

REGULAR MEETING OF THE BUCHANAN CITY COMMISSION
MONDAY, JANUARY 23, 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. Approve Agenda

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

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

A. (1) Minutes- Consider approving the Regular Meeting Minutes from January 9, 2023.

B. (2) Expenditures- Consider approving expenditures for January 23, 2023, in the amount of **\$67,641.26**

VIII. Scheduled Matters from the Floor (if any)

A. Resolution #2023.01/03- Consider approving a resolution to support the Berrien County Trails Master Plan.

IX. Reports by: Departments, Committees, Boards

A. Buchanan Tree Friends Report: Vice-Chair, Richard Martin.

1) Water Trailer- Consider the purchase of a water trailer. BTF was recently awarded a grant from Berrien Community Foundation in the amount of \$4,000.00. The total project cost is \$6,349.00, BTF is requesting \$2,349.00 to cover the cost from their budget.

B. Community Development Report- Director Richard Murphy

(1) 2022 Annual Building Inspector Report- No action needed.

(2) Cannavista Wellness 2023 Marihuana Permit Renewals- Consider approving.

(3) High Profile 2023 Marihuana Permit Renewals- Consider approving.

(4) AEP Grant Award to the City of Buchanan for the St. Joseph River Public Access Strategic Plan- Consider approving.

C. **Water Department Report- Water Operator In Charge (OIC) Craig Miller**

(1) Wellhead Protection Plan Update- A status report will be provided; no action needed at this time.

(2) SCATA System- A status report will be provided; no action needed at this time.

D. **Public Safety Report- Director Tim Ganus & Chief Harvey Burnett**

(1) Budget Amendment Request for Patrol Vehicle Purchase- Consider approving a budget amendment to effectuate a cash purchase of a new patrol vehicle, as discussed during last mtg.

(2) School Resource Officer Funding Update- A funding report has been provided by the Buchanan Community School District, in addition to a letter indicating that the first grant application was approved.

E. **Public Services Report- Director Mike Baker**

(1) New DPW Bldg Municipal Bonds Update- Baker Tilly has provided an updated timeline for the municipal bonds to be sold for the new DPW bldg project; no action needed.

(2) DPW Bldg. Construction Committee Update- An update will be provided regarding recent activities of the DPW Bldg Construction Committee mtg held on 01/20/2023.

(3) General Public Services Updates-

F. **Clerk Report**- City Clerk Kalla Langston will give a brief update on the May 2nd, 2023 Special Election.

G. **Joint Water/Sewer Board Report**

(1) Update Regarding Lift Station at Former Wheatberry Location-

X. **Unfinished Business**

A. **Alternate Appointments**

(1) City Commission Alternates for Various City Boards/Commissions- Consider appointing select City Commissioners to serve as "alternates" on various City Boards/Commissions.

B. **RFP for Ross Sanders Bldg**- Consider a First Draft RFP to Advertise the Potential Future Sale of the Ross Sanders Bldg.

XI. **New Business**

A. **Waiver of Conflict of Interest RE Former Wheatberry Lift Station**- Consider approving a waiver submitted by the City Attorney, through which the City of Buchanan, if approved, agrees to waive any conflict of interest on the part of the City Attorney (Kotz Sangster) relating to the former Wheatberry Lift Station matter.

B. **Closed Session**

(1) Enter Closed Session- Consider entering Closed Session pursuant to MCL 15.268 Sec. 8 (1) (d) and (h), to discuss legal memos pertaining to the following attorney-client privileged matters: (i) the former Wheatberry Lift Station, a contractual matter, and a matter of employment law; in addition to also discussing the potential purchase or lease of real property.

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

(3) Action- Consider authorizing action based on conversations held in Closed Session.

C. Budget Amendments

(1) Option A- Consider approving Budget Amendment Option B, to remove previously anticipated revenues formerly associated with the Buchanan Area Chamber contract, to effectuate a transition of the "Executive Director/Main Street Manager" position to one that is instead "Main Street Manager/Assistant Director of Community Development." This would allow Ashley Regal, who is already a full-time employee of the City, to remain as a full-time City employee, just with a slightly different role.

(2) Option B- Consider approving Budget Amendment Option C, which does everything listed above in Option A, plus authorizes the effectuation of an updated employment agreement for the new Main Street Manager/ Assistant Director of Community Development, which would include a pay increase, to help compensate for the additional duties that will be taken on due to the changed role (along with recognizing her for a job well done). City Administration strongly recommends the approval of this budget amendment, particularly in light of the fact that it costs more to attract and train new staff than it does to retain qualify staff who are already trained.

(3) Option C- Consider approving Budget Amendment Option D, which authorizes the effectuation of an updated employment agreement, which would include a 5% pay increase for Clerk Kalla Langston, to help compensate for the additional duties the Clerk must take on now due to the passing of Proposition 2 (along with recognizing her for a job well done). City Administration strongly recommends the approval of this budget amendment, particularly in light of the fact that it costs more to attract and train new staff than it does to retain qualify staff who are already trained.

D. IT Services Agreement

(1) Exemplar IT Services Agreement- Consider approving a proposed agreement for IT services to be provided by Exemplar IT Services. City Administration tried a "soft transition" to utilizing Exemplar to "try them out," so to speak, and their services have been very helpful, so approval is highly recommended.

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

MINUTES

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* 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

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

II. Recognition

III. Pledge of Allegiance

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, Commissioner Patrick Swem

Absent: None

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; City Attorneys Matt Derby; Main Street Manager/ Chamber Director, Ashley Regal

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

Norma Ferris- Would like more information on the trail extension.

VI. Approve Agenda

*Motion made by Weedon to amend the agenda to add item D. Lift Station Discussion under section IX. Reports by Departments recommended by the Joint Water Sewer Board, supported by Vigansky, to approve the amended agenda. Roll call vote carries unanimously.

Y: Weedon, Vigansky, Money, Denison

Abstain: Swem (Business Interest)

Nay: None

Motion carries

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**.

**Motion made by Swem, supported by Money to approve the Consent Agenda as presented. Roll call vote carries unanimously.*

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

A. (1) **Andy Campbell with Baker Tilly-** presentation regarding the analysis of the DPW building costs, and how it relates to water/sewer rates.

Campbell discussed **attachments A, B, & C**. Starting with the timeline of sale of bonds, with getting final numbers toward the end of February.

Attachment A is how the bonds will be paid back by working with staff. The debit service break out is how cash flow would work with the bond payments being paid out of the four funds of General, Streets, Water, and Sewer fund. The DPW houses equipment and works with the Water/Sewer Departments which is why it's split between those four funds.

Attachment B is the Operating Expenses for the water fund. The increases are up by about 10 percent. Page 2 of Attachment B (Cash Flow Analysis) shows with the 8 percent increases that were put in place by the previous administration what a typical household increase would look like. The current debt service payments listed show the bond payments with the DPW and the USDA projects.

The budget can be adjusted to take off the water/sewer funds, but the city must have a qualifier and a long-term plan to go out for sale of the bonds. The long-term plan is what was presented, but when prepping for annual budgets the Commission can allocate money from the general fund instead of the water/sewer funds to cover some of the bond payment. The cash-flow overall is still made with estimates. The overall unrestricted and cash investments show a decrease of \$600,000.00 over the next five years. What that implies is the city is using the reserves, so the rate increases do not need to go any higher than they already are.

Attachment C is the Operating Expenses for the sewer fund with increases as well. With this fund adding to the reserves, unlike water with having to use the reserves. The city will be hovering around the average water bill price for the State. The sewer bill will be on the medium- higher side due to borrowing and capital improvements. The city has done a lot of improvements and a lot of improvements still to come have impacted the rates. The rates have been raised due to debt payments for the capital improvements. You can't adjust the bond payments for ten years, but you can adjust what fund pays for it.

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

Seaman presented two proposals to the commission for the demolition of the Old Feed Mill/ Baroda Tire Too properties. There are some ways to recapture the cost by establishing a Brownfield for the properties. Working with PointBlu the properties would be "shovel-ready" for any developer coming in. PointBlu is willing to work with in the contract if the city is wanting to sell the silos to a third party it, just needs to be clarified and incorporated into the agreement. Pest management is a concern of neighbors and needs to be clarified in the agreement as well.

**Motion made by Swem, supported by Vigansky to use the economic development funds with a maximum guaranteed price of \$35,000 to move forward proposals that were provided. Roll call vote carries unanimously.*

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.

Jerry Flenar, Chairperson for the McCoy Creek Trail Committee is here to encourage the Commission to enter in the contract for engineering services from Wightman and Associates for the extension. Flenar and his group received grant funding as well as raising funds to cover the costs of the extension. Commission and Staff thanked the McCoy Creek Trail Committee for their amazing work as a group. The Commission gave a round of applause to the Committee for all their hard work, as well as a thank you to Wightman & Associates for their work.

**Motion made by Money, supported by Swem to approve the Trail Extension Proposal from Wightman & Associates, as presented. Roll call vote carries unanimously.*

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 attached 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.

Motion made by Vigansky, supported by Money to approve the 2022 Berrien County Multi-Hazard, Multi-Jurisdictional plan, resolution 2023.01/01, as presented. Roll call vote carries unanimously. **(See Attachment D)*

(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.

Burnett presented to the Commission 3 different quotes with his recommendation. As well as explain his concerns with keeping this in the patrol fleet if the commission decides against moving forward with the purchase.

**Motion made by Swem, supported by Money to authorize for the Finance Department to prepare a report regarding making a cash purchase for the potential purchase of a new patrol vehicle. Roll call vote carries unanimously.*

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.

Langston explained the Credit Card Policy asking for an amendment to add a Director of Public Services card with a \$5,000.00 limit to the other cards. This would drop the city down from 15 active purchasing/ credit cards to 6 in total with City Manager, City Treasurer, Director of Public Services, Director of Public Safety with a limit of \$5,000.00 and 2 corporate cards with a limit of \$2,500.00 to be housed with the City Treasurer and checked out by staff as needed.

**Motion made by Denison, supported by Weedon to approve the Credit Card policy with the amendment to add Director of Public Services at 5,000 limits. Roll call vote carries unanimously.*

D. Single Lift Station/ Infrastructure at the fifteen-2-twelve Restaurant.

Recommended by the Joint Water Sewer Board to bring in front of the City Commission after their special meeting this morning. Anton Lockett owner of Fifteen-2-Twelve Restaurant and Joint Water/Sewer Board Chairman Tom Gordon were present at the meeting. Grace was asked to give a summary on the item for discussion. There has been discussion for said property and the use of the lift station that is on city owned property. There is a question of ownership of the lift station, the city is trying to fundamentally determine ownership, as well as whether and under what circumstance the lift station is turned back on. The lift station has been nonoperational for the last couple of years. The meeting this morning was to discuss what the path forward would look like for that station to come back on board to the Joint water/sewer system for Buchanan Township and Buchanan City. The recommendation was to reach out to our current operator in charge John Holland who is serving contractually through Michigan Rural Water to receive his feedback on the lift station. Holland recommends that first to refer the issue of ownership to the city attorney to have them make an analysis of the existing documentation and if additional documents need to be drafted. Secondary, as operator in charge that for the lift station to come back online they would need a report from a certified engineer.

The JWSB was not involved with the lift station being put in to begin with. They just recently got involved when Mr. Lockett purchased. Chairman Gordon has researched and filed a report with the JWSB recently, Lockett has put work into the lift station to get it operational. There are a few legal issues to resolve and odds and ends to finish.

The commission asked to discuss the situation with the current owner Anthon Lockett. Lockett has been working with Brunke Plumbing, Hein Electric, and Mansaco Wastewater. They have re-built the lift station but were able to use the same pumps, since there were no issues with the pumps. The issues were with the check valves and the piping. Lockett has spoken to a couple of different engineers to complete the last contingency the JWSB had recommended. Lockett is heavily involved in his business and will continue to maintain it and make himself available to any

emergency with the lift station. Lockett has not followed through with the last contingency due to an engineer having to reverse engineer the lift station, which could cost thousands of dollars. Commission discussed the matter at hand between staff and Lockett.

**Motion made by Vigansky, supported by Weedon to allow fifteen-2-twelve restaurant to open the lift station up to come back on to city sewer, with a 90-day report to the commission for the next 12 months with the contingency of it coming back to the city commission if said report is not received and revisit the approval after the 12 months.*

Grace wanted to clarify that this motion to be voted yes that it be against the recommendation from the City Manager, Primary Operator in charge, Secondary Operator in charge, and the Joint Water Sewer Board. Vigansky agreed to the note.

Yea: Weedon, Vigansky

Nay: Money, Denison

Abstain: Swem (Business interest)

Motion does not carry ties go to the Nays

X. Unfinished Business

XI. New Business

- A. (1) **Resolution 2023.01/02** - Consider a resolution to purchase, acquire and construct capital improvements and to publish notice of intent to issue municipal securities. **See Attachment E**

**Motion made by Vigansky, supported by Money to approve Resolution 2023.01/02, as presented.*

Yea: Money, Denison, Vigansky

Nay: Swem, Weedon

Motion carries 3 to 2

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).

**Motion made by Weedon, supported by Vigansky to enter Closed Session to discuss matters subject to attorney-client privilege, pursuant to MCL 15.268 Sec. 8 (1)(h) at 9:03 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 9:39 P.M. Roll call vote carries unanimously.*

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

**Motion made by Denison, supported by Weedon for authorize City Administration to take action pursuant to discussions 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)

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

Mary Gilbert- If they could please ask the owners to police the McDonalds trash that is in the back area of their building. Also, Mary noticed that the city was founded in 1830 and that the 200-year

anniversary is coming up quickly. Her idea was to maybe partner with a winery to sell an anniversary wine and possibly do a story with the process of it.

XIV. Executive Comments

A. City Manager Comments

None

B. Commissioner Comments

Swem-None

Weedon- None

Vigansky- inquired about the school resource officer.

Money- Thanked the Commission for everything they do. Some of the situations are hard decisions.

C. Mayor Comments

Condolences to Penny Slocum to her.

XV. Adjourn

Motion made by Weedon, supported by Money to adjourn the meeting at 9:46 P.M.

Kalla Langston, City Clerk

Mayor Sean Denison



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 Meteres - 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	\$40,910	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>	<i>\$1,600,776</i>		<i>\$1,787,816</i>	<i>\$1,786,089</i>	<i>\$1,306,780</i>	<i>\$1,145,467</i>	<i>\$1,061,117</i>

[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

	2021/22	Increases Per Year	2022/23	2023/24	2024/25	2025/26	2026/27
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>	\$67.86		\$66.87	\$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	1,700,617		1,826,712	1,950,594	2,084,639	2,228,953	2,385,492
Less: Total Operating Expenditures	(796,908)		(951,119)	(976,713)	(1,003,017)	(1,030,049)	(1,057,832)
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	\$296,902		\$195,178	\$111,761	(\$54,317)	\$65,493	\$197,061
Cash & Investments							
Less: Estimated Debt Service Reserves [4]	\$1,600,776		\$1,795,934	\$1,807,715	\$1,753,398	\$1,818,892	\$2,015,952
Unrestricted and Cash Investments	-		-	(24,300)	(48,600)	(72,900)	(97,200)
	\$1,600,776		\$1,795,934	\$1,783,415	\$1,704,798	\$1,745,992	\$1,918,752

[1] Includes USDA Letter of Conditions stated Repair, Replacement and Improvement (RR) 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.

Attachment D**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

Attachment E

**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: Mayor Sean Denison, Mayor Pro Tem Mark Weedon, Commissioner Dan Vigansky,
Commissioner Patrick Swem, Commissioner Larry Money

ABSENT: None

The following resolution was offered by Member Vigansky and supported by Member Money:

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:

Attachment E

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: Money, Denison, Vigansky

NAYS: Swem, Weedon

ABSTAIN: None

RESOLUTION DECLARED ADOPTED.

Kalla Langston, Clerk

Attachment E

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.

Attachment E

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

Kalla Langston, Clerk
City of Buchanan

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL							
Dept 000.000							
101-000.000-656.000	BUCHANAN REDBUD CITY CENT	ANDREA COLBURN	CITY CENTER RENTAL DEPOSIT REFUND	12.30.22	01/31/23	50.00	
101-000.000-656.000	BUCHANAN REDBUD CITY CENT	JESSICA NEIMAN	CITY CENTER RENTAL DEPOSIT REFUND	1.7.23	01/31/23	50.00	
101-000.000-656.000	BUCHANAN REDBUD CITY CENT	JOE CARTER	CITY CENTER RENTAL DEPOSIT REFUND	1.2.23	01/31/23	50.00	
101-000.000-656.000	BUCHANAN REDBUD CITY CENT	KENNETH PATTER	CITY CENTER RENTAL DEPOSIT REFUND	12.31.22	01/31/23	50.00	
Total For Dept 000.000						200.00	
Dept 101.000 CITY COMMISSION							
101-101.000-805.000	MARKETING PLAN	HONOR CREDIT UNION	GRACE - 5957 NOV & DEC CC CHARGES	12.1.22-12.31.22	01/28/23	487.33	
101-101.000-818.000	CONTRACTUAL	HONOR CREDIT UNION	GRACE - 5957 NOV & DEC CC CHARGES	12.1.22-12.31.22	01/28/23	442.20	
101-101.000-885.000	PUBLIC RELATIONS	HONOR CREDIT UNION	GRACE - 5957 NOV & DEC CC CHARGES	12.1.22-12.31.22	01/28/23	66.99	
101-101.000-967.002	GRANTS & SPECIAL PROJECTS	IMPRESSIVE LETTERING	UNIFORM SHIRTS FOR COMMISSION AND C	000426	01/31/23	282.00	
101-101.000-967.002	GRANTS & SPECIAL PROJECTS	ROWLAND PROPERTY GROUP	2021 FLOODPLAIN ASSISTANCE PROGRAM	01.09.2023	01/31/23	5,000.00	
101-101.000-967.002	GRANTS & SPECIAL PROJECTS	TONY HOUSER	MAIN ST NON-PROFIT APP. BUCHANAN DE	75344469	02/03/23	212.95	
101-101.000-967.002	GRANTS & SPECIAL PROJECTS	TONY HOUSER	P.O. BOX SET UP	12.16.22	02/03/23	282.00	
Total For Dept 101.000 CITY COMMISSION						6,773.47	
Dept 172.000 CITY MANAGER							
101-172.000-728.000	OFFICE SUPPLIES	HONOR CREDIT UNION	WALL - 2911 DECEMBER CC CHARGES	12.1.22-12.31.22	01/28/23	113.28	
101-172.000-818.000	CONTRACTUAL	CDW GOVERNMENT	ADO ACROBAT AND ADO CC - ELECTRONIC	FW15493	01/31/23	3,154.00	
101-172.000-818.000	CONTRACTUAL	HONOR CREDIT UNION	MURPHY -6047 DECEMBER 2022 CC CHARG	12.1.22-12.31.22	01/28/23	15.89	
101-172.000-818.000	CONTRACTUAL	HONOR CREDIT UNION	GANUS - 6070 NOV. AND DEC. 2022 CC	11.1.22-12.31.22	01/28/23	10.00	
101-172.000-818.000	CONTRACTUAL	HONOR CREDIT UNION	GRACE - 5957 NOV & DEC CC CHARGES	12.1.22-12.31.22	01/28/23	420.30	
101-172.000-864.000	CONFERENCES AND WORKSHOP	MICHIGAN MUNICIPAL LEA	2022 MML CONVENTION FOR R. MURPHY 1	25367	02/13/23	290.00	
Total For Dept 172.000 CITY MANAGER						4,003.47	
Dept 215.000 CITY CLERK							
101-215.000-728.000	OFFICE SUPPLIES	HONOR CREDIT UNION	WALL - 2911 DECEMBER CC CHARGES	12.1.22-12.31.22	01/28/23	265.64	
101-215.000-818.000	CONTRACTUAL	HONOR CREDIT UNION	GRACE - 5957 NOV & DEC CC CHARGES	12.1.22-12.31.22	01/28/23	190.96	
101-215.000-903.000		BERRIEN COUNTY RECORD	ORD. #2022.12/435 ADOPTED 12.17.22	01.05.2023	01/31/23	472.00	
Total For Dept 215.000 CITY CLERK						928.60	
Dept 253.000 TREASURER							
101-253.000-728.000	OFFICE SUPPLIES	HONOR CREDIT UNION	BAHAM - 4294 DECEMBER CC CHARGES	12.1.22-12.31.22	01/28/23	53.98	
101-253.000-728.000	OFFICE SUPPLIES	PARRETT COMPANY	TONER FOR HP PRINTER IN BOOKKEEPER	68789	02/09/23	202.38	
101-253.000-730.000	POSTAGE	SBF ENTERPRISES	ASSESSMENT MAILING	2321110-23	02/15/23	820.68	
Total For Dept 253.000 TREASURER						1,077.04	
Dept 262.000 ELECTIONS							
101-262.000-728.000	OFFICE SUPPLIES	HONOR CREDIT UNION	GRACE - 5957 NOV & DEC CC CHARGES	12.1.22-12.31.22	01/28/23	8.99	
101-262.000-818.000	CONTRACTUAL	ELECTION SOURCE	ELECTION CONTRACT - CITY OF BUCHANA	22-8300	01/31/23	1,230.00	
Total For Dept 262.000 ELECTIONS						1,238.99	
Dept 265.000 BUILDING AND GROUNDS							
101-265.000-756.000	MISCELLANEOUS SUPPLIES	BRITNI WALL	REIMBURSEMENT FOR SUPPLIES	01.17.22	01/31/23	10.60	
101-265.000-756.000	MISCELLANEOUS SUPPLIES	HONOR CREDIT UNION	WALL - 2911 DECEMBER CC CHARGES	12.1.22-12.31.22	01/28/23	312.13	
101-265.000-756.000	MISCELLANEOUS SUPPLIES	HONOR CREDIT UNION	BAHAM - 4294 DECEMBER CC CHARGES	12.1.22-12.31.22	01/28/23	16.99	
101-265.000-756.000	MISCELLANEOUS SUPPLIES	HONOR CREDIT UNION	REGAL- 6262 DECEMBER CC CHARGES	12.1.22-12.31.22	01/28/23	244.70	
101-265.000-756.000	MISCELLANEOUS SUPPLIES	HONOR CREDIT UNION	MONDSCHHEIN DECEMBER 2022 CC CHARGES	12.1.22-12.31.22	01/28/23	98.44	
101-265.000-756.000	MISCELLANEOUS SUPPLIES	HONOR CREDIT UNION	GRACE - 5957 NOV & DEC CC CHARGES	12.1.22-12.31.22	01/28/23	1,031.64	
101-265.000-818.000	CONTRACTUAL	CINTAS CORPORATION	CITY HALL MATS	4136671267	12/10/22	77.88	
101-265.000-818.000	CONTRACTUAL	CINTAS CORPORATION	CITY HALL MATS	4142093724	02/10/23	77.88	
101-265.000-818.000	CONTRACTUAL	CUSTOM COMPUTER COMPAN	MONTHLY REOCCURRING INVOICE FOR VARI	1918-R-0008	01/31/23	2,701.50	
101-265.000-818.000	CONTRACTUAL	HONOR CREDIT UNION	BAHAM - 4294 DECEMBER CC CHARGES	12.1.22-12.31.22	01/28/23	48.50	

