

# MANISTEE CITY COUNCIL

## MEETING AGENDA

**WEDNESDAY, NOVEMBER 4, 2015 – 7:00 P.M. – COUNCIL CHAMBERS**

**I. Call to Order.**

- a.) PLEDGE OF ALLEGIANCE.
- b.) ROLL CALL.

**II. Public Hearings.**

**III. Citizen Comments on Agenda Related Items.**

**IV. Consent Agenda.** All agenda items marked with an asterisk (\*) are on the consent agenda and considered by the City Manager to be routine matters. Prior to approval of the Consent Agenda, any member of Council may have an item from the Consent Agenda removed and taken up during the regular portion of the meeting. Consent agenda items include:

- V. Approval of Minutes.
- VI. a.) Approval of Payroll.  
b.) Cash Balances Report.
- IX. b.) Notification Regarding Next Work Session.  
c.) Consideration of Annual Victorian Sleighbell Parade and Old Christmas Weekend.  
d.) Consideration of First Quarter Financial Report by Finance Director Ed Bradford.  
e.) Consideration of First Quarter Investment Report by Finance Director Ed Bradford.  
f.) Consideration of Event Signage for the Turkeybowl Annual Fundraiser.

At this time Council could take action to approve the Consent Agenda as presented.

\*V. **Approval of Minutes.** Approval of the minutes of the October 20, 2015 regular meeting as attached.

VI. **Financial Report.**

\*a.) APPROVAL OF PAYROLL.

\*b.) CASH BALANCES REPORT.

VII. **Unfinished Business.**

VIII. **New Business.**

a.) PRESENTATION BY ANDERSON TACKMAN ON THE JUNE 30, 2015 AUDIT.

b.) CONSIDERATION OF PROPOSED CITY MANAGER CONTRACT.

Details of the proposed contract between the City of Manistee and Mr. Thad Taylor for the City Manager position were reviewed. Contract negotiations were completed by Interim Manager Ben Bifoss and the agreement was drafted by the City Attorney. Mr. Taylor is tentatively scheduled to begin work in December.

At this time Council could take action to accept the agreement as written and extend an offer to Mr. Thad Taylor to serve the citizens of Manistee as its City Manager.

c.) CONSIDERATION OF A RESOLUTION OF SUPPORT FOR THE ENHANCEMENT OF VETERANS PARK.

The local Manistee County Veterans Group in conjunction with the Alliance for Economic Success and the Community Foundation are requesting a resolution of support to prepare a site plan for the park that can serve as the basis for future development and for future grant applications. City Council would reserve the right to approve any grant submissions on behalf of the City including a review of any financial implications for development and long term maintenance and operations.

At this time Council could take action to adopt a resolution of support for the enhancement of Veterans Park.

- d.) CONSIDERATION OF AN ASSIGNMENT AND ASSUMPTION AGREEMENT WITH T-MOBILE AND AGRI-VALLEY BROADBAND FOR A LEASE AT THE INDUSTRIAL PARK WATER TOWER.

The City previously leased space on the Industrial Park water tower to Agri-Valley Broadband, Inc. for telecommunication equipment. Agri-Valley terminated the lease in November 2014, and later approached the City about the possibility of assigning the lease to T-Mobile. The City has negotiated an assignment agreement with the parties for two years, with two additional five year extension terms. Annual rental will be \$15,000 with a 2.75% annual escalator. The City Attorney has reviewed and approved the agreement.

At this time Council could take action to approve an Assignment and Assumption Agreement with T-Mobile Central, LLC and Agri-Valley Broadband, Inc. for a lease on the Industrial Park water tower.

**IX. Notices, Communications, Announcements.**

- a.) A REPORT FROM THE HARBOR COMMISSION AND THE MANISTEE MAIN STREET DOWNTOWN DEVELOPMENT AUTHORITY.

A regular part of each Council meeting is a report from a cooperating agency, organization or department.

At this time Mr. Dave Bachman will report on the activities of the Harbor Commission and respond to any questions the Council may have regarding their activities.

At this time Mr. Patrick Kay will report on the activities of the Manistee Main Street Downtown Development Authority and respond to any questions the Council may have regarding their activities.

No action is required on this item.

- \*b.) NOTIFICATION REGARDING NEXT WORK SESSION.

There is no work session in November. A Council work session has been scheduled for Tuesday, December 8, 2015 at 7 p.m. A discussion will be conducted on fireworks, Ad Hoc Deer Herd Committee, and such business as may come before the Council.

No action is required on this item.

\*c.) CONSIDERATION OF ANNUAL VICTORIAN SLEIGHBELL PARADE AND OLD CHRISTMAS WEEKEND.

The Manistee Main Street Downtown Development Authority requests authorization to conduct the 27<sup>th</sup> Annual Victorian Sleighbell Parade and Old Christmas Weekend on December 3-6, 2015. The committee has requested various street closures and other assistance from City personnel. This annual event includes a parade along River Street on Saturday, followed by a fireworks display. Many other activities throughout the weekend highlight our Victorian heritage.

At this time Council could take action to authorize the annual Victorian Sleighbell Parade and Old Christmas Weekend for December 3-6, 2015; subject to the appropriate departmental approvals.

\*d.) CONSIDERATION OF FIRST QUARTER FINANCIAL REPORT BY FINANCE DIRECTOR ED BRADFORD.

\*e.) CONSIDERATION OF FIRST QUARTER INVESTMENT REPORT BY FINANCE DIRECTOR ED BRADFORD.

\*f.) CONSIDERATION OF EVENT SIGNAGE FOR THE TURKEYBOWL ANNUAL FUNDRAISER.

A request has been received from the organizers of the Annual Turkeybowl fundraiser to allow the placement of ten signs on private property advertising their event on November 25, 2015. Under Section 2101.A.8 of the Zoning Ordinance City Council may approve exceptions to the Sign Ordinance for community events.

At this time Council could take action to grant an exception to the organizers of the Turkeybowl for the placement of ten signs advertising the Turkeybowl 2015 Annual Community Food Drive event.

**X. Concerns and Comments.**

- a.) CITIZEN COMMENT. This is an opportunity for citizens to comment on municipal services, activities or areas of City involvement. Citizens in attendance shall be recognized by the Mayor for comments (limited to five minutes). Letters submitted to Council will not be publicly read.

b.) OFFICIALS AND STAFF.

c.) COUNCILMEMBERS.

**XI. Adjourn.**

RBB:cl

**COUNCIL AGENDA ATTACHMENTS:**

Council Meeting Minutes – October 20, 2015

Cash Balances Report

Audit – June 30, 2015

City Manager Contract

Veterans Park Resolution

T-Mobile Lease

Sleighbell Weekend Event Request

First Quarter Financial Report

First Quarter Investment Report

Turkeybowl Event Signage Request

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## PROCEEDINGS OF THE MANISTEE CITY COUNCIL – October 20, 2015

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A regular meeting of the Manistee City Council was called to order by her honor, Mayor Colleen Kenny on Tuesday, October 20, 2015 at 7:00 p.m. in the City Hall Council Chambers, 70 Maple Street, followed by the Pledge of Allegiance.

PRESENT: Colleen Kenny, Edward Cote, Roger Zielinski, James Smith, Mark Wittlieff, and Eric Gustad.

ABSENT: Robert Goodspeed.

ALSO PRESENT: Interim City Manager – R. Ben Bifoss, City Attorney – George Saylor, City Clerk – Michelle Wright, DPW Director – Jeff Mikula, Finance Director – Ed Bradford, and City Engineer – Shawn Middleton / Spicer Group.

### CITIZEN COMMENTS ON AGENDA RELATED ITEMS.

*None received.*

### CONSENT AGENDA.

- Minutes
  - October 5, 2015 - Special Meeting
  - October 6, 2015 - Regular Meeting
  - October 12, 2015 - Special Meeting
- Payroll
  - Sept. 28 – Oct. 11, 2015 - \$ 111,464.01
- Monthly Bills
  - September 3, 2015 - \$ 2,297,970.75
  - September 25, 2015 - \$ 424,838.61
- Notification Regarding Next Work Session – December 8, 2015  
There is no work session in November. A discussion will be conducted on fireworks, Ad Hoc Deer Herd Committee, and such business as may come before the Council.

MOTION by Cote, second by Zielinski to approve the Consent Agenda as presented.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Zielinski, Smith, Wittlieff, and Gustad

NAYS: None

### CONSIDERATION OF OPTIONS FOR LIGHTHOUSE PLAYGROUND.

The Department of Public Works has been researching existing conditions, options, and costs regarding impacts of the wood preservative used in the materials that form Lighthouse Playground. The preservative is Chromium Copper Arsenate (CCA) and was commonly used for more than 70 years until 2001. While the MDEQ and EPA only regulate arsenic levels in the soil, high concentrations of CCA have been found in the wood structure, chips, and soils at Lighthouse Park. Options include removing the playground, capping or removing the soil, and capping the soil and maintaining the existing structure.

DPW Director Jeff Mikula gave background information on this project. Discussion followed. Council directed staff to continue their research for additional information and schedule a public hearing on this matter to seek public input on the future of the playground.

**A REPORT FROM THE ALLIANCE FOR ECONOMIC SUCCESS AND THE NON-MOTORIZED TRANSPORTATION COMMITTEE.**

Ms. Betsy Evans reported on the activities of the Alliance for Economic Success and responded to questions the Council had regarding their activities.

Ms. Christa Johnson reported on the activities of the Non-Motorized Transportation Committee and responded to questions the Council had regarding their activities.

**CITIZEN COMMENT.**

Comments received by:

- Gini Pelton – 329 First Avenue and Mary Paine – 531 Broad Avenue / co-chairs of Lighthouse Park 20 years ago; glad no aggressive action is being taken; would like to be included in future discussions.
- Dan Scripps – 103 E. Fifth St., Northport – introduced himself as a candidate for the 101<sup>st</sup> District State Representative; wants to learn local issues.

**OFFICIALS AND STAFF.**

*None received.*

**COUNCILMEMBERS.**

Zielinski stated that a good job was done on the Fire Hall open house.

Smith stated that a Veterans Dinner will be held on October 24<sup>th</sup> at the Elks Club and encouraged all veterans to attend; thanked the Clerk's Department for their work on the upcoming election.

Kenny reminded the public of the Boos, Brews and Brats event happening this weekend.

**ADJOURN.**

MOTION to adjourn was made by Cote, second by Zielinski. Meeting adjourned at 7:57 p.m.

Michelle Wright MMC / CPFA, MiCPT  
City Clerk/Deputy Treasurer

**CASH TRANSACTIONS REPORT**

DRAFT

MONTH: SEPTEMBER  
City of Manistee

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Account Number	Beginning Balance	Debit	Credit	Ending Balance
<b>Fund: 100 - AIP PAYING FUND</b>				
Dept: 000				
001.000 Cash	4,070.17	2,722,884.19	2,722,880.43	4,073.93
Total Dept: 000	4,070.17	2,722,884.19	2,722,880.43	4,073.93
<b>Fund: 100</b>	4,070.17	2,722,884.19	2,722,880.43	4,073.93
<b>Fund: 101 - GENERAL FUND</b>				
Dept: 000				
001.000 Cash	1,324,992.01	1,367,658.88	470,266.45	2,222,384.44
001.002 Cash - Escrow	54,947.34	57,202.00	15,646.00	96,503.34
004.000 Cash - Petty	800.00	0.00	0.00	800.00
017.000 MBIA Mi Class Inv	46,166.26	5.86	0.00	46,172.12
Total Dept: 000	1,426,905.61	1,424,866.74	485,912.45	2,365,859.90
<b>Fund: 101</b>	1,426,905.61	1,424,866.74	485,912.45	2,365,859.90
<b>Fund: 202 - MAJOR STREET FUND</b>				
Dept: 000				
001.000 Cash	210,198.81	40,672.14	22,174.03	228,696.92
Total Dept: 000	210,198.81	40,672.14	22,174.03	228,696.92
<b>Fund: 202</b>	210,198.81	40,672.14	22,174.03	228,696.92
<b>Fund: 203 - LOCAL STREET FUND</b>				
Dept: 000				
001.000 Cash	44,489.11	14,115.43	11,339.14	47,265.40
Total Dept: 000	44,489.11	14,115.43	11,339.14	47,265.40
<b>Fund: 203</b>	44,489.11	14,115.43	11,339.14	47,265.40
<b>Fund: 204 - STREET IMPROVEMENT FUND</b>				
Dept: 000				
001.000 Cash	56,733.84	0.82	0.00	56,734.66
Total Dept: 000	56,733.84	0.82	0.00	56,734.66
<b>Fund: 204</b>	56,733.84	0.82	0.00	56,734.66
<b>Fund: 226 - CITY REFUSE FUND</b>				
Dept: 000				
001.000 Cash	130,334.27	90,429.65	7,703.60	213,060.32
001.030 Cash Mgt Chk	99,020.31	4.07	0.00	99,024.38
Total Dept: 000	229,354.58	90,433.72	7,703.60	312,084.70
<b>Fund: 226</b>	229,354.58	90,433.72	7,703.60	312,084.70
<b>Fund: 243 - BROWNFIELD REDEVELOPMENT AUTHO</b>				
Dept: 000				
001.000 Cash	28,774.67	0.00	4,093.25	24,681.42
Total Dept: 000	28,774.67	0.00	4,093.25	24,681.42
<b>Fund: 243</b>	28,774.67	0.00	4,093.25	24,681.42
<b>Fund: 245 - OIL &amp; GAS FUND</b>				
Dept: 000				
001.000 Cash	5,143.69	404,016.60	0.00	409,160.29
001.020 Money Market	422,078.66	285,788.85	400,000.00	307,867.51
Total Dept: 000	427,222.35	689,805.45	400,000.00	717,027.80
<b>Fund: 245</b>	427,222.35	689,805.45	400,000.00	717,027.80

**CASH TRANSACTIONS REPORT**

DRAFT

MONTH: SEPTEMBER  
City of Manistee

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Account Number	Beginning Balance	Debit	Credit	Ending Balance
<b>Fund: 275 - GRANT MANAGEMENT FUND</b>				
Dept: 000				
001.000 Cash	33,491.22	0.00	2,755.41	30,735.81
Total Dept: 000	33,491.22	0.00	2,755.41	30,735.81
<b>Fund: 275</b>	<b>33,491.22</b>	<b>0.00</b>	<b>2,755.41</b>	<b>30,735.81</b>
<b>Fund: 290 - PEG COMMISSION</b>				
Dept: 000				
001.000 Cash	24,759.15	950.16	4,381.66	21,327.65
Total Dept: 000	24,759.15	950.16	4,381.66	21,327.65
<b>Fund: 290</b>	<b>24,759.15</b>	<b>950.16</b>	<b>4,381.66</b>	<b>21,327.65</b>
<b>Fund: 296 - RAMSDELL THEATRE</b>				
Dept: 000				
001.000 Cash	103,298.54	8,026.21	17,525.47	93,799.28
001.002 Cash - Escrow	3,080.00	750.00	850.00	2,980.00
004.000 Cash - Petty	200.00	0.00	0.00	200.00
Total Dept: 000	106,578.54	8,776.21	18,375.47	96,979.28
<b>Fund: 296</b>	<b>106,578.54</b>	<b>8,776.21</b>	<b>18,375.47</b>	<b>96,979.28</b>
<b>Fund: 297 - FRIENDS OF THE RAMSDELL</b>				
Dept: 000				
001.000 Cash	3,559.59	25.03	0.00	3,584.62
Total Dept: 000	3,559.59	25.03	0.00	3,584.62
<b>Fund: 297</b>	<b>3,559.59</b>	<b>25.03</b>	<b>0.00</b>	<b>3,584.62</b>
<b>Fund: 430 - CAPITAL IMPROVEMENT FUND</b>				
Dept: 000				
001.000 Cash	5,332.42	0.01	3,438.06	1,894.37
Total Dept: 000	5,332.42	0.01	3,438.06	1,894.37
<b>Fund: 430</b>	<b>5,332.42</b>	<b>0.01</b>	<b>3,438.06</b>	<b>1,894.37</b>
<b>Fund: 490 - RENAISSANCE PARK</b>				
Dept: 000				
001.000 Cash	1,100.15	0.01	0.00	1,100.16
Total Dept: 000	1,100.15	0.01	0.00	1,100.16
<b>Fund: 490</b>	<b>1,100.15</b>	<b>0.01</b>	<b>0.00</b>	<b>1,100.16</b>
<b>Fund: 508 - BOAT RAMP FUND</b>				
Dept: 000				
001.000 Cash	30,990.71	5,850.26	965.45	35,875.52
004.000 Cash - Petty	951.00	0.00	0.00	951.00
Total Dept: 000	31,941.71	5,850.26	965.45	36,826.52
<b>Fund: 508</b>	<b>31,941.71</b>	<b>5,850.26</b>	<b>965.45</b>	<b>36,826.52</b>
<b>Fund: 573 - WATER &amp; SEWER UTILITY</b>				
Dept: 000				
001.000 Cash	176,443.95	434,395.79	220,989.48	389,850.26
001.002 Cash - Escrow	44,300.00	3,300.00	4,300.00	43,300.00
004.000 Cash - Petty	300.00	0.00	0.00	300.00
017.000 MBIA Mi Class Inv	489,452.79	62.11	0.00	489,514.90
017.001 MBIA MI Class - 2015 W&S RvBd	2,726,434.07	346.03	0.00	2,726,780.10

