingerprints are of poor quality and are rejected by the FBI, thus resulting in re-fingerprinting the applicant. The Department uses fingerprinting for employment of police and fire personnel for the city as well. Again, the applicant must coordinate with another police agency to obtain their fingerprints.

Project Impact/Benefit: Having a Live Scan fingerprinting device will increase the efficiency and quality of criminal justice operations for the Department and improve customer service for the public.

Operational Fund Impact: This will be a one-time purchase for a Live Scan device with annual maintenance cost being absorbed through the Contractual budget line. The Department also charges the public for fingerprinting. The cost for this program will be recouped through these fees.

Estimated Cost: The estimated cost for the Live Scan device is \$8,285.

Founding Source	Amount
Annual Maintenance	(\$1,995) – paid through Contractual budget line
<u>General Fund</u>	<u>\$8,285</u>
Total	\$8,285

**City of Buchanan Police Department
Capital Improvement Program
For the fiscal years ending June 30, 2023-2028**

Program Fiscal Year: Year 2 – FY 2024
Project Title: In-Car Citation Printers

First Year in the CIP: 2024
Project Category: In-Car Citation Printers
Department: Police



Project Description: The purpose of the In-Car citation Printers program is to provide electronic-based printed citations for traffic and other offenses. The Department will invest in a one-time purchase of three (3) in-car citation printers that will be mount in the three primary patrol vehicles. The annual maintenance cost will be managed through the Department’s IT provider while the printing supplies (i.e., paper, replacement ink cartridges, etc.) will be managed through the Department’s Miscellaneous Supplies budget line.

Project Justification and/or Need: Providing correct, readable, and quality citations is important in meeting criminal justice functions. The State statute now requires citations issued to contain certain information that must be completed and provided to the court. Also, citations should be legible for the citation receiver, the court, and the police department. Presently, officers handwrite their citations on several carbonless copies. Unfortunately, the readability of the handwritten citation fades from the original to the last carbonless copy.

Project Impact/Benefit: Having an in-car citation printer will increase the efficiency and quality of issued citations and assure compliance with State and court requirements for criminal justice operations.

Operational Fund Impact: This will be a one-time purchase for three (3) in-car citation printers with annual maintenance cost being managed through the Department’s IT provider while the printing supplies (i.e., paper, replacement ink cartridges, etc.) will be managed through the Department’s Miscellaneous Supplies budget line.

Estimated Cost: The estimated cost for one in-car citation printer is \$795 and for three (3) devices the total cost is \$2,385.

Founding Source	Amount
Printing Supplies	(\$150) – paid through Miscellaneous Supplies budget line
<u>General Fund</u>	<u>\$2,385</u>
Total	\$2,385

City of Buchanan, County of Berrien

State of Michigan RESOLUTION 2023.01/01

Short Title: Municipality adoption of the 2022 Berrien County Multi-hazard, Multi-Jurisdictional Plan.

Purpose: A resolution to adopt the 2022 Hazard Mitigation Plan as a multi-jurisdictional plan.

Recitals:

WHEREAS, the United States Code, 44 CFR § 201.6, states the following: “A local government must have a mitigation plan approved pursuant to this section in order to receive HMGP project grants. A local government must have a mitigation plan approved pursuant to this section in order to apply for and receive mitigation project grants under all other mitigation grant programs1;” and,

WHEREAS, this municipality recognizes the importance of mitigating impacts of disaster hazards before these disasters strike; and,

WHEREAS, the County of Berrien invited this municipality to jointly develop the 2022 Hazard Mitigation Plan as a multi-jurisdictional effort; and,

WHEREAS, the public was invited to provide comment and their input into the plan throughout the drafting phase; and,

WHEREAS, the plan will be subject to final approval by the Federal Emergency Management Agency after the municipality formally adopts the plan.

Resolution:

NOW, THEREFORE, IT IS RESOLVED:

- Effective immediately, the City of Buchanan formally approves and adopts the Berrien County 2022 Hazard Mitigation Plan as this municipality’s Hazard Mitigation Plan, as required by 44 CFR § 201.6; and,
- This municipality is committed to incorporate the requirements of the mitigation plan into other planning mechanisms, such as our comprehensive or capital improvement plans, when appropriate.
- This municipality will monitor progress of the completion of assigned projects on an annual basis and commit to updating this plan before the year 2027.

Voting:

Yes

No

Abstain

Certification: I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City of Buchanan, County of Berrien, State of Michigan, at a Regular Meeting, held on the 9th day of January, 2023, and that said Meeting was conducted and public notice of said meeting was given, pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, and that the Minutes of said meeting were kept and will be or have been made available as required by said Act.

Kalla Langston, Clerk



City of Buchanan Police Department

Request for Purchase (RFP) Form

REQUESTOR Harvey Burnett	DEPARTMENT Police	DATE 12/28/2022
REQUESTOR TITLE Chief of Police	NAME OF DEPARTMENT HEAD (If not requestor) S/A Requestor	

ITEM REQUESTED FOR PURCHASE	
Item requested? 2023 Ford Police Interceptor Utility AWD	
Reason(s) for the RFP As noted in our CIP, this vehicle will replace primary patrol vehicle 46-2 (a 2015 Ford Police Interceptor) which now has over 100,000 miles and numerous mechanical/electrical issues, including daily jump starts. This vehicle is beyond its life expectancy for primary patrol deployment which also increases liability and safety risk for the public, officers, and the city.	
Is the item requested part of the Department's Capital Improvement Plan (CIP)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
CIP Project Title? Police Patrol Vehicle Replacement	
CIP Project Category? Vehicle Replacement	
CIP Project Fiscal Year? 2023	

VENDOR		
Name Signature Ford	Address 1960 E. Main St, Owosso, MI 48867	Phone (517) 625-5832
Quote from Vendor attached? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If not, why?		
Reason(s) for recommending this Vendor This vendor is highly experienced with government police vehicle fleet purchases and has been our source of police vehicle purchases for over 10 years.		
Two additional quotes attached? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If not, why?		

Item	Description	Quantity	Cost per unit	Total
1	2023 Ford Police Interceptor Utility AWD in Black	1	\$46,080	\$46,080
			TOTAL	\$46,080

Additional Information
 This vehicle will be purchased through a 3-year lease program. Please note that it is approximately 30 weeks or more, before we can obtain the vehicle if at all for a 2023 model. Thus, the order must be done ASAP. I have also attached the quote for the purchase of the necessary equipment from SMR Communications to outfit the vehicle once it arrives which is estimated at \$9,444.70. This was included in our CIP.



September 21, 2022

Buchanan Police Department
Attn: Chief Harvey J. Burnett, Jr.
107 West Front Street
Buchanan, MI 49107

Dear Chief Harvey J. Burnett, Jr.:

Price on 2023 Vehicle Macomb County Contract Bid# 21-18:

2023 Ford Police Interceptor Utility AWD in Black \$46,080.00 ea

Service Contract: 36,000 miles or 36 months factory bumper to bumper warranty and 100,000 miles or 60 months powertrain warranty.

Delivery date: TBD.

Order Cutoff Date: Order Bank Stock.

Ford Motor Company does not guarantee delivery---Ford Motor Company will make reasonable efforts to schedule orders received prior to fleet order cut-off date.

Payment requirements: All departments to pay on delivery of vehicle. 10-day grace period will be given if previous arrangements have been made. An \$8.00 per day floor plan will be charged if payment is not at the dealership within 10 days of delivery of the vehicle (s).

If you have any questions please call me, 888-92-Fleet (888-923-5338).

Respectfully Submitted,

Bill Campbell

Bill Campbell
Government & Fleet Sales

Macomb County Bid Price
(Bid #21-18, MY2020) in the
State of Michigan
2023 Utility Police Interceptor
Major Standard Equipment

MECHANICAL

- Axle Ratio – 3.73 (AWD)
 - Brakes – 4-Wheel Heavy-Duty Disc w/H.D. Front and Rear Calipers
 - Column Shifter
 - DC/DC converter – 220-Amp (in lieu of alternator)
 - Drivetrain – All-Wheel-Drive
 - Electric Power-Assist Steering (EPAS) – Heavy-Duty
 - Engine – 3.3L V6 Direct-Injection Hybrid Engine System
 - Engine – 3.3L V6 Direct-Injection FFV with 10-Speed Automatic Transmission (136-MPH Top Speed)
- Note: Deletes Regenerative Braking and Lithium-Ion Battery Pack; adds 250-Amp Alternator, replaces H7 AGM battery (800 CCA/80-amp) with H7 SLI battery (730 CCA/80-amp) and replaces 19-gallon tank with 21.4-gallon tank
- Engine – 3.0L V6 EcoBoost® with 10-Speed Automatic Transmission – (148-MPH Top Speed)
- Note: Deletes Regenerative Braking and Lithium-Ion Battery Pack; adds 250-Amp Alternator, replaces H7 AGM battery (800 CCA/80-amp) with H7 SLI battery (730 CCA/80-amp) and replaces 19-gallon tank with 21.4-gallon tank
- Engine Hour Idle Meter
 - Engine Hour Meter
 - Engine Oil Cooler
 - Fuel Tank – 19-gallons
 - H7 AGM Battery (800 CCA/80-amp)
 - Lithium-Ion Battery Pack
 - Suspension – independent front & rear
 - Transmission – 10-speed automatic

EXTERIOR

- Antenna, Roof-mounted
- Cladding – Lower bodyside cladding MIC
- Door Handles – Black (MIC)
- Exhaust True Dual (down-turned)
- Front-Door-Lock Cylinders (Front Driver / Passenger / Liftgate)
- Glass – 2nd Row, Rear Quarter and Liftgate Privacy Glass
- Grille – Black (MIC)
- Headlamps – Automatic, LED Low-and-High-Beam

Note: Includes Front Headlamp / Police Interceptor Housing (with LED wig-wag feature)

— Pre-drilled hole for side marker police use, does not include LED strobe, but includes LED wig-wag functionality (eliminates need to drill housing assemblies and provides LED wig-wag feature)

— Pre-molded side warning LED holes with standard sealed capability (does not include LED installed lights)

— Wig-wag default is traditional ping-pong pattern; can be programmed to triple-burst pattern or ping-pong / triple-burst

Note: Must be wired to vehicle's light controller to enable wig-wag functionality; recommend Ready for the Road Package (67H) or Ultimate Wiring Package (67U)

- Liftgate – Manual 1-Piece – Fixed Glass w/Door-Lock Cylinder
- Mirrors – Black Caps (MIC), Power Electric Remote, Manual Folding with Integrated Spotter (integrated blind spot mirrors not included when equipped with BLIS®)
- Spare – Full size 18" Tire w/TPMS
- Spoiler – Painted Black
- Tailgate Handle – (MIC)
- Tail lamps – LED
- Tires – 255/60R18 A/S BSW
- Wheel-Lip Molding – Black (MIC)
- Wheels – 18" x 8.0 painted black steel with wheel hub cover
- Windshield – Acoustic Laminated

INTERIOR/COMFORT

- Cargo Hooks
 - Climate Control – Dual-Zone Electronic Automatic Temperature Control (DEATC)
 - Door-Locks
- Power
- Rear-Door Handles and Locks Operable
- Fixed Pedals (Driver Dead Pedal)
 - Floor – Flooring – Heavy-Duty Thermoplastic Elastomer
 - Glove Box – Locking/non-illuminated
 - Grab Handles – (1 – Front-passenger side, 2-Rear)

INTERIOR/COMFORT (continued)

- Liftgate Release Switch located in overhead console (45 second timeout feature)
 - Lighting
- Overhead Console
- Red/White Task Lighting in Overhead Console
- 3rd row overhead map light
 - Mirror – Day/night Rear View
 - Particulate Air Filter
 - Powerpoints – (1) First Row
 - Rear-door closeout panels
 - Rear-window Defrost
 - Scuff Plates – Front & Rear
 - Seats

— 1st Row Police Grade Cloth Trim, Dual Front Buckets with reduced bolsters

— 1st Row – Driver 6-way Power track (fore/aft. Up/down, tilt with manual recline, 2-way manual lumbar)

— 1st Row – Passenger 2-way manual track (fore/aft. with manual recline)

— Built-in steel intrusion plates in both driver/passenger seatbacks

— 2nd Row Vinyl, 35/30/35 Split Bench Seat (manual fold-flat, no tumble) – fixed seat track
 - Speed (Cruise) Control
 - Speedometer – Calibrated (includes digital readout)
 - Steering Wheel – Manual / Tilt / Telescoping, Urethane wheel finish w/Silver Painted Bezels with Speed Controls and 4-user configurable latching switches
 - Sun visors, color-keyed, non-illuminated
 - Universal Top Tray – Center of I/P for mounting aftermarket equipment
 - Windows, Power, 1-touch Up/Down Front Driver/Passenger-Side with disable feature

SAFETY/SECURITY

- AdvanceTrac® w/RSC® (Roll Stability Control™)
- Airbags, dual-stage driver & front-passenger, side seat, passenger-side knee, Roll Curtain Airbags and Safety Canopy®
- Anti-Lock Brakes (ABS) with Traction Control
- Brakes – Police calibrated high-performance regenerative braking system
- Belt-Minder® (Front Driver / Passenger)
- Child-Safety Locks (capped)
- Individual Tire Pressure Monitoring System (TPMS)
- LATCH (Lower Anchors and Tethers for Children) system on rear outboard seat locations
- Rearview Camera with Washer viewable in 4.2" center stack.
- Seat Belts, Pretensioner/Energy-Management System w/adjustable height in 1st Row
- SOS Post-Crash Alert System™

FUNCTIONAL

- Audio
- AM/FM / MP3 Capable / Clock / 4-speakers
- Bluetooth® interface
- 4.2" Color LCD Screen Center-Stack "Smart Display"
- Note: Standard radio does not include USB Port or Aux. Audio Input Jack; Aux. Audio Input Jack requires SYNC 3®
- Easy Fuel® Capless Fuel-Filler
 - Ford Telematics™ – Includes Ford Modem and complimentary 2-year trial subscription
 - Front door tether straps (driver/passenger)
 - Power pigtail harness
 - Recovery Hooks; two in front and trailer bar in rear
 - Simple Fleet Key (w/o microchip, easy to replace; 4-keys)
 - Two-way radio pre-wire
 - Two (2) 50 amp battery ground circuits – power distribution junction block (behind 2nd row passenger seat floorboard)
 - Wipers – Front Speed-Sensitive Intermittent; Rear Dual Speed Wiper Wipers – Front

WARRANTY

- 3 Year / 36,000 Miles Bumper / Bumper
 - 8 Year / 100,000 Miles Hybrid Unique Components
- POWERTRAIN CARE EXTENDED SERVICE PLAN**
- 5-year/100,000-mile Powertrain CARE Extended Service Plan (zero deductible) – Standard

