
RULE OF THE CHAMBER

Any person wishing to address City Council shall step up to the lectern, state their name and address in an audible tone of voice for the record, and unless further time is granted by the presiding officer, shall limit their address to **three (3) minutes**. A person may not give up or relinquish all or a portion of their time to the person having the floor or another person in order to extend a person's time limit in addressing the Council.

Any person who does not wish to address Council from the lectern, may print their name, address and comment/question which he/she would like brought before Council on a card provided by the Clerk/Treasurer and return the card to the Clerk/Treasurer before the meeting begins. The Clerk/Treasurer will address the presiding officer at the start of Citizen Comments on the Agenda, notifying him of the card comment, and read the card into the record for response.

Those who want to use audio and image recording equipment in Council Chambers that requires a monopod, tripod or other auxiliary equipment for the audio and image devices shall notify the City Clerk before the meeting begins. Arrangements will be made to accommodate the request in a manner that minimizes the possibility of disrupting the meeting. No additional illuminating lights may be used in Council Chambers unless a majority of City Council members consent. Additionally, cell phones and pagers should be set to vibrate or silent mode when inside Council Chambers.

Should any person fail or refuse to comply with any Rules of the Chamber, after being informed of such noncompliance by the presiding officer, such a person may be deemed by the presiding officer to have committed a breach of the peace by disrupting the public meeting, and the presiding officer may then order such person excluded from the public meeting under Section 3 (6) of Open Meetings Act, Act 267 of 1976.

You will notice a numbering system under each heading. There is significance to these numbers. Each agenda item is numbered consecutively beginning in January and continues through December of each calendar year.

The City of Monroe will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the meeting/hearing upon one week's notice to the City Clerk/Treasurer. Individuals with disabilities requiring auxiliary aids or services should contact the City of Monroe by writing or calling: City of Monroe, City Clerk/Treasurer, 120 E. First St., Monroe, MI 48161, (734) 384-9138. The City of Monroe website address is www.monroemi.gov.

**AGENDA - CITY COUNCIL REGULAR MEETING
MONDAY, APRIL 21, 2014
7:30 P.M.**

I. CALL TO ORDER.

II. ROLL CALL.

III. INVOCATION/PLEDGE OF ALLEGIANCE.

IV. PUBLIC HEARING.

53 Public hearing to receive and review comments on proposed Ordinance No. 14-001, an ordinance to adopt the fiscal Year 2014-2015 Budget for the City of Monroe. There are no comments on file in writing in the Clerk-Treasurer's Office.

69 Public hearing to receive and review comments on FY 2013-14 Amendment to Community Development Block Grant (CDBG) Annual Action Plan. There are no comments on file in writing in the Clerk-Treasurer's Office.

V. COUNCIL ACTION.

53 Proposed Ordinance No. 14-001, an ordinance to adopt the Fiscal Year 2014-2015 Budget for the City of Monroe, up for its final reading.

64 This item was postponed at the April 7, 2014 meeting.

The communication from the Finance Director, submitting a Preventative Maintenance Service Contract for Refrigeration Systems at the Monroe Multi-Sports Complex (MMS), and recommending that Council authorize Rink Management Services and/or the City of Monroe to enter into a three year preventative maintenance agreement with Toromont Cimco with a three-year price total of \$25,295. It was moved by Council Member Rafko and seconded by Council Member Hensley that item 64 be postponed to no later than May 19, 2014.

76 Communication from the Clerk-Treasurer's Office, submitting proposed Ordinance No. 14-002, an ordinance to amend Article I., Municipal Employees' Retirement System, Chapter 296, Section 127-13, and Section 127-51 of the Codified Ordinances of the City of Monroe.

Proposed Ordinance No. 14-002, up for its first reading and recommending that the public hearing be set for Monday, May 5, 2014.

VI. CONSENT AGENDA. (All items listed under the Consent Agenda are considered to be routine by Mayor and Council and will be approved by one motion, unless a Council member or citizen requests that an item be removed and acted on as a separate agenda item.)

A Approval of the Minutes of the Work Session held on Monday, March 31, 2014, the Minutes of the Work Session held on Tuesday, April 1, 2014, the Minutes of the Work Session held on Wednesday, April 2, 2014, and the Minutes of the Work Session held on Monday, April 7, 2014.

B Approval of payments to vendors in the amount of \$_____.
Action: Bills be allowed and warrants drawn on the various accounts for their payment.

65 Relay for Life of Monroe Banner Request.

1. Communication from the City Manager's Office, reporting back on a request from the Relay for Life of Monroe for permission to display a banner across Monroe Street from May 19 – June 9, 2014 announcing the Monroe Relay for life on June 7-8, 2014, and recommending approval of the request subject to meeting qualifications outlined in the banner policy.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

66 Downtown Development Authority – Second Annual Downtown Monroe Flea Market.

1. Communication from the City Manager's Office, submitting a request from the Downtown development Authority to hold the second annual Downtown Monroe Flea Market on Saturday, June 14, 2014 from 9:00 a.m. – 2:00 p.m., to use the sidewalks within the DDA district, the on-street parking space areas in the 0-100 block of East Front Street, the 0-100 block of Washington Street, as well as the sidewalks on the east and west side of the 0-100 block of South Monroe Street for the outdoor display of products offered by District business and other vendors, and recommending that Council approve this request contingent upon items being met as outlined by the administration, subject to emergency vehicle access being maintained, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons..
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

67 FY 2014-15 Community Development Block Grant (CDBG) Annual Action Plan.

1. Communication from the Director of Economic & Community Development, submitting the Community Development Block Grant Annual Action Plan for Fiscal Year 2014-15 as required by the Department of Housing and Urban development (HUD), and recommending that Council approve distribution of the draft FY 2014-15 CDBG Annual Action Plan for a 30-day public comment period and schedule a public hearing and action item for the May 19th meeting agenda.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

- 68 Approval of the Sub-recipient Agreement with the Monroe Housing Commission (MHC) for Recreation Services at Greenwood Housing Complex.
1. Communication from the Director of Economic & Community Development, submitting a Sub-recipient Grant agreement with the Monroe Housing Commission for Recreation Services at Greenwood Housing Complex, and recommending that Council approve the proposed CDBG sub-recipient agreement with the MHC for the summer of 2014 and authorize the City Manager to execute the agreement.
 2. Supporting documents.
 3. Action: Accept, place on file and the recommendation be carried out.
- 69 FY 2013-14 Amendment to Community Development Block Grant (CDBG) Annual Action Plan.
1. Communication from the Director of Economic & Community Development, submitting an amendment to the Fiscal Year 2013-14 Community Development Block Grant Annual Action Plan to add a \$17,000 budget for streetlight upgrades in low and moderate income neighborhoods, and recommending that Council approve the proposed amendment after the public hearing to be held at this meeting.
 2. Supporting documents.
 3. Action: Accept, place on file and the recommendation be carried out.
- 70 COMEA UNIT I (City of Monroe Employees Association).
1. Communication from the Director of Human Resources, submitting an agreement with COMEA Unit I to extend the current collective bargaining agreement dated November 21, 2011 through December 31, 2014 for one additional year, and recommending that Council approve the attached extension of the COMEA Unit I Collective Bargaining Agreement.
 2. Supporting documents.
 3. Action: Accept, place on file and the recommendation be carried out.
- 71 Approval of a Proposed Consent Judgment with the Property Owner at 49 Scott Street.
1. Communication from the Director of Economic & Community Development, submitting a request for approval of a Consent Judgment, proposed by the City with the acceptance of the property owner at 49 Scott Street, and recommending that Council approve the proposed Consent Judgment with the property owner at 49 Scott Street.
 2. Supporting documents.
 3. Action: Accept, place on file and the recommendation be carried out.
- 72 Approval of a Revocable Encroachment Easement for Property at 78-84 West Front Street.
1. Communication from the Director of Economic & Community Development, submitting a request for approval of a Revocable Encroachment Easement for property at 78-84 West Front Street, and recommending that Council approve the attached Grant of Revocable Encroachment Easement to the property owner at 78-84 West Front Street (currently JDK, LLC); and authorize the City Manager to execute the Easement, and further recommending that the City Manager be authorized to make minor amendments to the easement that may be necessary due to unanticipated conditions, subject to review and approval by the City Attorney.
 2. Supporting documents.
 3. Action: Accept, place on file and the recommendation be carried out.

73 Approval of the Agreement for Donation of Lands with the U.S. Fish and Wildlife Service.

1. Communication from the Director of Economic & Community Development, submitting a request for approval of the agreement for Donation of Lands with the U.S. Fish and Wildlife Service, and recommending that Council approve the attached Agreement for Donation of Lands with the United States of America [U.S. Department of the Interior, U.S. Fish and Wildlife Service] for the donation of the City's interest in the parcel of property totaling 16.64 acres generally bounded by North Dixie Highway on the north, East Elm Street on the south, Canadian National railway on the west, and Interstate 75 on the east; and authorize the Mayor and Clerk-Treasurer to execute the Agreement and any other documentation necessary to complete the donation of lands (Exp. Deed).
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

74 Hydrofluosilicic Acid Bulk Tanks Removal and Replacement – Water Treatment Plant Bids.

1. Communication from the Director of Water & Wastewater Utilities, reporting back on bids received for the Hydrofluosilicic Acid Bulk Tanks removal and replacement, and recommending that a purchase order in the amount of \$60,880 and a total amount of \$70,000 be encumbered to include a 15% contingency, be awarded to TSP Environmental out of Redford, MI for the Removal and Replacement of the two HFS Bulk Tanks at the WTP as part of the FY 2014-15 CIP project in accordance with the bid specifications, and further recommending that the Finance Director advance the project funding to FY 2013-2014 in an effort to complete the project on time and meet the MDCH grant requirements.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

75 Installation of New Public Sanitary Sewer – West Fourth Street Between Hubble and Harrison Streets – Special Assessment Resolution Number 2 – Sewer SAD #232.

1. Communication from the Director of Engineering & Public Services, submitting Resolution No. 2 in the special assessment process declaring the installation of a new public sanitary sewer to service the properties located on West Fourth Street between Hubble and Harrison Streets, and recommending that the attached Resolution 2 be adopted, and that the public hearing be scheduled for May 5, 2014 at 7:30 p.m. in the City Council Chambers.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out

VII. COUNCIL COMMENTS.

VIII. MAYOR'S COMMENTS.

IX. CITY MANAGER COMMUNICATION.

X. CITIZEN COMMENTS

XI. ADJOURNMENT.

**CITY OF MONROE
COUNCIL WORK SESSION
MONDAY, MARCH 31, 2014**

Work Session of the City Council of the City of Monroe, Michigan held on Monday, March 31, 2014 at 6:00 p.m. in the City Hall Council Chambers.

Present: Council Member Molenda, Rafko, Hensley, Iacoangeli and Mayor Clark.

Excused: Council Member Sisk.

Also Present: George Brown, City Manager
Patrick Lewis, Director of Engineering & Public Services
Barry LaRoy, Director of Water & Wastewater
Ed Sell, Finance Director

Patrick Lewis, Director of Engineering & Public Services provided a copies of his budget presentations to Council and reviewed: functions, responsibility, general fund budget, budget history, FY 14-15 proposed expenditure distribution, proposed expenditure credit distribution, current staffing, initiatives and challenges for each division of the department.

Barry LaRoy, Director of Water & Wastewater provided copies of his budget presentations for both divisions of the department to Council and reviewed: water service area, FY 13-14 highlights, FY 14-15 goals, expenses & revenue trend, FY14-15 expenditures, consumption & connection trends, proposed FY 14-15 water rates, FY proposed read & fire line charges-fees, water rate comparison, FY 14-15 revenue, for the Water & Wastewater division.

Following discussion, Mayor Clark declared the meeting adjourned at 8:17 p.m.

Michelle J. LaVoy
Clerk-Treasurer

Robert E. Clark
Mayor

**CITY OF MONROE
COUNCIL WORK SESSION
TUESDAY, APRIL 1, 2014**

Work Session of the City Council of the City of Monroe, Michigan held on Tuesday, April 1, 2014 at 6:30 p.m. in the City Hall Council Chambers.

Present: Council Member Molenda, Rafko, Sisk, Hensley, Iacoangeli and Mayor Clark.

Excused: Council Member Vining.

Also Present: George Brown, City Manager
Janet Burns, Downtown Development Authority
Lou Lombardo, Monroe Multi-Sports Complex
Paul LaMarre, Port of Monroe Director
Ed Sell, Finance Director

Janet Berns, 42 South Monroe Street, Downtown Development Authority addressed Council and noted that the DDA tried to keep everything in their budget close to the last FY 13-14 number's and explained that one of their largest expenditures is the Façade Grant, of which that budget is about \$40,000 again this year. She said there is an extra expenditure in this FY 14-15 budget for security cameras and lights along the Riverwalk and St. Mary's Park because the DDA agreed to partner with the City to pay \$30,000 in the cost of the project. She said that they have plans for more events this summer and are looking forward to the Monroe Street Project.

Lou Lombardo, Monroe Multi-Sports Complex provided Council with a copy of the MMSC Budget presentation and reviewed: ordinary income/expenses, ice surface usable hours, turf surface hours, facility usage by state, revenue-total income, total expenses, new programming – changes status, recommendations and facility usage by City.

Paul LaMarre, Port of Monroe Director, noted that since a quorum of the Monroe Port Commission was present he would call a meeting to order. Present: Tom Kryston, Port of Monroe Chairman, Tom Meyers, Finance Committee Chairman, Lisa Leachman, Personnel Committee Chairman.

Paul LaMarre, Port of Monroe Director provided a copy of his presentation and reviewed FY 14-15 Budget, operating revenue, operating expense, non-operating revenue expenses, change in net assets, capital and other improvements expense.

Following discussion, Mayor Clark declared the meeting adjourned at 8:07 p.m.

Michelle J. LaVoy
Clerk-Treasurer

Robert E. Clark
Mayor

**CITY OF MONROE
COUNCIL WORK SESSION
WEDSDAY, APRIL 2, 2014**

Work Session of the City Council of the City of Monroe, Michigan held on Wednesday, April 2, 2014 at 6:12 p.m. in the City Hall First Floor Conference Room.

Present: Council Member Molenda, Rafko, Sisk, Hensley, Iacoangeli, Vining and Mayor Clark.

Also Present: George Brown, City Manager
Ed Sell, Finance Director

Mayor Clark explained that Council has had presentations from all of the departments and said that Ed Sell, Finance Director is present to discuss and respond to possible priorities, funding or recommendations that Council may want to send back to the City Manager or staff to revisit.

Following discussion, Mayor Clark declared the meeting adjourned at 8:38 p.m.

Michelle J. LaVoy
Clerk-Treasurer

Robert E. Clark
Mayor

**CITY OF MONROE
COUNCIL WORK SESSION
MONDAY, APRIL 7, 2014**

Work Session of the City Council of the City of Monroe, Michigan held on Monday, April 7, 2014 at 6:30 p.m. in the City Hall Council Chambers.

Present: Council Member Molenda, Rafko, Sisk, Hensley, Iacoangeli, Vining and Mayor Clark.

Also Present: George Brown, City Manager
Keith Woodcock, Building Official
Dan Swallow, Director of Economic & Community Development

Mayor Clark explained that this Work Session is being held to hear a presentation from the Building Official regarding Rental Housing and Property Maintenance.

Keith Woodcock, Building Official provided an aerial view map of properties located within the city limits and gave a PowerPoint presentation of rental properties in various stages of disrepair, foreclosures and some properties that need to be demolished. He gave a bit of history regarding the rental property inspection process from inception to present.

Following discussion, Mayor Clark declared the meeting adjourned at 7:25 p.m.

Michelle J. LaVoy
Clerk-Treasurer

Robert E. Clark
Mayor

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INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MONROE
INVOICE ENTRY DATES 04/08/2014 - 04/21/2014
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
PRELIMINARY REPORT

Vendor Code	Vendor Name	Description	Amount	Check #	Check Date
0000000023	ACR BUSINESS SYSTEMS LLC				
	S19143	FULL FLEX COPIER MAINTENANCE	56.00		
TOTAL FOR: ACR BUSINESS SYSTEMS LLC			56.00		
0000004814	AMERICAN SANITATION & SEWER INC				
	12147	PORTABLE TOILET CUSTER AIRPORT	70.00		
TOTAL FOR: AMERICAN SANITATION & SEWER INC			70.00		
0000000063	ARCTIC AIR INC				
	801	HVAC MAINTENANCE PROGRAM MARCH 2014	3,063.00		
TOTAL FOR: ARCTIC AIR INC			3,063.00		
0000000038	AUDIO ALERT-MONROE				
	3304	ALARM MONITORING 2ND QUARTER 2014	75.00		
TOTAL FOR: AUDIO ALERT-MONROE			75.00		
0000000106	B&L OFFICE MACHINES				
	11892	REPAIR PRINTER FINANCE OFFICE	80.00		
TOTAL FOR: B&L OFFICE MACHINES			80.00		
0000006365	BELFOR PROPERTY RESTORATION				
	242720	SAWYER HOUSE RESTORATION PER CONTRACT	66,681.52		
TOTAL FOR: BELFOR PROPERTY RESTORATION			66,681.52		
0000005169	BENTLEY SYSTEMS INC				
	47589481	WATERCAD STAND ALONE 2000 PIPES	488.50		
TOTAL FOR: BENTLEY SYSTEMS INC			488.50		
0000006553	C F E, INC				
	14346	REPAIR IV WARMER 3000	61.00		
TOTAL FOR: C F E, INC			61.00		
0000006551	CANON SOLUTIONS AMERICA, INC				
	10878A	COPIER/PRINTER/FAX MACHINE	2,147.00		
TOTAL FOR: CANON SOLUTIONS AMERICA, INC			2,147.00		
0000006547	CHEMTRADE CHEMICALS COPRORATION				
	90636346	LIQUID ALUMINUM SULFATE PURCHASE	3,439.80		
TOTAL FOR: CHEMTRADE CHEMICALS COPRORATION			3,439.80		

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000000204	CINTAS CORPORATION 306				
	30614559	SHOP TOWEL FOLDED RED	62.70		
	306149560	BLACK MATS	194.17		
TOTAL FOR: CINTAS CORPORATION 306			256.87		
0000005900	CINTAS FIRST AID & SAFETY #325				
	5001152028	MEDICAL SUPPLIES	102.58		
TOTAL FOR: CINTAS FIRST AID & SAFETY #325			102.58		
MISC	CITIZENS INSURANCE COMPANY				
	4/7/14	317 ARBOR AVENUE SETTLEMENT	1,983.00		
TOTAL FOR: CITIZENS INSURANCE COMPANY			1,983.00		
0000000296	COMPREHENSIVE RISK SERVICES INC				
	4/16/14	REIMBURSE CRS FOR DISBURSEMENTS #3619-3627	3,366.74		
TOTAL FOR: COMPREHENSIVE RISK SERVICES INC			3,366.74		
0000000299	CONSUMERS ENERGY				
	0023 0314	1000 0023 0449 6544 E ALBAIN 3/12 - 4/8/14	617.23		
	2644 0314	1000 2644 0816 15756 KEEGAN 3/11 - 4/7/14	239.92		
	2947 0314	1000 2947 2964 5537 E DARTMOOR 3/12 - 4/9/14	71.58		
	2952 0314	1000 2952 1166 15075 S DIXIE 3/12 - 4/8/14	468.86		
	2976 0314	1000 2976 1499 5450 POPLAR 3/12 - 4/9/14	58.78		
	3003 0314	1000 3003 6485 14411 CARDINAL 3/12 - 4/9/14	113.19		
	6043 0314	1000 6043 7702 14946 S DIXIE 3/12 - 4/9/14	33.51		
TOTAL FOR: CONSUMERS ENERGY			1,603.07		
0000006494	CRYSTAL FLASH				
	766784	DIESEL FUEL PURCHASE	4,918.49		
	768252	ASSESSOR VEHICLE FUEL 3/16 - 3/31/14	10.39		
	768253	BUILDING DEPT VEHICLE FUEL 3/16 - 3/31/14	223.10		
	768254	D P S VEHICLE FUEL 3/16 - 3/31/14	1,433.25		
	768255	ENGINEERING VEHICLE FUEL 3/16 - 3/31/14	232.71		
	768256	FIRE DEPT VEHICLE FUEL 3/16 - 3/31/14	625.86		
	768257	POLICE DEPT VEHICLE FUEL 3/16 - 3/31/14	5,545.05		
	768258	WASTEWATER VEHICLE FUEL 3/16 - 3/31/14	844.36		
	768259	WATER DEPT VEHICLE FUEL 3/16 - 3/31/14	2,317.66		
	769115	CONOCO POWERTRAN FLUID	502.10		
TOTAL FOR: CRYSTAL FLASH			16,652.97		

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0000000325	CULLIGAN				
	84257	BOTTLE WATER 222 JONES AVE	37.10		
TOTAL FOR: CULLIGAN			37.10		
0000006210	DATAMAIL SERVICES				
	4/8/14	POSTAGE	2,668.00		
TOTAL FOR: DATAMAIL SERVICES			2,668.00		
0000000353	DELTA DENTAL PLAN OF MICHIGAN				
	4/10/14	DENTAL INSURANCE PLANS FOR MARCH 2014	8,758.19		
TOTAL FOR: DELTA DENTAL PLAN OF MICHIGAN			8,758.19		
000000359A	DTE ENERGY				
	0732-8 0314	0000-0732-8 PHONE BOOTH 3/4 - 3/31/14	21.86		
TOTAL FOR: DTE ENERGY			21.86		
MISC	EDWARD SUROVELL REALTORS				
	04/15/2014	WATER REFUND	108.03		
TOTAL FOR: EDWARD SUROVELL REALTORS			108.03		
0000003689	ELECTION SYSTEMS & SOFTWARE INC				
	881026	COVERAGE 7/1/14 - 6/30/15	718.68		
TOTAL FOR: ELECTION SYSTEMS & SOFTWARE INC			718.68		
0000000463	FIFTH THIRD BANK				
	BRA TIFA	BROWNFIELD COST REIMBURSEMENT 53 BANK 453 S MONROE	2,162.54		
TOTAL FOR: FIFTH THIRD BANK			2,162.54		
000000463B	FIFTH THIRD BANK				
	02/26/2014	KEYS FOR LAPTOP COMPUTER LOCKS.	56.00		
	02/27/2014	LAPTOP COMPUTER CRADLES FOR PATROL CARS	823.77		
	02/27/2014	OTTERBOX FOR HTC ONE PHONE	18.00		
	02/27/2014	PAPER TOWELS, CLEANING SUPPLIES	191.25		
	02/27/2014	CANON N7055 COPIER MAINT. 1/8-2/6/14	326.36		
	02/27/2014	SHIPPING/LOCKSETS	12.08		
	02/27/2014	18X8.5-10 MULTI TRACK #688	79.00		
	02/27/2014	LETTERS	3.71		
	02/27/2014	ROLLED PAPER TOWELS	32.60		
	02/27/2014	HYDRANT PUMP	340.23		
	02/27/2014	OFFICE SUPPLIES	67.92		

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Vendor Code	Vendor Name	Description	Amount	Check #	Check Date
	Invoice				
	02/27/2014	GLOVES, CLEANER, BLEACH, TOWELS	226.13		
	02/27/2014	ROLLED PAPER TOWELS	32.60		
	02/28/2014	LEVER LOCKSET	(42.16)		
	02/28/2014	12"X 20" (13.15-13.55)S.S REPAIR CLAMP	735.00		
	02/28/2014	OFFICE BEV POP COFFEE	36.04		
	02/28/2014	LOCKSET	211.14		
	02/28/2014	STEEL FOR STOCK	167.63		
	02/28/2014	GLOVES, FASTENERS	21.26		
	02/28/2014	12"X 12" (13.15-13.55)S.S REPAIR CLAMP	390.00		
	02/28/2014	1"FLARED BALL CORP.	960.00		
	02/28/2014	3/4"X 100' ROLL COPPER	326.00		
	02/28/2014	1"FLARED X 1"M.I.P COUPLING	450.00		
	02/28/2014	1" FLARED BALL CORP.	480.00		
	02/28/2014	MAIN AA1 KEYS FOR HQ BUILDING LOCKS.	9.75		
	02/28/2014	GLOVES	118.69		
	02/28/2014	EQUIPMENT FOR STRUCTURAL COLLAPSE CLASS	184.83		
	02/28/2014	ROCKER SWITCH FOR STOCK	28.76		
	02/28/2014	BATTERY FOR P.T. PANRL 7 UPS.	24.99		
	02/28/2014	#5004 ALTERNATOR	472.29		
	02/28/2014	SEE RECEIPTS	406.81		
	02/28/2014	CREDIT RETURN OF CABLE FOR #450	(33.64)		
	02/28/2014	TRACK BAR FOR UNIT 6567	117.30		
	02/28/2014	CABLE FOR UNIT 450	33.64		
	02/28/2014	LYNCH PIN, CAP SCREW, VELCRO	147.98		
	02/28/2014	CREDIT FOR BOX OF LEGAL PAPER NEVER RECD	(40.18)		
	02/28/2014	CURB STOP BOX TOP SECTION	750.00		
	03/01/2014	43LB & 20LB PROPANE REFILL	63.74		
	03/01/2014	20 LB PROPANE TANK	26.17		
	03/01/2014	20 LB PROPANE	26.17		
	03/01/2014	BRASS PIPE FITTINGS	5.98		
	03/01/2014	1/4"BRASSOCKET &1/4"BRASS BARB FITTINGS	8.99		
	03/01/2014	BRASS HOSE FITTINGS & 1/4"TUBING	31.06		
	03/01/2014	COMCAST INTERNET 2/20-3/19/14 VENTOWER	94.85		
	03/01/2014	20 LB PROPANE	26.17		
	03/01/2014	AA HOLSTER PACK (TOM)	9.99		
	03/01/2014	GARBAGE PAIL & LID	17.99		
	03/01/2014	WATCH BATT. 14OZ PROPANE CYL	12.27		
	03/01/2014	1/4"BRASS FITTINGS,1/4"TUBING	16.07		
	03/01/2014	40LB PROPANE,TANK,TORCH KIT(DAVE)	144.15		
	03/01/2014	TORCH KIT,MAP GAS,SPADE,RB SHOVEL	112.95		
	03/01/2014	20 LB PROPANE	26.17		
	03/01/2014	DOUBLEBILLING OF 43LB&20LBPROPANE REFILL	63.74		
	03/01/2014	DIAMOND SAWZALL BLADE	13.99		

Vendor Code	Vendor Name	Description	Amount	Check #	Check Date
	Invoice				
	03/01/2014	20LBPROPANE, TORCHKIT, MAPGAS, MINITORCHKIT	158.14		
	03/01/2014	1/4"BRASS FITTINGS, 1/4"TUBING	10.09		
	03/01/2014	BROTHER LABEL PRINTER AND COLORED TAPES	64.24		
	03/02/2014	PIZZA DURING WINTER OPS ON 3/2/14	33.67		
	03/03/2014	CREDIT FOR DOUBLE CHARGE LAST MONTH.	(54.70)		
	03/03/2014	CREDIT - SHIPPED WRONG PART.	(62.98)		
	03/03/2014	#5007, 309, 311 SIREN, LIGHTS	955.21		
	03/03/2014	SAMPLE TUBES, BOX WRENCHES, PROBES, ETC	856.74		
	03/03/2014	HYDRANT DIFFUSER AND WRENCH SET	280.40		
	03/03/2014	COPY ROOM-BOX OF LEGAL PAPER	40.18		
	03/03/2014	F-4 EXAM FEE - FURLONG	70.00		
	03/03/2014	PAINT/PLANT	364.35		
	03/03/2014	FEBRUARY METER SHOP FAX PAYMENT	60.92		
	03/03/2014	45DEG, 90DEG, TEE (NO LEAD) BRASS FITTINGS	948.30		
	03/03/2014	TELESCOPIC ICE SCRAPERS FOR PATROL CARS	79.92		
	03/03/2014	JERSEY GLOVES/TRUCKBOX	366.97		
	03/03/2014	RETURNED 1 ROCKER SWITCH BROKEN	(7.19)		
	03/03/2014	HEADLIGHT BULBS FOR STOCK	58.74		
	03/03/2014	#5024 RADIATOR	235.19		
	03/03/2014	FILE FOLDERS, PAPER, CDR'S, DRY ERASE	101.70		
	03/03/2014	TOILET PAPER/PLANT	47.88		
	03/04/2014	COCH ORDER	(50.00)		
	03/04/2014	RETIREMENT PLAQUES SUPPLIES	66.99		
	03/04/2014	KLEENEX/PAPER TOWELS	82.80		
	03/04/2014	EXHAST PIPE #411	173.94		
	03/04/2014	PAPER, LAMINATING POUCHES	50.61		
	03/04/2014	MML PRE-CONF - HENSLEY	25.00		
	03/04/2014	KEYS/CHISEL	9.98		
	03/04/2014	PLUMBING SUPPLIES	106.37		
	03/04/2014	TRUCK BED MAT	79.99		
	03/04/2014	RETURNED REAR BRAKE SHOES/PARTS	(85.88)		
	03/04/2014	TOOLS FOR TRUCKS, FASTNERS	111.56		
	03/04/2014	RETURN POSTAGE FOR SAFETY VIDEO	5.60		
	03/04/2014	#376 LIGHTS	190.94		
	03/04/2014	WET DRY VACCUM	82.04		
	03/04/2014	ACCIDENTAL USE OF CREDIT CARD	40.01		
	03/04/2014	CABINET HEATERS FOR IDA AND PBURG PIT.	781.57		
	03/04/2014	SPOUT OILER, BLUE MAGIC, PSP65 GRATE	54.23		
	03/04/2014	ANTENNA/SCADA	147.91		
	03/04/2014	BINDERS, STAPLES, CORRECTION FLUID	29.32		
	03/04/2014	MONTHLY SUBSCRIPTION - CRIME REPORTS	99.00		
	03/04/2014	NEW REPLACEMENT CHAIRS - COMMAND OFFICE.	608.00		
	03/05/2014	FOLDING BALL CART GENERAL	109.99		

Vendor Code	Vendor Name	Description	Amount	Check #	Check Date
	Invoice				
	03/05/2014	FUSES FOR AIRPORT BEACON	15.45		
	03/05/2014	COLD PATCH	1,000.00		
	03/05/2014	COLD PATCH	1,000.00		
	03/05/2014	(2)2"X 4"-12' FOR HOSE ACROSS DRIVEWAY	10.38		
	03/05/2014	(2)2"X 4"-12 FOR HOSE ACROSS DRIVEWAY	11.00		
	03/05/2014	(2)2"X 4"-12' (RETURN)	(11.00)		
	03/05/2014	2 CO MONITORS FOR E-1 AND E-2	326.70		
	03/05/2014	VOLTAGE DETECTOR FOR E-2	301.50		
	03/05/2014	TOOLS & REPAIR PARTS FOR DEPT RIFLES.	372.56		
	03/05/2014	EXAM APPLICATION POSTAGE	2.38		
	03/05/2014	FLUORESCENT TUBE FOR PAP LIGHTS.	163.80		
	03/05/2014	BALLASTS, WIRENUTS FOR PAP LIGHTS.	649.51		
	03/05/2014	O-RINGS.	9.20		
	03/05/2014	BACK ORDERED PAPER TOWELS.	120.30		
	03/05/2014	SHIPPING/SCALE	14.76		
	03/05/2014	PAINT SUPPLIES	124.36		
	03/05/2014	PAINT SUPPLIES	96.00		
	03/05/2014	RETURN/PAINT SUPPLIES	(124.36)		
	03/05/2014	RADIO REBAND & RADIO CHARGER UNIT REPAIR	150.00		
	03/05/2014	HEROES AWARDS DINNR - MOLENDIA	30.00		
	03/05/2014	#6561 SWAY BAR LINK KIT	103.98		
	03/05/2014	SPRAY PAINT,GLOVES,MOUSE TRAPS	31.96		
	03/05/2014	COAT FOR ACCIDENT INVST TEAM LEADER	241.99		
	03/05/2014	INSULATED WORK GLOVES FOR ACC. INV. TEAM	197.13		
	03/06/2014	DINNER WHILE AT CONFERANCE	24.00		
	03/06/2014	RED FLAG RULE VERIFICATION	127.20		
	03/06/2014	O-RINGS	1.77		
	03/06/2014	INSULATED COVERALLS FOR AIT MEMBERS.	999.30		
	03/06/2014	LIFT STATION DEGREASER	109.36		
	03/06/2014	PARTS & REPAIR OF POLICE HANDPACK RADIO	16.56		
	03/06/2014	KNEE PADS AND GLOVES SRT TEAM MEMBERS	139.40		
	03/06/2014	AIR COMPRESSOR BELTS	434.72		
	03/06/2014	PROJECTOR SCREEN	97.69		
	03/06/2014	OTTERBOX FOR S. HAYTER'S GALAXY S3	28.49		
	03/07/2014	LAB SUPPLIES	372.02		
	03/07/2014	SETTLEOMETER LIDS	15.02		
	03/07/2014	LUNCH ON THE WAY HOME FROM CONFERANCE	8.36		
	03/07/2014	TREE ASSESSMENT 201 ARMITAGE	150.00		
	03/07/2014	RUBBER BOOTS CONTSTRUCTION CREW	759.93		
	03/07/2014	LIGHT FIXTURE FOR BAY FLOOR	64.98		
	03/07/2014	IV WARMER SENT FOR REPAIR	17.45		
	03/07/2014	UNDER ARMOUR WINTER HOOD FOR AIT MEMBERS	219.05		
	03/07/2014	INSULATED COVERALLS FOR AIT MEMBERS.	399.72		

