



Grand Ledge City Council

**REGULAR MEETING AGENDA
MONDAY, 08 AUGUST 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, 08 August 2016 City Council consent agenda, as follows:
 - i. Financial transactions and bills.
 - ii. Monday, 25 July 2016 regular City Council minutes.
 - iii. Right-of-Way Use Application for the 3rd Annual W. South St. Block Party.

- 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, 08 August 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 July 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. **Resolution** – To approve a bid award to Old Dominion Brush Co. for a trailer-mounted vacuum leaf collector.
- 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.



Gregory L. Newman, City Clerk

THE GRAND LEDGE CITY COUNCIL WILL HOLD ITS NEXT REGULAR MEETING ON MONDAY, 22 AUGUST 2016, AT 7:30 P.M. IN THE COUNCIL CHAMBERS, CITY HALL, 310 GREENWOOD ST., GRAND LEDGE, MICHIGAN.

08/05/2016

CUSTOM INVOICE REPORT FOR CITY OF GRAND LEDGE

VENDOR NAME	DESCRIPTION	AMOUNT
ABSOPURE WATER	DISTILLED WATER	109.80
ABSOPURE WATER	WATER	43.50
ABSOPURE WATER	COOLER	12.00
ACE HARDWARE	QUICK LINK CHAINS	8.76
ACE HARDWARE	MIX CONTAINER/PAINTBRUSH/LATEX PAINT	45.26
ACE HARDWARE	KEY	1.89
ACE HARDWARE	BROOM	11.99
ACE HARDWARE	ROLLER/PAINT TRAY LINER	9.07
ACE HARDWARE	WASP KILLER	6.49
ACE HARDWARE	GLOVES	15.99
ACE HARDWARE	KEY	1.89
ACE HARDWARE	CLEANING SUPPLY	6.99
ACE HARDWARE	HARDWARE/FASTENERS	9.25
ACE HARDWARE	KEYS	5.67
ACE HARDWARE	STAIN	6.99
ACE HARDWARE	VARNISH/ROUND PLUG	23.78
ACE HARDWARE	HARDWARE/FASTENERS/SCREEN	245.53
ACE HARDWARE	STAIN/BLEND FILL PENCIL	12.99
ACE HARDWARE	PAINT/TAPE/PAINTBRUSH	78.54
ACE HARDWARE	PAINT/BRUSHES/PAINT CUP	79.94
ACE HARDWARE	HINGE	4.49
ACE HARDWARE	LANDSCAPE SUPPLY	20.97
ACE HARDWARE	HARDWARE/SPARK PLUG/EXT POLE	33.76
ACE HARDWARE	SCREWDRIVER SET/GLOVES	23.98
ACE HARDWARE	AQUA LOCK/EXTERIOR FLAT PAINT	312.53
ACE HARDWARE	SCREWS/WOOD	13.48
ACE HARDWARE	NEW SCREEN FOR WINDOW	20.48
ACE HARDWARE	FLEXIBLE HOSE	87.98
ACE HARDWARE	ROOFING BRUSH/NEOPRENE GLOVES	47.95
ACE HARDWARE	ROLLER/TRAY/PAINTBRUSH/WATER REPELLANT CLR	100.20
ACE HARDWARE	LATEX PAINT	49.98
ACE HARDWARE	EXTERIOR FLAT PAINT	249.95
ACE HARDWARE	HOSE	87.98
ACE HARDWARE	KEYS	13.23
ACE HARDWARE	KEYS/HARDWARE	64.41
ACE HARDWARE	PAINT	49.98
ACE HARDWARE	KEY	1.89
ACE HARDWARE	KEYS	10.76
ALRO STEEL CORPORATION	MISC STEEL	947.74
ALRO STEEL CORPORATION	EXT ALUM/ALUM ANGLE	196.02
AMBS CALL CENTER	ANS SERVICE - AUGUST 2016	66.90
AUTOMATED PROCESS EQUIPMENT CORP	LASER	111.00
BELL TITLE COMPANY	OVERPAY 400-077-602-050-00	205.71
BIG L CORP	CONSTRUCTION WOOD	107.10
BIG L CORP	TREATED LUMBER	9.99
BIG L CORP	TREATED LUMBER	17.66
BIG L CORP	CONSTRUCTION WOOD	107.10
BIG L CORP	CONSTRUCTION WOOD	10.26
PITCHFORD CHERYL	CANCEL BRIDGE ST PLAZA	140.00

CHROUCH COMMUNICATIONS, INC.	RADIO	157.00
CITY OF GRAND LEDGE-GENERAL	400-000-620-010-00	151.15
CITY OF GRAND LEDGE-WATER	310 GREENWOOD WATER - 1701070001	121.89
CMP DISTRIBUTORS	MAGAZINE SPRING	31.50
COMCAST CABLE	ACCT 01721 150482-01-8 - DPS GARAGE	82.90
CRAIG ELECTRIC	TRANSFER CIRCUITS ON UNI-VENTS	3,000.00
CRAIG ELECTRIC	STREET LIGHT POLE PAINTING - 2016	6,850.00
CRAIG ELECTRIC	LIFT RENTAL/PAINT UNDER EVE'S AT FITZGERALD PK BARN	1,502.37
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	119.98
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	121.22
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	129.98
DETROIT AIR COMPRESSOR	CASE OF AEON GREASE	352.85
DORNBOS SIGN & SAFETY INC	CROSSPIECE BRACKETS/U-CHANNEL	795.00
EATON COUNTY TREASURER	CHARGEBACK - 400-011-100-090-00	37.70
EATON COUNTY TREASURER	CHARGEBACK 400-078-003-370-00 AND 400-002-300-046-00	1,798.65
ENG.	E. RIVER/FRANKLIN ST - JUNE 2016	510.00
ENG.	E RIVER - RUSSELL ST - JUNE 2016	22,827.13
FASTENAL COMPANY	GLOVES	142.12
FERGUSON WATERWORKS	REP CLAMP	240.00
FERGUSON WATERWORKS	12 X 12 REP CLAMP	357.00
FLUID CONNECTIONS, INC.	CONNECTOR/PIPE BUSHING	63.74
GRAINGER WW INC	GLOVES	139.20
GRAINGER WW INC	SAFETY BLUE ENAMEL	76.52
GRAINGER WW INC	SAFETY BLUE ENAMEL	76.52
GRAINGER WW INC	RESTROOM FLOOR SIGNS	28.05
GRAND LEDGE AUTO PARTS INC	GEAR OIL/BREAK CLEANER	164.14
GRAND LEDGE PUBLIC SCHOOLS	COMM RECREATION AGMT 07/01/16	25,000.00
GRAND LEDGE ROTARY CLUB	DUES JULY - SEPT 2016	185.00
GOTTLEBER HEIDI	COMM ROOM DEPOSIT	100.00
HUNTINGTON NAT'L BANK	PAYING AGENT FEE	500.00
HYDROCORP	CROSS CONNECTION PROGRAM - JULY 2016	832.00
INGHAM COUNTY SHERIFF'S OFFICE	TRAINING	540.00
IT RIGHT	PC'S AND MONITORS	2,313.00
IT RIGHT	SOFTWARE	149.00
WILLOBEE JODIE	REIMBURSE EXPENSE/MILEAGE	23.12
K & H CONCRETE CUTTING OF	CURB CUT	275.00
KENDALL ELECTRIC INC	TOGGLE SWITCHES/WIRE	101.53
LANSING BOARD OF WATER & LIGHT	LAB SERVICES - JUNE 2016	265.00
LANSING ICE AND FUEL	ACCT #1-081681 - DPS FUEL	731.83
LANSING ICE AND FUEL	FUEL FILL	876.98
LANSING UNIFORM COMPANY	UNIFORMS	95.90
LANSING UNIFORM COMPANY	UNIFORMS	195.50
MAURER'S TEXTILE RENTAL	RUGS	19.30
MCCARDEL RESTORATION, LLC	REPAIRS AT DPS GARAGE	6,969.38
MENARDS - LANSING WEST	CARPET FOAM CLEANER	4.19
MENARDS - LANSING WEST	SWITCH/SPLICE	15.93
MENARDS - LANSING WEST	SANDPAPER	55.97
MENARDS - LANSING WEST	NAILS/LANDSCAPE TIMBERS	123.78
MENARDS - LANSING WEST	THERMOSTAT	28.99
MENARDS - LANSING WEST	WATER REPELLENTK COATIN	219.90
MENARDS - LANSING WEST	RETURN WATER REPELLANT COATING	(219.90)
MENARDS - LANSING WEST	MORTAR MIX/CEMENT	76.05
MENARDS - LANSING WEST	MORTAR MIX/WATER REPELLANT RAINCOAT/CEMENT	168.69

**GRAND LEDGE CITY COUNCIL
310 GREENWOOD ST.
GRAND LEDGE MI 48837
(517) 627-2149**

**CITY COUNCIL MINUTES – REGULAR MEETING
MONDAY, 25 JULY 2016
7:30 P.M.
COUNCIL CHAMBERS, CITY HALL
310 GREENWOOD ST.**

- 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
OTHERS PRESENT – Adam Smith, City Administrator; Gregory Newman, City Clerk; Cheryl Grice, Finance Director / Treasurer; Martin Underhill, Chief of Police; Larry LaHaie, Director of Public Services; Susan Stachowiak, Zoning Administrator;

II. PLEDGE OF ALLEGIANCE

Mayor Smith led those in attendance in the Pledge of Allegiance.

