



Grand Ledge City Council

REGULAR MEETING AGENDA

MONDAY, 11 APRIL 2016

7:30 P.M.

COUNCIL CHAMBERS, CITY HALL

310 GREENWOOD ST., GRAND LEDGE MI 48837

- I. **ROLL CALL OF COUNCIL** – Mayor Kalmin Smith; Mayor Pro-Tem Keith Mulder; and Council members Tom Jancek, Rick Lantz, Jamie Malecki, Thom Sowle, and Don Willems

- II. **PLEDGE OF ALLEGIANCE** – Any person(s) attending may participate in reciting the Pledge of Allegiance to the American Flag. The Mayor may choose to designate, with their consent, a Council member or a person attending to lead the Pledge of Allegiance. The City Council shall not require any Council member or person(s) attending to recite the Pledge of Allegiance.

- III. **AUDIENCE PARTICIPATION** – Any person(s) attending may comment on any subject. All presentations before the City Council shall be limited to five minutes per individual presentation.

- IV. **APPROVAL OF CONSENT AGENDA** – The City Council approves items listed on the consent agenda by a single roll call vote without debate. If the City Council desires to debate any item listed on the consent agenda, it may remove the item and place it on the regular agenda for consideration in due order.
 - A. **Motion** – To approve the Monday, 11 April 2016 City Council consent agenda, as follows:
 - i. Financial transactions and bills.
 - ii. Monday, 28 March 2016 regular City Council minutes.
 - iii. Quarterly amendments to the Annual Budget for the Fiscal Year Ending 2016.
 - iv. Local Government Approval Resolution to recommend a Microbrewer and Small Wine Maker license for Stein Brothers, Inc.

- V. **APPROVAL OF REGULAR AGENDA** – The City Council may remove any item from or add any item to the regular agenda.
 - A. **Motion** – To approve the Monday, 11 April 2016 regular City Council agenda.

- VI. **COMMITTEE AND BOARD REPORTS** – Council members and staff may report on discussions and actions of committees and boards.

- VII. **STAFF REPORTS** – The City Council may receive reports from various department heads.

Administrator's Office

Clerk's Department

Finance Department – Revenue / Expenditure Report

Police Department

Department of Public Services

Assessing Department

Planning and Zoning Department

Building Department

- A. **Motion** – To receive and place on file the March 2016 staff reports.
- VIII. **UNFINISHED BUSINESS** – The City Council may again debate any item(s) previously debated but not finally disposed of and may or may not act upon the item(s) as indicated.
- IX. **NEW BUSINESS** – The City Council may debate any item(s) under its authority not previously debated and may or may not act upon the item(s) as indicated.
- A. **Motion** – To receive the proposed Annual Budget for the Fiscal Year Ending 30 June 2017.
 - B. **Motion** – To set a public hearing for 09 May 2016 on the Annual Budget for the Fiscal Year Ending 30 June 2017 and the property tax millage rate proposed to be levied to support the proposed budget.
- X. **AUDIENCE PARTICIPATION** – Any person(s) attending may comment on any subject. All presentations before the City Council shall be limited to five minutes per individual presentation.
- XI. **COMMUNICATIONS FROM THE MAYOR AND COUNCIL** – The Mayor may make appointments and reappointments to boards and committees, may report on subjects referred by Council members, staff and residents, and may comment on any subject. City Council members may comment on any subject.
- XII. **CLOSED SESSION** – The Open Meetings Act allows the City Council to discuss certain subjects without the presence of the public. The City Council may request a staff member or any other person the City Council determines to be necessary, by a majority of the Council members present, to attend the closed session. Once the Closed Session has ended, the City Council will resume the regular meeting.
- XIII. **ADJOURNMENT** – When the City Council has completed all items listed on the approved agenda, it may not take any further action until its next regular meeting or a special meeting. If the time is significantly late and items remain on the approved agenda, the presiding officer may ask for a motion to adjourn the meeting to another specific date, time, and place at which to resume and complete the approved agenda.

**COMMITTEE OF THE WHOLE
MONDAY, 11 APRIL 2016
COUNCIL CHAMBERS, CITY HALL
310 GREENWOOD ST., GRAND LEDGE MI 48837**

- I. **ROLL CALL OF COUNCIL** – Mayor Kalmin Smith; Mayor Pro-Tem Keith Mulder; and Council members Tom Jancek, Rick Lantz, Jamie Malecki, Thom Sowle, and Don Willems
- II. **ANNUAL BUDGET FOR THE FISCAL YEAR ENDING 30 JUNE 2017**



Gregory L. Newman, City Clerk

THE GRAND LEDGE CITY COUNCIL WILL HOLD ITS NEXT REGULAR MEETING ON MONDAY, 25 APRIL 2016, AT 7:30 P.M. IN THE COUNCIL CHAMBERS, CITY HALL, 310 GREENWOOD ST., GRAND LEDGE, MICHIGAN.

04/08/2016

CUSTOM INVOICE REPORT FOR CITY OF GRAND LEDGE

VENDOR SORT NAME	DESCRIPTION	AMOUNT
56-2 DISTRICT COURT	BOND MONEY	378.00
ABSOPURE WATER	COOLER	12.00
ABSOPURE WATER	DISTILLED WATER	128.10
AC & E	PORTABLE AT RECYCLE/JC PARK/OAK PARK	234.00
ACE HARDWARE	MASKING TAPE	6.99
ACE HARDWARE	GORILLA TAPE	33.98
ACE HARDWARE	FASTENERS	11.38
ACE HARDWARE	WALLPLATE	1.98
ACE HARDWARE	KEYS/FASTENERS	53.43
ACE HARDWARE	KEY	5.67
ACE HARDWARE	PAINT	21.00
ACE HARDWARE	PLUMBING/HEATING	11.80
ACE HARDWARE	FOIL/PROPANE/CLEANING SUPPLIES	18.75
ACE HARDWARE	HAND SANITIZER	4.99
ACE HARDWARE	PLASTIC SHEET/DUCT TAPE	39.48
ACE HARDWARE	HEX CAP/FASTENERS	8.08
ACE HARDWARE	HYDRAULIC CEMENT	16.99
ACE HARDWARE	HYDRAULIC CEMENT	16.99
ACE HARDWARE	PIPE WRENCHES/ALL PURPOSE CLEANER	33.99
ACE HARDWARE	HYDRAULIC CEMENT	33.98
ACE HARDWARE	ADAPTER HOSE	5.99
ACE HARDWARE	TRAY SET/TRIM ROLLER	26.95
ACE HARDWARE	GALV SAFETY HASP	10.99
ACE HARDWARE	PAINT/ROLLER/BRUSH	29.46
ACE HARDWARE	FASTENERS	14.70
AUVENSHINE ADAM	REFUND RENTAL FEE	20.00
ALEXANDER CHEMICAL CORP.	DIR-HYLIME	6,915.00
AMBS CALL CENTER	ANS SERVICE 04/01/16 - 04/30/16	62.40
AMY KRAMP	DEPOSIT REFUND FOR ACCOUNT: 1201530003	41.27
GATEWOOD ANTHONY	REIMBURSEMENT	143.94
AUTO VALUE GRAND LEDGE	DEEP CREEP HAND CLEANER	29.97
AYLES TREE SERVICE, INC	TRIM MAPLE AND HAUL	225.00
BADER & SONS CO.	FUEL LINE/SPARK PLUG/BAR OIL	39.36
BIG L CORP	TREATED LUMBER	9.99
BOBCAT OF LANSING	REPAIR PARTS	306.88
BOBCAT OF LANSING	BUSHING	52.28
BOBCAT OF LANSING	LENS/LAMP/GREASE	164.20
CALIFORNIA CONTRACTORS	SORBENT PADS	119.80
CAPITAL CITY INT'L. TRUCKS	REAR VIEW MIRROR	669.97
CHEMICAL INJECTION TECH	REBUILD KIT	679.39
BLIEVERNICHT CHRIS	REIMBURSE FOR EXPENSES	17.03
CITY OF GRAND LEDGE-WATER	ACCT #15027000-00 - AIRPORT	28.15
CITY OF GRAND LEDGE-WATER	ACCT 1701070001 - 310 GREENWOOD WATER	146.37
CMP DISTRIBUTORS	UNIFORMS	583.75

