



City of Hartford
County of Van Buren, State of Michigan

Commission Business Meeting Agenda

Monday, February 22, 2021 at 7:30 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

GUESTS

PUBLIC COMMENT

COMMUNICATIONS

1. Election May 4, 2021 - Hartford Public Schools
- [2.](#) Joint Meeting with Hartford Township & Fire Board
3. West Michigan Railroad Response
- [4.](#) Lawrence Township - Public Hearing Off Road Vehicles
5. LARA Communication - Transfer of Liquor License 108 East Main St Quick & Easy Mart
- [6.](#) MPSC Notice of Hearing - Consumers Energy Company
7. Board of Review - Organization - March 2; Protests - March 9 & 11
- [8.](#) Ordinance - Water/Sewer Ready Serve Charge

REPORT OF OFFICERS BOARDS & COMMITTEES

Police & Ordinance

- [9.](#) HPD - Chief
- [10.](#) HPD - Ordinance

Fire Department

- [11.](#) HFD

Ambulance

- [12.](#) AMB - Pride Care

Van Buren County

Public Works

[13.](#) DPW -

Wastewater Treatment Plant

[14.](#) WWTP -

Treasurers, Investment & List of Bills

[15.](#) Treasurer - List of Bills

City Manager

[16.](#) City Manager

17. Hartford Marathon Station Communication

APPROVAL OF COMMISSION MINUTES

[18.](#) January 25, 2021 Business Meeting

[19.](#) Special Commission Meeting February 10, 2021

APPROVAL OF REPORTS

GOALS/OBJECTIVES

OLD BUSINESS

NEW BUSINESS

20. Fire Board Appointment -

21. Appoint Deputy Mechanical Inspector -

[22.](#) Hartford Chamber - Hartford Strawberry Festival Sponsorship

23. Mutual Police Aid Agreement - Van Buren County

[24.](#) Discussion - Hartford Fire Department Financials, Audit, and Fire Board Pay

25. Award MDOT Contract #20-5550 - Prospect Street -

26. Award MDOT Contract #21-5017 - Wendell Ave

INTRODUCTION OF RESOLUTIONS OR AMENDMENTS

[27.](#) Resolution 2021-001 2019/2020 Fiscal Year Audit

[28.](#) Resolution 2021 - 002 MDOT Contract #21-5017 - Wendell Ave

[29.](#) Resolution 2021-003 MDOT Contract #20-5550

ADJOURNMENT

**A Joint Board Meeting
of the Hartford Fire Board, Hartford City
Commission and Township of Hartford Board
for the purpose of discussing
the 2021-22 budget**

will be held on

Wednesday, March 24, 2021

at 7 p.m.

at the Hartford Fire Department

**436 E. Main St.
Hartford, MI 49057**

This notice is posted in compliance with the Open Meetings Act, Public Act 267 of 1976, as amended (MCL 41.72a(2)(3)) and the Americans with Disabilities Act.

The Hartford Fire Board will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting or public hearing upon 7 days notice to the Hartford Fire Board.

Individuals with disabilities requiring auxiliary aids or services should contact the Hartford Fire Board by writing or calling the following: Chair Steve Starner, 66561 CR 372, Hartford, MI 49057 or call 269-208-5896.

Posted on: 2/18/2021

Signature of Board Chairman _____

**NOTICE OF PUBLIC HEARING
&
NOTICE OF REGULAR MEETING**

**REGULAR MEETING OF THE LAWRENCE TOWNSHIP
BOARD OF TRUSTEES**

To be held

on 03/11/2021 at 7:00 P.M., remotely, see below.

To stop the spread of COVID-19, if required by law at the time of the meeting, this meeting will be held *remotely* WITHOUT in-person attendance. If not permitted by law in effect at the time of the meeting, the meeting will be held in person at 411 N. Paw Paw St., Lawrence, MI 49064.

To join the meeting remotely, you may phone in or participate online. For best performance, please download the desktop or mobile app for Free Conference Call (FCC).

<https://join.freeconferencecall.com/clerk060>

Online meeting ID: clerk060

The public may also participate by calling into the phone numbers below:

non-toll free number (760) 548-9303 or

toll free (844) 854-2222 and providing access code 475629#

Members of the public will only be able to speak during the public hearing and public comment portions of the meeting/public hearing and such comments will be limited to two minutes per person during each opportunity to speak. To provide for orderly public participation, a person wishing to speak must state their name and request to be recognized by the Moderator. The Moderator will recognize all persons wishing to speak during the public hearing and public comment. If, prior to the meeting/public hearing, members of the public have certain questions or wish to provide input on any business that will be addressed at the meeting/public hearing then such persons may contact the Board members through Judy Janssen, Township Clerk, by email to clerk@lawrence-township.org, or by mail at 411 N. Paw Paw St., Lawrence, MI 49064 7 days before the meeting.

TAKE NOTE, the Lawrence Township Board of Trustees, Lawrence Township, Van Buren County, Michigan agenda for the meeting is as follows:

- 1) Call to order, roll call & Pledge, approval of 2-11-21 minutes, March 2021 expenditures: Reports (Sheriff, Road Commission, County Commissioner, Village, LTES, Treasurer, Clerk, ZBA, Planning Commission, Senior Services)
- 2) Public Hearing concerning AN ORDINANCE TO AMEND THE CODE OF THE TOWNSHIP OF LAWRENCE, CHAPTER 29 TO PERMIT THE USE OF OFF ROAD VEHICLES ON ROADS WITHIN THE TOWNSHIP;**
 - 3) action on said Ordinance;
 - 4) old business;
 - 5) new business;
 - 6) Public Comment
- 7) and any other lawful business;

RECEIVED

FEB 18 2021

CITY OF HARTFORD

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE GAS CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-20671**

- Consumers Energy Company requests the Michigan Public Service Commission’s authority to reconcile its gas revenue decoupling mechanism and for other relief.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, MI 49201, 517-788-0550 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A pre-hearing will be held:

RECEIVED

FEB 16 2021

CITY OF HARTFORD

DATE/TIME: Thursday, February 25, 2021 at 9:00 AM

BEFORE: Administrative Law Judge Jonathan Thoits

LOCATION: Video/Teleconferencing

PARTICIPATION: Any interested person may participate. Persons needing any assistance to participate should contact the Commission's Executive Secretary at (517) 284-8090, or by email at mpscedockets@michigan.gov in advance of the hearing.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company’s (Consumers Energy) December 20, 2019 and amended on August 7, 2020 application requesting the Commission to authorize: 1) Consumers Energy to reconcile the Revenue Decoupling Mechanism for the period July 1, 2019 through September 31, 2019, including the remaining residual balance from Case No. U-20356; 2) Consumers Energy Company to apply a one-month per customer credit or surcharge, to collect the Revenue Decoupling Mechanism revenues by rate schedule based on the projected number of customers for the February 2021 bill month; 3) Consumers Energy to apply the proposed remaining residual balance reconciliation mechanism to any remaining residual balances that continue to exist after the implementation of the proposed surcharge and credits; and 4) other and further relief.

Hartford - Public Works**(A) Consumption rates.**

(1) For those dwelling places and non-dwelling places whose water is measured jointly by one water meter, the minimum quarter service charge per user is applicable. Each deed holder appearing on the general city tax roll who has more than one dwelling place or non-dwelling place utilizing a single water meter, shall be billed in accordance with the provisions of this section.

(2) Each dwelling place, or non-dwelling place, regardless of whether it has its own individual water meter, shall be billed the quarterly service charge. The minimum quarterly service charge (readiness to serve charge) per service unit or dwelling unit shall be set by the city from time to time.

(3) Those dwelling places and non-dwelling places, using city water that are located outside the city limits shall be billed 1½ times the city rate.

(B) The deed holder of property who has multiple dwelling places and/or non-dwelling places thereon, utilizing a single water meter, shall be billed the minimum quarter service charge per dwelling place and/or non-dwelling place. Any additional charges for water usage shall be based upon the total amount of water metered.

(C) The deed holder of a State of Michigan licensed mobile home park utilizing a single water meter or less than one city meter per lot site shall be billed the minimum quarterly service charge per occupied lot in the mobile home park. An occupied lot during the billing period shall be the average of the number of occupied lots during each month in the billing period and shall be based upon the monthly report provided by the mobile home park to the city for tax purposes. The city and its representatives may enter into any mobile home park at any time for the purpose of determining and verifying the number of lots then occupied for verification of the reports filed by the operator.

(1993 Code, § 5.2)

§ 51.31 CONNECTION FEE.

All connections to the system shall be made by the city, and the city shall charge a fee as set from time to time.

(1993 Code, § 5.3)

§ 51.32 DEPOSITS.

Cash deposits may be required as set from time to time by the city.

(1993 Code, § 5.4)



Hartford Police Department
19 West Main Street - Hartford, Michigan. 49057

Police Report for Month of January 2021

Total Duty Hours	740	Foot Patrol Hours	4
Arrests	5	Felony	1
		Misdemeanor	4
Arrest Warrants Issued	5	Traffic Citations Issued	5
Homicide	0	Robbery	0
Sex Crimes	1	Trespassing	0
Assaults	1	UDAA (stolen auto)	1
Burglary	0	Larceny	3
Frauds	0	Property Destruction/Vandalism	1
NFS Checks	0	Juvenile Del	0
OUIL	0	Drug Investigations	1
Civils	7	Public Peace	3
Lost Property	0	Found Property	2
Suspicious Person(s)/Vehicle(s)	6	Alarms	1
Health/Safety	1	Traffic Crash	2
Assist to other Agencies	31	Michigan State Police	1
Van Buren Co Sheriff	7	FIRE/EMS	11
Other Local Agencies	3	Persons	9

Officers of the department handled 71 incidents during the month of January 2021.

As usual, if you have any questions, concerns, or suggestions, please contact me by calling or by stopping by our office!

Chief Tressa Beltran



Hartford Police Department
19 West Main Street - Hartford, Michigan. 49057

Ordinance Officer Report for Month of January 2021

Property Inspections:

	ADDRESS	VIOLATION	RESOLUTION
1	215 Bernard	House previously condemned	Work nearing completion.
2	50 Marion St.	Lightning Strike. Fire.	Work has started on interior.
3	110 Marion St.	Junk in yard.	Monitored. Warning issued.

Grass Violation Notices:

	ADDRESS	VIOLATION	RESOLUTION
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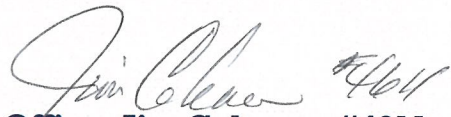
Blight Violation Postings:

	ADDRESS	VIOLATION	RESOLUTION
1	17 Linden St.	Junk Truck Cabs.	Removed.
2	110 Michigan	Scrap Metal in yard. Junk.	To be removed, stored.
3	316 E. Main St.	Discarded chair.	Removed.
4	103 Bernard St.	Junk in backyard.	House empty. Being repaired.
5	201 Reynolds St.	Discarded sink.	Removed.
6	108 Paras Hill	Discarded junk.	Removed.
7	414 N. Center St.	Discarded stroller.	Removed.
8	108 Austin St.	Discarded boxes.	Removed.
9	23 Hilliard	Discarded metal tubes.	Removed.
10	112 Bennett St.	Discarded air conditioners, junk.	Keeping area cleaned up.
11	17 Wendell St.	Discarded Christmas tree.	Removed.
12	22 Franklin St.	Discarded Christmas tree.	Removed.
13	500 Shepard St.	Discarded tires.	Removed.
14	38 W. Main St.	Siding falling off.	Waiting for owner to decide on plan,
15	14 Shepard St.	Discarded metal strips.	Removed.
16	115 Franklin St	Discarded red chair.	Owner contacted.
17	112 Edwin St.	Tarp on roof.	Owner will replace roof, as able.
18	11 Hilliard	Discarded cabinet.	Removed.
19	102 Mary St.	Discarded mattresses.	Removed.
20	201 Reynold St.	Discarded cabinet.	Removed.
21	139 Michigan St.	Discarded washer.	Removed.
22	514 Oak St.	Discarded sofa, etc.	Dumpster in place.
23	115 Franklin St.	Discarded sofa.	Owner notified.
24	125 Olds St.	Discarded sofa.	Owner will remove.
25	215 Shepard St.	Junk, expired vehicles.	Owner notified. One vehicle removed
26	101 S. Center St.	Discarded cabinet.	Removed.
27	MHV Lot 76	Discarded carpeting.	Removed.
28	110 Michigan St.	Discarded boxes.	Owner notified.

29	MHV Lot 113	Discarded cabinet.	Owner to be notified.
30	215 Shepard St.	Inoperable Blue Van.	Owner to be notified.
31	110 S. Center St.	Discarded mattresses.	Owner to be notified.

Property Inspections 3
Grass Violations Postings 0
Grass Violation Follow-up 0
Blight Violation Posting 31
Blight Violation Follow-up 31
Total: 65

Respectfully Submitted



Officer Jim Coleman #4611
Ordinance Officer
City of Hartford

Hartford Fire Department

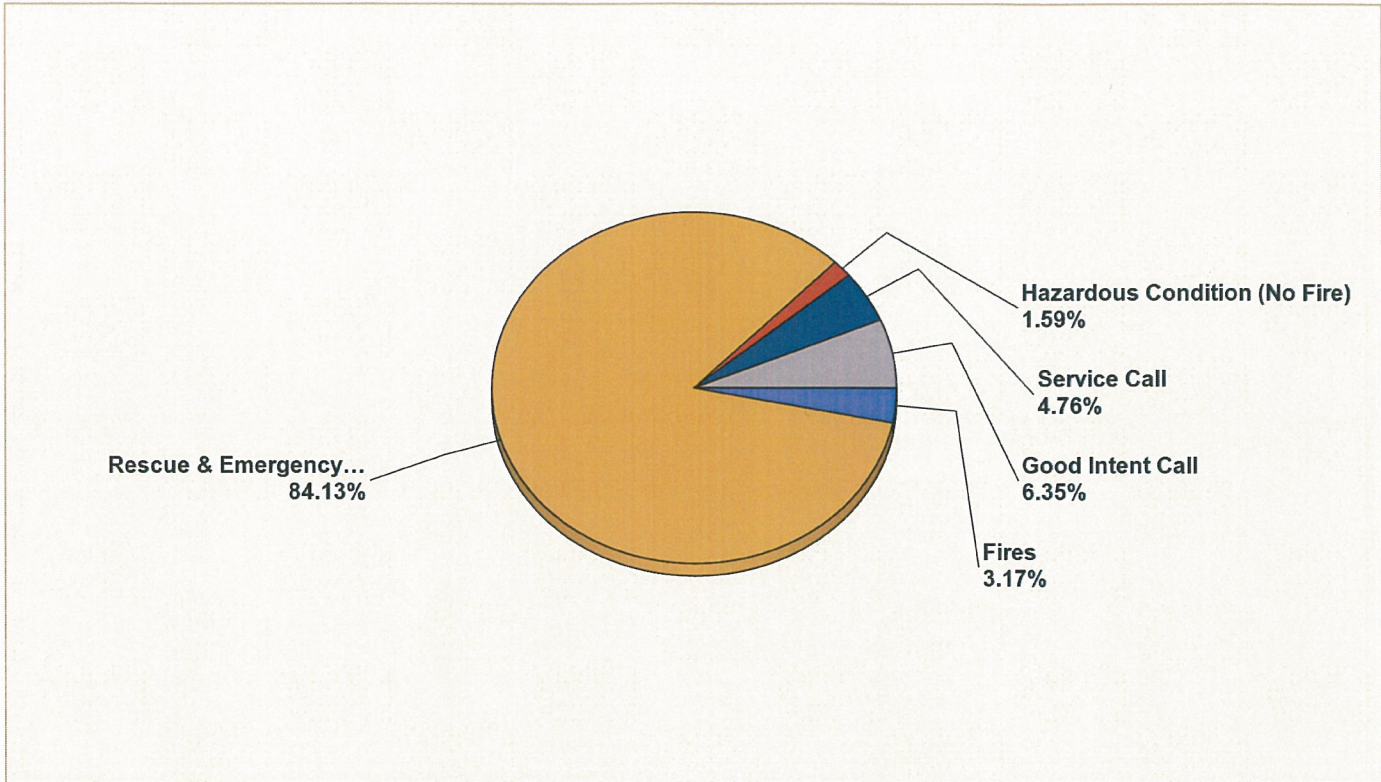
Hartford, MI

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2021 | End Date: 01/31/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	3.17%
Rescue & Emergency Medical Service	53	84.13%
Hazardous Condition (No Fire)	1	1.59%
Service Call	3	4.76%
Good Intent Call	4	6.35%
TOTAL	63	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	1.59%
118 - Trash or rubbish fire, contained	1	1.59%
311 - Medical assist, assist EMS crew	12	19.05%
321 - EMS call, excluding vehicle accident with injury	39	61.9%
322 - Motor vehicle accident with injuries	1	1.59%
324 - Motor vehicle accident with no injuries.	1	1.59%
444 - Power line down	1	1.59%
500 - Service Call, other	2	3.17%
571 - Cover assignment, standby, moveup	1	1.59%
611 - Dispatched & cancelled en route	3	4.76%
651 - Smoke scare, odor of smoke	1	1.59%
TOTAL INCIDENTS:	63	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Hartford Fire Department

Hartford, MI

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Incident Count per User-Defined Fields for Date Range

Start Date: 01/01/2021 | End Date: 01/31/2021

ANSWERS	# INCIDENTS
USER-DEFINED FIELD: Dispatch Priority (Required)	
1	32
2	20
3	11

Only User-Defined values selected in the CUSTOM field of an incident Included. Only REVIEWED incidents included in count.



Hartford Fire Department

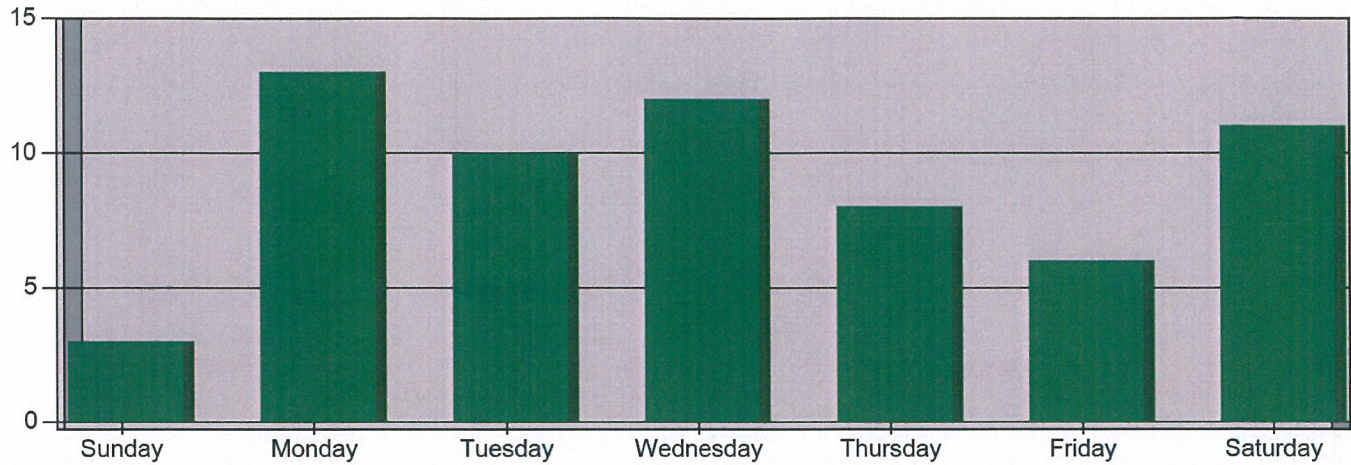
Hartford, MI

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Incidents by Day of the Week for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 01/01/2021 | End Date: 01/31/2021



DAY OF THE WEEK	# INCIDENTS
Sunday	3
Monday	13
Tuesday	10
Wednesday	12
Thursday	8
Friday	6
Saturday	11

TOTAL

63

Only Reviewed incidents included.



Hartford Fire Department

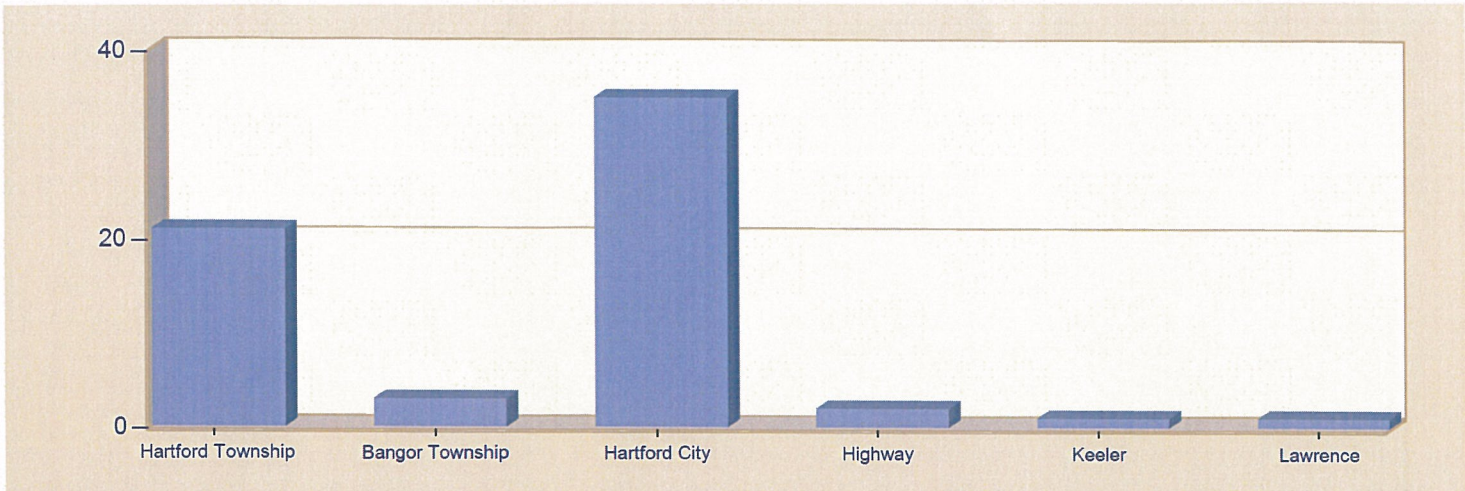
Hartford, MI

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Incident Type Count per Zone for Date Range

Start Date: 01/01/2021 | End Date: 01/31/2021



ZONES	INCIDENT TYPE	COUNT
Hartford Township - Hartford		
	111 - Building fire	1
	118 - Trash or rubbish fire, contained	1
	311 - Medical assist, assist EMS crew	3
	321 - EMS call, excluding vehicle accident with injury	15
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for Hartford Township - Hartford.</i>	21
Bangor Township - Bangor		
	311 - Medical assist, assist EMS crew	1
	321 - EMS call, excluding vehicle accident with injury	1
	444 - Power line down	1
	<i>Total Incidents for Bangor Township - Bangor.</i>	3
Hartford City - Hartford		
	311 - Medical assist, assist EMS crew	8
	321 - EMS call, excluding vehicle accident with injury	23
	500 - Service Call, other	2
	611 - Dispatched & cancelled en route	1
	651 - Smoke scare, odor of smoke	1
	<i>Total Incidents for Hartford City - Hartford.</i>	35
Highway - I 94		

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.



ZONES	INCIDENT TYPE	COUNT
	322 - Motor vehicle accident with injuries	1
	324 - Motor vehicle accident with no injuries.	1
	<i>Total Incidents for Highway - I 94:</i>	2
Keeler - Township		
	571 - Cover assignment, standby, moveup	1
	<i>Total Incidents for Keeler - Township.</i>	1
Lawrence - Township		
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for Lawrence - Township.</i>	1
Total Count for all Zone:		63

Zone information is defined on the Basic Info 3 screen of an incident.
 Only REVIEWED incidents included.



Hartford Fire Department

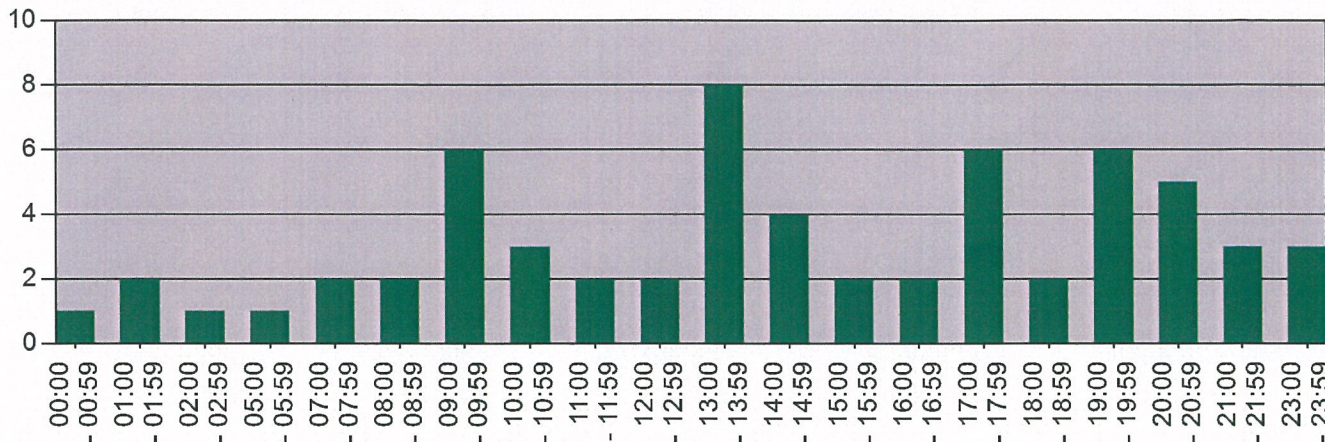
Hartford, MI

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Incidents per Hour for Incident Type Range for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 01/01/2021 | End Date: 01/31/2021



HOURLY	# of CALLS
00:00 - 00:59	1
01:00 - 01:59	2
02:00 - 02:59	1
05:00 - 05:59	1
07:00 - 07:59	2
08:00 - 08:59	2
09:00 - 09:59	6
10:00 - 10:59	3
11:00 - 11:59	2
12:00 - 12:59	2
13:00 - 13:59	8
14:00 - 14:59	4
15:00 - 15:59	2
16:00 - 16:59	2
17:00 - 17:59	6
18:00 - 18:59	2
19:00 - 19:59	6
20:00 - 20:59	5
21:00 - 21:59	3
23:00 - 23:59	3
TOTAL:	63

Only REVIEWED incidents included.

**Hartford Fire Board Meeting
February 8, 2021
January Business**

Contents

Page 1	Meeting Agenda
Page 2	Proposed Meeting Minutes of January 11, 2021 Board Meeting
Page 3	Treasurer's Report
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Hartford Fire Board
Agenda
Monday, February 8, 2021, 7:00 PM

- I. Call to Order, Pledge
- II. Roll call: Jerry Birmele, Steve Starner, Chad Hunt, Helen Sullivan, Chris Postello
- III. Public Comment: Limited to three minutes per person
- IV. Approval of the Agenda. Motion by _____ Second by _____ Motion _____
- V. Approval of previous meeting minutes from January 11, 2021: Motion by ____Second__ Motion _____
- VI. Approval of January Treasurer’s report: Motion By _____ Second by _____ to approve Treasurer’s report as presented. Motion _____
 - a. Accounts Payable: Amount \$ **28,196.93** Motion by ____Second _____ by roll call vote

- VII. Review: Income & Expense; Payroll; Balance sheet & Deposit Detail; Budget
- VIII. Fire calls
- IX. Unfinished Business:
NONE
- X. New Business:
 - 1. Approve the amended Proposed 2021/2022 Budget in the amount of \$315,24784.45. Motion by _____
Second _____ to approve the amended 2021/2022 Budget as presented. Motion _____ by roll call
vote of members present.
- XI. Reports:
 - a. Fire Chief
 - b. Assistant Fire Chief
 - c. Board –Joint Meeting on Wednesday 10 Feb 2021

Motion by _____ second by _____ to adjourn at _____ pm.

**HARTFORD FIRE BOARD MEETING
Minutes of Fire Board Meeting February 8, 2021**

Members Present upon roll call: Steve Starner; Chad Hunt; Helen Sullivan; Chief Harting Absent: Chris Postello; Jerry Birmele

Others Present: Carole Kiernan, Kevin McGrew

Chairman Starner called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

Public comment opened at 7:01. No public comments, closed at 7:01.

The proposed agenda for the Fire Board meeting of February 8, 2021 was presented. Motion Hunt Second by Sullivan; to approve the agenda as presented. Motion: Approved

The proposed minutes of the January 11, 2021 Fire Board meeting were presented. Motion by Starner; Second by Sullivan to accept the minutes as presented Motion: Approved.

The January Treasurer's report was presented. Motion by Hunt; Second by Starner; to accept Treasurer's report as presented. Motion: Approved

Bills were presented for approval in the amount of **\$28,196.93** Motion by Starner; Second by Hunt; to pay bills in amount of **\$28,196.93**. Motion Approved upon roll call vote of members present.

Unfinished Business:

None

New Business:

1. Approve the amended Proposed 2021/2022 Budget in the amount of \$315,784.45. Motion by Hunt; Second by Starner to approve the amended 2021/2022 Budget as presented. Motion Approved by roll call vote of members present.

Fire Chief's Report:

Meetings Attended: None

Information:

- 2020 Year-end report completed
- Life jackets are in and have been labeled
- Reviewed and approved building plan for Miro Grow shop at Hartford Speedway
- Huffman building coming along

- Will be applying for Firehouse grant.

Respectfully Submitted,

R. Harting

Robbie Harting – Fire Chief

Assistant Fire Chief’s Report:

Meetings Attended: NONE

Information:

- 1871 update
- Command Vehicle-1802 has been in service about 3 weeks
- Membership Vehicle Insurance Inquiry Complete
- Started EMT Class

Respectfully Submitted,

K. McGrew

Kevin McGrew-Assistant Fire Chief

Other Board Business:

Joint Meeting on Wednesday 10 Feb 2021
Begin marketing old truck-current 1871

Motion by Hunt; second by Sullivan; to close meeting at 7:28 pm. Motion: Approved

Respectfully submitted,

Gerald Birmele, Secretary

HARTFORD FIRE BOARD MEETING
Minutes of Fire Board Meeting January 11, 2020

Members Present upon roll call: Steve Starner; Chad Hunt; Helen Sullivan; Jerry Birmele; Chief Harting Absent: Chris Postello

Others Present: Carole Kiernan, Kevin McGrew, Brandon Bodrary, Steven Fry

Chairman Starner called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

Public comment opened at 7:01. No public comments, closed at 7:01.

The proposed agenda for the Fire Board meeting of January 11, 2021 was presented. Motion Hunt Second by Sullivan ; to approve the agenda as presented. Motion Approved
 The proposed minutes of the December 14, 2020 Fire Board meeting were presented. Motion by Birmele; Second by Hunt to accept the minutes as presented Motion: Approved.

The December Treasurer's report was presented. Motion by Birmele; Second by Hunt; to accept Treasurer's report as presented. Motion: Approved

Bills were presented for approval in the amount of **\$32,370.07** Motion by Starner; Second by Hunt; to pay bills in amount of **\$32,370.07**. Motion Approved upon roll call vote of members present.

Unfinished Business:

None

New Business:

1. Approve moving FF Khelun Roberts off probation and making him a regular member. (Hire date:10/15/2019) Motion by Hunt Second Birmele to approve the moving Khelun Roberts to regular member status. Motion Approved.
2. Accept the 2021 DNR Grant \$2,500.00 match up to 50%. Motion to accept the 2021 DNR Grant by Sullivan; Second Hunt. Motion Hunt.
3. Approve the Proposed 2021/2022 Budget in the amount of \$312,344.45. Motion by Birmele Second Hunt to approve the 2021/2022 Budget as presented. Motion Approved by roll call vote of members present.

Fire Chief's Report:

Meetings Attended: None
Information:

Minutes of Fire Board Meeting January 11, 2021

- Air tanks for air compressor, 5 year hydro test completed.
- New tires on Fire Chiefs truck
- Need to buy new lightbar for Fire Chiefs truck
- Fire Department received the 2021 DNR Grant \$2,500 match
- 2020/21 Budget completed
- All furnaces work in Station
- EMT class in County two members have signed up: Fry & McGrew

Respectfully Submitted,

R. Harting

Robbie Harting – Fire Chief

Assistant Fire Chief's Report:

Meetings Attended: NONE

Information:

- Attended Training for fit testing machine
- Truck update—Due to COVID new truck probably will not be ready in May.
- Fit Testing will be performed in Feb
- Annual Awards Banquet is on Hold
- Base Ball game is tentatively set for 1st Saturday in August
- Working on getting monitors up and running again.