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	Invoice				
	03/07/2014	ROOM CHARGE - CPL. FLORA'S TEAM TRAINING	397.50		
	03/07/2014	PERSONAL CHARGE IN ERROR.	60.00		
	03/07/2014	TEMPORARY ZINC ORTHO. FILL LINE	16.21		
	03/07/2014	CABLE, ANCHORE EXPAND, DRILL SET	457.01		
	03/07/2014	HEATING REPAIR/GRIT	457.15		
	03/07/2014	HP INKJET PAPER, INK CARTRIDGES	394.59		
	03/07/2014	STRETCHING POSTER UPPER AND LOWER BODY	39.98		
	03/07/2014	ELECTRICAL CODE UPDATE CLASS	134.00		
	03/07/2014	BINDERS FOR MAPS AND OFFICE SUPPLIES	109.68		
	03/07/2014	REPLACEMENT MICS FOR L3 VIDEO SYSTEM.	850.40		
	03/07/2014	FLASHLIGHTS	39.96		
	03/08/2014	REPALCEMENT POLICE PREP RADIO BATTERIES	954.00		
	03/08/2014	REAR BROOM CHAIN #636	73.97		
	03/08/2014	LODGING FOR IAEI CONFERANCE	283.10		
	03/08/2014	ANNUAL SERVER BACKUP SOFTWARE MAINTENANC	800.00		
	03/08/2014	PELICAN WATERPROOF STORAGE CASES.	687.84		
	03/10/2014	FOLDING HAMMOCK BALL CART VOLLEYBALL	109.99		
	03/10/2014	VITAMIN SUPPLEMENTS FOR POLICE CANINE	117.40		
	03/10/2014	COLDPATCH	1,000.00		
	03/10/2014	CLEANING SUPPLIES FOR STATION	87.30		
	03/10/2014	WHITE WOOD	90.42		
	03/10/2014	WORK LIGHT BATTERIES	17.99		
	03/10/2014	CREDIT FOR DOUBLE BILLING PROPANE REFILL	(63.74)		
	03/10/2014	CITY PD CABLE TIES FOR CARS	30.17		
	03/10/2014	8-PORT USB 3.0 HUBS - POLICE CARS	509.00		
	03/10/2014	ALCOHOL, WIPES, TISSUES, LIQUID CLEANERS	65.27		
	03/10/2014	REPLACEMENT MICS FOR L3 VIDEO SYSTEM	848.12		
	03/10/2014	ALL PURPOSE SPRAYER.	7.96		
	03/10/2014	TONER	120.38		
	03/10/2014	CLEANERS, TOILET REPAIR KIT	47.46		
	03/10/2014	NEWSPAPER SUBSCRIPTION	179.40		
	03/10/2014	BRAKE CABLE#450	18.69		
	03/10/2014	INVENTORY- OIL FILTERS	20.70		
	03/10/2014	PAPER TOWELS FOR STATION	72.30		
	03/10/2014	CANON N7055 COPIER MAINT. 2/6-3/6/14	324.60		
	03/11/2014	CENTURYLINK LONG DISTANCE 2/1-28/14	2.45		
	03/11/2014	CENTURYLINK LONG DISTANCE 2/1-28/14	26.34		
	03/11/2014	CENTURYLINK LONG DISTANCE 2/1-28/14	18.56		
	03/11/2014	CENTURYLINK LONG DISTANCE 2/1-28/14	12.87		
	03/11/2014	CENTURYLINK LONG DISTANCE 2/1-28/14	99.57		
	03/11/2014	CENTURYLINK LONG DISTANCE 2/1-28/14	2.45		
	03/11/2014	CENTURYLINK LONG DISTANCE 2/1-28/14	7.35		
	03/11/2014	CENTURYLINK LONG DISTANCE 2/1-28/14	14.58		

Vendor Code	Vendor Name	Description	Amount	Check #	Check Date
	Invoice				
	03/11/2014	CENTURYLINK LONG DISTANCE 2/1-28/14	8.75		
	03/11/2014	CENTURYLINK LONG DISTANCE 2/1-28/14	2.45		
	03/11/2014	CENTURYLINK LONG DISTANCE 2/1-28/14	5.13		
	03/11/2014	MPD BADGE - CHILD TEMPORARY TATOOS	718.68		
	03/11/2014	PIPE, T PIPE, ELBOW, COUPLING	164.32		
	03/11/2014	MISC PLUMBING	90.27		
	03/11/2014	METAL TUBING FOR SIGNS	163.78		
	03/11/2014	SAW BLADES	56.86		
	03/11/2014	PAINTBRUSHES, FASTNERS,	47.54		
	03/11/2014	LIGHTHOUSE MODULE	67.24		
	03/11/2014	PLOW BOLTS	688.52		
	03/11/2014	FEDERAL WAGE RULES AND REGULATIONS 14/15	72.17		
	03/11/2014	FLINT, TOTES	53.62		
	03/11/2014	COMCAST INTERNET 2/22-3/21/14 WATER PLAN	94.85		
	03/11/2014	COMCAST INTERNET 2/26-3/25/14 W FIRE	114.85		
	03/11/2014	PLANT LIGHTING	299.04		
	03/11/2014	AT TRAINING/DINNER	20.53		
	03/11/2014	FUEL	22.00		
	03/12/2014	HOLE SAW 4 1/2", & SAW 4 1/4"	80.25		
	03/12/2014	PUMP STATION PHONE	59.20		
	03/12/2014	HOTEL @ TRAINING	181.42		
	03/12/2014	DINNER/@ TRAINING	17.14		
	03/12/2014	#410, 411 FRONT PLOW WHEEL ASY.	534.50		
	03/12/2014	#1023 BLOWER MOTOR	112.43		
	03/12/2014	WASHER FLUID	9.09		
	03/12/2014	WASHER FLUID	(9.09)		
	03/12/2014	WASHER FLUID	8.58		
	03/12/2014	MMSC DUMPSTER SERVICE MARCH 2014	459.02		
	03/12/2014	DUMPSTER SERVICE MARCH 2014	781.40		
	03/12/2014	TOGGLE PINS	28.46		
	03/12/2014	OFFICE SUPPLIES	85.78		
	03/12/2014	LATEX GLOVES,CLEANER	13.46		
	03/12/2014	LAUNDRY DETERGENT (CASE)	114.53		
	03/12/2014	1/4"METAL BRAIDED HOSE (30')	107.79		
	03/12/2014	(2) GATE REMOTES	70.00		
	03/12/2014	MICROSCOPE WORKSHOP	325.00		
	03/12/2014	RESIDUE REMOVER,HI-GLOSS PROTECTANT	349.56		
	03/13/2014	FUSES FOR CITY HALL LIGHTING	21.25		
	03/13/2014	FIRST AID KIT REFILL	180.10		
	03/13/2014	WATER PROOF GLOVES	145.66		
	03/13/2014	REPLACEMENT STOP STICKS UNDER WARRANTY	20.00		
	03/13/2014	ICE FOR RESILIENT MONROE MEETING	4.00		
	03/13/2014	HOTEL ROOM/TRAINING	104.33		

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	Invoice				
	03/13/2014	MONTHLY CL17 REAGENT REPLACEMENT	275.90		
	03/13/2014	BREAKFAST FOR CREW	67.84		
	03/13/2014	15'EXT.CORD, 5'HEAT TAPE KIT	40.98		
	03/13/2014	PAINT,BRUSHES,ROLLERS,SANDING BELT	71.92		
	03/13/2014	LIGHTER,YELLOW SPRAY PAINT	10.98		
	03/13/2014	DISINFECT, GLASS CLNR, BATHRM CLNR	102.66		
	03/13/2014	MONTHLY CONTRACT SERVICE - SATELLITE TV	60.99		
	03/13/2014	REFRESHMENTS FOR RESILIENT MONROE MEETIN	91.01		
	03/13/2014	FIRE EXT/SPRAYER	28.48		
	03/13/2014	#410, 411 FRONT PLOW WHEEL ASY.	593.50		
	03/13/2014	9V,D BATTERIES	102.66		
	03/13/2014	METERSHOP OVERHEAD DOOR PUSHBUTTONS	28.03		
	03/13/2014	SHOE COVERS	35.93		
	03/13/2014	ENGINE WIRELESS	81.98		
	03/14/2014	SHRM ANNUAL MEMBERSHIP DUES	185.00		
	03/14/2014	(4) 20LB PROPANE REFILL	80.92		
	03/14/2014	MAP GAS,SCRATCH AWL,HAND TOOLS	32.46		
	03/14/2014	5/16" POLYETHYLENE TUBE	26.18		
	03/14/2014	HOSE ADAPTERS,HOSE CLAMPS	62.35		
	03/14/2014	LEGIS LUNCH - RAFKO	25.00		
	03/14/2014	REGISTRATION FEE CAREER EXPO 4/11/14	50.00		
	03/14/2014	OVERHEAD STAIN SEALER	6.99		
	03/14/2014	AA,AAA BATTERIES,PROPANE TORCH KIT	138.95		
	03/14/2014	TIRE #636	269.28		
	03/14/2014	OFFICE SUPPLIES FOR CLERK-TREASURER OFFI	87.46		
	03/14/2014	#410 FRONT PLOW WHEEL ASY.	564.00		
	03/14/2014	TIRE REPAIR	933.76		
	03/14/2014	#307 & FIRE CHIEF CAR, REMOTE START	315.99		
	03/14/2014	#311 GRILLE LIGHTS	280.60		
	03/14/2014	CAPSCREW,TIERAP,BATT LUG, HX NUTS, WIRE	521.23		
	03/14/2014	MISC TIRE MTS, DISP, BALANCE, VALVES	975.50		
	03/14/2014	SUPPLIES FOR FIRE PREVENTION	963.30		
	03/14/2014	CUTTING TIP, TIP CLEANER	26.88		
	03/14/2014	YELLOW PINE	76.50		
	03/14/2014	PANELVIEW/SHIPPING/REPAIR	11.84		
	03/14/2014	COLD PATCH	1,000.00		
	03/15/2014	SANDISK	0.24		
	03/15/2014	#450 OIL FILTER	7.19		
	03/15/2014	RADIO BATTERIES FOR PORTABLE RADIOS	795.00		
	03/15/2014	WATER SAMPLE POSTAGE.	65.89		
	03/15/2014	COVERS FOR OUTSIDE OVERHEAD DOOR BUTTONS	33.41		
	03/17/2014	37 KITES MOM SON BOWLING	37.00		
	03/17/2014	WATER	27.10		

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	03/17/2014	HOSE CLAMPS	5.97		
	03/17/2014	WIRE CUTTERS	37.98		
	03/17/2014	13 KITES MOM SON BOWLING	13.00		
	03/17/2014	HR LEGAL WEBINAR	219.00		
	03/17/2014	GASKET, SCREW HANGER, ISOLATOR UNIT 1040	51.71		
	03/17/2014	CITY CLERK AIO UNIT REFUND	(1,248.94)		
	03/17/2014	MEIJER CHARGE - RETURNED FOR REFUND.	187.99		
	03/17/2014	REFUND FROM PREVIOUS CHARGE.	(187.99)		
	03/17/2014	TONER, YELLOW PAPER, CERTIFICATES	110.77		
	03/17/2014	HTR CORE, BLEND DOOR MOTOR 50-05	163.19		
	03/17/2014	LIGHT BULBS & FUSES	61.54		
	03/18/2014	BRAKE PARTS #636	954.67		
	03/18/2014	H.S. PUMP 9 BREAKER REPAIR	998.00		
	03/18/2014	PLUMBING SUPPLIES	44.88		
	03/18/2014	FLOW METER	212.88		
	03/18/2014	MPD "SAY NO TO DRUGS" LOLLIPOPS.	191.05		
	03/18/2014	HAND TOOLS	79.83		
	03/18/2014	T.S. LAMP ASSY 50-07	41.29		
	03/18/2014	HEATER BOX 50-05	217.80		
	03/18/2014	MML CONFERENCE LODGING	137.81		
	03/18/2014	COMCAST CABLE TV 3/1-31/14 DPS	23.01		
	03/18/2014	COMCAST INTERNET 3/1-31/14 DPS	84.85		
	03/18/2014	ELECTRICAL CODE BOOK	83.14		
	03/18/2014	CITY FIRE FUSER KIT	94.99		
	03/18/2014	MML CONF LODGING - LAVOY	137.81		
	03/18/2014	MML CONF LODGING - CLARK	137.81		
	03/18/2014	MML CONF LODG - HENSLEY	137.81		
	03/18/2014	MML CONF LODGING - RAFKO	137.81		
	03/18/2014	MICHELLE J. LAVOY SIGNATURE STAMP	23.98		
	03/19/2014	COLD PATCH	1,000.00		
	03/19/2014	DRUG/NARCOTICS TESTING KITS.	192.00		
	03/19/2014	AWWA MEMBERSHIP ELSTON	72.00		
	03/19/2014	AWWA MEMEBERSHIP NIELSEN	72.00		
	03/19/2014	AWWA MEMBERSHIP OSBORNE	72.00		
	03/19/2014	AWWA MEMBERSHIP REED	72.00		
	03/19/2014	SPARE KEY MADE FOR MENS LOCKER ROOM.	7.90		
	03/19/2014	#636 WHEEL STUDS & NUTS	116.36		
	03/19/2014	HAND CLEANER, BLACK PRIMER, BOLTS, NUTS,	54.52		
	03/19/2014	S-STRIP, ELBOW	14.59		
	03/19/2014	ELBOW, PIPE, SCREWS	24.12		
	03/19/2014	ACETYLENE, FACESHIELD, HEADGEAR	77.27		
	03/19/2014	BALL BEARING	10.27		
	03/19/2014	RENEWAL OF DUES FOR NSPE	308.00		

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	Invoice				
	03/19/2014	UNIFORMS FOR NEW RECRUIT MATTHEW FOLEY	614.00		
	03/19/2014	LEFT MIRROR #1036	50.00		
	03/19/2014	6 BATTERY	659.94		
	03/19/2014	#376 BOX LIGHT & GASKET	14.18		
	03/19/2014	UNIFORMS FOR NEW RECRUIT ERIC HARRIS	132.94		
	03/19/2014	RENEWAL OF NFPA MEMBERSHIP	165.00		
	03/19/2014	PHONE/FAX/INTERNET-PLANT	113.47		
	03/20/2014	COLD PATCH	1,000.00		
	03/20/2014	STORAGE CONTAINER RENTAL THRU 04/10/14	260.00		
	03/20/2014	MML CONF LODGING	2.68		
	03/20/2014	HANWA WELCOME PLAQUE	92.48		
	03/20/2014	WATER TREATMENT COURSE II - JEFFRIES	380.00		
	03/20/2014	TOC, THM, HAA5, ETC. TESTING	920.00		
	03/20/2014	RELAYS.	47.37		
	03/20/2014	POWER WASHER PARTS	55.05		
	03/20/2014	MML CONF LODGING - HENSLEY	(7.32)		
	03/20/2014	MML CONF LODGING - CLARK	(7.32)		
	03/20/2014	MML CONF LODGING - RAFKO	(7.32)		
	03/20/2014	CELL PHONE CHARGER	31.79		
	03/20/2014	SHOP TOOL 3/4 IMPACT	485.99		
	03/20/2014	HOTEL CHARGE REFUND	(7.32)		
	03/20/2014	#376 CABINET LIGHTS	87.21		
	03/20/2014	SHOP TOOL	26.09		
	03/20/2014	TRAINING FOR PINE, HENRY, REED, CHARLES	380.00		
	03/20/2014	ENVELOPES STENO PADS HIGHLIGHTERS RUBBER	25.40		
	03/20/2014	ENGINE WIRELESS	55.21		
	03/21/2014	DOOR CLOSER AT WEST SIDE STATION	265.00		
	03/21/2014	ONE-DAY PLANNING CONFERENCE	125.00		
	03/21/2014	FULL SIZE HUMAN DUMMY FOR TASER TRAINING	64.98		
	03/21/2014	COPY PAPER, FLASH DRIVES, PENS, SHARPIES	199.52		
	03/21/2014	CLARK - MML NLC-RISC CONF AIRLINE SEAT	59.00		
	03/21/2014	CLARK - MML NLC-RISC CONF AIRLINE SEAT	59.00		
	03/21/2014	CLARK - MML NLC-RISC AIRLINE TKT	15.00		
	03/21/2014	CLARK - MML NLC-RISC AIRLINE TKT	806.00		
	03/21/2014	AIR VALVES #450	310.89		
	03/21/2014	ALTERNATOR #306	184.99		
	03/21/2014	LAB SUPPLIES.	256.22		
	03/21/2014	"D" PILLAR MOULDING 50-11	53.12		
	03/21/2014	METER TEST	25.00		
	03/21/2014	RETIREMENT PLAQUES GRAPHICS	120.00		
	03/21/2014	YEARLY MEMBERSHIP TO INTERNATIONAL CODE	50.00		
	03/21/2014	2009 EXIST BUILD CODE BOOK	77.95		
	03/22/2014	MONTHLY INTERNET SERVICE.	105.00		

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	03/22/2014	ELECTRICAL SUPPLIES AND TOOLS	139.20		
	03/22/2014	WIRELESS MODEM FEE IN CAR COMPUTERS	614.85		
	03/22/2014	TRUCK CLEANING SUPPLIES FOR STATION TOUR	102.23		
	03/22/2014	LODGING FOR MACEO CONFERENCE	69.36		
	03/22/2014	COUNCIL WORK SESSION LUNCH	73.69		
	03/23/2014	BOTTLED WATER FOR MOBILE COMMAND VEHICLE	6.96		
	03/24/2014	ELECTRICAL SUPPLIES	82.30		
	03/24/2014	CREDIT FOR PERSONAL TRANSACTION.	(60.00)		
	03/24/2014	HANWA PLAQUE	20.00		
	03/24/2014	USER FEES PHONE DETECTIVE PROGRAM - DB	49.95		
	03/24/2014	BACK ORDERED CLEANING SUPPLIES	84.45		
	03/24/2014	LANIER LD255 COPIER MAINT. 1/30-2/27/14	49.10		
	03/24/2014	HARDWARE FOR PICNIC TABLE REPAIRS	107.57		
	03/24/2014	MISC MAINTENANCE SUPPLIES	11.36		
	03/24/2014	ONLINE WEB TRAINING - HISTORIC PRES	50.00		
	03/24/2014	ON-LINE TRAINING- HISTORIC PRESERVATION	50.00		
	03/24/2014	POWER WASHER PARTS	41.89		
	03/24/2014	COPIER MAINTENANCE AND SUPPLIES.	59.23		
	03/24/2014	FIRE EXTINGUISHER RECHARGE.	25.00		
	03/24/2014	CARD STOCK GREEN COVER SHEETS	8.29		
	03/24/2014	COST DIFFERENCE GREEN COVER SHEETS/PAPER	2.00		
	03/24/2014	ADHESIVE, PAINTBRUSHES	16.96		
	03/24/2014	WRENCH/GLOVES	25.98		
	03/24/2014	WATER PUMP#5012	94.09		
	03/24/2014	INVENTORY - AIR FILTERS	78.38		
	03/24/2014	AIR VALVE ASSY	382.10		
	03/24/2014	O-RINGS.	13.01		
	03/25/2014	YELLOW PINE	46.14		
	03/25/2014	LUNCH - MEDICAL TRAINING ACLS	31.92		
	03/25/2014	POSTAGE CREDIT	(43.48)		
	03/25/2014	CUSTOM SEAT COVERS - K9 PATROL VEHICLE	227.00		
	03/25/2014	RELAY SOCKETS.	28.86		
	03/25/2014	HOLE SEAL	27.96		
	03/25/2014	CHLORINE PUMP PROJECT - SUPPLIES	111.22		
	03/25/2014	BLACK PIPE - STEAM LINE REPAIR.	11.74		
	03/25/2014	DRILL/DRIVE SET, SCREWS	29.69		
	03/25/2014	5 GALLON HANG UP	79.99		
	03/25/2014	DVDS	17.63		
	03/25/2014	COLD PATCH	1,000.00		
	03/25/2014	ELECTRICAL PLUG FOR VACUUM	6.98		
	03/25/2014	INVENTORY - WIPER BLADES	43.47		
	03/25/2014	FUEL, AIR FILTERS FOR INVENTORY	53.88		
	03/25/2014	AIR FILTER FOR INVENTORY	11.25		

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INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MONROE
INVOICE ENTRY DATES 04/08/2014 - 04/21/2014
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
PRELIMINARY REPORT

Vendor Code	Vendor Name	Description	Amount	Check #	Check Date
	1406-A HOE	PLAN REVIEW TENANT RENOVATIONS RIVER VALLEY SQUARE	550.00		
TOTAL FOR: MICHAEL L HAMMOND ARCHITECT			3,000.00		
0000000591	HERKIMER RADIO SERVICE				
	79286	RADIO SERVICE AGREEMENT JULY 2013 - 2014	356.54		
TOTAL FOR: HERKIMER RADIO SERVICE			356.54		
0000000605	DAVID C HOFFMAN INC				
	CMWW-102-14	Transport Snow off City Streets - trucks loaded by	1,040.00		
TOTAL FOR: DAVID C HOFFMAN INC			1,040.00		
0000006083	HYDRO-DESIGNS INC				
	31818-IN	2013/2014 CROSS CONNECTION INSPECTIONS / RE-INSPECT	1,563.00		
TOTAL FOR: HYDRO-DESIGNS INC			1,563.00		
0000000650	IDEXX LABORATORIES INC				
	275612958	QUANTI TRAYS & COLILERT	2,181.94		
TOTAL FOR: IDEXX LABORATORIES INC			2,181.94		
0000005923	JOHNSON & ANDERSON, INC.				
	37293	DESIGN SERVICES DEMO OF PUMP HOUSE	600.00		
	37366	DESIGN SERVICES DEMO PUMP HOUSE	550.00		
	37367	ROAD EASEMENT / PROPERTY DRAWING	670.00		
TOTAL FOR: JOHNSON & ANDERSON, INC.			1,820.00		
0000006538	LAVOY, MICHELLE				
	4/15/14	MILEAGE-ELECTION ACCREDITATION CLASS	243.04		
TOTAL FOR: LAVOY, MICHELLE			243.04		
0000005967	LINE-X OF MONROE				
	12775	BED LINER FOR NEW SIGN TRUCK	1,570.00		
TOTAL FOR: LINE-X OF MONROE			1,570.00		
0000006430	LUTHERAN HIGH SOUTH				
	4/4/14	RENTAL FOR VOLLEYBALL ADULT & YOUTH	450.00		
TOTAL FOR: LUTHERAN HIGH SOUTH			450.00		
0000000632	MESSINA CONCRETE INC				
	1138363	ROADWAY STABILIZED BACKFILL	107.00		

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Vendor Code	Vendor Name	Description	Amount	Check #	Check Date
TOTAL FOR: MESSINA CONCRETE INC			107.00		
0000001142	STATE OF MICHIGAN				
	SM2 365117	TRAFFIC SIGNAL MAINTENANCE	1,232.57		
TOTAL FOR: STATE OF MICHIGAN			1,232.57		
0000000847	MONROE COUNTY COMMUNITY CREDIT UNIO				
	MCCCU 012	MARCH 2014 COLLECTION SERVICES	2,538.25		
TOTAL FOR: MONROE COUNTY COMMUNITY CREDIT UNIO			2,538.25		
0000000849	MONROE COUNTY FINANCE DEPARTMENT				
	2557	2014 2ND QUARTER IT SERVICES	47,505.95		
	2560	WITNESS FEE REIMBURSED 1ST QTR 2014	131.50		
	2561	2014 1ST QTE JAIL EXPENDITURES ALLOCATIONS	16,500.26		
TOTAL FOR: MONROE COUNTY FINANCE DEPARTMENT			64,137.71		
0000005684	COUNTY OF MONROE PRINTING				
	0214-576-21	RENTAL CHECK LIST 2PART CARBONLESS	102.44		
	0214-576-22	BUSINESS CARDS-P. HOWARD & C. SNIDER	21.00		
TOTAL FOR: COUNTY OF MONROE PRINTING			123.44		
000000838B	CITY OF MONROE				
	CUST3561-01 0314	CUST-003561-0000-01 3561 S CUSTER 3/18/14	28.89		
	DIXI1507501 0314	DIXI-015075-0000-01 15075 S DIXIE 3/19/14	15.30		
TOTAL FOR: CITY OF MONROE			44.19		
MISC	MULLIGAN, IRENE				
	4/7/14	REFUND FOR SMALLER GRADEN PLOT	6.00		
TOTAL FOR: MULLIGAN, IRENE			6.00		
0000006558	MUTUAL OF OMAHA				
	5837271	LIFE & L/T DISABILITY INS	2,133.01		
TOTAL FOR: MUTUAL OF OMAHA			2,133.01		
0000006110	RON NOEL LAWN SERVICE				
	3	SNOW REMOVAL & SALT 317 E FIRST	225.00		
TOTAL FOR: RON NOEL LAWN SERVICE			225.00		
0000006000	PAETEC				
	57226775	PHONE SERVICE	2,022.42		

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Vendor Code	Vendor Name	Description	Amount	Check #	Check Date
TOTAL FOR: PAETEC			2,022.42		
0000002353	PORT OF MONROE				
	208	BRA SUPPORT SERVICES APRIL - MAY - JUNE2014	1,946.25		
TOTAL FOR: PORT OF MONROE			1,946.25		
0000001062	READY HELLER & READY LLP				
	4/1/14	COST ADVANCED DURING MARCH 2014 MILEAGE - LANSING	122.00		
	TDR-0661-07 0514	TDR=0661-07 FILE NUMNER MAY 2014 FEES	11,000.00		
TOTAL FOR: READY HELLER & READY LLP			11,122.00		
0000003459	ROSELAWN MEMORIAL PARK				
	3/31/14	FEES AND EXPENSES ROSELAWN CEMETERY MARCH 2014	2,100.16		
TOTAL FOR: ROSELAWN MEMORIAL PARK			2,100.16		
0000005264	SALENBIEN TRUCKING & EXCAVATING INC				
	4/15/14 EST 6-FIN#	2013 WATER MAIN REPLACEMENT PROGRAM - LOCATION A (N	33,388.85		
	4-9-14 EST# 5	2013 WATER MAIN REPLACEMENT PROGRAM - LOCATION A (N	14,252.59		
TOTAL FOR: SALENBIEN TRUCKING & EXCAVATING INC			47,641.44		
0000005476	SERVICE EXPRESS INC				
	180403	DELL POWEREDGE SERVICE AGREEMENT	626.98		
TOTAL FOR: SERVICE EXPRESS INC			626.98		
0000001115	SHANNON CHEMICAL CORP				
	25510	ZINC ORTHOPHOSPHATE PURCHASE	9,881.04		
TOTAL FOR: SHANNON CHEMICAL CORP			9,881.04		
0000004383	SHUTTERBUG DIGITAL				
	7296	8 X 10 COLOR PHOTOGRAPHS	20.00		
TOTAL FOR: SHUTTERBUG DIGITAL			20.00		
0000001086	SLC METER SERVICE INC				
	28017	1" Copper Horn CH-88-444-NL	4,961.00		
TOTAL FOR: SLC METER SERVICE INC			4,961.00		
0000005798	SOUTHEASTERN SECURITY CONSULTANTS				
	8370	20 APPLICANT PROFILES FOR MARCH 2014	350.00		
TOTAL FOR: SOUTHEASTERN SECURITY CONSULTANTS			350.00		

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Vendor Code	Vendor Name	Description	Amount	Check #	Check Date
0000004895	STONECO OF MICHIGAN-DENNISTON				
	18681	STONE FOR BACKFILL	209.38		
TOTAL FOR: STONECO OF MICHIGAN-DENNISTON			209.38		
0000004678	THOMA TRUCKING & BULLDOZING INC				
	9302	ONE TRI AXLE LOAD TOP SOIL	330.00		
TOTAL FOR: THOMA TRUCKING & BULLDOZING INC			330.00		
0000001263	TOLEDO SPRING SERVICE				
	38631	REPAIR RIGHT REAR SPRING SINGLE AXLE	497.76		
TOTAL FOR: TOLEDO SPRING SERVICE			497.76		
0000001289	UNITED STATES POSTAL SERVICE				
	4/17/14	POSTAGE FOR "BE A GOOD NEIGHBOR" BRUCHURES	1,947.08		
TOTAL FOR: UNITED STATES POSTAL SERVICE			1,947.08		
0000006536	WADDLES TIRE SERVICE INC				
	122622	EMERGENCY TIRE REPLACEMENT FOR JD LOADER UNIT #607	2,595.50		
TOTAL FOR: WADDLES TIRE SERVICE INC			2,595.50		
0000000215	WASTE MANAGEMENT INC				
	7572972	MARCH TRASH PICK UP	69,052.18		
TOTAL FOR: WASTE MANAGEMENT INC			69,052.18		
0000001886	WOODLAND CEMETERY OPERATING FUND				
	3/31/14	WOODLAND CEMETERY EXPENSE MARCH 2014	532.06		
TOTAL FOR: WOODLAND CEMETERY OPERATING FUND			532.06		
TOTAL - ALL VENDORS			511,124.26		

Balance Detail Report
City Of Monroe
04/16/2014 12:32

Account: [REDACTED] - Checking - Payroll - Report On: Previous Day Data
 USD
 Start Date: 04/03/2014 00:00 Transaction Groups: ACH Debit
 End Date: 04/15/2014 23:59 ZBA Display: Both Credit and Debit
 Sorted By: Account Number, Date, Credit/ Debit
 Orientation: Portrait

Bank ABA# : Fifth Third Bank (Northwestern Ohio) - [REDACTED]

Account : [REDACTED] Checking - Payroll - USD

Date	Transaction Type	Customer Ref. #	Bank Ref. #	Credit Amount	Debit Amount
04/10/2014	ACH Debit Received		100105844424		192.31
	Description: FUNDS TRANSFER TO CK: XXXXXX7018 REF # 00609078245				
04/10/2014	ACH Debit Received		100104725898		1,954.25
	Description: CITYOFMONR 9653 CHILD SUPP 3860046380 041014 OFFSET TRANSACTION				
04/10/2014	ACH Debit Received		100104725903		2,446.86
	Description: CITYOFMONR 9653 RHCF 3860046380 041014 OFFSET TRANSACTION				
04/10/2014	ACH Debit Received		100104725904		3,262.48
	Description: CITYOFMONR 9653 RHS 3860046380 041014 OFFSET TRANSACTION				
04/10/2014	ACH Debit Received		100104725873		3,461.72
	Description: CITYOFMONR 9653 NWRS 457 3860046380 041014 OFFSET TRANSACTION				
04/10/2014	ACH Debit Received		100104725880		4,940.71
	Description: CITYOFMONR 9653 DUES 3860046380 041014 OFFSET TRANSACTION				
04/10/2014	ACH Debit Received		100104725872		10,168.62
	Description: CITYOFMONR 9653 ICMA 457 3860046380 041014 OFFSET TRANSACTION				
04/10/2014	ACH Debit Received		100104725887		66,053.30
	Description: CITYOFMONR 9653 PENSION 3860046380 041014 OFFSET TRANSACTION				
04/10/2014	ACH Debit Received		100104725886		216,490.28
	Description: CITYOFMONR 9653 PAYROLL 3860046380 041014 OFFSET TRANSACTION				
04/11/2014	ACH Debit Received		100105793130		7,286.23
	Description: FIFTH THIRD HSA PRETAX BENEFIT TRANS 5TH3RD HSA 9405386004638 CITY OF MONROE 041114				
04/15/2014	ACH Debit Received		100104836014		472.17
	Description: CITYOFMONR 9653 MI TAX 3860046380 041514 OFFSET TRANSACTION				
04/15/2014	ACH Debit Received		100104836015		27,702.39
	Description: CITYOFMONR 9653 MI TAX 3860046380 041514 OFFSET TRANSACTION				

	Credits	Debits
Total Amount	0.00	344,431.32
Total Number of Items	0	12

Confidential

Balance Detail Report
 City Of Monroe
 04/16/2014 12:32

Account: [REDACTED] - Checking - General - USD Report On: Previous Day Data
 Start Date: 04/03/2014 00:00 Transaction Groups: ACH Debit
 End Date: 04/15/2014 23:59 ZBA Display: Both Credit and Debit
 Sorted By: Account Number, Date, Credit/ Debit
 Orientation: Portrait

Bank ABA# : Fifth Third Bank (Northwestern Ohio) - [REDACTED]

Account : [REDACTED] - Checking - General - USD

Date	Transaction Type	Customer Ref. #	Bank Ref. #	Credit Amount	Debit Amount
04/04/2014	ACH Debit Received		100100262121		3.00
	Description: Point Pay Coll 8888916064 6566 City of Monroe 040414				
04/07/2014	ACH Debit Received		100100794879		27.91
	Description: AMERICAN EXPRESS PAYMENT DATE 14095 AXP DISCNT 3211780184 CITY OF MONR3211780184-040714				
04/08/2014	ACH Debit Received		100105409005		20.00
	Description: MULTI SERVICE EFTXXX 386004638 CITY OF MONROE 00000000000000000000000000000000STATEMENT OF 04-04-2014 REFNU				
			Credits	Debits	
Total Amount			0.00	50.91	
Total Number of Items			0	3	

Confidential



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Budget Ordinance-Fiscal Year Ending June 30, 2015 Budget

DISCUSSION: The Mayor and City Council have held six budget work sessions to date related to the fiscal year 2015 budget. The City Charter requires that the budget for each fiscal year be adopted by the April 30 preceding the start of the fiscal year. For that reason, budget ordinance 14-001 was up for its first reading on April 7, 2014 and the public hearing on the budget was set for the April 21, 2014 City Council meeting.