Police Interceptor Utility Base Prices

<input checked="" type="checkbox"/>	Utility All Wheel Drive (3.3L V6 Direct-Injection FFV, 136 MPH, 99B/44U) K8A/500A	\$41,610.00
<input type="checkbox"/>	Utility All Wheel Drive (3.0L V6 EcoBoost, 148 MPH, 99C/44U) K8A/500A	\$44,984.00
<input type="checkbox"/>	Utility All Wheel Drive (3.3L V6 Direct-Injection Hybrid Eng., 136 MPH, 99W/44B) K8A/500A	\$44,136.00

<u>VEHICLE COLOR: Order Code</u>	<u>Interior Trim Color</u>	
	<u>Charcoal Black (96)</u>	
Arizona Beige Metallic Clearcoat	[E3]	[]
Medium Brown Metallic	[BU]	[]
Dark Toreador Red Metallic	[JL]	[]
Dark Blue	[LK]	[]
Royal Blue	[LM]	[]
Light Blue Metallic	[LN]	[]
Vermillion Red	[E4]	[]
Smokestone Metallic	[HG]	[]
Silver Grey Metallic	[TN]	[]
Iconic Silver Metallic	[JS]	[]
Agate Black	[UM]	[x]
Oxford White	[YZ]	[]
Blue Metallic	[FT]	[]
Sterling Grey Metallic	[UJ]	[]
Medium Titanium Metallic	[YG]	[]
Carbonized Grey	[M7]	[]

INTERCEPTOR OPTIONAL FEATURES:

<u>Flooring/Seats</u>	<u>Code</u>	<u>\$Cost</u>
<input type="checkbox"/> 1st and 2nd row carpet floor covering	16C	125.00
<input type="checkbox"/> 2nd Row Cloth Seats	F6/ 88F	60.00
<input type="checkbox"/> Power passenger seat (6-way) w/manual recline and lumbar	87P	325.00
<input type="checkbox"/> Rear Console Plate (Not available with Interior Upgrade Pkg – 65U)	85R	45.00
<input checked="" type="checkbox"/> Interior Upgrade Package	65U	390.00

- 1st and 2nd Row Carpet Floor Covering
 - Cloth Seats – Rear
 - Center Floor Console less shifter w/unique Police console finish plate
 - Includes Console and Top Plate with 2 cup holders
 - Floor Mats, front and rear (carpeted)
 - Deletes the standard console mounting plate (85D)
 - SYNC® 3
 - Enhanced Voice Recognition Communications and Entertainment System
 - 4.2" Color LCD Screen Center-Stack "Smart Display"
 - AppLink®
 - 911 Assist®
- Note:** SYNC® AppLink® lets you control some of your favorite compatible mobile apps with your voice. It is compatible with select smartphone platforms.

<u>Lamps/Lighting</u>	<u>Code</u>	<u>\$Cost</u>
<input checked="" type="checkbox"/> Dark Car Feature – Courtesy lamp disable when any door is opened	43D	20.00
<input type="checkbox"/> Daytime Running Lamps	942	45.00
<input type="checkbox"/> Side Marker Lights in Skull Caps	63B/60A	340.00
<input type="checkbox"/> Rear Quarter Glass Side Marker Lights	63L	575.00
<input type="checkbox"/> Front Warning Auxiliary Light (Driver side – Red / Passenger side – Blue)	21L/60A	600.00
<input type="checkbox"/> Rear Auxiliary Liftgate Lights (Red/Blue LED Lights; located beneath liftgate glass in applique panel)	43A	395.00
<input type="checkbox"/> Front Interior Windshield Warning Lights (Red/Blue with take down)	96W	1145.00
<input type="checkbox"/> Rear Spoiler Traffic Warning Light	96T	1495.00
<input type="checkbox"/> Dome Lamp – Red/White in Cargo Area	17T	50.00
<input type="checkbox"/> Pre-wiring for grille lamp, siren, and speaker	60A	50.00
<input type="checkbox"/> Spot Lamp – Driver Only (LED Bulbs) (Unity)	51R	395.00
<input type="checkbox"/> Spot Lamp – Driver Only (LED Bulbs) (Whelen)	51T	420.00
<input checked="" type="checkbox"/> Spot Lamp – Dual (driver and passenger) (LED Bulbs) (Unity)	51S	620.00
<input type="checkbox"/> Spot Lamp – Dual (driver and passenger) (LED Bulbs) (Whelen)	51V	665.00

Body

[] Glass – Solar Tint 2nd and 3rd Row (Deletes Privacy Glass)	92G	120.00
[] Glass – Solar Tint 2nd Row (Privacy Glass on Rear Quarter and Liftgate Window)	92R	85.00
[] Deflector Plate	76D	335.00

Wheels

[] Wheel Covers (18" Full Face Wheel Cover)	65L	60.00
[] 18" Painted Aluminum Wheel	64E	475.00

Misc

[] Engine Block Heater	41H	90.00
[x] License Plate Bracket – Front	153	N/C
[] Badge Delete (Police Interceptor Badge Only)	16D	N/C
[] 100 Watt Siren/Speaker (includes bracket and pigtail)	18X	300.00
[] Aux Air Conditioning	17A	610.00
[x] Noise Suppression Bonds (Ground Straps)	60R	100.00
[] OBD-II Split Connector – Allows up to 2 devices to be connected to the vehicle's OBD-II port	61B	55.00

Audio/Video

[] Rear View Camera (Includes Electrochromic Rear View Mirror – Video is displayed in rear view mirror)	87R	N/C
Note: This option would replace the camera that comes standard in the 4" center stack area.		
[] Rear Camera On-Demand – allows driver to enable rear camera on-demand	19V	230.00

Doors/Windows

[x] Global Lock / Unlock feature (Door-panel switches will lock/unlock all doors and rear liftgate. Eliminates the overhead console liftgate unlock switch) ***** OLD STYLE REAR HATCH LOCK / UNLOCK *****	18D	N/C
[] Hidden Door Lock Plunger, Rear Door Handle and Rear Windows Inoperable	52P	160.00
[x] Rear Door Handles Inoperable/Locks Inoperable and Rear Windows Inop.	68G	75.00
[] Lock system; Single Key/All Vehicles Keyed Alike	59_	50.00
Keyed Alike 1284x= 59B Keyed Alike 1294x= 59C Keyed Alike 0135x= 59D		
Keyed Alike 1435x= 59E Keyed Alike 0576x= 59F Keyed Alike 0151x= 59G		
Keyed Alike 1111x= 59J		

Safety & Security

[] Ballistic Door Panels – Driver Front Door Only (Level 3)	90D	1585.00
[] Ballistic Door Panels – Driver & Pass Front Doors (Level 3)	90E	3170.00
[] Ballistic Door Panels – Driver Front Door Only (Level 4+)	90F	2415.00
[] Ballistic Door Panels – Driver & Pass Front Doors (Level 4+)	90G	4830.00
[] BLIS® – Blind Spot Monitoring with Cross Traffic Alert	55B/54Z	545.00
[] Police Perimeter Alert – detects motion in an approximately 270-degree radius on sides and back of vehicle; if movement is determined to be a threat, chime will sound at level I. Doors will lock and windows will automatically go up at level II. Includes visual display in instrument cluster with tracking.	68B	675.00
[] Pre-Collision Assist with Pedestrian Detection (includes Forward Collision Warning and Automatic Emergency Braking and unique disable switch for Law Enforcement use) Note: Not available with option 96W	76P	145.00
[x] Mirrors– Heated, Non BLIS	549	60.00
[] Lockable Gas Cap for Easy Fuel Capless Fuel-Filler	19L	20.00
[] Perimeter Anti-Theft Alarm – Activated by Hood, Door, or Decklid	593/55F	460.00
[] Remote Keyless Entry w/4 Key Fobs (w/o Keypad)	55F	340.00
[] Police Engine Idle Feature	47A	260.00
[] Extra Key \$6.00x___=	Parts	6.00 ea
[] Remote Starter (Must Order Keyless Entry 55F)	Parts	550.00
[] Reverse Sensing	76R	275.00
[] Class III Trailer Tow Lighting Package (4-pin and 7-pin connectors and wiring)	52T	80.00
[] H8 AGM Battery (900 CCA/92-amp)	19K	110.00
[] Gun Vault (Not Available with (17A) Aux Air Conditioning)	63V	245.00

<p>[] <u>12.1" Integrated Computer Screen</u></p> <ul style="list-style-type: none"> • Includes 12.1" touchscreen display in center stack and allows for operation of laptop in remote location to free up cabin space in front passenger area • Includes Audio Video extender (AVX) box, (2) AVX cables, (2) USB cables and (1) HDMI cable • Includes SYNC 3 ® 	<p>47E</p>	<p>2745.00</p>
<p>[] <u>Front Headlamp Lighting Solution</u></p> <ul style="list-style-type: none"> • Includes LED Low beam/High beam headlamp, Wig-wag function and Red/Blue/White LED side warning lights (driver's side White/Red / passenger side White/Blue) • Includes pre-wire for grille LED lights, siren and speaker (60A) • Wiring, LED lights included. Controller "not" included <p>Note: Not available with option: 67H Note: Recommend using Ultimate Wiring Package (67U)</p>	<p>66A</p>	<p>895.00</p>
<p>[] <u>Police Wire Harness Connector Kit – Front/Rear</u></p> <p>For connectivity to Ford PI Package solutions includes:</p> <ul style="list-style-type: none"> • Front <ul style="list-style-type: none"> – (2) Male 4-pin connectors for siren – (5) Female 4-pin connectors for lighting/siren/speaker – (1) 4-pin IP connector for speakers – (1) 4-pin IP connector for siren controller connectivity – (1) 8-pin sealed connector – (1) 14-pin IP connector • Rear <ul style="list-style-type: none"> – (2) Male 4-pin connectors for siren – (5) Female 4-pin connectors for lighting/siren/speaker – (1) 4-pin IP connector for speakers – (1) 4-pin IP connector for siren controller connectivity – (1) 8-pin sealed connector – (1) 14-pin IP connector <p>Note: Note:See Upfitters guide for further detail www.fordpoliceinterceptorupfit.com</p>	<p>67V</p>	<p>185.00</p>
<p>[] <u>Tail lamp/Police Interceptor Housing Only</u></p> <ul style="list-style-type: none"> • Pre-existing holes with standard twist lock sealed capability (does not include LED Strobe lights) (eliminates need to drill housing assemblies) <p>Note: Not available with options: 66B and 67H</p>	<p>86T</p>	<p>60.00</p>
<p>[] <u>Tail Lamp Lighting Solution</u></p> <ul style="list-style-type: none"> • Includes LED lights plus two (2) rear integrated hemispheric lighthouse white LED side Warning lights in taillamps • LED lights only. Wiring, controller "not" included <p>Note: Not available with option: 67H Note: Recommend using Ultimate Wiring Package (67U)</p>	<p>66B</p>	<p>430.00</p>
<p>[] <u>Rear Lighting Solution</u></p> <ul style="list-style-type: none"> • Includes two (2) backlit flashing linear high-intensity LED lights (driver's side red / passenger side blue) mounted to inside liftgate glass • Includes two (2) backlit flashing linear high-intensity LED lights (driver's side red / Passenger side blue) installed on inside lip of liftgate (lights activate when liftgate is open) • LED lights only. Wiring, controller "not" included <p>Note: Not available with option: 67H Note: LED lights only – does "not" include wiring or controller Note: Recommend using Ultimate Wiring Package (67U)</p>	<p>66C</p>	<p>455.00</p>
<p>[] <u>Ultimate Wiring Package</u></p> <ul style="list-style-type: none"> • Rear console mounting plate (85R) – contours through 2nd row; channel for wiring • Pre-wiring for grille LED lights, siren and speaker (60A) • Wiring harness I/P to rear cargo area (overlay) <ul style="list-style-type: none"> – Two (2) light cables – supports up to six (6) LED lights (engine compartment/grille) – One (1) 10-amp siren/speaker circuit engine cargo area • Rear hatch/cargo area wiring – supports up to six (6) rear LED lights • Does "not" include LED lights, side connectors or controller – Recommend Police Wire Harness Connector Kit 67V <p>Note: Not available with options: 65U, 67H</p>	<p>67U</p>	<p>560.00</p>

Ready for the Road Package All-in Complete Package 67H 3595.00
All-in Complete Package – Includes Police Interceptor Packages: 66A, 66B, 66C, plus
• Whelen Cencom Light Controller Head with dimmable backlight
• Whelen Cencom Relay Center / Siren / Amp w/Traffic Advisor control (mounted behind 2nd row seat)
• Light Controller / Relay Cencom Wiring (wiring harness) w/additional input/output pigtails
• High current pigtail
• Whelen Specific WECAN Cable (console to cargo area) connects Cencom to Control Head
• Pre-wiring for grille LED lights, siren and speaker (60A)
• Rear console plate (85R) – contours through 2nd row; channel for wiring
• Grille linear LED Lights (Red / Blue) and harness
• 100-Watt Siren / Speaker
• Hidden Door-Lock Plunger w/Rear-door controls inoperable (locks, handles and windows) (52P)
Note: Not available with options: 66A, 66B, 66C, 67U and 65U

Extended Warranty Option's (\$0.00 Deductible) 100,000 Mile Coverage
 5-Year Premium Care Warranty (500 Plus Components Coverage) 2745.00

Total Price \$46,080.00 ea

Hi-Tech/SMR Communications

255 Bell Road, Suite "A"
 Niles, Michigan 49120
 (269) 683-7451/800-647-2346
 FAX: (269) 683-7453

QUOTATION

Date: 10/24/2022

Quotation Number:

For: Buchanan City Police Dept

We are pleased to submit the following quotation:

Job Description: **Ford 2023 Police Equipment**

EQUIPMENT AND ACCESSORIES:

QTY	MODEL	DESCRIPTION	PRICE	TOTAL
1	Fsbar	Federal Signal LED Lightbar with Take down and Alley Includes Serial Bus Controller with flying Leads	\$1,785.00	\$1,785.00
1	Console	Havis Shields Radio Console Includes mounting panels for Siren/Lightbar Controller and Two-Way Mobile Radio-Cupholder	\$548.90	\$548.90
1	Laptop	Laptop Mount (Floor mount only-Docking Station must be ordered separately)	\$536.10	\$536.10
1	Gunlock	Shotgun and AR-15 Between the Seats Gun Lock	\$589.85	\$589.85
1	Part	Prisoner Partition for Ford Interceptor	\$885.00	\$885.00
1	Seat	Plastic Seat for Ford Interceptor with Rear Partition	\$1,545.35	\$1,545.35
1	Coax	Radio Coax Kit with Connector for Radio	\$48.50	\$48.50
1	NX5900	Kenwood 35 Watt 700/800MHz Mobile Radio with Power Cord, Mic, Mounting Bracket Note: State of Michigan Contract Pricing on Radio	\$1,896.00	\$1,896.00
1	PGM	Programming of State provided file into Radio-Configuration per customers requirements (Scan, Button Placement) Note: Laptop Docking Station IS NOT included in this quote. I can quote one, but need the Laptop Model and features for station you desire to quote.....	\$45.00	\$45.00
<i>Equipment and Accessories Total</i>				\$7,879.70