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GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL							
Dept 265.000 BUILDING AND GROUNDS							
101-265.000-818.000	CONTRACTUAL	HONOR CREDIT UNION	GRACE - 5957 NOV & DEC CC CHARGES	12.1.22-12.31.22	01/28/23	29.98	
101-265.000-818.000	CONTRACTUAL	KELLY L CLARK	CLEANING SERVICE FOR CITY HALL	DECEMBER 2022	01/31/23	660.00	
101-265.000-818.000	CONTRACTUAL	ROSE PEST SOLUTIONS	PEST CONTROL FOR CITY CENTER	150574583	01/11/23	50.00	
101-265.000-818.000	CONTRACTUAL	ROSE PEST SOLUTIONS	CITY HALL, PEARS MILL, AND COMMON P	214733C	01/24/23	166.00	
101-265.000-818.000	CONTRACTUAL	TINA SPURLOCK	CITY CENTER CLEANING FOR JAN. 2023	181377	01/31/23	90.00	
101-265.000-853.000	TELEPHONE, INTERNET, CABLE	COMCAST BUSINESS	12.25.22 THROUGH 01.24.23	CITY CENTER 01/2	01/11/23	253.80	
101-265.000-853.000	TELEPHONE, INTERNET, CABLE	HONOR CREDIT UNION	GRACE - 5957 NOV & DEC CC CHARGES	12.1.22-12.31.22	01/28/23	788.77	
101-265.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	CONSOLIDATED POWER BILL	01.05.2023	02/06/23	563.86	
101-265.000-962.000	MISCELLANEOUS	IMPRESSIVE LETTERING	UNIFORM SHIRTS FOR COMMISSION AND C	000426	01/31/23	638.00	
Total For Dept 265.000 BUILDING AND GROUNDS						7,860.67	
Dept 268.000 RENTAL PROPERTY							
101-268.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	DECEMBER 2022 POWER USAGE - MULTIP	11.30.22-12.30.2	02/03/23	113.09	
Total For Dept 268.000 RENTAL PROPERTY						113.09	
Dept 301.000 POLICE							
101-301.000-768.000	UNIFORMS	HONOR CREDIT UNION	GANUS - 6070 NOV. AND DEC. 2022 CC	11.1.22-12.31.22	01/28/23	525.00	
101-301.000-818.000	CONTRACTUAL	HONOR CREDIT UNION	GANUS - 6070 NOV. AND DEC. 2022 CC	11.1.22-12.31.22	01/28/23	730.69	
101-301.000-818.000	CONTRACTUAL	ROSE PEST SOLUTIONS	PEST CONTROL FOR THE PD	150574861	01/11/23	73.00	
101-301.000-851.000	RADIO MAINTENANCE	SMR COMMUNICATIONS INC	BATTERY FOR MOTOROLA APX-6000 SERIE	28183	02/04/23	2,164.00	
101-301.000-853.000	TELEPHONE, INTERNET, CABLE	COMCAST BUSINESS	01.01.23 THROUGH 01.31.23	POLICE DEPT 01/2	01/17/23	377.32	
101-301.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	CONSOLIDATED POWER BILL	01.05.2023	02/06/23	464.31	
101-301.000-931.000	MAINTENANCE-BUILDINGS	TINA SPURLOCK	CLEANING SERVICES FOR THE PD - JAN	092275	01/31/23	120.00	
101-301.000-939.000	MAINTENANCE - VEHICLE	GENE WESNER AUTOMOTIVE	REPLACE WIPER ON 46-7, AND REPAIR B	19582	01/28/23	72.49	
101-301.000-960.000	EDUCATION AND TRAINING	HARVEY BURNETT	REIMBURSEMENT FOR REGISTERING OFC.	01.05.23	01/31/23	225.00	
101-301.000-960.000	EDUCATION AND TRAINING	NASRO	REGISTRATION COURCE FOR OFFICER AMY	37431	01/05/23	550.00	
Total For Dept 301.000 POLICE						5,301.81	
Dept 336.000 FIRE DEPARTMENT							
101-336.000-831.000	MEMBERSHIP AND DUES	ROBERT ADAMS	REIMBURSEMENT FOR UNIFORM SERVICE P	01.12.23	01/31/23	110.00	
101-336.000-853.000	TELEPHONE, INTERNET, CABLE	COMCAST BUSINESS	01.03.23 THROUGH 02.02.23	FIRE DEPT 01/23	01/22/23	288.01	
101-336.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	DECEMBER 2022 POWER USAGE - MULTIP	11.30.22-12.30.2	02/03/23	14.01	
101-336.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	CONSOLIDATED POWER BILL	01.05.2023	02/06/23	380.42	
101-336.000-934.000	MAINT. - OFFICE EQUIPMENT	BOBBY E BLAYLOCK	REIMBURSEMENT FOR LOCK BOX FOR ENGI	01.05.23	01/31/23	79.49	
Total For Dept 336.000 FIRE DEPARTMENT						871.93	
Dept 371.001 BUILDING INSPECTOR							
101-371.001-150.000	BOOKS AND MAGAZINES	HONOR CREDIT UNION	LEWIS - 8005 DECEMBER CC CHARGES	12.1.22-12.31.22	01/28/23	481.50	
101-371.001-728.000	OFFICE SUPPLIES	HONOR CREDIT UNION	BAHAM - 4294 DECEMBER CC CHARGES	12.1.22-12.31.22	01/28/23	296.93	
101-371.001-853.000	TELEPHONE, INTERNET, CABLE	HONOR CREDIT UNION	GRACE - 5957 NOV & DEC CC CHARGES	12.1.22-12.31.22	01/28/23	126.76	
101-371.001-921.000	UTILITIES	INDIANA MICHIGAN POWER	CONSOLIDATED POWER BILL	01.05.2023	02/06/23	140.96	
101-371.001-957.001	MEDICAL MARIHUANA	HONOR CREDIT UNION	GANUS - 6070 NOV. AND DEC. 2022 CC	11.1.22-12.31.22	01/28/23	20.00	
Total For Dept 371.001 BUILDING INSPECTOR						1,066.15	
Dept 441.000 DEPARTMENT OF PUBLIC WORKS							
101-441.000-756.000	MISCELLANEOUS SUPPLIES	MILLER WELDING SUPPLY	MISC PARTS FOR DPW	INV000283215	01/27/23	58.30	
101-441.000-768.000	UNIFORMS	KLAY WEAVER	BOOT ALLOWANCE FY 22-23	94639	01/31/23	250.00	
101-441.000-818.000	CONTRACTUAL	RMC PROPERTIES LLC	JANAURY LEASE FOR DPW	13	01/31/23	5,000.00	
101-441.000-853.000	TELEPHONE, INTERNET, CABLE	COMCAST BUSINESS	12.14.22 THROUGH 01.13.23	DPW 01/23	01/12/23	312.80	
101-441.000-853.000	TELEPHONE, INTERNET, CABLE	HONOR CREDIT UNION	GRACE - 5957 NOV & DEC CC CHARGES	12.1.22-12.31.22	01/28/23	102.58	
101-441.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	DECEMBER 2022 POWER USAGE - MULTIP	11.30.22-12.30.2	02/03/23	140.06	
101-441.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	CONSOLIDATED POWER BILL	01.05.2023	02/06/23	775.27	
101-441.000-926.000	STREET LIGHTING	INDIANA MICHIGAN POWER	DECEMBER 2022 POWER USAGE - MULTIP	11.30.22-12.30.2	02/03/23	2,519.35	

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Fund 101 GENERAL							
Dept 441.000 DEPARTMENT OF PUBLIC WORKS							
101-441.000-926.000	STREET LIGHTING	INDIANA MICHIGAN POWER	CONSOLIDATED POWER BILL	01.05.2023	02/06/23	506.80	
101-441.000-931.000	MAINTENANCE-BUILDINGS	CINTAS CORPORATION	DPW SHOP MAT AND TOWELS	4137245718	12/10/22	145.15	
101-441.000-931.000	MAINTENANCE-BUILDINGS	CINTAS CORPORATION	DPW SHOP MATS AND TOWELS	4142917727	02/10/23	145.15	
101-441.000-933.000	MAINTENANCE - EQUIPMENT	HONOR CREDIT UNION	BAKER - 6104 DECEMBER 2022 CC CHAGR	12.1.22-12.31.22	01/28/23	507.73	
101-441.000-933.000	MAINTENANCE - EQUIPMENT	RIDGE NAPA AUTO PARTS	BATTERY FOR GATOR	688688	02/13/23	65.54	
101-441.000-933.000	MAINTENANCE - EQUIPMENT	RIDGE NAPA AUTO PARTS	2001 INTERNATIONAL ORANGE CRUSH BEL	687348	02/03/23	53.99	
101-441.000-933.000	MAINTENANCE - EQUIPMENT	SOUTHWESTERN SUPPLY CO	POWERWASH PLUG AND COUPLING	9942351	01/09/23	17.01	
101-441.000-933.000	MAINTENANCE - EQUIPMENT	SOUTHWESTERN SUPPLY CO	POWERWASH ASSEMBLY AND QUICK COUPLE	N/A	01/09/23	210.99	
101-441.000-939.000	MAINTENANCE - VEHICLE	RIDGE NAPA AUTO PARTS	PARTS OR REPAIR ON 2008 F250	687494	02/04/23	251.44	
101-441.000-961.000	MEDICAL EXAMS	CINTAS CORPORATION	MEDICAL SUPPLY CABINET RESTOCK FOR	5137658125	01/20/23	117.66	
101-441.000-962.000	MISCELLANEOUS	SMR COMMUNICATIONS INC	REMOVAL OF ANTENNA FROM PD AND MOVI	28162	02/15/23	367.25	
101-441.000-970.056	STORMWATER PHASE II	SPICER GROUP	MS4 PERMIT COMPLIANCE 2ND QTR PAYM	218828	01/30/23	1,127.94	
Total For Dept 441.000 DEPARTMENT OF PUBLIC WORKS						12,675.01	
Dept 567.000 CEMETERY							
101-567.000-751.000	GAS AND OIL	CO-ALLIANCE LLP - BUCH	PROPANE REFILL FOR CEMETERY	768371	01/31/23	486.97	
101-567.000-756.000	MISCELLANEOUS SUPPLIES	BAR WATER YOUR LOCAL C	OFFICE WATER - CEMETERY	800191993	01/31/23	15.75	
101-567.000-756.000	MISCELLANEOUS SUPPLIES	COLD SPRING GRANITE CO	981 SPLIT SCROLL	RI 1974864	01/07/23	121.00	
101-567.000-768.000	UNIFORMS	NICK BAILEY	BOOT ALLOWANCE FOR FY 22-23	137970	01/31/23	250.00	
101-567.000-853.000	TELEPHONE, INTERNET, CABLE	COMCAST BUSINESS	01.14.23 THROUGH 02.13.23	CEMETERY 01/23	01/28/23	163.96	
101-567.000-853.000	TELEPHONE, INTERNET, CABLE	HONOR CREDIT UNION	GRACE - 5957 NOV & DEC CC CHARGES	12.1.22-12.31.22	01/28/23	102.58	
101-567.000-933.000	MAINTENANCE - EQUIPMENT	WELDY SALES AND SERVIC	MISC. SUPPLIES FOR CEMETERY.	13966	01/20/23	152.91	
Total For Dept 567.000 CEMETERY						1,293.17	
Dept 753.000 PEAR'S MILL							
101-753.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	DECEMBER 2022 POWER USAGE - MULTIP	11.30.22-12.30.2	02/03/23	102.87	
Total For Dept 753.000 PEAR'S MILL						102.87	
Dept 755.000 BUCHANAN COMMON							
101-755.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	DECEMBER 2022 POWER USAGE - MULTIP	11.30.22-12.30.2	02/03/23	13.65	
Total For Dept 755.000 BUCHANAN COMMON						13.65	
Dept 990.000 MISCELLANEOUS COSTS/TRANSFERS							
101-990.000-411.000	TAX- FORCLOSER	COUNTY OF BERRIEN	TAX- FORCLOSED PROPERTIES	13234	01/31/23	98.82	
Total For Dept 990.000 MISCELLANEOUS COSTS/TRANSF						98.82	
Total For Fund 101 GENERAL						43,618.74	
Fund 202 MAJOR STREETS							
Dept 474.000 TRAFFIC SERVICES - MAINTENANCE							
202-474.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	CONSOLIDATED POWER BILL	01.05.2023	02/06/23	101.33	
Total For Dept 474.000 TRAFFIC SERVICES - MAINTEN						101.33	
Total For Fund 202 MAJOR STREETS						101.33	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY							
Dept 754.000 FARMERS' MARKET							
248-754.000-851.000	WEBSITE	HONOR CREDIT UNION	MURPHY -6047 DECEMBER 2022 CC CHARG	12.1.22-12.31.22	01/28/23	11.74	
Total For Dept 754.000 FARMERS' MARKET						11.74	
Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY						11.74	

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Fund 588 DIAL-A-RIDE							
Dept 000.000							
588-000.000-807.000	AUDIT EXPENSES	KRUGGEL LAWTON CPA	DAR AUDIT 2022	360675	01/31/23	750.00	
588-000.000-807.000	AUDIT EXPENSES	STATE OF MICH.-DEPT OF	BUS OPERATING FINAL AUDIT	591-11066284	12/21/22	2.00	
						752.00	
Total For Dept 000.000							
						752.00	
Fund 592 WATER AND SEWER FUND							
Dept 590.000 SEWER MAINTENANCE & OPERATION							
592-590.000-728.000	OFFICE SUPPLIES	GRAINGER	DRY ERASE MARKERS WWTP	9565586741	02/08/23	16.26	
592-590.000-730.000	POSTAGE	KCI	WATER BILL MAILING FOR JANUARY 2023	317869	12/29/22	645.66	
592-590.000-757.000	LAB SUPPLIES	NORTH CENTRAL LABORATO	CHEMICALS FOR WWTP	480698	01/20/23	349.60	
592-590.000-802.000	ACCOUNTING SUPPORT	BAKER TILLY US, LLP	FOR SERVICES RELATED TO THE W&S RAT	BT2281831	01/31/23	3,000.00	
592-590.000-818.000	CONTRACTUAL	WINDEMULLER ELECTRIC	AUTOMATION SERVICES TO TROUBLESHOOT	225259	01/30/23	1,917.00	
592-590.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	DECEMBER 2022 POWER USAGE - MULTIP	11.30.22-12.30.22	02/03/23	857.12	
592-590.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	CONSOLIDATED POWER BILL	01.05.2023	02/06/23	700.34	
592-590.000-931.000	MAINTENANCE-BUILDINGS	GRAINGER	MISC. CLEANING SUPPLIES FOR WWTP	9563776666	02/04/23	102.86	
592-590.000-933.000	MAINTENANCE - EQUIPMENT	RIDGE NAPA AUTO PARTS	FUEL FILTERS FOR WWTP	688210	02/10/23	110.18	
592-590.000-936.000	SLUDGE REMOVAL	S.E BERRIEN COUNTY LA	SLUDGE REMOVAL	0158596-IN	02/05/23	316.20	
592-590.000-939.000	MAINTENANCE - VEHICLE	BEST ONE FLEET SERVICE	REPAIR TIRE	4430011012	01/31/23	20.00	
592-590.000-939.000	MAINTENANCE - VEHICLE	RIDGE NAPA AUTO PARTS	BRAKE PADS AND ROTORS FOR WWTP VEHI	687914	02/06/23	237.63	
						8,272.85	
Dept 591.000 WATER MAINTENANCE & OPERATION							
592-591.000-728.000	OFFICE SUPPLIES	HONOR CREDIT UNION	WALL - 2911 DECEMBER CC CHARGES	12.1.22-12.31.22	01/28/23	54.98	
592-591.000-730.000	POSTAGE	KCI	WATER BILL MAILING FOR JANUARY 2023	317869	12/29/22	645.65	
592-591.000-802.000	ACCOUNTING SUPPORT	BAKER TILLY US, LLP	FOR SERVICES RELATED TO THE W&S RAT	BT2281831	01/31/23	3,000.00	
592-591.000-853.000	TELEPHONE, INTERNET, CABLE	COMCAST BUSINESS	01.06.23 THROUGH 02.05.23	WATER TOWER 01/2	01/22/23	121.85	
592-591.000-853.000	TELEPHONE, INTERNET, CABLE	HONOR CREDIT UNION	GRACE - 5957 NOV & DEC CC CHARGES	12.1.22-12.31.22	01/28/23	102.58	
592-591.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	DECEMBER 2022 POWER USAGE - MULTIP	11.30.22-12.30.22	02/03/23	3,670.18	
592-591.000-921.000	UTILITIES	INDIANA MICHIGAN POWER	CONSOLIDATED POWER BILL	01.05.2023	02/06/23	575.19	
592-591.000-933.000	MAINTENANCE - EQUIPMENT	STARLITE CUSTOMS TRUCK	DECKED STORAGE FOR WATER DEPT TRUCK	27788	02/16/23	2,439.99	
592-591.000-938.000	MAINTENANCE - SYSTEM	ETNA SUPPLY CO.	SMARTPOINT SENSUS MODEL METER	S104110678.001	01/19/23	1,600.00	
592-591.000-938.000	MAINTENANCE - SYSTEM	IDEXX DISTRIBUTION, IN	120 ML VESSEL FOR WATER PLANT	3119313613	01/08/23	223.78	
592-591.000-938.000	MAINTENANCE - SYSTEM	PEERLESS-MIDWEST, INC.	SERVICE CALL ON 1/3/23	70796	02/13/23	750.00	
592-591.000-938.000	MAINTENANCE - SYSTEM	PEERLESS-MIDWEST, INC.	SERVICE CALL ON 12/2/22	70358	01/22/23	290.00	
592-591.000-962.000	MISCELLANEOUS	MODWAY HOMES	WATER METER KIT REFUND FOR 809 TERR	01.11.23	01/31/23	420.00	
						13,894.20	
Total For Dept 591.000 WATER MAINTENANCE & OPERAT							
						22,167.05	
Fund 701 TRUST AND AGENCY							
Dept 000.000							
701-000.000-150.000	POLICE RESERVES	BRANDON CARPENTER	GIRLS BASKETBALL GAME - RESERVE	12.21.22	01/31/23	36.00	
701-000.000-150.000	POLICE RESERVES	SWEET C. ROBINSON	BASKETBALL GAME	12.21.22	01/21/23	24.00	
701-000.000-491.000	ELECTRICAL PERMITS	KEN SIMPSON	ELECTRICAL INSPECTION SERVICE FOR D	230111	01/14/23	730.40	
701-000.000-582.008	POLICE 302 TRAINING FUNDS	HARVEY BURNETT	REIMBURSEMENT FOR REGISTERING OFC.	01.05.23	01/31/23	200.00	
						990.40	
Total For Dept 000.000							
						990.40	
Total For Fund 701 TRUST AND AGENCY							

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund Totals:							
			Fund 101 GENERAL			43,618.74	
			Fund 202 MAJOR STREETS			101.33	
			Fund 248 DOWNTOWN DEVELOPMENT AUTHORI			11.74	
			Fund 588 DIAL-A-RIDE			752.00	
			Fund 592 WATER AND SEWER FUND			22,167.05	
			Fund 701 TRUST AND AGENCY			990.40	
			Total For All Funds:			<hr/> 67,641.26	

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/16/2023	AP	ANDREA COLBURN			
AP Trx #: 46664					
		BUCHANAN REDBUD CITY CENTER	101-000.000-656.000	50.00	
		Vnd: MISC Invoice: 12.30.22	101-000.000-202.000		50.00
		Expected Check Run: 01/23/2023		50.00	50.00
01/16/2023	AP	BAKER TILLY US, LLP			
AP Trx #: 46665					
		ACCOUNTING SUPPORT	592-590.000-802.000	3,000.00	
		ACCOUNTING SUPPORT	592-591.000-802.000	3,000.00	
		Vnd: 0870 Invoice: BT2281831	592-000.000-202.000		6,000.00
		Expected Check Run: 01/23/2023		6,000.00	6,000.00
01/16/2023	AP	BAR WATER YOUR LOCAL CULLIGAN			
AP Trx #: 46666					
		MISCELLANEOUS SUPPLIES	101-567.000-756.000	15.75	
		Vnd: 1789 Invoice: 800191993	101-000.000-202.000		15.75
		Expected Check Run: 01/23/2023		15.75	15.75
01/16/2023	AP	BERRIEN COUNTY RECORD			
AP Trx #: 46667					
		LEGAL NOTICES & RECORDINGS	101-215.000-903.000	472.00	
		Vnd: 0339 Invoice: 01.05.2023	101-000.000-202.000		472.00
		Expected Check Run: 01/23/2023		472.00	472.00
01/16/2023	AP	BEST ONE FLEET SERVICE			
AP Trx #: 46668					
		MAINTENANCE - VEHICLE	592-590.000-939.000	20.00	
		Vnd: 0953 Invoice: 4430011012	592-000.000-202.000		20.00
		Expected Check Run: 01/23/2023		20.00	20.00
01/16/2023	AP	BOBBY E BLAYLOCK			
AP Trx #: 46669					
		MAINT. - OFFICE EQUIPMENT	101-336.000-934.000	79.49	
		Vnd: 1820 Invoice: 01.05.23	101-000.000-202.000		79.49
		Expected Check Run: 01/23/2023		79.49	79.49

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/16/2023	AP	BRANDON CARPENTER			
AP Trx #: 46670					
		POLICE RESERVES	701-000.000-150.000	36.00	
		Vnd: 1662 Invoice: 12.21.22	701-000.000-202.000		36.00
		Expected Check Run: 01/23/2023			
				36.00	36.00
01/17/2023	AP	BRITNI WALL			
AP Trx #: 46671					
		MISCELLANEOUS SUPPLIES	101-265.000-756.000	10.60	
		Vnd: 2118 Invoice: 01.17.22	101-000.000-202.000		10.60
		Expected Check Run: 01/23/2023			
				10.60	10.60
01/16/2023	AP	CDW GOVERNMENT			
AP Trx #: 46672					
		CONTRACTUAL	101-172.000-818.000	3,154.00	
		Vnd: MISC Invoice: FW15493	101-000.000-202.000		3,154.00
		Expected Check Run: 01/23/2023			
				3,154.00	3,154.00
01/16/2023	AP	CINTAS CORPORATION			
AP Trx #: 46673					
		MAINTENANCE-BUILDINGS	101-441.000-931.000	145.15	
		Vnd: 1272 Invoice: 4137245718	101-000.000-202.000		145.15
		Expected Check Run: 01/23/2023			
				145.15	145.15
01/16/2023	AP	CINTAS CORPORATION			
AP Trx #: 46674					
		CONTRACTUAL	101-265.000-818.000	77.88	
		Vnd: 1272 Invoice: 4136671267	101-000.000-202.000		77.88
		Expected Check Run: 01/23/2023			
				77.88	77.88
01/16/2023	AP	CINTAS CORPORATION			
AP Trx #: 46675					
		CONTRACTUAL	101-265.000-818.000	77.88	
		Vnd: 1272 Invoice: 4142093724	101-000.000-202.000		77.88
		Expected Check Run: 01/23/2023			
				77.88	77.88

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/16/2023	AP	CINTAS CORPORATION	Invoice: 4142917727 Ref#: 25399(DPW SHOP MATS AND TOWELS)		
AP Trx #: 46676		MAINTENANCE-BUILDINGS	101-441.000-931.000	145.15	
		Vnd: 1272 Invoice: 4142917727	101-000.000-202.000		145.15
		Expected Check Run: 01/23/2023		145.15	145.15
01/16/2023	AP	CINTAS CORPORATION	Invoice: 5137658125 Ref#: 25400(MEDICAL SUPPLY CABINET RESTOCK FOR DPW)		
AP Trx #: 46677		MEDICAL EXAMS	101-441.000-961.000	117.66	
		Vnd: 1272 Invoice: 5137658125	101-000.000-202.000		117.66
		Expected Check Run: 01/23/2023		117.66	117.66
01/16/2023	AP	CO-ALLIANCE LLP - BUCHANAN	Invoice: 768371 Ref#: 25383(PROPANE REFILL FOR CEMETERY)		
AP Trx #: 46678		GAS AND OIL	101-567.000-751.000	486.97	
		Vnd: 0366 Invoice: 768371	101-000.000-202.000		486.97
		Expected Check Run: 01/23/2023		486.97	486.97
01/16/2023	AP	COLD SPRING GRANITE CO.	Invoice: RI 1974864 Ref#: 25389(981 SPLIT SCROLL)		
AP Trx #: 46679		MISCELLANEOUS SUPPLIES	101-567.000-756.000	121.00	
		Vnd: 0110 Invoice: RI 1974864	101-000.000-202.000		121.00
		Expected Check Run: 01/23/2023		121.00	121.00
01/16/2023	AP	COMCAST BUSINESS	Invoice: CEMETERY 01/23 Ref#: 25390(01.14.23 THROUGH 02.13.23)		
AP Trx #: 46680		TELEPHONE, INTERNET, CABLE	101-567.000-853.000	163.96	
		Vnd: 1722 Invoice: CEMETERY 01/23	101-000.000-202.000		163.96
		Expected Check Run: 01/23/2023		163.96	163.96
01/16/2023	AP	COMCAST BUSINESS	Invoice: WATER TOWER 01/23 Ref#: 25391(01.06.23 THROUGH 02.05.23)		
AP Trx #: 46681		TELEPHONE, INTERNET, CABLE	592-591.000-853.000	121.85	
		Vnd: 1722 Invoice: WATER TOWER 01/23	592-000.000-202.000		121.85
		Expected Check Run: 01/23/2023		121.85	121.85