CMP DISTRIBUTORS	VEST	729.00
COMCAST CABLE	ACCT #01721 424920-101-7 - CITY HALL SVC	293.24
CRAIG ELECTRIC	REPAIR RECEPTACLES IN TREE WELLS	470.00
CRAIG ELECTRIC	WELL #6 WIRING FOR NEW PUMP	2,904.00
DBI BUSINESS INTERIORS	PAPER	105.98
DETROIT PUMP & MANUFACTURING	SUPPLIES	109.62
DUBOIS-COOPER ASSOCIATES	SEAL ASSEMBLY/BEARING/GASKET	680.20
EATON COUNTY TREASURER	GRAND OAKS TRAILER TAX - MARCH 2016	325.00
ETNA SUPPLY INC	2" METER	1,145.00
ETNA SUPPLY INC	DIAL	40.61
ETNA SUPPLY INC	1" METERS	1,200.00
ETNA SUPPLY INC	GALV COUPLING	38.10
ETNA SUPPLY INC	METERS	32,500.00
FASTENAL COMPANY	SAW BLADE	211.61
FASTENAL COMPANY	FASTENERS	143.73
FASTENAL COMPANY	FASTENERS	67.59
RUTTMAN FRANK	REIMBURSE FOR MILEAGE	65.88
GRAND LEDGE AUTO PARTS INC	OIL CONV	464.80
GRAND LEDGE AUTO PARTS INC	TRACTOR LAMP	28.54
GRAND LEDGE AUTO PARTS INC	BRAKE CLEANER	51.48
GRAND LEDGE AUTO PARTS INC	MOTOR OIL	64.40
GRAND LEDGE AUTO PARTS INC	TRAILER ADAPTER	13.98
GRAND LEDGE AUTO PARTS INC	XTREME BLUE	15.84
GRANGER	STREET SWEEPINGS	525.00
GRANGER	STREET SWEEPINGS	880.00
GRANGER	RECYCLING - 401 WHITNEY	707.00
GRANGER	RECYCLING - 401 WHITNEY	707.00
GRANGER	RECYCLING - 401 WHITNEY	707.00
GRANGER	STREET SWEEPINGS	220.00
HAMMOND FARMS	PROSOIL	40.00
HYDROCORP	CROSS CONNECTION PROGRAM - MARCH 2016	692.00
INTERSTATE BILLING SERVICE	TOOLS/SUPPLIES	131.92
INTERSTATE BILLING SERVICE	LED MINI	229.00
IT RIGHT	RUN 35' CAT 5 CABLE	17.05
GALLOUP COMPANY J O	PVC	39.14
GALLOUP COMPANY J O	PVC	134.42
MCLEAN JAKE	REIMBURSE FOR MILEAGE	73.44
K & H CONCRETE CUTTING OF	ESS BASEMENT	250.00
RISTOW KURT	REIMBURSE MILEAGE	36.72
LANSING BOARD OF WATER & LIGHT	LAB SERVICES - FEBRUARY 2016	238.50
LANSING ICE AND FUEL	ACCT #1-081681 - FUEL	743.99
LANSING UNIFORM COMPANY	UNIFORMS	2,029.15
LAYNE CHRISTENSEN CO	TROUBLESHOOT BUBBLER CONTROLS AT WWTP	198.00
LAYNE CHRISTENSEN CO	WELL CLEANING	24,549.00
COSPER MARIAH	REFUND COMM ROOM DEPOSIT	100.00
MAURER'S TEXTILE RENTAL	RUGS	19.30
MENARDS - LANSING WEST	SUPPLIES	103.84
MENARDS - LANSING WEST	VACUUM BAGS	11.98
MENARDS - LANSING WEST	FLOOR CLEANER	9.48
MENARDS - LANSING WEST	BUSHING/COUPLING/ADAPTER	15.28

MENARDS - LANSING WEST	CONCRETE MIX/TROWEL	15.53
MENARDS - LANSING WEST	HYDRAULC CEMENT	71.25
MENARDS - LANSING WEST	HYDRAULIC CEMENT	85.50
MERITAIN HEALTH COMPANY	ADMIN/FLEX/SHORT TERM DIS - APRIL 2016	175.50
MICHIGAN PIPE & VALVE	CURB BOXES	935.00
MID MICH BLDG INSPECTIONS, LLC	BLDG PERMITS/INSPECTS 03/25/169	2,551.00
MID MICH BLDG INSPECTIONS, LLC	BLDG PERMITS/INSPECTS 04/01/16	1,628.00
MOTION INDUSTRIES INC	ROLLER SPROCKETS/CHAIN	149.63
MOTION INDUSTRIES INC	BALL BEARING	197.16
OUDBIER INSTRUMENT CO	SERVICE ON CHLORINATOR	387.00
OUDBIER INSTRUMENT CO	REPAIR	3,066.00
PARAGON LABORATORIES, INC.	MERCURY TESTING	195.00
QUILL CORPORATION	STEP FILE CREDIT	(20.98)
QUILL CORPORATION	OFFICE SUPPLIES	27.19
RED WING SHOES	BOOTS	107.99
RELIANCE STANDARD LIFE	LIFE INS - APRIL 2016	213.42
SAFETY KLEEN CORP	COLLECTION CHARGES	140.00
SIGNS BY LENNY	FERRIC CHLORIDE DECALS	80.00
SPARROW HEALTH SYSTEM	COLLECTION FEE	18.00
SPICER GROUP	PARKS AND REC PLAN DEVELOPMENT	416.50
STATE OF MICHIGAN	TOKEN FEE 07/01/15 TO 09/30/15	99.00
MICHIGAN STATE OF	PLATE RENEWAL	13.00
STATE OF MICHIGAN - MDOT	SIGNAL ENERGY 10/01/15 - 12/31/15	41.99
STATE OF MICHIGAN -MDEQ	STORMWATER ANNUAL PERMIT MI0020800	260.00
STATE OF MICHIGAN -MDEQ	STORMWATER ANNUAL PERMIT MIG610103	2,000.00
SUPERIOR ASPHALT, INC.	PAVING MATERIAL	523.75
COTE TIM	CLEANING 310 GREENWOOD - 03/28/16 TO 04/10/16	550.00
TRANSUNION RISK AND	PEOPLE SEARCHES - MARCH 2016	25.00
TRI-CLOR	MANWAY COVER & LUGS	5,620.00
TRUE VALUE HARDWARE	PLUG	1.29
TRUE VALUE HARDWARE	HYDRAULIC CEMENT	50.97
TRUE VALUE HARDWARE	CLEANING SUPPLIES	22.45
TRUE VALUE HARDWARE	KEY	2.69
TRUE VALUE HARDWARE	WHISK BROOM	5.99
TRUE VALUE HARDWARE	HANDLE/BRUSH/TAPE/LINER	66.41
TRUE VALUE HARDWARE	PAINTBRUSH	8.99
USA BLUE BOOK	ACCU-TAB SI TABLETS - WWTP	285.92
USA BLUE BOOK	FITTING	64.28
USA BLUE BOOK	HACH FLOURIDE REAGENT	82.65
USA BLUE BOOK	REPLACEMENT HOSE KIT	1,022.40
VERIZON WIRELESS	ACCT #380806320-00001 - PD CELL PHONES	83.45
VWR INTERNATIONAL, LLC	POTASSIUM IODIDE	94.76
GRAINGER INC W W	THREADED ROD	13.37
GRAINGER INC W W	THREADED ROD/HEX NUTS/WASHERS/BOLTS	71.42
GRAINGER INC W W	FLOWMETER	77.63
WINZER CORPORATION	ANTI-SIEZE COMPOUND	46.25
ZIEMNICK FOSTER ENG., LLC	AS NEEDED JAN 2016	800.00
ZIEMNICK FOSTER ENG., LLC	MEADOW WOODS 10/09/15 - 10/31/15	2,131.75

TOTAL CHECK TYPE: PAPER CHECK

110,995.33



Date: April 7, 2016

To: Grand Ledge City Council

From: Larry LaHaie, Public Service Director

RE: ETNA Supply invoice #S101644229.001

Included in the invoices to be approved for payment at the April 11, 2016 City Council meeting is an invoice from Etna Supply of Grand Rapids, MI, invoice no. S101644229.001, in the amount of \$32,500.00. The invoice is for the purchase of 250 Sensus water meters which are intended to be the first new meters in a program to update every meter in the City. It is expected that it will take up to eight years to complete the meter replacement program. The purchase of these water meters was not competitively bid as Etna Supply is the sole source supplier of Sensus meters in this area and are the only meters that will interface with the City's reading and billing software. Please contact me if you should have additional questions.