LABOR:

UNIT	DESCRIPTION	CHARGES	TOTAL
1	Labor to install the above equipment, as well as remove camera, and antennas from the old car-Remount modems in new vehicle	\$1,250.00	\$1,250.00

Prepared by: Mike Ruedinger
 President

Accepted by: _____

<i>Labor Total</i>	\$1,250.00
<i>Sub Total</i>	\$9,129.70
<i>Michigan Sales Tax</i>	Exempt
<i>Shipping & Handling</i>	\$315.00
Quotation Grand Total	\$9,444.70



Preview Order 1122 - K8A - Police Inter Utility AWD: Order Summary Time of Preview: 12/16/2022 14:46:55 Receipt: 12/5/2022

Dealership Name: Three Oaks Ford

Sales Code : F48591

Dealer Rep.	David Simmons	Type	Fleet	Vehicle Line	Explorer	Order Code	1122
Customer Name	HATZALAH	Priority Code	C4	Model Year	2023	Price Level	320

DESCRIPTION	MSRP	DESCRIPTION	MSRP
K8A0 POLICE INTER UTILITY AWD	\$47165	WIRING GRILL/LAMP/SIREN/SPKRS	\$50
.119 INCH WHEELBASE	\$0	18" PAINTED ALUMINUM WHEELS	\$475
TOTAL BASE VEHICLE	\$47165	INTERIOR UPGRADE PACKAGE	\$390
OXFORD WHITE	\$0	.1ST AND 2ND ROW CARPET FLR	\$0
CLOTH BUCKETS/CLOTH REAR SEATS	\$0	.SYNC 3	\$0
EBONY INTERIOR	\$0	TAIL LAMP LIGHTING SOLUTION	\$430
EQUIPMENT GROUP 500A	\$0	REAR DR HNDL AND LOCKS INOPR	\$0
3.3L TI-VCT V6 FFV ENGINE	\$-2830	REVERSE SENSING SYSTEM	\$275
10-SPEED AUTO TRANSMISSION	\$0	FRONT CNSL MOUNTING PLATE -DEL	\$0
HID PLUNG W/R HNDL INOPERABLE	\$160	REAR TAILLAMP HOUSING	\$0
AUX CLIMATE CONTROL	\$610	FLEX-FUEL CAPABILITY	\$0
50 STATE EMISSIONS	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
POLICE ENGINE IDLE FEATURE	\$260	FUEL CHARGE	\$0
SPOT LAMP LED DUAL - WHELEN	\$665	PRICED DORA	\$0
KEYLESS ENTRY - 4 FOBS	\$340	ADVERTISING ASSESSMENT	\$0
4G LTE WI-FI HOTSPOT CREDIT	\$-20	DESTINATION & DELIVERY	\$1495
TOTAL BASE AND OPTIONS			MSRP \$49465
DISCOUNTS			NA
TOTAL			\$49465

ORDERING FIN: QG129 END USER FIN: QG129

Customer Name:	Customer Email:
Customer Address:	Customer Phone:
<hr/>	
Customer Signature	Date

This is not an invoice.

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG
		AMENDED BUDGET	12/31/2022	MONTH 12/31/2022	BALANCE	USED
Fund 101 - GENERAL						
Revenues						
Dept 000.000						
101-000.000-400.012	TRANSFER FROM PAYROLL	0.00	0.00	0.00	0.00	0.00
101-000.000-400.014	DDA REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
101-000.000-401.003	TRANSFER FR PERP CARE-INTEREST	0.00	0.00	0.00	0.00	0.00
101-000.000-401.005	TRANSFER FROM WATER & SEWER	5,800.00	0.00	0.00	5,800.00	0.00
101-000.000-401.006	TRANSFER FROM FAPCO	0.00	0.00	0.00	0.00	0.00
101-000.000-401.011	TRANS-STREET REPAIR & MAINT.	115,000.00	0.00	0.00	115,000.00	0.00
101-000.000-401.045	TRANSFER FROM REPAIR & DEMO	0.00	0.00	0.00	0.00	0.00
101-000.000-401.046	TRANSFER FROM CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00
101-000.000-402.000	REAL PROPERTY TAXES	1,654,320.00	1,561,616.02	0.00	92,703.98	94.40
101-000.000-412.000	LOST PERSONAL PROPERTY TAX REV	70,000.00	55,505.75	0.00	14,494.25	79.29
101-000.000-414.000	P.I.L.O.T.	49,404.00	0.00	0.00	49,404.00	0.00
101-000.000-415.000	EMERGENCY RESPONSE FEE PILOT	20,000.00	0.00	0.00	20,000.00	0.00
101-000.000-417.000	DELINQUENT PERSONAL PROPERTY	1,100.00	0.00	0.00	1,100.00	0.00
101-000.000-418.000	DAR ADMIN REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
101-000.000-420.000	SAFER GRANT REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
101-000.000-421.000	GRANTS & SPECIAL PROJECTS	575,000.00	5,000.00	0.00	570,000.00	0.87
101-000.000-423.000	MDNR TF TRAIL GRANT	0.00	0.00	0.00	0.00	0.00
101-000.000-424.000	WELLHEAD PROTECTION GRANT	0.00	0.00	0.00	0.00	0.00
101-000.000-425.000	WATERSHED GRANT	0.00	0.00	0.00	0.00	0.00
101-000.000-426.000	SAW GRANT REVENUE	0.00	0.00	0.00	0.00	0.00
101-000.000-437.000	INDUSTRIAL FACILITY TAX	366.00	0.00	0.00	366.00	0.00
101-000.000-445.000	PENALTY & INTEREST - TAXES	11,000.00	9,232.80	0.00	1,767.20	83.93
101-000.000-452.000	FRANCHISE FEE - CABLE	48,900.00	22,149.41	0.00	26,750.59	45.30
101-000.000-457.000	MEDICAL MARIHUANA PERMITS	205,000.00	25,250.00	0.00	179,750.00	12.32
101-000.000-477.000	BUILDING PERMITS	51,500.00	10,064.84	0.00	41,435.16	19.54
101-000.000-482.000	MISCELLANEOUS LICENSE-PERMITS	30,000.00	8,626.00	0.00	21,374.00	28.75
101-000.000-563.000	DISTRICT LIBRARY ADMIN FEE	0.00	0.00	0.00	0.00	0.00
101-000.000-570.000	MEDICAL MARIJUANA STATE REV.	300,000.00	2,681.11	0.00	297,318.89	0.89
101-000.000-575.000	STATE-STATUTORY SALES (INCOME)	214,182.00	37,471.00	0.00	176,711.00	17.49
101-000.000-576.000	STATE-CONSTITUTIONAL SALES TAX	403,152.00	85,963.00	0.00	317,189.00	21.32
101-000.000-577.000	STATE SHARED LIQUOR LICENSE	3,200.00	3,186.15	0.00	13.85	99.57
101-000.000-578.000	MI USE TAX REVENUE	1,764.00	0.00	0.00	1,764.00	0.00
101-000.000-579.000	LOCAL STABILIZARION STATE REV	44,092.00	0.00	0.00	44,092.00	0.00
101-000.000-580.000	COVID GRANT REVENUE	0.00	0.00	0.00	0.00	0.00
101-000.000-599.000	LEHMANS ORCHARD ANNUAL PAYMENT	8,666.00	0.00	0.00	8,666.00	0.00
101-000.000-618.000	ADMINISTRATION FEE - TAXES	43,415.00	57,973.72	0.00	(14,558.72)	133.53
101-000.000-632.000	VETERANS CIRCLE CEMETERY FEE	0.00	0.00	0.00	0.00	0.00
101-000.000-633.000	FOUNDATIONS - CEMETERY	5,820.00	4,547.20	0.00	1,272.80	78.13
101-000.000-634.000	GRAVE OPENINGS	30,900.00	10,836.00	0.00	20,064.00	35.07
101-000.000-635.000	CEMETERY TENT SERVICE	515.00	400.00	0.00	115.00	77.67
101-000.000-636.000	COLUMBARIUM & PLAQUE	1,442.00	1,050.00	0.00	392.00	72.82
101-000.000-640.000	VAULT SETTING FEES	4,223.00	1,100.00	0.00	3,123.00	26.05
101-000.000-641.000	WEEDS/SNOW	4,326.00	4,332.00	0.00	(6.00)	100.14
101-000.000-643.000	SALES - CEMETERY LOTS	15,965.00	7,618.75	0.00	8,346.25	47.72
101-000.000-644.000	COPIES	283.00	241.25	0.00	41.75	85.25
101-000.000-645.000	SALES - SURPLUS PROPERTY	210,000.00	0.00	0.00	210,000.00	0.00
101-000.000-651.000	CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
101-000.000-657.000	PARKING VIOLATIONS	4,841.00	2,170.00	50.00	2,671.00	44.83
101-000.000-660.000	ORDINANCE VIOLATIONS 5TH DIST	1,545.00	317.52	0.00	1,227.48	20.55
101-000.000-665.000	INTEREST EARNED - INVESTMENTS	30,900.00	4,618.68	0.00	26,281.32	14.95
101-000.000-674.000	BUCHANAN REDBUD CITY CENTER	3,000.00	520.57	(140.00)	2,479.43	17.35
101-000.000-675.000	EDGEWATER LEASE PAYMENTS	0.00	0.00	0.00	0.00	0.00
101-000.000-677.000	ACCIDENT REPORTS	2,500.00	11.00	0.00	2,489.00	0.44
101-000.000-678.000	SCHOOL GUARDS	13,390.00	6,674.47	1,686.28	6,715.53	49.85
101-000.000-683.004	RETIREE INSURANCE REIMBURSEMET	200.00	0.00	0.00	200.00	

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 12/31/2022	ACTIVITY FOR MONTH 12/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL						
Revenues						
101-000.000-687.000	EMPLOYEE CO-PAY INSURANCE	6,800.00	0.00	0.00	6,800.00	0.00
101-000.000-689.001	CASH OVER/SHORT	0.00	(0.04)	0.00	0.04	100.00
101-000.000-690.000	WORKMENS COMP. INSURANCE	15,450.00	6,178.11	0.00	9,271.89	39.99
101-000.000-691.000	MISCELLANEOUS REVENUE/DONATION	50,000.00	80,746.10	12,000.00	(30,746.10)	161.49
101-000.000-692.001	PARK & REC REVENUE	2,500.00	395.00	0.00	2,105.00	15.80
101-000.000-695.000	PROCEEDS FROM LONG-TERM DEBT	0.00	0.00	0.00	0.00	0.00
Total Dept 000.000		4,260,461.00	2,016,476.41	13,596.28	2,243,984.59	47.33
TOTAL REVENUES		4,260,461.00	2,016,476.41	13,596.28	2,243,984.59	47.33
Expenditures						
Dept 000.000						
101-000.000-700.012	TRANSFER TO PAYROLL	0.00	0.00	0.00	0.00	0.00
Total Dept 000.000		0.00	0.00	0.00	0.00	0.00
Dept 101.000 - CITY COMMISSION						
101-101.000-700.022	TRANS TO W&S	0.00	0.00	0.00	0.00	0.00
101-101.000-706.001	SALARIES-FULL TIME	0.00	2,545.00	0.00	(2,545.00)	100.00
101-101.000-706.005	SALARIES-PART TIME	10,500.00	44.04	0.00	10,455.96	0.42
101-101.000-715.000	FRINGE BENEFITS	1,545.00	236.67	42.02	1,308.33	15.32
101-101.000-730.000	POSTAGE	0.00	0.00	0.00	0.00	0.00
101-101.000-805.000	MARKETING PLAN	1,000.00	1,252.57	832.57	(252.57)	125.26
101-101.000-818.000	CONTRACTUAL	37,500.00	17,464.85	0.00	20,035.15	46.57
101-101.000-826.000	LEGAL FEES	52,000.00	24,101.73	3,802.56	27,898.27	46.35
101-101.000-831.000	MEMBERSHIP AND DUES	2,500.00	5,000.00	5,000.00	(2,500.00)	200.00
101-101.000-855.000	SAFER GRANT EXPENSES	0.00	0.00	0.00	0.00	0.00
101-101.000-856.000	WATERSHED PROJECT	0.00	0.00	0.00	0.00	0.00
101-101.000-857.000	GRANTS & SPECIAL PROJECTS	228,000.00	100,857.28	12,389.52	127,142.72	44.24
101-101.000-858.000	MDNR TF TRAIL GRANT	0.00	0.00	0.00	0.00	0.00
101-101.000-859.000	NEW POLICE STATION	0.00	0.00	0.00	0.00	0.00
101-101.000-860.000	CMAQ TRAFFIC SIGNAL GRANT	0.00	0.00	0.00	0.00	0.00
101-101.000-861.000	REDBUD CITY CENTER PROJECT	0.00	531.29	0.00	(531.29)	100.00
101-101.000-862.000	PROPERTY ACQUISITION	220,000.00	131,055.85	0.00	88,944.15	59.57
101-101.000-864.000	CONFERENCES AND WORKSHOP	3,500.00	0.00	0.00	3,500.00	0.00
101-101.000-865.000	BAITEN MILL	0.00	0.00	0.00	0.00	0.00
101-101.000-866.000	SAW GRANT	0.00	0.00	0.00	0.00	0.00
101-101.000-885.000	PUBLIC RELATIONS	22,500.00	34,449.94	(2,280.00)	(11,949.94)	153.11
101-101.000-887.000	STREETSCAPE PROJECT	0.00	0.00	0.00	0.00	0.00
101-101.000-888.000	RESURFACING PROJECT	0.00	0.00	0.00	0.00	0.00
101-101.000-919.000	COVID-19	2,000.00	0.00	0.00	2,000.00	0.00
101-101.000-962.000	MISCELLANEOUS	2,000.00	415.54	14.00	1,584.46	20.78
101-101.000-969.000	TRANSFER-EQUIPMENT RESERVE	0.00	0.00	0.00	0.00	0.00
101-101.000-970.001	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
101-101.000-970.035	FUND BALANCE EXPENDITURES	0.00	0.00	0.00	0.00	0.00
101-101.000-984.000	LOCAL PUBLIC BROADCASTING	5,500.00	0.00	0.00	5,500.00	0.00
Total Dept 101.000 - CITY COMMISSION		588,545.00	317,954.76	19,800.67	270,590.24	54.02
Dept 172.000 - CITY MANAGER						
101-172.000-706.001	SALARIES-FULL TIME	272,580.00	40,553.77	0.00	232,026.23	
101-172.000-706.002	SALARIES - OVERTIME	0.00	287.44	0.00	(287.44)	1