As you know, the initial General Fund budget that was prepared was out of balance by \$365,383. The budget as submitted for the first reading was balanced with revenues equaling expenditures in the amount of \$17,838,185. Since that time based on discussions and input from the City Council at the various work sessions, the General Fund budget has had both revenues and expenditures increased by \$47,500. The budget submitted to you at your work sessions and at the April 7, 2014 meeting was brought into balance due to increases in taxable value over initial estimates and minor expenditure reductions throughout the budget. The latest revision was made to fund additional seasonal costs for parks maintenance, fund a seasonal property maintenance inspector, fund a consultant for City branding, and fund additional training for the CPC and the ZBA. The revision has been made by increasing property tax revenue based on the final taxable value received from the Assessor's Office and adjusting expenditures downward in a few places where the expenditure could be covered from another source or the expenditure could be reduced: Human Resources Contract Services, Street Lighting, and Engineering Contract Services all by \$5,000 each. In addition, some of the seasonal work from DPS was allocated to other non-General Fund sources.

The budget continues total regular full-time and part-time employment positions at 166.6. Within that number, a meter reader position is eliminated and two part-time positions are added in the Building Department. The budget includes a 2% wage increase for all regular full-time and regular part-time employees. The operating budget total for all City funds is \$50,786,778. In addition, capital budgets in the proprietary type funds amounts to \$2,032,900.

Adoption of this budget also includes amending the current fiscal year 2014 budget, approval of millage rates to be levied, fee changes, and approval of some budget operating procedures. The primary items changed in the amended budget are in the General Fund. They include all of the items that were discussed in the budget work sessions and funding of the new seasonal positions to start in May 2014. I've included a report that shows the changes that would take place to the 2014 budget on a departmental basis. I have attached some of the General Fund information that will be included in your budget document.

It is recommended that the Mayor and City Council adopt ordinance number 14-001, The Budget Ordinance, as presented.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: April 30, 2014

REASON FOR DEADLINE: Charter

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY: Edward Sell, Finance Director

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: All city departments and programs

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$ 52,819,678
Cost of This Project Approval	\$ N/A
Related Annual Operating Cost	\$ N/A
Increased Revenue Expected/Year	\$ N/A

<u>SOURCE OF FUNDS:</u>	<u>City</u>	<u>Account Number</u>	<u>Amount</u>
			\$ N/A
	<u>Other Funds</u>		\$ N/A
			\$ N/A
			\$ N/A
			\$ N/A

Budget Approval: 

FACT SHEET PREPARED BY: Edward Sell, Finance Director 

DATE: 4/17/14

REVIEWED BY:  

DATE: 4-17-14

COUNCIL MEETING DATE: April 21, 2014

ORDINANCE 14-001

Budget Appropriation Act
July 1, 2014 - June 30, 2015

An Ordinance to approve the budget for the City of Monroe for the fiscal year ending June 30, 2015, the City of Monroe Ordains.

Section 1. An Ordinance approving the expenditures for the General Fund for the fiscal year beginning July 1, 2014 and ending June 30, 2015 are hereby appropriated on a departmental and activity total basis as follows:

GENERAL GOVERNMENT

City Council	\$117,376
City Manager	281,399
Assessor	365,130
Attorney	141,662
Clerk-Treasurer	521,347
Finance	399,608
Human Resources	240,243
Engineering	304,323
City Hall Grounds	277,154

TOTAL GENERAL GOVERNMENT **\$2,648,242**

PUBLIC SAFETY

Public Safety Division Personnel	8,568,895
Police Operating Cost	607,738
Fire Operating Cost	281,018
Zoning/Code Enforcement	243,996

TOTAL PUBLIC SAFETY **\$9,701,647**

PUBLIC WORKS **\$2,299,304**

COMMUNITY DEVELOPMENT **\$281,246**

CULTURAL-RECREATION

Library	\$57,500
Social Services	140,000
Public Access TV	160,000
Parks and Recreation	1,452,463

TOTAL CULTURAL-RECREATION **\$1,809,963**

CONTINGENCIES **\$150,000**

DEBT SERVICE **\$162,283**

TRANSFERS OUT **\$833,000**

TOTAL EXPENDITURES **\$17,885,685**

Section 2. Revenues shall be raised from the following sources and are estimated as follows:

GENERAL FUND	
General Revenue	\$15,940,686
Service Revenue	1,936,999
Operating Grants	8,000
TOTAL REVENUES	\$17,885,685

Section 3. The City Council hereby approves budgets for the period beginning July 1, 2014 through June 30, 2015 for the following funds in the amounts set forth below:

SUMMARY OF EXPENDITURES BY FUND	
Major Street Fund	\$1,522,000
Local Street Fund	1,104,620
Refuse Fund	1,390,000
Parking Fund	168,992
Economic Development Fund	10,000
Building Safety Fund	525,720
Budget Stabilization Fund	0
Drug Forfeiture Fund	15,200
Grant Fund	410,000
Airport Fund	333,265
Expendable Trust Fund	39,000
Debt Service	405,864
Capital Project Fund	1,675,000
Wastewater Department	8,216,691
Water Department	7,694,236
Raw Water Partnership Fund	396,265
Information Systems	325,849
Stores & Equipment Fund	993,065
Employment Benefit Fund	2,217,740
Post-Retirement Health Care Fund	3,511,450
Insurance Fund	357,708
Cemetery Fund	44,222
Downtown Development Authority	225,271
Brownfield Redevelopment Authority	784,895
Port of Monroe	534,040
TOTAL	\$32,901,093

Section 4. The City Council hereby approves capital budgets for the period beginning July 1, 2014 through June 30, 2015 for the following enterprise and internal service type funds in the amounts set forth below:

SUMMARY OF CAPITAL EXPENDITURES BY FUND	
Wastewater Department	\$230,000
Water Department	1,243,900
Raw Water Partnership Fund	30,000

Information Systems	40,000
Stores & Equipment Fund	239,000
Port of Monroe	250,000
TOTAL	\$2,032,900

Section 5. The City Council does hereby levy a tax of 13.726 mills for the period of July 1, 2014 through June 30, 2015 on all real and personal taxable property in the City of Monroe, according to the valuation of the same. This tax is levied for the purpose of defraying the general expense and liability of the City of Monroe.

Section 6. The City Council does hereby levy a tax of .5634 mills for the period of July 1, 2014 through June 30, 2015 on all real and personal taxable property in the City of Monroe, according to the valuation of the same. The tax is levied for the purpose of funding the unfunded actuarially accrued liability of the post-retirement healthcare system.

Section 7. The City Council does hereby levy a tax of 1.5173 mills for the period of July 1, 2014 through June 30, 2015 on all real and personal taxable property in the City of Monroe, according to the valuation of the same. This tax is levied for the purpose of defraying the cost of refuse collection and cleanup authorized by Act 298 of the Public Acts of 1917.

Section 8. The City Council does hereby levy a tax of 0.375 mills for the period of July 1, 2014 through June 30, 2015 on all real and personal taxable property in the City of Monroe, according to the valuation of the same. This tax is levied for the purpose of defraying the general expense and liability of the Port of Monroe.

Section 9. The City Council does hereby levy a tax of 0.42 mills for the period of July 1, 2014 through June 30, 2015 on all real and personal taxable property in the City of Monroe, according to the valuation of the same. This tax is levied for the purpose of funding the repayment of debt that was issued for the purpose of repairing and rehabilitating the Roessler Street, Macomb Street, and Winchester Street bridges.

Section 10. The City Council does hereby, at the request of the Lake Erie Transportation Commission, levy a tax of .7333 mills for the period of July 1, 2014 through June 30, 2015 on all real and personal taxable property in the City of Monroe, according to the valuation of the same. This tax is a voted millage that was approved by the electorate of the City of Monroe and is levied for the purpose of funding the operations of the Lake Erie Transportation Commission.

Section 11. The City Council does hereby approve the addition of a property tax administration fee of 1.0% on all taxes collected for the City of Monroe and for taxes collected for all other taxing units.

Section 12. The City Council does with the adoption of this ordinance approve the fees for service listed in Exhibit 1, effective July 1, 2014, to support the budget for the period July 1, 2014 through June 30, 2015. The rates will be implemented and charged for all services provided as may be reflected in bills or statements generated after July 1, 2014

Section 13. In consideration of and in coordination with the 2% wage adjustment scheduled for City employees who are members of collective bargaining units, the City Council does hereby with the adoption of this ordinance give the City Manager authorization to increase the salaries and hourly rates of pay of all non-union regular full-time and regular part-time employees by 2%

effective June 29, 2014.

Section 14. The City Council does hereby amend the budget for the period of July 1, 2013 through June 30, 2014 to the projected budget amounts contained in the budget documents and narratives.

Section 15. The City Manager is hereby authorized to make budgetary transfers within the appropriation centers established throughout this budget, and that all transfers between appropriations may be made only by further action of the City Council pursuant to Section 19.2 of the provisions of the Michigan Uniform and Budgeting Act. The City Manager may delegate this authority to the Finance Director.

Section 16. The Finance Director is hereby authorized to make budgetary transfers between appropriation centers at the end of the fiscal year only to rebalance the budgets among appropriation centers. The Finance Director will report these transfers to the City Council.

Section 17. The City Council did give notice of the time and place when a public hearing would be held in conformity with the provisions of the City Charter.

Section 18. The City Manager did on or before the 1st day of April, prepare and furnish to the City Council a City Budget for the period of July 1, 2014 through June 30, 2015, as provided for in the City Charter, which budget was duly signed by the City Manager and is now on file.

Section 19. The City Council hereby approves the City Budget, containing the appropriations and levy of taxes for the period of July 1, 2014 through June 30, 2015 and all sums be paid into the several funds to which they belong and any ordinance or parts of ordinance in conflict with this ordinance are hereby repealed.

First Reading	April 7, 2014
Public Hearing	April 21, 2014
Second Reading	April 21, 2014
Adoption	
Publication	

Michelle J. LaVoy
City Clerk-Treasurer

Robert E. Clark
Mayor

EXHIBIT 1

SERVICE	CURRENT FEE	NEW FEE JULY 1, 2014
Wastewater Commodity Rate	3.04	3.25
Wastewater Administration Fee	13.59	13.59
Wastewater Septic Dumping Rate/Gallon	0.070	0.070
Wastewater BOD Surcharge Rate >200mg/l per lb.	0.34	0.34
Wastewater TSS Surcharge Rate >750 mg/l per lb.	0.22	0.22
Wastewater Nitrogen Surcharge Rate >40 mg/l per lb.	0.95	0.95
Penalty - 28 Days or more delinquent	5.00%	5.00%
WATER RATES AND FEES		
Quarterly Debt Service Charge**		
Meter Size		
5/8"	\$ 5.40	\$ 5.52
3/4"	\$ 8.11	\$ 8.30
1"	\$ 13.51	\$ 13.82
1 1/4"	\$ 18.91	\$ 19.34
1 1/2"	\$ 27.01	\$ 27.63
2"	\$ 43.22	\$ 44.21
2 1/2"	\$ 67.53	\$ 69.08
3"	\$ 94.55	\$ 96.72
4"	\$ 162.08	\$ 165.81
6"	\$ 337.67	\$ 345.44
8"	\$ 486.24	\$ 497.42
10"	\$ 783.38	\$ 801.40
12"	\$ 1,161.57	\$ 1,188.29
Quarterly Fire Line Rates Inside City Limits		
Meter Size		
5/8"	\$ 0.48	\$ 0.52
3/4"	\$ 0.77	\$ 0.84
1"	\$ 1.65	\$ 1.80
1 1/4"	\$ 2.97	\$ 3.24
1 1/2"	\$ 4.79	\$ 5.23
2"	\$ 10.21	\$ 11.14
2 1/2"	\$ 18.37	\$ 20.04
3"	\$ 29.67	\$ 32.37
4"	\$ 63.23	\$ 68.97
6"	\$ 183.66	\$ 200.36
8"	\$ 391.39	\$ 426.97
10"	\$ 703.86	\$ 767.84
12"	\$ 1,136.92	\$ 1,240.28
Quarterly Fire Line Rates Outside City Limits		
Meter Size		
5/8"	\$ 0.96	\$ 1.04
3/4"	\$ 1.55	\$ 1.68
1"	\$ 3.30	\$ 3.60
1 1/4"	\$ 5.93	\$ 6.48
1 1/2"	\$ 9.59	\$ 10.46
2"	\$ 20.43	\$ 22.28
2 1/2"	\$ 36.74	\$ 40.08
3"	\$ 59.34	\$ 64.74
4"	\$ 126.45	\$ 137.94
6"	\$ 367.33	\$ 400.72
8"	\$ 782.78	\$ 853.04
10"	\$ 1,407.21	\$ 1,535.68
12"	\$ 2,273.84	\$ 2,480.56
Water Commodity Rate**	\$ 1.47	\$ 1.51
** - Rates Doubled Outside City Limits		
Water Administrative Fee	\$ 4.50	\$ 4.50
Quarterly Pump Surcharge Rate	\$ 0.15	\$ 0.15
Penalty - 28 Days or more delinquent	5.00%	5.00%
MULTI-SPORTS COMPLEX FEES		
Figure Skating Hourly Rate per Skater	\$ 8.00	\$ 10.00
Dry Floor Rental per Hour	\$ 90.00	\$ 100.00
Public Skating and Stick and Puck		
Adult	\$ 5.00	\$ 6.00
Child	\$ 4.00	\$ 5.00
Skate Rentals	\$ 2.00	\$ 3.00
Learn to Skate (per seven week session)	\$ 70.00	\$ 80.00

**GENERAL FUND
FUND BALANCE TREND**

	Actual FY10-11	Actual FY11-12	Actual FY12-13	Amended Budget FY13-14	Projected Actual FY13-14	Budget Request FY14-15
REVENUE:						
General Revenue:						
General Government	\$ 14,556,088	\$ 14,934,266	\$ 15,218,764	\$ 15,441,678	\$ 15,464,588	\$ 15,940,686
Service Revenue:						
General Government	781,281	852,867	834,612	889,487	891,387	938,992
Public Safety	305,255	280,300	301,358	330,663	337,683	334,934
Public Works	67,417	56,277	63,790	59,500	87,500	77,500
Recreation & Culture	719,840	634,369	580,972	622,906	562,698	585,573
Operating Grants:						
Public Safety	149,796	168,344	117,062	8,000	8,329	8,000
Economic Development			1,000	-	11,000	-
Recreation & Culture	340	-	-	-	-	-
Capital Grants						
Public Safety	16,303	-	-	-	-	-
Total Revenue	16,596,320	16,926,423	17,117,558	17,352,234	17,363,185	17,885,685
Total Expenditures	16,392,998	16,757,656	17,216,544	17,583,801	17,543,531	17,885,685
Excess (Deficiency) of Revenues over Expenditures	203,322	168,767	(98,986)	(231,567)	(180,346)	-
Beginning Fund Balance	3,194,748	3,289,947	3,458,714	3,540,728	3,540,728	3,360,382
Committed Fund Balance	(108,123)	-	181,000		-	-
Ending Fund Balance	\$ 3,289,947	\$ 3,458,714	\$ 3,540,728	\$ 3,309,161	\$ 3,360,382	\$ 3,360,382

**GENERAL FUND
REVENUE DETAIL**

	Actual FY10-11	Actual FY11-12	Actual FY12-13	Amended Budget FY13-14	Projected Actual FY13-14	Budget Request FY14-15
General Revenue						
General Government						
Real Property Taxes	10,852,120	10,833,600	10,767,284	10,795,947	10,800,000	11,085,940
Real Property Taxes-PRHC	-	-	441,596	443,133	443,000	455,035
Tif Capture Real Property	(336,464)	(343,182)	(310,194)	(295,496)	(292,325)	(264,506)
Personal Property Taxes	1,106,319	1,138,612	1,152,651	1,241,707	1,240,000	1,202,546
Personal Property Taxes-PRHC	-	-	47,061	50,988	50,800	49,346
Tif Capture-Personal Property	(5,128)	(3,953)	(21,370)	(27,291)	(21,936)	(25,000)
Industrial Facilities Tax	137,391	126,821	220,573	279,965	285,000	422,512
Industrial Facilities Tax-PRHC	-	-	7,678	11,491	11,700	17,342
Payment In Lieu Of Taxes	23,007	22,972	25,544	23,184	25,000	25,500
Int & Pen Delinquent Taxes	81,589	80,086	94,097	80,640	80,640	81,000
Property Tax Admin Fee	430,799	433,241	439,896	444,730	447,000	449,000
Cab Driver Licenses	150	75	130	150	150	150
Vendor License	1,755	1,040	1,190	1,700	1,200	1,200
Zoning Permits	7,700	6,700	9,690	8,000	8,000	6,000
Other Licenses & Permits	-	-	4,900	-	15,000	15,000
State Rev Share-Sales Tax	1,719,528	2,100,260	1,797,585	1,834,911	1,850,000	1,900,000
State Rev Share-Liquor License	15,766	15,577	14,515	15,500	15,500	15,000
Interest On Investments	89,668	66,450	36,465	70,000	50,000	50,000
Rent-Land	4,208	4,744	4,696	4,650	4,666	9,000
Rent-Buildings	45,964	48,316	58,415	62,789	50,869	49,221
Franchise Fees	303,680	307,837	319,517	315,000	315,000	320,000
Right Of Way Fee	58,420	61,094	82,319	61,000	62,000	62,000
Sale Of Assets	4,957	769	1,207	5,000	1,000	5,000
Contrib from Private Source	-	-	50	-	424	-
Reimb-Other	3,659	12,511	1,640	4,000	8,500	4,000
Refunds/Rebates	-	686	9,729	-	3,200	3,200
Transfer In-Economic Development	-	-	9,881	-	-	-
Transfer In-DDA	10,000	20,000	20,000	10,000	10,000	-
Miscellaneous Revenue	1,000	10	20	-	200	200
Total General Revenue	14,558,088	14,934,266	15,218,765	15,441,678	15,464,588	15,940,686
Service Revenue						
General Government						
Witness Fees	114	-	13	100	100	100
Zoning Board Of Appeals Fees	1,400	750	1,750	1,500	2,500	1,800
Plans & Specifications Review	3,251	1,689	335	1,000	1,000	1,000
Gis Enhanced Access Fee	5,711	8,558	8,252	8,000	8,000	8,200
Admin Services-Water Fund	408,583	452,140	448,444	440,383	440,383	463,418
Admin Services-Wastewater Fund	309,349	325,910	321,315	346,584	346,584	371,846
Admin Services - Building Safety	28,540	31,646	29,269	30,406	30,406	35,400
Admin Services - Stores & Equipment	-	-	-	38,214	38,214	35,028
Duplicating Charge	1,318	1,757	539	1,000	1,000	1,000
Sales-Miscellaneous	837	217	58	300	300	300
Plans & Specifications Sales	6,180	6,420	5,700	6,500	6,500	6,500
Vending Commissions/Sales	971	1,576	1,008	1,400	1,400	1,400
Other Charges For Services	8,333	12,280	11,327	6,800	6,500	5,000
Penalties	1,053	4,857	3,275	2,500	3,500	3,000
Miscellaneous Revenue	5,841	5,087	3,327	5,000	5,000	5,000
Total General Government	781,281	852,867	834,612	889,487	891,387	938,992
Public Safety						
Excavation Permit	15,380	22,500	17,799	22,000	7,000	7,000
Police Liaison	78,345	70,086	71,918	75,000	75,000	75,000
Emergency Medical Service Fees	(4,973)	3,092	974	-	-	-
Accident Cost Recovery Fees	29,921	2,417	-	-	-	-
Fire Inspection Fees	14,050	6,850	7,650	12,000	18,000	14,000
Plans & Specifications Review	3,350	14,350	12,550	12,000	12,000	13,000
Sex Offender Registration Fee	-	-	-	-	20	-
Police/Fire Service-Water	88,399	92,026	89,370	88,883	88,663	93,934
Oil Fines	1,417	5,942	17,231	6,000	13,000	13,000
Penal Fines	58,044	49,506	62,582	55,000	65,000	60,000
Civil Fines	2,200	2,100	800	2,000	1,000	1,000
Zoning/Blight Fines	1,900	2,050	1,300	1,000	1,000	1,000
Reimb-Demolitions	11,309	1,757	9,800	50,000	50,000	50,000

	Actual FY10-11	Actual FY11-12	Actual FY12-13	Amended Budget FY13-14	Projected Actual FY13-14	Budget Request FY14-15
Miscellaneous Revenue	5,913	7,624	9,384	7,000	7,000	7,000
Total Public Safety	305,255	280,300	301,358	330,663	337,683	334,934
Public Works						
Blight Pickup	22,331	22,973	13,229	23,000	15,000	15,000
Weed Cutting	28,505	20,873	32,621	22,000	50,000	42,000
Charges For Services-Banners	1,155	650	1,750	1,500	1,500	1,500
Miscellaneous Revenue	15,426	11,781	16,190	13,000	21,000	19,000
Total Public Works	67,417	56,277	63,790	59,500	87,500	77,500
Recreation & Culture						
Skate Sharpening	6,457	5,820	4,465	5,025	5,000	3,950
Youth Ball Program	25,820	17,852	20,808	18,000	20,000	20,800
Adult Ball Program	33,405	34,993	39,343	35,000	39,000	39,000
Adult Volleyball	12,116	5,315	4,115	4,000	3,610	3,610
Youth Basketball	6,765	6,733	6,654	5,550	6,593	6,600
Football Program	-	-	-	-	2,500	2,500
Track Program	938	1,007	1,044	600	1,055	1,055
Tennis Program	102	708	747	700	427	430
Skating Lessons	8,480	15,869	13,822	23,112	17,121	19,533
Sales-Concessions	52,973	36,735	35,790	36,300	36,020	33,700
Sales-Pro Shop	11,287	8,688	5,321	7,300	7,041	3,775
Sales-Miscellaneous	1,232	1,112	915	1,250	1,100	1,100
Admission-Swimming	13	-	-	-	-	-
Admission-Public Skating	13,270	19,300	23,484	18,290	22,929	23,700
Admission-Drop In Hockey	17,507	13,313	13,314	11,275	12,630	13,800
Admission-Sports Camp	8,707	4,746	11,095	4,800	3,344	-
Admission-Inflatables	138,451	107,265	93,995	103,800	86,829	71,450
Rent-Park Facilities	7,563	8,747	7,374	8,100	7,375	7,375
Rent-Ice Surface	302,053	246,998	221,508	284,366	219,601	246,100
Rent-Dry Floor	38,530	66,184	42,001	45,750	47,511	52,930
Rent-Meeting Room	6,018	9,368	10,200	10,200	4,450	13,800
Rent-Ice Skates	1,835	5,332	5,406	4,353	4,141	6,950
Rent-Lockers	152	150	270	360	284	315
Rent-Advertising Space	2,228	-	-	-	-	-
Commissions-Video Games	3,263	3,140	3,452	3,425	3,225	3,200
Commissions-Vending Machines	12,469	5,779	5,544	5,850	5,412	4,400
Miscellaneous Revenue	5,312	9,215	10,055	5,500	5,500	5,500
MMSC Miscellaneous Revenue	2,894	-	250	-	-	-
Total Recreation & Culture	719,840	634,369	580,972	822,906	562,698	585,573
Total Service Revenue	1,873,793	1,823,813	1,780,732	1,902,556	1,879,268	1,936,999
Operating Grants						
Public Safety						
Miscellaneous Federal Grants	-	-	-	-	329	-
COPS Grant	145,681	162,492	63,427	-	-	-
Police Training-Act 302	4,115	5,852	4,635	8,000	8,000	8,000
EVIP Grant	-	-	49,000	-	-	-
Total Public Safety	149,796	168,344	117,062	8,000	8,329	8,000
Recreation and Culture						
Comm Development Block Grant	-	-	-	-	10,000	-
State Recreation Grant	340	-	-	-	-	-
Contrib from Private Source	-	-	1,000	-	1,000	-
Total Recreation and Culture	340	-	1,000	-	11,000	-
Total Operating Grants	150,136	168,344	118,062	8,000	19,329	8,000
Capital Grants						
Public Safety						
Equipment Grant	16,303	-	-	-	-	-
Total Capital Grants	16,303	-	-	-	-	-
Total General Fund Revenue	16,596,320	16,928,423	17,117,559	17,352,234	17,363,185	17,885,685

GENERAL FUND EXPENDITURE DETAIL BY DEPARTMENT

Department Name	Actual FY11-12	Actual FY12-13	Amended Budget FY13-14	Projected FY13-14	Requested FY14-15	Pct of Budget
Mayor And Council	112,827	104,336	112,751	114,042	117,376	0.66%
City Manager	262,422	280,096	298,815	303,760	281,399	1.57%
Elections	29,298	30,443	21,060	21,060	27,265	0.15%
Clerk/Treasurer	406,040	427,188	430,218	430,727	439,082	2.45%
Assessor's Office	343,971	363,500	361,313	365,703	363,246	2.03%
Board Of Review	888	1,264	1,508	1,508	1,884	0.01%
Attorney's Office	134,044	132,896	135,325	135,325	141,662	0.79%
Audit	41,715	43,967	45,286	43,245	43,500	0.24%
Finance	352,998	381,263	365,466	357,545	356,108	1.99%
Human Resources	322,299	284,966	285,962	281,090	240,243	1.34%
Engineering	266,174	326,255	287,539	259,722	304,323	1.70%
Police Operating	5,193,875	5,548,966	5,850,988	5,973,042	584,738	3.27%
Police Training	5,852	4,635	8,000	8,000	8,000	0.04%
Liquor Law Enforcement	-	4,056	15,500	15,500	15,000	0.08%
Public Safety Division Personnel	-	-	-	-	8,568,895	47.91%
Fire Operating	3,132,329	2,992,048	3,187,335	3,180,653	281,018	1.57%
DPS General Operations	1,315,908	1,422,203	1,357,522	1,392,519	1,479,304	8.27%
Forestry	471,765	470,475	479,500	451,500	444,500	2.49%
Parks & Playgrounds	190,110	233,395	252,233	341,020	411,500	2.30%
City Hall/Grounds	220,873	263,429	256,883	264,532	277,154	1.55%
Planning Commission	3,146	4,557	4,078	3,541	4,240	0.02%
Community Development	213,952	243,010	252,425	253,803	275,026	1.54%
Historical District Commission	322	763	1,950	1,980	1,980	0.01%
Zoning/Ordinance Enforcement	115,109	98,392	179,527	238,483	243,996	1.36%
Administration & General	202,048	222,949	236,985	242,964	236,958	1.32%
Multi-Sports Complex	1,166,978	1,120,894	1,082,556	1,044,502	1,079,002	6.03%
Parks And Rec. Programs	64,993	86,878	106,936	99,745	100,503	0.56%
Non-Departmental	2,187,721	2,123,721	1,966,140	1,718,020	1,557,783	8.71%
Total	16,757,657	17,216,545	17,583,801	17,543,531	17,885,685	100%

GENERAL FUND EXPENDITURE DETAIL BY CLASSIFICATION

Description	Actual FY11-12	Actual FY12-13	Budget FY13-14	Projected FY13-14	Requested FY14-15	Pct of Budget
PERSONNEL						
Full Time Salaries & Wages	\$ 5,848,789	\$ 5,724,750	\$ 5,885,549	\$ 5,801,932	\$ 6,056,643	33.86
Part Time Salaries & Wages	156,614	198,180	191,622	218,984	258,937	1.45
Overtime	723,623	601,801	547,600	601,200	522,210	2.92
Overtime-Part-Time	-	3,198	-	351	-	0.00
Shift Premium	19,546	22,525	23,000	23,000	23,000	0.13
Clothing Allowance	38,303	26,399	33,900	26,850	27,500	0.15
Food Allowance	7,589	6,239	4,950	5,019	4,500	0.03
Car Allowance	6,000	6,000	6,000	6,000	6,000	0.03
Uniform Allowance	18,998	27,733	22,550	29,600	29,800	0.17
Longevity	61,148	54,775	54,528	54,375	55,125	0.31
Sick Pay Bonus	65,068	65,106	71,737	75,523	82,159	0.46
On Call Bonus	1,500	1,241	1,500	1,500	1,500	0.01
Team Callout Pay	3,476	3,320	3,360	3,360	3,360	0.02
Report Time Pay	11,242	11,350	12,000	12,000	12,000	0.07
Holiday Pay	98,658	88,454	202,672	180,630	181,990	1.02
Fees & Per Diem	12,476	21,193	12,484	11,684	20,250	0.11
Proficiency Pay	124,693	149,073	184,350	187,500	210,250	1.18
Waiver-Health Insurance	12,410	18,150	19,938	17,429	18,250	0.10
Fica	176,582	175,057	182,946	185,704	191,074	1.07
Medicare	96,000	96,811	104,148	105,675	107,353	0.60
Life Insurance	29,705	30,289	24,800	24,800	21,314	0.12
Disability Insurance	2,023	1,975	1,932	1,932	1,824	0.01
Workers' Comp Insurance	124,781	113,505	129,113	129,636	128,964	0.72
Unemployment	29,737	34,436	21,367	21,626	7,343	0.04
Medical Insurance	948,493	814,024	875,876	864,207	898,108	5.02
Flexible Benefit Plan	141	91	-	30	60	0.00
Prescription Insurance	70,963	97,825	114,555	93,205	89,004	0.50
Dental Insurance	79,489	71,672	68,006	68,614	81,866	0.46
Post Retirement Health Care	1,952,382	2,591,205	2,605,801	2,605,801	2,547,673	14.24
Retiree Healthcare Savings Plan	-	-	-	-	33,852	0.19
Pension Contribution	1,224,324	1,286,597	1,425,015	1,425,373	1,553,612	8.69
Deferred Compensation	4,972	5,002	5,473	5,473	5,578	0.03
PERSONNEL	11,949,725	12,347,976	12,836,772	12,789,013	13,181,099	73.70
SUPPLIES						
Office Supplies	35,435	24,856	36,269	32,510	31,405	0.18
Copies	5,599	7,070	7,200	7,535	7,435	0.04
Postage	22,651	23,838	24,333	25,133	25,125	0.14
Operating Supplies	126,835	141,097	138,618	135,072	140,750	0.79
Operating Supplies - Vehicles	23,127	22,586	21,840	21,949	18,875	0.11
Ammunition	13,153	2,697	13,883	13,883	13,800	0.08
Uniforms/Clothing	22,112	46,050	28,696	28,496	28,900	0.16
Quarters Supplies	1,192	1,941	4,000	4,000	3,000	0.02
Safety Equipment	3,332	5,143	4,000	4,000	4,000	0.02
Fire Prevention Supplies	2,783	4,532	4,000	4,000	4,000	0.02
Medical Supplies	8,140	9,165	9,000	9,000	9,000	0.05
De-Icing Agent	1,226	2,597	2,500	2,500	2,500	0.01
Crime Prevention Supplies	1,217	1,457	1,500	1,500	1,500	0.01
SUPPLIES	266,802	293,029	295,839	289,578	290,290	1.62