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/16/2023	AP	COMCAST BUSINESS			
AP Trx #: 46682					
		Invoice: FIRE DEPT 01/23 Ref#: 25392(01.03.23 THROUGH 02.02.23)			
		TELEPHONE, INTERNET, CABLE	101-336.000-853.000	288.01	
		Vnd: 1722 Invoice: FIRE DEPT 01/23	101-000.000-202.000		288.01
		Expected Check Run: 01/23/2023		288.01	288.01
01/16/2023	AP	COMCAST BUSINESS			
AP Trx #: 46683					
		Invoice: DPW 01/23 Ref#: 25393(12.14.22 THROUGH 01.13.23)			
		TELEPHONE, INTERNET, CABLE	101-441.000-853.000	312.80	
		Vnd: 1722 Invoice: DPW 01/23	101-000.000-202.000		312.80
		Expected Check Run: 01/23/2023		312.80	312.80
01/16/2023	AP	COMCAST BUSINESS			
AP Trx #: 46684					
		Invoice: POLICE DEPT 01/23 Ref#: 25394(01.01.23 THROUGH 01.31.23)			
		TELEPHONE, INTERNET, CABLE	101-301.000-853.000	377.32	
		Vnd: 1722 Invoice: POLICE DEPT 01/23	101-000.000-202.000		377.32
		Expected Check Run: 01/23/2023		377.32	377.32
01/16/2023	AP	COMCAST BUSINESS			
AP Trx #: 46685					
		Invoice: CITY CENTER 01/23 Ref#: 25395(12.25.22 THROUGH 01.24.23)			
		TELEPHONE, INTERNET, CABLE	101-265.000-853.000	253.80	
		Vnd: 1722 Invoice: CITY CENTER 01/23	101-000.000-202.000		253.80
		Expected Check Run: 01/23/2023		253.80	253.80
01/16/2023	AP	COUNTY OF BERRIEN			
AP Trx #: 46686					
		Invoice: 13234 Ref#: 25385(TAX- FORCLOSED PROPERTIES)			
		TAX- FORCLOSER	101-990.000-411.000	98.82	
		Vnd: 1864 Invoice: 13234	101-000.000-202.000		98.82
		Expected Check Run: 01/23/2023		98.82	98.82
01/16/2023	AP	CUSTOM COMPUTER COMPANY LLC			
AP Trx #: 46687					
		Invoice: 1918-R-0008 Ref#: 25387(MONTHLY REOCCURING INVOICE FOR VARIOUS			
		CONTRACTUAL	101-265.000-818.000	2,701.50	
		Vnd: 0895 Invoice: 1918-R-0008	101-000.000-202.000		2,701.50
		Expected Check Run: 01/23/2023		2,701.50	2,701.50

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/16/2023	AP	ELECTION SOURCE	Invoice: 22-8300 Ref#: 25402 (ELECTION CONTRACT - CITY OF BUCHANAN)		
AP Trx #: 46688		CONTRACTUAL	101-262.000-818.000	1,230.00	
		Vnd: 0532 Invoice: 22-8300	101-000.000-202.000		1,230.00
		Expected Check Run: 01/23/2023		1,230.00	1,230.00
01/16/2023	AP	ETNA SUPPLY CO.	Invoice: S104110678.001 Ref#: 25401 (SMARTPOINT SENSUS MODEL METER)		
AP Trx #: 46689		MAINTENANCE - SYSTEM	592-591.000-938.000	1,600.00	
		Vnd: 0919 Invoice: S104110678.001	592-000.000-202.000		1,600.00
		Expected Check Run: 01/23/2023		1,600.00	1,600.00
01/16/2023	AP	GENE WESNER AUTOMOTIVE	Invoice: 19582 Ref#: 25431 (REPLACE WIPER ON 46-7, AND REPAIR BUMPER)		
AP Trx #: 46690		MAINTENANCE - VEHICLE	101-301.000-939.000	72.49	
		Vnd: 1887 Invoice: 19582	101-000.000-202.000		72.49
		Expected Check Run: 01/23/2023		72.49	72.49
01/16/2023	AP	GRAINGER	Invoice: 9563776666 Ref#: 25403 (MISC. CLEANING SUPPLIES FOR WWTP)		
AP Trx #: 46691		MAINTENANCE-BUILDINGS	592-590.000-931.000	102.86	
		Vnd: 0248 Invoice: 9563776666	592-000.000-202.000		102.86
		Expected Check Run: 01/23/2023		102.86	102.86
01/16/2023	AP	GRAINGER	Invoice: 9565586741 Ref#: 25404 (DRY ERASE MARKERS WWTP)		
AP Trx #: 46692		OFFICE SUPPLIES	592-590.000-728.000	16.26	
		Vnd: 0248 Invoice: 9565586741	592-000.000-202.000		16.26
		Expected Check Run: 01/23/2023		16.26	16.26
01/16/2023	AP	HARVEY BURNETT	Invoice: 01.05.23 Ref#: 25405 (REIMBURSEMENT FOR REGISTERING OFC. BRUCE)		
AP Trx #: 46693		EDUCATION AND TRAINING	101-301.000-960.000	225.00	
		POLICE 302 TRAINING FUNDS	701-000.000-582.008	200.00	
		Vnd: 1872 Invoice: 01.05.23	101-000.000-202.000		225.00
		Vnd: 1872 Invoice: 01.05.23	701-000.000-202.000		200.00
		Expected Check Run: 01/23/2023		425.00	425.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/17/2023	AP	HONOR CREDIT UNION			
AP Trx #: 46694					
Invoice: 12.1.22-12.31.22 Ref#: 25449(WALL - 2911 DECEMBER CC CHARGES)					
		OFFICE SUPPLIES	592-591.000-728.000	54.98	
		MISCELLANEOUS SUPPLIES	101-265.000-756.000	99.98	
		OFFICE SUPPLIES	101-172.000-728.000	113.28	
		OFFICE SUPPLIES	101-215.000-728.000	265.64	
		MISCELLANEOUS SUPPLIES	101-265.000-756.000	212.15	
		Vnd: 1948 Invoice: 12.1.22-12.31.22	592-000.000-202.000		54.98
		Vnd: 1948 Invoice: 12.1.22-12.31.22	101-000.000-202.000		691.05
		Expected Check Run: 01/23/2023			
				746.03	746.03
01/17/2023	AP	HONOR CREDIT UNION			
AP Trx #: 46695					
Invoice: 12.1.22-12.31.22-2 Ref#: 25450(BAHAM - 4294 DECEMBER CC CHARGES)					
		OFFICE SUPPLIES	101-253.000-728.000	53.98	
		MISCELLANEOUS SUPPLIES	101-265.000-756.000	16.99	
		OFFICE SUPPLIES	101-371.001-728.000	296.93	
		CONTRACTUAL	101-265.000-818.000	48.50	
		Vnd: 1948 Invoice: 12.1.22-12.31.22-2	101-000.000-202.000		416.40
		Expected Check Run: 01/23/2023			
				416.40	416.40
01/17/2023	AP	HONOR CREDIT UNION			
AP Trx #: 46696					
Invoice: 12.1.22-12.31.22-3 Ref#: 25451(LEWIS - 8005 DECEMBER CC CHARGES)					
		BOOKS AND MAGAZINES	101-371.001-150.000	142.50	
		BOOKS AND MAGAZINES	101-371.001-150.000	194.00	
		BOOKS AND MAGAZINES	101-371.001-150.000	145.00	
		Vnd: 1948 Invoice: 12.1.22-12.31.22-3	101-000.000-202.000		481.50
		Expected Check Run: 01/23/2023			
				481.50	481.50
01/17/2023	AP	HONOR CREDIT UNION			
AP Trx #: 46697					
Invoice: 12.1.22-12.31.22-4 Ref#: 25452(REGAL- 6262 DECEMBER CC CHARGES)					
		MISCELLANEOUS SUPPLIES	101-265.000-756.000	244.70	
		Vnd: 1948 Invoice: 12.1.22-12.31.22-4	101-000.000-202.000		244.70
		Expected Check Run: 01/23/2023			
				244.70	244.70
01/17/2023	AP	HONOR CREDIT UNION			
AP Trx #: 46698					
Invoice: 12.1.22-12.31.22-5 Ref#: 25453(MURPHY -6047 DECEMBER 2022 CC CHARGES)					
		WEBSITE	248-754.000-851.000	11.74	
		CONTRACTUAL	101-172.000-818.000	15.89	
		Vnd: 1948 Invoice: 12.1.22-12.31.22-5	248-000.000-202.000		11.74
		Vnd: 1948 Invoice: 12.1.22-12.31.22-5	101-000.000-202.000		15.89
		Expected Check Run: 01/23/2023			
				27.63	27.63

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/17/2023	AP	HONOR CREDIT UNION			
AP Trx #: 46699					
		MAINTENANCE - EQUIPMENT	101-441.000-933.000	507.73	
		Vnd: 1948 Invoice: 12.1.22-12.31.22-6	101-000.000-202.000		507.73
		Expected Check Run: 01/23/2023		507.73	507.73
01/17/2023	AP	HONOR CREDIT UNION			
AP Trx #: 46700					
		CONTRACTUAL	101-301.000-818.000	351.62	
		UNIFORMS	101-301.000-768.000	525.00	
		MEDICAL MARIHUANA	101-371.001-957.001	10.00	
		CONTRACTUAL	101-172.000-818.000	10.00	
		CONTRACTUAL	101-301.000-818.000	6.64	
		CONTRACTUAL	101-301.000-818.000	372.43	
		MEDICAL MARIHUANA	101-371.001-957.001	10.00	
		Vnd: 1948 Invoice: 11.1.22-12.31.22	101-000.000-202.000		1,285.69
		Expected Check Run: 01/23/2023		1,285.69	1,285.69
01/17/2023	AP	HONOR CREDIT UNION			
AP Trx #: 46701					
		MISCELLANEOUS SUPPLIES	101-265.000-756.000	98.44	
		Vnd: 1948 Invoice: 12.1.22-12.31.22-7	101-000.000-202.000		98.44
		Expected Check Run: 01/23/2023		98.44	98.44

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/17/2023	AP	HONOR CREDIT UNION	Invoice: 12.1.22-12.31.22-8 Ref#: 25457(GRACE - 5957 NOV & DEC CC CHARGE)		
AP Trx #: 46702					
		CONTRACTUAL	101-172.000-818.000	118.40	
		CONTRACTUAL	101-172.000-818.000	197.74	
		TELEPHONE, INTERNET, CABLE	101-265.000-853.000	155.08	
		CONTRACTUAL	101-215.000-818.000	190.96	
		TELEPHONE, INTERNET, CABLE	101-371.001-853.000	126.76	
		TELEPHONE, INTERNET, CABLE	101-567.000-853.000	102.58	
		TELEPHONE, INTERNET, CABLE	101-441.000-853.000	102.58	
		TELEPHONE, INTERNET, CABLE	592-591.000-853.000	102.58	
		CONTRACTUAL	101-101.000-818.000	442.20	
		CONTRACTUAL	101-172.000-818.000	30.00	
		OFFICE SUPPLIES	101-262.000-728.000	8.99	
		PUBLIC RELATIONS	101-101.000-885.000	66.99	
		MARKETING PLAN	101-101.000-805.000	487.33	
		TELEPHONE, INTERNET, CABLE	101-265.000-853.000	633.69	
		CONTRACTUAL	101-172.000-818.000	31.78	
		CONTRACTUAL	101-265.000-818.000	29.98	
		CONTRACTUAL	101-172.000-818.000	42.38	
		MISCELLANEOUS SUPPLIES	101-265.000-756.000	1,031.64	
		Vnd: 1948 Invoice: 12.1.22-12.31.22-8	101-000.000-202.000		3,799.08
		Vnd: 1948 Invoice: 12.1.22-12.31.22-8	592-000.000-202.000		102.58
		Expected Check Run: 01/23/2023		3,901.66	3,901.66
01/16/2023	AP	IDEXX DISTRIBUTION, INC.	Invoice: 3119313613 Ref#: 25445(120 ML VESSEL FOR WATER PLANT)		
AP Trx #: 46703					
		MAINTENANCE - SYSTEM	592-591.000-938.000	223.78	
		Vnd: 0661 Invoice: 3119313613	592-000.000-202.000		223.78
		Expected Check Run: 01/23/2023		223.78	223.78
01/16/2023	AP	IMPRESSIVE LETTERING	Invoice: 000426 Ref#: 25446(UNIFORM SHIRTS FOR COMMISSION AND CITY H)		
AP Trx #: 46704					
		GRANTS & SPECIAL PROJECTS	101-101.000-967.002	282.00	
		MISCELLANEOUS	101-265.000-962.000	638.00	
		Vnd: 1045 Invoice: 000426	101-000.000-202.000		920.00
		Expected Check Run: 01/23/2023		920.00	920.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/16/2023	AP	INDIANA MICHIGAN POWER COMPANY	Invoice: 11.30.22-12.30.22 Ref#: 25447 (DECEMBER 2022 POWER USAGE - MUL'		
AP Trx #: 46705					
		UTILITIES	101-441.000-921.000	140.06	
		UTILITIES	101-336.000-921.000	14.01	
		UTILITIES	101-753.000-921.000	102.87	
		UTILITIES	101-268.000-921.000	113.09	
		UTILITIES	592-591.000-921.000	3,670.18	
		STREET LIGHTING	101-441.000-926.000	2,519.35	
		UTILITIES	592-590.000-921.000	857.12	
		UTILITIES	101-755.000-921.000	13.65	
		Vnd: 0131 Invoice: 11.30.22-12.30.22	101-000.000-202.000		2,903.03
		Vnd: 0131 Invoice: 11.30.22-12.30.22	592-000.000-202.000		4,527.30
		Expected Check Run: 01/23/2023			
				7,430.33	7,430.33
01/16/2023	AP	INDIANA MICHIGAN POWER COMPANY	Invoice: 01.05.2023 Ref#: 25448 (CONSOLIDATED POWER BILL)		
AP Trx #: 46706					
		STREET LIGHTING	101-441.000-926.000	506.80	
		UTILITIES	202-474.000-921.000	101.33	
		UTILITIES	592-590.000-921.000	700.34	
		UTILITIES	592-591.000-921.000	575.19	
		UTILITIES	101-336.000-921.000	380.42	
		UTILITIES	101-265.000-921.000	563.86	
		UTILITIES	101-301.000-921.000	464.31	
		UTILITIES	101-371.001-921.000	140.96	
		UTILITIES	101-441.000-921.000	775.27	
		Vnd: 0131 Invoice: 01.05.2023	101-000.000-202.000		2,831.62
		Vnd: 0131 Invoice: 01.05.2023	202-000.000-202.000		101.33
		Vnd: 0131 Invoice: 01.05.2023	592-000.000-202.000		1,275.53
		Expected Check Run: 01/23/2023			
				4,208.48	4,208.48
01/16/2023	AP	JESSICA NEIMAN	Invoice: 1.7.23 Ref#: 25372 (CITY CENTER RENTAL DEPOSIT REFUND)		
AP Trx #: 46707					
		BUCHANAN REDBUD CITY CENTER	101-000.000-656.000	50.00	
		Vnd: MISC Invoice: 1.7.23	101-000.000-202.000		50.00
		Expected Check Run: 01/23/2023			
				50.00	50.00
01/16/2023	AP	JOE CARTER	Invoice: 1.2.23 Ref#: 25375 (CITY CENTER RENTAL DEPOSIT REFUND)		
AP Trx #: 46708					
		BUCHANAN REDBUD CITY CENTER	101-000.000-656.000	50.00	
		Vnd: MISC Invoice: 1.2.23	101-000.000-202.000		50.00
		Expected Check Run: 01/23/2023			
				50.00	50.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/16/2023	AP	KCI	Invoice: 317869 Ref#: 25407(WATER BILL MAILING FOR JANUARY 2023)		
AP Trx #: 46709		POSTAGE	592-591.000-730.000	645.65	
		POSTAGE	592-590.000-730.000	645.66	
		Vnd: 2120 Invoice: 317869	592-000.000-202.000		1,291.31
		Expected Check Run: 01/23/2023			
				1,291.31	1,291.31
01/16/2023	AP	KELLY L CLARK	Invoice: DECEMBER 2022 Ref#: 25384(CLEANING SERVICE FOR CITY HALL)		
AP Trx #: 46710		CONTRACTUAL	101-265.000-818.000	660.00	
		Vnd: 1641 Invoice: DECEMBER 2022	101-000.000-202.000		660.00
		Expected Check Run: 01/23/2023			
				660.00	660.00
01/16/2023	AP	KEN SIMPSON	Invoice: 230111 Ref#: 25441(ELECTRICAL INSPECTION SERVICE FOR DEC.)		
AP Trx #: 46711		ELECTRICAL PERMITS	701-000.000-491.000	730.40	
		Vnd: 0194 Invoice: 230111	701-000.000-202.000		730.40
		Expected Check Run: 01/23/2023			
				730.40	730.40
01/16/2023	AP	KENNETH PATTEN	Invoice: 12.31.22 Ref#: 25374(CITY CENTER RENTAL DEPOSIT REFUND)		
AP Trx #: 46712		BUCHANAN REDBUD CITY CENTER	101-000.000-656.000	50.00	
		Vnd: MISC Invoice: 12.31.22	101-000.000-202.000		50.00
		Expected Check Run: 01/23/2023			
				50.00	50.00
01/16/2023	AP	KLAY WEAVER	Invoice: 94639 Ref#: 25408(BOOT ALLOWANCE FY 22-23)		
AP Trx #: 46713		UNIFORMS	101-441.000-768.000	250.00	
		Vnd: 1565 Invoice: 94639	101-000.000-202.000		250.00
		Expected Check Run: 01/23/2023			
				250.00	250.00
01/16/2023	AP	KRUGGEL LAWTON CPA	Invoice: 360675 Ref#: 25406(DAR AUDIT 2022)		
AP Trx #: 46714		AUDIT EXPENSES	588-000.000-807.000	750.00	
		Vnd: 2145 Invoice: 360675	588-000.000-202.000		750.00
		Expected Check Run: 01/23/2023			
				750.00	750.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/16/2023	AP	MICHIGAN MUNICIPAL LEAGUE	Invoice: 25367 Ref#: 25409(2022 MML CONVENTION FOR R. MURPHY 10.19.)		
AP Trx #: 46715		CONFERENCES AND WORKSHOP	101-172.000-864.000	290.00	
		Vnd: 1828 Invoice: 25367	101-000.000-202.000		290.00
		Expected Check Run: 01/23/2023		290.00	290.00
01/16/2023	AP	MILLER WELDING SUPPLY	Invoice: INV000283215 Ref#: 25410(MISC PARTS FOR DPW)		
AP Trx #: 46716		MISCELLANEOUS SUPPLIES	101-441.000-756.000	58.30	
		Vnd: 1635 Invoice: INV000283215	101-000.000-202.000		58.30
		Expected Check Run: 01/23/2023		58.30	58.30
01/16/2023	AP	MODWAY HOMES	Invoice: 01.11.23 Ref#: 25376(WATER METER KIT REFUND FOR 809 TERRE COU)		
AP Trx #: 46717		MISCELLANEOUS	592-591.000-962.000	420.00	
		Vnd: MISC Invoice: 01.11.23	592-000.000-202.000		420.00
		Expected Check Run: 01/23/2023		420.00	420.00
01/16/2023	AP	NASRO	Invoice: 37431 Ref#: 25413(REGISTRATION COURSE FOR OFFICER AMY BRUC)		
AP Trx #: 46718		EDUCATION AND TRAINING	101-301.000-960.000	550.00	
		Vnd: MISC Invoice: 37431	101-000.000-202.000		550.00
		Expected Check Run: 01/23/2023		550.00	550.00
01/16/2023	AP	NICK BAILEY	Invoice: 137970 Ref#: 25412(BOOT ALLOWANCE FOR FY 22-23)		
AP Trx #: 46719		UNIFORMS	101-567.000-768.000	250.00	
		Vnd: 0823 Invoice: 137970	101-000.000-202.000		250.00
		Expected Check Run: 01/23/2023		250.00	250.00
01/16/2023	AP	NORTH CENTRAL LABORATORIES	Invoice: 480698 Ref#: 25414(CHEMICALS FOR WWTP)		
AP Trx #: 46720		LAB SUPPLIES	592-590.000-757.000	349.60	
		Vnd: 0143 Invoice: 480698	592-000.000-202.000		349.60
		Expected Check Run: 01/23/2023		349.60	349.60

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/16/2023	AP	PARRETT COMPANY			
AP Trx #: 46721		OFFICE SUPPLIES	101-253.000-728.000	202.38	
		Vnd: 1596 Invoice: 68789	101-000.000-202.000		202.38
		Expected Check Run: 01/23/2023		202.38	202.38
01/16/2023	AP	PEERLESS-MIDWEST, INC.			
AP Trx #: 46722		MAINTENANCE - SYSTEM	592-591.000-938.000	750.00	
		Vnd: 1672 Invoice: 70796	592-000.000-202.000		750.00
		Expected Check Run: 01/23/2023		750.00	750.00
01/16/2023	AP	PEERLESS-MIDWEST, INC.			
AP Trx #: 46723		MAINTENANCE - SYSTEM	592-591.000-938.000	290.00	
		Vnd: 1672 Invoice: 70358	592-000.000-202.000		290.00
		Expected Check Run: 01/23/2023		290.00	290.00
01/16/2023	AP	RIDGE NAPA AUTO PARTS			
AP Trx #: 46724		MAINTENANCE - EQUIPMENT	592-590.000-933.000	110.18	
		Vnd: 0165 Invoice: 688210	592-000.000-202.000		110.18
		Expected Check Run: 01/23/2023		110.18	110.18
01/16/2023	AP	RIDGE NAPA AUTO PARTS			
AP Trx #: 46725		MAINTENANCE - VEHICLE	592-590.000-939.000	237.63	
		Vnd: 0165 Invoice: 687914	592-000.000-202.000		237.63
		Expected Check Run: 01/23/2023		237.63	237.63
01/16/2023	AP	RIDGE NAPA AUTO PARTS			
AP Trx #: 46726		MAINTENANCE - EQUIPMENT	101-441.000-933.000	65.54	
		Vnd: 0165 Invoice: 688688	101-000.000-202.000		65.54
		Expected Check Run: 01/23/2023		65.54	65.54