Minutes of Fire Board Meeting January 11, 2021

- Individual who needs 480 hours of Community Service will be working on Mondays at the Station for about 15 months.
- Purchased life jackets & proper phone mounts for trucks
- Verifying Individuals Vehicle Insurance
- 1 person taking EMT class at ISD-Virtual Only until February

Respectfully Submitted,

K. McGrew

Kevin McGrew-Assistant Fire Chief

Other Board Business:

- Watervliet Fire Department may sell pickup for \$2500.00
- Board member Postello will be moving out of State

Motion by Hunt; second by Sullivan; to close meeting at 8:45 pm. Motion: Approved

Respectfully submitted,

Gerald Birmele, Secretary

Treasurer’s Report for meeting on February 8, 2021 For the month ending January 31, 2021

Cash Balances

Operations – General Fund

Reconciled Cash Balances of Prior Month ended Dec 31, 2020 – tcf bank \$ 102,216.01

XXX January Deposits

City of Hartford – Contribution (January)	\$	8,951.85
Township of Hartford – Contribution (January)	\$	13,427.79
Bangor Township Cost Recovery	\$	1,858.50
Cost Recovery	\$	813.68
Pride Care (Dec)	\$	210.00
Interest	\$	0.79

Total Deposits \$ 25,262.61

Total Balance of General Fund \$ 127,478.62

XXX Expenditures for approval:

Vendors payable	\$	17,131.47
Payroll released January 2021 (10,253.51 – 1967.48)	\$	8,286.03
Bank Fees	\$	27.50
MI & Fed Tax Withholdings	\$	2,751.93

Total Expenditure \$ 28,196.93

General Fund Balance January 31, 2021 \$ 99,281.69

Capital Equipment

Reconciled Cash Balance as of January 31, 2021 – Millage Fund \$ 35,103.36

Reconciled Cash Balance as January 31, 2021 – Maintenance Fund \$ 16,321.07

Cash Balances for month January 31, 2021 \$ 51,424.43

Renewal CD Balance as of month ended October 31, 2020 \$ 0.00

Invested Capital Equipment

Et Cetera Investment Services, LLC – Millage Fund Investment Dec. 31, 2020 \$ 81,076.72

Et Cetera Investment Services, #2-TCF Investment Dec 31,2020 \$ 101,174.95

**Hartford Fire Board
January 11, 2021 Meeting
Income & Expense and Expenses by Vendor Summary
December Business**

Expense by Vendor

	<u>Jan 21</u>
A T & T	-351.32
Anchor Signs	-350.00
Auto-Wares	-14.97
City of Hartford (Dental/Vision)	-134.31
City of Hartford {2}	-250.76
City of Hartford Health Ins.	-1,676.04
Comcast	-373.98
Consumers Energy	-106.00
Crystal Flash Energy	-567.72
First Bankcard	-1,135.80
Hartford Firefighters Association	-100.00
Hungerford Nichols CPA	-3,000.00
Indiana Mich Power	-327.00
IRS Online Payment	-2,725.40
Johnson's Heating	-225.00
Kellogg Hardware	-21.77
Kevin McGrew	-57.45
Liberty Mutual	-1,233.50
Medtox Diagnostics, Inc.	-85.95
Moses Fire Equipment, Inc.	-265.39
S & A Automotive Inc.	-136.19
ShellFleet Plus Card	-315.26
U S Business Systems	-887.70
Van Buren Co Fire Training Committee	-2,400.00
VFIS	-389.96
TOTAL	17,131.47

Income & Expense

	<u>Jan 21</u>
Ordinary Income/Expense	
Income	
401 Hartford Township	13,427.79
402 Hartford City	8,951.85
404 Interest	1.13
411 Hartford City Millage	18,123.28
412 Hartford Township Millage	4,307.62

420 Bangor 1st Resp Reimburse	1,858.50
521 Cost Recovery Reimbursement	813.68
Other Revenues	210.00
Total Income	47,693.85
Gross Profit	47,693.85
Expense	
500 Payroll	
500.1 Fire Chief	4,179.38
500.10 Chief Health Benefits	1,810.35
500.2 Firefighters/Medics	3,847.88
500.3 Support Staff	716.25
500.4 Chief Retirement	250.76
500 Payroll - Other	1,110.00
Total 500 Payroll	11,914.62
501 Professional, Insur.& Legal	
501.2 Professional - Audit	3,000.00
Total 501 Professional, Insur.& Legal	3,000.00
502 Utilities	
502.1 Internet-Telephone	373.98
502.2 Electric	327.00
502.3 Natural Gas	106.00
502.4 First Net-AT&T	351.32
Total 502 Utilities	1,158.30
503 Mileage	
503.1 Mileage - other	57.45
Total 503 Mileage	57.45
505 Building Maintenance	
505.1 Bldg Supplies/Maintenanc	580.37
Total 505 Building Maintenance	580.37
506 Fuel	
506.1 Unleaded Gas	335.26
506.2 Diesel	567.72
Total 506 Fuel	902.98
508 Vehicle Maintenance	
508.3 Heavy Rescue #1871	265.39
508.8 #1802	501.16
Total 508 Vehicle Maintenance	766.55
511 Office	
511.1 Office Equipment	795.00
511.3 Office Supplies	224.12
511.6 Copy Lease	92.70

**Hartford Fire Board
January 11, 2021 Meeting
Income & Expense and Expenses by Vendor Summary
December Business**

Total 511 Office	1,111.82	519.13 SMEMSIC	75.00
512 Insurance		Total 519 Subscriptions & Dues	75.00
512.1 Worker's Comp	1,233.50	525 Personal Equipment	
512.6 Automobile	389.96	525.2 Personal Equipment	113.71
Total 512 Insurance	1,623.46	Total 525 Personal Equipment	113.71
513 Payroll Taxes	2,725.40	527 Bank Fees	27.50
515 Equipment & Equip Maint		Payroll Tax Expense	1,184.45
515.1 Ladder #1841	87.60	Uncategorized Expenses	-59.00
515.2 Tanker #1831	87.60	Total Expense	28,196.93
515.3 Heavy Rescue #1871	353.17	Net Ordinary Income	19,496.92
515.9 Medical Supplies	85.95	Net Income	19,496.92
Total 515 Equipment & Equip Maint	614.32		
516 Training			
516.2 Firefighter I & II	450.00		
516.3 Medic	950.00		
516.4 Fire Officer Classes	1,000.00		
Total 516 Training	2,400.00		
519 Subscriptions & Dues			

Hartford Fire Board February 8, 2021 Meeting Payroll Summary January Business

	<u>TOTAL</u>	
	<u>Hours</u>	<u>Rate</u>
		<u>Jan 21</u>
Gross Pay		
Salary	2.00	4,179.38
Assistant Fire Chief	1.00	400.00
Fire Board Office	47.75	716.25
Fire Call	9.00	134.63
Med Assist	140.50	2,149.00
Mutual Aid	16.00	238.50
Other	23.00	346.00
PI Accident	12.50	188.25
Shift Coverage	74.00	1,110.00
Training	30.00	442.00
Vehicle Inspection	<u>24.00</u>	<u>349.50</u>
Total Gross Pay	379.75	10,253.51
Deductions from Gross Pay		
Dental-Vision		-26.86
Firefighters Assn Dues		-538.08
Health Insurance		<u>-335.20</u>
Total Deductions from Gross Pay		<u>-900.14</u>
Adjusted Gross Pay	379.75	9,353.37
Taxes Withheld		
Federal Withholding		-681.86
Medicare Employee		-148.70
Social Security Employee		-635.75
MI - Withholding		-501.17
Medicare Employee Addl Tax		0.00
MI - Cities Res Tax		0.00
MI - Cities Work Tax		<u>0.00</u>
Total Taxes Withheld		<u>-1,967.48</u>
	<u>379.75</u>	<u>7,385.89</u>
Company FICA		635.75
Company Med		148.70
Retirement Fund		236.34
MI - Obligation Assessment		<u>0.00</u>
		1,020.79

**Hartford Fire Board Meeting
February 8, 2021
Balance Sheet & Deposit Detail
January Business**

BALANCE SHEET

	Jan 31, 21
ASSETS	
Current Assets	
Checking/Savings	
102 Regular Check Chem Bk...847	69,797.75
105 CD Fund Equity..C...288	-336.62
106 Millage Fund Chem Bank .167	35,103.36
108 Maintenance Chem Bk ...183	16,321.07
Chemical Financial Advisors	81,076.72
TCF Investment Services #2	101,174.95
Total Checking/Savings	303,137.23
Total Current Assets	303,137.23
TOTAL ASSETS	303,137.23
LIABILITIES & EQUITY	0.00

Deposit Detail

Type	Num	Date	Name	Account	Amount
Deposit	1	01/06/2021		106 Millage Fund Chem Bank .167	4,307.62
			412 Hartford Township Millage		-4,307.62
TOTAL					-4,307.62
Deposit	1	01/13/2021		106 Millage Fund Chem Bank .167	4,342.30
			411 Hartford City Millage		-4,342.30
TOTAL					-4,342.30
Deposit	1	01/13/2021		106 Millage Fund Chem Bank .167	13,780.98
			411 Hartford City Millage		-13,780.98
TOTAL					-13,780.98
Deposit	1	01/13/2021		102 Regular Check Chem Bk...847	9,515.53
			521 Cost Recovery Reimbursement		-50.00
			521 Cost Recovery Reimbursement		-483.68
			402 Hartford City 521 Cost Recovery Reimbursement		-8,951.85
					-30.00
TOTAL					-9,515.53
Deposit	1	01/22/2021		102 Regular Check Chem Bk...847	15,536.29
			401 Hartford Township		-13,427.79
			420 Bangor 1st Resp Reimburse		-1,858.50
			521 Cost Recovery Reimbursement		-250.00

Hartford Fire Board Meeting February 8, 2021 Balance Sheet & Deposit Detail January Business

TOTAL					-15,536.29	
Deposit	70147261	01/29/2021	1	102 Regular Check Chem Bk...847	210.00	
Payment	1	01/29/2021	1	Pride Care Ambulance	Undeposited Funds	-210.00
TOTAL					-210.00	
Deposit		01/31/2021	1	108 Maintenance Chem Bk ...183	0.14	
				404 Interest	-0.14	
TOTAL					-0.14	
Deposit		01/31/2021	1	106 Millage Fund Chem Bank .167	0.20	
				404 Interest	-0.20	
TOTAL					-0.20	
Deposit		01/31/2021	1	102 Regular Check Chem Bk...847	0.79	
				404 Interest	-0.79	
TOTAL					-0.79	
Paycheck	ACH	01/31/2021	1	Chappell, Paul M.	102 Regular Check Chem Bk...847	0.00
				500.2 Firefighters/Medics	12.75	
				500.2 Firefighters/Medics	19.13	
				410 Firefighters Assn Dues	-28.08	
				Payroll Tax Expense	1.98	
				Payroll Liabilities	-1.98	
				Payroll Liabilities	-1.98	
				Payroll Tax Expense	0.46	
				Payroll Liabilities	-0.46	
				Payroll Liabilities	-0.46	
				Payroll Liabilities	-1.36	
TOTAL					0.00	
Paycheck	ACH	01/31/2021	1	Flemming, Ryan C.	102 Regular Check Chem Bk...847	0.00
				500.2 Firefighters/Medics	45.00	
				500.2 Firefighters/Medics	15.00	
				Payroll Liabilities	-32.86	
				Payroll Tax Expense	3.72	
				Payroll Liabilities	-3.72	
				Payroll Liabilities	-3.72	
				Payroll Tax Expense	0.87	
				Payroll Liabilities	-0.87	
				Payroll Liabilities	-0.87	
				Payroll Liabilities	-22.55	
TOTAL					0.00	

Hartford Fire Board Profit & Loss Budget Performance January 2021

Item 11.

	Jan 21	Jul '20 - Jan 21	YTD Budget	Annual Budget
Ordinary Income/Expense				
Income				
303 Investment Market Changes	0.00	9,511.14		
401 Hartford Township	13,427.79	93,994.53	93,994.46	161,133.36
402 Hartford City	8,951.85	62,662.95	62,663.02	107,422.31
404 Interest	1.13	8.49		
405 Miscellaneous	0.00	630.00		
409 Fire Report Request	0.00	20.00	27.09	46.44
411 Hartford City Millage	18,123.28	21,097.27		
412 Hartford Township Millage	4,307.62	11,431.54		
418 US Treasury	0.00	10.32		
420 Bangor 1st Resp Reimburse	1,858.50	7,469.62	3,128.37	5,362.92
521 Cost Recovery Reimbursement	813.68	8,701.62	7,019.32	12,033.12
Accounts Receivable	0.00	0.00	1,568.42	2,688.72
Donation	0.00	8.13		
Federal Grant Receivable	0.00	20,192.00		
Other Revenues	210.00	6,660.00		
Total Income	47,693.85	242,397.61	168,400.68	288,686.87
Gross Profit	47,693.85	242,397.61	168,400.68	288,686.87
Expense				
500 Payroll				
500.1 Fire Chief	4,179.38	29,255.66	29,255.66	50,152.60
500.10 Chief Health Benefits	1,810.35	12,185.41	10,288.11	17,636.76
500.2 Firefighters/Medics	3,847.88	34,758.93	36,166.65	62,000.00
500.3 Support Staff	716.25	4,747.50	4,083.31	7,000.00
500.4 Chief Retirement	250.76	1,755.36	1,750.07	3,000.16
500.5 Shift Coverage	0.00	0.00	8,400.00	14,400.00
500 Payroll - Other	1,110.00	7,845.00	0.00	0.00
Total 500 Payroll	11,914.62	90,547.86	89,943.80	154,189.52
501 Professional, Insur.& Legal				
501.1 Legal Expenses	0.00	0.00	1,750.00	3,000.00
501.2 Professional - Audit	3,000.00	7,500.00	4,666.66	8,000.00
Total 501 Professional, Insur.& Legal	3,000.00	7,500.00	6,416.66	11,000.00
502 Utilities				
502.1 Internet-Telephone	373.98	1,306.29	1,312.50	2,250.00
502.2 Electric	327.00	2,817.51	3,150.00	5,400.00
502.3 Natural Gas	106.00	742.00	1,166.65	2,000.00
502.4 First Net-AT&T	351.32	2,456.47	2,520.00	4,320.00
502.5 EPS Door Security	0.00	435.69	350.00	600.00
Total 502 Utilities	1,158.30	7,757.96	8,499.15	14,570.00
503 Mileage				
503.1 Mileage - other	57.45	165.02	58.31	100.00
Total 503 Mileage	57.45	165.02	58.31	100.00
505 Building Maintenance				

Hartford Fire Board
Profit & Loss Budget Performance
January 2021

Item 11.

	Jan 21	Jul '20 - Jan 21	YTD Budget	Annual Budget
505.1 Bldg Supplies/Maintenanc	580.37	763.96	2,041.65	3,500.00
505.2 Building Maintenance	0.00	29.22	583.31	1,000.00
505.3 Grounds Maintenance	0.00	1,190.42	840.00	1,440.00
505.5-Trash	0.00	0.00	175.00	300.00
505 Building Maintenance - Other	0.00	148.50	0.00	0.00
Total 505 Building Maintenance	580.37	2,132.10	3,639.96	6,240.00
506 Fuel				
506.1 Unleaded Gas	335.26	1,098.01	1,866.65	3,200.00
506.2 Diesel	567.72	1,224.38	1,166.65	2,000.00
Total 506 Fuel	902.98	2,322.39	3,033.30	5,200.00
508 Vehicle Maintenance				
508.1 Ladder #1841	0.00	415.36	1,225.00	2,100.00
508.2 Tanker #1831	0.00	4,649.52	4,141.65	7,100.00
508.3 Heavy Rescue #1871	265.39	2,053.65	1,458.31	2,500.00
508.4 Rescue Pickup #1869	0.00	332.12	233.31	400.00
508.5 Jeep #1860	0.00	0.00	233.31	400.00
508.6 Explorer #1810	0.00	0.00	408.31	700.00
508.7 Pick-Up #1801	0.00	1,690.39	233.31	400.00
508.8 #1802	501.16	501.16		
Total 508 Vehicle Maintenance	766.55	9,642.20	7,933.20	13,600.00
511 Office				
511.1 Office Equipment	795.00	795.00	175.00	300.00
511.2 Equipment Repairs	0.00	0.00	175.00	300.00
511.3 Office Supplies	224.12	885.35	875.00	1,500.00
511.4 Printing	0.00	0.00	116.65	200.00
511.5 Software/Upgrades	0.00	79.49	583.31	1,000.00
511.6 Copy Lease	92.70	204.87	210.00	360.00
Total 511 Office	1,111.82	1,964.71	2,134.96	3,660.00
512 Insurance				
512.1 Worker's Comp	1,233.50	4,023.25	2,858.31	4,900.00
512.10 Accident & Sickness Ins	0.00	4,084.00	12,072.06	20,695.00
512.6 Automobile	389.96	389.96		
512 Insurance - Other	0.00	11,025.00		
Total 512 Insurance	1,623.46	19,522.21	14,930.37	25,595.00
513 Payroll Taxes	2,725.40	21,743.23		
514 Banking Fees	0.00	0.00	0.00	0.00
515 Equipment & Equip Maint				
515.1 Ladder #1841	87.60	87.60	408.31	700.00
515.10 Firefighting Foam	0.00	0.00	583.31	1,000.00
515.11 Ford Truck	0.00	44.12	58.31	100.00
515.2 Tanker #1831	87.60	87.60	408.31	700.00
515.3 Heavy Rescue #1871	353.17	353.17	933.31	1,600.00
515.4 Rescue Pickup #1869	0.00	0.00	116.69	200.00
515.5 Jeep #1860	0.00	0.00	116.69	200.00

Hartford Fire Board
Profit & Loss Budget Performance
January 2021

Item 11.

	Jan 21	Jul '20 - Jan 21	YTD Budget	Annual Budget
515.6 Explorer #1810	0.00	0.00	58.31	100.00
515.7 Eq Maintenance Other	0.00	0.00	116.69	200.00
515.8 Small Equipment Maintenan	0.00	346.45	116.69	200.00
515.9 Medical Supplies	85.95	1,710.09	875.00	1,500.00
Total 515 Equipment & Equip Maint	614.32	2,629.03	3,791.62	6,500.00
516 Training				
516.1 Fire Chief Training	0.00	0.00	875.00	1,500.00
516.2 Firefighter I & II	450.00	564.01	583.31	1,000.00
516.3 Medic	950.00	1,000.00	583.31	1,000.00
516.4 Fire Officer Classes	1,000.00	1,000.00	583.31	1,000.00
516.5 Drivers Training	0.00	0.00	116.69	200.00
516.6 Training - Other	0.00	0.00	0.00	0.00
Total 516 Training	2,400.00	2,564.01	2,741.62	4,700.00
518 Physicals				
518.1 Annual Physicals	0.00	7,215.00	4,316.69	7,400.00
518.2 New Employee Physicals	0.00	0.00	175.00	300.00
Total 518 Physicals	0.00	7,215.00	4,491.69	7,700.00
519 Subscriptions & Dues				
519.1 HelpNet	0.00	558.00	466.69	800.00
519.11 West MI Assn of Fire Chi	0.00	0.00	87.50	150.00
519.13 S MEMSIC	75.00	75.00	43.75	75.00
519.14 Van Buren Co. FF Assn	0.00	0.00	0.00	0.00
519.2 Magazine Subscriptions	0.00	0.00	116.69	200.00
519.3 FirePrograms	0.00	1,711.69	998.41	1,711.60
519.4 IAFC	0.00	0.00	145.81	250.00
519.5 MI State Firefighters Asn	0.00	75.00	58.31	100.00
519.6 NFPA	0.00	0.00	175.00	300.00
519.9 MPSCS	0.00	105.00	58.31	100.00
Total 519 Subscriptions & Dues	75.00	2,524.69	2,150.47	3,686.60
525 Personal Equipment				
525.1 Duty Gear	0.00	2,410.54	4,083.31	7,000.00
525.2 Personal Equipment	113.71	836.32	1,633.31	2,800.00
525.3 Small Equipment	0.00	422.45	933.31	1,600.00
Total 525 Personal Equipment	113.71	3,669.31	6,649.93	11,400.00
527 Bank Fees	27.50	208.40	145.81	250.00
528 Bd Members Compensation	0.00	570.00	1,312.50	2,250.00
529 Mandatory Annual Testing				
529.1 Personal Veh Inspections	0.00	0.00	291.69	500.00
529.2 Fire Extinguishers	0.00	370.00	175.00	300.00
529.3 Hoses	0.00	2,468.10	1,575.00	2,700.00
529.4 Ladders	0.00	1,236.45	700.00	1,200.00
529.6 Bottles	0.00	1,320.00	291.69	500.00
529.8 Air Compressor	0.00	710.00	583.31	1,000.00
529.9 Flow Testing Air Packs	0.00	0.00	583.31	1,000.00

Hartford Fire Board
Profit & Loss Budget Performance
January 2021

Item 11.

	Jan 21	Jul '20 - Jan 21	YTD Budget	Annual Budget
Total 529 Mandatory Annual Testing	0.00	6,104.55	4,200.00	7,200.00
530 Generator				
530.1 Maintenance	0.00	0.00	145.81	250.00
530.2 Maintenance Contract	0.00	0.00	408.31	700.00
Total 530 Generator	0.00	0.00	554.12	950.00
531 Auxiliary				
531.1 Auxiliary Supplies	0.00	0.00	145.81	250.00
Total 531 Auxiliary	0.00	0.00	145.81	250.00
Capital Expense	0.00	0.00	164,898.75	164,898.75
Investment Fees	0.00	9.00		
Payroll Tax Expense	1,184.45	30,950.13	8,166.69	14,000.00
Uncategorized Expenses	-59.00	1,542.90		
Total Expense	28,196.93	221,284.70	335,838.72	457,939.87
Net Ordinary Income	19,496.92	21,112.91	-167,438.04	-169,253.00
Net Income	19,496.92	21,112.91	-167,438.04	-169,253.00

Joint Meeting: Hartford Fire Board, Hartford City & Hartford Township

Agenda

Wednesday, March 24, 2021, 7:00 PM

- I. Call to Order, Pledge
- II. Roll call: Jerry Birmele, Steve Starner, Chad Hunt, Helen Sullivan, Chris Postello
- III. Discussion of Proposed 2021/2022 Budget
- IV. Discussion and vote on pay raises for the Hartford Fire Board
- V. Vote on Proposed Budget by City & Township

Motion by _____ supported by _____ to adjourn at _____pm.

Hartford Fire Board Profit & Loss Budget Performance

July 2019 through June 2020

Approved Proposed

2020/2021 2021/2022

Annual Budget Annual Budget

Expense

500 Payroll

500.1 Fire Chief	50152.60	51,657.18
500.10 Chief Health Benefits	17636.80	18,342.27
500.2 Firefighters/Medics	62000.00	68,000.00
500.3 Support Staff	7000.00	7,500.00
500.4 Chief Retirement	3009.16	4,000.00
500.5 Shift Coverage	14400.00	14,400.00

Total 500 Payroll	154198.56	163,899.45
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501 Professional, Insur. & Legal

501.1 Legal Expenses	3000.00	3,000.00
501.2 Professional - Audit	8000.00	8,000.00

Total 501 Professional, Insur. & Legal	11000.00	11,000.00
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502 Utilities

502.1 Internet-Telephone	2250.00	2,350.00
502.2 Electric	5400.00	5,400.00
502.3 Natural Gas	2000.00	1,500.00
502.4 First Net-AT&T	4320.00	4,300.00
502.5 EPS Door Security	600.00	600.00

Total 502 Utilities	14570.00	14,150.00
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503 Mileage

503 Mileage other	100.00	100.00
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Total 503 mileage	100.00	100.00
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505 Building Maintenance

505.1 Bldg Supplies/Maintenanc	3500.00	3,000.00
505.2 Building Maintenance	1000.00	0.00
505.3 Grounds Maintenance	1440.00	500.00
505.4 Capital Bldg Improvement	0.00	9,250.00
505.5 Trash	300.00	300.00

Total 505 Building Maintenance	6240.00	13,050.00
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506 Fuel

506.1 Unleaded Gas	3200.00	3,200.00
506.2 Diesel	2000.00	2,000.00
506.3 Propane	0.00	0.00

Total 506 Fuel	5200.00	5,200.00
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508 Vehicle Maintenance

508.1 Ladder #1841	2100.00	2,100.00
508.2 Tanker #1831	7100.00	2,100.00
508.3 Heavy Rescue #1871	2500.00	300.00
508.4 Rescue Pickup #1869	400.00	400.00
508.5 Jeep #1860	400.00	400.00
508.6 Explorer #1810	700.00	1,400.00
508.7 Pick-Up #1801	400.00	800.00

Hartford Fire Board Profit & Loss Budget Performance

July 2019 through June 2020

Approved Proposed

2020/2021 2021/2022

	Annual Budget	Annual Budget
508.8 Pick-up #1802		400.00
Total 508 Vehicle Maintenance	13600.00	7,900.00
511 Office		
511.1 Office Equipment	300.00	1,300.00
511.2 Equipment Repairs	300.00	150.00
511.3 Office Supplies	1500.00	1,500.00
511.4 Printing	200.00	200.00
511.5 Software/Upgrades	1000.00	1,200.00
511.6 Copy Lease	360.00	360.00
Total 511 Office	3660.00	4,710.00
512 Insurance		
512.1 Worker's Comp	4900.00	5,000.00
512.10 Accident & Sickness Ins	20695.00	21,000.00
Total 512 Insurance	25595.00	26,000.00
515 Equipment & Equip Maint		
515.1 Ladder #1841	700.00	700.00
515.10 Firefighting Foam	1,000.00	1,000.00
515.11 Ford Truck 1801	100.00	100.00
515.12 Air Tanks	0.00	1,800.00
515.13 Ford Truck 1802		100.00
515.2 Tanker #1831	700.00	700.00
515.3 Heavy Rescue #1871	1,600.00	1,600.00
515.4 Rescue Pickup #1869	200.00	200.00
515.5 Jeep #1860	200.00	200.00
515.6 Explorer #1810	100.00	100.00
515.7 Eq Maintenance Other	200.00	400.00
515.8 Small Equipment Maintenanc	200.00	400.00
515.9 Medical Supplies	1500.00	2,000.00
Total 515 Equipment & Equip Maint	6500.00	9,300.00
516 Training		
516.1 Fire Chief Training	1500.00	1,500.00
516.2 Firefighter I & II	1,000.00	1,000.00
516.3 Medic	1,000.00	1,000.00
516.4 Fire Officer Classes	1,000.00	1,000.00
516.5 Drivers Training	200.00	200.00
516.6 Training - Other	0.00	0.00
Total 516 Training	4700.00	4,700.00
518 Physicals		
518.1 Annual Physicals	7,400.00	8,000.00
518.2 New Employee Physicals	300.00	300.00
Total 518 Physicals	7700.00	8,300.00
519 Subscriptions & Dues		
519.1 HelpNet	800.00	800.00

Hartford Fire Board Profit & Loss Budget Performance

July 2019 through June 2020

Approved Proposed
 2020/2021 2021/2022

	Annual Budget	Annual Budget
519.10 Firehouse	0.00	0.00
519.11 West MI Assn of Fire Chi	150.00	150.00
519.13 SMEMSIC	75.00	75.00
519.2 Magazine Subscriptions	200.00	0.00
519.3 FirePrograms	1711.60	1,800.00
519.4 IAFC	250.00	250.00
519.5 MI State Firefighters Asn	100.00	100.00
519.6 NFPA	300.00	300.00
519.9 MPSCS	100.00	100.00
Total 519 Subscriptions & Dues	3686.60	3,575.00
525 Personal Equipment		
525.1 Duty Gear	7,000.00	7,000.00
525.2 Personal Equipment	2,800.00	2,800.00
525.3 Small Equipment	1,600.00	1,600.00
Total 525 Personal Equipment	11400.00	11,400.00
527 Bank Fees	250.00	300.00
528 Bd Members Compensation	2250.00	4,500.00
Captial Expense	164880.75	0.00
Federal Grants - matching		5,000.00
529 Mandatory Annual Testing		
529.1 Personal Veh Inspections	500.00	500.00
529.2 Fire Extinguishers	300.00	1,000.00
529.3 Hoses	2700.00	2,700.00
529.4 Ladders	1200.00	1,200.00
529.6 Bottles	500.00	0.00
529.8 Air Compressor	1000.00	1,000.00
529.9 Flow Testing Air Packs	1000.00	1,100.00
Total 529 Mandatory Annual Testing	7200.00	7,500.00
530 Generator		
530.1 Maintenance	250.00	250.00
530.2 Maintenance Contract	700.00	700.00
Total 530 Generator	950.00	950.00
531 Auxiliary		
531.1 Auxiliary Supplies	250.00	250.00
Total 531 Auxiliary	250.00	250.00
Payroll Tax Expense	14,000.00	14,000.00
Total Expense	293,050.16	315,784.45
Fire Truck (Capitol Expense)	164880.75	
Total with Fire Truck	457930.91	



February 2, 2021

Mr. Yemi Akinwale, City Manager
Hartford City
19 West Main Street
Hartford, MI 49057

Dear Mr. Akinwale,

I am pleased to provide you with our average response times for the month of January 2021. There were eleven (11) priority one calls in January with the average response time of 08:01 minutes.

There were sixteen (16) priority two calls in January with the average response time of 08:41 minutes.

There were two (02) priority three calls in January with an average response time of 12:52 minutes.

A total of twenty-nine (29) calls were run in January with an average response of 08:43.

There was an extended response time for run number 412 due to weather and road conditions. The crew took the correct route and did not report any further incidents.

If you have any questions, comments, and/or concerns, please feel free to contact me at the office.

Sincerely,

Jessica Sutter
Director of Communication
Pride Care Ambulance
O: 269.343.3267
F: 269.343.6503
C: 269.313.2626

Proudly Serving Southwest Michigan – Berrien, Cass, Kalamazoo, Van Buren Counties
5088 Meredith
Kalamazoo, MI 49002
Business Office (269) 343.2224 Fax (269) 343.6503
www.pridecare.com

Response Times By Priority

Report Date: 02/02/2021 08:34:00

Filters: Date Range (Leg Date): 01/01/2021 to 01/31/2021 (Last Month); Last Status Timestamp: At Scene; Selecte

Response Priority: P1

Run #	Call Type	Vehicle	Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
412	Advanced	Medic 6	1/2/2021 0:28	1/2/2021 0:43	14:53
613	Advanced	4113	1/4/2021 13:49	1/4/2021 13:55	6:34
1767	Advanced	4113	1/18/2021 17:25	1/18/2021 17:28	3:05
1832	Advanced	4113	1/19/2021 12:03	1/19/2021 12:12	9:19
1848	Advanced	4113	1/19/2021 13:58	1/19/2021 14:06	7:21
2009	Advanced	4111	1/20/2021 19:48	1/20/2021 19:57	9:02
2121	Advanced	4111	1/22/2021 9:03	1/22/2021 9:11	7:35
2301	Advanced	4113	1/24/2021 20:56	1/24/2021 21:05	9:00
2327	Advanced	4113	1/25/2021 9:20	1/25/2021 9:24	3:50
2380	Advanced	Medic 9	1/25/2021 17:21	1/25/2021 17:30	8:36
2869	Advanced	Medic 9	1/30/2021 13:53	1/30/2021 14:02	9:05

Totals: Avg: 08:01

Response Priority: P2

Run #	Call Type	Vehicle	Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
588	Advanced	Medic 9	1/4/2021 10:59	1/4/2021 11:02	2:38
641	Advanced	Medic 9	1/4/2021 21:31	1/4/2021 21:38	6:58
664	Advanced	4119	1/5/2021 8:58	1/5/2021 9:04	5:05
739	Advanced	Medic 9	1/5/2021 23:10	1/5/2021 23:21	11:27
812	Advanced	4119	1/6/2021 20:00	1/6/2021 20:06	5:24
1313	Advanced	4119	1/13/2021 1:15	1/13/2021 1:25	9:52
1330	Advanced	4119	1/13/2021 9:23	1/13/2021 9:29	6:38
1633	Advanced	4113	1/16/2021 19:34	1/16/2021 19:41	6:48
1764	Advanced	Medic 9	1/18/2021 16:28	1/18/2021 16:35	6:45
1795	Advanced	4111	1/19/2021 5:46	1/19/2021 5:58	11:52
2010	Advanced	Medic 9	1/20/2021 20:35	1/20/2021 20:44	9:38
2126	Advanced	4113	1/22/2021 9:49	1/22/2021 10:01	12:08
2358	Advanced	Medic 9	1/25/2021 13:21	1/25/2021 13:33	11:57
2604	Advanced	4113	1/27/2021 23:52	1/28/2021 0:05	12:43
2770	Advanced	4113	1/29/2021 11:52	1/29/2021 12:00	7:31
2809	Advanced	Medic 9	1/29/2021 17:35	1/29/2021 17:47	11:45

Totals: Avg: 08:41

Response Priority: P3

Run #	Call Type	Vehicle	Start Time: Enroute	End Time: At Scene	Response Time (MM:SS)
1687	Advanced	4113	1/17/2021 19:27	1/17/2021 19:44	16:48
2095	Advanced	4111	1/21/2021 19:45	1/21/2021 19:54	8:57

Totals: Avg: 12:52

Overall Totals

Trips 29 Average Response Time 8:43

HARTFORD PUBLIC WORKS DEPARTMENT

200 Beachwood St.
621-3022
Dan Staunton Supt.



2/22/2021

MAINTENANCE DEPARTMENT

Serviced all the equipment that required servicing
Repaired all the equipment that required repairing
Haul snow from parking lots.
Plow sidewalks on Main St and Center St.
Snow removal as needed
Clean snow around fire hydrants

WATER DEPARTMENT

Water turn off	<u>1</u>
Water turn on	<u>2</u>
Water meter repairs	<u>3</u>
Water leaks repaired	<u>1</u>
Water meters read by request	<u>4</u>
Water services replaced to water main	<u>1</u>

Collected monthly water samples and delivered to Paw Paw Lab
Sent monthly reports to the Michigan Department of Health
Ran auxiliary well generator once a week
Water meters read for the month.