Description	Actual FY11-12	Actual FY12-13	Budget FY13-14	Projected FY13-14	Requested FY14-15	Pct of Budget
OTHER OPERATING						
Mileage	283	268	410	310	365	0.00
Planting Materials	-	1,252	2,000	2,000	2,000	0.01
Vending Supplies	1,090	757	1,400	1,400	1,400	0.01
Repair & Maint Supplies	7,836	10,818	13,000	44,000	47,500	0.27
Resale Merch - Pro Shop	6,096	4,246	4,380	4,391	2,265	0.01
Resale Merch - Concessions	25,042	23,089	21,780	22,349	19,896	0.11
Info Sys User Fee	164,389	159,183	153,913	153,913	162,933	0.91
Legal Services	221,930	213,336	219,000	204,000	200,000	1.12
Actuarial Services	5,000	2,250	2,500	2,500	2,500	0.01
Audit Services	41,715	43,967	45,286	43,245	43,500	0.24
General Contract Services	466,716	483,446	334,694	344,732	359,676	2.01
Billing Service	13	-	-	-	-	0.00
Demolition Service	38,432	4,800	84,125	134,125	100,000	0.56
Personnel	301,665	265,097	263,865	232,159	228,591	1.28
Employee Physicals	11,668	14,298	8,500	12,000	8,500	0.05
Contractual - Ptax Sharing	4,229	4,294	4,750	4,743	5,000	0.03
Transaction Processing Costs	58	4,710	2,500	2,300	2,500	0.01
City Property Grass Mowing Services	-	-	120,000	130,000	122,000	0.68
High Grass/Weed Mowing Services	-	-	30,000	50,000	50,000	0.28
Witness Fees	73	158	100	100	100	0.00
Civil Service Commission	-	195	-	-	-	0.00
Legal Services-Civil Service Commission	1,010	-	3,500	3,500	2,000	0.01
Telephone	53,617	56,894	57,210	57,148	53,975	0.30
Training & Travel	46,537	56,374	70,960	76,560	74,800	0.42
Prisoner Transfer	146	43	350	250	250	0.00
Recruiting	-	871	1,000	1,000	1,000	0.01
Community Promotion	16,314	19,400	21,250	21,250	20,250	0.11
Awards & Gifts	528	387	1,000	500	500	0.00
Publishing/Advertising	30,396	24,185	28,800	27,986	29,400	0.16
Insurance Premium	182,570	145,189	130,032	130,407	114,474	0.64
Electric	213,267	224,633	190,475	193,825	196,775	1.10
Street Lighting	448,531	463,888	440,000	460,000	455,000	2.54
Natural Gas	56,997	67,182	89,000	93,508	90,500	0.51
Water & Wastewater	17,840	23,646	25,200	33,525	23,625	0.13
Maintenance - Buildings	61,678	96,068	101,809	81,290	83,400	0.47
Maintenance - Equipment	20,151	41,690	34,745	38,398	80,700	0.45
Maintenance - Vehicles	12,367	27,413	18,000	18,000	13,000	0.07
Maintenance - Radios	3,232	9,028	7,500	7,500	7,500	0.04
Maintenance - Office Equipment	7,731	4,393	8,967	7,967	8,375	0.05
Rental-Vehicle	298,826	295,025	304,425	306,725	323,325	1.81
Rental-Building	529,552	482,804	496,242	526,242	498,799	2.79
Rental-Equipment	248,642	246,034	236,356	257,442	229,649	1.28
Miscellaneous Expense	93	14	-	9	-	0.00
Property Taxes	2,368	6,530	7,100	4,217	3,700	0.02
Licenses, Fees & Permits	15,902	13,860	25,876	25,725	22,400	0.13
Reference Material	9,631	6,961	10,369	9,724	8,975	0.05
Memberships & Dues	24,011	23,701	32,486	32,624	35,220	0.20
Michigan Municipal League	6,380	6,553	6,600	6,710	6,800	0.04
Semcog	2,657	2,663	2,700	2,670	2,700	0.02
City Share SAD	4,043	2,457	9,268	9,268	102,275	0.57
Refund - Bor Settlement	77,067	31,874	60,132	60,000	50,000	0.28
Program Exp-Sports Complex	4,923	1,850	2,695	2,006	4,130	0.02
Program Exp-Hockey	1,329	2,826	1,950	1,730	1,500	0.01
Program Exp-Inflatables	22,939	21,932	25,165	19,321	16,215	0.09
Grant-Lesow Comm Ctr	140,000	140,000	140,000	140,000	140,000	0.78
Grant-Mpact	153,918	159,758	157,500	157,500	160,000	0.89

Description	Actual FY11-12	Actual FY12-13	Budget FY13-14	Projected FY13-14	Requested FY14-15	Pct of Budget
Grant-Monroe Cnty Library Sys	57,500	57,500	57,500	57,500	57,500	0.32
Loss in fair value of land inventory	374,091	507,488	-	-	-	0.00
Cash (Over)/Short	-	(25)	-	-	-	0.00
Contingencies	-	-	132,575	61,000	150,000	0.84
OTHER OPERATING	4,443,019	4,507,253	4,250,940	4,321,294	4,427,438	24.75
CAPITAL OUTLAY						
Operating Equipment	92,804	62,688	66,000	66,000	66,000	0.37
Office Equipment & Furniture	-	-	-	-	-	0.00
CAPITAL OUTLAY	92,804	62,688	66,000	66,000	66,000	0.37
FORCE LABOR & EXPENDITURE CREDITS						
F/L Construction	354,074	402,799	370,000	410,720	460,500	2.57
Exp Cr-General Fund Departments	(311,801)	(370,738)	(336,000)	(375,220)	(425,500)	(2.38)
Exp Cr-Major Street Fund	(314,044)	(231,673)	(325,725)	(343,136)	(259,150)	(1.45)
Exp Cr-Local Street Fund	(310,939)	(221,065)	(290,600)	(363,299)	(274,000)	(1.53)
Exp Cr-Refuse Fund	(142,308)	(150,196)	(135,000)	(134,403)	(135,000)	(0.75)
Exp Cr-Parking Fund	(5,235)	(7,407)	(12,000)	(39,000)	(13,000)	(0.07)
Exp Cr-Grant Fund	(54,884)	(61,750)	(76,500)	(76,500)	(76,500)	(0.43)
Exp Cr-Airport Fund	(3,314)	(9,590)	(7,000)	(28,800)	(11,500)	(0.06)
Exp Cr-Capital Project Fund	(47,017)	(111,409)	(79,000)	(49,862)	(51,500)	(0.29)
Exp Cr-Wastewater Fund	(49,186)	(25,972)	(33,800)	(22,303)	(21,500)	(0.12)
Exp Cr-Water Fund	(156,130)	(113,012)	(77,500)	(120,086)	(155,500)	(0.87)
Exp Cr-Raw Water Partnership	(545)	(279)	-	-	-	0.00
Exp Cr-Stores & Equipment Fund	(5,305)	(27,169)	-	-	-	0.00
Exp Cr-Expendable Trust Fund	(940)	(4,784)	(4,000)	(974)	(2,000)	(0.01)
Expenditure Credit - BRA	(4,603)	(7,323)	(6,000)	(7,500)	(7,500)	(0.04)
FORCE LABOR & EXP. CREDITS	(1,052,177)	(939,568)	(1,013,125)	(1,150,363)	(972,150)	(5.44)
DEBT SERVICE						
Principal-City Hall	307,287	22,183	23,260	23,260	24,387	0.14
Principal-Fire	36,307	-	-	-	-	0.00
Interest-Adv From Other Funds	8,160	8,160	8,160	8,160	8,160	0.05
Interest - City Hall	23,949	10,219	9,143	9,143	8,015	0.04
Interest-Fire	1,521	-	-	-	-	0.00
DEBT SERVICE	377,224	40,562	40,563	40,563	40,562	0.23
OPERATING TRANSFERS						
Transfer Out-Major St	-	130,000	68,000	68,000	70,000	0.39
Transfer Out-Local St	493,000	297,290	456,224	457,224	470,000	2.63
Transfer Out-Parking Fund	-	-	-	80,000	-	0.00
Transfer Out-Economic Development	-	-	-	50,000	-	0.00
Transfer Out-Debt Service	19,160	19,053	19,102	19,736	19,446	0.11
Transfer Out-Capital Project	143,100	432,262	536,486	485,486	265,000	1.48
Transfer Out-Cemetery	25,000	26,000	27,000	27,000	28,000	0.16
OPERATING TRANSFERS	680,260	904,605	1,106,812	1,187,446	852,446	4.77
TOTAL APPROPRIATIONS	\$ 16,757,657	\$ 17,216,545	\$ 17,583,801	\$ 17,543,531	\$ 17,885,685	100.00



FY 2014-15 Budget Summary

During the last fiscal year the Port of Monroe has promoted numerous cargo development opportunities while redefining its identity as a major seaport in the Great Lakes St Lawrence Seaway system.

Numerous infrastructure improvements and cargo partnerships established in 2013 will lead to significant tonnage increases during the 2014 shipping season.

Because the Port has had to overcome numerous hurdles to regain momentum the organization will remain reliant upon property tax revenue for general operations. Yet the economic impact of this community investment will continue to allow the port to build sustainability while promoting future growth.

The riverfront port property was recently authorized as a Foreign Trade Zone (FTZ) which will enhance future marketability to international customers.

The attached budget reflects continued conservative port management costs coupled with an aggressive development strategy.

Please feel free to contact me with any questions.

Very Respectfully,

A handwritten signature in black ink, appearing to read "Paul C. LaMarre III", written over a horizontal line.

Paul C. LaMarre III
Port Director

	FY13	FY14	FY14	FY15
	Actual	Adopted	Projected	Request
Operating Revenue				
Land Rental & Sales	92,356.00	150,000	125,000	150,000
Wharfage, Dockage, Rail, Tonnage	25,270.00	50,000	45,000	50,000
Administrative Services	7,785.00	7,785	7,785	7,785
Misc Income	4,758.00	-	2,372	0
Total Operating Revenue	130,169	207,785	180,157	207,785
Operating Expenses				
Consulting Engineers	59,404.00	60,000	75,000	60,000
Salaries	112,037.00	125,000	125,000	138,862
Environmental Expense	-91,443.00	8,600	2,600	2,600
Environmental Travel & Meetings				0
Repairs & Maintenance	16,004.00	20,000	22,000	25,000
Legal	63,774.00	40,000	35,000	40,000
Auditing & Accounting	19,053.00	20,000	24,000	24,000
Utilities	10,791.00	11,240	11,240	11,240
Telephone	4,754.00	4,500	4,500	4,500
Office Supplies & Postage	8,456.00	5,000	7,500	7,500
General Insurance	13,236.00	15,000	15,000	15,000
Payroll Taxes	9,070.00	5,000	10,000	12,000
Bank Fees and Payroll Processing Fees	2,110.00			
Legislative	500.00	-	6,000	6,000
Property Taxes	1,546.00	-	-	0
Office Cleaning	3,390.00	3,300	3,300	3,300
Travel-General	4,035.00	12,000	12,000	12,000
Promotion	1,243.00	3,000	3,000	3,000
Dues & Subscriptions	27,893.00	20,000	22,500	22,500
Contracted Services	7,277.00	-	-	0
Miscellaneous	7,293.00	2,500	5,000	5,000
Security	33.00	2,000	-	0
Commissioner Fees	5,340.00	8,400	3,500	5,400
Contingency Expenses		15,000	-	20,000
Advertising	6,773.00	10,000	5,000	7,500
Depreciation	50,480.00	55,000	55,000	55,000
Wastewater Treatment	24,565.00	30,000	30,000	30,000
Airport Consultant		-	-	0
Foreign Trade Zone		8,000	3,000	8,000
Economic Development	10,222.00	15,000	1,000	2,500
Total Operating Expense	377,836	498,540	481,140	520,902
Operating Income (Loss)	(247,667)	(290,755)	(300,983)	(313,117)
Non-Operating Revenues (Expenses)				
Property Tax-City of Monroe	318,471.00	326,255	326,255	330,000
Interest Income				
Security Grant Expense				
North Battlefield Improvements Expense	-29,646.00	-	(100,771)	
Interest Expense	-6,054.00			
Holcim Property Debt Service		(12,000)	(5,000)	(13,138)

	FY13	FY14	FY14	FY15
	Actual	Adopted	Projected	Request
Total Non-Operating	282,771	314,255	220,484	316,862
Other Revenue				
Federal Revenue-Security Grant	126,623.00			
North Battlefield Improvements		-	100,771	
Slate Revenues-restricted Land	59,372.00			
Donation-restricted land				
Other Income	2,644.00			
Total Other Revenue	188,639	-	100,771	
Change in Net Assets	223,743	23,500	20,272	3,745
Net Position - Beginning of year	3,731,975.00	3,703,580	3,955,718	3,975,990
Net Position - End of Year	3,955,718.00	3,727,080	3,975,990	3,979,735
Capital & Other Improvements Expense				
Marine Infrastructure		125,000	122,630	125,000
Rail Infrastructure		125,000	-	125,000
North Battlefield Improvements	29,646.00	-	100,505	
Amount appropriated by City Council		760,540		770,902

04/17/2014		BUDGET REPORT FOR CITY OF MONROE		
		Calculations as of 03/31/2014		
		13-14	13-14	
		AMENDED	PROJECTED	CHANGE
GL NUMBER	DESCRIPTION	BUDGET	ACTIVITY	+/-
Fund 101 - GENERAL FUND				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		15,441,678	15,464,588	22,910
Dept 81.100-PROGRAM REVENUE SERVICES		889,487	891,387	1,900
Dept 81.300-PROGRAM REVENUE SERVICES		330,663	337,683	7,020
Dept 81.400-SVC REV - PUBLIC WORKS		59,500	87,500	28,000
Dept 81.700-SVC REV - RECREATION & CULTURE		622,906	562,698	(60,208)
Dept 82.300-PROGRAM REVENUE OPER GRANTS		8,000	8,329	329
Dept 82.600-ECONOMIC DEVELOPMENT		0	11,000	11,000
TOTAL ESTIMATED REVENUES		17,352,234	17,363,185	10,951
APPROPRIATIONS				
Dept 05.101-MAYOR AND COUNCIL		112,751	114,042	1,291
Dept 10.172-CITY MANAGER		298,815	303,760	4,945
Dept 15.191-ELECTIONS		21,060	21,060	-
Dept 15.260-CLERK/TREASURER		430,218	430,727	509
Dept 20.209-ASSESSOR'S OFFICE		361,313	365,703	4,390
Dept 20.247-BOARD OF REVIEW		1,508	1,508	-
Dept 25.210-ATTORNEY'S OFFICE		135,325	135,325	-
Dept 30.202-AUDIT		45,286	43,245	(2,041)
Dept 30.223-FINANCE		365,466	357,545	(7,921)
Dept 35.226-HUMAN RESOURCES		285,962	281,090	(4,872)
Dept 40.449-ENGINEERING		287,539	259,722	(27,817)
Dept 50.301-POLICE		5,850,988	5,973,042	122,054
Dept 50.320-POLICE TRAINING		8,000	8,000	-
Dept 50.330-LIQUOR LAW ENFORCEMENT		15,500	15,500	-
Dept 55.336-FIRE		3,187,335	3,180,653	(6,682)
Dept 60.441-DPS GENERAL OPERATIONS		1,357,522	1,392,519	34,997
Dept 60.468-FORESTRY		479,500	451,500	(28,000)
Dept 60.756-PARKS & PLAYGROUNDS		222,233	306,020	83,787
Dept 65.265-CITY HALL/GROUNDS		256,883	264,532	7,649
Dept 65.801-PLANNING COMMISSION		4,078	3,541	(537)
Dept 65.802-COMMUNITY DEVELOPMENT		252,425	253,803	1,378
Dept 65.804-HISTORICAL DISTRICT COMMISSION		1,950	1,980	30
Dept 65.805-ZONING/ORDINANCE ENFORCEMENT		179,527	238,483	58,956
Dept 70.521-ADMINISTRATION & GENERAL		236,985	242,964	5,979
Dept 70.756-PARKS & PLAYGROUNDS		30,000	35,000	5,000
Dept 70.757-MULTI-SPORTS COMPLEX		1,082,556	1,044,502	(38,054)
Dept 70.761-PARKS AND REC. PROGRAMS		106,936	99,745	(7,191)
Dept 95.223-FINANCE		274,468	17,428	(257,040)
Dept 95.260-CLERK/TREASURER		64,882	64,743	(139)

		13-14	13-14	
		AMENDED	PROJECTED	CHANGE
GL NUMBER	DESCRIPTION	BUDGET	ACTIVITY	+/-
Dept 95.665-CITY GRANT		355,000	355,000	-
Dept 95.941-CONTINGENCIES		132,575	61,000	(71,575)
Dept 95.945-DEBT ADMINISTRATION		51,505	52,139	634
Dept 95.959-TRANSFERS OUT		1,087,710	1,167,710	80,000
TOTAL APPROPRIATIONS		17,583,801	17,543,531	(40,270)
NET OF REVENUES/APPROPRIATIONS - FUND 101		(231,567)	(180,346)	51,221
BEGINNING FUND BALANCE		5,540,728	5,540,728	-
FUND BALANCE ADJUSTMENTS		(2,000,000)	(2,000,000)	-
ENDING FUND BALANCE		3,309,161	3,360,382	51,221

		13-14	13-14	
		AMENDED	PROJECTED	CHANGE
GL NUMBER	DESCRIPTION	BUDGET	ACTIVITY	+/-
Fund 202 - MAJOR STREET				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		1,500	2,040	540
Dept 80.400-GENERAL REVENUE		1,000,000	1,030,000	30,000
Dept 81.400-SVC REV - PUBLIC WORKS		48,000	72,700	24,700
Dept 83.400-PROGRAM REVENUE CAPITAL GRANT		392,500	574,500	182,000
TOTAL ESTIMATED REVENUES		1,442,000	1,679,240	237,240
APPROPRIATIONS				
Dept 60.451-STREET CONSTRUCTION		1,162,186	1,244,511	82,325
Dept 60.464-SURFACE MAINTENANCE		114,500	92,000	(22,500)
Dept 60.465-GUARD RAILS & POSTS		5,700	700	(5,000)
Dept 60.469-DRAIN STRUCTURES		65,000	27,500	(37,500)
Dept 60.471-GRASS & WEED CONTROL		9,000	1,882	(7,118)
Dept 60.473-BRIDGE MAINTENANCE		3,269	0	(3,269)
Dept 60.474-RAILROAD CROSSING MAINTENANCE		12,000	17,000	5,000
Dept 60.475-SIGN MAINTENANCE		62,000	35,000	(27,000)
Dept 60.476-STREET SIGNALS MAINTANANCE		21,800	26,500	4,700
Dept 60.477-PAVEMENT MARKING		30,900	32,000	1,100
Dept 60.478-WINTER MAINTENANCE		117,000	277,000	160,000
Dept 60.959-TRANSFERS OUT		200,000	206,000	6,000
Dept 61.464-M125 SURFACE MAINTENANCE		5,200	13,800	8,600
Dept 61.466-M125 STREET SWEEPING		4,800	2,500	(2,300)
Dept 61.468-M125 FORESTRY		3,900	4,400	500
Dept 61.469-M125 DRAIN STRUCTURES		3,900	0	(3,900)
Dept 61.475-M125 SIGN MAINTENANCE		130	0	(130)
Dept 61.476-M125 STREET SIGNALS MAINTANANCE		520	0	(520)
Dept 61.478-M125 WINTER MAINTENANCE		27,950	51,000	23,050
Dept 62.466-M50 STREET SWEEPING		1,600	1,000	(600)
TOTAL APPROPRIATIONS		1,851,355	2,032,793	181,438
NET OF REVENUES/APPROPRIATIONS - FUND 202		(409,355)	(353,553)	55,802
BEGINNING FUND BALANCE		988,337	988,337	-
ENDING FUND BALANCE		578,982	634,784	55,802

		13-14	13-14	
		AMENDED	PROJECTED	CHANGE
GL NUMBER	DESCRIPTION	BUDGET	ACTIVITY	+/-
Fund 203 - LOCAL STREET				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		1,000	1,382	382
Dept 80.400-GENERAL REVENUE		530,000	546,000	16,000
Dept 83.400-PROGRAM REVENUE CAPITAL GRANT		473,724	473,724	-
TOTAL ESTIMATED REVENUES		1,004,724	1,021,106	16,382
APPROPRIATIONS				
Dept 60.451-STREET CONSTRUCTION		722,537	642,829	(79,708)
Dept 60.464-SURFACE MAINTENANCE		119,500	113,000	(6,500)
Dept 60.465-GUARD RAILS & POSTS		1,350	1,700	350
Dept 60.469-DRAIN STRUCTURES		65,000	65,000	-
Dept 60.471-GRASS & WEED CONTROL		10,000	10,500	500
Dept 60.474-RAILROAD CROSSING MAINTENANCE		520	520	-
Dept 60.475-SIGN MAINTENANCE		84,031	38,000	(46,031)
Dept 60.476-STREET SIGNALS MAINTANANCE		2,600	1,400	(1,200)
Dept 60.477-PAVEMENT MARKING		500	500	-
Dept 60.478-WINTER MAINTENANCE		110,000	225,000	115,000
TOTAL APPROPRIATIONS		1,116,038	1,098,449	(17,589)
NET OF REVENUES/APPROPRIATIONS - FUND 203		(111,314)	(77,343)	33,971
BEGINNING FUND BALANCE		285,603	285,603	-
ENDING FUND BALANCE		174,289	208,260	33,971

		13-14	13-14	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	PROJECTED ACTIVITY	CHANGE +/-
Fund 226 - REFUSE				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		1,320,637	1,320,507	(130)
Dept 81.400-SVC REV - PUBLIC WORKS		4,200	5,795	1,595
Dept 82.400-PROGRAM REVENUE OPER GRANTS		0	198	198
TOTAL ESTIMATED REVENUES		1,324,837	1,326,500	1,663
APPROPRIATIONS				
Dept 60.466-STREET SWEEPING		305,000	315,000	10,000
Dept 60.528-REFUSE PICK-UP		1,040,000	1,024,403	(15,597)
Dept 60.529-LEAF PICKUP PROGRAM		26,000	22,968	(3,032)
Dept 95.260-CLERK/TREASURER		6,500	5,000	(1,500)
TOTAL APPROPRIATIONS		1,377,500	1,367,371	(10,129)
NET OF REVENUES/APPROPRIATIONS - FUND 226		(52,663)	(40,871)	11,792
BEGINNING FUND BALANCE		126,516	126,516	-
ENDING FUND BALANCE		73,853	85,645	11,792

		13-14	13-14	
GL NUMBER	DESCRIPTION	AMENDED	PROJECTED	CHANGE
		BUDGET	ACTIVITY	+/-
Fund 231 - PARKING				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		350	80,030	79,680
Dept 81.300-PROGRAM REVENUE SERVICES		146,000	131,000	(15,000)
TOTAL ESTIMATED REVENUES		146,350	211,030	64,680
APPROPRIATIONS				
Dept 15.260-CLERK/TREASURER		9,000	9,000	-
Dept 50.315-PARKING ENFORCEMENT		131,609	122,569	(9,040)
Dept 60.444-PARKING MAINTENANCE		25,400	82,700	57,300
TOTAL APPROPRIATIONS		166,009	214,269	48,260
NET OF REVENUES/APPROPRIATIONS - FUND 231		(19,659)	(3,239)	16,420
BEGINNING FUND BALANCE		48,398	48,398	-
ENDING FUND BALANCE		28,739	45,159	16,420

		13-14	13-14	
		AMENDED	PROJECTED	CHANGE
GL NUMBER	DESCRIPTION	BUDGET	ACTIVITY	+/-
Fund 244 - ECONOMIC DEVELOPMENT				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		1,500	1,500	-
Dept 80.600-GENERAL REVENUE		0	50,000	50,000
Dept 82.600-ECONOMIC DEVELOPMENT		0	203,508	203,508
Dept 83.600-PROGRAM REVENUE CAPITAL GRANT		0	445,278	445,278
TOTAL ESTIMATED REVENUES		1,500	700,286	698,786
APPROPRIATIONS				
Dept 65.802-COMMUNITY DEVELOPMENT		45,000	743,786	698,786
TOTAL APPROPRIATIONS		45,000	743,786	698,786
NET OF REVENUES/APPROPRIATIONS - FUND 244		(43,500)	(43,500)	-
BEGINNING FUND BALANCE		341,964	341,964	-
ENDING FUND BALANCE		298,464	298,464	-

		13-14	13-14	
		AMENDED	PROJECTED	CHANGE
GL NUMBER	DESCRIPTION	BUDGET	ACTIVITY	+/-
Fund 249 - BUILDING SAFETY				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		800	1,000	200
Dept 81.300-PROGRAM REVENUE SERVICES		429,800	492,325	62,525
TOTAL ESTIMATED REVENUES		430,600	493,325	62,725
APPROPRIATIONS				
Dept 65.371-BUILDING SAFETY INSPECTION		411,217	439,171	27,954
TOTAL APPROPRIATIONS		411,217	439,171	27,954
NET OF REVENUES/APPROPRIATIONS - FUND 249		19,383	54,154	34,771
BEGINNING FUND BALANCE		369,874	369,874	-
ENDING FUND BALANCE		389,257	424,028	34,771

		13-14	13-14	
		AMENDED	PROJECTED	CHANGE
GL NUMBER	DESCRIPTION	BUDGET	ACTIVITY	+/-
Fund 265 - DRUG FORFEITURE				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		200	200	-
Dept 81.300-PROGRAM REVENUE SERVICES		15,000	15,000	-
Dept 82.300-PROGRAM REVENUE OPER GRANTS		0	1,799	1,799
TOTAL ESTIMATED REVENUES		15,200	16,999	1,799
APPROPRIATIONS				
Dept 50.301-POLICE		15,200	15,200	-
TOTAL APPROPRIATIONS		15,200	15,200	-
NET OF REVENUES/APPROPRIATIONS - FUND 265		0	1,799	1,799
BEGINNING FUND BALANCE		36,627	36,627	-
ENDING FUND BALANCE		36,627	38,426	1,799

		13-14	13-14	
GL NUMBER	DESCRIPTION	AMENDED	PROJECTED	CHANGE
		BUDGET	ACTIVITY	+/-
Fund 273 - GRANTS				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		400	400	-
Dept 81.600-PROGRAM REVENUE SERVICES		400,000	918,098	518,098
TOTAL ESTIMATED REVENUES		400,400	918,498	518,098
APPROPRIATIONS				
Dept 65.730-COMM DEVELOPMENT BLOCK GRANT		584,467	918,098	333,631
TOTAL APPROPRIATIONS		584,467	918,098	333,631
NET OF REVENUES/APPROPRIATIONS - FUND 273		(184,067)	400	184,467
BEGINNING FUND BALANCE		204,887	204,887	-
ENDING FUND BALANCE		20,820	205,287	184,467

		13-14	13-14	
		AMENDED	PROJECTED	CHANGE
GL NUMBER	DESCRIPTION	BUDGET	ACTIVITY	+/-
Fund 295 - AIRPORT				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		11,000	38,104	27,104
Dept 81.400-SVC REV - PUBLIC WORKS		346,400	328,308	(18,092)
TOTAL ESTIMATED REVENUES		357,400	366,412	9,012
APPROPRIATIONS				
Dept 60.442-AIRPORT		373,618	388,419	14,801
TOTAL APPROPRIATIONS		373,618	388,419	14,801
NET OF REVENUES/APPROPRIATIONS - FUND 295		(16,218)	(22,007)	(5,789)
BEGINNING FUND BALANCE		80,705	80,705	-
ENDING FUND BALANCE		64,487	58,698	(5,789)

		13-14	13-14	
		AMENDED	PROJECTED	CHANGE
GL NUMBER	DESCRIPTION	BUDGET	ACTIVITY	+/-
Fund 301 - DEBT SERVICE				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		471,139	470,669	(470)
Dept 82.400-PROGRAM REVENUE OPER GRANTS		42,085	38,838	(3,247)
TOTAL ESTIMATED REVENUES		513,224	509,507	(3,717)
APPROPRIATIONS				
Dept 30.945-DEBT ADMINISTRATION		418,624	418,624	-
Dept 95.260-CLERK/TREASURER		3,000	3,000	-
TOTAL APPROPRIATIONS		421,624	421,624	-
NET OF REVENUES/APPROPRIATIONS - FUND 301		91,600	87,883	(3,717)
BEGINNING FUND BALANCE		93,684	93,684	-
ENDING FUND BALANCE		185,284	181,567	(3,717)

		13-14	13-14	
		AMENDED	PROJECTED	CHANGE
GL NUMBER	DESCRIPTION	BUDGET	ACTIVITY	+/-
Fund 401 - CAPITAL PROJECTS				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		623,025	686,707	63,682
Dept 81.400-SVC REV - PUBLIC WORKS		53,200	73,200	20,000
Dept 83.100-PROGRAM REVENUE CAPITAL GRANT		356,313	356,437	124
Dept 83.400-PROGRAM REVENUE CAPITAL GRANT		2,211,203	2,148,611	(62,592)
Dept 83.700-PROGRAM REVENUE CAPITAL GRANT		280,000	355,346	75,346
TOTAL ESTIMATED REVENUES		3,523,741	3,620,301	96,560
APPROPRIATIONS				
Dept 95.265-CITY HALL/GROUNDS		987,309	1,083,241	95,932
Dept 95.336-FIRE		56,671	56,671	-
Dept 95.441-DPS OPERATIONS		72,512	0	(72,512)
Dept 95.442-AIRPORT		266,262	266,262	-
Dept 95.449-ENGINEERING		2,315,489	2,167,203	(148,286)
Dept 95.468-FORESTRY		20,000	20,000	-
Dept 95.756-PARKS & PLAYGROUNDS		382,231	396,231	14,000
Dept 95.802-COMMUNITY DEVELOPMENT		342,163	342,163	-
TOTAL APPROPRIATIONS		4,442,637	4,331,771	(110,866)
NET OF REVENUES/APPROPRIATIONS - FUND 401				
		(918,896)	(711,470)	207,426
BEGINNING FUND BALANCE				
		1,160,386	1,160,386	-
ENDING FUND BALANCE				
		241,490	448,916	207,426

		13-14	13-14	
		AMENDED	PROJECTED	CHANGE
GL NUMBER	DESCRIPTION	BUDGET	ACTIVITY	+/-
Fund 590 - WASTEWATER				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		14,050	2,000	(12,050)
Dept 81.400-SVC REV - PUBLIC WORKS		7,961,435	7,961,015	(420)
Dept 83.400-PROGRAM REVENUE CAPITAL GRANT		0	15,327	15,327
TOTAL ESTIMATED REVENUES		7,975,485	7,978,342	2,857
APPROPRIATIONS				
Dept 75.521-ADMINISTRATION & GENERAL		2,939,913	2,909,437	(30,476)
Dept 75.527-TREATMENT & DISPOSAL		2,888,118	2,845,546	(42,572)
Dept 75.529-SANITARY SEWER MAINTENANCE		437,770	433,828	(3,942)
Dept 75.530-PUMP STATION MAINTENANCE		499,930	504,144	4,214
Dept 75.945-DEBT ADMINISTRATION		1,926,643	914,086	(1,012,557)
TOTAL APPROPRIATIONS		8,692,374	7,607,041	(1,085,333)
NET OF REVENUES/APPROPRIATIONS - FUND 590		(716,889)	371,301	1,088,190
BEGINNING FUND BALANCE		23,275,465	23,275,465	-
ENDING FUND BALANCE		22,558,576	23,646,766	1,088,190

		13-14	13-14	
		AMENDED	PROJECTED	CHANGE
GL NUMBER	DESCRIPTION	BUDGET	ACTIVITY	+/-
Fund 591 - WATER				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		40,497	43,113	2,616
Dept 81.400-SVC REV - PUBLIC WORKS		8,051,017	7,867,230	(183,787)
Dept 82.400-PROGRAM REVENUE OPER GRANTS		150,341	150,341	-
TOTAL ESTIMATED REVENUES		8,241,855	8,060,684	(181,171)
APPROPRIATIONS				
Dept 40.521-ADMINISTRATION & GENERAL		2,453,136	2,453,598	462
Dept 40.536-CUSTER BOOSTER STATION		51,091	52,490	1,399
Dept 40.537-FILTRATION PLANT		2,108,046	2,142,394	34,348
Dept 40.538-TRANSMISSION & DISTRIBUTION		1,385,973	1,416,708	30,735
Dept 40.540-METER SHOP		760,015	757,657	(2,358)
Dept 40.945-DEBT ADMINISTRATION		1,575,410	735,983	(839,427)
TOTAL APPROPRIATIONS		8,333,671	7,558,830	(774,841)
NET OF REVENUES/APPROPRIATIONS - FUND 591		(91,816)	501,854	593,670
BEGINNING FUND BALANCE		46,172,003	46,172,003	-
ENDING FUND BALANCE		46,080,187	46,673,857	593,670

		13-14	13-14	
		AMENDED	PROJECTED	CHANGE
GL NUMBER	DESCRIPTION	BUDGET	ACTIVITY	+/-
Fund 599 - WATER INTAKE				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		500	500	-
Dept 82.400-PROGRAM REVENUE OPER GRANTS		403,273	396,131	(7,142)
TOTAL ESTIMATED REVENUES		403,773	396,631	(7,142)
APPROPRIATIONS				
Dept 40.521-ADMINISTRATION & GENERAL		407,648	396,131	(11,517)
TOTAL APPROPRIATIONS		407,648	396,131	(11,517)
NET OF REVENUES/APPROPRIATIONS - FUND 599		(3,875)	500	4,375
BEGINNING FUND BALANCE		5,574,558	5,574,558	-
ENDING FUND BALANCE		5,570,683	5,575,058	4,375

		13-14	13-14	
		AMENDED	PROJECTED	CHANGE
GL NUMBER	DESCRIPTION	BUDGET	ACTIVITY	+/-
Fund 636 - INFORMATION SYSTEMS				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		1,600	1,000	(600)
Dept 81.100-PROGRAM REVENUE SERVICES		336,791	336,791	-
TOTAL ESTIMATED REVENUES		338,391	337,791	(600)
APPROPRIATIONS				
Dept 30.915-INFORMATION SYSTEMS		435,547	321,240	(114,307)
TOTAL APPROPRIATIONS		435,547	321,240	(114,307)
NET OF REVENUES/APPROPRIATIONS - FUND 636		(97,156)	16,551	113,707
BEGINNING FUND BALANCE		509,489	509,489	-
ENDING FUND BALANCE		412,333	526,040	113,707