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 12/31/2022	ACTIVITY FOR MONTH 12/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL						
Expenditures						
101-172.000-706.005	SALARIES-PART TIME	0.00	0.00	0.00	0.00	0.00
101-172.000-715.000	FRINGE BENEFITS	154,942.00	30,860.49	2,347.75	124,081.51	19.92
101-172.000-717.000	RETIREMENT	38,500.00	0.00	0.00	38,500.00	0.00
101-172.000-728.000	OFFICE SUPPLIES	3,300.00	1,501.10	0.00	1,798.90	45.49
101-172.000-730.000	POSTAGE	2,750.00	1,202.10	0.00	1,547.90	43.71
101-172.000-752.000	RECRUITMENT/RELOCATION	0.00	0.00	0.00	0.00	0.00
101-172.000-756.000	MISCELLANEOUS SUPPLIES	515.00	86.90	0.00	428.10	16.87
101-172.000-818.000	CONTRACTUAL	55,000.00	16,389.29	315.89	38,610.71	29.80
101-172.000-826.000	LEGAL FEES	39,750.00	24,101.71	3,802.55	15,648.29	60.63
101-172.000-831.000	MEMBERSHIP AND DUES	3,600.00	1,512.50	175.00	2,087.50	42.01
101-172.000-864.000	CONFERENCES AND WORKSHOP	4,000.00	750.00	0.00	3,250.00	18.75
101-172.000-873.000	TRAVEL & CAR ALLOWANCE	5,500.00	1,093.09	0.00	4,406.91	19.87
101-172.000-933.000	MAINTENANCE - EQUIPMENT	800.00	0.00	0.00	800.00	0.00
101-172.000-962.000	MISCELLANEOUS	515.00	532.20	63.00	(17.20)	103.34
Total Dept 172.000 - CITY MANAGER		581,752.00	118,870.59	6,704.19	462,881.41	20.43
Dept 191.000 - ELECTIONS						
101-191.000-706.001	SALARIES-FULL TIME	12,857.00	12,303.50	0.00	553.50	95.69
101-191.000-706.002	SALARIES - OVERTIME	0.00	0.00	0.00	0.00	0.00
101-191.000-715.000	FRINGE BENEFITS	7,000.00	6,943.49	409.74	56.51	99.19
101-191.000-728.000	OFFICE SUPPLIES	1,500.00	1,244.13	377.09	255.87	82.94
101-191.000-818.000	CONTRACTUAL	5,000.00	0.00	0.00	5,000.00	0.00
101-191.000-826.000	LEGAL FEES	1,500.00	0.00	0.00	1,500.00	0.00
101-191.000-864.000	CONFERENCES AND WORKSHOP	1,500.00	0.00	0.00	1,500.00	0.00
101-191.000-868.000	CTCL GRANT	300.00	0.00	0.00	300.00	0.00
101-191.000-903.000	LEGAL NOTICES & RECORDINGS	500.00	70.00	0.00	430.00	14.00
101-191.000-933.000	MAINTENANCE - EQUIPMENT	500.00	1,043.74	0.00	(543.74)	208.75
101-191.000-962.000	MISCELLANEOUS	1,050.00	1,235.66	243.04	(185.66)	117.68
101-191.000-969.000	TRANSFER-EQUIPMENT RESERVE	1,000.00	1,000.00	0.00	0.00	100.00
Total Dept 191.000 - ELECTIONS		32,707.00	23,840.52	1,029.87	8,866.48	72.89
Dept 209.000 - ASSESSOR						
101-209.000-706.001	SALARIES-FULL TIME	0.00	10,172.64	0.00	(10,172.64)	100.00
101-209.000-706.005	SALARIES-PART TIME	24,150.00	0.00	0.00	24,150.00	0.00
101-209.000-715.000	FRINGE BENEFITS	2,285.00	778.28	0.00	1,506.72	34.06
101-209.000-728.000	OFFICE SUPPLIES	1,800.00	0.00	0.00	1,800.00	0.00
101-209.000-818.000	CONTRACTUAL	3,200.00	1,350.00	1,350.00	1,850.00	42.19
Total Dept 209.000 - ASSESSOR		31,435.00	12,300.92	1,350.00	19,134.08	39.13
Dept 215.000 - CITY CLERK						
101-215.000-706.001	SALARIES-FULL TIME	40,162.00	18,530.05	0.00	21,631.95	46.14
101-215.000-706.002	SALARIES - OVERTIME	0.00	0.00	0.00	0.00	0.00
101-215.000-715.000	FRINGE BENEFITS	14,667.00	19,711.45	1,229.21	(5,044.45)	134.39
101-215.000-728.000	OFFICE SUPPLIES	300.00	426.44	0.00	(126.44)	142.15
101-215.000-818.000	CONTRACTUAL	500.00	370.24	65.93	129.76	74.05
101-215.000-826.000	LEGAL FEES	150.00	0.00	0.00	150.00	0.00
101-215.000-864.000	CONFERENCES AND WORKSHOP	750.00	1,046.00	650.00	(296.00)	139.47
101-215.000-873.000	TRAVEL & CAR ALLOWANCE	200.00	859.71	0.00	(659.71)	429.86
101-215.000-903.000	LEGAL NOTICES & RECORDINGS	3,500.00	2,494.12	113.32	1,005.88	71.87
101-215.000-945.000	MEMBERSHIP & DUES	200.00	75.00	15.00	125.00	37.50

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 12/31/2022	ACTIVITY FOR MONTH 12/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL						
Expenditures						
101-215.000-962.000	MISCELLANEOUS	100.00	157.08	0.00	(57.08)	157.08
101-215.000-969.000	TRANSFER-EQUIPMENT RESERVE	750.00	0.00	0.00	750.00	0.00
101-215.000-970.001	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total Dept 215.000 - CITY CLERK		61,279.00	43,670.09	2,073.46	17,608.91	71.26
Dept 253.000 - TREASURER						
101-253.000-706.001	SALARIES-FULL TIME	116,060.00	45,714.53	0.00	70,345.47	39.39
101-253.000-706.002	SALARIES - OVERTIME	0.00	944.78	0.00	(944.78)	100.00
101-253.000-715.000	FRINGE BENEFITS	43,597.00	13,062.45	561.02	30,534.55	29.96
101-253.000-728.000	OFFICE SUPPLIES	2,000.00	1,515.86	87.22	484.14	75.79
101-253.000-730.000	POSTAGE	1,800.00	4,930.87	0.00	(3,130.87)	273.94
101-253.000-807.000	AUDIT	14,000.00	47,466.25	1,000.00	(33,466.25)	339.04
101-253.000-818.000	CONTRACTUAL	11,500.00	17,876.27	0.00	(6,376.27)	155.45
101-253.000-864.000	CONFERENCES AND WORKSHOP	500.00	269.00	50.00	231.00	53.80
101-253.000-873.000	TRAVEL & CAR ALLOWANCE	150.00	0.00	0.00	150.00	0.00
101-253.000-961.000	MEDICAL EXAMS	0.00	0.00	0.00	0.00	0.00
Total Dept 253.000 - TREASURER		189,607.00	131,780.01	1,698.24	57,826.99	69.50
Dept 265.000 - BUILDING AND GROUNDS						
101-265.000-756.000	MISCELLANEOUS SUPPLIES	7,500.00	2,696.54	441.11	4,803.46	35.95
101-265.000-818.000	CONTRACTUAL	147,500.00	380,621.69	187,968.00	(233,121.69)	258.05
101-265.000-853.000	TELEPHONE, INTERNET, CABLE	15,750.00	4,685.45	249.57	11,064.55	29.75
101-265.000-862.000	PROPERTY ACQUISITION	0.00	0.00	0.00	0.00	0.00
101-265.000-912.000	FIRE & LIABILITY INSURANCE	34,500.00	41,284.15	0.00	(6,784.15)	119.66
101-265.000-921.000	UTILITIES	20,000.00	17,205.09	3,198.53	2,794.91	86.03
101-265.000-931.000	MAINTENANCE-BUILDINGS	35,000.00	1,051.74	103.50	33,948.26	3.00
101-265.000-934.000	MAINT. - OFFICE EQUIPMENT	15,000.00	0.00	0.00	15,000.00	0.00
101-265.000-958.000	OFFICE EQUIPMENT	3,000.00	0.00	0.00	3,000.00	0.00
101-265.000-962.000	MISCELLANEOUS	3,500.00	6,475.62	78.00	(2,975.62)	185.02
101-265.000-970.001	CAPITAL OUTLAY	25,000.00	0.00	0.00	25,000.00	0.00
101-265.000-974.000	ZONING EXPENDITURES	5,000.00	250.00	0.00	4,750.00	5.00
Total Dept 265.000 - BUILDING AND GROUNDS		311,750.00	454,270.28	192,038.71	(142,520.28)	145.72
Dept 269.000 - RENTAL PROPERTY						
101-269.000-818.000	CONTRACTUAL	900.00	0.00	0.00	900.00	0.00
101-269.000-912.000	FIRE & LIABILITY INSURANCE	271.00	275.00	0.00	(4.00)	101.48
101-269.000-921.000	UTILITIES	2,515.00	2,219.67	542.79	295.33	88.26
101-269.000-931.000	MAINTENANCE-BUILDINGS	28,500.00	0.00	0.00	28,500.00	0.00
101-269.000-962.000	MISCELLANEOUS	3,000.00	0.00	0.00	3,000.00	0.00
101-269.000-970.001	CAPITAL OUTLAY	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 269.000 - RENTAL PROPERTY		37,186.00	2,494.67	542.79	34,691.33	6.71
Dept 271.430 - PEAR'S MILL						
101-271.430-731.000	ALARM MONITORING	1,300.00	469.18	81.00	830.82	36.09
101-271.430-756.014	MISCELLANEOUS	5,750.00	0.00	0.00	5,750.00	0.00
101-271.430-853.000	TELEPHONE, INTERNET, CABLE	850.00	745.12	268.38	104.88	87.66
101-271.430-912.000	FIRE & LIABILITY INSURANCE	710.00	565.00	0.00	145.00	79.58
101-271.430-921.000	UTILITIES	200.00	225.03	66.79	(25.03)	112.87

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 12/31/2022	ACTIVITY FOR MONTH 12/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL						
Expenditures						
101-271.430-935.000	BUILDING & GROUND MAINTENANCE	500.00	0.00	0.00	500.00	0.00
101-271.430-970.000	TRANSFER-CAPITAL RESERVE	0.00	0.00	0.00	0.00	0.00
Total Dept 271.430 - PEAR'S MILL		9,310.00	2,004.33	416.17	7,305.67	21.53
Dept 271.435 - FARMERS' MARKET						
101-271.435-707.000	MARKET MASTER FEES	0.00	0.00	0.00	0.00	0.00
101-271.435-756.014	MISCELLANEOUS	4,000.00	0.00	0.00	4,000.00	0.00
101-271.435-912.000	FIRE & LIABILITY INSURANCE	100.00	74.00	0.00	26.00	74.00
101-271.435-921.000	UTILITIES	500.00	0.00	0.00	500.00	0.00
101-271.435-935.000	BUILDING & GROUND MAINTENANCE	850.00	0.00	0.00	850.00	0.00
Total Dept 271.435 - FARMERS' MARKET		5,450.00	74.00	0.00	5,376.00	1.36
Dept 271.440 - BUCHANAN COMMON						
101-271.440-756.014	MISCELLANEOUS	500.00	0.00	0.00	500.00	0.00
101-271.440-912.000	FIRE & LIABILITY INSURANCE	340.00	212.00	0.00	128.00	62.35
101-271.440-921.000	UTILITIES	1,650.00	443.26	69.06	1,206.74	26.86
101-271.440-935.000	BUILDING & GROUND MAINTENANCE	3,200.00	0.00	0.00	3,200.00	0.00
101-271.440-970.000	TRANSFER-CAPITAL RESERVE	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 271.440 - BUCHANAN COMMON		7,690.00	655.26	69.06	7,034.74	8.52
Dept 271.445 - HARGER PARK						
101-271.445-935.000	BUILDING & GROUND MAINTENANCE	200.00	0.00	0.00	200.00	0.00
Total Dept 271.445 - HARGER PARK		200.00	0.00	0.00	200.00	0.00
Dept 276.000 - CEMETERY						
101-276.000-706.001	SALARIES-FULL TIME	72,975.00	63,931.12	0.00	9,043.88	87.61
101-276.000-706.002	SALARIES - OVERTIME	6,300.00	8,212.95	0.00	(1,912.95)	130.36
101-276.000-706.004	SALARIES-TEMPORARY	35,700.00	0.00	0.00	35,700.00	0.00
101-276.000-715.000	FRINGE BENEFITS	28,355.00	8,224.25	21.60	20,130.75	29.00
101-276.000-751.000	GAS AND OIL	8,000.00	8,459.44	1,832.10	(459.44)	105.74
101-276.000-756.000	MISCELLANEOUS SUPPLIES	4,400.00	3,197.33	13.10	1,202.67	72.67
101-276.000-768.000	UNIFORMS	1,295.00	0.00	0.00	1,295.00	0.00
101-276.000-818.000	CONTRACTUAL	800.00	1,629.99	0.00	(829.99)	203.75
101-276.000-831.000	MEMBERSHIP AND DUES	150.00	0.00	0.00	150.00	0.00
101-276.000-853.000	TELEPHONE, INTERNET, CABLE	1,700.00	926.70	317.66	773.30	54.51
101-276.000-912.000	FIRE & LIABILITY INSURANCE	3,400.00	3,568.59	0.00	(168.59)	104.96
101-276.000-921.000	UTILITIES	2,600.00	12,319.51	6,277.63	(9,719.51)	473.83
101-276.000-931.000	MAINTENANCE-BUILDINGS	17,000.00	1,219.00	0.00	15,781.00	7.17
101-276.000-932.000	MAINTENANCE-GROUNDS	5,100.00	6,085.65	559.00	(985.65)	119.33
101-276.000-933.000	MAINTENANCE - EQUIPMENT	20,500.00	19,406.94	7,677.33	1,093.06	94.67
101-276.000-934.000	MAINT. - OFFICE EQUIPMENT	1,500.00	0.00	0.00	1,500.00	0.00
101-276.000-939.000	MAINTENANCE - VEHICLE	3,000.00	1,434.60	151.45	1,565.40	47.82
101-276.000-961.000	MEDICAL EXAMS	500.00	97.99	97.99	402.01	19.60
101-276.000-962.000	MISCELLANEOUS	1,500.00	661.56	0.00	838.44	44.10
101-276.000-969.000	TRANSFER-EQUIPMENT RESERVE	5,500.00	0.00	0.00	5,500.00	0.00
101-276.000-970.001	CAPITAL OUTLAY	10,600.00	0.00	0.00	10,600.00	0.00