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/16/2023	AP	RIDGE NAPA AUTO PARTS	Invoice: 687494 Ref#: 25426(PARTS OR REPAIR ON 2008 F250)		
AP Trx #: 46727		MAINTENANCE - VEHICLE	101-441.000-939.000	251.44	
		Vnd: 0165 Invoice: 687494	101-000.000-202.000		251.44
		Expected Check Run: 01/23/2023		251.44	251.44
01/16/2023	AP	RIDGE NAPA AUTO PARTS	Invoice: 687348 Ref#: 25427(2001 INTERNATIONAL ORANGE CRUSH BELT REP)		
AP Trx #: 46728		MAINTENANCE - EQUIPMENT	101-441.000-933.000	53.99	
		Vnd: 0165 Invoice: 687348	101-000.000-202.000		53.99
		Expected Check Run: 01/23/2023		53.99	53.99
01/16/2023	AP	RMC PROPERTIES LLC	Invoice: 13 Ref#: 25418(JANAURY LEASE FOR DPW)		
AP Trx #: 46729		CONTRACTUAL	101-441.000-818.000	5,000.00	
		Vnd: 2153 Invoice: 13	101-000.000-202.000		5,000.00
		Expected Check Run: 01/23/2023		5,000.00	5,000.00
01/16/2023	AP	ROBERT ADAMS	Invoice: 01.12.23 Ref#: 25419(REIMBURSEMENT FOR UNIFORM SERVICE PINS F)		
AP Trx #: 46730		MEMBERSHIP AND DUES	101-336.000-831.000	110.00	
		Vnd: 0084 Invoice: 01.12.23	101-000.000-202.000		110.00
		Expected Check Run: 01/23/2023		110.00	110.00
01/16/2023	AP	ROSE PEST SOLUTIONS	Invoice: 150574861 Ref#: 25420(PEST CONTROL FOR THE PD)		
AP Trx #: 46731		CONTRACTUAL	101-301.000-818.000	73.00	
		Vnd: 0304 Invoice: 150574861	101-000.000-202.000		73.00
		Expected Check Run: 01/23/2023		73.00	73.00
01/16/2023	AP	ROSE PEST SOLUTIONS	Invoice: 150574583 Ref#: 25421(PEST CONTROL FOR CITY CENTER)		
AP Trx #: 46732		CONTRACTUAL	101-265.000-818.000	50.00	
		Vnd: 0304 Invoice: 150574583	101-000.000-202.000		50.00
		Expected Check Run: 01/23/2023		50.00	50.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/16/2023	AP	ROSE PEST SOLUTIONS			
AP Trx #: 46733					
		CONTRACTUAL	101-265.000-818.000	166.00	
		Vnd: 0304 Invoice: 214733C	101-000.000-202.000		166.00
		Expected Check Run: 01/23/2023		166.00	166.00
01/16/2023	AP	ROWLAND PROPERTY GROUP LLC			
AP Trx #: 46734					
		GRANTS & SPECIAL PROJECTS	101-101.000-967.002	5,000.00	
		Vnd: 2150 Invoice: 01.09.2023	101-000.000-202.000		5,000.00
		Expected Check Run: 01/23/2023		5,000.00	5,000.00
01/16/2023	AP	S.E BERRIEN COUNTY LANDFILL			
AP Trx #: 46735					
		SLUDGE REMOVAL	592-590.000-936.000	316.20	
		Vnd: 1746 Invoice: 0158596-IN	592-000.000-202.000		316.20
		Expected Check Run: 01/23/2023		316.20	316.20
01/16/2023	AP	SBF ENTERPRISES			
AP Trx #: 46736					
		POSTAGE	101-253.000-730.000	820.68	
		Vnd: 1943 Invoice: 2321110-23	101-000.000-202.000		820.68
		Expected Check Run: 01/23/2023		820.68	820.68
01/16/2023	AP	SMR COMMUNICATIONS INC.			
AP Trx #: 46737					
		MISCELLANEOUS	101-441.000-962.000	367.25	
		Vnd: 0086 Invoice: 28162	101-000.000-202.000		367.25
		Expected Check Run: 01/23/2023		367.25	367.25
01/16/2023	AP	SMR COMMUNICATIONS INC.			
AP Trx #: 46738					
		RADIO MAINTENANCE	101-301.000-851.000	2,164.00	
		Vnd: 0086 Invoice: 28183	101-000.000-202.000		2,164.00
		Expected Check Run: 01/23/2023		2,164.00	2,164.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/16/2023	AP	SOUTHWESTERN SUPPLY CORP	Invoice: 9942351 Ref#: 25435 (POWERWASH PLUG AND COUPLING)		
AP Trx #: 46739		MAINTENANCE - EQUIPMENT	101-441.000-933.000	17.01	
		Vnd: 1847 Invoice: 9942351	101-000.000-202.000		17.01
		Expected Check Run: 01/23/2023		17.01	17.01
01/16/2023	AP	SOUTHWESTERN SUPPLY CORP	Invoice: N/A Ref#: 25436 (POWERWASH ASSEMBLY AND QUICK COUPLER)		
AP Trx #: 46740		MAINTENANCE - EQUIPMENT	101-441.000-933.000	210.99	
		Vnd: 1847 Invoice: N/A	101-000.000-202.000		210.99
		Expected Check Run: 01/23/2023		210.99	210.99
01/16/2023	AP	SPICER GROUP	Invoice: 218828 Ref#: 25438 (MS4 PERMIT COMPLIANCE 2ND QTR PAYMENT 1)		
AP Trx #: 46741		STORMWATER PHASE II	101-441.000-970.056	1,127.94	
		Vnd: 1383 Invoice: 218828	101-000.000-202.000		1,127.94
		Expected Check Run: 01/23/2023		1,127.94	1,127.94
01/16/2023	AP	STARLITE CUSTOMS TRUCK & AUTO	Invoice: 27788 Ref#: 25434 (DECKED STORAGE FOR WATER DEPT TRUCK)		
AP Trx #: 46742		MAINTENANCE - EQUIPMENT	592-591.000-933.000	2,439.99	
		Vnd: MISC Invoice: 27788	592-000.000-202.000		2,439.99
		Expected Check Run: 01/23/2023		2,439.99	2,439.99
01/16/2023	AP	STATE OF MICH.-DEPT OF TRANSP.	Invoice: 591-11066284 Ref#: 25411 (BUS OPERATING FINAL AUDIT)		
AP Trx #: 46743		AUDIT EXPENSES	588-000.000-807.000	2.00	
		Vnd: 1826 Invoice: 591-11066284	588-000.000-202.000		2.00
		Expected Check Run: 01/23/2023		2.00	2.00
01/16/2023	AP	SWEET C. ROBINSON	Invoice: 12.21.22 Ref#: 25442 (BASKETBALL GAME)		
AP Trx #: 46744		POLICE RESERVES	701-000.000-150.000	24.00	
		Vnd: 1784 Invoice: 12.21.22	701-000.000-202.000		24.00
		Expected Check Run: 01/23/2023		24.00	24.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/16/2023	AP	TINA SPURLOCK			
AP Trx #: 46745					
		MAINTENANCE-BUILDINGS	101-301.000-931.000	120.00	
		Vnd: 1448 Invoice: 092275	101-000.000-202.000		120.00
		Expected Check Run: 01/23/2023			
				120.00	120.00
01/16/2023	AP	TINA SPURLOCK			
AP Trx #: 46746					
		CONTRACTUAL	101-265.000-818.000	90.00	
		Vnd: 1448 Invoice: 181377	101-000.000-202.000		90.00
		Expected Check Run: 01/23/2023			
				90.00	90.00
01/16/2023	AP	TONY HOUSER			
AP Trx #: 46747					
		GRANTS & SPECIAL PROJECTS	101-101.000-967.002	212.95	
		Vnd: MISC Invoice: 75344469	101-000.000-202.000		212.95
		Expected Check Run: 01/23/2023			
				212.95	212.95
01/16/2023	AP	TONY HOUSER			
AP Trx #: 46748					
		GRANTS & SPECIAL PROJECTS	101-101.000-967.002	282.00	
		Vnd: MISC Invoice: 12.16.22	101-000.000-202.000		282.00
		Expected Check Run: 01/23/2023			
				282.00	282.00
01/16/2023	AP	WELDY SALES AND SERVICE			
AP Trx #: 46749					
		MAINTENANCE - EQUIPMENT	101-567.000-933.000	152.91	
		Vnd: 1763 Invoice: 13966	101-000.000-202.000		152.91
		Expected Check Run: 01/23/2023			
				152.91	152.91
01/16/2023	AP	WINDEMULLER ELECTRIC			
AP Trx #: 46750					
		CONTRACTUAL	592-590.000-818.000	1,917.00	
		Vnd: 1167 Invoice: 225259	592-000.000-202.000		1,917.00
		Expected Check Run: 01/23/2023			
				1,917.00	1,917.00
				67,641.26	67,641.26
Cash/Payable Account Totals:					
		ACCOUNTS PAYABLE	101-000.000-202.000		43,618.74
		ACCOUNTS PAYABLE	202-000.000-202.000		10
		ACCOUNTS PAYABLE	248-000.000-202.000		1

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
		ACCOUNTS PAYABLE	588-000.000-202.000		752.00
		ACCOUNTS PAYABLE	592-000.000-202.000		22,167.05
		ACCOUNTS PAYABLE	701-000.000-202.000		990.40
		TOTAL INCREASE IN PAYABLE:			67,641.26

Date of Charge:	Vendor	Amount:	Description:	GL #:	Breakdown
12/17/2022	Niles Rural King	\$ 507.73	Parts for DPW	101.441.933	
		\$ 507.73			

Date of Charge:	Vendor	Amount:	Description:	GL #:	Breakdown
12/11/2022	Amazon	\$ 53.98	2 - 5 in binders for Payroll - Bookkeeper	101.253.728	
12/11/2022	Amazon	\$ 16.99	Coin envelopes for bank deposits	101.265.756	
12/15/2022	Amazon	\$ 296.93	Ink for Building Inspector	101.371.001.728	
12/16/2022	Culligan	\$ 48.50	Water for breakroom	101.265.818	
		\$ 416.40			

CARD CLOSED

Date of Charge:	Vendor	Amount:	Description:	GL #:	Breakdown
10/26/2022	Trello	\$ 1,919.84	Fee for Trello	101.265.818	
11/1/2022	Crains	\$ 15.00	Monthly Subscription	101.172.818	
11/2/2022	Amazon	\$ 67.93	Air chiller for Treasurers office	101.253.728	
11/2/2022	Amazon	\$ 12.08	Pencils for office	101.265.756	
11/3/2022	Amazon	\$ 125.73	Misc. office supplies	101.265.756	
11/4/2022	Amazon	\$ 8.99	Mouse pads for election	101.191.728	
11/5/2022	Amazon	\$ 21.98	Misc. office supplies	101.265.756	
11/6/2022	Paypal	\$ 55.00	Facebook Ads	101.101.885	
11/7/2022	AT&T	\$ 769.44	Phone Bill	See attached	
11/8/2022	Amazon	\$ 14.99	Prime Mebership	101.265.818	
11/8/2022	Zoom	\$ 15.89	Monthly Subscription	101.172.818	
11/12/2022	Amazon	\$ 14.99	11x7 copy paper	101.265.756	
11/13/2022	Amazon	\$ 11.99	Ground spikes for Bucktown Christmas	101.101.805	
11/14/2022	Amazon	\$ 47.98	Chargers for city hall	101.265.756	
11/15/2022	Amazon	\$ 32.99	Christmas lights for Bucktown Christmas	101.101.805	
11/15/2022	Amazon	\$ 442.35	Christmas lights for Bucktown Christmas	101.101.805	
11/17/2022	Adobe	\$ 21.19	Creative Cloud	101.172.818	
11/18/2022	Comcast	\$ 633.69	City Hall - Internet and Broadcasting	101.265.853	
11/19/2022	Amazon	\$ 228.00	Roku TV for PD	101.265.756	
11/29/2022	Paypal	\$ 11.99	Youtube Premium Membership	101.101.885	
11/29/2022	Crains	\$ 15.00	Monthly Subscription - FINAL	101.172.818	
		\$ 90.00	Drop box -Disputed		
		\$ 9.99	Doordash - Disputed		
		\$ 11.99	Lansing - Disputed		
		\$ 120.00	Indeed Disputed Charges		
		\$ 99.48	Finance		
		\$ 4,818.50			
Date of Charge:	Vendor	Amount:	Description:	GL #:	Breakdown
12/3/2022	Indeed	\$ (920.00)	Disputed Charges - Refunded	N/A	
12/3/2022	Indeed	\$ (1,360.00)	Disputed Charges - Refunded	N/A	
12/5/2022	Weebly	\$ 70.00	Website	101.265.962	
12/5/2022	Weebly	\$ 240.00	Website	101.265.962	
12/7/2022	AT&T	\$ 769.44	Phone Bill	See attached	

12/8/2022 Zoom	\$ 15.89	Monthly Subscription	101.172.818
12/8/2022 Amazon	\$ 14.99	Prime Mebership	101.265.818
12/16/2022 Adobe	\$ 21.19	Creative Cloud	101.172.818
	\$ 1.05	Microsoft - Disbuted charge	
	\$ 11.99	Lansing - Disputed	
	\$ 90.00	Drop box -Disputed	
	\$ 25.00		
	\$ 103.61		
	\$ (916.84)		
	\$ 3,901.66	Payoff amount	

CARD CLOSED

Date of Charge:	Vendor	Amount:	Description:	GL #:	Breakdown
12/19/2022	Squarespace	\$ 220.80	Website	101.265.756	
12/21/2022	Flowers by Anna	\$ 23.90	Flowers - reimbursement	101.265.756	
		\$ 244.70			

CARD CLOSED

Date of Charge:	Vendor	Amount:	Description:	GL #:	Breakdown
12/7/2022	Amazon	\$ 54.98	Towels for Water Dept	592.591.728	
12/8/2022	Amazon	\$ 99.98	Copy Paper for Office	101.265.756	
12/8/2022	Amazon	\$ 113.28	Laptop charger and display port	101.172.728	
12/9/2022	Amazon	\$ 71.14	Batteries, file folders, laminating sheets	101.265.728	
12/9/2022	Amazon	\$ 40.86	Expanding file pockets	101.265.728	
			Custom engraved plaque for S.		
12/15/2022	Amazon	\$ 39.99	Desenberg	101.265.756	
12/28/2022	Amazon	\$ 60.16	Zipped blue binder, pocket organizers	101.265.756	
12/29/2022	Walmart	\$ 265.64	Boxes for Archive room - per Peter	101.215.728	
		\$ 746.03			

CARD CLOSED

Date of Charge:	Vendor	Amount:	Description:	GL #:	Breakdown
11/5/2022	Vonage	\$ 351.62	Phone service contract for Police Dept.	101.301.818	
11/15/2022	X grain	\$ 525.00	PD shirts	101.301.768	
11/22/2022	MI State Police	\$ 10.00	Background Check	101.371.001.914	
11/23/2022	MI State Police	\$ 10.00	Background Check	101.371.001.914	
		\$ 896.62			

Date of Charge:	Vendor	Amount:	Description:	GL #:	Breakdown
12/1/2022	Vontage	\$ 6.64	Phone service contract for Police Dept.	101.301.818	
12/5/2022	Vontage	\$ 372.43	Phone service contract for Police Dept.	101.301.818	
12/13/2022	MI State Police	\$ 10.00	Background Check	101.371.001.914	
		\$ 389.07			
	Nov & Dec Charges	\$ 1,285.69			

Date of Charge:	Vendor	Amount:	Description:	GL #:	Breakdown
12/2/2022	Zoom	\$ 11.74	Monthly Subscription	107.435.762	
12/3/2022	Homestead	\$ 15.89	Monthly Subscription	101.172.818	
		\$ 27.63			

CARD CLOSED

Item VII. B.

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
			Fund Totals:			
			Fund 101 GENERAL			43,618.74
			Fund 202 MAJOR STREETS			101.33
			Fund 248 DOWNTOWN DEVELOPMENT AUTHOR			11.74
			Fund 588 DIAL-A-RIDE			752.00
			Fund 592 WATER AND SEWER FUND			22,167.05
			Fund 701 TRUST AND AGENCY			990.40
			Total For All Funds:			<hr/> 67,641.26

Date of Charge:	Vendor	Amount:	Description:	GL #:	Breakdown
12/10/2022	Adobe	\$ 21.19	Fraudulant Charge - Flagged	N/A	
12/9/2022	Dollar General	\$ 10.20	Coffee for office	101.265.728	
12/7/2022	Adobe	\$ 15.89	Subscription	101.215.818	
12/10/2022	Amazon	\$ (93.77)	Credit	N/A	
		\$ (46.49)			

CARD CLOSED

Date of Charge:	Vendor	Amount:	Description:	GL #:	Breakdown
12/8/2022	USPS	\$ 88.00	Stamps	101.265.756	
12/9/2022	Family Dollar	\$ 10.44	Batteries	101.265.756	
		\$ 98.44			

CARD CLOSED

Invoices to Note
CC Meeting 1/23/23

Total check run amount to be approved: **\$67,641.26.**

- Baker Tilly - **\$6,000**
 - W&S Rate Study
- Honor Credit Cards - **\$7,709.78**
 - Please make note of the following:
 - Regal – card closed.
 - Weaver – card closed.
 - Langston – card closed.
 - Lewis – card closed.
 - Baham – card closed (1 charge in Jan)
 - Wall – card closed (1 charge in Jan)
 - Murphy – card closed (2 charges in Jan)
 - Grace – card closed (1 charge in Jan)
 - I have a new card on order with the correct limits for the treasurer and city manager. 2 city corporate cards on order. Baker’s card stays the same as well as Ganus (with correct limits) Any questions, as always, please ask. The cards made note with charges in January, you will see on the February check run, but no new charges can be made on any of them.
- Rowland Property Group - **\$5,000**
 - Floodplain assistance grant

Date of Charge:	Vendor	Amount:	Description:	GL #:	Breakdown
12/1/2022	Int Code Council	\$ 142.50	Code Official Books	101.371.001.150	
12/6/2022	Int Code Council	\$ 194.00	Code Official Books	101.371.001.150	
12/6/2022	Int Code Council	\$ 145.00	Membership	101.371.001.864	
		\$ 481.50			

CARD CLOSED

CARD CLOSED

A2212303
December 1, 2022

TO THE HONORABLE BOARD OF COMMISSIONERS OF BERRIEN COUNTY, MICHIGAN: Your County Administration Committee respectfully recommends the adoption of the following:

RESOLUTION

WHEREAS, it is the mission of Berrien County government to provide leadership, cooperation with all units of government, sound fiscal management and planning, thereby promoting public safety, health, well-being, and prosperity in order to improve the quality of life for present and future generations; and

WHEREAS, the Berrien County Board of Commissioners adopted the 2020-2024 Berrien County Parks and Recreation Plan via resolution #P1912359 on December 19, 2019; and

WHEREAS, a part of that plan is designated “Berrien County Linear Trail, Water-Trails, Trails & Greenways”, identifying the importance of making trails and greenways available for the citizens of Berrien County and offers the support of the Parks & Recreation Commission to assist all units of government and non-profits with the planning and development of trails and greenways; and

WHEREAS, the Berrien County Board of Commissioners further authorized resolution #B2103178 which endorses the efforts of its municipalities as they submit applications for grant funding to create recreational opportunities for their residents; and

WHEREAS, many communities, agencies, and trail advocates in the region have taken a lead in planning and/or building local trails, and those efforts can be greatly enhanced by being connected to a larger regional network of trails; and

WHEREAS, the Friends of Berrien County Trails, a 501(c)(3) non-profit, is also committed to maintaining and enhancing the quality of life for citizens and recognizes that a network of trails in Berrien County will contribute greatly to quality of life by connecting people, communities and regional assets; and

WHEREAS, trails will help improve the quality of the air we breathe by promoting reduced congestion through increasing safer non-motorized transportation options and have a significant impact on the health and economic viability of the region; and

WHEREAS, the Berrien County Board of Commissioners via Resolution #P2204236, contributed \$5,000 to the creation of the “Berrien County Trails Master Plan” (PLAN), spearheaded by the Friends of Berrien County Trails; and

WHEREAS, the PLAN presents a county-wide vision and recommends increasing cooperation and collaboration to create a network that will provide transportation, exercise, leisure, safety, accessibility, recreation and community benefits aimed at enhancing the quality of life; and

WHEREAS, the PLAN provides the foundation for a long term strategy that will continue to grow and evolve and will provide an invaluable resource for future generations; and

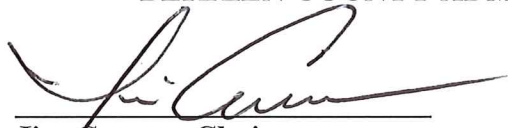
A2212303
December 1, 2022
Page 2 of 2

WHEREAS, the Berrien County Board of Commissioners have demonstrated their investment in planning for the County’s future to include and increase the number of trails, water trails, and greenways through inclusion in the Parks and Recreation Plan, the Berrien County Master Plan, and participation in the funding the aforementioned PLAN; and

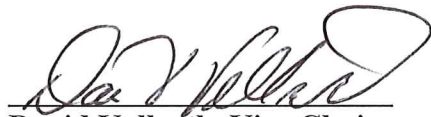
WHEREAS, to identify additional participation in the development of future non-motorized transportation facilities, the Board of Commissioners adopted Policy ADM-5210 “Non-Motorized Transportation Facilities Development” at their October 13, 2022 meeting.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Berrien County Board of Commissioners believes in the concept of working with neighboring communities to plan, design, build and maintain a system of non-motorized transportation facilities that will connect our communities, people, and special regional points, applauds the efforts of the Friends of Berrien County Trails, acknowledges the Berrien County Trails Master Plan and will apply it where appropriate in the future planning of Berrien County.

**Respectfully submitted,
BERRIEN COUNTY ADMINISTRATION COMMITTEE**



Jim Curran, Chairperson




David Vollrath, Vice Chair



Julie Wuerfel

James R. Martin

RESOLUTION APPROVED AS TO FORM	
Administration 	Date 11-16-27
Comments Attached _____	
Corporate Counsel TH	Date 11/16/22
Comments Attached _____	

RESOLUTION 2023.01/03

RESOLUTION TO SUPPORT THE “BERRIEN COUNTY TRAILS MASTER PLAN”

At a regular meeting of the City of Buchanan Board/Council/Commission, Berrien County, Michigan on January 23, 2023.

Present:

Absent:

The following resolution was offered by _____ and supported by _____.

WHEREAS, _____ is committed to maintaining and enhancing the quality of life for citizens throughout the region and recognizes that a network of trails in Berrien County will contribute greatly to quality of life by connecting people, communities and regional assets; and

WHEREAS, the Friends of Berrien County Trails with its partners and steering committee has engaged Berrien County municipalities, the County and its residents in the development of a countywide master plan for trails; and

WHEREAS, the “Berrien County Trails Master Plan” presents a county-wide vision and recommends increasing cooperation and collaboration to create a network that will provide transportation, exercise, leisure, safety, accessibility, recreation and community benefits aimed at enhancing the quality of life; and

WHEREAS, many communities, agencies, and trail advocates in the region have taken a lead in planning and/or building local trails, and those efforts can be greatly enhanced by being connected to a larger regional network of trails; and

WHEREAS, trails will help improve the quality of the air we breathe by promoting reduced congestion through increasing safer non-motorized transportation options; and

WHEREAS, trails are freely accessible community assets offering opportunities for transportation, recreation and exercise to everyone, including children, youth and families, schools and provide safe places for people to experience a sense of community and create stronger social and family ties; and

WHEREAS, trails have significant impact on the health and economic viability of the region through encouraging active lifestyles, increased levels of tourism, enhanced property values, added jobs related to the construction of and along the trail, as well as enhanced ability to attract and retain businesses to the region due to improved quality of life; and

WHEREAS, the “Berrien County Trails Master Plan” provides the foundation for a long term strategy that will continue to grow and evolve and will provide an invaluable resources for our children, grandchildren and great grandchildren; and

WHEREAS, the City of Buchanan has identified the provision of trails as a priority in the future planning of Berrien County in order to improve connectivity between communities, places of interest and destinations and enhance quality of life and recreational opportunities for residents and visitors of the region.

Now, Therefore, Be It Resolved that the City of Buchanan is committed to the promotion and continued development of the “Berrien County Trails Master Plan” and in concept to working with neighboring communities to plan, design, build and maintain a system of trails that will connect our communities, people and special regional points of interest for years to come.

Be it further resolved that City of Buchanan will incorporate the “Berrien County Trails Master Plan” into our master plan, recreation plan and other relevant planning documents.

ADOPTED:

YEAS:

NAYS:

STATE OF MICHIGAN
COUNTY OF BERRIEN/VAN BUREN

I, the undersigned and duly appointed Clerk of City of Buchanan, Berrien County, Michigan DO HEARBY CERTIFY that the foregoing is a true and complete representation of the certain proceedings conducted by City of Buchanan at a meeting held on January 23, 2023.

[NAME]

City Clerk
[TITLE]



Building Department Report for the City of Buchanan
January 1, 2022 through December 21, 2022

There were a total of forty building permits issued. 28 were for various residential projects, including one new single-family home. Total value of the residential projects was \$1,014,055.80.


10 permits were for commercial projects including alteration and renovation of existing buildings, some demolition work and commercial re-roofing projects. Total value of \$1,700,774.00.

