



PUBLIC HEARINGS & REGULAR MEETING OF THE BUCHANAN CITY COMMISSION

MONDAY, APRIL 13, 2026 – 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 Public Hearing # 1

II. Roll Call

III. Opening of Public Hearing # 1

IV. Statement of Purpose and Announcement of Rules

A. The purpose of the public hearing is to hear public comments on proposed amendments to Sections 71-5 Zoning district established; Section 71-14.A – Figure 71-A Buchanan Zoning Map; creation of Section 71-16.H Establishment of zoning districts and regulations; Section 71-18 Uses – Table 71-J Use Matrix – Accommodations- Article V Definitions and any other sections of the Unified Development Code that may be necessary to fully implement and a Short-term rental overlay district consistent with Ordinance 2025.09/443, as adopted in the City of Buchanan Code of Ordinances.

V. Close of Public Hearing # 1

VI. Call to Order Public Hearing # 2

VII. Roll Call

VIII. Opening of Public Hearing # 2

IX. Statement of Purpose and Announcement of Rules

A. The purpose of this public hearing is to gather comments on the proposed ordinance aimed at regulating, rehabilitating, and promoting the active use of vacant and underutilized buildings. This ordinance seeks to discourage nonconforming storage uses outside designated storage zones. It will also establish definitions, procedures for registration, requirements for a local responsible agent, inspection protocols, maintenance guidelines, activation processes, fee structures, enforcement measures, hardship relief options, and appeals procedures.

X. Close of Public Hearing # 2

XI. Call to Order the Regular Meeting

XII. Recognition

A. White Cane Proclamation

XIII. Pledge of Allegiance

XIV. Invocation

XV. Roll Call

XVI. Approve Agenda

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

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

A. Minutes

1) Consider approving the Public Hearing & Regular Meeting Minutes from March 23rd, 2026.

2) Consider approving the Workshop Meeting Minutes from March 17th, 2026.

B. Department Head Reports- Consider accepting monthly reports.

C. Brownfield Authority Appointments- Consider the appointments of Mayor Pro Tem Patrick Swem, Commissioner Dan Vigansky, City Treasurer Deborah Perez, Emma Lysy, and Bryan Virgil to the Brownfield Authority for the following terms:

1 year- Dan Vigansky

2 year- Emma Lysy

2 year- Bryan Virgil

3 year- Patrick Swem

3 year- Deborah Perez

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

A. Water & Sewer Rate Presentation- Andy Campbell, CPA with Bendzinski & Co.

XX. Reports by: Departments, Committees, Boards

A. Clerk Department- Voter Education Campaign and City Commissioner Filing Deadlines.

XXI. Unfinished Business

A. Ordinance 2026.04/448- Consider the second reading and enactment of Ordinance 2026.04/448, an ordinance to provide for and regulate short-term rental uses and amend the unified development code of the City of Buchanan to provide for a short-term rental overlay district and to protect public health, safety, and welfare.

B. Ordinance 2026.05/449- Consider the first reading of Ordinance 2026.05/449, the ordinance is to regulate, rehabilitate, and promote the active use of vacant and underutilized buildings; to discourage nonconforming storage uses outside storage zones; to establish definitions, register, local responsible agent, inspection, maintenance, activation, fees enforcement, hardship relief, appeals; and to protect public health, safety, and welfare. Additionally, scheduling the second public hearing for the second reading of Ordinance 449 for May 11th, 2026.

XXII. New Business

- A. Resolution 2026.04/03**- A Resolution setting the schedule of fees and changes for Oak Ridge Cemetery.
- B. Resolution 2026.04/04**- A Resolution to submit to the electors a proposal for the renewal of a millage for public transportation purposes (Niles Dial-a-Ride) at the August 4, 2026, Primary Election.
- C. Resolution 2026.04/05**- A Resolution to negotiate the summer school tax collection fee.
- D. Seasonal Portable Restroom Rental & Service Bid**- Consider approving the Bid to Kerkstra Portable Restroom Service.
- E. RAP Grant**- consider authorizing the City Manager to execute the RAP Grant Agreement from MEDC.
- F. Professional Engineering Services Agreement**- Consider approving the USDA-RD Phase 2 project planning document and preliminary engineering agreement.
- G. DDA Plan Amendments**- Consider authorizing Clerk Langston to proceed with the notification requirements for the DDA Plan Amendment, as recommended by the Downtown Development Authority with the Public Hearing to be scheduled for May 26th, 2026 at 7:00 PM.
- H. Budget Amendments**- Consider approving Budget Amendments #2 (FY2025-2026).
- I. Expenditures** - Consider approving the expenditures for April 13, 2026.

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

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

XXV. Executive Comments

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

XXVI. Adjourn



POSTED: 3-26-2026

**NOTICE OF PUBLIC HEARING
CITY OF BUCHANAN, MICHIGAN
CITY COMMISSION**

PLEASE TAKE NOTICE that the City of Buchanan City Commission will hold a Public Hearing of a proposed ordinance 2026.04/448 on Monday, April 13th, 2026, beginning at 7:00 p.m. at Buchanan City Hall, 302 N. Redbud Trail, Buchanan, Michigan 49107.

The proposed ordinance includes amendments to Section 71-5 (Zoning Districts Established); Section 71-14.A – Figure 71-A (Buchanan Zoning Map); creation of Section 71-16.H (Establishment of Zoning Districts and Regulations); Section 71-18 (Uses – Table 71-J Use Matrix – Accommodations); Article V (Definitions); and any other sections of the Unified Development Code necessary to fully implement a Short-Term Rental Overlay District consistent with Ordinance 2025.09.443, as adopted in the City of Buchanan Code of Ordinances. Following the public hearing, the City Commission will hold its Regular Meeting, during which it will consider the second reading and enactment of Ordinance 2026.04/448.

At the meeting, all interested persons will have the opportunity to be heard. Copies of the proposed ordinance are available for public inspection at Buchanan City Hall, 302 N. Redbud Trail, Buchanan, Michigan 49107, during regular business hours.

Written comments may be submitted prior to the meeting to the City Clerk at Buchanan City Hall or via email to clerk@cityofbuchanan.com.



POSTED: 3-26-2026

**NOTICE OF PUBLIC HEARING
CITY OF BUCHANAN, MICHIGAN
CITY COMMISSION**

PLEASE TAKE NOTICE that the City of Buchanan City Commission will hold a Public Hearing of a proposed ordinance 2026.05/449 on Monday, April 13th, 2026, beginning at 7:00 p.m. at Buchanan City Hall, 302 N. Redbud Trail, Buchanan, Michigan 49107.

The proposed Ordinance is to regulate, rehabilitate, and promote the active use of vacant and underutilized buildings; to discourage nonconforming storage uses outside storage zones; to establish definitions, register, local responsible agent, inspection, maintenance, activation, fees enforcement, hardship relief, appeals; and to protect public health, safety, and welfare.

At the meeting, all interested persons will have the opportunity to be heard. Copies of the proposed ordinance are available for public inspection at Buchanan City Hall, 302 N. Redbud Trail, Buchanan, Michigan 49107, during regular business hours.

Written comments may be submitted prior to the meeting to the City Clerk at Buchanan City Hall or via email to clerk@cityofbuchanan.com.



**CITY OF BUCHANAN
PROCLAMATION
WHITE CANE AWARENESS WEEK
May 2–10, 2026**

WHEREAS, individuals who are blind or visually impaired contribute meaningfully to the social, economic, and civic life of our community; and

WHEREAS, the white cane is a symbol of independence, confidence, and self-reliance for people who are blind or visually impaired, enabling safe and independent travel; and

WHEREAS, White Cane Awareness Week serves to educate the public about the rights, abilities, and needs of individuals who are blind or visually impaired, and to promote understanding and inclusion; and

WHEREAS, the Lions Club has a long-standing commitment to supporting vision care, preventing blindness, and advocating for individuals who are blind or visually impaired; and

WHEREAS, the Buchanan-Galien Lions Club has requested that the City recognize White Cane Awareness Week to help raise awareness and encourage community support; and

WHEREAS, it is important to recognize and uphold laws that ensure the safety and rights of pedestrians who use white canes or guide dogs; and

WHEREAS, increasing awareness helps foster a more inclusive community where all residents can navigate public spaces safely and with dignity;

NOW, THEREFORE, I, Mark Weedon, Mayor of the City of Buchanan, Michigan, do hereby proclaim May 2 through May 10, 2026, as **WHITE CANE AWARENESS WEEK** in the City of Buchanan, and encourage all residents to recognize the importance of accessibility, to respect the rights of individuals who are blind or visually impaired, and to support the efforts of the Buchanan-Galien Lions Club in promoting safety, awareness, and inclusion throughout our community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Buchanan to be affixed this 13 day of April, 2026.

Mark Weedon, Mayor

Attest:

Kalla Langston Weiss, City Clerk



PUBLIC HEARINGS AND REGULAR MEETING OF THE BUCHANAN CITY COMMISSION

MONDAY, MARCH 23, 2026 – 7:00 PM

CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN, MI

MINUTES

I. Call to Order Public Hearing #1

The Public Hearing was called to order by Mayor Weedon at 7:00 PM.

II. Roll Call

Present: Weedon, Swem, George, Vigansky

Absent: Money

III. Opening of Public Hearing #1

Motion made by George, seconded by Vigansky, to open public hearing #1 at 7:00 PM. Voice votes carry unanimously.

IV. Statement of Purpose and Announcement of Rules

- A. The purpose of the public hearing is to hear public comments on proposed amendments to Sections 71-5 Zoning district established; Section 71-14.A – Figure 71-A Buchanan Zoning Map; creation of Section 71-16.H Establishment of zoning districts and regulations; Section 71-18 Uses – Table 71-J Use Matrix – Accommodations- Article V Definitions and any other sections of the Unified Development Code that may be necessary to fully implement and a Short-term rental overlay district consistent with Ordinance 2025.09/443, as adopted in the City of Buchanan Code of Ordinances.

The mayor stated the purpose of the hearing was to receive public comment on proposed amendments to the Unified Development Code to establish a short-term rental overlay district. The proposed amendments included updates to zoning districts, use tables, definitions, and other related provisions necessary to implement the short-term rental ordinance consistent with prior adopted standards. The mayor opened the floor for public comment.

Norma Ferris acquired how long it would take for the ordinance to go into effect and how enforcement would be handled. Staff responded that the ordinance was currently at first reading. If approved at second reading, scheduled for April 13, 2026, the ordinance would take effect 15 days following publication.

No additional public comment was received.

V. Close of Public Hearing #1

Motion made by Swem, seconded by George, to close public hearing # 1 at 7:03 PM. Voice votes carry unanimously.

VI. Call to Order Public Hearing #2

Mayor Weedon called public hearing # 2 to order at 7:04 PM.

VII. Roll Call

Present: Weedon, Swem, George, Vigansky

Absent: Money

VIII. Opening of Public Hearing #2

Motion made by Swem, seconded by Vigansky, to open public hearing #2 at 7:04 PM. Voice votes carry unanimously.

IX. Statement of Purpose and Announcement of Rules

- A. The purpose of this hearing is to hear public comments on the proposed sale, lease, or exchange of City-owned real property consisting of a portion of 102 W. Front Street, Buchanan, Michigan, Parcel No. 11-58-7250-0001-02-1.

The Mayor stated the purpose of the hearing was to receive public comments on the proposed sale, lease, or exchange of a portion of city-owned property located at 102 W. Front Street.

Dennis Morri addressed the Commission and stated he was unclear about the location and configuration of the parcel.

City Manager Tony McGhee responded by explaining the property boundaries and indicating that the portion under consideration was located behind the existing building. He noted that the City would retain ownership of the remaining portion of the parcel. Additional discussion clarified that the action was intended to resolve an irregular property configuration and align ownership boundaries. No further public comment was offered.

X. Close of Public Hearing #2

Motion made by George, seconded by Vigansky, to close public hearing #2 at 7:07 PM. Voice votes carry unanimously.

XI. Call to Order the Regular Meeting

The meeting was called to order by Mayor Weedon at 7:08 PM.

XII. Pledge of Allegiance

The Pledge of Allegiance was recited.

XIII. Invocation

Invocation was given.

XIV. Roll Call

Present: Mayor Mark Weedon, Mayor Pro Tem Patrick Swem, Commissioner Raquell George, Commissioner Dan Vigansky

Absent: Commissioner Larry Money

City Staff: City Manager Tony McGhee, City Clerk Kalla Langston-Weiss, Community Development Director/ Zoning Administrator Kristen Gundersen, Director of Public Services Mike Baker, Chief of Police Harvey Burnett

XV. Approve Agenda

Motion made by Swem, seconded by Vigansky, to approve the agenda, as presented. Voice votes carry unanimously.

XVI. Public Comment - Agenda Items Only (3-minute limit)**XVII. Consent Agenda (can be approved all in one motion, for general housekeeping items)**

A. Minutes - Consider approving the Regular Meeting Minutes from March 9, 2026.

B. Road Closure Request - May 25th, 2026 Memorial Day Parade

Motion made by Vigansky, seconded by George to approve the Consent Agenda, as presented. Voice votes carry unanimously.

XVIII. Scheduled Matters from the Floor (if any)**XIX. Reports by: Departments, Committees, Boards****XX. Unfinished Business**

A. Ordinance 2026.04/448- Consider the first reading of Ordinance 2026.04/448, an ordinance to provide for and regulate short-term rental uses and amend the unified development code of the City of Buchanan to provide for a short-term rental overlay district and to protect public health, safety, and welfare. Additionally schedule the second public hearing for said ordinance.
Motion was made by Vigansky, seconded by George, to approve the first reading of Ordinance 2026.04/448 as the request meets the required standards under Section 71-35.B.2 of the Unified Development Ordinance for a text amendment. Additionally, scheduling of Public Hearing #2 for April 13th, 2026.

Discussion: Tony McGhee explained that the purpose of the ordinance was to align and correct inconsistencies between the previously adopted short-term rental ordinance and the Unified Development Code. He stated that the ordinance primarily cleans up outdated language and establishes an overlay district to properly incorporate short-term rental regulations into the code. Commissioners discussed that no changes were being made to the locations where short-term rentals are currently permitted.

Roll call votes are carried unanimously.

B. Sale of City Property - Consideration of a portion of City-owned property located at 102 East Front Street

Motion made by Swem, seconded by George to approve the sale of a portion city-owned property at 102 E Front St. in exchange for a \$5,000.00 donation to the victory park improvement fund.

Discussion: McGhee provided an overview of the proposal, explaining that the property in question was located behind an existing building and that the sale would allow the property owner to make improvements including outdoor seating, installation of walk-in coolers, and improved ADA accessibility. He stated that the property owner would cover all associated costs for surveying and legal descriptions. He further explained that the transaction would square off the parcel boundaries and maintain future development potential for the remaining City-owned land.

Commission discussion included comments regarding the irregular nature of the existing parcel configuration and the necessity of the transaction to correct long-standing issues. It was also noted that a formal request for proposals was not pursued due to the unique nature of the parcel and the fact that it could not reasonably be sold to another party.

Roll call votes are carried unanimously.

XXI. New Business

A. G2 Development Marihuana Permit Renewals - Consider the approval of Marihuana renewal permits from G2 Development for the following:

1) G2 Development at 408 River St, Adult-Use Marihuana Processor

Motion made by Vigansky, seconded by George to approve the renewal permit for Adult Use Marihuana Processor at 408 River St.

Discussion: Staff explained that operations at the location were currently paused; however, the applicant wished to maintain the license through renewal as it is easier to retain than to reapply under changing regulatory conditions.

Roll call vote

Yes: Weedon, George, Vigansky

No: Swem

Motion carries 3-1

2) G2 Development at 408 River St, Adult-Use Grower Class C

Motion made by Vigansky, seconded by George to approve the renewal permit for Adult Use Grower Class C at 408 River St.

Roll call vote

Yes: Weedon, George, Vigansky

No: Swem

Motion carries 3-1

3) G2 Development at 1101 E Front, Adult-Use Marihuana Processor

Motion mad by Vigansky, seconded by George to approve the renewal permit for Adult-Use Marihuana Retailer at 1101 E Front St.

Roll call votes carry unanimously.

- C. Ordinance 2026.05/449** - Consider the Introduction of Ordinance 2026.05/449, Regulating Vacant and Underutilized Buildings in the Community. Additionally, scheduling the first public hearing for the first reading of Ordinance 449 for April 13, 2026.

Motion made by George, seconded by Swem to accept the introduction of Ordinance 2025.05/449 and schedule the first public hearing for April 13th, 2026.

Discussion: McGhee explained that the ordinance establishes a framework to address vacant and underutilized buildings within the City. He stated that such properties have a significant impact on community health and economic vitality. He emphasized that the intent of the ordinance is not punitive, but rather to encourage property owners to reactivate buildings and contribute positively to the community.

Roll call votes carry unanimously.

- D. Building Department Fee Schedule** - Consideration of new fees for building department permits and services

Motion made by Swem, seconded by Vigansky to approve the fee schedule for Building Department Permits and Services. Roll call votes carry unanimously.

- E. Kathryn Park Equipment** - Consider the recommendation from BARB for the purchase of new equipment for Kathryn Park Equipment

Motion made by George, seconded by Swem to approve the recommended playground package from Sinclair Recreation for the cost not to exceed \$100,000.00.

Discussion: McGhee explained that the City conducted a formal request for proposals process and evaluated multiple options before selecting the recommended vendor. He noted that the final color selections would be determined later. Commissioners discussed material durability and long-term maintenance considerations.

Roll call votes carry unanimously.

- F. Excess Inventory** - Consider authorizing the disposal of the identified excess inventory

Motion made by Vigansky, seconded by George to approve authorizing the excess inventory, as presented. Roll call votes carry unanimously.

- G. Spring Clean Up Dumpsters** - Approval of Dumpster Bid for Community Spring Clean Up Day

Motion made by Swem, seconded by Vigansky to approve the dumpster bid to LRS Recycling, as presented. Roll call votes carry unanimously.

- H. Expenditures** - Consider approving the expenditures for March 23rd, 2026.

Motion made by Vigansky, seconded by George to approve the expenditures in the amount of \$ 69,747.39. Roll call votes carry unanimously.

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

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

Dennis Mori-representing Buchanan Business Boosters addressed the Commission and announced an upcoming downtown event coordinated with the Easter egg hunt. He explained that local businesses would be participating by extending hours and encouraging residents to visit downtown before and after the event

XXIV. Executive Comments

A. City Manager Comments

McGhee reported that contractors would be returning to the downtown area over the coming weeks to complete remaining work associated with prior construction projects. He noted that this work would occur intermittently over the next several months and would focus on final functional improvements.

Mr. McGhee also introduced the City’s new master plan initiative titled “One Herd, One Buchanan: Building a Better Buchanan.” He stated that a community survey would soon be released and would remain open until April 20, 2026. He encouraged residents to participate and provide input on the future direction of the city, noting that the survey would be widely distributed through various communication channels.

B. Commissioner Comments

-*Commissioner Vigansky*- provided clarification regarding the wooden hand railing at Memorial Park. He also announced that a spaghetti dinner will be held on April 15th in support of a fellow veteran. Further requested patience from the public regarding Code Enforcement activities, explaining that staff are managing a significant workload and handling extensive paperwork behind the scenes

-*Commissioner George* spoke regarding her involvement with the Buchanan Area Recreation Board (BARB) and expressed confidence in the selection of new playground equipment. She stated she was excited to see improvements to the park system and highlighted upcoming community events, including a 5K fundraiser and park cleanup day. She emphasized the importance of community engagement and ongoing investment in parks and recreational facilities.

-*Commissioner Swem* thanked the City’s management team for their work on the recent strategic planning workshop and budget discussions. He noted that long-term planning helps guide decision-making and ensures that expenditures align with established priorities.

C. Mayor Comments

Mayor Weedon commented on recent business activity in the City, noting the opening of new businesses and increased activity downtown. He stated that there has been a noticeable positive change in the community and expressed optimism about continued growth and development

XXV. Adjourn

Kalla Langston-Weiss, City Clerk

Mayor Mark Weedon



WORK SESSION OF THE BUCHANAN CITY COMMISSION
TUESDAY, MARCH 17, 2026 – 12:00 PM
CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

MINUTES

I. Call to Order

The Meeting was called to order by Mayor Pro Tem Swem at 12:00 PM.

II. Roll Call

PRESENT: Mayor Mark Weedon (12:08 PM), Mayor Pro Tem Patrick Swem, Commissioner Larry Money, Commissioner Dan Vigasnsky, Commissioner Raquell George

CITY STAFF: City Manager Tony McGhee, City Clerk Kalla Langston, City Treasurer Deborah Perez, Director of Public Works Mike Baker, Chief of Police Harvey Burnett, Director of Community Development and Zoning Kristen Gundersen, Wastewater Lead Operator Terry Burns, Water Lead Operator Craig Miller, Fire Chief Mike Adams

III. Public Comments- are limited to 3 minutes

Norma Ferris- Future road improvement priorities, water and sewer infrastructure planning and cost-related concerns.

IV. Items for Discussion

A. 2026-2027 FY Budget & Goals Workshop

City staff presented initial budget priorities and capital planning considerations for Commission discussion and feedback. No formal action was taken.

1. Public Services & Roads

Discussion focused on:

- Development of a Capital Improvement Plan (CIP)
- Establishment of 1-, 5-, and 10-year infrastructure plans
- Priority areas identified:
 - North side infrastructure
 - Harlem/Detroit area water and road issues
 - Clark/Alexander neighborhood conditions
- Planned PASER road ratings and future funding scenarios were reviewed
- Sidewalk program continuation was discussed

2. Water & Sewer

Discussion included:

- Long-term infrastructure planning and capital needs
- Lead/galvanized service line replacement program
- Potential use of Drinking Water State Revolving Fund (DWSRF)
- Expansion opportunities, including Bertrand Crossing
- Future rate study and alignment of rates with infrastructure costs
- Workforce challenges related to licensed operators

3. Economic & Community Development

Discussion included:

- Housing development opportunities (multi-family and mixed-use)
- Support for small manufacturing and local businesses
- Status of:
 - Underutilized building ordinance
 - North side development negotiations
 - Feed Mill and River Street properties
- Emphasis on increasing density due to limited available land

4. Public Safety

Discussion included:

- Maintaining current service levels
- Long-term facility planning (including combined police/fire facility)
- Exploration of regional fire service partnerships
- Increasing call volume and service demands

5. Parks & Recreation

Discussion included:

- Completion of the disc golf course
- Catherine Park improvements
- Future planning for Ravish Park
- Riverfront access improvements
- Role of boards and need for planning initiatives
- Potential removal of certain underutilized park properties from park designation

6. Cemetery

Discussion included:

- Maintenance and mapping improvements
- Columbarium expansion needs
- Veteran section planning
- Long-term capacity and available acreage

7. Clerk & Elections

Discussion included:

- Board and committee training efforts
- Improvements to meeting procedures and minutes
- Use of technology and AI to improve efficiency
- FOIA process improvements

8. Finance

Discussion included:

- Maintaining fund balance and financial stability
- Need for structured capital planning

- Prioritization of needs over wants
- Development of financial tracking tools (scorecard concept)
- Long-term infrastructure funding considerations

9. Administration

Discussion included:

- Increasing tax base and utility revenue
- Development agreements and property sales
- Regional collaboration efforts
- Use of technology to improve operations
- Board structure and governance alignment

10. Capital Projects & Funding

Staff reviewed major project commitments, including:

- Downtown infrastructure and parking improvements
- Riverfront project funding requirements
- Grant obligations and associated risks
- Potential funding strategies, including use of reserves or financing

11. Departmental Capital Needs

Discussion included:

- Equipment replacement and repair needs (DPW, water, sewer)
- Vehicle replacement strategy
- Wastewater system equipment
- Water system improvements

12. Summary

The Commission expressed general consensus on:

- The need for comprehensive capital planning
- Prioritization of infrastructure investments
- Alignment of financial planning with long-term needs

No formal motions or decisions were made.

V. Adjourn

Motion made by Vigansky, seconded by Money, to adjourn the meeting at 2:16 pm. Voice votes carry unanimously.

Kalla Langston-Weiss, City Clerk

Mayor Mark Weedon

Buchanan Police Department -- (269) 695-5120

04/06/2026 09:43 AM

Offense Count Report

Page: 1

Report Criteria:

Start Offense	End Offense	Officer
01000	99010	ALL

MARCH 2026

03/01/2026-03/31/2026

Offense	Description	MARCH 2026
11004	SEXUAL PENETRATION ORAL/ANAL CSC3	1
13001	NONAGGRAVATED ASSAULT	8
13002	AGGRAVATED/FELONIOUS ASSAULT	2
13003	INTIMIDATION/STALKING	1
21000	EXTORTION	1
23003	LARCENY - THEFT FROM BUILDING	2
23007	LARCENY - OTHER	1
26001	FRAUD - FALSE PRETENSE/SWINDLE/CONF	1
26002	FRAUD - CREDIT CARD/ATM	1
26007	FRAUD - IDENTITY THEFT	2
29000	DAMAGE TO PROPERTY	1
35001	VIOLATION OF CONTROLLED SUBSTANCE	2
38001	FAMILY - ABUSE/NEGLECT NONVIOLENT	3
52003	WEAPONS OFFENSE - OTHER	1
53002	PUBLIC PEACE - OTHER	4
54002	DUHI OR OUID	1
54003	DRIVING LAW VIOLATIONS	5
55000	HEALTH AND SAFETY	3
57001	TRESPASS	4
70000	JUVENILE RUNAWAY	2
70004	Juvenile Issues	8
73000	MISCELLANEOUS CRIMINAL OFFENSE	1
93001	PROPERTY DAMAGE ACCIDENT/PI	4
93002	Private Property Accident	3
98005	Alarms	5
98006	Civil	7
98007	Suspicious Situation	12
99000	Natural Death	1
99001	Suicide	1
99007	Medical Assist	38
99008	General Assist	32
99009	General Non-Criminal Assist	28
99010	Ordinance Violation	20
Totals:		206

Buchanan Police Department -- (269) 695-5120

04/06/2026 09:47 AM

Incident List

Page: 1

Report Criteria:

Start Date	End Date	Officer	Detective	Offense	Assigned Bureau
03/01/2026	03/31/2026	CULLUM JASON	ALL	ALL	ALL

Number	Date	Time	Description	Officer	Location	Status
26-000493	03/20/2026	15:24	MATTRESS ON THE CURB	CULLUM JASON		Closed
26-000494	03/20/2026	15:25	PARKING IN YARD	CULLUM JASON		Closed
26-000495	03/20/2026	15:27	PARKING IN YARD	CULLUM JASON		Closed
26-000530	03/25/2026	14:44	POOL FENCE	CULLUM JASON		Open
26-000531	03/25/2026	15:24	YARD PARKING	CULLUM JASON		Closed
26-000532	03/25/2026	15:25	YARD PARKING	CULLUM JASON		Closed
26-000547	03/27/2026	10:58	TRASH ON THE CURBLAWN	CULLUM JASON		Closed
26-000548	03/27/2026	11:00	COUCH ON CURB	CULLUM JASON		Closed
26-000549	03/27/2026	14:04	BROKEN SIGN	CULLUM JASON		Closed
26-000573	03/31/2026	10:54	LITTER ON THE PROPERTY	CULLUM JASON		Open
26-000574	03/31/2026	10:55	LITTER ON THE PROPERTY	CULLUM JASON		Open

Incident Total: 11

Memorandum



Planning and Community Development – March 2026 Monthly Report

- *Meetings*
 - Attended City Commission meetings – March 9th and 23rd
 - Staffed Planning Commission meeting – March 10th
 - Attended DDA meeting March 11th
 - Attended Michigan Association of Planning Board Zoom Meeting – March 20th
 - Attended ribbon cutting ceremony at 107 N Main Street – March 19th
- *Planning Commission*
 - Master Plan Update – consultant attended 3/10/2026 meeting – online survey went live 3/25/26, flyers distributed to schools, library, senior center, RAM, Roti Roti, American Legion
 - Unified Development Ordinance – staff continued drafting changes to Section 71-30 Sign Standards. Changes discussed and work continues
 - Planning Commission held public hearing and recommended approval of amendment to UDC for Short-term rental overlay district
- *Website and process/form updates*
 - Updated website with new Sidewalk Café Permit Application and Directions for food and beverage businesses in the D Downtown District
 - Updated Building Division Fee Scheduled finalized and posted on website
 - Updated Building Division webpage with new Electrical Permit Application for new inspector
- *Building Division*
 - Page 2 provides year to date counts on activity
 - Kevin Simpson, electrical inspector finishing permits and new inspector Kevin Stewart started
 - Continued discussion to contract locally for mechanical and plumbing services
- *Code Enforcement Division*
 - Page 2 provides year to date counts on activity
 - Coordinated with Public Works and contractor regarding 50/50 Sidewalk Replacement Program
 - Started compiling list of vacant buildings for future work
- *Planning and Zoning Division*
 - Continued working on documents associated with 50/50 Sidewalk Replacement Program
 - Presented Text Amendment Application for Short-term Rental Overlay District – Planning Commission and City Commission – first reading approved
 - Researched and drafted changes to UDC – buffering, fencing and tree preservation/landscaping
 - Attended Michigan Association of Planning - Parking Best Practices webinar
 - Attended Michigan Association of Planning – Building Your Community’s Leadership Pipeline webinar
 - Processed and prepared Downtown Design Review April Agenda Packet

2026 Planning and Community Development Department Activity

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Year to Date
Building official													
Buildind Official Site Visits/Inspections			21										
Building addition	0	0	1										1
Demolotion	0	0	1										1
Interior Remodel	3	3	0										6
New construction	0	0	0										0
Occupancy Permit - Change of Use	1	0	1										2
Roof, Window, Waterproofing	2	1	7										10
Monthly Permits Issued	6	4	10										20
Electric permits - contract inspector	2	6	6										14
Monthly Totals	18	10	16										44
Code Enforcement													
Investigated Complaints	10	12	11										33
Parking on Grass	0	0	4										4
Rental Inspections	15	52	27										94
Tall Grass	0	1	0										1
Misc Enforcement Letter	0	0	1										1
2nd Enfrocement Letter	0	0	1										1
Final Enforcement Letter	0	0	0										0
Citation Issued	1	0	0										1
Monthly Totals	26	65	44										135
Planning and Zoning													
Accessory Structure	0	0	1										1
Fence	0	0	4										4
Sign	3	0	2										5
Monthly Totals	3	0	7										10

Monthly Buchanan City Fire Department Activity Report

Color Code:

Black – Regular Runs (fire, alarms or investigations)

Red – Training / Testing

Blue – Fire Prevention / Education or Events

Mar. 2026	Type of Activity & Location	Number of Firefighters	Number of Hours
2	Truck Functional & Inventory checks	10	2
3	Mutual Aid – Niles City – Structure Fire	3	3
7	109 S. Detroit St – Illegal burning complaint	4	1
8	310 Cecil Ave – Medical Assist to SMCAS	5	1
10	629 W. Front St – Co Detector Alarm	4	1
10	408 S. Redbud Tr – Illegal burning complaint	11	1
10	105 W. Front St – Man fire Station per dispatch for weather	8	1.5
11	Mutual Aid – Niles City – Fire in Nursing home	5	1.5
12	111 W. Front St – Fire Alarm	2	1
13	Terre Couple & Chicago St – Leaning powerline pole	4	1
13	Arctic & victory St – Tree across the road	4	1.5
14	309 Whitmen Ct – Illegal burning complaint	3	1
16	802W. Front St – Smell of something burning Investigation	5	1.5
16	E. Chicago & Days Ave – Large tree branch in road	5	1
16	CPR / First Aid / Right to know Training	12	2.5
17	Mutual Aid – Bertrand FD – Structure Fire	5 / 4	1.5 / 3.5
21	305 Arctic St – Illegal burning complaint	8	1
22	823 Rynearson St – Fire Alarm	3	1
23	117 W. Roe St – Medical Assist to SMCAS	8	1
25	Mutual Aid – Niles Twp – Barn Fire	6 / 3	1 / 2.5
25	High Rise Training in Niles City (multi-dept)	5	3.5
26	707 W. Front St – Medical Assist – Patient lift	5	1
26	111 W. Roe St – Medical Assist – patient lift	6	1
28	115 Liberty St - Vehicle Accident vs pole	6	1.5
29	728 Chippewa St – Illegal Burning Complaint	9	1

PREPARED BY: Klay Weaver

PREPARED ON: 4/6/2026

SUBJECT: DPW Briefing – Month of March 2026

BACKGROUND:

- Started weekly trash runs every Monday
- Softball field fence teardown – last section super wet needs to dry out
- Replaced 6 delineators on Schirmer Parkway
- Put in 6 “No Parking” signs on Days Ave by McCollums, Replaced Harlan/Main pole & sign, replaced pole and stop sign on Claremont/Smith
- Dug up a sinkhole in the North Parking Lot behind Redbud Insurance
- Graded Alexander, N. Lake, River st, Boat Launch, Centennial 3/6, 3/11, 3/19, 3/24
- Graded alleys – ALL that are not grass
- Put flywheel and clutch back in ODB – waiting on parts to finish
- Met w/ Tin Shop committee & threw away unused items in our upper storage barn
- City Hall work – new chairs, desks, filing cabinets put together from AEP building
- Threw patch – 3/12, 3/19, 3/20, 3/27, 3/31
- Reattached conduit on bridge west of Chunks Ice Cream
- Cleaned up huge fallen tree on Victory/Arctic & 107 S. Detroit & Trail, cut up hanging tree at Firemans park
- Met with Point Blue to sample sweepings pile to potentially haul away
- Met with and tested water in basement at Honor Credit Union – Ground water
- Salt runs on 3/16 & 3/17
- Serviced JLG basket lift and all new fuel hose
- Emptied and washed salt truck – hopefully last time
- Started final leaf route on 3/23, 3/24, 3/25 FINISHED
- Cleaned plow mistakes from Commons, Days parking spaces and parking lot, Fire Station, Harger Park, Duck Pond, North Parking lot,
- Picked up sticks in all parks
- Changed brooms on sweeper and ordered parts to fix
- Installed new guardrail on McCumber and hauled away temporary blocks
- Installed new wooden railings along 3rd st by City Hall
- Reattached chain link fence to top rail and cleaned corner on Maple & Whitman
- Uncovered manhole on Liberty & patched back over
- Put spare tire on City Hall car – took to Zolman and picked back up
- Cleaned up Remus & North Lake st from plowing asphalt chunks in peoples yards
- Fix benches at farmers market
- Fabric, peastone, sand, topsoil & grass seed along cave in spots on creek next to Creekside Café

- Set up speed trap trailer on Front St near Chippewa – replaced batteries
- Paint uneven sidewalks behind Creekside Café
- Hauled 8 loads of leaves out of Cemetery
- Got paint sprayer out, cleaned, and ready to paint
- Fixed toilet and installed new faucet at City Hall
-
- NOT AN ALL-INCLUSIVE LIST



WASTEWATER ACTIVITY BRIEFING MARCH 2026

- Glaser Lift Station on February 28th, Pump two triggered an over-temperature alarm twice—once Friday night and again Saturday afternoon. Staff responded on-site and cleared the fault, with no further issues reported. On March 3rd, the wastewater crew returned to perform a backflush and replace filters as part of the biannual preventive maintenance schedule.
- Industrial Lift Station on March 9th, a power surge affecting the township caused the station to fault out. AEP responded quickly and restored power within minutes.
- Heavy rainfall on March 6th and 16th caused water to overflow into the closed south ditch, triggering alarms. Operators resolved the issue by activating aeration motors and resetting the drives.
- Generator Readiness on March 10th, 26th and, 31st, staff prepared all generators ahead of forecasted severe weather. Although conditions were milder than expected, all equipment was fully staged and ready.
- Warmer weather allowed staff to remove and clean up all Styrofoam insulation previously installed around the headworks.
- Citywide Power Outage on March 13th, strong winds and winter weather advisories caused a widespread power outage affecting roughly half the city, including the west side beyond the Glaser lift station. Terry reported the outages to AEP, though the process was complicated by the lack of physical addresses for lift stations. To improve future response, Terry and Zoey created a reference sheet listing pole numbers and identifying information for each station. This document will be distributed to all department heads for emergency use.
- Due to continued rainfall, the south ditch valve was opened on March 17th to allow recirculation through the plant. Solids levels had been decreasing over the previous week, supporting this operational adjustment.
- On March 20th, following Tom’s recommendation, the south clarifier was brought back into service to help reduce the flow leaving the plant. This adjustment was made in response to elevated fecal counts, providing additional detention time to improve both fecal reduction and overall water clarity.
- On March 31st, the north clarifier was cleaned after six months of continuous operation.
- On March 25th, a large sinkhole near Outfall #2 was filled using corded metal and rock to prevent further erosion.
- On March 24th, a Xylem field technician inspected the UV channel. After a day and a half of assessment, he determined that additional parts—requiring quotes—would be needed to address corrosion caused by moisture in the room. Operators received training on improved maintenance practices, including more frequent clarity checks to ensure proper lamp performance.
- During the final week of March, staff focused on draining accumulated snowmelt from the old plant, relocating pumps every few days to keep the system clear.
- The facility completed 185 preventive maintenance work orders this month, ranging from routine inspections to labor-intensive repairs.



March Water Report

We completed all the requirements for EGLE this month. All were approved.

The Cross Connection Report for 2025 was completed and submitted to EGLE. The Lead and Copper Sample Plan for 2026 has been completed and submitted.

We completed the vacant houses/ property list for the CDSMI.

We are still working on marking services for Plumbers to pothole the water service for the CDSMI.

We fixed four yards that we had water dig this past winter. Topsoil has also been added with grass seed coming soon.