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GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	12/31/2022	MONTH 12/31/2022	BALANCE	USED
Fund 101 - GENERAL						
Expenditures						
Total Dept 276.000 - CEMETERY		230,875.00	139,375.62	16,947.86	91,499.38	60.37
Dept 301.000 - POLICE						
101-301.000-706.001	SALARIES-FULL TIME	679,571.00	213,119.12	0.00	466,451.88	31.36
101-301.000-706.002	SALARIES - OVERTIME	18,540.00	16,779.56	0.00	1,760.44	90.50
101-301.000-706.005	SALARIES-PART TIME	41,040.00	107,018.88	0.00	(65,978.88)	260.77
101-301.000-706.006	SALARIES-PART TIME/CODE ENFORC	32,000.00	0.00	0.00	32,000.00	0.00
101-301.000-715.000	FRINGE BENEFITS	355,191.00	128,638.37	6,603.41	226,552.63	36.22
101-301.000-728.000	OFFICE SUPPLIES	3,200.00	1,381.86	989.12	1,818.14	43.18
101-301.000-751.000	GAS AND OIL	18,000.00	10,868.96	2,764.51	7,131.04	60.38
101-301.000-756.000	MISCELLANEOUS SUPPLIES	1,800.00	1,391.75	221.43	408.25	77.32
101-301.000-767.000	UNIFORMS - PART-TIME	600.00	0.00	0.00	600.00	0.00
101-301.000-768.000	UNIFORMS	2,000.00	4,589.47	939.00	(2,589.47)	229.47
101-301.000-769.000	UNIFORM CLEANING	1,500.00	106.00	0.00	1,394.00	7.07
101-301.000-818.000	CONTRACTUAL	15,000.00	4,893.26	189.11	10,106.74	32.62
101-301.000-818.002	RESERVE TRAINING	500.00	0.00	0.00	500.00	0.00
101-301.000-818.003	RESERVE EQUIPMENT	1,000.00	525.95	122.00	474.05	52.60
101-301.000-826.000	LEGAL FEES	7,300.00	0.00	0.00	7,300.00	0.00
101-301.000-851.000	RADIO MAINTENANCE	9,500.00	2,309.79	355.00	7,190.21	24.31
101-301.000-853.000	TELEPHONE, INTERNET, CABLE	10,000.00	1,655.90	428.73	8,344.10	16.56
101-301.000-859.000	NEW POLICE STATION	0.00	0.00	0.00	0.00	0.00
101-301.000-864.000	CONFERENCES AND WORKSHOP	1,500.00	0.00	0.00	1,500.00	0.00
101-301.000-873.000	TRAVEL & CAR ALLOWANCE	800.00	201.37	33.87	598.63	25.17
101-301.000-886.000	COMMUNITY POLICING	2,500.00	1,866.75	75.00	633.25	74.67
101-301.000-912.000	FIRE & LIABILITY INSURANCE	22,813.00	27,810.88	0.00	(4,997.88)	121.91
101-301.000-915.000	TARGET RANGE & SUPPLIES	5,200.00	2,429.74	0.00	2,770.26	46.73
101-301.000-921.000	UTILITIES	18,000.00	7,874.16	2,208.82	10,125.84	43.75
101-301.000-931.000	MAINTENANCE-BUILDINGS	5,500.00	1,219.98	754.98	4,280.02	22.18
101-301.000-933.000	MAINTENANCE - EQUIPMENT	1,000.00	44.45	44.45	955.55	4.45
101-301.000-934.000	MAINT. - OFFICE EQUIPMENT	2,500.00	493.94	0.00	2,006.06	19.76
101-301.000-939.000	MAINTENANCE - VEHICLE	15,000.00	11,876.34	3,779.76	3,123.66	79.18
101-301.000-957.000	BOOKS AND MAGAZINES	400.00	260.00	0.00	140.00	65.00
101-301.000-960.000	EDUCATION AND TRAINING	2,500.00	1,330.00	585.00	1,170.00	53.20
101-301.000-961.000	MEDICAL EXAMS	600.00	239.00	0.00	361.00	39.83
101-301.000-962.000	MISCELLANEOUS	2,750.00	2,326.63	274.58	423.37	84.60
101-301.000-962.003	D.A.R.E PROGRAM	1,500.00	0.00	0.00	1,500.00	0.00
101-301.000-967.000	TRANSFER-BUILDING RESERVE	4,000.00	0.00	0.00	4,000.00	0.00
101-301.000-969.000	TRANSFER-EQUIPMENT RESERVE	3,000.00	0.00	0.00	3,000.00	0.00
101-301.000-970.000	TRANSFER-CAPITAL RESERVE	0.00	0.00	0.00	0.00	0.00
101-301.000-970.001	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
101-301.000-970.003	CAPITAL LEASE PAYMENTS	12,088.00	0.00	0.00	12,088.00	0.00
Total Dept 301.000 - POLICE		1,298,393.00	551,252.11	20,368.77	747,140.89	42.46
Dept 315.000 - CROSSING GUARDS						
101-315.000-706.001	SALARIES-FULL TIME	38,493.00	9,928.98	0.00	28,564.02	25.79
101-315.000-715.000	FRINGE BENEFITS	4,250.00	748.22	0.00	3,501.78	17.61
101-315.000-756.000	MISCELLANEOUS SUPPLIES	500.00	0.00	0.00	500.00	0.00
Total Dept 315.000 - CROSSING GUARDS		43,243.00	10,677.20	0.00	32,565.80	24.69
Dept 336.000 - FIRE DEPARTMENT						
101-336.000-706.001	SALARIES-FULL TIME	0.00	7,900.20	0.00	(7,900.20)	1
101-336.000-706.003	SALARIES-VOLUNTEER FIREMEN	51,681.00	5,764.00	0.00	45,917.00	77

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	12/31/2022	MONTH 12/31/2022	BALANCE	USED
Fund 101 - GENERAL						
Expenditures						
101-336.000-715.000	FRINGE BENEFITS	5,350.00	1,045.21	0.00	4,304.79	19.54
101-336.000-728.000	OFFICE SUPPLIES	1,000.00	68.99	0.00	931.01	6.90
101-336.000-751.000	GAS AND OIL	2,000.00	400.02	58.61	1,599.98	20.00
101-336.000-756.000	MISCELLANEOUS SUPPLIES	2,000.00	396.17	0.00	1,603.83	19.81
101-336.000-768.000	UNIFORMS	2,000.00	46.63	0.00	1,953.37	2.33
101-336.000-818.000	CONTRACTUAL	100.00	2,614.00	0.00	(2,514.00)	2,614.00
101-336.000-831.000	MEMBERSHIP AND DUES	2,700.00	882.74	502.74	1,817.26	32.69
101-336.000-851.000	RADIO MAINTENANCE	6,000.00	1,500.00	0.00	4,500.00	25.00
101-336.000-851.001	EQUIPMENT TESTING	7,000.00	5,654.23	0.00	1,345.77	80.77
101-336.000-853.000	TELEPHONE, INTERNET, CABLE	1,200.00	1,960.92	614.27	(760.92)	163.41
101-336.000-864.000	CONFERENCES AND WORKSHOP	500.00	369.00	369.00	131.00	73.80
101-336.000-912.000	FIRE & LIABILITY INSURANCE	4,120.00	3,060.26	0.00	1,059.74	74.28
101-336.000-921.000	UTILITIES	7,800.00	4,778.30	1,136.08	3,021.70	61.26
101-336.000-931.000	MAINTENANCE-BUILDINGS	2,000.00	355.00	0.00	1,645.00	17.75
101-336.000-933.000	MAINTENANCE - EQUIPMENT	500.00	158.88	52.47	341.12	31.78
101-336.000-934.000	MAINT. - OFFICE EQUIPMENT	500.00	40.71	40.71	459.29	8.14
101-336.000-939.000	MAINTENANCE - VEHICLE	9,000.00	8,252.47	337.22	747.53	91.69
101-336.000-957.000	BOOKS AND MAGAZINES	200.00	0.00	0.00	200.00	0.00
101-336.000-960.000	EDUCATION AND TRAINING	4,000.00	300.00	0.00	3,700.00	7.50
101-336.000-961.000	MEDICAL EXAMS	1,000.00	233.00	0.00	767.00	23.30
101-336.000-962.000	MISCELLANEOUS	700.00	94.37	0.00	605.63	13.48
101-336.000-967.000	TRANSFER-BUILDING RESERVE	2,000.00	0.00	0.00	2,000.00	0.00
101-336.000-969.000	TRANSFER-EQUIPMENT RESERVE	4,000.00	0.00	0.00	4,000.00	0.00
101-336.000-970.001	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
101-336.000-972.001	FIRE TRUCK PAYMENT	0.00	0.00	0.00	0.00	0.00
Total Dept 336.000 - FIRE DEPARTMENT		117,351.00	45,875.10	3,111.10	71,475.90	39.09
Dept 371.001 - BUILDING INSPECTOR						
101-371.001-706.001	SALARIES-FULL TIME	0.00	14,163.74	0.00	(14,163.74)	100.00
101-371.001-706.005	SALARIES-PART TIME	39,648.00	7,217.91	0.00	32,430.09	18.20
101-371.001-715.000	FRINGE BENEFITS	3,456.00	1,635.70	0.00	1,820.30	47.33
101-371.001-728.000	OFFICE SUPPLIES	300.00	286.99	0.00	13.01	95.66
101-371.001-730.000	POSTAGE	300.00	0.00	0.00	300.00	0.00
101-371.001-818.000	CONTRACTUAL	25,000.00	0.00	0.00	25,000.00	0.00
101-371.001-826.000	LEGAL FEES	500.00	0.00	0.00	500.00	0.00
101-371.001-831.000	MEMBERSHIP AND DUES	200.00	0.00	0.00	200.00	0.00
101-371.001-853.000	TELEPHONE, INTERNET, CABLE	700.00	190.03	0.00	509.97	27.15
101-371.001-864.000	CONFERENCES AND WORKSHOP	1,000.00	1,239.94	0.00	(239.94)	123.99
101-371.001-914.000	MEDICAL MARIHUANA	10,000.00	0.00	0.00	10,000.00	0.00
101-371.001-921.000	UTILITIES	2,200.00	1,590.56	149.75	609.44	72.30
101-371.001-934.000	MAINT. - OFFICE EQUIPMENT	700.00	0.00	0.00	700.00	0.00
101-371.001-957.000	BOOKS AND MAGAZINES	500.00	0.00	0.00	500.00	0.00
Total Dept 371.001 - BUILDING INSPECTOR		84,504.00	26,324.87	149.75	58,179.13	31.15
Dept 441.000 - DEPARTMENT OF PUBLIC WORKS						
101-441.000-706.001	SALARIES-FULL TIME	71,704.00	53,129.93	0.00	18,574.07	74.10
101-441.000-706.002	SALARIES - OVERTIME	6,489.00	4,635.31	0.00	1,853.69	71.43
101-441.000-706.004	SALARIES-TEMPORARY	0.00	0.00	0.00	0.00	0.00
101-441.000-715.000	FRINGE BENEFITS	24,918.00	9,469.89	380.35	15,448.11	38.00
101-441.000-751.000	GAS AND OIL	19,000.00	18,959.08	7,570.27	40.92	99.78
101-441.000-756.000	MISCELLANEOUS SUPPLIES	6,000.00	2,506.02	522.57	3,493.98	41.77
101-441.000-768.000	UNIFORMS	2,700.00	3,350.50	0.00	(650.50)	1

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	12/31/2022	MONTH 12/31/2022	BALANCE	USED
Fund 101 - GENERAL						
Expenditures						
101-441.000-818.000	CONTRACTUAL	15,000.00	30,737.50	5,000.00	(15,737.50)	204.92
101-441.000-853.000	TELEPHONE, INTERNET, CABLE	3,200.00	1,068.41	413.56	2,131.59	33.39
101-441.000-864.000	CONFERENCES AND WORKSHOP	1,545.00	25.52	0.00	1,519.48	1.65
101-441.000-866.000	SAW GRANT	0.00	0.00	0.00	0.00	0.00
101-441.000-888.000	RESURFACING PROJECT	0.00	0.00	0.00	0.00	0.00
101-441.000-912.000	FIRE & LIABILITY INSURANCE	13,183.00	12,340.76	0.00	842.24	93.61
101-441.000-921.000	UTILITIES	34,000.00	8,443.16	1,142.43	25,556.84	24.83
101-441.000-924.000	TRAFFIC SIGNAL-RIVER & REDBUD	0.00	0.00	0.00	0.00	0.00
101-441.000-926.000	STREET LIGHTING	48,000.00	11,994.18	3,036.30	36,005.82	24.99
101-441.000-928.000	TRAFFIC SIGNAL-FRONT & REDBUD	0.00	2,492.44	0.00	(2,492.44)	100.00
101-441.000-931.000	MAINTENANCE-BUILDINGS	15,000.00	842.01	309.69	14,157.99	5.61
101-441.000-932.000	MAINTENANCE-GROUNDS	5,150.00	1,320.74	53.24	3,829.26	25.65
101-441.000-933.000	MAINTENANCE - EQUIPMENT	30,000.00	49,014.02	4,472.23	(19,014.02)	163.38
101-441.000-939.000	MAINTENANCE - VEHICLE	26,000.00	14,332.68	12,434.66	11,667.32	55.13
101-441.000-940.000	NEW DPW BUILDING	25,000.00	37,812.37	0.00	(12,812.37)	151.25
101-441.000-952.000	STORMWATER PHASE II	10,300.00	1,127.94	0.00	9,172.06	10.95
101-441.000-961.000	MEDICAL EXAMS	3,605.00	384.29	50.00	3,220.71	10.66
101-441.000-962.000	MISCELLANEOUS	3,000.00	520.62	0.00	2,479.38	17.35
101-441.000-963.004	INTEREST-NOTES PAYABLE	3,711.00	853.92	0.00	2,857.08	23.01
101-441.000-969.000	TRANSFER-EQUIPMENT RESERVE	9,888.00	0.00	0.00	9,888.00	0.00
101-441.000-970.000	TRANSFER-CAPITAL RESERVE	25,000.00	0.00	0.00	25,000.00	0.00
101-441.000-970.001	CAPITAL OUTLAY	530,000.00	23,397.26	0.00	506,602.74	4.41
101-441.000-970.035	FUND BALANCE EXPENDITURES	0.00	0.00	0.00	0.00	0.00
Total Dept 441.000 - DEPARTMENT OF PUBLIC WORKS		932,393.00	288,758.55	35,385.30	643,634.45	30.97
Dept 482.000 - ADMIN. & RECORD KEEPING						
101-482.000-969.500	BANK FEES AND CHARGES	0.00	1,725.00	0.00	(1,725.00)	100.00
Total Dept 482.000 - ADMIN. & RECORD KEEPING		0.00	1,725.00	0.00	(1,725.00)	100.00
Dept 756.000 - BUCHANAN AREA RECREATION BOARD						
101-756.000-706.004	SALARIES-TEMPORARY	9,975.00	0.00	0.00	9,975.00	0.00
101-756.000-715.000	FRINGE BENEFITS	1,050.00	0.00	0.00	1,050.00	0.00
101-756.000-756.000	MISCELLANEOUS SUPPLIES	600.00	0.00	0.00	600.00	0.00
101-756.000-818.000	CONTRACTUAL	145,000.00	6,380.00	1,180.00	138,620.00	4.40
101-756.000-864.000	CONFERENCES AND WORKSHOP	500.00	0.00	0.00	500.00	0.00
101-756.000-962.000	MISCELLANEOUS	1,000.00	0.00	0.00	1,000.00	0.00
101-756.000-970.001	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total Dept 756.000 - BUCHANAN AREA RECREATION BOARD		158,125.00	6,380.00	1,180.00	151,745.00	4.03
Dept 864.000 - MISCELLANEOUS COSTS/TRANSFERS						
101-864.000-912.001	INSURANCE SETTLEMENTS	1,000.00	0.00	0.00	1,000.00	0.00
101-864.000-965.016	DELINQUENT TAXES	6,000.00	892.48	688.84	5,107.52	14.87
101-864.000-965.021	RETIRES INSURANCE	8,500.00	0.00	0.00	8,500.00	0.00
Total Dept 864.000 - MISCELLANEOUS COSTS/TRANSFERS		15,500.00	892.48	688.84	14,607.52	5.76
TOTAL EXPENDITURES		4,737,295.00	2,179,176.36	303,554.78	2,558,118.64	46.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF BUCHANAN
 PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 12/31/2022	ACTIVITY FOR MONTH 12/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL						
Fund 101 - GENERAL:						
	TOTAL REVENUES	4,260,461.00	2,016,476.41	13,596.28	2,243,984.59	47.33
	TOTAL EXPENDITURES	4,737,295.00	2,179,176.36	303,554.78	2,558,118.64	46.00
	NET OF REVENUES & EXPENDITURES	(476,834.00)	(162,699.95)	(289,958.50)	(314,134.05)	34.12