III. AUDIENCE PARTICIPATION

Robert Doty, 635 Maple St., commented on the Charter Revision Proposal and Charter Commission candidates on the Tuesday, 02 August 2016 election.

IV. APPROVAL OF CONSENT AGENDA

- A. Motion (from staff)** – To approve the Monday, 25 July 2016 City Council consent agenda, as follows:

- i. Financial transactions and bills.
- ii. Monday, 27 June 2016 regular City Council minutes.
- iii. Monday, 11 July 2016 regular City Council minutes.
- iv. Amendments to the Annual Budget for the Fiscal Year Ending 2016.
- v. Planning and Communications Coordinator job description.
- vi. Authorize Acting Wastewater Treatment Plant Supervisor.
- vii. Right-of-Way Use Application from Ledge Craft Lane, LTD., for the 06 August 2016 Island Art Fair.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER SOWLE SECONDED, TO APPROVE THE MONDAY, 25 July 2016 CITY COUNCIL CONSENT AGENDA.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO AMEND THE MONDAY, 25 JULY 2016 CITY COUNCIL CONSENT AGENDA BY INSERTING AS ITEM VII, A RIGHT-OF-WAY USE APPLICATION FROM LEDGE CRAFT LANE, LTD., FOR THE 06 AUGUST 2016 ISLAND ART FAIR. MOTION CARRIED UNANIMOUSLY.

MOTION TO APPROVE THE MONDAY, 25 JULY 2016 CITY COUNCIL CONSENT AGENDA, AS AMENDED BY INSERTING AS ITEM VII, A RIGHT-OF-WAY USE APPLICATION FROM LEDGE CRAFT LANE, LTD., FOR THE 06 AUGUST 2016 ISLAND ART FAIR, CARRIED UNANIMOUSLY.

V. APPROVAL OF REGULAR AGENDA

A. Motion – To approve the Monday, 25 July 2016 regular City Council agenda.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO APPROVE THE MONDAY, 25 JULY 2016 REGULAR CITY COUNCIL AGENDA. MOTION CARRIED UNANIMOUSLY.

VI. COMMITTEE AND BOARD REPORTS

VII. STAFF REPORTS

Administrator's Office

Adam Smith, City Administrator, reported on the Parks and Recreation survey results.

Clerk's Office

Gregory Newman, City Clerk, reported on the Tuesday, 02 August 2016 election, and Board of Cemetery Trustees and Tree Board meetings.

Finance Department – Revenue / Expenditure Report

Cheryl Grice, Finance Director / Treasurer, reported on the end-of-year process and audit for the Fiscal Year Ending June 2016.

Police Department

Martin Underhill, Chief of Police, reported on the bank robbery in Delta Township, on recent Police shootings in America, on Community Policing in the City of Grand Ledge, and on community/police interaction statistics.

The City Council discussed the City's Community Policing policy and activities.

Adam Smith, City Administrator, reported on communication efforts addressing the City's ranking as one of the ten safest cities in Michigan and the award of the Presidential Award to Chief Underhill by the Michigan Association of Chiefs of Police.

Department of Public Services

Larry LaHaie, Director of Public Services, reported on the E. River St. and Russell St. project, the Jenne St. project, a main break on Ferguson St., the annual water quality report, trees planted at the Wastewater Treatment Plant, successful certification testing by employees, Oakwood Cemetery activities, and sidewalk and curb work.

Adam Smith, City Administrator, mentioned the City's efforts to improve community relations by delaying E. River St. paving to accommodate Opera House activities and by replacing trees at the Wastewater Treatment Plant to continue the visual barrier from the plant for Fitzgerald Park visitors, and mentioned the Jenne St. project will require an Edwards St. detour once school starts.

Planning and Zoning Department

Susan Stachowiak, Zoning Administrator, reported on a site plan for O'Reilly Auto Parts at the old McDonald's site, the final 403 S. Clinton St. office building site plan, Speedway plans to break ground in the beginning of August, a rezoning request for 205 W. Scott St., the Planning Commission's final approval of the updated Master Plan by the end of the year, and the Planning Commission's work on higher density residential housing to allow smaller lots and smaller homes.

The City Council discussed the higher density residential housing to allow smaller lots and smaller homes.

- A. Motion** – To receive and place on file the June 2016 staff reports.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO RECEIVE AND PLACE ON FILE THE JUNE 2016 STAFF REPORTS. MOTION CARRIED UNANIMOUSLY.

VII. UNFINISHED BUSINESS

IX. NEW BUSINESS

- A. Resolution #27 of 2016** – To approve a Building Maintenance Services Contract with Myers Plumbing & Heating, Inc.

COUNCIL MEMBER SOWLE MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO ADOPT RESOLUTION #27 OF 2016, TO APPROVE A BUILDING MAINTENANCE SERVICES CONTRACT WITH MYERS PLUMBING & HEATING, INC.

Adam Smith, City Administrator, explained the resolution covers the maintenance of City Hall.

MOTION TO ADOPT RESOLUTION #27 OF 2016, TO APPROVE A BUILDING MAINTENANCE SERVICES CONTRACT WITH MYERS PLUMBING & HEATING, INC., CARRIED UNANIMOUSLY.

- B. Resolution #28 of 2016** – To approve a bid award for the Jaycee Park Boat Launch project.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO ADOPT RESOLUTION #28 OF 2016, TO APPROVE A BID AWARD FOR THE JAYCEE PARK BOAT LAUNCH PROJECT.

Adam Smith, City Administrator, explained the bids received and the recommended bidder.

The City Council debated the alternate option on the bid and the project's history.

Larry LaHaie, Director of Public Services, mentioned the City will lower the Grand River after the Island Art Fair for the project for one month.

MOTION TO ADOPT RESOLUTION #28 OF 2016, TO APPROVE A BID AWARD FOR THE JAYCEE PARK BOAT LAUNCH PROJECT, CARRIED UNANIMOUSLY.

- C. Resolution #29 of 2016** – To approve a bid award for Local Street Paving.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO ADOPT RESOLUTION #29 OF 2016, TO APPROVE A BID AWARD FOR LOCAL STREET PAVING.

Adam Smith, City Administrator, explained the resolution addresses the City's Tier 1 Priority to address local streets and explained the negotiation of the bid with the previous year's low bidder to hold costs.

The City Council debated the bid specifications.

MOTION TO ADOPT RESOLUTION #29 OF 2016, TO APPROVE A BID AWARD FOR LOCAL STREET PAVING, CARRIED UNANIMOUSLY.

X. AUDIENCE PARTICIPATION

XI. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Council member Willems mentioned the 02 August 2016 Charter Revision proposal and Charter Commission election, and commented on the need to update the City Charter.

Council member Jancek thanked the Eaton County Resource Recovery for its 16 July 2016 recycling event.

XII. CLOSED SESSION

XIII. ADJOURNMENT

COUNCIL MEMBER MALECKI MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO ADJOURN THE MONDAY, 25 JULY 2016, REGULAR CITY COUNCIL MEETING, AT 8:25 P.M. MOTION CARRIED UNANIMOUSLY.

Gregory L. Newman, City Clerk

Kalmin D. Smith, Mayor

Right-of-Way Use Application

Event Name 3rd Annual W South St. Block Party

Organization (if any) _____

Person Responsible Rachel Buffenbarger

Address 212 W. South St.

GL.

Phone 517-213-6260

Description of activity (Use the attached map to highlight the street, sidewalk or other public right-of-way requested to be used.): would like to block off 200 Block of W, South St. Food, sidewalk chalk, bubbles talent show - Bike parade

Earliest date and time the right-of-way is needed (consider preparation and set-up for the event):
8/13/16 4:00 a.m./p.m. (p.m.)

Latest date and time the right-of-way is needed (consider clean up from the event):
8/13/16 11:00 a.m./p.m. (p.m.)

Describe plans to provide parking for participants, traffic control for the event, security, and crowd control:
Neighborhood party - most people will walk to event. some may park on side streets

Describe plans to provide refuse disposal, sanitation facilities, noise control, and private property protection and restoration: Use of trash cans & will be clumped into our grangers only using a small radio.

Security in charge of crowd + security

Assistant City Administrator – July Activity Report

Human Resources

- Posted and advertised Planning and Communications Coordinator position with a deadline of August 15th. This is a new part time non union position.
- Posted Public Works Supervisor position.

Ongoing projects/tasks

- Analysis of Personnel Manual.
- Compile policies and procedures to help stream line all departments.

Airport Management

- Rented out an additional T-hangar.
- Replaced computer at airport terminal in order to use weather system for pilots.

Ongoing projects/tasks

- Tree removal in the airport approach area in accordance with the FAA 20:1 letter.
- Continue with inspections of runway and maintenance items.

DDA

- Prepared for and attended July Board meeting.
- Received a quote for the railing replacement behind Fortino's. A second quote will be delivered shortly.
- Began work on options for repairing entrances to Parking Lot #10 (Preston's).
- Attended a DDA Organization Committee meeting.

Ongoing projects/tasks

- Update façade program guidelines.

Building Management

- Completed fire alarm test for the building. Fire alarm system is up and functioning. Will need to complete additional staff training to handle alarm situations.
- A window was placed in the exterior door in B-106 which allows much needed natural sunlight in that room.

Ongoing projects/tasks

- Continue work on a building maintenance information book to be used by all staff.
- Will meet with Myers Plumbing and Heating to discuss a plan for maintenance in City Hall.

Miscellaneous

- We have a new software called todoist that we began using for our management team members. Jodie has trained all management team members as of today. It allows jobs to be added and assigned to management team members for completion.
- Began work on the Insider magazine. Jodie coordinates this project. The publication will come out at the end of August.
- Began compiling an RFP for Cleaning Services for City Hall.

City Clerk – Monthly Report

July 2016

Elections

- Organized and prepared supplies and paperwork
- Conducted accuracy testing on election equipment
- Appointed Precinct Inspectors
- Received filings
- Held office hours on Saturday, 30 July 2016 from 8:00 a.m. to 2:00 p.m. for absent voter ballots

Records Management

- Finalized paperwork and documents approved at the 13 and 27 June 2016 regular City Council meetings.
 - Filed paperwork and documents, forwarded appropriate documents to respective management team members, and published legal notices.
- Processed Freedom of Information Act requests
- Provided Notary Public services for five documents

Professional Development

- Obtained information and materials for Parliamentary training and certification

Public Relations

- Responded to telephone calls, in-person visits, and Concern Forms on Union St.
- Coordinated with the Department of Natural Resources for duck tagging at Island Park

Bank Code Fund	Description	Beginning Balance 07/01/2016	Total Debits	Total Credits	Ending Balance 07/31/2016
CHASC	CHASE CHECKING				
101	GENERAL FUND	998,124.66	64,641.87	353,707.10	709,059.43
202	MAJOR STREET FUND	5,257.80	30,297.28	17,894.07	17,661.01
203	LOCAL STREET FUND	104,258.69	11,439.95	26,482.65	89,215.99
204	MUNICIPAL STREET FUND	453,356.55	251,152.05	267,725.23	436,783.37
208	PARKS & RECREATION FUND	41,304.97	512.69	5,736.52	36,081.14
248	DDA FUND	172,820.29	341.44	14,068.10	159,093.63
264	DRUG FORFEITURE FUND	9,846.60	8.21	464.00	9,390.81
265	POLICE RESTRICTED FUND	2,107.01	1.84	0.00	2,108.85
274	GRANTS FUND	123,355.71	0.00	120.00	123,235.71
295	AIRPORT FUND	147,710.36	3,828.90	5,798.99	145,740.27
394	DDA DEBT FUND	7,285.16	6.38	0.00	7,291.54
397	ISLAND BRIDGE DEBT FUND	920.22	0.81	0.00	921.03
410	CAPITAL PROJECTS FUND	83,108.95	4,753,200.00	2,256,755.49	2,579,553.46
494	DDA CAPITAL PROJECTS FUND	276,374.13	241.98	0.00	276,616.11
495	LDFA FUND	174,593.94	150.98	2,256.99	172,487.93
592	WATER & SEWER FUND	356,185.23	245,341.24	135,659.86	465,866.61
661	EQUIPMENT OPERATING FUND	105,493.20	429.11	12,280.91	93,641.40
678	EMPLOYEE BENEFITS FUND	305,572.84	109,701.34	339,336.76	75,937.42
701	MISC TAXES FUND	12,509.48	82,275.14	94,784.62	0.00
	CHASE CHECKING	3,380,185.79	5,553,571.21	3,533,071.29	5,400,685.71
	TOTAL - ALL FUNDS	3,380,185.79	5,553,571.21	3,533,071.29	5,400,685.71

08/03/2016 10:34 AM ACCOUNT BALANCE REPORT FOR CITY OF GRAND LEDGE
 User: cgrice
 DB: Grand Ledger PERIOD ENDING 07/31/2016

GL NUMBER	DESCRIPTION	END BALANCE 07/31/2016	NORMAL (ABNORMAL)
Fund 410 - CAPITAL PROJECTS FUND			
Assets			
410-000.000-003.000	CERTIFICATES OF DEPOSIT	1,710,000.00	
TOTAL Assets		1,710,000.00	

PERIOD ENDING 07/31/2016

GL NUMBER	DESCRIPTION	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 07/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
170.101-GENERAL		3,062,499.00	3,062,499.00	14,171.97	14,171.97	3,048,327.03	0.46
170.272-RECYCLING		25,020.00	25,020.00	281.07	281.07	24,738.93	1.12
170.274-COMPOSTING		25,814.00	25,814.00	550.00	550.00	25,264.00	2.13
170.276-CEMETERY		57,350.00	57,350.00	5,442.14	5,442.14	51,907.86	9.49
300.301-POLICE		42,100.00	42,100.00	3,308.89	3,308.89	38,791.11	7.86
TOTAL Revenues		3,212,783.00	3,212,783.00	23,754.07	23,754.07	3,189,028.93	0.74
100.101-CITY COUNCIL		19,766.00	19,766.00	10.07	10.07	19,755.93	0.05
170.172-CITY ADMINISTRATION		204,477.00	204,477.00	6,598.32	6,598.32	197,878.68	3.23
170.191-ELECTIONS		20,100.00	20,100.00	26.23	26.23	20,073.77	0.13
170.209-ASSESSING		64,716.00	64,716.00	1.31	1.31	64,714.69	0.00
170.210-ATTORNEY		25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
170.215-CLERK'S OFFICE		104,330.00	104,330.00	3,624.86	3,624.86	100,705.14	3.47
170.253-FINANCE		208,620.00	208,620.00	6,153.78	6,153.78	202,466.22	2.95
170.265-CITY HALL		281,384.00	281,384.00	7,743.36	7,743.36	273,640.64	2.75
170.272-RECYCLING		25,020.00	25,020.00	1,247.33	1,247.33	23,772.67	4.99
170.274-COMPOSTING		30,378.00	30,378.00	449.60	449.60	29,928.40	1.48
170.276-CEMETERY		83,179.00	83,179.00	4,407.98	4,407.98	78,771.02	5.30
170.292-GENERAL GOVERNMENT		199,917.00	199,917.00	47,137.09	47,137.09	152,779.91	23.58
300.301-POLICE		1,401,478.00	1,401,478.00	139,025.53	139,025.53	1,262,452.47	9.92
300.371-BUILDING INSPECTION		105,755.00	105,755.00	7,767.00	7,767.00	97,988.00	7.34
300.410-PLANNING & ZONING		50,015.00	50,015.00	1,800.45	1,800.45	48,214.55	3.60
966.001-TRANSFERS OUT		155,450.00	155,450.00	0.00	0.00	155,450.00	0.00
TOTAL Expenditures		2,979,585.00	2,979,585.00	225,992.91	225,992.91	2,753,592.09	7.58
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		3,212,783.00	3,212,783.00	23,754.07	23,754.07	3,189,028.93	0.74

REVENUE AND EXPENDITURE REPORT FOR CITY OF GRAND LEDGE
 PERIOD ENDING 07/31/2016

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE 07/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/16 INCR (DECR)	AVAILABLE BALANCE		% BDGT USED
		ORIGINAL BUDGET	2016-17 AMENDED BUDGET			NORM	(ABNORM)	
Fund 101 - GENERAL FUND								
TOTAL EXPENDITURES								
NET OF REVENUES & EXPENDITURES								
2,979,585.00		2,979,585.00	2,979,585.00	225,992.91	225,992.91	2,753,592.09		7.58
233,198.00		233,198.00	233,198.00	(202,238.84)	(202,238.84)	435,436.84		86.72
Fund 202 - MAJOR STREET FUND								
000.202-MAJOR STREET REVENUES								
554,349.00		554,349.00	554,349.00	(5.31)	(5.31)	554,354.31		0.00
TOTAL Revenues								
554,349.00		554,349.00	554,349.00	(5.31)	(5.31)	554,354.31		0.00
440.102-PRESERVATION STREETS		146,537.00	146,537.00	4,545.38	4,545.38	141,991.62		3.10
440.103-TRAFFIC SERVICE		30,208.00	30,208.00	2,298.38	2,298.38	27,909.62		7.61
440.456-OPERATING EXPENSES		27,309.00	27,309.00	1,767.67	1,767.67	25,541.33		6.47
440.459-STATE TRUNKLINE		18,873.00	18,873.00	411.80	411.80	18,461.20		2.18
440.492-WINTER MAINTENANCE		72,640.00	72,640.00	1,276.25	1,276.25	71,363.75		1.76
440.495-ADMINISTRATION		67,489.00	67,489.00	2,028.48	2,028.48	65,460.52		3.01
440.501-CONSTRUCTION		163,050.00	163,050.00	0.00	0.00	163,050.00		0.00
TOTAL Expenditures								
526,106.00		526,106.00	526,106.00	12,327.96	12,327.96	513,778.04		2.34
Fund 202 - MAJOR STREET FUND:								
TOTAL REVENUES								
554,349.00		554,349.00	554,349.00	(5.31)	(5.31)	554,354.31		0.00
TOTAL EXPENDITURES								
526,106.00		526,106.00	526,106.00	12,327.96	12,327.96	513,778.04		2.34
NET OF REVENUES & EXPENDITURES								
28,243.00		28,243.00	28,243.00	(12,333.27)	(12,333.27)	40,576.27		43.67
Fund 203 - LOCAL STREET FUND								
000.203-LOCAL STREET REVENUES								
438,277.00		438,277.00	438,277.00	75.10	75.10	438,201.90		0.02
TOTAL Revenues								
438,277.00		438,277.00	438,277.00	75.10	75.10	438,201.90		0.02
440.102-PRESERVATION STREETS		247,114.00	247,114.00	5,403.92	5,403.92	241,710.08		2.19
440.103-TRAFFIC SERVICE		37,831.00	37,831.00	11,195.58	11,195.58	26,635.42		29.59
440.456-OPERATING EXPENSES		29,914.00	29,914.00	2,241.66	2,241.66	27,672.34		7.49
440.492-WINTER MAINTENANCE		89,550.00	89,550.00	2,212.25	2,212.25	87,337.75		2.47
440.495-ADMINISTRATION		88,064.00	88,064.00	2,028.36	2,028.36	86,035.64		2.30
TOTAL Expenditures								
492,473.00		492,473.00	492,473.00	23,081.77	23,081.77	469,391.23		4.69
Fund 203 - LOCAL STREET FUND:								

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		ORIGINAL BUDGET	2016-17 AMENDED BUDGET	07/31/2016 NORM (ABNORM)	07/31/2016 NORM (ABNORM)	MONTH INCR (DECR)	NORM (ABNORM)	BALANCE	% BDGT USED
Fund 203 - LOCAL STREET FUND									
TOTAL REVENUES		438,277.00	438,277.00	75.10	75.10	75.10		438,201.90	0.02
TOTAL EXPENDITURES		492,473.00	492,473.00	23,081.77	23,081.77	23,081.77		469,391.23	4.69
NET OF REVENUES & EXPENDITURES		(54,196.00)	(54,196.00)	(23,006.67)	(23,006.67)	(23,006.67)		(31,189.33)	42.45
Fund 204 - MUNICIPAL STREET FUND									
000.000-GENERAL		714,958.00	964,958.00	251,152.05	251,152.05	251,152.05		713,805.95	26.03
TOTAL Revenues		714,958.00	964,958.00	251,152.05	251,152.05	251,152.05		713,805.95	26.03
440.448-STREET LIGHTING		92,500.00	92,500.00	0.00	0.00	0.00		92,500.00	0.00
440.495-ADMINISTRATION		758,080.00	758,080.00	320.98	320.98	320.98		757,759.02	0.04
440.503-SIDEWALKS		80,808.00	80,808.00	631.38	631.38	631.38		80,176.62	0.78
440.506-PROPERTY TAX & DEBT SERVICE		6,900.00	6,900.00	895.53	895.53	895.53		6,004.47	12.98
590.590-STORM SEWER GENERAL		45,973.00	45,973.00	3,644.11	3,644.11	3,644.11		42,328.89	7.93
TOTAL Expenditures		984,261.00	984,261.00	5,492.00	5,492.00	5,492.00		978,769.00	0.56
Fund 204 - MUNICIPAL STREET FUND:									
TOTAL REVENUES		714,958.00	964,958.00	251,152.05	251,152.05	251,152.05		713,805.95	26.03
TOTAL EXPENDITURES		984,261.00	984,261.00	5,492.00	5,492.00	5,492.00		978,769.00	0.56
NET OF REVENUES & EXPENDITURES		(269,303.00)	(19,303.00)	245,660.05	245,660.05	245,660.05		(264,963.05)	1,272.65
Fund 208 - PARKS & RECREATION FUND									
750.752-ADMINISTRATION		148,736.00	148,736.00	32.69	32.69	32.69		148,703.31	0.02
750.801-RECREATION		3,000.00	3,000.00	0.00	0.00	0.00		3,000.00	0.00
750.902-PARKS AND BUILDINGS		7,000.00	7,000.00	80.00	80.00	80.00		6,920.00	1.14
TOTAL Revenues		158,736.00	158,736.00	112.69	112.69	112.69		158,623.31	0.07
750.752-ADMINISTRATION		29,105.00	29,105.00	1,265.21	1,265.21	1,265.21		27,839.79	4.35
750.801-RECREATION		50,000.00	50,000.00	0.00	0.00	0.00		50,000.00	0.00
750.902-PARKS AND BUILDINGS		76,533.00	76,533.00	19,452.43	19,452.43	19,452.43		57,080.57	25.42
TOTAL Expenditures		155,638.00	155,638.00	20,717.64	20,717.64	20,717.64		134,920.36	13.31
Fund 208 - PARKS & RECREATION FUND:									
TOTAL REVENUES		158,736.00	158,736.00	112.69	112.69	112.69		158,623.31	0.07
TOTAL EXPENDITURES		155,638.00	155,638.00	20,717.64	20,717.64	20,717.64		134,920.36	13.31
NET OF REVENUES & EXPENDITURES		3,098.00	3,098.00	(20,604.95)	(20,604.95)	(20,604.95)		23,702.95	665.10

PERIOD ENDING 07/31/2016

GL NUMBER	DESCRIPTION	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 07/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BGET USED
Fund 248 - DDA FUND							
000.000-GENERAL		675,179.00	675,179.00	180.36	180.36	674,998.64	0.03
TOTAL Revenues		675,179.00	675,179.00	180.36	180.36	674,998.64	0.03
170.173-ECONOMIC DEVELOPMENT		304,648.00	304,648.00	4,874.91	4,874.91	299,773.09	1.60
905.906-DEBT SERVICE		276,160.00	276,160.00	0.00	0.00	276,160.00	0.00
966.001-TRANSFERS OUT		150,000.00	150,000.00	0.00	0.00	150,000.00	0.00
TOTAL Expenditures		730,808.00	730,808.00	4,874.91	4,874.91	725,933.09	0.67
Fund 248 - DDA FUND:							
TOTAL REVENUES		675,179.00	675,179.00	180.36	180.36	674,998.64	0.03
TOTAL EXPENDITURES		730,808.00	730,808.00	4,874.91	4,874.91	725,933.09	0.67
NET OF REVENUES & EXPENDITURES		(55,629.00)	(55,629.00)	(4,694.55)	(4,694.55)	(50,934.45)	8.44
Fund 264 - DRUG FORFEITURE FUND							
300.301-POLICE		13.00	13.00	8.21	8.21	4.79	63.15
TOTAL Revenues		13.00	13.00	8.21	8.21	4.79	63.15
300.304-K9 PROGRAM		320.00	320.00	0.00	0.00	320.00	0.00
TOTAL Expenditures		320.00	320.00	0.00	0.00	320.00	0.00
Fund 264 - DRUG FORFEITURE FUND:							
TOTAL REVENUES		13.00	13.00	8.21	8.21	4.79	63.15
TOTAL EXPENDITURES		320.00	320.00	0.00	0.00	320.00	0.00
NET OF REVENUES & EXPENDITURES		(307.00)	(307.00)	8.21	8.21	(315.21)	2.67
Fund 265 - POLICE RESTRICTED FUND							
300.301-POLICE		25.00	25.00	1.84	1.84	23.16	7.36
TOTAL Revenues		25.00	25.00	1.84	1.84	23.16	7.36
Fund 265 - POLICE RESTRICTED FUND:							
TOTAL REVENUES		25.00	25.00	1.84	1.84	23.16	7.36
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		25.00	25.00	1.84	1.84	23.16	7.36
Fund 295 - AIRPORT FUND							
170.270-AIRPORT		68,571.00	68,571.00	3,528.90	3,528.90	65,042.10	5.15

PERIOD ENDING 07/31/2016

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE 07/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/16 INCR (DECR)	AVAILABLE BALANCE		% BDGT USED
		ORIGINAL BUDGET	2016-17 AMENDED BUDGET			NORM	(ABNORM)	
Fund 295 - AIRPORT FUND								
TOTAL Revenues		68,571.00	68,571.00	3,528.90	3,528.90	65,042.10	5.15	
170.270-AIRPORT		141,990.00	141,990.00	3,872.37	3,872.37	138,117.63	2.73	
TOTAL Expenditures		141,990.00	141,990.00	3,872.37	3,872.37	138,117.63	2.73	
Fund 295 - AIRPORT FUND:								
TOTAL REVENUES		68,571.00	68,571.00	3,528.90	3,528.90	65,042.10	5.15	
TOTAL EXPENDITURES		141,990.00	141,990.00	3,872.37	3,872.37	138,117.63	2.73	
NET OF REVENUES & EXPENDITURES		(73,419.00)	(73,419.00)	(343.47)	(343.47)	(73,075.53)	0.47	
Fund 305 - 2016 CAP IMPROV BONDS FUND								
931.001-TRANSFERS IN		483,500.00	483,500.00	0.00	0.00	483,500.00	0.00	
TOTAL Revenues		483,500.00	483,500.00	0.00	0.00	483,500.00	0.00	
905.906-DEBT SERVICE		483,500.00	483,500.00	0.00	0.00	483,500.00	0.00	
TOTAL Expenditures		483,500.00	483,500.00	0.00	0.00	483,500.00	0.00	
Fund 305 - 2016 CAP IMPROV BONDS FUND:								
TOTAL REVENUES		483,500.00	483,500.00	0.00	0.00	483,500.00	0.00	
TOTAL EXPENDITURES		483,500.00	483,500.00	0.00	0.00	483,500.00	0.00	
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	
Fund 394 - DDA DEBT FUND								
905.906-DEBT SERVICE		265,160.00	265,160.00	6.38	6.38	265,153.62	0.00	
TOTAL Revenues		265,160.00	265,160.00	6.38	6.38	265,153.62	0.00	
905.906-DEBT SERVICE		264,160.00	264,160.00	0.00	0.00	264,160.00	0.00	
TOTAL Expenditures		264,160.00	264,160.00	0.00	0.00	264,160.00	0.00	
Fund 394 - DDA DEBT FUND:								
TOTAL REVENUES		265,160.00	265,160.00	6.38	6.38	265,153.62	0.00	
TOTAL EXPENDITURES		264,160.00	264,160.00	0.00	0.00	264,160.00	0.00	
NET OF REVENUES & EXPENDITURES		1,000.00	1,000.00	6.38	6.38	993.62	0.64	
Fund 397 - ISLAND BRIDGE DEBT FUND								
905.906-DEBT SERVICE		33,660.00	33,660.00	0.81	0.81	33,659.19	0.00	
TOTAL Revenues		33,660.00	33,660.00	0.81	0.81	33,659.19	0.00	
905.906-DEBT SERVICE		33,610.00	33,610.00	0.00	0.00	33,610.00	0.00	
TOTAL Expenditures		33,610.00	33,610.00	0.00	0.00	33,610.00	0.00	

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE 07/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/16 INCR (DECR)	AVAILABLE BALANCE		
		ORIGINAL BUDGET	2016-17 AMENDED BUDGET			NORM (ABNORM)	% BDGT USED	
Fund 397 - ISLAND BRIDGE DEBT FUND								
TOTAL Expenditures		33,610.00	33,610.00	0.00	0.00	33,610.00	0.00	
Fund 397 - ISLAND BRIDGE DEBT FUND:								
TOTAL REVENUES		33,660.00	33,660.00	0.81	0.81	33,659.19	0.00	
TOTAL EXPENDITURES		33,610.00	33,610.00	0.00	0.00	33,610.00	0.00	
NET OF REVENUES & EXPENDITURES		50.00	50.00	0.81	0.81	49.19	1.62	
Fund 410 - CAPITAL PROJECTS FUND								
900.906-E RIVER STREET		1,667,000.00	1,667,000.00	1,759,200.00	1,759,200.00	(92,200.00)	105.53	
900.907-PARKING LOT - LIBRARY		1,718,000.00	1,718,000.00	1,710,000.00	1,710,000.00	8,000.00	99.53	
900.908-EATON COUNTY MILLAGE PROJECTS		1,000,000.00	1,000,000.00	1,034,000.00	1,034,000.00	(34,000.00)	103.40	
TOTAL Revenues		4,385,000.00	4,385,000.00	4,503,200.00	4,503,200.00	(118,200.00)	102.70	
000.000-GENERAL		0.00	250,000.00	250,000.00	250,000.00	0.00	100.00	
900.906-E RIVER STREET		1,667,000.00	1,667,000.00	4,120.00	4,120.00	1,662,880.00	0.25	
900.907-PARKING LOT - LIBRARY		1,718,000.00	1,718,000.00	0.00	0.00	1,718,000.00	0.00	
900.908-EATON COUNTY MILLAGE PROJECTS		1,000,000.00	1,000,000.00	0.00	0.00	1,000,000.00	0.00	
TOTAL Expenditures		4,385,000.00	4,635,000.00	254,120.00	254,120.00	4,380,880.00	5.48	
Fund 410 - CAPITAL PROJECTS FUND:								
TOTAL REVENUES		4,385,000.00	4,385,000.00	4,503,200.00	4,503,200.00	(118,200.00)	102.70	
TOTAL EXPENDITURES		4,385,000.00	4,635,000.00	254,120.00	254,120.00	4,380,880.00	5.48	
NET OF REVENUES & EXPENDITURES		0.00	(250,000.00)	4,249,080.00	4,249,080.00	(4,499,080.00)	1,699.63	
Fund 494 - DDA CAPITAL PROJECTS FUND								
900.901-CAPITAL OUTLAY - PUBLIC IMPROV		150,000.00	150,000.00	241.98	241.98	149,758.02	0.16	
TOTAL Revenues		150,000.00	150,000.00	241.98	241.98	149,758.02	0.16	
966.001-TRANSFERS OUT		196,100.00	196,100.00	0.00	0.00	196,100.00	0.00	
TOTAL Expenditures		196,100.00	196,100.00	0.00	0.00	196,100.00	0.00	
Fund 494 - DDA CAPITAL PROJECTS FUND:								
TOTAL REVENUES		150,000.00	150,000.00	241.98	241.98	149,758.02	0.16	
TOTAL EXPENDITURES		196,100.00	196,100.00	0.00	0.00	196,100.00	0.00	
NET OF REVENUES & EXPENDITURES		(46,100.00)	(46,100.00)	241.98	241.98	(46,341.98)	0.52	

GL NUMBER	DESCRIPTION	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 07/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/16 INCR (DECR)	AVAILABLE BALANCE / NORM (ABNORM)	% BDGT USED
Fund 495 - LDFA FUND							
000.000-GENERAL		9,650.00	9,650.00	0.00	0.00	9,650.00	0.00
900.901-CAPITAL OUTLAY - PUBLIC IMPROV		189,062.00	189,062.00	0.00	0.00	189,062.00	0.00
TOTAL Revenues		198,712.00	198,712.00	0.00	0.00	198,712.00	0.00
900.901-CAPITAL OUTLAY - PUBLIC IMPROV		316,452.00	316,452.00	467.81	467.81	315,984.19	0.15
TOTAL Expenditures		316,452.00	316,452.00	467.81	467.81	315,984.19	0.15
Fund 495 - LDFA FUND:							
TOTAL REVENUES		198,712.00	198,712.00	0.00	0.00	198,712.00	0.00
TOTAL EXPENDITURES		316,452.00	316,452.00	467.81	467.81	315,984.19	0.15
NET OF REVENUES & EXPENDITURES		(117,740.00)	(117,740.00)	(467.81)	(467.81)	(117,272.19)	0.40
Fund 592 - WATER & SEWER FUND							
000.440-PUBLIC WORKS-REVENUE		600.00	600.00	437.37	437.37	162.63	72.90
000.591-WATER-REVENUES		1,954,540.00	1,954,540.00	104,088.18	104,088.18	1,850,451.82	5.33
000.592-SANITARY SEWER -REVENUES		2,173,191.00	2,173,191.00	131,651.64	131,651.64	2,041,539.36	6.06
TOTAL Revenues		4,128,331.00	4,128,331.00	236,177.19	236,177.19	3,892,153.81	5.72
591.011-E RIVER/RUSSELL		88,845.00	88,845.00	0.00	0.00	88,845.00	0.00
591.012-JENNE ST RECONSTRUCTION		5,100.00	5,100.00	0.00	0.00	5,100.00	0.00
591.013-JONES ST RECONSTRUCTION		107,800.00	107,800.00	0.00	0.00	107,800.00	0.00
591.014-E RIVER / FRANKLIN ST		172,620.00	172,620.00	0.00	0.00	172,620.00	0.00
591.544-PUMPING		104,568.00	104,568.00	663.54	663.54	103,904.46	0.63
591.545-WATER TREATMENT		95,668.00	95,668.00	2,176.46	2,176.46	93,491.54	2.28
591.546-TRANSMISSION AND DISTRIBUTION		464,757.00	464,757.00	13,896.47	13,896.47	450,860.53	2.99
591.548-WATER-GENERAL EXPENSE		775,606.00	775,606.00	24,042.43	24,042.43	751,563.57	3.10
592.011-E RIVER/RUSSELL		74,065.00	74,065.00	0.00	0.00	74,065.00	0.00
592.012-JENNE ST RECONSTRUCTION		154,675.00	154,675.00	0.00	0.00	154,675.00	0.00
592.013-JONES ST RECONSTRUCTION		34,650.00	34,650.00	0.00	0.00	34,650.00	0.00
592.014-E RIVER / FRANKLIN ST		219,925.00	219,925.00	0.00	0.00	219,925.00	0.00

PERIOD ENDING 07/31/2016

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE 07/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 592 - WATER & SEWER FUND							
592.536	PLANT OPERATION & MAINTENANCE	631,057.00	631,057.00	21,565.41	21,565.41	609,491.59	3.42
592.538	LIFT STATION	48,067.00	48,067.00	1,547.42	1,547.42	46,519.58	3.22
592.539	SEWERS	176,915.00	176,915.00	2,774.93	2,774.93	174,140.07	1.57
592.542	SEWER GENERAL EXPENSE	823,275.00	823,275.00	23,916.90	23,916.90	799,358.10	2.91
TOTAL Expenditures		3,977,593.00	3,977,593.00	90,583.56	90,583.56	3,887,009.44	2.28
Fund 592 - WATER & SEWER FUND:							
TOTAL REVENUES		4,128,331.00	4,128,331.00	236,177.19	236,177.19	3,892,153.81	5.72
TOTAL EXPENDITURES		3,977,593.00	3,977,593.00	90,583.56	90,583.56	3,887,009.44	2.28
NET OF REVENUES & EXPENDITURES		150,738.00	150,738.00	145,593.63	145,593.63	5,144.37	96.59
Fund 661 - EQUIPMENT OPERATING FUND							
440.441	EQUIPMENT OPERATION	365,342.00	365,342.00	0.00	0.00	365,342.00	0.00
TOTAL Revenues		365,342.00	365,342.00	0.00	0.00	365,342.00	0.00
440.441	EQUIPMENT OPERATION	413,346.00	413,346.00	7,136.76	7,136.76	406,209.24	1.73
TOTAL Expenditures		413,346.00	413,346.00	7,136.76	7,136.76	406,209.24	1.73
Fund 661 - EQUIPMENT OPERATING FUND:							
TOTAL REVENUES		365,342.00	365,342.00	0.00	0.00	365,342.00	0.00
TOTAL EXPENDITURES		413,346.00	413,346.00	7,136.76	7,136.76	406,209.24	1.73
NET OF REVENUES & EXPENDITURES		(48,004.00)	(48,004.00)	(7,136.76)	(7,136.76)	(40,867.24)	14.87
Fund 678 - EMPLOYEE BENEFITS FUND							
850.852	EMPLOYEE BENEFITS	849,552.00	849,552.00	2,699.61	2,699.61	846,852.39	0.32
TOTAL Revenues		849,552.00	849,552.00	2,699.61	2,699.61	846,852.39	0.32
850.852	EMPLOYEE BENEFITS	941,352.00	941,352.00	267,976.21	267,976.21	673,375.79	28.47
TOTAL Expenditures		941,352.00	941,352.00	267,976.21	267,976.21	673,375.79	28.47
Fund 678 - EMPLOYEE BENEFITS FUND:							
TOTAL REVENUES		849,552.00	849,552.00	2,699.61	2,699.61	846,852.39	0.32
TOTAL EXPENDITURES		941,352.00	941,352.00	267,976.21	267,976.21	673,375.79	28.47
NET OF REVENUES & EXPENDITURES		(91,800.00)	(91,800.00)	(265,276.60)	(265,276.60)	173,476.60	288.97
TOTAL REVENUES - ALL FUNDS		16,682,148.00	16,932,148.00	5,021,133.88	5,021,133.88	11,911,014.12	5.31

PERIOD ENDING 07/31/2016

GL NUMBER	DESCRIPTION	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 07/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 07/31/16 INCR (DECR)	AVAILABLE BALANCE / NORM (ABNORM)	% BDDT USED
	TOTAL EXPENDITURES - ALL FUNDS	17,022,294.00	17,272,294.00	916,643.90	916,643.90	16,355,650.10	5.31
	NET OF REVENUES & EXPENDITURES	(340,146.00)	(340,146.00)	4,104,489.98	4,104,489.98	(4,444,635.98)	1,206.68

Activity	January	February	March	April	May	June	July	August	September	October	November	December	Total
Traffic Crash: Public & Private (931a)	24	14	10	13	10	18	4						93
Traffic Crash: Personal Injury (931b)	1	2	0	0	0	2	1						6
Crash Totals	25	16	10	13	10	20	5	0	0	0	0	0	99
Breaking & Entering (998P)	2	2	4	1	0	0	1						10
Larceny (2399)	6	4	3	18	12	4	5						52
Retail Fraud (3073)	3	3	3	6	1	3	1						20
Bad Checks (2693)	1	0	0	0	1	0	0						2
Credit Card Fraud (2605)	0	1	0	1	1	1	0						4
Forgery (2589)	0	0	0	1	1	0	0						2
Identity Theft (2609)	0	3	0	2	0	0	0						5
Malicious Destruction of Property (2901 & 2999)	2	3	2	2	5	5	3						22
Stolen Vehicle (2404)	0	0	0	0	1	0	0						1
Property Crimes Total	14	16	12	31	22	13	10	0	0	0	0	0	118
Domestic Assault (994D)	0	0	1	2	4	2	1						10
Assault & Battery (1313)	2	1	5	4	3	2	2						19
Personal Crimes Total	2	1	6	6	7	4	3	0	0	0	0	0	29
Reports Taken	84	80	86	102	100	78	67						597
Civil Infraction Citations (933A)	20	26	23	10	18	29	28						154
Misdemeanor Citations (5403)	5	2	1	5	0	3	5						21
OWI (8041)	2	2	1	1	5	1	1						13
Traffic Total	27	30	25	16	23	33	34	0	0	0	0	0	188

In July, the Department received notification from the security companies Value Penguin and The Safewise Report; that we ranked #8 in their Safest Cities in Michigan reports. This is the fourth year that G.L. has been recognized in the top ten safest communities. To view additional information go to www.safewise.com/blog/safest-cities-michigan

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

DRINKING WATER

Treated water pumped to system – 28.756 million gallons for the month of July, average daily production was 0.928 million gallons per day. Maximum day was 1.168 million gallons pumped while the minimum day was 0.681 million gallons. Its worth noting that the gallons pumped in July was the most for any month since August 2012, no doubt due to the dry conditions we are currently experiencing.

Water was treated with 333.3 lbs. of chlorine gas with an average chlorine residual in the system of 0.55 parts per million (ppm) free chlorine and 0.64 ppm total chlorine. 70.8 lbs of fluoride was also added during the month, measured fluoride in the water system was at 0.64 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 1,140 meters were read in Cycle 1 (east and south side of town, south of the river) in July. There were also 30 re-reads of those meters, and 41 final readings collected. Staff also responded to 6 requests for water shut-offs or turn-ons. During July there were 23 water meters replaced, 17 of those were changed as part of the ongoing effort to replace all water meters that have been in service over 10 years.

Staff responded to 133 staking requests from the Miss Dig system to locate City water and sewer lines, 22 of those requests were emergencies. DPS was responsible for calling in 15 of the requests, primarily for excavating hazardous sidewalks.

In addition to the routine day-to-day activities, water division employees worked with other DPS staff to rebuild over 100 catch basins in advance of a paving project, replacement of rotting timbers in the retaining wall over the clearwell at the Iron Removal Plant, replacement of a water shut-off on Oneida Woods Trl. (including yard restoration), restoration of the yard after the water main break on Ferguson St. in June, and continuing hydrant painting.

The City took delivery of a new Ford F250 4-wheel drive pick-up in July. The truck will be used primarily as a service truck for the water and sewer maintenance. It will also be used for plowing in the the winter.

WASTEWATER TREATMENT AND COLLECTION SYSTEM

The wastewater treatment plant treated and discharged 22.6 million gallons to the Grand River, a monthly average of 0.728 million gallons per day. Some of the effluent characteristics were:

- 5 day BOD monthly average = 7 ppm, limit is 25 ppm, plant achieved 98% removal
- Suspended solids, monthly average = 3.1 ppm, limit is 30 mg/l, plant achieved 99% removal
- Phosphorus, monthly average = 0.8 ppm, limit is 1.0 ppm

There were no monthly violations of the City's NPDES permit in July, the quality of the water discharged from the plant was excellent. Daily flows continue to drop off the normal averages due to dry conditions.

The plant is an observation station for the National Weather Service and recorded a total of only 3.04 inches of precipitation for the month, the highest daily total was 0.80 inches measured on July 25.

All of the railings around the tanks at the plant have been sanded, primed, and painted this year by a seasonal worker.

In addition to the continuing routine equipment maintenance at the plant, the north primary clarification tank and the chlorine contact chambers were drained, cleaned, inspected, and put back in service during July.

Don Stanley, who hired in earlier this year, in May, began cross training at the WWTP in lab procedures and basic operations during the month. Don has been working with drinking water and sewer maintenance until now.

Regular routine cleaning of the City's sanitary sewer system continued during the month. The annual goal is to annually clean $\frac{1}{4}$ of the City's collection system.

OAKOOD CEMETERY

There were a total of five interments made during the month at Oakwood Cemetery. Two were full burials while three were cremains. Two of the deceased were residents.

The two full-time seasonal employees worked on mowing and trimming duties and have had time to fill in and seed many areas that have settled and needed attention for years. Trimming of trees and shrubs has been ongoing and at the end of the month, the crew started digging holes for sixteen headstone foundations that will be poured in August.

STREETS

General street maintenance performed during the month included filling of potholes, removal of debris from catch basins, street sweeping throughout the City, and hauling of collected sweepings to the landfill.

The replacement of sections of sidewalk with trip hazards caused by the roots of trees in the street right-of-way continued in July. The replacement work took place on the south side of town within the central residential area.

Grading and the application of dust control was completed on the roadway in Fitzgerald Park for the annual car show put on by the Eaton County Parks Dept.

Clean-up projects at Island Park and the various islands in the Candlewood subdivision were completed. The gazebo was powerwashed, painted, and structural repairs made. The deck of the Island Park bridge was also power washed and sealed.

The boardwalk along the Riverwalk trail received attention during the month. The Eaton County jail crew was employed to clear brush along both sides of the structure. The cleared brush was hauled to the Compost Center by a City employee. The entire boardwalk was then power washed and sealed with a wood protective finish.

DPS removed all the curb and most of the driveway approaches along the north side of the 300 block of Taylor St. The curb and approaches were then replaced by the concrete sub-contractor working on the East River/Russell project. The curb replacement was done in advance of paving of that block which will be completed later this summer.

The East River/Russell St. reconstruction project was completed on July 25 with the application of the final asphalt layer. One of the trench drains remains to be installed as it was found that a phone conduit required replacement under the parking lot approach. Frontier Communications will be replacing the conduit in August. Once that work is done, TCI of Eaton Rapids, MI will return and complete the trench drain installation.

C&L Trucking Inc. began work on the Jenne St. reconstruction project on July 18. During the month, work that was completed included pavement and curb removal, and replacement of the sanitary sewer.

Public Works Supervisor Jake McLean resigned suddenly from his position on July 25.

To: Adam R. Smith, Grand Ledge City Administrator
From: Brian Thelen, Grand Ledge City Assessor
Date: August 1, 2016
Ref: July 2016 Monthly Assessing Department Report

GRAND LEDGE CITY ASSESSOR MONTHLY REPORT

July 2016

Property Transfers and Deeds

- 28 deeds have been processed. The breakdown is as follows:
 - 18 Warranty Deeds
 - 6 Quit Claim Deeds
 - 1 Foreclosure
 - 3 Misc. Deeds

Data Verification

- The following neighborhoods have been selected for data verification in 2016;
 - Wood Creek Condos
 - Candlewood Estates
 - Kennington Estates
 - Woodview Estates
 - Residential East of Clinton

Appraisers will begin in the neighborhoods of Kennington Estates and Wood Creek Condos around August 15th. Letters will be sent to the homeowners at least 10 days prior to our start date.

Other activities

- Printed and mailed the 2016 summer tax bills
- Conducted the July Board of Review for the correcting of clerical errors and granting Principal Residence Exemptions.

Zoning Administrator - Monthly Report July, 2016

General Activities:

- **Permits:**

- 11 building permits
- 2 fence permits
- 2 sign permits
- 1 lot combination application

- **Violations:**

Tall Grass/Weeds:	9
Trash/Junk:	5
Junk Vehicles	2
Illegal Parking	2

Zoning Board of Appeals:

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

Planning Commission

- The Planning Commission did not meet in July.
- The Planning Commission will consider the following items at its August 4, 2016 meeting:
 1. Site plan for a new O'Reilly Auto Parts store at 608 S. Clinton Street (site of the former McDonald's)
 2. Final draft of the updated Master Plan
 3. Ordinance permitting higher density single family development
- An application to rezone the property at 205 W. Scott Street (vacant church building) from R-MD, Single Family Residential to CBD, Central Business District has been received. This application will be on the September 8, 2016 Planning Commission agenda. The Planning Commission's recommendation will be forwarded to the City Council which has the final decision on rezoning requests.

Site Plan Review:

- The revised site plan for an addition to the office building at 403 S. Clinton Street has been approved.

Master Plan Adoption Procedure

1. Planning Commission submits the draft master plan to the City Council for review and comment. The Council must approve the distribution of the plan to the agencies and municipalities required to receive a copy of the plan in accordance with the Michigan Municipal Planning Act.
2. Copies of the proposed master plan are distributed for review and comment. All entities are given 63 days to respond.
3. Following expiration of the 63 day comment period, the Planning Commission must hold a public hearing. A notice of the hearing must be published in the newspaper at least 15 days prior to the date of the hearing.
4. Approval of a master plan by the Planning Commission must be by resolution of the Planning Commission, carried by an affirmative vote of at least 6 members.
5. Although not required, the Planning Commission will forward the approved master plan to the City Council for its approval/endorsement.

Timeline

- | | |
|--------------------|--|
| August 4, 2016: | Planning Commission authorizes the Zoning Administrator to submit the proposed draft to the Council. |
| August 22, 2016: | City Council authorizes the distribution of the plan. |
| November 3, 2016: | Planning Commission holds a public hearing. |
| December 1, 2016: | Planning Commission approves the plan. |
| December 12, 2016: | City Council adopts a resolution endorsing the plan. |

Grand Ledge City Council Resolution #_____ of 2016

A Resolution to Approve a Bid Award to Old Dominion Brush Co. for a Trailer-Mounted Vacuum Leaf Collector.

A resolution adopted by the Grand Ledge City Council, at a regular meeting held on Monday, 08 August 2016, in the Council chambers, City Hall, 310 Greenwood St. Grand Ledge, Michigan.

Whereas, the City of Grand Ledge, Michigan ("City") is a municipal corporation organized under the provisions of the Home Rule City Act, Public Act 279 of 1909, as amended, and is governed by the provisions of the Grand Ledge City Charter adopted 03 January 1963, as amended ("Charter"); and

Whereas, Charter §C-14.1(a) provides:

"That the power to make and to authorize the making of contracts on behalf of the City is vested in the Council and shall be exercised in accordance with the provisions of law."; and

Whereas, bids for a trailer-mounted vacuum leaf collector were sought and received by the City, and reviewed by staff; and

Whereas, it has been determined the bid for a trailer-mounted vacuum leaf collector be awarded to Old Dominion Brush Co.

Now, Therefore, It Is Resolved:

1. The City approves the bid a trailer-mounted vacuum leaf collector from Old Dominion Brush Co.
2. The City directs the City Administrator and Finance Director / Treasurer to appropriate the funds necessary to implement said contract.
3. The Mayor and the Clerk of the City, or their duly authorized agent or representative, are authorized and directed to execute said contract on behalf of the City of Grand Ledge; to do any other act(s) or thing(s) which shall be necessary to execute said contract on behalf of the City of Grand Ledge; to preserve and protect the rights, duties and obligations of the City thereunder; and to do any act or thing required by statute, Charter, ordinance, rule, regulation or other provision of law in order to execute said contract.

Motion by

Second by

Ayes:

Nays:

Absent:

Approved:

Kalmin D. Smith, Mayor

I, Gregory L. Newman, Grand Ledge City Clerk, certify this is Resolution #_____ of 2016, adopted by the Grand Ledge City Council at a regular meeting held on Monday, 08 August 2016; a meeting held in accordance with the Open Meetings Act, Public Act No. 267 of 1976, as amended.

Gregory L. Newman, City Clerk



DATE: August 4, 2016
TO: Grand Ledge City Council
FROM: Larry LaHaie, Public Service Director
RE: Trailer mounted leaf vacuum bids.

Bids were solicited for the purchase of a 20-cubic yard capacity trailer-mounted vacuum leaf collector. Bids were solicited through direct contact with manufacturers of this equipment and by advertising on the City's website.

Three bids were received from the following vendors in the amounts as specified:

Contractor Name	Contractor Address	Total Bid Amount
Bell Equipment Co.	Lake Orion, MI	\$56,000.00
Municipal Equipment Sales, Inc.	Woodstock, GA	\$53,258.00
Old Dominion Brush Co., Inc.	Richmond, VA	\$44,750.00

The received bids have been evaluated and have found to be in conformance with the requested specifications. Old Dominion Brush Co. submitted the lowest cost bid in the amount of \$44,750.00. The City currently employs an identical unit which was purchased in 2014. It is the recommendation of staff that their bid be approved.

The expenditure for the leaf collector is budgeted in the FY-2017 Equipment Operating budget, account no. 661-440.441-977.000, Equipment.

OLD DOMINION BRUSH CO., INC.
5118 Glen Alden Drive, Richmond, VA 23231
1-800-446-9823

Proposal 052316-DB2
City of Grand Ledge
Grand Ledge, MI

Date: 5/23/2016
Attn: Greg Brooks

Description	Price
(1) New ODB Trailer Mounted Vacuum Debris Collector Model SCL800TM20 Hopper - 20 cubic yards with self dumping underbody hoist 32" diameter suction impeller with six 3/8" thick T-1 steel blades Direct drive for suction impeller 16" diameter x 100" rubber suction hose with steel nozzle Hydraulic hose boom powered by an electric/hydraulic pump 13" clutch assembly with a 2.25" diameter PTO shaft & safety engagement 44-gallon polyethylene fuel tank Engine controls; tachometer, hour meter, oil pressure & water temp Murphy engine safety shutdown for low oil pressure and high water temperature Underbody type hoist that dumps to 52 degrees and is power up/down Gear driven hydraulic pump powers the 21.5 ton capacity hoist Tandem axles with a combined rating of 20,000 pounds Eight 235/80R16E tires mounted on steel wheels Electric brakes with break-away actuator LED type DOT lights and two rear amber LED oval flashers HD height adjustable pintle eye with three quick release pins Manual parking jack with drop foot All components pre-painted prior to assembly - standard color is white Powered by John Deere 4045TF280 diesel 4 cylinder engine rated for 84 HP Tier 3 *	\$ 41,250.00
Options Belt drive for suction impeller	\$ 3,500.00
Total Equipment Cost:	\$ 44,750.00

* Subject to availability

Thank you, *Duke Brizzolara*
800-446-9823
odb@odbco.com



Bell Equipment Company

Michigan Office:
78 Northpointe Drive
Lake Orion, Michigan 48359
Phone: (248) 370-0000
Fax: (248) 370-0011

Ohio Office:
850 Science Blvd.
Gahanna, Ohio 43230
Phone: (614) 655-0022
Fax: (614) 655-0023

July 25, 2016

Mr. Larry HaHaie
Public Services Director
City of Grand Ledge
310 Greenwood St.
Grand Ledge, Michigan 48837

Larry:

Thank you for the opportunity to quote you on the ODB Extreme Vac SCL65TM20 Self Contained Leaf Loader. Current pricing is as follows:

SCL65TM20 Self Dumping Hoist
28" dia. Suction impeller w/3/8" T-1 Steel Blades
3 Groove Power Band Belt
16" x 120" urethane suction hose
13" Clutch w/2.25" PTO Shaft
30 Gallon Poly Fuel Tank
Underbody Hoist Dump to 52 Degrees
Tandem Axles / 20,000# Rating
Eight 235/80R16E Tires
LED Lights
Manual Parking Jack
Kubota WSG3800 L4 Gas Engine / 87HP **\$48,900**

John Deere 2.9L Diesel 74HP	Add	\$4,700
Air Scoop to direct air to rear	Add	\$2,400
Bottom Exhaust	Add	\$6,500

If you have any questions or desire an users list, please call at your earliest convenience.

Sincerely,



Wayne Demchinski



MUNICIPAL EQUIPMENT SALES, INC.

FROM: Thomas W. Riggs
PO Box 1233
800-782-2243
Woodstock, GA 30188

PROPOSAL

Equipment: ALC-17 Leaf Vac Revised*
Customer Grand Ledge, MI
Customer's phone
Date quoted: August 5th, 2016

Sirs: We are pleased to quote you on our ALC-17 Leaf Vac Trailer with all standard equipment plus the LED Strobe package.	
74HP John Deere 4045T Tier 4 Diesel Engine; vernier type throttle and manual engine gauges; 17 cubic yard hopper with 2 stage telescopic dump cylinder; 10'x16" heavy duty rubber intake hose, 45-degree hose adapter, electric hydraulic hose boom; hinged auxiliary radiator screen; 25" diameter 6 blade fan; pneumatic tires; tandem axles; heavy duty truck springs; electric brakes with safety break away. LED lighting, conspicuity tape, rear mount bumper	
Approximate weight 5,725 lbs.	
Optional Items: LED Strobes Package	
FOB Grand Ledge, MI	
Lead Time as of today is: 45 days Lead Time as of August 15 th will be: 60-90 days ARO	
Total Quote	\$53,258.00

NOTE

Signature: Thomas W. Riggs
Municipal Equipment Sales, Inc.
triggs@municipalequipment.com

Municipal Equipment Sales
PO Box 1233 Woodstock, GA 30188
Fax: 770-928-0424