We removed the fire hydrant stub in front of the car wash on Front ST.

Put in a water line for the Garden Club at Gazebo Park.

Been working on meter no reads. Changed out 3 meters and 2 new MXU's

With the warm weather we raked the stones out of the yard by the water plant from plowing this winter.

Marked water, sewer and storm for Miss Dig.
Cleaning up plant and well's after winter.



Clerk Department

City Meetings

In addition to participating in the meeting itself, time is spent scheduling, drafting/publishing the agenda, contributing supporting documentation, recording/creating/publishing minutes, creating/certifying/ publishing resolutions and ordinances, and proclamations, etc.

Meeting	Regular Mtg	Special Mtg	Subcommittees
City Commission	3/9-3/27	3/17	
Planning Commission	3/10		
Tree Friends/DRC/One Buchanan	3/11		
DDA	3/11		
BCCA	3/6		
Friends of the Trail Cemetery	3/17		
Resolutions	YTD	5	
Ordinances	YTD	4	

Elections

Nomination Petition packet prep and notice for upcoming election. Training plan and voter education campaigns were created.

Permits 1/1/2026- Present

Road Right of Way	6
Food Truck	3
Marihuana	8
Notary	9
FOIA	29
Bids	9

Cemetery

Cemetery Sexton handles all aspects of the grounds and selling plots. The clerk’s department handles the scheduling of burials, data entry, and cash handling for burials and plot purchases.

YTD- 4 plots sold

YTD- 7 burials

Administrative

The Clerk’s Office, including both the Clerk and Deputy Clerk, managed a high volume of administrative and statutory responsibilities throughout March, supporting City Commission, DDA, Planning Commission, BARB, Cemetery Board, and DRC meetings through agenda preparation, packets, minutes, and post-meeting documentation, while also advancing ordinance codification efforts. The office processed multiple FOIA requests (#20–29), maintained records and QVF election files, and coordinated election worker scheduling, training, and assignments. Staff prepared and issued required public notices, including budget notices and public hearing notices, ensuring full compliance with statutory requirements. The Clerk and Deputy also assisted with bid openings and RFP processes, permit and licensing updates, and worked collaboratively with the City Manager, Finance, IT, and on projects such as budget resolutions, infrastructure planning items, and facility upgrades. Additional responsibilities included cemetery administration (deeds, fee resolutions, and seasonal coordination), public transport, and social media updates.



Date: 4/8/2026
To: City Commission
From: Kalla Langston-Weiss, City Clerk
Subject: Summary of Minutes for Board/Commission - March 2026

One Buchanan

One Buchanan continues advancing inclusive community programming, with primary focus on final preparations for the upcoming Mental Health Forum and planning for the fall “One Book, One Buchanan” initiative. The Board reported successful promotion efforts and anticipated strong community participation.

Fundraising remains steady, with the recent popcorn sales generating approximately \$1,028.50. Additional efforts are underway to improve fundraising logistics and expand community engagement through social events and increased presence at local activities.

The Board is evaluating long-term organizational structure, including the potential transition to nonprofit status, and will continue discussions in the coming months. Additional work includes the development of a values-based community statement for future consideration.

Downtown Development Authority (DDA)

The DDA continues advancing downtown development initiatives, with primary focus on finalizing the TIF & Development Plan and initiating a marketing/branding RFP to better define project costs prior to adoption.

The Board supported upcoming community events, including the Farmers Market season and SIP Buchanan, approving an initial \$2,500 contribution with potential additional funding based on sponsorship progress.

The Board also addressed financial and operational matters, including restructuring a defaulted Buchanan Equity loan to a two-year repayment term at 2% interest, and discussed future downtown beautification and promotional efforts.

Planning Commission

The Buchanan Planning Commission met on March 10, 2026, at City Hall with all members present except one. A public hearing was held regarding proposed amendments to the Unified Development Code, including the creation of a short-term rental overlay district; the proposal was presented by the Planning and Zoning Director and received no public opposition before the hearing closed shortly after opening. During the regular meeting, the Commission accepted the resignation of Chair Ralph McDonald and appointed new officers, naming Houser as Chair, Garry as Vice Chair, and Pleasant as Secretary. The agenda and prior meeting minutes were approved

Memorandum

without issue. Under old business, the Commission reviewed ongoing updates to the sign ordinance, continued discussion on the Master Plan—tentatively titled “*One Herd, One Future: Building a Better Buchanan*”—and unanimously recommended approval of a Vacant and Underutilized Building Ordinance to the City Commission. Under new business, the Commission voted to recommend approval of the short-term rental overlay district text amendment, with dissent based on opposition to the overlay approach, and also discussed potential updates to buffering, tree preservation, landscaping, fencing, and lighting standards within the UDC, and commissioners closed by recognizing McDonald’s service before adjourning.

BARB

The Buchanan Area Recreation Board (BARB) continues work on planning and park system updates, including input toward the Recreation Master Plan and coordination of the Annual Spring Park Clean-Up.

The Board is also exploring fundraising opportunities, with a subcommittee developing potential events such as a run and a wiffle ball tournament.

Action items included approval of tree planting locations in Veteran’s Memorial Park in coordination with Buchanan Tree Friends, removal of Harger Park and the Tot Lot from the official park system, and selection of a preferred play structure option for Kathryn Park.

Buchanan Tree Friends

Buchanan Tree Friends continues advancing urban forestry efforts, with a focus on planning for Spring 2026 tree plantings, including approximately 33 locations at key sites such as Veterans Memorial Park, Dewey Street, and the dog park.

The group is also working on board development and volunteer recruitment, including the creation of updated promotional materials and the relaunch of the Jr. Tree Friends program in coordination with Arbor Day activities.

Ongoing efforts include grant research, procurement policy development, and coordination with City staff on planting logistics and future tree inventory initiatives.

Friends of McCoy Creek Trail

The Friends of McCoy Creek Trail continue advancing trail development and maintenance efforts, including coordination on the trail extension project and addressing design and cost issues with engineering specifications.

The Board is actively planning upcoming events and volunteer activities, including a trail cleanup in April, inmate workdays, and annual fundraising events such as the Salmon Scramble and Trek-or-Treat.

Additional priorities include signage inventory and improvements, coordination with regional trail systems, and progress toward formal 501(c)(3) nonprofit status.

Friends of Oakridge Cemetery

Memorandum

Spring cemetery cleanup dates were discussed in preparation for seasonal maintenance and ensuring the grounds are properly cleared. The Board also discussed the need for expansion of the columbarium, with Langston planning to attend a cemetery conference in August to speak with vendors and obtain quotes for potential expansion options. Additionally, it was noted that the current Veterans Circle is nearing capacity, prompting discussion about future expansion and the possibility of establishing a new, separate location for a veterans section rather than expanding the existing area.

Southeast Berrien County Landfill Authority

Date: February 18 & 23, 2026

The Landfill Authority conducted regular and special meetings focused primarily on routine governance and financial approvals, including acceptance of financial statements and check registers.

No significant unfinished or new business was identified during either meeting, with operations and committee reports indicating no major updates.

Staff reported a minor landfill fire caused by a discarded lithium battery, which was quickly contained without further incident.

Buchanan Area Fine Arts Council & SMCAS Not provided.
DRC, JWSB, ZBA did not meet for March



Finance Report

Courtney Baham

Accounting Specialist & HR Coordinator

Monthly:

- ❖ Daily Deposits – deposit checks remotely to Sturgis, re-count cash deposit before CM takes to bank.
- ❖ Payroll – 2 processed in March
 - Check time off banks to ELRR sheets
 - Addressed accrual bank comp time corrections with Payday Payroll
- ❖ MERS – retirement reporting – EOM
- ❖ MERS Empower Conversion – 457 reporting now completed bi-weekly
 - Processed February and March 2026 contributions
- ❖ Fringe – Pay & process insurance invoices & payroll deductions (ex. Union Dues, AFLAC) – balance to spreadsheets
- ❖ Miscellaneous Receivables – bill septage companies, landfill, school, comto (thriving communities grant) & mowing (in season)
- ❖ Invoices – entering invoices into Accounts Payable
- ❖ Check Runs – process checks & pay EFT payments the Tuesday after the CC meeting.
 - Processed 2 check runs
 - Processed 2 positive pay uploads
 - Credit Cards Balanced
- ❖ Send budget reports to department heads after check runs are processed
- ❖ Bank Reconciliation – Balanced February 2026

Completed this month:

- ❖ Cut tax overpayment checks
- ❖ DDA Finance Report
- ❖ Proposal for BS&A Cemetery Management & BS&A Cloud modules
 - Presented and approved. BS&A has set up kick off calls with Kalla for Cemetery & Kristen for Community Development.
 - Deb and I have received schedule confirmation for the BS&A cloud upgrade. 8/24/26 is the go live date.
 - Started the process of moving from Point and Pay to BS&A Online Payments
- ❖ Journalized February receipts (debs' absence)
- ❖ Assisted tax payers questions (debs' absence)
- ❖ Processed debt payments

- ❖ Entered PNP payments (debs' absence)
- ❖ Budget spreadsheets for Fringe and Payroll Taxes completed
- ❖ Assisted Deb with Budget Amendments for FY 25-26
- ❖ Offboarding for two officers
- ❖ Onboarding for recruit sent to the academy
- ❖ Balanced child support liability account
- ❖ Various journal entries entered
- ❖ HSA 4th Quarter disbursement processed
- ❖ New cash account created for Brownfield (un-pooled)
- ❖ Positive Pay reconciliation in Sturgis
- ❖ Quarterly Unemployment processed
- ❖ AT&T for 3 GIS iPads & WWTP alarm cell phone
- ❖ Closed inactive credit card accounts at HCU
- ❖ Closed old tax account at HCU

Water & Sewer Rate Analysis Plus 2027 Projects Funding

Andy Campbell, CPA

Registered Municipal Advisor

Bendzinski & Co. Municipal Finance Advisors

April 13, 2026



CIP – Water Fund

Project	2025/26	2026/27	2027/28	2028/29	2029/30	
Water Wells and Treatment Plant	-	-	-	-	\$6,332,000	**
Water Main Replacements	\$150,000	\$200,000	\$200,000	\$250,000	250,000	
Water Service Line Replacements	-	-	2,000,000 *	-	3,000,000	**
Oak Street - Water Portion	-	150,000	-	-	-	
Subtotal:	\$150,000	\$350,000	\$2,200,000	\$250,000	\$9,582,000	
Plus 5% Yearly Inflation:	-	17,500	-	39,406	2,064,981	
Total Estimated Capital Improvements:	<u>\$150,000</u>	<u>\$367,500</u>	<u>\$2,200,000 *</u>	<u>\$289,406</u>	<u>\$11,646,981</u>	**
Cash-Funded	\$150,000	\$367,500	-	-	-	
Grant-Funded	-	-	\$1,000,000 *	-	\$1,164,698	**
Debt-Funded	-	-	\$1,000,000 *	-	\$10,482,283	**
Project	2030/31	2031/32	2032/33	2033/34	2034/35	
Water Wells and Treatment Plant	-	-	-	-	-	
Water Main Replacements	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	
Water Service Line Replacements	500,000	500,000	500,000	500,000	500,000	
Subtotal:	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	
Plus 5% Yearly Inflation:	276,282	340,096	407,100	477,455	551,328	
Total Estimated Capital Improvements:	<u>\$1,276,282</u>	<u>\$1,340,096</u>	<u>\$1,407,100</u>	<u>\$1,477,455</u>	<u>\$1,551,328</u>	
Cash-Funded	\$1,276,282	\$1,340,096	\$1,407,100	\$1,477,455	\$1,551,328	
Debt-Funded	-	-	-	-	-	



Cash Flow – Water Fund

Revenues:			Inflationary					
City			Increases					
Ready-to-Serve Charge Revenue		\$568,065	8.00%	\$613,510	\$662,591	\$715,598	\$772,846	\$834,673
Commodity Charge Revenue		732,450	8.00%	791,046	854,330	922,676	996,490	1,076,209
Township								
Ready-to-Serve Charge Revenue		64,157	8.00%	69,289	74,832	80,819	87,285	94,267
Commodity Charge Revenue		70,079	8.00%	75,685	81,740	88,279	95,342	102,969
Other								
Miscellaneous		36,000		36,000	36,000	36,000	36,000	36,000
Total Revenues		1,470,751		1,585,531	1,709,493	1,843,372	1,987,962	2,144,119
Less: Total Operating Expenditures		(869,650)		(837,882)	(868,580)	(900,437)	(933,498)	(967,807)
Net Operating Revenue		601,101		747,649	840,913	942,935	1,054,465	1,176,312
Less: Current Debt Service Payments		(487,411)		(488,296)	(486,528)	(487,108)	(486,029)	(367,540)
Estimated Debt Service #1 - 2027/28 DWSRF Bonds [1]		-		-	(10,000)	(38,000)	(38,000)	(38,000)
Estimated Debt Service #2 - 2029/30 USDA Bonds [2]		-		-	-	-	(505,000)	(505,000)
RRI Reserve Requirement Transfer		(33,333)		(33,333)	(33,333)	(33,333)	(33,333)	(33,333)
Additional Cash-Funded Capital Improvement Transfer		(216,395)		(367,500)	-	-	-	(1,276,282)
Net Cash Flow		(\$136,038)		(\$141,480)	\$311,051	\$384,494	(\$7,897)	(\$1,043,843)
Cash & Investments	\$2,087,627	\$1,951,589		\$1,810,108	\$2,121,160	\$2,505,654	\$2,497,756	\$1,453,913
Less: Debt Service Reserve - 2024B USDA	(20,900)	(41,800)		(62,700)	(83,600)	(104,500)	(125,400)	(146,300)
Debt Service Reserve - 2024C USDA	(16,500)	(33,000)		(49,500)	(66,000)	(82,500)	(99,000)	(115,500)
Debt Service Reserve - 2029/30 USDA (est.)	-	-		-	-	-	(50,500)	(101,000)
Unrestricted Cash and Investments	\$2,050,227	\$1,876,789		\$1,697,908	\$1,971,560	\$2,318,654	\$2,222,856	\$1,091,113



Cash Flow – Water Fund (cont'd)

		2025/26		2026/27	2027/28	2028/29	2029/30	2030/31
<i>Capital Improvements:</i>								
<i>Beginning Capital, Equip. & RRI Cash & Investments</i>		\$648,570		\$681,903	\$715,236	\$748,569	\$781,902	\$815,235
<i>Add: RRI Reserve Requirement Transfer</i>		33,333		33,333	33,333	33,333	33,333	33,333
<i>Additional Cash-Funded Capital Improvement Transfer</i>		216,395		367,500	-	-	-	1,276,282
<i>Less: Estimated Cash-Funded Capital Improvements</i>		(216,395)		(367,500)	-	-	-	(1,276,282)
<i>Ending Capital, Equip. & RRI Cash & Investments</i>	\$648,570	\$681,903		\$715,236	\$748,569	\$781,902	\$815,235	\$848,569

[1] Estimated debt service payments based on a \$1,000,000 40-year DWSRF bond issue at an estimated interest rate. Total project assumed to be \$2,000,000 with a \$1,000,000 grant (50.00%).

[2] Estimated debt service payments based on a \$10,208,794 40-year USDA bond issue at an estimated interest rate. Total project assumed to be \$11,343,104 with a \$1,134,310 grant (10.00%).



2026/27 User Rates – Water

		2025/26	Inflationary Increases	2026/27
Rates:				
<u>City</u>				
Meter Equivalents		2,288		2,288
Ready-to-Serve Charge (monthly)		\$20.69	8.00%	\$22.35
Billable Flow (1,000 gal.)		95,000		95,000
Commodity Charge (per 1,000 gal.)		\$7.71	8.00%	\$8.33
<u>Township</u>				
Meter Equivalents		205		205
Ready-to-Serve Charge (monthly)		\$26.08	8.00%	\$28.17
Billable Flow (1,000 gal.)		7,735		7,735
Commodity Charge (per 1,000 gal.)		\$9.06	8.00%	\$9.78
<i>Typical City homeowner's monthly bill (assumes 4,000 gallons/month)</i>				
		\$51.53		\$55.65



CIP– Sewer Fund

Project	2025/26	2026/27	2027/28	2028/29	2029/30
WWTP Re-Purpose / Demolition Work	-	-	-	\$500,000	\$500,000
DPW Vactor Truck	-	-	-	1,000,000	-
Sewer Main Replacements	\$150,000	\$200,000	\$200,000	250,000	250,000
Oak Street/Parking Lot - Sewer Portion	-	450,000	-	-	-
Subtotal:	\$150,000	\$650,000	\$200,000	\$1,750,000	\$750,000
Plus 5% Yearly Inflation:		32,500	20,500	275,844	161,630
Total Estimated Capital Improvements:	<u>\$150,000</u>	<u>\$682,500</u>	<u>\$220,500</u>	<u>\$2,025,844</u>	<u>\$911,630</u>
Cash-Funded	\$150,000	\$682,500	\$220,500	\$2,025,844	\$911,630
Debt-Funded	-	-	-	-	-
Project	2030/31	2031/32	2032/33	2033/34	2034/35
Sewer Main Replacements	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
Subtotal:	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
Plus 5% Yearly Inflation:	138,141	170,048	203,550	238,728	275,664
Total Estimated Capital Improvements:	<u>\$638,141</u>	<u>\$670,048</u>	<u>\$703,550</u>	<u>\$738,728</u>	<u>\$775,664</u>
Cash-Funded	\$638,141	\$670,048	\$703,550	\$738,728	\$775,664
Debt-Funded	-	-	-	-	-



Cash Flow – Sewer Fund

Revenues:			Inflationary Increases					
<u>City</u>								
Ready-to-Serve Charge Revenue		\$738,112	8.00%	\$797,161	\$860,934	\$929,809	\$1,004,193	\$1,084,529
Commodity Charge Revenue		988,793	8.00%	1,067,896	1,153,328	1,245,594	1,345,242	1,452,861
<u>Township</u>								
Ready-to-Serve Charge Revenue		88,816	8.00%	95,922	103,595	111,883	120,834	130,500
Commodity Charge Revenue		105,706	8.00%	114,162	123,295	133,159	143,811	155,316
<u>Other</u>								
Leachate Treatment		270,000		270,000	270,000	270,000	270,000	270,000
Miscellaneous		70,000		70,000	70,000	70,000	70,000	70,000
Total Revenues		2,261,427		2,415,141	2,581,153	2,760,445	2,954,081	3,163,207
Less: Total Operating Expenditures		(1,072,500)		(1,112,673)	(1,154,395)	(1,197,728)	(1,242,734)	(1,289,478)
Net Operating Revenue		1,188,927		1,302,468	1,426,757	1,562,717	1,711,347	1,873,729
Less: Current Debt Service Payments		(982,763)		(979,876)	(974,251)	(975,701)	(979,218)	(1,154,668)
RRI Reserve Requirement Transfer		(52,667)		(52,667)	(52,667)	(52,667)	(52,667)	(52,667)
Additional Cash-Funded Capital Improvement Transfer		(150,000)		(682,500)	(220,500)	(1,200,000)	(911,630)	(638,141)
Net Cash Flow		\$3,497		(\$412,574)	\$179,340	(\$665,650)	(\$232,168)	\$28,253
<i>Cash & Investments</i>	\$2,074,527	\$2,078,024		\$1,665,450	\$1,844,790	\$1,179,140	\$946,972	\$975,225
<i>Less: Debt Service Reserve - 2024A USDA</i>	(24,300)	(48,600)		(72,900)	(97,200)	(121,500)	(145,800)	(170,100)
<i>Unrestricted Cash and Investments</i>	\$2,050,227	\$2,029,424		\$1,592,550	\$1,747,590	\$1,057,640	\$801,172	\$805,125
Capital Improvements:		2025/26		2026/27	2027/28	2028/29	2029/30	2030/31
<i>Beginning Capital, Equip. & RRI Cash & Investments</i>		\$667,904		\$720,571	\$773,238	\$825,905	\$52,728	\$105,395
<i>Add: Cash-Funded RRI Reserve Requirement</i>		52,667		52,667	52,667	52,667	52,667	52,667
<i> Additional Cash-Funded Capital Improvement Transfer</i>		150,000		682,500	220,500	1,200,000	911,630	638,141
<i>Less: Estimated Cash-Funded Capital Improvements</i>		(150,000)		(682,500)	(220,500)	(2,025,844)	(911,630)	(638,141)
<i>Ending Capital, Equip. & RRI Cash & Investme</i>	\$667,904	\$720,571		\$773,238	\$825,905	\$52,728	\$105,395	\$158,063



2026/27 User Rates – Sewer

		2025/26	Inflationary Increases	2026/27
Rates:				
<u>City</u>				
Meter Equivalents		2,135		2,135
Ready-to-Serve Charge (monthly)		\$28.81	8.00%	\$31.11
Billable Flow (1,000 gal.)		71,393		71,393
Commodity Charge (per 1,000 gal.)		\$13.85	8.00%	\$14.96
<u>Township</u>				
Meter Equivalents		203		203
Ready-to-Serve Charge (monthly)		\$36.41	8.00%	\$39.32
Billable Flow (1,000 gal.)		6,517		6,517
Commodity Charge (per 1,000 gal.)		\$16.22	8.00%	\$17.52
<i>Typical City homeowner's monthly bill (assumes 4,000 gallons/month)</i>				
		\$84.21		\$90.95



2027 Projects – Engineer Estimates

Project Year	Description	2025 Project Costs	2027 Project Costs
2027	Oak Street (From Front St to Dewey)	\$710,000	\$782,000
2027	Parking Lot (South of Dewey)	\$892,000	\$983,000
2027	Parking Lot (Days - East Side)	\$203,000	\$224,000
2027	Parking Lot (Oak and Roe)	\$214,000	\$236,000
2027	Days Street (On Street Parking)	\$166,000	\$184,000
Total		\$2,185,000	\$2,409,000

* From Prein & Newhof

- Congressional Direct Spending - \$1,200,000
- MDOT Small Urban Grant - \$200,000
- Sewer Fund - \$450,000
- Water Fund - \$150,000
- Streets/General Fund - \$409,000



2027 Projects – Rough Breakdown

- Oak Street (From Front St. to Dewey) - \$782,000
 - Sewer Fund - \$225,000
 - Water Fund - \$150,000
 - MDOT Small Urban Grant - \$200,000
 - Congressional Direct Spending - \$207,000
- Parking Lot (South of Dewey) - \$983,000
 - Sewer Fund - \$225,000
 - Congressional Direct Spending - \$758,000
- Parking Lot (Days – East Side) - \$224,000
 - Streets/General Fund - \$224,000
- Parking Lot (Oak and Roe) - \$236,000
 - Congressional Direct Spending - \$236,000
- Days Street (on street parking) - \$184,000
 - Streets/General Fund - \$184,000



Questions?



Andy Campbell, CPA
Registered Municipal Advisor
517-580-0277
acampbell@bendzinski.com

Bendzinski & Co.
Municipal Finance Advisors



Date: 4/8/2026
To: City Commission
From: Kalla Langston-Weiss, City Clerk
Subject: Voter Education Campaign Proposal- "Your Vote Shapes the Future"

Overview

The City Clerk's Office is proposing a nonpartisan voter education campaign titled "**Your Vote Shapes the Future**," inspired by the recognizable themes of the *Back to the Future* film series.

This campaign uses the concept of cause and effect—how present actions influence future outcomes—to encourage civic participation and increase awareness of voting processes, deadlines, and resources.

The goal is to make voter education more engaging, accessible, and memorable for residents while maintaining strict neutrality in accordance with municipal guidelines.

Campaign Objectives

- Increase voter awareness of registration and election deadlines
- Promote participation in local elections
- Provide clear, accurate, and accessible voting information
- Engage a broad audience through creative and familiar cultural references

Campaign Theme

Using a "time travel" concept, the campaign emphasizes: The choices we make today, including voting, directly shape the future of our community.

Messaging will focus on participation and civic responsibility without reference to any candidates, parties, or ballot positions.

Key Messaging

- "Your vote shapes the future."
- "The future isn't written -vote."
- "Don't leave your future to chance."
- "You don't need a time machine-just a plan to vote."

Educational Event Integration

To support this campaign, the Clerk's Office will incorporate themed voter education into community outreach efforts, including:

1. Community Events & Pop-Ups

- Informational booths with voter registration and election materials

2. Public Information Sessions

- Brief presentations on:
 - How to register to vote
 - Key election dates and deadlines
 - Voting options (in-person, absentee, early voting if applicable)

3. Social Media & Digital Outreach

- Informational posts using “timeline” concepts to illustrate the impact of participation
- Deadline reminders framed as “time-sensitive” opportunities
- Short educational videos explaining the voting process

Materials & Visual Approach

The campaign will use a cohesive visual identity inspired by retro-futuristic elements (e.g., clocks, motion, light effects) to reinforce the theme of time and future impact.

All materials will remain:

- Nonpartisan
- Informational
- Accessible to a broad audience

Compliance & Neutrality

This campaign is strictly nonpartisan and intended solely for voter education.

All messages will:

- Avoid advocacy for or against any candidate or ballot measure
- Focus exclusively on participation and process
- Adhere to applicable state and local regulations regarding public communications

Next Steps

- Finalize campaign materials and messaging
- Coordinate event scheduling and outreach opportunities
- Distribute educational materials through city channels and community partners

Conclusion

The “Your Vote Shapes the Future” campaign provides an opportunity to present voter education in a creative, engaging, and memorable way while reinforcing the importance of civic participation. This campaign aims to increase awareness and encourage residents to take an active role in shaping their community through voting.

Please feel free to provide feedback or identify opportunities for collaboration as we move forward with this initiative.



Date: 4/8/2026
To: City Commission
From: Kalla Langston-Weiss, City Clerk
Subject: Notice of Availability of Nominating Petitions – 2026 City Commission Election

Background

Pursuant to state election law and City ordinance, the City Clerk's Office has issued a public notice regarding the availability of nominating petitions for the 2026 City Commission election.

Nominating petitions are available at Buchanan City Hall for individuals interested in seeking election to the office of City Commissioner.

At the General Election scheduled for November 3, 2026, voters will elect three (3) City Commissioners to serve four (4)-year terms.

Filing Deadline

Nominating petitions must be filed with the City Clerk no later than:

Tuesday, April 21, 2026, at 4:00 p.m.

This deadline is established in accordance with state law and City ordinance.

Primary Election Contingency

If more than six (6) candidates file nominating petitions by the deadline, a primary election will be held on:

Tuesday, August 4, 2026

In that event, all qualified candidates will appear on the primary ballot.

Signature Requirements

Nominating petitions must contain:

- A minimum of six (6) signatures
- A maximum of twenty (20) signatures

All signatures must be from qualified and registered electors residing within the City of Buchanan.

Purpose

This memo is provided to inform the City Commission that:

- The required public notice has been issued
- The nomination process for the 2026 election cycle is officially underway
- All statutory and ordinance requirements are being followed

Petitions

Memorandum



Date: April 6, 2026

To: Buchanan City Commission

From: Kristen Gundersen, Planning and Community Development Director

Subject: **Amendment - Unified Development Code – Short-term rental regulations – Lodging – Second Reading**

City Commission First Reading

On March 23, 2026, the City Commission conducted a public hearing and heard no comments before considering the proposed text amendment which the Planning Commission recommended approval of during their March 10th meeting. The City Commission approved the first reading of the ordinance and scheduled the second public hearing for the April 13th meeting.

Attached is the draft adopting ordinance. For additional information please refer to the March 23rd City Commission agenda packet.

Background

In 2025, the Code of Ordinances was amended to add short-term rental regulations. While reviewing the Unified Development Code (UDC), staff found no specific reference to Short-term rentals (stays of less than one month). Some communities have language regulating short-term rental in both documents.

Within the UDC, the term “lodging” is defined and references “tourist homes” which are allowed in the General Neighborhood (GN) or Suburban Commercial (SC) districts as Special Use Permits if approved by the Planning Commission when there are 6 rooms or less and they are permitted in the Neighborhood Center (NC) and Downtown (D) districts by right. The GN district covers a sizable portion of the city which does not fall within the adopted Short-term rental map which depicts properties in portions of the Neighborhood Center (NC), Industrial (I), Downtown (D) and General Neighborhood (GN) districts.

To improve the intent of the 2025 short-term rental ordinance, staff are recommending changes to the UDC. Creation of an overlay district allows the “Short-term rental permitted area map” be included along with an intent statement, basis for regulations and an applicable/exception section. Table 71-J changes the use matrix associated with lodging by dropping the room reference and adding hotel/motel, bed and breakfast and short-term rental. Lastly the definition of lodging is changed, and five new terms are added.

Planning Commission Recommendation

The Planning Commission conducted a public hearing on the request during their March 10th meeting. No audience members spoke and the Planning Commission recommended approval of the request.

Memorandum

Please note, after the Planning Commission, staff discovered the definitions of Accessory Building and Accessory Use used the term “guest house” which is not defined. Staff believe the intent was a reference to accessory dwelling units, however, some might believe it was a reference to short-term rental units. Both definitions have been modified in the adopting ordinance with the term “guest house” being replaced with “accessory dwelling unit (ADU).

Standards for Review

Section 71-36.B.2 Standards provides five factors that must be considered when reviewing proposed amendments to the Unified Development Code. Please review and discuss each factor before a motion and recommendation is made to the City Commission.

- a. Consistent with master plan and vision plan. Whether and the extent to which the proposed amendment is consistent with the master plan and the vision plan.
- b. Changed conditions. Whether and the extent to which there are changed conditions that require an amendment.
- c. Community need. Whether and the extent to which the proposed amendment addresses a demonstrated community need.
- d. Compatible with surrounding uses. Whether and the extent to which the proposed amendment is compatible with existing and proposed uses surrounding the subject land, and is the appropriate zone district for the land, or the proposed amendment to the text of this chapter will maintain or impose compatibility among uses and will ensure efficient development within the City.
- e. Development patterns. Whether and the extent to which the proposed amendment would result in a logical and orderly development pattern.

Action

Please deliberate the request, review the factors stated above from Section 71-36.B.2 before making a motion to approve the second and final reading of the ordinance.

**DRAFT PROPOSED ORDINANCE
03/23/26 and 4/13/2026**

**CITY OF BUCHANAN
SHORT-TERM RENTAL OVERLAY DISTRICT ORDINANCE
ORDINANCE NO. 2006.04/448**

AN ORDINANCE TO PROVIDE FOR AND REGULATE SHORT TERM RENTAL USES AND AMEND THE UNIFIED DEVELOPMENT CODE OF THE CITY OF BUCHANAN TO PROVIDE FOR A SHORT-TERM RENTAL OVERLAY DISTRICT AND TO PROTECT PUBLIC HEALTH, SAFETY, AND WELFARE.

IT IS HEREBY ORDAINED BY THE CITY OF BUCHANAN, BERRIEN COUNTY, MICHIGAN:

SECTION 2. AMENDMENTS

The Unified Development Code will be submitted to the Commission for review and vote on amendment with proposed new language underlined and proposed language to be deleted is stricken, as follows:

Sec. 71-5 Zoning districts established

A. Zoning under this chapter is limited to the following district designations.

8. Short-term rental Overlay District allows short-term rental uses to be located in specific geographic areas.

Sec. 71-14 Zoning districts

A. Official zoning map – Figure 71-A (Zoning Map shall have the following language added under “Zoning Districts”)

Overlay District

Short-Term Rental Overlay District – see Sec. 71-16.H.11

Sec. 71-16 General requirements

Section 71-16.H Establishment of zoning districts and regulations

1. through 10. - intentionally left blank for future use

11. Short-Term Rental Overlay District (STROD)

a. The Short-Term Rental Overlay District is established and applies to the area shown on the map under 11 b. The intent of the Short-Term Rental Overlay District and related amendments is:

i. Protect and promote the health, safety and welfare of the City's residents, property owners, visitors, and neighborhoods by allowing short-term rentals (STR) within the City under certain conditions as found in Chapter 14 of the Code of Ordinances and in certain zoning districts;

ii. Recognizes that short-term rentals may potentially promote tourism, increase property values, and provide valuable business opportunities for property owners;

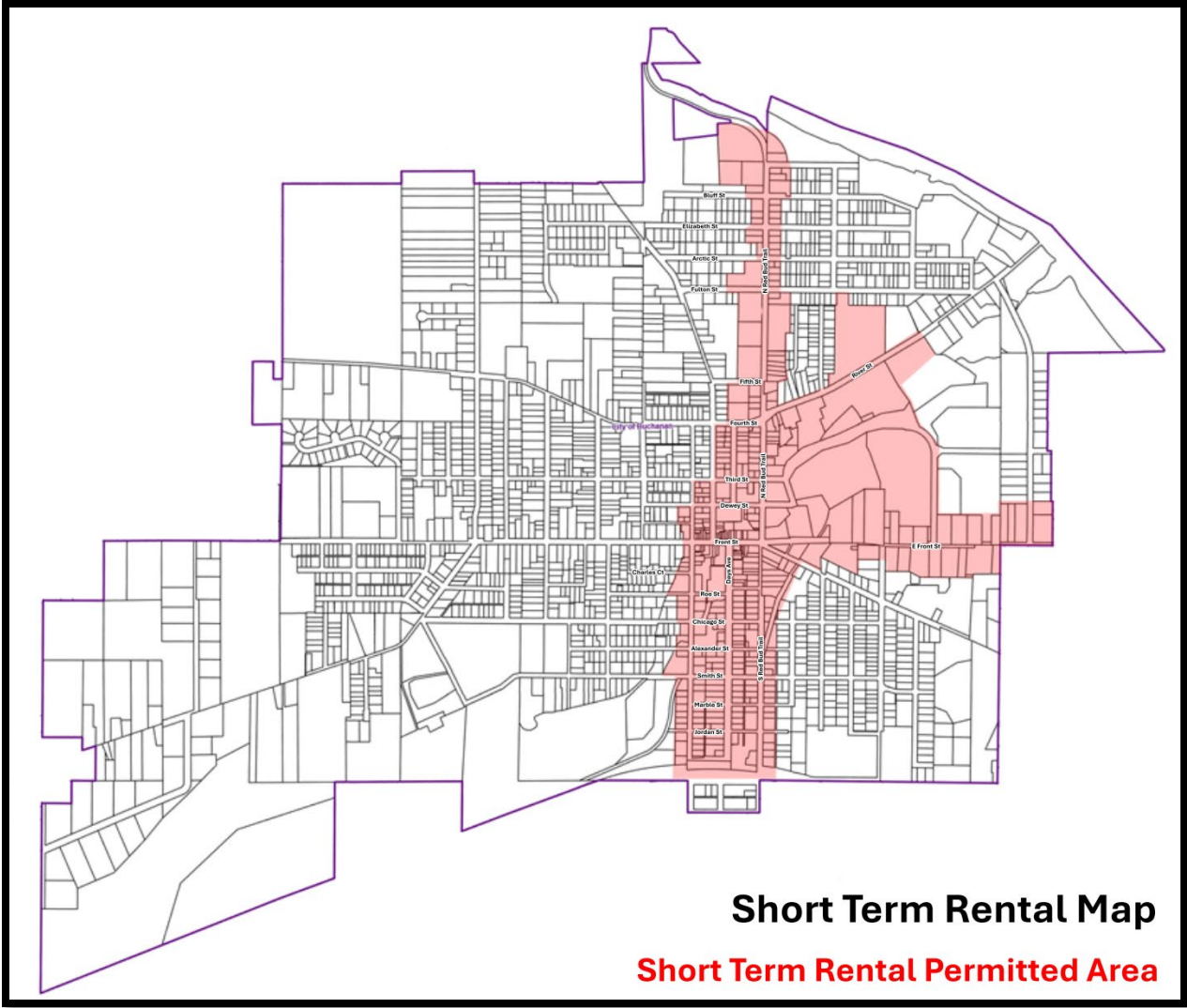
iii. Ensure that the operation of short-term rentals is done in a safe and beneficial manner for the well-being of all in the community. The character of residential zoning districts must also be protected and preserved;

iv. While short-term rentals can provide community benefits, their proliferation in residential neighborhoods can cause difficulties where character of the use takes on a more transitory and commercial character;

v. By creating the overlay district it will decrease potential conflicts with adjacent properties, limit impact on long-term housing availability and maintain the residential character of neighborhoods;

vi. The City Commission adopted Ordinance 2025.09.443 establishing regulations that must be met for short-term rental in Chapter 14 of the Code of Ordinance, which may be amended from time to time; and

b. Short-term rental Areas. The Short-Term Rental Overlay Map as established in Chapter 14 of the Code of Ordinances.



c. Applicability, Exception

i. Properties located outside of the overlay district are prohibited from requesting use variances from the Zoning Board of Appeals for the establishment of a short-term rental unit.

Section 71-18 Use

Table 71-J Use Matrix

TABLE 71-J USE MATRIX							
	N	NE	GN	NC	D	SC	I
<u>Lodging/Accommodations</u>							
6 rooms or less			S	■	■	S	
12 rooms or less <u>Hotel/Motel</u>				■	■	■	
More than 12 rooms					■	■	
Bed and Breakfast			S	■	■	S	
Short-Term Rental			<u>OD</u>	<u>OD</u>	<u>OD</u>	<u>OD</u>	<u>OD</u>

Key :

- Permitted use ■
- Temporary use T
- Accessory use A
- Special use permit S
- Prohibited use blank space
- OD Overlay District

Article V. DEFINITIONS

Accessory Building: a structure which is on the same parcel of property as a principal structure and the use is incidental to the use of the principal structure. For example a residential structure may have a detached garage, storage shed, or ~~guest house~~ accessory dwelling unit (ADU) where allowed.