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 12/31/2022	ACTIVITY FOR MONTH 12/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREETS						
Revenues						
Dept 000.000						
202-000.000-400.001	GAS & WEIGHT TAX	519,517.00	237,052.27	36,305.77	282,464.73	45.63
202-000.000-400.005	PA82 STATE REVENUE	0.00	0.00	0.00	0.00	0.00
202-000.000-400.012	TRANSFER FROM PAYROLL	0.00	0.00	0.00	0.00	0.00
202-000.000-410.000	TELECOMMUNICATION ANNUAL FEE	0.00	0.00	0.00	0.00	0.00
202-000.000-413.000	OTHER STATE GRANTS	62,000.00	0.00	0.00	62,000.00	0.00
202-000.000-427.000	FEDRERAL CAPITAL GRANTS	0.00	0.00	0.00	0.00	0.00
202-000.000-665.000	INTEREST EARNED - INVESTMENTS	3,000.00	0.00	0.00	3,000.00	0.00
202-000.000-670.010	TRANSFER FROM ST.REPAIR & MAIN	0.00	0.00	0.00	0.00	0.00
202-000.000-670.011	TRANS FR ST REPAIR-LIBERTY HGT	0.00	0.00	0.00	0.00	0.00
202-000.000-691.000	MISCELLANEOUS REVENUE/DONATION	0.00	0.00	0.00	0.00	0.00
Total Dept 000.000		584,517.00	237,052.27	36,305.77	347,464.73	40.56
TOTAL REVENUES		584,517.00	237,052.27	36,305.77	347,464.73	40.56
Expenditures						
Dept 000.000						
202-000.000-700.012	TRANSFER TO PAYROLL	0.00	0.00	0.00	0.00	0.00
202-000.000-965.065	TRANSFER TO STREET REPAIR	0.00	0.00	0.00	0.00	0.00
Total Dept 000.000		0.00	0.00	0.00	0.00	0.00
Dept 463.000 - ROUTINE STREET MAINTENANCE						
202-463.000-706.001	SALARIES-FULL TIME	58,000.00	20,357.06	0.00	37,642.94	35.10
202-463.000-706.002	SALARIES - OVERTIME	5,350.00	2,234.59	0.00	3,115.41	41.77
202-463.000-715.000	FRINGE BENEFITS	34,992.00	9,094.17	610.45	25,897.83	25.99
202-463.000-756.000	MISCELLANEOUS SUPPLIES	1,500.00	1,366.03	0.00	133.97	91.07
202-463.000-782.000	ROAD MAIN. MATERIAL & SUPPLIES	16,000.00	22,787.05	278.20	(6,787.05)	142.42
202-463.000-808.000	STREET MAINTENANCE/RESURFACING	86,242.00	22,008.90	20,676.50	64,233.10	25.52
202-463.000-818.000	CONTRACTUAL	38,000.00	1,672.50	1,672.50	36,327.50	4.40
202-463.000-824.000	REDBUD RESURFACE PROJECT	0.00	0.00	0.00	0.00	0.00
202-463.000-835.000	SIDEWALK REPLACEMENT	5,000.00	0.00	0.00	5,000.00	0.00
202-463.000-888.000	RESURFACING PROJECT	0.00	0.00	0.00	0.00	0.00
202-463.000-928.000	TRAFFIC SIGNAL-FRONT & REDBUD	0.00	0.00	0.00	0.00	0.00
202-463.000-975.000	RIVER ST TRAFFIC SIGNAL	0.00	0.00	0.00	0.00	0.00
Total Dept 463.000 - ROUTINE STREET MAINTENANCE		245,084.00	79,520.30	23,237.65	165,563.70	32.45
Dept 468.000 - TREE & SHRUB MAINTENANCE						
202-468.000-706.001	SALARIES-FULL TIME	32,494.00	7,713.54	0.00	24,780.46	23.74
202-468.000-706.002	SALARIES - OVERTIME	2,407.00	917.74	0.00	1,489.26	38.13
202-468.000-706.004	SALARIES-TEMPORARY	26,750.00	0.00	0.00	26,750.00	0.00
202-468.000-715.000	FRINGE BENEFITS	14,812.00	2,998.11	188.31	11,813.89	20.24
202-468.000-756.000	MISCELLANEOUS SUPPLIES	2,000.00	0.00	0.00	2,000.00	0.00
202-468.000-818.000	CONTRACTUAL	4,500.00	0.00	0.00	4,500.00	0.00
202-468.000-836.000	TREE REMOVAL/REPLACEMENT	10,000.00	7,550.00	3,500.00	2,450.00	75.50
Total Dept 468.000 - TREE & SHRUB MAINTENANCE		92,963.00	19,179.39	3,688.31	73,783.61	20.63
Dept 469.000 - DRAINAGE						

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 12/31/2022	ACTIVITY FOR MONTH 12/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREETS						
Expenditures						
202-469.000-706.001	SALARIES-FULL TIME	18,894.00	7,528.23	0.00	11,365.77	39.84
202-469.000-706.002	SALARIES - OVERTIME	3,210.00	735.33	0.00	2,474.67	22.91
202-469.000-715.000	FRINGE BENEFITS	12,156.00	3,904.12	279.65	8,251.88	32.12
202-469.000-756.000	MISCELLANEOUS SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 469.000 - DRAINAGE		35,260.00	12,167.68	279.65	23,092.32	34.51
Dept 474.000 - TRAFFIC SERVICES - MAINTENANCE						
202-474.000-706.001	SALARIES-FULL TIME	16,709.00	7,528.23	0.00	9,180.77	45.05
202-474.000-706.002	SALARIES - OVERTIME	3,210.00	735.33	0.00	2,474.67	22.91
202-474.000-715.000	FRINGE BENEFITS	11,177.00	3,904.12	279.65	7,272.88	34.93
202-474.000-756.000	MISCELLANEOUS SUPPLIES	4,000.00	900.00	0.00	3,100.00	22.50
202-474.000-799.000	FRONT ST TRAFFIC LIGHT	0.00	0.00	0.00	0.00	0.00
202-474.000-818.000	CONTRACTUAL	900.00	0.00	0.00	900.00	0.00
202-474.000-921.000	UTILITIES	2,500.00	589.24	104.48	1,910.76	23.57
202-474.000-932.000	MAINTENANCE-GROUNDS	400.00	0.00	0.00	400.00	0.00
202-474.000-962.000	MISCELLANEOUS	500.00	0.00	0.00	500.00	0.00
Total Dept 474.000 - TRAFFIC SERVICES - MAINTENANCE		39,396.00	13,656.92	384.13	25,739.08	34.67
Dept 478.000 - WINTER MAINTENANCE						
202-478.000-706.001	SALARIES-FULL TIME	39,662.00	15,338.24	0.00	24,323.76	38.67
202-478.000-706.002	SALARIES - OVERTIME	8,560.00	1,744.40	0.00	6,815.60	20.38
202-478.000-715.000	FRINGE BENEFITS	20,063.00	6,437.99	421.71	13,625.01	32.09
202-478.000-756.000	MISCELLANEOUS SUPPLIES	21,400.00	0.00	0.00	21,400.00	0.00
Total Dept 478.000 - WINTER MAINTENANCE		89,685.00	23,520.63	421.71	66,164.37	26.23
Dept 482.000 - ADMIN. & RECORD KEEPING						
202-482.000-706.001	SALARIES-FULL TIME	26,007.00	19,311.33	0.00	6,695.67	74.25
202-482.000-706.002	SALARIES - OVERTIME	0.00	140.84	0.00	(140.84)	100.00
202-482.000-715.000	FRINGE BENEFITS	16,392.00	9,323.07	530.65	7,068.93	56.88
202-482.000-818.000	CONTRACTUAL	0.00	0.00	0.00	0.00	0.00
Total Dept 482.000 - ADMIN. & RECORD KEEPING		42,399.00	28,775.24	530.65	13,623.76	67.87
Dept 485.000 - DEBT RETIREMENT						
202-485.000-962.001	BOND EXPENSE	0.00	0.00	0.00	0.00	0.00
202-485.000-962.009	BOND PAYABLE-PRINCIPAL	0.00	0.00	0.00	0.00	0.00
202-485.000-963.005	BOND PAYABLE-INTEREST	0.00	0.00	0.00	0.00	0.00
Total Dept 485.000 - DEBT RETIREMENT		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		544,787.00	176,820.16	28,542.10	367,966.84	32.46
Fund 202 - MAJOR STREETS:						
TOTAL REVENUES		584,517.00	237,052.27	36,305.77	347,464.73	40.56
TOTAL EXPENDITURES		544,787.00	176,820.16	28,542.10	367,966.84	

REVENUE AND EXPENDITURE REPORT FOR CITY OF BUCHANAN
 PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 12/31/2022	ACTIVITY FOR MONTH 12/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREETS						
NET OF REVENUES & EXPENDITURES		39,730.00	60,232.11	7,763.67	(20,502.11)	151.60

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 12/31/2022	ACTIVITY FOR MONTH 12/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STREETS						
Revenues						
Dept 000.000						
203-000.000-400.001	GAS & WEIGHT TAX	159,681.00	79,340.02	12,151.67	80,340.98	49.69
203-000.000-400.012	TRANSFER FROM PAYROLL	0.00	0.00	0.00	0.00	0.00
203-000.000-410.000	TELECOMMUNICATION ANNUAL FEE	0.00	0.00	0.00	0.00	0.00
203-000.000-413.000	OTHER STATE GRANTS	25,000.00	0.00	0.00	25,000.00	0.00
203-000.000-665.000	INTEREST EARNED - INVESTMENTS	4,000.00	0.00	0.00	4,000.00	0.00
203-000.000-670.010	TRANSFER FROM ST.REPAIR & MAIN	183,374.00	0.00	0.00	183,374.00	0.00
203-000.000-691.000	MISCELLANEOUS REVENUE/DONATION	0.00	0.00	0.00	0.00	0.00
Total Dept 000.000		372,055.00	79,340.02	12,151.67	292,714.98	21.32
TOTAL REVENUES		372,055.00	79,340.02	12,151.67	292,714.98	21.32
Expenditures						
Dept 000.000						
203-000.000-700.012	TRANSFER TO PAYROLL	0.00	0.00	0.00	0.00	0.00
203-000.000-965.065	TRANSFER TO STREET REPAIR	0.00	0.00	0.00	0.00	0.00
Total Dept 000.000		0.00	0.00	0.00	0.00	0.00
Dept 463.000 - ROUTINE STREET MAINTENANCE						
203-463.000-706.001	SALARIES-FULL TIME	51,563.00	23,054.14	0.00	28,508.86	44.71
203-463.000-706.002	SALARIES - OVERTIME	4,280.00	2,662.23	0.00	1,617.77	62.20
203-463.000-715.000	FRINGE BENEFITS	30,234.00	9,508.76	612.18	20,725.24	31.45
203-463.000-756.000	MISCELLANEOUS SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00
203-463.000-782.000	ROAD MAIN. MATERIAL & SUPPLIES	15,000.00	19,849.59	0.00	(4,849.59)	132.33
203-463.000-808.000	STREET MAINTENANCE/RESURFACING	0.00	3,391.88	0.00	(3,391.88)	100.00
203-463.000-818.000	CONTRACTUAL	5,000.00	0.00	0.00	5,000.00	0.00
203-463.000-835.000	SIDEWALK REPLACEMENT	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 463.000 - ROUTINE STREET MAINTENANCE		112,077.00	58,466.60	612.18	53,610.40	52.17
Dept 468.000 - TREE & SHRUB MAINTENANCE						
203-468.000-706.001	SALARIES-FULL TIME	30,092.00	10,225.34	0.00	19,866.66	33.98
203-468.000-706.002	SALARIES - OVERTIME	3,210.00	1,162.97	0.00	2,047.03	36.23
203-468.000-706.004	SALARIES-TEMPORARY	28,890.00	0.00	0.00	28,890.00	0.00
203-468.000-715.000	FRINGE BENEFITS	14,588.00	4,306.53	281.37	10,281.47	29.52
203-468.000-756.000	MISCELLANEOUS SUPPLIES	1,500.00	0.00	0.00	1,500.00	0.00
203-468.000-818.000	CONTRACTUAL	5,000.00	0.00	0.00	5,000.00	0.00
203-468.000-836.000	TREE REMOVAL/REPLACEMENT	10,000.00	0.00	0.00	10,000.00	0.00
203-468.000-962.000	MISCELLANEOUS	250.00	0.00	0.00	250.00	0.00
Total Dept 468.000 - TREE & SHRUB MAINTENANCE		93,530.00	15,694.84	281.37	77,835.16	16.78
Dept 469.000 - DRAINAGE						
203-469.000-706.001	SALARIES-FULL TIME	17,035.00	6,273.83	0.00	10,761.17	36.83
203-469.000-706.002	SALARIES - OVERTIME	2,140.00	612.77	0.00	1,527.23	28.63
203-469.000-715.000	FRINGE BENEFITS	10,565.00	3,253.33	233.12	7,311.67	30.79
203-469.000-756.000	MISCELLANEOUS SUPPLIES	2,000.00	0.00	0.00	2,000.00	0.00
203-469.000-758.000	STREET SWEEPING	1,500.00	4,000.00	4,000.00	(2,500.00)	266.67