MAJOR AND LOCAL STREETS

Snow removal as needed.

SEWER SYSTEM

Sewer mains rodded	<u>3</u>
Sewer services dug up and repaired	<u>1</u>

Sewer main replaced on Linden St.

LIFT STATIONS

Lift stations are running very well at this time
Generators are run once a week for testing
Bar screens are cleaned twice a week

Iron Removal Plant

Backwash twice a week.

HARTFORD PUBLIC WORKS DEPARTMENT

200 Beachwood St.
621-3022
Dan Staunton Supt.



2/22/2021

WATER QUALITY AVERAGE FOR THE MONTH

Raw Water

Iron	<u>1.54</u> ppm
Manganese	<u>0.156</u> ppm
pH	<u>8</u>

Finished Water

Iron	<u>0</u> ppm
Manganese	<u>0.001</u> ppm
Chlorine	<u>1.1</u> ppm
Phosphates	<u>1.8</u> ppm
Flouride	<u>0.7</u> ppm
pH	<u>8</u>

Chemicals used

	Total Lbs
Chlorine	<u>106.3</u>
Phosphates	<u>105</u>
Flouride	<u>187.1</u>

Average Daily Use

	<u>3.4</u>
	<u>3.4</u>
	<u>6</u>

WATER PUMPED FOR THE MONTH

4.359 Million Gallons

Backwash water 165,000 Gallons

WATER BACTI SAMPLES FOR THE MONTH

19 W. Main St.	<u>ND</u>
525 E. Main St.	<u>ND</u>
200 Beachwood St.	<u>ND</u>

HARTFORD WASTEWATER TREATMENT PLANT

66460 56th Ave * Hartford MI 49057 * 269-621-2289* cohwwtp@frontier.com
Tom Strand, HWWTP Operator

HWWTP Report for the Month of: January, 2021

- State report has been submitted for the month of January.
- Average flow 0.111 MGD (million gallons per day).
- 1/28/21 Load of Ferric Chloride.
- Performed routine maintenance and daily duties.

Operation Report for January, 2021

1) Flow in Million Gallons Per Day	
A. Monthly Total	3.429
B. Average	0.111
2) Sodium Hypochlorite gallons Per Day	
A. Total	486
B. Average	15.7
3) Ferric in Gallons Per Day	
A. Total	566
B. Average	18
4) Polymer Powder in Pounds Per Day	
A. Total	23.25
B. Average	0.75
5) Sodium Bisulfite in Gallons Per Day	
A. Total	133
B. Average	4.29
6) Electric usage KWH	
A. Total	66
B. Average	2.13
7) Final BOD in Pounds	
A. Total	236
B. Average (177 LBS. Allowed)	11
C. % Removal (85%)	96
8) Final Suspended Solids in Pounds	
A. Total	291
B. Average (131 LBS. Allowed)	14
C. Average mg/l	15.5
D. % Removal (85%)	94
9) Total Phosphorus in mg/l	
A. 30 Day Average (1 mg/l Allowed)	0.6
B. % Removal	93
10) Fecal Coliform Bacteria in Count/100ml	
A. Average (200/100ml Allowed)	25.9



**JANUARY 2021
LIST OF BILLS
CK #36080 TO CK # 36142**

NUMBER	WRITTEN TO	DESCRIPTION	TOTAL
36080	ALEXANDER CHEMICAL CORP.	CHEMICALS FOR WWTP	2,407.86
36081	B AND Z COMPANY	REPAIR SEWER - CR 687	6,462.75
36082	BEST WAY DISPOSAL INC	WWTP, CITY HALL & DPW TRASH SERVICE FOR DECEMBER 2020	281.82
36083	COMCAST CABLE	INTERNET & LOCAL PHONES FOR JANUARY 2021 (1/6-2/5/21)	343.63
36084	CONSUMERS ENERGY	DPW, CITY HALL & IRP GAS BILLS 11/26-12/28/2020	547.31
36085	FRONTIER	DPW PHONE 12/25/2020-1/24/2021	69.20
36086	HARTFORD FIRE BOARD	JANUARY 2021 CONTRACTUAL	8,951.85
36087	INDIANA MICHIGAN POWER CO	DECEMBER 2020 ELECTRIC BILLS	5,089.03
36088	ROXANN ISBRECHT	MILEAGE FOR NOVEMBER 2020 ELECTION	147.60
36089	KELLOGG HARDWARE	MISC HARDWARE SUPPLIES FOR DECEMBER 2020	383.48
36090	KLING PROPERTIES	BALANCE OF WATER DEPOSIT REFUNDS FOR 16 MICHIGAN & 208 PLEASANT	297.74
36091	TOM NEWNUM	CLEAN CITY HALL 1/6/2021	100.00
36092	VAN BUREN COUNTY SHERIFF	OUR PORTION OF YEARLY SUBSCRIPTION TO AIRLINK SERVICE	38.70
36093	VILLAGE OF PAW PAW	NOVEMBER 2020 LAB ANALYSIS	100.00
36094	WALTER L. DE VISSER, SR.	MECHANICAL PERMIT CH20006-14 PROSPECT & CH20007-417 S CENTER ST	360.00
36095	WIGHTMAN & ASSOCIATES, INC.	PROJECT 200639 36 W MAIN ST (\$1917.25) & PROJECT 202043 PROSPECT ST	2,284.75
36096	CINTAS CORPORATION	FIRST AID SUPPLIES - DPW, CITY HALL & POLICE	176.39
36097	ELECTIONSOURCE	ANNUAL TABULATOR MODEM CELLULAR SERVICE FEE	100.00
36098	FLEMING BROTHERS OIL CO	GASOLINE & DIESEL FOR DECEMBER 2020	1,656.77
36099	FRONTIER	LIFT STATION PHONE-1/7-2/6/21	39.30
36100	TOM NEWNUM	CLEAN CITY HALL 1/13/2021	50.00
36101	RUDELL REPAIR	OIL CHANGE FOR FORD INTERCEPTOR	101.00
36102	STATE OF MICHIGAN	BIOSOLIDS LAND APPLICATION FEE AND 152 DRY TONS	2,117.60
36103	TOTAL TREE CARE LLC	REMOVE TREE ON LINDEN THAT WAS INTERFERING WITH SEWER	1,500.00
36104	TRACE ANALYTICAL LABORATORIES	IRP WATER SAMPLE TESTING - 1/6/2021	52.00
36105	UNUM LIFE INSURANCE CO OF AMERICA	JANUARY 2020 LIFE & DISABILITY INSURANCE	623.68
36106	HENRY (BOB) WINCHESTER	ELECTRICAL PERMITS 20-HE-016 THROUGH 20-HE-019	711.90
36107	ALEXANDER CHEMICAL CORP.	CHEMICALS FOR WWTP	1,300.60
36108	AMERIGAS - HARTFORD 5254	PROPANE FOR WWTP LAB	931.83
36109	AT&T MOBILITY	FIRST NET SERVICE FOR CELL PHONES & I PADS 12/12/20-1/11/21	378.05
36110	BLUE CARE NETWORK OF MI	FEBRUARY 2021 HEALTH INSURANCE	20,808.01
36111	DELTA DENTAL	FEBRUARY 2021 DENTAL INSURANCE	878.42
36112	FRONTIER	WWTP PHONE, INTERNET & ALARM 1/13-2/12/2021	233.57
36113	GALLS, LLC	WHITE UNIFORM SHIRTS FOR CHIEF & LIEUTENANT	104.08
36114	HARTFORD AREA CHAMBER OF COMMERCE	2021 MEMBERSHIP RENEWAL	50.00
36115	HEAVEN SCENT	DUCT CLEANING IN CITY HALL (COVID)	970.00
36116	INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS	2021 ANNUAL MEMBERSHIP FOR CLERK - ROXANN RODNEY-ISBRECHT	175.00
36117	J.S. BUXTON LLC	BULK LIME SLURRY FOR WWTP	1,505.00
36118	TOM NEWNUM	CLEAN CITY HALL 1/20/2021	50.00
36119	PRAIRIE FARMS	DISTILLED WATER FOR WWTP	202.62
36120	TRACE ANALYTICAL LABORATORIES	IRP WATER SAMPLE TESTING - 01/14/2021	416.50
36121	UNUM LIFE INSURANCE CO OF AMERICA	FEBRUARY 2021 LIFE & DISABILITY INSURANCE	652.78
36122	WIGHTMAN & ASSOCIATES, INC.	PROJECT 200350 WATER RELIABILITY STUDY & 202198 WENDELL AVE	22,751.25
36123	ALEXANDER CHEMICAL CORP.	RENTAL INVOICES - WWTP	132.75
36124	AUTO-WARES GROUP	REPAIR PARTS FOR DPW EQUIPMENT	234.13
36125	B AND Z COMPANY	REPLACE SEWER - LINDEN ST	34,895.44
36126	CLEAN EARTH ENVIRONMENTAL SERVICES	LINDEN ST SEWER PROJECT - VACTOR SERVICES & TELEVISION	4,246.35
36127	SHAYNE DARLING	DDA - FACADE IMPROVEMENTS	1,200.00
36128	DECATUR EXCAVATING	NEW WATER HOOK UPS-WORK DONE THROUGH OCT 1, 2020 (PFAS)	65,100.00
36129	ERIE COTTON PRODUCTS INC	RAGS FOR DPW	222.18
36130	FERGUSON WATERWORKS	WATER REPAIR PARTS	898.90
36131	FRONTIER	IRP LOCAL PHONE & INTERNET 1/19-2/18/2021 + CASINO LIFT STATION PHONE	194.87
36132	HUNGERFORD NICHOLS	FISCAL 2019-2020 AUDIT - PROGRESS BILL #3	2,000.00
36133	KENDALL'S SEPTIC & SEWER	ROD SEWER AT 5 CHURCH ST	150.00
36134	MICHIGAN OFFICE SOLUTIONS INC	CITY HALL & POLICE COPIER MAINTENANCE AGREEMENTS - 1/18-4/17/2021	667.99
36135	TOM NEWNUM	CLEAN CITY HALL 1/27/2021	50.00
36136	STAPLES CREDIT PLAN	MISC OFFICE SUPPLIES	499.58
36137	TCF BANK	WATER METER LOAN PAYMENT WITH INTEREST TO 3/01/21	27,668.81
36138	THE TRI-CITY RECORD	WENDELL AVE IMPROVEMENTS NOTICE & 525 CLARK ST PUBLIC HEARING	202.50
36139	VAN BUREN COUNTY CENTRAL DISPATCH	VERIZON MODEMS 10/24-11/23/20 & 11/24-12/23/20	160.04
36140	VAN BUREN COUNTY CLERK	VOTERS CARD PRINTING FOR QUARTER ENDING 12/31/2020	90.30
36141	VISION SERVICE PLAN	FEBRUARY 2021 VISION INSURANCE	135.96
36142	WATER SOLUTIONS UNLIMITED	PHOSPHATES FOR IRP	1,160.00
63 TOTAL CHECKS			\$ 226,311.87



**CITY MANAGER’S REPORT
FEBRUARY 22, 2021**

CONSOLIDATION & CONTAMINATION RISK REDUCTION (C2R2) GRANT:

There were two grant applications submitted under this program and they were both due at the same time on January 31,2021. The Consolidation part of this grant deals with interest of the two Trailer Parks, Applewood Mobile Home Estate and Viking River MHP II, LLC in connecting to the City water system. The grant application is for \$1,936,000.00 and there is no match requirement. The contamination part is the extension of City water system to the areas impacted by PFAS contamination by the former DuWell Corporation. The grant application for this project is \$2,673,000.00, does not require a match from the City and the estimated grant award date is April 15,2021. I am anxiously looking forward to these projects being implemented.

CLEAN WATER & DRINKING WATER STATE REVOLOVING FUNDS & THE STRATEGIC WATER QUALITY INITIATIVES FUND (SWQIF):

I mentioned in my last report that we are exploring funding opportunities to address the high priority issues that the SAW grant uncovered in our Sewer System. We have contacted the State’s Revolving Loan Fund, and they indicated to us that we are eligible for Disadvantage Community status that would allow them to forgive twenty-five (25%) percent of our project cost.

The proposed project cost is \$3.00 million dollars, even at twenty-five percent discount still leaves a cost of \$2.250-million-dollar project. There would be a need for rate adjustment to improve our chance to get this fund from the State. As we finalize the numbers, I will be proposing a resolution in the future for your review and adoption of a rate adjustment.

PROPSOED ROAD CONSTURCTION PROJECTS UPDATE

The bids for Prospect Street and Wendell Avenue were opened on February 5, and February 11,2021 respectively. Brenner Excavating, Inc. at \$579,764.05 was the low bidder for the Prospect Street project and Krohn Excavating LLC. at \$308,241.00 was the low bidder for Wendell Avenue project. They are both going to be completed by late summer this year.

HARTFORD MARATHON STATION

The Hartford Marathon Station has been undergoing Environmental Remediation for Petroleum Contamination for quite some time but has not been completely cleaned up. The company is making a request to the City to accept the contaminated Right – Of - Way as is right now. I have sent a copy of the letter of request to EGLE for review and recommendation before we discuss any possibility. A copy of the letter has been attached for your review.

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
JANUARY 25, 2021

Item 18.

Commissioners Present: Ron Burleson; Frank Dockter; Dennis Goss; John Miller; Helen Sullivan; Terry Tibbs;
Members Absent: Richard A. Hall;
Staff Present: Akinwale; Rodney-Isbrecht;

Mayor ProTem John Miller called the business meeting to order at 7:30pm.

Pledge of Allegiance was said.

Motion by Commissioner Tibbs, supported by Commissioner Dockter, to approve the agenda as presented.

Motion carried 6 – 0

Motion by Commissioner Dockter, supported by Commissioner Goss, to appoint John Miller as Mayor Pro-Tem for 2021

Motion carried 5 – 0 (Miller Abstained)

Guests:

- Ryan Marschke, Hungerford Nichols, presented the 2019/2020 Audit Report – very close to being finished, anticipating a clean opinion. A decrease in State Shared Revenue and Tax Revenue has impacted the City’s revenues. Due to an increase in liabilities the City is at the minimum requirement of 3 months of operation if no further revenue was received. Something to consider is to make sure that negative line-item spending is addressed prior to yearend.
- Mary Deneau NyKamp, Wightman’s, presented the City’s Water Reliability Report which is a requirement by EGLE. Recommendations include update and review plan every five years; update emergency response plan; install water meters on government buildings & track hydrant flushing water to more accurately determine actual water loss as the City is over the 10% threshold set by the State; implement a regular valve turning program; continue well, pump and water tower inspections annually.

Public Comment: None

Communications:

- Hartford Area Chamber Newsletter
- Hartford Township Master Plan Notice of Update
- Fire Board, City of Hartford Commission & Hartford Township Board Joint Meeting Notice February 10, 2021, 7:00pm at the Fire Station to discuss the Fire Boards 2021/2022 Budget
- Four Winds Casino in Hartford is holding a Hiring Event on February 9, 2020 12pm – 3pm

Reports of Officers, Boards & Committees; Routine Monthly Reports from Departments:

- A. **Police & Ordinance** – Commissioners want improved ordinance enforcement. Ordinance officer report does not reflect what action has been done. The City Manager is to report back as to the status of those repeat offenders.
- B. **Fire Dept** – No representative,
- C. **Ambulance** – No representative, City Manager will contact to see if someone can come to the Council meeting to address the questions of the Council.
- D. **Van Buren County** – No representative, no discussion
- E. **Public Works** – excellent job picking up leaves in 2020
- F. **Wastewater Treatment Plant** – Beginning to change chemicals, next collaborative meeting has not been scheduled
- G. **Treasurers, Investment & List of Bills** – No discussion

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
JANUARY 25, 2021

Item 18.

- H. **City Manager** – Critical Lines identified in the Saw grant program, within the Sewer System, required emergency repairs on Linden, Clark & CR 687, exploring funding options; Drinking Water asset Management (DWAM) Grant Application; Street projects Prospect & Wendell Ave; Immaculate Conception Catholic Church Site Plan Review; 525 Clark Street Special Use Permit

Approval of Commission Minutes:

Motion by Commissioner Goss, supported by Commissioner Burleson, to approve the minutes of the December 21, 2020 business meeting of the Hartford City Commission as presented and place them on file.

Motion carried 6 – 0

Approval of Reports:

Motion by Commissioner Tibbs, supported by Commissioner Burleson, to accept the December 2020 departmental reports as presented and place them on file.

Motion carried 6 – 0

Goals/Objectives:

- Street Projects on Wendell & Prospect
- PFAS Grant to connect households on Pinery and 65th and second phase of the project to connect two trailer parks on CR 687 & 54th.

Old Business:

- Commissioner Tibbs & Burleson want some answers to questions from the owner of the Railroad on North Center.

New Business:

Motion by Commissioner Dockter, supported by Commissioner Goss, to accept Chris Portello's Resignation as the City's representative from the Fire Board and Thank him for His service.

Motion carried 5 – 1 (Goss)

Motion by Commissioner Dockter, supported by Commissioner Goss, to accept the Planning Commission's recommendation to approve the Immaculate Conception Catholic Church addition & Rehabilitation Project Site Plan.

Discussion: Project Architect was available for questions. Project will begin in the early spring.

Motion carried 6 – 0

Motion by Commissioner Tibbs, supported by Commissioner Goss, to accept the Planning Commission's recommendation to approve the Special Use permit for 525 Clark Street.

Discussion: Approval will trigger needing a building permit application & utility billing for service ready fees as there is a structure on the property per/ordinance.

Motion carried 6 – 0

Motion by Commissioner Sullivan, supported by Commissioner Goss, to approve an Adult Use Recreational Marijuana Facility License Micro Business application from PGHC, LLC in compliance with Ordinance 320-2020.

Discussion: Andrew Hysell, PGHC, LLC available for questions. Target date to begin in July.

Motion carried 5 – 1 (Tibbs)

CITY OF HARTFORD
PROPOSED BUSINESS MEETING MINUTES
JANUARY 25, 2021

Item 18.

Motion by Commissioner Goss, supported by Commissioner Tibbs, to partner with Hartford Lions Club sponsoring the 2021 Concerts in the Park in the amount of \$1,000.

Motion carried 6 – 0

Resolutions, Ordinance, Proclamation's:

- Introduce Consumers Energy Ordinance No. 175 – 2021 Amended – Second Reading

Motion by Commissioner Tibbs, supported by Commissioner Goss, to adopt Ordinance no. 174 – 2021 amending ordinance no. 174 Consumers Power Company Franchise.

Motion carried 6 – 0

Motion by Commissioner Dockter, supported by Commissioner Burleson, to adjourn the meeting at 9:00pm.

Motion carried 6 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk

CITY OF HARTFORD
SPECIAL MEETING MINUTES
FEBRUARY 10, 2021

Item 19.

Members Present: Ron Burleson; Frank Dockter; Richard A. Hall; Helen Sullivan; Terry Tibbs;
Members Absent: Dennis Goss; John Miller;
Staff Present: Akinwale; Rodney-Isbrecht;

Mayor Richard A. Hall called the special joint meeting of the City Council, Fire Board & Hartford Township Board to order at 7:00P.M. at the Fire Station, 436 East Main Street.

Pledge of Allegiance was said.

New Business:

- 2021/2022 Fire Department Budget

Fire Chief Harting presented an overview of the services provided in the 2020 annual report.

- COVID-19 regulations.
- Distribution of Fire Alarms was put on hold for the year, but will resume in 2021.
- Drive through pancake breakfast did very well.
- Average response time in 2020 was 7:20 minutes, allowance for a department of this size is 14 minutes.
- LED lights at the station are starting to reflect a cost savings on the electric bill.
- Van Buren County changed the structure/description of priority calls which reflects in the numbers.
- Applied for and received COVID funds from the federal government and a \$1,000 was distributed to those who were responding to medical calls.

Assistant Chief McGrew gave an update on the new truck. There have been some expected delay's due to COVID but delivery is still planned for June of 2021.

Fire Board Chairman Starner gave an overview of the updated expense budget.

Discussed Line Items:

- Payroll line increased due to increased pay to firefighters. Shift coverage is the same, & fire chief's retirement stayed the same.
- Legal & audit costs remain the same
- Phone bill increased
- Electric & gas costs budgeted the same
- Milage is the same
- Building supplies decreased, a drain in the back needs repair costs will be covered in the current budget
- Grounds costs decrease, lawn mower was purchased & staff are cutting the grass
- Capital building improvement increased to redo floors in offices & training room
- Explorer needs tires and breaks
- Office equipment increased to replace fire chief's computer
- Software upgrades
- Equipment 515.7 expenses include batteries, chain saws
- Medical supplies, most come from Pride Care or Hospital but EPI pens are not included.
- Annual physicals increased for new people
- Software programs to report to the State of Michigan
- Board members are asking pay raise increase from \$30. To \$60.00
- Fire extinguishers are due to be replaced

CITY OF HARTFORD
SPECIAL MEETING MINUTES
FEBRUARY 10, 2021

Item 19.

- Bottles do not need to be tested this year but will be buying two new bottles so they are not all due to be replaced at the same time

Discussion:

- City Manager Akinwale asked the fire board what measures have been taken to sustain the growth of the fire department. The last three years has seen an average of 10% growth per/year to the department's expenditure budget. Board President Starner commented the increase has come from regulations and requirements of the department. Assist Chief McGrew commented that trends for all departments have been trending upwards in calls and that Hartford is the 3rd busiest for Van Buren County.
- Commissioner Tibbs requested an update on the Fire Departments being named a beneficiary from the Vanderlyn Trust and plans for the use of those funds. While the department has been notified, they are a beneficiary the details of the trust are not yet known.

Motion by Commissioner Tibbs, supported by Commissioner Burlison, to adjourn the meeting at 7:33pm.

Motion carried 5 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk



Dear Potential Sponsor,

The Strawberry Festival is a long standing tradition in Hartford, Michigan dating back to 1988. One of the first festivals of the season, this festival offers our community a family friendly event to bring our community together and promote Hartford. The Strawberry Festival provides entertainment, food, rides, parades and more for Hartford and surrounding communities to enjoy. This festival is held the second weekend in June each year and is held in Hartford’s Ely Park.

The Hartford Strawberry Festival is hosted by the Hartford Area Chamber of Commerce which promotes the general welfare and prosperity of the Hartford area businesses and community.

Areas Covered by sponsorship:

- Main Stage entertainment for Friday and Saturday
- General expenses (advertising, brochures and poster printing, portable restrooms, security personnel, trash pickup and disposal, after the festival cleanup and other festival expenses.)
- Rides

Each year companies choose to sponsor the Hartford Strawberry Festival to help promote our community and businesses. Please consider being a sponsor:

	Diamond	Platinum	Gold	Silver	Patron
What you get!	\$500+	\$250	\$100	\$50	\$25
Recognition on promotional poster during festival	•	•	•	•	•
Recognition on website	•	•	•	•	•
Recognition in festival brochure	•	•	•	•	
Recognition in HACOC E-Newsletter in July	•	•	•	•	
Logo on promotional poster during festival	•	•	•		
Logo on website and festival brochure	•	•	•		
Public announcement recognition during the Festival	•	•	•		
18” x 24” Sign with Business name and Logo displayed in Ely Park during Festival	•	•			
10’ x 10’ Display space at festival – Sponsor supplies tent and tables	•				

Please turn page over for more information.

CITY OF HARTFORD

19 W. Main St
Hartford, MI 49057
Phone: 269-621-2477
Fax: 269-621-2054
cityclerk@cityofhartfordmi.org



Application – for SPECIAL EVENT use of ELY PARK

Date: 2/16/2021

Name: Hartford Area Chamber of Commerce

Address: P.O. Box 283 Hartford, MI 49057

Date of Event: June 11+12 2021 Hours of Event: _____

Description of Event: Hartford Strawberry Festival

Contact Person during event: Patty Schroeder

Phone #: (269) 621-5303

I have read the attached Ely Park rules and agree to adhere to them.

Patty Schroeder

(Signature of Responsible Party)

RECEIVED

FEB 17 2021

CITY OF HARTFORD

Balance Sheet

As of October 31, 2019

Proposed 2020/2021 Proposed 2021/2022

Income Proposed 2020/2021

411 Hartford City Contribution	107,422.31	111,501.84
412 Hartford Township Contribution	161,133.45	167,252.76
521 Cost recovery reimbursement	12,033.12	12,807.89
409 Fire Report Requests	46.44	46.67
420 Bangor 1st Repsonder reimbursement	5,362.92	5,390.57
Health Insurance reimbursement	4,363.20	4,344.72
DNR Grant		2,500.00
Pride Care Fee	2,688.72	2,690.00
Millage--Apparatus purchase	<u>689,523.00</u>	
Fund Balance		<u>9,250.00</u>
Income Proposed	<u>982,573.16</u>	<u>315,784.45</u>
TOTAL Estimated Income	<u><u>982,573.16</u></u>	<u><u>315,784.45</u></u>

*Received Revised
2/10/2021*

Northside Fire Board
Profit & Loss Budget Performance

July 2019 through June 2020

Approved Proposed

2020/2021 2021/2022

Annual Budget Annual Budget

Expense

500 Payroll

500.1 Fire Chief	50152.60	51,657.18
500.10 Chief Health Benefits	17636.80	18,342.27
500.2 Firefighters/Medics	62000.00	68,000.00
500.3 Support Staff	7000.00	7,500.00
500.4 Chief Retirement	3009.16	4,000.00
500.5 Shift Coverage	14400.00	14,400.00

Total 500 Payroll 154198.56 163,899.45

501 Professional, Insur.& Legal

501.1 Legal Expenses	3000.00	3,000.00
501.2 Professional - Audit	8000.00	8,000.00

Total 501 Professional, Insur.& Legal 11000.00 11,000.00

502 Utilities

502.1 Internet-Telephone	2250.00	2,350.00
502.2 Electric	5400.00	5,400.00
502.3 Natural Gas	2000.00	1,500.00
502.4 First Net-AT&T	4320.00	4,300.00
502.5 EPS Door Security	600.00	600.00

Total 502 Utilities 14570.00 14,150.00

503 Mileage

503 Mileage other	100.00	100.00
-------------------	--------	--------

Total 503 mileage 100.00 100.00

505 Building Maintenance

505.1 Bldg Supplies/Maintenanc	3500.00	3,000.00
505.2 Building Maintenance	1000.00	0.00
505.3 Grounds Maintenance	1440.00	500.00
505.4 Capital Bldg Improvement	0.00	9,250.00
505.5 Trash	300.00	300.00

Total 505 Building Maintenance 6240.00 13,050.00

506 Fuel

506.1 Unleaded Gas	3200.00	3,200.00
506.2 Diesel	2000.00	2,000.00
506.3 Propane	0.00	0.00

Total 506 Fuel 5200.00 5,200.00

508 Vehicle Maintenance

508.1 Ladder #1841	2100.00	2,100.00
508.2 Tanker #1831	7100.00	2,100.00
508.3 Heavy Rescue #1871	2500.00	300.00
508.4 Rescue Pickup #1869	400.00	400.00
508.5 Jeep #1860	400.00	400.00
508.6 Explorer #1810	700.00	1,400.00
508.7 Pick-Up #1801	400.00	800.00

HANDS FIRE BOARD
Profit & Loss Budget Performance

Item 24.

July 2019 through June 2020

Approved Proposed
2020/2021 2021/2022

	<u>Annual Budget</u>	<u>Annual Budget</u>
508.8 Pick-up #1802		400.00
Total 508 Vehicle Maintenance	13600.00	7,900.00
511 Office		
511.1 Office Equipment	300.00	1,300.00
511.2 Equipment Repairs	300.00	150.00
511.3 Office Supplies	1500.00	1,500.00
511.4 Printing	200.00	200.00
511.5 Software/Upgrades	1000.00	1,200.00
511.6 Copy Lease	360.00	360.00
Total 511 Office	3660.00	4,710.00
512 Insurance		
512.1 Worker's Comp	4900.00	5,000.00
512.10 Accident & Sickness Ins	20695.00	21,000.00
Total 512 Insurance	25595.00	26,000.00
515 Equipment & Equip Maint		
515.1 Ladder #1841	700.00	700.00
515.10 Firefighting Foam	1,000.00	1,000.00
515.11 Ford Truck 1801	100.00	100.00
515.12 Air Tanks	0.00	1,800.00
515.13 Ford Truck 1802		100.00
515.2 Tanker #1831	700.00	700.00
515.3 Heavy Rescue #1871	1,600.00	1,600.00
515.4 Rescue Pickup #1869	200.00	200.00
515.5 Jeep #1860	200.00	200.00
515.6 Explorer #1810	100.00	100.00
515.7 Eq Maintenance Other	200.00	400.00
515.8 Small Equipment Maintenan	200.00	400.00
515.9 Medical Supplies	1500.00	2,000.00
Total 515 Equipment & Equip Maint	6500.00	9,300.00
516 Training		
516.1 Fire Chief Training	1500.00	1,500.00
516.2 Firefighter I & II	1,000.00	1,000.00
516.3 Medic	1,000.00	1,000.00
516.4 Fire Officer Classes	1,000.00	1,000.00
516.5 Drivers Training	200.00	200.00
516.6 Training - Other	0.00	0.00
Total 516 Training	4700.00	4,700.00
518 Physicals		
518.1 Annual Physicals	7,400.00	8,000.00
518.2 New Employee Physicals	300.00	300.00
Total 518 Physicals	7700.00	8,300.00
519 Subscriptions & Dues		
519.1 HelpNet	800.00	800.00

Harford Fire Board
Profit & Loss Budget Performance

July 2019 through June 2020

Approved Proposed
2020/2021 2021/2022

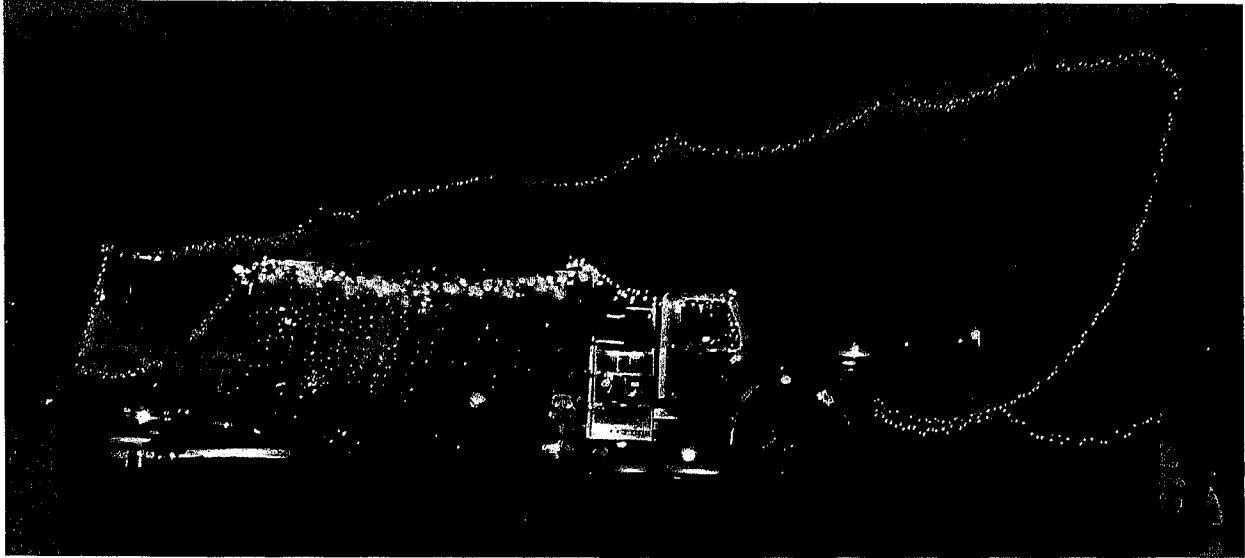
	Annual Budget	Annual Budget
519.10 Firehouse	0.00	0.00
519.11 West MI Assn of Fire Chi	150.00	150.00
519.13 S MEMSIC	75.00	75.00
519.2 Magazine Subscriptions	200.00	0.00
519.3 Fire Programs	1711.60	1,800.00
519.4 IAFC	250.00	250.00
519.5 MI State Firefighters Asn	100.00	100.00
519.6 NFPA	300.00	300.00
519.9 MPSCS	100.00	100.00
Total 519 Subscriptions & Dues	3686.60	3,575.00
525 Personal Equipment		
525.1 Duty Gear	7,000.00	7,000.00
525.2 Personal Equipment	2,800.00	2,800.00
525.3 Small Equipment	1,600.00	1,600.00
Total 525 Personal Equipment	11400.00	11,400.00
527 Bank Fees	250.00	300.00
528 Bd Members Compensation	2250.00	4,500.00
Capitol Expense	164880.75	0.00
Federal Grants - matching		5,000.00
529 Mandatory Annual Testing		
529.1 Personal Veh Inspections	500.00	500.00
529.2 Fire Extinguishers	300.00	1,000.00
529.3 Hoses	2700.00	2,700.00
529.4 Ladders	1200.00	1,200.00
529.6 Bottles	500.00	0.00
529.8 Air Compressor	1000.00	1,000.00
529.9 Flow Testing Air Packs	1000.00	1,100.00
Total 529 Mandatory Annual Testing	7200.00	7,500.00
530 Generator		
530.1 Maintenance	250.00	250.00
530.2 Maintenance Contract	700.00	700.00
Total 530 Generator	950.00	950.00
531 Auxiliary		
531.1 Auxiliary Supplies	250.00	250.00
Total 531 Auxiliary	250.00	250.00
Payroll Tax Expense	14,000.00	14,000.00
Total Expense	293,050.16	315,784.45

Fire Truck (Capitol Expense) 164880.75
Total with Fire Truck 457930.91

Hartford Fire Department



2020 Annual Report



On behalf of all the men and women of the Hartford Fire Department, it is my pleasure to submit our 2020 Annual Report. This has been a challenging year to say the least. Our department is filled with dedicated men and women who are committed to enhancing the safety of our community and quality of life in the Hartford Area. This report cannot possibly capture their individual efforts, but does represent an overview of their collective accomplishments.