2 permits were for industrial projects including some alteration and renovation work at Southwest Coatings and a Change of Use inspection for a Certificate of Occupancy at Aloft Processing. Total value of \$40,000.00.

The total value (project costs) of the building permits that were issued is \$2,714,829.80. The total of the building permit fees received is \$22,490.77.

There were 39 electrical permits issued in the City. Total electrical permit fees received is \$9,524.00.

Respectfully submitted January 3, 2023,


Guy Lewis, Building Official



PROPOSAL FOR PROFESSIONAL SERVICES

CITY OF BUCHANAN
ST. JOSEPH RIVERFRONT MASTER PLANNING
& PREDEVELOPMENT ASSISTANCE

October 7, 2022

October 7, 2022

Richard Murphy, Community Development Director
City of Buchanan
302 N Redbud Trail
Buchanan, Michigan 49107

Subject: Proposal for Professional Services
St. Joseph Riverfront Master Planning & Predevelopment Assistance

Dear Mr. Murphy:

Abonmarche is pleased to present this proposal for professional services to the City of Buchanan. Our firm has more than 40 years of experience working in communities in western Michigan and northern Indiana, including a significant amount of experience with projects along the St. Joseph River.

Our history as an engineering consulting firm started with a focus on waterfront and coastal engineering, and we are still to this day recognized as a leader in this specialized field. Our waterfront work has taken us abroad to projects as far away as Singapore and the Dominican Republic to work in the vast majority of the ports which line the shoreline of Lake Michigan. Our experience extends well beyond waterfront projects with some of the largest transformational projects undertaken in west Michigan over the last two (2) decades.

We have assembled a team of seasoned community developers, innovative planners and engineers, as well as accomplished grant writers to help ensure your project's success. Our team is well qualified to represent the community's interests. As illustrated within this proposal, we have the necessary capacity and completed numerous similar impactful projects for our partner communities which regularly receive peer awards for their planning, execution and sustainable design approach.

Our proposed fee to complete the work detailed in the following proposal is \$33,500.

Thank you for inviting us to submit this proposal. We look forward to working with the City of Buchanan's staff, residents and community stakeholders on this project. If you have any questions or need additional information, please contact me by phone at 269.252.8980 or via email at tmcghee@abonmarche.com.

Sincerely,
ABONMARCHE



Tony McGhee
Vice President of Development Services



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Firm Overview

The best professional service consultants are visionaries, looking years - even decades - beyond today's world to determine what physical structures and systems will be needed, and where. Visionaries help to create great places, and great places do great things.

At Abonmarche, our reputation is built on trust, passion, reliability, and quality. We are committed to exceed the specific needs of each client, which has established an outstanding portfolio of referrals. We work closely with our clients to understand what they need to accomplish and what they hope to achieve. We put our expert technical and creative skills to work to help them create a great place. **We undertake every project with our client's best interests in mind and truly seek to become partners** during the course of the project. Our business strategy is centered upon building long-term client relationships. During our proud history, we have attracted and retained clients by focusing on client satisfaction and providing value added services. In fact, over 80% of our work is repeat business from loyal clients even as new clients desire to partner with us.

Abonmarche's tradition of service dates back to 1979, when our company was first founded in South-west Michigan, to provide clients with surveying, civil engineering, and marina development services. In 1984, we diversified, adding architecture, planning, and landscape architecture to our range of services. One of the reasons our clients choose to work with us is our reputation as a one-stop shop - no matter what the task, we have the resources, experience and capacity to deliver the needed services that result in impactful, sustainable projects.

As our client base and geographical service area expanded, we opened additional offices to better meet our clients' needs and carry on the tradition of service upon which the company was founded. With more than 40 years of experience, Abonmarche has become a premier provider of a wide array of professional services, providing superior customer value, and improving communities for a variety of private- and public-sector clients.

Whether you need a civil engineer, landscape architect, architect, planner, structural engineer, coastal engineer, GIS specialist, grant specialist or one of many other specialties, chances are Abonmarche has the staff. We have built our award-winning firm with individuals who specialize in merging artistic vision, environmental sensitivity, and sound technical skills to create unique places. The City of Buchanan can rely on our deep bench of over 175 professionals to ensure the goals of City staff, residents and stakeholders are achieved.



Whittaker Street, New Buffalo

Abonmarche's work is regularly recognized by peer groups and industry organizations. While not inclusive of all awards, the following list is representative of some of the recognition Abonmarche projects' have received.



Western Avenue, South Bend

- AMERICAN COUNCIL OF ENGINEERING COMPANIES OF MICHIGAN
- 2021 Firm of the Year Award
- 2018 Merit Award - Survey, Natural Place to Move Initiative, Portage
- 2014 Merit Award - Survey, City of South Haven Dredging Project
- 2012 Honorable Conceptor Award - Survey, Woodside Cemetery Project
- 2011 Engineering Merit Award as the Project Manager, Civil Engineer, Surveyor, Architect of Record, Landscape Architect and Construction Administrator for Silver Beach Center, St. Joseph



Halleck Road, DeMotte

- AMERICAN PUBLIC WORKS ASSOCIATION OF MICHIGAN
- 2021 Branch Award - South Haven Splash Pad
- 2021 State Award - South Haven Splash Pad
- 2021 Branch Award - Zylman Avenue, Portage, MI
- 2021 State Award - Zylman Avenue, Portage, MI
- 2019 State Award - Allegan Riverfront, Allegan, MI
- 2015 Branch Award - Botham Avenue Reconstruction
- 2011 Branch Award - \$5 million to \$25 million category for Harbor Shores Development
- 2011 Public Works Project of the Year - Quality of Life, \$5 million to \$25 million category for Harbor Shores Brownfield Redevelopment Project



Zylman Avenue, Portage

- AMERICAN SOCIETY OF CIVIL ENGINEERS
- 2018 Project of the Year - Quality of Life Allegan Riverfront
- 2008 Outstanding Achievement Award

- ASPHALT PAVEMENT ASSOCIATION OF MICHIGAN AND MICHIGAN DEPARTMENT OF TRANSPORTATION
- 2018 Award of Excellence – Whittaker Street Redevelopment Project. New Buffalo, Michigan



Whirlpool Compass Fountain

2015 Award of Excellence - Single Course Overlay Projects M-60, US-12, US-131 St. Joseph County

MICHIGAN CONCRETE ASSOCIATION

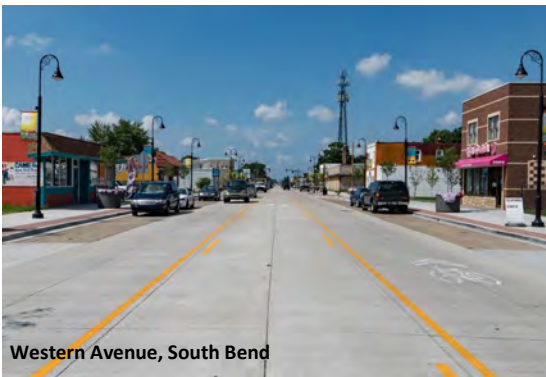
2011 Award of Excellence - Whirlpool Compass Fountain at Silver Beach Center, St. Joseph

NATIONAL ASPHALT PAVEMENT ASSOCIATION

2021 Quality of Construction - US-12 Feldkamp Road Project

GREATER SOUTH HAVEN CHAMBER OF COMMERCE

2017 Business Excellence Award – Community Collaboration



Western Avenue, South Bend

MICHIGAN NURSERY & LANDSCAPE ASSOCIATION

2018 Community Landscape Beautification Award for Calhoun County Building Courtyard

SOUTHWEST MICHIGAN PLANNING COMMISSION

2018 Graham Woodhouse Intergovernmental Effort Award

AMERICAN COUNCIL OF ENGINEERING COMPANIES OF INDIANA

2021 State Finalist - Mishawaka High School Safety Improvements

2021 State Finalist - Governor Joe Kernan Trail, Indiana

2018 State Finalist - Ignition Park, South Bend

2018 State Finalist - NewPorte Landing, LaPorte

2018 State Finalist - Western Avenue, South Bend

2013 Excellence Award - Halleck Street, DeMotte

2013 State Finalist - Western Avenue, South Bend



Whittaker Street, New Buffalo

AMERICAN CONCRETE PAVEMENT ASSOCIATION, INDIANA CHAPTER

2018 – Excellence in Concrete Pavement

2014—Construction

2011 – Site Paving

2010 – Municipal Streets and Intersections

2008 – Arterials and Collectors

INDIANA ENGINEERING EXCELLENCE AWARD

2013 - Special Projects

INDIANA EXCELLENCE IN CONSTRUCTION AWARD

2011- Excavation – Municipal

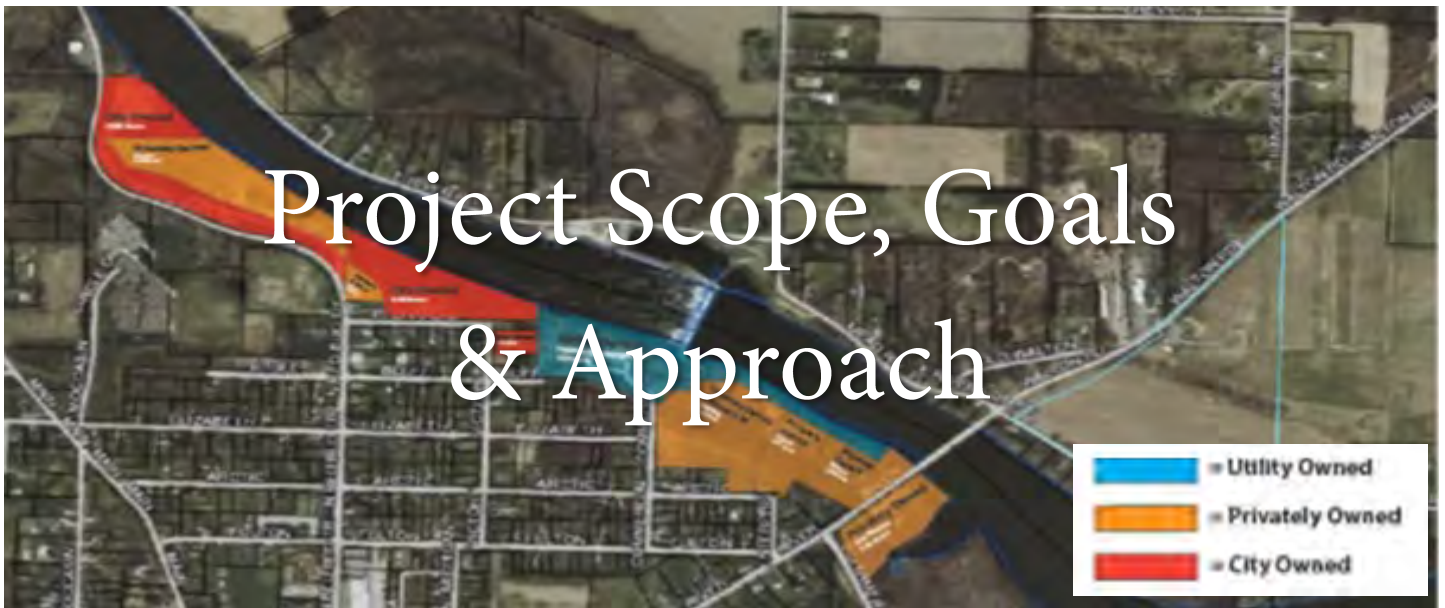
2004 - Excavation

INDIANA READY MIXED CONCRETE ASSOCIATION

2018 Concrete Achievement Award

ASSOCIATED BUILDERS AND CONTRACTORS, INC., WISCONSIN CHAPTER

2003 Project of Distinction Award – Cedar River Marina Sitework



PROJECT SCOPE

Water is the reason Buchanan exists. Over a thousand years ago, the thriving Potawatomi people inhabited the banks of the St. Joseph River. Later in the 1800's, Buchanan was an early, beautiful mill town that relied on tributaries of the St. Joseph River including McCoy's Creek to produce flour. Later, Clark Manufacturing put Buchanan on the global map making axels for tanks and heavy machinery. Throughout the 20th Century, Buchanan was a key player in the most successful industrial corridors on the planet. Life was very good.

In 1983, Clark Manufacturing and their approximately 3,500 jobs abruptly left Buchanan due to globalization. Times were very tough, and the City has been trying to find their way ever since. Now Buchanan is amidst an economic comeback, and is doubling down on access and enjoyment of precious natural resources, the St. Joseph River adjacent wilderness and public access areas. This investment in quality of life and in the community's special relationship with nature will reap dividends for generations to come. Throughout its history, residents and visitors have experienced Buchanan through the community's water natural resources. The City has a culture built around the water. A big part of the Buchanan comeback story is to get back to that era by building better connections to the water.

Today, the City of Buchanan owns approximately 30 acres and over 2,000 linear feet of shoreline as public access on the St. Joseph River called Buchanan Riverfront Park. The City will work to restore these ecosystems and create best practice public access by developing the Buchanan/St. Joe Riverfront Public Access Plan which will propose a long term series of best practice for ecological restoration, increase the quality of flora and fauna, resolve erosion and shoreline restoration issues, reduce runoff and increase water, allow for better and safe pedestrian access to blue water trails, build a boardwalk system and vista area, allow enhanced experience for recreational activities including fishing, kayaking, boat access, river cruising, and more.

The City must leverage underutilized water assets and has a vision to reestablish this primal connection to public access areas and waterways to provide more opportunities for human interaction with nature. Achieving this goal will result in higher quality of life, health and wellness, and economic prosperity.

A world class waterfront and nature based experience awaits for local residents and destination travelers alike.

This project seeks to assemble and leverage approximately 50 acres of land along Buchanan's shoreline of the river for the purpose of public access, while employing best practices to achieve banks erosion, a shoreline buffer, ecological restoration by planting of native species, removal of invasive species, the creation of rain gardens, the introduction of pervious paving, and other nature base solutions. The City seeks to create public access and recreational opportunities by creating gentle and efficient access with the construction of a boardwalk system connected to fishing areas, vista points, interpretive and historical signage that will educate residents and visitors about the native flora and fauna, indigenous and industrial history as it pertains to the water, as well as access other recreational opportunities such as fishing, birding, picnicking, camping, and boat access which includes a handicap accessible kayak launch facility. The vision of the project is to create a **Mini-National Park type of experience** on Buchanan's riverfront which will serve as a model to other waterfront towns in Michigan and the region that can be replicated, resulting in aggregate benefits to inland riverfront communities as well as to our coastal communities. The City of Buchanan, just 15 miles upstream from Lake Michigan, can become a model to many other inland Michigan riverfront communities who will employ these best practices on scale that will have a dramatically positive impact in their communities and other Lake Michigan coastal communities.

A public access road that is one or two storms away from total failure.

A critical first action step toward this vision of *The Buchanan St. Joseph Riverfront Public Access and Shoreline Restoration Project* is to provide sustainable engineering and nature base solutions for the now failing 0.3-mile access road, Riverfront Drive, which takes visitors from North Red Bud Trail down to the river. The road was not built or engineered adequately. It is in extremely poor condition and perhaps a storm or two away from total failure. Without access to the river, the City's vision is not achievable.

In return for restoring the road with some "traditional" engineering, we would consider nature base solutions for the creation/restoration of the entire habitat, such as the implementation of:

- Riverine wetland creation opportunities – "any wetland restoration opportunities will benefit the coast"
- Floodplain restoration site
- McCoy's creek is a **designated trout stream** – consider any areas of the stream that could be restore
- Boardwalks and platforms for recreational benefits

Once the road has been remedied with a sustainable solution, the City by and through an **executive committee and consultant will begin to "master plan"** *The Buchanan St. Joseph Riverfront Public Access and Shoreline Restoration Project*. With a master plan, the City will be able to begin a steady and tenacious pursuit of grant funds over several grant cycles for implementation through the Michigan DNR, National Fish and Wildlife Services, Great Lakes and St. Lawrence Cities Initiative, Coastal grants, and other sources.

PROJECT GOALS

The project team will utilize four (4) overarching goals to guide its work and ensure alignment with project scope. These four (4) goals include:

- 1) Protect, enhance, or restore natural features of wetlands, estuaries, as well as hydrologically connected streams and buffer zones to make sure that self-sufficient biological communities are supported. Enhance diversify or increase fish habitat for various life stages of native, threatened and endangered species.
- 2) Protect, conserve, and restore critical habitat, including nearshore shallow water habitat for native, threatened and endangered species. Stabilize shorelines to reduce erosion and improve habitat connectivity using nature-based solutions.
- 3) To increase public access and public engagement to promote sustainable practices of ecological conservation and human-nature interaction. (Getting more people can be an educational goal as well; signages, boardwalks, a trail on the basis of Indiana Dunes National Park to promote the same, identifying species of native flora and fauna).
- 4) Develop a plan to assemble a 50 acres "Buchanan Mini National Park Master Plan" that is accessible to the public on Buchanan's northern banks of the St. Joseph River while employing shoreline stabilization methods and best practices in nature based solution, while allowing for best practice public access and universal access that allows for residents to interact with these special natural resources.

PROJECT APPROACH

The project approach utilized by Abonmarche will employ a three (3) phased approach starting with critical short term needs and working through long range planning and project implementation. Following is an overview of the project flow that will ensure each task is successfully completed.

Phase I

The first critical pathway to ensuring the maximum value of the riverfront is addressing the erosion issues which is the shoreline and river access restoration project. The park and its boat launch is a critical access point along this stretch of the St. Joseph River for both recreational users and first responders.

Abonmarche will assess the current site and develop preliminary plans to address the erosion issues and improve the facility's overall functionality. This will include improvements to the power boat launch area as well as incorporating a new fully accessible kayak/canoe launch and fishing platform creating access to fishery for persons without boats.

River access facilities represent the first touch-point for individuals or groups to engage in diverse types of water-based recreation including boating and simple contact access to the water. Thoughtful planning for access drives clear decision-making for site location and design that best supports desired recreation experiences and protects sensitive resources. When sites are not well planned or designed, the quality of recreational experiences is diminished.

Abonmarche has developed and improved water access sites throughout Michigan working on behalf of numerous municipalities as well as the Michigan Department of Natural Resources. This experience will

result in the community having a site which is both functional and resilient by working with the natural features of the land while employing industry leading design principles.

Once preliminary plans for the improved park area have been developed to ensure long term river access for a variety of users, Abonmarche will develop cost estimates and begin seeking grants on behalf of the City of Buchanan to implement the plan. The initial opportunity for funding will be the upcoming State of Michigan's SPARK Recreational Grant Program that will be opened for applications in the Fall of 2022.

Phase II

Once the immediate needs of protecting and improving access to the river have been undertaken, the project team's focus will turn to the long term master planning of the riverfront area. Given that the project area touches many groups within community, we propose forming a project advisory committee which includes a representative from each of the following groups:

- City Council
- City Staff
- Buchanan Area Recreation Board
- Planning Commission
- Neighborhood Residents
- Other Community Stakeholders

The steering committee will work with the project team and guide the activities of the master plan through the following seven (7) step process:

Step 1: Solicit Public Input for Preliminary Design

The project team will create an online survey to be distributed in an effort to solicit input as to what people like about the waterfront area, what they wish was different, and what new amenities they would like to see developed.

Step 2: Conceptual Land Use and Design

Abonmarche will hold one (1) meeting with the Advisory Committee to review the data gathered as well as solicit input from the Advisory Committee itself to inform the development of two (2) to three (3) plans for consideration.

Step 3: Review Conceptual Land Use and Design Options

Abonmarche will hold one (1) meeting with the Advisory Committee to review the two (2) to three (3) preliminary designs created through input received in Steps 1 and 2.

Step 4: Public Design Charrettes

The project team will hold two (2) public design charrettes to solicit input on the preliminary plans developed in order to gauge public support of each plan.

Step 5: Develop Final Plans for Consideration

The public input and guidance received from the Advisory Committee through steps 1-4 will be used to develop two (2) preliminary plans for final consideration.

Step 6: Committee Review and Input

Once the two (2) preliminary plans have been completed, Abonmarche will review the final two (2) options with the Advisory Committee and then present both options to each of the following groups for review and comment:

- Local neighborhood adjacent the waterfront area
- General community meeting
- Buchanan Area Recreation Board
- Planning Commission

Step 7: Finalize Waterfront Master Plan

The public feedback received in Step 6 will be used to finalize the two (2) preliminary plans for consideration. The two (2) plans will be presented to City Council to adopt a plan for moving forward.

Phase III

Once the master plan has been developed, the Abonmarche team will create cost elements for the various elements and set out to structure funding packages to pay for the various elements through a phased approach. As the following pages illustrate, Abonmarche has had a great deal of success assisting our client's attract significant amounts of outside dollars to support local project implementation.



One area where Abonmarche brings a significant amount of value added service to our clients is the firm's ability to match client needs with grant opportunities. We have experience working with numerous state and federal granting agencies including Michigan Natural Resources Trust Fund, Michigan Department of Natural Resources, Michigan Waterways Commission, Michigan Department of Transportation, U.S. Department of Agriculture, the Michigan Economic Development Corporation, and the Michigan Council for Arts and Cultural Affairs to name a few. We also have significant experience with private philanthropic organizations.

Our approach for grants is to evaluate and discuss the project with the community to best understand the goal they are trying to achieve. Do you want more accessibility? More tourists? Better visual appeal? New sewer and water systems? Improved roads? A combination of several things? Understanding the main goal behind the improvements allows us to recommend the most successful grant application approach to funding it. Abonmarche also understands that grant funders want their monies to be used to support their causes. We endeavor to match projects to funding sources that share common goals. We can also provide feedback on elements that strengthen or weaken the application, plus give some insight on timeframe for the project should funding be received. Some grants need to move quickly and resources have to be ready and on hand. Many grants require a long-term approach to project actualization and recognizing a several year timeframe can help communities establish budgets and manage expectations better. Guiding the community on this timing is an important factor in the grant application process.

Since a grant will frequently require an estimate and preliminary design concept with the application, Abonmarche's technical staff are of great benefit. Abonmarche's ability to develop strong project scopes, design concepts and accurate cost estimates is a cornerstone to our success in securing grants for our clients. A frequently overlooked component in a grant application is a realistic cost estimate for the project. Most grant awards are a fixed amount that cannot change after execution. Rather than leaving communities wondering how to address a budget shortfall, Abonmarche works to provide realistic estimates and project phases to include in grant applications that maximize successful project completion. Additionally, Abonmarche has experience layering financing from several funding sources to finance larger scale projects.

Even with the best of planning, it can be years between a well-researched estimate and grant award, and the construction marketplace can present surprises that throw careful plans out the window. In these instances, we will work to address scope modifications that preserve the main goal of the project while reducing costs. We work with the funders throughout the process to help achieve everyone's desired outcome.