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 12/31/2022	ACTIVITY FOR MONTH 12/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STREETS						
Expenditures						
Total Dept 469.000 - DRAINAGE		33,240.00	14,139.93	4,233.12	19,100.07	42.54
Dept 474.000 - TRAFFIC SERVICES - MAINTENANCE						
203-474.000-706.001	SALARIES-FULL TIME	17,887.00	6,273.83	0.00	11,613.17	35.07
203-474.000-706.002	SALARIES - OVERTIME	2,140.00	612.77	0.00	1,527.23	28.63
203-474.000-715.000	FRINGE BENEFITS	9,657.00	3,253.34	233.12	6,403.66	33.69
203-474.000-756.000	MISCELLANEOUS SUPPLIES	3,000.00	0.00	0.00	3,000.00	0.00
Total Dept 474.000 - TRAFFIC SERVICES - MAINTENANCE		32,684.00	10,139.94	233.12	22,544.06	31.02
Dept 478.000 - WINTER MAINTENANCE						
203-478.000-706.001	SALARIES-FULL TIME	22,432.00	8,970.94	0.00	13,461.06	39.99
203-478.000-706.002	SALARIES - OVERTIME	8,560.00	1,040.41	0.00	7,519.59	12.15
203-478.000-715.000	FRINGE BENEFITS	12,278.00	3,648.03	234.71	8,629.97	29.71
203-478.000-756.000	MISCELLANEOUS SUPPLIES	11,000.00	0.00	0.00	11,000.00	0.00
Total Dept 478.000 - WINTER MAINTENANCE		54,270.00	13,659.38	234.71	40,610.62	25.17
Dept 482.000 - ADMIN. & RECORD KEEPING						
203-482.000-706.001	SALARIES-FULL TIME	27,077.00	12,386.79	0.00	14,690.21	45.75
203-482.000-706.002	SALARIES - OVERTIME	0.00	140.86	0.00	(140.86)	100.00
203-482.000-715.000	FRINGE BENEFITS	17,462.00	8,790.04	530.65	8,671.96	50.34
Total Dept 482.000 - ADMIN. & RECORD KEEPING		44,539.00	21,317.69	530.65	23,221.31	47.86
TOTAL EXPENDITURES		370,340.00	133,418.38	6,125.15	236,921.62	36.03
Fund 203 - LOCAL STREETS:						
TOTAL REVENUES		372,055.00	79,340.02	12,151.67	292,714.98	21.32
TOTAL EXPENDITURES		370,340.00	133,418.38	6,125.15	236,921.62	36.03
NET OF REVENUES & EXPENDITURES		1,715.00	(54,078.36)	6,026.52	55,793.36	3,153.26

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 12/31/2022	ACTIVITY FOR MONTH 12/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 501 - W & S MAINTENANCE & OPERATION						
Revenues						
Dept 000.000						
501-000.000-400.012	TRANSFER FROM PAYROLL	0.00	0.00	0.00	0.00	0.00
501-000.000-401.002	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
501-000.000-404.000	MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00
501-000.000-411.000	2010 DWRP BOND REIMB.	0.00	0.00	0.00	0.00	0.00
501-000.000-426.000	SAW GRANT REVENUE	0.00	0.00	0.00	0.00	0.00
501-000.000-503.000	RETAINAGE PAYABLE	0.00	0.00	0.00	0.00	0.00
501-000.000-642.000	WATER SALES	603,376.00	365,828.14	94,373.31	237,547.86	60.63
501-000.000-643.001	SEWER CHARGES	946,925.00	531,973.34	152,063.58	414,951.66	56.18
501-000.000-645.000	SALES - SURPLUS PROPERTY	0.00	0.00	0.00	0.00	0.00
501-000.000-647.000	BUCHANAN TWP ASSESSMENT CHARGE	11,193.00	6,675.26	1,988.63	4,517.74	59.64
501-000.000-652.000	FUTURE PLANT CHARGES	0.00	0.00	0.00	0.00	0.00
501-000.000-656.000	PENALTIES - DELINQ. COLLECT.	42,000.00	26,597.35	(89.41)	15,402.65	63.33
501-000.000-661.000	LEACHATE TREATMENT	240,000.00	62,986.85	7,764.49	177,013.15	26.24
501-000.000-662.000	READY-TO-SERVE CHARGES	898,175.00	617,320.91	178,298.59	280,854.09	68.73
501-000.000-663.000	PAYMENT EXTENSION SERVICE FEE	0.00	0.00	0.00	0.00	0.00
501-000.000-665.000	INTEREST EARNED - INVESTMENTS	30,000.00	0.00	0.00	30,000.00	0.00
501-000.000-666.000	PORTABLE TOILET DUMPING	0.00	11,043.50	2,990.00	(11,043.50)	100.00
501-000.000-667.001	HYDRANT RENTAL	3,996.00	50.00	0.00	3,946.00	1.25
501-000.000-667.003	UNCLASSIFIED	0.00	54,759.65	10,255.75	(54,759.65)	100.00
501-000.000-669.000	LOSS/DISPOSAL OF CAPITAL ASSET	0.00	0.00	0.00	0.00	0.00
501-000.000-670.000	OXIDATION DITCH RESERVES	33,500.00	0.00	0.00	33,500.00	0.00
501-000.000-670.010	TRANSFER FROM ST.REPAIR & MAIN	0.00	0.00	0.00	0.00	0.00
Total Dept 000.000		2,809,165.00	1,677,235.00	447,644.94	1,131,930.00	59.71
TOTAL REVENUES		2,809,165.00	1,677,235.00	447,644.94	1,131,930.00	59.71
Expenditures						
Dept 000.000						
501-000.000-700.012	TRANSFER TO PAYROLL	0.00	0.00	0.00	0.00	0.00
501-000.000-700.015	TRANSFER TO GENERAL	5,800.00	0.00	0.00	5,800.00	0.00
501-000.000-809.000	BUCH TWP UTILITY ASSESSMENT	18,000.00	0.00	0.00	18,000.00	0.00
501-000.000-963.004	INTEREST-NOTES PAYABLE	0.00	0.00	0.00	0.00	0.00
501-000.000-968.002	AMORITIZATION SCHEDULE	0.00	0.00	0.00	0.00	0.00
501-000.000-968.003	AMORITIZATION SCHEDULE-2009	0.00	0.00	0.00	0.00	0.00
501-000.000-968.004	AMORTIZATION SCHEDULE-2010	0.00	0.00	0.00	0.00	0.00
Total Dept 000.000		23,800.00	0.00	0.00	23,800.00	0.00
Dept 506.000 - 2000 BOND SERIES						
501-506.000-962.011	2000 BOND PAYABLE-INTEREST	0.00	0.00	0.00	0.00	0.00
501-506.000-962.012	INTEREST-2009 SRF	19,333.00	10,250.00	0.00	9,083.00	53.02
501-506.000-962.013	INTEREST-2010 DWRP	21,500.00	10,750.00	0.00	10,750.00	50.00
501-506.000-962.014	INTEREST - 2013 LOAN FROM GEN.	2,692.00	0.00	0.00	2,692.00	0.00
501-506.000-962.015	INTEREST - 2020 OXIDATION DITCH	244,860.00	123,130.00	0.00	121,730.00	50.29
501-506.000-963.004	INTEREST-NOTES PAYABLE	0.00	0.00	0.00	0.00	0.00
Total Dept 506.000 - 2000 BOND SERIES		288,385.00	144,130.00	0.00	144,255.00	49.98
Dept 590.000 - SEWER MAINTENANCE & OPERATION						
501-590.000-706.001	SALARIES-FULL TIME	389,598.00	143,365.11	0.00	246,232.89	

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	12/31/2022	MONTH 12/31/2022	BALANCE	USED
Fund 501 - W & S MAINTENANCE & OPERATION						
Expenditures						
501-590.000-706.002	SALARIES - OVERTIME	21,400.00	3,908.02	0.00	17,491.98	18.26
501-590.000-706.005	SALARIES-PART TIME	10,700.00	0.00	0.00	10,700.00	0.00
501-590.000-715.000	FRINGE BENEFITS	235,500.00	66,313.35	469.56	169,186.65	28.16
501-590.000-716.000	PENSION EXP-GASB 68	0.00	2,104.50	0.00	(2,104.50)	100.00
501-590.000-728.000	OFFICE SUPPLIES	1,500.00	332.55	212.66	1,167.45	22.17
501-590.000-730.000	POSTAGE	5,000.00	3,542.59	489.43	1,457.41	70.85
501-590.000-743.000	CHEMICALS	14,000.00	5,860.92	0.00	8,139.08	41.86
501-590.000-751.000	GAS AND OIL	4,500.00	3,769.29	2,549.34	730.71	83.76
501-590.000-756.000	MISCELLANEOUS SUPPLIES	2,000.00	1,496.25	312.45	503.75	74.81
501-590.000-757.000	LAB SUPPLIES	12,500.00	5,654.45	1,090.63	6,845.55	45.24
501-590.000-768.000	UNIFORMS	1,500.00	1,029.63	250.00	470.37	68.64
501-590.000-802.000	ACCOUNTING SUPPORT	9,671.00	3,516.56	0.00	6,154.44	36.36
501-590.000-807.000	AUDIT	10,500.00	0.00	0.00	10,500.00	0.00
501-590.000-818.000	CONTRACTUAL	25,000.00	19,944.89	15,728.14	5,055.11	79.78
501-590.000-853.000	TELEPHONE, INTERNET, CABLE	3,150.00	1,340.70	300.84	1,809.30	42.56
501-590.000-864.000	CONFERENCES AND WORKSHOP	1,500.00	0.00	0.00	1,500.00	0.00
501-590.000-866.000	SAW GRANT	0.00	0.00	0.00	0.00	0.00
501-590.000-870.000	OXIDATION DITCH BOND	0.00	20,000.00	0.00	(20,000.00)	100.00
501-590.000-873.000	TRAVEL & CAR ALLOWANCE	1,000.00	0.00	0.00	1,000.00	0.00
501-590.000-912.000	FIRE & LIABILITY INSURANCE	31,920.00	13,429.65	0.00	18,490.35	42.07
501-590.000-916.000	ANNUAL PERMIT FEE	6,500.00	7,021.96	5,500.00	(521.96)	108.03
501-590.000-920.000	USDA GRANT	100.00	0.00	0.00	100.00	0.00
501-590.000-921.000	UTILITIES	83,000.00	67,968.26	8,615.42	15,031.74	81.89
501-590.000-931.000	MAINTENANCE-BUILDINGS	5,000.00	1,107.72	467.43	3,892.28	22.15
501-590.000-933.000	MAINTENANCE - EQUIPMENT	25,000.00	9,807.03	1,563.80	15,192.97	39.23
501-590.000-934.000	MAINT. - OFFICE EQUIPMENT	1,000.00	0.00	0.00	1,000.00	0.00
501-590.000-936.000	SLUDGE REMOVAL	8,000.00	4,886.29	1,573.69	3,113.71	61.08
501-590.000-938.000	MAINTENANCE - SYSTEM	8,000.00	1,234.27	41.88	6,765.73	15.43
501-590.000-939.000	MAINTENANCE - VEHICLE	1,500.00	975.25	665.89	524.75	65.02
501-590.000-943.000	EQUIPMENT RENTAL	200.00	0.00	0.00	200.00	0.00
501-590.000-954.000	SAW GRANT	0.00	0.00	0.00	0.00	0.00
501-590.000-960.000	EDUCATION AND TRAINING	3,500.00	938.90	0.00	2,561.10	26.83
501-590.000-961.000	MEDICAL EXAMS	400.00	218.00	0.00	182.00	54.50
501-590.000-962.000	MISCELLANEOUS	4,000.00	343.75	330.34	3,656.25	8.59
501-590.000-962.015	INTEREST - 2020 OXIDATION DITCH	0.00	0.00	0.00	0.00	0.00
501-590.000-963.000	PROPERTY TAXES	23,980.00	0.00	0.00	23,980.00	0.00
501-590.000-970.000	TRANSFER-CAPITAL RESERVE	0.00	0.00	0.00	0.00	0.00
501-590.000-970.001	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
501-590.000-970.026	EQUIPMENT RESERVE EXPENDITURES	0.00	0.00	0.00	0.00	0.00
501-590.000-976.000	BUILDING RESERVE EXPENDITURES	0.00	0.00	0.00	0.00	0.00
Total Dept 590.000 - SEWER MAINTENANCE & OPERATION		951,119.00	390,109.89	40,161.50	561,009.11	41.02
Dept 591.000 - WATER MAINTENANCE & OPERATION						
501-591.000-706.001	SALARIES-FULL TIME	302,204.00	122,826.73	0.00	179,377.27	40.64
501-591.000-706.002	SALARIES - OVERTIME	21,400.00	8,488.66	0.00	12,911.34	39.67
501-591.000-706.005	SALARIES-PART TIME	10,700.00	0.00	0.00	10,700.00	0.00
501-591.000-715.000	FRINGE BENEFITS	200,064.00	84,937.94	7,447.65	115,126.06	42.46
501-591.000-716.000	PENSION EXP-GASB 68	0.00	2,104.50	0.00	(2,104.50)	100.00
501-591.000-728.000	OFFICE SUPPLIES	2,500.00	57.73	0.00	2,442.27	2.31
501-591.000-730.000	POSTAGE	5,000.00	3,634.99	489.43	1,365.01	72.70
501-591.000-743.000	CHEMICALS	5,000.00	7,140.67	537.56	(2,140.67)	142.81
501-591.000-751.000	GAS AND OIL	3,500.00	2,530.50	1,102.66	969.50	72.30
501-591.000-756.000	MISCELLANEOUS SUPPLIES	1,600.00	1,315.14	4.49	284.86	82.20
501-591.000-768.000	UNIFORMS	900.00	0.00	0.00	900.00	0.00