During the past year, our department achieved the following:

- Ordered a NEW Rescue/pumper which is currently in production
- Hired two new members
- Free smoke detector program

Community events, which include:

- Safety car seat check, Redwood drive through Christmas event, Lighted fire prevention parade Trick-r- treating and Drive through pancake breakfast.

We are proud to be your fire department and look forward to hearing from you. If you have ideas about how we can serve you better, please contact me at (269) 621-4707

R. Harting

Robbie Harting, Fire Chief

Joint Fire Board Memembers

Chairman/ Steve Starner – Hartford Township

Secretary/ Jerry Birmele – At Large

Trustee/ Chris Postello – Hartford City

Co-Chairman/ Chad Hunt – Hartford Township

Treasurer/ Helen Sullivan – Hartford City

Hartford Fire Department Officers

Fire Chief / Robbie Harting, Paramedic

Lt. / Chad Kostrzewa, MFR

Asst. Chief / Kevin McGrew, MFR

S.O. / Scott Weberg, EMT

Captain / Mike Chappell, EMT

Lt. / Ryan Flemming, MFR

Hartford Fire Dept. Firefighters

Cadets

- Kevin Reed

- Seth Faultersack

- Scott Eastman

- Sergio Canseco

- Steven Fry, E.O.

- John Burfield

- Lisa Flemming, Paramedic

- Maggie Avery

- Ian Sharpe, EMT

- David Mason, MFR

- Khelun Roberts

- Brandon Bodary, MFR, E.O.

- Rosita Alonso

- Troy McClellan, Paramedic

- Cole Hunt, EMT

Hartford Fire Dept. Medical Personnel

Auxiliary Members

- Brandiwyne Harting / MFR

- Mark Rennie

- Cary VanDeWiele / Paramedic

- Brandiwyne Harting

- Paul Chappell / MFR

- Duane & Alicia Rusch

Hartford Fire Department

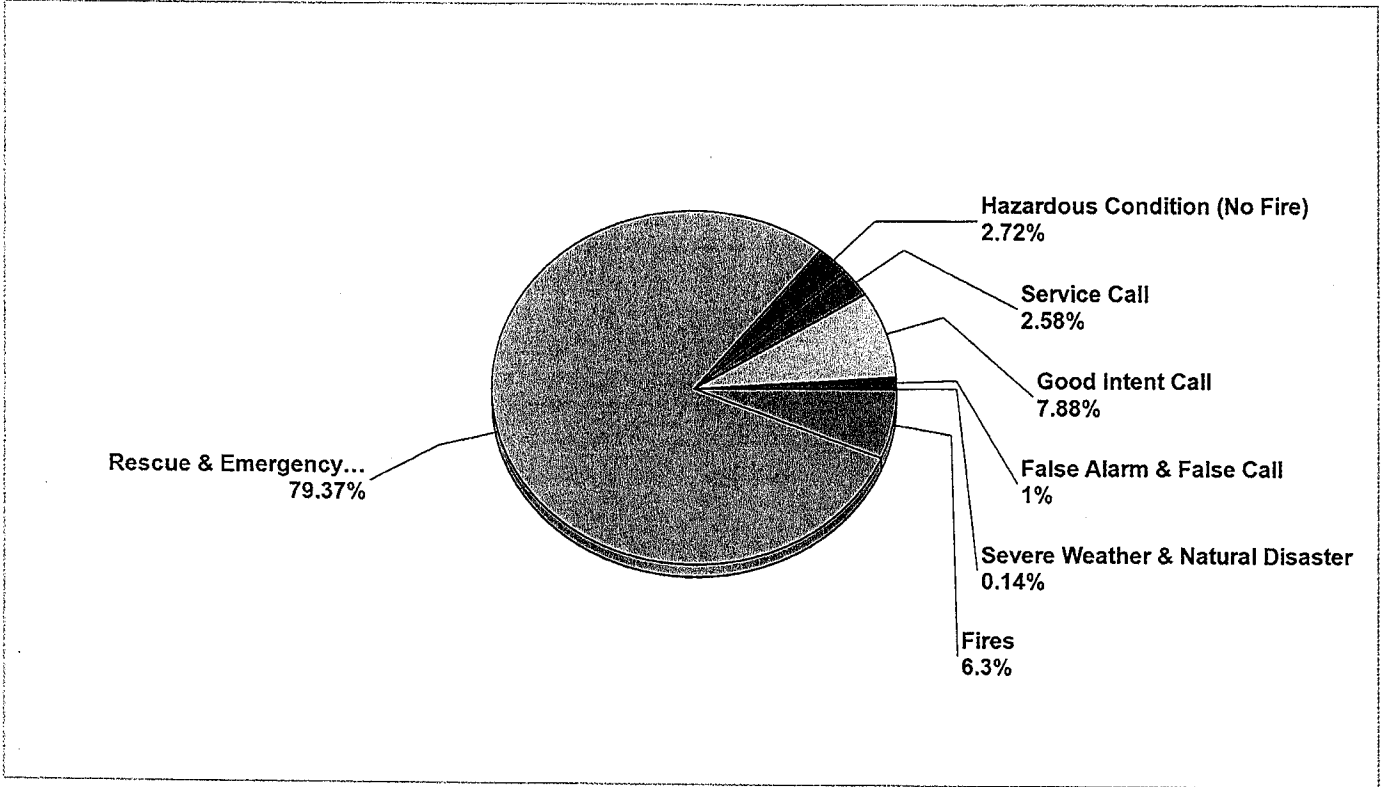
Hartford, MI

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2020 | End Date: 12/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	44	6.3%
Rescue & Emergency Medical Service	554	79.37%
Hazardous Condition (No Fire)	19	2.72%
Service Call	18	2.58%
Good Intent Call	55	7.88%
False Alarm & False Call	7	1%
Severe Weather & Natural Disaster	1	0.14%
TOTAL	698	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	1	0.14%
111 - Building fire	14	2.01%
118 - Trash or rubbish fire, contained	4	0.57%
121 - Fire in mobile home used as fixed residence	1	0.14%
131 - Passenger vehicle fire	10	1.43%
141 - Forest, woods or wildland fire	1	0.14%
142 - Brush or brush-and-grass mixture fire	12	1.72%
160 - Special outside fire, other	1	0.14%
311 - Medical assist, assist EMS crew	61	8.74%
321 - EMS call, excluding vehicle accident with injury	457	65.47%
322 - Motor vehicle accident with injuries	19	2.72%
324 - Motor vehicle accident with no injuries.	16	2.29%
341 - Search for person on land	1	0.14%
411 - Gasoline or other flammable liquid spill	2	0.29%
412 - Gas leak (natural gas or LPG)	1	0.14%
444 - Power line down	10	1.43%
445 - Arcing, shorted electrical equipment	5	0.72%
461 - Building or structure weakened or collapsed	1	0.14%
500 - Service Call, other	5	0.72%
531 - Smoke or odor removal	2	0.29%
551 - Assist police or other governmental agency	4	0.57%
561 - Unauthorized burning	5	0.72%
571 - Cover assignment, standby, moveup	2	0.29%
600 - Good intent call, other	4	0.57%
611 - Dispatched & cancelled en route	44	6.3%
631 - Authorized controlled burning	1	0.14%
651 - Smoke scare, odor of smoke	5	0.72%
661 - EMS call, party transported by non-fire agency	1	0.14%
700 - False alarm or false call, other	1	0.14%
743 - Smoke detector activation, no fire - unintentional	4	0.57%
746 - Carbon monoxide detector activation, no CO	2	0.29%
800 - Severe weather or natural disaster, other	1	0.14%
TOTAL INCIDENTS:	698	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Hartford Fire Department

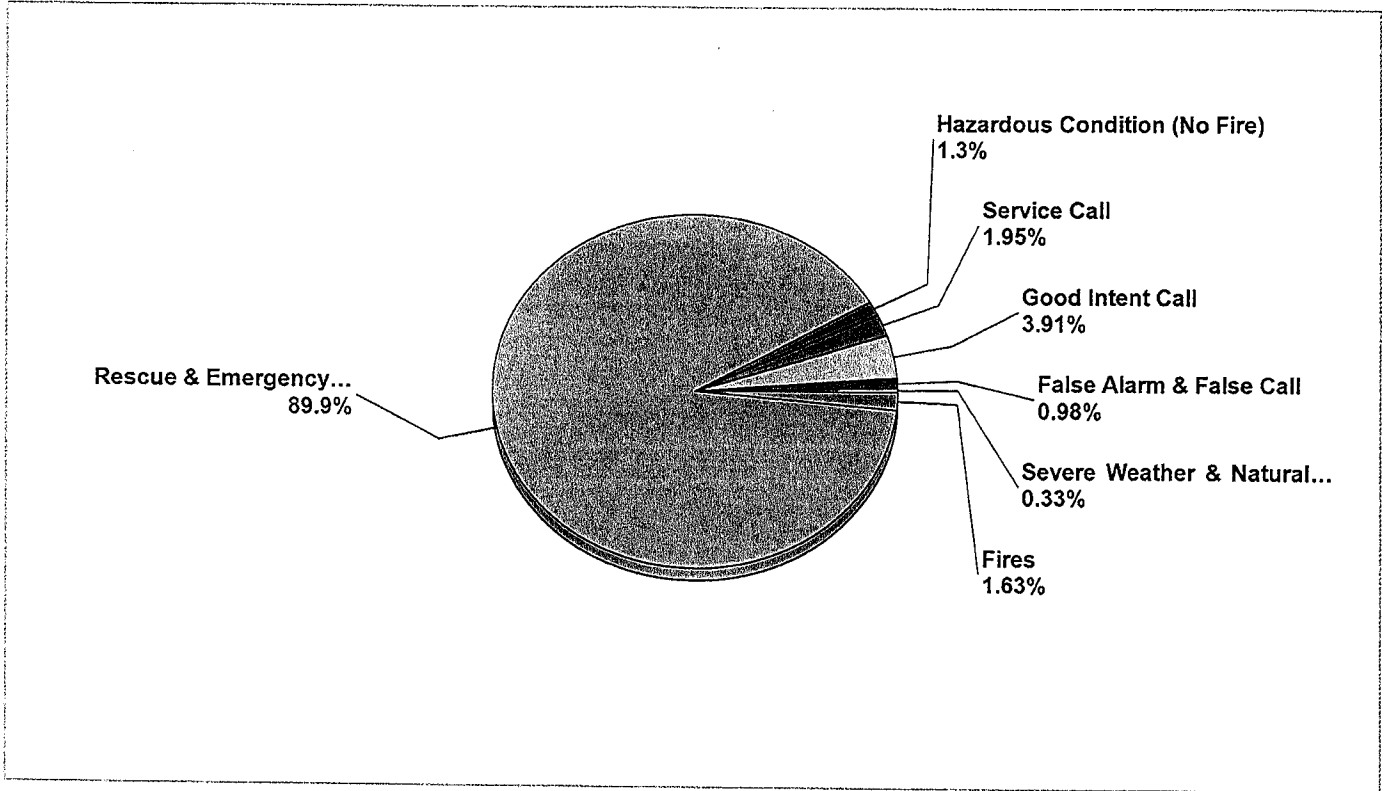
Hartford, MI

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Breakdown by Major Incident Types for Date Range

Zone(s): Hartford City - Hartford | Start Date: 01/01/2020 | End Date: 12/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	5	1.63%
Rescue & Emergency Medical Service	276	89.9%
Hazardous Condition (No Fire)	4	1.3%
Service Call	6	1.95%
Good Intent Call	12	3.91%
False Alarm & False Call	3	0.98%
Severe Weather & Natural Disaster	1	0.33%
TOTAL	307	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	1	0.33%
111 - Building fire	2	0.65%
142 - Brush or brush-and-grass mixture fire	2	0.65%
311 - Medical assist, assist EMS crew	26	8.47%
321 - EMS call, excluding vehicle accident with injury	248	80.78%
322 - Motor vehicle accident with injuries	2	0.65%
412 - Gas leak (natural gas or LPG)	1	0.33%
444 - Power line down	2	0.65%
461 - Building or structure weakened or collapsed	1	0.33%
500 - Service Call, other	3	0.98%
561 - Unauthorized burning	2	0.65%
571 - Cover assignment, standby, moveup	1	0.33%
600 - Good intent call, other	2	0.65%
611 - Dispatched & cancelled en route	9	2.93%
661 - EMS call, party transported by non-fire agency	1	0.33%
743 - Smoke detector activation, no fire - unintentional	2	0.65%
746 - Carbon monoxide detector activation, no CO	1	0.33%
800 - Severe weather or natural disaster, other	1	0.33%
TOTAL INCIDENTS:	307	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Trick-r-Treating

Hartford Fire Department Average Response Time:

7:03

From time of Dispatch to arriving on scene

Hartford Fire Department

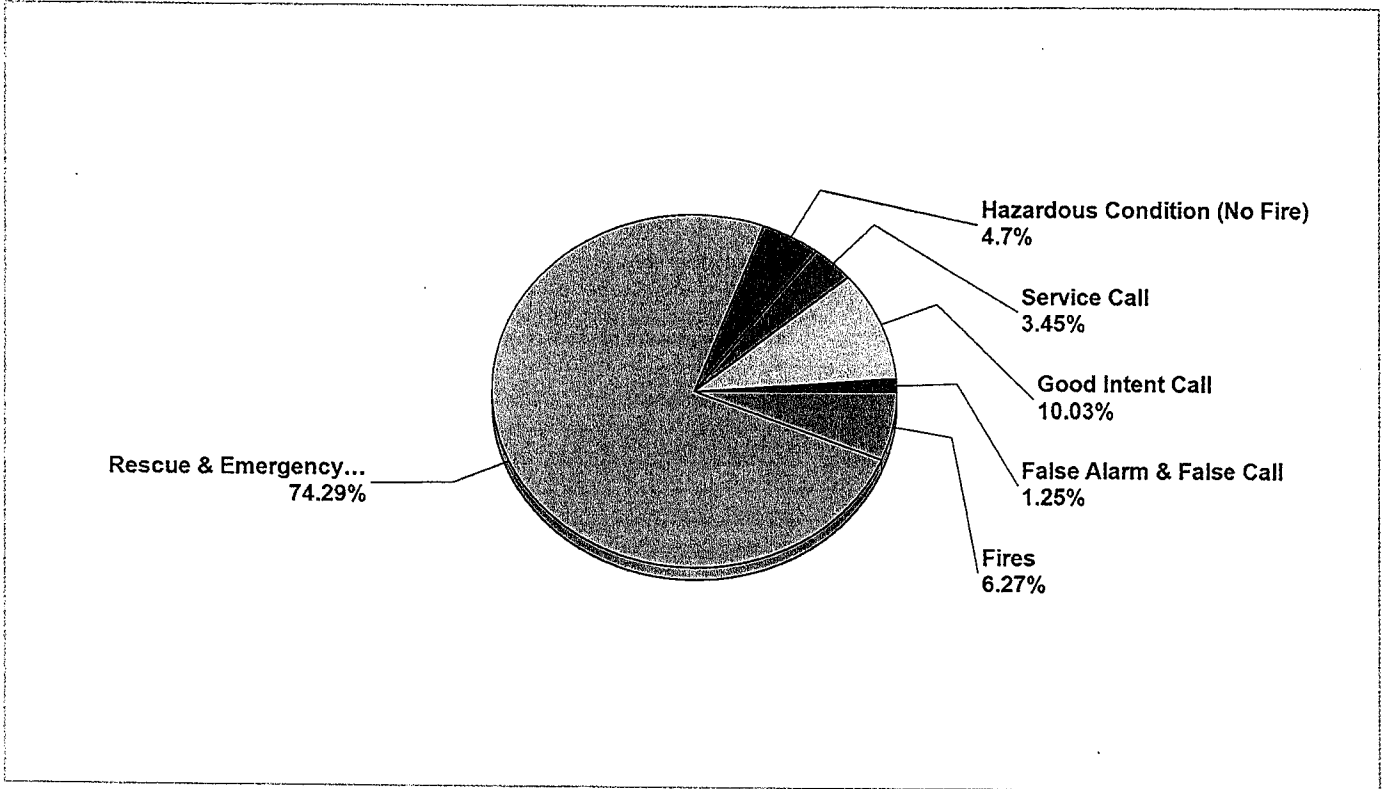
Hartford, MI

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Breakdown by Major Incident Types for Date Range

Zone(s): Hartford Township - Hartford | Start Date: 01/01/2020 | End Date: 12/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	20	6.27%
Rescue & Emergency Medical Service	237	74.29%
Hazardous Condition (No Fire)	15	4.7%
Service Call	11	3.45%
Good Intent Call	32	10.03%
False Alarm & False Call	4	1.25%
TOTAL	319	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	0.31%
118 - Trash or rubbish fire, contained	3	0.94%
121 - Fire in mobile home used as fixed residence	1	0.31%
131 - Passenger vehicle fire	6	1.88%
141 - Forest, woods or wildland fire	1	0.31%
142 - Brush or brush-and-grass mixture fire	8	2.51%
311 - Medical assist, assist EMS crew	28	8.78%
321 - EMS call, excluding vehicle accident with injury	187	58.62%
322 - Motor vehicle accident with injuries	12	3.76%
324 - Motor vehicle accident with no injuries.	9	2.82%
341 - Search for person on land	1	0.31%
411 - Gasoline or other flammable liquid spill	2	0.63%
444 - Power line down	8	2.51%
445 - Arcing, shorted electrical equipment	5	1.57%
500 - Service Call, other	2	0.63%
531 - Smoke or odor removal	2	0.63%
551 - Assist police or other governmental agency	4	1.25%
561 - Unauthorized burning	3	0.94%
600 - Good intent call, other	2	0.63%
611 - Dispatched & cancelled en route	25	7.84%
631 - Authorized controlled burning	1	0.31%
651 - Smoke scare, odor of smoke	4	1.25%
700 - False alarm or false call, other	1	0.31%
743 - Smoke detector activation, no fire - unintentional	2	0.63%
746 - Carbon monoxide detector activation, no CO	1	0.31%
TOTAL INCIDENTS:	319	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Hartford Fire Department

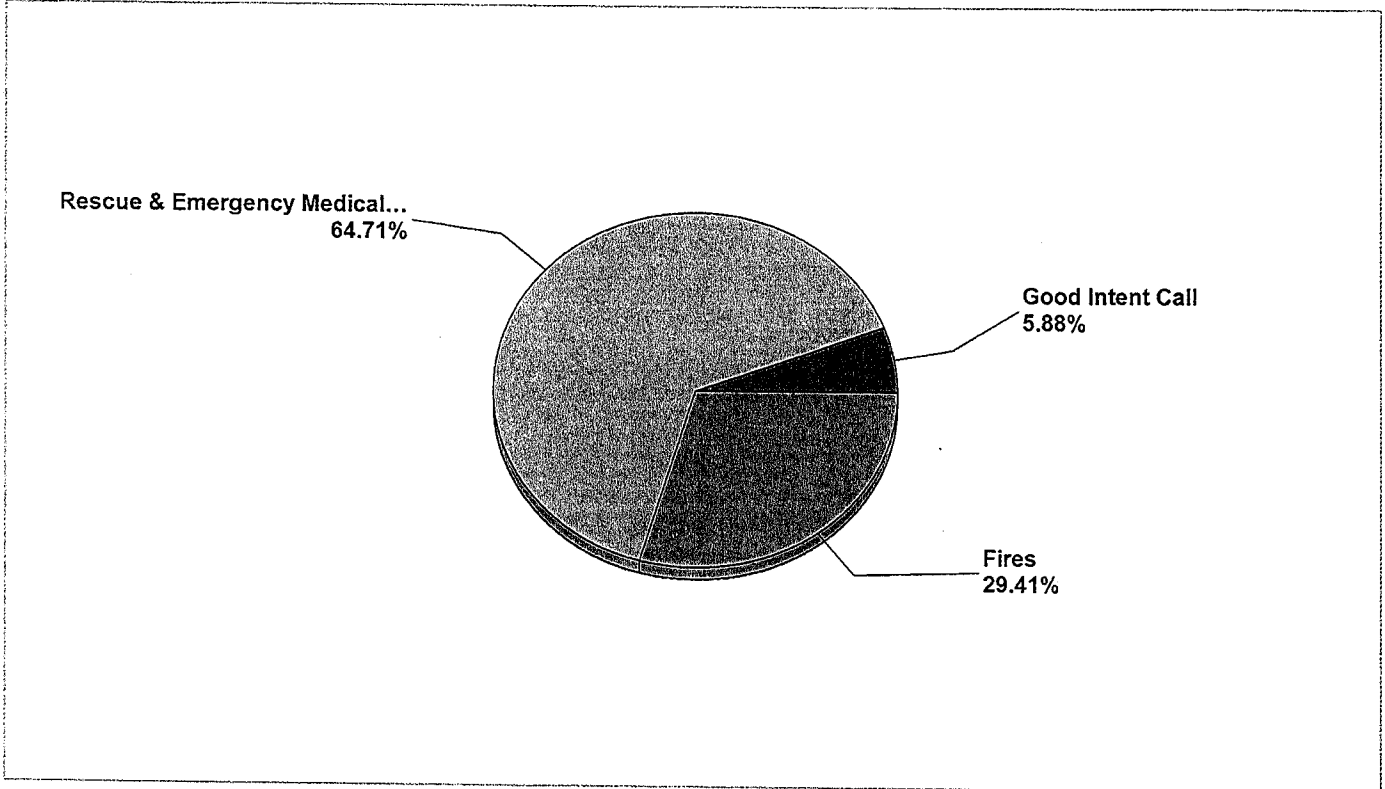


Hartford, MI

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Breakdown by Major Incident Types for Date Range

Zone(s): Highway - I 94 | Start Date: 01/01/2020 | End Date: 12/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	5	29.41%
Rescue & Emergency Medical Service	11	64.71%
Good Intent Call	1	5.88%
TOTAL	17	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
131 - Passenger vehicle fire	4	23.53%
160 - Special outside fire, other	1	5.88%
311 - Medical assist, assist EMS crew	2	11.76%
321 - EMS call, excluding vehicle accident with injury	1	5.88%
322 - Motor vehicle accident with injuries	2	11.76%
324 - Motor vehicle accident with no injuries.	6	35.29%
611 - Dispatched & cancelled en route	1	5.88%
TOTAL INCIDENTS:	17	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Hartford Fire Department

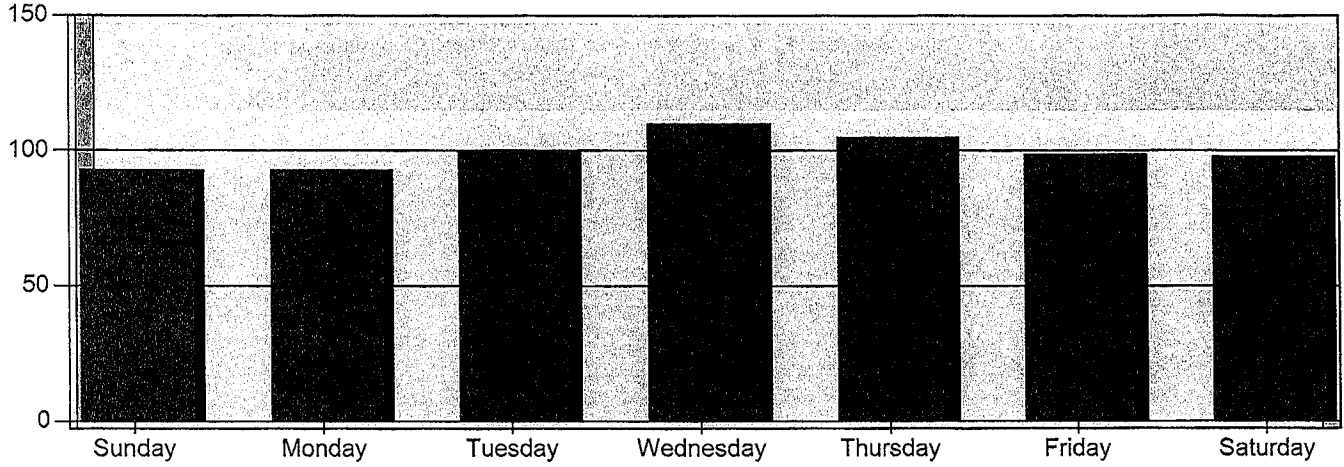


Hartford, MI

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Incidents by Day of the Week for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 01/01/2020 | End Date: 12/31/2020



DAY OF THE WEEK	# INCIDENTS
Sunday	93
Monday	93
Tuesday	100
Wednesday	110
Thursday	105
Friday	99
Saturday	98

TOTAL

698

Only Reviewed incidents included.



Hartford Fire Department

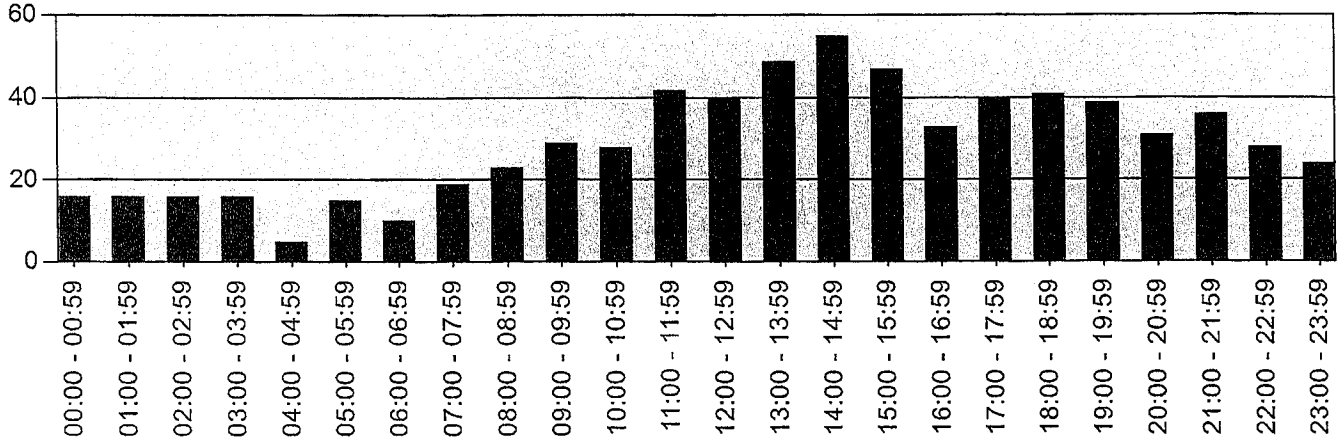
Hartford, MI

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Incidents per Hour for Incident Type Range for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 01/01/2020 | End Date: 12/31/2020



HOUR	# of CALLS
00:00 - 00:59	16
01:00 - 01:59	16
02:00 - 02:59	16
03:00 - 03:59	16
04:00 - 04:59	5
05:00 - 05:59	15
06:00 - 06:59	10
07:00 - 07:59	19
08:00 - 08:59	23
09:00 - 09:59	29
10:00 - 10:59	28
11:00 - 11:59	42
12:00 - 12:59	40
13:00 - 13:59	49
14:00 - 14:59	55
15:00 - 15:59	47
16:00 - 16:59	33
17:00 - 17:59	40
18:00 - 18:59	41
19:00 - 19:59	39
20:00 - 20:59	31
21:00 - 21:59	36
22:00 - 22:59	28
23:00 - 23:59	24
TOTAL:	698

Only REVIEWED incidents included.