A few of the recent grants we have helped deliver to our clients are listed below:

AWARDED GRANTS

CITY OF GRAND HAVEN

- Sluka Field Restroom/Concession Building
MNRTF Development Grant \$300,000 award
- **Mulligan's Hollow Parking Improvements**
MNRTF Development Grant \$280,000 award
- **Mulligan's Hollow Basketball Courts**
MNRTF Development Grant \$258,300 award
- Waterfront Stadium Renovation
MNRTF Development Grant \$280,000 award
- Phase III Marina Improvements PES
DNR Waterways Grant \$17,500 award
- Harbor Island Fish Cleaning Station
Great Lakes Fisheries Trust \$85,000 award
- Grand Haven South Pier Lighthouses
Michigan Lighthouse Assistance Program Grant \$60,000 award
- Harbor Drive Improvements
MEDC Infrastructure Capacity Enhancement Grant \$1,151,590 award
- Riverwalk Project
MEDC Community Development Block Grant \$1,474,983 award
- Fulton Street Improvements
MDOT Transportation Economic Development Fund (TEDF) \$336,545 award

CITY OF NEW BUFFALO

- Transient Marina PES
DNR Waterways Grant \$15,000 award
- Waterfront Placemaking Study
USDA Rural Business Development Grant \$51,000 award

- Dune Walk Reconstruction
DNR Land & Water Conservation Fund \$220,000 award
- Dune Walk Reconstruction
The Pokagon Fund \$110,000 award
- Whittaker Street Reconstruction
The Pokagon Fund \$1,600,000 award
- Marquette Greenway Trailhead
Recreation Passport \$112,500 award
The Pokagon Fund \$37,500 award
MNRTF Development Grant \$300,000 award
- Broadside Dock
DNR Waterways Grant \$500,000 award
- Electrical Improvements
DNR Waterways Grant \$189,481 award
- Marina Expansion & Shoreline Protection
USDA Rural Business Development Grant \$40,000 award

CITY OF ALLEGAN

- Riverfront Plaza Development
Michigan Economic Development Corporation \$250,000 award
- Canoe/Kayak Launch Facility
DNR Land and Water Conservation Fund \$125,000 award
- Cutler Street Parking Lot
USDA Rural Business Development Grant \$75,000 award
- Riverfront Parking Lot
USDA Rural Business Development Grant \$30,000 award

- Riverfront Stage
Michigan Council for Arts and Cultural Affairs
\$52,812 award
- Welcome Center
Michigan Municipal League PlacePlan Implementation Grant \$11,000 award
- Downtown Development Design
USDA Rural Business Development Grant \$99,000 award

CITY OF SOUTH HAVEN

- Canoe/Kayak Launch Facility
Coastal Zone Management \$100,000 award
- Fish Cleaning Station
Great Lakes Fisheries Trust \$150,000 award
- Black River Park Skid Piers
MNRTF Development Grant \$37,500 award
- Black River Park Skid Piers 2
MNRTF Development Grant \$37,500 award
- Preliminary Engineering Study – Southside Marina
DNR Waterways Grant \$100,000 award
- Splash Pad and Plaza
MNRTF Development Grant \$300,000 award
- Black River Park Access Drive
DNR Waterways Infrastructure Improvement Grant \$86,000 award
- Black River Park Parking Lot
USDA Rural Business Development Grant \$30,000 award
- Southside Marina Wave Study
DNR Waterways Grant \$50,000 award
- Southside Marina Reroof
DNR Waterways Program \$62,500 award
- Black River Park Restroom Renovation
Recreation Passport Grant \$37,500 award
- Liberty Hyde Bailey Museum
Michigan Council for Arts and Cultural Affairs
Capital Improvement Grant \$18,200 award
Michigan Lighthouse Assistance Program
\$60,000 award

- Center Street Streetscape Improvements
MEDC Community Development Block Grant
\$871,000 award
- USDA Rural Business Development Grant
\$100,000 award
- North Beach Park Improvements
MNRTF Development Grant \$300,000 award
- Bicycle Pump Track
Recreation Passport Grant \$42,800 award
- Fishing Platform and Bank Stabilization
DNR Land and Water Conservation Fund
Grant \$78,100 award

SOUTH HAVEN AREA RECREATION AUTHORITY

- Pilgrim Haven Development Phase 1
MNRTF Development Grant \$50,000 award
- Pilgrim Haven Phase 2
MNRTF Development Grant \$100,000 award
- 14th Avenue Parcel Acquisition
MNRTF Acquisition Grant \$300,000 award
- Royle Property Acquisition
MNRTF Acquisition Grant \$2,262,000 award

VILLAGE OF PAW PAW

- Michigan Avenue Improvements
MDOT Transportation Alternatives Program
\$426,921 award
MDOT Small Urban Grant \$375,000 award
USDA Rural Business Development Grant \$89,025 award
MEDC Community Development Block Grant
\$1,968,130 award

CITY OF MUSKEGON

- Hartshorn Marina PES
DNR Waterways Grant \$30,000 award

CITY OF BENTON HARBOR

- Lead Service Line Replacements
US Environmental Protection Agency Grant
\$5,557,000 award

NEW BUFFALO TOWNSHIP

- Marquette Greenway

USDA Rural Business Development Grant \$75,000 award

The Pokagon Fund \$300,000 award

CITY OF BRIDGMAN

- Weko Beach Dune Restoration and Stabilization Coastal Zone Management \$75,000 award

CITY OF BANGOR

- Water Infrastructure Project
CDBG Water-Related Infrastructure Grant \$969,112 award
- Industrial Park Drive Project
MDOT TEDF Category B \$250,000 award

HAGAR TOWNSHIP

- Canoe and Kayak Launch Facility
MNRTF Development Grant \$300,000 award

BERRIEN COUNTY

- Marquette Greenway
MDOT Transportation Alternatives Program Grant \$2,344,095 award
- Red Arrow Linear Park
USDA Rural Business Development Grant \$99,000 award
- Water Taxi Project
DNR Waterways Grant \$132,500 award

CALHOUN COUNTY

- County Building Sculpture
Michigan Council for Arts and Cultural Affairs \$6,500 award

CORNERSTONE ALLIANCE

- Parking Lot Design
USDA Rural Business Development Grant \$33,950 award

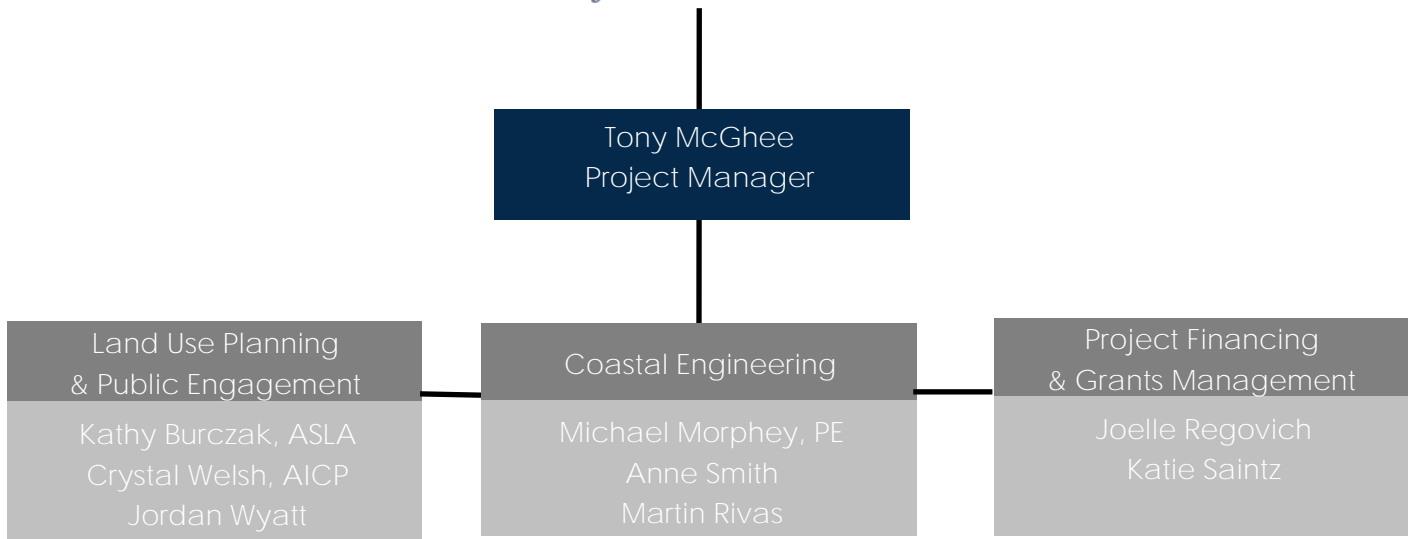
MEC Midwest Energy & Communications

- SMART Park Design
USDA Rural Business Development Grant \$76,000 award
- EDA Assistance to Nuclear Closure Communities Grant Program \$6,000,000 award



Project Team & Structure

The Abonmarche team selected for this effort is a group that blends seasoned developers, innovative planners and engineers, as well as accomplished community development professionals and grant writers. The selected team aligns remarkably well with the identified needs and desired results established by the City of Buchanan.



Tony McGhee

Title: Vice President of Business Development

Role: Project Manager



Chances are Tony has been sitting in the same seat you are today. Tony joined Abonmarche after almost two decades managing and consulting on developments for municipal and non-governmental organizations having hired hundreds of engineers and architects. This experience uniquely positions him to understand the needs and expectations of our clients and gives him the foresight to anticipate project needs from a client perspective. Tony is a community and economic development professional with a track record of supporting sustainable development in communities via the utilization of real estate development and planning strategies throughout the country with experience in housing development, facility development, economic development, regulatory compliance, community development, and project management. Since joining Abonmarche in 2010, Tony has focused on assisting clients in planning development projects, securing approvals, and locating and acquiring project funding. During his career, he has had a lead role in the development and/or financial structuring for over 5,000 units of new or rehabilitated housing; one million sq. ft. of industrial and commercial space; the creation or retention of over 1,000 jobs; as well as several significant redevelopment initiatives.

Joelle Regovich

Title: Grant Administrator

Role: Project Financing & Grants Management



Joelle performs work related to grant seeking, grant writing, and grant administration. She actively researches and identifies relevant grant opportunities that support client projects. Working in collaboration with the client, Joelle prepares information necessary to write a compelling grant. Upon grant award, she oversees grant compliance throughout the project. Joelle understands the impact that grants can have on communities and works diligently and tirelessly to secure funding opportunities that facilitate client needs into realities. Joelle is a certified grants administrator by the Michigan Economic Development Corporation.

Katie Saintz

Title: Business Development Specialist

Role: Project Financing & Grants Management



Katie performs work related to grant seeking, grant writing, and grant administration. She helps to identify the grant funding needs of our clients and then actively researches and identifies funding opportunities. Katie coordinates with the client to gather the required information to write a compelling grant. Once the grant has been received, Katie assists with the administration of the grant. Katie understands the impact that grants can have on a project and works diligently and tirelessly to find funding opportunities for our clients. Katie is a certified grants administrator by the Michigan Economic Development Corporation.

Kathy Burczak, ASLA

Title: Sr. Landscape Architect

Role: Land Use Planning & Public Engagement



Kathy has been with Abonmarche since 1993 and has built a strong relationship with her clients. She has worked on a wide array of design projects including master planning, waterfront, streetscape and landscape design. Her area of expertise has been in park and recreational design, trail systems, pedestrian accessibility, connectivity, playground, and recreational facilities design. Kathy believes that the public input process is a valuable tool in the success of her designs. She is dedicated personally and professionally to creating healthy and beautiful spaces that serve the public and the environment.

Crystal Welsh, AICP

Title: Senior Urban Planner

Role: Land Use Planning & Public Engagement



Crystal is a Certified Professional Planner with more than 22 years of experience planning and developing communities. Her involvement in both private sector and municipal government planning has led to her skill in working with neighborhood associations, residents, local businesses, and public sector staff to successfully complete projects. A key focus of her work is facilitating quality development through planning and interaction with developers and the public. Utilizing her experience in the public sector, Crystal manages the planning submittal and local approval process for residential and commercial developments. Additionally, she

leads and manages planning efforts drawing on her expertise and passion for community planning and placemaking.

Jordan Wyatt

Title: Planner II

Role: Land Use Planning and Public Engagement



Jordan has over 4 years of experience in planning and municipal government and has recently become part of the Abonmarche team. His past experience is in zoning administration, zoning ordinance creation, and administration of the plan commission and board of zoning appeals. Non-governmental experience includes comprehensive, neighborhood, beach, and trail plan development. He has a passion for active transportation, environmentalism, sustainable development, and agricultural preservation.

Mike Morphey, PE, LEED AP

Title: Waterfront Group Director/Senior Project Manager

Role: Coastal Engineering Lead



Mike is a licensed professional engineer in five states with nearly 20 years of experience in consulting engineering. His experience ranges from small parks to large-scale waterfront improvements to local and state transportation projects. Mike joined Abonmarche in 2016 after thirteen years of engineering consulting.

Mike leads the waterfront practice at Abonmarche, which includes engineering of marina, coastal, and dredging projects. His work has included marina consulting for facilities of all types and sizes, both domestic and international. Mike's work during the City of St. Joseph Coastal Engineering Study in 2011, coupled

with a Lake Michigan water level rise in 2014 has resulted in extensive coastal engineering experience along the Michigan coastlines. He has worked on over 50 coastal projects, primarily on Lake Michigan, while continuing to provide marina consulting to private and public clients in the Great Lakes.

Anne Smith

Title: Coastal Project Engineer

Role: Coastal Engineering



With decades of project management and engineering knowledge, Anne's work currently focuses on shoreline evaluation and shore protection projects, from proposal through construction completion. Her experience at the University of Michigan, Ocean Engineering Laboratory and U.S. Army Corps of Engineers, Chicago District during the Lake Michigan high water cycles in the late 1980s and early 90s gives her valuable perspective during today's coastal challenges. During Anne's time with the Chicago District, she concentrated on monitoring and maintenance of seven federal harbors, permit evaluations and the Chicago Shoreline

Project. Since joining Abonmarche, Anne has worked on 30+ coastal projects on Lake Michigan from Traverse City to New Buffalo, Michigan. With a strong coastal engineering technical background, Anne is equipped to address challenging shoreline conditions and effectively communicate complex issues to homeowners and municipalities alike.

Martin Rivas

Title: Coastal Engineer

Role: Coastal Engineering



Martin has worked on a variety of projects including shoreline revetment design, waterfront/marina design, civil engineering, landscape design, dredging, and land surveying. He has experience applying for and obtaining permits from state/local governmental agencies, construction administration, creating CAD drawings, and working closely with marine/general contractors to monitor construction progress from project start to finish.

References



Joel Dye, City Manager
City of Allegan
231 Trowbridge Street
Allegan, MI 49010
269.673.5511
jdye@cityofallegan.org



Brian Dissette, County Administrator
(former South Haven City Manager)
Berrien County
701 Main Street
St. Joseph, MI 49085
269.983.7111 Ext. 8601
bdissette@berriencounty.org



Derek Gajdos, Public Works Director
City of Grand Haven
1120 Jackson Street
Grand Haven, MI 49417
616.847.3493
dgajdos@grandhaven.org



ABONMARCHÉ

A - PROJECT EXPERIENCE



RIVERFRONT PLAZA

ALLEGAN, MI

Abonmarche worked with the City of Allegan to redevelop an underutilized municipal parking lot along the community's riverfront, the now riverfront plaza area is located between picturesque historic buildings of the downtown and the Kalamazoo River. During the planning stages of the project, Abonmarche facilitated many public meetings to solicit community input for the project, and answer their questions.

Abonmarche assisted Allegan with securing almost \$1 million in grant funding for the riverfront project. Visitors can access the riverfront plaza area via the downtown sidewalks, by car, or they can use the universally accessible canoe and kayak launch area for paddlers on the Kalamazoo River as a place to pull up to eat and shop.

The redeveloped riverfront has become a gathering place for community members as a place for recreation and entertainment. The riverfront area hosts many festivals and events during the year. The investment made by the City has resulted in significant real estate investment creating several new businesses and jobs.

CLIENT

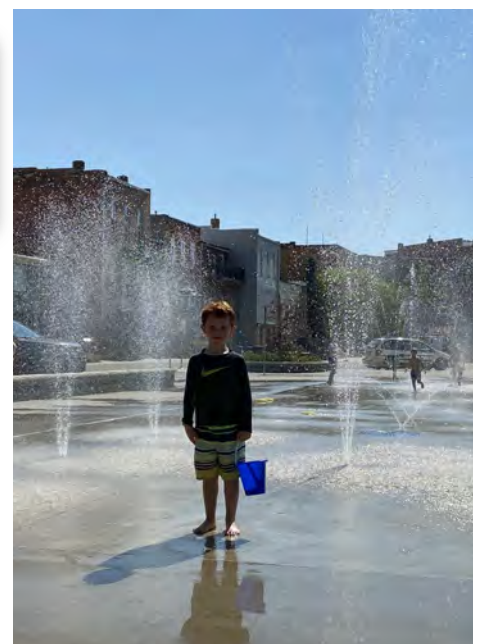
City of Allegan

CONSTRUCTION COST

\$1,650,000

HIGHLIGHTS

- Performance Stage/Pavilion
- Grant Development
- Splash Pad
- Canoe/Kayak Launch
- Food Truck Parking Area
- Zip Line over the Kalamazoo River
- Community Fire Pit





THE BLUFFS SHORELINE PROTECTION

SOUTH HAVEN, MICHIGAN

The project's purpose was to prevent further erosion along the association property on Lake Michigan. The ongoing bluff erosion was beginning to threaten the association pool complex and concrete beach access road.

Designing, permitting, and providing construction administration for the project. Construction included barge and land side construction of a steel sheet pile wall retaining system, slope grading, installation of an armor stone revetment, and natural bluff restoration.

CLIENT

The Bluffs of South Haven
Condominium Association

CONSTRUCTION COST

\$470,000

HIGHLIGHTS

- Steel Sheet Pile Wall
- Armor Stone Revetment
- Beach Access Stairway
- USACE and EGLE Permits
- Built from Land and Barge
- State/Fed Permitting





HARBOR SHORES DEVELOPMENT

BENTON HARBOR, MICHIGAN

Abonmarche has been a lead consultant for the planning, design, and construction for the Harbor Shores Development since its inception in 2003. Harbor Shores is a 530-acre, mixed-use development anchored by a Jack Nicklaus Signature golf course. After removal of over 100,000 tons of contaminated debris and soils from the development area, Abonmarche was actively involved with planning, park mitigation, and improvement, permitting, surveying, and engineering design for the first \$89 million in public infrastructure. In addition to providing design and construction administration for the golf course and other related site development improvements, Abonmarche provided structural design for all of the bridges along the golf course. These included both the boardwalk bridges and the larger structures crossing the river. Abonmarche staff also managed significant portions of the site acquisition and public appeal process.

This project was awarded the American Council of Engineering Companies/Michigan 2012 Merit Award as well as the American Public Works Association/Michigan – 2011 Public Works Project of the Year, Quality of Life category.

CLIENT

Harbor Shores Development

CONSTRUCTION COST

\$500 million

HIGHLIGHTS

- Brownfield Redevelopment
- Extensive Public Process
- Land Use Planning
- Construction Management





LITTLE MANISTEE RIVER WEIR

MANISTEE, MICHIGAN

The Little Manistee River Weir is a fish ladder and holding tank for egg takes from Steelhead Trout and salmon. The resulting fry are replanted in various Michigan waterways. Because of its role in the area's fisheries, the weir is a popular educational spot for local schools.

Abonmarche was tasked with making the facility safer and more accessible to school and tourist groups. Abonmarche added accessible walkways, a 60-foot accessible observation deck and pathways throughout the facility. Abonmarche also added designated parking and vault toilets. The project was completed significantly under budget and so there are plans for an access drive and a canoe/kayak launch to be added in the future.

CLIENT

Michigan Department of Natural Resources

CONSTRUCTION COST

\$300,000





MEC MASTER PLAN

CASSOPOLIS, MICHIGAN

The purpose of the Master Plan was to develop planning direction for the Southwest Michigan Advanced Research & Technology (SMART) Park which integrates the physical, environmental, economic and cultural conditions established by the target industry study, site analysis and development considerations. The Master Plan describes the overall campus, proposed land uses, covenants and restrictions with design standards, economic framework, and other site elements and solutions.

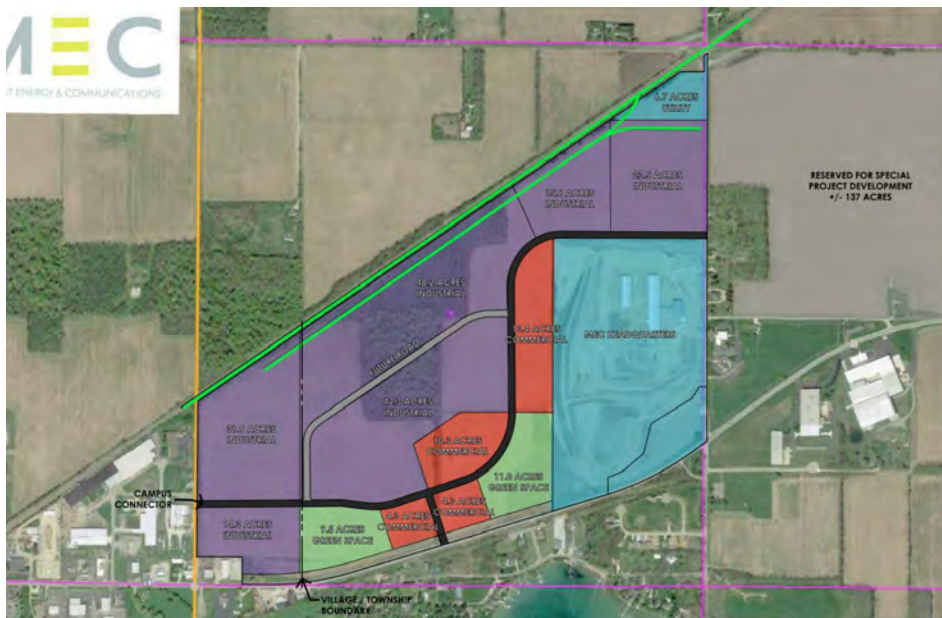
The covenants and restrictions developed act as the land use control standards for the Park. The design standards in the covenants and restrictions were developed to work in conjunction with the existing zoning ordinance for the Village of Cassopolis, but offer an additional layer of review and oversight to ensure the buildings constructed in the Park support the vision created for the SMART Park. These include permitted uses, design standards, building standards, architectural review, signage, lighting and landscaping requirements.

CLIENT

Midwest Energy & Communications

HIGHLIGHTS

- Design Standards
- Building Standards
- Developmental Standards
- Public Engagement to Determine Commercial Uses
- Green Stormwater Management
- Creation of a Commerce-Friendly Environment





MONROE BLVD. BLUFF STABILIZATION

SOUTH HAVEN, MICHIGAN

Abonmarche provided permitting services, design, and construction oversight for this long-awaited bluff stabilization project. The eroded bluff had need work for several years and had developed a steep slope. Due to its location under a storm sewer pipe, which outletted onto the bluff, the City wanted to be sure any needed permits were in place before work commenced. Abonmarche submitted permits to the Army Corps of Engineers and the Department of Environmental Quality.

Abonmarche designed a 1/3 slope, extended the storm sewer pipe 70 feet, and added 3,000 cubic yards of material, decreasing the bluff's slope and making it level to the adjacent banks. Abonmarche used a grass seed mix that would hold on the slope and wouldn't be washed away by precipitation.

CLIENT

City of South Haven

CONSTRUCTION COST

\$60,000

HIGHLIGHTS

- Army Corps of Engineers Permit
- DEQ Permit
- Storm Sewer Pipe Extension





WATERFRONT MASTER PLAN

NEW BUFFALO, MICHIGAN

The City of New Buffalo's Lake Michigan waterfront is both an important amenity for local residents and a significant economic driver supporting hundreds of jobs in the community every year. Abonmarche has been a community partner for many years and was engaged to provide technical expertise in developing a Waterfront Master Plan to support the City's goal of redeveloping the waterfront area to ensure it continues to be a key part of the local economy as well as meet the needs and expectation of local residents.

The Abonmarche team worked with local staff and stakeholders through a public process to create a vision for the waterfront, identify priority projects and design the community that they could all be proud of. This process involved several opportunities for the public to be involved in decision making and setting goals.

CLIENT

City of New Buffalo, Michigan

HIGHLIGHTS

- Public Survey
- Public Design Charrettes
- Manage the Steering Committee
- Engagement with Stakeholder Groups
- Cost Estimating





CHICAGO PARKS MARINAS

CHICAGO, ILLINOIS

The Abonmarche team was commissioned to complete the schematic design, identify an accurate cost estimate and conduct a financial analysis of both marinas. The Gateway Marina relates to Navy Pier and the central business district of Chicago's Michigan Avenue, and is a 50% transient and 50% seasonal marina. Demand is high, so part of the revenue comes from a PSL (Personal Service License) charge for persons desiring a slip. The project included approximately 250 floating docks and broadside dockage in excess of 2,200 linear feet. Docks ranged in length from 32 to 70 feet with broadside mooring accommodations for boats up to 240 feet in length.

The 31st Street Marina was designed to accommodate the 2016 Olympic bid by the City of Chicago. The site contains an indoor boat and car storage building containing a green roof and a park with a bike path on top of the facility. The project included just under 1000 floating docks along with broadside dockage in excess of 1700 feet. Docks ranged in length from 35 to 70 feet, with broadside mooring accommodations for boats up to 200 feet.