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 12/31/2022	ACTIVITY FOR MONTH 12/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 501 - W & S MAINTENANCE & OPERATION						
Expenditures						
501-591.000-802.000	ACCOUNTING SUPPORT	9,671.00	3,516.57	0.00	6,154.43	36.36
501-591.000-807.000	AUDIT	10,500.00	0.00	0.00	10,500.00	0.00
501-591.000-818.000	CONTRACTUAL	20,000.00	3,150.62	385.00	16,849.38	15.75
501-591.000-853.000	TELEPHONE, INTERNET, CABLE	3,000.00	1,471.92	487.67	1,528.08	49.06
501-591.000-864.000	CONFERENCES AND WORKSHOP	1,800.00	1,152.00	0.00	648.00	64.00
501-591.000-866.000	SAW GRANT	0.00	0.00	0.00	0.00	0.00
501-591.000-873.000	TRAVEL & CAR ALLOWANCE	400.00	0.00	0.00	400.00	0.00
501-591.000-912.000	FIRE & LIABILITY INSURANCE	13,972.00	9,192.71	0.00	4,779.29	65.79
501-591.000-916.000	ANNUAL PERMIT FEE	3,000.00	0.00	0.00	3,000.00	0.00
501-591.000-920.000	USDA GRANT	0.00	0.00	0.00	0.00	0.00
501-591.000-921.000	UTILITIES	27,000.00	16,330.96	3,922.86	10,669.04	60.49
501-591.000-927.000	WELLHEAD PROTECTION PROGRAM	7,350.00	0.00	0.00	7,350.00	0.00
501-591.000-931.000	MAINTENANCE-BUILDINGS	6,000.00	3,057.99	0.00	2,942.01	50.97
501-591.000-933.000	MAINTENANCE - EQUIPMENT	5,000.00	1,568.37	739.37	3,431.63	31.37
501-591.000-934.000	MAINT. - OFFICE EQUIPMENT	500.00	4,050.98	592.00	(3,550.98)	810.20
501-591.000-937.000	METERS - HYDRANTS - FITTINGS	28,000.00	22,489.16	16,661.50	5,510.84	80.32
501-591.000-938.000	MAINTENANCE - SYSTEM	12,000.00	19,230.89	2,780.47	(7,230.89)	160.26
501-591.000-939.000	MAINTENANCE - VEHICLE	2,000.00	53.11	0.00	1,946.89	2.66
501-591.000-943.000	EQUIPMENT RENTAL	750.00	0.00	0.00	750.00	0.00
501-591.000-960.000	EDUCATION AND TRAINING	1,500.00	0.00	0.00	1,500.00	0.00
501-591.000-961.000	MEDICAL EXAMS	250.00	0.00	0.00	250.00	0.00
501-591.000-962.000	MISCELLANEOUS	1,500.00	316.03	20.99	1,183.97	21.07
501-591.000-963.000	PROPERTY TAXES	5,578.00	0.00	0.00	5,578.00	0.00
501-591.000-968.001	DEPRECIATION	0.00	0.00	0.00	0.00	0.00
501-591.000-970.000	TRANSFER-CAPITAL RESERVE	0.00	0.00	0.00	0.00	0.00
501-591.000-970.001	CAPITAL OUTLAY	7,000.00	0.00	0.00	7,000.00	0.00
501-591.000-970.026	EQUIPMENT RESERVE EXPENDITURES	0.00	0.00	0.00	0.00	0.00
501-591.000-976.000	BUILDING RESERVE EXPENDITURES	0.00	0.00	0.00	0.00	0.00
Total Dept 591.000 - WATER MAINTENANCE & OPERATION		719,639.00	318,618.17	35,171.65	401,020.83	44.27
TOTAL EXPENDITURES		1,982,943.00	852,858.06	75,333.15	1,130,084.94	43.01
Fund 501 - W & S MAINTENANCE & OPERATION:						
TOTAL REVENUES		2,809,165.00	1,677,235.00	447,644.94	1,131,930.00	59.71
TOTAL EXPENDITURES		1,982,943.00	852,858.06	75,333.15	1,130,084.94	43.01
NET OF REVENUES & EXPENDITURES		826,222.00	824,376.94	372,311.79	1,845.06	99.78
TOTAL REVENUES - ALL FUNDS		8,026,198.00	4,010,103.70	509,698.66	4,016,094.30	49.96
TOTAL EXPENDITURES - ALL FUNDS		7,635,365.00	3,342,272.96	413,555.18	4,293,092.04	43.77
NET OF REVENUES & EXPENDITURES		390,833.00	667,830.74	96,143.48	(276,997.74)	170.87

CITY OF BUCHANAN

CREDIT CARD USE POLICY

Cardholder Responsibilities:

- a. Ensure that the credit card is used in compliance with the City's Credit Card Policy.
- b. Only authorized employees of the City of Buchanan may use the municipal credit card. All employees with fill-out Attachment A "Credit Cardholder Agreement" and have this approved by the City Manager.
- c. A municipal credit card may be used for the purchase of goods or services for only official business of the City of Buchanan.
- d. The credit card must be returned to the City Treasurer as soon as possible after the credit transaction or business trip to reconcile against the monthly credit card statement and to avoid unnecessary interest charges
- e. The employee using the credit card must submit to the City Treasurer the receipts, documentation detailing the goods or services purchased, cost, date of the purchase and the official business explanation thereof.
- f. The Department Head/Director who is issued the card is responsible for its protection and custody and shall immediately notify the City Manager or Treasurer if the card is lost or stolen.
- g. The credit card users must notify vendors or merchants that the credit card transaction should be exempt from Michigan Sales and Use Taxes (IRS Tax Identification #38-6004527) if it is used for the purchase of goods or services in the State of Michigan.
- h. The credit card may not be used for alcoholic beverages, In-room movies, cash advances, personal use or any other type of purchase unrelated to official business of the City of Buchanan.
- i. Employees must immediately surrender the card upon termination of employment. The City reserves the right to withhold final payroll checks and payout of accrued leave until the card is surrendered.

Internal Control Procedures:

The City Manager is the administrator of this policy and shall be responsible for the issuance and retrieval of assigned municipal credit cards to personnel and generally for overseeing compliance with this policy.

The City Treasurer shall be responsible for:

- a. Assisting and maintaining record of issuance and retrieval of municipal credit cards and overseeing compliance with this policy.
- b. Accounting and payment of expenses. All documentation must accompany invoices before payment is made.
- c. Ensuring accuracy of the statement and that activity and account information is noted on the credit card statement for each line of entry.
- d. The balance including interest due on an extension of credit under the credit card arrangement shall be paid for within 30 days of the initial statement date.
- e. Compliance with State of Michigan records retention requirements for safekeeping of statements and receipts for seven years.

Limit Amounts and Issuance of Credit Cards:

a. The City will have a Maximum of 5 cards on file. The Corporate cards will be in the possession of the City Treasurer and can only be checked out by having attachment A on file within the City Clerk’s office. The chart below explains the limit amounts and who is issued a City Credit Card.

Staff Member	Limit Amount \$
City Manager	\$5,000.00
City Treasurer	\$5,000.00
Director of Public Safety	\$5,000.00
Corporate Card (to be kept in City Treasurer’s Office)	\$2,500.00
Corporate Card (to be kept in City Treasurer’s Office)	\$2,500.00

Attachment A

City of Buchanan

Credit Cardholder Agreement

Requirements for use of a Municipal Credit Card:

1. The credit card is to be used only to make purchases at the request of, and for the legitimate business benefit of, the City of Buchanan, Michigan.
2. The credit card must be used in accordance with the provisions of the Credit Card Policy established by the City of Buchanan

Violations of these requirements may result in revocation of use privileges. Employees found to have inappropriately used the credit card will be required to reimburse the City of Buchanan for all costs associated with such improper use through direct payment or payroll deduction. Disciplinary action(s) may be taken per the City's Personnel Policies, up to and including termination. The City of Buchanan will investigate and commence, in appropriate cases, criminal prosecution against any employee found to have misused the credit card or who violates the provisions of the cardholder agreement.

Credit Card Account Number: _____

Received by: _____
Name (Please Print)

Purpose: _____

City Treasurer Authorization _____

I acknowledge receipt of the attached Credit Card Policy and agree to abide by said Policy.

Signature: _____

Date: _____

(Below, For Treasurer and/or City Manager's Office Use Only)

Credit Card Returned

Authorized Signature: _____ Date: _____

**CITY OF BUCHANAN
(Berrien County, Michigan)
Resolution No. 2023.01/02**

**RESOLUTION TO PURCHASE, ACQUIRE AND CONSTRUCT
CAPITAL IMPROVEMENTS AND TO PUBLISH
NOTICE OF INTENT TO ISSUE MUNICIPAL SECURITIES**

Minutes of a regular meeting of the City Commission of the City of Buchanan, Berrien County, Michigan, held in the City Hall on January 9, 2023, at 7 p.m. local time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by Member _____ and supported by Member _____:

WHEREAS, the City Commission deems it to be in the best interest of the City of Buchanan (the “City”) to design, acquire, and construct certain capital improvements, including without limitation, streetscape improvements, including without limitation, signage, pavement marking, paving and decorative paving, decorative intersection art, sidewalk improvements, site amenities (bike racks, planters, tree grates, benches, etc.), landscape trees, landscaping and perennials, decorative columns, outdoor fire pit, decorative arch, screening walls, retaining walls, fencing, placemaking signage, irrigation system, street lighting, and pedestrian and traffic light modifications and improvements, and restoration; storm sewer improvements, including without limitation storm sewers and structures and restoration; sidewalk improvements and restoration; and related facilities to the foregoing improvements, as well as all work, equipment, and appurtenances necessary or incidental to these improvements; and such other capital improvements as the City shall determine to make, and to pay the costs of issuance of municipal securities (the “Improvements”) and to finance the Improvements by the issuance of municipal securities which pledge the City’s limited tax general obligation pursuant to Section 517 of Act 34, Public Acts of Michigan, 2001, as amended (“Act 34”); and

WHEREAS, the City may proceed to acquire the Improvements prior to the issuance of the municipal securities; and

WHEREAS, the City may incur substantial capital expenditures for the Improvements prior to the issuance of the municipal securities and desires to be reimbursed for such expenditures from the proceeds of the municipal securities; and

WHEREAS, pursuant to Section 517 of Act 34, it is necessary to publish a Notice of Intent to Issue Municipal Securities for the Property.

NOW, THEREFORE, BE IT RESOLVED that:

1. The City Commission hereby determines to purchase, acquire, and construct the Improvements and to pay for the cost through the issuance of one or more series of municipal securities, which pledge the City’s limited tax full faith and credit, pursuant to Section 517 of Act 34, in an amount of not to exceed \$6,000,000 (the “Municipal Securities”).

2. A Notice of Intent to Issue Municipal Securities be published in accordance with Section 517 of Act 34, and the City Clerk is authorized and directed to publish the Notice of Intent to Issue Municipal Securities in a newspaper of general circulation in the City, which Notice shall be substantially in the form as set forth on Exhibit A attached hereto with such changes as are approved by the City Manager, and shall be at least one-quarter (1/4) page size in the newspaper.

3. The City may proceed to acquire and construct the Improvements using available funds of the City from the general fund, a fund for the general operations of the City, the street fund, a fund for the improvement of streets, and other funds of the City.

4. At such time as the City issues the Municipal Securities for the long-term financing of the acquisition of the Improvements, the City shall be reimbursed for its expenditures for the Property out of the proceeds of the Municipal Securities.

5. This resolution and the expression of intent to seek reimbursement from future proceeds of the Municipal Securities is intended to satisfy the requirements of Section 150 of the Internal Revenue Code of 1986, as amended.

6. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

YEAS: _____

NAYS: _____

ABSTAIN: _____

RESOLUTION DECLARED ADOPTED.

Kalla Langston, Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Commission of the City of Buchanan, Berrien County, Michigan, at a meeting held on January 9, 2023, and that the public notice of the meeting was given pursuant to Act 267, Public Acts of Michigan, 1976, as amended.

Dated: _____, 2023

Kalla Langston, Clerk

EXHIBIT A

[NOTE TO PUBLISHER - PUBLICATION MUST BE 1/4 PAGE SIZE]

**NOTICE OF INTENT TO ISSUE MUNICIPAL SECURITIES
TO THE ELECTORS OF THE CITY OF BUCHANAN**

PLEASE TAKE NOTICE that the City Commission of the City of Buchanan (the “City”) intends to issue municipal securities in one or more series, in an amount of not to exceed \$6,000,000 (the “Municipal Securities”).

The Municipal Securities shall be issued for the purpose of defraying the cost to design, acquire and construct certain capital improvements, including without limitation, streetscape improvements, including without limitation, signage, pavement marking, paving and decorative paving, decorative intersection art, sidewalk improvements, site amenities (bike racks, planters, tree grates, benches, etc.), landscape trees, landscaping and perennials, decorative columns, outdoor fire pit, decorative arch, screening walls, retaining walls, fencing, placemaking signage, irrigation system, street lighting, and pedestrian and traffic light modifications and improvements, and restoration; storm sewer improvements, including without limitation storm sewers and structures and restoration; sidewalk improvements and restoration; and related facilities to the foregoing improvements, as well as all work, equipment, and appurtenances necessary or incidental to these improvements; and such other capital improvements as the City shall determine to make and to pay the costs of issuance of municipal securities and capitalized interest, if any.

The Municipal Securities of this issue shall mature within the maximum terms permitted by law with interest on the unpaid balance at a rate not to exceed the maximum rate permitted by law. The Municipal Securities shall be issued pursuant to Act 34, Public Acts of Michigan, 2001, as amended (“Act 34”).

SOURCE OF PAYMENT

The principal of and interest on the Municipal Securities will be limited tax full faith and credit general obligations of the City, payable from any available funds of the City. Pursuant to this pledge of its limited tax full faith and credit, the City will be obligated to levy such ad valorem taxes upon all taxable property in the City as shall be necessary to make the payments of principal and interest on the Municipal Securities, which taxes, however, will be limited by applicable constitutional, statutory and charter limitations on the taxing power of the City.

RIGHT OF REFERENDUM

This notice is given, by order of the City Commission of the City, to and for the benefit of the electors of the City in order to inform them of their right to petition for a referendum upon the question of the issuance of the Municipal Securities. The Municipal Securities will be issued, without submitting such a question to a vote of the electors, unless within 45 days after the date of publication of this notice a petition requesting a referendum upon such question, signed by not less than 10% or 15,000 of the registered electors residing within the City, whichever is the lesser, shall have been filed with the undersigned City Clerk. In the event that such a petition is filed, the Municipal Securities will not be issued unless and until the issuance thereof shall have been approved by the vote of a majority of the electors of the City qualified to vote and voting thereon at a general or special election.

This Notice is published pursuant to the requirements of Section 517 of Act 34.

Kalla Langston, Clerk
City of Buchanan