Hartford Fire Department

Hartford, MI

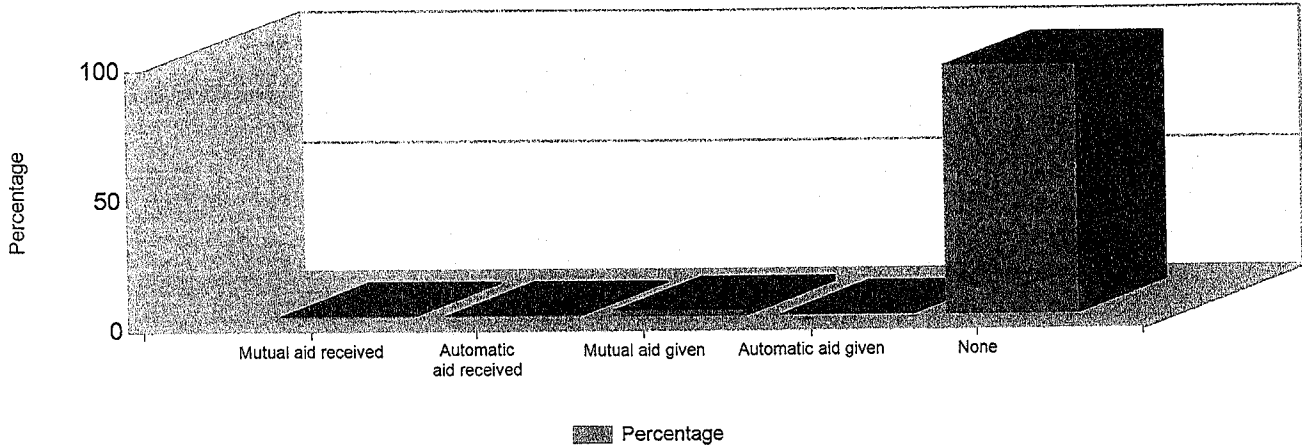
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Count of Aid Given and Received for Incidents for Date Range

Start Date: 01/01/2020 | End Date: 12/31/2020

Percentage of Aid Type

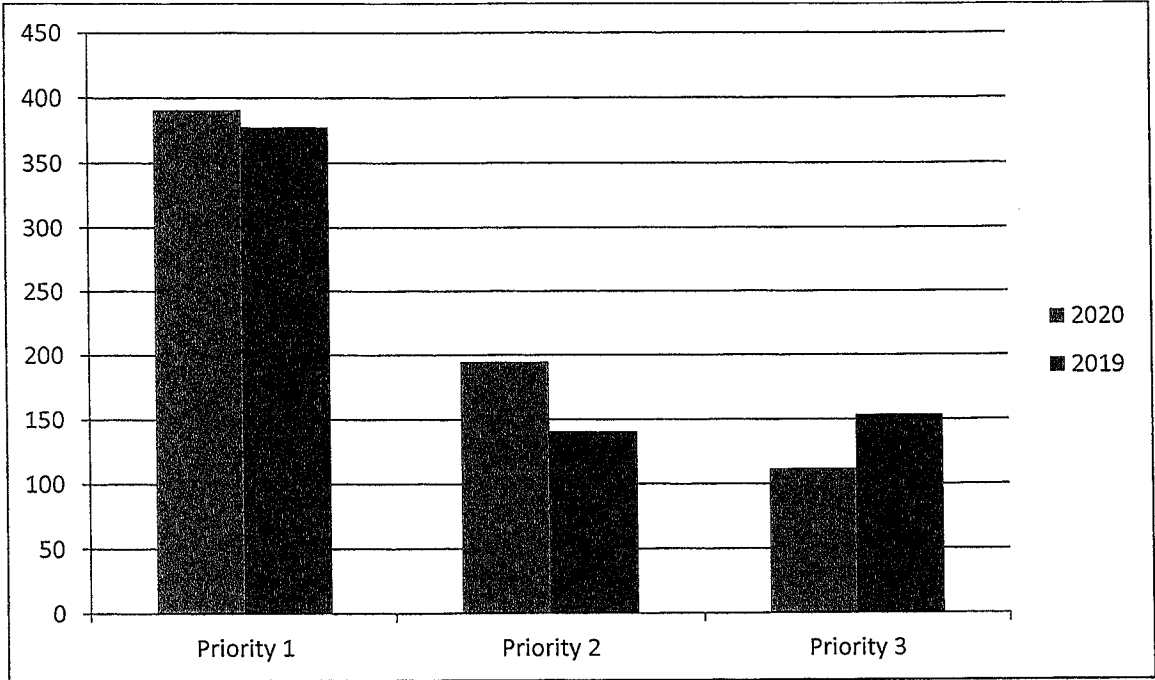


AID TYPE	TOTAL	% of TOTAL
Mutual aid received	4	0.6%
Automatic aid received	4	0.6%
Mutual aid given	16	2.3%
Automatic aid given	3	0.4%
None	671	96.1%

Only REVIEWED incidents included



Priority Calls



2020 – 698 Calls

Priority 1 – 391

Priority 2 – 195

Priority 3 – 112

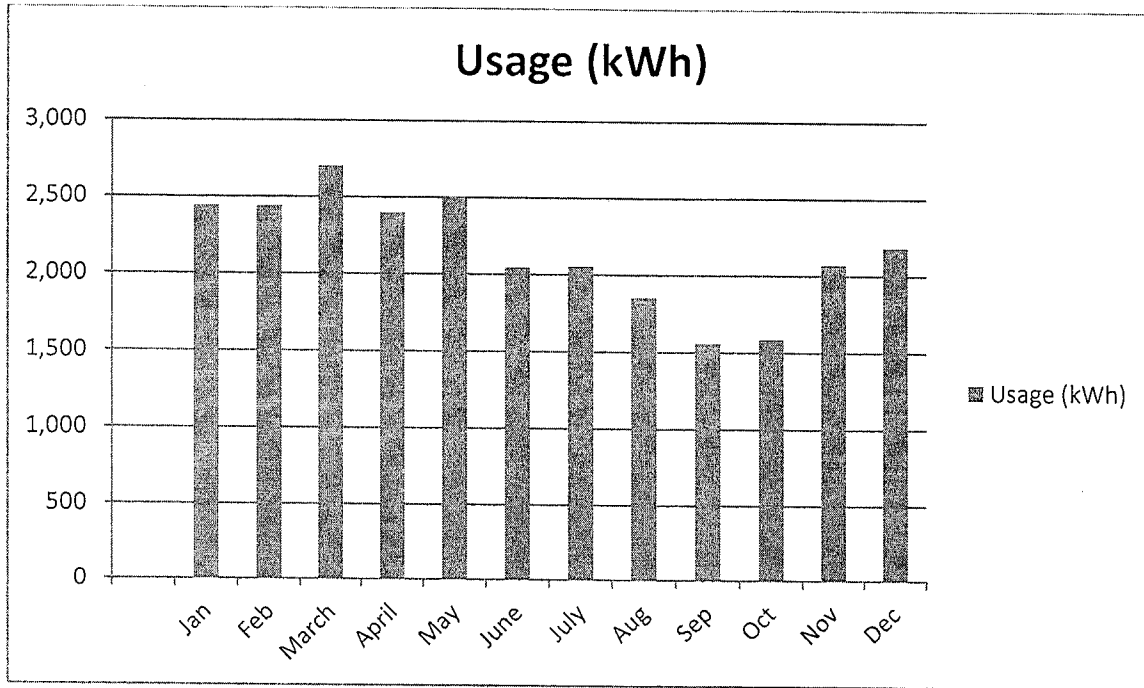
2019 – Calls 673

Priority 1 - 378

Priority 2 - 141

Priority 3 - 154

Electrical Usage January – December 2020

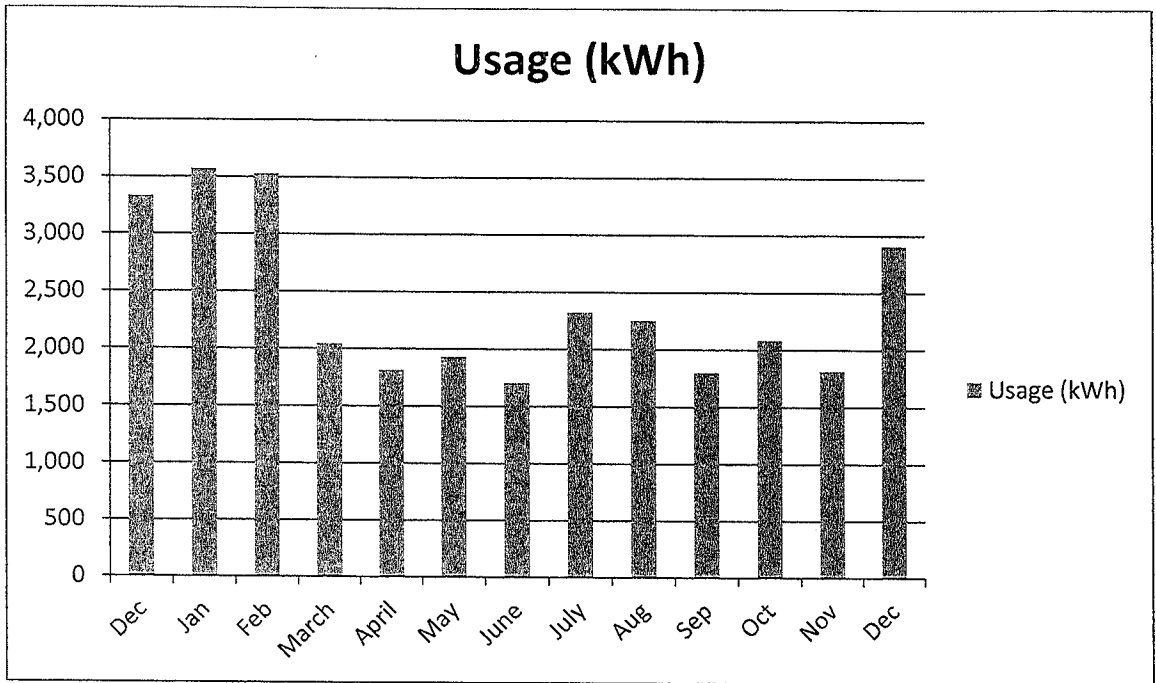


Jan	2,442
Feb	2,439
March	2,703
April	2,400
May	2,503
June	2,046
July	2,053
Aug	1,856
Sep	1,559
Oct	1,558
Nov	2,072
Dec	2,184

- Normal budget plan is \$327.00/month. 2019 Budget was \$373.00/month

Electric Usage

December 2018 – December 2019



Dec 3,333 (kWh)

Jan 3,569

Feb 3,527

March 2,046

April 1,814

May 1,933

June 1,707

July 2,326

Aug 2,259

Sep 1,800

Oct 2,085

Nov 1,813

Dec 2,912

- Normal budget plan is \$373.00/month. No bill for January 2020.

HARTFORD FIRE BOARD

VAN BUREN COUNTY, MICHIGAN

FINANCIAL STATEMENTS

For the year ended
June 30, 2020



HARTFORD FIRE BOARD
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For the year ended June 30, 2020

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FINANCIAL SECTION



INDEPENDENT AUDITOR'S REPORT

January 26, 2021

To the Fire Board
Hartford Fire Board
Van Buren County, Michigan

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities of the Hartford Fire Board (the "Board") as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Board's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of the Hartford Fire Board as of June 30, 2020, and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and major fund budget to actual schedules be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.



Certified Public Accountants
St. Joseph, Michigan

MANAGEMENT'S DISCUSSION AND ANALYSIS

HARTFORD FIRE BOARD
Management's Discussion and Analysis
June 30, 2020

Overview

The Hartford Fire Board (the "Board"), has presented its financial statements in conformity with standards set by the Governmental Accounting Standards Board (GASB). The intent of these standards is to provide citizens, taxpayers, customers, and investors with a better understanding of how the Fire Board's money and other assets are managed.

The standards set by GASB are intended to give the reader of this annual financial report a better understanding of the financial status of the Board. The standards introduce accounting rules and systems that are common in the private sector. This report presents a much broader picture of the Board's financial status. Through this comprehensive reporting of assets and liabilities, the reader will have a greater understanding of the Board's financial health.

The discussion and analysis of financial performance provides an overview of the Board's financial activities for the year ended June 30, 2020. Please read it in conjunction with the Fire Board's financial statements.

Financial Highlights

As discussed in further detail in this discussion and analysis, the following represents the most significant financial highlights for the year ended June 30, 2020:

- The assets of the Board exceeded its liabilities at the close of the year by \$1,498,253 (net position).
- The Operating Fund finished the year with an ending fund balance of \$296,494.

Using this Annual Report

This annual report consists of a series of financial statements. The statement of net position and the statement of activities provide information about the activities of the Board as a whole and present a longer-term view of the Board's finances. This longer-term view uses the accrual basis of accounting so that it can measure the cost of providing services during the current year, and whether the taxpayers have funded the full cost of providing government services.

The fund financial statements present a short-term view; they tell us how the taxpayers' resources were spent during the year, as well as how much is available for future spending. Fund financial statements also report the operations of the Board in more detail than the government-wide financial statements by providing information about the Board's fund.

HARTFORD FIRE BOARD
Management's Discussion and Analysis
June 30, 2020

The Hartford Fire Board as a Whole

The following table shows, in a condensed format, the net position as of June 30, 2020 and 2019.

	<u>2020</u>	<u>2019</u>
Assets		
Current assets	\$ 301,205	\$ 689,462
Capital assets	1,210,561	754,421
Total Assets	<u>1,511,766</u>	<u>1,443,883</u>
Liabilities		
Current liabilities	6,471	15,422
Noncurrent liabilities	7,042	6,354
Total Liabilities	<u>13,513</u>	<u>21,776</u>
Net Position		
Net investment in capital assets	1,210,561	754,421
Unrestricted	287,692	667,686
Total Net Position	<u>\$ 1,498,253</u>	<u>\$ 1,422,107</u>

The following table shows the changes in net position during the year ended June 30, 2020 and 2019.

	<u>2020</u>	<u>2019</u>
Revenues		
Program revenue		
Charges for Services	\$ 5,107	\$ 6,506
Operating grants and contributions	353,975	281,742
General revenue		
Investment earnings	21,687	22,635
Other revenue	12,224	18,908
Total Revenue	<u>392,993</u>	<u>329,791</u>
Program Expenses		
Public safety	<u>325,334</u>	<u>461,837</u>
Change in Net Position	<u>\$ 67,659</u>	<u>\$ (132,046)</u>

HARTFORD FIRE BOARD
Management's Discussion and Analysis
June 30, 2020

Governmental Activities

The Board's governmental revenues totaled \$392,993 with the greatest revenue source being operating grants and contributions, which make up approximately 90.07% of total governmental revenue. The Board saw an increase in revenue for the year ended June 30, 2020, primarily due to increases in contributions from the participating municipalities.

The Board incurred expenses of \$325,334 during the year, which represents a decrease of \$136,503 from the prior year. As a special purpose government, all of the governmental expenses incurred are associated with the public safety function.

The Hartford Fire Board's Fund

The analysis of the Board's fund begins on page 13, following the government-wide financial statements. The fund financial statements provide detailed information about the individual fund, not the Board as a whole. The Board's Board of Directors creates funds to help manage money for specific purposes as well as to show accountability for certain activities. The Board's only fund for the year ended June 30, 2020, was the General (Operating) Fund.

The General Fund pays for the Board's governmental services. The sole service provided during the fiscal period was public safety, which incurred expenditures of \$780,615, an increase of \$391,175 from the previous year.

General Fund Budgetary Highlights

The Board adopts an annual budget for the General Fund. A budgetary comparison statement has been provided as required supplementary information to demonstrate compliance with this budget.

Over the course of the fiscal year, the members of the Board made minor revisions to the General Fund budget. The Board ended the year expecting a decrease of fund balance in the amount of \$558,492. Actual revenues were \$117,740 more than anticipated as the Board realized more contributions in the current year. Total expenditures were less than anticipated by approximately \$53,130 during the current year.

Capital Assets

At the end of the fiscal year, the Board had \$1,210,561 invested in land, buildings, equipment, and emergency service vehicles (net of accumulated depreciation). Significant capital additions consisted of the completion of a deposit on a new fire truck during the current year. See Note D to the financial statements for additional information related to capital assets.

Current Economic Factors

As a result of the continued spread of the COVID-19 coronavirus, economic uncertainties have arisen which are likely to negatively impact revenue. The potential financial impact and duration of impact is unknown at this time. Overall revenue in 2020-2021 are anticipated to rise compared to 2019-2020 following the historical trend of increased call volume. Expenditures are expected to increase, except for capital outlay which is expected to decrease.

**HARTFORD FIRE BOARD
Management's Discussion and Analysis
June 30, 2020**

Contacting the Hartford Fire Board's Management

This financial report is intended to provide our citizens, taxpayers, customers, and investors with a general overview of the Board's finances and demonstrates the Board's accountability for the money it receives. If you have questions about this report or need additional information, we welcome you to contact the Hartford Fire Board, 436 E. Main Street, Hartford, MI 49057 or at (269) 621-4707.

BASIC FINANCIAL STATEMENTS

HARTFORD FIRE BOARD
Statement of Net Position
June 30, 2020

	<u>Governmental Activities</u>
Assets	
Current Assets	
Cash equivalents and deposits	\$ 186,698
Investments	80,094
Accounts receivable	27,290
Due from other governmental units	<u>7,123</u>
Total Current Assets	<u>301,205</u>
Noncurrent Assets	
Capital assets	
Nondepreciable	535,007
Depreciable, net of accumulated depreciation	<u>675,554</u>
Total Noncurrent Assets	<u>1,210,561</u>
Total Assets	<u>1,511,766</u>
Liabilities	
Current Liabilities	
Accrued payroll liabilities	2,799
Current portion of compensated absences	<u>1,760</u>
Total Current Liabilities	<u>6,471</u>
Noncurrent Liabilities	
Compensated absences	<u>7,042</u>
Total Noncurrent Liabilities	<u>7,042</u>
Total Liabilities	<u>13,513</u>
Net Position	
Net investment in capital assets	1,210,561
Unrestricted	<u>287,692</u>
Total Net Position	<u>\$ 1,498,253</u>

HARTFORD FIRE BOARD
Statement of Activities
For the year ended June 30, 2020

Functions/Programs	Expenses	Program Revenues		Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	
Governmental Activities				
Public Safety	\$ 325,334	\$ 5,107	\$ 353,975	\$ 33,748
Total Governmental Activities	<u>\$ 325,334</u>	<u>\$ 5,107</u>	<u>\$ 353,975</u>	<u>33,748</u>
	General Revenues			
	Investment income			21,687
	Other revenue			<u>12,224</u>
	Total General Revenues			<u>33,911</u>
	Change in Net Position			<u>67,659</u>
	Net Position, Beginning of Year			1,422,107
	Prior period adjustment			<u>8,487</u>
	Net Position, Beginning of Year, as Restated			<u>1,430,594</u>
	Net Position, End of Year			<u>\$ 1,498,253</u>

HARTFORD FIRE BOARD
Governmental Funds
Balance Sheet
June 30, 2020

	General Fund
Assets	
Cash equivalents and deposits	\$ 186,698
Investments	80,094
Accounts receivable	27,290
Due from other governmental units	<u>7,123</u>
Total Assets	<u><u>\$ 301,205</u></u>
Liabilities and Fund Balance	
Liabilities	
Accrued liabilities	<u>\$ 2,799</u>
Total Liabilities	<u>4,711</u>
Fund Balance	
Assigned:	
Equipment	164,899
Budget appropriation	2,387
Unassigned	<u>129,208</u>
Total Fund Balance	<u>296,494</u>
Total Liabilities and Fund Balance	<u><u>\$ 301,205</u></u>

HARTFORD FIRE BOARD
Reconciliation of the Balance Sheet of Governmental Funds
to the Statement of Net Position
June 30, 2020

Fund balance of governmental funds \$ 296,494

Amounts reported for *governmental activities* in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and therefore, are not reported in the funds.

Total cost of capital assets	\$ 2,226,659	
Accumulated depreciation	<u>(1,016,098)</u>	
		1,210,561

Compensated absences are not due and payable in the current period and are not reported in the funds. (8,802)

Net position of governmental activities \$ 1,498,253

HARTFORD FIRE BOARD
Governmental Funds
Statement of Revenues, Expenditures, and Change in Fund Balance
June 30, 2020

	<u>General Fund</u>
Revenues	
Contributions from local units	\$ 353,975
Investment income	21,687
Refunds and reimbursements	10,578
Charges for services	5,107
Miscellaneous	<u>1,646</u>
Total Revenues	<u>392,993</u>
Expenditures	
Public safety	255,973
Capital outlay	<u>524,642</u>
Total Expenditures	<u>780,615</u>
Change in Fund Balance	<u>(387,622)</u>
Fund Balance, Beginning of Year	675,629
Prior period adjustment	<u>8,487</u>
Fund Balance, Beginning of Year, as Restated	<u>684,116</u>
Fund Balance, End of Year	<u>\$ 296,494</u>

HARTFORD FIRE BOARD
Reconciliation of the Statement of Revenues, Expenditures and
Change in Fund Balance of Governmental Funds
to the Statement of Activities
For the year ended June 30, 2020

Net change in fund balance - total governmental funds \$ (387,622)

Amounts reported for *governmental activities* in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation exceeded capital outlays in the current period.

Capital outlay	\$ 524,642	
Depreciation expense	<u>(68,502)</u>	456,140

In the statement of net position, compensated absences are measured by the amounts earned during the year. In the governmental funds, however, expenditures are measured by the amount of financial resources used (essentially the amounts actually paid). This year the amount of the benefits earned exceeded the amount paid.

(859)

Change in net position of governmental activities **\$ 67,659**

NOTES TO BASIC FINANCIAL STATEMENTS

HARTFORD FIRE BOARD
Notes to Basic Financial Statements
June 30, 2020

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of Hartford Fire Board conform to accounting principles generally accepted in the United States of America as applicable to governmental units. The following is a summary of the significant accounting policies:

1. Reporting Entity

Hartford Fire Board (the "Board") has been supported by the City of Hartford and Hartford Township since 1973. The Board is considered a Municipal Emergency Service Fire Board as provided in the Urban Cooperation Act (P.A. 7 pf 1967 and P.A. 33 of 1951). The Board is governed by a six-member board; each municipality appoints two members to the Board for six-year terms, and the four appointed members select a fifth member to serve a six-year term. The Fire Chief is an ex-officio, non-voting member of the Board and oversees the day-to-day operations of the Board.

The accompanying financial statements have been prepared in accordance with criteria established by the Governmental Accounting Standards Board for determining the various governmental organizations to be included in the reporting entity. These criteria include significant operational financial relationships that determine which of the governmental organizations are a part of the Board's reporting entity, and which organizations are legally separate component units of the Board. Based on the application of the criteria, the Board does not contain any component units and the Board is included as a component unit in the City of Hartford and Hartford Township's financial statements.

2. Government-wide and Fund Financial Statements

Government-wide Financial Statements - The Government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) present financial information about the Board as a whole. The reported information includes all of the nonfiduciary activities of the Board. The Board does not allocate indirect costs. These statements are to distinguish between the *governmental* and *business-type activities* of the Board. *Governmental activities* normally are supported by taxes and intergovernmental revenues, and are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support. The Board does not have any *business-type activities*.

The Statement of Net Position is presented on the classified basis and is reported on the full accrual, economic resource basis, which recognizes all long-term assets as well as all long-term debt and obligations. The Board's net position is reported in three parts: invested in capital assets, net of related debt; restricted net assets, and unrestricted net assets.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function. *Program revenues* include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Property taxes, state revenue sharing, interest earnings and other items not included among program revenues are reported instead as *general revenues*.

HARTFORD FIRE BOARD
Notes to Basic Financial Statements
June 30, 2020

Fund Financial Statements - Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements. Nonmajor funds are aggregated and presented in a single column.

The Board reports the following major governmental funds:

The *General Fund* is the Board's primary operating fund. It accounts for all financial resources of the general government except those that are required to be accounted for in another fund.

3. Measurement Focus, Basis of Accounting and Financial Statement Presentation

Government-wide fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the grantor or provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Fund level statements include a Balance Sheet and a Statement of Revenues, Expenditures and Change in Fund Balance. The Balance Sheet reports current assets, current liabilities and fund balances. The Statement of Revenues, Expenditures and Change in Fund Balance reports on the sources and uses of current financial resources. This differs from the economic resources measurement focus used to report at the government-wide level. Reconciliations between the two sets of statements are provided separately.

Revenues are recognized when susceptible to accrual; i.e., both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Board considers revenues to be available if they are collected within 60 days after the end of the current fiscal period. Intergovernmental revenues and interest associated with the current period are all considered susceptible to accrual and have been recognized as revenues of the current fiscal period.

Expenditures are recorded when the liability is incurred, as under accrual accounting, if they are paid within 60 days after the end of the current fiscal period. The exception to this general rule is that principal and interest on long-term debt and claims and judgments are recorded only when the payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of long-term debt are reported as other financing sources.

When both restricted and unrestricted resources are available for use, it is the Board's policy to use restricted resources first, then unrestricted as they are needed.

HARTFORD FIRE BOARD
Notes to Basic Financial Statements
June 30, 2020

4. Budgets and Budgetary Accounting

The budget presented in the financial statements was prepared on the same basis as the accounting basis used to reflect actual results. The General Fund is subject to legal budgetary accounting controls and is budgeted annually. The Board utilizes the following procedures in establishing the budgetary data reflected in the financial statements:

- An operating budget is developed at the beginning of each fiscal year by the Fire Chief.
- The completed budget is then presented to the Board at the Hartford Fire Board's annual meeting with a public hearing prior to the meeting, at which time taxpayer comments and recommendations are heard. The operating budget includes proposed expenditures and the means of financing them for the General Fund.
- Prior to July 1, the budget is legally enacted on a departmental (activity) basis through passage of an appropriations resolution.
- The budget may only be amended by action of the Board.
- Formal budgetary integration is employed as a management control device during the year for all budgetary funds.
- Budget appropriations lapse at fiscal year-end.
- Budget amounts are reported in the financial statements as originally adopted and as amended by the Board.
- The legal level of budgetary control (i.e., the level at which expenditures may not legally exceed appropriations) is the fund level for the General Fund.

5. Capital Assets

Capital assets, which include land, buildings and improvements, vehicles, and machinery and equipment are reported in the government-wide financial statements. Assets having a useful life in excess of one year and whose costs exceed \$10,000 are capitalized. Capital assets are stated at historical cost or estimated historical cost where actual cost information is not available. Donated capital assets are stated at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of an asset or materially extend an asset's useful life are not capitalized. Improvements are capitalized and depreciated over the remaining useful life of the related assets.

HARTFORD FIRE BOARD
Notes to Basic Financial Statements
June 30, 2020

Building and improvements, machinery and equipment, and vehicles are depreciated using the straight-line method over the following estimated useful lives:

Building and improvements	40 years
Machinery and equipment	7 years
Vehicles	7-25 years

6. Long-term Obligations

In the government-wide financial statements long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities in the Statement of Net Position. Bond premiums and discounts are deferred and amortized over the life of the bonds. Bonds payable are reported as the total amount of bonds issued.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuance are reported as other financing sources while discounts on debt issuance are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as expenditures.

7. Net Position

Net position represents the difference between assets and liabilities. Net position invested in capital assets, net of related debt, consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition or construction of those assets. Net position is reported as restricted when there are limitations imposed on their use either through legislation or through external restrictions imposed by creditors, grantors, laws or regulations from other governments.

The Statement of Net Position includes four components: assets, deferred outflows of resources, liabilities and deferred inflows of resources. Items previously reported as assets (i.e. losses on bond refunding and bond issuance costs) are now reported as deferred outflows of resources. Items previously reported as liabilities (i.e. acquisitions of net assets (property taxes and special assessments) that are applicable to a future reporting period) are now reported as deferred inflows of resources. The Board does not have deferred outflows or inflows of resources.

HARTFORD FIRE BOARD
Notes to Basic Financial Statements
June 30, 2020

8. Fund Balance

The Board adopted Governmental Accounting Standards Board (GASB) Statement No. 54 *Fund Balance Reporting and Governmental Fund Type Definitions*. The stated objective of GASB Statement No. 54 is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund type definitions. This Statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds, detailed as follows:

- **Nonspendable** - resources that cannot be spent because they are either (a) not in spendable form (inventories and prepaid amounts) or (b) legally or contractually required to be maintained intact (the principal of a permanent fund).
- **Restricted** - resources that cannot be spent because of (a) constraints externally imposed by creditors (debt covenants), grantors, contributors, or laws or regulations or (b) imposed by law through constitutional provisions or enabling legislation and includes a legally enforceable requirement that those resources be used only for the specific purposes stipulated in the legislation.
- **Committed** - resources that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority (the Board). Those committed amounts cannot be used for any other purpose unless the government removes or changes the specified uses by taking the same type of action it employed to previously commit those amounts.
- **Assigned** - resources that are constrained by the government's *intent* to be used for specific purposes, but are neither restricted nor committed. Intent should be expressed by (a) the governing body itself or (b) a body or official to which the governing body has designated the authority to assign amounts to be used for specific purposes.
- **Unassigned** - unassigned fund balance is the residual classification for the General Fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the General Fund. The General Fund should be the only fund that reports a positive unassigned fund balance amount. In other funds, the unassigned classification should be used only to report a deficit balance from overspending for specific purposes for which amounts had been restricted, committed or assigned.

9. Estimates

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

HARTFORD FIRE BOARD
Notes to Basic Financial Statements
June 30, 2020

NOTE B - CASH EQUIVALENTS, DEPOSITS AND INVESTMENTS

The State of Michigan allows a political subdivision to authorize its Treasurer or other chief fiscal officer to invest surplus funds belonging to and under the control of the entity as follows:

- Bonds, bills, or notes of the United States; obligations, the principal and interest of which are fully guaranteed by the United States; or obligations of the State.
- Certificates of deposit, savings accounts, deposit accounts, or depository receipts of a financial institution, but only if the financial institution is a state or nationally chartered bank or a state or federally chartered savings and loan association, savings bank, or credit union whose deposits are insured by an agency of the United States government and that maintains a principal office or branch office located in this State under the laws of this State or the United States.
- Commercial paper rated at the time of purchase within the 2 highest classifications established by not less than 2 standard rating services and that matures not more than 270 days after the date of the purchase.
- Securities issued or guaranteed by agencies or instrumentalities of the United States government.
- United States government or Federal agency obligation repurchase agreements.
- Banker's acceptances issued by a bank that is a member of the Federal Deposit Insurance Corporation.
- Mutual funds composed entirely of investment vehicles which are legal for direct investment by a municipality in Michigan.
- Investment pools, as authorized by the surplus funds investment pool act, Act No. 367 of the Public Acts of 1982, being sections 129.11 to 129.118 of the Michigan Compiled Laws, composed entirely of instruments that are legal for direct investment by a municipality in Michigan.

Balances at June 30, 2020 related to cash equivalents, deposits and investments are detailed in the Basic Financial Statements as follows:

Cash equivalents and deposits per the Statement of Net Position:

Governmental Activities	\$ 186,698
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HARTFORD FIRE BOARD
Notes to Basic Financial Statements
June 30, 2020

Cash Equivalents and Deposits

Cash equivalents consist of bank public funds checking, savings and money market accounts. Deposits consist of certificates of deposit. TCF Bank was the sole depository utilized by the Board during the year.

June 30, 2020 balances are detailed as follows:

Cash equivalents	\$ 136,690
Deposits	<u>50,008</u>
Total	<u>\$ 186,698</u>

Custodial Credit Risk of Bank Deposits

Custodial credit risk is the risk that, in the event of a bank failure, the Board's cash equivalents and deposits may not be returned to the Board. Protection of the Board's cash equivalents and deposits is provided by the Federal Deposit Insurance Corporation. As of June 30, 2020, the Board's deposits were federally insured for \$186,773.

Fair Value

The Board categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure fair value of the assets. Level 1 inputs are quoted prices in an active market for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs. The following is a summary of the fair value hierarchy of the fair value of investments of the Board as of June 30, 2020:

	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
Mutual Funds	\$ 80,094	\$ -	\$ -	\$ 80,094

Custodial Credit Risk of Investments

Custodial credit risk is the risk that, in the event of the failure of the counterparty, the Board will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Board does not have a policy for custodial credit risk. At June 30, 2020, approximately \$80,094 of investment securities were held by investment companies.

HARTFORD FIRE BOARD
Notes to Basic Financial Statements
June 30, 2020

Interest Rate Risk

Interest rate risk is the risk that the value of investments will decrease as a result of a rise in interest rates. The Board's investment policy does not restrict investment maturities other than commercial paper which can only be purchased with not more than a 270 day maturity. The Board's investment portfolio is designed to remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. Accordingly, the domestic corporate fixed income securities are taken out to mature according to the Board's needs. Money can be drawn on the U.S. government securities fund at any time. At June 30, 2020, the weighted average maturities of investment were as follows:

	Fair Market Value	Less Than One Year	One to Five Years	More than Five years	Credit Rating
Mutual Funds	\$ 80,094	\$ 80,094	\$ -	\$ -	Various

HARTFORD FIRE BOARD
Notes to Basic Financial Statements
June 30, 2020

NOTE D - CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2020 was as follows:

	Balance July 1, 2019	Additions	Disposals and Adjustments	Balance June 30, 2020
Governmental Activities				
Nondepreciable capital assets:				
Land	\$ 10,365	\$ -	\$ -	\$ 10,365
Construction in progress	-	524,642	-	524,642
Total nondepreciable capital assets	10,365	\$ 524,642	\$ -	535,007
Depreciable capital assets:				
Building and improvements	176,039	\$ -	\$ -	176,039
Vehicles	1,402,113	-	-	1,402,113
Machinery and equipment	113,500	-	-	113,500
Total depreciable capital assets	1,691,652	\$ -	\$ -	1,691,652
Less: accumulated depreciation for:				
Building and improvements	(103,395)	\$ (4,303)	\$ -	(107,698)
Vehicles	(741,361)	(60,646)	-	(802,007)
Machinery and equipment	(102,840)	(3,553)	-	(106,393)
Total accumulated depreciation	(947,596)	\$ (68,502)	\$ -	(1,016,098)
Total depreciable capital assets, net of accumulated depreciation	744,056			675,554
Governmental Activities Total Capital Assets, Net of Accumulated Depreciation	\$ 754,421			\$ 1,210,561

Depreciation expense was charged to the Board as follows:

General government	<u>\$ 68,502</u>
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HARTFORD FIRE BOARD
Notes to Basic Financial Statements
June 30, 2020

NOTE E - LONG-TERM OBLIGATIONS

Compensated absences at June 30, 2020 consist of the following:

	<u>Balance</u> <u>July 1, 2019</u>	<u>Additions</u>	<u>Reduction</u>	<u>Balance</u> <u>June 30, 2020</u>	<u>Due Within</u> <u>One Year</u>
Accumulated unused vacation days which are payable upon termination of employment	\$ 7,943	\$ 2,732	\$ 1,873	\$ 8,802	\$ 1,760
Total Compensated Absences	<u>\$ 7,943</u>	<u>\$ 2,732</u>	<u>\$ 1,873</u>	<u>\$ 8,802</u>	<u>\$ 1,760</u>

NOTE F - DEFINED CONTRIBUTION RETIREMENT PLAN

The Board contributes to a defined contribution plan covering all eligible employees in accordance with the provisions of the Internal Revenue Code Section 457. Funds are paid to the City of Hartford and invested in the 457 plan sponsored by the City for its employees. The pension plan is available to all full-time employees of the Board after 6 months of employment. The Board contributes 6% of each eligible employee's salary to the retirement plan.