CLIENT

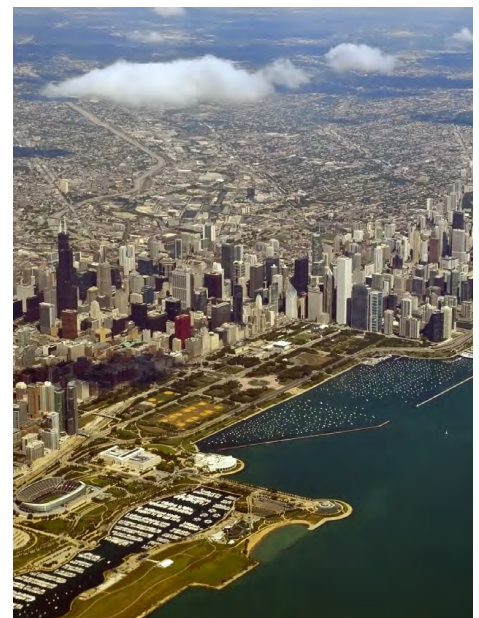
City of Chicago Parks District joint project with EDAU/AECOM

CONSTRUCTION COST

Gateway: \$48 million
31st Street: \$51 million

HIGHLIGHTS

- ADA Accessible
- Harbor Yayout to Maximize Slip Count
- Composite Decking
- Utility Design





PILGRIM HAVEN NATURAL AREA

SOUTH HAVEN, MICHIGAN

The estate of Suzanne Upjohn DeLano Parrish bequest a 27-acre site with 750 linear feet of beach along Lake Michigan to the Southwest Michigan Land Conservancy. Mrs. Parrish’s gift was premised upon Pilgrim Haven remaining as open public space. Unfortunately, roadside parking and unplanned paths to the beach limited public access and resulted in erosion issues. In the spirit of the premise of the land gift, the Southwest Michigan Land Conservancy teamed up with the South Haven Area Recreation Authority to improve access and limit the impact on the environment.

The goals of the project were two-fold. First, to create a universally accessible route to Lake Michigan for persons of all abilities. And secondly, to encourage user to stay off the dunes to protect the natural environment. To accomplish this a 10’ wide, barrier-free concrete path and beach mat providing ADA access to Lake Michigan was designed and constructed. Barrier-free parking and access lighting were also included to allow people of all abilities to visit the area. As part of the design, Abonmarche limited the environmental impact of public use by designing and constructing a concrete path to the beach that not only provides barrier-free access for people of all abilities, but also funnels beach traffic through one entrance, eliminating multiple footpaths and the resulting erosion they cause. Finally, additional dune grasses were planted to protect and stabilize the existing dune area.

CLIENT

South Haven Area Recreational Authority

CONSTRUCTION COST

\$229,000

HIGHLIGHTS

- ADA Accessibility Pathways and Parking
- Environmental Conservation
- Conceptual Design
- Site Planning
- Grant Administration





RIVERSIDE KAYAK PARK DEVELOPMENT

HAGAR TOWNSHIP, MICHIGAN

The purpose of this project was to create a roadside park and an ADA accessible kayak launch along the Paw Paw River in Hagar Township. The selected site was previously used as a township dump for many years earlier in history. The site had some previous cleanup work over the years completed prior to Abonmarche getting involved. Abonmarche was hired to provide survey, engineering, landscape architecture, permitting, construction administration, and grant administration for the project.

After meeting with the Township and local citizens during a preliminary design phase, Abonmarche developed and refined plans to incorporate elements that were important to Hagar Township residents. An application was submitted with the Michigan Department of Natural Resources (MDNR) trust fund grant, and the project was approved and partially funded by the State. Project amenities include a prefabricated pavilion structure, DNR style vault toilets, asphalt parking, grills, trash and recycle stations, a boardwalk to cross wetlands and access the river, a floating ADA accessible dock and gangway, vegetated retaining wall, and landscaping.

CLIENT

Hagar Township

CONSTRUCTION COST

\$631,433

HIGHLIGHTS

- ADA Accessible Kayak Launch
- Parking
- Pit Toilet Restrooms
- Park Pavilion Shelter
- Lighting
- Boardwalk
- Recycle/Trash Containers
- Landscape Architecture
- Public Engagement
- Grant Funding
- State/Federal Permitting





SILVER BEACH CENTER

ST. JOSEPH, MICHIGAN

Abonmarche was retained to serve many roles on the project including Project Manager, Civil Engineer, Surveyor, Architect of Record, Landscape Architect, and Construction Administrator. With the guidance of 25-member stakeholder committee, we created and delivered a complex project in a difficult location on time and on budget.

The Silver Beach Center included a striking and extremely popular 150 foot diameter interactive fountain with a splash pad incorporating 40 separate colors of concrete. The project also recreated Silver Beach's history with a wooden carousel, Shadowland Ballroom, and Curious Kids Museum Annex. Sustainable design features included a green roof, native plantings to reduce the need for irrigation, special windows, as well as the first storm water quality unit used in the St. Joseph area.

CLIENT

City of St. Joseph

CONSTRUCTION COST

\$20 million

HIGHLIGHTS

- 150' Diameter, Interactive Fountain
- Children's Museum Entertainment Complex Outdoor Cafe
- Numerous "Green" Design Features
- Sewer Separation Project





WINDCLIFF SHORELINE PROTECTION

SOUTH HAVEN, MICHIGAN

The project's purpose was to prevent further coastal erosion along the Lake Michigan shoreline. The ongoing erosion had caused the bluff to reach a steep, potentially dangerous condition which threatened the association pool complex and concrete beach access road.

Designing, permitting, and providing constructed administration for the project through phase 1 and phase 2 (different contractors for each phase). The designed system protects the property and existing infrastructure while still providing beach access during low water.

CLIENT

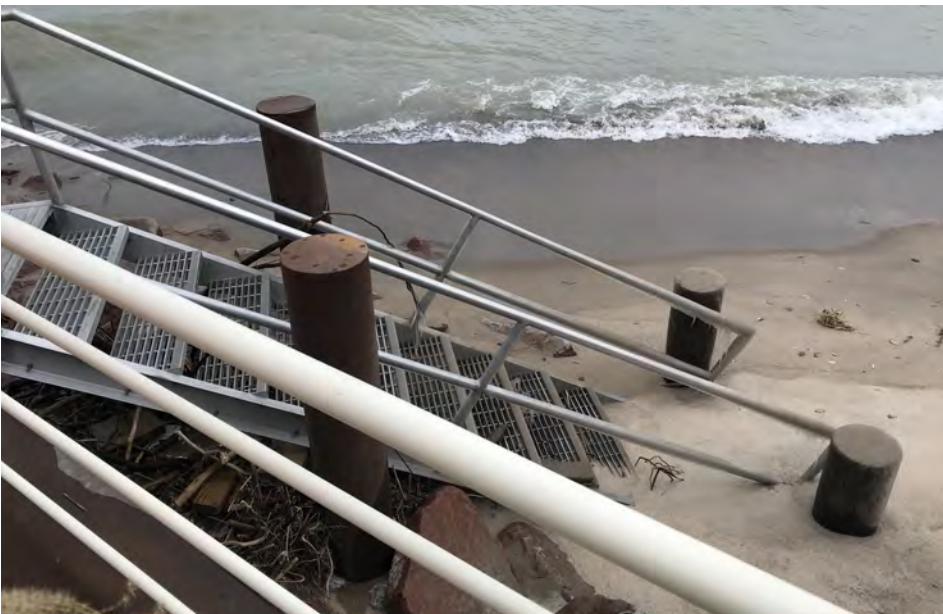
Windcliff Shores Condo Association

CONSTRUCTION COST

\$378,000

HIGHLIGHTS

- Steel Sheet Pile Wall
- Armor Stone Revetment
- Beach Access Stairway
- USACE and EGLE Permits
- Built from Land and Barge
- State/Fed Permitting





ABONMARCHÉ

B - RESUMES



EDUCATION

Western Michigan University
Bachelor of Science,
Political Science

Western Michigan University
Master of Public Administration

COMMUNITY ENGAGEMENT

State of Michigan, Board of
Architects, Appointed by
Governor Whitmer; 2021 -
present

Guardian Finance and
Advocacy Services; Board of
Directors; 2020 - present

AWARDS

2019 Community Service Award
- Michigan Recreation & Parks
Association

TONY MCGHEE

VICE PRESIDENT OF DEVELOPMENT SERVICES

Chances are Tony has been sitting in the same seat you are today. Tony joined Abonmarche after almost two decades managing and consulting on developments for municipal and non-governmental organizations having hired hundreds of engineers and architects. This experience uniquely positions him to understand the needs and expectations of our clients and gives him the foresight to anticipate project needs from a client perspective.

Tony is a community and economic development professional with a track record of supporting sustainable development in communities via the utilization of real estate development and planning strategies throughout the country with experience in housing development, facility development, economic development, regulatory compliance, community development, and project management. Since joining Abonmarche in 2010, Tony has focused on assisting clients in planning development projects, securing approvals, and locating and acquiring project funding.

During his career, he has had a lead role in the development and/or financial structuring for over 5,000 units of new or rehabilitated housing; one million sq. ft. of industrial and commercial space; the creation or retention of over 1,000 jobs; as well as several significant redevelopment initiatives.

PRIOR EXPERIENCE:

THE WATER STREET GROUP

PRINCIPAL 2009-2010

Specialized consulting for developers and governmental units on development planning and regulatory issues.

CORNERSTONE ALLIANCE

VICE PRESIDENT OF PHYSICAL DEVELOPMENT 2004-2009

Responsible for the overall operations of the organization's physical development activities which are geared to changing market dynamics and inducing new private sector investment in an effort to create wealth in the communities served through the increase in tax base and the creation of economic opportunities for local residents.

LOCAL INITIATIVES SUPPORT CORPORATION

PROGRAM DIRECTOR 1998-2004

LISC helps resident-led, community-based development organizations transform distressed communities and neighborhoods by providing capital, technical expertise, training, and information. LISC supports the development of local leadership and the creation of affordable housing, commercial, industrial and community facilities, businesses and jobs.

CITY OF KALAMAZOO

COMMUNITY DEVELOPMENT MANAGER 1994 - 1998

Charged with managing and encouraging community development activities in the community with a focus on housing development and neighborhood sustainability.



JOELLE REGOVICH

GRANT ADMINISTRATOR

Joelle performs work related to grant seeking, grant writing, and grant administration. She actively researches and identifies relevant grant opportunities that support client projects. Working in collaboration with the client, Joelle prepares information necessary to write a compelling grant. Upon grant award, she oversees grant compliance throughout the project. Joelle understands the impact that grants can have on communities and works diligently and tirelessly to secure funding opportunities that facilitate client needs into realities.

AREAS OF EXPERTISE:

EDUCATION

University of Notre Dame
Bachelor of Arts, English

COMMUNITY INVOLVEMENT

Southshore Concert Band,
Board President

Southwest Michigan Symphony
Orchestra—Lake Michigan
Youth Orchestra Coordinator

CERTIFICATIONS

Certified Grant Administrator

MICHIGAN DEPARTMENT OF NATURAL RESOURCES

Joelle has assisted various municipalities in seeking funds from MDNR, strengthening content that will lead to funding and providing administrative support after award. MDNR programs include Waterways, Land and Water Conservation Fund, Michigan Natural Resources Trust Fund and Recreation Passport.

- South Haven Area Recreation Authority
- City of South Haven
- St. Joseph Charter Township
- City of New Buffalo

USDA RURAL BUSINESS DEVELOPMENT GRANT

Joelle has worked with various communities to prepare, submit, and administer rural business development grants.

- Benton Harbor, MI—Farmers Market Pavilion
- Village of Paw Paw, MI—Streetscape Improvements
- Three Oaks, MI—Chamberlain Path

MICHIGAN COASTAL MANAGEMENT PROGRAM

Joelle has prepared a variety of awarded grants for communities through the Michigan Coastal Management Program

- City of Bridgman - Weko Beach Dune Stabilization
- City of Grand Haven - Entrance Light Restoration

MICHIGAN ECONOMIC DEVELOPMENT CORPORATION

Joelle has worked with various MEDC programs for several communities.

- City of Stanton—CDBG Infrastructure Project—Certified Grant Administrator
- City of Grand Haven - Infrastructure Capacity Enhancement (ICE) Grant
- Village of Paw Paw—Community Development Block Grant—Streetscape
- City of South Haven - Community Development Block Grant (CDBG)

MICHIGAN STATE HISTORIC PRESERVATION OFFICE

Joelle has prepared and received grant funding to restore lighthouses through the Michigan Lighthouse Assistance Program.

- South Haven Lighthouse—Exterior Paint Project
- Grand Haven Lighthouse—Window Replacement Project

MICHIGAN COUNCIL FOR ARTS AND CULTURAL AFFAIRS

Joelle has prepared a variety of awarded grants for different MCACA programs. She also served as a grant reviewer for the Capital Improvement Program.



EDUCATION

Western Michigan University
Bachelor of Arts, English

CERTIFICATIONS

Certified Grant Administrator

KATIE VANDERHULST

BUSINESS DEVELOPMENT SPECIALIST

Katie provides support to our Business Development Department. This means she wears many hats — from assisting in grant seeking and writing, to coordinating the preparation and submission of proposals, to facilitating communication between our team and clients, Katie assists the Business Development team in ensuring timely and consistent delivery of core company services to its clients and investors.

As an English graduate from Western Michigan University, Katie has the necessary skills to conduct in-depth research on relevant topics that help support our projects' success, create exceptional written content for any necessary documentation, and ensure the quality of our reports meet expectations. She is also a Certified Grant Administrator for CDBG programs, and has secured / administered over \$7 million dollars in grant funding opportunities for several of our clients.

AREAS OF EXPERTISE:

GRANT WRITING & ADMINISTRATION

Katie performs work related to grant seeking, grant writing, and grant administration. She helps identify the grant funding needs of our clients and actively researches and identifies funding opportunities. Katie then coordinates with the client to gather the required information to write a compelling grant. Once a project is awarded, Katie assists with the administration of the grant.

Katie has worked with various municipal and private clients to prepare, submit, and help administer grants through numerous funding agencies, including:

- USDA Rural Business Development
- Michigan Department of Natural Resources
- Michigan Department of Transportation
- Michigan Economic Development Corporation
- U.S. Economic Development Administration

PROJECT DEVELOPMENT & COORDINATION

Katie helps prioritize, plan and coordinate project development activities according to client requirements. She works alongside project managers, engineers and architects to produce quality documentation including memos, proposals, and reports.

Katie has provided support for the success of numerous Abonmarche projects, including:

- MEC Southwest Michigan Advanced Research & Technology (SMART) Park
- City of Allegan Downtown Development Projects
- City of New Buffalo Municipal Marina Design



EDUCATION

Purdue University
Bachelor of Science,
Landscape Architecture

REGISTRATION

Registered Landscape Architect
Licensed:
Michigan, Indiana, Illinois

PROFESSIONAL AFFILIATIONS

American Society of
Landscape Architects

Michigan State University,
Master Citizen Planner

HONORS

Ohio ASLA Merit Award for
ARPS Park, Ohio State University
2018 Community Landscape
Beautification Award
Recipient for Calhoun County
Administration Building.
2019 American Public Works
Association Michigan Chapter
Project of the Year for the
Allegan Riverfront
Development Project

COMMUNITY INVOLVEMENT

City of Saint Joseph, MI,
Planning Commission,
April 2012-2020, 2021-present
City of Saint Joseph, MI
Zoning Board of Appeals
2020-2021

Berrien County Animal Control
Volunteer Mentor and weekly
dog walker
Humane Society of Southwest
Michigan—Weekly Volunteer

KATHY BURCZAK, ASLA

SENIOR LANDSCAPE ARCHITECT

Kathy has been with Abonmarche since 1993 and has built a strong relationship with her clients. She has worked on a wide array of design projects including master planning, waterfront, streetscape and landscape design. Her area of expertise has been in park and recreational design, trail systems, pedestrian accessibility, connectivity, playground, and recreational facilities design. Kathy believes that the public input process is a valuable tool in the success of her designs. She is dedicated personally and professionally to creating healthy and beautiful spaces that serve the public and the environment.

AREAS OF EXPERTISE:

PARKS AND RECREATION

Kathy has assisted in designing park and recreational facilities, including bridges, trails, retaining walls, signage, plantings, picnic areas, dog parks, and master plans. In addition to all aspects of project design from schematic concept through construction, she is sensitive to the environment by using native plant materials and minimizing impact. She also has extensive experience in trail layout, connectivity, and accessibility requirements.

CONCEPTUAL DESIGN AND SITE PLANNING

Every successful project begins with an idea and a schematic phase where the focus is not detail-oriented but an overall visioning approach. The designs are fluid and quickly produced as sketches to create a concept in order to determine feasibility. Kathy believes that this creative process is critical to the development of a successful project. She has developed a niche for working on these quick conceptual plans that save the client money while at the same time providing an innovative design concept. Once the conceptual stage is completed then these concepts are refined into site plans and further developed with more detail.

ACCESSIBILITY

Kathy has a strong understanding of the accessibility requirements for all aspects of accessible design including public spaces, commercial developments as well as public right of way spaces. She has been an advocate for accessibility and always strives to provide creative layout solutions.

STREETSCAPE DESIGN

Streetscapes should reflect the personality of the place. Whether the community has a traditional appearance or a funky eclectic artsy vibe, Kathy will select the site amenities that best reflect the overall characteristic. She also understands the importance of low maintenance and environmentally mindful. Her plant selections will incorporate natives and low maintenance plantings that accent the other amenities. Her designs are unique and not the cookie-cutter approach so often seen.

WATERFRONT DESIGN

Kathy produces master plans, schematic diagrams, cost estimating and phasing recommendations, and design and construction documents for waterfront improvements including river walks, boardwalks, stages, parking facilities, trail and picnic area layouts, viewing platforms, lighting, landscaping and all related accessible ramps and site appurtenances.



CRYSTAL WELSH, AICP

SENIOR URBAN PLANNER

Crystal is a Certified Professional Planner with more than 22 years of experience planning and developing communities. Her involvement in both private sector and municipal government planning has led to her skill in working with neighborhood associations, residents, local businesses, and public sector staff to successfully complete projects. A key focus of her work is facilitating quality development through planning and interaction with developers and the public. Utilizing her experience in the public sector, Crystal manages the planning submittal and local approval process for residential and commercial developments. Additionally, she leads and manages planning efforts drawing on her expertise and passion for community planning and placemaking.

EDUCATION

Master of City Planning
Georgia Institute of
Technology.

Bachelors of Science in
Agriculture in Natural
Resources and Environmental
Science

CERTIFICATIONS

Certification from American
Institute of Certified Planners

Certified Housing
Development Finance
Professional

Numerous US Department of
Housing and Urban
Development Trainings

PROFESSIONAL AFFILIATIONS

American Planning Association
Indiana Planning Association

COMMUNITY INVOLVEMENT

Chair of the City of Elkhart
Human Relations Commission

AREAS OF EXPERTISE:

PLANNING AND PLACEMAKING

- Town of North Liberty Comprehensive Plan and Five-Year Parks Plan Update
- St. Joseph County Comprehensive Plan
- MEC SMART Park Master Plan
- SR 933 Corridor Study (South Bend)
- SR 19 Corridor Plan (Elkhart)
- Member of the Elkhart County Vibrant Communities Initiative—Elkhart County's Placemaking Development Strategy
- River District Plan—City of Elkhart downtown planning initiative
- Downtown Elkhart Redevelopment Plan
- Downtown Arts and Placemaking Projects
- Regional Cities Initiative
- Downtown Housing Projects

ECONOMIC AND REDEVELOPMENT PLANNING—TAX INCREMENT FINANCING MANAGEMENT

- City of Elkhart Economic Development and Redevelopment plans.
- Elkhart County Redevelopment Commission Strategic Plan
- City of Elkhart Redevelopment Commission Annual Reporting Manual
- City of Elkhart Redevelopment Commission Operating Manual
- Opportunity Zones

COMMUNITY DEVELOPMENT

- Managed and administered the City of Elkhart Community Development Block Grant program for 17 years
- Developed the 2005, 2010 and 2015 Consolidated Plans
- Developed the Neighborhood Revitalization Strategy Area Plans
- Developed the Annual Action Plans
- Developed the Analysis of Impediments and Fair Housing Plans
- Managed and assisted with several HOME partnership grants and programs
- Acted as Neighborhood Planner and City Liaison with the community
- Neighborhood Stabilization Program



EDUCATION

Ball State University
Bachelor of Urban Planning
and Development

Master of Urban Design

CERTIFICATIONS

Certification Candidate from
the American Institute of
Certified Planners

PROFESSIONAL AFFILIATIONS

Indiana Planning Association

COMMUNITY INVOLVEMENT

Sustainability Initiative Member
Cultural Trail Young
Professionals Association

JORDAN WYATT, AICP CANDIDATE

PLANNER II

Jordan has over 4 years of experience in planning and municipal government and has recently become part of the Abonmarche team. His past experience is in zoning administration, zoning ordinance creation, and administration of the plan commission and board of zoning appeals. Non-governmental experience includes comprehensive, neighborhood, beach, and trail plan development. He has a passion for active transportation, environmentalism, sustainable development, and agricultural preservation.

AREAS OF EXPERTISE:

PLANNING

At Abonmarche, Jordan has had the opportunity to participate in a diverse portfolio of planning projects across northern Indiana and Southern Michigan. Plans he's been involved in have been designed to be easy to understand, communicate a story, and provide the information in an engaging graphic format.

- Berrien County Trails Master Plan
- Elkhart County Convention & Visitors Bureau Tourism Plan
- McKinley Terrace Neighborhood Plan (South Bend)
- St. Joseph County Comprehensive Plan
- Plan North Liberty - Town of North Liberty Comprehensive Plan and Five-Year Parks Plan
- City of New Buffalo Waterfront Master Plan
- SR 933 Corridor Study (St. Joseph County)

ZONING AND GOVERNMENT

Jordan's previous experience working for the St. Joseph County Area Plan Commission provides him with a strong understanding of role of government in planning for the future of our communities.

- Established agritourism regulations to give farmers the ability to diversify income and strengthen agricultural as a key sector of the county economy;
- Authored award-winning regulations for solar energy systems;
- Replaced the parking regulations to significantly reduce the required parking and requires bicycle parking; and
- Established requirements for development to connect to sidewalks and the St. Joseph County trail system.

SOLAR

- Established regulations for solar energy systems in St. Joseph County that are a first-of-its kind in Indiana. Solar energy systems are allowed by-right in most areas. Pollinator-friendly solar is required, a first in Indiana, to provide pollinator and animal habitat, increase panel efficiency by creating a microclimate that cools the solar panels, prevent erosion, and increase organic matter in the soil so the land can easily, and in a better state, return to agriculture.
- The established solar regulations awarded St. Joseph County SolSmart Gold, the highest ranking in the SolSmart program. SolSmart is a United States Department of Energy program that recognizes government policy that encourage best practices and makes the process easier for solar development.



MIKE MORPHEY, PE, LEED AP

WATERFRONT GROUP DIRECTOR/SENIOR PROJECT MANAGER

Mike is a licensed professional engineer in five states with nearly 20 years of experience in consulting engineering. His experience ranges from small parks to large-scale waterfront improvements to local and state transportation projects. Mike joined Abonmarche in 2016 after thirteen years of engineering consulting.

Mike leads the waterfront practice at Abonmarche, which includes engineering of marina, coastal, and dredging projects. His work has included marina consulting for facilities of all types and sizes, both domestic and international. Mike's work during the City of St. Joseph Coastal Engineering Study in 2011, coupled with a Lake Michigan water level rise in 2014 has resulted in extensive coastal engineering experience along the Michigan coastlines. He has worked on over 50 coastal projects, primarily on Lake Michigan, while continuing to provide marina consulting to private and public clients in the Great Lakes.