		13-14	13-14	
		AMENDED	PROJECTED	CHANGE
GL NUMBER	DESCRIPTION	BUDGET	ACTIVITY	+/-
Fund 641 - STORES & EQUIPMENT				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		10,600	2,800	(7,800)
Dept 81.400-SVC REV - PUBLIC WORKS		950,540	1,034,960	84,420
TOTAL ESTIMATED REVENUES		961,140	1,037,760	76,620
APPROPRIATIONS				
Dept 60.521-ADMINISTRATION & GENERAL		1,032,288	995,357	(36,931)
TOTAL APPROPRIATIONS		1,032,288	995,357	(36,931)
NET OF REVENUES/APPROPRIATIONS - FUND 641		(71,148)	42,403	113,551
BEGINNING FUND BALANCE		1,504,148	1,504,148	-
ENDING FUND BALANCE		1,433,000	1,546,551	113,551

		13-14	13-14	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	PROJECTED ACTIVITY	CHANGE +/-
Fund 670 - EMPLOYMENT BENEFIT FUND				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		500	1,900	1,400
Dept 81.100-PROGRAM REVENUE SERVICES		2,261,966	2,194,700	(67,266)
TOTAL ESTIMATED REVENUES		2,262,466	2,196,600	(65,866)
APPROPRIATIONS				
Dept 35.521-ADMINISTRATION & GENERAL		16,886	16,886	-
Dept 35.852-MEDICAL INSURANCE		1,517,952	1,517,952	-
Dept 35.853-PRESCRIPTION INSURANCE		196,359	250,000	53,641
Dept 35.854-DENTAL INSURANCE		114,030	114,030	-
Dept 35.855-FLEXIBLE BENEFIT PLAN		1,000	1,000	-
Dept 35.857-LIFE & L/T DISABILITY INS		42,625	39,000	(3,625)
Dept 35.870-UNEMPLOYMENT INSURANCE		32,358	32,402	44
Dept 35.871-WORKERS COMPENSATION INSURANCE		198,692	198,714	22
TOTAL APPROPRIATIONS		2,119,902	2,169,984	50,082
NET OF REVENUES/APPROPRIATIONS - FUND 670				
		142,564	26,616	(115,948)
BEGINNING FUND BALANCE		1,338,727	1,338,727	-
ENDING FUND BALANCE		1,481,291	1,365,343	(115,948)

		13-14	13-14	
		AMENDED	PROJECTED	CHANGE
GL NUMBER	DESCRIPTION	BUDGET	ACTIVITY	+/-
Fund 675 - POST-RETIREMENT HEALTH CARE				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		916,300	883,932	(32,368)
Dept 81.100-PROGRAM REVENUE SERVICES		3,903,000	3,903,000	-
TOTAL ESTIMATED REVENUES		4,819,300	4,786,932	(32,368)
APPROPRIATIONS				
Dept 30.223-FINANCE		16,000	16,000	-
Dept 35.521-ADMINISTRATION & GENERAL		10,000	10,000	-
Dept 35.852-MEDICAL INSURANCE		1,886,900	2,002,900	116,000
Dept 35.853-PRESCRIPTION INSURANCE		1,450,000	1,350,000	(100,000)
Dept 95.223-FINANCE		100,000	132,000	32,000
TOTAL APPROPRIATIONS		3,462,900	3,510,900	48,000
NET OF REVENUES/APPROPRIATIONS - FUND 675				
		1,356,400	1,276,032	(80,368)
BEGINNING FUND BALANCE				
		14,930,433	14,930,433	-
ENDING FUND BALANCE				
		16,286,833	16,206,465	(80,368)

		13-14	13-14	
		AMENDED	PROJECTED	CHANGE
GL NUMBER	DESCRIPTION	BUDGET	ACTIVITY	+/-
Fund 677 - INSURANCE				
ESTIMATED REVENUES				
	Dept 80.100-GENERAL REVENUE	2,500	32,500	30,000
	Dept 81.100-PROGRAM REVENUE SERVICES	284,473	284,473	-
	TOTAL ESTIMATED REVENUES	286,973	316,973	30,000
APPROPRIATIONS				
	Dept 30.521-ADMINISTRATION & GENERAL	5,000	5,000	-
	Dept 30.849-INSURANCE ADMINISTRATION	550	550	-
	Dept 30.865-GENERAL INSURANCE	352,788	337,000	(15,788)
	TOTAL APPROPRIATIONS	358,338	342,550	(15,788)
	NET OF REVENUES/APPROPRIATIONS - FUND 677	(71,365)	(25,577)	45,788
	BEGINNING FUND BALANCE	723,822	723,822	-
	ENDING FUND BALANCE	652,457	698,245	45,788

		13-14	13-14	
		AMENDED	PROJECTED	CHANGE
GL NUMBER	DESCRIPTION	BUDGET	ACTIVITY	+/-
Fund 711 - CEMETERY TRUST FUND				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		28,000	30,000	2,000
Dept 81.100-PROGRAM REVENUE SERVICES		20,000	20,000	-
TOTAL ESTIMATED REVENUES		48,000	50,000	2,000
APPROPRIATIONS				
Dept 60.276-CEMETERY		44,209	44,209	-
TOTAL APPROPRIATIONS		44,209	44,209	-
NET OF REVENUES/APPROPRIATIONS - FUND 711		3,791	5,791	2,000
BEGINNING FUND BALANCE		376,233	376,233	-
ENDING FUND BALANCE		380,024	382,024	2,000

		13-14	13-14	
		AMENDED	PROJECTED	CHANGE
GL NUMBER	DESCRIPTION	BUDGET	ACTIVITY	+/-
Fund 720 - EXPENDABLE TRUST				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		31,000	31,000	-
Dept 80.300-GENERAL REVENUE		2,000	2,000	-
Dept 80.600-GENERAL REVENUE		12,663	12,663	-
TOTAL ESTIMATED REVENUES		45,663	45,663	-
APPROPRIATIONS				
Dept 05.101-MAYOR AND COUNCIL		2,592	2,592	-
Dept 10.172-CITY MANAGER		18,269	18,269	-
Dept 40.449-ENGINEERING		26,617	26,617	-
Dept 60.441-DPS GENERAL OPERATIONS		5,630	5,630	-
Dept 60.756-PARKS & PLAYGROUNDS		12,653	12,653	-
Dept 65.802-COMMUNITY DEVELOPMENT		2,000	2,000	-
Dept 70.761-PARKS AND REC. PROGRAMS		1,693	1,693	-
Dept 95.665-CITY GRANT		68,152	68,152	-
TOTAL APPROPRIATIONS		137,606	137,606	-
NET OF REVENUES/APPROPRIATIONS - FUND 720				
		(91,943)	(91,943)	-
BEGINNING FUND BALANCE				
		93,624	93,624	-
ENDING FUND BALANCE				
		1,681	1,681	-

		13-14	13-14	
		AMENDED	PROJECTED	CHANGE
GL NUMBER	DESCRIPTION	BUDGET	ACTIVITY	+/-
Fund 751 - DOWNTOWN DEVELOPMENT AUTHORITY				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		1,000	1,000	-
Dept 80.600-GENERAL REVENUE		198,309	196,133	(2,176)
TOTAL ESTIMATED REVENUES		199,309	197,133	(2,176)
APPROPRIATIONS				
Dept 65.691-DOWNTOWN DEVELOPMENT		209,636	209,636	-
Dept 95.260-CLERK/TREASURER		0	2,813	2,813
TOTAL APPROPRIATIONS		209,636	212,449	2,813
NET OF REVENUES/APPROPRIATIONS - FUND 751				
		(10,327)	(15,316)	(4,989)
BEGINNING FUND BALANCE				
		457,932	457,932	-
ENDING FUND BALANCE				
		447,605	442,616	(4,989)

		13-14	13-14	
		AMENDED	PROJECTED	CHANGE
GL NUMBER	DESCRIPTION	BUDGET	ACTIVITY	+/-
Fund 755 - BROWNFIELD REDEVLPMNT AUTHRTY				
ESTIMATED REVENUES				
Dept 80.100-GENERAL REVENUE		6,000	5,000	(1,000)
Dept 80.600-GENERAL REVENUE		660,129	564,124	(96,005)
TOTAL ESTIMATED REVENUES		666,129	569,124	(97,005)
APPROPRIATIONS				
Dept 65.695-BROWNFIELD REDEVELOPMENT		1,225,751	1,319,729	93,978
TOTAL APPROPRIATIONS		1,225,751	1,319,729	93,978
NET OF REVENUES/APPROPRIATIONS - FUND 755		(559,622)	(750,605)	(190,983)
BEGINNING FUND BALANCE		1,732,082	1,732,082	-
ENDING FUND BALANCE		1,172,460	981,477	(190,983)
BUDGET REPORT FOR CITY OF MONROE			Page:	
Fund: 755 BROWNFIELD REDEVLPMNT AUTHRTY				
Calculations as of 03/31/2014				
GL NUMBER	DESCRIPTION	13-14	13-14	
		AMENDED	PROJECTED	
		BUDGET	ACTIVITY	
	ESTIMATED REVENUES - ALL FUNDS	52,760,694	54,200,022	1,439,328
	APPROPRIATIONS - ALL FUNDS	54,848,336	54,130,508	(717,828)
	NET OF REVENUES/APPROPRIATIONS - ALL F	(2,087,642)	69,514	2,157,156



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Preventative Maintenance Service Contract for Refrigeration Systems

DISCUSSION: Among the many pieces of normal and special equipment installed in the Monroe Multi-Sports Complex (MMSC) are three (3) large refrigeration units, which are significant components of the equipment necessary to form and maintain the ice surface. To replace one of these units, including all components, it could cost \$250,000. Full replacement of only the compressor component of a unit would likely cost between \$20,000-\$30,000.

Up until this time MMSC management and the City have generally taken the approach of fixing refrigeration problems as they occur. The MMSC refrigeration equipment is the same equipment that has been in the facility since it opened. Considering the age of these units, regular preventive maintenance is advisable, in order to properly maintain them and extend their lives. Due to the age of the equipment we are recommending that the MMSC Management and/or the City of Monroe enter into an agreement with a qualified company to perform regular preventative maintenance of this equipment.

Toromont Cimco Company was the original installer of the refrigeration equipment. The Company has been servicing this equipment with highly qualified staff since 1998. Considering their intimate knowledge of the equipment, the fact that each system often has its own mode of operation and that the Company has a very positive, national reputation in this field, we believe that it is in the best interest of the City to continue to use them to provide service and enhanced preventative maintenance. As such, we have solicited the attached preventative maintenance service agreement proposal from Toromont Cimco which includes:

- * A 3 year term
- * **An early cancelation clause**
- * **Michigan law governing agreement clause**
- * Major overhaul of one (1) compressor per year
- * Annual oil changes
- * Preventative maintenance inspections of the systems three (3) times each year
- * Brine analysis once each year

Their proposed cost for providing this service is:

- * Year 1: \$8,365.00
- * Year 2: \$8,465.00
- * Year 3: \$8,565.00

It is recommended that the Mayor and City Council authorize Rink Management Services and/or the City of Monroe to enter into a three year preventative maintenance agreement with Toromont Cimco with a three-year price total of \$25,295.

CITY MANAGER RECOMMENDATION:

For
 For, with revisions or conditions
 Against
 No Action Taken/Recommended

APPROVAL DEADLINE: N/A

REASON FOR DEADLINE: N/A

STAFF RECOMMENDATION: For Against

REASON AGAINST:

INITIATED BY: Louis Lombardo III, General Manager, Monroe Multi-Sports Complex

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Monroe Multi-Sports Complex Refrigeration Plant

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$25,295
Cost of This Project Approval	\$25,295
Related Annual Operating Cost	\$
Increased Revenue Expected/Year	\$

SOURCE OF FUNDS:

City	Account Number	Amount
MMSC Operating Budget	101-70.757-933.000 (FY14)	\$8,365.00
	FY15	\$8,465.00
	FY16	\$8,565.00
		\$
		\$
<u>Other Funds</u>		\$
		\$
		\$
		\$

Budget Approval: _____

FACT SHEET PREPARED BY: Louis Lombardo III, General Manager, Monroe Multi-Sports Complex

DATE: March 31, 2014

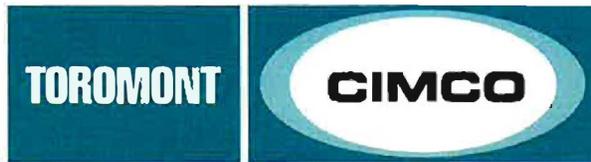
REVISED BY: George A. Brown, City Manager

DATE: April 16, 2014

REVIEWED BY: Edward Sell, Finance Director

DATE: April 16, 2014

COUNCIL MEETING DATE: April 7, 2014 & April 21, 2014



RECEIVED

APR 10 2014

CITY MANAGER'S OFFICE

April 8, 2014

Monroe - Rink Management

333 N Dixie Hwy
Monroe Michigan, 48162

Attention: Louis Lombardo

Subject: 3 Year Contract

Quote #: 140414BW

Dear Louis,

CIMCO Refrigeration is pleased to provide pricing to supply and install a new 3 Year Contract for Monroe - Rink Management located in Monroe, Michigan.

Scope of Work	2014 – 2015	2015 – 2016	2016 - 2017
Comp #1	Major Overhaul	Oil Change	Oil Change
Comp #2	Oil Change	Major Overhaul	Oil Change
Comp #3	Oil Change	Oil Change	Major Overhaul
Inspections	3 Per Year	3 Per Year	3 Per Year
Brine Analysis	1 Per Year	1 Per Year	1 Per Year

Cimco Price 1st Year: \$ 8,365.00 US

Cimco Price 2nd Year: \$ 8,465.00 US

Cimco Price 3rd Year: \$ 8,565.00 US

Subject to CIMCO terms and conditions of sale

Cancellation Clause

This agreement is subject to revision and/or cancellation on the annual anniversary date, by written notice by either party at least 60 days prior to the anniversary date.

Ottawa – Tel: 613-271-4444
Toronto – Tel: 416-465-7581



Hamilton - Tel: 905-545-1081
London – Tel: 519-434-6444

Compressor Oil Change

All labour necessary to undertake a compressor major overhaul, which will include the following new, genuine replacement components. This work includes all the components necessary for a top-end inspection and an oil change:

- Oil strainer gasket
- Cuno filter gasket
- Suction end cover gasket
- Scale trap gasket
- Handhole cover gasket
- Complete charge of refrigerant grade oil

Compressor Major Overhaul

All labour necessary to undertake a compressor major overhaul, which will include the following new, genuine replacement components. This work includes all the components necessary for a top-end inspection and an oil change:

- Compression Piston Rings
- Oil Piston Rings
- Wrist Pins
- Wrist Pin Bushing
- Connecting Rod Bearings
- Suction Strainer Cover Gaskets
- Cylinder Sleeve Gaskets

System Inspection

- Review overall operation with manager
- Review operating logs
- Review Conditioned Space
- Review Compressor operation
- Review Evaporative Condenser operation
- Review Brine or Glycol chiller
- Review Brine or Glycol pumps
- Monitor system during operation

Not Included:

- The above pricing does not include Asbestos abatement or removal.
- Any consequential damages and liability as a result of work performed by CIMCO.
- All work to be performed by CIMCO would be during regular working hours.
- Provide opening or openings to allow entry of equipment into building and to its final location in the building.
- All cutting/patching /sealing through walls, ceilings, floors and roofs, to allow passage of piping and conduit necessary for our system.
- Supply forms and templates and level concrete housekeeping bases for equipment and install grouting as may be required by CIMCO or Customer on completion.
- Additional refrigerant charge if necessary.
- Removal and disposal of old equipment.
- Breaking up and removal of existing concrete bases, piers, etc. and rubble.
- Additional material/labour if required by the boiler inspector, hydro inspector, health inspector, building inspector etc.
- If during the pump out of the refrigeration system, the shutoff valves do not hold the time and expenses required to remove the refrigerant, and repair the valves will be charged on a Time and Material basis.
- It is understood that CIMCO will use normal care in performing the above services and shall not be liable for failure to other components associated with this repair.
- Environmental disposal and testing of existing refrigerant, glycol, brine, water, material or any other substance not mentioned.
- Any material or work not covered in this quotation or mentioned in the owner's obligations will be the responsibility of the owner.

Pricing is valid for 30 days.

We thank you for selecting CIMCO as your refrigeration services provider; we appreciate your business and look forward to working with you for all of your refrigeration requirements.

Regards,

Brad Wilkins

Account Manager
CIMCO Refrigeration
bwilkins@toromont.com

Terms and Conditions of Sale

1. Acceptance. All claims for shortages or damage, or any rejection of the goods described on the front of this invoice (the "Goods") for non-conformity, must be made in writing within 5 days of receipt of the Goods. All Goods shipped at buyer's risk. No unauthorized returns. Minimum 15% handling charge on returned Goods.
2. Prices. Unless otherwise specified by CIMCO, prices are exclusive of all sales, use and other taxes imposed by any federal, provincial, municipal or other authority. Any tax or other charge which CIMCO may be required to pay or collect in respect of the sale of the Goods may be added to invoice as a separate charge to be paid by the Customer.
3. Delivery and Risk. Unless otherwise specified by CIMCO, the Goods shall be sold f.o.b. CIMCO's plant, and the following provisions shall apply: (a) all shipping charges shall be paid by the Customer; (b) in the absence of specific shipping instructions from the Customer which have been agreed to in writing by CIMCO, delivery of the Goods to any carrier shall constitute delivery to the Customer; and (c) upon delivery of the Goods to the carrier, all risk of loss or damage to the Goods shall pass to the Customer. If CIMCO has specified that it shall install the Goods, then CIMCO shall assume responsibility for delivery of the Goods to the installation site and the risk of loss or damage to the Goods shall pass to the Customer on such delivery.
4. Payment. This invoice is now due and payable. A late charge of 1.5% per month on all overdue amounts will be assessed on all invoices not paid within 10 days from the date of invoice. In addition, Customer agrees to pay CIMCO a reasonable attorney's fee and all costs and expenses incurred in collecting amounts due CIMCO hereunder following default by the Customer
5. Title. Title to the goods shall remain in CIMCO, and the Goods shall remain personal property (notwithstanding that they may be installed or affixed to realty), until all amounts due hereunder have been paid in full. If the Customer fails to make any payment due hereunder, the unpaid balance of the price and all other charges hereunder shall, at the option of CIMCO, become immediately due and payable. In such event, CIMCO, and any agent which it may appoint, shall have the right to enter the premises where the Goods are located and take possession of the Goods and sell or otherwise dispose of the Goods as it may see fit, including by way of private sale. The Customer shall be responsible for deficiency remaining after any such sale and specifically waives the benefit of any applicable legislation restricting CIMCO's right or remedies.
6. Insurance. At its own expense, the Customer shall maintain, with insurers of recognized responsibility, insurance against loss or damage to the Goods from the time at which the risk of loss or damage passes to the Customer until the price has been paid in full. Such insurance shall be on terms usual in the trade, in an amount not less than the price, and shall provide that losses are payable to CIMCO as its interest may appear. The Customer will ensure that CIMCO is provided with a certificate of such insurance forthwith upon request.
7. Installation. If CIMCO has specified that it shall install the Goods, the following provisions shall apply: (a) CIMCO shall have the right to subcontract all or any part of the installation work to others; (b) CIMCO shall have the right to start installation immediately after delivery of the Goods to the installation site, and if the start of installation work is delayed beyond 30 days after such delivery, the full amount of the price and all charges hereunder, less any portion thereof separately specified as installation charges, shall at the option of CIMCO become immediately due and payable; (c) unless requested by the Customer and agreed by CIMCO, no Saturday, Sunday, holiday or other overtime labor will be provided in connection with installation work, and if provided, all premium wage costs incurred shall be added to the invoice as a separate charge to be paid by the Customer, and (d) "completion" of installation shall be deemed to occur when any of the following events takes place: (i) the Customer signs an acceptance certificate, (ii) CIMCO has installed the Goods and successfully tested the installation, or (iii) the Customer commences regular use of the Goods.
8. Delays Delivery and installation dates are estimates only. CIMCO will use its commercially reasonable efforts to meet such dates, but shall not be responsible for any loss or damage resulting from any delay whatsoever regardless of cause.
9. Changes. Changes in the Goods may be requested by the Customer in writing, but shall be made only if agreed to in writing by CIMCO. If any change results in an increase in the cost to CIMCO of fulfilling its obligations hereunder, the price shall be increased accordingly on a basis determined by CIMCO acting reasonably.
10. Limited Warranty. Subject to the limitations set out below, CIMCO warrants to the Customer that all Goods of CIMCO's manufacture will be free from defects in materials and workmanship for a period of one (1) year from (i) the date of shipment in the case of Goods not installed by CIMCO and (ii) the date of completion (as defined in paragraph d of section 7) in the case of Goods installed by CIMCO. Goods which are not of CIMCO's manufacture will carry the warranty (if any) provided by the original supplier or manufacturer, and any warranty by CIMCO in respect thereof is expressly excluded.

CIMCO's obligation under this warranty in respect of Goods which it has not installed shall be limited to repairing or replacing such Goods, or any defective parts thereof, f.o.b. the original point of shipment, provided such Goods or defective parts are returned to CIMCO and found by CIMCO's inspection to be defective in materials or workmanship. In this connection, CIMCO shall not be responsible for any costs of installation, removal or transportation

CIMCO's obligation under this warranty in respect of Goods which it has installed shall be limited to repairing or replacing such Goods, or any defective parts thereof, at the installation site. In this connection, CIMCO shall be responsible for all of the costs which it incurs, except for the expenses incurred by CIMCO's employees and agents in traveling to the installation site and charges for overtime labor which shall be for the Customer's account.

This warranty shall apply only if CIMCO receives written notice of the Customer's claim during the warranty period, and then only if the Customer has fully complied with the terms of payment. This warranty shall not apply to any Goods which, in the opinion of CIMCO, have been subject to misuse, neglect, accident, alteration or improper installation by anyone other than CIMCO. This warranty is extended only to the Customer and is not transferable.

There are no other conditions, warranties or representations, express or implied, statutory or otherwise, as to the character or quality of the Goods. In particular, there are no implied conditions or warranties as to merchantability or fitness of the Goods for any particular purpose.

CIMCO shall not be liable in contract or otherwise for any loss, damage, expense or injury of any kind, arising out of or in connection with the installation, use or failure of the Goods, or any defect therein, even if caused by the negligence of CIMCO, its employees, agents or representatives. In no event shall CIMCO be liable for any direct, indirect, special or consequential damages of any kind whatsoever.
11. General. Unless otherwise specified by CIMCO, the laws of the state of Michigan, United States shall govern this agreement. If CIMCO has specified that it shall install the Goods, the laws of the province or jurisdiction where installation takes place shall govern this agreement. Customer shall not assign neither this agreement nor any right or obligation arising hereunder. In the event that either party shall on any occasion fail to perform or fulfill any of the terms of this agreement and the other party shall not enforce that term, the failure to enforce on that occasion shall not prevent enforcement on any other occasion. Each of the provisions and parts thereof of this agreement are intended to operate independently of the others. It is the intention of the parties that in the event that a court or other competent tribunal determines that any provision or part hereof of this agreement is unenforceable for any reason, all other provisions and parts thereof shall remain valid and legally binding. The remedies provided to CIMCO under this agreement shall be cumulative and in addition to all other remedies provided by law. The headings to the paragraphs of this agreement are provided for ease of reference only and shall not be construed to vary or limit the terms hereof. This agreement has been written in the English language in accordance with the wishes of both parties

Acceptance

For 140414BW

Print Name

Title

Signature

Date: _____

PO# _____



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REQUEST FROM THE RELAY FOR LIFE OF MONROE FOR PERMISSION TO DISPLAY A BANNER ACROSS MONROE STREET FROM MAY 19 – JUNE 9, 2014

DISCUSSION: The City received a request from Chris Sims on behalf of the Relay for Life of Monroe for permission to display a banner. Specifically the request is to display a banner across Monroe Street from May 19 – June 9, 2014 announcing the Monroe Relay for Life on June 7 – 8, 2014.

The request has been sent to the various departments for their review and there were no objections. The Engineering Department contacted the Applicant and informed her that due to the construction activities on Monroe Street during this time period, it may make it impractical to install the banner as requested. If this occurs, the Applicant has requested W. First Street as her alternate location. After Council approval, advance notification will be sent to MDOT.

Manager: The City Manager recommends approval of the request subject to meeting qualifications outlined in the banner policy.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

[Handwritten signature]

APPROVAL DEADLINE:

REASON FOR DEADLINE:

STAFF RECOMMENDATION: For Against

REASON AGAINST:

INITIATED BY:

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Engineering and DPS

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$
Cost of This Project Approval	\$
Related Annual Operating Cost	\$
Increased Revenue Expected/Year	\$

<u>SOURCE OF FUNDS:</u>	<u>City</u>	<u>Account Number</u>	<u>Amount</u>
			\$
			\$
			\$
			\$
			\$
	<u>Other Funds</u>		\$
			\$
			\$
			\$

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office **DATE:** 4/9/14

REVIEWED BY: **DATE:**

COUNCIL MEETING DATE: 4/21/14



CITY OF MONROE, MICHIGAN BANNER APPLICATION

Name of Applicant Chris Sims ✱
 Name of Organization Relay for Life of Monroe
 Applicant's Affiliation with Organization Committee Member/Team Captain
 Applicant's Home Address 900 N. Macomb Street Day Phone 734-625-4247 ✱
Monroe, MI 48162
 Mailing Address (if different) _____ Evening Phone same

Type of Banner Overhead Banner (\$50) Vertical Pole Banner (\$25/banner)

Overhead Banner Locations: (List as 1 for first choice, 2 for second...)

_____ E. Front St. Dates Requested May 19th - June 9th, 2014

_____ **W. First St. (new location)**

1 Monroe St. near First St.

****4/25/08 – W. Front Street location is broken and no requests will be taken until the pole has been repaired.**

Vertical Pole Banner Locations: (List the total number of banners to be displayed and choice of placement location.)

No. of Banners: _____	Monroe St. (42)	<input type="checkbox"/> Spring (March-May)
_____	Elm St. (8)	<input type="checkbox"/> Summer (June-Aug.)
_____	First St. (8)	<input type="checkbox"/> Fall (Sept.-Nov.)
_____	Macomb St. (8)	<input type="checkbox"/> Winter (Dec.-Feb.)

Company Fabricating Banners: _____

Please provide a sketch complete with banner specifications and message to be displayed for City Council Review. Applications will be accepted up to eleven (11) months in advance and no later than four (4) weeks prior to proposed installation date.

On behalf of the organization listed above, I, as applicant, hereby acknowledge receipt of the Banner Policy of the City of Monroe.

Applicant covenants and agrees to hold harmless from, indemnify and defend the City, its agents, officers and employees against all suits, demands, claims, judgments, liens, cost of repair or replacement of any damaged poles or electrical equipment, costs, attorney fees and expenses which may arise out of, result from or be caused by Applicant's banner installation.

Applicant covenants and agrees to strictly comply with all terms and conditions of the Banner Policy, and further understands and agrees that the City Council, in its sole and absolute discretion, may approve, deny or set any

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APR - 3 2014

CITY MANAGER'S OFFICE

conditions or limitations on any banner(s) which may be approved, or may at any time alter, amend, modify, rescind or revoke any approval, all without recourse or remedy by the Applicant, or liability of the City.

Applicant Chris Sims

Date 3/15/2014

WEB BANNER 26 FEET BY 3 FEET HIGH LOGO IN THE MIDDLE

RELAY FOR LIFE JUNE
MONROE COUNTY FAIRGROUNDS
SPONSORED BY LA-Z-BOY
2 & 3



the logo would be two-sided

RELAY FOR LIFE JUNE
MONROE COUNTY FAIRGROUNDS
SPONSORED BY LA-Z-BOY
2 & 3

Dates for 2014 are June 7 & 8



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REQUEST FROM THE DOWNTOWN DEVELOPMENT AUTHORITY TO HOLD THE 2ND ANNUAL DOWNTOWN MONROE FLEA MARKET ON JUNE 14, 2014

DISCUSSION: The City received a request from the Downtown Development Authority for permission to hold the second annual Downtown Monroe Flea Market on Saturday, June 14, 2014 from 9:00 a.m. – 2:00 p.m., as a Downtown promotional event. Specifically the request is to use the sidewalks within the DDA District for the outdoor display of products offered by District businesses and other vendors, who may set up tables and tent canopies for that purpose. Additionally, and for the same purpose, the DDA requests permission to use the on-street parking space areas in the 0-100 block of East Front Street, the 0-100 block of Washington Street, as well as the sidewalks on the east and west side of the 0-100 block of South Monroe Street. They are also requesting assistance from the Police Department to help clear the parking spaces and the Department of Public Services to provide for barricading. In order to safely accommodate the use of the above noted on-street parking areas for the event, the DDA is also requesting that East Front Street between South Monroe Street and South Macomb Street and West Front Street between South Monroe Street and the intersection with West First Street, as well as the closure of Washington Street, between East Front Street and East First Street, be barricaded and closed during the time period needed for preparation for and the duration of the event.

The request was reviewed by the administrative staff and there were no objections to the request subject to emergency vehicle access being maintained, that clear, ADA compliant sidewalk passage be maintained, that an insurance certificate naming the city as an additional insured be provided, and that the DDA apply for and obtain all applicable permits.

The Police Department recommends that approval of the event be contingent on the closure of the street segments on which the parking spaces are used for the event and the necessary permits are obtained. The Department of Public Services reports no objections to the event and can provide street closures as needed. The DPS can supply what portable electrical service and distribution equipment it has. However, due to the staff unavailability, the DDA will need to secure the services of an electrical contractor to install and maintain it for the event. The Economic & Community Development division has no objection to the request, and recommends approval subject to the following requirements: 1. Provide a layout of the event and electrical needs (to be reviewed by electrical inspector) and 2. On-site inspection after set-up to verify electrical loads and grounding requirements. City costs are likely to be less than \$1,000. The DDA is a City agency which is not typically subject to the payment of special event fees and cost recovery.

Therefore, it is recommended, that City Council approve this request contingent upon items being met as outlined by the administration, subject to emergency vehicle access being maintained, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE:
REASON FOR DEADLINE:

STAFF RECOMMENDATION: For Against
REASON AGAINST:

INITIATED BY: City Manager's Office

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: D.P.S., Police, Engineering, Fire, Finance, Planning, and Manager

FINANCES			
COST AND REVENUE PROJECTIONS:			
	Cost of Total Project		\$
	Cost of This Project Approval		\$
	Related Annual Operating Cost		\$
	Increased Revenue Expected/Year		\$
SOURCE OF FUNDS:	<u>City</u>	Account Number	Amount
			\$
			\$
			\$
			\$
			\$
	<u>Other Funds</u>		\$
			\$
			\$
			\$
Budget Approval: _____			

FACT SHEET PREPARED BY: City Manager's Office **DATE:** 4/15/14
REVIEWED BY: **DATE:**
COUNCIL MEETING DATE: 4/21/14

March 26, 2014

City of Monroe
ATTN: Honorable Mayor and City Council
120 East First Street
Monroe, Michigan 48161

Dear Mayor and Council:

The Monroe DDA is petitioning for a permit for temporary Use, Seasonal, or Special Event(s) and Temporary Building(s) and Structure(s) to be located in the central business district and greater DDA District.

The reason for this request is for the purpose of hosting the second annual Downtown Monroe Flea Market on Saturday, June 14, 2014 from 9 a.m. to 2 p.m.

We are requesting the use of the whole DDA area sidewalks for District businesses and community vendors to set up tables and tent canopies. We are also requesting that the adjacent parking spaces be cleared for our use that day so that vendors may set up in this space on East Front Street between S. Macomb and Monroe Street, Washington Street between East Front Street and East First Street and the sidewalks on the east and west side of Monroe street between Front Street and Second Street.

We are also requesting the following street closures: Washington Street between First and Front Street and East Front Street from Macomb to Monroe Street. We would like to use the DPS orange cones to alert residents and other guests of the need to move cars by 7:00 a.m. on the day of the event.

We will need electrical along Washington Street for food vendors.

We request a waiver of fees associated with sidewalk sales for this one-day event.

Thank you for your consideration.

Sincerely,



Mary Gail Beneteau
Chairperson, DDA Promotions Committee



Janet Berns
Chairperson, Monroe DDA

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MAR 31 2014

MAYOR'S OFFICE

**CITY OF MONROE
TEMPORARY USES, SALES, BUILDINGS;
SEASONAL OR SPECIAL EVENTS
APPLICATION**

Name of Applicant (Organization): MONROE DDA

Contact Person: MARY GAIL BENETEAU — PAULA STANIFER

Address: 15 E. FRONT ST

Phone: 734-242-5840 Fax: 734-242-5844

Dates Requested: SATURDAY JUNE 14, 2014

Location Requested: City Park Private Property Public Property

PROJECT LOCATION (Address): WASHINGTON ST. Between E FIRST & E FRONT
PROPERTY OWNER INFORMATION E. FRONT ST Between MACOMB & MONROE
MONROE ST. BETWEEN FRONT ST & SECOND

Name: _____

Address: _____

Phone: _____ Fax: _____

EVENT DESCRIPTION:

SEE ATTACHED LETTER.

TYPE OF BUSINESS ON SITE: _____

Application Fee	\$ 150.00
\$20.00 wk	\$
Total Fee	\$

PLEASE
DATE

SIGNATURES (I/we hereby apply for a temporary use/special event permit in accordance with Section 12.69.25 of the City of Monroe Zoning Ordinance. The information, plans and materials submitted herewith in support of this application are, to the best of my/our knowledge, true and correct):

OWNER: _____

DATE: _____

APPLICANT: Mary Gail Beneteau

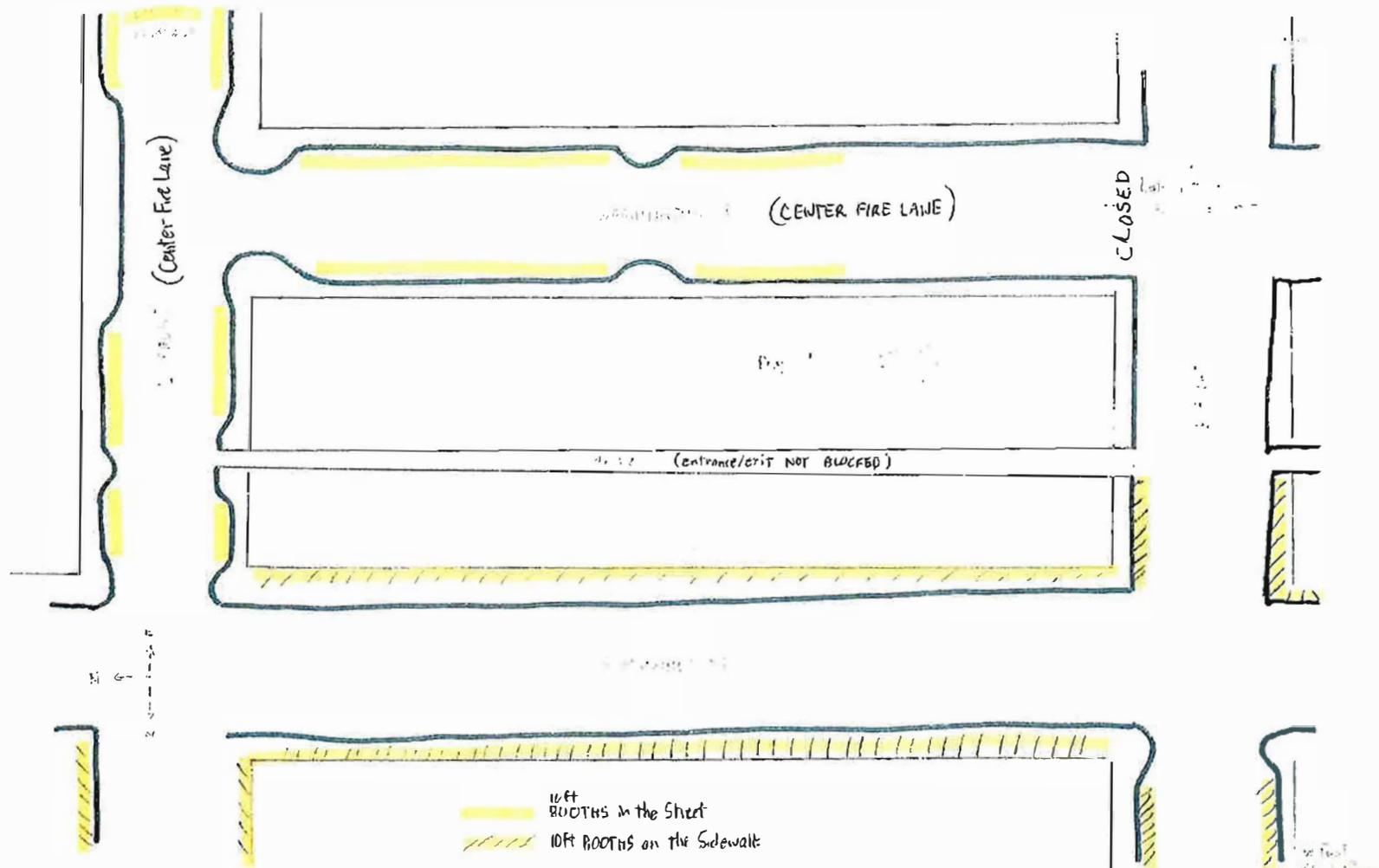
DATE: 3-26-14

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APR 15 2014

CITY MANAGER'S OFFICE

Downtown Monroe Flea Market



Memorandum

To: Thomas C. Moore III, Chief of Police
From: Lt. Gregory N. Morgel
CC: Patricia Weaver, Executive Secretary to the Mayor/Manager City of Monroe, file
Date: April 2, 2014
Re: **Staff Study –2nd Annual Downtown Monroe Giant Garage Sale**

EVENT DETAILS:

The "Monroe DDA" is requesting to hold their second annual "Downtown Monroe Flea Market" on Saturday, June 14, 2014 from 9:00 am -2:00 pm. The event will be held in the Central Business District and the greater "DDA District." The organizers are requesting the use of the whole "DDA" area sidewalks for district businesses and community vendors to set up tables and tent canopies. They are also requesting that the adjacent parking spaces be cleared for use during the day, so that vendors may set up in the 0-100 block of East Front Street and the 0-100 block of Washington Street, as well as the sidewalks on the east and west side of the 0-100 blocks of South Monroe Street.

STREET CLOSURES:

The organizers have requested the closure of East Front Street between South Monroe Street and South Macomb Street and West Front Street between South Monroe Street and the intersection with West First Street, as well as the closure of Washington Street, between East Front Street and East First Street.

RECOMMENDATIONS:

I recommend approval of this event, provided the necessary permits are obtained. As always, I am available for any questions, comments, or concerns you may have.

EVENT COORDINATOR: Mary Gail Beneteau 734-242-5840



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: FY 2014-15 Community Development Block Grant (CDBG) Annual Action Plan

DISCUSSION: The City of Monroe has been informed by the Dept of Housing and Urban Development (HUD) that its estimated award in CDBG funds for the fiscal year beginning July 1, 2014 is \$416,754. In addition to these funds, the city will be carrying over approximately \$269,000 in unused funds from the previous fiscal year (July 1, 2013 – June 30, 2014).

As required by HUD, the City of Monroe has prepared an Annual Action Plan detailing a proposed use of funds. Each activity complies with federal regulations established by HUD and follows the strategies and goals set forth in the previously approved Five Year (2010-2014) Consolidated Plan. This agenda item is a request to initiate a 30-day comment period which will culminate in the approval of the 2014-15 Annual Action Plan for the City of Monroe's CDBG Program. The detailed program budget is listed below.

Arthur Lesow Community Center – Continue improvements to this public facility	\$150,000
FLX Program – Rehabilitate four (4) homes for income eligible residents and seven (7) from previous years	\$286,000
Navarre Library – Replace the windows in this public library serving a low- and moderate-income neighborhood	\$50,000
Dorsch Memorial Library improvements – Make improvements to this historic library	\$26,500
Fair Housing Testing – Contract with a regional Fair Housing Ctr. to provide analysis of fair housing impediments	\$12,000
Downtown Market Analysis – Complete market analysis of downtown in effort to bring in jobs for LMI individuals	\$10,000
Hellenberg Field Plan - Contract with a firm to design Hellenberg Field to maximize its utility for neighborhood residents and to make it cohesive with the River Raisin National Battlefield Park	\$8,500
Paula's House Services Assist this facility with the program costs of a transition shelter for women	\$7,500
Oak of Righteousness Warming Shelter – Assist this facility with staff costs at a shelter for the homeless	\$7,500
Foreclosure and Homelessness Prevention – Contract with Legal Services of South Central Michigan to provide legal counsel to city residents faced with homelessness through foreclosure or eviction	\$7,500
Lead-based Paint Remediation – Cooperate with the State and the Monroe County Health Department in the remediation of lead hazards in homes with children who have shown elevated levels of lead in their blood	\$2,500
Recreation Services – Fund recreation services for low- and moderate-income children	\$2,500
Code Enforcement – Increase efforts to eliminate blight in the city's low- and moderate-income neighborhoods	\$55,254
Planning and Administration Fund staff required to carry out the activities described in this plan	\$60,000
Total CDBG Funds	\$685,754
FY2014-15 Funds	\$416,754
Carryover Funds	\$269,000

IT IS RECOMMENDED that City Council approve distribution of the draft FY 2014-15 CDBG Annual Action Plan for a 30-day public comment period and schedule a public hearing and action item for the May 19th meeting agenda.

CITY MANAGER RECOMMENDATION:

For *M. Stone*
 For, with revisions or conditions
 Against
 No Action Taken/Recommended

APPROVAL DEADLINE: May 2014

REASON FOR DEADLINE: Plan must be approved before start of fiscal year

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Economic and Community Development

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Council, Dept. of Economic and Community Development, Engineering Department, Paula's House, Oak of Righteousness Ministry, Monroe County Opportunity Program, Low/moderate Income residents as well as citizens of Monroe as a whole.

FINANCES

COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$ 685,754
	Cost of This Project Approval	\$ 685,754
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ *

*Exact revenue is unknown, as it depends largely on future increases in valuation to homes assisted with CDBG programs

SOURCE OF FUNDS:	<u>City</u>	Account Number	Amount
			\$ N/A
	<u>Other Funds</u>	Community Development Block Grant	\$ 685,754

Budget Approval: 

FACT SHEET PREPARED BY: Matt Wallace, City Planner

DATE: April 15, 2014

REVIEWED BY: Dan Swallow, AICP, Director of Economic and Community Development

DATE: April 15, 2014

COUNCIL MEETING DATE: April 21, 2014





CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Subrecipient Agreement with the Monroe Housing Commission for Recreation Services at Greenwood Housing Complex

DISCUSSION: In its Community Development Block Grant (CDBG) Annual Action Plan for fiscal year 2013-2014, the City of Monroe approved a budget item for improving recreation opportunities in the City for low- and moderate-income (LMI) individuals. Similar to previous years, the Monroe Housing Commission (MHC) approached City representatives about managing a Tot-Lot program at the Greenwood Apartments facility located at 500 Greenwood Avenue. The Monroe Housing Commission Tot-Lot program provides recreational opportunities such as sports, games, arts and crafts, and supervised play for children ages 5-12. The MHC is better suited to organize a program internally for their residents, if the City can provide program funding. Therefore, the MHC submitted a request for \$2,500 in CDBG funds.

The MHC provides subsidized housing in the City for LMI residents, and has determined the likely program recipients will all be eligible under the federal CDBG income guidelines. The CDBG funds will enable the MHC to hire seasonal staff to supervise the Tot-Lot and purchase basic supplies. The City also provides resource materials and supplies throughout the existing Tot-Lot program. Receiving CDBG funds from the City allows the MHC to pursue other funds to provide more positive recreational opportunities for Greenwood residents.

According to CDBG regulations, in order to provide these funds the City must execute a subrecipient agreement. This agreement establishes the basic scope of work and expenses for which the MHC will be reimbursed, specifies records that must be kept, and incorporates other standard items required by federal CDBG regulations.

IT IS THEREFORE RECOMMENDED that City Council approve the proposed CDBG subrecipient agreement with the MHC for the summer of 2014 and authorize the City Manager to execute the agreement.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: April 21, 2014

REASON FOR DEADLINE: Subrecipient agreement must be executed before proposed programming begins.

STAFF RECOMMENDATION: X For Against

REASON AGAINST:

INITIATED BY: Department of Economic and Community Development

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City of Monroe, Recreation Department, Monroe Housing Commission, Greenwood residents

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$2,500
Cost of This Project Approval	\$2,500
Related Annual Operating Cost	\$ N/A
Increased Revenue Expected/Year	\$ 0

SOURCE OF FUNDS:

City

Account Number

Amount

\$
\$
\$
\$
\$

Other Funds

Community Development Block Grant

\$2,500

\$
\$
\$

Budget Approval: 

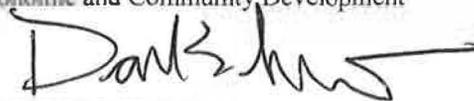
FACT SHEET PREPARED BY: Matt Wallace, Planner

DATE: 4/15/2014

REVIEWED BY: Daniel Swallow, Director of Economic and Community Development

DATE: 4/15/2014

COUNCIL MEETING DATE: April 21, 2014



This COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) SUBRECIPIENT AGREEMENT (Agreement) is made and entered into this ____ day of _____, 2014, by and between the CITY OF MONROE (City) and the MONROE HOUSING COMMISSION (Commission) as an expression of their mutual interest in working toward the provision of recreational programming for low to moderate income families within the boundaries of the City. The terms and conditions of this program follow, as do the responsibilities of the subrecipient and the City.

1. Statement of work The Monroe Housing Commission agrees that for the summer season spanning the period of time from May 1, 2014 to September 30, 2014 (with funds from the City of Monroe's 2013-2014 Community Development Block Grant) they will be compensated an amount not to exceed **\$2,500.00** for the provision of services in the City of Monroe at the Greenwood Apartments, Monroe Housing Commission, located at 900 Greenwood Avenue. These funds are expected to reimburse the Commission for the payroll expenses of providing staffing and materials for "Tot-Lot" recreational programming at the Greenwood, Monroe Housing Commission facility as described in Exhibit A. The program is a youth recreation program for low to moderate income families. The purpose of the program is to provide a positive, active, outdoor recreational experience for youth during the summer months. It is a free program offering children ages 5 through 12 an opportunity for safe supervised play. Activities will include daily offerings of creative crafts projects, games and athletic activities.

2. Records and reports The Monroe Housing Commission is expected to maintain records which support any and all costs associated with this agreement. These should include employee time sheets and hourly rates, invoices supporting eligible costs, and any other documents which serve as evidence that activities to be completed as part of this agreement have taken place.

In addition to the records anticipated to accumulate throughout the year, the Commission is expected to present the City with a report of its progress either quarterly or with the submission of invoices for reimbursement, whichever is more frequent. The Commission is also expected to submit a final report detailing its accomplishments relative to stated goals within sixty (60) days of the end of the program.

Upon the receipt of the final report, the City will complete its annual audit, as required by 24 CFR 85.40. This audit will include a site visit to the Commission and a review of records (any information pertaining to residents will remain confidential) to ensure proper recordkeeping, cost eligibility and compliance with all applicable requirements and regulations.

3. Program Income The Monroe Housing Commission and the City agree no activities associated with this agreement shall generate program income. The Commission will not charge fees for services provided as part of this agreement, and their only reimbursement will be the result of activities detailed in this agreement in the amount detailed in this agreement.

4. Uniform administrative requirements The Monroe Housing Commission agrees to comply with all applicable uniform administrative requirements, as described in 24 CFR 570.502, which are included as Attachment B.

5. Other program requirements The Monroe Housing Commission agrees to carry out each activity carried out as part of this agreement in compliance with all Federal laws and regulations described in 24 CFR 570.600, also referred to as Subpart K and included as Attachment C, except that:

- a. The subrecipient does not assume the recipient's environmental responsibilities described at 24 CFR 570.604; and
- b. The subrecipient does not assume the recipient's responsibility for initiating the review process under the provisions of 24 CFR part 52.

6. Suspension and termination In accordance with 24 CFR 85.43, suspension or termination may occur if the Monroe Housing Commission materially fails to comply with any term of the award, and the award may be terminated for convenience in compliance with 24 CFR 85.44.

7. Reversion of assets The Monroe Housing Commission will not receive any CDBG funds except as a reimbursement of costs eligible as part of this agreement. If for some reason at the expiration of the agreement, the Commission should have CDBG funds on hand, they shall be transferred to the City. The Commission is not to acquire any real property with CDBG funds.

8. Indemnification The Monroe Housing Commission, its successors and assigns, hereby agrees to indemnify, defend, and hold harmless the City and any of its representatives, elected or appointed officials, officers, or employees from and against any and all demands, claims, and damages to persons or property, losses and liabilities, including reasonable attorney's fees, arising out of or caused by the performance, preparation for performance or nonperformance of any provision of this agreement by the Commission.

Representatives of both the City and the Monroe Housing Commission have read this agreement, reviewed and understand the conditions and attachments detailed within, and are willing to carry out the agreement as described.

Signature, Subrecipient representative

Signature, City representative

Name, Subrecipient representative

Name, City representative



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: FY 2013-14 Amendment to Community Development Block Grant (CDBG) Annual Action Plan

DISCUSSION: The City of Monroe has completed a 30-day comment period inviting comment on an amendment to its CDBG Annual Action Plan for program year 2013-14. The proposed amendment to the Annual Action Plan involves adding a \$17,000 budget for streetlight upgrades that involve replacing obsolete streetlights with energy efficient light-emitting diode (LED) fixtures in low- and moderate-income neighborhoods. The City is also planning to replace the windows in the Navarre Library, which is expected to cost approximately \$40,000.

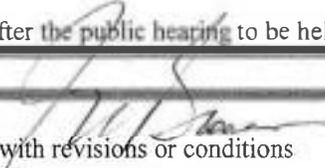
These funds have come available as other planned activities from previous year's budgets have come in at less than originally estimated costs. With this re-programming of funds here is the revised budget for the CDBG Annual Action Plan FY2013-2014. All activities not mentioned above and listed below are open projects approved in either this year's or past CDBG budgets:

Arthur Lesow Community Center – Continue improvements to this public facility	\$300,000
FIX Program – Rehabilitate fifteen (15) homes for income eligible residents	\$361,000
Navarre Library Lighting Replacement – Replace lighting in this library serving an LMI neighborhood	\$40,000
Navarre Library Windows – Replace the windows in this library serving an LMI neighborhood	\$40,000
Building Demolitions – Demolish abandoned, blighted properties	\$30,000
Dorsch Memorial Library improvements – Make improvements to this historic library	\$26,500
La-Z-Boy World Headquarters – Fund site improvements related to the development of the world headquarters	\$25,000
Streetlight upgrades – Upgrade obsolete lighting fixtures to LED in LMI neighborhoods	\$17,000
Fair Housing Testing – Contract with a regional Fair Housing Center to provide complaint-based testing and an analysis of impediments to fair housing	\$12,000
Hellenberg Field Plan - Contract with a firm to design Hellenberg Field to maximize its utility for neighborhood residents and to make it cohesive with the River Raisin National Battlefield Park	\$8,500
Paula's House Services – Assist this facility with the program costs of a transition shelter for women	\$7,500
Oak of Righteousness Warming Shelter – Assist this facility with staff costs at a shelter for the homeless	\$7,500
Foreclosure and Homelessness Prevention – Contract with Legal Services of South Central Michigan to provide legal counsel to city residents faced with homelessness through foreclosure or eviction	\$7,500
Lead-based Paint Remediation – Cooperate with the State and the Monroe County Health Department in the remediation of lead hazards in homes with children who have shown elevated levels of lead in their blood	\$5,000
Recreation Services – Fund recreation services for low- and moderate-income children	\$2,500
Code Enforcement – Increase efforts to eliminate blight in the city's low- and moderate-income neighborhoods	\$65,000
Planning and Administration – Fund staff required to carry out the activities described in this plan	\$60,796

Total CDBG Funds	\$1,015,796
FY2013-14 Funds	\$410,296
Carryover Funds	\$605,500

IT IS RECOMMENDED that City Council approve the proposed amendment after the public hearing to be held at this meeting.

CITY MANAGER RECOMMENDATION:

- For 
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: ASAP

REASON FOR DEADLINE: Plan approval required to execute lighting contract

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Economic and Community Development

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Council, Dept. of Economic and Community Development, DTE, LMI residents, Navarre Library

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$ 1,015,796
Cost of This Project Approval	\$ 1,015,796
Related Annual Operating Cost	\$ N/A
Increased Revenue Expected/Year	\$ *

*Exact revenue is unknown, as it depends largely on future increases in valuation to homes assisted with CDBG programs

SOURCE OF FUNDS:

City

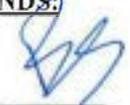
Account Number

Amount

Other Funds

Community Development Block Grant

\$ 1,015,796

Budget Approval: 

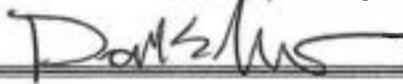
FACT SHEET PREPARED BY: Matt Wallace, City Planner

DATE: April 15, 2014

REVIEWED BY: Dan Swallow, AICP, Director of Economic and Community Development

DATE: April 15, 2014

COUNCIL MEETING DATE: April 21, 2014





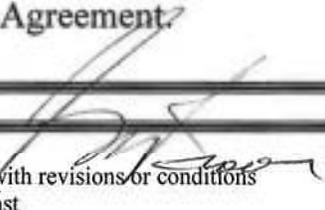
CITY COUNCIL AGENDA FACT SHEET

RELATING TO: COMEA UNIT I (City of Monroe Employee's Association)

DISCUSSION: The City of Monroe and the City of Monroe Employee's Association/Unit I (COMEA I) (representing the technical, professional and office personnel) have reached an agreement to extend the current collective bargaining agreement dated November 21, 2011 through December 31, 2014, for one additional year. The new agreement will expire on December 31, 2015; will not reflect any wage increases or changes in benefits or working conditions; with the exception that it will meet the requirements imposed by Public Act 349 regarding the "Right to Work" for public employers.

IT IS RECOMMENDED that the Mayor and City Council approve the attached extension of the COMEA UNIT I Collective Bargaining Agreement.

CITY MANAGER RECOMMENDATION:

- For
 For, with revisions or conditions
 Against
 No Action Taken/Recommended
- 

APPROVAL DEADLINE: APRIL 21, 2014

REASON FOR DEADLINE: Collective Bargaining Agreement Extension

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Peggy A. Howard, Human Resources Director

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: COMEA UNIT I

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project

Cost of This Project Approval \$ N/A

Related Annual Operating Cost \$ N/A

Increased Revenue Expected/Year \$ N/A

SOURCE OF FUNDS:

City
Amount

Account

Number

\$ N/A
\$ N/A
\$ N/A
\$ N/A

Other Funds

\$ N/A
\$ N/A
\$ N/A
\$ N/A

Budget Approval: _____

FACT SHEET PREPARED BY: Peggy A. Howard, Human Resources Director



DATE: 4-15-14

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 4-21-14

EXTENSION AGREEMENT

The City of Monroe and COMEA Unit I hereby agree that their November 21, 2011 through December 31, 2014 Collective Bargaining Agreement ("Current Agreement") shall automatically be extended upon its expiration for a period of one (1) year, commencing January 1, 2015, and expiring December 31, 2015 ("Extended Agreement"). The terms of the Extended Agreement shall be the same as those provided in the Current Agreement, except as provided below:

1. To comply with applicable law, Article IV, UNION SECURITY, pp. 2-4 of the Current Agreement, shall be deleted and replaced in the Extended Agreement with Article IV, VOLUNTARY UNION DUES DEDUCTIONS (Attachment 1).
2. Appendix B, Wage Schedule, pp. 44, shall be amended to reflect that it is effective July 1, 2014, through December 31, 2015.

April IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the 21st day of April, 2014.

CITY OF MONROE

COMEA UNIT I

Robert E. Clark, Mayor

Paula J. Smith

Paula J. Smith, President

George A. Brown, City Manager

Dawn M. Jones

Dawn M. Jones, Vice President

Peggy A. Howard, Director of Human Resources

Sheridan M. Hudson

Sheridan M. Hudson, Secretary

Michelle J. LaVoy

Michelle J. LaVoy, Clerk/Treasurer

Alline D. Palmer

Alline D. Palmer, Treasurer



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Approval of a Proposed Consent Judgment with the Property Owner at 49 Scott Street

DISCUSSION: As part of its application and enforcement of the City of Monroe Zoning Code, the Economic and Community Development Division and Building Department work to identify nonconforming properties within the City. As described in **Chapter 720, Zoning; Article IX, Nonconforming Uses, Structures and Lots; Section 720-99. Intent;** the goal of the chapter is to permit “legal” nonconforming uses, structures and lots to continue until they are removed; but it is also necessary to further the removal of “illegal” nonconforming uses, structures and lots. The challenge for the City and its enforcement personnel is documenting and determining when a property loses its legal nonconforming status; thus becoming illegal and authorized for removal.

Section 720-105. Nonconforming uses and structures of land, of the Zoning Code, stipulates that “When a nonconforming use of a structure, or of a structure and land in combination, is discontinued for six consecutive months, the structure, or the structure and land in combination, shall not thereafter be used, except in conformance with the regulations of the district in which it is located.” The complication for the Building Department is accurately and sufficiently documenting when the nonconforming use is discontinued. It is often in the property owner’s financial interest to continue the nonconforming use of the property, creating a sometimes contentious situation between the City and the property owner when there is a question of the legal status of the nonconforming use.

In the case of 49 Scott Street, the Building Department denied the issuance of a building permit for work on the structure due to evidence the nonconforming use had been discontinued for more than six months and the structure had lost its legal nonconforming status. This decision by the Building Official was appealed to the City’s Zoning Board of Appeals (ZBA), with the claim that the legal nonconforming status had not lapsed and the existing use should be allowed to continue. The ZBA supported the Building Official’s decision, and the property owner subsequently filed a case in court to appeal this decision. In the interest of reaching an expedited resolution and avoiding costs associated with litigation, the City has proposed and the property owner has indicated their acceptance of a Consent Judgment.

IT IS RECOMMENDED that City Council approve the proposed Consent Judgment with the Property Owner at 49 Scott Street

CITY MANAGER RECOMMENDATION:

For
 For, with revisions or conditions
 Against
 No Action Taken/Recommended



APPROVAL DEADLINE: April 21, 2014

REASON FOR DEADLINE: Pending oral arguments in court scheduled

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N.A.

INITIATED BY: Economic and Community Development Division

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Economic and Community Development Division (Building Department), Property Owner at 49 Scott Street, City Attorney (Ready, Heller & Ready).

FINANCES

COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$ 0
	Cost of This Project Approval	\$ 0
	Related Annual Operating Cost	\$ 0
	Increased Revenue Expected/Year	\$ 0

SOURCE OF FUNDS:	<u>City</u>	Account Number	Amount
	<u>Other Funds</u>		

Budget Approval: _____

FACT SHEET PREPARED BY: Dan Swallow, Dir. of Economic and Community Development

DATE: 4/15/14

REVIEWED BY: George Brown, City Manager



DATE:

COUNCIL MEETING DATE: April 21, 2014



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Approval of a Revocable Encroachment Easement for Property at 78-84 West Front Street

DISCUSSION: During the redevelopment of the Riverfront Park and Parking Lot, the City worked with the Downtown Development Authority (DDA) to acquire portions several properties surrounding the planned parking lot to accommodate additional public parking and incorporate other improvements. As part of the purchase agreements, the property owners were provided limited benefits such as location of permit-only parking spots near their abutting properties. The City and DDA also obtained the right to make some improvements on abutting properties (Exp. Attach lighting to buildings). The property owner at 78-84 W. Front Street agreed to allow lighting fixtures to be attached to the building to help illuminate the W. Front Street parking lot and avoid the need for installation of additional light poles. In reciprocation, the City and DDA committed to working with the property owner on potential encroachments that could occur on the abutting public parking lot areas.

Due to the sale of a portion of the property at the rear of 78-84 West Front Street, the property owner was having an issue with locating a pad for mechanical equipment to service the building. The preferred location for the mechanical equipment was on the east side of the building in the green space surrounding the W. Front Street parking lot. Additionally, the property owner desired to mount a wall sign and accent lighting on the east wall of the building, which would overhang the City-owned parking lot property. To accommodate the needs of the property owner and fulfill the City’s and DDA’s commitment to work with the property owners on potential encroachments, City staff is proposing the granting of a revocable encroachment easement. The easement documents each party’s responsibilities, including proper maintenance of the “accessory improvements” to be located in the easement area. One of the proposed requirements is that the property owner installs landscaping around the equipment to create a visual screen between the equipment and the parking lot. The easement is revocable with 90-days written notice to the property owner if circumstances change and the accessory improvement can no longer be accommodated in this location.

IT IS RECOMMENDED that City Council approve the attached Grant of Revocable Encroachment Easement to the property owner at 78-84 West Front Street (currently JDK, LLC); and authorize the City Manager to execute the Easement. **IT IS FURTHER RECOMMENDED** that the City Manager be authorized to make minor amendments to the easement that may be necessary due to unanticipated conditions, subject to review and approval by the City Attorney.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: April 21, 2014

REASON FOR DEADLINE: Ensure timely installation of the mechanical equipment to service the building at 78-84 W. Front Street

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N.A.

INITIATED BY: Department of Economic and Community Development

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Department of Economic and Community Development, Property Owner at 78-84 W. Front Street, City of Monroe Downtown Development Authority, City of Monroe Department of Public Services.

FINANCES

COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$ 0
	Cost of This Project Approval	\$ 0
	Related Annual Operating Cost	\$ 0
	Increased Revenue Expected/Year	\$ 0

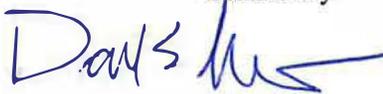
SOURCE OF FUNDS:	City	Account Number	Amount
	Other Funds		

Budget Approval: _____

FACT SHEET PREPARED BY: Dan Swallow, Dir. of Economic and Community Development

DATE: 4/15/14

REVIEWED BY: George Brown, City Manager



DATE:

COUNCIL MEETING DATE: April 21, 2014

GRANT OF REVOCABLE ENCROACHMENT EASEMENT

This Grant of Revocable Encroachment Easement is made this ____ day of _____ 2014 by the CITY OF MONROE, a Michigan municipal corporation, 120 East First Street, Monroe, MI 48161 (“Grantor”), in favor of JDK, LLC, a Michigan limited liability company, the address of which is 862 Will Carleton Road, Carleton, MI 48117 (“Grantee”).

Recitals:

- A. By virtue of a deed recorded in Monroe County, Michigan Register of Deeds Office, Grantee is the owner of certain real property located at 78-84 W. Front Street, Monroe, MI 48161 (the “Benefitted Property”) described below:

Parcel ID # 58-55-29-00441-000

BEING PART OF PRIVATE CLAIM 425; COMM AT INTER CL OF S MONROE ST W/CL W FRONT ST; TH N 32D 58M 50S W 47.20 FT TO INTER OF W LI S MONROE ST W/N LI W FRONT ST; TH N 77D 20M 27S W 373.75 FT TO POB. TH N 77D 20M 27S W 47.02 FT; TH N 13D 02M 16S E 94.80 FT; TH S 77D 20M 27S E 46.73 FT; TH S 12D 51M 55S W 94.80 FT TO POB. CONTAINING .102 AC

- B. The Benefitted Property is bounded on the east by Grantor’s property known as the West Front Street parking lot, as shown on the parcel map attached hereto as Exhibit B.
- C. Grantee desires to install mechanical equipment with concrete pads, a wall sign and lighting fixtures (“Accessory Improvements”) within a portion of the Grantor’s West Front Street parking lot property, said portion of the West Front Street parking lot being described on Exhibit A and shown on Exhibit B hereto (the “Easement Area”), and Grantor is willing to grant such easement on the terms and conditions set forth herein.

NOW THEREFORE, for One Dollar (\$1.00) and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, Grantor does hereby grant to Grantee, on the terms and conditions set forth herein, an easement over the Easement Area for the construction, maintenance and repair of the Accessory Improvements.

1. Initial Construction; Maintenance and Repairs.

- (a) Prior to installing the Accessory Improvements within the Easement Area, Grantee shall submit its proposed design drawings to the City of Monroe's Building Department for review and approval. Without limitation of the foregoing, the Accessory Improvements shall be designed in accordance with the Michigan Building Code (2009). The drawings shall be sealed by a design professional registered with the State of Michigan. Grantee shall obtain all necessary permits prior to commencing work. All work within the Grantor's property shall be performed by a licensed contractor.
- (b) The Grantee shall install and maintain landscaping consisting of living plant material to screen any mechanical equipment situated in the Easement Area, sufficient to create a minimum opacity of 80% between the mechanical equipment and the West Front Street parking lot.
- (c) Following installation, Grantee shall maintain the Accessory Improvements in a continuous state of good condition and repair as defined by the International Property Maintenance Code.
- (d) All costs associated with the construction, maintenance and repair of the Accessory Improvements, and the cost of repairing any and all damage to vegetation, sidewalks, curbs, pavement or other improvements resulting therefrom, including without limitation the cost of replacing items that in the sole discretion of the City are not capable of being properly repaired, shall be borne by Grantee. All work undertaken by Grantee hereunder shall be in compliance with all applicable codes, laws and other governmental standards, policies, guidelines and requirements.

2. Insurance; Indemnification. At all times during which Grantee is undertaking activities within the Easement Area pursuant to this instrument, and in addition to whatever other insurance and bond requirements as Grantor may from time to time require, Grantee shall maintain a policy of Commercial General Liability insurance, with an insurance company reasonably acceptable to Grantor and naming Grantor as an additional insured, in an amount not less than One Million Dollars (\$1,000,000) per occurrence, combined single limit, or in such greater amount as Grantor may from time to time require, that provides coverage against property damage, personal injury and death resulting or arising from Grantee's activities pursuant to this instrument. Grantee shall furnish to Grantor a certificate of insurance evidencing such insurance upon Grantor's request. Grantee hereby waives all claims and rights of recovery against Grantor, and on behalf of Grantee's insurers, rights of subrogation, in connection with any damage to the Accessory Improvements, no matter how caused. Grantee shall defend, indemnify, and hold Grantor harmless from and against any and all claims, actions, losses, costs (including without limitation reasonable attorneys fees), liability and damages suffered or incurred by, or asserted against, Grantor in connection with the construction, maintenance, repair or other matters associated with the Accessory Improvements.

3. Covenants Running with the Land Until Easement is Revoked. The provisions hereof shall run with the land and shall inure to the benefit of and be binding upon Grantor and Grantee and their respective successors-in-interest with respect to the Easement Area and Benefitted Property; provided, however, that, (i) Grantor shall have the right to revoke the easement hereby granted by giving a minimum 90-days written notice thereof to Grantee; and (ii) the easement shall automatically terminate if Grantor provides written notice that the Accessory Improvements are not in compliance with the International Property Maintenance Code and the Grantee fails to cure the documented non-compliance within 30-days, or complete demolition of the existing building on the Benefitted Property. Upon the termination of the easement, Grantee shall promptly remove the Accessory Improvements and shall restore the Easement Area to its prior condition and otherwise in a manner satisfactory to the Building Department.

4. Exhibits. The following Exhibits are attached hereto and made a part hereof:

A - Description of Easement Area

B – Parcel Map

Executed by the City Manager on behalf of the City of Monroe, duly authorized by City Council on _____, 2014.

CITY OF MONROE

By: _____
George A. Brown
Its: City Manager

ACKNOWLEDGED AND ACCEPTED BY:

By: _____

Printed name: _____

Title: _____

City of Monroe

103

Exhibit "B" Benefitted Property

202

120



Sources: Esri, DeLorme, HERE, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom



Geographic Information System (GIS)
Engineering Department

1 inch = 94 feet
April 15, 2014
City of Monroe
Exhibit B



DISCLAIMER: This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various cities, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City of Monroe does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City of Monroe does not represent that the GIS data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. The user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by the User, its employees or agents, or third parties which arise out of the User's access or use of data provided.



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Approval of the Agreement for Donation of Lands with the U.S. Fish and Wildlife Service

DISCUSSION: The City of Monroe is currently the joint-owner with the Port of Monroe of parcel of property totaling 16.64 acres generally bounded by N. Dixie Highway on the north, E. Elm Street on the south, Canadian National railway on the west, and Interstate 75 on the east. As part of the River Raisin Heritage Corridor East Plan, this property is intended to be donated to the U.S. Fish and Wildlife Service (USFWS), to become part of the Detroit River International Wildlife Refuge. This natural area will then serve as a buffer between the River Raisin National Battlefield Park, and I-75 as well as the industrial land uses to the north. Additionally, the Port of Monroe holds the parcel immediately west of this property, which it also intends to donate to the USFWS. The subject parcel parallels Interstate 75 and the City's 1/2 interest was acquired several years ago from the Consolidated Paper Company. The Port acquired the other 1/2 interest and adjacent parcel from Homrich, Inc. in 2011 to hold for the future development of the River Raisin National Battlefield Park and protection of adjacent natural areas.

The Port of Monroe's environmental consultant, AKT Peerless, is currently completing updates to the previous environmental work that was completed on these parcels, to ensure the properties are fully acceptable for the proposed natural area designation. With the environmental work nearly complete, the properties have been deemed acceptable by the USFWS for their intended use. The Port of Monroe's legal counsel is also completing the title work for the properties, which will be necessary for executing the deeds to the USFWS. The Port District Act (Public Act 234 of 1925), Section 23, requires that the Port Commission seek approval of the governing body of the jurisdiction (i.e. City Council) prior to the sale or conveyance of property. This was approved by City Council at its regular meeting on October 7, 2013.

IT IS RECOMMENDED that City Council approve the attached Agreement for Donation of Lands with the United States of America [U.S. Department of the Interior, U.S. Fish and Wildlife Service] for the donation of the City's interest in the parcel of property totaling 16.64 acres generally bounded by N. Dixie Highway on the north, E. Elm Street on the south, Canadian National railway on the west, and Interstate 75 on the east; and authorize the Mayor and Clerk-Treasurer to execute the Agreement and any other documentation necessary to complete the donation of lands (Exp. Deed).

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: April 21, 2014

REASON FOR DEADLINE: Ensure timely transfer of the property to the U.S. Fish and Wildlife Service

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N.A.

INITIATED BY: Port of Monroe Port Commission

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Port Commission, Department of Economic and Community Development, Assessing

FINANCES

COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$ 0*
	Cost of This Project Approval	\$ 0
	Related Annual Operating Cost	\$ 0
	Increased Revenue Expected/Year	\$ 0

*Significant costs related to the environmental remediation have been incurred by the City of Monroe Brownfield Redevelopment Authority and the Port of Monroe.

SOURCE OF FUNDS:	<u>City</u>	Account Number	Amount
	<u>Other Funds</u>		

Budget Approval: _____

FACT SHEET PREPARED BY: Dan Swallow, Dir. of Economic and Community Development

DATE: 4/15/14

REVIEWED BY: George Brown, City Manager

DATE:

COUNCIL MEETING DATE: April 21, 2014

United States Department of the Interior
U.S. Fish and Wildlife Service

Agreement for the Donation of Lands

THIS AGREEMENT, Made and entered into this _____ day of _____, 20____, by and between **City of Monroe and Port of Monroe**, hereinafter styled the “Donor”, for itself, its heirs, executors, administrators, successors, and assigns, and the UNITED STATES OF AMERICA, acting by and through the Secretary of the Interior or his authorized representative, hereinafter styled the “Donee”,

WITNESSETH:

1. In consideration of the mutual promises and covenants set forth in this agreement, the Donor agrees to donate to the United States certain lands upon the terms and conditions hereinafter set forth for all of the lands and other interests, which lands shall include all tenements, hereditaments, together with all water and other rights, easements, and appurtenances thereunto belonging, owned by them, situated and lying in the County of Monroe, State of Michigan, containing 34.99 acres, more or less, and more particularly described as follows:

See attached Exhibit “A”

2. The Donor agrees that it has the full right, power, and authority to convey, and that it will convey to the Donee, the fee simple title thereunto clear, free and unencumbered, except subject to the following easements or reservations: to existing road and utility easements, if any; to the rights of the Donee and third persons, if any, as provided by the Patent of record.

3. The Donor further agrees not to do, or suffer others to do, any act, by which the value or title to said lands may be diminished or encumbered. It is further agreed that any loss or damage occurring prior to the vesting of satisfactory title in the Donee by reason of the unauthorized cutting or removal of products therefrom, or because of fire, shall be borne by the Donor; and that, in the event any such loss or damage occurs, the Donee may refuse, without liability, to accept conveyances of said lands.

4. The Donor further agrees that, during the period covered by this instrument, officers and accredited agents of the Donee shall have, at all proper times, the unrestricted right and privilege to enter upon said lands for all proper and lawful purposes, including examination of said lands and the resources upon them.

5. The Donor will execute and deliver upon demand of the proper officials and agents of the Donee, a good and sufficient deed of warranty conveying to the Donee a safe title to the said lands of such character as to be satisfactory to the Attorney General of the Donee, and said deed shall provide that the use, occupation, and operation of the rights-of-way, easements, and reservations retained therein, shall be subordinate to and subject to such rules and regulations as

may be prescribed by the Secretary of the Interior governing the use, occupation, protection, and administration of areas under and in compliance with the Fish and Wildlife Act of 1956, as amended.

6. In consideration whereof, the Donee agrees that it will accept all of said lands and other interests, the acreage to be ascertained by a survey to be made at the option and expense of the Donee after reasonable notice to the Donor, and according to standard methods and procedures, or by recourse to the records of the Bureau of Land Management, or by both; and after the preparation, execution, delivery, and recordation of the deed at no cost to the Donor, and after the Attorney General shall have approved the title thus vested in the Donee. The expense of the Donor for recording fees, revenue stamps, transfer taxes, and similar expenses incidental to the conveyance of their property; and any amount paid as a penalty cost for prepayment of any pre-existing recorded mortgage entered into in good faith, encumbering such real property; as well as the pro rata share of prepaid real property taxes allocable to the period subsequent to the vesting of title in the Donee, or the effective date of possession of such real property by the same, whichever is earlier; shall be subject to reimbursement as provided in Section 303 of the Act of January 2, 1971, 84 Stat. 1899. Full possession and use of the premises shall pass to the Donee as of the date the United States accepts title to the premises.

7. It is understood and agreed that, if the Secretary of the Interior determines that the title to said lands or any part thereof should be acquired by the Donee by judicial proceedings, either to procure a safe title or, when it is in the public interest, to take immediate possession, or for any other reason, then the compensation to be claimed by the owners and the award to be made for said lands in said proceedings shall be upon the basis of the purchase price herein provided.

8. It is mutually agreed that an abstract, certificate of title, or other evidence of title to the property herein contracted to be sold, satisfactory to the Attorney General, will be obtained by the Donee at its expense.

9. It is mutually understood and agreed that this contract shall not be assigned in whole or in part without the consent in writing of the Donee.

10. It is further mutually agreed that no Member of or Delegate to Congress, or Resident Commissioner, shall be admitted to any share or part of this contract or agreement, or to any benefit to arise thereupon. Nothing, however, herein contained shall be construed to extend to any incorporated company, where such contract or agreement is made for the general benefit of such incorporation or company.

11. It shall be the obligation of the Donor to pay all taxes and assessments outstanding as liens at the date title vests of record in the Donee, whether or not such taxes and assessments are then due and payable.

12. It is mutually understood and agreed that notice of acceptance of this agreement shall be given to the Donor by certified mail addressed to Dan Swallow, Director of Economic and Community Development, **City of Monroe, 120 East First Street, Monroe, MI 48161-2169**, and shall be binding, except as such obligation may be affected by the provisions of paragraph 6 hereof.

The Secretary of the Interior, acting by and through his authorized representative, has executed this agreement on behalf of the United States of America on this _____ day of _____, 20____.

THE UNITED STATES OF AMERICA

By: _____
Regional Director
U.S. Fish and Wildlife Service

EXHIBIT "A"

PORT OF MONROE/CITY OF MONROE
Detroit River International WR
Monroe County, Michigan

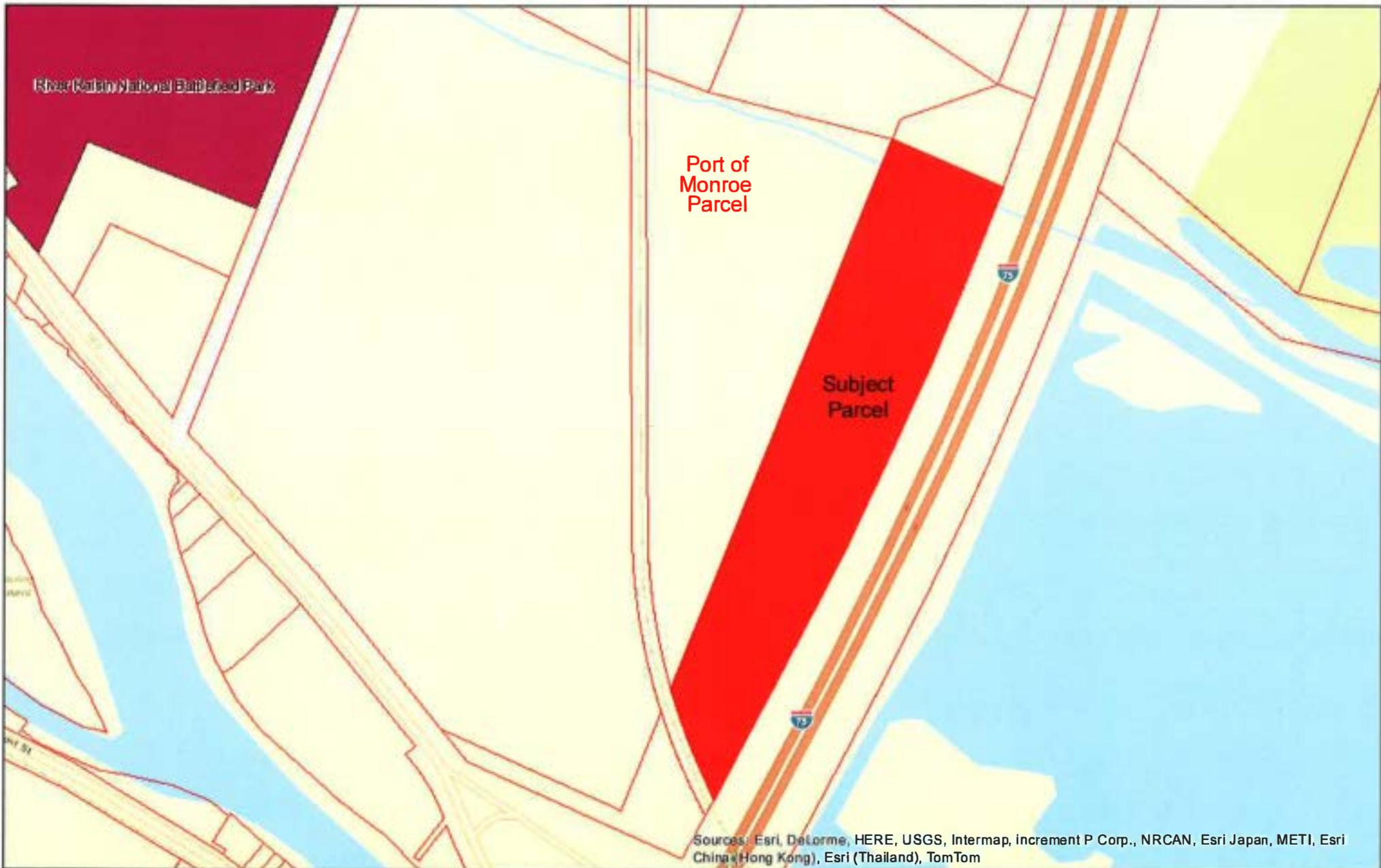
Parcel 2: Parcel No. 59-019000-008

COMM AT INT N R/O/W E ELM AVE WI E R/O/W DETROIT AVE; TH N 24D 54M 07S E 1918.60 FT; TH S 65D 07M 43S E 1139.79 FT AND S 25D 07M 41S W 290.68 FT TO CL MASON RUN DRAIN BEING POB; TH E ALG CL 600 FT M/L TO E LI PRIVATE CLAIM 571; TH S 24D 54M 01S W 1899.47 FT M/L ALG E LI FORD MOTOR CO RR SPUR ALSO BEING A POINT OF CURVATURE; TH ON CURVE TO RIGHT; ARC LENGTH OF 498.37 FT; ARC ANGLE 15D 08M 58S RADIUS 1884.86 FT; CHORD BEARING N 04D 35M 48S W; ;TH N 02D 54M 41S E 1477.25 FT TO CL MASON RUN DRAIN; TH S 66D 47M 19S E 221.31 FT TO POB CONT 18.602 ACRES M/L AND SUBJECT TO EASEMENTS OF RECORD.

Parcel 3: Parcel No. 59-01892-006

COMM AT NW COR E ELM AVE & DETROIT AVE; TH S 39D 12M 53S E 606.08 FT ALG N R/O/W LI ELM AVE; TH ALG SO R/O/W LI S 35D 30M 53S E 758.05 FT ALG N R/O/W LI TO POINT OF CURVATURE; TH ALG CURVE TO LEFT; RADIUS DIST 2780.90 FT; ARC DIST 3.36 FT; CHORD BEAR & DIST S 35D 32M 58S E 3.36 FT; TH S 62D 25M 03S E 508.93 FT TO E LI PC 571; TH N 24D 54M 01S E 484.27 FT TO N LI RR SPUR FOR POB; (L 246 P 2 REG/DEEDS); TH N 24D 54M 01S E 1884.55 FT ALG SD LI TO APPROX S BANK MASON RUN; TH S APPROX 389 FT TO W R/O/W LI I-75 DIST ALG S BANK MORE DIRECTLY DESC AS BEING S 62D 35M 50S E 387.13 FT; TH ON CURVE TO RIGHT; RADIUS DIST 13072.13 FT; ARC DIST 1742.10 FT; CHORD BEAR & DIST S 27D 33M 09S W 1740.81 FT; TH S 310 22M 13S W 410.59 FT ALG SD R/O/W LI TO N LI SD RR SPUR; TH ON CURVE TO RIGHT; RADIUS DIST 1884.86 FT; ARC DIST 382.18 FT; CHORD BEAR & DIST N 18D 02M 49S W 381.53 FT ALG SD N LI TO POB CONT 16.637 ACRES M/L & SUBJECT TO HIGHWAYS & EASEMENTS OF RECORD.

This legal description was prepared using land survey and record deed information on file in the Office of the Regional Director, Region 3, U.S. Fish and Wildlife Service, and is incorporated herein by reference.



Geographic Information System (GIS)
Engineering Department

1 inch = 414 feet

April 15, 2014

City of Monroe

Donation of Lands to USFWS



DISCLAIMER: This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various cities, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City of Monroe does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City of Monroe does not represent that the GIS data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. The user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by the User, its employees or agents, or third parties which arise out of the User's access or use of data provided.



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REPORT BACK ON BIDS RECEIVED FOR HYDROFLUOSILICIC ACID BULK TANKS REMOVAL AND REPLACEMENT – WATER TREATMENT PLANT

DISCUSSION: Three (3) bids were received for the Removal and Replacement of the two (2) Hydrofluosilicic Acid (HFS) Bulk Tanks at the Water Treatment Plant (WTP). The bidder meeting all bid specifications is TSP Environmental out of Redford, MI for \$60,880.00, attached is bid tabulation for reference. The WTP has several processes including numerous chemical bulk and day tanks located throughout the facility. HFS is used for adding fluoride to the treated water such that the chemical is stored in bulk tanks within a small containment building adjacent to the Chemical Building. The tanks were installed with the 1972 WTP expansion project and have required little maintenance and repairs. Through inspections the tanks are showing signs that they have exceeded their expected service life. Two other chemical storage steel tanks that were installed during the same project in 1972 started leaking and were recently replaced. Replacing the tanks are recommended and necessary in order to maintain adequate chemical capacity for treatment as required per the 10 State Standards.

The removal and replacement of the two HFS Bulk Tanks is a fiscal year (FY) 2014-2015 Capital Improvement Program (CIP) project. This CIP project has adequate funding budgeted to complete the project scope. As part of the overall project funding, the City of Monroe applied for and was awarded a Michigan Department of Community Health (MDCH) Oral Health Program 2014 Fluoridation Equipment Grant in the amount of \$24,000. The grant requires that project costs be fronted by the City and reimbursement will occur after project completion. Monroe City Council accepted the MDCH grant at their March 17, 2014 meeting. As part of the grant requirements, all work and reimbursement requests must be submitted by September 15, 2014 such that in an effort to complete the project on time the project must be bid now and it is recommended to advance the FY 2014-2015 CIP funds to FY 2013-2014.

TSP Environmental has not worked for the City of Monroe previously; however after checking several references on similar projects they have performed for other clients, we are confident they have the ability to successfully undertake this project for the City of Monroe.

IT IS RECOMMENDED that a purchase order in the amount of \$60,880.00 and a total amount of \$70,000 be encumbered to include a 15% contingency, be awarded to TSP Environmental out of Redford, MI for the Removal and Replacement of the two HFS Bulk Tanks at the WTP as part of the FY 2014-2015 CIP project in accordance with the bid specifications. **IT IS FURTHER RECOMMENDED** that the Finance Director advance the project funding to FY 2013-2014 in an effort to complete the project on time and meet the MDCH grant requirements.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: May 14, 2014

REASON FOR DEADLINE: Bids are good for thirty (30) days.

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY:


Barry S. LaRoy, P.E., Director of Water & Wastewater Utilities

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Council, Water Department and Customers

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$ 70,000.00
Cost of This Project Approval	\$ 70,000.00
Related Annual Operating Cost	\$ N/A
Increased Revenue Expected/Year	\$ N/A

SOURCE OF FUNDS:

City	Account Number	Amount
Operating Equipment	591-40.537-977.000 15W07	\$ 70,000.00
Other Funds		

Budget Approval:



FACT SHEET PREPARED BY: Barry S. LaRoy, P.E., Director of Water & Wastewater Utilities **DATE:** April 15, 2014

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: April 15, 2014

BIDS RECEIVED LIST FOR HYDROFLUOSILICIC ACID TANK
REMOVAL AND REPLACEMENT FOR THE WATER FILTRATION
PLANT. BID REQUESTS DISTRIBUTED 3/19/2014.

BIDS DUE MONDAY, APRIL 14, 2014.

<u>NAME</u>	<u>BID AMOUNT</u>
Gratton Construction Company, Inc.	\$65,700.00
Colasanti Construction Services, Inc.	\$68,930.00
TSP Environmental	\$60,880.00 ←



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: INSTALLATION OF NEW PUBLIC SANITARY SEWER – WEST FOURTH STREET BETWEEN HUBBLE AND HARRISON STREETS – SPECIAL ASSESSMENT RESOLUTION NUMBER 2 – SEWER SAD #232

DISCUSSION: The homes fronting the 200 and 300 blocks of West Fourth Street lack a public sanitary sewer, except most of those immediately adjacent to the corners of Hubble, Smith, and Harrison Streets. Over the years, the Wastewater Department has been made aware of numerous issues with the various shared private sewer lines serving these homes, but the situation worsened significantly in November 2011, when extremely heavy rains caused a number of flooding issues within the City. During this time period, the shared private sewer line now known to be serving 312, 311, 219, and 220 West Fourth and 404 Smith experienced a catastrophic failure, resulting in some property owners having to pump raw sewage out of their basements and into the roadway. In response to this urgent public health issue, the Wastewater Department did perform emergency repairs on this line, and the City Council passed Resolution 1 on December 19, 2011, which referred the project to the Engineering Department for survey and design of a new public main. At this time, it was believed that the work would be limited to the 300 block, but subsequent in-depth investigations into the routing of all homes in the area revealed that homes in the 200 block also shared the same line that did not connect to the public main on Smith Street as expected but actually bypassed it entirely, so the project has now expanded to this area as well. Due to the length of time needed for investigation of all of the house lead routings, coupled with the fact that the acute hazard had been mitigated, this project was originally postponed into 2013, then again into 2014 as the Engineering Department also sought funding to simultaneously reconstruct the roadway, which has now been secured through the 2014-15 Capital Improvements Program. In addition, we plan to utilize previously-budgeted funds to replace the section of existing storm sewer between Smith and Harrison Streets. Originally, the Engineering Department had planned to construct a new storm sewer for the block between Hubble and Smith Streets, and then provide house storm leads for future connection of sump pump lines, roof drains, etc. However, after review and resident input, it appears there is little benefit based on the age and construction of the adjacent dwellings, so this will be omitted in the final plans.

The City Charter provides for the installation of public sewers at the discretion of the City Council and provides for recovery of most of the cost by a Special Assessment against the benefiting properties. By Charter, a minimum of one-sixth of the project costs are borne by the Wastewater Fund. However, since the properties in the district have historically shared various private lines, they have still paid system depreciation and debt charges to the Wastewater Fund, and in consideration of this, the Wastewater Fund share of the assessable project costs is instead proposed to be 50%, consistent with other recent projects. The remaining share of the costs is then divided among the benefiting properties on a Residential Equivalent Unit (REU) basis, where each residential dwelling unit accounts for one share. The proposed plans and cost estimate have now been completed, and the public informational meeting was held on Monday, April 14, 2014. The outline of the meeting has been attached with this fact sheet, and the meeting was attended by only one (1) property owner at 322 West Fourth. A map of the proposed district has been attached with this fact sheet, as well as the cost estimates presented at the meeting, for both the sanitary sewer component and the overall costs (including roadway paving and storm sewer replacement that will be paid 100% by the City), and a breakdown of the proposed assessments between properties in the district. Lastly, since the private lead routings serving the homes on these blocks are very complicated, a set of construction plans has been attached, which color-codes the location of the existing public mains, proposed new public main and leads, and the location of the different private sewer lines as verified by the Engineering and Wastewater Department staff. It should be noted that 7 of the 8 corner lots already have direct taps to a public main, and are not included in the district. The next step in this project is the passage of Resolution 2, which delineates the costs involved, and sets May 5, 2014 as the date of the Public Hearing on the necessity of the project. Typically, Special Assessment projects are not bid until after the passage of Resolution 3 (determination of public necessity), which may be placed on the agenda for May 5 as well. This district, if confirmed, would be known as Sewer Special Assessment District Number 232.

IT IS RECOMMENDED that the attached Resolution 2 be adopted, and that the public hearing be scheduled for May 5, 2014 at 7:30 P.M. in the City Council Chambers.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: As soon as possible.

REASON FOR DEADLINE:

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering and Public Services

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Council, Engineering Department, Wastewater Department, adjacent property owners and residents

FINANCES

COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$285,639.94*
	Cost of This Project Approval	\$N/A
	Related Annual Operating Cost	\$N/A
	Increased Revenue Expected/Year	\$N/A

*Present estimate of costs, including construction estimate, 15% engineering and 10% contingencies for all project components including sanitary sewer installation, storm sewer replacement, and roadway reconstruction. Exact costs will be determined during bidding process.

SOURCE OF FUNDS:	Account Number	Amount
<u>City</u> *		
<u>Other Funds</u> *		

*Funds will not be appropriated until confirmation of the Special Assessment District

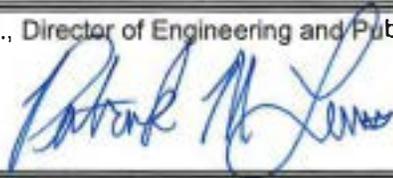
Budget Approval: 

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering and Public Services **DATE:** 04/15/14

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: April 21, 2014



RESOLUTION NUMBER 2

WHEREAS, the plat, plan, diagram, grade, and specifications for the installation of a sanitary sewer of adequate size to service some or all of the properties located on West Fourth Street between Hubble Street and Harrison Street, together with a map of the assessment district, therefore, are now on file with the City Clerk-Treasurer for public inspection and examination, which district is described as follows:

Commencing at the intersection of the easterly right-of-way line of Hubble Street and the southerly right-of-way line of West Fourth Street,

thence, South 57° 20' 49" East 41.50 feet; to the Point of Beginning;

thence, North 32° 39' 11" East 206.00 feet;

thence, South 57° 20' 49" East 150.00 feet;

thence, South 32° 39' 11" West 140.00 feet;

thence, South 57° 20' 49" East 266.00 feet;

thence, North 32° 39' 11" East 80.00 feet;

thence, South 57° 20' 49" East 50.00 feet;

thence, South 32° 39' 11" West 146.00 feet;

thence, South 57° 20' 49" East 89.00 feet;

thence, South 32° 39' 11" West 75.00 feet;

thence, North 57° 20' 49" West 139.00 feet;

thence, North 32° 39' 11" East 75.00 feet;

thence, North 57° 20' 49" West 166.00 feet;

thence, South 32° 39' 11" West 40.79 feet;

thence, North 57° 20' 49" West 110.00 feet;

thence, South 32° 39' 11" West 38.71 feet;

thence, North 57° 20' 49" West 40.00 feet;

thence, South 32° 39' 11" West 60.50 feet;

thence, North 57° 20' 49" West 91.50 feet;

thence, North 32° 39' 11" East 140.00 feet;

thence, North 57° 20' 49" West 8.50 feet;

to the Point of Beginning.

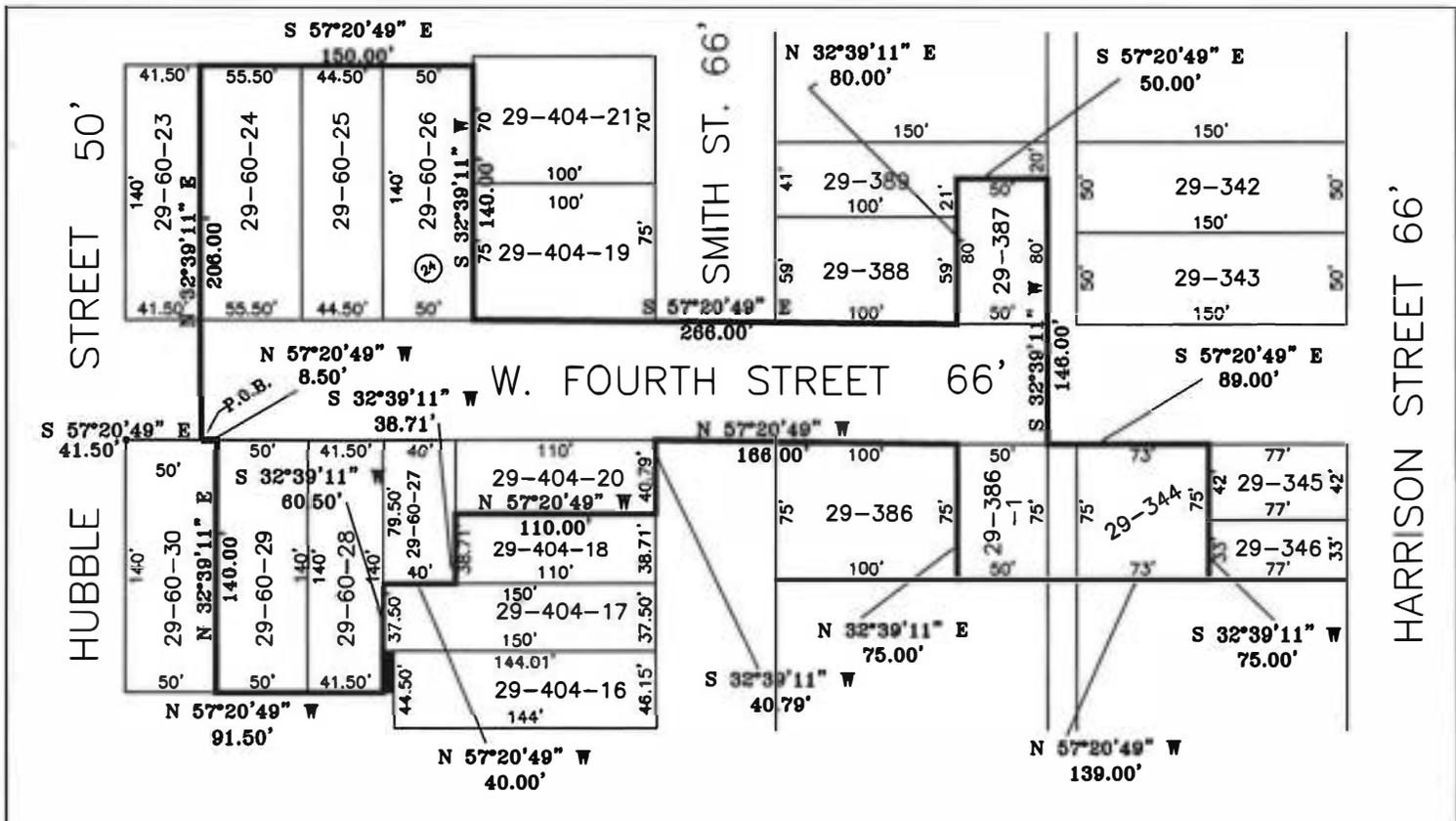
THEREFORE, BE IT RESOLVED, that the Council accept the estimated cost of such improvement at \$122,872.57 as reported by the City Engineer; that the estimated period of usefulness of the improvement will not be less than fifteen (15) years; and that the City of Monroe Wastewater Department shall pay \$61,436.28 of the costs, which represents a one-half (1/2) share of the assessable project work; and

BE IT FURTHER RESOLVED, that on Monday, May 5, 2014 at 7:30 P.M. Local Time, at the Council Chambers, the Council will hear comments on the proposed improvement, plans, specifications, amount to be paid by the City and also review and hear objections to the special assessment above delimited; and

BE IT FURTHER RESOLVED, that there be raised by special assessment upon the land and premises within the above described Sewer Special Assessment District No. 232 for the installation of a sanitary sewer of adequate size to service some or all of the properties located on West Fourth Street between Hubble Street and Harrison Street, the sum of \$61,436.29; and

BE IT FURTHER RESOLVED, that upon the adoption of the district and the estimate by this Council, that the City Clerk-Treasurer report the aforesaid special assessment to the City Assessor of said City, who shall make a special assessment roll, and levy as a special assessment therein upon each lot or parcel of land so reported to him, and against the persons chargeable therewith, if known, the whole amount of all charges so directed, as aforesaid, to be levied upon each of such lots or premises respectively; and when complete, he shall report the assessment to this Council; that such special assessment shall be made and levied according to the benefits revised, and that he shall

assess upon each lot or parcel of land such relative proportion of the whole sum to be levied, as shall be proportionate to the estimated benefit resulting to such lot or parcel of land from the improvement.



SANITARY SEWER SPECIAL ASSESSMENT DISTRICT NO. 232

Commencing at the easterly right-of-way of Hubble Street (50' R/W) and the southerly right-of-way West Fourth Street (66' R/W);
 thence S 57°20'49" E 41.50 feet to the point of beginning;
 thence N 32°39'11" E 206.00 feet; thence S 57°20'49" E 150.00 feet;
 thence S 32°39'11" W 140.00 feet; thence S 57°20'49" E 266.00 feet;
 thence N 32°39'11" E 80.00 feet; thence S 57°20'49" E 50.00 feet;
 thence S 32°39'11" W 146.00 feet; thence S 57°20'49" E 89.00 feet;
 thence S 32°39'11" W 75.00 feet; thence N 57°20'49" W 139.00 feet;
 thence N 32°39'11" E 75.00 feet; thence N 57°20'49" W 166.00 feet;
 thence S 32°39'11" W 40.79 feet; thence N 57°20'49" W 110.00 feet;
 thence S 32°39'11" W 38.71 feet; thence N 57°20'49" W 40.00 feet;
 thence S 32°39'11" W 60.50 feet; thence N 57°20'49" W 91.50 feet;
 thence N 32°39'11" E 140.00 feet;
 thence N 57°20'49" W 8.50 feet to the point of beginning.



SCALE 1" = 100'

REVISIONS		
NO.	DRAWN BY:	DATE:

CITY OF MONROE, MICHIGAN
 ENGINEERING DEPARTMENT
 W. FOURTH STREET SANITARY SEWER
 SPECIAL ASSESSMENT DISTRICT NO. 232
 HUBBLE STREET TO SMITH STREET

SCALE: 1"=100'

FILE NO. A-XXX

DATE: APRIL 2014

SHEET NO. 1 OF 1

DWG. OF RECORD
 DATE: _____

APPROVED: _____
 CITY ENGINEER

PUBLIC INFORMATIONAL MEETING OUTLINE

New Public Sanitary Sewer – West Fourth Street – Hubble to Harrison – SAD #232

3:00 P.M.

Monday, April 14, 2014

● Project Background / Conception

- In fall 2011, some residents on block between Hubble and Smith had extreme sanitary backups into basements, and most homes on this block are served by private sewer lines.
- Wastewater Department performed emergency repairs to part of system, which is typically not done except for immediate public health crisis. These repairs appear to have temporarily mitigated problem.
- As a result, Engineering Department recommended new public main be constructed, but project has been postponed in favor of other projects and desire to fund street work at same time.
- During design, it was determined that block between Hubble and Smith is linked to block between Smith and Harrison, with no connection to public main on Smith as originally believed.
- As a result, the district will need to include both blocks together.
- By City Ordinance, any new mains are installed by Special Assessment District, but this does not preclude City participation above minimum cost sharing requirements.

● Assessment Procedure

- Resolution #1 passed December 19, 2011
- Engineering prepares plans
- Informational Meeting held April 14, 2014
- Resolution #2 – To be placed on City Council agenda for April 21, 2014
- Public Hearing on necessity of the project – May 5, 2014
- Resolution #3 (declaration of necessity) – tentatively set for May 5, 2014
- Project will be bid immediately after, likely opening May 23 or May 27
- Resolution #4 – June 2, 2014 (tentative)
- Public Hearing on distribution of assessable costs – June 16, 2014 (tentative)
- Resolution #5 – June 16, 2014 (tentative)
- Construction – sometime between July and September (tentative)

● Proposed Design

- New 8" sanitary sewer to serve all homes not already tapped directly to mains on north-south streets.
- Reconstruct entire roadway and all drive approaches in 8" concrete (100% City)
- Replace existing storm sewer where needed (100% City)
- Optional - Install new storm sewer between Hubble and Smith (City will pay all of main line if majority of residents petition for special assessment add-on to pay for leads if desired)
- Wyes and leads to be installed to serve each lot, generally connections made to existing where known and feasible (317 and 321 W. Fourth route to the rear and are not planned for reconnection)
- Existing layout of private leads shown on project drawings (color coded)
- Special Assessment benefit proposed on a per residential equivalent unit (REU) basis
- City pays 1/6 of cost of sanitary construction per ordinance, plus any additional amount determined by Council (in this case Engineering proposing to pay 50% of costs of sanitary sewer)

● Estimated Costs (Rounded)

- Total \$122,873
- City (50% share – above ordinance requirement) \$ 61,437
- Property Owners (remaining) \$ 61,436 (\$4,726 per REU)
- Assessments can be spread over 10 years, with interest set at about 1% over the rate available for the City to borrow funds (last year rate was 2.75%, likely higher in 2014)
- Deferral possible for over 65 with income threshold per Michigan Act 225 of 1976

● Questions and Answers

**INFORMATIONAL MEETING - NEW PUBLIC SANITARY SEWER
WEST FOURTH STREET BETWEEN HUBBLE STREET AND HARRISON STREET
MONDAY, APRIL 14, 2014 - 3:00 P.M. - FIRST FLOOR CONFERENCE ROOM - MONROE CITY HALL**

NAME	COMPANY	ADDRESS / EMAIL	PHONE/FAX
Patrick M. Lewis, P.E.	City of Monroe - Director of Engineering and Public Services	120 East First Street, Monroe, MI 48161 patrick.lewis@monroemi.gov	734-384-9124 phone 734-384-9108 fax
Bradley K Smith	City of Monroe - Engineering Technician - Engineering	120 East First Street, Monroe, MI 48161 bradley.smith@monroemi.gov	734-384-9167 phone 734-384-9108 fax
Jeffery Hewsley	City of Monroe Council	404 Union St Monroe, MI 48161	734-231-2957
Joel Church		322 W 4th	419 410 3254 734
Barry Laro	CITY OF MONROE WATER & WASTEWATER	120 E. 1ST ST. MONROE, MI 48161 barry.laro@monroemi.gov	734/384-9122 734/384-9108 F

West Fourth Street Cost Estimates - Revised April 15

WEST 4TH SANITARY / PAVING - OVERALL COST - ALL WORK ITEMS				ENGINEER'S ESTIMATE	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST
1	R&D EXST'G. PAVEMENT	1105.3	SYD	\$ 10.00	\$ 11,053.00
2	R&D CURB & GUTTER	1123.8	LFT	\$ 12.00	\$ 13,485.60
3	R&D SIDEWALK	947.7	SFT	\$ 2.00	\$ 1,895.40
4	R&D EXST'G ST. SEWER	35.0	LFT	\$ 25.00	\$ 875.00
5	R&D EXST'G STRUCTURE	1.0	EA	\$ 1,500.00	\$ 1,500.00
6	F&I 8" SDR 35 PVC SANITARY MAIN	471.0	LFT	\$ 55.00	\$ 25,905.00
7	F&I 8" SDR 35 PVC STORM MAIN	0.0	LFT	\$ 55.00	\$ -
8	F&I 12" RCP STORM MAIN	385.8	LFT	\$ 85.00	\$ 32,793.00
9	F&I 6" SDR 35 PVC SANITARY MAIN	165.0	LFT	\$ 50.00	\$ 8,250.00
10	F&I 6" STORM SEWER AT 1.0% MIN. W/WATERTIGHT CAP	0.0	LFT	\$ 55.00	\$ -
11	ADJUST VALVE BOX	3.0	EA	\$ 300.00	\$ 900.00
12	ADJUST, CLEAN, & PLASTER STRUCTURE	5.0	EA	\$ 750.00	\$ 3,750.00
13	F&I 4' DIA MANHOLE	4.0	EA	\$ 2,000.00	\$ 8,000.00
14	TAP EXISTING STRUCTURE	7.0	EA	\$ 500.00	\$ 3,500.00
15	F&I 8"x6" PVC WYE	0.0	EA	\$ 100.00	\$ -
16	F & I EJIW #1040 WATERTIGHT CASTING	7.0	EA	\$ 750.00	\$ 5,250.00
17	F & I EJIW #7045 CASTING	3.0	EA	\$ 750.00	\$ 2,250.00
18	F&I CONTROL DENSITY BACKFILL	540.0	CYD	\$ 90.00	\$ 48,600.00
19	F&I 4" CONCRETE SIDEWALK	556.2	SFT	\$ 3.50	\$ 1,946.70
20	F&I 6" ADA CONCRETE SIDEWALK	391.5	SFT	\$ 3.50	\$ 1,370.25
21	F&I 6" CONCRETE PAVEMENT	168.9	SYD	\$ 32.00	\$ 5,404.80
22	F&I 8" CONCRETE PAVEMENT W/INTEGRAL CURB	936.4	SYD	\$ 38.00	\$ 35,583.20
23	F&I BITUMINOUS HAND PATCH	58.0	TON	\$ 150.00	\$ 8,700.00
24	CUT & CAP SEWER	3.0	EA	\$ 500.00	\$ 1,500.00
25	TRAFFIC CONTROL	1.0	LS	\$ 3,000.00	\$ 3,000.00
26	SITE RESTORATION	1.0	LS	\$ 3,000.00	\$ 3,000.00
				CONSTRUCTION COST	\$ 228,511.95
				CONSTRUCTION COST TOTAL	\$ 228,511.95
				CONTINGENCIES (10%)	\$ 22,851.20
				ENGINEERING (15%)	\$ 34,276.79
				PROJECT TOTAL COST	\$ 285,639.94

West Fourth Street Cost Estimates - Revised April 15

WEST 4TH SANITARY - SANITARY ITEMS COST ONLY				ENGINEER'S ESTIMATE	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST
1	R&D EXST'G. PAVEMENT	0.0	SYD	\$ 10.00	\$ -
2	R&D CURB & GUTTER	0.0	LFT	\$ 12.00	\$ -
3	R&D SIDEWALK	473.9	SFT	\$ 2.00	\$ 947.70
4	R&D EXST'G ST. SEWER	0.0	LFT	\$ 25.00	\$ -
5	R&D EXST'G STRUCTURE	0.0	EA	\$ 1,500.00	\$ -
6	F&I 8" SDR 35 PVC SANITARY MAIN	471.0	LFT	\$ 55.00	\$ 25,905.00
7	F&I 8" SDR 35 PVC STORM MAIN	0.0	LFT	\$ 55.00	\$ -
8	F&I 12" RCP STORM MAIN	0.0	LFT	\$ 85.00	\$ -
9	F&I 6" SDR 35 PVC SANITARY MAIN	165.0	LFT	\$ 50.00	\$ 8,250.00
10	F&I 8" STORM SEWER AT 1.0% MIN. WWATERTIGHT CAP	0.0	LFT	\$ 55.00	\$ -
11	ADJUST VALVE BOX	0.0	EA	\$ 300.00	\$ -
12	ADJUST, CLEAN, & PLASTER STRUCTURE	0.0	EA	\$ 750.00	\$ -
13	F&I 4' DIA MANHOLE	5.0	LFT	\$ 2,000.00	\$ 10,000.00
14	TAP EXISTING STRUCTURE	3.0	EA	\$ 500.00	\$ 1,500.00
15	F&I 8"x6" PVC WYE	10.0	EA	\$ 100.00	\$ 1,000.00
16	F & I EJIW #1040 WATERTIGHT CASTING	7.0	EA	\$ 750.00	\$ 5,250.00
17	F & I EJIW #7045 CASTING	0.0	EA	\$ 750.00	\$ -
18	F&I CONTROL DENSITY BACKFILL	270.0	CYD	\$ 90.00	\$ 24,300.00
19	F&I 4" CONCRETE SIDEWALK	278.1	SFT	\$ 3.50	\$ 973.35
20	F&I 6" ADA CONCRETE SIDEWALK	0.0	SFT	\$ 3.50	\$ -
21	F&I 6" CONCRETE PAVEMENT	0.0	SYD	\$ 32.00	\$ -
22	F&I 8" CONCRETE PAVEMENT W/INTEGRAL CURB	0.0	SYD	\$ 38.00	\$ -
23	F&I BITUMINOUS HAND PATCH	0.0	TON	\$ 150.00	\$ -
24	CUT & CAP SEWER	3.0	EA	\$ 500.00	\$ 1,500.00
25	TRAFFIC CONTROL	1.0	LS	\$ 3,000.00	\$ 3,000.00
26	SITE RESTORATION	1.0	LS	\$ 3,000.00	\$ 3,000.00
X	*ALLOWANCE FOR TRENCH PAVEMENT REPLACEMENT	1.0	LS	\$ 12,672.00	\$ 12,672.00
	*(SYD of trench pavement replacement due to sanitary but absorbed in new road - SYD unit cost equal to sum of items 1 and 22 on roadway estimate)				
				CONSTRUCTION COST	\$ 98,298.05
				CONSTRUCTION COST TOTAL	\$ 98,298.05
				CONTINGENCIES (10%)	\$ 9,829.81
				ENGINEERING (15%)	\$ 14,744.71
				PROJECT TOTAL COST	\$ 122,872.57
	(ASSESSABLE COSTS ARE 50% OF TOTAL SANITARY COSTS)			ASSESSABLE COSTS	\$ 61,436.29
				RESIDENTIAL EQUIV. UNITS	13
				ASSESSMENT PER REU	\$ 4,725.87

SEWER SPECIAL ASSESSMENT DISTRICT 232 - ASSESSMENT BREAKDOWN

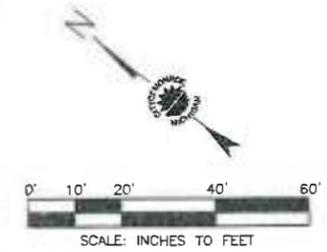
PARCEL ID	PROPERTY ADDRESS	OWNER NAME	OWNER ADDRESS	OWNER CITY	REUs	ASSESSMENT
29-00060-024	322 W. Fourth Street	Church, Joel	322 W. Fourth Street	Monroe, MI 48161	1	\$4,725.85
29-00060-025	318 W. Fourth Street	Brown, Charles / Deborah	318 W. Fourth Street	Monroe, MI 48161	1	\$4,725.85
29-00060-026	312 W. Fourth Street	Sowards, William L.	312 W. Fourth Street	Monroe, MI 48161	1	\$4,725.85
29-00060-027	311 W. Fourth Street	Marcero, Jonathon & Donald J.	311 W. Fourth Street	Monroe, MI 48161	1	\$4,725.85
29-00060-028	317 W. Fourth Street	Brown, Ricky & Helen	2703 Nadeau Road	Monroe, MI 48162	1	\$4,725.85
29-00060-029	321 W. Fourth Street	Sauro, Joseph W.	309 W. Third St., Apt. 1	Monroe, MI 48161	3	\$14,177.55
29-00344-000	211 W. Fourth Street	Braden, Rachel Ann	211 W. Fourth Street	Monroe, MI 48161	2	\$9,451.70
29-00386-001	219 W. Fourth Street	Kurtz, Mary E.	13510 Cambridge, Apt. 208	Southgate, MI 48195	1	\$4,725.85
29-00387-000	220 W. Fourth Street	Ourilan, Jack	220 W. Fourth Street	Monroe, MI 48161	1	\$4,725.85
29-00404-020	404 Smith Street	Davis, James & Jacqueline	404 Smith Street	Monroe, MI 48161	1	\$4,725.85
TOTAL					13	\$61,436.05
					COST PER REU	\$4,725.85

W FOURTH ST (66' R/W)

MATCH EXISTING PAVEMENT
HAND PATCH AGAINST NEW
CONCRETE AS NEEDED

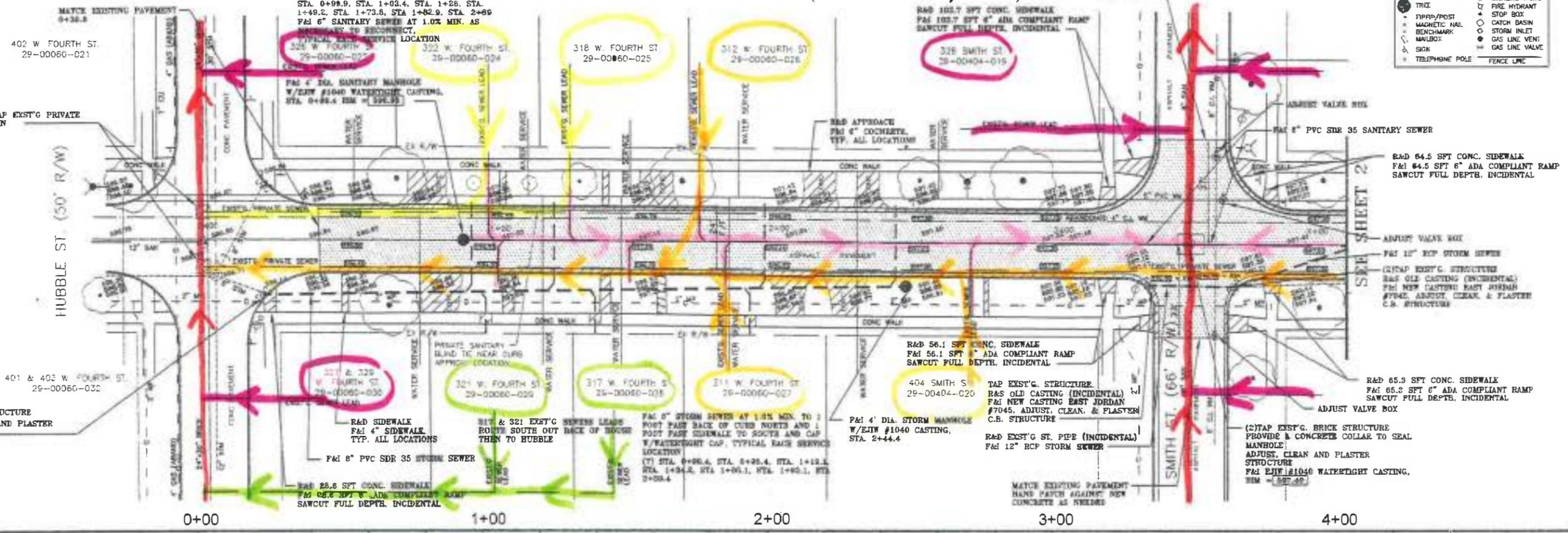
LEGEND

- SHRUB
- MANHOLE
- TREE
- MAINLINE VALVE
- ⚡ FIRE HYDRANT
- ⊕ STOP BOX
- CATCH BASIN
- STORM INLET
- BENCHMARK
- STORM INLET
- GAS LINE VENT
- GAS LINE VALVE
- TELEPHONE POLE
- FENCE LINE



NOTES:
CONTRACTOR SHALL LOCATE & VERIFY ALL SERVICE LEADS IN THE FIELD DURING INSTALLATION. INCIDENTAL THE SERVICE LEADS COULD NOT BE CONFIRMED BY TELEVISIONING THE SANITARY SEWER DUE TO THE POOR CONDITION OF THE SANITARY SEWER.
TAPS AT MAIN ARE PER PLAN STATIONING, LEAD ROUTING UNKNOWN.
AT ADDRESSES LISTED BELOW, THE CONTRACTOR IS REQUIRED TO RECONNECT THE EXST'G. SANITARY LEAD TO THE NEW LEAD:
404 SMITE ST.
311 W. 4TH
312 W. 4TH
318 W. 4TH
322 W. 4TH
AT ADDRESSES LISTED BELOW, THE CONTRACTOR IS REQUIRED TO RUN A NEW LEAD TO 3' BEYOND BACK OF CURB AND CAP WITH WATER TIGHT CAP:
317 W. 4TH
321 W. 4TH
ADDRESSES LISTED BELOW, ARE NOT INCLUDED IN THIS PROJECT, HAVE EXST'G LEADS TO A PUBLIC SAN. SEWER:
326 SMITE ST.
326 W. 4TH
327/328 W. 4TH
TAP EXST'G. STRUCTURE
ADJUST, CLEAN AND PLASTER
STRUCTURE

- REMOVE & DESPOSE ROADWAY PAVEMENT PER TYPICAL CROSS SECTION
- REMOVE & DESPOSE F&I CONCRETE DRIVE OR SIDEWALK
- REPLACE IN 6" DIA DRIVE OR 4" DIA WALK/RAMP
- EXISTING ELEVATION
- PROPOSED ELEVATION, GUTTER AND C.L.



ELEVATION	DESCRIPTION
598	ANY REMOVAL OF EXISTING 4" C.I. W/ 4" DIA. FOR INSTALLATION OF ANY NEW SYSTEM OR SANITARY SEWER MAINS OR MANHOLES WILL BE INCIDENTAL.
596	Existing Public Main
594	Proposed New Public Main
592	Not in District - Tie in on N/S frontage
590	Private System A
588	Private System B
586	Private System C
584	Private System D

PROPOSED CENTERLINE
0+00 TO 0+50 BLEND TO MATCH
0+50 TO 2+00 @ +3.18% (GUTTERS @ MIN. 0.2%)
2+00 TO 3+00 @ +0.2%
3+00 TO 4+00 VARIES

EXISTING CENTERLINE
W FOURTH STREET

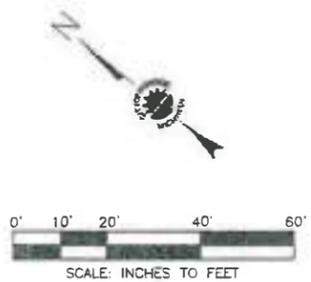
CITY OF MONROE, MICHIGAN
ENGINEERING DEPARTMENT
W FOURTH ST
SANITARY SEWER CONSTRUCTION
HUBBLE ST TO HARRISON ST

SCALE: 1"=20'
1"=2'
DATE: FEB. 2014

DWG. OF RECORD
DATE: _____

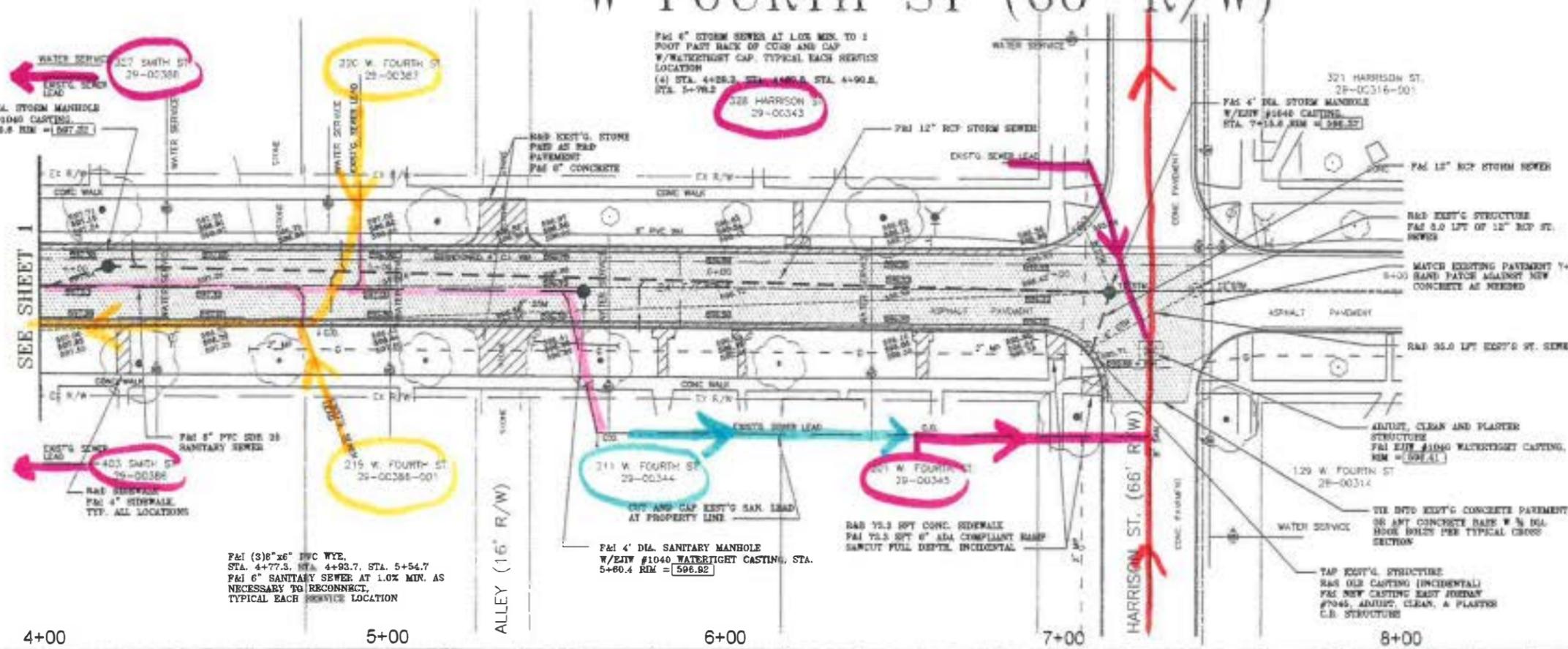
APPROVED: _____
CITY ENGINEER

W FOURTH ST (66' R/W)



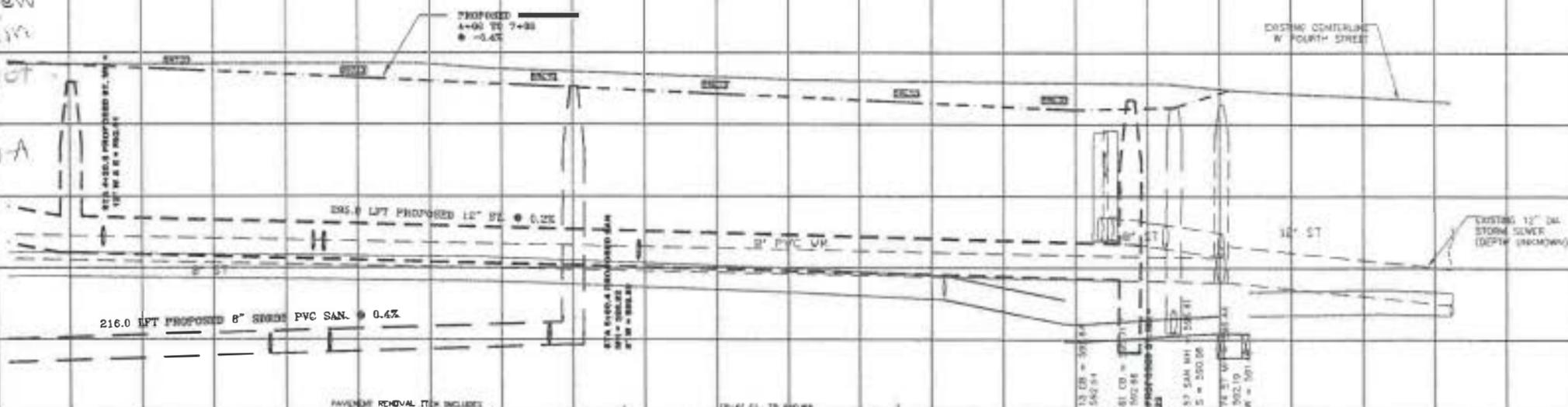
- LEGEND**
- SHRUB
 - MANHOLE
 - TREE
 - FIRE HYDRANT
 - STOP BOX
 - CATCH BASIN
 - STORM INLET
 - GAS LINE VENT
 - GAS LINE VALVE
 - SIGN
 - TELEPHONE POLE
 - FENCE LINE

- REMOVE & DESPOSE ROADWAY PAVEMENT PER TYPICAL CROSS SECTION
- REMOVE & DESPOSE P&I CONCRETE DRIVE OR SIDEWALK REPLACE IN 6" DRIVE OR 4" WALKRAMP
- EXISTING ELEVATION
- PROPOSED ELEVATION, GUTTER AND C.L.



NOTES:
 CONTRACTOR SHALL LOCATE & VERIFY ALL SERVICE LEADS IN THE FIELD DURING INSTALLATION. INCIDENTAL THE SERVICE LEADS COULD NOT BE CONFIRMED BY TRAVELING THE SANITARY SEWER DUE TO THE POOR CONDITION OF THE SANITARY SEWER.
 TAPS AT MAIN ARE PER PLAN STATIONING, LEAD ROUTING UNKNOWN.
 AT ADDRESSES LISTED BELOW, THE CONTRACTOR IS REQUIRED TO RECONNECT THE EXIST'G. SANITARY LEAD TO THE NEW LEAD:
 211 W. 4TH
 219 W. 4TH
 220 W. 4TH
 ADDRESSES LISTED BELOW, ARE NOT INCLUDED IN THIS PROJECT. HAVE REM'TO LEADS TO A PUBLIC SAN. SEWER:
 201 W. 4TH
 208 HARRISON ST.
 327 SMITH ST.
 400 SMITH ST.
 ANY REMOVAL OF ABANDON 4" C.I. W.L. FOR INSTALLATION OF ANY NEW STORM OR SANITARY SEWER MAINS OR MANHOLES WILL BE INCIDENTAL.

600	Existing Public Main		600
598	Proposed New Public Main		598
596	Not in District Tie in on N/S frontage		596
594	Private System A		594
592	Private System B		592
590	Private System C		590
588	Private System D		588



REVISIONS		
NO.	DRAWN BY:	DATE:

CITY OF MONROE, MICHIGAN
 ENGINEERING DEPARTMENT
 - W FOURTH ST
 SANITARY SEWER CONSTRUCTION
 HUBBLE ST TO HARRISON ST

SCALE: 1"=20'
 1"=2'
 DATE: FEB. 2014

FILE NO. F-
 SHEET NO. 2 OF 2

APPROVED: _____
 CITY ENGINEER



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: PROPOSED ORDINANCE 14-002, AN ORDINANCE TO AMEND ARTICLE I, MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM, CHAPTER 296, SECTION 127-13, AND SECTION 127-51 OF THE CODIFIED ORDINANCES OF THE CITY OF MONROE.

DISCUSSION: Proposed Ordinance 14-002 is presented to the Mayor and City Council for their review and consideration.

The Retirement System applied for and received a Favorable Determination Letter from the Internal Revenue Service (IRS) for the City of Monroe Employees' Retirement System. The Favorable Determination Letter is subject to the adoption of the proposed Amendment of Section 127-13 and Section 127-51 of the Municipal Employees' Retirement System Ordinance, Chapter 296, enclosed herewith. None of these amendments adversely affect the substantive rights of any employee under the Retirement System.

The proposed Ordinance Amendment was reviewed and approved by the City of Monroe Employees Retirement System Board of Trustees at the regular meeting held on March 19, 2014.

Proposed Ordinance No. 14-002, up for its first reading and recommending that the public hearing and final reading be set for Monday, May 5, 2014.

CITY MANAGER RECOMMENDATION:

- For 
 For, with revisions or conditions
 Against
 No Action Taken/Recommended

APPROVAL DEADLINE: N/A

REASON FOR DEADLINE: N/A

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY: City Clerk-Treasurer

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City of Monroe Employees Retirement System

FINANCES

COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$ N/A
	Cost of This Project Approval	\$ N/A
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

SOURCE OF FUNDS:	<u>City</u>	Account Number	Amount
			\$ N/A
	<u>Other Funds</u>		\$ N/A
			\$ N/A
			\$ N/A
			\$ N/A

Budget Approval: _____

FACT SHEET PREPARED BY: Sharon C. Malotky, Deputy City Clerk

DATE: April 15, 2014

REVIEWED BY: Michelle J. LaVoy, Clerk-Treasurer

DATE: April 16, 2014

COUNCIL MEETING DATE: April 21, 2014

ORDINANCE 14-002

1 An Ordinance to amend § 127-13 and § 127-51 of Chapter 127, Retirement, Article I,
2 Municipal Employees' Retirement System, of the Code of the City of Monroe.

3 **THE CITY OF MONROE ORDAINS:**

4 SECTION 1. AMENDMENT OF § 127-13. VESTED TERMINATION OF
5 MEMBERSHIP (DEFERRED RETIREMENT).

6 §127-13 shall be amended to add subparagraph D as follows:

7 D. The provisions of this Retirement System Ordinance notwithstanding, the accrued
8 benefit for plan participants shall be non-forfeitable upon the attainment of
9 normal retirement age.

10 SECTION 2. AMENDMENT OF § 127-51, REQUIRED MINIMUM DISTRIBUTION
11 EFFECTIVE JANUARY 1, 2003.

12 §127-51, subparagraph Q, shall be amended as follows:

13 Q. Designated beneficiary. The individual who is designated as the beneficiary under
14 § 127-6 of this article and is the designated beneficiary under § 401(a)(9) of the
15 Internal Revenue Code and § 1.401(a)(9)-4, ~~Q&A-4~~, of the Treasury regulations.

16 SECTION 3. REPEALER.

17 This Ordinance repeals and replaces all former ordinances or parts thereof conflicting or
18 inconsistent with the provisions of this Ordinance.

19 SECTION 4. SAVINGS CLAUSE.

20 All proceedings pending and all rights and liabilities existing, acquired or incurred under
21 § 127-13, and § 127.51 of the Code of the City of Monroe at the time this Ordinance takes effect

22 are saved and may be consummated according to the law in force when they are/were
23 commenced.

24 SECTION 5. SEVERABILITY.

25 If any section, subsection, sentence, clause or phrase of this Ordinance is declared
26 unconstitutional by a court of competent jurisdiction, such decision or holding shall not affect the
27 validity of the remaining portions of this Ordinance.

28 SECTION 6. EFFECTIVE DATE.

29 This Ordinance shall be in full force and effect immediately upon passage.

DRAFT