Accessory Use: a supplemental use on the same lot with, and where the use is of a nature which is customarily incidental and subordinate to, the principal use; such as a home occupation or ~~guest house~~ accessory dwelling unit (ADU) in a residential district.

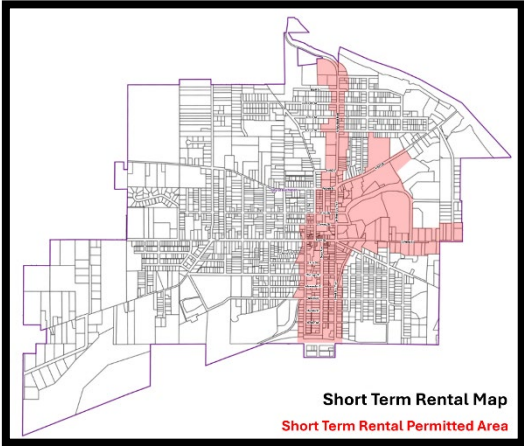
Lodging: a land use that provides sleeping accommodations to temporary guests, whether in a whole building, a dwelling, or a portion of a dwelling, with or without meals or services. Occupancy is transient. Lodging includes hotels, inns, bed and breakfasts, ~~tourist homes,~~ and similar establishments. Lodging is not a residential use or a short-term rental use.

Bed and breakfast: a single-family detached residential structure operated by an owner or employee who lives on site, offering as an accessory use, overnight sleeping accommodations to transient tenants for compensation, and may provide meals.

Hotel or motel: a facility offering transient lodging accommodations to the public. Hotels may include restaurants, meeting spaces, ballrooms and banquet halls. A hotel shall not be considered or construed to be a multiple family dwelling, Bed and Breakfast or Short-Term Rental.

Overlay District: a zoning district which has definite boundaries and is superimposed over all existing zoning districts within those boundaries. The overlay district may establish additional regulations, reduce existing regulations, or extend or limit the permitted uses within the underlying zoning district. Where there is a conflict between standards in the Overlay district and the underlying Zoning district, the standards in the Overlay district shall be applied. The intent is to address particular issues that span a geographic area and may include more than one underlying zoning district or portions of underlying zoning districts.

Short-Term Rental Overlay District: allows short-term rental with stays of less than one month as a permitted used in accordance with regulations found in Chapter 14 of the Code of Ordinance.



Short-Term Rental: a commercial use which is subordinate to the residential principal use of a dwelling unit, where the tenant is allowed to lease the dwelling unit for periods of less than one month. Short-term rental is a commercial use. If a tenant leases a dwelling unit for a period of at least one calendar month, this is not a short-term rental but instead is a residential use. A property authorized for short-term rental use may also be used for such residential uses. Chapter 14 of the Code of Ordinances provides requirements for operation.

Sec. 14-317 Effective Date

This Ordinance shall become effective fifteen (15) days after its adoption and publication as required by Section 7.4 of the City Charter.

MADE, PASSED, AND ADOPTED BY THE CITY COMMISSION OF THE CITY OF BUCHANAN, BERRIEN COUNTY, MICHIGAN ON THE __ DAY OF APRIL 2026 AND IT WAS PUBLISHED IN THE BERRIEN COUNTY RECORD NEWSPAPER ON DAY__OF APRIL 2026 BY

MARK WEEDON, MAYOR _____

KALLA LANGSTON, CITY CLERK_____

CERTIFICATION, I hereby certify that the above is a true and complete copy of an ordinance adopted by the City Commission of the City of Buchanan, County of Berrien, State of Michigan, at a regular meeting held on the __day of April 2026, 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 required by said act.

Kalla Langston, City Clerk

Memorandum



Date: April 8th, 2026
To: Buchanan City Commission
From: Tony McGhee
Subject: Vacant and Underutilized Building Ordinance

Vacant and underutilized buildings can have a significant impact on the health and vitality of a community. When buildings remain unused for extended periods of time they often become magnets for vandalism, nuisance activity, and property maintenance issues. They can also create safety risks, reduce surrounding property values, and detract from the economic and social vibrancy of neighborhoods and the downtown. At the same time, buildings that sit idle represent lost opportunities for housing, small business activity, and investment that could otherwise contribute to the community.

The proposed Vacant and Underutilized Building Ordinance is intended to provide the City with a proactive framework to address these challenges. The ordinance establishes a process for identifying and registering vacant or underutilized buildings, ensuring that they are properly maintained and secured, and encouraging their return to productive use. It also discourages the long-term warehousing of commercial space for storage purposes when such uses are inconsistent with the City's development goals.

A central goal of the ordinance is to strike a fair and balanced approach. The intent is not to penalize property owners who are actively working to rehabilitate, market, or redevelop their buildings. Rather, the ordinance is designed to encourage progress toward activation while providing clear expectations and accountability. The proposed framework includes the use of activation plans with milestones so that owners who are legitimately pursuing renovation, leasing, or sale of their property have a clear path forward.

The ordinance also recognizes that there are circumstances beyond an owner's control that can delay redevelopment. For that reason, the proposal includes a hardship exception process that allows the City to provide temporary relief when property owners can demonstrate legitimate financial, legal, environmental, or personal barriers to activating a property. This provision ensures flexibility and fairness while still maintaining reasonable oversight.

Memorandum

Overall, the proposed ordinance seeks to balance community interests with property owner realities. By encouraging the productive reuse of long vacant or underutilized buildings while allowing flexibility for legitimate hardship situations, the ordinance aims to reduce blight, strengthen neighborhoods, and support continued investment and vitality throughout the City of Buchanan. The proposed ordinance was unanimously passed by the Planning Commission as presented.

Attachment A: Draft Vacant and Underutilized Building Ordinance

Attachment A



DRAFT PROPOSED ORDINANCE 03/04/26

CITY OF BUCHANAN
VACANT AND UNDERUTILIZED BUILDING ORDINANCE
ORDINANCE NO. [____]

AN ORDINANCE TO REGULATE, REHABILITATE, AND PROMOTE THE ACTIVE USE OF VACANT AND UNDERUTILIZED BUILDINGS; TO DISCOURAGE NONCONFORMING STORAGE USES OUTSIDE STORAGE ZONES; TO ESTABLISH DEFINITIONS, REGISTRATION, LOCAL RESPONSIBLE AGENT, INSPECTION, MAINTENANCE, ACTIVATION, FEES, ENFORCEMENT, HARDSHIP RELIEF, AND APPEALS; AND TO PROTECT PUBLIC HEALTH, SAFETY, AND WELFARE.

SECTION 1. PURPOSE AND INTENT

This ordinance is intended to:

1. Ensure that abandoned, vacant or underutilized buildings are maintained, secured, and transitioned to productive use.
2. Reduce blight, vandalism, fire risk, and depressed property values.
3. Align with City planning goals for downtown vitality, neighborhood stability, and economic development.
4. Provide a fair process for temporary hardship relief with accountability and milestones.
5. Utilize an administrative fee schedule adopted by the City Commission for transparent and adjustable fees.

SECTION 2. DEFINITIONS

“Building” means the first floor of a building. The upper stories shall not be considered as part of a structure subject to regulation under this ordinance.

“Abandoned or Vacant Residential or Nonresidential Building” means a structure in which all lawful activity has ceased, or reasonably appears to have ceased for ninety (90) days or more and meets any one or more of the following criteria:

- (1) Provides a location for loitering, vagrancy, unauthorized entry or criminal activity;
- (2) Is not secured so as to prevent unauthorized entry;
- (3) Is damaged or rendered structurally unsound by decay, fire, flood, weather, or vandalism to an extent which prohibits safe human occupancy;
- (4) Demonstrates a lack of property maintenance and upkeep as evidenced by one or more violations of the 2015 International Property Maintenance Code, as adopted by the City;

DRAFT PROPOSED ORDINANCE 03/04/26

- (5) Has one or more utilities for water, sewer, electric or gas disconnected or not in use.
- (6) Is not maintained in compliance with one or more City ordinances.
- (7) Is not currently used or occupied consistent with the building's zoning requirements, permitted use, or most recent licensing; or
- (8) Is a potential hazard or danger to persons or members of the public.

“Abandoned or Vacant Residential Building” means a residential structure and any accessory building or accessory dwelling unit.

“Active Use / Activation” means continuous permitted or approved occupancy or operation consistent with the building's intended design, certificate of occupancy, City permit and compliance with the Unified Development Code.

City Official. City Manager, Building Official, Code Enforcement Officer, or City staff designated by the City Manager.

“Lawful activity” means that activity for which the structure was built or intended to be used. No building shall be used primarily for storage of personal or business items, unless such use has been previously approved by the City and is consistent with the Unified Development Code.

Local Responsible Agent. A person or entity with authority to act for the owner, which person or entity must have a residence or office located within sixty miles of the municipal boundaries of the City of Buchanan, and which person or entity must be continuously available in person or as a personal representative for inspections, emergencies, and communications.

“Owner” means any person or legal entity with legal or equitable title or control of real property, a lessee, or a person or legal entity acting as a Local Responsible Agent of the owner with respect to a building, which agent shall have the authority to accept service of notices or legal papers relating to the building on the owner's behalf concerning housing, zoning, blight, dangerous buildings, and/or other matters concerning the property on behalf of the owner of a property and authorized to legally consent to City access to the property for any inspection necessary to ensure compliance with the terms of this Chapter. Status as a Local Responsible Agent must be established by the Owner submitting to the City an original written document signed under notary by the actual titled owner that specifically authorizes the Local Responsible Agent to carry out the duties described in this definition. “Owner” includes any lender under a note secured by a mortgage or any person, firm, or

DRAFT PROPOSED ORDINANCE 03/04/26

corporation holding a mortgage on a residential or commercial structure that has initiated, is in the process of, or has completed foreclosure proceedings, filed a complaint for foreclosure by judicial action or is publishing a notice of foreclosure by advertisement.

“Personal Storage Use” means the storage of property, vehicles, or materials not tied to an active, certificate of occupancy, City business license, and permitted under the Unified Development Code.

“Underutilized Building” means a building in which more than 50% of the ground floor square footage is used for private or business storage, warehousing, or other non-public/inactive use inconsistent with the Unified Development Code or certificate of occupancy, including storefronts used for business or private storage.

SECTION 3. REGISTRATION

A. Duty to Register

1. Owners must register any building defined in this Ordinance within ninety (90) days of the date of the existence of any of the conditions defined as “Abandoned or Vacant Residential or Nonresidential Building” or notice issued by the City.
2. Registration shall be renewed annually until the building is activated, demolished, or receives a City issued certificate of compliance with the subject ordinance.
3. Registration must be completed through the City’s designated portal or form and shall include: Owner and Local Agent Responsible identities and contacts; property/parcel identification numbers; prior and intended use; Activation Plan (timeline, milestones); maintenance/security measures; and continuously available emergency contact identity and contact information.
4. Abandoned or Vacant Residential or Nonresidential Buildings subject to probate court proceedings shall be registered with the City within thirty days of the date of filing or entry of closing or the probate estate or case.

B. Certificate of Vacant/Underutilized Registration & Inspection

1. Upon registration and payment of applicable fees, the City will issue a Certificate of Vacant/Underutilized Registration and schedule an inspection.
2. Properties must pass inspection or receive a Correction Order with deadlines; upon compliance, the City issues a Vacant Property Ordinance Certificate of Compliance valid for one year for non-residential properties, subject to maintenance. For residential properties, a Vacant Property Ordinance Certificate of Compliance valid for six months, subject to maintenance.

C. Fees

DRAFT PROPOSED ORDINANCE 03/04/26

1. Registration, renewal, inspection, and re-inspection fees shall be set by the City Commission Fee Schedule and may include escalating renewal tiers to discourage prolonged vacancy/underutilization.
2. Failure-to-register, late renewal, and ownership-search cost recovery fees may be applied in accordance with the Fee Schedule set by the City Commission.

D. Limited Exemptions

1. Up to ninety days for real estate actively listed for sale/lease, for which the Owner must present written proof of the sale or lease listing.
2. During an active, permitted construction period with valid City issued permits and demonstrated progress.
3. Seasonal residential occupancy, if compliant with property maintenance and not used primarily for storage.
4. For multi-tenant commercial buildings, if at least 60% of the square footage is leased, the building will be considered in compliance with the subject ordinance.
5. Up to ninety days for other potential limited exemptions approved by the City Manager.

E. Transfer of Ownership

The seller of an Abandoned or Vacant Residential or Nonresidential Building must notify the City Manager within thirty (30) days of the date of sale or transfer and provide the name and address of the purchaser or transferee. The purchaser or transferee must register the property in accordance with this Ordinance within forty-five days of the sale closing or transfer. No refunds or credits of fees will be given when there is a transfer of ownership.

SECTION 4. MAINTENANCE AND SECURITY STANDARDS

Owners shall:

1. Comply with all City building, fire, and International Property Maintenance Code (IPMC); the Unified Development Code and maintain weather-tightness and structural integrity of an entire structure.
2. Secure all openings; maintain operable locks; prevent unauthorized entry.
3. Maintain exterior grounds including sidewalks and parking lots, remove all trash, weeds, snow/ice, graffiti and address any vermin, mold, or hazards.
4. Maintain fire protection/suppression systems where applicable; and maintain heat or winterization to protect plumbing.
5. Prohibit storage or warehousing as a primary use unless permitted by the Unified Development Code and licensed by the City.

SECTION 5. UTILIZATION & ACTIVATION PLAN

DRAFT PROPOSED ORDINANCE 03/04/26

In order for a structure to not be considered vacant or underutilized, the property owner must submit an activation plan that includes clear milestones and anticipated completion dates. The plan must be reviewed and approved by the City Manager or their designee in accordance with the requirements set forth in this section. The terms of an approved activation plan may be extended if reasonable progress has been demonstrated and the extension is approved by the City Manager or their designee.

A. Residential

1. Within ninety (90) of receipt of written notice of violation issued by the City, an Owner must submit to the City and implement an activation plan for Building occupancy, renovation, or sale that meets the requirements of this Ordinance.
2. After twelve months of submission of the activation plan with the City, if no substantial progress occurs in meeting the terms of the activation plan, the City may issue rehabilitation/nuisance orders or apply escalated renewal fees under the Fee Schedule set by the City Commission and/or civil action.

B. Commercial/Non-Residential

1. Within ninety (90) of receipt of written notice of violation issued by the City, an Owner must submit to the City and implement an activation/marketing plan for building lease-up, tenanting, adaptive reuse.
2. After twelve months of submission of the activation plan with the City, if no substantial progress occurs in meeting the terms of the activation plan, the City may issue rehabilitation/nuisance orders or apply escalated renewal fees under the Fee Schedule set by the Commission and/or civil action.

C. Anti-Warehousing / Non-Business Related Storage

1. Storage of materials shall only be permitted when it is directly associated with a permitted business activity that is actively operating on the subject property.
2. Limited-Use Storage Permits may include conditions including hours of access, fire safety measures, and inventory limits to mitigate impacts.

D. Temporary Activation Permit

Upon issuance of a certificate of occupancy, and if needed, a temporary use permit, the City may issue Temporary Activation Permits (e.g., pop-ups, artist/maker uses, seasonal markets) for up to 180 consecutive days to incentivize interim utilization, subject to public safety, other City ordinances, and if permitted under the City's Unified Development Code.

SECTION 6. INSPECTIONS, NOTICES, AND ENFORCEMENT

1. Inspections. Initial and periodic inspections may be conducted by the City to verify compliance and progress.
2. Notices. Written notice will specify violations and a correction period of thirty days, or a shorter period for imminent hazards or to protect public safety.

DRAFT PROPOSED ORDINANCE 03/04/26

3. Penalties. Civil fines, administrative penalties, inspection and reinspection fees, and cost recovery shall be as set in the Fee Schedule established by the City Commission. Repeated noncompliance may trigger escalating monthly penalties.
4. Violations. Violations of this Chapter shall constitute a civil infraction. Each day that a violation continues constitutes a separate offense. The remedies, penalties and enforcement powers established in this Chapter shall be cumulative, and the City may exercise any or all of them in any order.
5. Remedies. The City may abate hazards, place liens, pursue civil actions, and condemn/demolish unsafe structures consistent with law.
6. Failure to Register. The City may assess added costs to determine ownership, including title search and recover costs pursuant to the Fee Schedule established by the City Commission

SECTION 7. HARDSHIP EXCEPTION**A. Eligibility**

The City may grant hardship exception for a specified, limited period of time, for any one or more of the following:

1. Financial Hardship. Documented inability to finance rehabilitation/lease-up despite good-faith efforts (e.g., denied financing, pro forma, broker engagement).
2. Legal Impediments. Probate/estate, bankruptcy, foreclosure, receivership, title defects, active litigation, or recorded restrictions preventing action.
3. Physical/Environmental Constraints. Contamination requiring remediation; disaster damage; extraordinary structural failures; public infrastructure constraints outside of Owner control.
4. Redevelopment in Progress. Executed design contracts, permits applied or issued, construction financing in process or secured, or executed letters of intent to purchase real property or leases.
5. Health/Disability. Temporary Owner incapacitation with a property care plan or agent engaged.
6. Inability to Reside in Residence. Owner not living in residence due to needing care provided through a facility such as a nursing homes, memory care center, assisted living facility, or rehabilitation facility.
7. Market Hardship. Demonstrated lack of reasonable market interest despite listing or marketing at fair market value for a period of six or more months and Owner submission of with a revised marketing strategy.

B. Application

Written request to the City Manager or his designee with supporting documents, including financials, legal filings, contracts, environmental reports, real estate listings/price history or

DRAFT PROPOSED ORDINANCE 03/04/26

such additional documents requested by the City Manager. Site inspection or interview may be required.

C. Duration & Conditions

1. Initial hardship up to twelve months, renewable upon proof of progress.
2. The Owner must submit to the City written minimum maintenance and security plans, quarterly status reports, and date-specific milestones, including milestone dates for permit submittal; financing applications, and list of completion of updates.
3. Failure to maintain or meet milestones shall void the hardship relief.
4. All other applicable building and property maintenance ordinance requirements outside of this Ordinance shall remain applicable.

SECTION 8. APPEALS

An owner may appeal a registration determination, citation, or penalty to the City Commission within thirty days of the date of City notice. The appeal must be in writing and state the relief requested. A hearing shall be scheduled within sixty days of the submission of appeal. The City Commission's decision is final, subject to judicial review.

SECTION 9. SEVERABILITY

This Ordinance and the various parts, sentences, paragraphs, sections, and clauses it contains are hereby declared to be severable. Should any part, sentence, paragraph, section, or clause be declared unconstitutional or invalid by any court for any reason, such judgement shall not affect the validity of this Ordinance as a whole or any part thereof, other than the part so declared to be unconstitutional or invalid.

Should the application of any provision of this Ordinance to a particular property, building, or structure be adjudged invalid by any court, such judgement shall not affect the application of said provision to any other property, building, or structure in the City, unless otherwise stated in the judgement.

SECTION 10. EFFECTIVE DATE

Effective **[insert date]**. All Abandoned or Vacant Residential or Nonresidential Buildings subject to this Ordinance must be registered as required by this Ordinance within thirty days of the effective date of this Ordinance.



Date: 4/8/2026
To: City Commission
From: Kalla Langston-Weiss, City Clerk
Subject: Oak Ridge Cemetery Fee Schedule Update

Background

The City of Buchanan owns and operates Oak Ridge Cemetery and establishes fees for lot sales and cemetery services in accordance with the City Charter. The current fee schedule has been in place for several years and no longer reflects the actual costs associated with providing cemetery services.

Discussion

Staff has reviewed the existing fee structure and compared it against current operational costs, including labor, maintenance, and materials. Based on this review, adjustments are recommended to ensure the cemetery fund remains sustainable and able to support ongoing operations.

The updated fee schedule will be posted at the cemetery office and maintained on file with the Clerk and Treasurer, as required.

Recommendation

It is recommended that the City Commission adopt Resolution 2026.04/03 approving the updated Oak Ridge Cemetery Rate Schedule, as outlined in Exhibit A.

Attachments

- Resolution 2026.04/03
- Exhibit A: Oak Ridge Cemetery Fee Schedule



Resolution 2026.04/03
City of Buchanan, County of Berrien
A Resolution setting the schedule of fees and charges for Oak Ridge Cemetery

WHEREAS, the City of Buchanan owns and operates Oak Ridge Cemetery; and

WHEREAS, the current rates for services provided at Oak Ridge Cemetery have been in effect for a period of time and should be increased in order to keep pace with the rising costs of providing cemetery services; and

WHEREAS, the current rules and regulations for Oak Ridge Cemetery shall be updated to correspond with the revised rate schedule; and

WHEREAS, the schedule of fees, payments, and service charges for the sale of lots and for services provided shall be posted at the Oak Ridge Cemetery office, and a copy shall be kept on file in the offices of the City Clerk and City Treasurer; and

WHEREAS, the schedule of fees, payments, and service charges for the sale of lots and services provided is attached hereto as **Exhibit A** and incorporated herein by reference;

NOW THEREFORE, BE IT RESOLVED, that the Buchanan City Commission does hereby adopt the updated Rate Schedule for Oak Ridge Cemetery pursuant to Chapter 22, Section 22-35 of the Buchanan City Charter.

AYES:

NAYES:

ABSENT:

MOTION APPROVED. I HEREBY CERTIFY that the foregoing is a Resolution duly made and passed by the City Commission of City of Buchanan at their regular meeting held on April 13, 2026, at 7:00 p.m.

Kalla Langston-Weiss, City Clerk

Date

Exhibit A

City of Buchanan Oak Ridge Cemetery Fee Schedule

GRAVE SPACES	
Adult	
Resident	\$500.00
Non-Resident	\$800.00
Cremains	\$250.00
Child	
Resident	\$200.00
Non-Resident	\$250.00

INTERNMENTS	
Adult	
Resident	\$600.00
Non-Resident	\$800.00
Child	
Resident	\$200.00
Non-Resident	\$250.00

CREMATION BURIAL	
Adult	
Resident	\$250.00
Non-Resident	\$350.00
Child	
Resident	\$200.00
Non-Resident	\$250.00

COLUMBARIUM	
Single	
Resident	\$700.00
Non-Resident	\$900.00
Double	
Resident	\$1,300.00
Non-Resident	\$1,700.00
<p><i>Opening and closing of graves shall be included in the cost of the plot purchase. No additional charge shall apply for opening and closing services conducted Monday through Friday. An additional charge of \$500.00 shall apply for any burial service requiring opening and closing conducted on a Saturday.</i></p>	

VETERANS CIRCLE	
<i>Site, Perpetual Care, Foundation, Internment</i>	
Traditional Burial	
Resident	\$561.40
Non-Resident	\$748.90

Exhibit A

Cremation Burial	
Resident	\$336.40
Non-Resident	\$448.90

Other Services	
Tent Fee	\$300.00
Saturday Fee (out by 11AM)	\$500.00
Set & Seal	\$150.00
Deed Transfer	\$50.00
Foundation	\$.50/sq inch



Date: 4/8/2026
To: City Commission
From: Kalla Langston-Weiss, City Clerk
Subject: Resolution to Submit Dial-A-Ride Millage Renewal to Voters – August 4, 2026 Election

Overview

The attached resolution proposes placing a millage renewal on the August 4, 2026 ballot for voter consideration. The millage supports public transportation services for City of Buchanan residents through the Niles Dial-A-Ride Transportation System (DART).

Background

The City of Buchanan has historically levied a millage to fund public transportation services, ensuring residents have access to essential mobility options, including medical appointments, employment, and daily activities. This service is currently provided through the Niles Dial-A-Ride system.

The existing millage is set to expire, and continued funding requires voter approval for renewal.

Proposal Details

- **Millage Rate:** 1.0 mill (\$1.00 per \$1,000 of taxable value)
- **Duration:** Four (4) years
- **Levy Years:** 2027 through 2030 (inclusive)
- **Estimated First-Year Revenue (2027):** \$120,048.55
- **Type:** Renewal of an existing millage (not a new tax)

Funds generated will continue to support public transportation services, specifically the operation of the Dial-A-Ride system serving Buchanan residents.

Ballot Language

The resolution includes the full ballot proposal language as required by law, clearly stating the purpose, rate, duration, and estimated revenue of the millage.

Recommendation

The resolution is presented for Commission consideration to allow voters to decide on the continuation of funding for public transportation services in the City of Buchanan.

Attachments

- Resolution 2026.04/04



**City of Buchanan, County of Berrien
Resolution 2026.04/04**

A RESOLUTION TO SUBMIT TO THE ELECTORS A PROPOSAL FOR THE RENEWAL OF A MILLAGE FOR PUBLIC TRANSPORTATION PURPOSES (NILES DIAL-A-RIDE) AT THE AUGUST 4, 2026, ELECTION

WHEREAS, the City of Buchanan has previously authorized a millage for the purpose of providing public transportation services, including the operation of the Dial-A-Ride Transportation System; and

WHEREAS, the City Commission has determined that it is in the best interest of the City to renew said millage in order to continue funding public transportation services for residents; and

WHEREAS, the City Commission desires to submit to the electors of the City of Buchanan a proposal to renew a millage of one (1) mill for a period of four (4) years, to be levied in 2027 through 2030, inclusive;

1. Ballot Proposal. The following proposition shall be submitted to the qualified electors of the City of Buchanan at an election to be held on Tuesday, August 4, 2026:

**City of Buchanan Proposal
Dial-A-Ride Millage Renewal**

Shall the City of Buchanan be authorized to renew and levy a total of one (1) mill on the taxable value of all taxable property in the City of Buchanan, which is equal to \$1.00 per each \$1,000 of taxable value, for the purpose of providing public transportation including the operation of the “Dial-A-Ride” Bus System, currently operated by Niles Dial-A-Ride, more commonly known as “DART,” and more properly known as the “Dial-A-Ride Transportation System,” for a period of four (4) consecutive years, to be levied in 2027, 2028, 2029, and 2030?

The amount of revenue generated in the first year of the levy (2027) will be approximately \$120,048.55. The proposed millage is a renewal of a previously authorized millage.

2. Certification. The City Clerk is hereby directed to certify this resolution and ballot language to the Berrien County Clerk and any other required officials within the timeframes prescribed by law.

3. Authorization. The City Clerk and City officials are authorized to take all necessary actions to comply with election laws and to place this proposal on the ballot.

AYES: _____

NAYS: _____

ABSENT: _____

RESOLUTION DECLARED ADOPTED.

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Buchanan City Commission at a regular meeting held on April 13th, 2026, in accordance with the Open Meetings Act, Act 267 of 1976, as amended, at which a quorum was present.

Kalla Langston- Weiss, City Clerk

Date



**RESOLUTION 2026.04/05
CITY OF BUCHANAN, COUNTY OF BERRIEN
A RESOLUTION TO NEGOTIATE THE SUMMER SCHOOL TAX COLLECTION FEE**

WHEREAS, the City agrees to collect the summer school taxes as certified by the School District for the levy on July 1, 2026, for property located within the City; and

WHEREAS, the School District agrees to pay the City's costs of assessment and collection in the negotiated amount; and

WHEREAS, no later than June 1, 2026, the School District shall certify to the Treasurer, or designee, the school millage to be levied on property for summer school tax collection in 2026;

NOW, THEREFORE, BE IT RESOLVED, that the Treasurer, or designee, is authorized and directed to negotiate with the School District on behalf of the City of Buchanan for the reasonable expenses of collection of the district's summer property tax levy that the City may bill under **MCL 380.1611**. Any proposed agreement shall be brought before the City Commission for its approval.

ADOPTED this 13th day of April 2026.

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, County of Berrien, State of Michigan, at a meeting held on April 13th, 2026, the original of which is on file in my office and available to the public. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan of 1976.

Kalla Langston, City Clerk

Memorandum



Date: April 8, 2026
To: Buchanan City Commission
From: Tony McGhee
Subject: Contract Award – Portable Restrooms

Background

As part of the City's ongoing efforts to maintain clean, safe, and accessible public spaces, staff solicited bids for the seasonal placement and servicing of portable restrooms throughout the City's park system. Providing portable restroom facilities in parks is a standard practice utilized by communities throughout Michigan, particularly in locations that do not have permanent restroom infrastructure or experience increased seasonal use.

The placement of portable restrooms helps support recreational use, community events, and overall park accessibility. It also promotes public health and cleanliness by providing appropriate facilities for residents and visitors, reducing the likelihood of misuse of park areas and surrounding properties.

The City directly distributed the request for proposals to six (6) potential vendors and also posted the RFP on the City's website to ensure broader visibility and competitive participation.

Bid Results

The City received two (2) responsive bids:

- Kerkstra Portable Restroom Systems: \$12,615
- MC4 Portables: \$16,800

After review of the submitted proposals, Kerkstra Portable Restroom Systems was identified as the lowest responsive bidder with a total bid of \$12,615. Staff also conducted reference checks, which were positive and confirmed the company's ability to provide reliable and timely service.

Recommendation

Based on the bid results and reference checks, staff recommends that the City

Memorandum

Commission award the contract for portable restroom services for the 2026 park season to Kerkstra Portable Restroom Systems in the amount of \$12,615.

Approval of this contract will ensure that appropriate facilities are available throughout the park system for the upcoming season and support the continued maintenance and usability of the City's recreational amenities.

Attachment A: RFP Issued by the City

Attachment B: Bids received

Attachment A



Request for Bids



Project Name: Portable Toilet Facilities
Project Location: Buchanan, Michigan
Issue Date: March 5, 2026
Bid Due Date: March 25, 2026 10am EST

PROJECT OVERVIEW

The City of Buchanan, Michigan, is seeking proposals for the provisioning of six (6) standard and five (5) handicap accessible portable toilet units for use in City parks for the 2026 season.

Units 1, 2, 3, 6, and 7 will require service once a week. Units 4 & 5 will require service twice a week. Portable toilet service at the following locations; see Attachment A for detailed placement.

INSTRUCTIONS TO BIDDERS

Responders provide:

- Completed proposal form
- Completed reference sheet
- Any accompanying standard or optional specifications and associated pricing, if applicable
- The bid will be returned by March 25, 2026 10:00AM EST, in a sealed envelope marked ATTN: Portable Toilet Facilities

STANDARD TERMS AND CONDITIONS

The following standard clauses shall apply to all Requests for Proposals (RFPs) issued by the City of Buchanan, State of Michigan. Submission of a proposal constitutes acknowledgment and acceptance of these terms.

Right to Reject or Accept Proposals

The City reserves the right to accept or reject any or all proposals, to waive any informalities or irregularities in the proposals received, and to award the contract in whole or in part to the proposer deemed to be in the best interest of the City.

Request for Bids

No Obligation to Award

Issuance of this RFP does not obligate the City to award a contract, and the City shall not be liable for any costs incurred by proposers in the preparation, submission, or presentation of proposals or in anticipation of award.

Proposal Costs

All costs associated with the preparation, submission, and presentation of a proposal shall be borne solely by the proposer. The City shall not be responsible for any costs or expenses related to this process.

Right to Negotiate

The City reserves the right to negotiate with one or more proposers deemed most responsive and qualified, to request additional information or clarification, and to conduct interviews or presentations as necessary.

Proposal Validity

All proposals shall remain valid and binding for a period of not less than ninety (90) days following the proposal due date unless otherwise specified in the RFP.

Addenda and Modifications

Any interpretation, correction, or change to this RFP will be made by written addendum issued by the City. Only those communications identified by formal written addendum shall be binding.

Disclosure and Public Record

Proposals submitted in response to this RFP become public records subject to disclosure under the Michigan Freedom of Information Act (FOIA), MCL 15.231 et seq., following award or rejection of all proposals.

Award and Contract Execution

The successful proposer shall be required to enter into a written agreement with the City in a form acceptable to the City Attorney. The City reserves the right to accept or reject proposed contract terms and to make modifications in the best interest of the City.

Compliance with Laws

The proposer shall comply with all applicable federal, state, and local laws, ordinances, codes, and regulations, including but not limited to those governing non-discrimination, safety, and employment.

Request for Bids

Reservation of Rights

The City reserves the right to:

- Reject any proposal deemed non-responsive or non-responsible;
- Withdraw or cancel the RFP at any time without obligation;
- Negotiate with one or more proposers;
- Postpone proposal submission or opening dates; and
- Consider any other factors deemed to be in the City's best interest.

SCHEDULE

In order to be considered, the proposal must be received at the City of Buchanan, 302 N Red Bud Trail, Buchanan MI 49107, on or before **March 25, 2026 10:00AM EST**. All proposals shall be in a sealed package marked: **ATTN: Portable Toilet Facilities**

Please submit your sealed bid by **March 25, 2026 10:00AM EST** to:
Kalla Langston-Weiss, City Clerk
302 N Red Bud Trail
Buchanan, MI 49107

For any questions regarding the project, please contact:
Emma Lysy, Administrative Assistant
elysy@cityofbuchanan.com
269-695-3844 ext. 10

Request for Bids

PROPOSAL FORM

Date:

Project Name:

Business Name:

Location	# of Unites	Price	Delivery	Pickup
Redbud Riverfront Park (Boat Launch) N Redbud Trail	1 Unit	\$	May 2	October 28
Centennial Park (Pavilion) McCoy Creek Recreation Area	1 Handicap	\$	May 2	October 28
Kathryn Park - Moccasin & 4th	1 Unit	\$	May 2	October 28
Baseball/Softball Fields (Smith Park) Claremont & Carroll	2 Units 1 Handicap	\$ \$	April 27	September 4
Pony Field (Old Softball field)	1 Handicap	\$	April 27	September 4
Buchanan Common Days Ave	1 Unit 1 Handicap	\$ \$	May 2	October 31
EB Clark Woods - Schirmer Parkway	1 Handicap	\$	May 2	October 28
Veteran's Memorial Park – E Front	1 Unit	\$	May 2	October 28
	Total:	\$		
Special Events (2-6 units per event)		\$		
Per extra service/dump		\$		

 Name Title Signature Date

Request for Bids

REFERENCES

Please list three (3) references (Municipal Government) wherein your company has provided similar services of this type being proposed for the City of Buchanan.

CLIENT _____
ADDRESS _____
CONTACT PERSON _____
PHONE NUMBER _____
EMAIL _____

CLIENT _____
ADDRESS _____
CONTACT PERSON _____
PHONE NUMBER _____
EMAIL _____

CLIENT _____
ADDRESS _____
CONTACT PERSON _____
PHONE NUMBER _____
EMAIL _____

NOTE
Previous experience and performance may be a factor in making the award.

Attachment A





1. Redbud Riverfront Park



2. Centennial Park



3. Kathryn Park

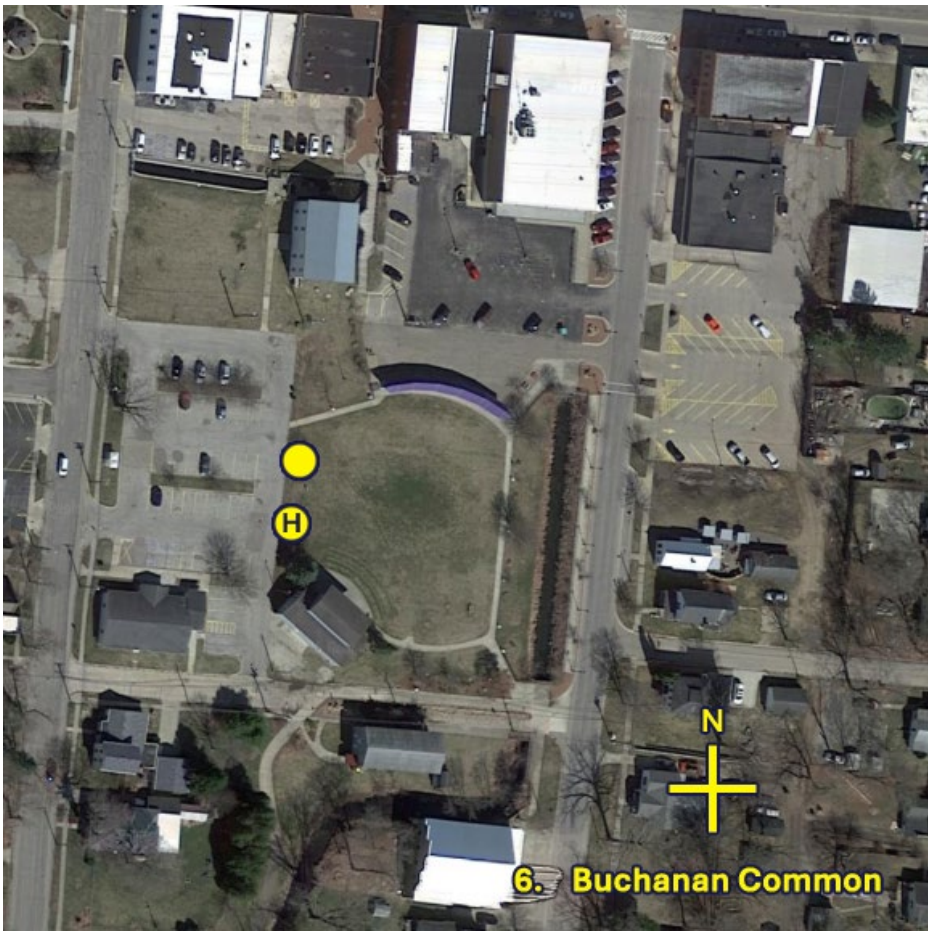


(2 Regular go between blue shed and wood fence)

4. Baseball/Softball Fields (Smith Park)



5. Pony Field (Old Softball field)



6. Buchanan Common



Attachment B



Request for Bids

PROPOSAL FORM

Date: March 17, 2026

Project Name: Seasonal Portable Restroom Rental and Service

Business Name: Kerkstra Portable Restroom Service, Inc.

***PRICES BASED ON 4 WEEK BILLING CYCLE

Location	# of Unites	Price	Delivery	Pickup
Redbud Riverfront Park (Boat Launch) N Redbud Trail	1 Unit	\$ 780	May 2	October 28
Centennial Park (Pavilion) McCoy Creek Recreation Area	1 Handicap	\$ 1300	May 2	October 28
Kathryn Park - Moccasin & 4th	1 Unit	\$ 780	May 2	October 28
Baseball/Softball Fields (Smith Park) Claremont & Carroll 2 x/wk service	2 Units 1 Handicap	\$ 2280 \$ 1520	April 27	September 4
Pony Field (Old Softball field) 2 x/wk service	1 Handicap	\$ 1520	April 27	September 4
Buchanan Common Days Ave	1 Unit 1 Handicap	\$ 780 \$ 1300	May 2	October 31
EB Clark Woods - Schirmer Parkway	1 Handicap	\$ 1300	May 2	October 28
Veteran's Memorial Park - E Front	1 Unit	\$ 780	May 2	October 28
	Total:	\$12,615 (includes \$25 deliver fee per unit)		
Special Events (2-6 units per event)		\$ 150 Stand/ \$250 HCPTeach, plus \$100 delivery fee		
Per extra service/dump		\$ 75 non route day per unit		

**Additional \$250 Emergency fee for after hours or weekend services plus \$75 cleaning fee per unit

**Tip overs due to vandalism at \$100 per unit per service

**Any damage deemed not normal wear and tear of the unit is responsibility of the customer and will be billed at our cost plus labor. If an entire unit is destroyed it will be prorated for age of unit.

Julie Horling

Director of Operations

March 17, 2026

Name

Title

Signature

Date

Request for Bids

REFERENCES

Please list three (3) references (Municipal Government) wherein your company has provided similar services of this type being proposed for the City of Buchanan.

CLIENT City of Grand Rapids Parks & Rec
ADDRESS 245 State St., SE, Grand Rapids, MI 49503
CONTACT PERSON Steve Krogman
PHONE NUMBER 616-460-2846
EMAIL skrogman@grcity.us

CLIENT City of Muskegon
ADDRESS 1350 E Ketting Ave., Muskegon, MI 49442
CONTACT PERSON Matt Schwemin
PHONE NUMBER 231-724-6991
EMAIL matt.schwemin@shorelinecity.com

CLIENT City of Douglas
ADDRESS PO Box 757, Douglas, MI 49406
CONTACT PERSON Jennifer Pearson
PHONE NUMBER 269-857-1438 ext 102
EMAIL douglas@douglasmi.gov

NOTE

Previous experience and performance may be a factor in making the award.

Request for Bids

PROPOSAL FORM

Date: 3/22/26

Project Name: Portable Toilet Facilities

Business Name: MEH Portables

Location	# of Unites	Price	Delivery	Pickup
Redbud Riverfront Park (Boat Launch) N Redbud Trail	1 Unit	\$ 240.00	May 2	October 28
Centennial Park (Pavilion) McCoy Creek Recreation Area	1 Handicap	\$ 336.00	May 2	October 28
Kathryn Park - Moccasin & 4th	1 Unit	\$ 240.00	May 2	October 28
Baseball/Softball Fields (Smith Park) Claremont & Carroll	2 Units 1 Handicap	\$ 560.00 \$ 416.00	April 27	September 4
Pony Field (Old Softball field)	1 Handicap	\$ 416.00	April 27	September 4
Buchanan Common Days Ave	1 Unit 1 Handicap	\$ 240.00 \$ 336.00	May 2	October 31
EB Clark Woods - Schirmer Parkway	1 Handicap	\$ 336.00	May 2	October 28
Veteran's Memorial Park - E Front	1 Unit	\$ 240.00	May 2	October 28
	Total:	\$ 3,360	Per Month	
Special Events (2-6 units per event)		\$ 145.00	Per unit	
Per extra service/dump		\$ 80.00		

Daniel McLoey

Name

Owner

Title



Signature

3/22/26

Date

Request for Bids

REFERENCES - We are a new, family owned and operated business just starting out. No references yet.
Please list three (3) references (Municipal Government) wherein your company has provided similar services of this type being proposed for the City of Buchanan.

CLIENT _____
ADDRESS _____
CONTACT PERSON _____
PHONE NUMBER _____
EMAIL _____

CLIENT _____
ADDRESS _____
CONTACT PERSON _____
PHONE NUMBER _____
EMAIL _____

CLIENT _____
ADDRESS _____
CONTACT PERSON _____
PHONE NUMBER _____
EMAIL _____

NOTE

Previous experience and performance may be a factor in making the award.

MC4 Portables
5101 Warner Rd.
Fowlerville, MI 48836
517-303-5008
daniel@mc4portables.com

Memorandum



Date: April 8, 2026

To: Buchanan City Commission

From: Tony McGhee

Subject: Acceptance of Revitalization and Placemaking Grant from the Michigan Economic Development Corporation

Background

On January 30, 2025, the City of Buchanan submitted a grant application to the Michigan Economic Development Corporation's Revitalization and Placemaking program to assist in funding the community's downtown infrastructure project. This project represents a key component of the City's broader efforts to reinvest in the downtown, improve public infrastructure, and support long term economic development and placemaking initiatives.

In the late summer of 2025, the City was notified that the application had been preliminarily approved and was invited to move forward with the next phase of due diligence required to secure the grant. That work was completed in the fall of 2025 and included providing additional financial, project, and compliance documentation to the MEDC.

On March 20, 2026, the City received the execution copy of the grant agreement, marking the final step needed to access the funding. A copy of the agreement is attached for review.

Recommendation

Staff recommends that the City Commission authorize the City Manager to execute the agreement for the \$1 million grant from the Michigan Economic Development Corporation under the Revitalization and Placemaking program. Approval of this agreement will allow the City to move forward with implementation of the downtown infrastructure project and leverage this funding to support continued investment and revitalization efforts in the community.

Attachment A: MEDC RAP Grant Agreement – Execution Copy

Attachment A



REVITALIZATION AND PLACEMAKING PROGRAM
PUBLIC SPACE
DIRECT GRANT AGREEMENT

THIS GRANT AGREEMENT (this “Agreement”), effective as of MONTH XX, 2025 (the “Effective Date”), is between the Michigan Economic Development Corporation (the “MEDC”), whose address is 300 North Washington Square, Lansing, Michigan 48913, and City of Buchanan, a Michigan municipality (the “Grantee”), whose address and principal office is 302 North Red Bud Trail, Buchanan, Michigan 49107. As used in this Agreement, the MEDC and Grantee are, individually, a “Party” and, collectively, the “Parties”.

RECITALS

A. Pursuant to Section 696 of Public Act 4 of 2023, the Michigan legislature created the revitalization and placemaking fund.

B. Pursuant to Section 695(c) of Public Act 4 of 2023, the Michigan legislature appropriated up to Fifty Million Dollars and 00/100 (\$50,000,000) in revenue collected by the State for deposit in the revitalization and placemaking fund, to be deployed by the MEDC.

C. On February 1, 2024, the MEDC created the Revitalization and Placemaking 3.0 Program (the “RAP 3.0 Program” or “Program”) to provide grants for the purpose of administering the appropriated funds.

D. On September 23, 2024, the MEDC opened a funding round through the Program specifically for public space projects (“Funding Round”).

E. Grantee submitted to the MEDC an Application for assistance through the Program and Funding Round dated January 30, 2025.

F. On May 7, 2025, the MEDC approved a grant award to Grantee in the amount of up to the lesser of: (i) 50% of the Eligible Costs; or (ii) an amount not to exceed One Million Dollars (\$1,000,000), to be disbursed under the terms of this Agreement (the “Grant”).

G. Grantee desires to obtain the Grant to be reimbursed for Eligible Costs expended on a Project related to Revitalization or Placemaking consistent with this Agreement.

In consideration of the mutual duties and obligations of the Parties, and for other good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties agree:

ARTICLE I

DEFINITIONS

Section 1.1 Defined Terms. Except as otherwise defined in this Agreement, all capitalized terms in this Agreement shall have the respective meanings set forth on Exhibit A, which contains the defined terms for this Agreement.

Section 1.2 Construction of Certain Terms. Unless the context of this Agreement otherwise requires: (i) words of any gender include each other gender; and (ii) words using the singular or plural number also include the plural or singular number.

ARTICLE II

GRANT

Section 2.1 Grant Commitment. Subject to the terms and conditions of this Agreement, and in reliance upon the representations and warranties of Grantee set forth in this Agreement, the MEDC agrees to make, and Grantee agrees to accept, the Grant.

Section 2.2 Grant Manager. The MEDC shall designate a Grant Manager to administer this Agreement and monitor the performance of Grantee and Grant Disbursements under this Agreement. The Grant Manager may be changed at the discretion of the MEDC. The initial Grant Manager is Madelaine Clapp, clappm1@michigan.org.

Section 2.3 Key Milestones. Grantee agrees to the Key Milestones set forth in Exhibit C. Key Milestone One allows for reimbursement of up to fifty percent (50%) of Eligible Costs submitted, not to exceed fifty percent (50%) of the Maximum Grant. Key Milestone Two allows, upon Project completion, for reimbursement of up to fifty percent (50%) of Eligible Costs submitted that have not already been reimbursed, not to exceed the remaining amount of the Maximum Grant.

Section 2.4 Grant Disbursement. Subject to the terms and conditions of this Agreement, including that the absence of a Default or Event of Default, payment of the Grant by the MEDC shall be made to Grantee as follows:

(a) **Vendor Registration.** To receive payments under this Agreement, City of Buchanan must register as a vendor with the State. All required payments will be made via electronic funds transfer. Grantee has registered an account in the name of City of Buchanan held at Sturgis Bank and Trust Co. and account number ending in 2446 into which it will receive payment by EFT. Grantee must register the account at the State Integrated Governmental Management Applications (“SIGMA”) Vendor Self Service (“VSS”) website (www.michigan.gov/VSSLogin.)

(b) **Reimbursement Request(s).** Grantee may receive Grant Disbursements to reimburse for Eligible Costs submitted to the Grant Manager in a Reimbursement Request pursuant to this Section 2.4 and the Key Milestones listed in Exhibit C. Grantee may only submit one Reimbursement Request for each Key Milestone.

(i) Grantee may submit a Reimbursement Request to the Grant Manager for Eligible Costs:

(a) Between twenty-five percent (25%) and fifty percent (50%) of the Eligible Costs submitted, not to exceed fifty percent (50%) of the Maximum Grant for Key Milestone One; and, upon Project completion, up to fifty percent (50%) of Eligible Costs submitted, not to exceed the remaining balance of the Maximum Grant Amount for Key Milestone Two;

- (b) if no other Reimbursement Request is pending review or approval by the Grant Manager;
 - (c) if Grantee has not already received reimbursement for those particular Eligible Costs; and
 - (d) if, collectively with all previous Grant Disbursements, Grantee has not received the Maximum Grant.
- (ii) The MEDC's obligation to fund any portion of the Grant during the Term is subject to Grantee's satisfaction of the requirements of the corresponding Key Milestones, and the corresponding approval of the Grant Manager as set forth in Section 2.4(c), each satisfied in chronological order, and Grantee otherwise being in compliance with this Agreement, including, without limitation, satisfaction of all requirements, and approval thereof, of all prior Key Milestones.
- (c) **Grant Manager Review.** The Grant Manager reviews Reimbursement Request(s) and determines Grantee's compliance with the Key Milestones. The Grant Manager shall, within thirty (30) business days of receipt of a Reimbursement Request and accompanying Supporting Documentation, do one or more of the following:
- (i) request to review Grantee's records, request additional information, or request a site visit, or any combination thereof, all of which shall be determined in the sole discretion of the Grant Manager. Grantee shall comply with the written request within thirty (30) business days, to the satisfaction of the Grant Manager, or the Grant Manager shall reject the Disbursement Request in the manner provided in Section 2.4(c)(ii);
 - (ii) reject the Reimbursement Request, which may be based on one or more of the following: (A) the failure of Grantee to demonstrate achievement of the applicable Key Milestone, (B) there is an outstanding Default or Event of Default, or (C) Grantee is otherwise not in compliance with this Agreement, and Grantee shall have thirty (30) business days from the date of the written reason to respond;
 - (iii) approve the Reimbursement Request, provided there is no Default or Event of Default, Grantee is otherwise in compliance with this Agreement, and Grantee has achieved all of its then required Key Milestones to the satisfaction of the Grant Manager.

If after receipt of a Reimbursement Request the Grant Manager requests to review Grantee records, requests additional information or otherwise conducts a site visit, the Grant Manager shall take the action set forth in Section 2.4(c)(ii) or Section 2.4(c)(iii), within an additional thirty (30) business days of the last to occur of: (A) the date Grantee provides the requested records and requested additional information or (B) the date the Grant Manager completes the site visit.

Section 2.5 Grantee Duties. In addition to all other obligations under this Agreement, Grantee agrees to undertake, perform, and complete all the following activities:

- (a) **Nature of Grant.** The purpose of this Grant is for Grantee to complete the Project at the Property and Project Site in order to proactively address the community revitalization needs in its community. This investment will help create the environment necessary to attract and retain talent, add new housing options, and/or enable business creation and attraction through its intended Revitalization or Placemaking purpose.
- (b) **Eligible Costs.** In accordance with the Key Milestones set forth in Exhibit C, Grantee may seek reimbursement for any of the following combination of costs expended by Grantee directly related to the Project on or after January 30, 2024, through September 30, 2027 (collectively “Eligible Costs”):
- a. **Acquisition.** Acquisition fees or costs for real property;
 - b. **New construction.** Fees or costs for alteration, new construction, improvement, demolition, or rehabilitation of buildings, including utility tap fees, and fees and costs paid to a governmental entity for permits, zoning and inspections, for the Project;
 - c. **Other Alteration or Improvement.** Costs associated with site improvements such as access (including ADA improvements) and streetscaping elements such as lighting, fencing, street furniture, etc.;
 - d. **Site Improvement.** Any fees or costs for site improvements to the Property, including a surface parking lot, parking garage, parking ramp, utilities, and public infrastructure such as roads, curbs, gutters, sidewalks, landscaping, lighting, grading, and land balancing;
 - e. **Machinery and Equipment.** Any fees or cost for the addition of machinery, equipment, or fixtures to the Property;
 - f. **Professional Fees.** Professional fees or costs for the Project for architectural services, engineering services, Phase I environmental site assessment, Phase II environmental site assessment, Baseline Environmental Assessment, or surveying, insurance, accounting and legal; or
 - g. **Developer Fees.** Developer fees not to exceed 4% of total project costs (i.e., the projected total investment identified in Exhibit B).
 - h. **Other Costs.** Any other costs as determined by the Grant Manager.

Any prohibited uses described in this Agreement shall not be considered eligible costs under any circumstances.

Expenses that have been or will be reimbursed under any other MSF, State, MEDC, or federal program or agreement may qualify as an eligible cost for purposes of calculating the total projected eligible costs for the Project; however, in no event may the Grantee seek reimbursement for those particular expenses.

The total projected Eligible Costs associated with the Project is identified in Exhibit B.

- (c) **Reporting Requirements.** Grantee shall provide all necessary reporting documentation in form and substance as required by the Grant Manager, all to the satisfaction of the Grant Manager. Grantee shall provide, no later than October 1 each year through the Term, the following information related to the Project (the “Progress Report”):
- a. the amount of financial support other than State resources;

- b. a narrative and spreadsheet of Eligible Costs expended during the reporting period;
 - c. the actual amount of private investment attracted to the Project;
 - d. the total actual amount of square footage revitalized or added by the Project. The square footage must be reported by category, including, but not limited to, commercial, residential, retail, or public space (and if applicable, the actual number of residential units revitalized or added by the Project); and
 - e. the total actual number of residential units revitalized or added by the Project.
- (d) **Property Conditions.** Grantee shall, through the Term and subject to the applicable Cure Periods, ensure the following circumstances do not arise as they relate to the Property and Project:
- a. The taking via condemnation or similar governmental action of all or a substantial part of the Property or Project, which taking has a material adverse effect on the development of the Project or the use of the Property or Project for the intended purpose of Revitalization or Placemaking;
 - b. any unappealable or irrevocable action taken by any governmental authority that would materially and adversely affect timely progression of work or development of the Project as required by the Key Milestones or the use of the Property or Project for the intended purpose of Revitalization or Placemaking;
 - c. the institution of, or any agreement in lieu of, a foreclosure action against the Property or the Project or any part thereof and failure of Grantee to cause such action to be terminated within thirty (30) calendar days of its institution;
 - d. the institution of any proceeding, or agreement in lieu of, seeking a termination of Grantee's interest in the Property;
 - e. Grantee is in default, violation, breach, or non-compliance, of any kind or nature under any: (i) agreement or requirement, including submission of reports, with the MEDC, or for any department or agency within the State (including without limitation, the Department of Licensing and Regulatory Affairs, the Department of Environmental Quality, the Department of Treasury, the MSF (including as successor in interest to the former Michigan Economic Growth Authority), the State Historic Preservation Office (or any successors or assigns to any of the foregoing)); (ii) applicable federal secretary of the interior's standards for rehabilitation and guidelines for rehabilitating historic buildings, 36 CFR 67; or (iii) any agreement with any person or entity, which violation, default, breach, or non-compliance has a material adverse effect on the development of the Project or the use of the Property or Project for the intended purpose of Revitalization or Placemaking, in each case which is not cured by Grantee to the satisfaction of the Grant Manager within ten (10) business days after written notice thereof by the Grant Manager or within such longer period of time as determined in the sole discretion, and pursuant to the written notice, of the Grant Manager (applicable Cure Period);.
 - f. any involuntary bankruptcy or insolvency proceedings are commenced against Grantee, which proceedings are not set aside within sixty (60) calendar days from the date of institution thereof;
 - g. the filing of a claim of lien against the Property that is not resolved to the MEDC's satisfaction;
 - h. If there is a failure of physical work on the Property for the development of the Project as contemplated by this Agreement for a period of thirty (30) consecutive calendar days, which failure is not cured by Grantee to the

satisfaction of the Grant Manager within ten (10) business days after written notice thereof by the Grant Manager, or within such longer period of time as determined in writing and at the sole discretion of the Grant Manager (applicable Cure Period).

- (e) **Sampling.** The MEDC reserves the right to sample from Grantee any documentation used in relation to fulfilling its obligations under this Agreement, including, but not limited to, ancillary documentation used to support a Disbursement Request.

ARTICLE III

REPRESENTATIONS AND COVENANTS OF GRANTEE

Grantee represents and warrants to the MEDC from the Effective Date through the Term:

Section 3.1 Organization. Grantee is duly organized, validly existing, and otherwise in good standing in the State, and has the power and authority to enter into and perform its obligations under this Agreement.

Section 3.2 Grantee Authority. The execution, delivery and performance by Grantee of this Agreement has been duly authorized and approved by all necessary and proper action on the part of Grantee and will not violate any provision of law, or result in the breach, be a default of, or require any further consent under any of Grantee's organizational and governing documents; or any agreement or instrument to which Grantee is a party, or by which Grantee or its property may be bound or affected. This Agreement is valid, binding, and enforceable in accordance with its terms, except as limited by applicable bankruptcy, insolvency, moratorium, reorganization or other laws or principles of equity affecting the enforcement of creditors' rights generally or by general principles of equity.

Section 3.3 Consent. Except as has been disclosed in writing to the MEDC, no consent or approval is necessary from any governmental or other entity, except the MEDC, as a condition to the execution and delivery of this Agreement by Grantee or the performance of any of its obligations under this Agreement.

Section 3.4 Full Disclosure. Neither this Agreement, the Application, nor any written statements or certificates furnished by Grantee to the MEDC in connection with the making of the Grant and Agreement contain, or shall contain, any untrue statement of material fact, or to the best of Grantee's knowledge, omit or shall omit, a fact, necessary to make the statement true. There are no undisclosed facts, which materially adversely affect or, to the best of Grantee's knowledge, are reasonably likely to materially adversely affect the ability of Grantee to perform its obligations under this Agreement.

Section 3.5 Litigation or Other Proceedings. To the knowledge of Grantee, there are no suits or proceedings pending or, to the knowledge of Grantee, threatened by or before any court, governmental commission, board, bureau, or other administrative agency or tribunal, which, if resolved against Grantee, would have a material adverse effect on the financial condition or business of Grantee or impair Grantee's ability to perform its obligations under the Agreement.

Section 3.6 Compliance with Laws or Contracts. To its knowledge, Grantee is not and will not during the Term be in material violation of any laws, ordinances, regulations, rules, orders, judgments, decrees or other requirements imposed by any governmental authority, or be in material violation under any contracts, or other requirements for the Project, to which it is subject, and will not knowingly fail to obtain any licenses, permits or other governmental authorizations necessary to the ownership of its properties or to the conduct of its business, which violation or failure to obtain are reasonably likely to materially and adversely affect its business, profits, properties or condition (financial or otherwise), or impair Grantee's ability to perform its obligations under this Agreement.

Section 3.7 Prohibited Uses of Grant Disbursements.

(a) Grantee shall not use any Grant Disbursements for the development of a stadium or arena for use by a professional sports team or development of a casino or property associated or affiliated with the operation of a casino, or to induce Grantee, a qualified business, or small business to leave the State of Michigan, or to contribute to the violation of internationally recognized workers' rights, of workers in a country other than the US, or to fund an entity incorporated in a tax haven country.

(b) Grantee shall not use any Grant Disbursement to commit to, or pay, any indemnification claim by any party, whether such claims are permitted or otherwise required to be paid as a part of any otherwise Eligible Cost, or under any contract or other agreement to which Grantee is party or may otherwise be liable thereunder.

Notwithstanding anything to the contrary, this Section 3.7 shall survive indefinitely.

Section 3.8 Criminal or Civil Matters. Grantee affirms that to the best of its knowledge that it: (i) does not have any criminal convictions incident to the application for or performance of a state contract or subcontract; and (ii) does not have any criminal convictions or have not been held liable in a civil proceeding, that negatively reflects on the person's business integrity, based on a finding of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or violation of state or federal antitrust statutes.

Section 3.9 Conflict of Interest. Grantee affirms that neither Grantee nor its affiliates or their employees has, shall have, or shall acquire any contractual, financial business, or other interest, direct or indirect, that would conflict in any manner with Grantee's performance of its obligations under this Agreement or otherwise create the appearance of impropriety with respect to this Agreement.

Grantee further affirms that neither Grantee nor any affiliates or their employees has accepted or shall accept anything of value based on an understanding that the actions of Grantee or its affiliates or either's employees on behalf of the MEDC would be influenced. Grantee shall not attempt to influence any MEDC employee by the direct or indirect offer of anything of value. Grantee also affirms that neither Grantee, nor its affiliates or their employees has paid or agreed to pay any person, other than bona fide employees and consultants working solely for Grantee or its affiliate, any fee, commission, percentage, brokerage fee, gift, or any other consideration contingent upon or resulting from the execution of this Agreement.

In the event of change in either the interests or services under this Agreement, Grantee will inform the MEDC regarding possible conflicts of interest which may arise as a result

Execution Copy

CASE – 447674
Grantee: City of Buchanan
Effective Date: March 20, 2026

of such change. Grantee agrees that conflicts of interest shall be resolved to the MEDC's satisfaction or the MEDC may terminate this Agreement. As used in this Paragraph, "conflict of interest" shall include, but not be limited to, conflicts of interest that are defined under the laws of the State of Michigan.

Section 3.10 Taxes. To the extent applicable, Grantee is current, under an approved payment plan, or otherwise contesting in good faith, all federal, State of Michigan, local and real estate taxes. Unless contested in good faith and discharged by appropriate proceedings, or under an approved payment plan, Grantee shall, through the Term, promptly pay and discharge all such taxes, any assessments, and any governmental charges lawfully levied or imposed upon it (in each case, before they become delinquent and before penalties accrue).

Section 3.11 Change of Legal Status. Grantee shall (a) give the MEDC written notice of any change in its name, its state organizational identification number, if it has one, its type of organization, its jurisdiction of organization, and (b) not make any change in its legal structure that would, as a matter of law, affect its surviving obligations under this Agreement, without the prior written consent of the MEDC, which consent shall not be unreasonably withheld.

Section 3.12 Use of Grant Funds. Grantee shall use all Grant funds only as permitted under this Agreement.

Section 3.13 Key Milestones. Grantee agrees to the Key Milestones set forth in Exhibit C. The Grant Manager determines compliance with Key Milestones.

Section 3.14 Project Completion. Grantee shall complete the Project at the Project Site in accordance with this Agreement.

Section 3.15 Sale of Property. Grantee shall obtain the written consent of the MEDC prior to any sale of the Property and/or Project Site; and, after such consent, shall include provisions in any purchase contract that the purchaser be bound by all obligations of this Agreement including, but not limited to, all reporting requirements.

Section 3.16 Site Plan/Construction Drawings. No portion of the Site Plan or Construction Drawings, as applicable, to the Property shall be materially changed without the prior written approval of the Grant Manager.

Section 3.17 MEDC Required Terms. Grantee shall comply with the representations, warranties, and obligations as required and set forth in Exhibit D.

Section 3.18 Ownership and Possession. Grantee affirms it has Site Control of the Property through either a recorded deed or a written lease agreement (as further described in Exhibit B) and, subject to Section 3.15, shall maintain Site Control.

ARTICLE IV

REPRESENTATIONS AND COVENANTS OF THE MEDC

The MEDC represents and warrants to Grantee:

Section 4.1 Organization. The MEDC is a public body corporate. The MEDC has the power and authority to enter into and perform its obligations under this Agreement.

Section 4.2 Consent. Except as disclosed in writing to Grantee or as otherwise provided by law, no consent or approval is necessary from any governmental authority as a condition to the execution and delivery of this Agreement by the MEDC or the performance of any of its obligations under this Agreement. This Agreement is valid, binding, and enforceable in accordance with its terms, except as limited by applicable bankruptcy, insolvency, moratorium, reorganization or other laws or principles of equity affecting the enforcement of creditors' rights generally or by general principles of equity.

ARTICLE V

DEFAULT AND REMEDIES

Section 5.1 Events of Default. The occurrence of any one or more of the following events or conditions shall constitute an "Event of Default" under this Agreement, unless a written waiver of the Event of Default, or written forbearance, is signed by the MEDC:

- (a) any representation made by Grantee which is incorrect in any material respect, including, but not limited to, any representation or warranty provided in this Agreement, including Article III, any information provided in the Application, or any information provided in support of a Reimbursement Request;
- (b) any material breach by Grantee of an obligation of Grantee under this Agreement, including failure to submit a Progress Report when due, which is not cured by Grantee to the reasonable satisfaction of the Grant Manager within ten (10) business days after written notice thereof by the Grant Manager or within such longer periods of time as indicated in this Agreement, or determined in writing and at the sole discretion of the Grant Manager (applicable "Cure Period");
- (c) Grantee's failure to timely meet any of the Key Milestones by the applicable date for such Key Milestone as set forth in Exhibit C, which failure is not cured by Grantee to the satisfaction of the Grant Manager within ten (10) business days after written notice thereof by the Grant Manager, or within such longer period of time as determined in writing and at the sole discretion of the Grant Manager;
- (d) Grantee's use of Grant funds for any purpose that is not an Eligible Cost;
- (e) Grantee's breach of any Property Condition.

Section 5.2 Available Remedies. Upon the occurrence, and during the continuance, of a Default or Event of Default under this Agreement:

- (a) The MEDC may immediately and without prior notice discontinue making any Grant Disbursement to Grantee.
- (b) The MEDC may immediately, after expiration of any applicable Cure Period without a cure, terminate this Agreement upon written notice of the MEDC.

- (c) After the expiration of any applicable Cure Period without a cure, Grantee shall repay to the MEDC all previous Grant Disbursements made to Grantee.

Any amounts due to the MEDC under this Section 5.2 must be paid within 90 days of notification by the MEDC and are subject to interest at a rate of one percent (1%) per month, prorated on a daily basis, beginning on the ninety-first (91st) day of nonpayment of any amounts owed to the MEDC and continuing until all funds owed under this Agreement are paid in full to the MEDC.

- (d) All payments by Grantee shall be applied: (i) first to reimburse permitted costs and expenses; then (ii) to satisfy outstanding interest; then (iv) to satisfy any and all other outstanding amounts owed to the MEDC.

(e) Notwithstanding anything to the contrary, the MEDC reserves the right to require Grantee to pay the highest amount resulting from one or more of the same circumstances which give rise to more than one Event of Default; provided however, except as to any interest, costs and expenses as provided by this Agreement, in no event shall Grantee be required to repay the MEDC any amount in excess of Grant Disbursements received by Grantee.

(f) No remedy described in this Agreement is intended to be the sole and exclusive remedy available to the MEDC, and each remedy shall be cumulative and in addition to every other provision or remedy given herein or now or hereafter existing at law, in equity, by statute or otherwise. Grantee shall also pay all costs and expenses, including, without limitation, reasonable attorney's fees and expenses incurred by the MEDC in successfully collecting any sums due the MEDC under this Agreement, in enforcing any of its rights under this Agreement, or in exercising any remedies available to the MEDC.

Section 5.3 Other Suspension. In the event the MEDC becomes aware of a Default, the MEDC may immediately and without prior notice suspend making any Grant Disbursements, until such time the MEDC is satisfied otherwise. Grantee shall cooperate upon the request of the Grant Manager to provide additional information regarding the aforementioned event or circumstance.

Section 5.4 Progress Report Penalty. For each instance through the Term of the Grant in which Grantee fails to submit a Progress Report when due, which Progress Report is not provided by Grantee to the satisfaction of the Grant Manager within ten (10) business days after written notice thereof by the Grant Manager (or within such longer period of time as determined in writing and at the sole discretion of the Grant Manager), a penalty is due to the MEDC from Grantee in the principal amount of Five Thousand Dollars (\$5,000) (the "Progress Report Penalty"), and Grantee shall immediately remit payment of the Progress Report Penalty to the MEDC.

ARTICLE VI

MISCELLANEOUS

Section 6.1 Notice. Any notice or other communication under this Agreement shall be in writing and sent by e-mail, or fax, or first-class mail, postage prepaid, or by courier to the respective Party at the address listed at the beginning of this Agreement or such other last known addresses, fax numbers or e-mail accounts, and shall be deemed delivered: (i) one business day after an e-mail, fax, or courier delivery or (ii) two business days after a mailing date.

Section 6.2 Entire Agreement. This Agreement, together with the Exhibits, sets forth the entire agreement of the Parties with respect to the subject matter, and supersedes all prior agreements, understandings, and communications, whether written or oral, with respect to the subject matter of this Agreement.

Section 6.3 Counterparts; Facsimile/Pdf Signatures. This Agreement may be signed in counterparts and delivered by fax or in .pdf form or other electronic format, and in any such circumstances, shall be considered one document and an original for all purposes.

Section 6.4 Severability. All the clauses of this Agreement are distinct and severable and, if any clause shall be deemed illegal, void, or unenforceable, it shall not affect the validity, legality, or enforceability of any other clause or provision of this Agreement. To the extent possible, the illegal, void, or unenforceable provision shall be revised to the extent required to render the Agreement enforceable and valid, and to the fullest extent possible, the rights and responsibilities of the Parties shall be interpreted and enforced to preserve the Agreement and the intent of the Parties. Provided, if application of this section should materially and adversely alter or affect a Party's rights or obligations under this Agreement, the Parties agree to negotiate in good faith to develop a structure that is as nearly the same structure as the original Agreement (as may be amended from time to time) without regard to such invalidity, illegality, or unenforceability.

Section 6.5 Captions. The captions or headings in this Agreement are for convenience only and in no way define, limit, or describe the scope or intent of any provisions or sections of this Agreement.

Section 6.6 Governing Law. This Agreement is a contract made under the laws of the State, and for all purposes shall be governed by, and construed in accordance with, the laws of the State of Michigan.

Section 6.7 Relationship between Parties. Grantee and its officers, agents and employees shall not describe or represent themselves as agents of the State, the MSF, or the MEDC to any individual person, firm, or entity for any purpose.

Section 6.8. Successors and Assigns. The MEDC may at any time assign its rights in this Agreement. Grantee may not assign any of its rights or obligations under this Agreement without the prior written approval of the MEDC. This Agreement shall be binding upon and inure to the benefit of the Parties and their respective permitted successors and permitted assigns.

Section 6.9 Waiver. A failure or delay in exercising any right under this Agreement will not be presumed to operate as a waiver unless otherwise stated in this Agreement, and a single or partial exercise of any right will not be presumed to preclude any subsequent or further exercise of that right or the exercise of any other right.

Section 6.10 Termination of Agreement. Except as to terms of this Article VI and Exhibit A, which shall survive indefinitely, and any provisions requiring repayment, which shall survive until all amounts due are paid in full, and except as to other terms and conditions which shall survive as provided in this Agreement, this Agreement shall terminate at the end of the Term. Provided however, any claims arising out of an Event of Default which event occurred during the Term shall be brought within seven years (7) years after the end of the Term of the Grant.

Section 6.11 Amendment. This Agreement may not be modified or amended except pursuant to a written instrument signed by both Parties.

Section 6.12 Publicity. At the request of the MEDC, Grantee will cooperate with the MEDC to promote the Project through one or more of the placement of a sign, plaque, media coverage or other public presentation acceptable to the Parties.

Section 6.13 Images. At the request of the MEDC, Grantee will cooperate in providing high-resolution images of the completed Project with the preferred format: 300dpi, at least 5000 pixels WxH in either raw file or high-resolution JPG format and hereby grants the MEDC a license to use said images in materials presented to the public.

Section 6.14 Cooperation by the Parties. The Parties will cooperate and communicate with one another and use all reasonable efforts to cause the fulfillment of the intents and purposes of the Program and this Agreement.

(SIGNATURE PAGE FOLLOWS)

Execution Copy

CASE – 447674
Grantee: City of Buchanan
Effective Date: March 20, 2026

The Parties have executed this Agreement effective on the Effective Date.

The signatories below warrant they are empowered to enter into this Agreement.

City of Buchanan

Tony McGhee
City Manager

MICHIGAN ECONOMIC DEVELOPMENT CORPORATION

Christina DeGrow
Secretary

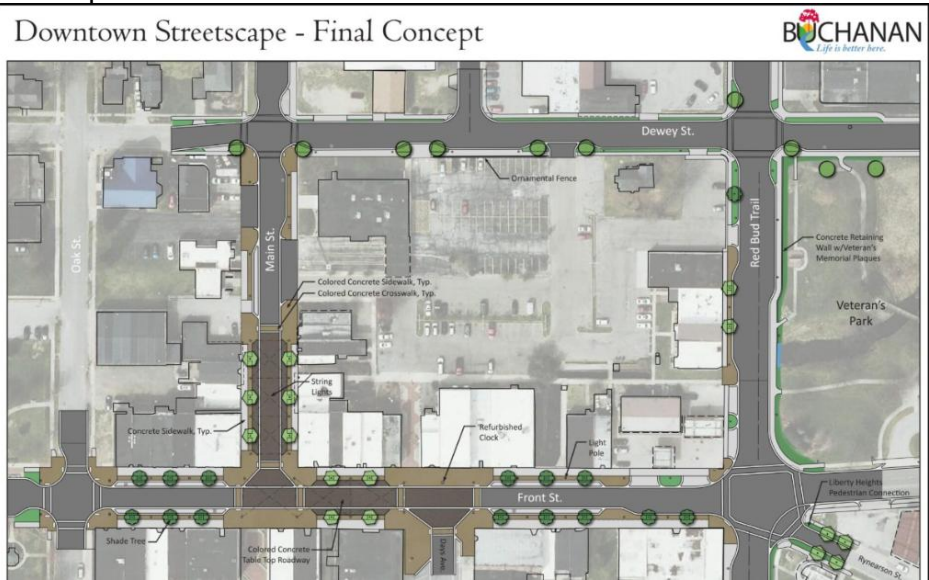
EXHIBIT A**DEFINED TERMS**

- (a) **“Agreement”** means this Agreement, including the Exhibits to this Agreement.
- (b) **“Application”** means the application for Revitalization and Placemaking 3.0 Program Public Space Direct Grant assistance, dated January 30, 2025, submitted by Grantee to the MEDC.
- (c) **“Construction Drawings”** means the construction drawings related to the Project, as further described in Exhibit B.
- (d) **“Cure Periods”** means those particular time periods identified in the Agreement that Grantee has to cure a Default or Event of Default, as applicable.
- (e) **“Default”** means an event which, with the giving of notice or passage of time or both, would constitute an Event of Default.
- (f) **“Effective Date”** has the meaning set forth in the preamble.
- (g) **“Eligible Costs”** has the meaning set forth in Section 2.5(b).
- (h) **“Event of Default”** means any one or more of those events described in Section 5.1.
- (i) **“Exhibit”** means each of the documents or instruments attached to this Agreement.
- (j) **“Funding Round”** has the meaning set forth in Exhibit D.
- (k) **“Grant”** has the meaning set forth in Recital F.
- (l) **“Grantee”** means the entity as identified in the preamble.
- (m) **“Grant Disbursement(s)”** means Grant funds paid to Grantee by the MEDC under this Agreement.
- (n) **“Grant Disbursement Request”** or **“Reimbursement Request”** means a written request from Grantee for a Grant Disbursement in support of the applicable Key Milestone, in the form and substance set forth in Exhibit E.
- (o) **“Grant Manager”** means that individual person designated by the MEDC to provide administrative services for this Agreement.
- (p) **“Indemnified Persons”** has the meaning set forth in Section D.7.
- (q) **“Key Milestones”** or **“Milestones”** means those major Project achievements as described in Exhibit C.
- (r) **“Lease”** has the meaning set forth in Exhibit B.
- (s) **“Maximum Grant”** means the lesser of: (i) 50% of the Eligible Costs; or (ii) One Million Dollars (\$1,000,000).
- (t) **“MEDC”** has the meaning set forth in the preamble.
- (u) **“Party”** or **“Parties”** has the meaning set forth in the preamble.
- (v) **“Progress Report”** has the meaning set forth in Section 2.5(c).
- (w) **“Project”** means the project identified in Grantee’s Application, as further described in Exhibit B.

- (x) “**Project Site**” means the description of the Property related to the Project, as identified in Exhibit B.
- (y) “**Property**” means the real property where the Project is completed. The physical address of the Property is identified in Exhibit B.
- (z) “**RAP 3.0 Program**” or “**Program**” has the meaning set forth in Recital B.
- (a) “**Revitalization or Placemaking**” means the Project’s purpose is for any one of the following: the rehabilitation of vacant or underutilized buildings or costs associated with the repurposing of space left vacant; the redevelopment or revitalization of historic properties in coordination with the Michigan Certified Local Government program or other historic redevelopment programs; the redevelopment of priority sites identified by certified Michigan Redevelopment Ready Communities (RRC); or the development of permanent place-based infrastructure associated with social-zones, outdoor dining, or other similar place-based public spaces.
- (aa) “**Site Control**” means Grantee has rightful possession of the entire Property and Project Site related to the Project, as further affirmed in Section 3.18 and identified in Exhibit B.
- (bb) “**Site Plan**” has the meaning set forth in Exhibit B.
- (cc) “**State**” means the State of Michigan.
- (dd) “**Supporting Documentation**” means such documentation that may be provided to, or requested by, the Grant Manager to support a Reimbursement Request pursuant to the Key Milestones.
- (ee) “**Term**” or “**Term of the Grant**” means from the Effective Date and, unless earlier terminated as provided by this Agreement, through December 31, 2027.

EXHIBIT B

DESCRIPTION OF PROJECT

Common name of Project	Buchanan Downtown Infrastructure and Placemaking Initiative
Projected Total Investment	The Grantee plans to make a total investment of approximately \$19,438,000 to the Project.
Projected Total Eligible Costs	\$1,000,000
Property Description (Common Address)	The Property is commonly known as public right-of-way areas throughout the downtown area including sections of Red Bud Trail, Main Street, Oak Street and Front Street in downtown Buchanan.
Project Description	The project will create over 50,000 square feet of new streetscape and placemaking space. Current sidewalks, narrow and lacking amenities, will be replaced with wide, welcoming pedestrian areas, modern amenities, community branding, and a signature “living street” design.
Property/Project Site	<p>The Property and Project Site is legally described as: Portions of the following platted public Right-of-Ways:</p> <ul style="list-style-type: none"> •Front Street (between Oak Street and 75 feet east of Red Bud Trail) •Red Bud Trail (between Front Street and 4th Street) •Main Street (between Front Street and 3rd Street) •Oak Street (between Front Street and 3rd Street) •Dewey Street (between Red Bud Trail and Dewey Street) •3rd Street (eastward for 1,620 feet) <p>See map below:</p> 
Site Plan or Construction Drawings	“Construction Drawings” means the graphic representation of the proposed design for the Eligible Costs prepared on December 22, 2023 by Prein & Newhof.

Execution Copy

CASE – 447674
Grantee: City of Buchanan
Effective Date: March 20, 2026

	"Site Plan" means N/A
Site Control	Certify to Option __1__: 1. The Grantee is the fee owner of the Property and Grantee currently has rightful possession to all of the Property, has the right to develop the Project on all of the Property, and shall until the end of the Term. 2. N/A

EXHIBIT C
KEY MILESTONES

***Subject to the terms and conditions of the Agreement, including the terms and conditions of Section 2.4 of the Agreement which include the required submission of a Reimbursement Request, the following Grant Disbursements may be requested by Grantee:**

Key Milestone One:

Grant Disbursement: Single Reimbursement Request between twenty-five percent (25%) and fifty percent (50%) of the Eligible Costs submitted, not to exceed fifty percent (50%) of the Maximum Grant.

By no later than September 30, 2026, Grantee shall have submitted all then required Progress Reports, otherwise be in compliance with this Agreement, and shall submit to the satisfaction of the Grant Manager, all of the following information:

1. The Reimbursement Request in the form and substance set forth in Exhibit E-1, signed by Grantee; and
2. Copies of invoices, work orders, bills, and the corresponding evidence of payment, and any other documentation which itemizes in detail, and substantiates, that Grantee expended the Eligible Costs within the time period identified in Section 2.5(b).

Key Milestone Two:

Grant Disbursement: Single Reimbursement Request for up to fifty percent (50%) of Eligible Costs submitted; provided, however, when taken together with any prior Grant Disbursements, cannot exceed Maximum Grant.

By no later than September 30, 2027, Grantee shall have submitted all then required Progress Reports, otherwise be in compliance with this Agreement, and shall submit to the satisfaction of the Grant Manager all of the following information:

1. The Reimbursement Request in the form and substance set forth in Exhibit E-2, signed by Grantee;
2. Copies of invoices, work orders, bills, and the corresponding evidence of payment, and any other documentation which itemizes in detail, and substantiates, that Grantee expended the Eligible Costs within the time period identified in Section 2.5(b); and
3. A signed letter from the municipality or highest local official from the local government wherein the Project and Property is located, stating the Project has been completed and is approved for its intended use

EXHIBIT D

MEDC REQUIRED TERMS

Section D.1 Confidentiality. Grantee should be aware that information submitted to the MEDC in relation to this Agreement may be subject to disclosure under the provisions of Public Act 442 of 1976, as amended, known as the Freedom of Information Act (“FOIA”). The FOIA also provides for the complete disclosure of the Agreement and any Exhibits thereto.

Section D.2 Access to Records and Inspection Rights. During the Term, and for seven (7) years thereafter, Grantee shall maintain reasonable records arising out of this Agreement and shall allow access to those records by the MEDC, or its authorized representative. This Section shall survive for seven (7) years following the end of the Term.

Section D.3 MEDC Employees. Grantee will not hire any employee of the MEDC to perform any services covered by this agreement without prior written approval from the Chief Executive Officer of the MEDC.

Section D.4 Assignment/Transfer/Subcontracting. Except as contemplated by this Agreement, Grantee shall not assign, transfer, convey, subcontract, or otherwise dispose of any duties or rights under this Agreement without the prior specific written consent of the MEDC. Any future successors of Grantee will be bound by the provisions of this Agreement unless the MEDC otherwise agrees in a specific written consent.

Section D.5 Termination of Funding. In the event that the State legislature, the State government, or the federal government fails to provide or terminates the funding necessary for the MEDC to fund the Grant, the MEDC may terminate this Agreement by providing notice to Grantee not less than thirty (30) calendar days before the date of cancellation provided, however, that in the event the action of the State legislature, State government, or federal government results in an immediate absence or termination of funding, this Agreement may be terminated effective immediately upon delivery of written notice to Grantee. In the event of termination of funding, the MEDC has no further obligation to make any disbursements of the Grant beyond the date of termination of this Agreement.

Section D.6 Non-Discrimination and Unfair Labor Practices. In connection with this Agreement, Grantee agrees not to discriminate against any employee or applicant for employment, with respect to their hire, tenure, terms, conditions or privileges of employment, or any matter directly or indirectly related to employment, because of race, color, religion, national origin, ancestry, age, sex (including sexual orientation and gender identity or expression as defined in Executive Directive 2019-09), height, weight, marital status, partisan considerations, physical or mental disability, or genetic information (as defined in Executive Directive 2019-09) that is unrelated to the individual’s ability to perform the duties of the particular job or position. Grantee further agrees that every subcontract or sub-recipient agreement entered into for performance of this Agreement will contain a provision requiring nondiscrimination in employment, as specified in this Agreement, binding upon each subcontractor. This covenant is required, as applicable under the Elliot Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101, et seq., and the Persons with Disabilities Civil Rights Act, 1976 PA 220, MCL 37.1101, et seq., and is consistent with Executive Directive 2019-09, and any breach thereof may be regarded as a material breach of this Agreement.

Under 1980 PA 278, MCL 423.321, et seq., the State shall not award a contract or subcontract to an employer whose name appears in the current register of employers failing to correct an unfair labor practice compiled under MCL 423.322. The United States Labor Relations Board compiles this information. Grantee shall not enter into a contract with a subcontractor, manufacturer, or

Execution Copy

CASE – 447674
Grantee: City of Buchanan
Effective Date: March 20, 2026

supplier whose name appears in this register. Under MCL 423.324, the State may void any contract if, subsequent to the award of the contract, the name of Grantee as an employer, or the name of a subcontractor, manufacturer, or supplier of Grantee appears in the register.

Section D.7 Indemnification. To the extent permitted by law, Grantee shall indemnify, defend and hold harmless the MEDC, its corporate board of directors, executive committee members including its participants, its officers, agents, and employees (the “Indemnified Persons”) from any damages that it may sustain through the act or omission of Grantee pertaining to the performance of this Agreement. This section shall survive indefinitely.

Section D.8 Jurisdiction. In connection with any dispute between the Parties under this Agreement, the Parties hereby irrevocably submit to jurisdiction and venue of the Michigan circuit courts of the State of Michigan located in Ingham County. Each Party hereby waives and agrees not to assert, by way of motion as a defense or otherwise in any such action any claim; (a) that it is not subject to the jurisdiction of such court; (b) that the action is brought in an inconvenient forum; (c) that the venue of the suit, action, or other proceeding is improper; or (d) that this Agreement or the subject matter of this Agreement may not be enforced in or by such court. This section shall survive indefinitely.

EXHIBIT E-1

**REIMBURSEMENT REQUEST FORM
(For Key Milestone 1)**

This Reimbursement Request is being delivered pursuant to Section 2.4 and the applicable Key Milestone under the Revitalization and Placemaking 3.0 Program Public Space Direct Grant Agreement by and between the Michigan Economic Development Corporation (the “MEDC”) and Grantee (the “Agreement”). Capitalized terms used in this is Reimbursement Request and not otherwise defined in this Reimbursement Request Form (“Form”) shall have the meanings ascribed to them in the Agreement.

The undersigned, in the name and on behalf of Grantee (and not in an individual capacity), hereby certifies, represents and warrant that as of the date of signing this Form:

1. Grantee has complied, and is in compliance with, all the terms, covenants, and conditions of the Agreement.
2. No Default or Event of Default under the Agreement exists.
3. The representations and covenants of Grantee contained in Article III of the Agreement remain true.
4. As permitted by Key Milestone One, Grantee requests a Grant Disbursement in the total amount of _____.
5. Attached to this Form is Supporting Documentation required for Key Milestone One, which is the subject of this Reimbursement Request and Form.
6. Each of the Eligible Costs submitted for reimbursement were incurred and paid on or before the Submission Date.

The undersigned has the authority to sign this Form on behalf of Grantee, and signs this Form as of _____ (the “Submission Date”).

CITY OF BUCHANAN

By:
Its:

EXHIBIT E-2

**REIMBURSEMENT REQUEST FORM
(Key Milestone 2)**

This Reimbursement Request is being delivered pursuant to Section 2.4 and the applicable Key Milestone under the Revitalization and Placemaking 3.0 Program Public Space Direct Grant Agreement by and between the Michigan Economic Development Corporation (the “MEDC”) and Grantee (the “Agreement”). Capitalized terms used in this is Reimbursement Request and not otherwise defined in this Reimbursement Request Form (“Form”) shall have the meanings ascribed to them in the Agreement.

The undersigned, in the name and on behalf of Grantee (and not in an individual capacity), hereby certifies, represents and warrant that as of the date of signing this Form:

1. Grantee has complied, and is in compliance with, all the terms, covenants, and conditions of the Agreement.
2. No Default or Event of Default under the Agreement exists.
3. The representations and covenants of Grantee contained in Article III of the Agreement remain true.
4. As permitted by Key Milestone Two, Grantee requests a Grant Disbursement in the total amount of _____.
5. Attached to this Form is Supporting Documentation required for Key Milestone Two, which is the subject of this Reimbursement Request and Form.
6. Each of the Eligible Costs submitted for reimbursement were incurred and paid on or before the Submission Date and have not previously been reimbursed as part of a prior Reimbursement Request.

The undersigned has the authority to sign this Form on behalf of Grantee, and signs this Form as of _____ (the “Submission Date”).

CITY OF BUCHANAN

By:
Its:

Memorandum



Date: April 8, 2026
To: Buchanan City Commission
From: Tony McGhee
Subject: Contract Award – Prein and Newhof Engineering Services

Background

The original scope of the City's downtown redevelopment initiative was scaled back to align with available budget with a plan to complete the deferred work in phases as funding was available. The City has been able to secure \$1.4 million in grant funding to complete some of the originally planned work that was removed from the original project scope. The overall project cost for the next phase is estimated to be \$2.2 million with the additional funds for the project included in the City's FY26/27 budget.

With the funding sources identified for the next phase of construction, the City is ready to proceed with the predevelopment and design process. Initial scoping and cost estimating have been completed and in order to continue progress on this effort, the City must complete the necessary preliminary engineering work and prepare a USDA Rural Development application, which includes both a Preliminary Engineering Report and Environmental Report. This work is a critical step in securing additional funding and advancing the project toward final design and construction. The City is also leveraging Congressionally Directed Spending and MDOT Small Urban Program funding to support these improvements which includes the following scope:

- Oak Street (Front to Dewey) – Full reconstruction and utility replacement.
- Dewey Parking Lot – Replace existing sanitary sewer through the lot; mill and replace HMA pavement; replace select sidewalk sections; add dumpster pads and enclosures.
- Parking Lot (SE side of Days Avenue) – Mill and repave; install new storm sewer; replace select concrete.
- Days Avenue (on-street parking) – Add 8–12 parking spaces, including removal of curb and trees and sidewalk replacement.
- Parking Lot (NE side of Oak and Roe) – Mill and repave; remove and replace sunken curb; remove and replace sidewalk sections for ADA ramp reconstruction.

Memorandum

Proposal Summary

Prein and Newhof has submitted a proposal to provide professional engineering services to assist with the USDA Rural Development application and to complete preliminary engineering work for the project. The scope of services includes preparation of the USDA application materials, environmental and cultural resource coordination including SHPO review, preliminary cost estimating, topographical surveying, base mapping, and soil borings.

The firm has indicated that this work can be completed within approximately three to four months following authorization, with preliminary engineering occurring concurrently. This timeline aligns with the City's overall project schedule, which anticipates final design in late 2026 and construction in 2027.

The proposed services will be completed on an hourly basis with a not-to-exceed fee of \$74,000. Design engineering, permitting, bidding, and construction phase services are not included in this proposal and will be brought forward at a later date for Commission consideration.

Recommendation

Staff recommends that the City Commission approve the award of the professional engineering services contract to Prein and Newhof in an amount not to exceed \$74,000 for USDA Rural Development application support and preliminary engineering services associated with Downtown Infrastructure Project Phase 2. A portion of the funding for the work is available in the City's current budget with the balance included in the City's 2026/27 proposed budget. These two budget cycles and available funding align with the proposed scope and timing of work.

Approval of this contract will allow the City to move forward with securing funding, completing required preliminary work, and maintaining the project schedule necessary to advance this important infrastructure investment for the community.

Attachment A: Prein and Newhof Proposal

Attachment A



Email: TMcGhee@cityofbuchanan.com

April 8, 2026

Mr. Tony McGhee, City Manager
 City of Buchanan
 302 N. Redbud Trail
 Buchanan, MI 49107

RE: Professional Engineering Services
 United States Department of Agriculture – Rural Development (USDA-RD)
 Downtown Infrastructure Project – Phase 2
 Project Planning Document and Preliminary Engineering

Dear Mr. McGhee:

Thank you for the opportunity to provide this proposal for your consideration. This proposal outlines professional engineering services to support the City's USDA-RD application and to complete preliminary data collection for the upcoming Downtown Infrastructure Project – Phase 2. The project includes water system improvements, sanitary sewer replacement, and parking lot rehabilitation.

It is our understanding that the City intends to complete the following improvements:

1. **Oak Street (Front to Dewey)** – Full reconstruction and utility replacement.
2. **Dewey Parking Lot** – Replace existing sanitary sewer through the lot; mill and replace HMA pavement; replace select sidewalk sections; add dumpster pads and enclosures.
3. **Parking Lot (SE side of Days Avenue)** – Mill and repave; install new storm sewer; replace select concrete.
4. **Days Avenue (on-street parking)** – Add 8–12 parking spaces, including removal of curb and trees and sidewalk replacement.
5. **Parking Lot (NE side of Oak and Roe)** – Mill and repave; remove and replace sunken curb; remove and replace sidewalk sections for ADA ramp reconstruction.

We also understand that the City will receive funding through Congressionally Directed Spending (CDS) and an MDOT Small Urban Grant to support these improvements.

Part 1 - USDA – RD Application:

Our proposed services for the USDA-RD application include:

- Prepare the USDA-RD application, including the Environmental Report and Preliminary Engineering Report (PER).
- Complete a cultural resource desktop review and coordinate with the State Historic Preservation Office (SHPO), including an archaeological evaluation of the project area.
- Prepare updated preliminary cost estimates.

Design engineering, drafting, construction plans and specifications, permitting, easement acquisition, and bidding assistance are not included in this proposal. As part of the USDA-RD application, we will develop engineering cost estimates and provide a separate proposal for full engineering services for the City's consideration.

Part 2 – Preliminary Engineering:

Our preliminary engineering scope includes:

- Topographical survey.
- Prepare survey base mapping.
- Complete 13 soil borings (150 VF Total)

Schedule

We anticipate completing the USDA-RD application within 3–4 months of authorization. Rural Development typically provides a response within 1–2 months thereafter. Preliminary engineering services will be completed concurrently during this period.

Following completion of preliminary engineering, we will prepare a full engineering services contract for incorporation into the USDA-RD application. The anticipated overall schedule includes final design in late 2026, permitting during winter 2026, and construction in 2027.

Fee Estimate

We propose to perform these professional services on an hourly basis plus expenses, billed monthly, with a not-to-exceed fee of **\$74,000**. A Professional Services Agreement is attached for your review. If acceptable, please sign and return the agreement.

We appreciate the opportunity to submit this proposal and look forward to continuing our professional relationship with the City of Buchanan. Please feel free to contact us with any questions.

Sincerely,

Prein&Newhof



Michael Schwartz, P.E.

MAS:par

Enclosures: Professional Services Agreement (2 pg.) Terms & Conditions (4 pg.)
Fee Schedule (1 pg.)

Project No. _____

Professional Services Agreement

This Professional Services Agreement is made this ____ day of _____, _____ (“Agreement”) by and between Prein & Newhof, Inc. (“P&N”), of 1707 South Park Street, Ste 200, Kalamazoo, MI 49001, and the City of Buchanan (“Client”), of 302 N. Redbud Trail, Buchanan, MI 49107.

WHEREAS Client intends to:

Obtain as needed Engineering Services related to United States Department of Agriculture – Rural Development (USDA-RD) Downtown Infrastructure Project – Phase 2, including Project Planning Document and Preliminary Engineering

NOW THEREFORE, for and in consideration of the terms and conditions contained herein, the parties agree as follows:

ARTICLE 1 – DESIGNATED REPRESENTATIVES

Client and P&N each designate the following individuals as their representatives with respect to the Project.

For P&N

Name: Michael Schwartz, P.E.

Title: Project Manager

Phone Number: (269) 443-5882

Facsimile Number: (616) 364-6955

E-mail: mschwartz@preinnewhof.com

For Client

Name: Tony McGhee

Title: City Manager

Phone Number: (269) 695-3844

E-mail: tmcghee@cityofbuchanan.com

ARTICLE 2 – GENERAL CONDITIONS

This Agreement consists of this Professional Services Agreement and the following documents which by this reference are incorporated into and made a part of this Agreement.

- P&N Standard Terms and Conditions for Professional Services
- P&N Proposal dated 4/8/2026
- P&N Standard Rate Schedule
- P&N Supplemental Terms and Conditions
- Other:

1707 South Park Street, Suite 200 Kalamazoo, MI 49001 t. 269-372-1158 f. 616-364-6955 www.preinnewhof.com

ARTICLE 3 – ENGINEERING SERVICES PROVIDED UNDER THIS AGREEMENT:

Client hereby requests, and P&N hereby agrees to provide, the following services:

- P&N Scope of Services per Proposal dated, 4/8/2026
- Scope of Services defined as follows:

ARTICLE 4 – COMPENSATION:

- Lump Sum for Services Described in Article 3 above - \$

Additional services to be billed per P&N’s Standard Rate Schedule in effect on the date the additional services are performed.

- Hourly Billing Rates plus Reimbursable Expenses per P&N’s Standard Rate Schedule in effect on the date services are performed.
- Other:

ARTICLE 5 – ADDITIONAL TERMS (If any)

None

This Agreement constitutes the entire Agreement between P&N and Client and supersedes all prior written or oral understandings. This Agreement may not be altered, modified, or amended, except in writing properly executed by authorized representatives of P&N and Client.

Accepted for:
Prein&Newhof, Inc.

Accepted for:

By: _____

By: _____

Printed Name: **Michael Schwartz, P.E.**

Printed Name: _____

Title: **Team Leader**

Title: _____

Date: _____

Date: _____

Standard Terms & Conditions

- A. General** - As used in this Prein&Newhof Standard Terms and Conditions for Professional Services (hereinafter “Terms and Conditions”), unless the context otherwise indicates: the term “Agreement” means the Professional Services Agreement inclusive of all documents incorporated by reference including but not limited to this P&N Standard Terms and Conditions for Professional Services; the term “Engineer” refers to Prein & Newhof, Inc.; and the term “Client” refers to the other party to the Professional Services Agreement.

These Terms and Conditions shall be governed in all respects by the laws of the United States of America and by the laws of the State of Michigan.

- B. Standard of Care** - The standard of care for all professional and related services performed or furnished by Engineer under the Agreement will be the care and skill ordinarily used by members of Engineer’s profession of ordinary learning, judgment or skill practicing under the same or similar circumstances in the same or similar community, at the time the services are provided.
- C. Disclaimer of Warranties** - Engineer makes no warranties, expressed or implied, under the Agreement or otherwise.
- D. Construction/Field Observation** - If Client elects to have Engineer provide construction/field observation, client understands that construction/field observation is conducted to reduce, not eliminate the risk of problems arising during construction, and that provision of the service does not create a warranty or guarantee of any type. In all cases, the contractors, subcontractors, and/or any other persons performing any of the construction work, shall retain responsibility for the quality and completeness of the construction work and for adhering to the plans, specifications and other contract documents.
- E. Construction Means and Methods** - Engineer shall not have control or charge of and shall not be responsible for construction means, methods, techniques, sequences, or procedures, or for any safety precautions and programs in connection with the construction work, for the acts or omissions of the Contractor, Subcontractors, or any other persons performing any of the construction work, or for the failure of any of them to carry out the construction work in accordance with the plans, specifications or other contract documents.
- F. Opinions of Probable Costs** - Client acknowledges that Engineer has no control over market or contracting conditions and that Engineer’s opinions of costs are based on experience, judgment, and information available at a specific period of time. Client agrees that Engineer makes no guarantees or warranties, express or implied, that costs will not vary from such opinions.
- G. Client Responsibilities**
1. Client shall provide all criteria, Client Standards, and full information as to the requirements necessary for Engineer to provide the professional services. Client shall designate in writing a person with authority to act on Client’s behalf on all matters related to the Engineer’s services. Client shall assume all responsibility for interpretation of contract documents and construction observation/field observation during times when Engineer has not been contracted to provide such services and shall waive any and all claims against Engineer that may be connected thereto.
 2. In the event the project site is not owned by the Client, the Client must obtain all necessary permission for Engineer to enter and conduct investigations on the project site. It is assumed that the Client possesses all necessary permits and licenses required for conducting the scope of services. Access negotiations may be performed at additional costs. Engineer will take reasonable precaution to minimize damage to land and structures with field equipment. Client assumes responsibility for all costs associated with protection and restoration of project site to conditions existing prior to Engineer’s performance of services.
 3. The Client, on behalf of all owners of the subject project site, hereby grants permission to the Engineer to utilize a small unmanned aerial system (sUAS) for purposes of aerial mapping data acquisition. The Client is responsible to provide required notifications to the property owners of the subject project site and affected properties where the sUAS services will be performed. The Engineer will operate the sUAS in accordance with applicable State and Federal Laws.
- H. Hazardous or Contaminated Materials/Conditions**
1. Client will advise Engineer, in writing and prior to the commencement of its services, of all known or suspected Hazardous or Contaminated Materials/Conditions present at the site.

2. Engineer and Client agree that the discovery of unknown or unconfirmed Hazardous or Contaminated Materials/Conditions constitutes a changed condition that may require Engineer to renegotiate the scope of or terminate its services. Engineer and Client also agree that the discovery of said Materials/Conditions may make it necessary for Engineer to take immediate measures to protect health, safety, and welfare of those performing Engineer's services. Client agrees to compensate Engineer for any costs incident to the discovery of said Materials/Conditions.

Client acknowledges that Engineer cannot guarantee that contaminants do not exist at a project site. Similarly, a site which is in fact unaffected by contaminants at the time of Engineer's surface or subsurface exploration may later, due to natural phenomena or human intervention, become contaminated. The Client waives any claim against Engineer, and agrees to defend, indemnify and hold Engineer harmless from any claims or liability for injury or loss in the event that Engineer does not detect the presence of contaminants through techniques commonly employed.

3. The Client recognizes that although Engineer is required by the nature of the services to have an understanding of the laws pertaining to environmental issues, Engineer cannot offer legal advice to the Client. Engineer urges that the Client seek legal assistance from a qualified attorney when such assistance is required. Furthermore, the Client is cautioned to not construe or assume that any representations made by Engineer in written or conversational settings constitute a legal representation of environmental law or practice.
 4. Unless otherwise agreed to in writing, the scope of services does not include the analysis, characterization or disposal of wastes generated during investigation procedures. Should such wastes be generated during this investigation, the Client will contract directly with a qualified waste hauler and disposal facility.
- I. Underground Utilities** – To the extent that the Engineer, in performing its services, may impact underground utilities, Engineer shall make a reasonable effort to contact the owners of identified underground utilities that may be affected by the services for which Engineer has been contracted, including contacting the appropriate underground utility locating entities and reviewing utility drawings provided by others. Engineer will take reasonable precautions to avoid damage or injury to **underground** utilities and other underground structures. Client agrees to hold Engineer harmless for any damages to below ground utilities and structures not brought to Engineers attention and/or accurately shown or described on documents provided to Engineer.

J. Insurance

1. Engineer will maintain insurance for professional liability, general liability, worker's compensation, auto liability, and property damage in the amounts deemed appropriate by Engineer. Client will maintain insurance for general liability, worker's compensation, auto liability, and property damage in the amounts deemed appropriate by Client. Upon request, Client and Engineer shall each deliver certificates of insurance to the other evidencing their coverages.
2. Client shall require Contractors to purchase and maintain commercial general liability insurance and other insurance as specified in project contract documents. Client shall cause Engineer, Engineer's consultants, employees, and agents to be listed as additional insureds with respect to any Client or Contractor insurances related to projects for which Engineer provides services. Client agrees and must have Contractors agree to have their insurers endorse these policies to reflect that, in the event of payment of any loss or damages, subrogation rights under these Terms and Conditions are hereby waived by the insurer with respect to claims against Engineer.

- K. Limitation of Liability** - The total liability, in the aggregate, of Engineer and Engineer's officers, directors, partners, employees, agents, and consultants, whether jointly, severally or individually, to Client and anyone claiming by, through, or under Client, for any and all injuries, losses, damages and expenses, whatsoever, arising out of, resulting from, or in any way related to the Project or the Agreement, including but not limited to the performance of services under the Agreement, from any cause or causes whatsoever, including but not limited to the negligence, professional errors or omissions, strict liability or breach of contract or warranty, expressed or implied, of Engineer or Engineer's officers, directors, partners, employees, agents, consultants, or any of them, shall not exceed the sum of one million dollars and no cents (\$1,000,000.00). Recoverable damages shall be limited to those that are direct damages. Engineer shall not be responsible for or held liable for special, indirect or consequential losses or damages, including but not limited to loss of use of equipment or facility, and loss of profits or revenue.

Client acknowledges that Engineer is a corporation and agrees that any claim made by Client arising out of any act or omission of any director, officer, or employee of Engineer, in the execution or performance of the Agreement, shall be made against Engineer and not against such director, officer, or employee.

L. Documents and Data

1. All documents prepared or furnished by Engineer under the Agreement are Engineer's instruments of service, and are and shall remain the property of Engineer.
2. Hard copies of any documents provided by Engineer shall control over documents furnished in electronic format. Client recognizes that data provided in electronic format can be corrupted or modified by the Client or others, unintentionally or otherwise. Consequently, the use of any data, conclusions or information obtained or derived from electronic media provided by Engineer will be at the Client's sole risk and without any liability, risk or legal exposure to Engineer, its employees, officers or consultants.
3. Any extrapolations, conclusions or assumptions derived by the Client or others from the data provided to the Client, either in hard copy or electronic format, will be at the Client's sole risk and full legal responsibility.

M. Differing Site Conditions - Client recognizes that actual site conditions may vary from the assumed site conditions or test locations used by Engineer as the basis of its design. Consequently, Engineer does not guarantee or warrant that actual site conditions will not vary from those used as the basis of Engineer's design, interpretations and recommendations. Engineer is not responsible for any costs or delays attributable to differing site conditions. .

N. Terms of Payment - Unless alternate terms are included in the Agreement, Client will be invoiced on a monthly basis until the completion of the **Project**. All monthly invoices are payable within 30 days of the date of the invoice. Should full payment of any invoice not be received within 30 days, the amount due shall bear a service charge of 1.5 percent per month or 18 percent per year plus the cost of collection, including reasonable attorney's fees. If Client has any objections to any invoice submitted by Engineer, Client must so advise Engineer in writing within fourteen (14) days of receipt of the invoice. Unless otherwise agreed, Engineer shall invoice Client based on hourly billing rates and direct costs current at the time of service performance. Outside costs such as, but not limited to, equipment, meals, lodging, fees, and subconsultants shall be actual costs plus 10 percent. In addition to any other remedies Engineer may have, Engineer shall have the absolute right to cease performing any services in the event payment has not been made on a current basis.

O. Termination - Either party may terminate services, either in part or in whole, by providing 10 calendar days written notice thereof to the other party. In such an event, Client shall pay Engineer for all services performed prior to receipt of such notice of **termination**, including reimbursable expenses, and for any shut-down costs incurred. Shut-down costs may, at Engineer's discretion, include expenses incurred for completion of analysis and records necessary to document Engineer's files and to protect its professional reputation.

P. Severability and Waiver of Provisions - Any provision or part of the Agreement held to be void or unenforceable under any laws or regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Client and P&N, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable **provision** that comes as close as possible to expressing the intention of the stricken provision. Non-enforcement of any provision by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of the Agreement.

Q. Dispute Resolution - If a dispute arises between the parties relating to the Agreement, the parties agree to use the following procedure prior to either party pursuing other available remedies:

1. Prior to commencing a lawsuit, the parties must attempt mediation to resolve any dispute. The parties will jointly appoint a mutually acceptable person not affiliated with either of the parties to act as mediator. If the parties are unable to agree on the mediator within twenty (20) calendar days, they shall seek assistance in such regard from the Circuit Court of the State and County wherein the Project is located, who shall appoint a mediator. Each party shall be responsible for paying all costs and expenses incurred by it, but shall split equally the fees and expenses of the mediator. The mediation shall proceed in accordance with the procedures established by the mediator.
2. The parties shall pursue mediation in good faith and in a timely manner. In the event the mediation does not result in resolution of the dispute within thirty (30) calendar days, then, upon seven (7) calendar days' written notice to the other party, either party may pursue any other available remedy.

3. In the event of any litigation arising from the Agreement, including without limitation any action to enforce or interpret any terms or conditions or performance of services under the Agreement, Engineer and Client agree that such action will be brought in the District or Circuit Court for the County of Kent, State of Michigan (or, if the federal courts have exclusive jurisdiction over the subject matter of the dispute, in the U.S. District Court for the Western District of Michigan), and the parties hereby submit to the exclusive jurisdiction of said court.
- R. Force Majeure** - Engineer shall not be liable for any loss or damage due to failure or delay in rendering any services called for under the Agreement resulting from any cause beyond Engineer's reasonable control.
- S. Assignment** - Neither party shall assign its rights, interests or obligations under this Agreement without the express written consent of the other party.
- T. Modification** - The Agreement may not be modified except in writing signed by the party against whom a modification is sought to be enforced.
- U. Survival** - All express representations, indemnifications, or limitations of liability included in the Agreement shall survive its completion or termination for any reason.
- V. Third-Party Beneficiary** - Client and Engineer agree that it is not intended that any provision of this Agreement establishes a third-party beneficiary giving or allowing any claim or right of action whatsoever by a third party.
- W. Fee Escalation** - Engineer's fees are based on its billing rates, which are adjusted annually. For multi-year projects, Engineer's fees incorporate an estimate of future billing rates. If inflation causes actual billing rates to exceed these estimates, Engineer reserves the right to adjust its fees accordingly.

Fee Schedule

Effective January, 2026

Unless otherwise agreed, Prein&Newhof bills for time spent on a project at the hourly rate of the employees assigned. Identified below are the hourly rates for various employee classifications. Hourly billing rates include overhead, fringe benefits, and profit.

<u>Employee Classification</u>	<u>Hourly Billing Rate</u>
Senior Project Manager II, Senior Professional V	\$210
Senior Project Manager, Senior Professional IV	\$193
Project Manager, Senior Engineer III, Senior Professional III, Landscape Architect IV, Senior Technician V	\$178
Senior Engineer II, Senior Professional II, Landscape Architect III, Senior Technician IV, Surveyor IV, Geologist, Lab Manager	\$166
Senior Engineer, Senior Professional, Landscape Architect II, Senior Technician III, Surveyor III	\$155
Engineer II, Senior Technician II, Surveyor II, Senior Office Technician	\$145
Engineer, Senior Technician, Surveyor	\$134
Landscape Architect, Technician IV	\$124
Technician III, Lab Technician, Office Technician	\$112
Technician II	\$99
Technician	\$84
<u>Project Expenses</u>	<u>Billing Rate</u>
Mileage	\$0.75/mile
Direct expenses and sub-consultant costs	Invoice amount plus a 10% charge



Date: 4/9/2026
To: City Commission
From: Kalla Langston-Weiss, City Clerk
Subject: DDA Plan Amendment- Transmittal and Required Next Steps

The Buchanan Downtown Development Authority (DDA) has approved a resolution transmitting an amendment to its Development Plan and Tax Increment Financing (TIF) Plan to the City Commission for consideration.

In its resolution, the DDA determined that the proposed amendment serves a public purpose and recommends that the City Commission proceed with adoption following the public hearing and statutory notice requirements outlined in the Recodified Tax Increment Financing Act (PA 57 of 2018).

Required Next Steps

Pursuant to MCL 125.4218 and 125.4219, the following procedures are required:

Notification Requirements

Before adopting an ordinance to approve an amendment, the governing body must provide notice of a public hearing at least 20 days prior to the hearing date through the following methods:

1. Notice must be published twice in a newspaper of general circulation in the municipality.
2. Notice must be posted in at least 20 conspicuous and public places within the downtown district.
3. Notice must be mailed to all property taxpayers of record in the downtown district.
4. Notice must be sent by certified mail to the governing body of every taxing jurisdiction that levies taxes subject to capture under the plan.

Consultation and Advisory Input

Before the public hearing, the governing body must provide a reasonable opportunity for affected taxing jurisdictions to meet and discuss the fiscal and economic implications of the amendment.

Public Hearing

The governing body must hold a public hearing where all interested persons have an opportunity to be heard and submit written communications. The hearing must allow for the "fullest opportunity" for expression of opinion and the introduction of pertinent documentary evidence.

Governing Body Determination and Approval

Following the hearing, the governing body must determine whether the amended plan constitutes a public purpose. If it does, the body may approve, reject, or approve the plan with modifications via ordinance. Approval is based on considerations such as:

1. Feasibility of the proposed financing.
2. Necessity of the development to carry out the Act's purposes.
3. In accordance with the municipality's master plan.
4. Adequacy of public services and utilities to serve the project area.

Summary

At this stage, the DDA has formally transmitted and recommended the amendment. The matter is now before the City Commission to initiate the required public hearing process, which has been tentatively scheduled for May 26, 2026, and ultimately determine whether to adopt the amendment by ordinance following that hearing.

Attachments

- Draft Notice
- Approved Resolution from the DDA



**CITY OF BUCHANAN
NOTICE OF PUBLIC HEARING
PROPOSED AMENDMENT TO THE DOWNTOWN DEVELOPMENT AUTHORITY DEVELOPMENT
PLAN AND TAX INCREMENT FINANCING PLAN**

PLEASE TAKE NOTICE that the Buchanan City Commission will hold a public hearing on **Tuesday, May 26, 2026, at 7:00 PM**, at Buchanan City Hall, 302 N Redbud Trail, Buchanan, MI 49107, to consider an amendment to the Downtown Development Authority (DDA) Development Plan and Tax Increment Financing (TIF) Plan.

The proposed amendment has been prepared and approved by the Buchanan Downtown Development Authority and transmitted to the City Commission for consideration in accordance with the Recodified Tax Increment Financing Act, Public Act 57 of 2018, as amended.

The amendment is intended to further the purposes of the Act, including the prevention of property value deterioration and the promotion of economic growth within the downtown district.

A description of the proposed amendment, including the boundaries of the development area, proposed improvements, and financing methods, is available for public inspection at Buchanan City Hall, [insert address], during regular business hours, and on the City’s website at [insert website, if applicable].

At the public hearing, all interested persons will be afforded an opportunity to be heard and to submit written comments regarding the proposed amendment.

Written comments may also be submitted in advance of the hearing to:

City Clerk’s Office
City of Buchanan
302 N Redbud Trail, Buchanan, MI 49107
Clerk@cityofbuchanan.com

PLEASE TAKE FURTHER NOTICE that notice of this public hearing is being provided in accordance with the requirements of Act 57, including publication, posting, mailing to property taxpayers of record within the downtown district, and notification to affected taxing jurisdictions.

Buchanan City Commission
Kalla Langston Weiss, City Clerk

Published:



**RESOLUTION OF THE BUCHANAN DOWNTOWN DEVELOPMENT AUTHORITY
TRANSMITTING AN AMENDMENT TO THE DEVELOPMENT PLAN AND TAX INCREMENT FINANCING
PLAN TO THE BUCHANAN CITY COMMISSION AND RECOMMENDING ADOPTION**

WHEREAS, the City of Buchanan Downtown Development Authority (the "Authority") was created by the City Commission of the City of Buchanan (the "City") pursuant to the Recodified Tax Increment Financing Act, Public Act 57 of 2018, as amended ("Act 57"); and

WHEREAS, the Authority has previously prepared and the City Commission has previously approved a Downtown Development Plan and Tax Increment Financing Plan (the "Plan"); and

WHEREAS, the Authority has determined it is necessary and appropriate to amend the Plan (the "Amendment") to further achieve the purposes of Act 57, including halting property value deterioration and promoting economic growth in the downtown district; and

WHEREAS, the Authority has carefully reviewed the proposed Amendment and finds that it satisfies all the requirements for a development plan as set forth in Section 217 of Act 57, including but not limited to the following:

1. A designation of the boundaries of the development area;
2. The location and extent of existing streets and public facilities, categories of existing and proposed land uses, and a legal description of the development area;
3. The location, extent, character, and estimated cost of contemplated improvements and an estimate of completion time;
4. Estimates of cost and the proposed method of financing;
5. Compliance with relocation and displacement requirements, as applicable; and
6. All other pertinent information required by Section 217(2) of the Act; and

WHEREAS, Section 219(2) of Act 57 requires that amendments to an approved plan be submitted by the Authority to the governing body for approval or rejection.

NOW, THEREFORE, BE IT RESOLVED BY THE BUCHANAN DOWNTOWN DEVELOPMENT AUTHORITY THAT:

1. The Authority hereby finds that the Amendment to the Development Plan and Tax Increment Financing Plan constitutes a public purpose.

2. The Authority hereby transmits the Amendment to the Buchanan City Commission for its consideration and approval.
3. The Authority recommends that the City Commission adopt the Amendment by ordinance following the public hearing and notification procedures required under Section 218 of Act 57.
4. The Authority further recommends that the City Commission, in its deliberations, make the findings required under Section 219 of Act 57, including that the Amendment constitutes a public purpose, is reasonable and necessary, and is in accord with the City's master plan.
5. All resolutions or parts of resolutions in conflict herewith are hereby rescinded.

AYES: Capron, Finan, Fletcher, Hein, Jones, Williams, Reed, Weedon, Mast

NAYS: N/A

ABSENT: N/A

CERTIFICATION I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Buchanan Downtown Development Authority at a meeting held on April 8, 2026, and that notice of said meeting was given pursuant to the Open Meetings Act.



Kalla Langston-Weiss, City Clerk

**BUDGET AMENDMENTS FOR FUND 101
FISCAL YEAR ENDING 6/30/2026**

4/9/2026					
2025-26					
		ORIGINAL	2025-26	YTD BALANCE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	06/30/2026	USED
Fund 101 - GENERAL					
Revenues					
Dept 000.000					
101-000.000-402.000	REAL PROPERTY TAXES	2,140,000.00	2,140,000.00	1,879,329.23	
101-000.000-412.000	DELQ PERS PROPERTY TAX	500.00	10,000.00	7,595.57	
101-000.000-432.000	PILOT PAYMENTS	10,000.00	10,000.00	12,731.02	
101-000.000-437.000	INDUSTRIAL FACILITY TAX	2,500.00	2,500.00	0.00	
101-000.000-439.000	MEDICAL/ADULT MARIJUANA STATE REV.	300,000.00	325,000.00	324,102.60	
	<i>AMENDMENT</i>	25,000.00			
101-000.000-442.000	FARMERS' MARKET REVENUE	1,000.00	2,500.00	3,740.00	
101-000.000-445.000	PENALTY & INTEREST - TAXES	20,000.00	20,000.00	7,972.46	
101-000.000-447.000	ADMINISTRATION FEE-TAXES	55,000.00	55,000.00	55,156.42	
101-000.000-477.000	FRANCHISE FEE-CABLE	35,000.00	35,000.00	22,803.39	
101-000.000-478.000	RENTAL REGISTRATION FEE	50,000.00	0.00	160.00	
	<i>AMENDMENT</i>	(50,000.00)			
101-000.000-492.000	BUILDING PERMITS	20,000.00	25,000.00	25,054.61	
101-000.000-492.001	MOBILE FOOD VENDOR PERMITS	5,000.00	5,000.00	225.00	
101-000.000-492.002	MEDICAL MARIHUANA PERMITS	80,000.00	50,000.00	41,500.00	
	<i>AMENDMENT</i>	(30,000.00)			
101-000.000-492.003	BANNER & SIGN PERMITS	500.00	500.00	100.00	
101-000.000-492.004	RIGHT-OF-WAY PERMITS	10,000.00	10,000.00	2,750.00	
101-000.000-492.005	GARAGE SALE PERMITS	0.00	100.00	37.50	
101-000.000-492.006	ZONING PERMITS	0.00	500.00	275.00	
101-000.000-492.007	LONG-TERM RENTAL REGISTRATIONS	0.00	22,000.00	21,700.00	
	<i>AMENDMENT</i>	22,000.00			
101-000.000-492.008	SHORT-TERM RENTAL REGISTRATIONS	0.00	1,000.00	675.00	

		2025-26			
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2025-26 AMENDED BUDGET	YTD BALANCE 06/30/2026	% BDGT USED
101-000.000-492.009	PARKING PERMITS	0.00	300.00	150.00	
101-000.000-492.100	ADULT USE MARIHUANA PERMITS	0.00	45,000.00	45,000.00	
	<i>AMENDMENT</i>	25,000.00			
101-000.000-532.000	EMERGENCY RESPONSE FEE	25,000.00	25,000.00	21,000.00	
101-000.000-538.000	FEDERAL GRANT REVENUE	0.00			
101-000.000-539.000	COPS GRANT	60,000.00	60,000.00	0.00	
101-000.000-540.000	STATE POLICE/MCOLES CPE	0.00	2,500.00	2,047.34	
101-000.000-543.000	PUBLIC SAFETY GRANTS	0.00	15,000.00	13,440.00	
101-000.000-566.001	GRANTS & SPECIAL PROJECTS	5,000.00	35,000.00	24,750.00	
	RBDG GRANT		44,180.00	10,231.00	
	<i>AMENDMENT</i>	44,180.00			
101-000.000-566.004	COMTO GRANT - PASS THROUGH	0.00	25,000.00	10,416.68	
	<i>Thriving Communities AMENDMENT</i>	25,000.00			
101-000.000-568.000	STATE SHARED LIQUOR LICENSE	3,000.00	3,000.00	1,693.45	
101-000.000-569.000	STATE GRANTS/OTHER RECIEVABLES	0.00	35,000.00	28,849.56	
101-000.000-573.000	LOCAL STABILIZATION STATE REV	50,000.00	50,000.00	46,813.74	
101-000.000-574.000	STATE REV SHARING CVTRS/SALES TAX	720,000.00	720,000.00	482,359.00	
101-000.000-596.000	LEHMANS ORCHARD ANNUAL PAYMENT	8,667.00	8,667.00	8,666.67	
101-000.000-602.000	SCHOOL RESOURCE OFFICER	30,000.00	45,000.00	29,425.25	
	<i>AMENDMENT</i>	15,000.00			
101-000.000-607.000	SPECIAL ELECTION REIMBURSEMENT	0.00	10,000.00	9,839.49	
101-000.000-633.000	FOUNDATIONS - CEMETERY	7,000.00	7,000.00	5,723.20	
101-000.000-634.000	GRAVE OPENINGS	35,000.00	35,000.00	16,923.90	
101-000.000-635.000	CEMETERY TENT SERVICE	2,000.00	2,000.00	1,500.00	
101-000.000-636.000	COLUMBARIUM & PLAQUE	1,000.00	2,750.00	2,450.00	
	<i>AMENDMENT</i>	1,750.00			
101-000.000-640.000	VAULT SETTING FEES	4,000.00	4,000.00	2,100.00	
101-000.000-641.000	WEEDS/SNOW	8,000.00	10,000.00	9,918.00	
101-000.000-643.000	SALES - CEMETERY LOTS	20,000.00	20,000.00	8,079.05	
101-000.000-644.000	COPIES	200.00	200.00	0.00	
101-000.000-645.000	SALES - SURPLUS PROPERTY	100.00	100.00	0.00	
101-000.000-652.000	PARKING VIOLATIONS	2,000.00	4,500.00	5,308.00	

GL NUMBER	DESCRIPTION	2025-26	2025-26	YTD BALANCE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	06/30/2026	USED
101-000.000-656.000	BUCHANAN REDBUD CITY CENTER	10,000.00	10,000.00	9,050.00	
101-000.000-657.000	ORDINANCE VIOLATIONS	300.00	600.00	505.86	
101-000.000-664.000	MML DIVIDENDS	8,000.00	8,500.00	8,381.00	
101-000.000-665.000	INTEREST EARNED - BANK/INVESTMENTS	70,000.00	70,000.00	13,004.68	
101-000.000-675.000	MISC REVENUE/DONATION	10,000.00	10,000.00	8,187.76	
101-000.000-675.001	BARB DONATIONS	0.00	2,000.00	1,900.00	
101-000.000-675.006	SCHOOL TAX COLLECTION FEE	0.00	10,000.00	9,039.60	
101-000.000-675.007	RESERVE OFFICER REIMBURSEMENT	0.00	200.00	642.00	
101-000.000-676.000	REIMBURSEMENTS	0.00	20,000.00	58,602.00	
101-000.000-676.007	WORKERS COMP INSURANCE	0.00	0.00	5,312.00	
101-000.000-677.000	POLICE REPORTS	300.00	400.00	290.90	
101-000.000-678.000	SCHOOL GUARDS	14,000.00	14,000.00	7,144.08	
101-000.000-683.000	FOIA FEES	100.00	300.00	266.64	
101-000.000-691.000	LEASE FINANCING - POOL CAR	0.00	30,000.00	29,178.76	
101-000.000-691.001	LEASE FINANCING - POLICE CAR #1	0.00	42,000.00	41,159.74	
101-000.000-691.002	LEASE FINANCING - POLICE CAR #2	0.00	42,000.00	41,159.74	
101-000.000-693.000	GAIN ON SALE OF DEPRECIABLE FIXED ASSETS	0.00	15,000.00	12,720.50	
101-000.000-699.401	TRANSFER IN - FROM CAPITAL PROJECTS	134,000.00	134,000.00	0.00	
101-000.000-699.592	TRANSFER IN - WATER/SEWER	0.00	11,600.00	11,600.00	
	<i>AMENDMENT</i>	11,600.00			
Total Dept 000.000		3,957,167.00	4,343,897.00	3,440,506.39	79%
TOTAL REVENUES		3,957,167.00	4,343,897.00	3,440,506.39	
Expenditures					
Dept 000.000					
101-000.000-995.243	TRANSFER TO - BROWNFIELD AUTHORITY	0.00	2.00	1.76	
	<i>AMENDMENT</i>	2.00			
	TRANSFER OUT - 2025 CAP PROJ DEBT FUND	0.00	106,750.00		
	<i>AMENDMENT</i>	106,750.00			
Total Dept 000.000		0.00	106,752.00	1.76	0%

		2025-26			
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2025-26 AMENDED BUDGET	YTD BALANCE 06/30/2026	% BDGT USED
Dept 101.000 - CITY COMMISSION					
101-101.000-705.000	SALARIES-PART TIME	14,000.00	14,000.00	6,585.00	
101-101.000-715.000	EMPLOYER PAYROLL TAXES	1,700.00	1,350.00	516.77	
101-101.000-715.004	MADISON NATIONAL - LIFE	0.00	350.00	223.27	
101-101.000-805.000	MARKETING PLAN	1,500.00	1,500.00	0.00	
101-101.000-818.000	CONTRACTUAL	3,000.00	10,000.00	3,201.00	
	AMENDMENT	7,000.00			
101-101.000-826.000	LEGAL FEES	40,000.00	5,000.00	1,087.50	
	AMENDMENT	(35,000.00)			
101-101.000-831.000	MEMBERSHIP AND DUES	6,000.00	6,000.00	2,500.00	
101-101.000-885.000	PUBLIC RELATIONS	0.00	1,000.00	789.11	
101-101.000-962.000	MISCELLANEOUS	1,000.00	1,000.00	0.00	
101-101.000-975.000	PROPERTY ACQUISITION	0.00	2,300.00	2,200.30	
Total Dept 101.000 - CITY COMMISSION		67,200.00	42,500.00	17,102.95	40%
Dept 172.000 - CITY MANAGER					
101-172.000-702.000	SALARIES-FULL TIME	70,000.00	70,000.00	44,015.37	
101-172.000-715.000	EMPLOYER PAYROLL TAXES	30,000.00	9,300.00	4,417.35	
101-172.000-715.001	MEDICAL - PRIORITY HEALTH	0.00	11,100.00	6,818.61	
101-172.000-715.002	DENTAL - DELTA	0.00	700.00	398.63	
101-172.000-715.003	FIDELITY - EYE	0.00	150.00	72.18	
101-172.000-715.004	MADISON NATIONAL - LIFE	0.00	250.00	137.88	
101-172.000-715.005	HSA	0.00	2,000.00	1,722.13	
101-172.000-717.000	RETIREMENT	0.00	6,500.00	5,255.64	
101-172.000-728.000	OFFICE SUPPLIES	2,000.00	2,000.00	0.00	
101-172.000-730.000	POSTAGE	1,000.00	1,000.00	0.74	
101-172.000-756.000	MISCELLANEOUS SUPPLIES	1,000.00	1,000.00	21.60	
101-172.000-818.000	CONTRACTUAL	20,000.00	3,200.00	341.25	
101-172.000-826.000	LEGAL FEES	30,000.00	60,000.00	36,087.89	
	AMENDMENT	30,000.00			
101-172.000-831.000	MEMBERSHIP AND DUES	2,000.00	2,000.00	884.85	

		2025-26			
		ORIGINAL	2025-26	YTD BALANCE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	06/30/2026	USED
101-172.000-853.000	TELEPHONE, INTERNET, CABLE	0.00	1,800.00	1,175.62	
101-172.000-864.000	CONFERENCES AND WORKSHOP	4,000.00	4,000.00	330.00	
101-172.000-873.000	TRAVEL & CAR ALLOWANCE	8,000.00	8,000.00	6,699.36	
101-172.000-962.000	MISCELLANEOUS	1,000.00	1,000.00	1,037.13	
101-172.000-9-----	PROFESSIONAL SERVICES	15,000.00	5,000.00	0.00	
	AMENDMENT	(10,000.00)			
101-172.000-971.000	CAPITAL OUTLAY	40,000.00	0.00	0.00	
	AMENDMENT	(40,000.00)			
Total Dept 172.000 - CITY MANAGER		224,000.00	189,000.00	109,416.23	58%
Dept 215.000 - CITY CLERK					
101-215.000-702.000	SALARIES-FULL TIME	63,000.00	63,000.00	52,658.09	
101-215.000-703.000	SALARIES-OVERTIME	0.00	200.00	127.08	
101-215.000-715.000	EMPLOYER PAYROLL TAXES	38,000.00	9,100.00	4,741.15	
101-215.000-715.001	MEDICAL - PRIORITY HEALTH	0.00	13,000.00	9,529.28	
101-215.000-715.002	DENTAL - DELTA	0.00	1,000.00	732.15	
101-215.000-715.003	FIDELITY - EYE	0.00	200.00	106.70	
101-215.000-715.004	MADISON NATIONAL - LIFE	0.00	150.00	97.20	
101-215.000-715.005	HSA	0.00	5,300.00	5,016.38	
101-215.000-717.000	RETIREMENT	0.00	5,250.00	4,270.16	
101-215.000-728.000	OFFICE SUPPLIES	1,500.00	1,500.00	413.14	
101-215.000-730.000	POSTAGE	0.00	100.00	0.74	
101-215.000-818.000	CONTRACTUAL	18,000.00	8,000.00	2,252.82	
101-215.000-826.000	LEGAL FEES	3,000.00	24,000.00	12,901.95	
101-215.000-831.000	MEMBERSHIP AND DUES	1,000.00	1,000.00	75.00	
101-215.000-853.000	TELEPHONE, INTERNET, CABLE	0.00	750.00	530.75	
101-215.000-864.000	CONFERENCES AND WORKSHOP	2,000.00	2,000.00	0.00	
101-215.000-873.000	TRAVEL & CAR ALLOWANCE	1,500.00	1,500.00	527.96	
101-215.000-903.000	LEGAL NOTICES & RECORDINGS	4,000.00	4,000.00	3,002.95	
101-215.000-962.000	MISCELLANEOUS	200.00	200.00	10.00	
101-215.000-971.000	CAPITAL OUTLAY	10,000.00	10,000.00	8,525.00	
Total Dept 215.000 - CITY CLERK		142,200.00	150,250.00	105,518.50	70%

		2025-26			
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2025-26 AMENDED BUDGET	YTD BALANCE 06/30/2026	% BDGT USED
Dept 253.000 - TREASURER					
101-253.000-702.000	SALARIES-FULL TIME	75,000.00	75,000.00	57,816.32	
101-253.000-703.000	SALARIES-OVERTIME	2,000.00	1,000.00	741.14	
101-253.000-715.000	EMPLOYER PAYROLL TAXES	28,000.00	7,750.00	5,334.98	
101-253.000-715.001	MEDICAL - PRIORITY HEALTH	0.00	7,000.00	4,959.45	
101-253.000-715.002	DENTAL - DELTA	0.00	300.00	229.67	
101-253.000-715.003	FIDELITY - EYE	0.00	100.00	47.47	
101-253.000-715.004	MADISON NATIONAL - LIFE	0.00	175.00	126.98	
101-253.000-715.005	HSA	0.00	2,700.00	2,685.59	
101-253.000-717.000	RETIREMENT	0.00	6,000.00	4,444.68	
101-253.000-728.000	OFFICE SUPPLIES	3,500.00	3,500.00	1,103.12	
101-253.000-730.000	POSTAGE	4,000.00	4,000.00	1,962.15	
101-253.000-744.101	PAYROLL PROCESSING	5,000.00	10,000.00	5,092.80	
101-253.000-807.000	AUDIT	30,000.00	30,000.00	24,481.67	
101-253.000-818.000	CONTRACTUAL	45,000.00	10,000.00	8,497.01	
	AMENDMENT	(35,000.00)			
101-253.000-831.000	MEMBERSHIP AND DUES	750.00	750.00	249.00	
101-253.000-853.000	TELEPHONE, INTERNET, CABLE	0.00	450.00	284.03	
101-253.000-864.000	CONFERENCES AND WORKSHOP	800.00	800.00	0.00	
101-253.000-873.000	TRAVEL & CAR ALLOWANCE	300.00	300.00	0.00	
101-253.000-956.000	BANK FEES AND CHARGES	0.00	2,000.00	650.14	
101-253.000-965.000	REAL ESTATE TAXES	0.00	200.00	153.26	
Total Dept 253.000 - TREASURER		194,350.00	162,025.00	118,859.46	73%
Dept 257.000 - ASSESSOR					
101-257.000-705.000	SALARIES-PART TIME	29,000.00	29,000.00	19,948.48	
101-257.000-715.000	EMPLOYER PAYROLL TAXES	3,000.00	3,000.00	1,757.27	
101-257.000-728.000	OFFICE SUPPLIES	1,000.00	1,000.00	0.00	
101-257.000-730.000	POSTAGE	0.00	1,500.00	1,168.20	
101-257.000-818.000	CONTRACTUAL	5,000.00	3,500.00	2,460.00	
Total Dept 257.000 - ASSESSOR		38,000.00	38,000.00	25,333.95	67%

		2025-26			
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2025-26 AMENDED BUDGET	YTD BALANCE 06/30/2026	% BDGT USED
Dept 262.000 - ELECTIONS					
101-262.000-702.000	SALARIES-FULL TIME	20,000.00	20,000.00	13,571.17	
101-262.000-705.002	ELECTION WORKERS	20,000.00	5,000.00	4,180.82	
101-262.000-715.000	EMPLOYER PAYROLL TAXES	15,000.00	3,200.00	1,520.71	
	<i>AMENDMENT</i>	(11,800.00)			
101-262.000-715.001	MEDICAL - PRIORITY HEALTH	0.00	4,500.00	2,990.25	
101-262.000-715.002	DENTAL - DELTA	0.00	350.00	244.08	
101-262.000-715.003	FIDELITY - EYE	0.00	100.00	35.55	
101-262.000-715.004	MADISON NATIONAL - LIFE	0.00	100.00	32.40	
101-262.000-715.005	HSA	0.00	1,500.00	1,370.21	
101-262.000-717.000	RETIREMENT	0.00	2,000.00	1,423.41	
101-262.000-728.000	OFFICE SUPPLIES	3,000.00	3,000.00	1,818.37	
101-262.000-730.000	POSTAGE	0.00	1,250.00	1,130.45	
101-262.000-818.000	CONTRACTUAL	9,000.00	4,000.00	3,525.15	
	<i>AMENDMENT</i>	(5,000.00)			
101-262.000-826.000	LEGAL FEES	1,000.00	0.00	0.00	
101-262.000-903.000	LEGAL NOTICES & RECORDINGS	0.00	1,250.00	1,025.00	
101-262.000-933.000	MAINTENANCE - EQUIPMENT	1,500.00	250.00	0.00	
101-262.000-962.000	MISCELLANEOUS	2,000.00	1,000.00	882.75	
101-262.000-967.008	VOTING EQUIPMENT	8,000.00	10,000.00	0.00	
101-262.000-995.001	TRANSFER-EQUIPMENT RESERVE	10,000.00	12,000.00	0.00	
Total Dept 262.000 - ELECTIONS		89,500.00	69,500.00	33,750.32	49%
Dept 265.000 - CITY HALL					
101-265.000-751.000	GAS AND OIL	0.00	100.00	42.07	
101-265.000-756.000	MISCELLANEOUS SUPPLIES	8,000.00	8,000.00	5,493.28	
101-265.000-756.003	TECHNOLOGY EQUIP. SUPPLIES	10,000.00	10,000.00	8,705.94	
101-265.000-818.000	CONTRACTUAL	70,000.00	25,000.00	13,931.10	
	<i>AMENDMENT</i>	(45,000.00)			
101-265.000-818.006	ENTERPRISE - MAINTENANCE MANAGEMENT	0.00	1,250.00	551.71	
101-265.000-819.000	TECHNOLOGY CONTRACTUAL SERVICES	25,000.00	25,000.00	19,546.05	

		2025-26			
		ORIGINAL	2025-26	YTD BALANCE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	06/30/2026	USED
101-265.000-853.000	TELEPHONE, INTERNET, CABLE	10,000.00	10,000.00	6,424.53	
101-265.000-921.000	UTILITIES	36,000.00	60,000.00	47,606.66	
101-265.000-931.000	MAINTENANCE - BUILDINGS	12,000.00	5,000.00	2,806.94	
	<i>AMENDMENT</i>	<i>(7,000.00)</i>			
101-265.000-934.000	MAINT. - OFFICE EQUIPMENT	5,000.00	5,000.00	4,331.54	
101-265.000-962.000	MISCELLANEOUS	3,000.00	3,000.00	13.27	
101-265.000-963.000	FIRE & LIABILITY INSURANCE	45,000.00	41,000.00	40,493.00	
101-265.000-970.057	OFFICE EQUIPMENT	2,500.00	2,500.00	0.00	
101-265.000-971.001	CAPITAL OUTLAY - ENTERPRISE	0.00	29,500.00	29,178.76	
101-265.000-991.001	LEASE - ENTERPRISE FLEET	0.00	2,500.00	2,643.10	
101-265.000-993.005	ENTERPRISE - INTEREST EXPENSE	0.00	1,025.00	584.70	
Total Dept 265.000 - CITY HALL		226,500.00	228,875.00	182,352.65	80%
Dept 267.000 - ADMIN. & RECORD KEEPING					
101-267.000-956.000	BANK FEES AND CHARGES	2,000.00	0.00	0.00	
Total Dept 267.000 - ADMIN. & RECORD KEEPING		2,000.00	0.00	0.00	
Dept 273.000 - BUILDING AUTHORITY					
101-273.000-995.369	TRANSFERS OUT - TO BLDG AUTH DEBT FUND	0.00	150,000.00	74,960.94	
	<i>AMENDMENT</i>				
Total Dept 273.000 - BUILDING AUTHORITY		0.00	150,000.00	74,960.94	50%
Dept 301.000 - POLICE					
101-301.000-150.000	BOOKS & MAGAZINES	300.00	300.00	0.00	
101-301.000-702.000	SALARIES-FULL TIME	675,000.00	675,000.00	519,228.25	
101-301.000-702.001	SALARIES-CODE ENFORCEMENT	0.00	15,000.00	3,755.52	
101-301.000-703.000	SALARIES-OVERTIME	40,000.00	40,000.00	28,686.14	
101-301.000-705.000	SALARIES-PART TIME	10,000.00	30,000.00	9,414.00	
101-301.000-715.000	EMPLOYER PAYROLL TAXES	265,000.00	74,500.00	66,992.85	
101-301.000-715.001	MEDICAL - PRIORITY HEALTH	0.00	70,000.00	50,062.88	
101-301.000-715.002	DENTAL - DELTA	0.00	4,700.00	3,123.23	
101-301.000-715.003	FIDELITY - EYE	0.00	800.00	644.54	

GL NUMBER	DESCRIPTION	2025-26	2025-26	YTD BALANCE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	06/30/2026	USED
101-301.000-715.004	MADISON NATIONAL - LIFE	0.00	1,300.00	897.60	
101-301.000-715.005	HSA	0.00	25,000.00	21,710.08	
101-301.000-717.000	RETIREMENT	0.00	88,500.00	70,395.94	
101-301.000-728.000	OFFICE SUPPLIES	3,000.00	3,000.00	1,352.23	
101-301.000-729.000	TARGET RANGE & SUPPLIES	6,000.00	6,000.00	3,216.28	
101-301.000-730.000	POSTAGE	0.00	300.00	164.22	
101-301.000-751.000	GAS AND OIL	22,000.00	22,000.00	14,424.46	
101-301.000-756.000	MISCELLANEOUS SUPPLIES	4,000.00	5,000.00	3,516.94	
101-301.000-756.003	TECHNOLOGY EQUIP. SUPPLIES	3,500.00	3,500.00	1,764.11	
101-301.000-768.000	UNIFORMS	6,000.00	12,000.00	8,494.34	
	<i>AMENDMENT</i>	6,000.00			
101-301.000-769.000	UNIFORM CLEANING	800.00	800.00	0.00	
101-301.000-818.000	CONTRACTUAL	16,000.00	10,000.00	6,151.80	
	<i>AMENDMENT</i>	(6,000.00)			
101-301.000-818.002	RESERVE OFFICER WAGES	3,000.00	3,000.00	1,966.00	
101-301.000-818.003	BACKGROUND CHECKS	0.00	250.00	140.00	
101-301.000-818.006	ENTERPRISE - MAINTENANCE MANAGEMENT	0.00	1,000.00	824.42	
101-301.000-819.000	TECHNOLOGY CONTRACTUAL SERVICES	9,000.00	9,000.00	5,771.05	
101-301.000-826.000	LEGAL FEES	7,000.00	7,000.00	3,100.00	
101-301.000-831.000	MEMBERSHIP AND DUES	500.00	800.00	340.00	
101-301.000-851.000	RADIO MAINTENANCE	7,000.00	7,000.00	0.00	
101-301.000-853.000	TELEPHONE, INTERNET, CABLE	16,000.00	16,000.00	10,306.05	
101-301.000-864.000	CONFERENCES AND WORKSHOP	1,000.00	1,000.00	245.00	
101-301.000-873.000	TRAVEL & CAR ALLOWANCE	1,000.00	4,000.00	2,705.75	
101-301.000-886.000	COMMUNITY POLICING	2,500.00	2,500.00	1,396.94	
101-301.000-921.000	UTILITIES	15,000.00	15,000.00	8,856.89	
101-301.000-931.000	MAINTENANCE - BUILDINGS	3,000.00	3,000.00	405.34	
101-301.000-933.000	MAINTENANCE - EQUIPMENT	1,000.00	1,000.00	205.20	
101-301.000-934.000	MAINT. - OFFICE EQUIPMENT	2,000.00	2,000.00	0.00	
101-301.000-939.000	MAINTENANCE - VEHICLE	16,000.00	35,000.00	29,179.81	
	<i>AMENDMENT</i>	19,000.00			
101-301.000-960.000	EDUCATION AND TRAINING	2,500.00	13,500.00	11,674.00	

		2025-26			
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2025-26 AMENDED BUDGET	YTD BALANCE 06/30/2026	% BDGT USED
101-301.000-961.000	MEDICAL EXAMS	2,000.00	2,000.00	553.00	
101-301.000-962.000	MISCELLANEOUS	3,000.00	3,000.00	3,023.54	
101-301.000-963.000	FIRE & LIABILITY INSURANCE	22,000.00	19,500.00	19,033.71	
101-301.000-967.013	DARE PROGRAM	1,500.00	1,500.00	0.00	
101-301.000-970.050	RESERVE EQUIPMENT	1,000.00	1,000.00	154.00	
101-301.000-971.000	CAPITAL OUTLAY	65,000.00	6,000.00	5,661.12	
101-301.000-971.001	CAPITAL OUTLAY - ENTERPRISE	0.00	82,500.00	82,319.48	
101-301.000-991.001	LEASE - ENTERPRISE FLEET	0.00	12,000.00	7,542.30	
101-301.000-993.005	ENTERPRISE - INTEREST EXPENSE	0.00	2,200.00	1,409.90	
Total Dept 301.000 - POLICE		1,232,600.00	1,338,450.00	1,010,808.91	76%
Dept 315.000 - CROSSING GUARDS					
101-315.000-702.000	SALARIES-FULL TIME	31,000.00	25,000.00	17,018.72	
		AMENDMENT (6,000.00)			
101-315.000-715.000	EMPLOYER PAYROLL TAXES	4,000.00	3,000.00	1,821.09	
		AMENDMENT (1,000.00)			
101-315.000-756.000	MISCELLANEOUS SUPPLIES	500.00	250.00	0.00	
Total Dept 315.000 - CROSSING GUARDS		35,500.00	28,250.00	18,839.81	67%
Dept 336.000 - FIRE DEPARTMENT					
101-336.000-150.000	BOOKS & MAGAZINES	200.00	200.00	0.00	
101-336.000-704.001	SALARIES-VOLUNTEER FIREMAN	40,000.00	40,000.00	34,541.73	
101-336.000-704.002	SALARIES - FIRE INSPECTION	20,000.00	20,000.00	6,104.50	
101-336.000-715.000	EMPLOYER PAYROLL TAXES	6,500.00	6,500.00	4,382.09	
101-336.000-728.000	OFFICE SUPPLIES	750.00	250.00	65.83	
101-336.000-730.000	POSTAGE	0.00	150.00	44.31	
101-336.000-751.000	GAS AND OIL	1,200.00	1,200.00	495.82	
101-336.000-756.000	MISCELLANEOUS SUPPLIES	2,500.00	3,000.00	2,639.07	
101-336.000-768.000	UNIFORMS	2,000.00	2,000.00	882.79	
101-336.000-818.000	CONTRACTUAL	2,500.00	2,500.00	340.85	
101-336.000-831.000	MEMBERSHIP AND DUES	1,500.00	1,500.00	706.55	
101-336.000-851.000	RADIO MAINTENANCE	2,000.00	2,000.00	3,676.60	

		2025-26			
		ORIGINAL	2025-26	YTD BALANCE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	06/30/2026	USED
101-336.000-851.001	EQUIPMENT TESTING	10,000.00	10,000.00	8,684.00	
101-336.000-853.000	TELEPHONE, INTERNET, CABLE	5,500.00	7,500.00	5,336.23	
101-336.000-864.000	CONFERENCES AND WORKSHOP	1,500.00	2,000.00	1,294.15	
101-336.000-921.000	UTILITIES	13,000.00	13,000.00	8,652.27	
101-336.000-931.000	MAINTENANCE - BUILDINGS	1,500.00	2,000.00	1,269.75	
101-336.000-933.000	MAINTENANCE - EQUIPMENT	1,000.00	3,000.00	1,725.25	
101-336.000-934.000	MAINT. - OFFICE EQUIPMENT	500.00	500.00	0.00	
101-336.000-939.000	MAINTENANCE - VEHICLE	10,000.00	10,000.00	3,456.90	
101-336.000-960.000	EDUCATION AND TRAINING	2,000.00	2,000.00	746.36	
101-336.000-961.000	MEDICAL EXAMS	2,000.00	2,000.00	807.00	
101-336.000-962.000	MISCELLANEOUS	1,000.00	1,000.00	247.50	
101-336.000-963.000	FIRE AND LIABILITY INSURANCE	4,000.00	3,500.00	3,266.69	
101-336.000-971.000	CAPITAL OUTLAY	66,000.00	60,000.00	59,983.77	
101-336.000-995.004	TRANSFER - BUILDING RESERVE	10,000.00	10,000.00	0.00	
Total Dept 336.000 - FIRE DEPARTMENT		207,150.00	205,800.00	149,350.01	73%
Dept 371.001 - BUILDING INSPECTOR					
101-371.001-150.000	BOOKS & MAGAZINES	0.00	150.00	84.50	
101-371.001-705.000	SALARIES-PART TIME	0.00	50,000.00	38,840.60	
101-371.001-715.000	EMPLOYER PAYROLL TAXES	0.00	4,000.00	2,971.30	
101-371.001-728.000	OFFICE SUPPLIES	0.00	1,000.00	763.46	
101-371.001-831.000	MEMBERSHIP AND DUES	0.00	500.00	215.00	
101-371.001-853.000	TELEPHONE, INTERNET, CABLE	0.00	3,000.00	500.70	
101-371.001-864.000	CONFERENCES AND WORKSHOP	0.00	1,000.00	565.00	
Total Dept 371.001 - BUILDING INSPECTOR		0.00	59,650.00	43,940.56	74%
Dept 441.000 - DEPARTMENT OF PUBLIC WORKS					
101-441.000-702.000	SALARIES-FULL TIME	50,000.00	50,000.00	41,355.93	
101-441.000-703.000	SALARIES-OVERTIME	8,000.00	8,000.00	3,933.90	
101-441.000-704.000	SALARIES-TEMPORARY	25,000.00	25,000.00	14,235.00	
101-441.000-715.000	EMPLOYER PAYROLL TAXES	28,000.00	8,800.00	6,057.33	
101-441.000-715.001	MEDICAL - PRIORITY HEALTH	0.00	12,000.00	8,750.63	

		2025-26			
		ORIGINAL	2025-26	YTD BALANCE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	06/30/2026	USED
101-441.000-715.002	DENTAL - DELTA	0.00	500.00	364.31	
101-441.000-715.003	FIDELITY - EYE	0.00	80.00	53.19	
101-441.000-715.004	MADISON NATIONAL - LIFE	0.00	130.00	93.33	
101-441.000-715.005	HSA	0.00	3,100.00	3,088.44	
101-441.000-717.000	RETIREMENT	0.00	3,000.00	2,188.55	
101-441.000-751.000	GAS AND OIL	30,000.00	30,000.00	22,117.69	
101-441.000-756.000	MISCELLANEOUS SUPPLIES	10,000.00	15,000.00	9,723.89	
101-441.000-756.003	TECHNOLOGY EQUIP. SUPPLIES	3,500.00	3,500.00	0.00	
101-441.000-758.000	EQUIPMENT MAINT SUPPLIES	35,000.00	27,000.00	15,260.38	
	AMENDMENT	(8,000.00)			
101-441.000-758.001	BLDG & GRNDS MAINT SUPPLIES	13,000.00	5,000.00	597.93	
	AMENDMENT	(8,000.00)			
101-441.000-768.000	UNIFORMS	11,000.00	3,000.00	1,838.88	
	AMENDMENT	(8,000.00)			
101-441.000-818.000	CONTRACTUAL	16,000.00	8,000.00	5,928.12	
	AMENDMENT	(8,000.00)			
101-441.000-819.000	TECHNOLOGY CONTRACTUAL SERVICES	9,000.00	2,000.00	554.85	
101-441.000-831.000	MEMBERSHIP AND DUES	0.00	1,500.00	1,275.00	
101-441.000-853.000	TELEPHONE, INTERNET, CABLE	5,000.00	5,000.00	3,222.87	
101-441.000-864.000	CONFERENCES AND WORKSHOP	3,000.00	3,000.00	0.00	
101-441.000-873.000	TRAVEL & CAR ALLOWANCE	0.00	100.00	47.16	
101-441.000-921.000	UTILITIES	60,000.00	35,000.00	25,901.41	
101-441.000-922.000	ALARM MONITORING	5,000.00	5,000.00	546.66	
101-441.000-926.000	STREET LIGHTING	40,000.00	15,000.00	9,906.85	
	AMENDMENT	(25,000.00)			
101-441.000-931.000	MAINTENANCE - BUILDINGS	8,000.00	5,000.00	3,314.80	
101-441.000-932.000	MAINTENANCE - GROUNDS	3,000.00	3,000.00	629.45	
101-441.000-933.000	MAINTENANCE - EQUIPMENT	32,000.00	25,000.00	18,328.94	
	AMENDMENT	(7,000.00)			
101-441.000-939.000	MAINTENANCE - VEHICLE	10,000.00	10,000.00	4,200.32	
101-441.000-961.000	MEDICAL EXAMS	2,500.00	2,500.00	1,621.04	
101-441.000-962.000	MISCELLANEOUS	2,500.00	2,500.00	0.00	

		2025-26			
		ORIGINAL	2025-26	YTD BALANCE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	06/30/2026	USED
101-441.000-963.000	FIRE AND LIABILITY INSURANCE	15,000.00	16,000.00	15,783.40	
101-441.000-964.001	BUILDING BACK-UP CAPACITY IMPROV.	8,350.00	0.00	0.00	
	AMENDMENT	(8,350.00)			
101-441.000-970.056	STORMWATER PHASE II	9,000.00	9,000.00	4,610.68	
101-441.000-971.000	CAPITAL OUTLAY	8,000.00	8,000.00	0.00	
101-441.000-994.000	NOTE PAYABLE INTEREST	0.00	11,600.00	11,600.00	
	AMENDMENT	11,600.00			
101-441.000-995.001	TRANSFER-EQUIPMENT RESERVE	25,000.00	25,000.00	0.00	
Total Dept 441.000 - DEPARTMENT OF PUBLIC WORKS		474,850.00	386,310.00	237,130.93	61%
Dept 567.000 - CEMETERY					
101-567.000-702.000	SALARIES-FULL TIME	37,500.00	37,500.00	23,574.17	62.86
101-567.000-703.000	SALARIES-OVERTIME	3,000.00	3,000.00	1,107.91	36.93
101-567.000-704.000	SALARIES-TEMPORARY	15,000.00	15,000.00	2,917.50	19.45
101-567.000-715.000	EMPLOYER PAYROLL TAXES	18,000.00	4,200.00	2,950.12	70.24
101-567.000-715.001	MEDICAL - PRIORITY HEALTH	0.00	12,000.00	8,434.54	70.29
101-567.000-715.002	DENTAL - DELTA	0.00	450.00	302.68	67.26
101-567.000-715.003	FIDELITY - EYE	0.00	160.00	35.55	22.22
101-567.000-715.004	MADISON NATIONAL - LIFE	0.00	100.00	64.80	64.80
101-567.000-715.005	HSA	0.00	2,800.00	2,740.40	97.87
101-567.000-717.000	RETIREMENT	0.00	1,500.00	1,130.84	75.39
101-567.000-751.000	GAS AND OIL	15,000.00	11,000.00	6,687.03	60.79
101-567.000-756.000	MISCELLANEOUS SUPPLIES	9,000.00	9,000.00	2,950.64	32.78
101-567.000-756.003	TECHNOLOGY EQUIP. SUPPLIES	1,000.00	1,000.00	0.00	0.00
101-567.000-758.000	EQUIPMENT MAINT SUPPLIES	5,000.00	5,000.00	1,560.52	31.21
101-567.000-768.000	UNIFORMS	2,500.00	2,500.00	760.54	30.42
101-567.000-810.000	INSURANCE CLAIM REPAIRS	0.00	0.00	1,698.96	100.00
101-567.000-818.000	CONTRACTUAL	10,000.00	2,000.00	1,302.32	26.05
	AMENDMENT	(8,000.00)			
101-567.000-819.000	TECHNOLOGY CONTRACTUAL SERVICES	3,000.00	3,000.00	0.00	0.00
101-567.000-831.000	MEMBERSHIP AND DUES	300.00	300.00	45.00	15.00
101-567.000-853.000	TELEPHONE, INTERNET, CABLE	3,500.00	3,500.00	2,022.96	57.80

		2025-26			
		ORIGINAL	2025-26	YTD BALANCE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	06/30/2026	USED
101-567.000-921.000	UTILITIES	14,000.00	14,000.00	8,920.93	63.72
101-567.000-931.000	MAINTENANCE - BUILDINGS	7,000.00	7,000.00	0.00	0.00
101-567.000-932.000	MAINTENANCE - GROUNDS	6,000.00	6,000.00	297.00	4.95
101-567.000-933.000	MAINTENANCE - EQUIPMENT	12,000.00	12,000.00	357.97	2.98
101-567.000-934.000	MAINT. - OFFICE EQUIPMENT	1,000.00	1,000.00	0.00	0.00
101-567.000-939.000	MAINTENANCE - VEHICLE	3,000.00	3,000.00	267.93	8.93
101-567.000-960.000	EDUCATION AND TRAINING	0.00	4,000.00	2,705.00	67.63
101-567.000-961.000	MEDICAL EXAMS	1,000.00	1,000.00	59.00	5.90
101-567.000-962.000	MISCELLANEOUS	1,500.00	1,500.00	0.00	0.00
101-567.000-963.000	FIRE & LIABILITY INSURANCE	3,000.00	2,750.00	2,684.52	97.62
101-567.000-971.000	CAPITAL OUTLAY Vault cart/Chipper	80,000.00	95,000.00	38,010.00	44.72
	AMENDMENT	15,000.00			
101-567.000-995.001	TRANSFER-EQUIPMENT RESERVE	10,000.00	0.00	0.00	0.00
	AMENDMENT	(10,000.00)			
Total Dept 567.000 - CEMETERY		261,300.00	261,260.00	113,588.83	42.98
Dept 651.000 - AMBULANCE SERVICE					
101-651.000-818.000	CONTRACTUAL	25,000.00	25,000.00	0.00	
Total Dept 651.000 - AMBULANCE SERVICE		25,000.00	25,000.00	0.00	
Dept 700.000 - COMMUNITY AND ECONOMIC DEVELOPMENT					
101-700.000-702.000	SALARIES-FULL TIME	152,000.00	85,000.00	78,460.62	
101-700.000-702.001	SALARIES-CODE ENFORCEMENT	0.00	50,000.00	27,809.28	
101-700.000-703.000	SALARIES-OVERTIME	0.00	150.00	249.23	
101-700.000-715.000	EMPLOYER PAYROLL TAXES	41,000.00	20,000.00	7,661.69	
101-700.000-715.001	MEDICAL - PRIORITY HEALTH	0.00	27,200.00	16,017.84	
101-700.000-715.002	DENTAL - DELTA	0.00	1,450.00	896.21	
101-700.000-715.003	FIDELITY - EYE	0.00	250.00	138.78	
101-700.000-715.004	MADISON NATIONAL - LIFE	0.00	250.00	170.02	
101-700.000-715.005	HSA	0.00	7,000.00	3,994.25	
101-700.000-717.000	RETIREMENT	0.00	10,700.00	9,712.43	
101-700.000-728.000	OFFICE SUPPLIES	0.00	1,000.00	548.74	

		2025-26			
		ORIGINAL	2025-26	YTD BALANCE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	06/30/2026	USED
101-700.000-730.000	POSTAGE	0.00	500.00	516.12	
101-700.000-735.000	ECONOMIC DEVELOPMENT	27,600.00	0.00	(83.62)	
	<i>AMENDMENT</i>	(27,600.00)			
101-700.000-805.000	MARKETING PLAN	1,000.00	2,000.00	791.91	
	<i>AMENDMENT</i>	1,000.00			
101-700.000-818.000	CONTRACTUAL	0.00	25,000.00	20,735.70	
101-700.000-818.007	CONSULTING AGREEMENTS	0.00	25,000.00	23,125.69	
101-700.000-826.000	LEGAL FEES	25,000.00	15,000.00	8,937.50	
101-700.000-831.000	MEMBERSHIP AND DUES	0.00	1,000.00	840.80	
101-700.000-853.000	TELEPHONE, INTERNET, CABLE	0.00	1,500.00	778.89	
101-700.000-873.000	TRAVEL & CAR ALLOWANCE	0.00	2,500.00	1,720.84	
101-700.000-885.000	PUBLIC RELATIONS	25,000.00	10,000.00	6,559.37	
101-700.000-962.000	MISCELLANEOUS	0.00	500.00	208.99	
101-700.000-967.002	GRANTS & SPECIAL PROJECTS	40,000.00	110,000.00	109,377.95	
	<i>AMENDMENT</i>	65,000.00			
101-700.000-967.004	GRANT MATCH - KATHRYN PARK	50,000.00	0.00	0.00	
101-700.000-967.005	KATHRYN PARK UPGRADES	100,000.00	100,000.00	0.00	
101-700.000-967.006	BLIGHT DEMOLITION	30,000.00	0.00	0.00	
	<i>AMENDMENT</i>	(30,000.00)			
101-700.000-967.007	SIDEWALK REPLACEMENT PROGRAM	60,000.00	60,000.00	0.00	
101-700.000-967.020	NORTHSIDE REPAIR PROGRAM	0.00	200,000.00	161,666.20	
Total Dept 700.000 - COMMUNITY AND ECONOMIC DEVELOPMENT		551,600.00	756,000.00	480,835.43	64%
Dept 755.000 - BUCHANAN AREA RECREATIONAL BOARD					
101-755.000-756.000	MISCELLANEOUS SUPPLIES	1,000.00	1,000.00	295.00	
101-755.000-756.014	MISCELLANEOUS	1,000.00	1,000.00	0.00	
101-755.000-818.000	CONTRACTUAL	20,000.00	20,000.00	15,318.80	
101-755.000-864.000	CONFERENCES AND WORKSHOP	500.00	500.00	0.00	
101-755.000-921.000	UTILITIES	2,500.00	2,500.00	1,072.98	
101-755.000-932.000	MAINTENANCE - GROUNDS	3,000.00	3,000.00	0.00	
101-755.000-962.000	MISCELLANEOUS	1,000.00	1,000.00	0.00	
101-755.000-963.000	FIRE & LIABILITY INSURANCE	800.00	800.00	656.00	

		2025-26			
		ORIGINAL	2025-26	YTD BALANCE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	06/30/2026	USED
Total Dept 755.000 - BUCHANAN AREA RECREATIONAL BOARD		29,800.00	29,800.00	17,342.78	58%
Dept 761.001 - COMMON CONCERT SERIES-DDA					
101-761.001-885.000	PUBLIC RELATIONS	10,000.00	0.00	0.00	
	AMENDMENT	(10,000.00)			
Total Dept 761.001 - COMMON CONCERT SERIES		10,000.00	0.00	0.00	
Dept 761.002 - FARMERS MARKET=DDA					
101-761.002-756.000	MISCELLANEOUS SUPPLIES	4,000.00	4,000.00	465.95	
101-761.002-803.000	MARKET MASTER FEES	6,000.00	6,000.00	4,140.00	
101-761.002-857.000	WEBSITE	450.00	450.00	154.92	
101-761.002-921.000	UTILITIES	100.00	100.00	0.00	
101-761.002-932.000	MAINTENANCE - GROUNDS	100.00	100.00	0.00	
101-761.002-963.000	FIRE & LIABILITY INSURANCE	200.00	200.00	69.00	
Total Dept 761.002 - FARMERS MARKET		10,850.00	10,850.00	4,829.87	45%
Dept 761.003 - TIN SHOP THEATRE-DDA					
101-761.003-921.000	UTILITIES	3,000.00	3,000.00	2,639.65	
101-761.003-931.000	MAINTENANCE - BUILDINGS	5,000.00	5,000.00	7.50	
101-761.003-962.000	MISCELLANEOUS	2,000.00	2,000.00	0.00	
Total Dept 761.003 - TIN SHOP THEATRE		10,000.00	10,000.00	2,647.15	26%
Dept 761.004 - CITY CENTER					
101-761.004-756.000	MISCELLANEOUS SUPPLIES	6,000.00	6,000.00	2,213.44	
101-761.004-756.005	RENTAL REFUNDS	0.00	1,000.00	900.00	
101-761.004-921.000	UTILITIES	9,000.00	12,250.00	8,734.47	
101-761.004-931.000	MAINTENANCE - BUILDINGS	0.00	5,000.00	4,964.25	
	AMENDMENT	5,000.00			
Total Dept 761.004 - CITY CENTER		15,000.00	24,250.00	16,812.16	69%
Dept 761.005 - PEARS MILL-DDA					
101-761.005-756.000	MISCELLANEOUS SUPPLIES	3,400.00	3,400.00	108.98	

		2025-26			
		ORIGINAL	2025-26	YTD BALANCE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	06/30/2026	USED
101-761.005-853.000	TELEPHONE, INTERNET, CABLE	2,500.00	2,500.00	1,608.47	
101-761.005-921.000	UTILITIES	2,500.00	2,500.00	856.06	
101-761.005-922.000	ALARM MONITORING	1,500.00	1,500.00	243.00	
101-761.005-932.000	MAINTENANCE - GROUNDS	1,000.00	1,000.00	380.00	
101-761.005-963.000	FIRE & LIABILITY INSURANCE	1,000.00	750.00	743.00	
Total Dept 761.005 - PEARS MILL		11,900.00	11,650.00	3,939.51	34%
Dept 761.006 - TREE FRIENDS					
101-761.006-756.000	MISCELLANEOUS SUPPLIES	1,100.00	1,100.00	128.29	
101-761.006-818.000	CONTRACTUAL	5,000.00	6,000.00	5,915.90	
101-761.006-978.000	TREE REMOVAL/REPLACEMENT	6,500.00	6,500.00	0.00	
Total Dept 761.006 - TREE FRIENDS		12,600.00	13,600.00	6,044.19	44%
Dept 761.007 - CITY-WIDE CLEAN UP					
101-761.007-885.000	PUBLIC RELATIONS	8,000.00	8,000.00	0.00	
Total Dept 761.007 - CITY-WIDE CLEAN UP		8,000.00	8,000.00	0.00	0%
Dept 761.008 - LIBRARY PROGRAMS					
101-761.008-885.000	PUBLIC RELATIONS	1,500.00	1,500.00	0.00	
Total Dept 761.008 - LIBRARY PROGRAMS		1,500.00	1,500.00	0.00	0%
TOTAL EXPENDITURES		3,881,400.00	4,307,272.00	2,773,406.90	65.06
Fund 101 - GENERAL:					
TOTAL REVENUES		3,957,167.00	4,343,897.00	3,440,506.39	80.28
TOTAL EXPENDITURES		3,881,400.00	4,307,272.00	2,773,406.90	65.06
NET OF REVENUES & EXPENDITURES		75,767.00	36,625.00	667,099.49	2,991.88

**BUDGET AMENDMENTS FOR FUND 592
FISCAL YEAR ENDING 6/30/2026**

		2025-26			
		ORIGINAL	2025-26	YTD BALANCE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	@ 03/31/2026	USED
Fund 592 - WATER AND SEWER FUND					
Revenues					
Dept 000.000					
592-000.000-445.001	PENALTIES - DELINQ COLLECTION	65,000.00	65,000.00	59,631.98	
592-000.000-542.000	TMF GRANT (EGLE)	520,000.00	520,000.00	207,759.66	
592-000.000-582.000	PERFORMANCE FEES	5,000.00	5,000.00	2,102.50	
592-000.000-583.000	METER SALES	1,000.00	1,000.00	3,054.05	
592-000.000-642.000	WATER SALES	720,000.00	720,000.00	566,707.65	
592-000.000-642.001	LEACHATE TREATMENT	250,000.00	250,000.00	167,236.67	
592-000.000-642.002	READY-TO-SERVE CHARGES	1,200,000.00	1,200,000.00	1,043,557.90	
592-000.000-643.001	SEWER CHARGES	1,050,000.00	1,050,000.00	841,133.59	
592-000.000-647.000	BUCHANAN TWP ASSESSMENT CHARGE	13,000.00	13,000.00	11,775.91	
592-000.000-665.000	INTEREST EARNED - BANK/INVESTMENTS	100,000.00	100,000.00	0.00	
592-000.000-665.592	USDA BONDS INVEST INTEREST	6,000.00	11,000.00	10,708.78	
	AMENDMENT	5,000.00			
592-000.000-665.593	USDA ACCT INTEREST	5,500.00	5,500.00	8,562.61	
592-000.000-665.594	USDA RRI/RESERVE INTEREST	0.00	3,000.00	2,306.35	
	AMENDMENT	3,000.00			
592-000.000-666.000	PORTABLE TOILET DUMPING	20,000.00	20,000.00	14,085.50	
592-000.000-675.000	MISC REVENUE/DONATION	1,500.00	1,500.00	7,144.68	
592-000.000-676.000	REIMBURSEMENTS Waste Water Study	0.00	13,000.00	13,000.00	
	AMENDMENT	13,000.00			
592-000.000-698.101	INSURANCE RECOVERIES	0.00	38,000.00	37,788.52	
	AMENDMENT	38,000.00			
592-000.000-943.001	HYDRANT RENTAL	4,500.00	4,500.00	3,922.00	
Total Dept 000.000		3,961,500.00	4,020,500.00	3,000,478.35	75%

		2025-26			
		ORIGINAL	2025-26	YTD BALANCE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	@ 03/31/2026	USED
TOTAL REVENUES		3,961,500.00	4,020,500.00	3,000,478.35	75%
Expenditures					
Dept 000.000					
592-000.000-907.000	ENTERPRISE - INTEREST EXPENSE	0.00	0.00	1,035.94	
592-000.000-922.000	BUCH TWP UTILITY ASSESSMENT	13,000.00	13,000.00	1,913.04	
592-000.000-995.101	TRANSFER TO GENERAL	0.00	11,600.00	11,600.00	
	AMENDMENT	11,600.00			
Total Dept 000.000		13,000.00			
Dept 273.000 - BUILDING AUTHORITY					
592-273.000-995.369	TRANSFERS OUT - TO BLDG AUTH DEBT FUND	149,922.00	149,922.00	74,960.94	
Total Dept 273.000 - BUILDING AUTHORITY		149,922.00	174,522.00	89,509.92	51%
Dept 590.000 - SEWER MAINTENANCE & OPERATION					
592-590.000-702.000	SALARIES-FULL TIME	390,000.00	350,000.00	259,351.47	
	AMENDMENT	(40,000.00)			
592-590.000-703.000	SALARIES-OVERTIME	12,000.00	20,000.00	17,008.73	
	AMENDMENT	8,000.00			
592-590.000-705.000	SALARIES-PART TIME	5,000.00	5,000.00	0.00	
592-590.000-715.000	EMPLOYER PAYROLL TAXES	135,000.00	35,000.00	25,617.38	
	AMENDMENT	(100,000.00)			
592-590.000-715.001	MEDICAL - PRIORITY HEALTH	0.00	47,000.00	33,476.00	
592-590.000-715.002	DENTAL - DELTA	0.00	2,750.00	1,808.05	
592-590.000-715.003	FIDELITY - EYE	0.00	500.00	301.60	
592-590.000-715.004	MADISON NATIONAL - LIFE	0.00	900.00	603.23	
592-590.000-715.005	HSA	0.00	13,000.00	12,657.76	
592-590.000-716.000	PENSION EXP-GASB 68	10,000.00	10,000.00	0.00	
592-590.000-717.000	RETIREMENT	0.00	22,000.00	17,873.44	
592-590.000-728.000	OFFICE SUPPLIES	1,000.00	1,000.00	794.25	
592-590.000-730.000	POSTAGE	1,000.00	1,000.00	0.00	
592-590.000-743.000	CHEMICALS	25,000.00	40,000.00	31,880.63	

		2025-26			
		ORIGINAL	2025-26	YTD BALANCE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	@ 03/31/2026	USED
	AMENDMENT	10,000.00			
592-590.000-744.101	PAYROLL PROCESSING	1,500.00	1,500.00	0.00	
592-590.000-751.000	GAS AND OIL	7,500.00	7,500.00	6,316.16	
592-590.000-756.000	MISCELLANEOUS SUPPLIES	6,000.00	6,000.00	4,623.56	
592-590.000-756.003	TECHNOLOGY EQUIP. SUPPLIES	2,000.00	2,000.00	405.96	
592-590.000-757.000	LAB SUPPLIES	20,000.00	20,000.00	10,736.82	
592-590.000-758.000	EQUIPMENT MAINT SUPPLIES	8,000.00	50,000.00	20,151.33	
	AMENDMENT	42,000.00			
592-590.000-768.000	UNIFORMS	3,500.00	3,500.00	827.36	
592-590.000-807.000	AUDIT	10,000.00	10,000.00	7,591.67	
592-590.000-818.000	CONTRACTUAL	60,000.00	40,000.00	18,545.93	
	AMENDMENT	(20,000.00)			
592-590.000-818.000	ENGINEERING SERVICES		25,000.00	5,164.34	
	AMENDMENT	25,000.00			
592-590.000-819.000	TECHNOLOGY CONTRACTUAL SERVICES	12,000.00	12,000.00	3,100.61	
592-590.000-820.000	LAB ANALYTICAL SERVICE	13,000.00	13,000.00	8,267.57	
592-590.000-826.000	LEGAL FEES	15,000.00	18,000.00	17,343.85	
	AMENDMENT	3,000.00			
592-590.000-831.000	MEMBERSHIP AND DUES	1,000.00	1,000.00	525.00	
592-590.000-853.000	TELEPHONE, INTERNET, CABLE	6,000.00	6,000.00	4,840.22	
592-590.000-864.000	CONFERENCES AND WORKSHOP	4,000.00	4,000.00	1,655.00	
592-590.000-873.000	TRAVEL & CAR ALLOWANCE	1,000.00	1,000.00	318.86	
592-590.000-902.000	PRINTING & PUBLISHING	10,000.00	10,000.00	5,739.21	
592-590.000-921.000	UTILITIES	160,000.00	130,000.00	76,363.22	
	AMENDMENT	(30,000.00)			
592-590.000-931.000	MAINTENANCE - BUILDINGS	3,000.00	6,000.00	4,475.60	
	AMENDMENT	3,000.00			
592-590.000-933.000	MAINTENANCE - EQUIPMENT	20,000.00	45,000.00	39,033.99	
	AMENDMENT	25,000.00			
592-590.000-934.000	MAINT. - OFFICE EQUIPMENT	1,000.00	1,000.00	47.27	
592-590.000-936.000	SOLIDS HANDLING & DISPOSAL	44,000.00	40,000.00	27,572.98	
	AMENDMENT	(4,000.00)			

		2025-26			
		ORIGINAL	2025-26	YTD BALANCE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	@ 03/31/2026	USED
592-590.000-937.000	ELECTRICAL MAINTENANCE	4,000.00	4,000.00	2,675.00	
592-590.000-937.001	INSTRUMENT MAINTENANCE	3,000.00	3,000.00	0.00	
592-590.000-938.000	MAINTENANCE - SYSTEM	8,000.00	11,000.00	6,538.25	
592-590.000-939.000	MAINTENANCE - VEHICLE	4,000.00	4,000.00	0.00	
592-590.000-957.002	ANNUAL PERMIT FEES	6,500.00	6,500.00	5,760.00	
592-590.000-960.000	EDUCATION AND TRAINING	4,000.00	4,000.00	1,022.00	
592-590.000-961.000	MEDICAL EXAMS	600.00	600.00	278.02	
592-590.000-962.000	MISCELLANEOUS	4,000.00	4,000.00	941.00	
592-590.000-963.000	FIRE & LIABILITY INSURANCE	18,000.00	16,000.00	15,612.34	
592-590.000-965.000	REAL ESTATE TAXES	30,000.00	30,000.00	30,000.00	
592-590.000-971.000	CAPITAL OUTLAY	51,350.00	26,000.00	0.00	
	<i>AMENDMENT</i>	(25,350.00)			
Total Dept 590.000 - SEWER MAINTENANCE & OPERATION		1,120,950.00	1,109,750.00	722,681.32	65%
Dept 591.000 - WATER MAINTENANCE & OPERATION					
592-591.000-700.591	TMF GRANT - LSLR	0.00	330,000.00	188,284.50	
592-591.000-702.000	SALARIES-FULL TIME	338,000.00	250,000.00	202,599.03	
	<i>AMENDMENT</i>	(88,000.00)			
592-591.000-703.000	SALARIES-OVERTIME	15,000.00	15,000.00	9,620.07	
592-591.000-705.000	SALARIES-PART TIME	5,000.00	5,000.00	0.00	
592-591.000-715.000	EMPLOYER PAYROLL TAXES	135,000.00	30,000.00	26,428.24	
	<i>AMENDMENT</i>	(105,000.00)			
592-591.000-715.001	MEDICAL - PRIORITY HEALTH	0.00	42,500.00	27,587.02	
592-591.000-715.002	DENTAL - DELTA	0.00	2,300.00	1,573.42	
592-591.000-715.003	FIDELITY - EYE	0.00	450.00	253.19	
592-591.000-715.004	MADISON NATIONAL - LIFE	0.00	550.00	344.03	
592-591.000-715.005	HSA	0.00	10,500.00	9,917.36	
592-591.000-716.000	PENSION EXP-GASB 68	10,000.00	10,000.00	0.00	
592-591.000-717.000	RETIREMENT	0.00	20,000.00	13,798.84	
592-591.000-728.000	OFFICE SUPPLIES	1,500.00	1,500.00	41.66	
592-591.000-729.002	METERS-HYDRANTS-FITTINGS	25,000.00	35,000.00	31,120.47	
	<i>AMENDMENT</i>	10,000.00			

GL NUMBER	DESCRIPTION	2025-26	2025-26	YTD BALANCE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	@ 03/31/2026	USED
592-591.000-730.000	POSTAGE	5,000.00	5,000.00	1,236.52	
592-591.000-743.000	CHEMICALS	15,000.00	15,000.00	5,973.91	
592-591.000-744.101	PAYROLL PROCESSING	1,500.00	1,500.00	0.00	
592-591.000-751.000	GAS AND OIL	6,000.00	6,000.00	2,439.58	
592-591.000-756.000	MISCELLANEOUS SUPPLIES	3,000.00	4,000.00	3,361.50	
592-591.000-756.003	TECHNOLOGY EQUIP. SUPPLIES	2,000.00	2,000.00	0.00	
592-591.000-756.004	TMF GRANT - MISC	120,000.00	0.00	0.00	
	AMENDMENT	(120,000.00)			
592-591.000-756.006	MATERIAL FOR EXCAVATION FILLS	0.00	3,500.00	3,170.00	
	AMENDMENT	3,500.00			
592-591.000-758.000	EQUIPMENT MAINT SUPPLIES	10,000.00	10,000.00	344.77	
592-591.000-768.000	UNIFORMS	2,500.00	2,500.00	494.22	
592-591.000-807.000	AUDIT	10,000.00	10,000.00	7,591.66	
592-591.000-818.000	CONTRACTUAL	40,000.00	40,000.00	25,197.05	
592-591.000-818.004	CONTRACT - POTHOLING	330,000.00	0.00	0.00	
592-591.000-818.005	ENGINEERING SERVICES	50,000.00	25,000.00	5,942.84	
	AMENDMENT	(25,000.00)			
592-591.000-818.006	ENTERPRISE - MAINTENANCE MANAGEMENT	0.00	1,200.00	808.85	
	AMENDMENT	1,200.00			
592-591.000-819.000	TECHNOLOGY CONTRACTUAL SERVICES	12,000.00	12,000.00	2,776.59	
592-591.000-820.000	LAB ANALYTICAL SERVICE	4,000.00	4,000.00	475.66	
592-591.000-826.000	LEGAL FEES	15,000.00	15,000.00	2,987.50	
592-591.000-831.000	MEMBERSHIP AND DUES	2,000.00	2,000.00	856.00	
592-591.000-853.000	TELEPHONE, INTERNET, CABLE	6,000.00	6,000.00	3,095.08	
592-591.000-864.000	CONFERENCES AND WORKSHOP	3,000.00	3,000.00	0.00	
592-591.000-873.000	TRAVEL & CAR ALLOWANCE	500.00	500.00	3.45	
592-591.000-902.000	PRINTING & PUBLISHING	10,000.00	10,000.00	5,739.18	
592-591.000-921.000	UTILITIES	45,000.00	45,000.00	24,827.98	
592-591.000-931.000	MAINTENANCE - BUILDINGS	6,000.00	6,000.00	463.01	
592-591.000-933.000	MAINTENANCE - EQUIPMENT	7,000.00	7,000.00	200.00	
592-591.000-934.000	MAINT. - OFFICE EQUIPMENT	1,000.00	1,000.00	0.00	
592-591.000-937.000	ELECTRICAL MAINTENANCE	3,000.00	3,000.00	0.00	

		2025-26			
		ORIGINAL	2025-26	YTD BALANCE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	@ 03/31/2026	USED
592-591.000-938.000	MAINTENANCE - SYSTEM	35,000.00	35,000.00	10,322.62	
592-591.000-939.000	MAINTENANCE - VEHICLE	2,500.00	2,500.00	1,003.94	
592-591.000-943.000	EQUIPMENT RENTAL	500.00	500.00	0.00	
592-591.000-957.002	ANNUAL PERMIT FEES	1,500.00	1,500.00	0.00	
592-591.000-960.000	EDUCATION AND TRAINING	5,000.00	5,000.00	4,075.00	
592-591.000-961.000	MEDICAL EXAMS	500.00	500.00	0.00	
592-591.000-962.000	MISCELLANEOUS	1,500.00	1,500.00	546.40	
592-591.000-963.000	FIRE & LIABILITY INSURANCE	9,500.00	8,000.00	7,646.34	
592-591.000-965.000	REAL ESTATE TAXES	6,400.00	6,400.00	6,400.00	
592-591.000-967.010	WELLHEAD PROTECTION PROGRAM	4,000.00	4,000.00	0.00	
592-591.000-971.000	CAPITAL OUTLAY -MXU UNITS/ASHPALT REPAIRS	61,350.00	61,350.00	0.00	
Total Dept 591.000 - WATER MAINTENANCE & OPERATION		1,366,750.00	1,119,250.00	634,383.14	57%
Dept 907.000 - 2000 BOND SERIES					
592-907.000-993.000	INTEREST -2009 SRF	12,000.00	12,000.00	12,000.00	
592-907.000-993.001	INTEREST -2010 DWRF	13,875.00	13,875.00	13,875.00	
592-907.000-993.003	INTEREST -2020 OXIDATION DITCH	220,710.00	225,750.00	225,710.00	
	AMENDMENT	5,000.00			
592-907.000-994.001	INTEREST -2024A USDA- SEWER	76,922.00	32,750.00	32,652.62	
	AMENDMENT	(44,172.00)			
592-907.000-994.002	INTEREST -2024B USDA- WATER	61,876.00	45,000.00	44,903.83	
	AMENDMENT	(16,876.00)			
592-907.000-994.003	INTEREST -2024C USDA- WATER	30,938.00	1,550.00	1,508.57	
	AMENDMENT	(29,388.00)			
Total Dept 907.000 - 2000 BOND SERIES		416,321.00	330,925.00	330,650.02	
<i>Note: USDA interest figures were budgeted based on 100% draw down on funds</i>					
TOTAL EXPENDITURES		3,066,943.00		1,777,224.40	
Fund 592 - WATER AND SEWER FUND:					
TOTAL REVENUES		3,961,500.00	4,020,500.00	3,016,478.35	75%
TOTAL EXPENDITURES		3,066,943.00	2,734,447.00	1,777,224.40	65%

		2025-26			
		ORIGINAL	2025-26	YTD BALANCE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	@ 03/31/2026	USED
NET OF REVENUES & EXPENDITURES		894,557.00	1,286,053.00	1,239,253.95	

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
03/31/2026	AP	AALFS PETROLEUM INC.	<i>Invoice: 03.31.26 Ref#: 32488 (MARCH 2026 FUEL CHARGES)</i>		
		GAS AND OIL	101-301.000-751.000	382.86	
		GAS AND OIL	101-441.000-751.000	1,322.13	
		GAS AND OIL	101-336.000-751.000	282.02	
		GAS AND OIL	101-567.000-751.000	369.31	
		GAS AND OIL	592-590.000-751.000	137.28	
		Vnd: 0336 Invoice: 03.31.26	101-000.000-202.000		2,356.32
		Vnd: 0336 Invoice: 03.31.26	592-000.000-202.000		137.28
		Expected Check Run: 04/13/2026		2,493.60	2,493.60
03/10/2026	AP	ABONMARCHE CONSULTANTS, INC.	<i>Invoice: 163425 Ref#: 32430 (PROJECT#: 25-0498 BUCHANAN RBDG DOWNTOWN)</i>		
		GRANTS & SPECIAL PROJECTS	101-700.000-967.002	2,550.65	
		Vnd: 0202 Invoice: 163425	101-000.000-202.000		2,550.65
		Expected Check Run: 04/13/2026		2,550.65	2,550.65
03/31/2026	AP	ALEXANDER CHEMICAL CORP	<i>Invoice: 106330 Ref#: 32472 (WATER TREATMENT CHECMICAL - DRUM RENTAL)</i>		
		CHEMICALS	592-591.000-743.000	110.50	
		Vnd: 2293 Invoice: 106330	592-000.000-202.000		110.50
		Expected Check Run: 04/13/2026		110.50	110.50
04/06/2026	AP	ALEXANDER CHEMICAL CORP	<i>Invoice: 106329 Ref#: 32474 (DRUM RENTAL FOR SOD HYPO WWTP)</i>		
		CHEMICALS	592-590.000-743.000	5.00	
		Vnd: 2293 Invoice: 106329	592-000.000-202.000		5.00
		Expected Check Run: 04/13/2026		5.00	5.00
03/31/2026	AP	ALEXANDER CHEMICAL CORP	<i>Invoice: 106086 Ref#: 32475 (SOD HYPO 12.5% & SODIUM BISULFATE- WWTP)</i>		
		CHEMICALS	592-590.000-743.000	670.19	
		Vnd: 2293 Invoice: 106086	592-000.000-202.000		670.19
		Expected Check Run: 04/13/2026		670.19	670.19
03/31/2026	AP	ALS GROUP USA, CORP.	<i>Invoice: 3313HN62425 Ref#: 32476 (ACCUTE TOXICITY TESTING - MAR 2026)</i>		
		LAB ANALYTICAL SERVICE	592-590.000-820.000	800.00	
		Vnd: 1693 Invoice: 3313HN62425	592-000.000-202.000		800.00
		Expected Check Run: 04/13/2026		800.00	800.00

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
03/31/2026	AP	ALS GROUP USA, CORP. LAB ANALYTICAL SERVICE Vnd: 1693 Invoice: 3313HN61703	Invoice: 3313HN61703 Ref#: 32483 (ADDITIONAL MONITORING MARCH 2026) 592-590.000-820.000 592-000.000-202.000	855.00	855.00
		Expected Check Run: 04/13/2026		855.00	855.00
03/31/2026	AP	AT&T 269.695.5525 PEARS MILL 2696954028 - WWTP LANDLINE 2694098372 - WATER Vnd: 0153 Invoice: 03.16.26 Vnd: 0153 Invoice: 03.16.26	Invoice: 03.16.26 Ref#: 32485 (MONTHLY LANDLINE BILLING) 101-761.005-853.000 592-590.000-853.000 592-591.000-853.000 101-000.000-202.000 592-000.000-202.000	184.35 33.31 43.31	184.35 76.62
		Expected Check Run: 04/13/2026		260.97	260.97
03/31/2026	AP	AT&T TELEPHONE, INTERNET, CABLE Vnd: 0153 Invoice: 03.13.26	Invoice: 03.13.26 Ref#: 32486 (WATER DEPT. INTERNET) 592-591.000-853.000 592-000.000-202.000	123.03	123.03
		Expected Check Run: 04/13/2026		123.03	123.03
03/31/2026	AP	AT&T TONY - PHONE KALLA - PHONE CRAIG - IPAD GUY - PHONE CEMETERY -PHONE DPW - PHONE WATER - PHONE KRISTEN - PHONE JASON - PHONE DEB- PHONE Vnd: 0153 Invoice: 287020967779X0321202 Vnd: 0153 Invoice: 287020967779X0321202	Invoice: 287020967779X0321202 Ref#: 32487 (CITY ISSUED PHONE USAGE -02.14) 101-172.000-853.000 101-215.000-853.000 592-591.000-853.000 101-371.001-853.000 101-567.000-853.000 101-441.000-853.000 592-591.000-853.000 101-700.000-853.000 101-700.000-853.000 101-253.000-853.000 101-000.000-202.000 592-000.000-202.000	114.66 68.84 21.76 57.85 57.85 57.85 75.84 75.84 38.00	546.73 79.61
		Expected Check Run: 04/13/2026		626.34	626.34
03/31/2026	AP	AUSRA KUBOTA, INC. EQUIPMENT MAINT SUPPLIES Vnd: 0820 Invoice: IN11558	Invoice: IN11558 Ref#: 32469 (ZD1211 & F3990 MOWERS READY FOR SPRING S) 101-441.000-758.000 101-000.000-202.000	292.74	292.74
		Expected Check Run: 04/13/2026		292.74	292.74

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
04/06/2026	AP	AXON ENTERPRISE, INC. CONTRACTUAL Vnd: 0746 Invoice: INUS435750	Invoice: INUS435750 Ref#: 32453 (BODY WORN CAMERA LICENSE AND EVIDENCE S' 101-301.000-818.000 101-000.000-202.000	1,092.00	1,092.00
		Expected Check Run: 04/13/2026		1,092.00	1,092.00
03/31/2026	AP	BATTERIES PLUS BULBS MISCELLANEOUS SUPPLIES Vnd: 1236 Invoice: P90746952	Invoice: P90746952 Ref#: 32452 (BATTERY FOR RADAR TRAILER) 101-301.000-756.000 101-000.000-202.000	167.90	167.90
		Expected Check Run: 04/13/2026		167.90	167.90
04/06/2026	AP	BIG C LUMBER MISCELLANEOUS SUPPLIES Vnd: 0196 Invoice: 2428217	Invoice: 2428217 Ref#: 32434 (CONCRETE MIX FOR FOUNDATIONS) 101-567.000-756.000 101-000.000-202.000	904.86	904.86
		Expected Check Run: 04/13/2026		904.86	904.86
03/31/2026	AP	BURNS TERRY TRAVEL EXPENSES Vnd: 2188 Invoice: 3.11.26	Invoice: 3.11.26 Ref#: 32519 (MEAL REIMBURSEMENT - WWTP CLASS) 592-590.000-873.000 592-000.000-202.000	64.18	64.18
		Expected Check Run: 04/13/2026		64.18	64.18
02/28/2026	AP	BUTZEL ATTORNEYS & COUNSELORS LEGAL FEES LEGAL FEES LEGAL FEES - FOIAS Vnd: 2347 Invoice: 9626892	Invoice: 9626892 Ref#: 32489 (GENERAL CORPORATE LEGAL SERVICES RENDERE) 101-700.000-826.000 101-172.000-826.000 101-215.000-826.000 101-000.000-202.000	5,175.00 812.50 4,712.50	10,700.00
		Expected Check Run: 04/13/2026		10,700.00	10,700.00
02/28/2026	AP	BUTZEL ATTORNEYS & COUNSELORS LEGAL FEES - FOIAS Vnd: 2347 Invoice: 9626893	Invoice: 9626893 Ref#: 32490 (FOIA AND OMA LEGAL COUNSEL SERVICES REND) 101-215.000-826.000 101-000.000-202.000	250.00	250.00
		Expected Check Run: 04/13/2026		250.00	250.00
02/28/2026	AP	BUTZEL ATTORNEYS & COUNSELORS LEGAL FEES Vnd: 2347 Invoice: 9626894	Invoice: 9626894 Ref#: 32491 (CRIMINAL PROSECUTION LEGAL SERVICES REND) 101-301.000-826.000 101-000.000-202.000	250.00	250.00
		Expected Check Run: 04/13/2026		250.00	250.00

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
02/28/2026	AP	BUTZEL ATTORNEYS & COUNSELORS LEGAL FEES LEGAL FEES Vnd: 2347 Invoice: 9626895	Invoice: 9626895 Ref#: 32492 (TRANE ENVIRONMENTAL AND ROW CLAIMS LEGAL) 592-590.000-826.000 592-591.000-826.000 592-000.000-202.000	25.00 25.00	50.00
		Expected Check Run: 04/13/2026		50.00	50.00
03/31/2026	AP	CAMERONS CONSTRUCTION, LLC GRANTS & SPECIAL PROJECTS Vnd: 2430 Invoice: 1158	Invoice: 1158 Ref#: 32431 (PROGRESS INVOICE 510 ARCTIC BATHROOM MO) 101-700.000-967.002 101-000.000-202.000	4,575.00	4,575.00
		Expected Check Run: 04/13/2026		4,575.00	4,575.00
03/31/2026	AP	CERTASITE LLC EQUIPMENT TESTING Vnd: 1931 Invoice: 12812352	Invoice: 12812352 Ref#: 32460 (ANNUAL PORTABLE FIRE EXTINGUISHER INSP.) 101-336.000-851.001 101-000.000-202.000	523.54	523.54
		Expected Check Run: 04/13/2026		523.54	523.54
04/07/2026	AP	CINTAS CORPORATION CONTRACTUAL Vnd: 1272 Invoice: 4265143124	Invoice: 4265143124 Ref#: 32470 (SHOP TOWELS & MATS) 101-441.000-818.000 101-000.000-202.000	242.79	242.79
		Expected Check Run: 04/13/2026		242.79	242.79
03/31/2026	AP	CINTAS CORPORATION CONTRACTUAL Vnd: 1272 Invoice: 4264328725	Invoice: 4264328725 Ref#: 32494 (MATS FOR CITY HALL) 101-265.000-818.000 101-000.000-202.000	99.83	99.83
		Expected Check Run: 04/13/2026		99.83	99.83
04/06/2026	AP	CIVIC PLUS, LLC CONTRACTUAL PREPAID Vnd: 2220 Invoice: 367366	Invoice: 367366 Ref#: 32432 (MUNICODE SUPPORT FEE - 6/1/26-5/31/27) 101-215.000-818.000 101-000.000-123.000 101-000.000-202.000	22.97 252.66	275.63
		Expected Check Run: 04/13/2026		275.63	275.63

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
04/01/2026	AP	COMCAST BUSINESS UTILITIES TELEPHONE, INTERNET, CABLE TELEPHONE, INTERNET, CABLE TELEPHONE, INTERNET, CABLE TELEPHONE, INTERNET, CABLE Vnd: 1722 Invoice: 04.01.26-04.30.26 Vnd: 1722 Invoice: 04.01.26-04.30.26	Invoice: 04.01.26-04.30.26 Ref#: 32493 (MONTHLY CYCLE) 101-761.004-921.000 101-336.000-853.000 592-591.000-853.000 101-301.000-853.000 101-265.000-853.000 101-000.000-202.000 592-000.000-202.000	421.99 676.86 143.80 646.91 725.95	2,471.71 143.80
		Expected Check Run: 04/13/2026		2,615.51	2,615.51
03/31/2026	AP	EDIBLE MICHIANA MISCELLANEOUS SUPPLIES Vnd: 0969 Invoice: 4505	Invoice: 4505 Ref#: 32495 (ADVERTISEMENT) 101-761.002-756.000 101-000.000-202.000	204.00	204.00
		Expected Check Run: 04/13/2026		204.00	204.00
02/28/2026	AP	EGLE MISCELLANEOUS Vnd: 2138 Invoice: 11408100	Invoice: 11408100 Ref#: 32484 (FY 2026 HAZARDOUS WASTE USER CHARGE - 70) 592-590.000-962.000 592-000.000-202.000	100.00	100.00
		Expected Check Run: 04/13/2026		100.00	100.00
04/06/2026	AP	ELECTION SOURCE OFFICE SUPPLIES Vnd: 0532 Invoice: 26-365	Invoice: 26-365 Ref#: 32433 (PRECINCT TRANSFER BAG & 2 BALLOT STORAGE) 101-262.000-728.000 101-000.000-202.000	143.99	143.99
		Expected Check Run: 04/13/2026		143.99	143.99
03/31/2026	AP	ENTERPRISE FLEET MANAGEMENT LEASE - ENTERPRISE FLEET ENETERPRISE - INTEREST EXPENSE ENTERPRISE - MAINTENANCE MANAGEMENT LEASE - ENTERPRISE FLEET ENETERPRISE - INTEREST EXPENSE ENTERPRISE - MAINTENANCE MANAGEMENT LEASE - ENTERPRISE FLEET ENETERPRISE - INTEREST EXPENSE ENTERPRISE - MAINTENANCE MANAGEMENT LEASE PAYABLE - ENTERPRISE FLEET ENTERPRISE - INTEREST EXPENSE ENTERPRISE - MAINTENANCE MANAGEMENT Vnd: 2425 Invoice: 653247-040326 Vnd: 2425 Invoice: 653247-040326	Invoice: 653247-040326 Ref#: 32496 (FLEET LEASE & MAINTENANCE MANAGEMENT) 101-265.000-991.001 101-265.000-993.005 101-265.000-818.006 101-301.000-991.001 101-301.000-993.005 101-301.000-818.006 101-301.000-991.001 101-301.000-993.005 101-301.000-818.006 101-301.000-991.001 101-301.000-993.005 101-301.000-818.006 592-000.000-304.000 592-000.000-907.000 592-591.000-818.006 101-000.000-202.000 592-000.000-202.000	471.70 106.24 106.31 681.47 128.27 68.03 681.47 128.27 68.03 843.97 188.23 143.54	2,439.79 1,175.74
		Expected Check Run: 04/13/2026		3,615.53	3,615.53

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
03/31/2026	AP	EXEMPLAR IT SOLUTIONS TECHNOLOGY CONTRACTUAL SERVICES Vnd: 2228 Invoice: 1920	Invoice: 1920 Ref#: 32437(IT SUPPORT & ADMIN - CITY HALL MARCH 202) 101-265.000-819.000 101-000.000-202.000	506.24	506.24
		Expected Check Run: 04/13/2026		506.24	506.24
04/01/2026	AP	EXEMPLAR IT SOLUTIONS TECHNOLOGY CONTRACTUAL SERVICES TECHNOLOGY CONTRACTUAL SERVICES TECHNOLOGY CONTRACTUAL SERVICES TECHNOLOGY CONTRACTUAL SERVICES Vnd: 2228 Invoice: 1921 Vnd: 2228 Invoice: 1921	Invoice: 1921 Ref#: 32438(APR 2026 SLA, KEEPER BUSINESS, AVANAN EM) 101-265.000-819.000 592-590.000-819.000 592-591.000-819.000 101-265.000-819.000 101-000.000-202.000 592-000.000-202.000	482.24 241.12 241.12 130.00	612.24 482.24
		Expected Check Run: 04/13/2026		1,094.48	1,094.48
03/31/2026	AP	EXEMPLAR IT SOLUTIONS TECHNOLOGY CONTRACTUAL SERVICES Vnd: 2228 Invoice: 1918	Invoice: 1918 Ref#: 32441(IT SUPPORT & ADMIN - PD MAR 2026) 101-301.000-819.000 101-000.000-202.000	1,734.75	1,734.75
		Expected Check Run: 04/13/2026		1,734.75	1,734.75
03/31/2026	AP	EXEMPLAR IT SOLUTIONS CONTRACTUAL Vnd: 2228 Invoice: 1917	Invoice: 1917 Ref#: 32457(IT SUPPORT & ADMIN - FIRE MAR 2026) 101-336.000-818.000 101-000.000-202.000	6.75	6.75
		Expected Check Run: 04/13/2026		6.75	6.75
03/31/2026	AP	EXEMPLAR IT SOLUTIONS TECHNOLOGY CONTRACTUAL SERVICES Vnd: 2228 Invoice: 1919	Invoice: 1919 Ref#: 32461(IT SUPPORT & ADMIN - DPW MAR 2026) 101-441.000-819.000 101-000.000-202.000	20.25	20.25
		Expected Check Run: 04/13/2026		20.25	20.25
04/06/2026	AP	FERGUSON WATERWORKS #1934 ROAD MAIN. MATERIAL & SUPPLIES Vnd: 1536 Invoice: 0461447	Invoice: 0461447 Ref#: 32462(RADIAL GRATE & MANHOLE FRAME FOR CATCH B) 202-463.000-782.000 202-000.000-202.000	812.88	812.88
		Expected Check Run: 04/13/2026		812.88	812.88
03/31/2026	AP	GALL'S INC. UNIFORMS Vnd: 1842 Invoice: 034317341	Invoice: 034317341 Ref#: 32449(EQUIPMENT BELTS FOR RECRUIT WOOTTON IN A) 101-301.000-768.000 101-000.000-202.000	185.51	185.51
		Expected Check Run: 04/13/2026		185.51	185.51

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
03/31/2026	AP	GALL'S INC. MISCELLANEOUS SUPPLIES Vnd: 1842 Invoice: 034343494	Invoice: 034343494 Ref#: 32450 (GLOVE PUCH FOR WOOTTON - ACADEMY RECRUIT) 101-301.000-756.000 101-000.000-202.000	20.49	20.49
		Expected Check Run: 04/13/2026		20.49	20.49
04/06/2026	AP	GENE WESNER AUTOMOTIVE MAINTENANCE - VEHICLE Vnd: 1887 Invoice: 23939	Invoice: 23939 Ref#: 32447 (OIL CHANGE ON 46-3) 101-301.000-939.000 101-000.000-202.000	67.75	67.75
		Expected Check Run: 04/13/2026		67.75	67.75
03/31/2026	AP	GENE WESNER AUTOMOTIVE MAINTENANCE - VEHICLE Vnd: 1887 Invoice: 23853	Invoice: 23853 Ref#: 32448 (REPLACE HOOD SUPPORTS, RIGHT HEADLAMP AN) 101-301.000-939.000 101-000.000-202.000	187.87	187.87
		Expected Check Run: 04/13/2026		187.87	187.87
03/31/2026	AP	GEOTAB USA INC. WWTP POLICE WATER CEMETERY DPW POOL Vnd: 2424 Invoice: IN480807 Vnd: 2424 Invoice: IN480807	Invoice: IN480807 Ref#: 32497 (MONTHLY GEOTAB FEE ADDITIONAL FLEET-MARC) 592-590.000-818.000 101-301.000-818.000 592-591.000-818.000 101-567.000-818.000 101-441.000-818.000 101-265.000-818.000 592-000.000-202.000 101-000.000-202.000	41.00 102.50 41.00 41.00 82.00 20.50	82.00 246.00
		Expected Check Run: 04/13/2026		328.00	328.00
03/31/2026	AP	GRAINGER GAS AND OIL Vnd: 0248 Invoice: 9846747088	Invoice: 9846747088 Ref#: 32482 (COMPRESSOR OIL) 592-590.000-751.000 592-000.000-202.000	151.44	151.44
		Expected Check Run: 04/13/2026		151.44	151.44
03/31/2026	AP	GREAT LAKES COATING ROAD MAIN. MATERIAL & SUPPLIES ROAD MAIN. MATERIAL & SUPPLIES Vnd: 0291 Invoice: 40296 Vnd: 0291 Invoice: 40296	Invoice: 40296 Ref#: 32466 (2X 5 GAL. PAILS YELLOW PAINT) 202-463.000-782.000 203-463.000-782.000 202-000.000-202.000 203-000.000-202.000	120.00 120.00	120.00 120.00
		Expected Check Run: 04/13/2026		240.00	240.00

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount	
04/01/2026	AP	HAAS SYSTEMS, INC. ALARM MONITORING Vnd: 0028 Invoice: 24833	Invoice: 24833 Ref#: 32498 (ALARM MONITORING FOR PEARS MILL) 101-761.005-922.000 101-000.000-202.000	81.00	81.00	
		Expected Check Run: 04/13/2026		81.00	81.00	
03/31/2026	AP	HONOR CREDIT UNION 4 LUNCH MEETINGS CHAT GPT SUBSCRIPTION MICROSOFT LICENSES - CITY HALL 10 MICROSOFT LICENSES - PD 13 MICROSOFT LICENSES - WWTP 3 MICROSOFT LICENSES - WATER 2 MICROSOFT LICENSES -CEMETERY 2 MICROSOFT LICENSES - DPW 2 MICROSOFT LICENSES - FD 4 MARKETING PLAN - SOCIAL DIST. LIGHT & FAUCET MICROSOFT LICENSES -DDA 8 MICROSOFT LICENSES -CALEB MICROSOFT LICENSES -CEMETERY 1 MICROSOFT LICENSES - WWTP 1 MICROSOFT LICENSES - TREE FRIENDS MICROSOFT LICENSES - COMMISSION 5 MICROSOFT LICENSES - FD 5 MICROSOFT LICENSES - WATER 3 MICROSOFT LICENSES - UNUSED & AVAIL. X3 Vnd: 1948 Invoice: 03.31.26-2199 Vnd: 1948 Invoice: 03.31.26-2199	Invoice: 03.31.26-2199 Ref#: 32515 (MARCH 2026 CC CHARGES - T.MCGHEE) 101-172.000-962.000 101-172.000-818.000 101-265.000-818.000 101-301.000-818.000 592-590.000-818.000 592-591.000-818.000 101-567.000-818.000 101-441.000-818.000 101-336.000-818.000 101-700.000-805.000 101-265.000-756.000 101-265.000-818.000 101-265.000-819.000 101-567.000-818.000 592-590.000-818.000 101-761.006-818.000 101-101.000-818.000 101-336.000-818.000 592-591.000-818.000 101-265.000-818.000 101-000.000-202.000 592-000.000-202.000	159.29 60.00 150.00 195.00 45.00 30.00 30.00 30.00 60.00 991.90 284.88 57.60 7.20 7.20 7.20 7.20 36.00 36.00 21.60 21.60		2,133.87 103.80
		Expected Check Run: 04/13/2026		2,237.67	2,237.67	
03/31/2026	AP	HONOR CREDIT UNION WEBSITE MMTA T TO T BUNDLE 2026 POSTAGE - OVERNIGHT IRS Vnd: 1948 Invoice: 3.31.26-8531	Invoice: 3.31.26-8531 Ref#: 32516 (MARCH 2026 CC CHARGES - D. PEREZ) 101-761.002-857.000 101-253.000-831.000 101-253.000-730.000 101-000.000-202.000	21.24 99.00 28.75	148.99	
		Expected Check Run: 04/13/2026		148.99	148.99	
03/31/2026	AP	HONOR CREDIT UNION VONAGE BACKGROUND CHECKS BASIC EVIDENCE ONLINE TRAINING - K.COOKE Vnd: 1948 Invoice: 3.31.26-5784	Invoice: 3.31.26-5784 Ref#: 32517 (MARCH 2026 CC CHARGES - BURNETT) 101-301.000-853.000 101-301.000-818.003 101-301.000-864.000 101-000.000-202.000	416.90 110.00 130.00	656.90	
		Expected Check Run: 04/13/2026		656.90	656.90	

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
03/31/2026	AP	HONOR CREDIT UNION			
		LODGING FOR WWTP CLASS	592-590.000-873.000	159.84	
		CONFERENCES AND WORKSHOP	101-215.000-864.000	450.00	
		PRIME	101-265.000-818.000	14.99	
		Vnd: 1948 Invoice: 3.31.26-0648	592-000.000-202.000		159.84
		Vnd: 1948 Invoice: 3.31.26-0648	101-000.000-202.000		464.99
		Expected Check Run: 04/13/2026			
				624.83	624.83
03/31/2026	AP	HONOR CREDIT UNION			
		SEAT CUSHION - CB	101-253.000-728.000	17.99	
		SEAT CUSHION - KL	101-215.000-728.000	17.99	
		STORAGE FOR DIGITAL EVIDENCE	101-301.000-756.000	149.99	
		VACUUM FOR CEMETERY	101-567.000-756.000	89.97	
		MISCELLANEOUS	101-700.000-962.000	95.94	
		LAMINATING POUCHES	101-265.000-756.000	9.88	
		WIRELESS PRESENTER FOR CHAMBER	101-265.000-756.000	32.99	
		MAP MEMBERSHIP	101-700.000-831.000	120.00	
		2 CASES FOR GIS IPADS	101-441.000-756.000	55.98	
		1 CASE FOR GIS IPAD	592-591.000-756.000	27.99	
		1 PHONE CASE FOR ALARM CELL PHONE	592-590.000-756.000	13.99	
		CHARGER BOX FOR GIS IPAD	592-591.000-756.000	14.99	
		FDIC CONFERENCE 2026 X3	101-336.000-960.000	195.00	
		WATER USAGE REPORT FILING EGLE	592-591.000-962.000	200.00	
		Vnd: 1948 Invoice: 03.31.26-0448	101-000.000-202.000		785.73
		Vnd: 1948 Invoice: 03.31.26-0448	592-000.000-202.000		256.97
		Expected Check Run: 04/13/2026			
				1,042.70	1,042.70
04/06/2026	AP	JERRY FLENOR			
		TRAIL GRANT EXPENDITURES	401-000.000-970.031	46.80	
		Vnd: 1375 Invoice: 3.25.26	401-000.000-202.000		46.80
		Expected Check Run: 04/13/2026			
				46.80	46.80
03/31/2026	AP	JONES CLEANING			
		CLEANING SERVICE	101-761.004-931.000	1,495.00	
		Vnd: 2440 Invoice: 2	101-000.000-202.000		1,495.00
		Expected Check Run: 04/13/2026			
				1,495.00	1,495.00
03/31/2026	AP	KCI			
		PRINTING & PUBLISHING	592-590.000-902.000	705.10	
		PRINTING & PUBLISHING	592-591.000-902.000	705.09	
		Vnd: 2120 Invoice: 357722	592-000.000-202.000		1,410.19
		Expected Check Run: 04/13/2026			
				1,410.19	1,410.19

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
03/31/2026	AP	KEN SIMPSON ELECTRICAL PERMITS Vnd: 0194 Invoice: 260411	Invoice: 260411 Ref#: 32500 (ELECTRICAL PERMITS FOR MAR 2026) 701-000.000-491.000 701-000.000-202.000	2,066.40	2,066.40
		Expected Check Run: 04/13/2026		2,066.40	2,066.40
03/31/2026	AP	LINDE GAS & EQUIPMENT INC. CONTRACTUAL Vnd: 1635 Invoice: 55637769	Invoice: 55637769 Ref#: 32468 (RENTAL FOR CYLINDER TORCHES) 101-441.000-818.000 101-000.000-202.000	39.91	39.91
		Expected Check Run: 04/13/2026		39.91	39.91
03/31/2026	AP	LOWE'S ROAD MAIN. MATERIAL & SUPPLIES Vnd: 0229 Invoice: 83988	Invoice: 83988 Ref#: 32465 (WOOD FOR RAIL ON THIRD ST.) 202-463.000-782.000 202-000.000-202.000	213.38	213.38
		Expected Check Run: 04/13/2026		213.38	213.38
03/31/2026	AP	LOWE'S MISCELLANEOUS SUPPLIES Vnd: 0229 Invoice: 80256	Invoice: 80256 Ref#: 32471 (LANDSCAPE TIMBER) 592-591.000-756.000 592-000.000-202.000	17.34	17.34
		Expected Check Run: 04/13/2026		17.34	17.34
04/30/2026	AP	LRS, LLC 29205.5 29199.1 29205.1 29205.4 29205.2 29205.6 Vnd: 2331 Invoice: MN4670548 Vnd: 2331 Invoice: MN4670548	Invoice: MN4670548 Ref#: 32502 (MONTHLY TRASH SERVICE) 101-567.000-921.000 101-761.004-921.000 101-441.000-921.000 592-590.000-921.000 101-265.000-921.000 101-441.000-921.000 101-000.000-202.000 592-000.000-202.000	140.51 140.51 209.99 140.51 209.99 197.15	898.15 140.51
		Expected Check Run: 04/13/2026		1,038.66	1,038.66
03/31/2026	AP	NAPA AUTO PARTS EQUIPMENT MAINT SUPPLIES Vnd: 2315 Invoice: 805868	Invoice: 805868 Ref#: 32464 (JLG LIFT - ENGINE OIL FILTER, HYDRAULIC) 101-441.000-758.000 101-000.000-202.000	252.97	252.97
		Expected Check Run: 04/13/2026		252.97	252.97

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
04/06/2026	AP	NASRO POLICE 302 TRAINING FUNDS Vnd: 2449 Invoice: 260401 BUCHANAN	Invoice: 260401 BUCHANAN Ref#: 32454 (ADVANCED SRO TRAINING FOR OFC. HU) 701-000.000-582.008 701-000.000-202.000	400.00	400.00
		Expected Check Run: 04/13/2026		400.00	400.00
04/06/2026	AP	OXI FRESH MAINT. - OFFICE EQUIPMENT Vnd: 2448 Invoice: 004251	Invoice: 004251 Ref#: 32439 (CLEANING OF LOBBY AND CHAMBER CHAIRS) 101-265.000-934.000 101-000.000-202.000	581.00	581.00
		Expected Check Run: 04/13/2026		581.00	581.00
03/31/2026	AP	PARRETT COMPANY MAINT. - OFFICE EQUIPMENT CONTRACTUAL MAINT. - OFFICE EQUIPMENT MAINT. - OFFICE EQUIPMENT Vnd: 1596 Invoice: 89531 Vnd: 1596 Invoice: 89531	Invoice: 89531 Ref#: 32503 (PRINTERS FOR CITY HALL, PD & WWTP) 592-590.000-934.000 101-301.000-818.000 101-265.000-934.000 101-265.000-934.000 592-000.000-202.000 101-000.000-202.000	8.61 130.17 775.63 33.26	8.61 939.06
		Expected Check Run: 04/13/2026		947.67	947.67
05/31/2026	AP	PITNEY BOWES CONTRACTUAL CONTRACTUAL CONTRACTUAL Vnd: 2391 Invoice: 3322386347 Vnd: 2391 Invoice: 3322386347	Invoice: 3322386347 Ref#: 32504 (POSTAGE METER LEASE - 02.05.26-05.04.26) 101-265.000-818.000 592-590.000-818.000 592-591.000-818.000 101-000.000-202.000 592-000.000-202.000	96.35 46.68 43.66	96.35 90.34
		Expected Check Run: 04/13/2026		186.69	186.69
03/31/2026	AP	PRO SAFETY INNOVATIONS LLC EQUIPMENT TESTING Vnd: 1813 Invoice: 4974	Invoice: 4974 Ref#: 32459 (5 YEAR HYDROSTATIC TESTING OF SCBA FILL) 101-336.000-851.001 101-000.000-202.000	221.74	221.74
		Expected Check Run: 04/13/2026		221.74	221.74

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
03/31/2026	AP	REDBUD HARDWARE			
		ANT BAIT, FASTNERS, FEBREZE	101-265.000-756.000	149.34	
		FASTNERS, MARKING PAINT, GRASS SEED, GLOV	101-567.000-756.000	186.33	
		FASTNERS & DRILL BITS, PAINT SUPPLIES	101-336.000-756.000	45.08	
		FASTNERS & PLUG	592-591.000-756.000	24.35	
		RECEPTICAL & FASTENRS	592-590.000-756.000	35.07	
		MISCELLANEOUS SUPPLIES	101-441.000-756.000	643.79	
		Vnd: 0141 Invoice: 3.31.26	101-000.000-202.000		1,024.54
		Vnd: 0141 Invoice: 3.31.26	592-000.000-202.000		59.42
		Expected Check Run: 04/13/2026			
				1,083.96	1,083.96
04/12/2026	AP	REITH-RILEY CONSTRUCTION CO.			
		CAPITAL OUTLAY- MAJOR ST	418-000.000-985.202	1,650.00	
		Vnd: 0130 Invoice: 7111691004	418-000.000-202.000		1,650.00
		Expected Check Run: 04/13/2026			
				1,650.00	1,650.00
05/01/2026	AP	RICHARDSON BUSINESS SOLUTIONS			
		PREPAID	101-000.000-123.000	400.00	
		Vnd: 2223 Invoice: IN12015	101-000.000-202.000		400.00
		Expected Check Run: 04/13/2026			
				400.00	400.00
04/06/2026	AP	ROBERTS SERVICE COMPANY			
		MAINTENANCE - BUILDINGS	101-265.000-931.000	1,370.64	
		Vnd: 2366 Invoice: I14426	101-000.000-202.000		1,370.64
		Expected Check Run: 04/13/2026			
				1,370.64	1,370.64
04/06/2026	AP	S.E BERRIEN COUNTY LANDFILL			
		SOLIDS HANDLING & DISPOSAL	592-590.000-936.000	388.25	
		Vnd: 1746 Invoice: 0174868-IN	592-000.000-202.000		388.25
		Expected Check Run: 04/13/2026			
				388.25	388.25
04/06/2026	AP	S.E BERRIEN COUNTY LANDFILL			
		SOLIDS HANDLING & DISPOSAL	592-590.000-936.000	388.25	
		Vnd: 1746 Invoice: 0174787-IN	592-000.000-202.000		388.25
		Expected Check Run: 04/13/2026			
				388.25	388.25

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
03/31/2026	AP	S.E BERRIEN COUNTY LANDFILL SOLIDS HANDLING & DISPOSAL Vnd: 1746 Invoice: 0174707-IN	Invoice: 0174707-IN Ref#: 32479 (SLUDGE DISPOSAL) 592-590.000-936.000 592-000.000-202.000	388.25	388.25
		Expected Check Run: 04/13/2026		388.25	388.25
04/06/2026	AP	S.E BERRIEN COUNTY LANDFILL SOLIDS HANDLING & DISPOSAL Vnd: 1746 Invoice: 0174604-IN	Invoice: 0174604-IN Ref#: 32480 (SLUDGE DISPOSAL) 592-590.000-936.000 592-000.000-202.000	388.25	388.25
		Expected Check Run: 04/13/2026		388.25	388.25
04/06/2026	AP	S.E BERRIEN COUNTY LANDFILL SOLIDS HANDLING & DISPOSAL Vnd: 1746 Invoice: 0174511-IN	Invoice: 0174511-IN Ref#: 32481 (SLUDGE DISPOSAL) 592-590.000-936.000 592-000.000-202.000	388.25	388.25
		Expected Check Run: 04/13/2026		388.25	388.25
04/06/2026	AP	SHANNON BRYANS MISCELLANEOUS Vnd: 2399 Invoice: 03.18.26	Invoice: 03.18.26 Ref#: 32435 (REIMBURSEMENT FOR CDL LICENSE - SOS) 101-567.000-962.000 101-000.000-202.000	197.00	197.00
		Expected Check Run: 04/13/2026		197.00	197.00
03/31/2026	AP	STAPLES MISCELLANEOUS SUPPLIES Vnd: 2409 Invoice: 6059893515	Invoice: 6059893515 Ref#: 32507 (CLEANING SUPPLIES) 101-567.000-756.000 101-000.000-202.000	83.92	83.92
		Expected Check Run: 04/13/2026		83.92	83.92
03/31/2026	AP	STAPLES MISCELLANEOUS SUPPLIES Vnd: 2409 Invoice: 6059893517	Invoice: 6059893517 Ref#: 32508 (TOILET PAPER) 101-567.000-756.000 101-000.000-202.000	52.65	52.65
		Expected Check Run: 04/13/2026		52.65	52.65
03/31/2026	AP	STAPLES OFFICE SUPPLIES Vnd: 2409 Invoice: 6059893514	Invoice: 6059893514 Ref#: 32509 (GREEN CARD STOCK & PRINTER PAPER, FOOT I) 101-700.000-728.000 101-000.000-202.000	124.78	124.78
		Expected Check Run: 04/13/2026		124.78	124.78

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
03/31/2026	AP	STAPLES OFFICE SUPPLIES Vnd: 2409 Invoice: 6059893518	Invoice: 6059893518 Ref#: 32510 (NEW CHAIR, COMMD HOOKS, SCISSORS, EXPO M 101-700.000-728.000 101-000.000-202.000	334.11	334.11
		Expected Check Run: 04/13/2026		334.11	334.11
03/31/2026	AP	STAPLES OFFICE SUPPLIES Vnd: 2409 Invoice: 6059893512	Invoice: 6059893512 Ref#: 32511 (NEW CHAIR - TREASURER) 101-253.000-728.000 101-000.000-202.000	259.99	259.99
		Expected Check Run: 04/13/2026		259.99	259.99
03/31/2026	AP	STAPLES OFFICE SUPPLIES Vnd: 2409 Invoice: 6059893511	Invoice: 6059893511 Ref#: 32512 (DYMO LABEL REFILLS, DRY ERASE MARKERS, C 101-336.000-728.000 101-000.000-202.000	36.65	36.65
		Expected Check Run: 04/13/2026		36.65	36.65
03/31/2026	AP	STAPLES OFFICE SUPPLIES Vnd: 2409 Invoice: 6059893516	Invoice: 6059893516 Ref#: 32513 (PRINTER INK - FD) 101-336.000-728.000 101-000.000-202.000	91.83	91.83
		Expected Check Run: 04/13/2026		91.83	91.83
03/31/2026	AP	STAPLES OFFICE SUPPLIES Vnd: 2409 Invoice: 6059893513	Invoice: 6059893513 Ref#: 32514 (USB DRIVES, STALES, CORRECTION TAPE, PEN 101-301.000-728.000 101-000.000-202.000	186.87	186.87
		Expected Check Run: 04/13/2026		186.87	186.87
03/31/2026	AP	STAR UNIFORM UNIFORMS Vnd: 1358 Invoice: 54448-2	Invoice: 54448-2 Ref#: 32443 (UNIFORM PATCHES FOR RES. OFC. LOTSBACH) 101-301.000-768.000 101-000.000-202.000	26.00	26.00
		Expected Check Run: 04/13/2026		26.00	26.00
03/31/2026	AP	STAR UNIFORM UNIFORMS Vnd: 1358 Invoice: 54413-2	Invoice: 54413-2 Ref#: 32444 (BALLISTIC VEST FOR GAST - REPLACE EXPIRE) 101-301.000-768.000 101-000.000-202.000	1,110.00	1,110.00
		Expected Check Run: 04/13/2026		1,110.00	1,110.00

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
03/31/2026	AP	TELE-RAD INC RADIO MAINTENANCE Vnd: 0903 Invoice: 923297	Invoice: 923297 Ref#: 32458 (USB PROGRAMMING CABLES FOR RADIOS) 101-336.000-851.000 101-000.000-202.000	222.80	222.80
		Expected Check Run: 04/13/2026		222.80	222.80
03/31/2026	AP	THE SAFETY COMPANY LLC EQUIPMENT MAINT SUPPLIES Vnd: 2270 Invoice: IN261942	Invoice: IN261942 Ref#: 32463 (DEFLECTOR, PIVOT ROD WLDMT X2 & PIVOT RO) 101-441.000-758.000 101-000.000-202.000	862.58	862.58
		Expected Check Run: 04/13/2026		862.58	862.58
03/31/2026	AP	TWIN CITY AWARDS & TROPHIES MISCELLANEOUS SUPPLIES Vnd: 1699 Invoice: 40438	Invoice: 40438 Ref#: 32455 (5 PLATES FOR DECEASED FF TO BE ADDED TO) 101-336.000-756.000 101-000.000-202.000	60.00	60.00
		Expected Check Run: 04/13/2026		60.00	60.00
02/28/2026	AP	TWIN CITY AWARDS & TROPHIES MISCELLANEOUS SUPPLIES Vnd: 1699 Invoice: 40401	Invoice: 40401 Ref#: 32456 (20 YEAR SERVICE AWARD PLAQUE FOR TIM WES) 101-336.000-756.000 101-000.000-202.000	120.00	120.00
		Expected Check Run: 04/13/2026		120.00	120.00
03/31/2026	AP	VERIZON WIRELESS TELEPHONE, INTERNET, CABLE Vnd: 2060 Invoice: 6138191343	Invoice: 6138191343 Ref#: 32446 (X3 AIR CARDS FOR PATROL VEHICLES) 101-301.000-853.000 101-000.000-202.000	90.08	90.08
		Expected Check Run: 04/13/2026		90.08	90.08
03/31/2026	AP	VIRTUAL ACADEMY EDUCATION AND TRAINING Vnd: 0859 Invoice: VA16533	Invoice: VA16533 Ref#: 32445 (ONLINE TRAINING FOR MCOLES CPES) 101-301.000-960.000 101-000.000-202.000	900.00	900.00
		Expected Check Run: 04/13/2026		900.00	900.00
03/31/2026	AP	VITAL RECORDS CONTROL CONTRACTUAL Vnd: 0595 Invoice: 6196865	Invoice: 6196865 Ref#: 32505 (MONTHLY SHREDDING CONTRACT) 101-265.000-818.000 101-000.000-202.000	158.96	158.96
		Expected Check Run: 04/13/2026		158.96	158.96

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
04/06/2026	AP	WEST MICHIGAN CRIMINAL JUSTICE POLICE 302 TRAINING FUNDS Vnd: 0921 Invoice: 6713	Invoice: 6713 Ref#: 32442 (LAB FEES FOR CRIME SCENE TRAINING OFC.) 701-000.000-582.008 701-000.000-202.000	200.00	200.00
		Expected Check Run: 04/13/2026		200.00	200.00
03/31/2026	AP	WEX BANK GAS AND OIL GAS AND OIL GAS AND OIL GAS AND OIL GAS AND OIL GAS AND OIL Vnd: 1098 Invoice: 111759140 Vnd: 1098 Invoice: 111759140	Invoice: 111759140 Ref#: 32506 (MARCH 2026 FUEL CHARGES) 101-301.000-751.000 101-441.000-751.000 101-567.000-751.000 592-590.000-751.000 592-591.000-751.000 101-336.000-751.000 101-000.000-202.000 592-000.000-202.000	1,711.28 655.35 346.85 141.58 412.17 30.39	2,743.87 553.75
		Expected Check Run: 04/13/2026		3,297.62	3,297.62
03/31/2026	AP	XYLEM WATER SOLUTIONS U.S.A. INC MAINTENANCE - EQUIPMENT Vnd: 2215 Invoice: 3556E16445	Invoice: 3556E16445 Ref#: 32473 (ONSITE SERVICE & TRAVEL - POWER SURGE) 592-590.000-933.000 592-000.000-202.000	7,948.00	7,948.00
		Expected Check Run: 04/13/2026		7,948.00	7,948.00
				76,538.72	76,538.72
Cash/Payable Account Totals:					
		ACCOUNTS PAYABLE	101-000.000-202.000		53,112.61
		ACCOUNTS PAYABLE	202-000.000-202.000		1,146.26
		ACCOUNTS PAYABLE	203-000.000-202.000		120.00
		ACCOUNTS PAYABLE	401-000.000-202.000		46.80
		ACCOUNTS PAYABLE	418-000.000-202.000		1,650.00
		ACCOUNTS PAYABLE	592-000.000-202.000		17,796.65
		ACCOUNTS PAYABLE	701-000.000-202.000		2,666.40
			TOTAL INCREASE IN PAYABLE:		76,538.72