CITY OF GRAND LEDGE BUDGET AMENDMENTS/APPROPRIATION REQUEST

Quarter Ending 3/31/16

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>CURRENT BUDGET/ WORKING CAPITAL AT BEGINNING OF FISCAL YEAR</u>	<u>REQUESTED INCREASE (DECREASE)</u>	<u>AMENDED BUDGET APPROPRIATION/ ESTIMATED REVENUE</u>	<u>REASON FOR AMENDMENTS</u>
General Fund					
101-170.172-826.001	Professional Development	4,500	2,195	6,695	King--HR Certification / tuition and testing reimbursement
101-170.172-703.000	Salaries/Wages	132,884	310	133,194	increase in grade and step after successful completion
101-170.172-719.000	Fringe Benefits	60,688	129	60,817	
101-000.000-390.000	Working Capital	908,022	(2,634)		
101-170.265-931.000	Building Maintenance	33,140	31,100	64,240	Fire Suppression / Alarm Maintenance
101-000.000-390.000	Working Capital	908,022	(31,100)		
101-170.101-574.000	State Revenue Sharing	720,875	(28,591)	692,284	State change in Revenue Sharing Projection dated 2/10/16
101-000.000-390.000	Working Capital	908,022	(28,591)		
101-170.101-673.050	Sale of Fixed Assets	-	16,975	16,975	Auction Proceeds used to purchase mowing equipment
101-170.276-977.000	Equipment	2,000	16,975	18,975	for Cemetery (net zero)
101-170.294-974.002	Special Projects -- Capital Improvements	13,000	10,000	23,000	Local Art Projects (net zero)
101-170.101-674.002	Local Grants	5,000	10,000	15,000	
101-300.301-977.000	Equipment	2,470	24,975	27,445	Transfer in From Police Restricted Fund for Purchase
101-170.101-699.264	Transfer in from Police Restricted Fund	-	17,475	17,475	of In-Car Cameras -- represents Local share
101-300.301-628.000	Operational Revenues	26,000	7,500	33,500	Record RAP grant award from MMRMA (net zero)
101-000.000-699.396	Transfer in from 2004 Debt Svc Fund	-	12,483	12,483	Closing 2004 Debt Service Fund
101-000.000-390.000	Working Capital	908,022	12,483		Last payment to be made 6/1/16 (net zero)

CITY OF GRAND LEDGE BUDGET AMENDMENTS/APPROPRIATION REQUEST

Quarter Ending 3/31/16

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET/ WORKING CAPITAL AT BEGINNING OF FISCAL YEAR	REQUESTED INCREASE (DECREASE)	AMENDED BUDGET APPROPRIATION/ ESTIMATED REVENUE	REASON FOR AMENDMENTS
DDA Fund					
248-170.173-977.000	Electric Lights / Poles	25,000	21,050	46,050	To record work on light poles
248-170.173-977.000	Equipment	-	23,950	23,950	and purchase of tractor
248-000-000-390.000	Working Capital	194,554	(45,000)		
Police Restricted Fund					
265-000.000-999.101	Transfer to General Fund	-	17,475	17,475	Transfer to General Fund for Purchase
265-000.000-390.000	Working Capital	19,012	(17,475)		of In-Car Cameras for Police Department (net zero)
2004 Debt Service Fund					
304-000.000-999.101	Transfer to General Fund	-	12,483	12,483	To Close 2004 Debt Service Fund and transfer
304-000.000-390.000	Working Capital	12583	(12,483)		Last payment to be made 6/1/16 (net zero)
LDFA Fund					
495-900.901.628.000	Operational Revenues/Land Sales	-	149,750	149,750	To record sale of land in LDFA Fund
495-900.901-830.001	Property Operating Expense	4,700	21,804	26,504	Payoff of Eaton Co. Whitney Drain Assessment
495-000.000-390.000	Working Capital	(9,468)	118,478		



TO: Adam Smith
FROM: Martin Underhill
RE: Replacement of Patrol car Cameras
DATE: 04/08/16

The Grand Ledge Police Department is undertaking the replacement of the current in-car camera systems for our patrol fleet. The current system, was put in place in April of 2008. Since that time, the system has undergone a loss of functionality due to wear and tear; and the manufacturer no longer supporting the IT system that controls it.

The Department began a process to identify replacement equipment 9 months ago. At the end of that process a quote from Digital Ally was accepted. In accepting that quote, we were able to purchase exactly the system we were looking for, at 40% of the cost of the closest competitor. In addition, Digital Ally maintains a working relationship with I.T.Right, the City's IT provider. That relationship will allow us handle IT installation and management "in house", rather than having to go to an outside provider.

The purchase of the system will be net zero for the general fund. The cost of the System and related IT will be covered by Grant funds acquired by the Department and funding from line item 101 300 301 977. Those figures are reflected below.

Digital Ally DVM 800 complete Kit	\$22,645 .00
I.T.Right Intel Server System	\$ 3,875.00
Mid-Michigan Equipment (5 car installation)	<u>\$ 1,500.00</u>
Total	\$ 27,120.00

State of Michigan IT Grants (Restricted Fund)	\$17,475.00
RAP Grant (MMRMA)	\$ 7,500.00
Equipment (101 300 301 977)	<u>\$ 2,145.00</u>
Total	\$27,120.00



Local Government Approval
(Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ council/board
(regular or special) (township, city, village)

called to order by _____ on _____ at _____
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from STEIN BROTHERS, INC
(name of applicant)

for the following license(s): MICROBREWER and SMALL WINE MAKER
(list specific licenses requested)

to be located at: 200 E. JEFFERSON ST

and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____
council/board at a _____ meeting held on _____ (township, city, village)
(regular or special) (date)

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059

City Clerk – Monthly Report

March 2016

Elections

- Held office hours Saturday, 05 March 2016 for absent voter ballot requests.
- Administered Tuesday, 08 March 2016 Presidential Primary.
- Scheduled voter registration drives at Grand Ledge High School for 20 March 2016 and 21 September 2016.
- Attended 2016 Election Cycle session conducted by the Bureau of Elections.

Information Technology

- Set up hardwired internet access for the March 2016 Board of Review sessions.
- Assisted the Deputy Treasurer with connectivity issues on the City's banking site.

Records Management

- Finalized paperwork and documents approved at the 14 and 28 March 2016 regular City Council meetings.
 - Filed paperwork and documents, forwarded appropriate documents to respective management team members, and published legal notices.
- Administered Oath of Office to new Police Officers.

City Charter Revision

- Provided instructions and nominating petitions for Charter Commission.
- Received nominating petitions for Charter Commission.

Communications

- Worked with staff developing review process for social media communication efforts.

Bank Code Fund	Description	Beginning Balance 03/01/2016	Total Debits	Total Credits	Ending Balance 03/31/2016
ChasC	CHASE CHECKING				
101	GENERAL FUND	1,482,964.53	246,887.78	568,565.00	1,161,287.31
202	MAJOR STREET FUND	(56,102.87)	28,821.54	29,695.29	(56,976.62)
203	LOCAL STREET FUND	163,271.56	13,910.00	36,985.92	140,195.64
204	MUNICIPAL STREET FUND	243,486.84	108,277.28	8,619.00	343,145.12
208	PARKS & RECREATION FUND	83,414.81	4,807.77	6,332.34	81,890.24
248	DDA FUND	202,415.66	21,875.42	9,659.92	214,631.16
264	DRUG FORFEITURE FUND	9,930.38	3.64	62.98	9,871.04
265	POLICE RESTRICTED FUND	19,361.11	7.14	661.95	18,706.30
274	GRANTS FUND	973.09	148,882.62	0.00	149,855.71
295	AIRPORT FUND	140,543.92	6,117.23	4,420.33	142,240.82
304	2004 CAP IMPROV BONDS FUND	134,643.94	49.68	0.00	134,693.62
394	DDA DEBT FUND	238,985.88	88.18	0.00	239,074.06
397	ISLAND BRIDGE DEBT FUND	30,677.96	11.32	0.00	30,689.28
494	DDA CAPITAL PROJECTS FUND	276,032.66	101.85	0.00	276,134.51
495	LDFA FUND	111,020.41	81,533.54	43.91	192,510.04
592	WATER & SEWER FUND	526,612.80	465,080.31	973,338.15	18,354.96
661	EQUIPMENT OPERATING FUND	47,157.80	26,796.85	20,605.83	53,348.82
678	EMPLOYEE BENEFITS FUND	119,242.01	172,340.94	51,212.62	240,370.33
701	MISC TAXES FUND	3,337.30	145,468.92	128,018.50	20,787.72
704	CURRENT TAX FUND	729,350.89	1,836.51	731,051.92	135.48
750	PAYROLL CLEARING FUND	433.23	93,153.01	112,677.41	(19,091.17)
	CHASE CHECKING	4,507,753.91	1,566,051.53	2,681,951.07	3,391,854.37
	TOTAL - ALL FUNDS	4,507,753.91	1,566,051.53	2,681,951.07	3,391,854.37

REVENUE AND EXPENDITURE REPORT FOR CITY OF GRAND LEDGE

PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET		YTD BALANCE 03/31/2016		ACTIVITY FOR MONTH 03/31/2016		AVAILABLE BALANCE		% BDCGT USED
		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND										
170.101-GENERAL		2,989,033.74		2,652,329.48		123,385.88		336,704.26		88.74
170.272-RECYCLING		24,850.00		15,145.05		0.00		9,704.95		60.95
170.274-COMPOSTING		24,567.00		9,270.00		4,050.00		15,297.00		37.73
170.276-CEMETERY		91,840.00		46,400.72		9,905.47		45,439.28		50.52
300.301-POLICE		53,350.00		37,850.74		5,810.20		15,499.26		70.95
TOTAL Revenues		3,183,640.74		2,760,995.99		143,151.55		422,644.75		86.72
100.101-CITY COUNCIL		9,766.00		5,771.09		1,887.67		3,994.91		59.09
170.172-CITY ADMINISTRATION		198,072.00		139,579.93		22,902.73		58,492.07		70.47
170.191-ELECTIONS		17,100.00		8,014.26		2,247.93		9,085.74		46.87
170.209-ASSESSING		63,001.00		34,421.80		0.00		28,579.20		54.64
170.210-ATTORNEY		25,000.00		16,256.93		2,389.20		8,743.07		65.03
170.215-CLERK'S OFFICE		105,073.00		71,657.83		11,079.74		33,415.17		68.20
170.253-FINANCE		209,835.00		155,702.28		12,108.22		54,132.72		74.20
170.265-CITY HALL		272,782.01		129,905.02		19,358.77		142,876.99		47.62
170.272-RECYCLING		27,745.00		14,785.41		1,170.46		12,959.59		53.29
170.274-COMPOSTING		27,260.00		21,706.34		202.15		5,553.66		79.63
170.276-CEMETERY		134,153.00		63,080.34		4,077.42		71,072.66		47.02
170.292-GENERAL GOVERNMENT		159,109.00		99,996.10		9,176.87		59,112.90		62.85
170.294-SPECIAL PROJECTS		13,000.00		20,440.82		0.00		(7,440.82)		157.24
300.301-POLICE		1,383,266.00		969,753.50		134,981.45		413,512.50		70.11
300.371-BUILDING INSPECTION		96,300.00		84,582.73		7,395.00		11,717.27		87.83
300.410-PLANNING & ZONING		31,680.00		27,729.92		2,981.90		3,950.08		87.53
966.001-TRANSFERS OUT		488,000.00		488,000.00		80,000.00		0.00		100.00
TOTAL Expenditures		3,261,142.01		2,351,384.30		311,959.51		909,757.71		72.10

REVENUE AND EXPENDITURE REPORT FOR CITY OF GRAND LEDGE

PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AWENDED BUDGET	AMENDED BUDGET	03/31/2016 NORMAL (ABNORMAL)	03/31/2016 INCREASE (DECREASE)	MONTH 03/31/2016 INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BDGT USED
Fund 101 - GENERAL FUND									
Fund 101 - GENERAL FUND:									
TOTAL REVENUES		3,183,640.74		2,760,995.99		143,151.55		422,644.75	86.72
TOTAL EXPENDITURES		3,261,142.01		2,351,384.30		311,959.51		909,757.71	72.10
NET OF REVENUES & EXPENDITURES		(77,501.27)		409,611.69		(168,807.96)		(487,112.96)	528.52
Fund 202 - MAJOR STREET FUND									
000.202-MAJOR STREET REVENUES									
TOTAL Revenues		588,435.00		370,036.66		29,172.40		218,398.34	62.88
440.102-PRESERVATION STREETS		164,860.00		110,570.61		6,126.53		54,289.39	67.07
440.103-TRAFFIC SERVICE		23,228.00		14,646.26		3,958.89		8,581.74	63.05
440.456-OPERATING EXPENSES		30,913.00		33,943.73		2,421.68		(3,030.73)	109.80
440.459-STATE TRUNKLINE		25,943.00		12,316.48		4,108.05		13,626.52	47.48
440.492-WINTER MAINTENANCE		77,760.00		37,414.61		9,650.42		40,345.39	48.12
440.495-ADMINISTRATION		64,501.00		53,480.11		3,704.25		11,020.89	82.91
440.501-CONSTRUCTION		327,498.00		323,107.48		0.00		4,390.52	98.66
TOTAL Expenditures		714,703.00		585,479.28		29,969.82		129,223.72	81.92
Fund 202 - MAJOR STREET FUND:									
TOTAL REVENUES		588,435.00		370,036.66		29,172.40		218,398.34	62.88
TOTAL EXPENDITURES		714,703.00		585,479.28		29,969.82		129,223.72	81.92
NET OF REVENUES & EXPENDITURES		(126,268.00)		(215,442.62)		(797.42)		89,174.62	170.62
Fund 203 - LOCAL STREET FUND									
000.203-LOCAL STREET REVENUES									
TOTAL Revenues		582,025.00		539,541.74		14,291.68		42,483.26	92.70
440.102-PRESERVATION STREETS		296,590.00		202,121.67		9,662.42		94,468.33	68.15
440.103-TRAFFIC SERVICE		15,796.00		18,067.12		3,424.66		(2,271.12)	114.38
440.456-OPERATING EXPENSES		29,479.00		27,021.33		6,227.78		2,457.67	91.66
440.492-WINTER MAINTENANCE		68,167.00		55,253.08		14,273.26		12,913.92	81.06
440.495-ADMINISTRATION		79,386.00		68,196.13		3,703.16		11,189.87	85.90
440.501-CONSTRUCTION		108,150.00		128,349.27		0.00		(20,199.27)	118.68

REVENUE AND EXPENDITURE REPORT FOR CITY OF GRAND LEDGE

PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE		ACTIVITY FOR		AVAILABLE	% BGD USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	03/31/2016 NORMAL (ABNORMAL)	03/31/2016 INCREASE (DECREASE)	MONTH 03/31/2016 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)		
Fund 203 - LOCAL STREET FUND									
TOTAL Expenditures									
		597,568.00		499,008.60		37,291.28		98,559.40	83.51
Fund 203 - LOCAL STREET FUND:									
TOTAL REVENUES									
		582,025.00		539,541.74		14,291.68		42,483.26	92.70
TOTAL EXPENDITURES									
		597,568.00		499,008.60		37,291.28		98,559.40	83.51
	NET OF REVENUES & EXPENDITURES	(15,543.00)		40,533.14		(22,999.60)		(56,076.14)	260.78
Fund 204 - MUNICIPAL STREET FUND									
000.000-GENERAL									
	TOTAL Revenues	927,395.00		791,018.31		108,277.28		136,376.69	85.29
	440.448-STREET LIGHTING	106,000.00		58,922.46		6,987.22		47,077.54	55.59
	440.495-ADMINISTRATION	702,353.00		702,298.45		0.00		54.55	99.99
	440.503-SIDEWALKS	28,987.00		9,076.73		630.08		19,910.27	31.31
	440.506-PROPERTY TAX & DEBT SERVICE	6,550.00		4,336.29		0.00		2,213.71	66.20
	590.590-STORM SEWER GENERAL	38,415.00		15,150.76		1,001.70		23,264.24	39.44
	TOTAL Expenditures	882,305.00		789,784.69		8,619.00		92,520.31	89.51
Fund 204 - MUNICIPAL STREET FUND:									
TOTAL REVENUES									
		927,395.00		791,018.31		108,277.28		136,376.69	85.29
TOTAL EXPENDITURES									
		882,305.00		789,784.69		8,619.00		92,520.31	89.51
	NET OF REVENUES & EXPENDITURES	45,090.00		1,233.62		99,658.28		43,856.38	2.74
Fund 208 - PARKS & RECREATION FUND									
750.752-ADMINISTRATION									
	TOTAL Revenues	145,365.00		150,116.34		3,227.27		(4,751.34)	103.27
	750.801-RECREATION	25,500.00		20,676.81		0.00		4,823.19	81.09
	750.902-PARKS AND BUILDINGS	6,500.00		5,608.00		1,180.50		892.00	86.28
	TOTAL Revenues	177,365.00		176,401.15		4,407.77		963.85	99.46
750.752-ADMINISTRATION									
		31,667.00		31,949.77		1,495.95		(282.77)	100.89
750.801-RECREATION									
		31,154.00		47,934.96		14.95		(16,780.96)	153.86
750.902-PARKS AND BUILDINGS									
		113,270.00		67,288.97		4,421.44		45,981.03	59.41
	TOTAL Expenditures	176,091.00		147,173.70		5,932.34		28,917.30	83.58

PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE		ACTIVITY FOR	AVAILABLE		% BDCGT	
		AMENDED BUDGET	NORMAL (ABNORMAL)	03/31/2016 NORMAL (ABNORMAL)	03/31/2016 INCREASE (DECREASE)		MONTH 03/31/2016	BALANCE NORMAL (ABNORMAL)		USED
Fund 208 - PARKS & RECREATION FUND										
Fund 208 - PARKS & RECREATION FUND:										
TOTAL REVENUES		177,365.00		176,401.15		4,407.77		963.85		99.46
TOTAL EXPENDITURES		176,091.00		147,173.70		5,932.34		28,917.30		83.58
NET OF REVENUES & EXPENDITURES		1,274.00		29,227.45		(1,524.57)		(27,953.45)		2,294.15
Fund 209 - CEMETERY FUND										
170.276-CEMETERY										
TOTAL Expenditures		3,136.74		3,136.74		0.00		0.00		100.00
Fund 209 - CEMETERY FUND:										
TOTAL REVENUES		0.00		0.00		0.00		0.00		0.00
TOTAL EXPENDITURES		3,136.74		3,136.74		0.00		0.00		100.00
NET OF REVENUES & EXPENDITURES		(3,136.74)		(3,136.74)		0.00		0.00		100.00
Fund 248 - DDA FUND										
000.000-GENERAL										
TOTAL Revenues		680,182.00		652,075.56		22,286.81		28,106.44		95.87
TOTAL Revenues		680,182.00		652,075.56		22,286.81		28,106.44		95.87
170.173-ECONOMIC DEVELOPMENT		311,258.00		197,095.08		10,071.31		114,162.92		63.32
966.001-TRANSFERS OUT		434,903.00		434,903.00		0.00		0.00		100.00
TOTAL Expenditures		746,161.00		631,998.08		10,071.31		114,162.92		84.70
Fund 248 - DDA FUND:										
TOTAL REVENUES		680,182.00		652,075.56		22,286.81		28,106.44		95.87
TOTAL EXPENDITURES		746,161.00		631,998.08		10,071.31		114,162.92		84.70
NET OF REVENUES & EXPENDITURES		(65,979.00)		20,077.48		12,215.50		(86,056.48)		30.43
Fund 264 - DRUG FORFEITURE FUND										
300.301-POLICE										
TOTAL Revenues		16.00		20.53		3.64		(4.53)		128.31
300.323-FORFEITURE		0.00		1,173.00		0.00		(1,173.00)		100.00
TOTAL Revenues		16.00		1,193.53		3.64		(1,177.53)		7,459.56
300.304-K9 PROGRAM		320.00		161.95		62.98		158.05		50.61
TOTAL Expenditures		320.00		161.95		62.98		158.05		50.61
Fund 264 - DRUG FORFEITURE FUND:										
TOTAL REVENUES		16.00		1,193.53		3.64		(1,177.53)		7,459.56
TOTAL EXPENDITURES		320.00		161.95		62.98		158.05		50.61

REVENUE AND EXPENDITURE REPORT FOR CITY OF GRAND LEDGE

PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE 03/31/2016	ACTIVITY FOR MONTH 03/31/2016	AVAILABLE BALANCE	% BGD USED
		AMENDED BUDGET	NORMAL (ABNORMAL)				
Fund 264 - DRUG FORFEITURE FUND							
NET OF REVENUES & EXPENDITURES							
300.301-POLICE		34.00		43.25	7.14	(9.25)	127.21
302.000-ACT 302		1,544.70		1,544.70	0.00	0.00	100.00
TOTAL Revenues		1,578.70		1,587.95	7.14	(9.25)	100.59
300.321-DRUG EDUCATION		0.00		32.99	0.00	(32.99)	100.00
302.000-ACT 302		3,019.47		1,861.08	661.95	1,158.39	61.64
TOTAL Expenditures		3,019.47		1,894.07	661.95	1,125.40	62.73
Fund 265 - POLICE RESTRICTED FUND:							
TOTAL REVENUES							
TOTAL EXPENDITURES		1,578.70		1,587.95	7.14	(9.25)	100.59
NET OF REVENUES & EXPENDITURES		3,019.47		1,894.07	661.95	1,125.40	62.73
		(1,440.77)		(306.12)	(654.81)	(1,134.65)	21.25
Fund 274 - GRANTS FUND							
750.905-603 E RIVER ST TF14-0161							
TOTAL Revenues		0.00		306,882.62	148,882.62	(306,882.62)	100.00
750.905-603 E RIVER ST TF14-0161		0.00		234,681.91	0.00	(234,681.91)	100.00
TOTAL Expenditures		0.00		234,681.91	0.00	(234,681.91)	100.00
Fund 274 - GRANTS FUND:							
TOTAL REVENUES							
TOTAL EXPENDITURES		0.00		306,882.62	148,882.62	(306,882.62)	100.00
NET OF REVENUES & EXPENDITURES		0.00		234,681.91	0.00	(234,681.91)	100.00
		0.00		72,200.71	148,882.62	(72,200.71)	100.00
Fund 295 - AIRPORT FUND							
170.270-AIRPORT							
TOTAL Revenues		61,530.00		46,797.00	6,117.23	14,733.00	76.06
170.270-AIRPORT		61,530.00		46,797.00	6,117.23	14,733.00	76.06
TOTAL Expenditures		94,025.00		68,218.14	4,371.29	25,806.86	72.55
		94,025.00		68,218.14	4,371.29	25,806.86	72.55
Fund 295 - AIRPORT FUND:							
TOTAL REVENUES							
TOTAL REVENUES		61,530.00		46,797.00	6,117.23	14,733.00	76.06

PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE 03/31/2016	ACTIVITY FOR MONTH 03/31/2016	AVAILABLE BALANCE	% BDC USED
		AMENDED BUDGET	NORMAL (ABNORMAL)				
Fund 295 - AIRPORT FUND							
TOTAL EXPENDITURES		94,025.00		68,218.14	4,371.29	25,806.86	72.55
NET OF REVENUES & EXPENDITURES		(32,495.00)		(21,421.14)	1,745.94	(11,073.86)	65.92
Fund 304 - 2004 CAP IMPROV BONDS FUND							
000.000-GENERAL		200.00		250.38	49.68	(50.38)	125.19
931.001-TRANSFERS IN		124,320.00		124,320.00	0.00	0.00	100.00
TOTAL Revenues		124,520.00		124,570.38	49.68	(50.38)	100.04
905.906-DEBT SERVICE		124,620.00		2,460.00	0.00	122,160.00	1.97
TOTAL Expenditures		124,620.00		2,460.00	0.00	122,160.00	1.97
Fund 304 - 2004 CAP IMPROV BONDS FUND:							
TOTAL REVENUES		124,520.00		124,570.38	49.68	(50.38)	100.04
TOTAL EXPENDITURES		124,620.00		2,460.00	0.00	122,160.00	1.97
NET OF REVENUES & EXPENDITURES		(100.00)		122,110.38	49.68	(122,210.38)	122,110.
Fund 394 - DDA DEBT FUND							
905.906-DEBT SERVICE		323,303.00		323,337.86	88.18	(34.86)	100.01
TOTAL Revenues		323,303.00		323,337.86	88.18	(34.86)	100.01
905.906-DEBT SERVICE		322,903.00		91,459.35	0.00	231,443.65	28.32
TOTAL Expenditures		322,903.00		91,459.35	0.00	231,443.65	28.32
Fund 394 - DDA DEBT FUND:							
TOTAL REVENUES		323,303.00		323,337.86	88.18	(34.86)	100.01
TOTAL EXPENDITURES		322,903.00		91,459.35	0.00	231,443.65	28.32
NET OF REVENUES & EXPENDITURES		400.00		231,878.51	88.18	(231,478.51)	57,969.6
Fund 397 - ISLAND BRIDGE DEBT FUND							
905.906-DEBT SERVICE		34,848.00		34,859.82	11.32	(11.82)	100.03
TOTAL Revenues		34,848.00		34,859.82	11.32	(11.82)	100.03
905.906-DEBT SERVICE		34,808.00		5,278.75	0.00	29,529.25	15.17
TOTAL Expenditures		34,808.00		5,278.75	0.00	29,529.25	15.17
Fund 397 - ISLAND BRIDGE DEBT FUND:							
TOTAL REVENUES		34,848.00		34,859.82	11.32	(11.82)	100.03
TOTAL EXPENDITURES		34,808.00		5,278.75	0.00	29,529.25	15.17

PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 03/31/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDDT USED
Fund 397 - ISLAND BRIDGE DEBT FUND						
NET OF REVENUES & EXPENDITURES		40.00	29,581.07	11.32	(29,541.07)	73,952.6
Fund 494 - DDA CAPITAL PROJECTS FUND						
900.901-CAPITAL OUTLAY - PUBLIC IMPROV		100,000.00	100,494.38	101.85	(494.38)	100.49
TOTAL Revenues		100,000.00	100,494.38	101.85	(494.38)	100.49
Fund 494 - DDA CAPITAL PROJECTS FUND:						
TOTAL REVENUES		100,000.00	100,494.38	101.85	(494.38)	100.49
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		100,000.00	100,494.38	101.85	(494.38)	100.49
Fund 495 - LDFA FUND						
000.000-GENERAL		8,830.00	10,648.21	1,339.28	(1,818.21)	120.59
900.901-CAPITAL OUTLAY - PUBLIC IMPROV		80,000.00	229,873.24	85,123.24	(149,873.24)	287.34
TOTAL Revenues		88,830.00	240,521.45	86,462.52	(151,691.45)	270.77
900.901-CAPITAL OUTLAY - PUBLIC IMPROV		89,253.00	40,937.54	(27.11)	48,315.46	45.87
TOTAL Expenditures		89,253.00	40,937.54	(27.11)	48,315.46	45.87
Fund 495 - LDFA FUND:						
TOTAL REVENUES		88,830.00	240,521.45	86,462.52	(151,691.45)	270.77
TOTAL EXPENDITURES		89,253.00	40,937.54	(27.11)	48,315.46	45.87
NET OF REVENUES & EXPENDITURES		(423.00)	199,583.91	86,489.63	(200,006.91)	47,182.9
Fund 592 - WATER & SEWER FUND						
000.440-PUBLIC WORKS-REVENUE		1,000.00	684.67	73.93	315.33	68.47
000.591-WATER-REVENUES		1,535,831.00	851,288.25	157,170.10	684,542.75	55.43
000.592-SANITARY SEWER -REVENUES		2,051,220.00	1,028,192.90	176,128.72	1,023,027.10	50.13
TOTAL Revenues		3,588,051.00	1,880,165.82	333,372.75	1,707,885.18	52.40
591.012-JENNE ST RECONSTRUCTION		128,850.00	127,209.69	0.00	1,640.31	98.73
591.544-PUMPING		107,182.00	53,090.64	12,920.96	54,091.36	49.53
591.545-WATER TREATMENT		110,855.00	66,375.02	10,674.00	44,479.98	59.88
591.546-TRANSMISSION AND DISTRIBUTION		461,894.00	269,910.69	34,283.05	191,983.31	58.44
591.548-WATER-GENERAL EXPENSE		740,126.00	327,001.50	46,948.42	413,124.50	44.18

REVENUE AND EXPENDITURE REPORT FOR CITY OF GRAND LEDGE

PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 03/31/2016		ACTIVITY FOR MONTH 03/31/2016 INCREASE (DECREASE)	AVAILABLE BALANCE		% BDDT USED
			NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 592 - WATER & SEWER FUND								
592.012-JENNE ST RECONSTRUCTION		191,450.00	194,641.16		0.00	(3,191.16)	101.67	
592.536-PLANT OPERATION & MAINTENANCE		661,315.12	455,427.59		75,529.31	205,887.53	68.87	
592.538-LIFT STATION		57,922.00	38,617.52		5,539.66	19,304.48	66.67	
592.539-SEWERS		283,652.00	212,275.93		8,135.33	71,376.07	74.84	
592.542-SEWER GENERAL EXPENSE		815,831.00	342,073.98		66,198.12	473,757.02	41.93	
TOTAL Expenditures		3,559,077.12	2,086,623.72		260,228.85	1,472,453.40	58.63	
Fund 592 - WATER & SEWER FUND:								
TOTAL REVENUES		3,588,051.00	1,880,165.82		333,372.75	1,707,885.18	52.40	
TOTAL EXPENDITURES		3,559,077.12	2,086,623.72		260,228.85	1,472,453.40	58.63	
NET OF REVENUES & EXPENDITURES		28,973.88	(206,457.90)		73,143.90	235,431.78	712.57	
Fund 661 - EQUIPMENT OPERATING FUND								
440.441-EQUIPMENT OPERATION		303,935.00	235,609.97		26,287.27	68,325.03	77.52	
TOTAL Revenues		303,935.00	235,609.97		26,287.27	68,325.03	77.52	
440.441-EQUIPMENT OPERATION		273,163.00	201,955.37		20,585.70	71,207.63	73.93	
TOTAL Expenditures		273,163.00	201,955.37		20,585.70	71,207.63	73.93	
Fund 661 - EQUIPMENT OPERATING FUND:								
TOTAL REVENUES		303,935.00	235,609.97		26,287.27	68,325.03	77.52	
TOTAL EXPENDITURES		273,163.00	201,955.37		20,585.70	71,207.63	73.93	
NET OF REVENUES & EXPENDITURES		30,772.00	33,654.60		5,701.57	(2,882.60)	109.37	
Fund 678 - EMPLOYEE BENEFITS FUND								
850.852-EMPLOYEE BENEFITS		737,000.00	538,816.05		172,340.94	198,183.95	73.11	
TOTAL Revenues		737,000.00	538,816.05		172,340.94	198,183.95	73.11	
850.852-EMPLOYEE BENEFITS		723,560.00	479,793.98		51,212.62	243,766.02	66.31	
TOTAL Expenditures		723,560.00	479,793.98		51,212.62	243,766.02	66.31	
Fund 678 - EMPLOYEE BENEFITS FUND:								
TOTAL REVENUES		737,000.00	538,816.05		172,340.94	198,183.95	73.11	
TOTAL EXPENDITURES		723,560.00	479,793.98		51,212.62	243,766.02	66.31	
NET OF REVENUES & EXPENDITURES		13,440.00	59,022.07		121,128.32	(45,582.07)	439.15	

PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE		ACTIVITY FOR		AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	03/31/2016	03/31/2016	MONTH 03/31/2016 INCREASE (DECREASE)	MONTH 03/31/2016 INCREASE (DECREASE)		
	TOTAL REVENUES - ALL FUNDS	11,502,654.44		9,124,906.24		1,095,312.63		2,377,748.20	79.33
	TOTAL EXPENDITURES - ALL FUNDS	11,605,855.34		8,221,430.17		740,939.54		3,384,425.17	70.84
	NET OF REVENUES & EXPENDITURES	(103,200.90)		903,476.07		354,373.09		(1,006,676.97)	875.45

Activity	January	February	March	April	May	June	July	August	September	October	November	December	Total
Traffic Crash: Public & Private (931a)	24	14	10										48
Traffic Crash: Personal Injury (931b)	1	2	0										3
Crash Totals	25	16	10	0	0	0	0	0	0	0	0	0	51
Breaking & Entering (998P)	2	2	4										8
Larceny (2399)	6	4	3										13
Retail Fraud (3073)	3	3	3										9
Bad Checks (2693)	1	0	0										1
Credit Card Fraud (2605)	0	1	0										1
Forgery (2589)	0	0	0										0
Identity Theft (2609)	0	3	0										3
Malicious Destruction of Property (2901 & 2999)	2	3	2										7
Stolen Vehicle (2404)	0	0	0										0
Property Crimes Total	14	16	12	0	0	0	0	0	0	0	0	0	42
Domestic Assault (994D)	0	0	1										1
Assault & Battery (1313)	2	1	5										8
Personal Crimes Total	2	1	6	0	0	0	0	0	0	0	0	0	9
Reports Taken	84	80	86										250
Civil Infraction Citations (933A)	20	26	23										0
Misdemeanor Citations (5403)	5	2	1										0
OWI (8041)	2	2	1										0
Traffic Total	27	30	25	0	0	0	0	0	0	0	0	0	0

The hiring process for the Police Department has been completed. Our three new officers began their training last month, and will be coming to meet with City Council members at their April 11th meeting.

**MONTHLY ACTIVITY REPORT
DEPARTMENT OF PUBLIC SERVICES
MARCH 2016**

DRINKING WATER

Treated water pumped to system – 17.158 million gallons for the month of March, average daily production was 0.553 million gallons per day. Maximum day was 0.641 million gallons pumped while the minimum day was 0.391 million gallons.

Water was treated with 162.5 lbs. of chlorine gas with an average chlorine residual in the system of 0.32 parts per million (ppm) free chlorine and 0.43 ppm total chlorine. 31.9 lbs of fluoride was also added for the month, measured fluoride in the water system was at 0.61 ppm for the month.

Sixteen routine water samples were collected during the month from the distribution system, wells, and storage tanks and tested for total coliform bacteria by the Board of Water & Light lab. There were no positive tests.

A total of 1,026 meters were read in Cycle 3 (north side of town, north of the the Grand River) in March. There were also 21 re-reads of those meters, and 39 final readings collected. Staff also responded to four requests for water shut-offs or turn-ons. During March there were 44 water meters replaced, most of which were part of an effort to replace all water meters that have been in service over 10 years. The goal is to replace 250 of those meters by the end of June.

Staff responded to 40 staking requests from the Miss Dig system to locate City water and sewer lines, 12 of those requests were emergencies.

Well no. 6 went back in service on March 11. It was taken out of operation on February 10th and rebuilt by Layne Northern of Lansing. This work was routine maintenance for a municipal production well which is normally completed every five to eight years. Well no. 6 was last rebuilt in 2007. Total cost of the work was \$30,000.

The large water meter that measures the volume of water pumped to the distribution system was sent out to be tested for accuracy. It had been in use since 2005 and was found to be 99.9% accurate.

Samples were collected from six locations at City Hall and tested for lead. Four of the samples were non-detect, the other two had very low levels measured.

Long-time City employee Jeff Hazen announced his retirement effective April 1. Jeff started work for the City at the WWTP in 1986.

WASTEWATER TREATMENT AND COLLECTION SYSTEM

The wastewater treatment plant treated and discharged 51.269 million gallons to the Grand

River, a monthly average of 1.654 million gallons per day. Some of the effluent characteristics were:

- 5 day BOD monthly average = 11 ppm, limit is 25 ppm, plant achieved 96% removal
- Suspended solids, monthly average = 5.4 ppm, limit is 30 mg/l, plant achieved 96% removal
- Phosphorus, monthly average = 0.6 ppm, limit is 1.0 ppm

There were no monthly violations of the City's NPDES permit in March, although the quality of the water discharged from the plant was lower than normal due to high flows from spring rains and snow melt.

The plant is an observation station for the National Weather Service and recorded a total of 4.59 inches of precipitation for the month. The monthly high was recorded on March 14 with a daily measurement of 1.3 inches.

There were no SSO events (sanitary sewer overflow) that resulted from the wet weather.

A power surge from a lightning strike early on the morning of March 16 damaged two of the three variable frequency drives (VFD's) for the pumps at the West River St. lift station. Two of the three pumps were put out of service for a day until the VFD's were replaced. Total cost to replace the VFD's amounted to \$3,066.00. The West River lift station pumps the sewage generated from the part of the City located on the north side of the Grand River.

Two 15,000 gallon fiberglass tanks used to store Ferric Chloride were re-coated by Tri-Chlor of Kalamazoo for a cost \$5,600. The tanks were original equipment from when the plant was built in 1975 and were due for replacement at an expected cost of \$30,000. The tanks are good as new at a fraction of the price. Ferric Chloride is a corrosive liquid that is used to remove phosphorus from wastewater.

The cleaning of dead-end sanitary sewers was started on the City's north side during the last two weeks of March. Dead end lines have less flow than other sewer lines and are cleaned annually.

OAKOOD CEMETERY

There were a total of four interments made in the month at Oakwood Cemetery. Both were full burials, all the deceased were non-residents.

STREETS

DPS was required to plow streets on two days during the month, all a result of the storm that came on March 2. Slippery conditions caused salting of the primary routes on three days. The airport runways were also plowed once on March 2 and the downtown sidewalks, the walks around City Hall, and the wide walks were scrapped and salted on March 3 as a result of that storm. Snow was hauled out of the downtown area on March 3.

Continued freezing and thawing during the month caused the opening of numerous potholes on City streets as happens every year during the winter. Approximately 15 tons of cold patch was applied as a result. That work will continue.

Other activities completed during the month once the snow melted included grading of all unimproved streets and use of the City's street sweeper to sweep all City streets and parking lots to remove all the small debris that accumulated over the winter. The material that was swept up was transported to Granger Landfill for disposal.

Work was conducted to fill and repair areas around City Hall and the sidewalk that were damaged during plowing over the winter. The repaired areas were re-seeded.

The East River/Russell St. reconstruction project was advertised for bids on March 21. Bids will be opened on April 19. Work on the design of the second phase of the project on East River St. between Russell St. and Franklin St. is underway and nearing completion.

The advertisement for bids by MDOT for the reconstruction of Jenne St. between Edwards St. and M-43 was delayed in order to modify the project design to include 500 feet of sidewalk on the south side of M-43. The new sidewalk will increase pedestrian safety, particularly for children crossing M-43 while walking to school. The additional sidewalk will make use of unallocated safety funding that is available. It is expected that bids will be opened in June with work to be completed during the late summer and early fall.

Street Supervisor Chad Brunton announced his resignation on March 28.

To: Adam R. Smith, Grand Ledge City Administrator
From: Brian Thelen, Grand Ledge City Assessor
Date: March 31, 2016
Ref: February/March 2016 Monthly Assessing Department Report

GRAND LEDGE CITY ASSESSOR MONTHLY REPORT

February/March 2016

Property Transfers and Deeds

- 31 deeds have been processed. The breakdown is as follows:
 - 9 Warranty Deeds
 - 16 Quit Claim Deeds
 - 5 Misc.

March Board of Review

- Board of Review was held Tuesday, March 29th from 1:00 – 5:00 p.m. and Wednesday March 30th from 1:00 p.m. to 9:00 p.m.
- 15 tax payers made personal appearances and appealed 18 parcels
- 2 tax payers appealed by letter
- 6 Veteran exemptions were granted

Other activities

- Presented year-end report to the Grand Ledge City Council at their regular business meeting of 2/22/16.
- Filed all required 2016 final value forms with the State Tax Commission, Department of Treasury and Eaton County.
- Met with and inspected the properties of numerous Grand Ledge tax payers to review their 2016 property value prior to the Board of Review meetings.

Zoning Administrator - Monthly Report March, 2016

General Activities:

- **Permits:**
7 building permits

- **Violations:**

Trash/Junk:	3
Junk Vehicles	5
Illegal Parking	3
Other:	1

Zoning Board of Appeals:

- The Zoning Board of Appeals did not meet in March.

- A variance application for a 6 foot high fence in the front yard at 700 Degroff Street has been submitted and will be considered at the next ZBA meeting.

Planning Commission:

- **Meetings:**

At its regular meeting held on Thursday, March 3, 2016, the Planning Commission took the following action:

1. Approval of a site plan for a new manufacturing facility (Capitol Bedding) in the Industrial Park.

2. Recommendation to City Council to approve the Preliminary Plat for Phase 5 (12 lots) of Fieldstone Subdivision. The Preliminary Plat was approved by the City Council at its March 14, 2016 meeting.

- **Master Plan Update:**

The Planning Commission has completed its review of Chapters 1-4 of the Master Plan as part of its 5 year update. The Commission will begin reviewing Chapter 5 at its April meeting. The Plan contains 6 chapters and the Commission is on pace to have the Plan update completed by the end of the year.

- **Ordinance Amendments:**

The Planning Commission continues to make progress on amendments to Article V of the Zoning Ordinance which regulates the R-LD, R-MD, One-Family Residential Districts. The primary purpose of the amendments is to permit higher density single family residential condominium development.

Site Plan Review:

- Revised site plans addressing the conditions of the Planning Commission's approvals must be reviewed and approved administratively for the following projects before building permits can be issued:
 1. New Capitol Bedding Manufacturing Facility – Winstanley Blvd.
 2. Key Builders Office Building Addition – 403 S. Clinton Street
 3. Library Addition – 131 E. Jefferson Street
- A Soil Erosion and Sedimentation Control permit from the Eaton County Drain Commissioner's Office must be submitted prior to issuance of a building permit for the new Speedway Gasoline Station at 720 S. Clinton Street.

Staff Report March 21, 2016 – April 3, 2016

Commercial permits

720 S. Clinton – new business – Speedway –(in process)

669 E Saginaw Suite #200 – Hungry Howies

Residential permits

696 Pennine Ridge Way – new house- (in process)

973 Pennine Ridge Way –new house- (in process)

808 W. Jefferson - re-roof

1001 Hawksridge – re-roof

1019 Candela – re-roof

636 Jones St. – deck & ramp

203 Franklin – ramp & steps

311 Greenwood – egress window

Concerns

815 N. Clinton – discussed the City turning off the water, the County now has the property, Bob Robinson does not want the water off yet.

229 W. Lincoln- nothing new has happened.

401 Jones St.

736 Spring St.

465 Union St. – Sue said there are holes in the building and broken windows.

Ongoing activity

704 W Main In process of demolition?

Note

Gulf Street properties

Dollar Tree is looking for a temporary C of O next week 11-April

Certificate of Occupancy

213 E. Scott St. – Partial remodel of house.

Temporary Certificate of Occupancy

977 Pennine Ridge Way

CITY OF GRAND LEDGE
FY 2017 ANNUAL BUDGET BY FUND

FUND #	FUND DESCRIPTION	ESTIMATED WORKING CAPITAL		ESTIMATED REVENUES FY 2017	ESTIMATED EXPENDITURES FY 2017	ESTIMATED BUDGET SURPLUS (DEFICIT/CASH RESERVES)	ESTIMATED WORKING CAPITAL 6/30/2017	COMMITTED (see notes)	TURN-BACKS FY 2015
		6/30/2015	6/30/2016						
101	GENERAL FUND	\$ 908,022	\$ 780,679	\$ 3,212,784	\$ 2,979,585	\$ 233,199	1,013,878	\$ 100,000	160,482
202	MAJOR STREET FUND	158,388	32,120	504,349	526,106	(21,757)	10,363		123,728
203	LOCAL STREET FUND	99,739	84,196	418,277	492,473	(74,196)	10,000		83,227
204	MUNICIPAL STREET FUND	341,011	386,101	714,958	909,261	(194,303)	191,798		314,857
208	PARKS & RECREATION FUND	51,563	52,837	158,736	155,638	3,098	55,935		(6,803)
248	DDA SPECIAL REVENUE FUND	194,553	83,574	675,179	730,808	(55,629)	27,945		159,731
394	DDA DEBT SERVICE FUND	7,195	7,595	265,160	264,160	1,000	8,595		1,357
494	DDA CAPITAL PROJECTS FUND	175,640	275,640	150,000	196,100	(46,100)	229,540		17,503
264	DRUG FORFEITURE FUND	8,839	8,535	13	320	(307)	8,228		(343)
265	POLICE RESTRICTED FUND	19,012	96	25	-	25	121		2,946
295	AIRPORT DEVELOPMENT FUND	161,100	128,605	68,571	141,990	(73,419)	55,186		9,641
304	2004 CAPITAL IMPROVEMENT DEBT SVC	12,583	-	-	-	-	-		264
305	2016 CAPITAL IMPROVEMENT DEBT SVC	-	-	483,500	483,500	-	-		-
397	ISLAND BRIDGE & PARK DEBT FUND	1,108	1,148	33,660	33,610	50	1,198		306
410	CAPITAL PROJECTS FUND	-	-	4,385,000	4,385,000	-	-		(288)
495	LOCAL DEVELOPMENT FINANCE AUTHORITY	(9,468)	118,055	198,712	316,452	(117,740)	315		n/a
592	WATER & SEWER FUND	181,410	210,384	3,929,881	3,828,743	101,138	311,522		n/a
661	EQUIPMENT OPERATING FUND	20,446	51,218	365,342	413,346	(48,004)	3,214		n/a
678	EMPLOYEE BENEFIT FUND	211,596	224,936	841,752	1,024,652	(182,900)	42,036		37,357
	TOTALS	2,542,737	2,445,719	16,405,899	16,881,744	(475,845)	1,969,874	100,000	903,965
	Notes:								
	Working Capital is current assets less current liabilities								
	General Fund - \$100,000 is committed for City Hall								