During the year ended June 30, 2020, the Board contributed \$2,922 to the plan.

NOTE G - RISK MANAGEMENT

The Board is exposed to various risks of loss related from property loss, torts, errors and omissions, and employee injuries (worker's compensation), as well as medical benefits provided to employees. The Board has purchased commercial insurance for property loss, employee medical benefits, worker's compensation, and errors and omissions. There has been no settled claims that have exceeded coverage amounts for the past three years.

NOTE H - RISKS AND UNCERTAINTIES

During the fiscal year the start of the global COVID-19 pandemic began. The full impact of the COVID-19 outbreak continues to evolve as of the date of this report. It is uncertain as to the full magnitude that the pandemic will have on the Board's financial condition and its access to State and Local funding. The Board is actively monitoring the situation.

NOTE I - PRIOR PERIOD ADJUSTMENT

The financial statements for the year ended June 30, 2019 have been restated in order to adjust for its accrued liabilities, which were overstated. The effect of this change increased net position and General Fund fund balance by \$8,487.

REQUIRED SUPPLEMENTARY INFORMATION

HARTFORD FIRE BOARD
General Fund
Budgetary Comparison Schedule
For the year ended June 30, 2020

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget</u>
	<u>Original</u>	<u>Final</u>		
Revenues				
Contributions from local units:				
City of Hartford	\$ -	\$ 107,100	\$ 144,527	\$ 37,427
Hartford Township	-	160,649	209,448	48,799
Refunds and reimbursements	-	-	10,578	10,578
Investment income	-	-	21,687	21,687
Charges for services	-	-	5,107	5,107
Miscellaneous	-	7,504	1,646	(5,858)
Total Revenues	-	275,253	392,993	117,740
Expenditures				
Public Safety:				
Salaries and wages	134,944	147,198	127,720	19,478
Payroll taxes	14,000	14,000	9,654	4,346
Fringe benefits	9,200	18,531	22,309	(3,778)
Professional services	7,000	11,000	8,000	3,000
Utilities	11,250	13,283	12,137	1,146
Repairs and maintenance:				
building	3,250	6,064	3,619	2,445
vehicles	16,900	25,362	18,831	6,531
equipment	13,850	13,850	9,818	4,032
Insurance	25,595	25,595	21,148	4,447
Training	4,700	4,800	1,619	3,181
Testing and physicals	14,700	14,785	11,029	3,756
Dues and subscriptions	3,300	4,296	3,120	1,176
Office expenses	3,360	4,527	2,667	1,860
Fees and Service Charges	250	362	425	(63)
Fuel	5,200	5,200	3,635	1,565
Other	250	250	242	8
Capital outlay:				
Vehicles	-	524,642	524,642	-
Total Expenditures	267,749	833,745	780,615	53,130
Change in Fund Balance	(267,749)	(558,492)	(387,622)	170,870
Fund Balance, Beginning of Year	675,629	675,629	675,629	-
Prior period adjustment	8,487	8,487	8,487	-
Fund Balance, Beginning of Year, as Restated	684,116	684,116	684,116	-
Fund Balance, End of Year	\$ 416,367	\$ 125,624	\$ 296,494	\$ 170,870

HARTFORD FIRE BOARD
Notes to Required Supplementary Information
June 30, 2020

Budget information

The annual budget is prepared by the Fire Chief and adopted by the Board; subsequent amendments are approved by the Board. Unexpended appropriations lapse at year-end; encumbrances are not included as expenditures.

The budget has been prepared in accordance with accounting principles generally accepted in the United States of America.

The budget has been adopted on a line item basis; expenditures at this level in excess of amounts budgeted is a violation of Michigan law. The budget as adopted is presented in the required supplementary information, and includes expenditure budget overruns.

Excess of Expenditures over Appropriations in Budgeted Funds

As of June 30, 2020 the Board had the following expenditures over budget:

	Amended Budget	Actual	Actual Over Budget
General Fund			
Fringe benefits	\$ 18,531	\$ 22,309	\$ (3,778)
Fees and service charges	362	425	(63)

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2021 – 001**



ACCEPTING THE 2019/2020 FISCAL YEAR AUDIT.

At a Business meeting of the City of Hartford Commission, located at 19 West Main Street and called to order by Mayor Richard A. Hall on February 22, 2021.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, the City Commission of the City of Hartford engaged the services of Hungerford Nichols, CPAs to conduct a fiscal audit of its finances for the year ending June 30, 2020; and

WHEREAS, Hungerford Nichols has conducted and completed the audit as required by law; and

WHEREAS, Hungerford Nichols has presented the results of its findings of the audit to the City Commission of the City of Hartford; and

WHEREAS, the City Commission of the City of Hartford hereby accepts the audit report as presented by Hungerford Nichols.

NOW THEREFORE, BE IT RESOLVED, that the acceptance of the report officially marks the conclusion of the 2019/2020 fiscal year.

YEAS:

NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: February 22, 2021

RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true and complete copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on February 22, 2021, and the public notice of said meeting was held in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended.

DATE: February 22, 2021

RoxAnn Rodney-Isbrecht, City Clerk
City of Hartford
19 West Main Street
Hartford MI 49057

CITY OF HARTFORD

VAN BUREN COUNTY, MICHIGAN

FINANCIAL STATEMENTS

For the year ended
June 30, 2020

CITY OF HARTFORD
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For the year ended June 30, 2020

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FINANCIAL SECTION

City of Hartford
List of Elected and Appointed Officials
June 30, 2020

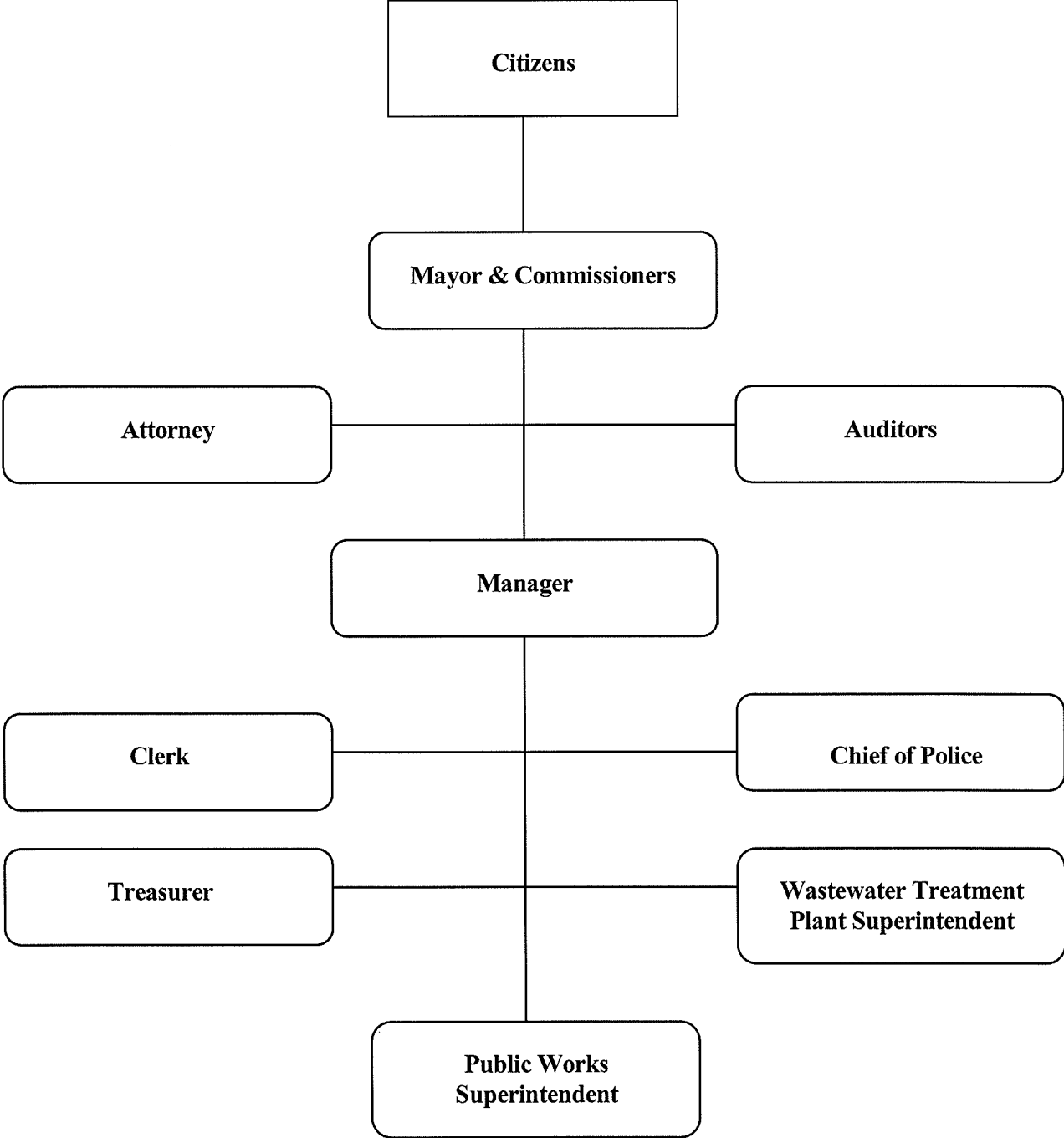
Elected Officials

Mayor	Rick Hall
Mayor Pro-Tem	John Miller
City Commissioner	Dennis Goss
City Commissioner	Terry Tibbs
City Commissioner	Hellen Sullivan
City Commissioner	Frank Dockter
City Commissioner	Ron Burleson

Appointed Officials

City Manager	Yemi Akinwale
City Clerk	RoxAnn Rodney-Isbrecht
City Treasurer	Pam Shultz
Chief of Police	Tressa Beltran
Public Works Superintendent	Dan Staunton
Wastewater Treatment Plant Operator	Tom Strand

CITY OF HARTFORD ORGANIZATIONAL CHART





INDEPENDENT AUDITOR’S REPORT

January 27, 2021

To the City Council
City of Hartford
Van Buren County, Michigan

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Hartford (the “City”) as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the City’s basic financial statements as listed in the table of contents.

Management’s Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor’s Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor’s judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity’s preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity’s internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund and the aggregate remaining fund information of the City of Hartford as of June 30, 2020, and the respective changes in financial position and, where applicable, cash flows thereof, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management’s discussion and analysis and budgetary comparison information on pages 6-15 and 57-59 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise of the City’s basic financial statements. The accompanying supplementary information, as listed in the table of contents, is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements and other supporting schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the accompanying supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Hungerford Nichols

Certified Public Accountants
St. Joseph, Michigan

MANAGEMENT'S DISCUSSION AND ANALYSIS

Management's Discussion and Analysis

As management of the City of Hartford (the "City"), we offer readers of our financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended June 30, 2020. To make this report more readable and easier to understand we will discuss what Management considers the financial highlights and the items with the most impact on this fiscal year's financial statements.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the City of Hartford's basic financial statements. The City's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains required supplementary information and other supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements - The *government-wide financial statements* are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the City's assets and liabilities, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating, respectively.

The *statement of activities* presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes).

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The major governmental activities of the City include general government, public safety, highways and streets, and public works. The business-type activities of the City include water distribution and sewer operations.

The government-wide financial statements include not only the City itself, (known as the primary government) but also a Building Authority, which although legally separate, functions for all practical purposes as a department of the City, and therefore, has been included as an integral part of the primary government. The Hartford Downtown Development Authority, although also legally separate, has been included as a discretely presented component unit.

The government-wide financial statements can be found on pages 17 through 20 of this report.

Fund Financial Statements - A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental Funds - *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Reconciliations between the governmental activities statements and the government-wide statements can be found on pages 23 and 27.

The City of Hartford maintains seven individual governmental funds. Of these seven funds, four are *special revenue funds* and two are *capital projects funds*. *Special revenue funds* are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. *Capital projects funds* are used to account for the acquisition or construction of major capital facilities or infrastructure by a governmental unit. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund and Major Street Fund, which are considered major funds. Data from the other five governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these non-major governmental funds is provided in the form of *combining statements* on pages 67 through 70.

The City of Hartford adopts an annual appropriated budget for its general fund. A *budgetary comparison statement* has been provided for the General Fund to demonstrate compliance with this budget.

The basic governmental fund financial statements can be found on pages 21 through 26 of this report.

Proprietary Funds - The City of Hartford maintains only one type of proprietary fund, *enterprise funds*. Enterprise funds are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The City uses enterprise funds to account for its water and sewer funds.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide for separate information for the Water and Sewer Funds, both of which are considered to be major funds of the City.

The basic proprietary fund financial statements can be found on pages 29 through 34 of this report.

Fiduciary Funds - Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statement because the resources of these funds are not available to support the City's own programs. The City of Hartford collects taxes on behalf of other governments, and accounts for these tax collections in a fiduciary fund. The accounting used for fiduciary funds is much like that used for proprietary funds.

The basic fiduciary fund financial statements can be found on page 35 of this report.

Notes to the financial statements - The notes provide additional information that is essential to a full understanding of the information provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 36 through 54 of this report.

The combining statements referred to earlier in connection with non-major governmental funds are presented on pages 67 through 70.

Government-Wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the City of Hartford, assets exceeded liabilities by \$9,919,031 at the close of the most recent fiscal year.

Referencing the chart below, (67.4% or \$6,684,935) reflects its investment in capital assets (e.g., land, buildings, vehicles, equipment, and infrastructure); less any related debt used to acquire these assets that is still outstanding. The City uses these capital assets to provide services to citizens; consequently these assets are *not* available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

Only \$882,958 (8.9%) of the City's net position represents resources that are subject to external restriction on how they may be used. The remaining balance of *unrestricted assets* (23.7% or \$2,351,138) may be used to meet the government's ongoing obligations to citizens and creditors. At the end of the current fiscal year, the City is able to report positive balances in all three categories of net position, both for the government as a whole, as well as for its separate governmental and business-type activities.

CITY OF HARTFORD Net Position

	Governmental Activities		Business-Type Activities		Total	
	2020	2019	2020	2019	2020	2019
Current and other assets	\$ 2,391,299	\$ 1,870,645	\$ 776,888	\$ 731,190	\$ 3,168,187	\$ 2,601,835
Noncurrent assets	3,521,250	3,703,414	6,677,973	7,006,078	10,199,223	10,709,492
Total Assets	5,912,549	5,574,059	7,454,861	7,737,268	13,367,410	13,311,327
Other liabilities	524,163	116,259	138,551	212,068	662,714	328,327
Long-term liabilities outstanding	700,443	701,075	2,085,222	2,177,136	2,785,665	2,878,211
Total Liabilities	1,224,606	817,334	2,223,773	2,389,204	3,448,379	3,206,538
Net Position						
Investment in capital assets net of related debt	2,173,123	2,304,029	4,511,812	4,749,437	6,684,935	7,053,466
Restricted assets	882,958	719,373	-	-	882,958	719,373
Unrestricted assets	1,631,862	1,733,323	719,276	598,627	2,351,138	2,331,950
Total Net Position	\$ 4,687,943	\$ 4,756,725	\$ 5,231,088	\$ 5,348,064	\$ 9,919,031	\$ 10,104,789

There was a decrease of \$185,758 in total net position for the 2019-20 fiscal year. The net investment in capital assets decreased by \$368,531; restricted assets increased by \$163,585 for the year; and unrestricted assets increased by \$19,188 this fiscal year. Unrestricted assets include cash and cash equivalents, investments, and receivables or the amount that may be used to meet the government's ongoing obligations to citizens and creditors.

CITY OF HARTFORD
Changes in Net Position

	Governmental Activities		Business-Type Activities		Total	
	2020	2019	2020	2019	2020	2019
Revenue:						
Program Revenue:						
Charges for services	\$ 414,987	\$ 395,797	\$ 905,293	\$ 818,451	\$ 1,320,280	\$ 1,214,248
General Revenue:						
Taxes	421,632	466,516	54,229	60,366	475,861	526,882
State-shared revenue	637,919	886,177	-	-	637,919	886,177
Interest	28,520	33,290	11,539	13,144	40,059	46,434
Other	112,694	161,114	15,258	16,742	127,952	177,856
Unrealized gain	18,656	23,607	8,683	10,987	27,339	34,594
Loss on sale of assets	(7,769)	-	-	-	(7,769)	-
Gain on investments - joint venture	33,830	17,123	-	-	33,830	17,123
Transfers	(12,956)	(238,594)	12,956	238,594	-	-
Total Revenue	<u>1,647,513</u>	<u>1,745,030</u>	<u>1,007,958</u>	<u>1,158,284</u>	<u>2,655,471</u>	<u>2,903,314</u>
Expenditures:						
General government	465,541	480,836	-	-	465,541	480,836
Public safety	552,822	529,308	-	-	552,822	529,308
Public works	565,980	518,659	-	-	565,980	518,659
Other governmental activities	41,482	41,648	-	-	41,482	41,648
Interest on long-term debt	28,690	29,388	-	-	28,690	29,388
Sewer	-	-	741,947	710,758	741,947	710,758
Water	-	-	382,987	387,283	382,987	387,283
Total Expenditures	<u>1,654,515</u>	<u>1,599,839</u>	<u>1,124,934</u>	<u>1,098,041</u>	<u>2,779,449</u>	<u>2,697,880</u>
Change in Net Position	<u>(7,002)</u>	<u>145,191</u>	<u>(116,976)</u>	<u>60,243</u>	<u>(123,978)</u>	<u>205,434</u>
Net Position, Beginning of Year	4,756,725	4,611,534	5,348,064	5,287,821	10,104,789	9,899,355
Prior Period Adjustment	(61,780)	-	-	-	(61,780)	-
Net Position, Beginning of Year, as Restated	<u>4,694,945</u>	<u>4,571,040</u>	<u>5,348,064</u>	<u>5,287,821</u>	<u>10,043,009</u>	<u>9,858,861</u>
Net Position, End of Year	<u>\$ 4,687,943</u>	<u>\$ 4,756,725</u>	<u>\$ 5,231,088</u>	<u>\$ 5,348,064</u>	<u>\$ 9,919,031</u>	<u>\$ 10,104,789</u>

Governmental Activities - The condensed statement of changes in net position on page 10 shows the effect of the City government's activities and decisions on both the Governmental and the Business-Type assets. In the Governmental funds, net position decreased by \$106,855. Note on the chart shown on page 10 that key elements of this decrease are as follows:

- Revenue** - Governmental activities revenue decreased by \$197,370
- Charges for services increased by \$19,190
- Taxes decreased by \$44,884
- State-shared revenue decreased by \$248,258
- Interest decreased by \$4,770
- Unrealized gain on investments decreased by \$4,951
- Loss on sale of assets was \$7,769
- Gain on investment in joint venture was \$33,830

- Expenditures** - Governmental activities increased by \$54,676
- General government decreased by \$15,295
- Public safety increased by \$23,514
- Public works increased by \$47,321
- Other governmental activities decreased by \$166
- Interest on long-term debt decreased by \$698

Business-Type Activities - Business-type (for water and sewer service) activities decreased the City of Hartford's net position by \$116,976. Note that on the condensed statement of changes in net position, page 10, that key elements of this decrease are as follows:

- Revenue** - Total revenue from business-type activities decreased by \$150,326
- Charges for services (water/sewer bills) increased by \$86,842
- Taxes on millage decreased by \$6,137
- Interest revenue decreased by \$1,605
- Other revenue decreased by \$1,484

Expense - Business-type activities expense increased by \$26,893, with the Sewer Fund showing an increase of \$31,189 in expenses, and the Water Fund a decrease of \$4,296.

Financial Analysis of the Government's Funds - As noted earlier, the City of Hartford uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds - The focus of the City's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the City's financing requirements. In particular, *unreserved fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the City of Hartford's governmental funds reported combined ending fund balances of \$1,887,878, an increase of \$105,323 in comparison with the prior year. This includes \$1,059,356 (56.11%) assigned or restricted for special revenue, \$64,191 (3.40%) assigned or restricted for public safety, \$222,834 (11.80%) for budget appropriations, \$250,000 (13.24%) for capital projects, and \$23,169 (1.23%) non-spendable, leaving \$268,328 (14.22%) unassigned.

The General Fund is the chief operating fund of the City of Hartford. At the end of the current fiscal year, unassigned fund balance of the General Fund was \$268,328. As a measure of the General Fund's liquidity it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned General Fund balance represents 23.96% of total General Fund expenditures plus transfers to other funds, and total General Fund balance represents 62.19% of total General Fund expenditures plus transfers. Fund balance of the City's General Fund decreased by \$98,047 during the current fiscal year. Key factors in this decrease are as follows:

- General fund revenue decreased by \$55,194 from last fiscal year; tax revenue decreased by \$41,519; charges for services increased by \$5,875; interest and rentals decreased by \$8,152; and state revenue decreased by \$13,678.
- General fund expenditures increased by \$39,115 from last fiscal year. Public safety increased by \$26,716 while general government increased by \$9,315; public works increased by \$5,921; community and economic development increased by \$4,443 and recreation and culture decreased by \$4,609.
- Unrealized gain on investment of \$18,656 versus last fiscal year's gain of \$23,607.

Since the General Fund is the chief operating fund, it has the largest amount of expenditures of any governmental fund. Please note on page 25 of the financial report, that the total expenditures for the General Fund are \$1,182,275 or 77.56% of all governmental funds. The expenditures are divided into several categories for easy comparison from fund to fund.

The general government category includes all general services of the City such as the clerk's, treasurer's and assessing offices, the administration of the City including the City manager's office, and the City Council. Public works category is the general maintenance of City property. The public safety category includes expenditures for the City's police department, zoning and ordinance enforcement with the largest portion being the City's police department.

Proprietary Funds - The City of Hartford's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail. This information may be found on pages 29 through 34 in this report.

Unrestricted net position of the Water and Sewer Funds at the end of the year amounted to \$719,276. The total change in net position for both funds was \$22,264 and \$(139,240), respectively. Total net investment in capital assets decreased by \$237,625. The total decrease in net investment in capital assets for both funds is \$94,349 and \$143,276, respectively. Other factors concerning the finances of these two funds have already been addressed in the discussion of the City's business-type activities.

General Fund Budgetary Highlights

Differences between the original budget and the final amended budget in the General Fund were small. The actual revenue received was \$6,649 less than the final budget and \$7,195 more in appropriations was spent than the final budget.

On page 57 of this report, the original budget, the final budget, and actual amounts for the General Fund are given and compared.

Capital Asset and Debt Administration

Capital Assets - The City's investment in capital assets for its governmental and business-type activities as of June 30, 2020 is \$9,450,096 (net of accumulated depreciation). This investment in capital assets includes land and land improvements, buildings and improvements, office equipment, vehicles, machinery and equipment, utility systems, and other non-depreciable capital assets. The total decrease in the City's investment in capital assets (net of depreciation) for the current fiscal year was \$482,319 or a 4.9% decrease.

**Capital Assets
(Net of Depreciation and Net of Related Debt)**

	Governmental Activities		Business-Type Activities		Total	
	2020	2019	2020	2019	2020	2019
Land	\$ 135,861	\$ 135,861	\$ 149,333	\$ 149,333	\$ 285,194	\$ 285,194
Construction in process	-	10,000	-	-	-	10,000
Land improvements	319,686	319,686	-	-	319,686	319,686
Buildings and improvements	1,130,203	1,130,203	3,200,854	3,181,354	4,331,057	4,311,557
Office equipment	86,740	86,740	-	-	86,740	86,740
Vehicles	128,729	156,479	-	-	128,729	156,479
Machinery and equipment	537,296	512,395	2,757,799	2,744,843	3,295,095	3,257,238
Infrastructure	2,795,743	2,789,798	-	-	2,795,743	2,789,798
Utility systems	-	-	6,069,331	6,069,331	6,069,331	6,069,331
Total assets	5,134,258	5,141,162	12,177,317	12,144,861	17,311,575	17,286,023
Less depreciation	(2,362,135)	(2,214,825)	(5,499,344)	(5,138,783)	(7,861,479)	(7,353,608)
Net of depreciation	2,772,123	2,926,337	6,677,973	7,006,078	9,450,096	9,932,415
Related debt	(599,000)	(622,308)	(2,166,161)	(2,256,641)	(2,765,161)	(2,878,949)
Net of Related Debt	\$ 2,173,123	\$ 2,304,029	\$ 4,511,812	\$ 4,749,437	\$ 6,684,935	\$ 7,053,466

As you can see on the above chart, capital assets for the governmental activities decreased by \$154,214 compared to last fiscal year. Long-term debt decreased by \$23,308 leaving a net decrease in capital assets after related debt of \$130,906.

The business-type activities' capital assets decreased by \$328,105 (net of depreciation), and related debt decreased by \$90,480 leaving a net decrease in business-type activities' capital assets of \$237,625.

The total of both governmental and business-type activities decreased the City's net position (net of depreciation and related debt) by \$368,531.

Additional information on the City's capital assets can be found in Note E on pages 48 and 49 of this report.

Long-Term Debt

	Governmental Activities		Business-Type Activities		Total	
	2020	2019	2020	2019	2020	2019
General obligation bonds	\$ 599,000	\$ 614,000	\$ 2,081,483	\$ 2,115,579	\$ 2,680,483	\$ 2,729,579
Revenue bonds	-	-	30,000	60,000	30,000	60,000
Installment loans	-	8,308	54,678	81,062	54,678	89,370
Compensated absences	117,443	102,075	11,173	10,975	128,616	113,050
Total	\$ 716,443	\$ 724,383	\$ 2,177,334	\$ 2,267,616	\$ 2,893,777	\$ 2,991,999

Long-Term Debt - At the end of the current fiscal year, the City of Hartford had total bonded debt outstanding of \$2,680,483. The remainder of the City's debt represents bonds secured solely by specified revenue sources (i.e., revenue bonds) and installment loans. The City's total long-term debt decreased by \$98,222 during the current fiscal year.

State statutes limit the amount of general obligation debt a governmental entity may issue up to 10% of its total assessed valuation. The current debt limitation for the City of Hartford is \$3,448,647 which is significantly in excess of the City's outstanding general obligation debt.

Long-term debt and capital assets are not recorded as part of the *Governmental Funds* balance sheet as presented on pages 21 and 22 of this report, but are included in the *Statement of Net Position* found on page 17 of this report. On page 23 of this report the *Reconciliation of Total Governmental Fund Balances to Net Position of Governmental Activities* is found. This reconciliation shows the effect of capital assets and long-term debt or liabilities on the balance sheets of the *Governmental Funds*.

Additional information on the City's long-term debt can be found in Note F on pages 50 to 52 of this report.

Financial Highlights

Capital Projects

There are currently ninety-eight proposed preventive and regular capital projects involving the City's water systems that have a total cost of \$11,338,000 over a twenty-year period. Of this total, forty-eight of the proposed projects are for the Waste Water System at a cost of \$6,216,000, twenty-nine are for the Water System at a cost of \$3,272,000, and twenty-one are for the Storm Water System at a cost of \$1,850,000.

The proposed revenue to pay for these projects will come from a combination of rate increases, grants, and loans. The City's ability to maintain these facilities gives the City economic stability necessary to retain and expand the City's tax base.

Economic Factors and Next Year's Budgets and Rates

COVID -19 coronavirus has created a major challenge for the City in terms of maintaining several infrastructure projects that were originally deferred. The unexpected economic impact will put the City further behind in our attempt to address these issues. The overall State economic condition is so unstable, it looks like the State may not be able to fulfill its fiscal obligation to us as a community. While we have prioritized these projects and applied for various grants, it is still very difficult to implement these projects without the standard revenue from the State to meet the matching requirements for these projects. The available stimulus money from the Federal government has so many conditions attached to it, that it could not be used for what we need it for. It could take a few years before we can get back to fiscal health that would sustain us for the future.

All of these factors have been considered when making the 2020-2021 budgets. Some line items, such as the State Shared Revenue, Interest Income, and Health Insurance Benefits will be monitored and Budget Amendments made accordingly.

During the current Fiscal year, unassigned Fund Balance in the General Fund decreased by \$98,047; the fund balance at the end of 2019-2020 fiscal year is \$763,287. The City has appropriated \$222,834 for spending in the 2020-2021 fiscal year budget for the General Fund. In all other funds, the City's budget includes a decrease of \$74,598 for the next fiscal year.

Information on the variance between budget and actual amounts of revenue and expenditures for this fiscal year for the General Fund can be found on pages 62 to 65 in this report.

Request for Information

This financial report is designed to provide a general overview of the City of Hartford's finances for all those with interest in the City's finances. Questions concerning any information provided in this report or requests for additional financial information should be addressed to the City Treasurer, City of Hartford, 19 West Main Street, Hartford, Michigan, 49057.

BASIC FINANCIAL STATEMENTS

CITY OF HARTFORD
Statement of Net Position
June 30, 2020

	Primary Government			Component Unit
	Governmental Activities	Business-Type Activities	Total	
Assets				
Current Assets				
Cash equivalents and deposits	\$ 781,803	\$ 189,077	\$ 970,880	\$ 2,774
Investments	956,328	428,649	1,384,977	-
Accounts receivable	3,486	149,744	153,230	-
Due from other funds	496,389	1,425	497,814	-
Due from other governments	130,124	-	130,124	-
Prepaid expense	23,169	7,993	31,162	-
Total Current Assets	2,391,299	776,888	3,168,187	2,774
Noncurrent Assets				
Investment in joint venture	749,127	-	749,127	-
Capital assets:				
Nondepreciable	135,861	149,333	285,194	-
Depreciable, net of accumulated depreciation	2,636,262	6,528,640	9,164,902	-
Total Noncurrent Assets	3,521,250	6,677,973	10,199,223	-
Total Assets	5,912,549	7,454,861	13,367,410	2,774

	Primary Government			Component Unit
	Governmental Activities	Business-Type Activities	Total	
Liabilities				
Current Liabilities				
Accounts payable	\$ 5,572	\$ 4,054	\$ 9,626	\$ -
Due to other funds	485,073	-	485,073	-
Payroll liabilities	12,776	2,052	14,828	-
Accrued interest	4,742	16,033	20,775	-
Customer deposits	-	24,300	24,300	-
Current portion of long-term debt	16,000	92,112	108,112	-
Total Current Liabilities	524,163	138,551	662,714	-
Noncurrent Liabilities				
Compensated absences	117,443	11,173	128,616	-
Long-term debt	583,000	2,074,049	2,657,049	-
Total Noncurrent Liabilities	700,443	2,085,222	2,785,665	-
Total Liabilities	1,224,606	2,223,773	3,448,379	-
Net Position				
Net investment in capital assets	2,173,123	4,511,812	6,684,935	-
Restricted	882,958	-	882,958	-
Unrestricted	1,631,862	719,276	2,351,138	2,774
Total Net Position	\$ 4,687,943	\$ 5,231,088	\$ 9,919,031	\$ 2,774

CITY OF HARTFORD
Statement of Activities
For the year ended June 30, 2020

Functions/Programs	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Primary Government				
Governmental Activities				
General government	\$ 465,541	\$ 206,062	\$ -	\$ -
Public safety	552,822	81,316	-	-
Public works	565,980	127,609	-	-
Community and economic development	19,330	-	-	-
Recreation and culture	22,152	-	-	-
Interest on long-term debt	28,690	-	-	-
Total Governmental Activities	1,654,515	414,987	-	-
Business-Type Activities				
Water fund	382,987	395,174	-	-
Sewer fund	741,947	510,119	-	-
Total Business-Type Activities	1,124,934	905,293	-	-
Total Primary Government	\$ 2,779,449	\$ 1,320,280	\$ -	\$ -
Component Unit				
Downtown Development Authority	\$ 11,085	\$ -	\$ -	\$ -
Total Component Unit	\$ 11,085	\$ -	\$ -	\$ -

General Revenues

- Property taxes
- State revenue
- Interest
- Other revenue
- Loss on sale of fixed assets
- Gain on investment in joint venture
- Unrealized gain on investments
- Transfers

Total General Revenues and Transfers

Change in Net Position

- Net Position, Beginning of Year**
- Prior Period Adjustment
- Net Position, Beginning of Year, as Restated**
- Net Position, End of Year**

Net (Expense) Revenue and Changes in Net Position			
Primary Government			
Governmental Activities	Business-Type Activities	Total	Component Unit
\$ (259,479)	\$ -	\$ (259,479)	\$ -
(471,506)	-	(471,506)	-
(438,371)	-	(438,371)	-
(19,330)	-	(19,330)	-
(22,152)	-	(22,152)	-
(28,690)	-	(28,690)	-
(1,239,528)	-	(1,239,528)	-
-	12,187	12,187	-
-	(231,828)	(231,828)	-
-	(219,641)	(219,641)	-
(1,239,528)	(219,641)	(1,459,169)	-
-	-	-	(11,085)
-	-	-	(11,085)
421,632	54,229	475,861	11,217
637,919	-	637,919	-
28,520	11,539	40,059	7
112,694	15,258	127,952	-
(7,769)	-	(7,769)	-
33,830	-	33,830	-
18,656	8,683	27,339	-
(12,956)	12,956	-	-
1,232,526	102,665	1,335,191	11,224
(7,002)	(116,976)	(123,978)	139
4,756,725	5,348,064	10,104,789	2,635
(61,780)	-	(61,780)	-
4,694,945	5,348,064	10,043,009	2,635
\$ 4,687,943	\$ 5,231,088	\$ 9,919,031	\$ 2,774

CITY OF HARTFORD
Balance Sheet
Governmental Funds
June 30, 2020

	General Fund	Major Street Fund
Assets		
Cash equivalents and deposits	\$ 186,731	\$ 208,905
Investments	956,328	-
Accounts receivable	2,111	-
Due from other funds	11,316	476,740
Due from other governments	86,566	31,977
Prepaid expenditures	22,125	522
Total Assets	<u>\$ 1,265,177</u>	<u>\$ 718,144</u>
Liabilities and Fund Balances		
Liabilities		
Accounts payable	\$ 4,041	\$ 1,295
Due to other funds	485,073	-
Payroll liabilities	12,776	-
Total Liabilities	<u>501,890</u>	<u>1,295</u>
Fund Balances		
Nonspendable:		
Prepaid expenditures	22,125	522
Restricted for:		
Public safety	-	-
Special revenue	-	716,327
Assigned for:		
Budget appropriations	222,834	-
Special revenue	-	-
Capital projects	250,000	-
Unassigned for:		
General Fund	268,328	-
Total Fund Balances	<u>763,287</u>	<u>716,849</u>
Total Liabilities and Fund Balances	<u>\$ 1,265,177</u>	<u>\$ 718,144</u>

Other Governmental Funds	Total Governmental Funds
\$ 386,167	\$ 781,803
-	956,328
1,375	3,486
8,333	496,389
11,581	130,124
522	23,169
<hr/>	
<u>\$ 407,978</u>	<u>\$ 2,391,299</u>
\$ 236	\$ 5,572
-	485,073
-	12,776
<hr/>	
236	503,421
522	23,169
64,191	64,191
102,440	818,767
-	222,834
240,589	240,589
-	250,000
-	268,328
<hr/>	
<u>407,742</u>	<u>1,887,878</u>
<u>\$ 407,978</u>	<u>\$ 2,391,299</u>

CITY OF HARTFORD
Reconciliation of Total Governmental Fund Balances to
Net Position of Governmental Activities
June 30, 2020

Fund balances of governmental funds \$ 1,887,878

Amounts reported for *governmental activities* in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. The cost of the assets is \$5,134,258 and accumulated depreciation is \$2,362,135 in the governmental funds. 2,772,123

The City's investment in joint ventures are not current financial resources and therefore are not reported in the governmental funds. 749,127

Long-term liabilities, including bonds payable and compensated absences, are not due and payable in the current period and therefore are not reported in the governmental funds. (716,443)

Accrued interest is not recorded until due and payable in governmental funds. Interest expense is recognized in the year it is paid, not due and payable. (4,742)

Net position of governmental activities \$ 4,687,943

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CITY OF HARTFORD
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the year ended June 30, 2020

	General Fund	Major Street Fund
Revenues		
Taxes	\$ 403,291	\$ -
Tax administration fee	18,341	-
State revenue	314,787	234,636
Charges for services	47,462	-
Interest and rentals	155,904	-
Administrative	158,600	-
Other revenue	12,187	1,418
Total Revenues	1,110,572	236,054
Expenditures		
Current:		
General government	423,219	-
Public safety	514,108	-
Public works	217,022	140,539
Community and economic development	19,330	-
Recreation and culture	8,596	-
Capital outlay:		
General government	-	-
Public safety	-	-
Public works	-	-
Debt service:		
Principal	-	-
Interest	-	-
Total Expenditures	1,182,275	140,539
Excess (Deficiency) of Revenues Over Expenditures	(71,703)	95,515
Other Financing Sources (Uses)		
Unrealized gain (loss) on investments	18,656	-
Transfers in	-	35,000
Transfers out	(45,000)	-
Total Other Financing Sources (Uses)	(26,344)	35,000
Net Change in Fund Balances	(98,047)	130,515
Fund Balances, Beginning of Year	861,334	586,334
Fund Balances, End of Year	\$ 763,287	\$ 716,849

Other Governmental Funds	Total Governmental Funds
\$ -	\$ 403,291
-	18,341
88,496	637,919
31,316	78,778
50,225	206,129
-	158,600
107,289	120,894
<u>277,326</u>	<u>1,623,952</u>
9	423,228
15,849	529,957
73,725	431,286
-	19,330
-	8,596
7,607	7,607
38,141	38,141
14,067	14,067
23,308	23,308
28,809	28,809
<u>201,515</u>	<u>1,524,329</u>
<u>75,811</u>	<u>99,623</u>
-	18,656
10,000	45,000
(12,956)	(57,956)
<u>(2,956)</u>	<u>5,700</u>
72,855	105,323
<u>334,887</u>	<u>1,782,555</u>
<u>\$ 407,742</u>	<u>\$ 1,887,878</u>

CITY OF HARTFORD
Reconciliation of the Statement of Revenues, Expenditures
and Changes in Fund Balances of Governmental Funds
to the Statement of Activities
For the year ended June 30, 2020

Net change in fund balances - total governmental funds \$ 105,323

Amounts reported for *governmental activities* in the statement of activities are different because:

Capital assets used in governmental activities are not financial resources the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation exceeded capital outlays in the current period.

Capital outlay	65,135
Depreciation	(203,380)

Repayment of long-term liabilities is an expenditure in the governmental funds, but it reduces long-term liabilities in the statement of net position and does not affect the statement of activities. 23,308

In the statement of net position, compensated absences are measured by the amounts earned during the year. In the governmental funds, however, expenditures are measured by the amount of financial resources used (essentially the amounts actually paid). This year the amount of the benefits paid exceeded the amount earned. (15,368)

Interest on long-term liabilities in the statement of activities differs from the amount reported on the governmental funds because interest is recorded as an expenditure in the funds when it is due and paid, and thus requires the use of current financial resources. In the statement of activities, however, interest expense is recognized as interest accrues regardless of when it is paid. 119

The City's investment in its joint venture is not a current financial resource and therefore is not reported in the governmental funds.

Change in value of investment in joint venture	33,830
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In the statement of activities, only the gain or loss on the sale of assets is reported, whereas in the governmental funds, the proceeds from the sale increase financial resources. Thus, the change in net position differs from the change in fund balance by the net book value of the asset sold. (15,969)

Change in net position of governmental activities **\$ (7,002)**

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CITY OF HARTFORD
Statement of Net Position
Proprietary Funds
June 30, 2020

	<u>Water</u> <u>Fund</u>	<u>Sewer</u> <u>Fund</u>	<u>Total</u>
Assets			
Current Assets			
Cash equivalents and deposits	\$ 26,847	\$ 162,230	\$ 189,077
Investments	126,288	302,361	428,649
Accounts receivable	56,223	93,521	149,744
Due from other funds	1,425	-	1,425
Prepaid expense	2,516	5,477	7,993
Total Current Assets	<u>213,299</u>	<u>563,589</u>	<u>776,888</u>
Noncurrent Assets			
Capital assets:			
Nondepreciable	8,620	140,713	149,333
Depreciable, net of accumulated depreciation	2,706,495	3,822,145	6,528,640
Total Noncurrent Assets	<u>2,715,115</u>	<u>3,962,858</u>	<u>6,677,973</u>
Total Assets	<u>2,928,414</u>	<u>4,526,447</u>	<u>7,454,861</u>

	Water Fund	Sewer Fund	Total
Liabilities			
Current Liabilities			
Accounts payable	\$ 1,412	\$ 2,642	\$ 4,054
Accrued payroll liabilities	-	2,052	2,052
Accrued interest	581	15,452	16,033
Customer deposit	24,300	-	24,300
Current portion of long-term debt	43,612	48,500	92,112
Total Current Liabilities	<u>69,905</u>	<u>68,646</u>	<u>138,551</u>
Noncurrent Liabilities			
Compensated absences	-	11,173	11,173
Long-term debt	28,049	2,046,000	2,074,049
Total Noncurrent Liabilities	<u>28,049</u>	<u>2,057,173</u>	<u>2,085,222</u>
Total Liabilities	<u>97,954</u>	<u>2,125,819</u>	<u>2,223,773</u>
Net Position			
Net investment in capital assets	2,643,454	1,868,358	4,511,812
Unrestricted	187,006	532,270	719,276
Total Net Position	<u>\$ 2,830,460</u>	<u>\$ 2,400,628</u>	<u>\$ 5,231,088</u>

CITY OF HARTFORD
Statement of Revenues, Expenses and Changes in Net Position
Proprietary Funds
For the year ended June 30, 2020

	Water Fund	Sewer Fund	Total
Operating Revenues			
Property taxes	\$ -	\$ 54,229	\$ 54,229
Charges for services	357,147	493,122	850,269
Penalties	11,117	16,997	28,114
Rentals	26,910	-	26,910
Miscellaneous	3,914	11,344	15,258
Total Operating Revenues	399,088	575,692	974,780
Operating Expenses			
Salaries and wages	36,074	108,975	145,049
Payroll taxes	2,413	7,940	10,353
Benefits	20,601	34,574	55,175
Postage	2,860	2,860	5,720
Supplies	9,798	52,027	61,825
Contractual services	7,658	46,309	53,967
Professional fees	2,100	5,000	7,100
Telephone	1,900	5,030	6,930
Utilities	16,825	31,578	48,403
Repairs and maintenance	19,820	29,000	48,820
Rental	60,139	29,800	89,939
Insurance and bonds	3,598	8,013	11,611
Deferred compensation	2,095	-	2,095
Depreciation	137,329	223,232	360,561
Administrative fee	53,000	87,000	140,000
Miscellaneous	3,844	8,075	11,919
Total Operating Expenses	380,054	679,413	1,059,467
Operating Income (Loss)	19,034	(103,721)	(84,687)

CITY OF HARTFORD
Statement of Revenues, Expenses and Changes in Net Position (Continued)
Proprietary Funds
For the year ended June 30, 2020

	<u>Water</u> <u>Fund</u>	<u>Sewer</u> <u>Fund</u>	<u>Total</u>
Nonoperating Revenue (Expense)			
Unrealized gain on investments	\$ 2,556	\$ 6,127	\$ 8,683
Interest income	3,607	7,932	11,539
Interest expense	(2,933)	(62,534)	(65,467)
Total Nonoperating Revenue (Expense)	<u>3,230</u>	<u>(48,475)</u>	<u>(45,245)</u>
Gain (Loss) Before Transfers	22,264	(152,196)	(129,932)
Other Financing Sources (Uses)			
Transfers in	-	12,956	12,956
Total Other Financing Sources (Uses)	<u>-</u>	<u>12,956</u>	<u>12,956</u>
Change in Net Position	22,264	(139,240)	(116,976)
Total Net Position, Beginning of Year	<u>2,808,196</u>	<u>2,539,868</u>	<u>5,348,064</u>
Total Net Position, End of Year	<u>\$ 2,830,460</u>	<u>\$ 2,400,628</u>	<u>\$ 5,231,088</u>

CITY OF HARTFORD
Statement of Cash Flows
Proprietary Fund
For the year ended June 30, 2020

	Business-Type Activities		
	Enterprise Funds		
	Water Fund	Sewer Fund	Total
Cash Flows From Operating Activities			
Cash receipts from customers and taxpayers	\$ 394,456	\$ 570,735	\$ 965,191
Payments to employees	(59,088)	(150,705)	(209,793)
Payments for interfund services	(169,776)	165,364	(4,412)
Payments to suppliers	(183,617)	(306,779)	(490,396)
Cash receipts from customer deposits	1,619	-	1,619
Net Cash Provided by (used for) Operating Activities	(16,406)	278,615	262,209
Cash Flows From Noncapital Financing Activities			
Transfer from other funds	-	12,956	12,956
Net Cash Provided by Noncapital Financing Activities	-	12,956	12,956
Cash Flows From Capital and Related Financing Activities			
Principal paid	(42,980)	(47,500)	(90,480)
Interest paid on debt	(3,288)	(62,903)	(66,191)
Purchase of fixed assets	-	(32,456)	(32,456)
Net Cash Used for Capital and Related Financing Activities	(46,268)	(142,859)	(189,127)
Cash Flows From Investing Activities			
Investments purchased	(3,211)	(7,684)	(10,895)
Investment from interest income	3,607	7,932	11,539
Net Cash Provided by Investing Activities	396	248	644
Net Change in Cash and Cash Equivalents	(62,278)	148,960	86,682
Balances, Beginning of Year	89,125	13,270	102,395
Balances, End of Year	\$ 26,847	\$ 162,230	\$ 189,077

CITY OF HARTFORD
Statement of Cash Flows (Continued)
Proprietary Fund
For the year ended June 30, 2020

	Business-Type Activities		
	Enterprise Funds		
	Water Fund	Sewer Fund	Total
Reconciliation of Operating Income to Net Cash Provided by (Used for) Operating Activities			
Operating income (loss)	\$ 19,034	\$ (103,721)	\$ (84,687)
Adjustments to reconcile operating income (loss) to net cash provided by (used for) operating activities:			
Depreciation and amortization expenses	137,329	223,232	360,561
(Increase) decrease in:			
Accounts receivable	(4,632)	(4,957)	(9,589)
Due from other funds	199,007	374,459	573,466
Increase (decrease) in:			
Accounts payable	20	(2,087)	(2,067)
Payroll liabilities	-	586	586
Due to other funds	(368,783)	(209,095)	(577,878)
Compensated absences	-	198	198
Customer deposits	1,619	-	1,619
Total adjustments	(35,440)	382,336	346,896
Net Cash Provided by (Used for) Operating Activities	\$ (16,406)	\$ 278,615	\$ 262,209

CITY OF HARTFORD
Statement of Fiduciary Assets and Liabilities
Fiduciary Fund
June 30, 2020

	<u>Agency Funds</u>
Assets	
Cash equivalents and deposits	\$ 21,145
Accounts receivable	<u>52</u>
Total Assets	<u><u>\$ 21,197</u></u>
Liabilities	
Accounts payable	\$ 6,889
Due to other funds	12,741
Due to other governments	1,563
Undistributed receipts	<u>4</u>
Total Liabilities	<u><u>\$ 21,197</u></u>

NOTES TO BASIC FINANCIAL STATEMENTS

CITY OF HARTFORD
Notes to Basic Financial Statements
June 30, 2020

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting methods and procedures adopted by the City of Hartford, Michigan (the "City"), conform to accounting principles generally accepted in the United States of America (GAAP) as applied to governmental entities. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant government accounting policies are described below.

1. Scope of Reporting Entity

The City operates under a council-manager form of government. Services provided for its citizens include: public safety, water and sewer services, streets, planning and zoning, and general administrative services.

As required by generally accepted accounting principles (GAAP), these financial statements present the City and its component units, entities for which the City is considered to be financially accountable. A component unit is included in the City's reporting entity if it is both fiscally dependent on the City (the primary government) and there is a potential for the component unit to provide specific financial benefits to, or impose specific financial burdens on the primary government. The primary government is required to consider other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading. The City's component units and joint ventures are as follows:

Component Units

The Downtown Development Authority (DDA) has been included in the City's financial statements as a discretely presented component unit due to the following items:

- City appoints governing board
- City approves budget of the Authority
- City must approve any tax levy of the Authority
- Surplus funds existing at termination of the Authority vest to the City

The City of Hartford Building Authority has been included in the City's financial statements as a blended component unit because its sole purpose was to build City Hall and it continues to make the related debt payments. It is governed by a three-member board appointed by the City Council.

CITY OF HARTFORD
Notes to Basic Financial Statements
June 30, 2020

Jointly Governed Organizations

The **Hartford Fire Board** is operated as a joint venture with the Township of Hartford. The organizational agreement provides for a joint exercise of power and the establishment of a separate administrative entity. Members of the Hartford Fire Board are selected by the City Commission and the Hartford Township Board with other members selected by other appointees. After the operating budget has been prepared and approved by the City and the Township, each contributes its share to the budget. The City has a 50% equity claim to Fire Board property and equipment upon liquidation.

The following is audited financial information from the Hartford Fire Board’s Governmental Fund as of and for the year ended June 30, 2020 with a report dated January, 2021. Separate financial statements are available through the Michigan Department of Treasury's website.

Total assets	\$ 1,511,766
Total liabilities	13,513
Net position	1,498,253
Total revenue and other financing sources	392,993
Total expenditures	325,334
Increase in net position	67,659

The **Hartford Public Library** is disclosed as a jointly governed organization because it is jointly governed with Hartford Township but does not have an ongoing financial interest or ongoing financial responsibility. The City is entitled to the rights and privileges of three voting board members. The Library was formed to provide library services to the surrounding communities.

2. Government-wide and Fund Financial Statements

Government-wide Financial Statements - The Government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) present financial information about the City as a whole. The reported information includes all of the nonfiduciary activities of the City. The City does not allocate indirect costs and, for the most part, the effect of interfund activity has been removed. These statements are to distinguish between the *governmental* and *business-type activities* of the City. *Governmental activities* normally are supported by taxes and intergovernmental revenues, and are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support.

CITY OF HARTFORD
Notes to Basic Financial Statements
June 30, 2020

The Statement of Net Position is presented on the classified basis and is reported on the full accrual, economic resource basis, which recognizes all long-term assets as well as all long-term debt and obligations. The City's net position is reported in three parts: net investment in capital assets; restricted net assets, and unrestricted net assets.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function. *Program revenues* include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Property taxes, state revenue sharing, interest earnings and other items not included among program revenues are reported instead as *general revenues*.

Fund Financial Statements - Separate financial statements are provided for governmental, proprietary, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Nonmajor funds are aggregated and presented in a single column.

The City reports the following major governmental funds:

The *General Fund* is the City's primary operating fund. It accounts for all financial resources of the general government except those that are required to be accounted for in another fund.

The *Major Street Fund* is used to account for major street repairs and maintenance.

The City reports the following major proprietary funds:

The *Water Fund* accounts for the activities related to the City's water production, purification, distribution, and billing.

The *Sewer Fund* accounts for the activities related to the City's sanitary collections system and wastewater treatment.

Additionally, the City reports the following fiduciary funds:

The *Agency Funds* are used to account for assets as an agent for individuals, private organizations, other governments and/or other funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

CITY OF HARTFORD
Notes to Basic Financial Statements
June 30, 2020

3. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

Government-wide and fiduciary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the grantor or provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Fund level statements include a Balance Sheet and a Statement of Revenues, Expenditures and Changes in Fund Balances. The Balance Sheet reports current assets, current liabilities and fund balances. The Statement of Revenues, Expenditures and Changes in Fund Balances reports on the sources and uses of current financial resources. This differs from the economic resources measurement focus used to report at the government-wide level. Reconciliations between the two sets of statements are provided separately.

Revenues are recognized when susceptible to accrual; i.e., both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days after the end of the current fiscal period. Taxes, intergovernmental revenues and interest associated with the current period are all considered susceptible to accrual and have been recognized as revenues of the current fiscal period.

Expenditures are recorded when the liability is incurred, as under accrual accounting, if they are paid within 60 days after the end of the current fiscal period. The exception to this general rule is that principal and interest on long-term debt and claims and judgments are recorded only when the payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of long-term debt are reported as other financing sources.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the water and sewer enterprise funds are charges for services. Operating expenses for the enterprise funds include wages, benefits, supplies, utilities, charges for services and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, then unrestricted as they are needed.

CITY OF HARTFORD
Notes to Basic Financial Statements
June 30, 2020

4. Budgets and Budgetary Accounting

At an April meeting, the Manager submits to the City Commission a proposed operating budget for the fiscal year. The operating budget includes proposed expenditures and the means of financing them for all governmental and proprietary fund types. Public hearings are then conducted at the City Hall to obtain taxpayer comments. Prior to July 1, 2019, the budget is legally enacted on a summary budget basis through passage of a resolution.

5. Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g. streets, bridges, and sidewalks), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the City of Hartford as assets with an initial, individual cost of more than \$1,500 and an estimated useful life in excess of two years. Capital assets are stated at historical cost or estimated historical cost where actual cost information is not available. Donated capital assets are stated at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of an asset or materially extend an asset's useful life are not capitalized. Improvements are capitalized and depreciated over the remaining useful life of the related assets.

Depreciation on the capital assets of the primary government is computed using the straight-line method over the following estimated useful lives:

Buildings and improvements	25-50 years
Machinery and equipment	5-15 years
Vehicles	3-12 years
Infrastructure	10-40 years
Land improvements	15-25 years
Office equipment	5-10 years
Utility systems	10-40 years

6. Long-term Obligations

In the government-wide financial statements and proprietary fund type financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities or proprietary fund types in the Statement of Net Position. Bond premiums and discounts are deferred and amortized over the life of the bonds. Bonds payable are reported as the total amount of bonds issued.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuance are reported as other financing sources while discounts on debt issuance are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as expenditures.

CITY OF HARTFORD
Notes to Basic Financial Statements
June 30, 2020

7. Net Position

Net position represents the difference between assets and liabilities. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition or construction of those assets. Net position is reported as restricted when there are limitations imposed on their use either through legislation or through external restrictions imposed by creditors, grantors, laws or regulations from other governments.

The Statement of Net Position includes four components: assets, deferred outflows of resources, liabilities and deferred inflows of resources. Items previously reported as assets (i.e. losses on bond refundings and bond issuance costs) are now reported as deferred outflows of resources and current year expenditures, respectively. Items previously reported as liabilities (i.e. acquisitions of net assets (property taxes, special assessments) that are applicable to a future reporting period) are now reported as deferred inflows of resources.

8. Property Taxes

City property taxes are levied on July 1 and are payable without penalty through September 30. The City bills and collects its own property taxes and also taxes for the County and several other municipalities within its jurisdiction. Collections and remittances of all taxes are accounted for in the Current Tax Agency Fund. Property taxes become available and are thus recognized as revenue in the fiscal year they are levied.

9. Fund Balance

The City has adopted Governmental Accounting Standards Board (GASB) Statement No. 54 *Fund Balance Reporting and Governmental Fund Type Definitions*. The stated objective of GASB Statement No. 54 is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund type definitions. This Statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds, detailed as follows:

- **Nonspendable** - resources that cannot be spent because they are either (a) not in spendable form (inventories and prepaid amounts) or (b) legally or contractually required to be maintained intact (the principal of a permanent fund).
- **Restricted** - resources that cannot be spent because of (a) constraints externally imposed by creditors (debt covenants), grantors, contributors, or laws or regulations or (b) imposed by law through constitutional provisions or enabling legislation and includes a legally enforceable requirement that those resources be used only for the specific purposes stipulated in the legislation.

CITY OF HARTFORD
Notes to Basic Financial Statements
June 30, 2020

- Committed - resources that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority (Board of Trustees). Those committed amounts cannot be used for any other purpose unless the government removes or changes the specified uses by taking the same type of action it employed to previously commit those amounts.
- Assigned - resources that are constrained by the government's *intent* to be used for specific purposes, but are neither restricted nor committed. Intent should be expressed by (a) the governing body itself or (b) a body or official to which the governing body has designated the authority to assign amounts to be used for specific purposes.
- Unassigned - unassigned fund balance is the residual classification for the General Fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the General Fund. The General Fund should be the only fund that reports a positive unassigned fund balance amount. In other funds, the unassigned classification should be used only to report a deficit balance from overspending for specific purposes for which amounts had been restricted, committed or assigned.

10. Interfund Activity

Flows of cash from one fund to another without a requirement for repayment are reported as transfers in or out. Transfers between governmental funds are eliminated in the Statement of Activities. Transfers in the fund financial statements are reported as other financing sources/uses.

11. Estimates

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

12. Compensated Absences

It is the City's policy to permit employees to accumulate earned but unused sick pay. Upon voluntary leaving or retirement, an employee is entitled to payment of 60% of his/her accumulated and unused sick pay computed at the final hourly rate of pay. Employees are not permitted to carry over vacation days. Any unused vacation days upon termination of employment are paid 100% based on the final hourly rate. Vacation and sick pay is accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

CITY OF HARTFORD
Notes to Basic Financial Statements
June 30, 2020

NOTE B - CASH EQUIVALENTS, DEPOSITS AND INVESTMENTS

The State of Michigan allows a political subdivision to authorize its Treasurer or other chief fiscal officer to invest surplus funds belonging to and under the control of the entity as follows:

- Bonds, bills, or notes of the United States; obligations, the principal and interest of which are fully guaranteed by the United States; or obligations of the State.
- Certificates of deposit, savings accounts, deposit accounts, or depository receipts of a financial institution, but only if the financial institution is a state or nationally chartered bank or a state or federally chartered savings and loan association, savings bank, or credit union whose deposits are insured by an agency of the United States government and that maintains a principal office or branch office located in this State under the laws of this State or the United States.
- Commercial paper rated at the time of purchase within the 2 highest classifications established by not less than 2 standard rating services and that matures not more than 270 days after the date of the purchase.
- Securities issued or guaranteed by agencies or instrumentalities of the United States government.
- United States government or Federal agency obligation repurchase agreements.
- Banker’s acceptances issued by a bank that is a member of the Federal Deposit Insurance Corporation.
- Mutual funds composed entirely of investment vehicles which are legal for direct investment by a Municipality in Michigan.
- Investment pools, as authorized by the surplus funds investment pool act, Act No. 367 of the Public Acts of 1982, being sections 129.11 to 129.118 of the Michigan Compiled Laws, composed entirely of instruments that are legal for direct investment by a Municipality in Michigan.

Balances at June 30, 2020 related to cash equivalents, deposits and investments are detailed in the Basic Financial Statements as follows:

Cash equivalents and deposits, and investments per the Statement of Net Position

Governmental and business-type activities \$ 2,358,631

Cash equivalents, deposits, and investments of Fiduciary Funds:

Agency Funds \$ 21,145

CITY OF HARTFORD
Notes to Basic Financial Statements
June 30, 2020

Cash Equivalents and Deposits

Cash equivalents consist of bank public funds checking, savings and money market accounts. Deposits consist of certificates of deposit.

Depositories actively used by the City during the year are detailed as follows:

1. Chemical Bank
2. Honor Credit Union
3. Sturgis Bank

June 30, 2020 balances are detailed as follows:

Cash equivalents	\$ 723,103
Deposits	271,696
Investments	<u>1,384,977</u>
Total	<u>\$ 2,379,776</u>

Custodial Credit Risk of Bank Deposits

Custodial credit risk is the risk that, in the event of a bank failure, the City's cash equivalents and deposits may not be returned to the City. Protection of the City cash equivalents and deposits is provided by the Federal Deposit Insurance Corporation. At year end, the carrying amount of the City's cash equivalents and deposits was \$994,799, with a corresponding bank balance of \$1,002,044. Of the bank balance, \$691,669 was covered by federal depository insurance and \$310,375 was uninsured and uncollateralized.

Custodial Credit Risk of Investments

Custodial credit risk is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The City does not have a policy for custodial credit risk. At June 30, 2020, approximately \$1,384,977 of investment securities were held by investment companies.

CITY OF HARTFORD
Notes to Basic Financial Statements
June 30, 2020

Interest Rate Risk

Interest rate risk is the risk that the value of investments will decrease as a result of a rise in interest rates. The City's investment policy does not restrict investment maturities other than commercial paper which can only be purchased with not more than a 270 day maturity. The City's investment portfolio is designed to remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. Accordingly, the domestic corporate fixed income securities are taken out to mature according to the City's needs. Money can be drawn on the U.S. government securities fund at any time. At June 30, 2020, the weighted average maturities of investment were as follows:

Type of Investment	Fair Value	Maturity Less Than One Year	One to Five Years	Ten Plus Years	Credit Rating
Mutual Funds	\$ 1,384,977	\$ 1,384,977	\$ -	\$ -	

¹ The Authority's fixed income mutual funds are invested in multiple securities of which the allocation of investment grade credit ratings are as follows for the year ended June 30, 2020:

<u>Credit Rating</u>	
AAA	52%
AA	37%
A	8%
BBB	1%
Other	2%
Total	<u>100%</u>

Concentration of Credit Risk

The City does not have a policy for concentration of credit risk. As of June 30, 2020, 100% of the City's investments are all in mutual funds.

CITY OF HARTFORD
Notes to Basic Financial Statements
June 30, 2020

NOTE C - INVESTMENTS MEASURED AT FAIR VALUE

The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure fair value of the assets. Level 1 inputs are quoted prices in an active market for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs. The following is a summary of the fair value hierarchy of the fair value of investments of the City as of June 30, 2020:

Type of Investment	Level 1	Level 2	Level 3
Mutual Funds	\$ 1,384,977	\$ -	\$ -

NOTE D - INTERFUND RECEIVABLES/PAYABLES

Amounts due from/to other funds representing reimbursement of expenditures due at June 30, 2020 are detailed as follows:

		Due to				
		General Fund	Major Street Fund	Water Fund	Building Authority Fund	Total
Due from	General Fund	\$ -	\$ 476,740	\$ -	\$ 8,333	\$ 485,073
	Current Tax Fund	11,316	-	1,425	-	12,741
	Total	\$ 11,316	\$ 476,740	\$ 1,425	\$ 8,333	\$ 497,814

Amounts transferred from/to other funds representing reimbursement of expenditures at June 30, 2020 are detailed as follows:

		Transfer from		
		General Fund	Comprehensive Improvement Fund	Total
Transfer to	Major Street Fund	\$ 35,000	\$ -	\$ 35,000
	Comprehensive Improvement Fund	10,000	-	10,000
	Sewer Fund	-	12,956	12,956
	Total	\$ 45,000	\$ 12,956	\$ 57,956

CITY OF HARTFORD
Notes to Basic Financial Statements
June 30, 2020

NOTE E - CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2020 was as follows:

	Balance July 1, 2019	Additions	Deductions	Balance June 30, 2020
Governmental Activities				
Nondepreciable Capital Assets:				
Land	\$ 135,861	\$ -	\$ -	\$ 135,861
Construction in process	10,000	-	(10,000)	-
Total Nondepreciable Capital Assets	145,861	\$ -	\$ (10,000)	135,861
Depreciable Capital Assets:				
Land improvements	319,686	\$ -	\$ -	319,686
Buildings and improvements	1,130,203	-	-	1,130,203
Machinery and equipment	512,395	35,346	(10,445)	537,296
Office equipment	86,740	-	-	86,740
Vehicles	156,479	33,844	(61,594)	128,729
Infrastructure	2,789,798	5,945	-	2,795,743
Total Depreciable Capital Assets	4,995,301	\$ 75,135	\$ (72,039)	4,998,397
Less Accumulated Depreciation for:				
Land improvements	(293,134)	\$ (3,319)	\$ -	(296,453)
Buildings and improvements	(386,848)	(28,725)	-	(415,573)
Machinery and equipment	(371,078)	(27,191)	10,445	(387,824)
Office equipment	(65,578)	(4,985)	-	(70,563)
Vehicles	(111,344)	(16,029)	45,625	(81,748)
Infrastructure	(986,843)	(123,131)	-	(1,109,974)
Total Accumulated Depreciation	(2,214,825)	\$ (203,380)	\$ 56,070	(2,362,135)
Total Depreciable Capital Assets, Net of Accumulated Depreciation	2,780,476			2,636,262
Governmental Activities Total Capital Assets, Net of Accumulated Depreciation	\$ 2,926,337			\$ 2,772,123

CITY OF HARTFORD
Notes to Basic Financial Statements
June 30, 2020

	Balance July 1, 2019	Additions	Deductions	Balance June 30, 2020
Business-Type Activities				
Nondepreciable Capital Assets:				
Land and improvements	\$ 149,333	\$ -	\$ -	\$ 149,333
Total Nondepreciable Capital Assets	149,333	\$ -	\$ -	149,333
Depreciable Capital Assets:				
Buildings and improvements	3,181,354	\$ 19,500	\$ -	3,200,854
Equipment	2,744,843	12,956	-	2,757,799
Utility systems	6,069,331	-	-	6,069,331
Total Depreciable Capital Assets	11,995,528	\$ 32,456	\$ -	12,027,984
Less Accumulated Depreciation for:				
Buildings and improvements	(1,546,214)	\$ (91,063)	\$ -	(1,637,277)
Equipment	(1,341,199)	(102,101)	-	(1,443,300)
Utility systems	(2,251,370)	(167,397)	-	(2,418,767)
Total Accumulated Depreciation	(5,138,783)	\$ (360,561)	\$ -	(5,499,344)
Total Depreciable Capital Assets, Net of Accumulated Depreciation	6,856,745			6,528,640
Business-Type Activities Total Capital Assets, Net of Accumulated Depreciation	\$ 7,006,078			\$ 6,677,973

Depreciation expense was charged in the following functions in the Statement of Activities:

Governmental Functions	
General government	\$ 50,593
Public safety	19,975
Public works	119,256
Recreation and culture	13,556
Total	\$ 203,380
Business-Type Functions	
Water	\$ 137,329
Sewer	223,232
Total	\$ 360,561

CITY OF HARTFORD
Notes to Basic Financial Statements
June 30, 2020

NOTE F - LONG-TERM OBLIGATIONS

Long-term obligations at June 30, 2020 is comprised of the following individual issues:

	Balance July 1, 2019	Additions	Debt Retired	Balance June 30, 2020	Due Within One Year
Governmental Activities - Primary Activities					
Bonds					
\$732,000 2001 Building Authority Bonds, Series A, due in annual installments of \$9,000 to \$45,000 through November 1, 2042, plus interest at 4.75%.	\$ 571,000	\$ -	\$ 14,000	\$ 557,000	\$ 15,000
\$60,000 2001 Building Authority Bonds, Series B, due in annual installments of \$1,000 to \$3,000 through November 1, 2039, plus interest at 4.75%.	43,000	-	1,000	42,000	1,000
Total Bonds Payable	614,000	-	15,000	599,000	16,000
Notes					
\$33,231 the City's portion for repairs to the Hartford Fire Station (equally divided between the City of Hartford and Hartford Township) due in annual installments of \$8,308 with no interest due through October 17, 2020.	8,308	-	8,308	-	-
Compensated Absences	102,075	15,368	-	117,443	-
Total Primary Government	\$ 724,383	\$ 15,368	\$ 23,308	\$ 716,443	\$ 16,000

CITY OF HARTFORD
Notes to Basic Financial Statements
June 30, 2020

Business-Type Activities	July 1, 2019	Additions	Debt Retired	June 30, 2020	Due Within One Year
Bonds					
\$425,000 1999 Water Supply and Sewage Disposal System Bonds due in annual installments of \$20,000 to \$30,000 through November 1, 2020, plus interest at 5.0% to 5.3%.	\$ 60,000	\$ -	\$ 30,000	\$ 30,000	\$ 30,000
\$1,361,000 2014 Sanitary Sewer Revenue Bonds, Series A, due in annual installments of \$19,000 to \$54,000 through October 1, 2054, plus interest at 2.75%. To date, only \$1,342,000 bond proceeds have been distributed.	1,281,000	-	21,000	1,260,000	22,000
\$880,000 2014 Sanitary Sewer Revenue Bonds, Series B, due in annual installments of \$11,000 to \$37,000 through October 1, 2054, plus interest at 3.25%. To date, \$858,000 bond proceeds have been distributed.	834,000	-	13,000	821,000	13,000
Bond issuance premiums	579	-	96	483	96
Total Bonds Payable	2,175,579	-	64,096	2,111,483	65,096
Notes					
\$180,584 Act 99 Installment Purchase, Series 2015 for water meter purchase due in annual installments of \$24,006 to \$27,661 plus interest of 2.39% through March 1, 2022.	81,062	-	26,384	54,678	27,016
Compensated Absences	10,975	198	-	11,173	-
Total Business-Type Activities	\$ 2,267,616	\$ 198	\$ 90,480	\$ 2,177,334	\$ 92,112

CITY OF HARTFORD
Notes to Basic Financial Statements
June 30, 2020

The annual requirement to amortize all applicable debt outstanding as of June 30, 2020 is as follows:

Year Ending June 30,	Governmental Activities		Business-Type Activities	
	Principal	Interest	Principal	Interest
2021	\$ 16,000	\$ 28,074	\$ 92,016	\$ 62,920
2022	16,000	27,313	62,662	60,452
2023	18,000	26,505	37,000	58,734
2024	19,000	25,627	38,000	57,633
2025	20,000	24,701	39,000	56,502
2026-2030	112,000	108,162	213,000	264,337
2031-2035	141,000	78,497	246,000	230,642
2036-2040	175,000	40,686	287,000	191,497
2041-2045	82,000	4,086	331,000	146,007
2046-2050	-	-	383,000	93,491
2051-2055	-	-	437,000	30,410
Total	\$ 599,000	\$ 363,651	\$ 2,165,678	\$ 1,252,625

NOTE G - STEWARDSHIP, ACCOUNTABILITY, AND COMPLIANCES

The City incurred budgeted expenditures at June 30, 2020 exceeding actual amounts as follows:

	Final Budget	Actual Expenditures	Over Budget
General Fund:			
General government	\$ 418,080	\$ 423,219	\$ 5,139
Public works	215,500	217,022	1,522
Recreation and culture	7,900	8,596	696
Major Street:			
Traffic services	30,250	30,256	6
Winter maintenance	13,000	13,039	39
Professional fees	52,400	52,503	103

CITY OF HARTFORD
Notes to Basic Financial Statements
June 30, 2020

NOTE H - RISK MANAGEMENT

The City carries insurance for risks of loss, including torts; theft of, damage to, and destruction of assets; error and omissions; workers' compensation and employee health and accident insurance. Settled claims resulting from these risks have not exceeded insurance coverage in the past three fiscal years.

NOTE I - DEFERRED COMPENSATION PLAN

The City offers its employees a deferred compensation plan created in accordance with the provisions of the Internal Revenue Code Section 457. As a result of federal legislation with regard to Internal Revenue Code Section 457, the City no longer has the rights to the assets of the deferred compensation plan. The assets of the plan have been transferred into individual trust accounts of the employees and are not subject to the claims of the general creditors of the City. Therefore, the City is not required to account for the deferred compensation plan. The City contributes 4% or 6% to the deferred compensation plans, depending on the employee contract.

NOTE J - LEASE AGREEMENT

On December 4, 2001, the City of Hartford Building Authority issued City of Hartford Building Authority Bonds, Series 2001A and 2001B in the amount of \$732,000 and \$60,000, respectively. Subsequent to issuing bonds, the Building Authority constructed a new City Hall and Police Department headquarters. The City of Hartford entered into a lease contract with the Building Authority. The lease contract provides for the City to pay the Building Authority rent for the City Hall in an amount sufficient to enable the Building Authority to pay the principal and interest on the bonds issued by the Building Authority. The lease contract will terminate when all bonds issued by the Building Authority to finance the project have been retired. At that time, the Building Authority will convey to the City all of its rights, title and interest in the City Hall.

NOTE K - FUND BALANCE DISCLOSURES

Budget Appropriations - For the fiscal year ending June 30, 2021, the General Fund budget was approved with expenditures exceeding revenues by \$222,834. In the current year, these amounts have been classified as Assigned Fund Balance in the General Fund.

CITY OF HARTFORD
Notes to Basic Financial Statements
June 30, 2020

NOTE L - RISKS AND UNCERTAINTIES

On January 30, 2020, the World Health Organization (“WHO”) announced a global health emergency because of a new strain of coronavirus originating in Wuhan, China (the “COVID-19 outbreak”) and the risks to the international community as the virus spreads globally beyond its point of origin. In March 2020, the WHO classified the COVID-19 outbreak as a pandemic, based on the rapid increase in exposure globally. The full impact of the COVID-19 outbreak continues to evolve as of the date of this report. As such, it is uncertain as to the full magnitude that the pandemic will have on the City’s financial condition.

The City’s operations are heavily dependent on the ability to raise property taxes. Additionally, access to grants from federal and state governments may decrease or may not be available depending on appropriations. The outbreak may have a continued material adverse impact on economic and market conditions, triggering a period of global economic slowdown. As such, this may hinder the ability of the City to meet the needs of its constituents. It may also lead to the Government seeking debt forbearance and additional sources of debt. As such, the financial condition and liquidity of the City may be negatively impacted for the fiscal year 2021.

NOTE M - RESTATEMENT OF NET POSITION

The financial statements for the year ended June 30, 2020 have been restated in order to adjust for its investment in the Hartford Fire Board. The Hartford Fire Board restated its June 30, 2019 net position. The June 30, 2020 net position of the Government-Wide Statement of Net Position was adjusted to account for the June 30, 2019 activity. The effect of this change decreased net position at June 30, 2020 by \$61,780.

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REQUIRED SUPPLEMENTARY INFORMATION

CITY OF HARTFORD
General Fund
Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual
For the year ended June 30, 2020

	Budgeted Amounts		Actual Amounts	Variance
	Original	Final		
Revenues				
Taxes	\$ 452,000	\$ 402,974	\$ 403,291	\$ 317
Tax administration fee	-	-	18,341	18,341
State revenue	307,000	313,700	314,787	1,087
Charges for services	-	33,349	47,462	14,113
Interest and rentals	190,500	201,250	155,904	(45,346)
Administration fee - other funds	158,600	158,600	158,600	-
Other revenue	-	7,348	12,187	4,839
Total Revenues	1,108,100	1,117,221	1,110,572	(6,649)
Expenditures				
Current:				
General government	457,480	418,080	423,219	(5,139)
Public safety	530,700	514,200	514,108	92
Public works	234,500	215,500	217,022	(1,522)
Community and economic development	30,000	19,400	19,330	70
Recreation and culture	7,500	7,900	8,596	(696)
Total Expenditures	1,260,180	1,175,080	1,182,275	(7,195)
Deficiency of Revenues Over Expenditures	(152,080)	(57,859)	(71,703)	(13,844)
Other Financing Uses				
Unrealized gain (loss) on investments	-	-	18,656	18,656
Transfers out	(45,000)	(45,000)	(45,000)	-
Total Other Financing Uses	(45,000)	(45,000)	(26,344)	18,656
Net Change in Fund Balance	(197,080)	(102,859)	(98,047)	4,812
Fund Balance, Beginning of Year	861,334	861,334	861,334	-
Fund Balance, End of Year	\$ 664,254	\$ 758,475	\$ 763,287	\$ 4,812

CITY OF HARTFORD
Major Street Fund
Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual
For the year ended June 30, 2020

	Budgeted Amounts		Actual Amounts	Variance
	Original	Final		
Revenues				
State revenue	\$ 197,560	\$ 226,560	\$ 234,636	\$ 8,076
Miscellaneous	-	-	1,418	1,418
Total Revenues	197,560	226,560	236,054	9,494
Expenditures				
Current:				
Public works				
Routine maintenance	41,050	22,850	22,339	511
Traffic services	19,850	30,250	30,256	(6)
Street construction	40,000	22,500	22,402	98
Winter maintenance	58,600	13,000	13,039	(39)
Professional fees	25,600	52,400	52,503	(103)
Debt service:				
Principal	6,900	-	-	-
Total Expenditures	192,000	141,000	140,539	461
Excess of Revenues Over Expenditures	5,560	85,560	95,515	9,955
Other Financing Sources				
Transfers in	35,000	35,000	35,000	-
Net Change in Fund Balance	40,560	120,560	130,515	9,955
Fund Balance, Beginning of Year	586,334	586,334	586,334	-
Fund Balance, End of Year	\$ 626,894	\$ 706,894	\$ 716,849	\$ 9,955

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SUPPLEMENTARY INFORMATION

CITY OF HARTFORD
Nonmajor Governmental Funds
Description of Funds
For the year ended June 30, 2020

Special Revenue Funds

Special revenue funds are used to account for specific revenues that are legally restricted to expenditures for particular purposes.

Local Street Fund is used to account for local street repairs and maintenance.

Police Training Fund is used to account for revenues collected and monies expended for the purpose of training officers.

Building Department Fund is used to account for revenues collected and monies expended for the purpose of funding planning, zoning, and inspection functions.

Building Authority Fund is a blended component unit. It is used to collect lease payments from the City and make debt payments.

Comprehensive Improvement Fund is used to account for a special revenue source that will be used towards various capital improvements.

CITY OF HARTFORD
General Fund
Schedule of Revenues - Budget and Actual
June 30, 2020

	<u>Budget</u>	<u>Actual</u> <u>Amounts</u>	<u>Variance</u>
Revenues			
Taxes	\$ 402,974	\$ 403,291	\$ 317
Tax administration fee	-	18,341	18,341
State grants unrestricted	313,700	314,787	1,087
Licenses and permits	-	420	420
Fines and forfeitures	-	2,856	2,856
Charges for services	33,349	44,186	10,837
Interest	45,500	28,295	(17,205)
Rentals	155,750	127,609	(28,141)
Administration fee - other funds	158,600	158,600	-
Miscellaneous	7,348	12,187	4,839
Total Revenues	<u>\$ 1,117,221</u>	<u>\$ 1,110,572</u>	<u>\$ (6,649)</u>

CITY OF HARTFORD
General Fund
Schedule of Expenditures - Budget and Actual
For the year ended June 30, 2020

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
General Government			
City Council:			
Personal services		\$ 9,377	
Other services and charges		<u>10,735</u>	
Total City Council	\$ 20,087	<u>20,112</u>	\$ (25)
Mayor:			
Personal services		1,873	
Other services and charges		<u>-</u>	
Total Mayor	1,884	<u>1,873</u>	11
City Manager:			
Personal services		113,318	
Other services and charges		<u>1,607</u>	
Total City Manager	114,822	<u>114,925</u>	(103)
Clerk:			
Personal services		69,495	
Other services and charges		1,941	
Capital Outlay		<u>-</u>	
Total Clerk	70,989	<u>71,436</u>	(447)
Central Supply:			
Supplies		9,964	
Other services and charges		<u>4,947</u>	
Total Central Supply	13,300	<u>14,911</u>	(1,611)
Board of Review:			
Other services and charges		<u>1,150</u>	
Total Board of Review	1,135	<u>1,150</u>	(15)

CITY OF HARTFORD
General Fund
Schedule of Expenditures - Budget and Actual
For the year ended June 30, 2020

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
General Government (Continued)			
Treasurer:			
Personal services		\$ 63,411	
Supplies		344	
Other services and charges		<u>4,164</u>	
Total Treasurer	\$ 67,740	<u>67,919</u>	\$ (179)
Assessor:			
Supplies		497	
Other services and charges		<u>16,207</u>	
Total Assessor	16,700	<u>16,704</u>	(4)
Elections:			
Supplies		1,890	
Other services and charges		<u>4,373</u>	
Total Elections	6,323	<u>6,263</u>	60
Professional Services:			
Other services and charges		<u>25,824</u>	
Total Professional Services	24,200	<u>25,824</u>	(1,624)
City Hall and Grounds:			
Supplies		311	
Other services and charges		80,841	
Capital outlay		<u>950</u>	
Total City Hall and Grounds	<u>80,900</u>	<u>82,102</u>	(1,202)
Total General Government	<u>418,080</u>	<u>423,219</u>	(5,139)

CITY OF HARTFORD
General Fund
Schedule of Expenditures - Budget and Actual
For the year ended June 30, 2020

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Public Safety			
Police Department:			
Personal services		\$ 368,880	
Supplies		13,810	
Other services and charges		<u>24,318</u>	
Total Police Department	\$ 407,100	<u>407,008</u>	\$ 92
Fire Department:			
Other services and charges		<u>107,100</u>	
Total Fire Department	<u>107,100</u>	<u>107,100</u>	-
Total Public Safety	<u>514,200</u>	<u>514,108</u>	92
Public Works			
Department of Public Works:			
Personal services		170,069	
Supplies		18,699	
Other services and charges		<u>28,254</u>	
Total Public Works	<u>215,500</u>	<u>217,022</u>	(1,522)
Community and Economic Development			
Zoning Board:			
Personal services		14,015	
Other services and charges		<u>5,315</u>	
Total Community and Economic Development	<u>19,400</u>	<u>19,330</u>	70
Recreation and Culture			
Parks and Recreation:			
Other services and charges		<u>8,596</u>	
Total Recreation and Culture	<u>7,900</u>	<u>8,596</u>	(696)
Total Expenditures	<u>\$ 1,175,080</u>	<u>\$ 1,182,275</u>	<u>\$ (7,195)</u>

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CITY OF HARTFORD
Nonmajor Special Revenue Funds
Combining Balance Sheet
For the year ended June 30, 2020

	Local Street Fund	Police Training Fund	Building Department Fund
Assets			
Cash equivalents and deposits	\$ 90,859	\$ 941	\$ 62,111
Accounts receivable	-	-	1,375
Due from other funds	-	-	-
Due from other governments	11,581	-	-
Prepaid expenses	522	-	-
Total Assets	\$ 102,962	\$ 941	\$ 63,486
Liabilities and Fund Balances			
Liabilities			
Accounts payable	\$ -	\$ -	\$ 236
Total Liabilities	-	-	236
Fund Balances			
Nonspendable:			
Prepaid expenses	\$ 522	\$ -	\$ -
Restricted	102,440	941	63,250
Assigned	-	-	-
Total Fund Balances	102,962	941	63,250
Total Liabilities and Fund Balances	\$ 102,962	\$ 941	\$ 63,486

Building Authority Fund	Comprehensive Improvement Fund	Total
\$ 85,307	\$ 146,949	\$ 386,167
-	-	1,375
8,333	-	8,333
-	-	11,581
-	-	522
<hr/>		
\$ 93,640	\$ 146,949	\$ 407,978
<hr/>		
\$ -	\$ -	\$ 236
<hr/>		
-	-	236
<hr/>		
\$ -	\$ -	\$ 522
-	-	166,631
93,640	146,949	240,589
<hr/>		
93,640	146,949	407,742
<hr/>		
\$ 93,640	\$ 146,949	\$ 407,978
<hr/>		

CITY OF HARTFORD
Nonmajor Special Revenue Funds
Combining Statement of Revenues, Expenditures, and
Changes in Fund Balances
For the year ended June 30, 2020

	Local Street Fund	Police Training Fund	Building Department Fund
Revenues			
State revenue	\$ 88,496	\$ -	\$ -
Charges for services	-	-	31,316
Interest	-	-	-
Rental	-	-	-
Other revenue	2,832	-	-
Total Revenues	91,328	-	31,316
Expenditures			
Current:			
Public safety	-	-	15,849
Public works	73,725	-	-
General government	-	-	-
Capital outlay:			
General government	-	-	-
Public safety	-	-	-
Public works	-	-	-
Debt service:			
Principal	-	-	-
Interest	-	-	-
Total Expenditures	73,725	-	15,849
Excess of Revenues Over Expenditures	17,603	-	15,467
Other Financing Sources (Uses)			
Operating transfers in	-	-	-
Operating transfers out	-	-	-
Total Other Financing Sources (Uses)	-	-	-
Net Change in Fund Balances	17,603	-	15,467
Fund Balances, Beginning of Year	85,359	941	47,783
Fund Balances, End of Year	\$ 102,962	\$ 941	\$ 63,250

Building Authority Fund	Comprehensive Improvement Fund	Total
\$ -	\$ -	\$ 88,496
-	-	31,316
225	-	225
50,000	-	50,000
-	104,457	107,289
<u>50,225</u>	<u>104,457</u>	<u>277,326</u>
-	-	15,849
-	-	73,725
-	9	9
-	7,607	7,607
-	38,141	38,141
-	14,067	14,067
15,000	8,308	23,308
28,809	-	28,809
<u>43,809</u>	<u>68,132</u>	<u>201,515</u>
<u>6,416</u>	<u>36,325</u>	<u>75,811</u>
-	10,000	10,000
-	(12,956)	(12,956)
-	(2,956)	(2,956)
6,416	33,369	72,855
<u>87,224</u>	<u>113,580</u>	<u>334,887</u>
<u>\$ 93,640</u>	<u>\$ 146,949</u>	<u>\$ 407,742</u>

CITY OF HARTFORD
Agency Funds
Combining Statement of Changes in Assets and Liabilities
For the year ended June 30, 2020

	Current Tax Fund	Trust and Agency Fund	Total
Assets			
Cash equivalents and deposits	\$ 13,839	\$ 7,306	\$ 21,145
Accounts receivable	-	52	52
Total Assets	\$ 13,839	\$ 7,358	\$ 21,197
Liabilities			
Accounts payable	\$ -	\$ 6,889	\$ 6,889
Due to other funds	12,741	-	12,741
Due to other governments	1,098	465	1,563
Undistributed receipts	-	4	4
Total Liabilities	\$ 13,839	\$ 7,358	\$ 21,197

CITY OF HARTFORD
Schedule of 2001 Building Authority Bonds, Series A
June 30, 2020

Year Ended June 30,	Interest Rate	Annual Debt Service	Interest Due		Principal Due November 1	Balance
			November 1	May 1		
2021	4.75	\$ 41,102	\$ 13,229	\$ 12,873	\$ 15,000	\$ 542,000
2022	4.75	40,389	12,873	12,516	15,000	527,000
2023	4.75	40,652	12,516	12,136	16,000	511,000
2024	4.75	40,869	12,136	11,733	17,000	494,000
2025	4.75	41,038	11,733	11,305	18,000	476,000
2026	4.75	41,159	11,305	10,854	19,000	457,000
2027	4.75	41,233	10,854	10,379	20,000	437,000
2028	4.75	40,283	10,379	9,904	20,000	417,000
2029	4.75	40,309	9,904	9,405	21,000	396,000
2030	4.75	40,288	9,405	8,883	22,000	374,000
2031	4.75	40,219	8,883	8,336	23,000	351,000
2032	4.75	41,079	8,336	7,743	25,000	326,000
2033	4.75	40,868	7,743	7,125	26,000	300,000
2034	4.75	40,609	7,125	6,484	27,000	273,000
2035	4.75	40,303	6,484	5,819	28,000	245,000
2036	4.75	40,925	5,819	5,106	30,000	215,000
2037	4.75	40,476	5,106	4,370	31,000	184,000
2038	4.75	39,980	4,370	3,610	32,000	152,000
2039	4.75	40,413	3,610	2,803	34,000	118,000
2040	4.75	40,751	2,803	1,948	36,000	82,000
2041	4.75	40,017	1,948	1,069	37,000	45,000
2042	4.75	46,069	1,069	-	45,000	-
		<u>\$ 899,031</u>	<u>\$ 177,630</u>	<u>\$ 164,401</u>	<u>\$ 557,000</u>	

CITY OF HARTFORD
Schedule of 2001 Building Authority Bonds, Series B
June 30, 2020

Year Ended June 30,	Interest Rate	Annual Debt Service	Interest Due		Principal Due	Balance
			November 1	May 1	November 1	
2021	4.75	\$ 2,972	\$ 998	\$ 974	\$ 1,000	\$ 41,000
2022	4.75	2,924	974	950	1,000	40,000
2023	4.75	3,853	950	903	2,000	38,000
2024	4.75	3,758	903	855	2,000	36,000
2025	4.75	3,663	855	808	2,000	34,000
2026	4.75	3,568	808	760	2,000	32,000
2027	4.75	3,473	760	713	2,000	30,000
2028	4.75	3,378	713	665	2,000	28,000
2029	4.75	3,283	665	618	2,000	26,000
2030	4.75	3,188	618	570	2,000	24,000
2031	4.75	3,093	570	523	2,000	22,000
2032	4.75	2,998	523	475	2,000	20,000
2033	4.75	2,903	475	428	2,000	18,000
2034	4.75	3,784	428	356	3,000	15,000
2035	4.75	3,641	356	285	3,000	12,000
2036	4.75	3,499	285	214	3,000	9,000
2037	4.75	3,357	214	143	3,000	6,000
2038	4.75	3,214	143	71	3,000	3,000
2039	4.75	3,071	71	-	3,000	-
		<u>\$ 63,620</u>	<u>\$ 11,309</u>	<u>\$ 10,311</u>	<u>\$ 42,000</u>	

CITY OF HARTFORD
Schedule of 1999 Water Supply and Sewage Disposal System Bonds
June 30, 2020

Year Ended June 30,	Interest Rate	Annual Debt Service	Interest Due		Principal Due November 1	Balance
			November 1	May 1		
2021	5.30	\$ 30,795	\$ 795	\$ -	\$ 30,000	\$ -
		<u>\$ 30,795</u>	<u>\$ 795</u>	<u>\$ -</u>	<u>\$ 30,000</u>	

CITY OF HARTFORD
Schedule of 2014 Sanitary Sewer System Revenue Bonds, Series A
June 30, 2020

Year Ended June 30,	Interest Rate	Annual Debt Service	Interest Due		Principal Due	Balance
			October 1	April 1	October 1	
2021	2.75	\$ 56,348	\$ 17,325	\$ 17,023	\$ 22,000	\$ 1,238,000
2022	2.75	55,743	17,023	16,720	22,000	1,216,000
2023	2.75	56,124	16,720	16,404	23,000	1,193,000
2024	2.75	56,478	16,404	16,074	24,000	1,169,000
2025	2.75	55,818	16,074	15,744	24,000	1,145,000
2026	2.75	56,144	15,744	15,400	25,000	1,120,000
2027	2.75	56,443	15,400	15,043	26,000	1,094,000
2028	2.75	55,728	15,043	14,685	26,000	1,068,000
2029	2.75	55,999	14,685	14,314	27,000	1,041,000
2030	2.75	56,243	14,314	13,929	28,000	1,013,000
2031	2.75	56,459	13,929	13,530	29,000	984,000
2032	2.75	55,661	13,530	13,131	29,000	955,000
2033	2.75	55,850	13,131	12,719	30,000	925,000
2034	2.75	56,012	12,719	12,293	31,000	894,000
2035	2.75	56,146	12,293	11,853	32,000	862,000
2036	2.75	56,252	11,853	11,399	33,000	829,000
2037	2.75	56,330	11,399	10,931	34,000	795,000
2038	2.75	56,381	10,931	10,450	35,000	760,000
2039	2.75	56,405	10,450	9,955	36,000	724,000
2040	2.75	56,401	9,955	9,446	37,000	687,000
2041	2.75	56,370	9,446	8,924	38,000	649,000
2042	2.75	56,312	8,924	8,388	39,000	610,000
2043	2.75	56,226	8,388	7,838	40,000	570,000
2044	2.75	56,112	7,838	7,274	41,000	529,000
2045	2.75	55,970	7,274	6,696	42,000	487,000
2046	2.75	55,801	6,696	6,105	43,000	444,000
2047	2.75	55,605	6,105	5,500	44,000	400,000
2048	2.75	56,368	5,500	4,868	46,000	354,000
2049	2.75	56,089	4,868	4,221	47,000	307,000
2050	2.75	55,782	4,221	3,561	48,000	259,000
2051	2.75	55,449	3,561	2,888	49,000	210,000
2052	2.75	56,074	2,888	2,186	51,000	159,000
2053	2.75	55,657	2,186	1,471	52,000	107,000
2054	2.75	56,200	1,471	729	54,000	53,000
2055	2.75	53,729	729	-	53,000	-
		<u>\$ 1,960,709</u>	<u>\$ 359,017</u>	<u>\$ 341,692</u>	<u>\$ 1,260,000</u>	

CITY OF HARTFORD
Schedule of 2014 Sanitary Sewer System Revenue Bonds, Series B
June 30, 2020

Year Ended June 30,	Interest Rate	Annual Debt Service	Interest Due		Principal Due	Balance
			October 1	April 1	October 1	
2021	3.25	\$ 39,471	\$ 13,341	\$ 13,130	\$ 13,000	\$ 808,000
2022	3.25	39,049	13,130	12,919	13,000	795,000
2023	3.25	39,610	12,919	12,691	14,000	781,000
2024	3.25	39,155	12,691	12,464	14,000	767,000
2025	3.25	39,684	12,464	12,220	15,000	752,000
2026	3.25	39,196	12,220	11,976	15,000	737,000
2027	3.25	39,692	11,976	11,716	16,000	721,000
2028	3.25	39,172	11,716	11,456	16,000	705,000
2029	3.25	39,636	11,456	11,180	17,000	688,000
2030	3.25	39,084	11,180	10,904	17,000	671,000
2031	3.25	39,515	10,904	10,611	18,000	653,000
2032	3.25	38,930	10,611	10,319	18,000	635,000
2033	3.25	39,329	10,319	10,010	19,000	616,000
2034	3.25	39,695	10,010	9,685	20,000	596,000
2035	3.25	39,045	9,685	9,360	20,000	576,000
2036	3.25	39,379	9,360	9,019	21,000	555,000
2037	3.25	39,680	9,019	8,661	22,000	533,000
2038	3.25	38,965	8,661	8,304	22,000	511,000
2039	3.25	39,234	8,304	7,930	23,000	488,000
2040	3.25	39,470	7,930	7,540	24,000	464,000
2041	3.25	39,674	7,540	7,134	25,000	439,000
2042	3.25	38,862	7,134	6,728	25,000	414,000
2043	3.25	39,033	6,728	6,305	26,000	388,000
2044	3.25	39,171	6,305	5,866	27,000	361,000
2045	3.25	39,277	5,866	5,411	28,000	333,000
2046	3.25	39,351	5,411	4,940	29,000	304,000
2047	3.25	39,393	4,940	4,453	30,000	274,000
2048	3.25	39,402	4,453	3,949	31,000	243,000
2049	3.25	39,378	3,949	3,429	32,000	211,000
2050	3.25	39,322	3,429	2,893	33,000	178,000
2051	3.25	39,233	2,893	2,340	34,000	144,000
2052	3.25	39,111	2,340	1,771	35,000	109,000
2053	3.25	38,957	1,771	1,186	36,000	73,000
2054	3.25	38,771	1,186	585	37,000	36,000
2055	3.25	36,585	585	-	36,000	-
		<u>\$ 1,372,511</u>	<u>\$ 282,426</u>	<u>\$ 269,085</u>	<u>\$ 821,000</u>	

CITY OF HARTFORD
Act 99 Installment Purchase, Series 2015 - Water Meters
June 30, 2020

Year Ended June 30,	Interest Rate	Annual Debt Service	Interest Due		Principal Due	Balance
			September 1	March 1		
2021	2.39	\$ 28,322	\$ 653	\$ 653	\$ 27,016	\$ 27,662
2022	2.39	28,322	330	330	27,662	-
		<u>\$ 56,644</u>	<u>\$ 983</u>	<u>\$ 983</u>	<u>\$ 54,678</u>	

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2021 – 002**



APPROVING MDOT CONTRACT #21-5017.

At a Business meeting of the City of Hartford Commission, located at 19 West Main Street and called to order by Mayor Richard A. Hall on February 22, 2021.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, the City of Hartford desires to improve traffic flow and eliminate damage to automobiles due to bad road condition along Wendell Avenue; and

WHEREAS, the City of Hartford has applied for funding under the Transportation Economic Development Fund (TEDF), also known as Category” B” Fund for the reconstruction of Wendell Avenue; and

WHEREAS, Michigan Department of Transportation has approved the funding under the noted programs to implement the said projects; and

NOW THEREFORE, BE IT RESOLVED, the City Commission of the City of Hartford hereby approves this contract as a formal acceptance to move the project towards implementation,

BE IT FURTHER RESOLVED THAT, the City Commission of the City of Hartford authorizes its City Manager and City Clerk to execute the contract.

YEAS:

NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: February 22, 2021

RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true and complete copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on February 22, 2021, and the public notice of said meeting was held in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended.

DATE: February 22, 2021

RoxAnn Rodney-Isbrecht, City Clerk
City of Hartford
19 West Main Street
Hartford MI 49057

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2021 – 003**



APPROVING MDOT CONTRACT #20-5550.

At a Business meeting of the City of Hartford Commission, located at 19 West Main Street and called to order by Mayor Richard A. Hall on February 22, 2021.

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, the City of Hartford has applied for a grant under the Surface Transportation Program (STP) for the reconstruction of Prospect Street; and

WHEREAS, the grant application was approved in the amount of the lesser of \$280,000.00 or an amount such that 81.85 percent, the normal Federal participation for such funds, for the PARTA portion of the project is not exceeded at the time of the award of the construction contract; and

WHEREAS, Michigan Department of Transportation and the City of Hartford have reached an understanding with each other regarding the performance of the Project work and desire to set forth this understanding in the form of a written contract, MDOT Contract Number 20-5550; and

WHEREAS, the City of Hartford has designated its City Manager, Yemi Akinwale and the City Clerk, RoxAnn Rodney-Isbrecht as the authorized officials to sign the contract.

NOW THEREFORE, BE IT RESOLVED, the City of Hartford accepts the Surface Transportation Grant contract as presented towards the implementation of the proposed project,

BE IT FURTHER RESOLVED THAT, the City of Hartford plans to complete the project, according to the executed contract requirements.

YEAS:

NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: February 22, 2021

RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true and complete copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on February 22, 2021, and the public notice of said meeting was held in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended.

DATE: February 22, 2021

RoxAnn Rodney-Isbrecht, City Clerk
City of Hartford
19 West Main Street
Hartford MI 49057