EDUCATION

Michigan State University
Bachelor of Science,
Civil Engineering

REGISTRATION

Professional Engineer
Licensed:

Michigan, Indiana, Illinois,
Florida, and New York

LEED Accredited Professional

PROFESSIONAL AFFILIATIONS

American Society of Civil
Engineers Associate Member

Society of Naval Architects
and Marine Engineers

NOTABLE PRESENTATIONS

ACEC of MI "Coastal
Protection, Hard Armor to Soft
Setbacks," June 2020

Assoc. of State Floodplain
Mangers, National No-adverse
Impact Workshop "Developing
a No-Build Zone Ordinance,"
August, 2014

Michigan Boating Industry
Assoc. "Permitting for New and
Existing Marina Projects,"
December 2015

MI Society of Professional
Engineers "Design &
Construction of Modern
Floating Dock Systems,"
October 2015

AREAS OF EXPERTISE:

COASTAL

Mike's experiences along the coastlines of the Great Lakes have included studies, monitoring, structure relocation, coastal armoring, beach nourishment, coastal setbacks, and associated regulatory needs. His comprehensive understanding of the regulatory process, construction costs, and coastal challenges contributes to successful decision making early in a project's development.

- City of St. Joseph Coastal Engineering Study (2012 and 2017 update)
- Lake Michigan Coastal Projects - 50+ projects on Lake Michigan since 2014 from Ludington, MI to Chicago, IL
- Private Homeowner Association Coastal Protection Projects
- High Water Impact Studies - City of South Haven, MI and New Buffalo, MI

MARINA

Mike has extensive experience in both public and private developments along lakes, rivers, and marinas, particularly those projects located on the Great Lakes. He is skilled at marina design and planning, marina permitting, marina construction administration, condition assessments and the application of modern standards (ADA, NEC, NFPA).

- Port of Rochester Marina, Rochester, NY
- F. Grant Moore Marina, Boyne City, MI
- New Buffalo Municipal Marina, New Buffalo, MI
- Grand Haven Municipal Marina, Grand Haven, MI
- Chicago 31st Street Marina, Chicago, IL
- South Side Marina Wave Mitigation Study, South Haven, MI
- East Tawas State Dock Renovation and Expansion, East Tawas, MI
- Hartshorn Marina, Muskegon, MI
- Harbor 31 Marina, Muskegon, MI
- Harbor Village Marina, St. Joseph, MI
- Marina Conditions Assessments on four of five Great Lakes
- Mackinac Island & Hammond Bay State Harbors, Dock Height Evaluation
- Brooklyn Bridge Park Marina, Brooklyn, NY
- Morgan's Point Pier Evaluation and Marina Development, Bermuda

DREDGING

Mike gained a wide range of experience with dredging projects during record low water levels experienced in the early 2010s. His work included project management, dredge design, regulatory, bathymetric survey, and construction administration

- 2013 State of Michigan Emergency Dredging Project - Grand Traverse Bay Marina (Gay, MI), Quanicassee River, Rogers City Yacht Harbor (Rogers City, MI), Cedar River State Harbor (Stephenson, MI)
- Mackinac Island State Harbor
- Harrisville Harbor (Harrisville, MI)
- Liberty Harbor (Bay City, MI)
- St. Joseph River (St. Joseph, MI)
- Washington Park Marina (Michigan City, IN)

MUNICIPAL & TRANSPORTATION

With project experience spanning multiple project types, Mike's work has included many municipal , site development, and transportation applications. During his time in Chicago, his experiences included site engineering, surveying, laser scanning, and large-scale transportation projects. Throughout his career, Mike has managed projects and applied sound, practical engineering principles to parks, streetscapes, and complex site developments.

- Whittaker Street Redevelopment/Streetscape (New Buffalo, MI)
- Weko Beach Dune Restoration & Stabilization (Bridgman, MI)
- Allegan District Library Site Engineering (Allegan, MI)
- Southwest Michigan College Nursing and Health Ed. Building (Dowagiac, MI)
- O'Hare International Airport, Runway 4R/22L (Chicago, IL)
- Illinois Tollway Open Road Tolling Plazas 37 & 51 (Chicago, IL)
- Lakefront Trail, CDOT (Chicago, IL)
- Loyola Central Green, Loyola University Medical Center (Maywood, IL)
- I-80/94, Burnham Ave. To US-41 (Lansing, IL)
- Chicago Transit Authority Red Line Aesthetic Improvements (Chicago, IL)



EDUCATION

University of Michigan
Master of Science,
Naval Architecture and Marine
Engineering
Coastal Engineering

Bachelor of Science,
Civil Engineering
Hydraulics

Bachelor of Science,
Atmospheric, Oceanic and
Space Science
Physical Oceanography

NOTABLE PRESENTATION

ACEC & ASCE, Michigan
Infrastructure Conference
"Coastal Protection - Hard
Armor and Soft Setbacks"
June 2020

ANNE SMITH

COASTAL PROJECT ENGINEER

With decades of project management and engineering knowledge, Anne's work currently focuses on shoreline evaluation and shore protection projects, from proposal through construction completion. Her experience at the University of Michigan, Ocean Engineering Laboratory and U.S. Army Corps of Engineers, Chicago District during the Lake Michigan high water cycles in the late 1980s and early 90s gives her valuable perspective during today's coastal challenges. During Anne's time with the Chicago District, she concentrated on monitoring and maintenance of seven federal harbors, permit evaluations and the Chicago Shoreline Project. Since joining Abonmarche, Anne has worked on 30+ coastal projects on Lake Michigan from Traverse City to New Buffalo, Michigan. With a strong coastal engineering technical background, Anne is equipped to address challenging shoreline conditions and effectively communicate complex issues to homeowners and municipalities alike.

AREAS OF EXPERTISE:

COASTAL ENGINEERING

- Initial shoreline and shore protection site evaluations
- Annual structure condition inspections
- Wave analysis and runup calculations
- Regulatory – state and federal
- Alternatives analysis
- Design – concept, preliminary, final
- Opinions of probable cost and value engineering
- Dredging, beach nourishment, and spoils disposal
- Bathymetric/hydrographic survey coordination and review
- Shoreline monitoring
- Permit reviews for proposed coastal structures including mitigation requirements
- Inland lake boat carrying capacity analysis
- Construction administration

WRITING/COMMUNICATION

- Proposals and project programming/scoping
- Shoreline and shore protection site evaluation reports
- Preliminary engineering reports
- Client communication and public meetings
- Contractor communications
- Feasibility studies, design memoranda, plans and specifications, scopes of work
- Bid documents
- Construction contracts



MARTIN RIVAS

COASTAL ENGINEER

Martin has worked on a variety of projects including shoreline revetment design, waterfront/marina design, civil engineering, landscape design, dredging, and land surveying. He has experience applying for and obtaining permits from state/local governmental agencies, construction administration, creating CAD drawings, and working closely with marine/general contractors to monitor construction progress from project start to finish.

AREAS OF EXPERTISE:

EDUCATION

Texas A&M University -
Bachelor of Science,
Ocean Engineering

LEADERSHIP

Texas A&M University - Corps of
Cadets

Hollingsworth Center for Ethical
Leadership Certificate

PROFESSIONAL SOCIETIES

Society of Naval Architects,
& Marine Engineers (SNAME)
- Associate Member

DESIGN AND ANALYSIS

Martin has experience in EGLE/USACE permit processing, preliminary engineering design, cost estimating, and preparing construction documents for both public and private shoreline projects located along rivers, marinas, and Lake Michigan. He is very proficient in utilizing AutoCAD Civil 3D for the development of permitting and construction plans and technical expertise in drafting detailed CAD drawings to scale for waterfront/marina design.

- (2020-2021) Shoreline revetment repair project: The Haven Condominium Association, South Haven, MI
- (2020-2022) Shoreline revetment repair project: Warwick Shores Condominium Association, New Buffalo, MI
- (2021-2022) Marina improvements project: City of Muskegon, Hartshorn Marina, Muskegon, MI
- (2021) Weko Beach Dune Stabilization project: Bridgman, MI
- (2021) Castle Park Splash Apron project, Holland, MI
- (2020-2021) Marina design project: Harbor 31 Marina, Muskegon, MI
- (2020-2021) Private riverbank and shoreline projects at various locations in MI

ENGINEERING STUDIES AND REPORTS

Martin has experience with creating various site visit reports and participating in technical studies which address feasibility and recommendations for capital improvements.

- (2021) City of Benton Harbor Ox Creek Site Evaluation Study
- (2020) City of St. Joseph Water Plant Revetment Analysis
- (2020) City of Benton Harbor Emergency Management High Water Flood Plan

COASTAL ENGINEERING

- Completed permitting for state and local shoreline and riverbank projects.
- Participated in various weekly and bi-weekly construction progress meetings to inspect and report on technical findings for marine-based projects.
- Prepared technical submittal reviews and review of geotechnical reports for various components of construction administration.
- Proficient in using CAD software to draft engineering design drawings.

MARINA/DREDGING

- Hartshorn Marina Redevelopment, Muskegon, MI
- New Buffalo Municipal Marina Utility Upgrades, New Buffalo, MI
- Harbor 31 Marina Development, Muskegon, MI
- Galien River Maintenance Dredging, New Buffalo, MI
- Berrien Hills Marina Development, St. Joseph, MI



STATE OF MICHIGAN
DEPARTMENT OF STATE POLICE
LANSING

GRETCHEN WHITMER
GOVERNOR

COL. JOSEPH M. GASPER
DIRECTOR

January 17, 2023

Mrs. Patricia Robinson
Superintendent
Buchanan Community Schools
401 West Chicago Street
Buchanan, Michigan 49107

RE: 2023 School Resource Officer Grant Program (SROGP) Application — SRO23-11-217

Dear Mrs. Robinson:

We are pleased to inform you that your 2023 SROGP application to the Michigan State Police (MSP), Grants and Community Services Division, Office of School Safety (OSS), has been selected to receive funding. **The award for your project, pending the finalization of the Grant Agreement (contract), is \$121,712.**

Congratulations on your award. Nearly \$45 million in funding requests were received for \$25 million in available funds. A panel consisting of representatives from education and law enforcement awarded the grants, giving priority to school districts, intermediate school districts, and public school academies without a school resource officer (SRO) currently in place. The panel also considered student enrollment as a factor in the awards – prioritizing those with lower enrollment.

You will receive your grant agreement (contract) and instructions on how it must be submitted back on or before February 15, 2023. Once received, it is crucial that you read through the entire contract to be sure all grant officials are aware of and able to abide by the grant requirements. Contract requirements will be enforced, and noncompliance may result in grant suspension and/or financial penalties.

Additionally, a signed Memorandum of Agreement (MOA) between your district and partnering law enforcement agency must be submitted to the OSS within 30 days of the start date of your contract (which can be from August 1, 2022, through August 1, 2023). Please see the [Memorandum of Understanding Fact Sheet](#) from the United States Department of Justice, Office of Community Oriented Policing Services for information on developing an MOA. Remember, this is a reimbursement-only grant, and reimbursements will not be approved until our office receives your signed contract and MOA.

The MSP strongly encourages training for SROs placed under this program and will be providing [Teaching, Educating, and Mentoring schools](#) in February, May, and September 2023 as well as hosting the [National Association of School Resource Officers \(NASRO\) Basic SRO Course](#), which must be accessed through [MI-Train](#) with the course number 1107990. We will also be hosting the [NASRO Advanced SRO course](#) with details to be provided at a later date.

If you have any questions or concerns about your award, please contact the OSS at MSP-SchoolSafety@michigan.gov. We look forward to working with you.

Sincerely,

Nancy Becker Bennett, Director
Grants and Community Services Division



Superintendent of Schools
Phone: 269-695-8401 Fax: 269-695-8450
401 West Chicago Street Buchanan, Michigan 49107
buchananschools.com

Our vision is to develop responsible, resilient, creative citizens capable of succeeding in a global society.

January 9, 2023

Buchanan Community Schools appreciates the continued partnership with the City of Buchanan. The city recognizes the need for the district to have an onsite School Resource Officer and has assigned an officer exclusively to the district to serve as an SRO.

While we understand the commitment and support, we also understand the financial impact this has on an organization to sustain. It has been the district's understanding to share in the financial aspects of this position. Outlined below are the plans for the district to help fund a School Resource Officer:

- A. The school district has applied for the School Resource Officer grant (97b). This grant is a 50% matching grant and will be funded for three years. If awarded, the district would receive 50% from the state of Michigan, pay 25% and the city would pay 25% of the costs (salary and benefits).
- B. In the event the district is not awarded the grant, the district would utilize safety dollars that have been outlined for all Michigan school districts (97b). We would then move to a 50/50 partnership.
- C. We know the city is planning to apply for the COPS grant when it is released. This is a 75% grant with 25% being paid through other means. In this scenario, the district would be prepared to pay the 25%.
- D. As a stop-gap measure, we are willing to pay 50% of the cost until one of the scenarios is approved. We will work with the City Manager, Heather, to list out the details.

Again we thank you for your continued support.

Educationally yours,

Patricia L. Robinson
Superintendent of Buchanan Community Schools



Baker Tilly Municipal Advisors, LLC
 2852 Eyde Pkwy, Ste 150
 East, MI 48823
 (517) 321-0110
 bakertilly.com Lansing

January 6, 2023

To: City of Buchanan Working Group

From: Andy Campbell, CPA, Director, Baker Tilly

The following is the tentative timetable for the Building Authority Bonds, Series 2022:

- 1/13 Preliminary Official Statement (POS) draft sent by Baker Tilly to the working group.
- 1/13 Rating request made on behalf of the City by Baker Tilly to Standard & Poor's.
- 1/13 Bond Specs sent by Baker Tilly to Dickinson Wright.
- 1/27 Comments are due on the POS.
- 1/27 Bid letting.
- ≈1/31 Due diligence call with the working group.
- ≈1/31 Rating call with the City, Baker Tilly, and Standard & Poor's.
- 2/8 S&P rating received.
- 2/10 Nearly final draft of the POS sent out to the working group.
- 2/13 Comments due on the nearly final draft of the POS
- 2/14 Final sign off on the POS is due from the working group.
- 2/16 Notice of Sale is published by Dickinson Wright in the Bond Buyer.
- 2/16 POS distributed to the market by the printer and Baker Tilly.
- 2/28 Bond sale. This date should be considered flexible right up to the Notice of Sale date. The specific date will be determined by schedules and market conditions.
- 3/3 FOS distributed to the market by the printer and Baker Tilly.
- 3/9 Closing letter sent by Baker Tilly to the working group.
- 3/16 Bond closing with funds deposited to the City's account. This date should be considered flexible right up to the Notice of Sale date.

Job Description - Community Engagement Program Manager

Functions and Responsibilities

Public Engagement

- Develop and implement Marketing Strategy and Public Participation Strategy.
- Promote brand and marketing initiatives through various social media outlets.
- Represent in community initiatives and at events that support our brand goals/strategies.
- Identify and cultivate strategic partnerships to ensure key successes in community engagement efforts. Networking and collaborating with local organizations and community leaders.
- Fostering positive and collaborative relationships with community residents, local nonprofit organizations, businesses, and student organizations.
- Coordinating and executing key community engagement events.
- Monitoring the success of community engagement strategies and budget, and making course corrections.

Main Street Management

- Managing Michigan Main Street program, including meeting coordination, record keeping, procedure management, member recruitment and satisfaction, activities/initiatives, and impact evaluation/reporting.
- Work in conjunction with the board and subcommittees for the Main Street Program to coordinate fundraising events and grant opportunities.
- Designing and implementing evaluation tools to gauge and ensure impact.

Community Development

- Assisting in grant writing and reporting.
- Working with the City of Buchanan Community Development Director to develop and executive economic development programs and strategies targeted to help nurture and support local businesses and community goals.
- Provide technical assistance to local businesses to help them take advantage of programs and incentives.
- Move projects from “A Vision for Buchanan” from visioning to execution stage through public support, strategic partnerships, RFP processes, design initiatives, and multimedia communication/storytelling strategies.

Michigan Main Street Manager Average - Based on 22 Programs Surveyed in 2021

Community Name	Averages	\$51,730.50 in 2021 is worth \$56,661.06 today Amount: \$ 51730.50 Start year: 2021 End year: 2023 Calculate <small>\$51,730.50 in 2020 = 2023 Future Inflation Calculator</small>
Executive Director Salary (Total \$ amount)	\$51,730.50	

Data Provided by Leigh Young, AICP Technical Assistance for Main Street

Michigan and U.S. Averages - Community Program Manager Salary

The image shows two screenshots of salary comparison websites. The left screenshot is from salary.com, displaying 'Community Program Manager Salary in Michigan' with a salary range of \$48,772 to \$59,615. The right screenshot is from builtIn.com, displaying 'COMMUNITY MANAGER SALARY IN US' with an average base salary of \$67,271 and a total compensation of \$73,568. A bar chart on the right side of the builtIn.com screenshot shows a median of 60,000, a minimum of \$36K, and a maximum of \$162K.

[Salary.com](https://www.salary.com)

[BuiltIn.com](https://www.builtin.com)

Summary:

- \$54,168 - (Average Michigan Salary)
- \$56,661.06 (2021 Program Average = \$51,730.50; Adjusted for Inflation = \$56,661.06)
- \$55,414.78 (Average MMS Salary & Community Engagement)
- Rounded Up = \$55,500

Suggested Compensation: \$55,500

Bonus Structure

- Eligible for \$5,000 bonus for the bringing in of significant grant monies (City Manager Discretion)
- Eligible for \$5,000 bonus for the bringing in of new business

Vacation 4 Weeks Paid

Maternity Leave 3 Months Paid



01.16.2023

Tony Houser

President, Buchanan Development Organization
P.O. Box 108
Buchanan, MI, 49107

To whom it may concern,

The Buchanan Development Organization strongly recommends the City of Buchanan hire Ashley Regal to work full time on behalf of community development, specifically focussed on downtown redevelopment opportunities. Ashley has spent the last year engaged in community engagement and development activities promoting Buchanan to both internal and external audiences. Our experience with her has been one of professionalism, creativity, and drive befitting the job and its responsibilities. It's our belief that she will be a credit to both our newly formed institution along with the City of Buchanan and that supporting her in this work would be in the best interest of both parties.

Sincerely,

Tony Houser





PROPOSED BUDGET AMENDMENT # 01-23-23-A: (PERTAINING TO MAIN STREET MANAGER ASHLEY REGAL--OPTION A)

GL Number	Description	06/30/2023 Amended Budget	2022-23 Requested
--- Estimated Revenue ---			AMENDMENT PROPOSED
101-000.000-675.000	MISCELLANEOUS REVENUE/DONATION	50,000	82,000

*NOTES--Please note that the expenditures related to the Main Street Manager were all already accounted for in the budget in the following line item #:

Dept 172.000 - CITY MANAGER	Proposed	Description
101-172.000-706.001	SALARIES-FULL TIME 272,580	Covers salary costs for the following City Manager, Community Development Director, Main Street Manager, and Executive Secretary. Includes potential 5% pay increase for select staff, based on performance reviews.

[The above is what was included in the original spreadsheet budget proposal that was approved by the City Commission].

--Since the proposal here would involve having Mrs. Regal, who always has been a full-time City employee, simply no longer have an additional revenue line associated with her part-time work with the Chamber--I would ordinarily recommend a corresponding \$11,000 decrease in the budget to reflect that loss of anticipated revenue. However, in this situation, we have actually have the good fortune of being substantially over in this revenue line already, even without the anticipated \$11,000 payment from the Chamber. So consequently, the budget amendment I am seeking now is simply to amend the revenue line up from \$50,000 to \$82,000 to more accurately reflect the miscellaneous revenue/donations already received during the course of this fiscal year.



PROPOSED BUDGET AMENDMENT # 01-23-23-B: (PERTAINING TO MAIN STREET MANAGER ASHLEY REGAL--OPTION B)

GL Number	Description	06/30/2023 Amended Budget	2022-23 Requested
--- Estimated Expenditure ---			AMENDMENT
			PROPOSED
101-172.000-706.001	SALARIES- FULL TIME	272,580	279451

*NOTES--Please note that a potential 5% pay increase for all staff listed in the line item was already calculated, which means that only an additional 6871 is needed to effectuate the Main Street Manager proposal, as presented.

Dept 172.000 - CITY MANAGER		Proposed	Description
101-	SALARIES-		Covers salary costs for the following City Manager, Community Development Director, Main Street Manager, and Executive Secretary. Includes potential 5% pay increase for select staff, based on performance reviews.
172.000-	FULL		
706.001	TIME	272,580	

[The above is what was included in the original spreadsheet budget proposal that was approved by the City Commission].



PROPOSED BUDGET AMENDMENT # 01-23-23-C: (PERTAINING TO CITY CLERK--OPTION C)

GL Number	Description	06/30/2023 Amended Budget	2022-23 Requested
--- Estimated Expenditure ---			
101-215.000-70.000	SALARIES- FULL TIME	_____	_____

AMENDMENT **PROPOSED**

*NOTES--The above would reflect a 5% pay increase for the City Clerk.

Exemplar IT Solutions Client Service Level Agreement

SLA Version: 2.23

Services

Exemplar's service plan provides the Client business with a system-wide resource management platform, which enables our technicians to view status reports on Client devices, relevant machine data and specs, as well as receive warnings and critical alerts in order to attend to problems before they arise. This service also includes an integrated remote access platform for fast, reliable support. Optionally, we also provide endpoint security software, as well as cloud backup support & storage. Exemplar will create and store records pertaining to network infrastructure, credentials, and unique practices/requirements required on a per-Client basis.

Support

Exemplar provides administration and maintenance for Windows systems (endpoints & Server), camera installations, A/V installations, wireless networking, limited software support, VOIP system support, and more. We take a holistic approach to networking, wherein everything has its place, purpose, and priority. This allows us to provide consistent & exemplary service to each of our Clients, with a minimum of critical issues. Client users will be supplied with a helpdesk portal contact, allowing them to submit tickets, correspond with technicians, and view ticket status. Support scope and priorities will be determined in cooperation with the relevant Client manager(s).

Support items outlined in this document include the tools and costs required to execute the services outlined. With the exception of explicitly stated included support hours credit, technician's time will be billed hourly per Exemplar's current rates at time of services performed.

Access Plan

- 5% Hourly service discount
 - Priority support
 - RMM Inclusion (resource management)
 - Helpdesk ticketing
 - 48 Hour ticket response
 - Basic Client documentation
 - General phone availability for admin contact(s)
-

Care Plan

- 10% Hourly service rate discount
- Highest priority level response, typically on site sub-1 hour for critical events
- 2-Hour phone response window for vital, time-sensitive service down events
- 8-Hour ticket response window for urgent needs
- Support chat space for selected admins/power users
- Full and constant system administration (vs. break-fix)
- Full documentation, Client system is broken down and evaluated, monitored, and maintained
- Labor credit distribution equal to the number of hours a response is delayed past the target response time

Note: Care Plan is **not a guarantee of infrastructure invincibility**. It is the cost of running a **highly prioritized system**, and receiving extra, regular scrutiny in order to architect a resilient network.

Target response times above are a *maximum estimate* based on Client needs and Exemplar's capacity. We strive to provide excellent, tailored service, and response times will typically be in correlation with the severity of an event in order to keep our Clients running smoothly, often much faster than listed.

All response times and targets in this SLA are applicable between 7AM-7PM EST, Monday-Friday, excluding all federal holidays. **Critical or Urgent** event responses outside of standard operating hours may be billed at twice the standard hourly rate.

Client Support Agreement Terms

The following terms will be defined and agreed to on an individual Client basis. By signing below, the Client agrees to the monthly price specified below in return for the services and support specified above. Exemplar IT Solutions is **not liable**, financially or otherwise, for any damage or loss resulting from cyber attacks, malware, individuals with malicious intent, or circumstances outside human control, including but not limited to natural disasters or accidents. This document is subject to immediate mutual review and amendment upon the inclusion of additional services, or changes in Client system scale. This agreement is exclusive, meaning that during the term of this agreement, the Client will not contract any other IT service providers or technicians which overlap or conflict with Exemplar's operations and responsibilities, without the express consent of Exemplar IT Solutions.

Client City of Buchanan, MI

Date 12/20/2022

Support tier: Care Plan

Monthly price: \$1,200.00

6 Month initial price if paid in full \$6,750.00

Initial support term: 6 Months

Support start date: 12/13/2022

Renewal date: 6/1/2023

Required cancellation notice: 60 Days

Signature of authorized
Exemplar IT Solutions agent:

Caleb J Theriault

Signature of authorized
Client agent:
