

VILLAGE OF DECATUR COUNCIL MEETING AGENDA



Monday,
May 6, 2024



VILLAGE OF DECATUR
REGULAR
COUNCIL MEETING

Monday, May 6, 2024 – 7:00PM

Village Hall – 114 N. Phelps Street, Decatur, MI 49045

7:00 PM Council Meeting (Action to be taken by Council on the following agenda items)

Note: Please be courteous and turn off cell phones during the meeting.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL (Excused Absences if Any)

4. PUBLIC COMMENT

5. APPROVAL OF CONSENT AGENDA ITEMS

5A.1 - Approval of the Regular Council Meeting Agenda for May 6, 2024.

5A.2 – Approval of the regular Council Meeting Minutes from April 15, 2024

5A.3 - Approval of Accounts Payable and Payroll for the week ending April 30 24

6. COMMUNICATIONS TO THE COUNCIL – PRESENTATIONS & GUEST

6A.1 – Chad Joyner, CHR Construction Manager, Mark Burleson, Surf Project Manager

6A.2 – Tony McGhee, Abonmarche, Strategic Plan Updates

7. PUBLIC HEARING

8. UNFINISHED BUSINESS

9. NEW BUSINESS

9A.1 – Request to approve purchase of Kubota, Claw Grapple, Ausra Kubota, Inc, Niles, MI

9A.2 – Request to adopt Ordinance 2024-001 Amend Chapter 8, Article IV of the Code of Ordinance

10. BOARDS, COMMITTEES, COMMISSION REPORT

10A.1 – Downtown Development Authority – President Elwaer

10A.2 – Planning Commission – Trustee Pachner

10A.3 – Parks & Recreation – Trustee Pelfrey

11. DEPARTMENT REPORTS

11A.1 – Department of Public Works Report

11A.2 – Police Department Report

- 11A.3 – Fire Department Report
- 11A.4 – Clerk & Treasurer Report
- 11A.5 – Deputy Clerk & Treasurer Rprt
- 11A.6 – Village Manager Report

12. PUBLIC COMMENTS – SECOND OPPORTUNITY

13. COUNCIL COMMENTS

14. ADJOURNMENT

PLEASE NOTE

AUDIENCE PARTICIPATION:

In addition to addressing the Council during public hearings and under “Public Comment,” members of the audience may address the Council, please limit your comments to three minutes or less per item. Please step up to the Podium and state your name and address.

The proposed process for items listed under agenda items above shall be as follows:

1. Announcement of the agenda item by the President.
2. Verbal report provided by staff.
3. President asks council members if they have any questions for staff to clarify the staff report.
4. Motion is made by a council member and seconded by another council member.
5. President then calls on council members to discuss the motion if council members wish to discuss.
6. President calls for a vote on the item after discussion has occurred.



Village of Decatur
Village Council Regular Meeting Minutes

Monday, April 15, 2024, at 7:00 P.M.
Village Hall, 114 N. Phelps Street
Decatur, MI 49045

- I. President Elwaer called the meeting to order at 7:00 P.M.

II. **Roll Call**

Clerk/Treasurer, Duncan provided roll call; Trustee Benson, Trustee Beute, President Pro Tem Jackson, Trustee Mead Jr., Trustee Pachner, Trustee Pelfrey, and President Elwaer in attendance. Also in attendance Village Manager, Christopher Tapper, Village Clerk/Treasurer, Megan Duncan, Chief of Police, Thomas VanDerWoude (excused), DPW Foreman, James Ebeling.

III. **Public Comments**

- a. No public comment given.

IV. **Approval of Agenda, Meeting Minutes, Accounts Payable**

- a. Trustee Benson made a motion with support from Trustee Mead Jr. to approve the amended Regular Council Meeting agenda for April 15, 2024, along with approval of the regular meeting minutes from March 4, 2024, special meeting minutes from March 18, 2024, and accounts payable ending March 31, 2024, in the amount of \$251,627.92, motion carried 7-0.

V. **Communications to the Council – Presentation & Guest**

- a. Andrew Rudd, PE Wightman and Associates, presented to Council updates on the USDA project. Andrew explained Contract A- Water Main, B- Wastewater, and C- Sewer Pipelining. The three USDA Contractors were discussed along with the Bond Attorney, construction timeline (late summer 2024 to late summer 2025), and the added Capital Improvements since the Contracts came in under budget.

VI. **Public Hearing**

- a. No Public Hearing held.

VII. Unfinished Business

- a. No unfinished business.

VIII. New Business – Request to adopt Resolution 2024-008, Road Closure for 4th of July Parade.

- a. Trustee Pelfrey made a motion with support from Trustee Pachner to adopt Resolution 2024-008, Road Closure for 4th of July parade. Roll Call Vote, Trustee Benson, Trustee Beute, President Pro Tem Jackson, Trustee Mead Jr., Trustee Pachner, Trustee Pelfrey, and President Elwaer, all voting yes, motion carried 7-0.

XIV. New Business - Request to adopt Resolution 2024-009, 2024 Water Bond Authorizing.

- a. Trustee Benson made a motion with support from President Pro Tem Jackson to adopt Resolution 2024-009, 2024 Water Bond Authorizing. Roll Call Vote, Trustee Benson, Trustee Beute, President Pro Tem Jackson, Trustee Mead Jr., Trustee Pachner, Trustee Pelfrey, and President Elwaer, all voting yes, motion carried 7-0.

X. New Business – Request to adopt Resolution 2024-010, 2024 Sewer Bond Authorizing.

- a. President Pro Tem Jackson made a motion with support from Trustee Mead Jr., to adopt Resolution 2024-010, 2024 Sewer Bond Authorizing. Roll Call Vote, Trustee Benson, Trustee Beute, President Pro Tem Jackson, Trustee Mead Jr., Trustee Pachner, Trustee Pelfrey, and President Elwaer, all voting yes, motion carried 7-0.

XI. New Business – Request to adopt the Village of Decatur Internal Zoning Application Processing & Review Procedure Policy.

- a. President Pro Tem Jackson made a motion with support from Trustee Pachner to adopt the Village of Decatur Internal Zoning Application Processing & Review Procedure Policy as presented, motion carried 7-0.

XII. New Business – Request to approve the recommendation for award USDA Improvements Contract A – Water Main.

- a. Trustee Pachner made a motion with support from Trustee Mead Jr. to approve the recommendation for award USDA Improvements Contract A - Water Main, after hearing staff concerns with contractors. Roll Call Vote, Trustee Benson, Trustee Beute, President Pro Tem Jackson, Trustee Mead Jr., Trustee Pachner, Trustee Pelfrey, and President Elwaer, all voting yes, motion carried 7-0.

XIII. New Business – Request to approve the recommendation for award USDA Improvements Contract B – Wastewater.

- a. Trustee Pachner made a motion with support from President Pro Tem Jackson to approve the recommendation for award USDA Improvements Contract B – Wastewater. Roll Call Vote, Trustee Benson, Trustee Beute, President Pro Tem Jackson, Trustee Mead Jr., Trustee Pachner, Trustee Pelfrey, and President Elwaer, all voting yes, motion carried 7-0.

XIV. New Business – Request to approve the recommendation for award USDA Improvements Contract C – Sewer Pipelining.

- a. Trustee Benson made a motion with support from Trustee Pelfrey to approve the recommendation for award USDA Improvements Contract C – Sewer Pipelining. Roll Call Vote, Trustee Benson, Trustee Beute, President Pro Tem Jackson, Trustee Mead Jr., Trustee Pachner, Trustee Pelfrey, and President Elwaer, all voting yes, motion carried 7-0.

XV. New Business – Request to approve Local Government Unit Approval for Social District Permit – 100 S. Phelps.

- a. Trustee Pachner made a motion with support from Trustee Pelfrey to approve Local Government Unit Approval for Social District Permit – 100 S. Phelps. Roll Call Vote, Trustee Benson, Trustee Beute, President Pro Tem Jackson, Trustee Mead Jr., Trustee Pachner, Trustee Pelfrey, and President Elwaer, all voting yes, motion carried 7-0.

XVI. New Business – Request to approve Local Government Unit Approval for Social District Permit – 103 N. Phelps.

- a. Trustee Pachner made a motion with support from Trustee Pelfrey to approve Local Government Unit Approval for Social District Permit – 103 N. Phelps. Roll

Call Vote, Trustee Benson, Trustee Beute, President Pro Tem Jackson, Trustee Mead Jr., Trustee Pachner, Trustee Pelfrey, and President Elwaer, all voting yes, motion carried 7-0.

XVII. New Business – Request to adopt Resolution 2024-011, USDA Loan Resolution Water.

- a. Trustee Benson made a motion with support from Trustee Mead Jr. to adopt Resolution 2024-011, USDA Loan Resolution Water. Roll Call Vote, Trustee Benson, Trustee Beute, President Pro Tem Jackson, Trustee Mead Jr., Trustee Pachner, Trustee Pelfrey, and President Elwaer, all voting yes, motion carried 7-0.

XVIII. New Business – Request to adopt Resolution 2024-012, USDA Loan Resolution Sewer.

- a. Trustee Beute made a motion with support from President Pro Tem Jackson to adopt Resolution 2024-012, USDA Loan Resolution Sewer. Roll Call Vote, Trustee Benson, Trustee Beute, President Pro Tem Jackson, Trustee Mead Jr., Trustee Pachner, Trustee Pelfrey, and President Elwaer, all voting yes, motion carried 7-0.

XIX. Boards, Committees, Commissions Reports

- a. President Elwaer presented to the Council a brief update on the Downtown Development Authority.
- b. Trustee Pachner presented to the Council a brief update on the Planning Commission.
- c. Trustee Pelfrey presented to the Council a brief update on the Parks & Recreation Committee.

XX. Department Reports

- a. Clerk/Treasurer Duncan, Chief of Police, Thomas VanDerWoude, and DPW Foreman, James Ebeling provided Department Reports to the Council. Each department report was provided in the agenda packet. A general discussion ensued regarding the department reports.
- b. DPW Foreman Ebeling want to thank staff for the support they provide.

- c. A general discussion ensued regarding the Beach Water Monitoring program. This is a program supported through the State of Michigan, Department of Environment, Great Lakes, and Energy (EGLE). The Village of Decatur has a publicly owned beach located at 45280 Pine Street, Decatur, MI 49045. The VBCC Health Department has received a grant for the monitoring program and would like to begin the scope of work in May 2024. The consensus of the Council was to approve the scope of work and directed the Village Manager to work with representatives from the VBCC Health Department on the monitoring program.

XXI. Public Comments

- a. No public comment given.

XXII. Council Comments

- a. President Pro Tem Jackson thanked DPW for their quick work resolving a water issue.
- b. President Elwaer gave his appreciation to office staff, DPW, and the Police Department.
- c. Village Manager Tapper informed Council that the budget and budget amendments for the Decatur Hamilton Fire Department and Quick Response will be distributed shortly after the meeting schedule for Monday, April 29, 2024. Manager Tapper indicated he was invited to the department's budget workshop. Manager Tapper thanked Hamilton and Decatur Township Supervisor's, Carol Druskovich and Kevin Kusmack for their efforts to coordinate the departments budget in a professional and transparent matter.

XXIII. Adjournment

- a. Trustee Mead Jr. made a motion with support from Trustee Benson to adjourn the meeting at 8:13 P.M., motion carried 7-0. Minutes submitted by Megan Duncan, Village Clerk/Treasurer.



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Megan Duncan, Clerk/Treasurer
REVIEWED BY: Christopher Tapper, Village Manager
DATE: May 6, 2024

SUBJECT: Accounts Payable – Payroll – April 30, 2024

Action Requested:

It is requested that the Village Council approve Accounts Payable and Payroll for the period ending April 30, 2024, in the amount of \$290,397.16.

Background:

Attached is the Accounts Payable and Payroll for the period ending April 30, 2024. It should be noted the increase in payables for the month of April include budgeted payments for Lockmaster and the USDA Projects.

Attachments:

Accounts Payable and Payroll

| CHECK DATE | VENDOR NAME | CHECK # | AMOUNT PAID | DESCRIPTION |
|------------|--|-------------|-------------|--|
| 04/01/2024 | BLUE CARE NETWORK, | 30840 | 13,582.57 | PAYROLL |
| 04/01/2024 | MISDU, | 30842 | 54.48 | PAYROLL |
| 04/01/2024 | INTERNAL REVENUE SERVICE, | EFT1090 | 8,653.49 | PAYROLL |
| 04/01/2024 | MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM | EFT1091 | 5,108.31 | PAYROLL |
| 04/01/2024 | STATE OF MICHIGAN, | EFT1092 | 1,293.60 | PAYROLL |
| 04/02/2024 | MYERS, GORDY J | 30839 | 1,749.17 | PAYROLL |
| 04/02/2024 | TAPPER, CHRISTOPHER C | DD899 | 3,230.40 | PAYROLL |
| 04/02/2024 | DUNCAN, MEGAN M | DD900 | 1,848.20 | PAYROLL |
| 04/02/2024 | BUSH, DOMINIC J | DD901 | 2,462.74 | PAYROLL |
| 04/02/2024 | DAHLQUIST, THOMAS L | DD902 | 3,588.68 | PAYROLL |
| 04/02/2024 | DUNKERLEY, KENNETH R | DD903 | 2,260.26 | PAYROLL |
| 04/02/2024 | FRANK, ZACKERY A | DD904 | 2,352.98 | PAYROLL |
| 04/02/2024 | RIGG, THEODORE A | DD905 | 2,878.12 | PAYROLL |
| 04/02/2024 | VANDERWOUDE, THOMAS C | DD906 | 4,028.00 | PAYROLL |
| 04/02/2024 | HEMENWAY, TODD A | DD907 | 140.00 | PAYROLL |
| 04/02/2024 | MANN, ELESIA F | DD908 | 280.00 | PAYROLL |
| 04/02/2024 | BOITNOTT, PATRICK A | DD909 | 1,653.74 | PAYROLL |
| 04/02/2024 | EBELING, JAMES S | DD910 | 3,739.18 | PAYROLL |
| 04/02/2024 | SHROYER, TIMOTHY J | DD911 | 2,055.00 | PAYROLL |
| 04/02/2024 | WHIPPLE, JOSEPH M | DD912 | 1,785.00 | PAYROLL |
| 04/02/2024 | DAVIS, NATALIE A | DD913 | 1,385.00 | PAYROLL |
| 04/02/2024 | PENTLAND, SHANTEL M | DD914 | 1,471.40 | PAYROLL |
| 04/12/2024 | HAAS SYSTEMS | GEN 30855 | 96.00 | QUARTERLY ALARM MONITORING DPW |
| 04/12/2024 | REPUBLIC SERVICES | GEN 30868 | 538.72 | GARBAGE SERVICE |
| 04/12/2024 | INVOICE CLOUD | GEN 1103(E) | 227.05 | INVOICE PRESENTMENT FOR PAPERLESS CUSTOMERS |
| 04/12/2024 | QUADIENT LEASING USA, INC | GEN 30866 | 565.45 | QUATERLY LEASE FOR MAIL MACHINE |
| 04/12/2024 | HYDROCORP, INC | GEN 30858 | 370.00 | CROSS CONNECTION PROGRAM FOR MARCH |
| 04/12/2024 | DECATUR REPUBLICAN | GEN 30854 | 420.00 | PAPER NOTICE FOR RESOLUTION 2024-002 AND 2024-003 |
| 04/12/2024 | LAW OFFICE OF CRYSTAL MORGAN, PLLC | GEN 30859 | 821.72 | PROFESSIONAL ATTORNEY SERVICES FOR CODE ENFORCEMENT |
| 04/12/2024 | MICHIGAN CAT | GEN 30862 | 2,433.87 | REPAIRS AND MAINTENANCE ON THE LOADER |
| 04/12/2024 | DAVE'S CONCRETE PRODUCTS | GEN 30852 | 225.00 | WASH STONE FOR RAIDER ROMP |
| 04/12/2024 | BLOOMINGDALE COMMUNICATIONS | GEN 30850 | 515.66 | VOIP AND FAX FOR DPW AND VILLAGE HALL |
| 04/12/2024 | QUADIENT LEASING USA, INC | GEN 30866 | 472.81 | MAILING OF UTILITY BILLS TO RESIDENTS |
| 04/12/2024 | REPUBLIC SERVICES | GEN 30868 | 10,917.64 | GARBAGE SERVICE |
| 04/12/2024 | MML-UNEMPLOYMENT | GEN 30863 | 84.95 | MML UNEMPLOYMENT COMP GROUP ACCOUNT |
| 04/12/2024 | PJ PRINTING | GEN 30865 | 46.90 | BUSINESS CARD FOR C TAPPER |
| 04/12/2024 | VILLAGE MARKET | GEN 30870 | 5.18 | SUPPLIES AT PD |
| 04/12/2024 | UNUM | GEN 1104(E) | 1,084.72 | SHORT/LONG/AD&D/LIFE INSURANCE PREMIUMS FOR EMPLOYEES |
| 04/12/2024 | DELTA DENTAL | GEN 1101(E) | 630.15 | DENTAL INSURANCE PREMIUMS FOR EMPLOYEES |
| 04/12/2024 | VERIZON WIRELESS | GEN 1105(E) | 298.98 | CELL PHONE CHARGES |
| 04/12/2024 | CONSUMERS ENERGY | GEN 1100(E) | 956.18 | HEATING SERVICES |
| 04/12/2024 | AMERICAN ELECTRIC POWER | GEN 1099(E) | 4,345.81 | ELECTRICAL SERVICES |
| 04/12/2024 | HARVEY CONSULTING, LLC | GEN 30856 | 300.00 | PROFESSIONAL SERVICES FOR DDA AND SWMPC |
| 04/12/2024 | HARVEY CONSULTING, LLC | GEN 30856 | 1,106.25 | PROFESSIONAL SERVICES FOR DDA AND PLANNING COM |
| 04/12/2024 | MADARAS GRAPHICS LLC | GEN 30861 | 351.00 | UNIFORMS SHIRTS FOR DPW |
| 04/12/2024 | SAFEBUILD LLC | GEN 30869 | 2,951.05 | BUILDING PERMITS, RENTAL INSPECTIONS, CODE ENFORCEMENT |
| 04/12/2024 | LOCK MASTER SECURITY | GEN 30860 | 9,072.00 | INSTALLATION OF SECURITY CAMERAS TO VH |
| 04/12/2024 | LOCK MASTER SECURITY | GEN 30860 | 5,176.00 | INSTALLATION OF SECURITY CAMERAS FOR RAIDER ROMP |
| 04/12/2024 | LOCK MASTER SECURITY | GEN 30860 | 4,576.00 | INSTALLATION OF SECURITY CAMERAS FOR RED WOOLFE PARK |
| 04/12/2024 | ABONMARCHE CONSULTANTS INC | GEN 30849 | 8,000.00 | EGLE DWAM AND DSMI GRANT |
| 04/12/2024 | WYCKOFF HYBRIDS | GEN 30871 | 145.00 | GRASS SEED FOR DPW |
| 04/12/2024 | CITY SERVICES INC | GEN 30851 | 1,740.00 | WATER MAIN SERVIES |
| 04/12/2024 | PAW PAW LABORATORY | GEN 30864 | 150.00 | DRINKING WATER TESTING |
| 04/12/2024 | PAW PAW LABORATORY | GEN 30864 | 335.00 | DRINKING WATER AND WASTEWATER TESTING |
| 04/12/2024 | DECATUR LUMBER COMPANY | GEN 30853 | 1,383.96 | SUPPLIES FOR DPW, PARKS, WATER, SEWER, AND MOTOR POOL |
| 04/12/2024 | RC AUTOMOTIVE SUPPLY | GEN 30867 | 185.96 | SUPPLIES FOR DPW AND PD |
| 04/12/2024 | HONOR CREDIT UNION | GEN 30857 | 1,202.37 | CREDIT CARD CHARGES FOR MARCH |
| 04/12/2024 | BENSON, JANICE | 30843 | 108.50 | PAYROLL |
| 04/12/2024 | BEUTE, HARVEY N | 30844 | 108.50 | PAYROLL |
| 04/12/2024 | ELWAER, ALI M | 30845 | 167.00 | PAYROLL |
| 04/12/2024 | MEAD JR, ROBERT H | 30846 | 108.50 | PAYROLL |
| 04/12/2024 | PACHNER, CYNTHIA A | 30847 | 108.50 | PAYROLL |
| 04/12/2024 | PELFREY, JESSICA L | 30848 | 108.50 | PAYROLL |
| 04/12/2024 | INTERNAL REVENUE SERVICE, | EFT1093 | 260.77 | PAYROLL |
| 04/12/2024 | STATE OF MICHIGAN, | EFT1094 | 44.76 | PAYROLL |
| 04/15/2024 | BLUE CARE NETWORK, | 30873 | 1,623.49 | PAYROLL |
| 04/15/2024 | MISDU, | 30875 | 54.48 | PAYROLL |
| 04/15/2024 | FOPLC, | 30876 | 200.00 | PAYROLL |
| 04/15/2024 | INTERNAL REVENUE SERVICE, | EFT1095 | 7,509.38 | PAYROLL |
| 04/15/2024 | MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM | EFT1096 | 4,648.23 | PAYROLL |

| | | | | |
|------------|--|-----------|-----------|--|
| 04/15/2024 | STATE OF MICHIGAN, | EFT1097 | 1,146.25 | PAYROLL |
| 04/16/2024 | MYERS, GORDY J | 30872 | 1,604.02 | PAYROLL |
| 04/16/2024 | TAPPER, CHRISTOPHER C | DD915 | 3,230.40 | PAYROLL |
| 04/16/2024 | DUNCAN, MEGAN M | DD916 | 1,823.20 | PAYROLL |
| 04/16/2024 | BUSH, DOMINIC J | DD917 | 2,359.84 | PAYROLL |
| 04/16/2024 | DAHLQUIST, THOMAS L | DD918 | 2,707.67 | PAYROLL |
| 04/16/2024 | DUNKERLEY, KENNETH R | DD919 | 2,078.40 | PAYROLL |
| 04/16/2024 | FRANK, ZACKERY A | DD920 | 2,524.48 | PAYROLL |
| 04/16/2024 | RIGG, THEODORE A | DD921 | 2,555.92 | PAYROLL |
| 04/16/2024 | VANDERWOUDE, THOMAS C | DD922 | 3,028.00 | PAYROLL |
| 04/16/2024 | HEMENWAY, TODD A | DD923 | 140.00 | PAYROLL |
| 04/16/2024 | MANN, ELES A F | DD924 | 140.00 | PAYROLL |
| 04/16/2024 | BOITNOTT, PATRICK A | DD925 | 1,543.60 | PAYROLL |
| 04/16/2024 | EBELING, JAMES S | DD926 | 2,794.83 | PAYROLL |
| 04/16/2024 | SHROYER, TIMOTHY J | DD927 | 2,075.00 | PAYROLL |
| 04/16/2024 | WHIPPLE, JOSEPH M | DD928 | 1,820.00 | PAYROLL |
| 04/16/2024 | DAVIS, NATALIE A | DD929 | 1,360.00 | PAYROLL |
| 04/16/2024 | PENTLAND, SHANTEL M | DD930 | 1,446.40 | PAYROLL |
| 04/29/2024 | DAVIS, NATALIE A | 30878 | 1,420.86 | PAYROLL |
| 04/29/2024 | MISDU, | 30880 | 54.48 | PAYROLL |
| 04/29/2024 | INTERNAL REVENUE SERVICE, | EFT1098 | 8,593.67 | PAYROLL |
| 04/29/2024 | MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM | EFT1099 | 4,824.32 | PAYROLL |
| 04/29/2024 | STATE OF MICHIGAN, | EFT1100 | 1,346.45 | PAYROLL |
| 04/30/2024 | WIGHTMAN & ASSOCIATES | GEN 30899 | 9,750.00 | USDA DRINKING WATER IMPROVEMENTS |
| 04/30/2024 | WIGHTMAN & ASSOCIATES | GEN 30899 | 9,500.00 | USDA SEWER IMPROVEMENTS |
| 04/30/2024 | WIGHTMAN & ASSOCIATES | GEN 30899 | 3,500.00 | NON-USDA ROAD IMPROVEMENTS |
| 04/30/2024 | SIEGFRIED, CRANDALL | GEN 30894 | 540.00 | PROFESSIONAL SERVICES FOR BANK RECS |
| 04/30/2024 | TELE-RAD INC. | GEN 30895 | 346.50 | REPAIRS TO TWO PATROL PORTABLE RADIOS |
| 04/30/2024 | WIGHTMAN & ASSOCIATES | GEN 30899 | 2,000.00 | NON-USDA ROAD IMPROVEMENTS |
| 04/30/2024 | WIGHTMAN & ASSOCIATES | GEN 30899 | 6,200.00 | USDA DRINKING WATER IMPROVEMENTS |
| 04/30/2024 | WIGHTMAN & ASSOCIATES | GEN 30899 | 10,300.00 | USDA SEWER IMPROVEMENTS |
| 04/30/2024 | LOZADA AUTO REPAIR | GEN 30884 | 2,585.76 | REPAIRS FOR THE 220 PATROL CAR REAR CROSS MEMBER |
| 04/30/2024 | VC3 INC | GEN 30897 | 1,316.00 | REPLACEMENT DELL LATITUDE COMPUTER |
| 04/30/2024 | PARRETT COMPANY | GEN 30887 | 422.99 | COPIER AND PRINTING SERVICES |
| 04/30/2024 | DALE MOEN | GEN 30886 | 54.00 | WINDOW CLEANING AT VILLAGE HALL |
| 04/30/2024 | H.S. FLEET SERVICES | GEN 30883 | 4,539.21 | INSTALLATION OF WIRING AND LIGHTS 2023 GMC |
| 04/30/2024 | FERGUSON WATERWORKS #3386 | GEN 30882 | 696.59 | WATER SUPPLIES FOR MAINTENANCE AND REAIRS |
| 04/30/2024 | FERGUSON WATERWORKS #3386 | GEN 30882 | 506.82 | WATER SUPPLIES FOR MAINTENANCE AND REPAIRS |
| 04/30/2024 | ROSE PEST SOLUTIONS | GEN 30892 | 145.00 | PEST CONTROL PER CONTRACT |
| 04/30/2024 | PRI MAR PETROLEUM INC | GEN 30888 | 2,026.44 | GASOLINE FOR DPW TRUCKS |
| 04/30/2024 | PRI MAR PETROLEUM INC | GEN 30888 | 1,850.42 | DIESEL GAS FOR DPW TRUCKS |
| 04/30/2024 | ROOP GURLEEN PETROLEUM | GEN 30891 | 1,121.60 | GASOLINE FOR PATROLS CARS FOR MARCH |
| 04/30/2024 | LOZADA AUTO REPAIR | GEN 30884 | 45.00 | OIL CHANGE FOR 2020 PATROL CAR |
| 04/30/2024 | WEST MICHIGAN CRIMINAL | GEN 30900 | 290.67 | SPRING MCOLES DISTRIBUTION 35% OF OUR DISTRIBUTION |
| 04/30/2024 | QUADIENT LEASING USA, INC | GEN 30889 | 300.00 | POSTAGE FOR MAIL MACHINE |
| 04/30/2024 | RATHCO SAFETY SUPPLY | GEN 30890 | 2,566.00 | REPLACEMENT STREET SIGNS FOR THE VILLAGE |
| 04/30/2024 | VC3 INC | GEN 30897 | 329.20 | RENEWAL OF OFFICE 365 LICENSES |
| 04/30/2024 | VAN BUREN COUNTY RD COMM. | GEN 30896 | 482.74 | COLD PATCH FOR ROADS |
| 04/30/2024 | CORNERSTONE TECHNOLOGIES | GEN 30881 | 14.00 | TONER FOR PD PRINTER |
| 04/30/2024 | SETON | GEN 30893 | 485.50 | PURCHASE OF SPEED BUMPS |
| 04/30/2024 | MEGAN DUNCAN | GEN 30885 | 332.34 | REIMBURSEMENT FOR MILEAGE FROM CLERK/TREASURY INSTITUTES |
| 04/30/2024 | MYERS, GORDY J | 30877 | 1,769.38 | PAYROLL |
| 04/30/2024 | TAPPER, CHRISTOPHER C | DD931 | 3,230.40 | PAYROLL |
| 04/30/2024 | DUNCAN, MEGAN M | DD932 | 1,823.20 | PAYROLL |
| 04/30/2024 | BUSH, DOMINIC J | DD933 | 2,401.00 | PAYROLL |
| 04/30/2024 | DAHLQUIST, THOMAS L | DD934 | 3,062.39 | PAYROLL |
| 04/30/2024 | DUNKERLEY, KENNETH R | DD935 | 2,221.29 | PAYROLL |
| 04/30/2024 | FRANK, ZACKERY A | DD936 | 2,236.36 | PAYROLL |
| 04/30/2024 | RIGG, THEODORE A | DD937 | 2,689.66 | PAYROLL |
| 04/30/2024 | VANDERWOUDE, THOMAS C | DD938 | 3,028.00 | PAYROLL |
| 04/30/2024 | HEMENWAY, TODD A | DD939 | 280.00 | PAYROLL |
| 04/30/2024 | MANN, ELES A F | DD940 | 280.00 | PAYROLL |
| 04/30/2024 | BOITNOTT, PATRICK A | DD941 | 1,627.12 | PAYROLL |
| 04/30/2024 | EBELING, JAMES S | DD942 | 3,919.08 | PAYROLL |
| 04/30/2024 | SHROYER, TIMOTHY J | DD943 | 2,547.50 | PAYROLL |
| 04/30/2024 | WHIPPLE, JOSEPH M | DD944 | 1,908.50 | PAYROLL |
| 04/30/2024 | DAVIS, NATALIE A | DD945 | 680.00 | PAYROLL |
| 04/30/2024 | PENTLAND, SHANTEL M | DD946 | 1,446.40 | PAYROLL |

Total: 290,397.16



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Christopher Tapper, Village Manager
REVIEWED BY:
DATE: May 6, 2024

SUBJECT: Request to approve purchase of Kubota, Claw Grapple 74" from Ausra Kubota, Inc, 1218 S. 11th Street, Niles, MI 49120 at a price not to exceed \$6,250.00.

Action Requested:

It is requested that the Village approve purchase of Kubota, Claw Grapple 74" from Ausra Kubota, Inc, 1218 S. 11th Street, Niles, MI 49120 at a price not to exceed \$6,250.00.

Background:

The Village Council continues to support the efforts of streamlining the year-round, brush, leaf, and lawn waste pickup handled by the Department of Public Works. The Village Council previously approved the addition of a Kubota tractor last fiscal year. As considered during the budget approval for FY 25, the Council approve capital improvement projects. Included in the budget for fiscal year 2025 was the request for a Land Pride, Kubota, Claw Grapple.





Village of Decatur
114 N Phelps Street
Decatur, MI 49045

Staff received two separate quotes for the claw grapple.

1. Wolf Kubota, Mattawan, MI \$7,243.00
2. Ausra Kubota Inc, Niles, MI \$6,250.00

This expenditure, if approved by Council will be covered by the Motor Pool Fund as previously budgeted.

Attachment:

1. Wolf Kubota, Mattawan, MI \$7,243.00
2. Ausra Kubota Inc, Niles, MI \$6,250.00

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AUSRA
KUBOTA, INC.

3129

(269) 683-7272

CUSTOMER'S ORDER NO. 269-423-6114 DATE 4/18 2024
NAME Village of Decatur
ADDRESS 114 N. Phelps St Decatur, MZ

| SOLD BY | | CASH | C.O.D. | CHARGE | ON ACCT. | MOSE. RETD. | PAID OUT | BANK CARD |
|---------|--------|------|--|--------|----------|-------------|----------|-----------|
| DATE | VENDOR | QTY | DESCRIPTION | | | PRICE | AMOUNT | |
| | | 1 | Land Pride SGC1572 Claw Grapple S/N: 1836123 | | | | 4,850.00 | |
| | | 1 | Third Function Kit (Installed) | | | | 1,400.00 | |
| | | | GOV | | | | | |
| | | | TOTAL | | | | 6,250.00 | |

**A FINANCE CHARGE OF 1½% (WHICH IS AN ANNUAL PERCENTAGE RATE OF 18%) WILL
BE CHARGED ON ALL PAST DUE ACCOUNTS.**

10% RESTOCKING CHARGE FOR ALL RETURNS

CERTIFICATE UNDER AGRICULTURAL PRODUCING EXEMPTION—The undersigned hereby certifies that all items, except as indicated hereon, are purchased for use or consumption in connection with the production of horticultural or agricultural products as a business enterprise and agrees to reimburse the seller the sales tax if used or consumed otherwise illegal to the penalties of the Sales Tax Act.

PURCHASER

Mattawan

24561 Red Arrow Hwy
Mattawan, MI 49071
Phone: (269) 668-7800
Fax: (269) 668-7806
Email: info@wolfkubota.com
www.wolfkubota.com



Byron Center

430 100th ST. SW
Byron Center, MI 49315
Phone: (616) 877-0800

Lakeview

8968 State Rte 46
Lakeview, MI 48850
Phone: (989) 352-7206

| | |
|-----------|-----------|
| Invoice # | MAT-0 |
| Date | 3/19/2024 |
| Time | 2:01 PM |

| | |
|-------------|-----------|
| PO #: | |
| Document #: | MAT-9079 |
| Due Date: | 4/25/2024 |

| | |
|-----------|---------------|
| Salesman: | James Randall |
| Ship Via: | |
| Terms: | Net 25th |

| | | |
|---------------------------|----------------------------|-------|
| VILLAGE OF DECATUR (4593) | | |
| 114 N PHELPS ST | | |
| | | |
| DECATUR | MI | 49045 |
| Contact: | Bus., Phone (269) 423-6114 | |

Wholegood Estimate

| | | |
|----------|--|--|
| Ship To: | | |
| | | |
| | | |
| | | |
| | | |

| Item Number Description | Qty | Price | Amount | Disc | Subtotal | Sales Tax | Extended Amount | Back Order | Drop Ship |
|---|------|------------|------------|------|------------|--------------|--------------------|---------------|--------------|
| 380-330A | | | | | | | | | |
| 3FVK PC MX6000 CAB | 1.00 | \$1,433.00 | \$1,433.00 | | \$1,433.00 | | \$1,433.00 | | |
| SETUP LABOR | | | | | | | | | |
| Third Function Install | 1.00 | \$250.00 | \$250.00 | | \$250.00 | | \$250.00 | | |
| (46074) | | | | | | | | | |
| Land Pride SGC1572 15 | | | | | | | | | |
| SERIES CLAW GRAPPLE - 74" | 1.00 | \$5,560.00 | \$5,560.00 | | \$5,560.00 | | \$5,560.00 | | |
| Width Universal Quick-Attach (SN:TEMPLATE) | | | | | | | | | |

| Cash | Check/Check# | CC/CC Type | On Acct. | Mfg Credit | CIT | Deposit | Other |
|--------|--------------|------------|----------|------------|--------|---------|--------|
| \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | | | | | | |

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| Summary of Charges | |
|--------------------|-----------------|
| \$0.00 | Taxable |
| \$7,243.00 | Non-Taxable |
| \$7,243.00 | Subtotal |
| \$0.00 | Sales Tax |
| \$7,243.00 | Total |
| | |
| \$0.00 | Amount Tendered |
| \$0.00 | Change Due |

| | |
|--------------------|------|
| Customer Signature | Date |
|--------------------|------|

| | |
|--------------------|-----------|
| Exempt Tax Cert #: | |
| Expiration Date: | 10/9/2024 |

Printed:3/19/2024 2:20 PM



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Christopher Tapper, Village Manager
REVIEWED BY:
DATE: May 6, 2024

SUBJECT: Request to adopt Ordinance 2024-001, An Ordinance to amend Chapter 8, Article IV of the Village of Decatur Code of Ordinance to Amend Definitions and Regulations Pertaining to Residential Rental Units

Action Requested:

It is requested that the Village adopt Ordinance 2024-001 An Ordinance to amend Chapter 8, Article IV of the Village of Decatur Code of Ordinance to Amend Definitions and Regulations Pertaining to Residential Rental Units.

Background:

The following amendments are an update to the current Rental Ordinance. Discussion between Village Attorney and Safebuilt regarding amendments to Sec 8-84 and Sec 8-91, Definitions and Regulations Pertaining to Residential Rental Units

Attachment:

1. CLEAN COPY – Ordinance 2024-001
2. RED LINE WORKING PAPERS - AMENDMENTS

**VILLAGE OF DECATUR
VAN BUREN COUNTY, MICHIGAN**

ORDINANCE NO. 2024-001

**AN ORDINANCE TO AMEND CHAPTER 8, ARTICLE IV OF THE VILLAGE OF
DECATUR CODE OF ORDINANCES TO AMEND DEFINITIONS AND REGULATIONS
PERTAINING TO RESIDENTIAL RENTAL UNITS**

The Village of Decatur ordains:

Section 1. Amendment. Chapter 8, Article IV of the Village Code is amended to read in its entirety as follows:

**Article IV
Rental Dwelling Units**

Sec. 8-83. Title

This article shall be known and may be cited as the Village of Decatur Rental Housing Licensing Ordinance.

Sec. 8-84. Definitions.

The following definitions shall apply to the terms used in the provisions of this article:

- A. AGENT. For the purposes of this article, the responsible local agent shall be an individual person who represents the owner and must have a place of residence in the state within 50 miles of the Village limits. The responsible local agent shall be designated by the owner as legally responsible for operating such premises in compliance with all the provisions of the Village codes and Ordinances. An owner may act as the responsible local agent, provided he or she resides in the state and within 50 miles of the Village limits. All official notices of the Village may be issued to the responsible local agent, and any notice so issued shall be deemed to have been issued upon the owner.
- B. BUILDING OFFICIAL. The building official of the Village or his or her authorized representative charged with the administration and enforcement of the building code.
- C. BOARDING HOUSE. A residential facility or building that offers lodging and boarding with shared common areas such as bathrooms and kitchens, to multiple individuals.
- D. GROUP HOMES. A residential facility or building that provides a structured living environment for individuals who require specialized or supportive housing services. These residents may include but are not limited to individuals with disabilities, elderly persons, or those receiving rehabilitative care.
- E. CODE. The International Property Maintenance Code, published by the International Code Council, Inc., or any other property maintenance code subsequently adopted by the Village Council of the Village of Decatur, Michigan.
- F. DWELLING UNIT. A single unit providing complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation. A dwelling unit for the purpose of this article shall also include the individual sleeping rooms or group of rooms in an apartment building, group home, boarding house, or other similar residential facility. Each room or group of rooms so occupied or to be occupied shall constitute a separate dwelling unit. For purposes of this article, dwelling unit does not include hospitals, nursing homes, convalescent homes, or hotels or motels licensed and inspected by the State of Michigan.
- G. RESIDENTIAL RENTAL UNIT. Any non-owner occupied dwelling unit, or any dwelling unit or part thereof that is occupied pursuant to an oral or written rental or lease agreement or other valuable

compensation for the purpose of residing therein.

- H. OWNER. For purposes of this article, owner means an individual or legal entity holding title to a dwelling unit. This includes but is not limited to corporations, limited liability companies, partnerships, trusts, and other similar legal entities. It also encompasses the principals, managers, directors, trustees, or personal representatives within those entities who exercise control or management over the property.

Sec. 8-85. Purpose.

The purpose of this Ordinance is to protect, preserve and promote the public health, safety and general welfare of the residents of the Village of Decatur, Michigan, and inhabitants in residential rental units; and to encourage the maintenance of residential rental units by requiring the licensure and inspection of same to insure compliance of said residential rental units with any property maintenance or existing structures code in effect and adopted by the Village of Decatur, Michigan at the time of said inspection. This Ordinance is adopted pursuant to the authority provided in MCL 125.525 et seq.

Sec. 8-86. License Required.

- A. An owner or agent shall not allow a dwelling unit to be used as a residential rental unit without first obtaining a license as provided under the provisions of this article. The registration fee shall be due at the time of registration or by July 1st of each year after the unit has been registered.
- B. Application for such licenses shall be made on forms provided by the Village of Decatur, Michigan, which shall include the following information:
1. The address of the parcel of land upon which a residential rental unit is located, and its property tax identification number.
 2. The name, address, and telephone number of the owner of such dwelling unit.
 3. The name, address and telephone number of the local agent or manager charged with collecting rent and/or maintaining the residential rental unit.
 4. The number and types of units within the building in which the residential rental unit is located (dwelling units or sleeping rooms).
 5. Name(s) of current tenant.
- C. Residential rental units required to be licensed pursuant to this article shall comply with the following:
1. All owners and/or agents of existing residential rental units shall file the Annual Rental Registration Form by July 1st of each year.
 2. All newly constructed residential rental units shall be licensed prior to the issuance of the certificate of occupancy by the Village.
 3. It shall be the responsibility of the owners and/or agents of existing rental units to notify the Village of Decatur and Building Official when a change in occupancy and or use occurs. Upon notification of such change in occupancy and or use occurs, the Building Official reserves the right to reinspect the existing rental as deemed necessary.
 4. A residential rental unit which is sold, transferred, or conveyed shall be relicensed by the new owner within 30 days of the date of the deed, land contract, or other instrument of conveyance with the Village. All documents of conveyance, including land contracts, shall be recorded with the Van Buren County Register of Deeds Office and a copy of the same or a memorandum of land contract shall be provided to the Village.
 5. All existing nonrental dwellings which are converted to residential rental units shall be licensed,

inspected, and certified prior to the date on which the property is first occupied as a residential rental unit.

- D. Rental inspections shall be schedule on a biennial basis (every two (2) years). The 2-year time period shall start once the residential rental unit has passed the first inspection (subject to issued certificate of compliance) after the date of this article. The Building Official also reserves the right to extend the biennial inspection time period with prior approval from the Village of Decatur.

Sec. 8-87. Compliance With Ordinances.

No license to operate a rental unit shall be issued unless the residential rental unit complies with all the ordinances and codes of the Village.

Sec. 8-88. Inspections.

Residential rental units shall be inspected to ensure compliance of said residential rental units with the International Property Maintenance Code, or any other property maintenance code subsequently adopted by the Village Council of the Village of Decatur, Michigan, or any rules, regulations, laws, or housing codes of the State of Michigan. Where six (6) or fewer residential rental units exist upon any given parcel, same shall be inspected by the Building Official bi-annually. Where more than six (6) residential rental units exist upon any given parcel a minimum of seven (7) dwelling units, plus ten percent (10%) of the dwelling units over six (6), shall be inspected by the Building Official every year. For regular scheduled inspections as hereinbefore provided, the Building Official shall give written notice of the date and time of said inspection to the owner or local agent, mailed by first class mail, on or before ten (10) days prior to said inspection date. In addition, said Building Official shall inspect residential rental units, upon reasonable notice as required in any property maintenance code adopted by the Village Council of the Village of Decatur, under any of the following circumstances:

- A. Upon receipt of a written, executed, and dated complaint based upon the personal knowledge of an owner, occupant, or other individual, that the premises are in violation of this article.
- B. Upon receipt of a written report or complaint, or a referral from the police department, or other public agencies or departments, indicating that the premises is in violation of this article.
- C. If an exterior survey of the parcel gives the Building Official probable cause to believe that the residential rental units are in violation of this article.
- D. Upon receipt of information by the Building Official that a residential rental unit is not registered with the Village of Decatur, Michigan as required by this article.

Sec. 8-89. Issuance of Certificate of Compliance.

After the initial inspection, if the residential rental unit is found to be in compliance with the rules, regulations, laws, and ordinances of the Village of Decatur, Michigan, and/or the State of Michigan, the Building Official shall issue a Certificate of Compliance in the name of the owner.

Sec. 8-90. Procedure Where Inspection Discloses Violations.

- A. Where an inspection by the Building Official discloses a violation of the International Property Maintenance Code or any other property maintenance code adopted by the Village Council of the Village of Decatur, Michigan, or the rules, regulations and laws or housing codes of the State of Michigan, the Building Official shall issue all necessary notices as provided in said code(s) to ensure compliance with said code's requirements.
- B. A temporary Certificate of Compliance may be issued when any violation does not constitute a hazard to the health or safety of those who may occupy the premises. Said temporary Certificate of

Compliance may be revoked by the Building Official if the owner or his agent fails to correct the noted violation(s).

- C. No residential rental unit shall be occupied unless a Certificate of Compliance has been issued by the Building Official.
- D. In the event the owner or his agent is in the process of evicting an occupant and/or tenant from a residential rental unit which is in violation of the aforesaid article, then and in such an event, the owner thereof shall have a reasonable time to correct said violation after the eviction is completed, and said owner or his agent shall promptly notify the Building Official of the completion of said eviction.

Sec. 8-91. Fees.

Rental unit registration and inspection rates and charges shall be as set by resolution of the Village Council from time to time. The owner shall be responsible for notifying the Village of any change of address of either the owner or the responsible local agent.

- A. In the event that an occupant of a residential rental unit or a private individual shall make a written complaint concerning a violation at a residential rental unit, the Village of Decatur, at its discretion, may require an inspection deposit in the amount of the anticipated inspection fee from said occupant or private individual. If the inspection, which was made as a result of said complaint, discloses no legitimate violation, then and in such an event the individual making such complaint shall be liable to the Village of Decatur for the aforesaid inspection fee, and said deposit shall be applied thereto, otherwise said deposit shall be refunded.
- B. The Village of Decatur shall not release any information regarding the name address, or telephone number of any person who makes a written complaint concerning a violation at a residential rental unit, except: (a) by consent of the complainant; (b) pursuant to the Freedom of Information Act; or (c) by Court Order.

Sec. 8-92. Violations.

It shall be unlawful for a person to operate, maintain, or offer for occupancy, a residential dwelling unit in violation of this article. A person who violates this article shall be responsible for a municipal civil infraction, subject to payment of a civil fine not exceeding \$500.00, plus costs and other sanctions authorized under Section 1-7, for each infraction. Each day that a violation continues shall be deemed a separate infraction.

Section 2. Superseding Effect. This ordinance supersedes and replaces Ord. No. 2023-02 in its entirety.

Section 3. Effective Date. This ordinance shall become effective either 20 days after adoption or upon publication, whichever occurs later.

YEAS: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

CERTIFICATION

As the duly appointed Clerk of the Village of Decatur, Van Buren County, Michigan, I certify this is a true and complete copy of an ordinance adopted by the Village Council at its meeting of _____, 2024.

Megan Duncan, Village Clerk

—SECTION 2: DEFINITIONS.

Sec. 8-84. Definitions.

The following definitions shall apply to the terms used in the provisions of this Ordinance~~article~~:

- A. —AGENT. For the purposes of this article, the responsible local agent shall be an individual person who represents the owner, ~~a real estate holding company, corporation, partnership, or other legal entity~~ and must have a place of residence in the state within ~~SO~~50 miles of the Village limits. The responsible local agent shall be designated by the owner as legally responsible for operating such premises in compliance with all the provisions of the Village codes and Ordinances. ~~The An~~ owner may act as the responsible local agent, provided he or she resides in the state and within ~~SO~~50 miles of the Village limits. All official notices of the Village may be issued to the responsible local agent, and any notice so issued shall be deemed to have been issued upon the owner ~~of record~~.
- B. BUILDING OFFICIAL. The ~~Chief Inspector~~building official of the Village or his or her authorized representative ~~or other designated authority~~ charged with the administration and enforcement of the building code.
- C. BOARDING HOUSE. A building residential facility or place where building that offers lodging and boarding ~~is provided (or which is equipped regularly to provide lodging and boarding by prearrangement for definite periods), for compensation, for three (3) or more, but not exceed twelve (12) with shared common areas such as bathrooms and kitchens, to multiple~~ individuals. ~~Such lodging house or boarding house shall not be open to transient guest, in contradistinction to a hotel as is herein defined.~~
- ~~D. GROUP HOMES. A dwelling in a home where a small number of unrelated people in need of care, support, or supervision can live together, such as those who are elderly or mentally ill. The licensing process of a group home falls within the licensing process by which the Department of Licensing and Regulatory Affairs (LARA), Bureau of Community and Health Systems (BCHS) regulates adult foster care group homes. The process requires that adult foster care licenses are in compliance with the rules for adult foster care group homes.~~
- D. GROUP HOMES. A residential facility or building that provides a structured living environment for individuals who require specialized or supportive housing services. These residents may include but are not limited to individuals with disabilities, elderly persons, or those receiving rehabilitative care.
- E. CODE. The International Property Maintenance Code, published by the International Code Council, Inc., or any other property maintenance code subsequently adopted by the Village Council of the Village of Decatur, Michigan.
- F. DWELLING UNIT. A single unit providing complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation. A dwelling unit for the purpose of this Ordinance~~article~~ shall also include the individual sleeping rooms or group of rooms ~~of in~~ an apartment building, ~~bed & breakfast building~~, group home, ~~hotel~~boarding house, or ~~motel to be occupied by a person or family~~other similar residential facility. Each room or group of rooms so occupied or to be occupied shall constitute a separate dwelling unit. For purposes of this article, dwelling unit does not include hospitals, nursing homes, convalescent homes, or hotels or motels licensed and inspected by the State of Michigan.

~~G. RENTED STATUS. A dwelling unit legally occupied by a person other than the owner or other than the mother, father or child of the owner.~~

~~H. OWNER. Any person, agent, operator, firm, limited liability company or corporation having a legal or equitable interest in the property; or recorded in the official records of the County as holding title to the property; or otherwise having control of the property, including the guardian/conservator of the estate of any person, or the personal representative of the estate of a deceased individual.~~

~~I. PARCEL. A separately described piece of land or a lot to which a property tax number applies.~~

~~SECTION 4: LICENSE REQUIRED.~~

~~G. No person~~RESIDENTIAL RENTAL UNIT. Any non-owner occupied dwelling unit, or any dwelling unit or part thereof that is occupied pursuant to an oral or written rental or lease agreement or other valuable compensation for the purpose of residing therein.

~~H. OWNER. For purposes of this article, owner means an individual or legal entity holding title to a dwelling unit. This includes but is not limited to corporations, limited liability companies, partnerships, trusts, and other similar legal entities. It also encompasses the principals, managers, directors, trustees, or personal representatives within those entities who exercise control or management over the property.~~

Sec. 8-86. License Required.

A. ~~An owner or agent shall operate not allow a dwelling unit to be used as a residential rental unit containing one (1), two (2), or more dwelling units, multi-family dwellings, boarding house and other structures which are leased or ready for lease to the public unless that person without first obtainsobtaining~~ a license as provided under the provisions of this ~~Ordinance~~article. The registration fee shall be due at the time of registration or on July ~~at~~1st of each year after the unit has been registered.

B. ~~—All owners and/or agents thereof~~ Application for such licenses shall ~~license all residential rental units~~be made on forms provided by the Village of Decatur, Michigan, which ~~registration and inspection forms~~ shall include the following information:

1. The address of the parcel of land upon which a residential rental unit is ~~situated~~located, and its property tax identification number.
2. The name, address, and telephone number of the owner of such dwelling unit.
3. The name, address and telephone number of the local agent or manager charged with collecting rent and/or maintaining the residential rental unit.
4. The number and types of units within the ~~rental property~~building in which the residential rental unit is located (dwelling units or sleeping rooms).
5. Name(s) of current tenant.

C. Residential rental units required to be licensed pursuant to this ~~Ordinance~~article shall comply with the following:

1. ~~—~~All owners and/or agents of existing residential rental units shall file the annual Rental Housing Registration Application by July 1st of each year.
2. All newly constructed residential rental units shall be licensed prior to the issuance of the certificate of occupancy by the Village.
3. It shall be the responsibility of the owners and/or agents of existing rental units to notify the Village of Decatur and Building Official when a change in occupancy and or use occurs. Upon notification of such change in occupancy and or use occurs, the Building Official reserves the right to reinspect the existing rental as deemed necessary, ~~subject to the inspection incentives of the rental unit.~~
4. A residential rental unit~~(s)~~ which is sold, transferred, or conveyed shall be relicensed by the new owner within 30 days of the date of the deed, land contract, or other instrument of conveyance with the Village. All documents of conveyance, including land contracts, shall be recorded with the Van Buren County Register of Deeds Office and a copy of the same or a memorandum of land contract shall be provided to the Village.

~~4.5.~~ All existing nonrental dwellings which are converted to residential rental units shall be licensed, inspected, and certified prior to the date on which the property is first occupied ~~for as a residential~~ rental ~~purposes~~ unit.

- D. ~~Rental~~ inspections shall be schedule on a ~~bi-ennial~~biennial basis (every two (2) years). The ~~bi-ennial basis~~2-year time period shall start once the residential rental unit ~~(s) have has~~ passed the first inspection (subject to issued certificate of compliance) after the date of this ~~ordinance~~article. The Building Official also reserves the right to extend the ~~bi-ennial~~biennial inspection time period with prior approval from the Village of Decatur.

~~—SECTION 12: VIOLATION.~~

A-Sec. 8-91. Violations.

It shall be unlawful for a person to operate, maintain, or offer for occupancy, a residential dwelling unit in violation of this ~~Ordinance is a Municipal Civil Infraction and any person, firm or corporation~~article. A person who ~~shall violate~~violates this ~~Ordinance~~article shall be responsible for a ~~Civil Infraction~~municipal civil infraction, subject to ~~a Civil Fine~~payment of a civil fine not exceeding \$500.00, plus ~~any costs, damages, expenses, or and~~ other sanctions ~~as authorized under Section 1-7, for each infraction~~. Each day that a violation continues shall be deemed a separate ~~violation of this Ordinance~~infraction.

Village of Decatur
Downtown Development Authority

Wednesday, April 10, 2024, at 1:00 pm
Village Hall, 114 N. Phelps Street
Decatur, MI 49045

1. Call to Order

Elwaer called the meeting to order at 1:00 pm

2. Pledge of Allegiance

3. Roll Call

Ali Elwaer (Village President), James Creagan (First State Bank), Jay Newell (Newell Insurance Agency) excused, Roger Kemp (RC Automotive Supply) excused, Elissa Zimmer (VBDL- Webster Memorial Library), Mary Miller (Mousse Lodge), Jami Swihart (Honor Credit Union) 1:02 pm, Matt Cooper (Cooper Law), Christopher Tapper (Village Manager), Megan Duncan (Village Clerk/Treasurer), Shantel Pentland (Administrative Assistant).

4. Public Comments

None

5. Approval of Consent Agenda Items

Creagan offered a motion to approve the agenda for April 10, 2024, and approve the regular meeting minutes from March 13, 2024, supported by Zimmer, carried unanimously 5-0.

6. Treasurer Reports

Creagan offered a motion to approve the financial statements and Revenue & Expenditure Report ending March 31, 2024, supported by Cooper, carried unanimously 5-0

7. Communications to the DDA- Presentations & Guests

1. Rebecca Harvey, Harvey Consulting was present to discuss Unfinished Business 8A.2.

8. Unfinished Business

1. Creagan offered a motion to approve the final draft of the DDA Bylaws, supported by Miller, carried unanimously 6-0.
2. Harvey led the discussion regarding the creation of the FY '25 Annual Calendar/Work Plan. The DDA board will work together to inform this document at the May 8, 2024, meeting. Harvey made the following suggestions for work plan items using Goals and Objectives from the DDA Development & TIF Plan:
 - i. Façade grant program for DDA District businesses
 - ii. Creating a larger DDA presence on the Village website
 - iii. Wayfinding signage, working together with the Park & Recreation Committee

9. New Business

1. Pentland shared that Invitation to Bid letters were sent out to The Potting Shed, Rajzer's Farm Market & Greenhouses, and Tuttle Floral Co. for Summer 2024 flowers. Bids are due to Village Hall by May 1, 2024, and will be presented at the May 8, 2024, DDA meeting.

10. Public Comments- Second Opportunity

None

11. DDA Member Comments

Creagan expressed gratitude to the Village for assisting with the purchase and installation of speed bumps for the alley behind First State Bank. They appear to be working to slow traffic.

Pentland shared that the DDA Sponsored Egg Hunt & Touch-A-Truck event was very well attended and enjoyed, even though the weather was wet. The turnout was very similar to last year's event, and the Touch-A-Truck addition seemed to be popular and was very easy to organize.

12. Adjournment

Miller offered a motion to adjourn the meeting at 1:40 pm, supported by Creagan, carried unanimously 6-0.

Minutes submitted by: Shantel Pentland, Administrative Assistant

Village of Decatur
Parks & Recreation Committee Meeting Minutes
Monday, April 15, 2024, at 4:30 P.M
Village Hall, 114 N. Phelps Street
Decatur, MI 49045

I. **Call to Order**

Trustee Pelfrey called the meeting to order at 4:30pm

II. **Pledge of Allegiance**

III. **Roll Call**

Trustee Jessica Pelfrey- Chairperson, Trustee Janice Benson (excused), Nicky Fassett, Trustee Harvey Beute, Shantel Pentland- Administrative Assistant (excused), and Megan Duncan- Clerk/Treasurer.

IV. **Public Comment**

None

V. **Approval of Consent Agenda Items**

5A.1 – Trustee Beute offered a motion to approve the consent agenda for April 15, 2024, with support from Fassett, carried unanimously 4-0.

5A.2 – Trustee Beute offered a motion to approve the regular meeting minutes from March 18, 2024, with support from Fassett, carried unanimously 4-0.

VI. **Communications- Presentations & Guest**

6A.1 – Katie Vanderhulst, Abonmarche, provided a brief update regarding the 2 grants being pursued by the Parks & Recreation Committee, a DNR Michigan Natural Resources Trust Fund grant for Red Woolfe Park and a DNR Recreation Passport grant for Fireman's Park. Both grant applications were submitted on April 1, 2024.

VII. **Unfinished Business**

7A.1 – Review and discuss the Joint 5-year Community Parks & Recreation Plan.

- a. The committee discussed the importance of updating the current plan before its expiration date, the end of 2024. The plan serves as a guide to the Village of Decatur, Decatur Township, and Hamilton Township for the development and maintenance of parks and recreational resources. The plan also increases our chances when applying for grants. It was recommended by the committee that we work with the Southwest Michigan Planning Commission and the two townships with the update of this plan. It was asked that the committee familiarize themselves with the current plan and come up with goals and objectives for the update. The committee will be reaching out to SWMPC for a quote.

7A.2 – Review & approve a quote for a Porta John at Southside Skate Park.

- a. The two quotes were discussed by the committee with additional questions. The questions asked were about handicapped accessible porta johns and the responsibilities if they are damaged. This topic will be placed on next month's agenda as unfinished business.

VIII. **New Business**

- a. No new business at this time.

XIV. **Public Comment- Second Opportunity**

- a. Township resident was inquiring about who maintained Red Woolfe Park and expressed her concerns with the tall weeds next to the beach, the horseshoe pits, the condition of the volleyball court, and seating. Questions were also directed to Katie from Abonmarche, about the grant process.

X. **Members Comments**

- a. No committee comments were made.

XI. **Adjournment**

- a. Trustee Beute offered a motion with support from Fassett to adjourn the meeting at 4:50 P.M., motion approved 4-0.

Minutes submitted by: Megan Duncan, Village Clerk/Treasurer

Village of Decatur
Planning Commission Special Joint Meeting Minutes
Thursday, April 18, 2024, at 4:30 PM
Village Hall, 114 N. Phelps Street
Decatur, MI 49045

1. **Call to Order**

Rex called the meeting to order at 4:31 PM

2. **Pledge of Allegiance**

3. **Roll Call/ Attendance**

Chairman Blaine Rex, Janet Moelaart (excused), Cindy Pachner (excused), Victoria Coe 4:32 PM, Michele Gateley, Christopher Tapper (Village Manager), Shantel Pentland (Administrative Assistant), Megan Duncan (Clerk/Treasurer)

4. **Public Comment**

None

5. **Approval of Consent Agenda Items**

5A.1/5A.2 – Gately offered a motion with support from Coe to approve the agenda for April 18, 2024, as presented, and the Regular Meeting Minutes from March 21, 2024, as presented, motion passed 3-0.

6. **Communications- Presentations & Guests**

6A.1 – Marcy Hamilton, Southwest Michigan Planning Commission led a discussion regarding what each PC would like to see reflected within the Master Plan update.

7. **Unfinished Business**

7A.1 – Village Manager Tapper expressed gratitude towards every person who showed up for this unique joint meeting. Hamilton discussed the preliminary draft of the update, including some changes that were requested at previous meetings. There was an open discussion between many representatives from The Village of Decatur, Decatur Township, and Hamilton Township. Much of the discussion revolved around the future land use maps, and what the boards would like to see in the future. Hamilton stated she will distribute copies of the updated draft to each PC during the week of April 22nd, 2024. Representatives/attendees are as follows:

| Village of Decatur | Decatur Township | Hamilton Township |
|--|--|-------------------------------------|
| Christopher Tapper, President | Kevin Kusmack, Supervisor | 4:46 PM Carl Druskovich, Supervisor |
| Blaine Rex, PC Chairperson | Katlin Makay, Treasurer | Sandra Hanson, Treasurer/PC Member |
| Michele Gately, PC Member | Julie McKee, Clerk | Karen Makay, Trustee/PC Member |
| Victoria Coe, PC Member | Sandra Athey, PC Chairperson | Richard Conway, Trustee/PC Member |
| Megan Duncan, Clerk/Treasurer | 4:46 PM Matthew Kusmack, Trustee/PC Member | Steve Peterson, PC Member |
| Shantel Pentland, Administrative Assistant | Nick Siskaninetz, PC Member | John Young, PC Member |
| | Zack Polomcak, PC Member | Sherry DeLoach, PC Member |
| | Tom Motyka, Resident | Jan Peterson, Resident |

8. **New Business**

None

9. **Planning Commission Comments**

None

10. **Adjournment**

Druskovich offered a motion with support from Coe to adjourn the meeting at 5:20 PM, motion carried unanimously 3-0.

Minutes submitted by: Shantel Pentland, Administrative Assistant



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM – MONTHLY REPORT

TO: Village Council
FROM: Jimmy Ebeling, DPW
REVIEWED BY: Christopher Tapper, Village Manager
DATE: May 6, 2024

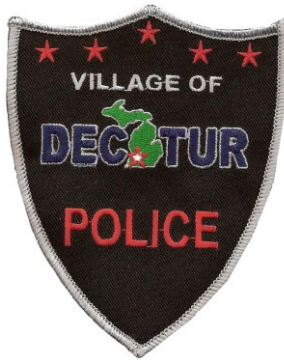
SUBJECT: April 2024 Monthly Report from DPW

Action Requested:

It is requested that the Village Council review the Report for DPW for the month of April.

Jobs completed

- Marked 147 Miss Digs
- Completed 2 Work Orders
- Completed Requested Shut-offs
- Completed 2 Final Reads
- Completed data logs for high and abnormal usage
- Read water meters for billing
- Leaf and brush pickup throughout Village limits
- Cleaned curbs
- Collected samples for the Monthly Water Analysis Report
- Delivered water samples to Paw Paw Lab, emailed results to EGLE
- Sewer maintenance
- Prelim Waste Water Discharge Samples
- Patched Streets
- Made repairs to road shoulders
- General equipment maintenance
- Trim brush at sewer ponds
- Salted roads
- Worked with Decatur Plumbing & Heating, Fire Station water service leak
- Spring cleanup at parks
- Top dirt from tree removal
- Assisted with potholing water services, completed investigation work
- Assisted with repairs from Surf Internet's Construction:
 - 215 E Sherwood St.- Sewer line to house
 - 306 N. George St.- Sewer line to house
 - 109 Pine St.- Water line at meter pit
 - 211 N. Williams St.- Water line
 - 200 S. Williams St.- Water line
 - 315 Pine St.- Replaced water service



Thomas VanDerWoude, Chief of Police
114 N. Phelps St.
Decatur, MI 49045
Phone: (269) 423-2171
Fax: (269) 423-7814
Email: vanderwoudet@decaturmi.org

To: Village Manager Chris Tapper
Fr: Chief Tom VanDerWoude
Date: May 1, 2024
Ref: Monthly Report for the Month of April 2024

Meetings / Events / Information:

- Council Meeting
- Fire Board Meeting
- Chief's of Police Association Meeting
- Meeting with Local Chief of Police
- School Board Meeting
- Land Bank Authority Meeting / Board of Commissioners Mtg with VM Tapper

Training:

- None

Please see the below activity occurring in our community over the past month.

Arrests: March 27, 2024, to May 1, 2024

- 4-2-24, Male, Two Warrants
- 4-20-24, Male, Parole Violation
- 4-30-24, Female, Two Warrants and Possession of Meth
- 4-30-24, Male, Retail Fraud and Disturbing the Peace

Calls for Service / Reports Taken: March 27, 2024, to May 1, 2024

- Traffic Law Violations
- Health and Safety, Dog at Large
- Bank Alarm
- Blight
- Blight
- FOIA
- PDA (3 vehicles)
- Blight
- Blight
- Violation of PPO
- Property Inspection

- Drove While License Suspended (DWLS)
- Alarm
- Salvage
- Salvage
- Suspicious Situation / Trespass
- Assist to CPS
- Blight
- Blight
- Assault – Assist MSP
- Assist Medical
- Parking Violation
- Salvage
- Salvage
- Salvage
- Salvage
- Alarm – Assist VBCS
- Mental Investigation
- Blight
- Blight
- Blight
- Personal Injury Crash – Assist VBCS
- Domestic Violence
- Assault
- Welfare Check
- Found Property – 2 Bicycles
- Found Property
- Theft
- General Assist
- Assist Medical
- Assist Medical
- Assault
- PDA – Car vs Building
- Assist Medical
- Assist Medical
- Alarm
- Blight
- Blight
- Improper Plate, No Insurance
- Warrant Arrest
- Found Property
- Assist Medical
- Assist Medical
- Domestic
- Expired License – No Proof Insurance
- Assist Medical

- Salvage
- Salvage
- Assist Medical
- Welfare Check
- DWLS
- Domestic Violence
- Alarm
- Parking Violation
- Assist Medical
- Property Inspection
- Dog at Large
- Unlicensed Driver
- Breaking and Entering
- Domestic
- Larceny
- Lost Property
- Domestic
- Civil Dispute
- CPS Referral
- Dog at Large
- Assist Medical
- Ordinance Violation
- Unlicensed Driver
- Drove While License Revoked
- PI Crash
- PBT Calibrations
- Parking Violation
- Parking Violation
- General Assist
- Ordinance Violation
- Family Neglect
- Domestic Violence
- Dog at Large
- FOIA
- Suspicious Situation
- PI Crash, OWI Arrest _Assist
- Welfare Check
- Mental Investigation / Domestic Violence
- Disturb the Peace
- Assist Medical
- Assist Medical
- Assist Cass County
- Assist Medical
- PD Crash
- Fraud

- General Assist
- Civil Dispute
- Assist Medical
- Assist to APS – Neglect
- Lost Property
- Barking Dog
- 911 Hangup
- Welfare Check
- Civil Dispute
- Welfare Check
- Welfare Check
- Welfare Check
- Assist Medical
- Salvage
- Salvage
- Salvage
- Bank Alarm
- 911 Hangup
- PD Crash
- DWLS
- Bank Alarm
- Alarm
- Criminal Sexual Conduct
- MDOP
- Stalking
- Intox Minor
- Larceny / MDOP
- Civil Dispute
- Attempt Pickup
- DWLS – No Insurance – Expired Plate
- Traffic Policing
- Parking Violation
- Assist MSP
- Assist Medical
- PD Crash
- Property Inspection
- Salvage
- Dog at Large
- Ordinance Violation
- Trespass
- Suspicious Situation
- Suspicious Situation
- Tree Down
- VIN Inspection
- General Assist

- Stalking
- Salvage
- Threats
- Assist Medical
- Alarm
- General Assist
- Hazardous Condition
- FOIA
- FOIA
- Alarm
- Suspicious Situation
- Non-Compliant Sex Offender
- Parking Violation
- Illegal Entry
- Suspicious Situation
- General Assist to CPS
- General Assist
- Dog at Large
- PPO Service
- Domestic – Assist VBCS
- Felonious Assault – Domestic Assist MSP
- Incurable Minor
- Traffic Violation
- General Assist
- Parking Violation
- General Assist – Safebuilt
- General Assist
- Traffic Violation
- Conservation
- General Assist
- Assist Medical
- General Assist
- Assist Medical
- General Assist – PPO Service
- Suspicious Situation
- Warrant Arrest
- Possession of Methamphetamine
- Dog at Large
- Trespass
- Retail Fraud Arrest
- Suspicious Situation
- General Assist
- Traffic Assist to VBCS

Thank you! Please stay safe!

Chief Tom VanDerWoude



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Megan Duncan, Clerk/Treasurer
REVIEWED BY: Christopher Tapper, Village Manager
DATE: April 1, 2024

SUBJECT: Request to review Decatur-Hamilton Fire & QR Reports

Action Requested:

It is requested that Village Council review Decatur-Hamilton Fire & QR Reports, for April 29, 2024.

Background:

The Decatur-Hamilton Fire & QR Departments met Monday, April 29, 2024. Notable items from the Fire Department include, meeting agenda, meeting minutes, financial statements, and truck reports.

Notable items from the Quick Response Department include, agenda, meeting minutes, and financial statements.

Attachment(s):

Decatur-Hamilton Fire & QR Reports

DECATUR-HAMILTON FIRE DEPARTMENT

Board Meeting

April 28, 2024

1. Call to Order/ Roll call
2. Public Comment
3. Additions/Deletions to Agenda
4. Approval of Agenda
5. Approval of Minutes of the Previous Meeting
6. Bills
7. Treasurer's Report
8. Officer Reports
 - a. Chief Report
 - b. Secretary Report
 - c. Training Report
 - d. Truck Captain Report
 - e. Building Report
9. Auxiliary Report
10. Personnel
11. Unfinished Business
 - a. Trailer –
 - b. Ceiling –

12. New Business

a. Radios

b. Appoint Rich Conway

13. Public Comment

14. Adjournment

DECATUR-HAMILTON FIRE BOARD

MEETING MINUTES

March 25, 2024

1. Call to order 6:11pm. Druskovich, Kusmack K, Kusmack M, Newell, Polomcak and Gateley Present.
2. Public Comment: Village Manager Tapper said that he was aware of the sewer line problem and was having the guys come out in the morning.
3. Additions/Deletions to Agenda: N/A
4. Approval of Agenda MOTION Newell SUPPORT Gateley. CARRIES to approve agenda as presented.
5. Approval of Minutes - MOTION Newell SUPPORT Polomcak to approve minutes as presented.
6. Bills: Kusmack M presented the Bills and which were more accurate but were still missing a couple of items listed, will continue to improve going forward. MOTION Kusmack K SUPPORT Gateley CARRIES to approve bills as presented.
7. Treasurer's Report Kusmack M presented the financials, truck is paid off. Budget meeting Wednesday. MOTION Gateley SUPPORT Polomcak. Carries to approve as presented.
8. Officers Reports: MOTION Kusmack K SUPPORT Newell to approve as presented
 - a. Chief – Water. Coordinating with Tapper, getting guys there tomorrow.
 - b. Secretary –10 calls for the month, had to add three calls. 42 calls for the year.
 - c. Training – N/A
 - d. Truck Captain – 1430 yearly service coming. New truck was completed.
 - e. Building – see unfinished business
9. Auxiliary – Raised \$1047 which is being donated to VFW's roof fund. Druskovich said that it was a very good meal.
10. Personnel – N/A
11. Unfinished Business
 - a. Trailer – Title, quotes for wrap around \$675. Motion Kusmack M Support Newell. Approved to do the wrap.
 - b. Ceiling – Engineers coming next week.
12. New Business
13. Public Comment –Chris Tapper – internet construction starting, Kusmack K mentioned the same. Newell mentioned a raffle at the Masonic Lodge with proceeds going to charitable funds, bikes, books, scholarships and the Christmas fund there are 300 tickets.
14. Adjournment – MOTION Kusmack M SUPPORT Polomcak. Meeting Adjourned at 6:34PM.

Secretary Report for April 2024

8 calls for month

Village 1-Lift Assist

Decatur Twp None

Hamilton Twp 3-List Assists
1-PI Accident
1-CO2 Alarm
1-Grass Fire
1-Hazmat Leak

Reported as of April 21, 2024

Total for the year 55 calls

Submitted by Secretary,

Amy M. Jimenez

Decatur Hamilton Fire Department

Engine 1420 Monthly Apparatus Inspection Form

| Inside Cab / Beginning Check off | | Engine Driver Side | |
|----------------------------------|---------------|-----------------------------|---------------|
| Mileage | 6108.9 | Exhaust Fan | X |
| Engine Hours | 648.7 | Air Pack | X |
| Fuel Level | Ⓟ 3/4 1/2 1/4 | Alarm Batterys | X |
| Whelen lights/sirens/horn | X | Spare Bottle | X Filled |
| Headlights / Back-Ups | X | Speed Lays | X |
| Turn Signals / Hazards | X | Hydrant Wrench | X |
| Scene Lights | X | Hand Tools | X |
| Radios Check | X | Dewalt Tools | X |
| Maps | X | Tools Condition | X |
| Runs from Last truck check | 9 | Tires Condition | X |
| Heater / AC | X | Engine Passagner Side | |
| Mirros (Condition / Adjusted) | X | Batter Spreader / Cutter | X |
| Air Packs | X | Hydraulic Spreader / Cutter | X |
| Alarm Batterys | X | Hydraulic Pump | Ⓟ 3/4 1/2 1/4 |
| Portable Lights | X | Spare Bottle | X Filled |
| AED | X | Portable Lights | X |
| Tic | X | Speed Lay | X |
| SCBA Mask | X | Hydrant Bag | X |
| SCBA Tic Mask | X | Pump Attachment | X |
| Run Sheet | X | Hydrant Hose | X |
| Emergency Flars | N/A | Cain Saw / Roof Saw | X |
| Electric Meter Covers | X | Tire Condition | X |
| Portable Radios | X | Undercarriage | |
| Clean Interior | X | Coolant Level | Ⓟ 3/4 1/2 1/4 |
| Engine Rear | | Oil Level | Ⓟ 3/4 1/2 1/4 |
| ABC Extinguishor | X | Wash Fluid | Ⓟ 3/4 1/2 1/4 |
| CO2 Extinguishor | X | | |
| K Extinguishor | X | | |
| Pike Poles | X | | |
| Ladders | X | | |
| 5 inch House & Neetness | X | | |
| License Plate & Lights | X | | |
| Fire Panel | | | |
| Pump Hours | 118.50 | | |
| Hose Bed | X | | |
| Cross Lays | X | | |
| Pump Test (10 min run) | X | | |
| Foam Test (Every 2 Months) | N/A | | |

Inside Needs / Complaints

Engine Rear Needs / Complaints

Fire Panel Needs / Complaints

Undercarriage Needs / Complaints

Engine Driver Side

Engine Passagner Side

Date of Inspection

4-13-2024

Truck Captain

Shawn T Holmes

SHAWN T HOLMES

Truck Lieutenant

Doug Wilson

DOUG WILSON

Check list for Trucks "X" for ok note if other wise, reports to be completed by ON OR BEFORE
3RD MONDAY OF EACH MONTH unless requested due another date.

Truck number 1421

Mileage 32859.0

Engine Hours 2670

Pump Hours 688.4

Fuel Level full

Number of runs since last report 3

Lights Check List: Head Lights ☒ Tail Lights ☒ Side Marker ☒ Seat Belts ☒

Cab lights Exterior ☒ Cab lights Interior ☒

Radio Check ☒ Emergency Lights: TOP ☒ SIDE ☒ FRONT ☒ REAR ☒

Horn ☒ Siren ☒

Tires and pressure: LEFT FRONT ☒ RIGHT FRONT ☒ LEFT REAR ☒ RIGHT REAR ☒

Tire Wear: Normal ☒ Even ☒ Uneven NA Side Walls ☒

Pump Check List: Drains Left Side ☒ Drains Right Side ☒

Run Pump: Set relief valve at 100PSI yes Transfer valve check good

Water Level Lights all but "Full" work

Engine Oil Level ☒ Radiator Fluid Level ☒

Hose Beds ☒ Cross Lays ☒ Speed Lays ☒

Hydrant fittings ☒

Air Packs good Alarm Batteries ☒ Jaws NA Spare Bottles: Good

Fluid Levels in generator: Gas ☒ Oil ☒

Portable Lights ☒

Spare Electric Cables ☒

Electric meter covers should be two on each engine and several on rescue ☒

Emergency Flares ☒ Portable Radios ☒ Run Sheets ☒ Maps ☒

Condition of Truck: Clean Exterior ☒ Clean Interior ☒

Complaints Gas can in back compartment still needs refilling

Passenger headset not working

Needs _____

Truck Captain
Building Chief Signature Bill

Date 4-18-24

Date: 4-20-24

Truck Number: 1430

Mileage: 12254.5

Engine Hours: 1221.1

Fuel: Full

Number of runs since last report: 1

Engine Fluids:

Oil: ☒

Transmission: ☒

Collant: ☒

Power Steering: ☒

Lights Check List:

Headlights: ☒

Tail Lights: ☒

Side Markers: ☒

Turn Signals: ☒

Cab Lights Exterior: ☒

Cab Lights Interior: ☒

Top Emergency Lights: ☒

Side Emergency Lights: ☒

Rear Emergency Lights: ☒

Front Emergency Lights: ☒

Water Level Lights: ☒

Cab Interior:

Radio: ☒

Air Horn: ☒

Vehicle Horn: ☒

Flairs: ☒

Siren: ☒

Flashlight: ☒

Seat Belts: ☒

Pump Switches: ☒

Pump Gage: ☒

HVAC Controls: ☒

Tires:

Pressure (100 PSI)

Front Left: ☒

Front Right: ☒

Rear Left Front Duels: ☒

Rear Left Back Duels: ☒

Rear Right Front Duels: ☒

Rear Right Back Duels: ☒

Tread Wear (above 4/32)

Front Left: ☒

Front Right: ☒

Rear Left Front Duels: ☒

Rear Left Back Duels: ☒

Rear Right Front Duels: ☒

Rear Right Back Duels: ☒

See Back Side

All checked



Cabinets:

Silver Draft Screen:___ Oil Dry Coffee Can:___ Quart Non Detergent Oil:___
Pump Oil Reservoir:___ Female 5" Thread to Storks:___ 2 ½ Y w/Storks:___ 2 ½ Male Tread to Storks
5" Clamp to Storks:___ 4 Large Spanner Wrench:___ 2 Small Spanner Wrench:___ Hydrant Wrench:___
Rubber Mallet:___ 2 ½ Stork to Male Threads x2:___ 2 ½ Hard Suction End Piece:___ 2 ½ Storks Cap:___
1 ½ Screw on Cap:___ 2 ½ Ball Valve Male to Female Threads:___ Male to Male Tread:___
Female to Female Thread:___ Single 2 ½ to 5" Clamp:___ 5" Female Thread to Storks x2:___
2 ½ Ball Valve Female to Storks:___ 2 ½ Rubber Hose 50' x2:___ 2 ½ Rubber Hose 25' x2:___
2 ½ Fire Hose 50':___ Hard Suction 5" x4:___ Hard Suction 2 ½ x2:___ Funnel:___ Tire Cutoff:___
100' Rope:___ Axe:___ Metal Fuel Can:___ PVC Dump Extension:___ Shovel:___ Red Draft Screen:___
Short 5" Rubber Hose Sections x3:___ Truck Wheel Chocks:___

Portable Pump:

Oil Level: ☒ Fuel Level: ☒ Battery: ☒ Operational: ☒

Complaints: leaks air and water from top of tank. NO air when started

Needs: new gasket for tank on top
checked for air leaks.

Truck Captain Signature: 

Truck Lieutenant Signature: _____

Check list for Trucks "X" for ok note if other wise, reports to be completed by ON OR BEFORE
3RD MONDAY OF EACH MONTH unless requested due another date.

Truck number 1464
Mileage 12697
Engine Hours 6224.5
Pump Hours 129.9
Fuel Level full

Number of runs since last report 3

Lights Check List: Head Lights X Tail Lights X Side Marker X Seat Belts X
Cab lights Exterior _____ Cab lights Interior X
Radio Check X Emergency Lights: TOP X SIDE X FRONT X REAR X
Horn X Siren X
Tires and pressure: LEFT FRONT 64 RIGHT FRONT 64 LEFT REAR 64 RIGHT REAR 64
Tire Wear: Normal X Even X Uneven _____ Side Walls _____
Pump Check List: Drains Left Side _____ Drains Right Side _____
Run Pump: Set relief valve at 100PSI X Transfer valve check _____
Water Level Lights full
Engine Oil Level full Radiator Fluid Level full
Hose Beds X Cross Lays _____ Speed Lays _____
Hydrant fittings _____
Air Packs _____ Alarm Batteries _____ Jaws _____ Spare Bottles: _____
Fluid Levels in generator: Gas _____ Oil _____
Portable Lights X
Spare Electric Cables _____
Electric meter covers should be two on each engine and several on rescue _____
Emergency Flares X Portable Radios _____ Run Sheets X Maps X
Condition of Truck: Clean Exterior X Clean Interior _____

Complaints pump

Needs pump hour meter not working Broken wire

Truck Captain

Building Chief Signature

Jesse Harris (153)

Date 4/15/24

Check list for Trucks "X" for ok note if other wise, reports to be completed by ON OR BEFORE
3RD MONDAY OF EACH MONTH unless requested due another date.

Truck number 14165
Mileage 2772
Engine Hours 311
Pump Hours -
Fuel Level Full

Number of runs since last report 1

Lights Check List: Head Lights ☒ Tail Lights ☒ Side Marker ☒ Seat Belts ☒
Cab lights Exterior ☒ Cab lights Interior ☒
Radio Check ☒ Emergency Lights: TOP ☒ SIDE ☒ FRONT ☒ REAR ☒
Horn ☒ Siren ☒

Tires and pressure: LEFT FRONT 35 RIGHT FRONT 35 LEFT REAR 35 RIGHT REAR 35

Tire Wear: Normal ☒ Even ☒ Uneven ☐ Side Walls ☐

Pump Check List: Drains Left Side ☐ Drains Right Side ☐

Run Pump: Set relief valve at 100PSI ☐ Transfer valve check ☒

Water Level Lights ☒

Engine Oil Level ☒ Radiator Fluid Level ☒

Hose Beds ☐ Cross Lays ☐ Speed Lays ☐

Hydrant fittings ☐

Air Packs ☐ Alarm Batteries ☐ Jaws ☐ Spare Bottles: ☐

Fluid Levels in generator: Gas ☐ Oil ☐

Portable Lights ☐

Spare Electric Cables ☐

Electric meter covers should be two on each engine and several on rescue ☒

Emergency Flares ☐ Portable Radios ☐ Run Sheets ☒ Maps ☒

Condition of Truck: Clean Exterior ☒ Clean Interior ☒

Complaints ~~None~~

Needs

Truck Captain

Building Chief Signature 

Date 04/18/24

Kenneth

Dunkley

1471 TRUCK REPORT

Date: 4/14/24
Mileage: 8904.1
Engine Hours: 1380.3
Fuel Level: Full
Number of Runs Since Last Report: 2
Head Lights: ☒ Break Lights: ☒ Tail Lights: ☒
Interior Lights: ☒ Exterior Lights: ☒
Emergency Lights: Front: ☒ Sides: ☒ Back: ☒
Radio Check: ☒ Horn: ☒ Siren: ☒
Tires Pressure: Driver Front: ☒ Passenger Front: ☒
Driver Back: ☒ Passenger Back: ☒
Tire Wear: Normal: ☒ Even: ☐ Uneven: ☐
Engine Oil: ☒ Radiator Fluid: ☒ Generator Oil Level:
Good: ☒ Not Good: ☐
Jaws: ☒ Chain Saws: ☒ Stabilizer Bars: ☒ High
Angle Gear: ☒ RIT Pack: ☒
Air Packs: ☒ Spare Bottles: ☒ Cribbing: ☒ Stokes
Basket: ☒ Back Board: ☒
Air Bags: ☒ Air Bag Boards: ☒ Oil Dry/Saw Dust:
☒ Jaws Bag: ☒ CAD System: ☒
Road Flares: ☒ Safety Vests: ☒ Traffic Signs: ☒
Meter Covers: ☒ Traffic Light Sticks: ☒
Axes: ☒ Brooms: ☒ Sledge Hammers: ☒ Small Pike
Poles: ☒
Ice Rescue Equipment: Throw Bags: ☒ Ropes: ☒ Life
Jackets: ☒ Rescue Boat: ☒
Ice Commander Suits: ☒
Tool Boxes: ☒ Refrigerator: Filled: ☒ Not Filled: ☐
AED: ☒ Med Bag: ☒
Fire Extinguishers: ☒ Winch: ☒ Cab/winch cable:
☒ Seat Belts: ☒
Foam System: ☒
Comments:

Needs:

Truck Captain and Lieutenant Signature:

Dustin Kral

Truck 1472

Mileage 1118.4

Engine Hours 139.1

Fuel Level 7/8

Number of Runs Since Last Report ~~0~~ 1

Engine oil level / Radiator fluid level /

Lights Check List: Headlights / Tail Lights / Side Marker /

Emergency Lights: Top / Side / Front / Rear /

Horn / Siren / Seatbelts / Radio Check / Mirrors / Windshield Wiper /

Tires and Pressure: Left Front / Right Front / Left Rear / Right Rear /

Tire Wear: Normal / Even / Uneven / Sidewalls /

Pump: Fuel Level / Oil Level / Run Pump /

Hose Reel X Spare Hose /

Tools & Accessories:

Shovels(2) / Fire Flappers(2) / Backpack Sprayer / Axe /

Chainsaw: Fuel Level / Bar & Chain Oil / Run Saw /

Emergency Flares / Run Sheets / Maps / Winch /

Stokes Basket / Backboard/Straps / EMS Seat /

Condition of the Truck: Interior Good Exterior Good

Complaints:

NONE

Needs:

NONE

Truck Captain Signature Austin J. Mead Date 4/17/24

HAMILTON & DECATUR FIRE

Check Detail

March 23 - April 29, 2024

| Date | Transaction Type | Num | Name | Amount |
|------------|----------------------|-------|---|----------------|
| 03/25/2024 | Bill Payment (Check) | 11511 | Dinges Fire Company | -4,202.25 |
| 03/25/2024 | Bill Payment (Check) | 11512 | Jamie Haun | -400.00 |
| 03/27/2024 | Bill Payment (Check) | | Bauckham, Sparks, Thall, Seeber & Kaufman | -145.00 |
| 04/01/2024 | Check | 11513 | Randy Haun | -375.00 |
| 04/01/2024 | Check | 11514 | Michael T Bush | -750.00 |
| 04/01/2024 | Check | 11515 | Matt Kusmack | -300.00 |
| 04/01/2024 | Check | 11516 | Joe Gerhold | -1,300.00 |
| 04/01/2024 | Check | 11517 | HARRY DUNCAN | -150.00 |
| 04/01/2024 | Check | 11518 | DECATUR HAMILTON FIRE DEPARTMENT | -750.00 |
| 04/01/2024 | Check | | EFT COMCAST | -221.37 |
| 04/11/2024 | Check | | EFT Wells Fargo | -50.70 |
| 04/15/2024 | Tax Payment | | IRS | -167.98 |
| 04/24/2024 | Payroll Check | | DD Amy M. Jimenez | -1,288.48 |
| 04/25/2024 | Check | 11519 | Bauckham, Sparks, Thall, Seeber & Kaufman | -145.00 |
| 04/25/2024 | Check | 11520 | HS Fleet | -223.31 |
| 04/25/2024 | Check | 11521 | HS Fleet | -8,534.56 |
| 04/25/2024 | Check | 11522 | HS Fleet | -1,156.78 |
| 04/25/2024 | Check | 11523 | Seber Tans, PLC | -640.55 |
| 04/25/2024 | Check | 11524 | DECATUR HAMILTON FIRE DEPARTMENT | -750.00 |
| 04/25/2024 | Check | 11525 | DECATUR HAMILTON FIRE DEPARTMENT | -158.31 |
| 04/25/2024 | Check | 11526 | DECATUR HAMILTON FIRE DEPARTMENT | -4.02 |
| 04/25/2024 | Check | 11527 | DECATUR HAMILTON FIRE DEPARTMENT | -37.02 |
| 04/25/2024 | Check | 11528 | Kusmack Electric | -1,000.00 |
| 04/25/2024 | Check | 11529 | Dinges Fire Company | -5,799.00 |
| 04/25/2024 | Check | 11530 | Dinges Fire Company | -2,054.22 |
| 04/25/2024 | Check | 11531 | Dinges Fire Company | -92.44 |
| 04/25/2024 | Check | 11532 | | 0.00 |
| 04/25/2024 | Check | 11533 | Decatur Plumbing & Heating | -1,017.17 |
| 04/25/2024 | Check | 11534 | Decatur Hardware | -53.97 |
| 04/28/2024 | Check | 11535 | Jamie Haun | -400.00 |
| 04/28/2024 | Check | 11536 | Matt Kusmack | -300.00 |
| 04/28/2024 | Check | 11632 | Matt Kusmack | -500.00 |
| | | | | \$ (32,967.13) |

HAMILTON & DECATUR FIRE

Balance Sheet - No Assurance Provided

As of March 31, 2024

| | TOTAL |
|---|---------------------|
| ASSETS | |
| Current Assets | |
| Bank Accounts | |
| 206-100-001.00 HAMILTON FIRE | 192,042.14 |
| 206-100-002.00 Savings - Donation Fund 17883 | 1,236.12 |
| 206-100-002.01 Savings 14986 | 1,340.12 |
| Total Bank Accounts | \$194,618.38 |
| Other Current Assets | |
| 206-100-019.00 Accounts receivable - Taxes | 24,314.00 |
| 206-100-123.00 Prepaid insurance | 16,745.38 |
| 206-100-123.01 Prepaid - other | 2,565.00 |
| Total Other Current Assets | \$43,624.38 |
| Total Current Assets | \$238,242.76 |
| Other Assets | |
| 206-100-189.00 Leases Receivable | 40,495.00 |
| Total Other Assets | \$40,495.00 |
| TOTAL ASSETS | \$278,737.76 |
| LIABILITIES AND EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Other Current Liabilities | |
| 206-100-231.00 Payroll Liabilities | 0.00 |
| Federal Taxes (941/943/944) | 167.98 |
| MI Income Tax | 152.24 |
| Total 206-100-231.00 Payroll Liabilities | 320.22 |
| 206-100-232.00 Accrued Wages | 423.00 |
| Total Other Current Liabilities | \$743.22 |
| Total Current Liabilities | \$743.22 |
| Long-Term Liabilities | |
| 206-100-360.00 Deferred Revenue | 38,500.00 |
| 206-100-360.01 Deferred Inflows - Lease Receiv | 40,495.00 |
| Total Long-Term Liabilities | \$78,995.00 |
| Total Liabilities | \$79,738.22 |
| Equity | |
| 206-100-390.00 Open Bal Equity | 269,167.50 |
| 206-100-390.01 Retained Earnings | -180,840.73 |
| Net Income | 110,672.77 |
| Total Equity | \$198,999.54 |
| TOTAL LIABILITIES AND EQUITY | \$278,737.76 |

HAMILTON & DECATUR FIRE

Profit and Loss - No Assurance Provided

July - March 2024

75% of budget year

| | Total | Annual Budget | \$ Over Budget | % of Budget |
|---|----------------------|----------------------|----------------------|----------------|
| Income | | | | |
| 206-338-401.00 Tax Rev | | | | |
| 206-338-401.01 Decatur Twp | 195,925.36 | 180,000.00 | 15,925.36 | 108.85% |
| 206-338-401.02 Hamilton | 121,038.15 | 121,000.00 | 38.15 | 100.03% |
| Total 206-338-401.00 Tax Rev | \$ 316,963.51 | \$ 301,000.00 | 15,963.51 | 105.30% |
| 206-338-665.00 Int Inc | 28.53 | 100.00 | (71.47) | 28.53% |
| 206-338-667.00 Building Lease | 10,000.00 | 23,000.00 | (13,000.00) | 43.48% |
| 206-338-668.00 Misc Inc | 3,000.00 | 0.00 | 3,000.00 | 100.00% |
| Total Income | \$ 329,992.04 | \$ 324,100.00 | \$ 5,892.04 | 101.82% |
| Expenses | | | | |
| 206-338-702.00 Salaries | 14,258.33 | 12,000.00 | 2,258.33 | 118.82% |
| 206-338-702.01 Payroll Expenses | 13,499.98 | 14,400.00 | (900.02) | 93.75% |
| 206-338-750.00 Supplies | 11,877.49 | 20,000.00 | (8,122.51) | 59.39% |
| 206-338-752.00 Supplies Hoses | 2,370.61 | 2,500.00 | (129.39) | 94.82% |
| 206-338-751.00 Supplies Pagers- Radios | 0.00 | 8,200.00 | (8,200.00) | 0.00% |
| 206-338-753.00 Supplies Turnout Gear | 24,716.44 | 35,000.00 | (10,283.56) | 70.62% |
| 206-338-759.00 Fuel & Oil | 2,854.61 | 5,000.00 | (2,145.39) | 57.09% |
| 206-338-801.00 Audit | 12,110.00 | 8,500.00 | 3,610.00 | 142.47% |
| 206-338-802.00 Prof Fee | 9,667.35 | 7,500.00 | 2,167.35 | 128.90% |
| 206-338-803.00 Contracted Serv | 6,450.00 | 8,250.00 | (1,800.00) | 78.18% |
| 206-338-840.00 Insur | 1,808.00 | 21,000.00 | (19,192.00) | 8.61% |
| 206-338-850.00 Trav,Train,Misc | 6,971.28 | 8,000.00 | (1,028.72) | 87.14% |
| 206-338-851.00 Travel Fire Prevention | 827.27 | 2,500.00 | (1,672.73) | 33.09% |
| 206-338-924.00 Utilities | 9,296.56 | 10,500.00 | (1,203.44) | 88.54% |
| 206-338-934.00 Repairs | | | | |
| 206-338-934.01 Bldg | 2,112.89 | 10,000.00 | (7,887.11) | 21.13% |
| 206-338-934.02 Equip | 2,509.38 | 6,000.00 | (3,490.62) | 41.82% |
| 206-338-934.03 Kitchen | 491.30 | 100.00 | 391.30 | 491.30% |
| 206-338-934.04 Vehicles | 16,297.21 | 40,000.00 | (23,702.79) | 40.74% |
| 206-338-934.05 Radio | 14,224.16 | 15,000.00 | (775.84) | 94.83% |
| 206-338-934.06 Other | 1,162.40 | 100.00 | 1,062.40 | 1162.40% |
| Total 206-338-934.00 Repairs | \$ 36,797.34 | \$ 71,200.00 | (34,402.66) | 51.68% |
| 206-338-970.00 Capital outlay/Reserve | 11,436.00 | 0.00 | 11,436.00 | 100.00% |
| Total Expenses | \$ 164,941.26 | \$ 234,550.00 | -\$ 81,044.74 | 70.32% |
| Net Income | \$ 165,050.78 | \$ 89,550.00 | \$ 75,500.78 | 184.31% |
| Other Expenses | | | | |
| 206-338-991.00 Debt Service - Principal | 53,369.27 | | | |
| 206-338-992.00 Interest Expense | 1,008.74 | | | |
| Total Other Expenses | \$ 54,378.01 | | | |
| Net Other Income | -\$ 54,378.01 | | | |
| Net Income | \$ 110,672.77 | | | |

DECATUR-HAMILTON QUICK RESPONSE

Board Meeting

April 26, 2024

1. Call to Order/ Roll call
2. Public Comment
3. Additions/Deletions to Agenda
4. Approval of Agenda
5. Approval of Minutes of the Previous Meeting
6. Bills
7. Treasurer's Report
8. Team Leader Report
9. Personnel
10. Unfinished Business
 - a. QR Vehicle -
11. New Business
 - a. Radios
 - b. Appoint Rich Conway
12. Public Comment
13. Adjournment

DECATUR-HAMILTON QUICK RESPONSE BOARD

MEETING MINUTES

March 25 2024

1. Call to order at 6:00PM. Druskovich, Kusmack K, Kusmack M, Newell, Gateley and Polomcak present.
2. Public Comment Village Manager Tapper had three info packets for everyone.
3. Additions/Deletions to the Agenda – N/A
4. Approval of Agenda. MOTION Kusmack M SUPPORT Newell to approve as amended.
5. Minutes – MOTION Kusmack K SUPPORT Newell to approve minutes as presented.
6. Bills: Kusmack M presented the bill. MOTION Kusmack K SUPPORT Gateley to approve bills as presented.
7. Treasurers Report: Kusmack M presented the financials, Looking very healthy, budget meeting coming up.
8. Team Leader's Report
 - a. 85% response rate. MOTION Kusmack K SUPPORT Gateley CARRIES to approve report as presented.
9. Personnel
 - a. N/A
10. Unfinished Business
 - a. QR Vehicle – 60 days Heath is running it, one interested at this time.
11. New Business N/A
12. Public Comment N/A
13. Adjournment MOTION Gateley SUPPORT Polomcak. Motion Carries to adjourn at 6:10PM.

Decatur-Hamilton Quick Response

Balance Sheet - No Assurance Provided

As of March 31, 2024

| | TOTAL |
|---|---------------------|
| ASSETS | |
| Current Assets | |
| Bank Accounts | |
| 210-100-001.00 Checking | 194,793.53 |
| 210-100-002.00 Savings -Member 15771 | 443.70 |
| 210-100-002.01 Cash - Savings - Vehicle 16696 | 103,347.29 |
| 210-100-003.00 Mercantile Bank | 9,535.27 |
| Total Bank Accounts | \$308,119.79 |
| Other Current Assets | |
| 210-100-123.00 Prepaid Insurance | 1,322.58 |
| Total Other Current Assets | \$1,322.58 |
| Total Current Assets | \$309,442.37 |
| TOTAL ASSETS | \$309,442.37 |
| LIABILITIES AND EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Other Current Liabilities | |
| 210-100-231.00 Payroll Liabilities. | 1,676.91 |
| Total Other Current Liabilities | \$1,676.91 |
| Total Current Liabilities | \$1,676.91 |
| Total Liabilities | \$1,676.91 |
| Equity | |
| 210-100-390.00 Opening Bal Equity | 55,242.52 |
| 210-100-390.01 Retained Earnings | 177,825.81 |
| Net Income | 74,697.13 |
| Total Equity | \$307,765.46 |
| TOTAL LIABILITIES AND EQUITY | \$309,442.37 |

Decatur-Hamilton Quick Response Profit and Loss - No Assurance Provided

July - March 2024

75% of budget year

| | Total | Annual Budget | \$ Over Budget | % of Budget |
|--|----------------------|----------------------|--------------------|----------------|
| Income | | | | |
| 210-651-401.01 Tax Revenue - Decatur Township | 128,705.88 | 135,000.00 | (6,294.12) | 95.34% |
| 210-651-401.02 Tax Revenue - Hamilton Township | 90,776.97 | 90,400.00 | 376.97 | 100.42% |
| 210-651-665.00 Interest Income | 74.44 | 115.00 | (40.56) | 64.73% |
| 210-651-668.00 Misc. Inc | 15,250.00 | 0.00 | 15,250.00 | 100.00% |
| Total Income | \$ 234,807.29 | \$ 225,515.00 | 9,292.29 | 104.12% |
| Gross Profit | \$ 234,807.29 | \$ 225,515.00 | 9,292.29 | 104.12% |
| Expenses | | | | |
| 210-651-702.00 Salaries | 6,000.00 | 7,200.00 | (1,200.00) | 83.33% |
| 210-651-702.02 Wages | 43,079.06 | 59,800.00 | (16,720.94) | 72.04% |
| 210-651-715.00 Taxes | 2,767.59 | 4,575.00 | (1,807.41) | 60.49% |
| 210-651-750.00 Equipment & Supplys | 29,335.96 | 25,000.00 | 4,335.96 | 117.34% |
| 210-651-759.00 Fuel & Oil | 1,191.26 | 0.00 | 1,191.26 | 100.00% |
| 210-651-801.00 Audit | 9,185.00 | 8,500.00 | 685.00 | 108.06% |
| 210-651-802.00 Contracted Services | 10,866.50 | 7,500.00 | 3,366.50 | 144.89% |
| 210-651-803.00 Legal & Professional Fees | 5,362.00 | 0.00 | 5,362.00 | 100.00% |
| 210-651-840.00 Insurance | 8,354.36 | 6,700.00 | 1,654.36 | 124.69% |
| 210-651-924.00 Utilities | 7,596.66 | 10,000.00 | (2,403.34) | 75.97% |
| 210-651-930.00 Building Repairs | 503.00 | 5,000.00 | (4,497.00) | 10.06% |
| 210-651-932.00 Vehicle & Equip. Repairs | 21,564.96 | 30,000.00 | (8,435.04) | 71.88% |
| 210-651-940.00 Building Rental | 10,000.00 | 12,000.00 | (2,000.00) | 83.33% |
| 210-651-957.00 Bank Service Fee | 92.68 | 50.00 | 42.68 | 185.36% |
| 210-651-970.00 Capital - Equipment | 5,236.88 | 5,500.00 | (263.12) | 95.22% |
| Total Expenses | \$ 161,135.91 | \$ 181,825.00 | (20,689.09) | 88.62% |
| Net Operating Income | \$ 73,671.38 | \$ 43,690.00 | 29,981.38 | 168.62% |
| Net Income | \$ 73,671.38 | \$ 43,690.00 | 29,981.38 | 168.62% |

Note: Credit card activity has only been entered through February.

Decatur-Hamilton Quick Response

Check Detail

March 23 - April 29, 2024

| Date | Transaction Type | Num | Name | Amount |
|------------|---------------------|------|---------------------------|------------|
| 04/01/2024 | Check | 5718 | Randy S Haun | -250.00 |
| 04/01/2024 | Check | 5719 | Matt Kusmack | -150.00 |
| 04/01/2024 | Check | 5720 | DH Fire Board | -1,000.00 |
| 04/01/2024 | Check | 5721 | Christina Benson | -500.00 |
| 04/01/2024 | Check | 5652 | Randy S Haun | -250.00 |
| 04/03/2024 | Payroll Check | DD | Randall S. Haun | -1,811.39 |
| 04/08/2024 | Check | EFT | Comcast | -408.52 |
| 04/11/2024 | Check | EFT | Wex Bank | -133.75 |
| 04/15/2024 | Tax Payment | IRS | | -1,095.73 |
| 04/17/2024 | Payroll Check | DD | Randall S. Haun | -1,749.68 |
| 04/25/2024 | Check | 5723 | Haas Systems | -81.00 |
| 04/25/2024 | Check | 5724 | Newell Insurance Agency | -349.00 |
| 04/25/2024 | Check | 5725 | Seber Tans, PLC | -528.20 |
| 04/28/2024 | Check | 5726 | AT&T Mobility | -47.50 |
| 04/28/2024 | Check | 5727 | Wex Bank | -237.50 |
| 04/28/2024 | Check | 5728 | Purity Cylinder Gases Inc | -300.53 |
| 04/28/2024 | Check | 5729 | Bound Tree | -127.90 |
| 04/28/2024 | Check | 5730 | Matt Kusmack | -150.00 |
| 04/28/2024 | Check | 5731 | Matt Kusmack | -500.00 |
| 04/28/2024 | Check | 5732 | Christina Benson | -500.00 |
| 04/28/2024 | Check | 5733 | Randy S Haun | -250.00 |
| | | | | -10,420.70 |



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Megan Duncan, Clerk/Treasurer
REVIEWED BY: Christopher Tapper, Village Manager
DATE: May 1, 2024

SUBJECT: Financial Statement – April 2024

Action Requested:

It is requested that the Village Council review the Clerk/Treasurer's report for April 2024.

Background:

April updates:

- Processed payments, opening, and closing Utility accounts. Applying penalties, shut off notices, and creating the Utility bills.
- Attended Council meeting and prepared meeting minutes.
- Attended DDA meeting.
- Processed building permit payments and revenue deposits in cash receipting.
- Worked with Ann, Siegfried Crandall, learning to reconcile bank statements with General Ledger and Invoice Cloud.
- FOIA Requests
- Processed Miscellaneous Receivables and Account Payables for Village Hall, DPW, and PD.
- Processed payroll, council checks, and remittance checks.
- Attended the treasurer-to-treasurer monthly zoom meeting.
- Worked on and helped create May's Council Meeting agenda.
- Processed restitution checks from Van Buren County Courts for the snow pusher and other ordinance violations.
- Met with Verizon Wireless, updated account.
- Applied for my Certification and received my MiPMC status, Michigan Professional Municipal Clerk.



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

- Attended my 3rd and final year of Treasurer's Institute. Class sessions taken:
 - Technology & Your Community
 - How to connect with Legislators
 - The importance of Strong Financial/Investment Policies & Cautionary tales from the Front lines.
 - Debt Management
 - Financial Reporting
 - Project work session- Achievement
 - Communication & Conflict Management
 - How Inflation Affects Treasurer Responsibilities
 - Introduction to ACH
 - Recent Trends in Bank Ratings
 - Applications for Using ChatGPT/AI in Treasury
 - All the Queen's Horses
 - Jeopardy! Principles of Taxation
 - Navigating the Nuances of Revenue Sources, part 2.
 - Group Discussion & Project Presentation.

Attachment(s):

Revenue and Expenditure Report

REVENUE AND EXPENDITURE REPORT

PERIOD ENDING 03/31/2024

% Fiscal Year Completed: 8.49

| | | 2024-25 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | |
|----------------------------------|-----------------------------------|----------------|-------------------|---------------------|-------------------|--------|
| GL NUMBER | DESCRIPTION | AMENDED BUDGET | 03/31/2024 | MONTH 03/31/2024 | BALANCE | % BDGT |
| | | | NORMAL (ABNORMAL) | INCREASE (DECREASE) | NORMAL (ABNORMAL) | USED |
| Fund 101 - GENERAL FUND | | | | | | |
| Revenues | | | | | | |
| Dept 000 | | | | | | |
| 101-000-402.000 | REAL ESTATE TAXES | 370,000.00 | (147.76) | (147.76) | 370,147.76 | (0.04) |
| 101-000-410.000 | PERSONAL PROPERTY TAX | 50,000.00 | 0.00 | 0.00 | 50,000.00 | 0.00 |
| 101-000-411.000 | DELINQUENT TAX | 20,000.00 | 0.00 | 0.00 | 20,000.00 | 0.00 |
| 101-000-411.001 | DELINQUENT ADMIN FEE | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 101-000-432.000 | PILOT | 6,800.00 | 0.00 | 0.00 | 6,800.00 | 0.00 |
| 101-000-439.000 | STATE OF MI MARIJUANA PAYMENTS | 105,000.00 | 0.00 | 0.00 | 105,000.00 | 0.00 |
| 101-000-445.000 | REAL ESTATE TAX INTEREST | 500.00 | 13.39 | 13.39 | 486.61 | 2.68 |
| 101-000-447.000 | ADMIN. FEE TREASURER | 5,800.00 | (2.08) | (2.08) | 5,802.08 | (0.04) |
| 101-000-477.000 | CABLE TV FEES | 12,000.00 | 0.00 | 0.00 | 12,000.00 | 0.00 |
| 101-000-478.000 | LIQUOR LICENSE | 2,000.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 101-000-491.000 | BUILDING PERMIT FEES | 15,000.00 | 2,533.00 | 2,533.00 | 12,467.00 | 16.89 |
| 101-000-492.000 | RENTAL INSPECTION FEE | 5,000.00 | 1,125.00 | 1,125.00 | 3,875.00 | 22.50 |
| 101-000-494.000 | MARIHUANA LICENSE FEES | 40,000.00 | 0.00 | 0.00 | 40,000.00 | 0.00 |
| 101-000-495.000 | ZONING LICENSES & PERMITS | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 101-000-496.000 | SELLING PERMITS | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 101-000-497.000 | FENCE PERMITS | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 101-000-543.000 | POLICE TRAINING-STATE | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 101-000-573.001 | METRO ACT | 15,000.00 | 0.00 | 0.00 | 15,000.00 | 0.00 |
| 101-000-574.000 | STATE REVENUE SHARING | 230,000.00 | 0.00 | 0.00 | 230,000.00 | 0.00 |
| 101-000-606.000 | PARKING FEES/FINES | 1,500.00 | 625.00 | 625.00 | 875.00 | 41.67 |
| 101-000-607.000 | POLICE REPORTS | 100.00 | 10.00 | 10.00 | 90.00 | 10.00 |
| 101-000-609.000 | APPLICATION FEES | 50.00 | 0.00 | 0.00 | 50.00 | 0.00 |
| 101-000-647.000 | CROSSING GUARDS-SCHOOL | 13,000.00 | 0.00 | 0.00 | 13,000.00 | 0.00 |
| 101-000-664.100 | INTEREST CHECKING | 200.00 | 15.24 | 15.24 | 184.76 | 7.62 |
| 101-000-664.200 | INTEREST EARNED | 1,500.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| 101-000-668.000 | COMM. TOWER LEASE | 1,200.00 | 0.00 | 0.00 | 1,200.00 | 0.00 |
| 101-000-669.610 | ADMIN TRANSFER-MOTOR POOL | 5,000.00 | 0.00 | 0.00 | 5,000.00 | 0.00 |
| 101-000-672.000 | SRO REIMBURSEMENT | 28,000.00 | 5,586.69 | 5,586.69 | 22,413.31 | 19.95 |
| 101-000-675.000 | OTHER REVENUE | 9,000.00 | 218.49 | 218.49 | 8,781.51 | 2.43 |
| 101-000-685.000 | PRINCIPAL ON MORFORD | 1,900.00 | 0.00 | 0.00 | 1,900.00 | 0.00 |
| 101-000-686.000 | PRINCIPAL ON KNISS | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 101-000-687.000 | PRINCIPAL ON HILLRING | 3,750.00 | 937.80 | 937.80 | 2,812.20 | 25.01 |
| 101-000-689.000 | PRINCIPLE FINAL GRAVITY | 7,560.00 | 630.00 | 630.00 | 6,930.00 | 8.33 |
| 101-000-699.596 | ADMIN TRANSFER GARBAGE COLLECTION | 6,500.00 | 0.00 | 0.00 | 6,500.00 | 0.00 |
| Total Dept 000 | | 957,860.00 | 11,544.77 | 11,544.77 | 946,315.23 | 1.21 |
| TOTAL REVENUES | | 957,860.00 | 11,544.77 | 11,544.77 | 946,315.23 | 1.21 |
| Expenditures | | | | | | |
| Dept 101 - VILLAGE COUNCIL | | | | | | |
| 101-101-703.000 | COUNCIL SALARY | 9,600.00 | 818.00 | 818.00 | 8,782.00 | 8.52 |
| 101-101-715.000 | FICA/MEDICARE | 735.00 | 62.57 | 62.57 | 672.43 | 8.51 |
| 101-101-717.000 | WORKMAN'S COMP. | 30.00 | 0.00 | 0.00 | 30.00 | 0.00 |
| 101-101-807.000 | AUDIT | 2,600.00 | 0.00 | 0.00 | 2,600.00 | 0.00 |
| 101-101-822.000 | CONTRACTUAL SERVICES | 3,000.00 | 0.00 | 0.00 | 3,000.00 | 0.00 |
| 101-101-901.000 | PRINTING/PUBLISHING | 1,000.00 | 308.00 | 308.00 | 692.00 | 30.80 |
| 101-101-936.000 | TECH SERVICES | 1,500.00 | 1,047.00 | 1,047.00 | 453.00 | 69.80 |
| 101-101-958.000 | MISCELLANEOUS | 2,200.00 | 0.00 | 0.00 | 2,200.00 | 0.00 |
| 101-101-958.001 | DUES/MEMBERSHIPS | 3,000.00 | 1,650.00 | 1,650.00 | 1,350.00 | 55.00 |
| Total Dept 101 - VILLAGE COUNCIL | | 23,665.00 | 3,885.57 | 3,885.57 | 19,779.43 | 16.42 |

05/02/2024 03:34 PM

User: MEGAN

DB: Decatur

REVENUE AND EXPENDITURE REPORT

Page: 2/24

PERIOD ENDING 03/31/2024

% Fiscal Year Completed: 8.49

| | | 2024-25 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | |
|-------------------------------------|--------------------------------------|----------------|-------------------|---------------------|-------------------|--------|
| GL NUMBER | DESCRIPTION | AMENDED BUDGET | 03/31/2024 | MONTH 03/31/2024 | BALANCE | % BDGT |
| | | | NORMAL (ABNORMAL) | INCREASE (DECREASE) | NORMAL (ABNORMAL) | USED |
| Fund 101 - GENERAL FUND | | | | | | |
| Expenditures | | | | | | |
| Dept 137 - MUNICIPAL ATTORNEY | | | | | | |
| 101-137-828.000 | ORDINANCE ENFORCECMENT ATTORNEY FEES | 9,000.00 | 0.00 | 0.00 | 9,000.00 | 0.00 |
| Total Dept 137 - MUNICIPAL ATTORNEY | | 9,000.00 | 0.00 | 0.00 | 9,000.00 | 0.00 |
| Dept 172 - VILLAGE MANAGER | | | | | | |
| 101-172-703.000 | SALARY-MANAGER | 35,200.00 | 2,584.33 | 2,584.33 | 32,615.67 | 7.34 |
| 101-172-715.000 | FICA/MEDICARE | 2,600.00 | 197.71 | 197.71 | 2,402.29 | 7.60 |
| 101-172-716.000 | UNEMPLOYMENT COMPENSATION | 94.00 | 0.00 | 0.00 | 94.00 | 0.00 |
| 101-172-717.000 | WORKMAN'S COMPENSATION | 30.00 | 0.00 | 0.00 | 30.00 | 0.00 |
| 101-172-718.000 | PENSION | 1,800.00 | 155.06 | 155.06 | 1,644.94 | 8.61 |
| 101-172-719.000 | HEALTH INSURANCE | 12,000.00 | 973.88 | 973.88 | 11,026.12 | 8.12 |
| 101-172-719.500 | DISABILITY INSURANCE | 960.00 | 84.23 | 84.23 | 875.77 | 8.77 |
| 101-172-720.000 | LIFE INSURANCE | 130.00 | 10.95 | 10.95 | 119.05 | 8.42 |
| 101-172-721.000 | TUITION REIMBURSEMENT | 7,500.00 | 5,000.00 | 5,000.00 | 2,500.00 | 66.67 |
| 101-172-853.000 | TELEPHONE | 700.00 | 51.57 | 51.57 | 648.43 | 7.37 |
| 101-172-853.020 | CELL PHONE | 650.00 | 0.00 | 0.00 | 650.00 | 0.00 |
| 101-172-864.000 | CONFERENCES/WORKSHOPS | 2,000.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 101-172-936.000 | TECH SERVICES | 3,000.00 | 1,142.39 | 1,142.39 | 1,857.61 | 38.08 |
| 101-172-958.001 | DUES/MEMBERSHIPS | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| Total Dept 172 - VILLAGE MANAGER | | 67,164.00 | 10,200.12 | 10,200.12 | 56,963.88 | 15.19 |
| Dept 215 - VILLAGE CLERK | | | | | | |
| 101-215-703.000 | SALARY-ADMIN. CLERK | 14,000.00 | 1,093.89 | 1,093.89 | 12,906.11 | 7.81 |
| 101-215-715.000 | FICA/MEDICARE | 1,100.00 | 83.68 | 83.68 | 1,016.32 | 7.61 |
| 101-215-716.000 | UNEMPLOYMENT COMPENSATION | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 101-215-717.000 | WORKERS COMP. FUND. | 40.00 | 0.00 | 0.00 | 40.00 | 0.00 |
| 101-215-718.000 | PENSION-ADMIN. CLERK | 900.00 | 65.64 | 65.64 | 834.36 | 7.29 |
| 101-215-719.000 | HEALTH INSURANCE | 5,500.00 | 474.66 | 474.66 | 5,025.34 | 8.63 |
| 101-215-719.500 | DISABILITY INSURANCE | 700.00 | 56.07 | 56.07 | 643.93 | 8.01 |
| 101-215-720.000 | LIFE INSURANCE | 150.00 | 10.95 | 10.95 | 139.05 | 7.30 |
| 101-215-728.000 | SUPPLIES | 300.00 | 97.32 | 97.32 | 202.68 | 32.44 |
| 101-215-730.000 | POSTAGE | 1,000.00 | 47.28 | 47.28 | 952.72 | 4.73 |
| 101-215-830.000 | BANK SERVICE CHGS | 250.00 | 20.00 | 20.00 | 230.00 | 8.00 |
| 101-215-853.000 | TELEPHONE | 700.00 | 51.57 | 51.57 | 648.43 | 7.37 |
| 101-215-853.020 | CELL PHONE | 160.00 | 12.51 | 12.51 | 147.49 | 7.82 |
| 101-215-864.000 | CONFERENCES/WORKSHOPS | 3,000.00 | 681.76 | 681.76 | 2,318.24 | 22.73 |
| 101-215-936.000 | TECH SERVICES | 5,000.00 | 0.00 | 0.00 | 5,000.00 | 0.00 |
| Total Dept 215 - VILLAGE CLERK | | 32,900.00 | 2,695.33 | 2,695.33 | 30,204.67 | 8.19 |
| Dept 253 - VILLAGE TREASURER | | | | | | |
| 101-253-703.000 | SALARY-TREASURER | 4,600.00 | 364.64 | 364.64 | 4,235.36 | 7.93 |
| 101-253-715.000 | FICA/MEDICARE | 360.00 | 27.89 | 27.89 | 332.11 | 7.75 |
| 101-253-717.000 | WORKMAN'S COMP. | 30.00 | 0.00 | 0.00 | 30.00 | 0.00 |
| 101-253-718.000 | PENSION | 290.00 | 21.88 | 21.88 | 268.12 | 7.54 |
| 101-253-719.000 | HEALTH INSURANCE | 2,000.00 | 165.89 | 165.89 | 1,834.11 | 8.29 |
| 101-253-728.000 | SUPPLIES | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 101-253-730.000 | POSTAGE | 3,000.00 | 189.12 | 189.12 | 2,810.88 | 6.30 |
| 101-253-807.000 | AUDIT | 6,000.00 | 54.00 | 54.00 | 5,946.00 | 0.90 |
| 101-253-853.020 | CELL PHONE | 500.00 | 38.27 | 38.27 | 461.73 | 7.65 |
| 101-253-864.000 | CONFERENCES/WORKSHOPS | 3,000.00 | 154.58 | 154.58 | 2,845.42 | 5.15 |

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| | | 2024-25 | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | % |
|-------------------------------------|-------------------------------|----------------|-------------------|---------------------|------------|-------------------|--------|
| GL NUMBER | DESCRIPTION | AMENDED BUDGET | 03/31/2024 | MONTH 03/31/2024 | 03/31/2024 | BALANCE | BDGT |
| | | | NORMAL (ABNORMAL) | INCREASE (DECREASE) | | NORMAL (ABNORMAL) | USED |
| Fund 101 - GENERAL FUND | | | | | | | |
| Expenditures | | | | | | | |
| 101-253-936.000 | TECH SERVICES | 1,500.00 | 0.00 | 0.00 | | 1,500.00 | 0.00 |
| Total Dept 253 - VILLAGE TREASURER | | 21,780.00 | 1,016.27 | 1,016.27 | | 20,763.73 | 4.67 |
| Dept 265 - VILLAGE HALL | | | | | | | |
| 101-265-776.000 | SUPPLIES | 1,000.00 | 0.00 | 0.00 | | 1,000.00 | 0.00 |
| 101-265-822.000 | CONTRACTUAL SERVICES | 2,000.00 | 27.00 | 27.00 | | 1,973.00 | 1.35 |
| 101-265-921.000 | ELECTRIC | 5,000.00 | 0.00 | 0.00 | | 5,000.00 | 0.00 |
| 101-265-923.000 | HEAT | 3,000.00 | 0.00 | 0.00 | | 3,000.00 | 0.00 |
| 101-265-931.000 | REPAIRS & MAINTENANCE | 5,000.00 | 0.00 | 0.00 | | 5,000.00 | 0.00 |
| 101-265-936.000 | TECH SERVICES | 300.00 | 0.00 | 0.00 | | 300.00 | 0.00 |
| Total Dept 265 - VILLAGE HALL | | 16,300.00 | 27.00 | 27.00 | | 16,273.00 | 0.17 |
| Dept 266 - MUNICIPAL ATTORNEY | | | | | | | |
| 101-266-826.000 | ATTORNEY FEES | 8,000.00 | 0.00 | 0.00 | | 8,000.00 | 0.00 |
| Total Dept 266 - MUNICIPAL ATTORNEY | | 8,000.00 | 0.00 | 0.00 | | 8,000.00 | 0.00 |
| Dept 296 - PROSECUTING ATTY | | | | | | | |
| 101-296-826.000 | ATTORNEY FEES | 800.00 | 0.00 | 0.00 | | 800.00 | 0.00 |
| Total Dept 296 - PROSECUTING ATTY | | 800.00 | 0.00 | 0.00 | | 800.00 | 0.00 |
| Dept 301 - POLICE DEPARTMENT | | | | | | | |
| 101-301-703.000 | POLICE SALARY | 370,000.00 | 31,055.41 | 31,055.41 | | 338,944.59 | 8.39 |
| 101-301-703.010 | OVERTIME PAY | 0.00 | 1,582.21 | 1,582.21 | | (1,582.21) | 100.00 |
| 101-301-703.050 | PART TIME SALARIES | 1,200.00 | 0.00 | 0.00 | | 1,200.00 | 0.00 |
| 101-301-715.000 | FICA/MEDICARE | 32,000.00 | 2,676.27 | 2,676.27 | | 29,323.73 | 8.36 |
| 101-301-716.000 | UNEMPLOYMENT INSURANCE | 300.00 | 0.00 | 0.00 | | 300.00 | 0.00 |
| 101-301-717.000 | WORKMAN'S COMP | 5,200.00 | 0.00 | 0.00 | | 5,200.00 | 0.00 |
| 101-301-718.000 | PENSION | 40,000.00 | 3,339.01 | 3,339.01 | | 36,660.99 | 8.35 |
| 101-301-719.000 | HEALTH INSURANCE | 65,000.00 | 5,385.08 | 5,385.08 | | 59,614.92 | 8.28 |
| 101-301-719.500 | DISABILITY INSURANCE | 4,000.00 | 397.39 | 397.39 | | 3,602.61 | 9.93 |
| 101-301-720.000 | LIFE INSURANCE | 1,400.00 | 131.40 | 131.40 | | 1,268.60 | 9.39 |
| 101-301-721.000 | TUITION REIMBURSEMENT | 15,000.00 | 0.00 | 0.00 | | 15,000.00 | 0.00 |
| 101-301-728.000 | SUPPLIES | 1,700.00 | 33.78 | 33.78 | | 1,666.22 | 1.99 |
| 101-301-730.000 | POSTAGE | 0.00 | 47.29 | 47.29 | | (47.29) | 100.00 |
| 101-301-768.000 | UNIFORMS/BOOTS/ETC | 3,000.00 | 0.00 | 0.00 | | 3,000.00 | 0.00 |
| 101-301-768.100 | UNIFORM CLEANING | 1,500.00 | 0.00 | 0.00 | | 1,500.00 | 0.00 |
| 101-301-853.000 | TELEPHONE | 1,400.00 | 103.13 | 103.13 | | 1,296.87 | 7.37 |
| 101-301-853.020 | CELL PHONE | 1,800.00 | 25.00 | 25.00 | | 1,775.00 | 1.39 |
| 101-301-865.000 | MILEAGE/TRAVEL EXP | 3,000.00 | 382.41 | 382.41 | | 2,617.59 | 12.75 |
| 101-301-936.000 | TECH SERVICES | 4,500.00 | 200.97 | 200.97 | | 4,299.03 | 4.47 |
| 101-301-955.000 | TRAINING FUNDS-STATE | 1,350.00 | 0.00 | 0.00 | | 1,350.00 | 0.00 |
| 101-301-956.000 | TRAINING FUNDS-VILLAGE | 4,000.00 | 0.00 | 0.00 | | 4,000.00 | 0.00 |
| 101-301-958.001 | DUES/MEMBERSHIPS | 150.00 | 45.00 | 45.00 | | 105.00 | 30.00 |
| 101-301-959.000 | LEIN SERVICE | 1,200.00 | 0.00 | 0.00 | | 1,200.00 | 0.00 |
| 101-301-965.000 | EQUIPMENT PURCHASE | 1,000.00 | 0.00 | 0.00 | | 1,000.00 | 0.00 |
| 101-301-995.610 | PD EQUIP RENTAL TO MOTOR POOL | 37,000.00 | 1,000.00 | 1,000.00 | | 36,000.00 | 2.70 |

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| | | 2024-25 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | |
|--------------------------------------|--------------------------------|----------------|-------------------|---------------------|-------------------|--------|
| GL NUMBER | DESCRIPTION | AMENDED BUDGET | NORMAL (ABNORMAL) | MONTH 03/31/2024 | BALANCE | % BDGT |
| | | | | INCREASE (DECREASE) | NORMAL (ABNORMAL) | USED |
| Fund 101 - GENERAL FUND | | | | | | |
| Expenditures | | | | | | |
| Total Dept 301 - POLICE DEPARTMENT | | 595,700.00 | 46,404.35 | 46,404.35 | 549,295.65 | 7.79 |
| Dept 302 - CROSSING GUARDS | | | | | | |
| 101-302-703.050 | SALARIES PART-TIME | 13,000.00 | 1,036.00 | 1,036.00 | 11,964.00 | 7.97 |
| 101-302-715.000 | FICA/MEDICARE | 1,000.00 | 79.25 | 79.25 | 920.75 | 7.93 |
| 101-302-717.000 | WORKMAN'S COMP | 300.00 | 0.00 | 0.00 | 300.00 | 0.00 |
| Total Dept 302 - CROSSING GUARDS | | 14,300.00 | 1,115.25 | 1,115.25 | 13,184.75 | 7.80 |
| Dept 371 - BUILDING INSPECTOR | | | | | | |
| 101-371-802.000 | CODE ENFORCE/CONTRACTUAL | 10,000.00 | 440.05 | 440.05 | 9,559.95 | 4.40 |
| 101-371-822.000 | BUILDING INSPECTOR FEES | 20,000.00 | 1,811.00 | 1,811.00 | 18,189.00 | 9.06 |
| 101-371-823.000 | RENTAL INSPECTION FEE | 4,500.00 | 700.00 | 700.00 | 3,800.00 | 15.56 |
| Total Dept 371 - BUILDING INSPECTOR | | 34,500.00 | 2,951.05 | 2,951.05 | 31,548.95 | 8.55 |
| Dept 441 - DPW | | | | | | |
| 101-441-703.000 | SALARIES | 50,000.00 | 3,421.72 | 3,421.72 | 46,578.28 | 6.84 |
| 101-441-703.010 | OVERTIME PAY | 2,500.00 | 75.00 | 75.00 | 2,425.00 | 3.00 |
| 101-441-715.000 | FICA/MEDICARE | 20,000.00 | 1,568.70 | 1,568.70 | 18,431.30 | 7.84 |
| 101-441-716.000 | UNEMPLOYMENT INSURANCE | 400.00 | 0.00 | 0.00 | 400.00 | 0.00 |
| 101-441-717.000 | WORKMAN'S COMP | 2,000.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 101-441-718.000 | PENSION | 16,000.00 | 1,215.95 | 1,215.95 | 14,784.05 | 7.60 |
| 101-441-719.000 | HEALTH INSURANCE | 12,000.00 | 713.78 | 713.78 | 11,286.22 | 5.95 |
| 101-441-776.000 | SUPPLIES | 4,000.00 | 170.29 | 170.29 | 3,829.71 | 4.26 |
| 101-441-801.000 | PROFESSIONAL/CONTRACT SERVICES | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 101-441-853.000 | TELEPHONE | 1,200.00 | 77.35 | 77.35 | 1,122.65 | 6.45 |
| 101-441-860.000 | CDL EXPENSES | 1,500.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| 101-441-921.000 | ELECTRIC | 300.00 | 0.00 | 0.00 | 300.00 | 0.00 |
| 101-441-923.000 | HEAT | 3,200.00 | 0.00 | 0.00 | 3,200.00 | 0.00 |
| 101-441-926.000 | STREET LIGHTS | 19,000.00 | 0.00 | 0.00 | 19,000.00 | 0.00 |
| 101-441-931.000 | BUILDING REPAIRS & MAINT. | 3,000.00 | 0.00 | 0.00 | 3,000.00 | 0.00 |
| 101-441-934.000 | CONTRACTUAL SERVICES | 6,000.00 | 592.72 | 592.72 | 5,407.28 | 9.88 |
| 101-441-943.000 | PW EQUIPMENT RENTALGENERAL FUN | 8,000.00 | 1,125.97 | 1,125.97 | 6,874.03 | 14.07 |
| Total Dept 441 - DPW | | 150,100.00 | 8,961.48 | 8,961.48 | 141,138.52 | 5.97 |
| Dept 721 - PLANNING COMMISSION | | | | | | |
| 101-721-826.000 | VILLAGE PLANNER FEES | 2,000.00 | 2,377.59 | 2,377.59 | (377.59) | 118.88 |
| 101-721-901.000 | PRINTING/PUBLISHING | 60.00 | 0.00 | 0.00 | 60.00 | 0.00 |
| 101-721-958.000 | DUES/MEMBERSHIPS/EDU | 300.00 | 0.00 | 0.00 | 300.00 | 0.00 |
| Total Dept 721 - PLANNING COMMISSION | | 2,360.00 | 2,377.59 | 2,377.59 | (17.59) | 100.75 |
| Dept 751 - PARKS AND RECREATION | | | | | | |
| 101-751-703.000 | SALARIES-LEISURE SERVICES | 25,000.00 | 2,162.93 | 2,162.93 | 22,837.07 | 8.65 |
| 101-751-719.000 | HEALTH INSURANCE | 8,000.00 | 305.86 | 305.86 | 7,694.14 | 3.82 |
| 101-751-756.000 | SUPPLIES & MAINTENANCE | 5,000.00 | 613.31 | 613.31 | 4,386.69 | 12.27 |
| 101-751-921.000 | ELECTRIC | 800.00 | 0.00 | 0.00 | 800.00 | 0.00 |
| 101-751-930.000 | REPAIRS | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 101-751-931.000 | CONTRACTUAL | 4,000.00 | 538.72 | 538.72 | 3,461.28 | 13.47 |

REVENUE AND EXPENDITURE REPORT
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| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | | % BDGT USED |
|---------------------------------------|-----------------------|----------------|-------------|--------------|-------------|-----------|--------------------|----------------|
| | | AMENDED BUDGET | 03/31/2024 | MONTH | 03/31/2024 | NORMAL | (ABNORMAL) BALANCE | |
| Fund 101 - GENERAL FUND | | | | | | | | |
| Expenditures | | | | | | | | |
| 101-751-943.000 | EQUIP.RENTAL TRANSFER | 15,000.00 | 1,486.60 | | 1,486.60 | | 13,513.40 | 9.91 |
| 101-751-985.000 | COMMUNITY PROJECTS | 0.00 | 115.00 | | 115.00 | | (115.00) | 100.00 |
| Total Dept 751 - PARKS AND RECREATION | | 58,300.00 | 5,222.42 | | 5,222.42 | | 53,077.58 | 8.96 |
| TOTAL EXPENDITURES | | 1,034,869.00 | 84,856.43 | | 84,856.43 | | 950,012.57 | 8.20 |
| Fund 101 - GENERAL FUND: | | | | | | | | |
| TOTAL REVENUES | | 957,860.00 | 11,544.77 | | 11,544.77 | | 946,315.23 | 1.21 |
| TOTAL EXPENDITURES | | 1,034,869.00 | 84,856.43 | | 84,856.43 | | 950,012.57 | 8.20 |
| NET OF REVENUES & EXPENDITURES | | (77,009.00) | (73,311.66) | | (73,311.66) | | (3,697.34) | 95.20 |

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| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|---------------------------------|-----------------------------|----------------|--------------------------|---|------------------------------|----------------|
| | | AMENDED BUDGET | 03/31/2024 (ABNORMAL) | MONTH 03/31/2024 INCREASE (DECREASE) | BALANCE NORMAL (ABNORMAL) | |
| Fund 202 - MAJOR ROADS | | | | | | |
| Revenues | | | | | | |
| Dept 000 | | | | | | |
| 202-000-546.000 | STATE OF MICHIGAN | 195,000.00 | 15,075.77 | 15,075.77 | 179,924.23 | 7.73 |
| 202-000-664.100 | INTEREST ON INVESTMENT | 3,000.00 | 19.02 | 19.02 | 2,980.98 | 0.63 |
| Total Dept 000 | | 198,000.00 | 15,094.79 | 15,094.79 | 182,905.21 | 7.62 |
| TOTAL REVENUES | | 198,000.00 | 15,094.79 | 15,094.79 | 182,905.21 | 7.62 |
| Expenditures | | | | | | |
| Dept 463 - MAINTENANCE | | | | | | |
| 202-463-703.000 | SALARIES-MAINTENANCE | 7,100.00 | 292.00 | 292.00 | 6,808.00 | 4.11 |
| 202-463-703.010 | OVERTIME PAY | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 202-463-717.000 | WORKMAN'S COMP. | 3,000.00 | 0.00 | 0.00 | 3,000.00 | 0.00 |
| 202-463-719.000 | HEALTH INSURANCE | 2,500.00 | 7.58 | 7.58 | 2,492.42 | 0.30 |
| 202-463-782.000 | MATERIALS | 7,000.00 | 1,578.42 | 1,578.42 | 5,421.58 | 22.55 |
| 202-463-812.000 | ENGINEERING | 10,000.00 | 0.00 | 0.00 | 10,000.00 | 0.00 |
| 202-463-943.000 | EQUIPMENT RENTAL | 9,000.00 | 285.84 | 285.84 | 8,714.16 | 3.18 |
| Total Dept 463 - MAINTENANCE | | 39,100.00 | 2,163.84 | 2,163.84 | 36,936.16 | 5.53 |
| Dept 474 - TRAFFIC | | | | | | |
| 202-474-940.000 | LEASE/RENTAL | 8,000.00 | 0.00 | 0.00 | 8,000.00 | 0.00 |
| Total Dept 474 - TRAFFIC | | 8,000.00 | 0.00 | 0.00 | 8,000.00 | 0.00 |
| Dept 479 - ICE/SNOW | | | | | | |
| 202-479-703.000 | SALARIES-SNOW & ICE REMOVAL | 3,500.00 | 0.00 | 0.00 | 3,500.00 | 0.00 |
| 202-479-703.010 | OVERTIME PAY | 1,000.00 | 112.50 | 112.50 | 887.50 | 11.25 |
| 202-479-719.000 | HEALTH INSURANCE | 0.00 | 39.78 | 39.78 | (39.78) | 100.00 |
| 202-479-943.000 | EQUIPMENT RENTAL | 5,000.00 | 0.00 | 0.00 | 5,000.00 | 0.00 |
| Total Dept 479 - ICE/SNOW | | 9,500.00 | 152.28 | 152.28 | 9,347.72 | 1.60 |
| Dept 483 - ADMINISTRATION | | | | | | |
| 202-483-703.172 | MANAGER SALARY | 9,000.00 | 646.06 | 646.06 | 8,353.94 | 7.18 |
| 202-483-703.215 | CLERK SALARY | 3,500.00 | 273.50 | 273.50 | 3,226.50 | 7.81 |
| 202-483-715.000 | SOCIAL SECURITY | 950.00 | 70.34 | 70.34 | 879.66 | 7.40 |
| 202-483-718.000 | PENSION | 800.00 | 55.16 | 55.16 | 744.84 | 6.90 |
| 202-483-719.000 | HEALTH INSURANCE | 1,000.00 | 358.59 | 358.59 | 641.41 | 35.86 |
| 202-483-807.000 | AUDIT | 5,000.00 | 108.00 | 108.00 | 4,892.00 | 2.16 |
| Total Dept 483 - ADMINISTRATION | | 20,250.00 | 1,511.65 | 1,511.65 | 18,738.35 | 7.46 |
| TOTAL EXPENDITURES | | 76,850.00 | 3,827.77 | 3,827.77 | 73,022.23 | 4.98 |
| Fund 202 - MAJOR ROADS: | | | | | | |
| TOTAL REVENUES | | 198,000.00 | 15,094.79 | 15,094.79 | 182,905.21 | 7.62 |
| TOTAL EXPENDITURES | | 76,850.00 | 3,827.77 | 3,827.77 | 73,022.23 | 4.98 |

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| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | | % BDGT USED |
|--------------------------------|-------------|----------------|-------------|------------------|---------------------|-------------------|-------------------|----------------|
| | | AMENDED BUDGET | 03/31/2024 | MONTH 03/31/2024 | INCREASE (DECREASE) | NORMAL (ABNORMAL) | NORMAL (ABNORMAL) | |
| <hr/> | | | | | | | | |
| Fund 202 - MAJOR ROADS | | | | | | | | |
| NET OF REVENUES & EXPENDITURES | | 121,150.00 | 11,267.02 | | 11,267.02 | | 109,882.98 | 9.30 |

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% Fiscal Year Completed: 8.49

| | | 2024-25 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | |
|--|------------------------------|----------------|-------------------|---------------------|-------------------|--------|
| GL NUMBER | DESCRIPTION | AMENDED BUDGET | 03/31/2024 | MONTH 03/31/2024 | BALANCE | % BDGT |
| | | | NORMAL (ABNORMAL) | INCREASE (DECREASE) | NORMAL (ABNORMAL) | USED |
| Fund 203 - LOCAL ROADS | | | | | | |
| Revenues | | | | | | |
| Dept 000 | | | | | | |
| 203-000-546.000 | STATE OF MICHIGAN | 85,000.00 | 6,635.94 | 6,635.94 | 78,364.06 | 7.81 |
| 203-000-664.100 | INTEREST ON INVESTMENT | 900.00 | 13.98 | 13.98 | 886.02 | 1.55 |
| 203-000-699.230 | TRANSFER FROM STREETS | 125,000.00 | 0.00 | 0.00 | 125,000.00 | 0.00 |
| 203-000-699.390 | TRANSFER FROM FUND BALANCE | 529,000.00 | 0.00 | 0.00 | 529,000.00 | 0.00 |
| Total Dept 000 | | 739,900.00 | 6,649.92 | 6,649.92 | 733,250.08 | 0.90 |
| TOTAL REVENUES | | 739,900.00 | 6,649.92 | 6,649.92 | 733,250.08 | 0.90 |
| Expenditures | | | | | | |
| Dept 451 - NEW CONSTRUCTION | | | | | | |
| 203-451-822.000 | CONTRACTUAL-NEW CONSTRUCTION | 529,000.00 | 0.00 | 0.00 | 529,000.00 | 0.00 |
| Total Dept 451 - NEW CONSTRUCTION | | 529,000.00 | 0.00 | 0.00 | 529,000.00 | 0.00 |
| Dept 463 - MAINTENANCE | | | | | | |
| 203-463-703.000 | SALARIES-MAINTENANCE | 37,000.00 | 3,432.38 | 3,432.38 | 33,567.62 | 9.28 |
| 203-463-703.010 | OVERTIME PAY | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 203-463-717.000 | WORKMAN'S COMP. | 3,000.00 | 0.00 | 0.00 | 3,000.00 | 0.00 |
| 203-463-719.000 | HEALTH INSURANCE | 15,000.00 | 701.94 | 701.94 | 14,298.06 | 4.68 |
| 203-463-782.000 | MATERIALS | 10,000.00 | 1,578.41 | 1,578.41 | 8,421.59 | 15.78 |
| 203-463-943.000 | EQUIPMENT RENTAL | 60,000.00 | 4,074.06 | 4,074.06 | 55,925.94 | 6.79 |
| 203-463-981.000 | CAPITAL OUTLAY | 47,000.00 | 0.00 | 0.00 | 47,000.00 | 0.00 |
| Total Dept 463 - MAINTENANCE | | 173,000.00 | 9,786.79 | 9,786.79 | 163,213.21 | 5.66 |
| Dept 474 - TRAFFIC | | | | | | |
| 203-474-921.000 | ELECTRIC | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| Total Dept 474 - TRAFFIC | | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| Dept 479 - ICE/SNOW | | | | | | |
| 203-479-703.000 | SALARIES-SNOW & ICE REMOVAL | 2,000.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 203-479-703.010 | OVERTIME PAY | 700.00 | 0.00 | 0.00 | 700.00 | 0.00 |
| 203-479-719.000 | HEALTH INSURANCE | 375.00 | 0.00 | 0.00 | 375.00 | 0.00 |
| 203-479-943.000 | EQUIPMENT RENTAL | 2,000.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| Total Dept 479 - ICE/SNOW | | 5,075.00 | 0.00 | 0.00 | 5,075.00 | 0.00 |
| Dept 482 - ADMINISTRATION - USDA | | | | | | |
| 203-482-971.000 | MDOT SIB LOAN | 15,000.00 | 3,500.00 | 3,500.00 | 11,500.00 | 23.33 |
| Total Dept 482 - ADMINISTRATION - USDA | | 15,000.00 | 3,500.00 | 3,500.00 | 11,500.00 | 23.33 |
| Dept 483 - ADMINISTRATION | | | | | | |
| 203-483-703.172 | MANAGER SALARY | 8,200.00 | 646.08 | 646.08 | 7,553.92 | 7.88 |
| 203-483-703.215 | CLERK SALARY | 3,700.00 | 273.48 | 273.48 | 3,426.52 | 7.39 |
| 203-483-715.000 | SOCIAL SECURITY | 1,000.00 | 70.34 | 70.34 | 929.66 | 7.03 |

REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 03/31/2024
% Fiscal Year Completed: 8.49

| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | % BDGT USED |
|---------------------------------|------------------|----------------|-------------------|--------------|------------|-------------------|-------------|
| | | AMENDED BUDGET | 03/31/2024 | MONTH | 03/31/2024 | BALANCE | |
| | | | NORMAL (ABNORMAL) | INCREASE | (DECREASE) | NORMAL (ABNORMAL) | |
| Fund 203 - LOCAL ROADS | | | | | | | |
| Expenditures | | | | | | | |
| 203-483-718.000 | PENSION | 800.00 | 55.16 | | 55.16 | 744.84 | 6.90 |
| 203-483-719.000 | HEALTH INSURANCE | 2,000.00 | 358.60 | | 358.60 | 1,641.40 | 17.93 |
| 203-483-807.000 | AUDIT | 7,000.00 | 108.00 | | 108.00 | 6,892.00 | 1.54 |
| Total Dept 483 - ADMINISTRATION | | 22,700.00 | 1,511.66 | | 1,511.66 | 21,188.34 | 6.66 |
| TOTAL EXPENDITURES | | 745,275.00 | 14,798.45 | | 14,798.45 | 730,476.55 | 1.99 |
| Fund 203 - LOCAL ROADS: | | | | | | | |
| TOTAL REVENUES | | 739,900.00 | 6,649.92 | | 6,649.92 | 733,250.08 | 0.90 |
| TOTAL EXPENDITURES | | 745,275.00 | 14,798.45 | | 14,798.45 | 730,476.55 | 1.99 |
| NET OF REVENUES & EXPENDITURES | | (5,375.00) | (8,148.53) | | (8,148.53) | 2,773.53 | 151.60 |

REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 03/31/2024
% Fiscal Year Completed: 8.49

| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | | % BDGT USED |
|---------------------------------------|--------------------------|----------------|-------------|--------------|------------|-----------|------------|-------------|
| | | AMENDED BUDGET | 03/31/2024 | MONTH | 03/31/2024 | NORMAL | (ABNORMAL) | |
| Fund 204 - MUNICIPAL STREET FUND | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 204-000-403.000 | STREETS-PROPERTY TAXES | 150,000.00 | (59.11) | | (59.11) | | 150,059.11 | (0.04) |
| 204-000-410.000 | PERSONAL PROPERTY TAX | 20,000.00 | 0.00 | | 0.00 | | 20,000.00 | 0.00 |
| 204-000-411.000 | DELINQUENT TAX | 5,000.00 | 0.00 | | 0.00 | | 5,000.00 | 0.00 |
| 204-000-445.000 | REAL ESTATE TAX INTEREST | 300.00 | 5.36 | | 5.36 | | 294.64 | 1.79 |
| 204-000-664.100 | INTEREST INCOME | 200.00 | 7.83 | | 7.83 | | 192.17 | 3.92 |
| Total Dept 000 | | 175,500.00 | (45.92) | | (45.92) | | 175,545.92 | (0.03) |
| TOTAL REVENUES | | 175,500.00 | (45.92) | | (45.92) | | 175,545.92 | (0.03) |
| Expenditures | | | | | | | | |
| Dept 728 - ECONOMIC DEVELOPMENT | | | | | | | | |
| 204-728-995.030 | TRANSFER TO LOCAL ROADS | 125,000.00 | 0.00 | | 0.00 | | 125,000.00 | 0.00 |
| Total Dept 728 - ECONOMIC DEVELOPMENT | | 125,000.00 | 0.00 | | 0.00 | | 125,000.00 | 0.00 |
| TOTAL EXPENDITURES | | 125,000.00 | 0.00 | | 0.00 | | 125,000.00 | 0.00 |
| Fund 204 - MUNICIPAL STREET FUND: | | | | | | | | |
| TOTAL REVENUES | | 175,500.00 | (45.92) | | (45.92) | | 175,545.92 | 0.03 |
| TOTAL EXPENDITURES | | 125,000.00 | 0.00 | | 0.00 | | 125,000.00 | 0.00 |
| NET OF REVENUES & EXPENDITURES | | 50,500.00 | (45.92) | | (45.92) | | 50,545.92 | 0.09 |

| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | | % BDGT USED |
|-------------------------------------|-----------------|----------------|-------------------|------------------|------------|-----------|------------|----------------|
| | | AMENDED BUDGET | 03/31/2024 | MONTH 03/31/2024 | | BALANCE | | |
| | | | NORMAL (ABNORMAL) | INCREASE | (DECREASE) | NORMAL | (ABNORMAL) | |
| Fund 206 - FIRE INSURANCE PROCEEDS | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 206-000-664.100 | INTEREST INCOME | 0.00 | 0.02 | | 0.02 | | (0.02) | 100.00 |
| Total Dept 000 | | 0.00 | 0.02 | | 0.02 | | (0.02) | 100.00 |
| TOTAL REVENUES | | 0.00 | 0.02 | | 0.02 | | (0.02) | 100.00 |
| Fund 206 - FIRE INSURANCE PROCEEDS: | | | | | | | | |
| TOTAL REVENUES | | 0.00 | 0.02 | | 0.02 | | (0.02) | 100.00 |
| TOTAL EXPENDITURES | | 0.00 | 0.00 | | 0.00 | | 0.00 | 0.00 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | 0.02 | | 0.02 | | (0.02) | 100.00 |

REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 03/31/2024
% Fiscal Year Completed: 8.49

| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | | % BDGT USED |
|---|------------------------|----------------|---------------------------------|---|------------------------------|------------|-------|----------------|
| | | AMENDED BUDGET | 03/31/2024 NORMAL (ABNORMAL) | MONTH 03/31/2024 INCREASE (DECREASE) | BALANCE NORMAL (ABNORMAL) | | | |
| Fund 213 - SALVAGE VEHICLE INSPECTIONS | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 213-000-610.000 | VEHICLE INSPECTION FEE | 11,000.00 | 1,100.00 | 1,100.00 | | 9,900.00 | 10.00 | |
| 213-000-664.100 | INTEREST INCOME | 10.00 | 0.62 | 0.62 | | 9.38 | 6.20 | |
| Total Dept 000 | | 11,010.00 | 1,100.62 | 1,100.62 | | 9,909.38 | 10.00 | |
| TOTAL REVENUES | | 11,010.00 | 1,100.62 | 1,100.62 | | 9,909.38 | 10.00 | |
| Expenditures | | | | | | | | |
| Dept 301 - POLICE DEPARTMENT | | | | | | | | |
| 213-301-703.011 | VEHICLE INSPECTION | 11,000.00 | 1,346.18 | 1,346.18 | | 9,653.82 | 12.24 | |
| 213-301-719.000 | HEALTH INSURANCE | 1,500.00 | 118.19 | 118.19 | | 1,381.81 | 7.88 | |
| 213-301-776.000 | OPERATING SUPPLIES | 800.00 | 0.00 | 0.00 | | 800.00 | 0.00 | |
| Total Dept 301 - POLICE DEPARTMENT | | 13,300.00 | 1,464.37 | 1,464.37 | | 11,835.63 | 11.01 | |
| TOTAL EXPENDITURES | | 13,300.00 | 1,464.37 | 1,464.37 | | 11,835.63 | 11.01 | |
| Fund 213 - SALVAGE VEHICLE INSPECTIONS: | | | | | | | | |
| TOTAL REVENUES | | 11,010.00 | 1,100.62 | 1,100.62 | | 9,909.38 | 10.00 | |
| TOTAL EXPENDITURES | | 13,300.00 | 1,464.37 | 1,464.37 | | 11,835.63 | 11.01 | |
| NET OF REVENUES & EXPENDITURES | | (2,290.00) | (363.75) | (363.75) | | (1,926.25) | 15.88 | |

| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | % BDGT |
|--------------------------------|-----------------|----------------|-------------------|--------------|------------|-------------------|--------|
| | | AMENDED BUDGET | 03/31/2024 | MONTH | 03/31/2024 | BALANCE | |
| | | | NORMAL (ABNORMAL) | INCREASE | (DECREASE) | NORMAL (ABNORMAL) | USED |
| Fund 245 - HOME REHAB LOANS | | | | | | | |
| Revenues | | | | | | | |
| Dept 000 | | | | | | | |
| 245-000-664.100 | INTEREST INCOME | 0.00 | 4.58 | | 4.58 | (4.58) | 100.00 |
| Total Dept 000 | | 0.00 | 4.58 | | 4.58 | (4.58) | 100.00 |
| TOTAL REVENUES | | 0.00 | 4.58 | | 4.58 | (4.58) | 100.00 |
| Fund 245 - HOME REHAB LOANS: | | | | | | | |
| TOTAL REVENUES | | 0.00 | 4.58 | | 4.58 | (4.58) | 100.00 |
| TOTAL EXPENDITURES | | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | 4.58 | | 4.58 | (4.58) | 100.00 |

REVENUE AND EXPENDITURE REPORT

PERIOD ENDING 03/31/2024

% Fiscal Year Completed: 8.49

| | | 2024-25 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | |
|--|--------------------------------------|----------------|-------------------|---------------------|-------------------|--------|
| GL NUMBER | DESCRIPTION | AMENDED BUDGET | 03/31/2024 | MONTH 03/31/2024 | BALANCE | % BDGT |
| | | | NORMAL (ABNORMAL) | INCREASE (DECREASE) | NORMAL (ABNORMAL) | USED |
| Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY | | | | | | |
| Revenues | | | | | | |
| Dept 000 | | | | | | |
| 248-000-404.000 | PROPERTY TAXES | 15,000.00 | 0.00 | 0.00 | 15,000.00 | 0.00 |
| 248-000-410.000 | PERSONAL PROPERTY TAX | 3,500.00 | 0.00 | 0.00 | 3,500.00 | 0.00 |
| 248-000-411.000 | DELINQUENT TAX | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 248-000-445.000 | REAL ESTATE TAX INTEREST | 50.00 | 0.00 | 0.00 | 50.00 | 0.00 |
| 248-000-641.000 | DONATIONS - JULY 4TH EVENT | 20,000.00 | 0.00 | 0.00 | 20,000.00 | 0.00 |
| 248-000-664.100 | INTEREST INCOME | 10.00 | (0.01) | (0.01) | 10.01 | (0.10) |
| 248-000-666.000 | DONATIONS - DECATUR DAY EVENTS | 2,000.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 248-000-674.000 | DONATIONS - SPRING EVENTS | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 248-000-675.000 | OTHER REVENUE | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 248-000-676.000 | VENDOR REVENUE | 1,000.00 | 25.00 | 25.00 | 975.00 | 2.50 |
| 248-000-677.000 | DONATIONS - BOO BASH EVENTS | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 248-000-678.000 | DONATIONS - CHRISTMAS IN THE VILLAGE | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| Total Dept 000 | | 44,160.00 | 24.99 | 24.99 | 44,135.01 | 0.06 |
| TOTAL REVENUES | | 44,160.00 | 24.99 | 24.99 | 44,135.01 | 0.06 |
| Expenditures | | | | | | |
| Dept 728 - ECONOMIC DEVELOPMENT | | | | | | |
| 248-728-756.000 | DDA-SUPPLIES | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 248-728-801.000 | CONSULTING FEES | 1,000.00 | 221.25 | 221.25 | 778.75 | 22.13 |
| 248-728-901.000 | PRINTING/PUBLISHING | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 248-728-958.000 | MISCELLANEOUS | 200.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 248-728-982.000 | JULY 4TH EVENT | 13,000.00 | 10,000.00 | 10,000.00 | 3,000.00 | 76.92 |
| 248-728-983.000 | SPRING EVENTS | 500.00 | 120.00 | 120.00 | 380.00 | 24.00 |
| 248-728-984.000 | DECATUR DAY EVENT | 2,000.00 | 2,000.00 | 2,000.00 | 0.00 | 100.00 |
| 248-728-985.000 | COMMUNITY SERVICE PROJECTS | 1,500.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| 248-728-986.000 | DOWNTOWN FLOWERS | 1,500.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| 248-728-987.000 | BOO BASH EVENT | 700.00 | 0.00 | 0.00 | 700.00 | 0.00 |
| 248-728-988.000 | CHRISTMAS IN THE VILLAGE | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| Total Dept 728 - ECONOMIC DEVELOPMENT | | 22,900.00 | 12,341.25 | 12,341.25 | 10,558.75 | 53.89 |
| TOTAL EXPENDITURES | | 22,900.00 | 12,341.25 | 12,341.25 | 10,558.75 | 53.89 |
| Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY: | | | | | | |
| TOTAL REVENUES | | 44,160.00 | 24.99 | 24.99 | 44,135.01 | 0.06 |
| TOTAL EXPENDITURES | | 22,900.00 | 12,341.25 | 12,341.25 | 10,558.75 | 53.89 |
| NET OF REVENUES & EXPENDITURES | | 21,260.00 | (12,316.26) | (12,316.26) | 33,576.26 | 57.93 |

| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | % BDGT |
|--------------------------------|-----------------|----------------|-------------------|--------------|------------|-------------------|--------|
| | | AMENDED BUDGET | 03/31/2024 | MONTH | 03/31/2024 | BALANCE | |
| | | | NORMAL (ABNORMAL) | INCREASE | (DECREASE) | NORMAL (ABNORMAL) | USED |
| Fund 265 - DRUG FORFEITURE | | | | | | | |
| Revenues | | | | | | | |
| Dept 000 | | | | | | | |
| 265-000-664.100 | INTEREST INCOME | 0.00 | 0.06 | | 0.06 | (0.06) | 100.00 |
| Total Dept 000 | | 0.00 | 0.06 | | 0.06 | (0.06) | 100.00 |
| TOTAL REVENUES | | 0.00 | 0.06 | | 0.06 | (0.06) | 100.00 |
| Fund 265 - DRUG FORFEITURE: | | | | | | | |
| TOTAL REVENUES | | 0.00 | 0.06 | | 0.06 | (0.06) | 100.00 |
| TOTAL EXPENDITURES | | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | 0.06 | | 0.06 | (0.06) | 100.00 |

| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | % BDGT |
|--------------------------------|-----------------|----------------|-------------------|--------------|------------|-------------------|--------|
| | | AMENDED BUDGET | 03/31/2024 | MONTH | 03/31/2024 | BALANCE | |
| | | | NORMAL (ABNORMAL) | INCREASE | (DECREASE) | NORMAL (ABNORMAL) | USED |
| Fund 282 - APRA FUND | | | | | | | |
| Revenues | | | | | | | |
| Dept 000 | | | | | | | |
| 282-000-664.100 | INTEREST INCOME | 0.00 | 7.42 | | 7.42 | (7.42) | 100.00 |
| Total Dept 000 | | 0.00 | 7.42 | | 7.42 | (7.42) | 100.00 |
| TOTAL REVENUES | | 0.00 | 7.42 | | 7.42 | (7.42) | 100.00 |
| Fund 282 - APRA FUND: | | | | | | | |
| TOTAL REVENUES | | 0.00 | 7.42 | | 7.42 | (7.42) | 100.00 |
| TOTAL EXPENDITURES | | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | 7.42 | | 7.42 | (7.42) | 100.00 |

PERIOD ENDING 03/31/2024

% Fiscal Year Completed: 8.49

| | | 2024-25 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | |
|---|----------------------------------|----------------|---------------------------------|---|------------------------------|----------------|
| GL NUMBER | DESCRIPTION | AMENDED BUDGET | 03/31/2024 NORMAL (ABNORMAL) | MONTH 03/31/2024 INCREASE (DECREASE) | BALANCE NORMAL (ABNORMAL) | % BDGT USED |
| Fund 590 - SEWER FUND | | | | | | |
| Revenues | | | | | | |
| Dept 000 | | | | | | |
| 590-000-626.000 | TAP IN FEES | 3,000.00 | 0.00 | 0.00 | 3,000.00 | 0.00 |
| 590-000-628.000 | SEWER SERVICE CHARGES | 310,000.00 | 24,388.47 | 24,388.47 | 285,611.53 | 7.87 |
| 590-000-629.000 | PENALTIES | 10,000.00 | 653.93 | 653.93 | 9,346.07 | 6.54 |
| 590-000-664.000 | INTEREST ON CD'S | 1,500.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| 590-000-664.100 | INTEREST ON CHECKING | 50.00 | 17.92 | 17.92 | 32.08 | 35.84 |
| 590-000-664.120 | INTEREST ON CHECKING-RECEIVING | 300.00 | 0.00 | 0.00 | 300.00 | 0.00 |
| 590-000-699.390 | TRANSFER FROM FUND BALANCE | 171,000.00 | 0.00 | 0.00 | 171,000.00 | 0.00 |
| Total Dept 000 | | 495,850.00 | 25,060.32 | 25,060.32 | 470,789.68 | 5.05 |
| TOTAL REVENUES | | 495,850.00 | 25,060.32 | 25,060.32 | 470,789.68 | 5.05 |
| Expenditures | | | | | | |
| Dept 290 - CONTINGENCY | | | | | | |
| 590-290-969.000 | CONTINGENCY | 171,000.00 | 0.00 | 0.00 | 171,000.00 | 0.00 |
| Total Dept 290 - CONTINGENCY | | 171,000.00 | 0.00 | 0.00 | 171,000.00 | 0.00 |
| Dept 482 - ADMINISTRATION - USDA | | | | | | |
| 590-482-960.000 | USDA - BONDS \$13,130.00 | 13,130.00 | 0.00 | 0.00 | 13,130.00 | 0.00 |
| 590-482-961.000 | USDA - RRI RESERVE - \$11,667.00 | 11,667.00 | 0.00 | 0.00 | 11,667.00 | 0.00 |
| 590-482-962.000 | USDA - ENGINEERING | 100,000.00 | 9,500.00 | 9,500.00 | 90,500.00 | 9.50 |
| Total Dept 482 - ADMINISTRATION - USDA | | 124,797.00 | 9,500.00 | 9,500.00 | 115,297.00 | 7.61 |
| Dept 483 - ADMINISTRATION | | | | | | |
| 590-483-703.172 | MANAGER SALARY | 15,100.00 | 1,130.63 | 1,130.63 | 13,969.37 | 7.49 |
| 590-483-703.215 | CLERK SALARY | 9,200.00 | 729.28 | 729.28 | 8,470.72 | 7.93 |
| 590-483-715.000 | FICA/MEDICARE | 2,100.00 | 142.30 | 142.30 | 1,957.70 | 6.78 |
| 590-483-718.000 | PENSION | 1,400.00 | 111.60 | 111.60 | 1,288.40 | 7.97 |
| 590-483-719.000 | HEALTH INSURANCE | 4,900.00 | 748.68 | 748.68 | 4,151.32 | 15.28 |
| 590-483-807.000 | AUDIT | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| Total Dept 483 - ADMINISTRATION | | 33,700.00 | 2,862.49 | 2,862.49 | 30,837.51 | 8.49 |
| Dept 548 - SEWER LINE MAINTENANCE | | | | | | |
| 590-548-768.000 | UNIFORMS/BOOTS/ETC | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 590-548-820.000 | MISS DIG | 800.00 | 0.00 | 0.00 | 800.00 | 0.00 |
| 590-548-822.000 | CONTRACTUAL SERVICES | 15,000.00 | 0.00 | 0.00 | 15,000.00 | 0.00 |
| 590-548-853.020 | CELL PHONE | 700.00 | 0.00 | 0.00 | 700.00 | 0.00 |
| 590-548-864.000 | CONFERENCES/WORKSHOPS | 100.00 | 149.00 | 149.00 | (49.00) | 149.00 |
| 590-548-874.000 | LAB TESTING | 2,500.00 | 0.00 | 0.00 | 2,500.00 | 0.00 |
| 590-548-934.000 | MAINTENANCE | 12,000.00 | 259.38 | 259.38 | 11,740.62 | 2.16 |
| 590-548-936.000 | TECH SERVICES | 200.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 590-548-963.000 | LIABILITY INSURANCE | 4,700.00 | 4,942.20 | 4,942.20 | (242.20) | 105.15 |
| Total Dept 548 - SEWER LINE MAINTENANCE | | 37,000.00 | 5,350.58 | 5,350.58 | 31,649.42 | 14.46 |
| Dept 549 - MAINTENANCE-LIFT STATIONS | | | | | | |

REVENUE AND EXPENDITURE REPORT

PERIOD ENDING 03/31/2024

% Fiscal Year Completed: 8.49

| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|--|---------------------------|----------------|-------------|---------------------|-------------------|----------------|
| | | AMENDED BUDGET | 03/31/2024 | MONTH 03/31/2024 | BALANCE | |
| | | NORMAL | (ABNORMAL) | INCREASE (DECREASE) | NORMAL (ABNORMAL) | |
| Fund 590 - SEWER FUND | | | | | | |
| Expenditures | | | | | | |
| 590-549-703.000 | SALARIES-MAINTENANCE | 45,000.00 | 6,201.12 | 6,201.12 | 38,798.88 | 13.78 |
| 590-549-703.010 | OVERTIME PAY | 3,000.00 | 391.60 | 391.60 | 2,608.40 | 13.05 |
| 590-549-717.000 | WORKMAN'S COMP | 300.00 | 0.00 | 0.00 | 300.00 | 0.00 |
| 590-549-719.000 | HEALTH INSURANCE | 9,500.00 | 1,542.55 | 1,542.55 | 7,957.45 | 16.24 |
| 590-549-719.500 | DISABILITY INSURANCE | 900.00 | 82.02 | 82.02 | 817.98 | 9.11 |
| 590-549-720.000 | LIFE INSURANCE | 200.00 | 16.43 | 16.43 | 183.57 | 8.22 |
| 590-549-807.000 | AUDIT | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 590-549-822.000 | CONTRACTUAL SERVICES | 700.00 | 0.00 | 0.00 | 700.00 | 0.00 |
| 590-549-853.000 | TELEPHONE | 700.00 | 51.57 | 51.57 | 648.43 | 7.37 |
| 590-549-853.020 | CELL PHONE | 400.00 | 25.01 | 25.01 | 374.99 | 6.25 |
| 590-549-921.000 | ELECTRIC | 3,500.00 | 0.00 | 0.00 | 3,500.00 | 0.00 |
| 590-549-931.000 | MAINTENANCE SERVICE | 2,000.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 590-549-931.010 | COUNTY DRAIN MAINTENANCE | 550.00 | 0.00 | 0.00 | 550.00 | 0.00 |
| 590-549-943.000 | EQUIPMENT RENTAL | 13,000.00 | 3,193.43 | 3,193.43 | 9,806.57 | 24.56 |
| 590-549-963.000 | LIABILITY INSURANCE | 4,800.00 | 4,942.20 | 4,942.20 | (142.20) | 102.96 |
| Total Dept 549 - MAINTENANCE-LIFT STATIONS | | 85,550.00 | 16,445.93 | 16,445.93 | 69,104.07 | 19.22 |
| Dept 550 - COLLECTION | | | | | | |
| 590-550-703.000 | SALARIES | 35,000.00 | 2,792.43 | 2,792.43 | 32,207.57 | 7.98 |
| 590-550-715.000 | FICA/MEDICARE | 2,600.00 | 211.70 | 211.70 | 2,388.30 | 8.14 |
| 590-550-716.000 | UNEMPLOYMENT COMPENSATION | 60.00 | 0.00 | 0.00 | 60.00 | 0.00 |
| 590-550-717.000 | WORKMAN'S COMP. | 400.00 | 0.00 | 0.00 | 400.00 | 0.00 |
| 590-550-718.000 | PENSION | 2,000.00 | 166.05 | 166.05 | 1,833.95 | 8.30 |
| 590-550-719.500 | DISABILITY INSURANCE | 1,000.00 | 82.01 | 82.01 | 917.99 | 8.20 |
| 590-550-720.000 | LIFE INSURANCE | 300.00 | 16.43 | 16.43 | 283.57 | 5.48 |
| 590-550-728.000 | OFFICE SUPPLIES | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 590-550-730.000 | POSTAGE | 1,900.00 | 94.56 | 94.56 | 1,805.44 | 4.98 |
| 590-550-807.000 | AUDIT | 2,000.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 590-550-808.000 | PAYMENT PROCESSING FEES | 2,500.00 | 63.57 | 63.57 | 2,436.43 | 2.54 |
| 590-550-853.000 | TELEPHONE | 700.00 | 51.57 | 51.57 | 648.43 | 7.37 |
| 590-550-864.000 | CONFERENCES/WORKSHOPS | 400.00 | 0.00 | 0.00 | 400.00 | 0.00 |
| 590-550-934.000 | SERVICE CONTRACTS | 16,000.00 | 529.13 | 529.13 | 15,470.87 | 3.31 |
| 590-550-936.000 | TECH SERVICES | 8,000.00 | 1,064.69 | 1,064.69 | 6,935.31 | 13.31 |
| Total Dept 550 - COLLECTION | | 73,360.00 | 5,072.14 | 5,072.14 | 68,287.86 | 6.91 |
| TOTAL EXPENDITURES | | 525,407.00 | 39,231.14 | 39,231.14 | 486,175.86 | 7.47 |
| Fund 590 - SEWER FUND: | | | | | | |
| TOTAL REVENUES | | 495,850.00 | 25,060.32 | 25,060.32 | 470,789.68 | 5.05 |
| TOTAL EXPENDITURES | | 525,407.00 | 39,231.14 | 39,231.14 | 486,175.86 | 7.47 |
| NET OF REVENUES & EXPENDITURES | | (29,557.00) | (14,170.82) | (14,170.82) | (15,386.18) | 47.94 |

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REVENUE AND EXPENDITURE REPORT

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PERIOD ENDING 03/31/2024

% Fiscal Year Completed: 8.49

| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|--|--------------------------------|----------------|-------------------|---------------------|-------------------|----------------|
| | | AMENDED BUDGET | 03/31/2024 | MONTH 03/31/2024 | BALANCE | |
| | | | NORMAL (ABNORMAL) | INCREASE (DECREASE) | NORMAL (ABNORMAL) | |
| Fund 591 - WATER FUND | | | | | | |
| Revenues | | | | | | |
| Dept 000 | | | | | | |
| 591-000-539.000 | STATE GRANTS | 123,000.00 | 0.00 | 0.00 | 123,000.00 | 0.00 |
| 591-000-608.000 | NSF CHECK FEE | 0.00 | 70.00 | 70.00 | (70.00) | 100.00 |
| 591-000-629.000 | PENALTIES | 10,000.00 | 834.30 | 834.30 | 9,165.70 | 8.34 |
| 591-000-642.000 | WATER TURN ONS | 3,000.00 | 0.00 | 0.00 | 3,000.00 | 0.00 |
| 591-000-643.000 | METERED SALES | 400,000.00 | 32,012.93 | 32,012.93 | 367,987.07 | 8.00 |
| 591-000-645.000 | WATER TAP FEES | 3,000.00 | 0.00 | 0.00 | 3,000.00 | 0.00 |
| 591-000-664.000 | INTEREST ON CD'S-RECEIVING | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 591-000-664.100 | INTEREST-WATER OPERATING | 100.00 | 18.47 | 18.47 | 81.53 | 18.47 |
| 591-000-664.120 | INTEREST ON CHECKING-RECEIVING | 200.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 591-000-699.390 | TRANSFER FROM FUND BALANCE | 279,000.00 | 0.00 | 0.00 | 279,000.00 | 0.00 |
| Total Dept 000 | | 819,300.00 | 32,935.70 | 32,935.70 | 786,364.30 | 4.02 |
| TOTAL REVENUES | | 819,300.00 | 32,935.70 | 32,935.70 | 786,364.30 | 4.02 |
| Expenditures | | | | | | |
| Dept 290 - CONTINGENCY | | | | | | |
| 591-290-969.000 | CONTINGENCY | 279,000.00 | 0.00 | 0.00 | 279,000.00 | 0.00 |
| Total Dept 290 - CONTINGENCY | | 279,000.00 | 0.00 | 0.00 | 279,000.00 | 0.00 |
| Dept 482 - ADMINISTRATION - USDA | | | | | | |
| 591-482-960.000 | USDA - BONDS \$8,240.00 | 8,240.00 | 0.00 | 0.00 | 8,240.00 | 0.00 |
| 591-482-961.000 | USDA - RRI RESERVE \$16,000.00 | 16,000.00 | 0.00 | 0.00 | 16,000.00 | 0.00 |
| 591-482-962.000 | USDA - ENGINEERING | 30,000.00 | 9,750.00 | 9,750.00 | 20,250.00 | 32.50 |
| Total Dept 482 - ADMINISTRATION - USDA | | 54,240.00 | 9,750.00 | 9,750.00 | 44,490.00 | 17.98 |
| Dept 483 - ADMINISTRATION | | | | | | |
| 591-483-703.172 | MANAGER SALARY | 15,500.00 | 1,130.66 | 1,130.66 | 14,369.34 | 7.29 |
| 591-483-703.215 | CLERK SALARY | 9,200.00 | 729.29 | 729.29 | 8,470.71 | 7.93 |
| 591-483-715.000 | FICA/MEDICARE | 1,900.00 | 142.30 | 142.30 | 1,757.70 | 7.49 |
| 591-483-718.000 | PENSION | 1,500.00 | 111.60 | 111.60 | 1,388.40 | 7.44 |
| 591-483-719.000 | HEALTH INSURANCE | 5,000.00 | 748.69 | 748.69 | 4,251.31 | 14.97 |
| Total Dept 483 - ADMINISTRATION | | 33,100.00 | 2,862.54 | 2,862.54 | 30,237.46 | 8.65 |
| Dept 550 - COLLECTION | | | | | | |
| 591-550-703.000 | SALARIES-CLERICAL | 35,500.00 | 2,792.61 | 2,792.61 | 32,707.39 | 7.87 |
| 591-550-703.010 | OVERTIME PAY | 200.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 591-550-715.000 | FICA/MEDICARE | 3,000.00 | 211.73 | 211.73 | 2,788.27 | 7.06 |
| 591-550-716.000 | UNEMPLOYMENT COMPENSATION | 75.00 | 0.00 | 0.00 | 75.00 | 0.00 |
| 591-550-717.000 | WORKMAN'S COMP | 35.00 | 0.00 | 0.00 | 35.00 | 0.00 |
| 591-550-718.000 | PENSION | 2,000.00 | 166.05 | 166.05 | 1,833.95 | 8.30 |
| 591-550-719.500 | DISABILITY INSURANCE | 900.00 | 82.01 | 82.01 | 817.99 | 9.11 |
| 591-550-720.000 | LIFE INSURANCE | 300.00 | 16.43 | 16.43 | 283.57 | 5.48 |
| 591-550-728.000 | OFFICE SUPPLIES | 600.00 | 0.00 | 0.00 | 600.00 | 0.00 |
| 591-550-730.000 | POSTAGE | 1,900.00 | 94.56 | 94.56 | 1,805.44 | 4.98 |
| 591-550-807.000 | AUDIT | 800.00 | 0.00 | 0.00 | 800.00 | 0.00 |
| 591-550-808.000 | PAYMENT PROCESSING FEES | 0.00 | 63.57 | 63.57 | (63.57) | 100.00 |

REVENUE AND EXPENDITURE REPORT

PERIOD ENDING 03/31/2024

% Fiscal Year Completed: 8.49

| | | 2024-25 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | |
|-------------------------------|-----------------------------|----------------|-------------------|---------------------|-------------------|-------------|
| GL NUMBER | DESCRIPTION | AMENDED BUDGET | NORMAL (ABNORMAL) | MONTH 03/31/2024 | BALANCE | % BDGT USED |
| | | | | INCREASE (DECREASE) | NORMAL (ABNORMAL) | |
| Fund 591 - WATER FUND | | | | | | |
| Expenditures | | | | | | |
| 591-550-853.000 | TELEPHONE | 700.00 | 51.57 | 51.57 | 648.43 | 7.37 |
| 591-550-864.000 | CONFERENCES/WORKSHOPS | 900.00 | 149.00 | 149.00 | 751.00 | 16.56 |
| 591-550-901.000 | PRINTING | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 591-550-931.000 | MAINT-SERVICES | 12,000.00 | 1,740.00 | 1,740.00 | 10,260.00 | 14.50 |
| 591-550-934.000 | SERVICE CONTRACTS | 2,500.00 | 421.14 | 421.14 | 2,078.86 | 16.85 |
| 591-550-936.000 | TECH SERVICES | 6,100.00 | 17.69 | 17.69 | 6,082.31 | 0.29 |
| 591-550-958.000 | MISCELLANEOUS | 1,200.00 | 0.00 | 0.00 | 1,200.00 | 0.00 |
| 591-550-964.000 | NSF CHECK CHARGES | 10.00 | 0.00 | 0.00 | 10.00 | 0.00 |
| 591-550-968.000 | DEPRECIATION | 54,000.00 | 0.00 | 0.00 | 54,000.00 | 0.00 |
| Total Dept 550 - COLLECTION | | 123,720.00 | 5,806.36 | 5,806.36 | 117,913.64 | 4.69 |
| Dept 551 - UTILITY | | | | | | |
| 591-551-921.000 | POWER PUMPING-ELECTRIC | 10,500.00 | 0.00 | 0.00 | 10,500.00 | 0.00 |
| Total Dept 551 - UTILITY | | 10,500.00 | 0.00 | 0.00 | 10,500.00 | 0.00 |
| Dept 552 - DISTRIBUTION | | | | | | |
| 591-552-703.000 | SALARIES-DISTRIBUTION | 50,000.00 | 3,520.93 | 3,520.93 | 46,479.07 | 7.04 |
| 591-552-703.010 | OVERTIME PAY | 5,000.00 | 895.66 | 895.66 | 4,104.34 | 17.91 |
| 591-552-717.000 | WORKMAN'S COMP | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 591-552-719.000 | HEALTH INSURANCE | 11,000.00 | 362.30 | 362.30 | 10,637.70 | 3.29 |
| 591-552-719.500 | DISABILITY INSURANCE | 100.00 | 81.99 | 81.99 | 18.01 | 81.99 |
| 591-552-720.000 | LIFE INSURANCE | 450.00 | 16.41 | 16.41 | 433.59 | 3.65 |
| 591-552-768.000 | UNIFORMS/BOOTS/ETC | 700.00 | 0.00 | 0.00 | 700.00 | 0.00 |
| 591-552-776.000 | SUPPLIES & MAINTENANCE | 10,000.00 | 326.63 | 326.63 | 9,673.37 | 3.27 |
| 591-552-807.000 | AUDIT | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 591-552-812.000 | ENGINEERING | 0.00 | 25,428.50 | 25,428.50 | (25,428.50) | 100.00 |
| 591-552-822.000 | CONTRACTUAL SERVICES | 8,000.00 | 478.00 | 478.00 | 7,522.00 | 5.98 |
| 591-552-853.020 | CELL PHONE | 2,000.00 | 126.54 | 126.54 | 1,873.46 | 6.33 |
| 591-552-864.000 | CONF/WORKSHOPS | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 591-552-874.000 | WATER TESTING | 5,000.00 | 0.00 | 0.00 | 5,000.00 | 0.00 |
| 591-552-936.000 | TECH SERVICES | 2,000.00 | 1,047.00 | 1,047.00 | 953.00 | 52.35 |
| 591-552-943.000 | EQUIPMENT RENTAL-WATER FUND | 15,000.00 | 1,435.50 | 1,435.50 | 13,564.50 | 9.57 |
| 591-552-958.001 | DUES/MEMBERSHIPS | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 591-552-963.000 | LIABILITY INSURANCE | 4,900.00 | 4,942.20 | 4,942.20 | (42.20) | 100.86 |
| Total Dept 552 - DISTRIBUTION | | 117,650.00 | 38,661.66 | 38,661.66 | 78,988.34 | 32.86 |
| Dept 553 - WELLS/TOWER | | | | | | |
| 591-553-963.000 | LIABILITY INSURNACE | 4,700.00 | 4,942.20 | 4,942.20 | (242.20) | 105.15 |
| Total Dept 553 - WELLS/TOWER | | 4,700.00 | 4,942.20 | 4,942.20 | (242.20) | 105.15 |
| TOTAL EXPENDITURES | | 622,910.00 | 62,022.76 | 62,022.76 | 560,887.24 | 9.96 |
| Fund 591 - WATER FUND: | | | | | | |
| TOTAL REVENUES | | 819,300.00 | 32,935.70 | 32,935.70 | 786,364.30 | 4.02 |
| TOTAL EXPENDITURES | | 622,910.00 | 62,022.76 | 62,022.76 | 560,887.24 | 9.96 |

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REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 03/31/2024
% Fiscal Year Completed: 8.49

| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | | % BDGT USED |
|--------------------------------|-------------|----------------|-------------|------------------|---------------------|-------------------|------------|----------------|
| | | AMENDED BUDGET | 03/31/2024 | MONTH 03/31/2024 | INCREASE (DECREASE) | NORMAL (ABNORMAL) | | |
| <hr/> | | | | | | | | |
| Fund 591 - WATER FUND | | | | | | | | |
| NET OF REVENUES & EXPENDITURES | | 196,390.00 | (29,087.06) | | (29,087.06) | | 225,477.06 | 14.81 |

REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 03/31/2024
% Fiscal Year Completed: 8.49

| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | | % BDGT USED |
|--|--------------------------------|----------------|---------------------------------|----------------|--------------------------|----------------|------------|----------------|
| | | AMENDED BUDGET | 03/31/2024 NORMAL (ABNORMAL) | MONTH INCREASE | 03/31/2024 (DECREASE) | NORMAL BALANCE | (ABNORMAL) | |
| Fund 596 - GARBAGE COLLECTION | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 | | | | | | | | |
| 596-000-539.000 | GRANT PAYMENTS | 46,250.00 | 0.00 | | 0.00 | | 46,250.00 | 0.00 |
| 596-000-628.000 | TRASH SERVICE CHARGES | 130,000.00 | 10,963.35 | | 10,963.35 | | 119,036.65 | 8.43 |
| 596-000-629.000 | PENALTIES | 3,200.00 | 301.88 | | 301.88 | | 2,898.12 | 9.43 |
| 596-000-647.000 | COMMUNITY PROJECTS - DUMP DAY | 1,000.00 | 0.00 | | 0.00 | | 1,000.00 | 0.00 |
| 596-000-664.100 | INTEREST INCOME | 100.00 | 0.10 | | 0.10 | | 99.90 | 0.10 |
| 596-000-664.120 | INTEREST ON CHECKING-RECEIVING | 50.00 | 0.00 | | 0.00 | | 50.00 | 0.00 |
| 596-000-675.000 | OTHER REVENUE | 7,500.00 | 0.00 | | 0.00 | | 7,500.00 | 0.00 |
| Total Dept 000 | | 188,100.00 | 11,265.33 | | 11,265.33 | | 176,834.67 | 5.99 |
| TOTAL REVENUES | | 188,100.00 | 11,265.33 | | 11,265.33 | | 176,834.67 | 5.99 |
| Expenditures | | | | | | | | |
| Dept 528 - RUBBISH COLLECTION/DISPOSAL | | | | | | | | |
| 596-528-819.000 | WASTE AND RUBBISH DISPOSAL | 130,000.00 | 10,917.64 | | 10,917.64 | | 119,082.36 | 8.40 |
| 596-528-822.000 | CONTRACTUAL SERVICES | 1,000.00 | 0.00 | | 0.00 | | 1,000.00 | 0.00 |
| 596-528-860.000 | VBCD TRANSRE STATION | 55,000.00 | 90.00 | | 90.00 | | 54,910.00 | 0.16 |
| 596-528-995.596 | ADMIN TRANSFER TO GF | 6,500.00 | 0.00 | | 0.00 | | 6,500.00 | 0.00 |
| Total Dept 528 - RUBBISH COLLECTION/DISPOSAL | | 192,500.00 | 11,007.64 | | 11,007.64 | | 181,492.36 | 5.72 |
| TOTAL EXPENDITURES | | 192,500.00 | 11,007.64 | | 11,007.64 | | 181,492.36 | 5.72 |
| Fund 596 - GARBAGE COLLECTION: | | | | | | | | |
| TOTAL REVENUES | | 188,100.00 | 11,265.33 | | 11,265.33 | | 176,834.67 | 5.99 |
| TOTAL EXPENDITURES | | 192,500.00 | 11,007.64 | | 11,007.64 | | 181,492.36 | 5.72 |
| NET OF REVENUES & EXPENDITURES | | (4,400.00) | 257.69 | | 257.69 | | (4,657.69) | 5.86 |

REVENUE AND EXPENDITURE REPORT

PERIOD ENDING 03/31/2024

% Fiscal Year Completed: 8.49

| GL NUMBER | DESCRIPTION | 2024-25 | | YTD BALANCE | | ACTIVITY FOR | | AVAILABLE | | % BDGT USED |
|------------------------------------|------------------------------|---------|------------|-------------|------------|------------------|------------|-----------|--------------------|----------------|
| | | AMENDED | BUDGET | NORMAL | (ABNORMAL) | MONTH 03/31/2024 | (DECREASE) | NORMAL | (ABNORMAL) BALANCE | |
| Fund 661 - MOTOR POOL | | | | | | | | | | |
| Revenues | | | | | | | | | | |
| Dept 000 | | | | | | | | | | |
| 661-000-664.100 | INTEREST INCOME | | 1,000.00 | | 0.34 | | 0.34 | | 999.66 | 0.03 |
| 661-000-668.100 | RENTAL EQUIPMENT-POLICE | | 25,000.00 | | 0.00 | | 0.00 | | 25,000.00 | 0.00 |
| 661-000-668.200 | RENTAL EQUIPMENT PARKS | | 15,000.00 | | 1,486.60 | | 1,486.60 | | 13,513.40 | 9.91 |
| 661-000-668.300 | RENTAL EQUIPMENT-LOCAL | | 60,000.00 | | 4,074.06 | | 4,074.06 | | 55,925.94 | 6.79 |
| 661-000-668.310 | EQUIP RENTAL L/R ICE/SNOW | | 1,000.00 | | 0.00 | | 0.00 | | 1,000.00 | 0.00 |
| 661-000-668.400 | RENTAL EQUIPMENT-MAJOR | | 8,000.00 | | 285.84 | | 285.84 | | 7,714.16 | 3.57 |
| 661-000-668.410 | EQUIP RENTAL M/R ICE/SNOW | | 6,000.00 | | 0.00 | | 0.00 | | 6,000.00 | 0.00 |
| 661-000-668.500 | RENTAL EQUIPMENT-WATER | | 16,000.00 | | 1,435.50 | | 1,435.50 | | 14,564.50 | 8.97 |
| 661-000-668.605 | LS MAINT. EQUIP RENTAL | | 13,000.00 | | 3,193.43 | | 3,193.43 | | 9,806.57 | 24.56 |
| 661-000-668.700 | RENTAL EQIPMENT-PUBLIC WORKS | | 16,000.00 | | 1,125.97 | | 1,125.97 | | 14,874.03 | 7.04 |
| 661-000-673.000 | SALE OF FIXED ASSETS | | 1,000.00 | | 0.00 | | 0.00 | | 1,000.00 | 0.00 |
| Total Dept 000 | | | 162,000.00 | | 11,601.74 | | 11,601.74 | | 150,398.26 | 7.16 |
| TOTAL REVENUES | | | 162,000.00 | | 11,601.74 | | 11,601.74 | | 150,398.26 | 7.16 |
| Expenditures | | | | | | | | | | |
| Dept 301 - POLICE DEPARTMENT | | | | | | | | | | |
| 661-301-870.000 | GAS | | 10,000.00 | | 1,121.60 | | 1,121.60 | | 8,878.40 | 11.22 |
| 661-301-872.000 | TIRES | | 2,000.00 | | 0.00 | | 0.00 | | 2,000.00 | 0.00 |
| 661-301-930.000 | REPAIRS | | 3,000.00 | | 47.98 | | 47.98 | | 2,952.02 | 1.60 |
| 661-301-963.000 | MULTI-PERIL INSURANCE | | 6,300.00 | | 6,589.60 | | 6,589.60 | | (289.60) | 104.60 |
| Total Dept 301 - POLICE DEPARTMENT | | | 21,300.00 | | 7,759.18 | | 7,759.18 | | 13,540.82 | 36.43 |
| Dept 441 - DPW | | | | | | | | | | |
| 661-441-807.000 | AUDIT | | 1,000.00 | | 0.00 | | 0.00 | | 1,000.00 | 0.00 |
| 661-441-870.000 | GAS | | 22,000.00 | | 24.28 | | 24.28 | | 21,975.72 | 0.11 |
| 661-441-872.000 | TIRES | | 5,000.00 | | 0.00 | | 0.00 | | 5,000.00 | 0.00 |
| 661-441-930.000 | REPAIRS & MAINTENANCE | | 21,000.00 | | 7,212.01 | | 7,212.01 | | 13,787.99 | 34.34 |
| 661-441-963.000 | MULTI-PERIL INSURANCE | | 6,200.00 | | 6,589.60 | | 6,589.60 | | (389.60) | 106.28 |
| 661-441-968.000 | DEPRECIATION | | 62,000.00 | | 0.00 | | 0.00 | | 62,000.00 | 0.00 |
| 661-441-970.000 | EQUIPMENT PURCHASED | | 86,000.00 | | 0.00 | | 0.00 | | 86,000.00 | 0.00 |
| Total Dept 441 - DPW | | | 203,200.00 | | 13,825.89 | | 13,825.89 | | 189,374.11 | 6.80 |
| Dept 483 - ADMINISTRATION | | | | | | | | | | |
| 661-483-703.172 | MANAGER SALARY | | 3,900.00 | | 323.04 | | 323.04 | | 3,576.96 | 8.28 |
| 661-483-703.215 | CLERK SALARY | | 2,000.00 | | 182.32 | | 182.32 | | 1,817.68 | 9.12 |
| 661-483-715.000 | FICA/MEDICARE | | 500.00 | | 38.64 | | 38.64 | | 461.36 | 7.73 |
| 661-483-718.000 | PENSION | | 400.00 | | 30.32 | | 30.32 | | 369.68 | 7.58 |
| 661-483-719.000 | HEALTH INSURANCE | | 1,000.00 | | 201.61 | | 201.61 | | 798.39 | 20.16 |
| Total Dept 483 - ADMINISTRATION | | | 7,800.00 | | 775.93 | | 775.93 | | 7,024.07 | 9.95 |
| TOTAL EXPENDITURES | | | 232,300.00 | | 22,361.00 | | 22,361.00 | | 209,939.00 | 9.63 |

Fund 661 - MOTOR POOL:

| GL NUMBER | DESCRIPTION | 2024-25 | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | | % BDGT USED |
|-----------------------|--------------------------------|----------------|--------------|--------------|--------------|-----------|--------------|-------------|
| | | AMENDED BUDGET | 03/31/2024 | MONTH | 03/31/2024 | NORMAL | (ABNORMAL) | |
| | | | | INCREASE | (DECREASE) | | | |
| Fund 661 - MOTOR POOL | | | | | | | | |
| | TOTAL REVENUES | 162,000.00 | 11,601.74 | | 11,601.74 | | 150,398.26 | 7.16 |
| | TOTAL EXPENDITURES | 232,300.00 | 22,361.00 | | 22,361.00 | | 209,939.00 | 9.63 |
| | NET OF REVENUES & EXPENDITURES | (70,300.00) | (10,759.26) | | (10,759.26) | | (59,540.74) | 15.30 |
| | | | | | | | | |
| | TOTAL REVENUES - ALL FUNDS | 3,791,680.00 | 115,244.34 | | 115,244.34 | | 3,676,435.66 | 3.04 |
| | TOTAL EXPENDITURES - ALL FUNDS | 3,591,311.00 | 251,910.81 | | 251,910.81 | | 3,339,400.19 | 7.01 |
| | NET OF REVENUES & EXPENDITURES | 200,369.00 | (136,666.47) | | (136,666.47) | | 337,035.47 | 68.21 |



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM – MONTHLY REPORT

TO: Village Council
FROM: Christopher Tapper, Village Manager
REVIEWED BY: N/A
DATE: May 6, 2024

SUBJECT: Monthly Report April 2024

Updates – April 2023:

2024 Decatur Community Cleanup Date.

Attached to this report is an update from the Van Buren Conservation District. The date for this year's event is scheduled for Saturday, April 27, 2024.

UPDATE REGARDING PC – DDA – PARKS & RECREATION COMMITTEES

Planning Commission meeting minutes and agenda updates – [here](#)

Downtown Development Authority meeting minutes and agenda updates – [here](#)

Parks & Recreation meeting minutes and agenda updates - [here](#)

UPDATE REGARDING VILLAGE INFORMATION TECHNOLOGY

The Village of Decatur currently contracts with VC3 Inc (formally I.T. Right) to provide information technology support. This contract includes general support for software and hardware. Staff continue to experience a change with customer service along with support for updated hardware needs. Staff surveyed local municipal partners throughout Van Buren County and received similar poor satisfaction levels. Community survey included Paw Paw, Mattawan, Bangor, Lawton, Lawrence.

The budget for the annual support contract with VC3 Inc, is approximately \$5,700.00. This includes, manage anti-virus, workstation, proactive performance monitoring, patch management, predictive hardware failure, intrusion detection, antivirus/anti ransomware protection, sever proactive performance monitoring, patch management, predictive hardware failure, health checks, intrusion detection, antivirus/anti ransomware protection and remote backup. Staff continue to research comparable service contracts with different vendors.

Unfortunately, unless your tech-savvy or experienced with IT contracts, there can be hidden costs that you wouldn't expect or know to look for. While it can sound appealing to go for the cheapest firm, that decision can end up costing you more in the long run due to carve-outs and hidden fees in the contract. Cheaper IT firms will omit certain services from the original agreement and later nickel-and-dime you to add them on or by quoting you inadequate solutions that you'll later need to pay to upgrade. A ransomware attack is a significant and devastating event for any business; therefore, it's imperative that the IT company you're working with isn't just putting basic (cheap) antivirus software on your network and calling it a day. This is by far the one critical area most "cheaper" MSPs leave out. One thing you also want to make sure you look for in your IT firm proposal is that they do daily backups of your servers and workstations, as well as any cloud applications your company uses (Microsoft 365, Google Workspace, etc.), because online applications do NOT guarantee to back up your data. You also need to make sure your backups are immutable or unable to be corrupted by hackers. Again, most insurance companies now require immutable backups to be in place before they insure against ransomware or similar cyber events.

Good account management includes creating and managing an IT budget, a custom road map for your business and reviewing regulatory compliance and security on a routine basis to make sure nothing is overlooked. You get what you pay for, and this is NOT an area you want overlooked.

Cornerstone Technologies, Kalamazoo, MI has provided a quote for managed network services at a budget of \$21,821.76 annually. Real IT Solutions, Inc, Grand Rapids, MI has provided a quote estimate of \$20k - \$30k annually. Both proposals are increases compared to the current vendor.

UPDATE REGARDING BEACH MONITORING RED WOOLFE PARK

The Van Buren/Cass County Health Department has reached out to the Village of Decatur regarding Beach Water Monitoring. This is a program supported through the State of Michigan, Department of Environment, Great Lakes, and Energy (EGLE). The Village of Decatur has a publicly owned beach located at Red Woolfe Park. The VBCC Health Department has received a grant for the monitoring program and would like to begin the scope of work in May 2024.

Sampling dates have been scheduled, the dates are subject to change but will begin May 20, 2024.

UPDATE REGARDING EGLE AP GRANT

The Village received notification from the Michigan Department of Environment, Great Lakes and Energy (EGLE). The Village of Decatur application was received and review and posted with the priority list, [Affordability and Planning Grant \(michigan.gov\) webpage](https://www.michigan.gov/egle/0,4570,7-323_7-324_7-325_7-326_7-327_7-328_7-329_7-330_7-331_7-332_7-333_7-334_7-335_7-336_7-337_7-338_7-339_7-340_7-341_7-342_7-343_7-344_7-345_7-346_7-347_7-348_7-349_7-350_7-351_7-352_7-353_7-354_7-355_7-356_7-357_7-358_7-359_7-360_7-361_7-362_7-363_7-364_7-365_7-366_7-367_7-368_7-369_7-370_7-371_7-372_7-373_7-374_7-375_7-376_7-377_7-378_7-379_7-380_7-381_7-382_7-383_7-384_7-385_7-386_7-387_7-388_7-389_7-390_7-391_7-392_7-393_7-394_7-395_7-396_7-397_7-398_7-399_7-400_7-401_7-402_7-403_7-404_7-405_7-406_7-407_7-408_7-409_7-410_7-411_7-412_7-413_7-414_7-415_7-416_7-417_7-418_7-419_7-420_7-421_7-422_7-423_7-424_7-425_7-426_7-427_7-428_7-429_7-430_7-431_7-432_7-433_7-434_7-435_7-436_7-437_7-438_7-439_7-440_7-441_7-442_7-443_7-444_7-445_7-446_7-447_7-448_7-449_7-450_7-451_7-452_7-453_7-454_7-455_7-456_7-457_7-458_7-459_7-460_7-461_7-462_7-463_7-464_7-465_7-466_7-467_7-468_7-469_7-470_7-471_7-472_7-473_7-474_7-475_7-476_7-477_7-478_7-479_7-480_7-481_7-482_7-483_7-484_7-485_7-486_7-487_7-488_7-489_7-490_7-491_7-492_7-493_7-494_7-495_7-496_7-497_7-498_7-499_7-500_7-501_7-502_7-503_7-504_7-505_7-506_7-507_7-508_7-509_7-510_7-511_7-512_7-513_7-514_7-515_7-516_7-517_7-518_7-519_7-520_7-521_7-522_7-523_7-524_7-525_7-526_7-527_7-528_7-529_7-530_7-531_7-532_7-533_7-534_7-535_7-536_7-537_7-538_7-539_7-540_7-541_7-542_7-543_7-544_7-545_7-546_7-547_7-548_7-549_7-550_7-551_7-552_7-553_7-554_7-555_7-556_7-557_7-558_7-559_7-560_7-561_7-562_7-563_7-564_7-565_7-566_7-567_7-568_7-569_7-570_7-571_7-572_7-573_7-574_7-575_7-576_7-577_7-578_7-579_7-580_7-581_7-582_7-583_7-584_7-585_7-586_7-587_7-588_7-589_7-590_7-591_7-592_7-593_7-594_7-595_7-596_7-597_7-598_7-599_7-600_7-601_7-602_7-603_7-604_7-605_7-606_7-607_7-608_7-609_7-610_7-611_7-612_7-613_7-614_7-615_7-616_7-617_7-618_7-619_7-620_7-621_7-622_7-623_7-624_7-625_7-626_7-627_7-628_7-629_7-630_7-631_7-632_7-633_7-634_7-635_7-636_7-637_7-638_7-639_7-640_7-641_7-642_7-643_7-644_7-645_7-646_7-647_7-648_7-649_7-650_7-651_7-652_7-653_7-654_7-655_7-656_7-657_7-658_7-659_7-660_7-661_7-662_7-663_7-664_7-665_7-666_7-667_7-668_7-669_7-670_7-671_7-672_7-673_7-674_7-675_7-676_7-677_7-678_7-679_7-680_7-681_7-682_7-683_7-684_7-685_7-686_7-687_7-688_7-689_7-690_7-691_7-692_7-693_7-694_7-695_7-696_7-697_7-698_7-699_7-700_7-701_7-702_7-703_7-704_7-705_7-706_7-707_7-708_7-709_7-710_7-711_7-712_7-713_7-714_7-715_7-716_7-717_7-718_7-719_7-720_7-721_7-722_7-723_7-724_7-725_7-726_7-727_7-728_7-729_7-730_7-731_7-732_7-733_7-734_7-735_7-736_7-737_7-738_7-739_7-740_7-741_7-742_7-743_7-744_7-745_7-746_7-747_7-748_7-749_7-750_7-751_7-752_7-753_7-754_7-755_7-756_7-757_7-758_7-759_7-760_7-761_7-762_7-763_7-764_7-765_7-766_7-767_7-768_7-769_7-770_7-771_7-772_7-773_7-774_7-775_7-776_7-777_7-778_7-779_7-780_7-781_7-782_7-783_7-784_7-785_7-786_7-787_7-788_7-789_7-790_7-791_7-792_7-793_7-794_7-795_7-796_7-797_7-798_7-799_7-800_7-801_7-802_7-803_7-804_7-805_7-806_7-807_7-808_7-809_7-810_7-811_7-812_7-813_7-814_7-815_7-816_7-817_7-818_7-819_7-820_7-821_7-822_7-823_7-824_7-825_7-826_7-827_7-828_7-829_7-830_7-831_7-832_7-833_7-834_7-835_7-836_7-837_7-838_7-839_7-840_7-841_7-842_7-843_7-844_7-845_7-846_7-847_7-848_7-849_7-850_7-851_7-852_7-853_7-854_7-855_7-856_7-857_7-858_7-859_7-860_7-861_7-862_7-863_7-864_7-865_7-866_7-867_7-868_7-869_7-870_7-871_7-872_7-873_7-874_7-875_7-876_7-877_7-878_7-879_7-880_7-881_7-882_7-883_7-884_7-885_7-886_7-887_7-888_7-889_7-890_7-891_7-892_7-893_7-894_7-895_7-896_7-897_7-898_7-899_7-900_7-901_7-902_7-903_7-904_7-905_7-906_7-907_7-908_7-909_7-910_7-911_7-912_7-913_7-914_7-915_7-916_7-917_7-918_7-919_7-920_7-921_7-922_7-923_7-924_7-925_7-926_7-927_7-928_7-929_7-930_7-931_7-932_7-933_7-934_7-935_7-936_7-937_7-938_7-939_7-940_7-941_7-942_7-943_7-944_7-945_7-946_7-947_7-948_7-949_7-950_7-951_7-952_7-953_7-954_7-955_7-956_7-957_7-958_7-959_7-960_7-961_7-962_7-963_7-964_7-965_7-966_7-967_7-968_7-969_7-970_7-971_7-972_7-973_7-974_7-975_7-976_7-977_7-978_7-979_7-980_7-981_7-982_7-983_7-984_7-985_7-986_7-987_7-988_7-989_7-990_7-991_7-992_7-993_7-994_7-995_7-996_7-997_7-998_7-999_8000), including where we expect funding to be exhausted. EGLE will begin reaching out to communities in the fundable range beginning with the highest priority. Please be patient as we move down the list. The short answer is the Village was not approved nor denied, ELGE has placed Decatur on a "wait list" for funding.

UPDATE REGARDING POLICE DEPARTMENT EQUIPMENT

The Van Buren County Sheriff's Office, has proposed the topic of a radio encryption project. CJIS (FBI) is pushing an encryption mandate for police radios due to the sensitive nature of police officer radio traffic. MSP is the enforcement arm of the CJIS Policy for our State. This enforcement would take place if you're out of compliance during a LEIN Audit from the MSP. Chief VanDerWoude did an inventory of all our radios. We have 6 portable radios and two car radios. All information was forwarded to Tim McGee, Director, Van Buren County Central Dispatch. Based on the information provided, it appears our radios are just new enough that they can be encrypted, and we might not need to purchase 8 new radios. This is not 100 % confirmed. Our radios appear to be getting near their "end of life" according to the MPSCS. We have Motorola radios, and our current vendor is Tele-Rad out of Benton Harbor / Holland. If you do not need to purchase new radios, it could still cost agencies between \$1,500 and \$2,000 per radio to have it encrypted and re-programmed by the MPSCS (MSP I believe). There was discussion on agencies not being able to afford this mandate. There was discussion on this being an "Unfunded Mandate". There was also discussion on this not being legal in our state. In summary, some of my thoughts: This could be very expensive for our Village. We did not budget this expense in to our 2024/2025 budget.

If we had to purchase 8 new radios and have them all "Programmed", it could cost upwards of \$60,000 to \$70,000. That amount of money concerns me.

UPDATE REGARDING REGION FOUR RURAL TASK FORCE

Tuesday, April 4, 2024, I attended the quarterly meeting of the Region Four Rural Task Force. This committee is an oversight authority responsible for determining rural road authority funding projects. The Village of Decatur currently has (3) three primary roads eligible for federal funding. Those roads include Phelps Street, Williams, and George. Currently the Village is on schedule for fiscal year 2026 for N. Phelps Street resurfacing. It should be noted, the Village is reviewing the application to add additional traffic calming measures with the resurfacing. Cost of the project estimate is \$186,874.00 (Federal) \$61,126.00 (State) and \$62,000.00 (Village) total \$310,000.00.

UPDATE REGARDING SERVICE LINE WARRANTIES OF AMERICA (SLWA)

The Council will recall, all Village residents have the opportunity to participate with the Exterior Water Service Line Coverage or Exterior Sewer/Septic Line Coverage from Service Line Warranties of America (SLWA). Unless your pipes have been replaced recently, they may be aging, and age-related wear and tear is a major contributor to line failures. Please act before being faced with a potential emergency with your exterior lines. These pipes are underground and cannot be easily inspected. It is therefore difficult to know if your pipes may be at advanced risk of failure and nearing the end of their effective life span. Regarding your responsibility: You bear full financial responsibility for repairs. The Village of Decatur is not responsible for exterior line repairs on your property. Also note that most basic homeowners' insurance policies typically do NOT cover repairs for normal wear and tear.

Starting for just \$6.49 per month, you can avoid potentially significant out-of-pocket expenses. If you select both plans, you'll receive a 10% savings for the first year.† The Village of Decatur has partnered with SLWA*, an independent company that offers eligible homeowners optional protection from SLWA, up to the benefit amount of \$8,500 per service call with multiple calls

annually for covered water service or well line repairs and up to \$8,500 per service call with multiple calls annually for covered sewer/septic line repairs (30-day waiting period includes a money-back guarantee for both).

[Products](#)[Why Buy a Plan](#)[About Us](#)[Contact Us](#)[Blog](#)

Repair Plans Available For:

Village of Decatur, MI customers



Exterior Water Service Line Coverage

Let Exterior Water Service Line Coverage help protect you from expensive repairs to the line that brings water to your home.

[View plan](#)

This plan includes:

\$5.84/mo.
~~\$6.49/mo.~~

10% off your first year

[Add To Cart](#)[Terms & Conditions](#)

Exterior Sewer/Septic Line Coverage

Your home's sewer/septic line can clog or break due to invasive tree roots or shifting soil. Help keep what's underground covered with a home service plan.

[View plan](#)

This plan includes:

\$7.64/mo.
~~\$8.49/mo.~~

10% off your first year

[Add To Cart](#)[Terms & Conditions](#)

Interior Plumbing and Drainage Coverage

The plumbing and drainage inside your home could fail without warning due to leaking or broken water supply pipes or clogged drain lines—leaving you to have to deal with the cost of a repair.

[View plan](#)

This plan includes:

\$9.99/mo.

[Add To Cart](#)[Terms & Conditions](#)



Van Buren Conservation District April 2024 Program Update

Submitted by Emily Hickmott, Executive Director

On April 8-13, Van Buren Conservation District staff were out of the office to have our annual **Tree Seedling Sale**. This year, we sold and donated over 19,000 tree seedlings! Thank-you to everyone who came out and supported this year's event!

Mark your calendars for our Volunteer Appreciation & Work Opportunity event at Thunderfoot Farm (32323 M-43 Paw Paw MI 49079)! Come join us on May 15, from 11:00 AM-1:00 PM, for a fun event on the farm. We will have food, information on volunteer opportunities for the year, and fun farm activities.

Recycling collections have begun and details for all events have been posted at <https://vanburencd.org/van-buren-county-recycling-collections/>. Please encourage folks to sign up their tires ahead of time! In May and June you can find us...

-Passenger & Semi Tire and Electronics Collection | May 21, 2024 | 3:00 PM – 7:00 PM | Arlington Township Transfer Station | 51998 26th Ave., Bangor, MI 49013

-Recycle Roundup Collection | June 15, 2024 | 9:00 AM – 2:00 PM | Van Buren Community Mental Health | 801 Hazen Street, Paw Paw, MI 49079

Program Updates:

- **Ag Conservation/Water Quality Projects** (*Erin Fuller, Colleen Forestieri, Carlie Southland*) – In February, the Ag & Water Quality Team helped coordinate our annual farm conference, "Farming for the Future." More than 120 people came together on March 13 to learn about understanding your soil, improving soil health, cost share opportunities, and more. Keynote speakers included soil researcher Dr. Alan Franzluebbers from North Carolina and soil health consultant Barry Fisher of Indiana. VBCD staff also shared new research and cost-share programs that can offer funding to farmers to try conservation practices. Additional speakers presented during breakout sessions targeting grain, grazing, and forestry topics.
- **SWxSW Corner CISMA (Cooperative Invasive Species Management Area) Team** (*Abbie Bristol, Alex Florian, Jena Johnson*) – The SWxSW Corner CISMA Team has taken advantage of important meetings and training opportunities to best engage with our community and prepare for the field season. Both attending and leading events, the CISMA Team is spreading the word and building knowledge of the ever-changing world of invasive species.
- **Michigan Agriculture Environmental Assurance Program (MAEAP)** (*Kyle Mead*) – March was the month that saw payoff for a lot of work being done throughout the year. 26 verifications were scheduled over 3 verification days with MDARD employee Josh Appleby. 3 Verifications needed to be rescheduled and 2 didn't quite meet standards and will be reassessed and hopefully verified soon. On top of all the verifications, the MAEAP Specialist helped with Farming for the Future and also organized and led the Region 4/6 Envirothon Competition at Kalamazoo Nature Center which had 42 competitors and several volunteers from VBCD, Kent CD, and private companies like Four Elements Energy and True North Consulting Forestry.
- **National Association of Conservation Districts (NRCs) Technical Assistance** (*Lucas Hartman, Gabriel Francisco*) – The VBCD's annual Farming for the Future conference on March 13 was a major

1035 E. Michigan Avenue, Paw Paw, Michigan 49079

269.657.4030 x5 ♦ www.VanBurenCD.org ♦ info@vanburencd.org



Van Buren Conservation District

April 2024 Program Update

Submitted by Emily Hickmott, Executive Director

success for targeted resource concern outreach by our conservation technicians. Gabriel and Lucas organized separate tracks related to conservation in grazing and forestry respectively. 124 people in total attended the event with the majority of landowners seeking additional information on incorporating livestock, and improving grazing systems.

- **Outreach** (*Jacob Diljak*) - The 2024 Food, Farm, & Fun Guides are here, so be sure to stop by the VBCD or municipality offices or one of many advertising businesses to get your copy! Keep an eye out for our upcoming events.
- **Resource Recovery & Recycling** (*Kalli Marshall, Jacob Diljak*) - Spring is quickly approaching and we will be starting the collection season soon. Most of the month was filled with preparations for collections, infrastructure grant work, and materials management planning. With part 115 updates, transfer stations are now going through a new site registration and review process. Kalli assisted communities with these challenges and helped them get started on the process.

Region Four RURAL TASK FORCE

Meeting Agenda
Tuesday, April 9, 2024, 10 AM
SWMPC Office

1. Call to Order and Roll Call
2. Changes or Additions to the Agenda
3. Overview of the Meeting Purpose
4. Approval of Minutes from the November 29, 2023, Region 4 RTF Meeting *enclosed Action Item*
5. RTF Project Amendments *enclosed Action Item*
6. Discussion about the 2027-2029 Call for Projects
7. Public Comment or Privilege of the Floor
8. Adjournment

Voting Members of the Region Four County Rural Task Force:

BERRIEN COUNTY

Kevin Stack – Berrien County Road Department
Paul Gillespie – Berrien Bus
Dan Faulkner – Village of Three Oaks

CASS COUNTY

Joe Bellina – Cass County Road Commission
Gerry Bundle – Cass County Public Transit
Ben Anderson – Village of Cassopolis

VAN BUREN COUNTY

Barry Anttila – Van Buren County Road Commission
Laurie Schlipp – Van Buren County Public Transit
Steve Rogusta – Village of Breedsville

Staff

Brandon Kovnat, *Southwest Michigan Planning Commission*
Kim Gallagher, *Southwest Michigan Planning Commission*

REGION FOUR RURAL TASK FORCE

November 29, 2023 10 AM

Hartford Public Library, 12 Church St, Hartford, MI 49057

Meeting Minutes

| Attendance | Name | Representing |
|------------------------------------|--------------------|---|
| Voting Members <i>In-person</i> | Kevin Stack | Berrien County Road Department |
| | Dan Faulkner | Village of Three Oaks |
| | Dennis Schuh | Berrien Bus |
| | Joe Bellina | Cass County Road Commission |
| | Ben Anderson | Village of Cassopolis |
| | Gerry Bundle | Cass County Transit |
| | Barry Anttila | Van Buren County Road Commission |
| | Steve Rogusta | Village of Breedsville |
| | Laurie Schlipp | Van Buren Public Transit |
| Staff <i>In-person</i> | Kim Gallagher | Southwest Michigan Planning Commission |
| | Brandon Kovnat | Southwest Michigan Planning Commission |
| Others Present <i>In Person</i> | Tony McGhee | Abonmarche |
| | Whitney Piazzala | AR Engineering on behalf of the Village of Lawrence |
| | Aaron Neitling | Wightman & Associates |
| | Mickey Bitner | Wightman & Associates |
| | Linnea Rader | Van Buren County Road Commission |
| | Jeff Wingard | Flies Vanderbink on behalf of the Village of Bloomingdale |
| | Emilee LaGrow | Village of Cassopolis |
| | Christopher Tapper | Village of Decatur |
| | Paul Gillespie | Berrien Bus |
| | Richard Veerland | City of Gobles |
| | Brian Stark | MDOT |
| Virtually Attendees via Zoom | Brian Johnson | Village of Lawrence |
| | | |

- Call to Order and Roll Call
Dan Faulkner called the meeting to Order at 1 PM and led introductions.
- Overview of the Meeting Purpose
Kovnat explained that the primary purpose of the meeting was to balance the RTF's FY 2024 budget.
- Changes or Additions to the Agenda
None.
- Approval of the Minutes of January 10, 2023, Region 4 RTF Meeting
Motion to approve the minutes from the Region Four RTF meeting held on January 10, 202. Introduced by Gerry Bundle and seconded by Ben Anderson. **Motion approved.**

5. Amendments to RTF Projects

Details on amendments were included in the meeting packet

Berrien County RTF: Dennis Schuh announced that Berrien Bus had savings from a 2018 RTF project to purchase security cameras. He requested to reallocate these savings for use on facilities and maintenance equipment.

Kevin Stack discussed the Red Arrow Highway Project, highlighting a cost increase due to adding in the full cost of a non-motorized path along with the road resurfacing. He applied for TAP funds for the non-motorized path. He hopes the project will be Let in January.

Motion to approve the amendments to Berrien County RTF projects as presented. Introduced by Kevin Stack and seconded by Laurie Schlipp. **Motion approved.**

Cass County RTF: Bellina explained that the Cass County RTF held a meeting on November 27th, where they voted to add a Cass County Transit project in FY 2024. To balance the federal funding in FY 2024 they would reduce federal funds and increase State D funding proportionally to keep the combined federal and State D funding for Cassopolis and the Cass County Road Commission the same.

Motion to approve the amendments to Cass County RTF projects as presented. Introduced by Introduced by Joe Bellina and seconded by Ben Anderson. **Motion approved.**

Van Buren RTF: Gallagher announced that the City of Bangor had dropped the Center Street project which had been programed for FY 2024, and requested to have it be given priority consideration in 2027. Kovnat explained that the Van Buren RTF had met in April, where they awarded additional federal funding to their two FY 2024 projects. The current proposal is to use the funds from the canceled Bangor project to swap out advanced construct conversions in 2025, keeping the combined federal and State D funding for Lawrence and Gobles the same.

Jeff Wingard announced that the limits for Bloomingdale's FY 2025 project on Van Buren St were changing from "Pine St to North Village Limits" to "Spring St to North Village Limits."

Motion to approve the amendments to Van Buren County RTF projects as presented. Introduced by Ben Anderson and seconded by Laurie Schlipp. **Motion approved.**

6. Notice by Cass County of Intention to Exchange FY 2024 Federal Aid Funds

Joe Bellina announced that the Cass County Road Commission was planning to exchange all \$410,482 of its FY 2024 federal funds with Oakland County.

7. Discussion of Next Steps for Using Unprogrammed 2024-2026 Funds.

Kovnat reported that the balances for 2025 and 2026 were included in the meeting packet. Plans for balancing the FY 2025 budget will be discussed in upcoming spring meetings. He also stated that he would contact the agencies with projects in FY 2025 beforehand to get updates and explore potential options.

8. Discussion about the effects of the 2020 Urban Boundary Changes

There was a discussion about how the changes between the 2020 Adjusted Census Urban Boundary (ACUB) versus the 2010 ACUB would impact the RTF funding. Brian Stark said that the ACUB change would take effect in 2025. Kovnat added that there were no RTF projects that would shift into urban areas, and no urban or small urban projects would be moving to rural areas. The primary consequence will be increased

competition in the 2026-2029 Call for Projects since several communities, previously categorized as small urban, will now classified as rural.

9. Public Comment or Privilege of the Floor

Brian Stark gave several updates on the RTF program. He encouraged all agencies to sign up for the MDOT email newsletter to receive the latest RTF news.

10. Adjournment

The meeting was adjourned at 11:12 AM.

Minutes compiled by Brandon Kovnat, SWMPC Transportation Planner

Berrien County RTF 2023-2026 Project List and Funding Balance

Fiscal Year 2023

| Agency | Project/Road name | Federal | State D | Local | AC Amount | ACC Year | Total |
|----------------------|---|--------------------|------------------|-------------|-----------|----------|-------------|
| Available to Program | | \$1,083,454 | \$153,952 | | | | |
| Berrien CRD | Red Arrow Hwy from US-12 to Community Hall Rd | \$1,035,454 | \$108,106 | \$1,497,920 | | | \$2,641,480 |
| Berrien Bus | Bus support equipment & Facilities | \$48,000 | \$12,000 | \$0 | | | \$60,000 |
| Total Programed | | \$1,083,454 | \$120,106 | | | | |
| Balance | | \$0 | \$33,846 | | | | |

Fiscal Year 2024

| Agency | Project/Road name | Federal | State D | Local | AC Amount | ACC Year | Total |
|----------------------|---|------------------|------------------|-------------|-----------|----------|-------------|
| Available to Program | | \$921,770 | \$237,896 | | | | |
| Berrien CRD | Red Arrow Hwy from Berrien St. to Lakeshore Dr. | \$921,770 | \$237,351 | \$2,800,000 | \$140,100 | 2026 | \$2,000,000 |
| Total Programed | | \$921,000 | \$237,351 | | | | |
| Balance | | \$0 | \$545 | | | | |

Fiscal Year 2025

| Agency | Project/Road name | Federal | State | Local | AC Amount | ACC Year | Total |
|----------------------|---|------------------|------------------|----------|-----------|----------|-----------|
| Available to Program | | \$941,000 | \$133,271 | | | | |
| Berrien CRD | Cleveland Ave from Glendora Rd to Snow Rd | \$540,210 | \$64,924 | \$54,866 | | | \$660,000 |
| Three Oaks | N Elm St from US-12 to the North Village Limits | \$296,790 | \$41,076 | \$34,712 | \$44,988 | 2026 | \$417,566 |
| Total Programed | | \$837,000 | \$106,000 | | | | |
| Balance | | \$104,000 | \$27,271 | | | | |

Fiscal Year 2026

| Agency | Project/Road name | Federal | State D | Local | AC Amount | AC Year | Total |
|----------------------|---|------------------|------------------|----------|-----------|---------|-------------|
| Available to Program | | \$986,000 | \$159,997 | | | | |
| Berrien CRD | Red Arrow Hwy from Lakeshore Rd to Lakeside Rd | \$140,100 | \$0 | \$0 | ACC | 2024 | \$2,000,000 |
| Berrien CRD | Glendora Rd from Cleveland Ave to Hill Rd | \$476,997 | \$77,129 | \$28,644 | | | \$582,770 |
| Three Oaks | N Elm St from US-12 to the North Village Limits | \$44,988 | \$0 | \$0 | ACC | 2026 | \$417,566 |
| Three Oaks | S Elm St from US-12 to the south village limits | \$190,915 | \$30,871 | \$11,464 | | | \$233,250 |
| Total Programed | | \$853,000 | \$108,000 | | | | |
| Balance | | \$133,000 | \$51,997 | | | | |

Cass County RTF 2023-2026 Project List and Funding Balance

Fiscal Year 2023

| Agency | Project/Road name | Federal | State D | Local/CTF | AC Amount | ACC Year | Total |
|----------------------|--|------------------|------------------|-----------|-----------|----------|-----------|
| Available to Program | | \$875,698 | \$284,765 | | | | |
| Cass CRC | Calvin Center Rd from US-12 to Grange St | \$198,400 | \$24,800 | \$24,800 | | | \$248,000 |
| Cass CRC | Calvin Hill St from Robinson Rd to Cassopolis Rd | \$152,426 | \$0 | \$38,107 | | | \$190,533 |
| Cass CRC | Pine Lake St from Hess to M-62 | \$335,152 | \$181,990 | \$15,798 | | | \$532,940 |
| Cass CRC | Pavement markings on various roads | \$75,000 | \$0 | \$0 | | | \$75,000 |
| Cassopolis | Hilton St from N. Broadway to N. O'keefe St | \$95,520 | \$14,557 | \$119,923 | | | \$230,000 |
| Cass Transit | Bus Support Equipment | \$19,200 | | \$4,800 | | | \$24,000 |
| Total Programmed | | \$875,698 | \$226,147 | | | | |
| Balance | | \$0 | \$58,516 | | | | |

Fiscal Year 2024

| Agency | Project/Road name | Federal | State D | Local/CTF | AC Amount | ACC Year | Total |
|----------------------|---|------------------|------------------|-----------|-----------|----------|-------------|
| Available to Program | | \$754,649 | \$170,933 | | | | |
| Cass CRC | Pine Lake St from Conrad Rd to Hess Rd | \$137,107 | \$20,926 | \$51,225 | | | \$209,258 |
| Cass CRC | Daily Rd from Pine Lake St to Coulter St | \$111,954 | \$28,896 | \$15,650 | | | \$156,500 |
| Cass CRC | Gumwood Rd realignment | \$0 | \$0 | \$133,061 | \$532,244 | 2026 | \$1,165,000 |
| Cassopolis | State St from village limits to Broadway St | \$324,167 | \$31,105 | \$139,728 | | | \$470,000 |
| Cass Transit | Radios | \$20,000 | \$5,000 | \$0 | \$0 | | \$25,000 |
| Total Programmed | | \$754,649 | \$115,851 | | | | |
| Balance | | \$0 | \$55,082 | | | | |

Fiscal Year 2025

| Agency | Project/Road name | Federal | State | Local | AC Amount | ACC Year | Total |
|----------------------|---|------------------|------------------|-----------|-----------|----------|-----------|
| Available to Program | | \$770,000 | \$147,165 | | | | |
| Cass CRC | Calvin Hill St from Cassopolis Rd to Calvin Center Rd | \$281,563 | \$0 | \$70,391 | | | \$351,954 |
| Cass CRC | Pine Lake St from M-62 to Robinson Rd | \$513,436 | \$0 | \$128,364 | | | \$641,800 |
| Total Programmed | | \$794,999 | \$0 | | | | |
| Balance | | -\$24,999 | \$147,165 | | | | |

Fiscal Year 2026

| Agency | Project/Road name | Federal | State | Local | AC Amount | AC Year | Total |
|----------------------|------------------------|------------------|------------------|-------|-----------|---------|-------|
| Available to Program | | \$803,000 | \$239,248 | | | | |
| Cass CRC | Gumwood Rd realignment | \$532,244 | \$0 | NA | ACC | 2024 | NA |
| Total Programmed | | \$532,244 | \$0 | | | | |
| Balance | | \$270,756 | \$239,248 | | | | |

Van Buren County RTF 2023-2026 Project List and Funding Balance

Fiscal Year 2023

| Agency | Project/Road name | Federal | State D | Local | AC Amount | ACC Year | Total |
|----------------------|--|--------------------|------------------|-----------|-----------|----------|-------------|
| Available to Program | | \$1,140,419 | \$176,624 | | | | |
| Van Buren CRC | County Road 388 from CR 653 to 26th St | \$1,140,419 | \$126,820 | \$522,761 | | | \$1,790,000 |
| Total Programed | | \$1,140,419 | \$126,820 | | | | |
| Balance | | \$0 | \$49,804 | | | | |

Fiscal Year 2024

| Agency | Project/Road name | Federal | State D | Local | AC Amount | ACC Year | Total |
|----------------------|---|--------------------|------------------|-----------|-----------|----------|-----------|
| Available to Program | | \$1,032,312 | \$199,540 | | | | |
| Gobles | E Van Buren St from State St to Hughson Ct | \$676,975 | \$48,386 | \$200,201 | | | \$925,562 |
| Lawrence | S Paw Paw St from South Village Limits to Bangor Rd | \$355,337 | \$17,859 | \$141,827 | | | \$515,023 |
| Total Programed | | \$1,032,312 | \$66,245 | | | | |
| Balance | | \$0 | \$133,295 | | | | |

Fiscal Year 2025

| Agency | Project/Road name | Federal | State D | Local | AC Amount | ACC Year | Total |
|----------------------|---|--------------------|------------------|-----------|-----------|----------|-----------|
| Available to Program | | \$1,054,000 | \$255,363 | | | | |
| Bloomingtondale | Van Buren St from Pine St to the North village limits | \$497,578 | \$22,262 | \$129,960 | | | \$649,800 |
| Van Buren CRC | Red Arrow Hwy from 59.5 St to CR 681 | \$155,062 | \$6,938 | \$40,500 | | | \$202,500 |
| Total Programed | | \$652,640 | \$29,200 | | | | |
| Balance | | \$401,360 | \$226,163 | | | | |

Fiscal Year 2026

| Agency | Project/Road name | Federal | State D | Local | AC Amount | ACC Year | Total |
|----------------------|--|--------------------|------------------|-----------|-----------|----------|-----------|
| Available to Program | | \$1,099,000 | \$348,231 | | | | |
| Breedsville | Main St from West village limits to Pine St | \$400,000 | \$0 | \$100,000 | | | \$500,000 |
| Decatur | N Phelps St from Cedar St to North village limits | \$186,874 | \$61,126 | \$62,000 | | | \$310,000 |
| Van Buren CRC | CR 388 from Bloomingtondale village limits to CR 380 | \$326,126 | \$106,674 | \$108,200 | | | \$541,000 |
| Total Programed | | \$913,000 | \$167,800 | | | | |
| Balance | | \$186,000 | \$180,431 | | | | |

Berrien County Road Department Amendment Request

Red Arrow Resurfacing and Non-Motorized Path – FY 2024

The RTF initially approved the resurfacing and the construction of a non-motorized path along Red Arrow Highway from Berrien St. to Lakeshore Dr. The Berrien County Road Department was recently awarded a TAP grant for the non-motorized path, requiring the path to be programed under a separate job number (JN 220925). The proposed amendment is to adjust the scope and cost of the RTF-funded project (JN 216289) to remove the path and its associated cost. A summary of the funding changes is shown below:

| | Approved | Revised | Change |
|--|----------|---------|--------|
|--|----------|---------|--------|

Rural Task Force Funded Project – JN 216289

| | | | |
|-----------------------------------|--------------------|--------------------|---------------------|
| Federal STBG-Rural Funding | \$1,061,770 | \$1,061,770 | \$0 |
| State D | \$237,351 | \$237,351 | \$0 |
| Local match for RTF Funds | \$2,800,000 | \$1,002,644 | -\$1,797,356 |
| Total RTF Project Estimate | \$4,099,121 | \$2,301,765 | -\$1,797,356 |

TAP Funded Project – JN 220925

| | | | |
|-----------------------------------|------------|--------------------|--------------------|
| Federal TAP Funding | \$0 | \$1,495,134 | \$1,495,134 |
| Local Match for TAP Funds | \$0 | \$373,800 | \$373,800 |
| Total TAP Project Estimate | \$0 | \$1,868,934 | \$1,868,934 |

Grand Total

| | | | |
|-------------------------|--------------------|--------------------|------------------|
| Total Federal (RTF+TAP) | \$1,061,770 | \$2,556,904 | \$1,495,134 |
| Total State Funding | \$237,351 | \$237,351 | \$0 |
| Total Local Match | \$2,800,000 | \$1,376,444 | -\$1,423,556 |
| Total Estimate | \$4,099,121 | \$4,170,699 | +\$71,578 |

Van Burren County Road Commission Amendment Request

CR 388 Resurfacing – FY 2026

To utilize the unprogrammed balance in FY 2025, the Van Burren County Road Commission is requesting to move the project on CR 388 from Bloomingdale to CR 380 from FY 2026 to FY 2025. In addition, the Federal Funding will be increase and the State D reduced proportionally. The local match and total estimate will remain the same.

| | Approved | Revised | Change |
|----------------------------|------------------|------------------|------------|
| Fiscal Year | 2026 | 2025 | |
| Federal STBG-Rural Funding | \$326,126 | \$401,360 | +\$75,234 |
| State D | \$106,674 | \$31,440 | -\$75,234 |
| Local Match | \$108,200 | \$108,200 | \$0 |
| Total Estimate | \$541,000 | \$541,000 | \$0 |

The Revised Balance for the Van Burren RTF is shown Below:

Van Burren RTF Balance FY 2025

| JN | Agency | Federal | State D | Local | Total |
|--------|--------------------------------|--------------------|------------------|-----------|-----------|
| | Available to Program | \$1,054,000 | \$273,754 | | |
| 216338 | Bloomingdale - N Van Burren St | \$497,578 | \$22,262 | \$129,960 | \$649,800 |
| 216509 | Van Burren CRC - Red Arrow Hwy | \$155,062 | \$6,938 | \$40,500 | \$202,500 |
| 216511 | Van Burren CRC - CR 388 | \$401,360 | \$31,440 | \$108,200 | \$541,000 |
| | Total Programed | \$1,054,000 | \$60,640 | | |
| | Balance | \$0 | \$236,706 | | |

Van Burren RTF Balance FY 2026

| JN | Agency | Federal | State D | Local | Total |
|--------|-----------------------------|--------------------|------------------|-----------|-----------|
| | Available to Program | \$1,099,000 | \$398,325 | | |
| 216336 | Breedsville – Main St. | \$400,000 | \$0 | \$100,000 | \$500,000 |
| 216346 | Decatur – N Phelps St. | \$186,874 | \$61,126 | \$62,000 | \$310,000 |
| | Total Programed | \$586,874 | \$61,126 | | |
| | Balance | \$512,126 | \$297,648 | | |

Total Federal + State D available in FY 2026 = \$809,774



Updates and Resources for Local Governments Webinar

Thursday, May 2, 2024

2:00 PM

Welcome & Introductions

Jessica Thomas,
Director, Bureau of Local Government and School Services
Michigan Department of Treasury



Agenda

Welcome & Introductions

Jessica Thomas, Director, Bureau of Local Government and School Services, Michigan Department of Treasury

Lead Service Lines

Jean-Pierre Nshimiyimana, Lead Service Line Replacement Specialist, Lead and Copper Unit, Michigan Department of Environment, Great Lakes, and Energy (EGLE)

Infrastructure Financing – State Revolving Funds

Paul McDonald, Director, Finance Division, Michigan Department of Environment, Great Lakes, and Energy (EGLE)

Graham Davidson, Financial Specialist, Authority Finance Division, Bureau of State and Authority Finance, Michigan Finance Authority (MFA) Michigan Department of Treasury

Asset Management Champions Program

Nathan Hamilton, Manager, Michigan Infrastructure Council (MIC), Michigan Department of Treasury

Michigan Infrastructure Office Technical Support

Kristin Brady, Director, Technical Assistance Center, Michigan Infrastructure Office

State and Local Cybersecurity Grant Program (SLCGP)

Michelle McClish, State Assistant Administrator, MCS External Engagements Lead, Michigan Department of Technology, Management & Budget (DTMB), State of Michigan

Question and Answer

Closing Remarks

Jessica Thomas, Director, Bureau of Local Government and School Services, Michigan Department of Treasury





Updates and Resources for Local Governments

Lead Service Line Replacement

Jean-Pierre Nshimyimana, Ph.D.

Lead Service Line Replacement Specialist

Lead and Copper Unit (LCU)

Drinking Water and Environmental Health Division

517-420-8204 | nshimyimanaj1@michigan.gov

Lead Service Line Replacement (LSLR) Timeline

- Michigan Lead and Copper Rule requires the replacement of all Lead Service Lines (LSLs) or Galvanized Previously Connected to Lead (GPCL) **within 20 years** (2021 – 2041).
- Water supplies are to maintain, **on average, a 5% per year replacement rate** as to not exceed the 20-years replacement period.

LCR Revisions and Improvements (LCRR and LCRI)

- Michigan is a primacy state
 - Our rules must be at least as stringent as the federal rules
- Michigan must implement any revisions that are more stringent
 - **October 16, 2024** is first compliance deadline
 - Continue to follow Michigan's current requirements and any guidance from EGLE

Federal Lead and Copper Improvement (LCRI)

- If the LCRI is finalized in October 2024,
- MI will have 3 years to implement (Will start in year 2027)
 - Replace all LSLs and GPCL/GRR within 10 years
 - Service line replacement deadline would be 2037
 - Earlier than Michigan rule (2041)
 - Deferred deadline for large systems (max 10k replacements required each year)

How Many Lead Service Lines Have Been Replaced?

| | 2021 | 2022 | 2023 |
|---------------------------------------|--------|--------|----------------|
| Number of lead service lines replaced | 10,318 | 17,896 | Available soon |

EPA's Drinking Water Infrastructure Needs Survey and Assessment (DWINSA) is used to determine the financial needs of the nation's drinking water infrastructure over the next twenty years. [EPA Needs Survey Fact Sheet](#)

- Michigan is **estimated** to have **301,790** lead service lines
 - 20 years service line replacement plan (current 5% on average requirement) would be approximately **15,000 per year**.
- **Final inventory** will be available after **October 2024** and that will be the transition from estimates to actual numbers.

Funding Needs for Lead Service Lines Replacement

- USEPA estimates there are **9.2 million LSLs** across the United States.
 - A high number of LSLs are in **low-income neighborhoods** and **communities of color**.
- [The Bipartisan Infrastructure Law](#) (BIL) funds the removal of LSLs and is investing **\$15 billion** through the Drinking Water State Revolving Fund (DWSRF).
 - **49% of funds** will be provided to communities as **grants** or **principal forgiveness loans**
 - There is no requirement for a State funding match.
- The use of BIL funding in the State of Michigan will be discussed later.
- After **October 2024** actual LSLs inventory numbers may reveal even a bigger funding need.



FY25-27 Funding Sources

- Traditional Loan and Principal Forgiveness
- Bipartisan Infrastructure Law (BIL) Funds
 - General Supplemental
 - **Lead Service Line Replacement (LSLR)**
 - Emerging Contaminants

How Are Michigan Water Supplies Supported for LSLR?

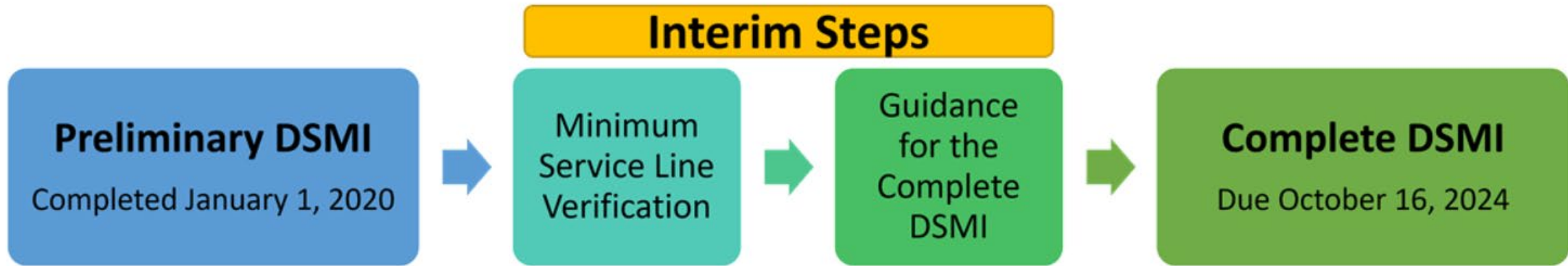
- Serve as a technical resource to water supplies and assist with Complete Distribution System Material Inventory (CDSMI) and LSLR plans.
- Enforce all LSLR requirements as promulgated by Michigan 2018 LCR.
- Monitor the progress of LSLR in the State of Michigan.

How Are Michigan Water Supplies Supported for LSLR? (Continued)

- Support equitable LSLR programming among Michigan communities.
- Provide a platform for water supplies to share best practices for LSLR.
- Support local, regional and federal partnerships to accelerate LSLR.
- Provide funding and encourage water supplies to combine water/infrastructure projects to stretch funding.

Examples of Technical Support for Michigan Water Supplies Performing LSLR

1. Technical Support for Distribution System Materials Inventory (DSMI)



- Development of technical guidance and forms.
- Design and present webinars and other training as needed.
- Provide one-on-one meetings with water supplies as requested.

2. Support Partnerships: Get the Lead Out (GLO) Initiative

- GLO programming supports the following activities:
 - LSL Inventories
 - Community Engagement Plans
 - State Revolving Fund (SRF) Applications
 - Lead Service Line Replacement Plans
- Michigan Participating communities:
 - Five communities in the state of Michigan are participating in GLO program:
Ferndale, River Rouge, Ypsilanti Community Utilities Authority (YCUA), Jackson, and Dowagiac.
- The USEPA has other technical support programs it offers such as research to evaluate presence of lead in pipes or drinking water.

3. Provide A Platform for Fostering Mutual Technical Support Among Water Supplies Performing LSLR

- **Goal:** To foster mutual technical support and promote collaboration among Michigan water supplies conducting lead service line replacement.

March 2024 MRWA Annual Conference: Discussion panel on lessons learned and best practices for lead service line replacement.

- Participating Cities:
 - **Big Rapids, Warren, Highland Park, Hamtramck, and Detroit**

Jean-Pierre Nshimyumana, Ph.D.

Lead Service Line Replacement Specialist

Lead and Copper Unit (LCU)

Drinking Water and Environmental Health Division

517-420-8204 | nshimyumana1@michigan.gov





Infrastructure Financing – State Revolving Funds

Paul McDonald, Director, Finance Division,

Michigan Department of Environment, Great Lakes, and Energy (EGLE)

**Graham Davidson, Financial Specialist, Authority Finance Division, Bureau of State and
Authority Finance, Michigan Finance Authority (MFA), Michigan Department of Treasury**



MICHIGAN DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY

Water Infrastructure Funding

Two Existing State Revolving Fund (SRF) Programs Administered By EGLE

Drinking Water

- Program Started In 1999
- Michigan Received \$11.3 Million In Federal Funds Last Year
- 20% State Match Required
- Program Can Support Up To \$125 Million Of Projects Annually
- Over \$1.8 Billion In Assistance Provided To Over 425 Projects

Clean Water

- Program Started In 1989
- Michigan Received \$32.3 Million In Federal Funds Last Year
- 20% State Match Required
- Program Can Support Up To \$325 Million Of Projects Annually
- Over \$6.3 Billion In Assistance Provided To Over 700 Projects

SRF Eligible Projects

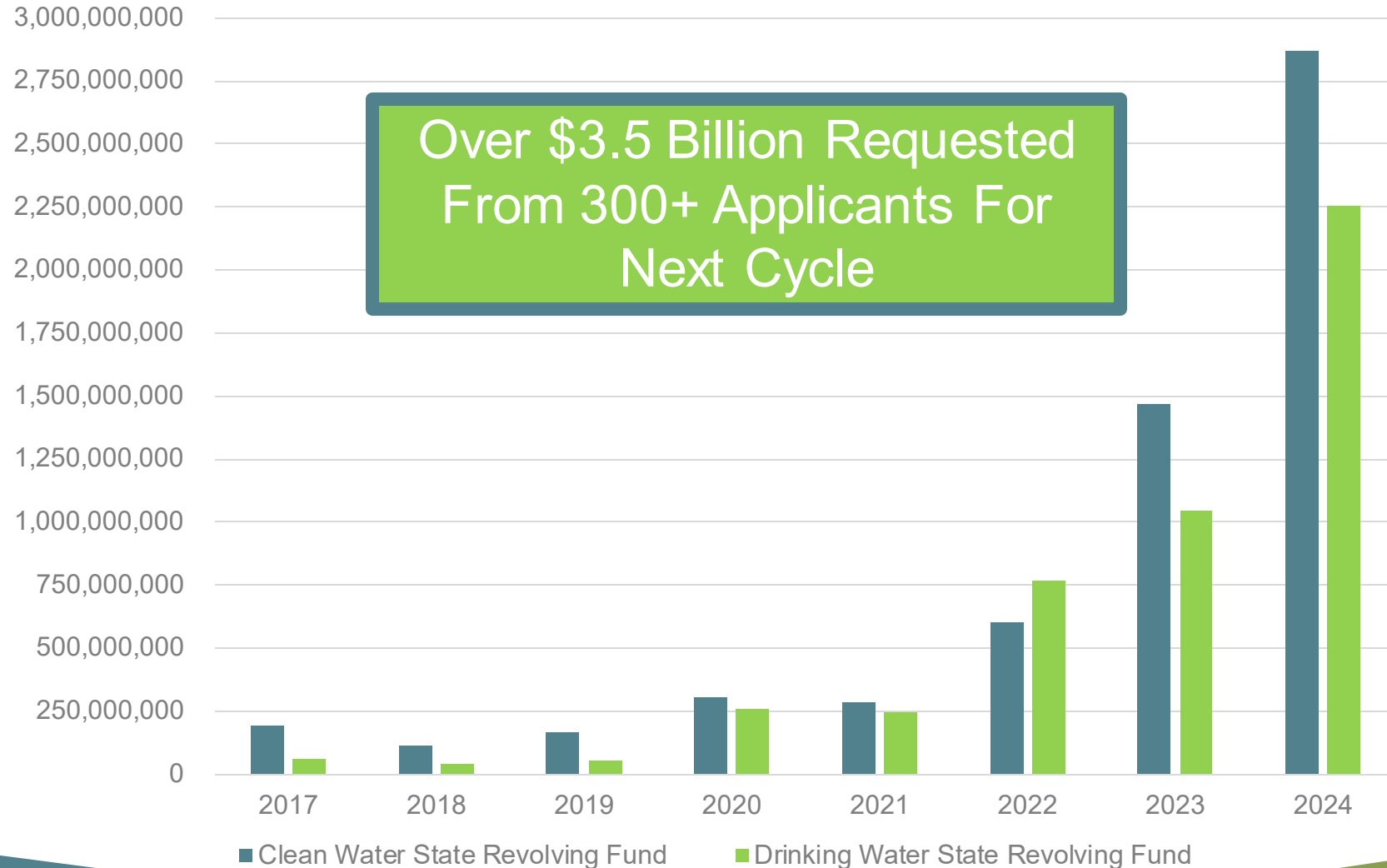
Drinking Water

- Intake Structures
- Pumping Stations
- Storage Tanks
- Treatment Plants
- Distribution System Improvements (Pipelines, Etc.)
- Water Services Lines (Lead & Galvanized)
- Municipal Wells

Clean Water

- Wastewater Treatment System
- Collection System
- Removal Of Excessive Inflow/Infiltration
- Major Sewer Rehabilitation
- Pump Station
- Nonpoint Source Projects
- Stormwater Management

Water Infrastructure Funds Requested



Michigan Department of
**Environment, Great Lakes, and
Energy**

800-662-9278
[Michigan.gov/egle](https://michigan.gov/egle)



Follow us at: [Michigan.gov/egleConnect](https://michigan.gov/egleConnect)



PAUL MCDONALD, DIRECTOR, FINANCE
DIVISION, DEPARTMENT OF ENVIRONMENT,
GREAT LAKES, AND ENERGY

GRAHAM DAVIDSON, FINANCIAL SPECIALIST,
AUTHORITY FINANCE DIVISION,
MICHIGAN DEPARTMENT OF TREASURY



MICHIGAN STATE REVOLVING FUND

- [HTTPS://WWW.MICHIGAN.GOV/TREASURY/FINANCE/MFA/REVOLVING](https://www.michigan.gov/treasury/finance/mfa/revolving)

CLEAN WATER REVOLVING FUND

- [HTTPS://WWW.MICHIGAN.GOV/EGLE/REGULATORY-ASSISTANCE/GRANTS-AND-FINANCING/CLEAN-WATER-STATE-REVOLVING-FUND](https://www.michigan.gov/egle/regulatory-assistance/grants-and-financing/clean-water-state-revolving-fund)

DRINKING WATER REVOLVING FUND

- [HTTPS://WWW.MICHIGAN.GOV/EGLE/REGULATORY-ASSISTANCE/GRANTS-AND-FINANCING/DRINKING-WATER-STATE-REVOLVING-FUND](https://www.michigan.gov/egle/regulatory-assistance/grants-and-financing/drinking-water-state-revolving-fund)



Asset Management Champions Program

Nathan Hamilton
Manager, Michigan Infrastructure Council (MIC),
Michigan Department of Treasury

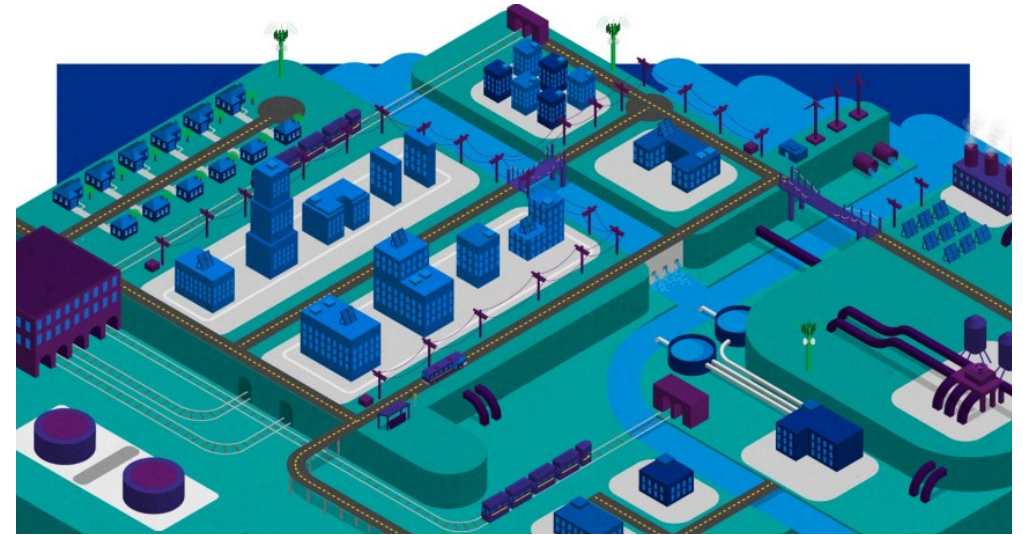
Background

21st Century Infrastructure Commission (2016)



50-year vision for improving the state's infrastructure system and enhancing the quality of life for all Michiganders.

Asset Management Pilot (2017)



Tasked with developing an integrated asset management process which will help the state, regions, local governments and utilities make more informed, strategic decisions and coordinated investments.

Background Cont.

Public Act 323 of 2018



Mission

Define a vision for Michigan's infrastructure that provides the foundation for public and environmental health, economic prosperity, and quality of life.



Values

Collaborate - Facilitate a coordinated, holistic approach that optimizes the engagement of all who manage and use Michigan's infrastructure.

Coordinate - Align strategies for infrastructure management to ensure that Michigan's assets are effectively and efficiently constructed, operated, and maintained.

Educate - Provide accurate and trusted information to support effective infrastructure decisions.

Invest - Determine, recommend, and advocate for adequate funding for Michigan's infrastructure and promote effective and efficient investments to achieve maximum benefit.

Prioritize - Establish and document the condition of Michigan's infrastructure to identify the needs of greatest priority.

Problem

Critical Infrastructure

Michigan's infrastructure is aging, and maintenance has been deferred for decades, leaving us in a state of disrepair. Failing infrastructure interrupts daily life, slows commerce, jeopardizes public health, pollutes the environment, and damages quality of life.



Solution

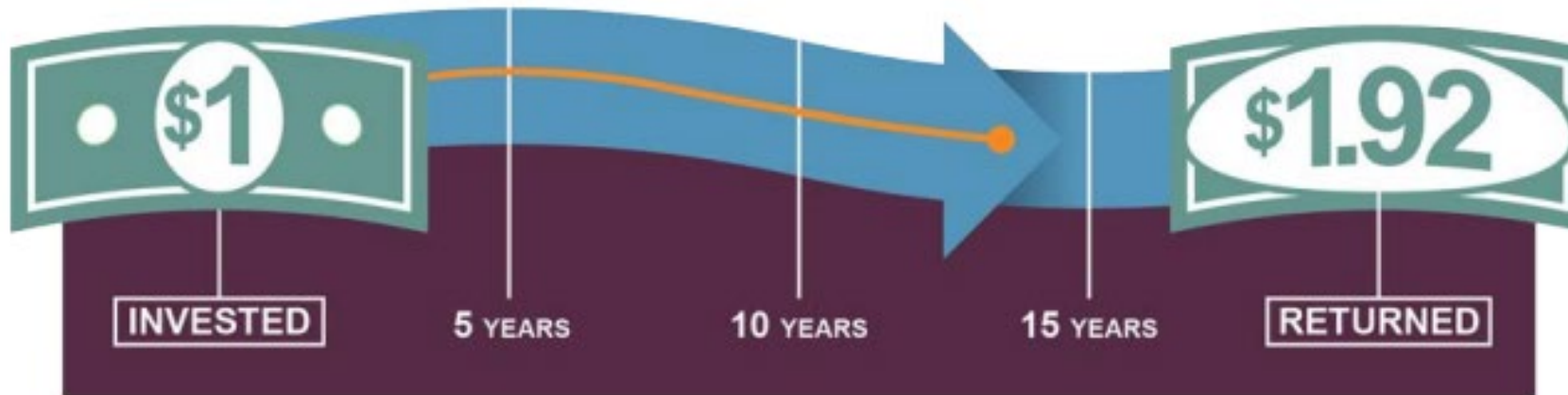
Asset Management

An ongoing process of maintaining, preserving, upgrading, and operating physical assets cost-effectively, based on a continuous physical inventory and condition assessment and investment to achieve performance goals.

The life cycle of a physical asset



EXHIBIT 2. Return on Infrastructure Investment



Benefits

By adopting some relatively simple changes in their current understanding, policy and practice, governments can achieve early victories that will help ensure the sustainability and value of public investments.



Enhance asset performance



Improve risk management



Valuable return on investment



Build trust with communities through transparent external communication



Asset Management Champion Program

1

Build Awareness

Build AM Champions to foster a culture of asset management best practices across Michigan.

2

Develop Knowledge

Develop AM Champions who understand and promote the value of asset management aligned with the five topics in the MIC Asset Management Readiness Scale (AMRS).

3

Establish Community

Establish a community of AM champions to seed peer relationships and build a network of asset management leaders across the state and across infrastructure silos.

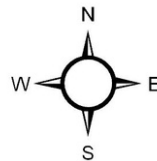


Asset Management Champion Program Cont.

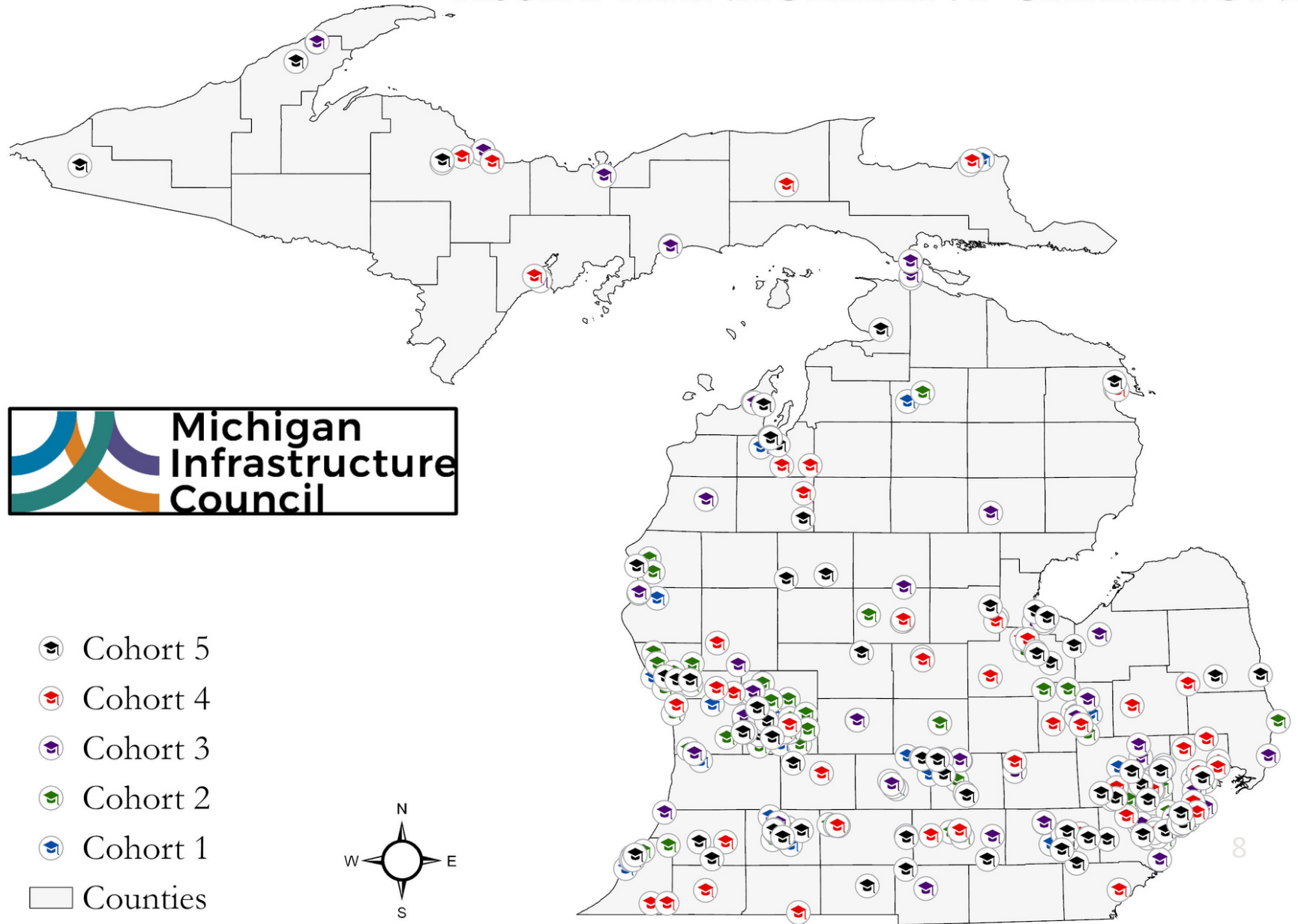
- Over 500 graduates statewide
- AM Champions are located in over 70 of Michigan's 83 counties.



- Cohort 5
- Cohort 4
- Cohort 3
- Cohort 2
- Cohort 1
- Counties



ASSET MANAGEMENT CHAMPIONS



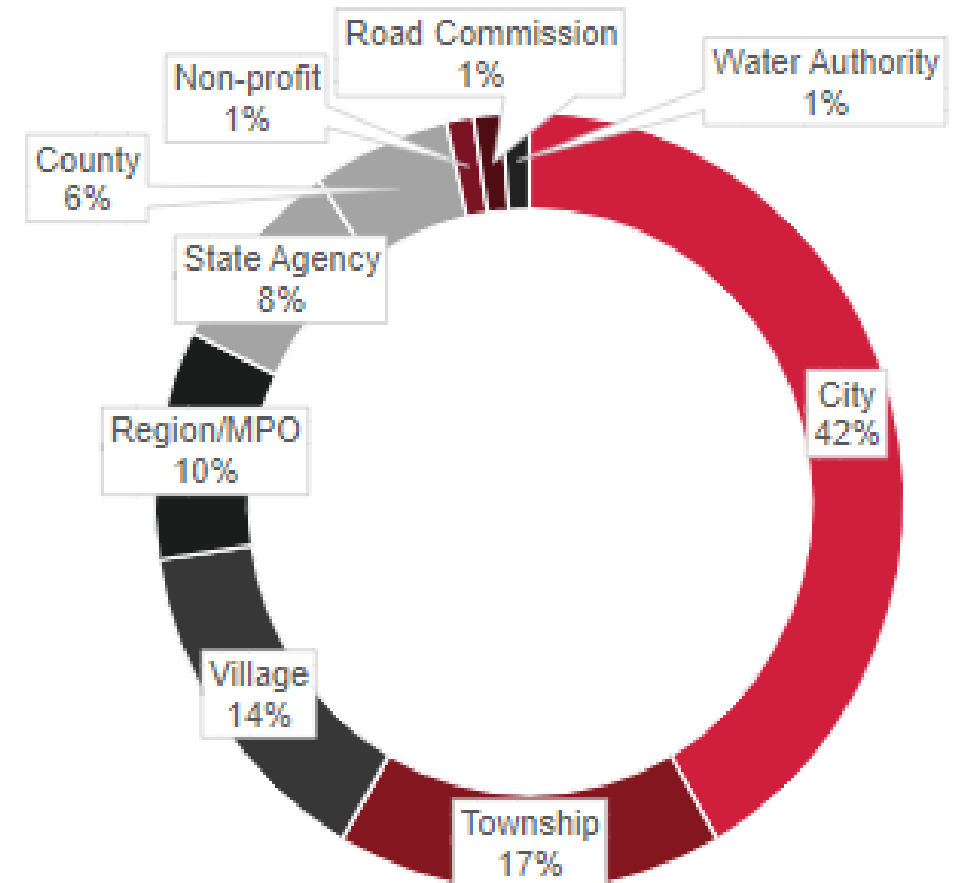
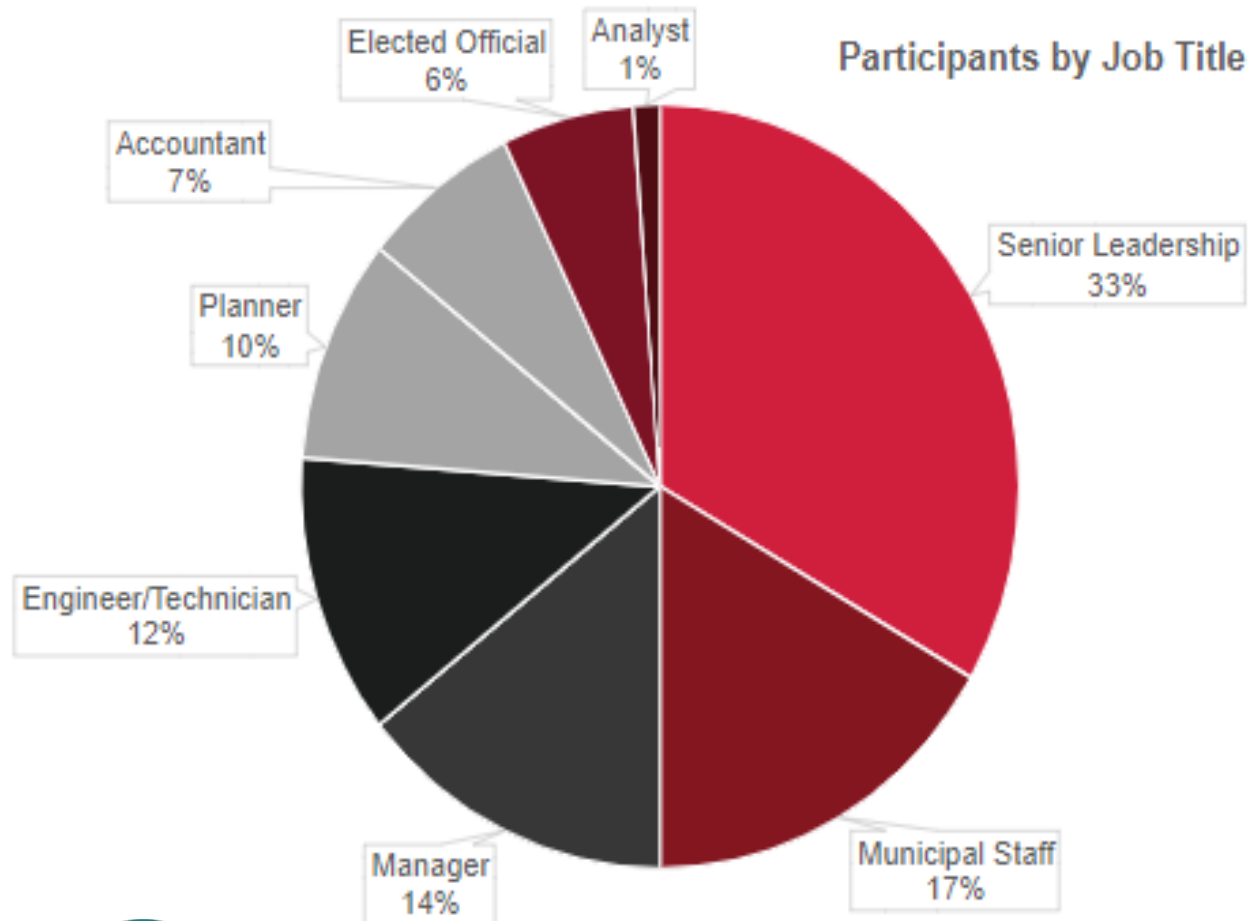
Asset Management Champion Program Cont.

- **Web-based learning**
 - **25 hours asynchronous content**
- **Facilitated Discussions**
 - **(3) 90-minute Learning Pod Sessions**
- **FREE!**

| AM101 | Intro to People & Leadership | Intro to Data & Information | Intro to Planning & Decision-Making | Intro to Policy & Governance |
|---------------------------------|-----------------------------------|-----------------------------|---|------------------------------|
| What is AM | Multi-disciplinary Teams | Level of Service | Asset Management Plans | AM as a Management System |
| How did we get in this position | Leadership Support | Asset Data | Long Term Planning | Asset Management Policy |
| Challenges for AM | AM Culture | Financial Data | Risk Management & Criticality | Asset Strategy |
| Benefits of AM | AM Skills across the Organization | Asset Hierarchies | GIS for Scenario Planning | Objectives and Frameworks |
| Overview of the AMRS | Discerning the AMRS | Discerning the AMRS | Project Prioritization | Asset Management Governance |
| How to get started in AM | | | Sustainability, Climate Change & Natural Assets | Asset Management Roadmap |
| | | | Discerning the AMRS | Discerning the AMRS |



INTENDED AUDIENCE - ASSET MANAGERS AND DECISION-MAKERS - COHORT 5



30-Year Integrated Infrastructure Strategy

Vision

Infrastructure that strengthen social bonds, empower a robust economy, and safeguard our natural heritage, great lakes, and quality of life for generations to come.

Strategy Actions

- Statewide Culture of Asset Management
- Regional Infrastructure Coordination Hubs (RICH) Pilot
- Unified Planning and Regulatory Framework
- Rethinking Rates and Revenues
- Efficient and Green Public Infrastructure Systems
- Leaders in Emerging Technology



Please feel free to ask any questions about this presentation or contact me via email.

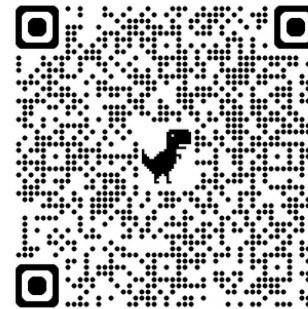
Mic@michigan.gov



THANK YOU

Updates and Resources for Local Governments

www.michigan.gov/mic



NATHAN HAMILTON, STATE ADMINISTRATIVE MANAGER
MICHIGAN INFRASTRUCTURE COUNCIL





Michigan Infrastructure Office Technical Support

Kristin Brady
Director, Technical Assistance Center,
Michigan Infrastructure Office



Michigan Infrastructure Office - Technical Assistance Center

Mission:

The MIO TAC was created to help Michigan communities secure maximum funding from federal discretionary programs (BIL and IRA) and successfully execute essential infrastructure projects by providing capacity building technical assistance, project planning, and matching funds. MIO TAC will invest at least 40% of all TA and cash match benefits in J40 communities.

Guiding principles:



Partner with local and tribal entities to build your capacity: We work closely with you to understand your priorities and achieve your goals.



Provide a wide variety of support to communities applying for funds through the Bipartisan Infrastructure Law (BIL) and Inflation Reduction Act (IRA): to maximize the likelihood of success.



Ensure state resources are applied for maximum Federal Program benefit : We will identify and prioritize the most impactful opportunities that align with state priorities, including supporting equitable access for underserved and geographically diverse communities.



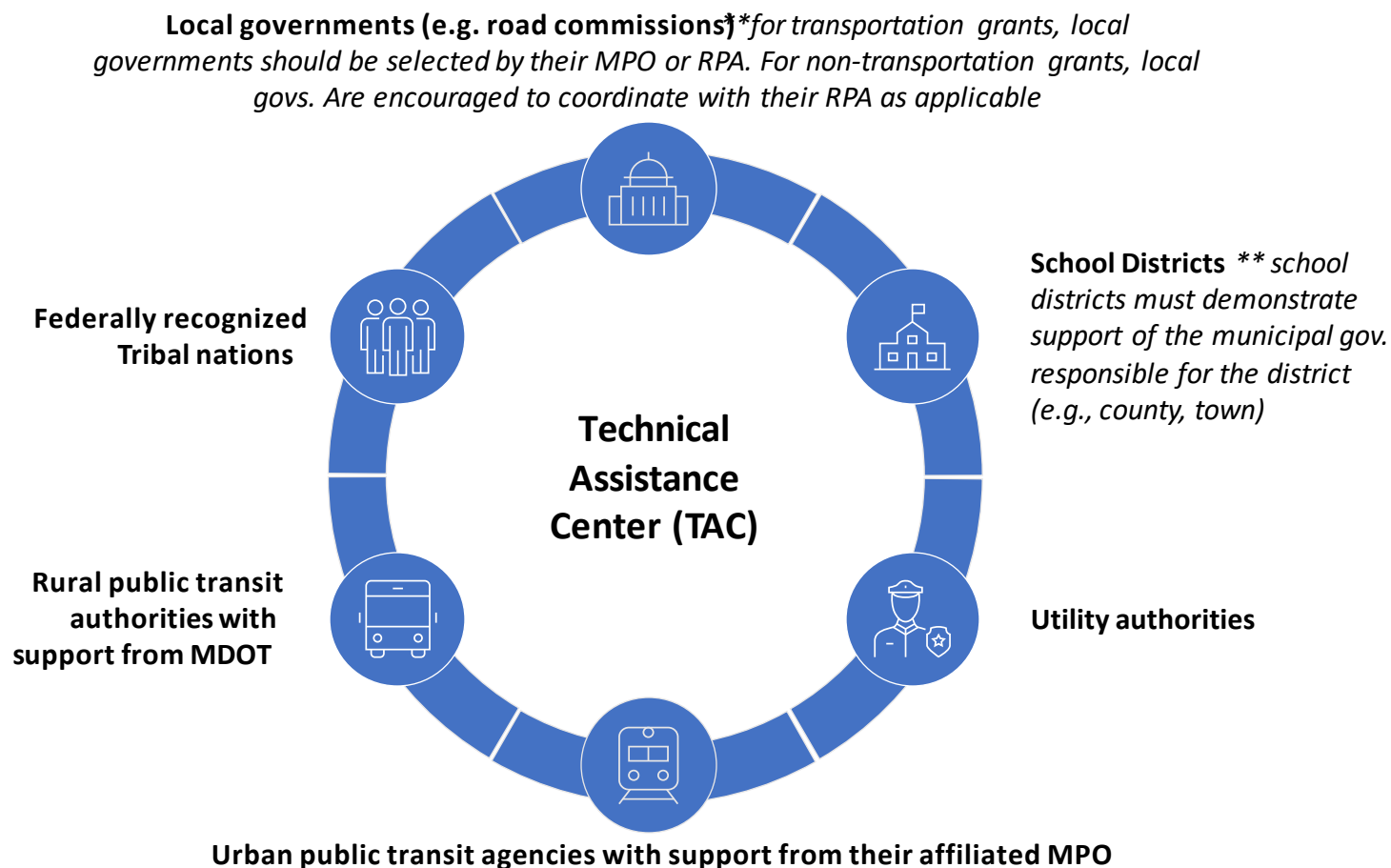
Provide a model for how the state can promote investment in infrastructure: We will showcase innovative ways for state government to encourage sustainable infrastructure investment while building local capacity.

Range of offerings:

- Guidance on funding opportunities
- Project Readiness Analysis
- Project scoping and design assistance
- Application support (e.g., grant writing support, Benefit Cost Analysis)
- Connection with match funding opportunities



Eligible applicants include a range of communities and transit organizations



Important to note:

- Any eligible applicant must demonstrate support of their local unit of government and demonstrate access rights and approvals of local site ownership. **This, with the goal of promoting local coordination with relevant parties**
- MPOs and RPAs are responsible for prioritizing and selecting the projects from their member communities to submit to TAC.

Window 3 – preliminary Grants selection – Opening late May or early June

| Grant Title | Responsible Agency | Expected Due Date | Grant Funding | Description |
|--|--------------------|-------------------|-----------------|---|
| Natural Gas Distribution Infrastructure Safety and Modernization Grant | DOT | 8/4/2024 | \$392,000,000 | Funding to repair, rehabilitate, or replace high-risk, leak-prone natural gas distribution infrastructure |
| PROTECT | DOT | 8/18/2024 | \$848,000,000 | Funding to ensure surface transportation resilience to natural hazards |
| Mega Grants | DOT | 8/21/2024 | \$1,800,000,000 | Funding for surface transportation infrastructure projects |
| INFRA Grants | DOT | 8/21/2024 | \$3,100,000,000 | Funding for multimodal freight and highway projects to improve the safety, efficiency, and reliability of the movement of freight and people in and across rural and urban areas. |
| Rural Surface Transportation Grant Program | DOT | 8/21/2024 | \$675,000,000 | Funding to improve and expand the surface transportation infrastructure in rural areas to increase connectivity, improve the safety and reliability of the movement of people and freight, and generate regional economic growth and improve quality of life. |
| Ride and Drive Electric | DOT | 8/25/2024 | \$51,000,000 | Funding to improve the EV charging network |
| Reconnecting Communities Pilot (RCP) Program | DOT | 9/28/2024 | \$198,000,000 | Funding to advance community-centered transportation connection projects |
| SMART | DOT | 10/10/2024 | \$100,000,000 | Funding to advanced smart community technologies and systems to improve transportation efficiency and safety |
| Regional Conservation Partnership Program (RCPP) | USDA | 8/18/2024 | \$500,000,000 | Funding to promotes coordination of Natural Resources Conservation Activities |
| Powering Affordable Clean Energy | USDA | 9/29/2024 | TBD | Funding to help make clean, affordable, and reliable energy accessible to the people of rural America |
| Bridge Investment Program - Large Bridge Project Grants | DOT | 8/1/2024 | \$2,432,295,000 | Funding to improve the conditions of bridges across the US |
| Multipurpose, Assessment, RLF, and Cleanup (MARC) Grant | EPA | 11/13/2024 | \$235,000,000 | Funding for eligible assessment and cleanup activities, including planning and additional community engagement activities |
| Brownfields - Community-Wide Assessment Grants | EPA | 11/13/2024 | \$50,000,000 | Funding for eligible assessment and cleanup activities, including planning and additional community engagement activities |
| Brownfields - Guidelines for Brownfield Cleanup Grants | EPA | 11/13/2024 | \$95,000,000 | Funding to carry out cleanup activities at brownfield sites |
| Pilot Program for Transit-Oriented Development (TOD) Planning | DOT | 10/10/2024 | \$13,460,978 | Funding to integrate land use and transportation planning with a new fixed guideway or core capacity transit capital investment |
| Brownfields - Job Training (JT) Grants | EPA | 8/2/2024 | \$12,000,000 | Funding to recruit, train, and place unemployed and under-employed residents of areas affected by the presence of brownfield sites. |
| Brownfields - Multi-purpose grants | EPA | 11/13/2024 | \$20,000,000 | Funding for communities to carry out a range of eligible assessment and cleanup activities, including planning and additional community engagement activities. |



Please Contact:
Kris Brady, Director
MIO Technical Assistance Center
BradyK4@michigan.gov

OR
Scan this QR code to visit the
MIO Technical Assistance Center
Website



May 2, 2024



DOT Updates for Local Governments and School Districts - State and Local Cybersecurity Grant Program (SLCGP)

Michelle McClish
State Assistant Administrator | External
Engagements Lead
Michigan Cybersecurity Division, DTMB

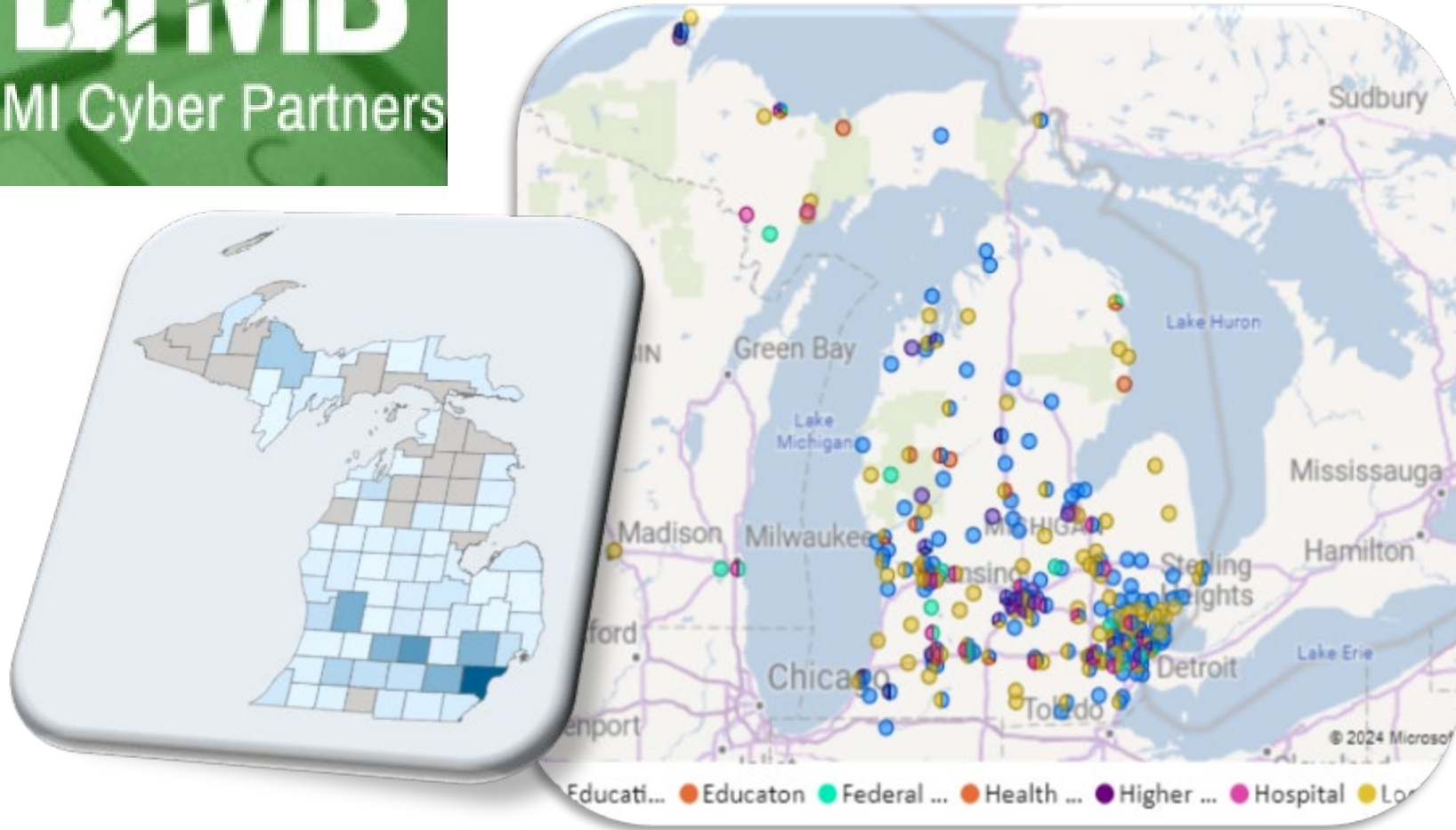
Michigan Cybersecurity External Engagements Programs



Monthly Cyber Partners Meeting
Last Wednesday Each Month
May 29, 2024

Michigan.gov/Cybersecurity
Cyber Resource Hub
Michigan Secure App

Collaboration Platform
Connected Cybersecurity
Community



Know The Partners Before You Need to Call Them



Cyber Emergency | Incident – 1-877-MI-CYBER (1-877-642-9237)
MC3@michigan.gov

Michigan Cybersecurity Partnerships - [DTMB - Join Michigan Cyber Partners](#)
[DTMB - Michigan Cyber Partners](#)

Michigan Cyber Civilian Corps
[DTMB - Michigan Cyber Civilian Corps \(MiC3\)](#)
Cybersecurity Resources - [DTMB - Cybersecurity Resource Hub \(michigan.gov\)](#) –

Security for Mobile Devices - No Cost to Michigan Residents - [DTMB - Michigan Secure](#)

DTMB-CIP-SLCGP@michigan.gov

State Local Cybersecurity Grant Program

www.michigan.gov/cybergrants | [Sign up for Cyber Grant Updates](#)



State & Local Cybersecurity Grant Program (SLCGP) – What is This?

Infrastructure Investment & Jobs Act (IIJA) Congress Establishes SLCGP

1\$ Billion to be awarded over a 4-year grant life-cycle

Administered by FEMA & CISA

Administered locally by MSP/EMHSD and DTMB Michigan Cybersecurity

Overall Goal : To provide funding to SLTTs to address cybersecurity threats to SLTT owned or operated information systems

SLCGP Grant Lifecycle

1st Year | FY2022

Objective 1

48 Month Performance & Spend Period - September 2022 – September 2026

2nd Year | FY2023

Objective 2

48 Month Performance & Spend Period - September 2023 – September 2027

3rd Year | FY2024

Objective 3

48 Month Performance & Spend Period - September 2024 – September 2028

4th Year | FY2025

Objective 4

48 Month Performance & Spend Period - September 2025 – September 2029

SLCGP Grant Lifecycle

| 1 st Year FY2022 | | | |
|-------------------------------|------|------|---------------|
| 2023 | 2024 | 2025 | Sept 30, 2026 |
| 2 nd Year FY2023 | | | |
| 2024 | 2025 | 2026 | Sept 30, 2027 |
| 3 rd Year FY2024 | | | |
| 2025 | 2026 | 2027 | Sept 30, 2028 |
| 4 th Year FY2025 | | | |
| 2026 | 2027 | 2028 | Sept 30, 2029 |



SLCGP Objectives

The goal of SLCGP is to assist SLT governments with managing and reducing systemic cyber risk.

- **Objective 1:**
Develop and establish appropriate governance structures, including developing, implementing, or revising cybersecurity plans, to improve capabilities to respond to cybersecurity incidents and ensure continuity of operations.
- **Objective 2:**
Understand their current cybersecurity posture and areas for improvement based on continuous testing, evaluation, and structured assessments.
- **Objective 3:**
Implement security protections commensurate with risk.
- **Objective 4:**
Ensure organization personnel are appropriately trained in cybersecurity, commensurate with responsibility.

Statewide Cybersecurity Plan

Cybersecurity Plan is Overarching Strategic & Statewide

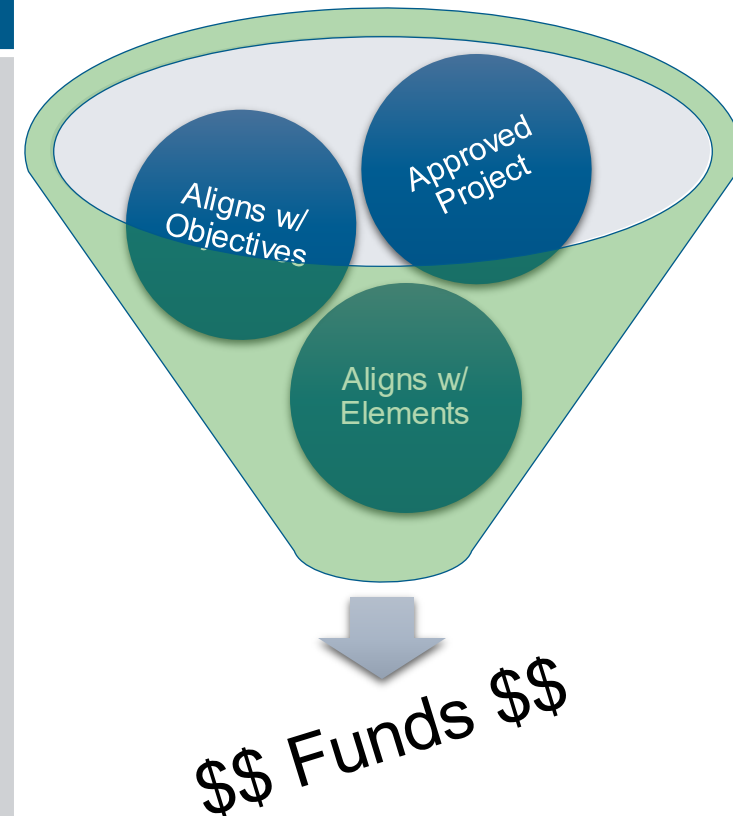
Must Address The 4 Grant Objectives

Must Addresses The 16 Required Elements

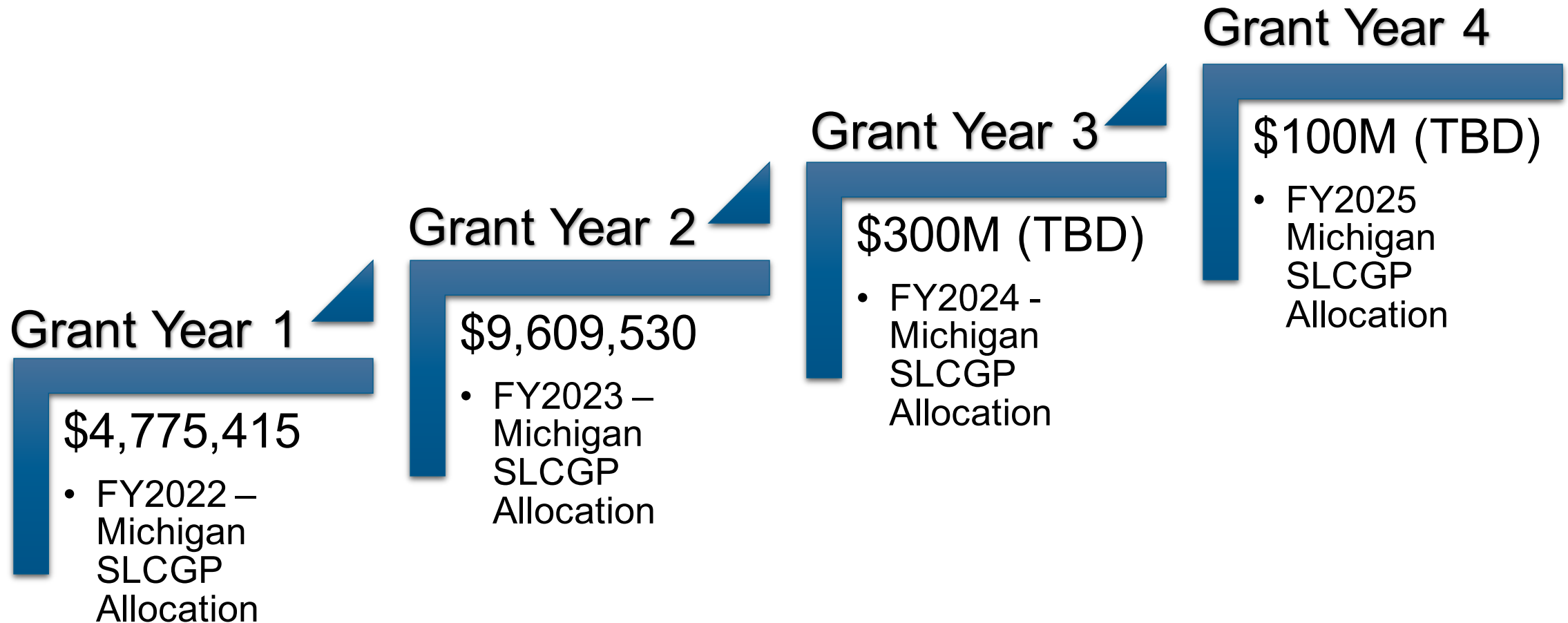
Grant Projects for funding must align with the Plan, Elements, & Objectives

Key Cybersecurity Best Practices - Required Element #5

- Implement multi-factor authentication
- Implement enhanced logging
- Data encryption for data at rest and in transit
- End use of unsupported/end of life software and hardware that are accessible from the Internet
- Prohibit use of known/fixed/default passwords and credentials
- Ensure the ability to reconstitute systems (backups)
- Migration to the .gov internet domain



SLCGP Michigan Allocation



FY2022 Cybersecurity Plan Projects

EDR / MDR

- Procure/Distribute Advanced Endpoint Security
- *Required Elements 1,2,12*

Cybersecurity Assessments

- Utilizing Mi-Deal Contracts to provide Cybersecurity Assessments
- *Required Elements 1,2,3,4,5,6,9,10,14*

March 2024

June 2024

September 2024

FY2023 SLCGP

Application

- Submitted and Approved by CISA & FEMA

December 2023

Funding

- \$9.6M FY23 Funds on hold pending approval of projects

September 2024

Plan Projects

- Sub-Granting Projects | New Project Requests
- Committee working on projects to submit

December 2024

Appropriate Use of SLCGP Funds

What can funds be used for & Who approves these funds

Acceptable use of Funding

Funds must be used for projects that align with the State & Local Cybersecurity Grant program goals and objectives

1. Cybersecurity Assessments
2. Purchase of MFA Tokens / Keys
3. Endpoint detection and Response Subscriptions/Licensing
4. Network Monitoring Solutions
5. Services to Migrate to the .GOV Domain
6. Dedicated funding to provide training for our cybersecurity professionals
7. Costs for cybersecurity services provided by Managed Service Providers

Just a few examples that align with the cybersecurity plan, and grant objectives.

The Cybersecurity Planning Committee

Determines what projects will be funded by the State & Local Cybersecurity Grant Program

1. Responsible for ensuring that projects align with the cybersecurity plan and grant objectives.
2. Determine if projects meet one or more of the 16 required elements of the cybersecurity plan.
3. Determine if projects fall under one of the four grant objectives

What is Supplanting & Why Does it Matter?

Supplanting

If something is already appropriated in the budget at the State or Local level for the same item(s) the grant funds will be covering, the grant funds **cannot** be used to replace those appropriated dollars.

If you are increasing what's already been appropriated at the State or Local level, you can use grant funds. i.e., expanding, enhancing; anything “on top of” is okay, but it cannot be replaced.

Two key words with supplanting are appropriated and replaced.

Enhancing/upgrading an existing system is supplementing, not *supplanting*.

Going from a “light” version of a product to a more robust version is *not* considered supplanting – it is more of an upgrade.

Supplementing is allowable for this grant. **Supplanting is NOT.**

State and Local Cybersecurity Grant Program (SLCGP)

Sign up for SLCGP Information Updates & Grant Participation Notifications

To learn more about the State and Local Cybersecurity Grant Program, visit our [SLCGP Background page](#).

For questions or input, please contact DTMB-CIP-SLCGP@michigan.gov.

For updates, please sign up for the distribution list below.

Email Updates

To sign up for updates or to access your subscriber preferences, please enter your contact information below.

1. ★ Email Address

Submit

www.Michigan.gov/cybergrants

Resource Links & Information

State of Michigan

- Email questions or general grant information – DTMB-CIP-SLCGP@michigan.gov
- Michigan Secure App - [DTMB - Michigan Secure](#) - Slide Included
- Michigan Cyber Command Center- MC3 – MC3@michigan.gov
 - 1-877-MI-CYBER | **1-877-642-9237**
- Michigan Cyber Civilian Corps – [Michigan.gov/cybersecurity](https://michigan.gov/cybersecurity)
- Sign Up for Automatic Updates & Bulletins Grant Progress, Information Updates & Funding Opportunities - [Sign UP For SLCGP Grant Updates and Funding Opportunities](#)

MS-ISAC | FEMA Resource(s) Links

- CISA Cybergrants Website: <https://www.cisa.gov/cybergrants-faq>
- SLCGP Road Map – Partner supporting required elements offerings : [SLCGP \(cisecurity.org\)](https://cisecurity.org)
- SLCGP FY2023 NOFO - [The Department of Homeland Security Notice of Funding Opportunity Fiscal Year 2023 State and Local Cybersecurity Grant Program | FEMA.gov](#)
- SLCGP CISA Website : [State and Local Cybersecurity Grant Program | CISA](#)
- FEMA SLCGP Website: [State and Local Cybersecurity Grant Program | FEMA.gov](#)

[Michigan.gov/cybergrants](https://michigan.gov/cybergrants)



Michigan Secure

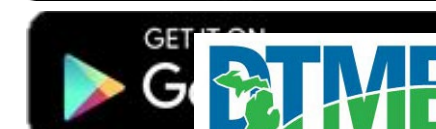
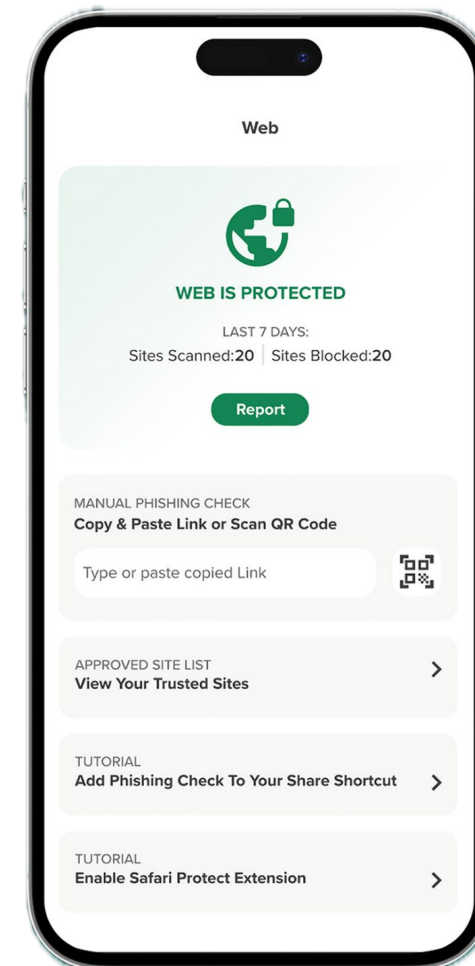
Michigan Secure is a free mobile protection app for Michigan residents.

Michigan Secure has many features, including:

- App risk lookup and privacy summary
- Phishing protection
- Risky QR code detection
- Threat zone detection
- Unsecure Wi-Fi alerts

No user data is collected.

Learn more at Michigan.gov/MichiganSecureApp.





Questions & Updated Information:

State Local Cybersecurity Grant Program

www.michigan.gov/cybergrants

dtmb-cip-slcgp@michigan.gov

[Sign UP For SLCGP Grant Updates and Funding Opportunities](#)

Michelle McClish

External Engagements Lead | Michigan Cyber Security
Cybersecurity & Infrastructure Protection
State of Michigan – DTMB
McClishM@michigan.gov | 517-599-6643





www.michigan.gov/treasury

@MITreasury

Thank you!