**CASH TRANSACTIONS REPORT**

DRAFT

MONTH: SEPTEMBER  
City of Manistee

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Account Number	Beginning Balance	Debit	Credit	Ending Balance
Total Dept: 000	3,436,930.81	438,103.93	225,289.48	3,649,745.26
<b>Fund: 573</b>	3,436,930.81	438,103.93	225,289.48	3,649,745.26
<b>Fund: 594 - MARINA FUND</b>				
Dept: 000				
001.000 Cash	51,210.32	34,238.18	37,667.75	47,780.75
001.002 Cash - Escrow	400.00	400.00	400.00	400.00
Total Dept: 000	51,610.32	34,638.18	38,067.75	48,180.75
<b>Fund: 594</b>	51,610.32	34,638.18	38,067.75	48,180.75
<b>Fund: 661 - MOTOR POOL FUND</b>				
Dept: 000				
001.000 Cash	473,514.88	27,041.17	0.00	500,556.05
Total Dept: 000	473,514.88	27,041.17	0.00	500,556.05
<b>Fund: 661</b>	473,514.88	27,041.17	0.00	500,556.05
<b>Fund: 703 - CURRENT TAX COLLECTION</b>				
Dept: 000				
001.000 Cash	2,157,275.34	247,086.15	2,297,615.53	106,745.96
Total Dept: 000	2,157,275.34	247,086.15	2,297,615.53	106,745.96
<b>Fund: 703</b>	2,157,275.34	247,086.15	2,297,615.53	106,745.96
<b>Fund: 704 - PAYROLL CLEARING FUND</b>				
Dept: 000				
001.000 Cash	68,814.27	470,463.44	475,104.81	64,172.90
001.007 Cash - Federal & State Taxes	6.30	55,737.56	55,737.51	6.35
Total Dept: 000	68,820.57	526,201.00	530,842.32	64,179.25
<b>Fund: 704</b>	68,820.57	526,201.00	530,842.32	64,179.25
<b>Fund: 705 - DELINQUENT TAX COLLECTION</b>				
Dept: 000				
001.000 Cash	1,155.48	1,518.34	1,155.48	1,518.34
Total Dept: 000	1,155.48	1,518.34	1,155.48	1,518.34
<b>Fund: 705</b>	1,155.48	1,518.34	1,155.48	1,518.34
<b>Grand Totals:</b>	8,823,819.32	6,272,968.94	6,776,989.51	8,319,798.75

The Audit document was not included in this packet due to its size.

For Councilmembers: The Audit document is available in Dropbox in the Audit folder.

For the Public: To view the Audit, please go to the City's website at [www.manisteeemi.gov](http://www.manisteeemi.gov) and find it under Financial Accountability/Audits.

## **AGREEMENT**

**This Agreement** is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2015, by and between the **City of Manistee**, a Municipal Corporation (hereinafter “City”), of 70 Maple Street, Manistee, MI 49660, and **Thad N. Taylor** (hereinafter “Taylor”). The parties agree and contract as follows:

1. **Appointment and Employment as City Manager.** The City hereby appoints Taylor as the City Manager in accordance with the Charter of the City of Manistee, Sections 2.14 and 5.1, *et seq.*, to serve in the capacity of City Manager and perform the duties and functions as described in the Charter of the City of Manistee, including Section 5.3, and perform such other duties and functions as may from time to time be assigned by the City Council. Such appointment shall continue until the appointment is withdrawn by the City Council or Taylor’s employment with the City terminates.
  
2. **Acceptance of Appointment.** Taylor accepts the appointment as City Manager and promises to faithfully, and to the best of his efforts, discharge the duties, functions and responsibilities of such office as the same are contained in the Charter of the City of Manistee and that may be assigned from time to time by the City Council.
  
3. **At-Will Appointment and Employment.** Taylor acknowledges and agrees that his appointment and employment as City Manager for the City is an “at-will” appointment in accordance with the Charter provisions of the City of Manistee, being Section 2.14 and 5.1, *et seq.* The City may terminate the employment of Taylor as City Manager at its pleasure, subject only to the terms and conditions contained in this Agreement.
  
4. **Remuneration.**
  - A. **Salary and Evaluation.** During the term of appointment, the City Manager shall be remunerated at a salary to be set from time to time by the City Council. The annual rate of remuneration for Taylor shall be Ninety-Three Thousand Dollars (\$93,000) per year, payable bi-weekly, less any applicable federal, state and local taxes. At the anniversary of Taylor’s employment, the remuneration for the previous year shall be increased by the greater of two (2%) percent or the average increase in compensation for City Department Directors.
  
  - B. **Performance Evaluation and Salary Adjustment(s).** Performance goals and objectives will be established annually.
  
  - C. **Fringe Benefits.** During the term of appointment, Taylor, as the City Manager, shall receive the following fringe benefits:
    - i. **Retirement.** Taylor shall be eligible, subject to confirmation by the Michigan Employment Retirement Systems (MERS), for placement in the City’s 01 - Non-Union Division retirement plan

- ii. **Vacations.** Taylor shall be entitled to five (5) weeks paid vacation.
- iii. **Insurance.** Taylor shall receive those insurance benefits provided other City Department Directors, excluding compensatory time but including:
  - a. Blue Cross/Blue Shield (family coverage B medical and health insurance) in accordance with the coverage provided to City non-union Department Heads. Taylor may elect to “opt out” of the medical and health insurance provided in this paragraph in which case City would pay to Taylor \$400 per month, to be deposited into an ICMA City 457 Deferred Compensation Account in Taylor’s name.
  - b. City shall make contributions to an HSA account in the name of Taylor in accordance with the contribution made for City Department Directors. Prior to the annual contribution made to employee HSA accounts by City, City shall make a pro-rated contribution to Taylor’s HSA account based upon the remaining number of whole months in the medical insurance year to twelve. Notwithstanding the above, should Taylor opt out of the City offered medical and health insurance the City shall not make the contribution to an HSA account in the name of Taylor as described in this paragraph;
  - c. Term life insurance in an amount of 150% of the City Manager’s annual salary;
  - d. Short and Long-term disability benefits in accordance with the benefit provided to City non-union Department Heads; and
  - e. Paid holidays.
- iv. **Car Allowance.** City shall pay to Taylor the sum of \$400 monthly as a car allowance.
- v. **Moving Expenses.** City shall pay up to \$5,000 in verified, qualified moving expenses deductible under Section 217 of the Internal Revenue Code.
- vi. **Professional Dues and Continuing Education.** The City shall provide membership dues for involvement in professional organizations, such as the International City, County Management Association, and the Michigan Local Government Management Association that are directly in the interest of the City and Taylor’s performance as City Manager on behalf of the City, as approved by the City Council. Further, the City will pay for attendance at continuing education for seminars and classes directly in the interest of the City and Taylor’s performance as City Manager on behalf of the City, as approved in advance by the City Council.
- vii. **Service Club Dues.** The City shall pay, on behalf of Taylor, dues for Taylor’s membership in one local service club.

5. **Hold Harmless.** The City will indemnify and hold Taylor harmless from liability for any claims or demands arising out of an act or omission occurring in the performance of Taylor's duties as City Manager, except as to those acts or omissions deemed to constitute gross negligence, deliberate misconduct, intentional discrimination or criminal acts.
  
6. **Severance Pay.** In the event that the City revokes the employment and appointment of Taylor according to its prerogatives as specified in the City Charter as heretofore referenced, the employment and appointment of Taylor shall cease, together with the cessation of any payment of salary or fringe benefits. If Taylor is not discharged for cause he shall be entitled upon his beginning employment to receive a gross severance pay of Three (3) months of annual salary, less applicable federal, state and local taxes, together with Three (3) months continuation of medical and hospitalization coverage, the premiums of which shall be paid by the City. At each annual anniversary thereafter, and dependent upon approval of Council and a satisfactory evaluation, if Taylor's employment and appointment is revoked for any reason other than for cause (as described Section 7) he shall be entitled to receive gross severance pay of one additional month salary, less applicable federal, state and local taxes, together with one additional month continuation of medical and hospitalization coverage, the premiums of which will be paid by the City. Thus, the severance pay provided for in this paragraph, subject to the above language, shall be:

Date of hire – one year = Three (3) months;  
One year- two years = Four (4) months;  
Two years – three years = Five (5) months; and  
Greater than Three (3) years = Six (6) months.

Taylor agrees to provide the City with not less than thirty (30) days notice of his leaving the employ of the City. In the event Taylor resigns his appointment and employment with City, no severance pay shall be payable. If the revocation of Taylor's employment and appointment is a dismissal for cause, as described in Section 7 below, Taylor shall not be entitled to receive any of the severance compensation as described in this Section 6.

7. **Dismissal for Cause.** Should Taylor be dismissed for cause, the payments required under Section 6 above, shall not apply. "Cause" for the purpose of this agreement is defined as (i) fraud, misappropriation or embezzlement, (ii) Taylor's intentional breach of the provisions of this agreement, (iii) Taylor's malfeasance, nonfeasance or willful failure to perform the services of City Manager, (iv) Taylor's incapacity.
  
8. **Severability.** The City and Taylor agree that if any part of this Agreement shall be held unenforceable, null or void, that the rest of the Agreement shall remain in full force and effect.
  
9. **Interpretation.** This Agreement shall be interpreted according to the Charter of the City of Manistee and the laws of the State of Michigan.



# RESOLUTION

## Enhancement of City Veterans Memorial Park

**WHEREAS**, The active and veteran military members and their families who have or are residing in Manistee County are deserving of our highest level of gratitude; and

**WHEREAS**, the development and improvements of the City of Manistee Veterans Memorial Park along the north side of the Manistee River Channel are symbols of gratitude and recognition, providing a lasting way to pay tribute and for residents and visitors to learn about the contributions of former, current, and future Manistee County residents; and

**WHEREAS**, The Veterans and Veteran Groups in our community have had a lead role in the development of the park, including the creation of a fund to support the park through the Manistee County Community Foundation; and

**WHEREAS**, There is a strong community interest in continuing to appropriately develop this park and the north side of the Manistee River Channel with improved access, amenities, and other improvements so that people of all ages, needs, and abilities can visit Veterans Memorial Park and enjoy our community; now, therefore, be it

**RESOLVED**, That on behalf of the Manistee City Council and the Citizens of this Community we request the Alliance for Economic Success (AES) to help coordinate an effort with the participation of the City's Engineer of Record, the Spicer Group, who shall partner with the Parks Commission, veteran interests, Community Foundation, and others to seek funding through grants and philanthropy to:

- a.) prepare a site plan for the park that can serve as the basis for future development and development grants; and
- b.) seek funding for high priority "Explore the Shores" recreational projects at the park;

provided that City Council has the opportunity to approve the submission of grants on behalf of the City including review of financial implications for development and long term maintenance and operations.

**FURTHER SAYETH NOT THIS RESOLUTION.**

\_\_\_\_\_  
Mayor Colleen Kenny

\_\_\_\_\_  
Dated

ATTEST:

\_\_\_\_\_  
Michelle Wright, City Clerk

\_\_\_\_\_  
Dated



## Finance\Treasurer's Office

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**Memo to:** Ben Bifoss, Interim City Manager

**From:** Edward Bradford, CFO *EB*

**Re:** Lease with T-Mobile Central LLC ("T-Mobile")

**Date:** October 22, 2015

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Ben,

In 2012, the City signed a lease agreement with Agri-Valley Broadband, Inc. ("AVBI") for telecommunication equipment at the Industrial Park water tower. Previously in 2011 we signed a similar lease for equipment at the Maywood Tank. AVBI used the equipment to provide broadband internet services marketed as MiSpot. The relationship with AVBI came about as part of broader county-wide discussion (known as Connect Manistee) to enhance broadband access in the area.

In November 2014, AVBI terminated the leases due to an unsustainable business model and shut down all MiSpot operations across Northern Michigan. At that time, they mentioned the possibility that T-Mobile might be interested in taking over one or both of the leases. T-Mobile ultimately said they were only interested in the Industrial Park site, and AVBI removed all of their equipment from the Maywood Tank.

Over the course of the summer and fall, the City negotiated an assignment and assumption agreement with T-Mobile (see attached). The primary changes are in the amount of rent, ground space and escalator clause. AVBI was paying \$530 per month for the Industrial Tank. The proposed amount with T-Mobile has been increased to \$1,250 per month. The amount of ground space increased from 50 sq. ft. to 100 sq. ft. The annual escalator was reduced from 3% to 2.75%.

Public Works Director Jeff Mikula and the water department reviewed the site plan and have no objections. City Attorney George Saylor has reviewed the agreement.

## ASSIGNMENT AND ASSUMPTION AGREEMENT

THIS ASSIGNMENT AND ASSUMPTION AGREEMENT (“Assignment”) is made and entered into as of the date of execution by the last Party to sign (the “Effective Date”) by and among the City of Manistee, Michigan, a Michigan municipal corporation (“City”), Agri-Valley Broadband, Inc., a Michigan corporation (“AVBI”), and T-Mobile Central LLC, a Delaware limited liability company (“T-Mobile”) (each, a “Party” and collectively, the “Parties”).

### Recitals:

A. City and AVBI are parties to a(n) Site Lease, dated August 21, 2012 (as amended, modified, and supplemented from time to time, the “Agreement”), pursuant to which City leases or licenses to AVBI certain ground and tower space located at 340 Washington Street, Manistee, Michigan (the “Site”). A true, correct and complete copy of the entire Agreement is attached as Exhibit A hereto, which is incorporated herein by this reference.

B. T-Mobile and AVBI are or will be parties to a certain Master Transaction Agreement (as the same may be amended, modified, and supplemented from time to time, the “Master Transaction Agreement”) relating to, among other things, the assignment and transfer of AVBI’s right, title, claim and interest in, to and under the Agreement and the Site.

C. The Parties desire to enter into this Assignment to provide for the assignment of the Agreement by AVBI to T-Mobile and to address certain other matters relating to the Agreement.

In consideration of the mutual covenants contained in this Assignment, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. ASSIGNMENT. As of the closing date of the transactions contemplated by the Master Transaction Agreement (the “Closing Date”) and subject to the other terms and conditions of this Assignment, AVBI hereby assigns and transfers all of its right, title, claim and interest in, to and under the Agreement and the Site to T-Mobile, free and clear of all liens. T-Mobile will promptly notify City in writing of the date on which the Closing Date occurs.

2. ACCEPTANCE OF ASSIGNMENT. As of the Closing Date and subject to the other terms and conditions of this Assignment: (i) T-Mobile hereby accepts the foregoing assignment and transfer of AVBI’s right, title, claim and interest in, to and under the Agreement (as amended by this Assignment) and the Site; and (ii) assumes all of AVBI’s duties and obligations under the Agreement (as amended by this Assignment) arising or relating to the period after the Closing Date.

3. RELEASE. As of the Effective Date, City hereby fully and forever releases and discharges AVBI, T-Mobile and their respective affiliates from any and all claims of any type or character under the Agreement which arose or accrued prior to the Effective Date, including, without limitation, any back rent or license fees (“Arrears”). From and after the Effective Date, T-Mobile shall be solely responsible for paying the rent or license fees to City, but not any Arrears, pursuant to the terms of the Agreement (as amended by this Assignment).

4. T-MOBILE EQUIPMENT. From and after the Effective Date, and pursuant to the terms and conditions of the Agreement (as amended by this Assignment), T-Mobile will have the right to use the Site for the transmission and reception of wireless communication signals, and to install, operate, maintain and replace the equipment described in attached Revised Exhibit B hereto, which is incorporated herein by this reference. The Parties acknowledge that the footprint for the location of the equipment of T-Mobile is increasing from 50 sq. ft. to 100 sq. ft. from that provided in the Agreement. Revised Exhibit B replaces and supersedes Exhibits B, C and D to the Agreement in all respects.

5. AMENDMENT OF TERMS. The Parties desire to modify certain terms of the Agreement as follows:

(a) The initial term of the Agreement shall be for two (2) years, commencing on the Effective Date. Thereafter, the Agreement shall automatically extend for up to two (2) additional and successive five (5)-year renewal terms unless T-Mobile provides City written notice of its intention not to renew at least ninety (90) days before the expiration of the then current term.

(b) As of the Effective Date, T-Mobile shall pay City annual rent in the amount of \$15,000.00. The first payment will be due within 20 days after the Effective Date, and thereafter rent shall be paid annually in advance on or before each anniversary of the Effective Date. Rent shall increase annually on each anniversary of the Effective Date by 2.75%.

(c) T-Mobile or its insurer will provide 30 days’ notice only with respect to policy cancellation or non-renewal.

(d) Subsection 27(b) of the Agreement shall be and is hereby deleted in its entirety.

(e) To the extent of any conflict between the terms and conditions of this Assignment and those in the Agreement, the terms and conditions of this Assignment shall govern and control.

6. CONSENT OF CITY. City hereby consents to the transactions contemplated by this Assignment.

7. RATIFICATION; WAIVER. Notwithstanding the Parties’ course of conduct and any acts or omissions of the Parties or their affiliates prior to the Closing Date, the Parties hereby expressly acknowledge, agree, ratify and affirm that, as of the Closing Date: (i) the Agreement

continues to be a legal, valid and binding agreement, enforceable against the parties thereto in accordance with its terms as modified by this Assignment; and (ii) there are no breaches or defaults under the Agreement. Except as specifically set forth herein, this Assignment shall in no way modify, alter or amend the remaining terms of the Agreement, all of which shall remain in full force and effect. Without limiting the generality of the foregoing, any purported termination, cancellation or revocation of the Agreement by AVBI prior to the Effective Date shall be deemed void and of no force or effect.

8. RECORDING. After the Closing Date, a memorandum of lease in form and substance reasonably satisfactory to City and T-Mobile with respect to the Agreement (as amended by this Assignment) may be recorded by City or T-Mobile. T-Mobile agrees to prepare and record at the time of termination, if a memorandum of lease has been recorded, a document indicating the termination of its rights under this Agreement in a form acceptable to City and T-Mobile.

9. NOTICE. All notices and other communications relating to this Assignment shall be in writing and are effective three (3) days after deposit in the U.S. mail, certified and postage paid, return receipt requested or upon date of receipt or refusal, if personally delivered or sent by a nationally recognized courier to the addresses set forth below the Parties' signatures.

10. BINDING EFFECT. This Assignment will be binding on and inure to the benefit of the Parties and their respective successors and assigns.

11. GOVERNING LAW. This Assignment will be governed by and construed in accordance with the internal laws of the State of Michigan without regard to principles of conflicts of laws.

12. COUNTERPARTS. This Assignment may be executed in multiple counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument. Delivery of an executed signature page to this Agreement by facsimile or other electronic transmission (including documents in Adobe PDF format) will be effective as delivery of a manually executed counterpart to this Agreement.

THIS ASSIGNMENT has been executed by the Parties effective as the Effective Date.

**SIGNATURES APPEAR NEXT PAGE**

**REMAINDER OF PAGE BLANK**

T-Mobile Site #:TC02360C

**AGRI-VALLEY BROADBAND, INC.**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Notice Address:

7585 West Pigeon Road  
Pigeon, MI 48755

Attn: Edwin H. Eichler, President

**T-MOBILE CENTRAL LLC**

By: \_\_\_\_\_  
Name: Jennifer Silveira  
Title: Vice President, Engineering  
Date: \_\_\_\_\_

Notice Address:

T-Mobile Central LLC  
12920 SE 38<sup>th</sup> Street  
Bellevue, WA 9006  
Attn: Property Management/Site #TC02360C

**City of Manistee**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Notice Address:

City of Manistee  
Attn: City Manager  
70 Maple Street, PO Box 358  
Manistee, Michigan 49660

T-Mobile Site #:TC02360C

**EXHIBIT A**

**Copy of the Agreement**

Attached

## SITE LEASE

THIS SITE LEASE ("Lease") is made and entered into this 21<sup>st</sup> day of August, 2012 ("Effective Date"), between The City of Manistee, a Michigan Municipal Corporation whose address is 70 Maple Street, Manistee, Michigan 49660, ("City") and Agri-Valley Broadband, Inc. ("AVBI"), a Michigan Corporation whose principal office and place of business is at 7585 W. Pigeon Road, Pigeon, Michigan 48755.

### WITNESSETH:

#### 1. Leased Site.

The City is the owner of real property set forth and described on Exhibit A ("the Property") to this Lease. The City grants to AVBI a non-exclusive lease of a portion of the Property as set out generally on Exhibit B, but which is briefly described herein as follows (collectively, the "Leased Site"):

Space on or at the top of the existing City-owned water tower located on the Property; and an area approximately 50 square feet in size of ground space at the base of the water tower as is necessary for AVBI to locate equipment or shelter space, to assist in mounting antennas on the tower, for cable runs to connect AVBI equipment on the tower and on the ground space, or as is otherwise necessary for AVBI to make use of the Leased Site for its telecommunications purposes.

This Lease conveys rights of ingress to and egress from the Leased Site, as well as the right of access to the source of electrical and telephone facilities on the Property. The parties acknowledge and agree that:

The City's execution of this Lease constitutes full City permission for AVBI to use the Leased Site for telecommunications purposes and to install all equipment necessary for its telecommunications operations, including an AVBI antenna array and associated cables, wires, electrical equipment, base station, etc. (collectively, the "Antenna Facilities") as set out on Exhibit C; and except as to Section 7, AVBI need not apply for or obtain from the City any further permission, permits, land use permit, or building permit to perform under this Lease, as such is granted by this Lease. AVBI may use the Leased Site to install, remove, replace, maintain, modify, and operate, at AVBI's expense, the Antenna Facilities, including without limitation related antennae, equipment, equipment shelters, cables, wiring, and electrical equipment.

## **2. Term**

- a. This Lease shall become effective, for the purpose of AVBI paying rent, (the "Commencement Date") upon the sooner of the following: (a) the date that AVBI starts to physically install Antenna Facilities on the Leased Site; or (b) the date that is 120 days following the Effective Date.
- b. This Lease shall continue in effect for a term (hereinafter "Initial Term") of 5 years subject to early termination or extension as provided herein.

Notwithstanding the first two sentences of this Section 2, if AVBI is unable or fails to obtain any necessary permit or approval to perform under this Lease (beyond the City-granted permission set out in Section 1 within 120 days following the Effective Date, this Lease will be deemed to have never taken effect and AVBI has no duty to pay rents under this Lease. AVBI warrants that it shall employ reasonable efforts to obtain all required local permits for construction and operation of its facilities and shall inform City promptly of its receipt of those permits.

## **3. Rental**

Subject to Section 2 above, rent for the Initial Term of this Lease shall be \$515.00 per month, payable in advance on the first day of each month, starting on the Commencement Date as defined in Section 2. This amount shall be increased by 3% annually. In the event the Commencement Date is any day other than the first day of a calendar month, then the initial month's rental shall be prorated accordingly.

## **4. Renewal Option**

The Initial Term of this Lease will be automatically extended upon the same terms for two successive, additional five-year terms (the "Extension Terms") as long as AVBI does not give written notice of its intention to not extend the Initial Term or any Extension Term of this Lease at least 120 days before the expiration of the Initial Term or any Extension Term. The 3% annual rent escalator shall apply to any Extension Terms.

## **5. Possession**

AVBI may take possession of the Leased Site on the Commencement Date. AVBI is entitled to the non-exclusive possession of the Leased Site throughout the Initial Term and each Extension Term so long as AVBI is not in default beyond the expiration of any cure period.

**6. Use of Site**

- a. AVBI's installation of its Antenna Facilities shall be done according to plans the City has approved which are attached as Exhibit D.
- b. AVBI may use the Leased Site, on a non-exclusive basis, as described generally in Section 1 of this Lease, and attached in Exhibits A- D, which includes but is not limited to the following uses: the installation, operation and maintenance of its Antenna Facilities for the transmission, reception and operation of its telecommunications system; for uses incidental thereto; and for the storage of related equipment.
- c. The City may permit others to use other portions of the water tower so long as that does not interfere with AVBI's rights under this Lease. AVBI acknowledges that there is currently existing on the Tower antenna facilities owned and operated by the City and other telecommunications entities or tenants, such as IPCS and AT&T.
- d. AVBI has the right of free and unrestricted access (ingress and egress) 24 hours per day, 7 days per week, to the Property and Leased Site to carry out its rights under this Lease. AVBI will provide advance notice to the City of any entry AVBI is to make of the Leased Premises as reasonably practicable under the circumstances.
- e. AVBI shall be strictly liable for any contamination it causes to water in the tower or damage it does to the water tower or Leased Site during its installation and its operations. Any contamination it causes to water in the tower shall be remedied by AVBI within 24 hours of being notified of the same. Any damage it does to the water tower or Leased Site during installation or during operations shall be repaired or replaced within 10 days at AVBI's expense.
- f. AVBI shall, at its expense, comply with all present and future federal, state and local laws, ordinances, rules and regulations (including laws and ordinances relating to health, radio frequency emissions, other radiation and safety), if applicable, in connection with its use, operation, maintenance, construction and/or installation of the Antenna Facilities on the Leased Site. The City agrees to reasonably cooperate with AVBI in AVBI's attempts to obtain any licenses and permits required for or substantially required for AVBI's use of the Leased Site (beyond those that the City has granted AVBI under this Lease).

- g. The City reserves the right to install additional bracketing material or similar structural supports to allow for the location, or relocation, of other lessees' antenna or similar radiating or broadcasting equipment. The City will not permit the installation of any future equipment which results in electrical interference problems with AVBI's then-existing equipment. AVBI shall promptly notify the City in writing if AVBI experiences any interference with its equipment. Notwithstanding anything to the contrary contained in this Lease, in the event additional equipment installed by the City or a third party creates unacceptable interference problems with AVBI's then-existing equipment and the interference problems cannot be resolved, the City will cause or cause its tenants to cease operations on the Premises until such interference is corrected other than intermittent tests of said equipment necessary to eliminate said interference, or AVBI may terminate this Lease or seek specific performance of the City's obligations under this Lease.
- h. The City reserves the right to require AVBI to relocate its Antenna Facilities to other locations on the water tower so long as the relocation does not unreasonably interfere with AVBI's broadcasting and reception abilities and City pays for the costs of relocation. However, temporary full or partial relocation costs to accommodate the water painting, if necessary, shall be borne by AVBI. If the City requests that AVBI relocate its Antenna Facilities based, in whole or in part, on the City's desire to permit a third party on the tower, then AVBI has the right to refuse that relocation request.

## 7. Equipment Upgrade

- a. AVBI may update, revise, alter, or replace the Antenna Facilities set out on Exhibit C with the prior written approval of the City, which approval shall not be unreasonably withheld, provided that such action does not exceed the size or scope of the facility approved under the terms of this Lease. AVBI shall submit to the City a detailed proposal for any such replacement facilities and any supplemental materials as may be requested, for the City's evaluation and approval.
- b. Subsection 7a does not apply where AVBI seeks to make minor alterations to the Antenna Facilities. For purposes of this Lease, "minor alterations" includes altering, substituting, or replacing some or all of the Antenna Facilities as part of ordinary repairs; and replacing some or all of the Antenna Facilities with equivalent parts or equipment as part of ordinary maintenance and repairs. Minor changes do not include changes to the location or structure, which exceed in scope or size what has been approved under the terms of this Lease.

## 8. Maintenance

- a. AVBI shall, at its own expense, maintain its Antenna Facilities in a safe condition and in good repair. In carrying out its maintenance responsibilities, AVBI shall not interfere with the City's use of the water tower or of the Property, or with related facilities or other equipment of other entities.
- b. AVBI shall have sole responsibility for the maintenance, repair, and security of its Antenna Facilities, and leasehold improvements.
- c. AVBI shall keep the Leased Site free of debris and anything of a dangerous, noxious or offensive nature or which would create a hazard or undue vibration, heat, noise or interference.
- d. City shall be solely responsible for compliance with all painting and lighting requirements arising out of operation of the Property and ownership of the water tower, in accord with the existing rules and regulations adopted or which the Federal Aviation Administration ("FAA") or the Federal Communications Commission ("FCC") might adopt. City shall indemnify AVBI for all fines levied against AVBI for City's failure to comply with such FAA and FCC rules and regulations.
- e. City hereby warrants that the water tower has been constructed and will be operated and maintained in accordance with all laws, rules, statutes, and regulations adopted or to be adopted by all applicable governmental bodies.

#### **9. Utilities**

AVBI shall be responsible for paying all charges for utilities required for its operation of the Antenna Facilities on the Leased Site. However, the City must provide AVBI with access, subject to City's approval of location, to necessary utilities to allow AVBI to perform under this Lease.

#### **10. Taxes**

AVBI will be responsible for paying all personal property taxes assessed directly upon and arising solely from its ownership and use of the Antenna Facilities on the Leased Site during the term of this Lease and shall be responsible for the timely filing of a Personal Property Tax Statement with City

#### **11. Use of Technician/Inspectors**

- a. Notwithstanding anything contained herein to the contrary, in order to protect the health, welfare and safety of its residents, the City shall have the right to have a technician and/or inspector witness all work done at the Leased Site by AVBI or its contractors. Accordingly, AVBI shall give the City reasonable advance notice of all work to be performed at the Site. AVBI is not obligated

to pay the cost of the City's technician or inspector. At no time shall work be performed, or operations conducted, that would jeopardize the integrity of the water tower, water quality, or the health, welfare or safety of the City residents or employees, or the equipment and/or facilities of other tenants.

- b. As to the initial plans as described in Exhibit C and Exhibit D, AVBI shall reimburse City for the reasonable cost of its engineer's review of said plans and inspection of final installation in accordance with the plans to insure that it does not conflict with City or any of its tenants use of the property. Further, the plans submitted by AVBI shall include an appropriate RF Interference Study, demonstrating that AVBI's intended use of the tank and ground shall not interfere with any other tenant's use of the property, a copy of such study to be provided to the City and reviewed by the City engineer as part of the review provided for in this paragraph.

## **12. Interference**

AVBI's installation, operation, and maintenance of its Antenna Facilities shall not damage or interfere in any way with City's water tower operations or related repair and maintenance activities (including painting), or activities of other tenants of the water tower. City, at all times during this Lease, reserves the right to take any action it deems necessary, in its sole discretion, to repair, maintain, alter or improve the Property in connection with the water tower operations. However, the City may not take actions that interfere with AVBI's rights under this Lease.

## **13. Default and Remedies.**

- a. It shall be a default if AVBI fails to make payment of rent to City when due, and does not cure such default within 10 days; or if AVBI defaults in the performance of any other covenant or condition of this Lease and does not cure such default within 30 days after written notice from the City specifying the default complained of; or if AVBI affirmatively abandons or vacates the Leased Site; or if AVBI is adjudicated as bankrupt or makes any assignment for the benefit of creditors; or if AVBI becomes insolvent.
- b. In the event of a default by AVBI, City shall have the right, at its option, in addition to and not exclusive of any other remedy City may have by operation of law, without any further demand or notice, to declare this Lease terminated and notify AVBI of its determination, in which event AVBI shall immediately remove the Antenna Facilities, without cost to City. Further, if AVBI defaults under the terms of this Lease, all unpaid rent provided for in this Agreement, or an extension of this Agreement (i.e., all rent that was due and unpaid up through the date City declares this Lease terminated), shall become immediately due and payable, as termination of this Lease does not release AVBI from its rental obligation.

- c. It shall be a default if the City violates any term of this Lease and fails to cure that violation within 30 days written notice from AVBI specifying the violation complained of; or if the City is adjudicated as bankrupt or makes any assignment for the benefit of creditors; or if the City becomes insolvent.
- d. In the event of a default by the City, AVBI has the right, at its option, in addition to and not exclusive of any other remedy it may have by operation of law, without any further demand or notice, to declare this Lease terminated and notify the City of its determination.

#### **14. Cure by City**

In the event of any default in this Lease by AVBI under Section 13(a), the City may at any time, after notice, cure the default for the account of and at the expense of AVBI and notify AVBI that it has done so. Default by AVBI under the terms of the Lease and the failure of AVBI to timely cure the default operates as a termination of this Lease and requires AVBI to remove its equipment and vacate the Leased Site. AVBI continues to be responsible for all costs and unpaid rent owing under the terms of this Lease or any extension hereof (i.e., all rent that was due and unpaid up through the date the City declares this Lease terminated). Further, if City is required to take legal action to evict AVBI or to collect monies owing under the terms of this Lease, AVBI shall be responsible for all court costs and reasonable attorney fees incurred by City.

#### **15. Cure by AVBI**

In the event of any default in this Lease by City, AVBI may at any time, after notice, cure the default for the account of and at the expense of the City and notify the City that it has done so. Any AVBI curing of the default does not terminate this Lease. If AVBI's curing of the default requires AVBI to pay money, then AVBI is entitled to recover that sum actually paid including all court costs and reasonable attorneys' fees from the City on the first day of the month following the incurring of the respective expenses, upon written demand from AVBI to the City.

#### **16. Insurance**

- a. AVBI shall maintain, at its sole cost while this Lease is effective, commercial general liability insurance naming the City as an additional insured against liability for personal injury, death or damage to personal property arising out of the use of the Site. Such insurance shall be occurrence-based and shall provide coverage in an amount not less than one million (\$1,000,000) U.S. dollars for property damage. AVBI shall provide the City with certificates of insurance evidencing such coverage which state that the carrier will not cancel or change the policy of insurance issued to AVBI except after 30 days notice. The City hereby waives all right of recovery against AVBI for losses covered by insurance.

- b. The City and AVBI are each responsible for maintaining insurance covering (i) their own improvements, structures, property, and equipment on the Property, (ii) the lives and health of their respective agents, employees, and invitees; (iii) damage or injury to the other persons or other persons' property caused by the acts or omissions of their own agents, employees, or invitees; and (iv) any other business or liability insurance that each may deem necessary to protect their own interests.

**17. Assumption of Risk**

AVBI undertakes and assumes for its officers, agents, affiliates, contractors and subcontractors and employees all risk of dangerous conditions, if any, on or about the water tower.

**18. AVBI's Property**

All items AVBI places on the Leased Site, including its Antenna Facilities, machinery, equipment, and trade fixtures, remain the property of AVBI even if affixed or attached to the Property, Leased Site, or water tower. Upon termination of this Lease, the above items belong to and are removable by AVBI, subject to the obligation of AVBI to repair any damage to the City's property as a result of the removal. Those items are not subject to any lien or encumbrance of the City or any third party acting pursuant to an agreement with the City. The City, however, does not relinquish any right to place a lien on those AVBI items pursuant to unpaid taxes as allowed by law.

**19. Damage to Owner's Facilities**

AVBI shall exercise reasonable precaution to avoid damage to the water tower and leased site, including contamination caused to the water supply.

**20. Water Tower Maintenance**

The City shall maintain in good order and repair the water tower.

**21. Indemnity**

- a. AVBI must indemnify the City against any and all claims and demands a third party asserts against the City arising out of damages to property and injury or death to persons, to the extent arising out of or caused by AVBI's installation, maintenance, presence, use, or removal of AVBI's equipment on the Leased Site, unless such damages or injury or death shall be due to the negligence or willful misconduct of the City (or the City's employees, agents, contractors or invitees).
- b. The City must indemnify AVBI against any and all claims and demands a third party asserts against AVBI arising out of damages to property and injury

or death to persons, to the extent arising out of or caused by the City's actions under this Lease. The indemnity obligations under this Paragraph 21 survive the expiration or earlier termination of the Lease.

## **22. Hazardous Substances**

- a. For purposes of this Section 22, "Hazardous Substance" shall be interpreted to mean any substance or material defined or designated as hazardous or toxic waste, hazardous or toxic material, hazardous or toxic or radioactive substance, or other similar term by any applicable federal, state or local environmental law, regulation or rules presently in effect or promulgated in the future.
- b. The City represents and warrants that it has no knowledge, nor reasonably should have any knowledge, of any Hazardous Substance on the Leased Site.
- c. AVBI represents and warrants that its use of the Property will not generate any Hazardous Substance, and it will not store or dispose on the Property nor transport to or over the Property any hazardous substance.
- d. The parties each must indemnify, defend, and hold the other harmless from and against all losses arising from any breach of any representation made in Paragraph 22(a) by such party.

## **23. Assignment**

This Lease may be freely assigned by AVBI, provided that no assignee may use the Tower for other than an AVBI communications system without the express written consent of the City. Upon such consent, any assignee assumes all applicable rights and obligations of AVBI under this Lease.

## **24. Termination**

- a. AVBI shall have the right to terminate this Lease at any time without further liability to the City if: (i) AVBI cannot obtain all certificates, permits, licenses or other approvals (collectively "Approvals") required from any governmental authority and/or any easements required from any third party to conduct its telecommunications operations; (ii) such Approvals are canceled, expire, lapse, withdrawn or terminate; (iii) the City fails to hold legal title to the Property on which the Leased Site is located; (iv) the City does not have the authority to enter into this Lease under Section 27 of this Lease; (v) AVBI, in its sole discretion, determines that its equipment will not properly function at the Leased Site; or (vi) the results of any environmental analysis conducted during the term of this Lease or other test conducted on the Property shows material defects that would unduly restrict AVBI's proposed use of the Premises or show that it would be cost prohibitive in AVBI's view to proceed with AVBI's proposed use of the Leased Site.

- b. Upon termination of the Lease, if requested to do so by the City, AVBI shall remove the Antenna Facilities and all other equipment of AVBI located on the Leased Site. Such removal shall be done in a workmanlike and careful manner and without interference or damage to the water in the tower, the water tower, or any other equipment, structures or operations on the Leased Site and shall be completed within ninety (90) days of the termination of this Lease. Should AVBI fail to comply with this paragraph, City may contract for the removal of the property of AVBI from the Leased Site, dispose of said property at City's discretion and AVBI shall reimburse City for all costs associated with said removal and disposal.
- c. The parties may terminate this Lease upon mutual, written agreement.

**25. Notices**

All notices (except for notice of emergency access to the Property, which can be via telephone) shall be in writing and sent by U.S. certified mail; postage prepaid, return receipt requested or by overnight express delivery to the address of the party set forth above or as otherwise directed in writing by such party or as provided under applicable state law. Notice is deemed given three (3) days after being deposited in the U.S. Mail for certified mail delivery or one (1) day after being deposited with an overnight express delivery courier for delivery to the correct address. Notices shall be given to the Parties as follows:

**Lessee:**

Agri-Valley Broadband, Inc.  
Attn: General Manager  
7858 W. Pigeon Road  
Pigeon, MI 48755  
Phone: 989-453-1776      Fax: 989-453-3322

Ronald Richards  
Foster, Swift, P.C.  
313 S. Washington Square  
Lansing, MI 48933  
Phone: 517-371-8154      Fax: 517-367-7154

**City:**

As to Lease matters:  
City of Manistee  
Attn: City Manager  
70 Maple Street, PO Box 358

Manistee, Michigan 49660  
Phone: 231.398.2801

As to notice of work on Leased Site:  
City of Manistee  
Attn: Public Works Director  
70 Maple Street, PO Box 358  
Manistee, Michigan 49660  
Phone: 231-723-7132      231 887-5073  
M-F 7:00-3:30      After hours

**26. Compliance with Laws**

- a. The City represents that the City's Property (including, without limitation, the Leased Site) and all improvements thereto, are in compliance with all building, life/safety, disability and other laws, codes and regulations of any governmental or quasi-governmental authority.
- b. AVBI agrees that, subject to the City's compliance with the terms of 26a, any improvements constructed by AVBI on the Leased Site and all of the operations of AVBI within the Leased Site shall be in compliance with all applicable laws, codes and regulations.

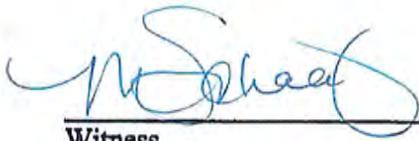
**27. Miscellaneous**

- a. AVBI shall peaceably and quietly have, hold and enjoy the Leased Site. The City shall not cause or permit any use of its Property to interfere with or impair the quality of the communications services being rendered by AVBI from the Leased Site, nor shall the City have unsupervised access to AVBI's equipment. However, AVBI assumes the risk that the City's use and operation of the Tower as a water tower is compatible with AVBI's intended wireless operations, equipment and antenna facilities.
- b. AVBI has agreed to provide the City at a later date some additional service or equipment of a to-be-determined nature upon both parties' mutual separate agreement for use in City business, at no cost to the City for the term of this Agreement and any Extension Term. Upon agreeing on the terms of the to-be-provided equipment or services, the parties must execute a written amendment to this Lease. If after negotiating for said additional service or equipment, the City and AVBI cannot arrive at a mutually acceptable agreement, AVBI must increase its monthly rent by \$200 per month, subject to all other terms and conditions of this Lease.
- c. The City represents and warrants that the City has full authority to enter into and sign this Lease upon approval of the same by the City Council.

- d. The terms and conditions of this Lease shall extend to and bind the successors and assigns of the City and AVBI.
- e. The City, upon receipt of the fully executed lease from AVBI, shall immediately place this Lease on the next available City Council agenda, and if approved, execute and deliver within 5 days to AVBI.
- f. This Lease shall be construed to the laws of the State of Michigan.
- g. This Lease may only be amended by a writing signed by the City and AVBI.
- h. This Lease is not a franchise pursuant to Mich Const, 1963, Article VI, § 25 or § 30. Any such franchise must be obtained separately from the City. This lease contains all agreements, promises and understandings between the City and AVBI regarding the subject of this Lease, and any prior agreements are merged into this Lease. All exhibits are incorporated by reference. AVBI warrants that the officer signing this lease on behalf of the corporation has the necessary and appropriate authorizations for and on behalf of the governing board of the corporation, to execute this lease and bind AVBI to the same.
- i. Any dispute arising over this lease shall be heard in a court of competent jurisdiction in Manistee County, Michigan.
- j. If any part of this Lease is declared invalid by a court of competent jurisdiction, that declaration does not invalidate the remaining parts of this Lease.

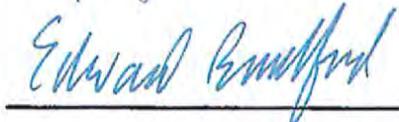
The parties have executed this Lease as of the day and year set forth below:

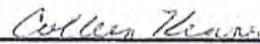
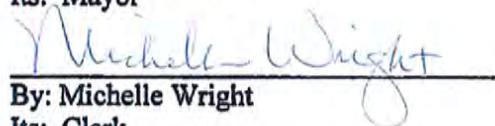
**AGRI-VALLEY BROADBAND, INC.**

  
 \_\_\_\_\_  
 Witness

  
 \_\_\_\_\_  
 By: Raymond K. Leppien  
 Its: General Manager

**CITY OF MANISTEE**

  
 \_\_\_\_\_  
  
 \_\_\_\_\_

  
 \_\_\_\_\_  
 By: Colleen Kenny  
 Its: Mayor  
  
 \_\_\_\_\_  
 By: Michelle Wright  
 Its: Clerk

Memo To: Ben Bifoss  
From: David M. Bachman  
Re: Council Agenda Item

Sir:

Please find attached to this memo a request from the Manistee Main Street DDA to hold the 27<sup>th</sup> Annual Victorian Sleighbell Parade and Old Christmas Weekend from December 3<sup>rd</sup> - 6<sup>th</sup>, 2015 on River Street followed by a fireworks display near the fountain.

This is an annual request and requires significant city resources in order for it to be successful. The event showcases the city and brings in thousands of visitors to the community for the weekend.

Sgt. Schmeling has been attending the planning meetings and will be coordinating the event with Mr. Mikula and the Parks Department.

There are no known objections to this event and present no known problems for the city.

A handwritten signature in black ink, appearing to read 'D. Bachman', with a large, stylized 'D' and 'B'.

David M. Bachman  
Chief of Police



**SPECIAL EVENT PERMIT REQUEST**

**Name of Special Event:** 27<sup>th</sup> Victorian Sleighbell Parade and Old Christmas Weekend®

**Date of Special Event:** December 3-6, 2015

**Time of Special Event:** Closing Street 1pm-7pm Saturday December 5<sup>th</sup>

**Number of Units Participating**

Marching/Walking: 30      Driven: \_\_\_\_\_      Other: horses, carriages, sleigh

Assembly/Starting Location: River Street at Division Street

Destination/Finishing Point: River Street at Pine Street

Route that the Special Event will Follow: River Street from Division to Pine Street

Additional request for: attached information

Person(s) / Organization(s) making request: Manistee Main Street DDA

Contact Person: Patrick Kay, Executive Director

Address: 294 River Street, Suite 2

Phone Work: 231-398-3262    Home: 864-934-9342 (Cell)

Signature of Contact Person: \_\_\_\_\_

***The City of Manistee has been advised by our insurance carrier that when an event is held on City Properties we need to require an insurance certificate naming the City of Manistee as co-insured. An insurance certificate must be on file prior to your event. The minimum amount that our insurance company will accept is \$1 million dollars of Liability Insurance.***

***The Insurance Certificate should be sent to the attention of Mary Bachman, Deputy Clerk. Ms. Bachman can be reached at 231.398.2803 her fax# is 231.723.5410.***

**Return this request to the Manistee City Police Department after it has been filled out and only after the first requirement has been complied and approved.**

## City Request



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**TO:** Ben Bifoss, Interim City Manager and Manistee City Council  
**FROM:** Patrick Kay, Executive Director of Manistee Main Street DDA  
**DATE:** October 14, 2015  
**RE:** 2015 Victorian Sleighbell Parade & Old Christmas Weekend

The 27<sup>th</sup> Annual Victorian Sleighbell Parade & Old Christmas Weekend will be held December 3-6, 2015. The Manistee Main Street DDA requests your permission to have the following streets closed and vehicles removed for the festival:

Friday, December 4, 2015 from 12:00pm until 8pm for the Warming Tent

- 1) Oak Street, from River to Water for warming tent  
(This year we are having a warming tent that will be placed on Oak Street for patrons to warm up and have a hot chocolate, warm cider, coffee, or an adult beverage)

Saturday, December 5, 2015 from 1 p.m. until 7 p.m. for the Sleighbell Parade.

- 1) Division Street, from River to Clay
- 2) River Street from U.S. 31 to Spruce Street
- 3) Side streets coming down the hill to River Street need to be closed at top except Poplar Street to allow access to the Manistee Inn and Marina.
- 4) Oak Street, from River to Water for warming tent  
(This year we are having a warming tent that will be placed on Oak Street for patrons to warm up and have a hot chocolate, warm cider, coffee, or an adult beverage)

We also request the following:

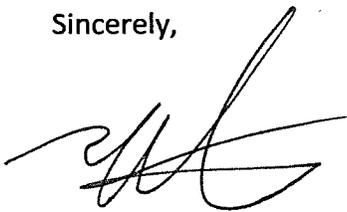
- 1) "No parking" signs placed up in advance that state no parking rules, also hours for the event so that the street is clear of cars for the parade.
- 2) River Street surface to be evaluated and made safe from ice as close to parade time as possible for the safety of both pedestrians and horses.

- 3) River Street sidewalks to be evaluated and made safe from ice as close to parade time as possible for the safety for pedestrians.
- 4) Side streets and sidewalks coming down the hills to be evaluated and made safe from ice as close to parade time as possible for the safety for pedestrians.
- 5) Closure of the parking lot at the SW corner of Division and River Streets. We would like to use the lot for parade staging as well as the sled dog display and/or horse display.
- 6) Assistance with crowd and traffic control right before, during and after the parade on Saturday, December 5, 2015.
- 7) Assistance from DPW including securing, mounting, decorating and lighting the large trees, placing the chestnut grills out, setup and teardown of judging stand. To be arranged directly with DPW Director Jeff Mikula.
- 8) Snow fence set up around Arens lot with a gate opening along Pine Street.
- 9) 200 feet of snow fence to go around warming tent.
- 10) 20 posts and 20 concrete blocks for warming tent fence.
- 11) Barricades and signage for ADA parking lot between Division & Greenbush Street North of River.
- 12) Swing the traffic signals at River and Maple Friday and back on Monday. Place stop signs over the weekend.

Surry wagon rides will take place on Saturday, December 5 from Noon – 4 p.m.

Thank you for your outstanding support and cooperation of this event. The Department of Public Works and Public Safety Department are extremely helpful with this event. It is an excellent example of community spirit and those departments should be commended.

Sincerely,

A handwritten signature in black ink, appearing to be 'PK', written in a cursive style.

Patrick Kay, Executive Director

**Traffic Control Order #01-67  
Special Event Permit**

**Uniform Traffic Code adopted by the City of Manistee, Michigan November 5, 1963.**

Section 5.47 When permits are required for parades, processions and other special events.

No procession, Parade or Special Event, excepting the forces of the United States Armed Services, the Military forces of this State and the forces of the Police and Fire Departments, shall occupy, march or proceed along the roadway, except in accordance with a permit issued by the Chief of Police and such other regulations as are set forth herein which may apply.

**The following requirements must be complied with in order to obtain a permit.**

1. Any person, persons, or organization, must receive permission of the City Council. The request must be in writing and passed by the City Council at a regular or special meeting. The City Council meets regularly the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays of the month.
2. Applications must be completely filled out and submitted thirty (30) days prior to the Special Event date to the City Council through the Chief of Police.
3. Special Event Forms for the permits will be provided by the Chief of Police and can be obtained at the Manistee Police Department, 70 Maple Street, Manistee, MI 49660.

**This Traffic Control Order was passed by the City Council on October 3, 1967 at a regular meeting.**

This order was filed with the City Clerk on September 28<sup>th</sup>, 1967.

Date Received: \_\_\_\_\_

David M. Bachman, Chief of Police

DOWNTOWN MANISTEE  
michiganPURE MICHIGAN  
PARTNER

YOUR OFFICIAL TRAVEL SITE FOR MANISTEE COUNTY

2015 VISITORS GUIDE

VIEW ONLINE

REQUEST A COPY

VISITORS ▾

DOING BUSINESS ▾

VOLUNTEER

EVENTS &amp; FESTIVALS DDA PROGRAM ▾

FORMS / DOCS

CONTACT

Downtown  
TOUR IDEAS  COASTAL  
RIVERWALK FARMERS  
MARKET HISTORIC DOWNTOWN  
BUILDING TOUR TOP SITES  
DOWNTOWNMANISTEE  
PURE MICHIGAN  
PARTNERS  
ARCADIA

MANISTEE

BEAR LAKE

BRETHREN

COPEMISH

KALEVA

MARILLA

ONEKAMA

WELLSTON

SLEIGHBELL PARADE & OLD  
CHRISTMAS WEEKEND

EVENT DATE:

DECEMBER 3 - 6, 2015

LOCATION:

DOWNTOWN MANISTEE

PRESENTED BY:

MANISTEE MAINSTREET DDA

   457

## EVENT DESCRIPTION/DETAILS:

Step back in time as you take part in one of Michigan's most unique holiday celebrations. An entire weekend of excitement including the Victorian Sleighbell Parade with horse drawn entries, bagpipers, dog sled teams and carolers elegantly dressed in Victorian style attire. The highlights of the parade are the draft horses pulling a 30 foot Christmas tree down River Street followed by a beautiful display of fireworks. The entire Old Christmas Weekend is filled with lovely events including Festival of Trees, 'Joseph and the Amazing Technicolor Dream Coat' at the Historic Ramsdell Theatre and guided tours of the historic 1894 Lumber Baron Mansion, which now houses the Dempsey Manor Bed and Breakfast Inn and Victorian Tea Room. Manistee is a wonderful place to pick up gifts for everyone on your list, catch a show at the recently renovated Vogue Theatre or simply enjoy the magical experience of the beautifully decorated historic Downtown.

**Special Events for 2015****Thursday, December 3, 2015****A Lilliputian Christmas, 10am – 5 p.m.**

Manistee County Historical Museum, 425 River Street

Honoring the area's German heritage with exhibits of traditions, decorations, dollhouses, miniatures, toys and trains in the historical settings of the Museum.

Admission is \$1 for students, \$3 for families, \$8 for parents and their minor children.

**Tour the James Dempsey Mansion, 1pm, 2pm & 3pm (on the hour)**

James Dempsey Mansion, 506 Maple Street

Enjoy a guided tour of this historic 1894 Lumber Baron Mansion, which now houses the Dempsey Manor Bed and Breakfast Inn and Victorian Tea Room. You'll see the mansion's marvelous Neo-French Renaissance architecture, exquisite period furniture, artwork and decorative items. You'll also meet James and Mary Dempsey, two of Manistee's most prominent Victorian-era residents. Reserve at (616) 802-4588. Per person admission \$12 in advance / \$18 at the door. For a preview, visit [www.dempseymanorbandb.com](http://www.dempseymanorbandb.com)

**Cigar Tasting at Surroundings, 5 p.m.**

Surroundings, 423 River Street

Join Surroundings and Ashton cigars for a fantastic evening of fine Nicaraguan cigars featuring the critically acclaimed San Cristobal line with special guest Alex Merick. Tickets are required for this event, which cost \$10 each and will be available for purchase November 15th (pre-orders are welcome). Upon arrival you will receive a San Cristobal cigar to taste, a drink to pair it with and a \$10 voucher to use towards any event specials. Must be 21 to attend.

**Chamber Business After Hours, 6 – 8 p.m.**

Ramsdell Theatre Ballroom, 101 Maple Street

Held in the beautiful Ballroom of the Historic Ramsdell Theatre. Business after Hours is a special opportunity to preview the Festival of Trees with delicious hors d'oeuvres and holiday music. A cash bar will also be available. This event is open to the Chamber members, business professionals and the community.

**Business After Hours is SPONSORED BY SHELBY STATE BANK.**

Open to the Public - \$10

**Manistee Choral Society's Annual Victorian Dessert Concert, 7 p.m.**

Faith Covenant Church, 475 8th Street

Advance Tickets Required – To Purchase Tickets Please Call 231.398.0296

**Friday, December 4, 2015**

**A Lilliputian Christmas, 10am – 7 p.m.**

Manistee County Historical Museum, 425 River Street

Honoring the area's German heritage with exhibits of traditions, decorations, dollhouses, miniatures, toys and trains in the historical settings of the Museum.

Admission is \$1 for students, \$3 for families, \$8 for parents and their minor children.

**Cookie Fun for Everyone, Cookie Decorating, 11 – 8 p.m.**

Manistee Inn & Marina, 378 River Street

**Tours of the Historic Ramsdell Theatre, 1 – 4 p.m.**

101 Maple Street

\$5 Admission

**Festival of Trees, 1 – 8 p.m.**

Ramsdell Theatre Ballroom, 101 Maple Street

Creatively decorated Christmas trees, wreaths, tabletop items and other seasonal decor designed by local holiday enthusiasts. Be ready to bid on these lovely holiday treasures, decorated by area schools, community organizations and businesses. Bring a "Toys for Tots" donation for a chance to win a child's bike, drawing on Sunday at 1pm. Bids close at 1 pm and pick up is from 1 pm – 3 pm on December 6. Free Admission.

**Tour the James Dempsey Mansion, 1pm, 2pm & 3pm (on the hour)**

James Dempsey Mansion, 506 Maple Street

Enjoy a guided tour of this historic 1894 Lumber Baron Mansion, which now houses the Dempsey Manor Bed and Breakfast Inn and Victorian Tea Room. You'll see the mansion's marvelous Neo-French Renaissance architecture, exquisite period furniture, artwork and decorative items. You'll also meet James and Mary Dempsey, two of Manistee's most prominent Victorian-era residents. Reserve at (616) 802-4588. Per person admission \$12 in advance / \$18 at the door. For a preview, visit [www.dempseymanorbandb.com](http://www.dempseymanorbandb.com)

**For the Love of Children & Chocolate' Sleighbell Chocolate Shop, 3 – 7 p.m.**

318 River Street

Proceeds benefit Manistee County Child Advocacy Center

**Brass Ensembles, 5 p.m.**

390 River Street

**Downtown Manistee Soup Cook-off, 4 – 6:30 p.m.**

Results 7 p.m. Location TBD

**SPONSORED BY THE IDEAL KITCHEN**

**Joseph and the Amazing Technicolor Dream Coat, 7:30 p.m.**

Ramsdell Theatre, 101 Maple Street

Purchase Tickets online at [www.manisteecivicplayers.org](http://www.manisteecivicplayers.org) or call 800.836.0717

**SPONSORED BY THE MANISTEE CIVIC PLAYERS**

**Saturday, December 5, 2015**

**Reindeer Meet & Greet, Time TBD**

Location TBD

Meet Live Reindeer from Reindeer Ranch

Sponsored by Manistee Veterinary Hospital

**Jingle Bell Jog 5K Run/Walk, 10 a.m.**

Kennedy Elementary School, 550 Maple Street

Registration \$17 before Thanksgiving, \$22 on race day, all entrants receive a t-shirt or a hat.

Proceeds go to Manistee Schools Cross-Country Program. For more information: [runmanistee.blogspot.com](http://runmanistee.blogspot.com)

**Sleighbell Bazaar and Craft Show, 9 a.m. – 4 p.m.**

Manistee High School , 525 12th Street

Vendor booths are full, for 2016 vendor registration please contact Gerri at 231.477.5646

**A Lilliputian Christmas, 10am – 8 p.m.**

Manistee County Historical Museum, 425 River Street

Honoring the area's German heritage with exhibits of traditions, decorations, dollhouses, miniatures, toys and trains in the historical settings of the Museum.

Admission is \$1 for students, \$3 for families, \$8 for parents and their minor children.

**Lumberjack Luncheon, Cookie Decorating, 11 a.m. – 1 p.m.**

First Congregational Church, 412 Fourth Street

Admission \$8 per person. Homemade beef stew served over biscuits, homemade applesauce, pie and drink. Church tours available during this time.

**Cookie Fun for Everyone, Cookie Decorating, 11 a.m. – 8 p.m.**

Manistee Inn & Marina, 378 River Street

**Carriage Rides Down River Street, 12pm - 4pm**

356 River Street

Free Admission, First Come - First Serve

Carriage rides will be provided by a Team of Percherons with a white carriage and a team of Clydesdale Hackney Pony Cross with a white carriage provided by the Common Gentry Carriage Co.

**SPONSORED BY MATT KNIZACKY INSURANCE & WATSONS MANISTEE CHRYSLER**

**For the Love of Children & Chocolate' Sleighbell Chocolate Shop, 12pm – 7 p.m.**

318 River Street

All proceeds benefit Manistee County Child Advocacy Center

**Historic Tour of St. Paul's Lutheran Church, 12 – 2 p.m.**

313 Fourth Street

Free Hot Chocolate and Kids Crafts

**Tours of the Historic Ramsdell Theatre, 1 – 4 p.m.**

101 Maple Street

\$5 Admission

**Festival of Trees, 1 – 8 p.m.**

Ramsdell Theatre Ballroom, 101 Maple Street

Creatively decorated Christmas trees, wreaths, tabletop items and other seasonal decor designed by local holiday enthusiasts. Be ready to bid on these lovely holiday treasures, decorated by area schools, community organizations and businesses. Bring a "Toys for Tots" donation for a chance to win a child's bike, drawing on Sunday at 1pm. Bids close at 1 pm and pick up is from 1 pm – 3 pm on December 6. Free Admission.

**Tour the James Dempsey Mansion, 1pm, 2pm & 3pm (on the hour)**

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**Brass Ensemble, 1:30 p.m.**

390 River Street

**Christmas Tea at the Buckley, 2 - 4 p.m.**

450 Cedar Street

Enjoy a lavish Christmas tea in the third-floor ballroom of one of Manistee's premier Victorian homes. Three full courses will be served in a relaxing and charming atmosphere, with a tour of this beautiful residence after the meal.

Reservations must be made by Tuesday, December 1st by calling [231-398-2561](tel:231-398-2561). \$35.00 per person.

**Santa's Headquarters, 2 p.m. – 5 p.m.**

Manistee Municipal Marina, 480 River Street

Santa himself will be there for photo ops and to receive Christmas lists from all the good girls and boys. Complimentary balloons provided by Mr. Don Olszewski the balloon man and face painting by Debbie Tiefenthal. Also enjoy the balancing talents of an elf on stilts.

Sponsored by Century 21 Boardwalk & The Outpost of Manistee

**Reindeer "Meet & Greet", 3 p.m. – 5 p.m.**

Manistee Inn & Marina, 378 River Street

Meet the reindeer team of Reindeer Ranch.

Sponsored by Manistee Veterinary Hospital & Famous Flynns

**Jingle Mingle, 4:30 p.m.**

Ramsdell Inn, 399 River Street

\$50 includes samplings of local appetizers, desserts, wines and beers. Tickets are limited to 50 people. Please call 231.398.7901 for tickets.

**Roasted Chestnuts, 4:30 p.m. - 7:30 p.m.**

Downtown Manistee on River Street

Sponsored by Kendra Thompson Architects, PC

**Grinder Gordie Street Organ with an Austrian Busker Organ and German Concertina, Time TBD.**

Location TBD

Free Event

**Merry Trombones, 4:30 p.m.**

390 River Street

**Victorian Sleighbell Parade, 5:30 p.m.**

River Street – Downtown Manistee | The Parade will be broadcast 'live' thanks to sponsorship from Little River Casino & Resort.



**Fireworks – Immediately Following Parade**

Near the Fountain on River Street

**Jingle Bell Jam Concert, 6:30 p.m. doors open : 7:00pm start**

Manistee Eagles Aerie #1675: 55 Division Street

**Joseph and the Amazing Technicolor Dream Coat, 7:30 p.m.**

Ramsdell Theatre, 101 Maple Street

Purchase tickets online at [www.manisteecivicplayers.org](http://www.manisteecivicplayers.org) or call 800.836.0717

**Sunday, December 6, 2015**

**A Lilliputian Christmas, 10am – 4 p.m.**

Manistee County Historical Museum, 425 River Street

Honoring the area's German heritage with exhibits of traditions, decorations, dollhouses, miniatures, toys and trains in the historical settings of the Museum.

Admission is \$1 for students, \$3 for families, \$8 for parents and their minor children.

**Traditional Swedish Brunch & Worship Service, 10 a.m. Service – 11 a.m. Brunch**

Portage Lake Bible Camp, 4158 Camp Delight Rd. Onekama  
\$10 Adults, \$5 five and under, Please RSVP at 231.889.5911

**Festival of Trees, 11 a.m. – 1 p.m.**

Ramsdell Theatre Ballroom, 101 Maple Street

This is your final chance to bid on your favorite holiday items. Bids close at 1pm today, winning bidders must pick up their items immediately after the bids close. Free admission.

**Tour the James Dempsey Mansion, 1pm, 2pm & 3pm (on the hour)**

James Dempsey Mansion, 506 Maple Street

Enjoy a guided tour of this historic 1894 Lumber Baron Mansion, which now houses the Dempsey Manor Bed and Breakfast Inn and Victorian Tea Room. You'll see the mansion's marvelous Neo-French Renaissance architecture, exquisite period furniture, artwork and decorative items. You'll also meet James and Mary Dempsey, two of Manistee's most prominent Victorian-era residents. Reserve at (616) 802-4588. Per person admission \$12 in advance / \$18 at the door. For a preview, visit [www.dempseymanorbandb.com](http://www.dempseymanorbandb.com)

**Joseph and the Amazing Technicolor Dream Coat, 2:00 p.m.**

Ramsdell Theatre, 101 Maple Street

Purchase Tickets online at [www.manisteecivicplayers.org](http://www.manisteecivicplayers.org) or call 800.836.0717

**SPONSORED BY THE MANISTEE CIVIC PLAYERS**

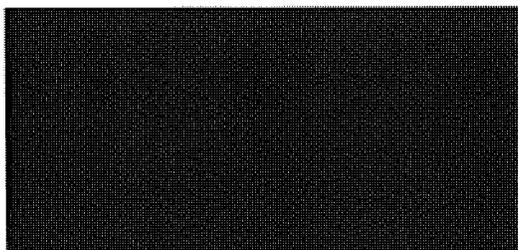
**Lessons and Carols, 3:00 p.m.**

Trinity Lutheran Church, 420 Oak Street

Music, singing and bible readings

**VIEW THE 2014 PARADE VIDEO BELOW (3 PARTS)**

Sleighbell Parade - Part 1





## Treasurer's Office

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**Memo to:** Ben Bifoss, Interim City Manager  
**From:** Ed Bradford, CFO *ENB*  
**Re:** September 30, 2015 Financial Update  
**Date:** October 27, 2015

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This memo will serve as an update on where we are financially versus budget as of 9/30/2015 and any developments that may impact ongoing financial performance. It will focus on the primary city activities as captured by the following funds:

General	Local Street	Boat Launch	Capital Improvement
Water & Sewer	Marina	Refuse	
Major Street	Ramsdell Theatre	Oil & Gas	

### **General Fund**

General fund revenues are currently at 67.2% of budget. Property tax revenue is front loaded because of the timing of tax collections. There are no significant, unanticipated variations from budget at this time. General fund expenditures are at 36.5% of budget. This is also generally in line with expectations and is skewed slightly higher because of the timing of bond payments. There are a few expense items that merit discussion. Refunds are higher due to chargebacks for prior year tax appeals. Legislative will be higher due to the City Manager search. Municipal buildings incurred an unanticipated and costly repair to the City Hall chiller. Police and Parks OT is running higher than anticipated at this point in the year, but should will be tempered moving forward by some reimbursement for Police and staff changes in Parks in 2016.

### **Water and Sewer**

Water & sewer revenues are at 25.8% of budget. The adopted rate increase seems to raising revenue as anticipated. West Shore Medical Center paid off the remaining amount of their capital cost recovery charge, boosting that line item. Oaks Prison volumes have generally stabilized but are still below the contractual minimum. Operating expenses are also generally in line with expectations so far. Phone costs (monitoring lines) will exceed budget because of carrier contract changes, although we are working to minimize this impact. One notable item is water repairs and maintenance which incurred significant costs for asphalt patching to repair streets dug up for frozen water lines.

### **Major Street Fund**

The Major Street fund is at 23.3% of annual revenues. Once again, we received notice that we would be receiving a portion of a one-time State general fund allocation for our streets, in the

amount of \$84,198, paid out quarterly. Expenditures are at 22.9% of budget. We continue to fine tune our new reporting system for streets that will more accurately capture our street maintenance costs and will impact the amounts reported for expenses and transfers. Although actual costs incurred will not change, how they are reported will and may result in budget amendment(s) down the road.

### **Local Street Fund**

The Local Street fund is at 16.1% of budgeted revenue. The timing and accounting treatment of payments from the state; and also of internal transfers for debt service, impact this total. There are no surprises on the revenue side. Expenses are at 13.5% of budget. The resurfacing work done this fall has not yet been paid. As is normal for this time of year, the performance of this fund will be tied to the severity of the winter. Indications are it will be milder than the past few. We continue to fine tune our new reporting system for streets that will more accurately capture our street maintenance costs and will impact the amounts reported for expenses and transfers. Although actual costs incurred will not change, how they are reported will and may result in budget amendment(s) down the road.

### **Marina**

The Marina is at 58.7% of budgeted revenues. Dockage sales are up about \$2,000 from last year at this time. Fuel sales are down about \$12,000 (due to lower gas prices). We need to increase boater volume at the Marina if we are to move towards sustainability. Expenses are at 56.4% of budget. The good news is that they are about \$5,000 less than last year at this time. This should help with the bottom line at the end of the year. However, the State is also requiring some upgrades to the fuel delivery system that will add several thousand dollars to expenses.

### **Ramsdell Theatre**

Revenues are currently at 31.4% of budget. Operating revenues are down from last year, primarily due to lower rent from the Manistee Civic players and the timing of Ramsdell-sponsored productions. Expenses are at 27.2.0% of budget. Operating expenses are down about \$11,000 from last year. This is primarily due to lower capital outlay and repair expense so far. The remainder is in performance expense due to timing of events. Professional services will be up due to the Johnson Consulting study.

### **Boat Launch**

Boat Launch revenue is at 59.9% of budget. Launch revenue is off by about \$2,800 compared to last year, probably due to poor fishing conditions. Most of the launch revenues occur in the fall. Expenses are at 36.6% of budget. Expenses should come in at or below budgeted amounts. The auto-attendant machine functioned well this season and still has useable life.

### **Refuse Fund**

Revenue is at 54.9% of the budgeted total and has no unexpected items. Expenses are at 17.5% of budget. Expenses should be near budget at year-end. However, Council will need to evaluate how well the newly-implemented monthly bulky item pickup is working and whether spring trash haul is still needed.

### **Oil & Gas Fund**

Revenues are at -101% of budget. As mentioned in the investment update, equities took a significant slide in the first quarter, resulting in unrealized losses of \$676,624. Since September 30, markets have regained about 80% of this loss. The long-term nature of the fund and the way it is managed reduce the impact of these market fluctuations; however, the fund managers are adjusting within the confines of the investment policy. Crude oil prices have come down significantly, reducing royalty income by about 50%. Expenses are at 13.9% of budget. Investment advisor fees are as expected and the annual transfer to the capital improvement fund has only been partially made.

### **Capital Improvement Fund**

Revenues are at 12.6% for the year. The annual transfer in from the Oil & Gas fund constitutes the bulk of the revenue and has only been partially made. Expenses are at 27.7% of budget. Expenses so far almost entirely relate to previously committed projects. Project expenditures do not occur uniformly throughout the year, and some projects span fiscal years.

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
Revenues							
Dept: 000							
402.000 Real & Personal Property Tax	2,927,678.00	2,927,678.00	2,895,962.08	1,070,578.18	0.00	31,715.92	98.9
411.000 Delinq Real Property Tax	220,080.00	220,080.00	4,598.06	0.00	0.00	215,481.94	2.1
420.000 Delinq Personal Property Tax	16,498.00	16,498.00	3,041.12	470.02	0.00	13,456.88	18.4
445.000 Tax Penalties & Interest	32,592.00	32,592.00	4,659.01	4,659.01	0.00	27,932.99	14.3
447.000 Tax Administration Fee	94,928.00	94,928.00	60,773.57	22,676.60	0.00	34,154.43	64.0
450.000 Business Registration	1,500.00	1,500.00	225.00	225.00	0.00	1,275.00	15.0
485.000 Permits	8,500.00	8,500.00	925.00	400.00	0.00	7,575.00	10.9
490.000 Franchise Fees	108,000.00	108,000.00	54,391.58	0.00	0.00	53,608.42	50.4
539.000 State Grant Revenue	8,500.00	8,500.00	1,086.72	1,086.72	0.00	7,413.28	12.8
539.002 Crim Just Training Grant	2,300.00	2,300.00	0.00	0.00	0.00	2,300.00	0.0
574.000 State Share Liquor Tax	8,500.00	8,500.00	7,624.10	7,624.10	0.00	875.90	89.7
575.000 State Shared Revenue	495,400.00	495,400.00	78,374.00	0.00	0.00	417,026.00	15.8
575.001 State CVTRS	160,500.00	160,500.00	27,557.00	0.00	0.00	132,943.00	17.2
626.000 Charge for Service	28,000.00	28,000.00	10,294.70	1,077.64	0.00	17,705.30	36.8
628.000 Charge for Service - Boat Ramp	2,381.00	2,381.00	2,381.00	0.00	0.00	0.00	100.0
629.000 Charge for Serv - Inspections	0.00	0.00	30.00	0.00	0.00	-30.00	0.0
630.000 Charge for Services-Local St.	81,000.00	81,000.00	20,250.00	6,750.00	0.00	60,750.00	25.0
631.000 Charge for Services-Major St.	206,000.00	206,000.00	51,500.01	17,166.67	0.00	154,499.99	25.0
632.000 Charge For Service - Marina	10,573.00	10,573.00	2,643.25	0.00	0.00	7,929.75	25.0
634.000 Charge for Services - Refuse	85,814.00	85,814.00	16,953.50	3,000.00	0.00	68,860.50	19.8
635.000 Charge for Service - W&S	320,496.00	320,496.00	80,124.00	26,708.00	0.00	240,372.00	25.0
636.000 Charge for Service-Transport	235,000.00	235,000.00	68,286.11	23,781.53	0.00	166,713.89	29.1
639.000 Utility Service Fee	170,931.00	170,931.00	80,457.57	14,244.25	0.00	90,473.43	47.1
640.000 Payment in Lieu of Taxes	162,446.00	162,446.00	125,049.69	0.00	0.00	37,396.31	77.0
642.000 Sales	6,000.00	6,000.00	382.85	220.10	0.00	5,617.15	6.4
655.000 Fines & Forfeits	33,000.00	33,000.00	5,003.86	738.75	0.00	27,996.14	15.2
664.000 Interest Income	1,000.00	1,000.00	44.62	24.35	0.00	955.38	4.5
667.000 Rental Income	4,850.00	4,850.00	312.50	-187.50	0.00	4,537.50	6.4
668.000 Riverfront Lease Income	21,470.00	21,470.00	0.00	0.00	0.00	21,470.00	0.0
671.000 Other Revenue	500.00	500.00	1,596.00	0.00	0.00	-1,096.00	319.2
674.000 Contributions\Donations	1,000.00	1,000.00	50.00	0.00	0.00	950.00	5.0
676.000 Reimbursement	164,150.00	164,150.00	135,480.69	133,065.26	0.00	28,669.31	82.5
687.000 Refunds	18,000.00	18,000.00	1,556.10	1,556.10	0.00	16,443.90	8.6
688.000 Refunds - W.C. Premium	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
695.000 Insurance Settlement	0.00	0.00	5,767.70	5,767.70	0.00	-5,767.70	0.0
699.000 Transfers In	429,035.00	429,035.00	331,242.50	0.00	0.00	97,792.50	77.2
Dept: 000	6,068,622.00	6,068,622.00	4,078,623.89	1,341,632.48	0.00	1,989,998.11	67.2

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
<b>Revenues</b>							
Revenues	6,068,622.00	6,068,622.00	4,078,623.89	1,341,632.48	0.00	1,989,998.11	67.2
<b>Expenditures</b>							
Dept: 100 GENERAL							
728.000 SUPPLIES - Operating	1,000.00	1,000.00	44.59	0.00	0.00	955.41	4.5
801.000 Professional Services	41,400.00	41,400.00	15,446.66	3,180.00	0.00	25,953.34	37.3
822.000 Insurance	81,000.00	81,000.00	85,677.58	0.00	0.00	-4,677.58	105.8
855.000 Utilities - Cell Phones	16,500.00	16,500.00	10,808.05	4,472.00	0.00	5,691.95	65.5
859.000 Utilities - Data/Internet	2,000.00	2,000.00	481.89	160.63	0.00	1,518.11	24.1
901.000 Postage	26,000.00	26,000.00	6,784.19	2,271.20	0.00	19,215.81	26.1
925.001 Electric - Street Lights	110,000.00	110,000.00	28,133.64	18,647.25	0.00	81,866.36	25.6
940.000 Rent	1,800.00	1,800.00	976.30	0.00	0.00	823.70	54.2
959.000 Bad Debt	500.00	500.00	0.00	0.00	0.00	500.00	0.0
960.000 Bank Charges	8,000.00	8,000.00	935.50	835.50	0.00	7,064.50	11.7
964.000 Refunds	1,000.00	1,000.00	6,291.03	0.00	0.00	-5,291.03	629.1
989.000 Computer Hardware & Software	10,000.00	10,000.00	1,975.00	1,975.00	0.00	8,025.00	19.8
992.002 Renaissance Park - Principal	5,616.00	5,616.00	0.00	0.00	0.00	5,616.00	0.0
992.006 2010 DDA Refunding - Principal	120,000.00	120,000.00	120,000.00	0.00	0.00	0.00	100.0
992.007 2010 Cap Imp Principal	230,000.00	230,000.00	230,000.00	0.00	0.00	0.00	100.0
992.008 2013 CI Refunding - Principal	165,000.00	165,000.00	165,000.00	0.00	0.00	0.00	100.0
997.006 2010 DDA Refunding - Interest	19,750.00	19,750.00	10,775.00	0.00	0.00	8,975.00	54.6
997.007 2010 Cap Imp Interest	199,035.00	199,035.00	101,242.50	0.00	0.00	97,792.50	50.9
997.008 2013 CI Refunding - Interest	40,550.00	40,550.00	21,100.00	0.00	0.00	19,450.00	52.0
999.000 Transfers Out	160,000.00	160,000.00	79,602.00	57,102.00	0.00	80,398.00	49.8
<b>GENERAL</b>	<b>1,239,151.00</b>	<b>1,239,151.00</b>	<b>885,273.93</b>	<b>88,643.58</b>	<b>0.00</b>	<b>353,877.07</b>	<b>71.4</b>

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
Expenditures							
Dept: 101 LEGISLATIVE							
702.000 Salaries	27,052.00	27,052.00	6,763.05	2,254.35	0.00	20,288.95	25.0
712.001 Costs - Social Security	1,677.00	1,677.00	419.25	139.75	0.00	1,257.75	25.0
712.002 Costs - Medicare	392.00	392.00	98.13	32.71	0.00	293.87	25.0
712.009 Costs - Workers Compensation	80.00	80.00	20.50	5.18	0.00	59.50	25.6
728.000 SUPPLIES - Operating	6,600.00	6,600.00	7,874.54	539.35	0.00	-1,274.54	119.3
860.000 Travel & Training	6,500.00	6,500.00	1,296.80	598.80	0.00	5,203.20	20.0
<b>LEGISLATIVE</b>	<b>42,301.00</b>	<b>42,301.00</b>	<b>16,472.27</b>	<b>3,570.14</b>	<b>0.00</b>	<b>25,828.73</b>	<b>38.9</b>

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
Expenditures							
Dept: 172 MANAGER							
702.000 Salaries	142,625.00	142,625.00	33,498.45	10,817.42	0.00	109,126.55	23.5
708.000 Holiday/Vacation/Sick Sellback	0.00	0.00	705.57	583.92	0.00	-705.57	0.0
712.001 Costs - Social Security	9,649.00	9,649.00	2,314.18	769.42	0.00	7,334.82	24.0
712.002 Costs - Medicare	2,257.00	2,257.00	541.22	179.94	0.00	1,715.78	24.0
712.004 Costs - ICMA Contribution	0.00	0.00	2,928.36	976.12	0.00	-2,928.36	0.0
712.005 Costs - MERS Contribution	13,007.00	13,007.00	1,000.72	301.77	0.00	12,006.28	7.7
712.007 Costs - SUTA	274.00	274.00	0.00	0.00	0.00	274.00	0.0
712.009 Costs - Workers Compensation	613.00	613.00	184.19	40.66	0.00	428.81	30.0
712.010 Costs - Blue Cross Insurance	21,589.00	21,589.00	3,188.22	796.98	0.00	18,400.78	14.8
712.011 Costs - Life Insurance	635.00	635.00	223.04	55.76	0.00	411.96	35.1
712.013 Costs - HSA Contribution	6,000.00	6,000.00	3,000.00	0.00	0.00	3,000.00	50.0
712.014 Costs - Dental Insurance	1,619.00	1,619.00	232.92	58.23	0.00	1,386.08	14.4
712.015 Costs - Vision / Ancillary	708.00	708.00	118.00	29.50	0.00	590.00	16.7
728.000 SUPPLIES - Operating	2,650.00	2,650.00	232.49	124.19	0.00	2,417.51	8.8
735.000 Periodicals & Publications	150.00	150.00	0.00	0.00	0.00	150.00	0.0
801.000 Professional Services	500.00	500.00	0.00	0.00	0.00	500.00	0.0
831.000 Contractual Repairs & Maint.	1,130.00	1,130.00	239.79	72.33	0.00	890.21	21.2
860.000 Travel & Training	3,350.00	3,350.00	672.92	0.00	0.00	2,677.08	20.1
870.000 Memberships & Dues	1,294.00	1,294.00	0.00	0.00	0.00	1,294.00	0.0
957.000 Motor Pool	9,270.00	9,270.00	2,317.50	772.50	0.00	6,952.50	25.0
985.000 Lease Purchase	2,220.00	2,220.00	554.85	184.95	0.00	1,665.15	25.0
<b>MANAGER</b>	<b>219,540.00</b>	<b>219,540.00</b>	<b>51,952.42</b>	<b>15,763.69</b>	<b>0.00</b>	<b>167,587.58</b>	<b>23.7</b>

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
Expenditures							
Dept: 215 CLERK							
702.000 Salaries	117,047.00	117,047.00	27,008.18	9,002.73	0.00	90,038.82	23.1
704.000 Overtime	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
706.000 Part-Time	11,200.00	11,200.00	1,133.25	0.00	0.00	10,066.75	10.1
712.001 Costs - Social Security	8,712.00	8,712.00	1,765.49	596.77	0.00	6,946.51	20.3
712.002 Costs - Medicare	2,037.00	2,037.00	412.94	139.58	0.00	1,624.06	20.3
712.005 Costs - MERS Contribution	10,766.00	10,766.00	2,463.12	821.04	0.00	8,302.88	22.9
712.007 Costs - SUTA	274.00	274.00	0.00	0.00	0.00	274.00	0.0
712.009 Costs - Workers Compensation	556.00	556.00	153.19	38.71	0.00	402.81	27.6
712.010 Costs - Blue Cross Insurance	9,548.00	9,548.00	3,188.22	796.98	0.00	6,359.78	33.4
712.011 Costs - Life Insurance	522.00	522.00	168.84	42.21	0.00	353.16	32.3
712.013 Costs - HSA Contribution	3,000.00	3,000.00	3,000.00	0.00	0.00	0.00	100.0
712.014 Costs - Dental Insurance	720.00	720.00	232.92	58.23	0.00	487.08	32.4
712.015 Costs - Vision / Ancillary	354.00	354.00	118.00	29.50	0.00	236.00	33.3
728.000 SUPPLIES - Operating	3,000.00	3,000.00	1,028.62	922.66	0.00	1,971.38	34.3
735.000 Periodicals & Publications	155.00	155.00	0.00	0.00	0.00	155.00	0.0
740.000 Election Expense	7,805.00	7,805.00	-277.50	-927.50	0.00	8,082.50	-3.6
801.000 Professional Services	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
831.000 Contractual Repairs & Maint.	7,700.00	7,700.00	5,730.39	17.77	0.00	1,969.61	74.4
860.000 Travel & Training	6,000.00	6,000.00	280.00	0.00	0.00	5,720.00	4.7
870.000 Memberships & Dues	570.00	570.00	0.00	0.00	0.00	570.00	0.0
900.000 Printing & Publishing	5,110.00	5,110.00	620.27	365.76	0.00	4,489.73	12.1
985.000 Lease Purchase	3,000.00	3,000.00	745.56	745.56	0.00	2,254.44	24.9
<b>CLERK</b>	<b>201,576.00</b>	<b>201,576.00</b>	<b>47,771.49</b>	<b>12,650.00</b>	<b>0.00</b>	<b>153,804.51</b>	<b>23.7</b>

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
Expenditures							
Dept: 253 FINANCE / TREASURER							
702.000 Salaries	149,360.00	149,360.00	28,705.57	9,568.52	0.00	120,654.43	19.2
704.000 Overtime	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
712.001 Costs - Social Security	9,715.00	9,715.00	1,896.53	632.36	0.00	7,818.47	19.5
712.002 Costs - Medicare	2,272.00	2,272.00	443.57	147.90	0.00	1,828.43	19.5
712.005 Costs - MERS Contribution	13,133.00	13,133.00	2,617.98	872.66	0.00	10,515.02	19.9
712.007 Costs - SUTA	376.00	376.00	0.00	0.00	0.00	376.00	0.0
712.009 Costs - Workers Compensation	619.00	619.00	162.84	41.16	0.00	456.16	26.3
712.010 Costs - Blue Cross Insurance	21,035.00	21,035.00	4,018.26	1,004.49	0.00	17,016.74	19.1
712.011 Costs - Life Insurance	654.00	654.00	183.96	45.99	0.00	470.04	28.1
712.013 Costs - HSA Contribution	5,250.00	5,250.00	3,000.00	0.00	0.00	2,250.00	57.1
712.014 Costs - Dental Insurance	1,574.00	1,574.00	291.12	72.78	0.00	1,282.88	18.5
712.015 Costs - Vision / Ancillary	620.00	620.00	118.00	29.50	0.00	502.00	19.0
728.000 SUPPLIES - Operating	3,900.00	3,900.00	3,783.73	3,209.46	0.00	116.27	97.0
735.000 Periodicals & Publications	790.00	790.00	0.00	0.00	0.00	790.00	0.0
801.000 Professional Services	24,600.00	24,600.00	9,000.00	9,000.00	0.00	15,600.00	36.6
831.000 Contractual Repairs & Maint.	8,720.00	8,720.00	7,085.51	0.00	0.00	1,634.49	81.3
860.000 Travel & Training	4,500.00	4,500.00	1,237.05	532.15	0.00	3,262.95	27.5
870.000 Memberships & Dues	605.00	605.00	260.00	115.00	0.00	345.00	43.0
900.000 Printing & Publishing	650.00	650.00	467.32	199.02	0.00	182.68	71.9
970.000 Capital Outlay - under \$5,000	800.00	800.00	0.00	0.00	0.00	800.00	0.0
985.000 Lease Purchase	1,740.00	1,740.00	431.64	143.88	0.00	1,308.36	24.8
<b>FINANCE / TREASURER</b>	<b>251,913.00</b>	<b>251,913.00</b>	<b>63,703.08</b>	<b>25,614.87</b>	<b>0.00</b>	<b>188,209.92</b>	<b>25.3</b>

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
Expenditures							
Dept: 257 ASSESSOR							
702.000 Salaries	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	0.0
706.000 Part-Time	0.00	0.00	1,064.63	216.75	0.00	-1,064.63	0.0
712.001 Costs - Social Security	2,706.00	2,706.00	66.01	13.44	0.00	2,639.99	2.4
712.002 Costs - Medicare	633.00	633.00	15.43	3.14	0.00	617.57	2.4
712.005 Costs - MERS Contribution	3,648.00	3,648.00	0.00	0.00	0.00	3,648.00	0.0
712.007 Costs - SUTA	137.00	137.00	15.33	3.12	0.00	121.67	11.2
712.009 Costs - Workers Compensation	408.00	408.00	7.45	0.93	0.00	400.55	1.8
712.010 Costs - Blue Cross Insurance	12,041.00	12,041.00	0.00	0.00	0.00	12,041.00	0.0
712.011 Costs - Life Insurance	227.00	227.00	0.00	0.00	0.00	227.00	0.0
712.013 Costs - HSA Contribution	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
712.014 Costs - Dental Insurance	900.00	900.00	97.04	24.26	0.00	802.96	10.8
712.015 Costs - Vision / Ancillary	354.00	354.00	118.00	29.50	0.00	236.00	33.3
728.000 SUPPLIES - Operating	2,000.00	2,000.00	54.99	0.00	0.00	1,945.01	2.7
735.000 Periodicals & Publications	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
801.000 Professional Services	7,000.00	7,000.00	17,499.99	5,833.33	0.00	-10,499.99	250.0
831.000 Contractual Repairs & Maint.	2,475.00	2,475.00	2,532.34	0.00	0.00	-57.34	102.3
860.000 Travel & Training	1,600.00	1,600.00	0.00	0.00	0.00	1,600.00	0.0
870.000 Memberships & Dues	610.00	610.00	0.00	0.00	0.00	610.00	0.0
874.000 Retire. Costs - Blue Cross	4,500.00	4,500.00	1,606.53	401.24	0.00	2,893.47	35.7
<b>ASSESSOR</b>	<b>83,239.00</b>	<b>83,239.00</b>	<b>23,077.74</b>	<b>6,525.71</b>	<b>0.00</b>	<b>60,161.26</b>	<b>27.7</b>

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
Expenditures							
Dept: 265 MUNICIPAL BUILDINGS							
728.000 SUPPLIES - Operating	7,500.00	7,500.00	862.82	332.30	0.00	6,637.18	11.5
801.000 Professional Services	2,500.00	2,500.00	325.00	0.00	0.00	2,175.00	13.0
831.000 Contractual Repairs & Maint.	12,000.00	12,000.00	10,761.50	10,570.00	0.00	1,238.50	89.7
850.000 Phone	12,000.00	12,000.00	5,028.13	2,335.07	0.00	6,971.87	41.9
920.000 Gas	6,000.00	6,000.00	354.87	117.54	0.00	5,645.13	5.9
920.336 Gas - Fire Dept	4,000.00	4,000.00	141.50	46.60	0.00	3,858.50	3.5
920.441 Gas - DPW	22,000.00	22,000.00	126.02	41.02	0.00	21,873.98	0.6
920.446 Gas - Bridge	1,300.00	1,300.00	109.18	39.64	0.00	1,190.82	8.4
922.000 Water	3,000.00	3,000.00	432.00	137.34	0.00	2,568.00	14.4
922.336 Water - Fire	1,200.00	1,200.00	359.82	116.61	0.00	840.18	30.0
922.441 Water - DPW	3,000.00	3,000.00	813.39	465.81	0.00	2,186.61	27.1
922.446 Water - Bridge	1,100.00	1,100.00	234.00	71.34	0.00	866.00	21.3
925.000 Electric	21,500.00	21,500.00	7,067.92	2,336.66	0.00	14,432.08	32.9
925.336 Electric - Fire	5,000.00	5,000.00	1,415.32	619.11	0.00	3,584.68	28.3
925.441 Electric - DPW	13,500.00	13,500.00	2,446.45	900.55	0.00	11,053.55	18.1
925.446 Electric - Bridge	4,800.00	4,800.00	489.31	182.54	0.00	4,310.69	10.2
930.000 Repairs & Maintenance	8,500.00	8,500.00	6,047.03	2,471.13	0.00	2,452.97	71.1
970.000 Capital Outlay - under \$5,000	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
<b>MUNICIPAL BUILDINGS</b>	<b>131,900.00</b>	<b>131,900.00</b>	<b>37,014.26</b>	<b>20,783.26</b>	<b>0.00</b>	<b>94,885.74</b>	<b>28.1</b>

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
Expenditures							
Dept: 266 ATTORNEY							
802.000 Professional Services - GWSH	50,000.00	50,000.00	14,758.49	8,213.00	0.00	35,241.51	29.5
803.000 Prof Serv - Atty (tax/labor)	30,000.00	30,000.00	14,199.05	10,101.90	0.00	15,800.95	47.3
ATTORNEY	80,000.00	80,000.00	28,957.54	18,314.90	0.00	51,042.46	36.2

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
Expenditures							
Dept: 285 CITY ENGINEER							
801.000 Professional Services	12,000.00	12,000.00	3,000.00	2,000.00	0.00	9,000.00	25.0
CITY ENGINEER	12,000.00	12,000.00	3,000.00	2,000.00	0.00	9,000.00	25.0

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
Expenditures							
Dept: 290 BOARDS & COMMISSIONS							
712.001 Costs - Social Security	100.00	100.00	9.92	0.00	0.00	90.08	9.9
712.002 Costs - Medicare	25.00	25.00	2.33	0.00	0.00	22.67	9.3
712.009 Costs - Workers Compensation	5.00	5.00	0.70	0.00	0.00	4.30	14.0
881.000 Board of Review	2,600.00	2,600.00	195.34	0.00	0.00	2,404.66	7.5
883.000 Harbor Commission	250.00	250.00	0.00	0.00	0.00	250.00	0.0
884.000 Historic District Commission	750.00	750.00	0.00	0.00	0.00	750.00	0.0
885.000 Non-Motorized Transportation	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
886.000 Parks Commission	850.00	850.00	95.00	0.00	0.00	755.00	11.2
887.000 Planning Commission	6,000.00	6,000.00	224.00	224.00	0.00	5,776.00	3.7
888.000 Tree Commission	350.00	350.00	161.64	0.00	0.00	188.36	46.2
889.000 Zoning Board of Appeals	1,300.00	1,300.00	94.00	94.00	0.00	1,206.00	7.2
<b>BOARDS &amp; COMMISSIONS</b>	<b>13,230.00</b>	<b>13,230.00</b>	<b>782.93</b>	<b>318.00</b>	<b>0.00</b>	<b>12,447.07</b>	<b>5.9</b>

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
Expenditures							
Dept: 301 POLICE							
702.000 Salaries	626,625.00	626,625.00	139,100.04	47,948.68	0.00	487,524.96	22.2
704.000 Overtime	16,500.00	16,500.00	10,322.57	3,961.25	0.00	6,177.43	62.6
706.000 Part-Time	14,196.00	14,196.00	4,028.00	1,325.00	0.00	10,168.00	28.4
708.000 Holiday/Vacation/Sick Sellback	15,000.00	15,000.00	1,511.12	929.92	0.00	13,488.88	10.1
712.001 Costs - Social Security	1,444.00	1,444.00	249.76	82.16	0.00	1,194.24	17.3
712.002 Costs - Medicare	11,132.00	11,132.00	2,466.01	858.37	0.00	8,665.99	22.2
712.005 Costs - MERS Contribution	71,270.00	71,270.00	17,618.30	6,054.06	0.00	53,651.70	24.7
712.006 Costs - In Lieu of BC/BS	15,034.00	15,034.00	4,811.48	1,195.90	0.00	10,222.52	32.0
712.007 Costs - SUTA	2,131.00	2,131.00	63.21	40.34	0.00	2,067.79	3.0
712.009 Costs - Workers Compensation	16,404.00	16,404.00	4,967.72	1,316.07	0.00	11,436.28	30.3
712.010 Costs - Blue Cross Insurance	106,278.00	106,278.00	31,088.98	8,188.67	0.00	75,189.02	29.3
712.011 Costs - Life Insurance	2,845.00	2,845.00	948.16	246.49	0.00	1,896.84	33.3
712.013 Costs - HSA Contribution	27,000.00	27,000.00	25,160.33	0.00	0.00	1,839.67	93.2
712.014 Costs - Dental Insurance	7,946.00	7,946.00	2,304.70	594.37	0.00	5,641.30	29.0
712.015 Costs - Vision / Ancillary	3,363.00	3,363.00	1,121.01	280.26	0.00	2,241.99	33.3
715.000 Uniform & Cleaning Allowance	14,650.00	14,650.00	2,762.70	797.88	0.00	11,887.30	18.9
728.000 SUPPLIES - Operating	12,500.00	12,500.00	2,470.92	1,601.87	0.00	10,029.08	19.8
735.000 Periodicals & Publications	200.00	200.00	0.00	0.00	0.00	200.00	0.0
770.000 Vehicle Gas	17,000.00	17,000.00	4,408.85	1,500.42	0.00	12,591.15	25.9
801.000 Professional Services	5,600.00	5,600.00	360.00	0.00	0.00	5,240.00	6.4
831.000 Contractual Repairs & Maint.	8,155.00	8,155.00	5,234.23	558.13	0.00	2,920.77	64.2
860.000 Travel & Training	7,100.00	7,100.00	2,230.47	1,479.47	0.00	4,869.53	31.4
865.000 Vehicle Allowance	4,800.00	4,800.00	1,200.00	400.00	0.00	3,600.00	25.0
870.000 Memberships & Dues	500.00	500.00	0.00	0.00	0.00	500.00	0.0
874.000 Retire. Costs - Blue Cross	0.00	0.00	1,250.00	250.00	0.00	-1,250.00	0.0
900.000 Printing & Publishing	1,100.00	1,100.00	183.32	0.00	0.00	916.68	16.7
930.000 Repairs & Maintenance	11,000.00	11,000.00	3,262.79	784.29	0.00	7,737.21	29.7
957.000 Motor Pool	31,930.00	31,930.00	7,982.49	2,660.83	0.00	23,947.51	25.0
970.000 Capital Outlay - under \$5,000	0.00	0.00	1,698.00	1,698.00	0.00	-1,698.00	0.0
985.000 Lease Purchase	1,800.00	1,800.00	353.94	117.98	0.00	1,446.06	19.7
<b>POLICE</b>	<b>1,053,503.00</b>	<b>1,053,503.00</b>	<b>279,159.10</b>	<b>84,870.41</b>	<b>0.00</b>	<b>774,343.90</b>	<b>26.5</b>

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
Expenditures							
Dept: 336 FIRE							
702.000 Salaries	445,256.00	445,256.00	102,763.15	34,254.38	0.00	342,492.85	23.1
704.000 Overtime	30,000.00	30,000.00	6,180.25	708.82	0.00	23,819.75	20.6
706.000 Part-Time	5,000.00	5,000.00	765.00	150.00	0.00	4,235.00	15.3
708.000 Holiday/Vacation/Sick Sellback	27,000.00	27,000.00	0.00	0.00	0.00	27,000.00	0.0
712.001 Costs - Social Security	310.00	310.00	47.43	9.30	0.00	262.57	15.3
712.002 Costs - Medicare	8,076.00	8,076.00	1,717.78	518.55	0.00	6,358.22	21.3
712.005 Costs - MERS Contribution	100,443.00	100,443.00	22,600.43	7,208.73	0.00	77,842.57	22.5
712.006 Costs - In Lieu of BC/BS	5,011.00	5,011.00	0.00	0.00	0.00	5,011.00	0.0
712.007 Costs - SUTA	1,608.00	1,608.00	11.02	2.16	0.00	1,596.98	0.7
712.009 Costs - Workers Compensation	17,825.00	17,825.00	5,549.23	1,278.66	0.00	12,275.77	31.1
712.010 Costs - Blue Cross Insurance	82,195.00	82,195.00	31,440.63	7,854.78	0.00	50,754.37	38.3
712.011 Costs - Life Insurance	1,938.00	1,938.00	683.56	170.89	0.00	1,254.44	35.3
712.013 Costs - HSA Contribution	21,000.00	21,000.00	23,839.67	0.00	0.00	-2,839.67	113.5
712.014 Costs - Dental Insurance	6,147.00	6,147.00	2,280.44	570.11	0.00	3,866.56	37.1
712.015 Costs - Vision / Ancillary	2,655.00	2,655.00	973.49	250.74	0.00	1,681.51	36.7
715.000 Uniform & Cleaning Allowance	6,000.00	6,000.00	1,623.69	0.00	0.00	4,376.31	27.1
716.000 Food Allowance	6,240.00	6,240.00	6,066.66	0.00	0.00	173.34	97.2
728.000 SUPPLIES - Operating	7,700.00	7,700.00	1,572.73	623.65	0.00	6,127.27	20.4
732.000 SUPPLIES - Medical	16,000.00	16,000.00	6,110.61	5,600.61	0.00	9,889.39	38.2
735.000 Periodicals & Publications	350.00	350.00	0.00	0.00	0.00	350.00	0.0
770.000 Vehicle Gas	8,600.00	8,600.00	1,672.19	533.79	0.00	6,927.81	19.4
790.000 Fire Prevention	2,200.00	2,200.00	1,860.00	1,860.00	0.00	340.00	84.5
801.000 Professional Services	18,800.00	18,800.00	4,818.45	1,857.77	0.00	13,981.55	25.6
831.000 Contractual Repairs & Maint.	4,300.00	4,300.00	2,220.28	2,163.72	0.00	2,079.72	51.6
860.000 Travel & Training	8,300.00	8,300.00	3,877.68	705.00	0.00	4,422.32	46.7
870.000 Memberships & Dues	400.00	400.00	0.00	0.00	0.00	400.00	0.0
873.000 Education	13,000.00	13,000.00	0.00	0.00	0.00	13,000.00	0.0
874.000 Retire. Costs - Blue Cross	15,000.00	15,000.00	5,000.00	1,250.00	0.00	10,000.00	33.3
900.000 Printing & Publishing	500.00	500.00	0.00	0.00	0.00	500.00	0.0
930.000 Repairs & Maintenance	12,100.00	12,100.00	5,923.19	741.39	0.00	6,176.81	49.0
942.000 Hydrant Rental	21,600.00	21,600.00	5,400.00	0.00	0.00	16,200.00	25.0
956.000 Mutual Aid	200.00	200.00	0.00	0.00	0.00	200.00	0.0
957.000 Motor Pool	63,860.00	63,860.00	15,965.01	5,321.67	0.00	47,894.99	25.0
970.000 Capital Outlay - under \$5,000	7,200.00	7,200.00	2,990.00	0.00	0.00	4,210.00	41.5
985.000 Lease Purchase	600.00	600.00	117.96	39.32	0.00	482.04	19.7
<b>FIRE</b>	<b>967,414.00</b>	<b>967,414.00</b>	<b>264,070.53</b>	<b>73,674.04</b>	<b>0.00</b>	<b>703,343.47</b>	<b>27.3</b>

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
Expenditures							
Dept: 441 PUBLIC WORKS							
702.000 Salaries	563,034.00	563,034.00	124,446.91	41,012.38	0.00	438,587.09	22.1
704.000 Overtime	27,000.00	27,000.00	8,424.35	1,516.50	0.00	18,575.65	31.2
706.000 Part-Time	29,120.00	29,120.00	12,880.00	4,292.00	0.00	16,240.00	44.2
708.000 Holiday/Vacation/Sick Sellback	9,000.00	9,000.00	1,283.75	790.79	0.00	7,716.25	14.3
712.001 Costs - Social Security	40,169.00	40,169.00	8,833.52	2,889.82	0.00	31,335.48	22.0
712.002 Costs - Medicare	9,394.00	9,394.00	2,065.94	675.86	0.00	7,328.06	22.0
712.004 Costs - ICMA Contribution	2,922.00	2,922.00	634.76	195.83	0.00	2,287.24	21.7
712.005 Costs - MERS Contribution	10,994.00	10,994.00	1,689.48	563.16	0.00	9,304.52	15.4
712.006 Costs - In Lieu of BC/BS	5,011.00	5,011.00	1,637.20	409.30	0.00	3,373.80	32.7
712.007 Costs - SUTA	2,198.00	2,198.00	185.48	61.81	0.00	2,012.52	8.4
712.009 Costs - Workers Compensation	37,578.00	37,578.00	11,859.21	2,991.24	0.00	25,718.79	31.6
712.010 Costs - Blue Cross Insurance	103,520.00	103,520.00	30,911.02	7,926.41	0.00	72,608.98	29.9
712.011 Costs - Life Insurance	2,270.00	2,270.00	670.32	170.73	0.00	1,599.68	29.5
712.013 Costs - HSA Contribution	28,500.00	28,500.00	22,500.00	0.00	0.00	6,000.00	78.9
712.014 Costs - Dental Insurance	7,766.00	7,766.00	2,251.37	577.40	0.00	5,514.63	29.0
712.015 Costs - Vision / Ancillary	4,071.00	4,071.00	1,268.50	324.50	0.00	2,802.50	31.2
715.000 Uniform & Cleaning Allowance	7,303.00	7,303.00	1,485.50	1,339.20	0.00	5,817.50	20.3
728.000 SUPPLIES - Operating	13,500.00	13,500.00	3,264.38	2,184.69	0.00	10,235.62	24.2
735.000 Periodicals & Publications	250.00	250.00	0.00	0.00	0.00	250.00	0.0
770.000 Vehicle Gas	72,750.00	72,750.00	9,247.45	2,975.63	0.00	63,502.55	12.7
801.000 Professional Services	3,560.00	3,560.00	0.00	0.00	0.00	3,560.00	0.0
831.000 Contractual Repairs & Maint.	10,450.00	10,450.00	6,242.68	5,050.01	0.00	4,207.32	59.7
860.000 Travel & Training	5,450.00	5,450.00	1,047.50	397.50	0.00	4,402.50	19.2
870.000 Memberships & Dues	400.00	400.00	0.00	0.00	0.00	400.00	0.0
874.000 Retire. Costs - Blue Cross	0.00	0.00	1,000.00	250.00	0.00	-1,000.00	0.0
900.000 Printing & Publishing	500.00	500.00	181.60	181.60	0.00	318.40	36.3
930.000 Repairs & Maintenance	78,000.00	78,000.00	15,699.21	14,713.82	0.00	62,300.79	20.1
955.000 Christmas Decorations	9,300.00	9,300.00	0.00	0.00	0.00	9,300.00	0.0
957.000 Motor Pool	74,160.00	74,160.00	18,540.00	6,180.00	0.00	55,620.00	25.0
985.000 Lease Purchase	1,560.00	1,560.00	379.59	125.90	0.00	1,180.41	24.3
<b>PUBLIC WORKS</b>	<b>1,159,730.00</b>	<b>1,159,730.00</b>	<b>288,629.72</b>	<b>97,796.08</b>	<b>0.00</b>	<b>871,100.28</b>	<b>24.9</b>

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
Expenditures							
Dept: 748 COMMUNITY DEVELOPMENT OFFICE							
702.000 Salaries	91,688.00	91,688.00	23,043.48	7,681.16	0.00	68,644.52	25.1
704.000 Overtime	250.00	250.00	0.00	0.00	0.00	250.00	0.0
712.001 Costs - Social Security	6,263.00	6,263.00	1,470.13	493.35	0.00	4,792.87	23.5
712.002 Costs - Medicare	1,465.00	1,465.00	343.79	115.37	0.00	1,121.21	23.5
712.005 Costs - MERS Contribution	6,677.00	6,677.00	2,156.34	718.78	0.00	4,520.66	32.3
712.007 Costs - SUTA	274.00	274.00	0.00	0.00	0.00	274.00	0.0
712.009 Costs - Workers Compensation	238.00	238.00	693.71	176.06	0.00	-455.71	291.5
712.010 Costs - Blue Cross Insurance	21,589.00	21,589.00	7,206.48	1,801.47	0.00	14,382.52	33.4
712.011 Costs - Life Insurance	227.00	227.00	75.60	18.90	0.00	151.40	33.3
712.013 Costs - HSA Contribution	6,000.00	6,000.00	6,000.00	0.00	0.00	0.00	100.0
712.014 Costs - Dental Insurance	1,619.00	1,619.00	524.04	131.01	0.00	1,094.96	32.4
712.015 Costs - Vision / Ancillary	708.00	708.00	236.00	59.00	0.00	472.00	33.3
728.000 SUPPLIES - Operating	3,650.00	3,650.00	324.19	50.00	0.00	3,325.81	8.9
735.000 Periodicals & Publications	250.00	250.00	32.00	32.00	0.00	218.00	12.8
831.000 Contractual Repairs & Maint.	2,400.00	2,400.00	1,264.51	29.87	0.00	1,135.49	52.7
860.000 Travel & Training	2,300.00	2,300.00	441.00	441.00	0.00	1,859.00	19.2
865.000 Vehicle Allowance	2,400.00	2,400.00	600.00	200.00	0.00	1,800.00	25.0
870.000 Memberships & Dues	400.00	400.00	0.00	0.00	0.00	400.00	0.0
900.000 Printing & Publishing	200.00	200.00	0.00	0.00	0.00	200.00	0.0
<b>COMMUNITY DEVELOPMENT OFFICE</b>	<b>148,598.00</b>	<b>148,598.00</b>	<b>44,411.27</b>	<b>11,947.97</b>	<b>0.00</b>	<b>104,186.73</b>	<b>29.9</b>

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
Expenditures							
Dept: 751 PARKS & RECREATION							
702.000 Salaries	86,611.00	86,611.00	20,137.21	6,710.40	0.00	66,473.79	23.3
704.000 Overtime	7,960.00	7,960.00	7,655.44	2,030.79	0.00	304.56	96.2
706.000 Part-Time	47,190.00	47,190.00	27,397.45	5,771.13	0.00	19,792.55	58.1
708.000 Holiday/Vacation/Sick Sellback	500.00	500.00	0.00	0.00	0.00	500.00	0.0
712.001 Costs - Social Security	8,820.00	8,820.00	3,342.13	873.20	0.00	5,477.87	37.9
712.002 Costs - Medicare	2,063.00	2,063.00	781.67	204.22	0.00	1,281.33	37.9
712.007 Costs - SUTA	1,907.00	1,907.00	394.53	83.09	0.00	1,512.47	20.7
712.009 Costs - Workers Compensation	3,998.00	3,998.00	1,992.30	384.50	0.00	2,005.70	49.8
712.010 Costs - Blue Cross Insurance	19,096.00	19,096.00	6,376.44	1,593.96	0.00	12,719.56	33.4
712.011 Costs - Life Insurance	302.00	302.00	100.80	25.20	0.00	201.20	33.4
712.013 Costs - HSA Contribution	6,000.00	6,000.00	6,000.00	0.00	0.00	0.00	100.0
712.014 Costs - Dental Insurance	1,439.00	1,439.00	465.84	116.46	0.00	973.16	32.4
712.015 Costs - Vision / Ancillary	708.00	708.00	236.00	59.00	0.00	472.00	33.3
715.000 Uniform & Cleaning Allowance	1,031.00	1,031.00	216.24	216.24	0.00	814.76	21.0
728.000 SUPPLIES - Operating	10,800.00	10,800.00	5,406.35	3,963.97	0.00	5,393.65	50.1
770.000 Vehicle Gas	6,000.00	6,000.00	3,618.98	952.59	0.00	2,381.02	60.3
801.000 Professional Services	500.00	500.00	0.00	0.00	0.00	500.00	0.0
831.000 Contractual Repairs & Maint.	22,500.00	22,500.00	10,243.19	9,460.51	0.00	12,256.81	45.5
860.000 Travel & Training	500.00	500.00	0.00	0.00	0.00	500.00	0.0
870.000 Memberships & Dues	250.00	250.00	0.00	0.00	0.00	250.00	0.0
900.000 Printing & Publishing	500.00	500.00	0.00	0.00	0.00	500.00	0.0
920.000 Gas	1,000.00	1,000.00	95.93	31.30	0.00	904.07	9.6
922.000 Water	13,000.00	13,000.00	8,483.91	1,658.00	0.00	4,516.09	65.3
925.000 Electric	20,000.00	20,000.00	6,597.45	2,350.64	0.00	13,402.55	33.0
930.000 Repairs & Maintenance	48,000.00	48,000.00	2,793.19	-9,173.98	0.00	45,206.81	5.8
957.000 Motor Pool	37,080.00	37,080.00	9,270.00	3,090.00	0.00	27,810.00	25.0
<b>PARKS &amp; RECREATION</b>	<b>347,755.00</b>	<b>347,755.00</b>	<b>121,605.05</b>	<b>30,401.22</b>	<b>0.00</b>	<b>226,149.95</b>	<b>35.0</b>

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
Expenditures							
Dept: 801 APPROPRIATIONS							
890.000 Alternatives for Area Youth	13,000.00	13,000.00	6,500.00	0.00	0.00	6,500.00	50.0
891.001 2-1-1	3,000.00	3,000.00	3,000.00	0.00	0.00	0.00	100.0
892.000 Alliance for Economic Success	46,518.00	46,518.00	11,629.50	0.00	0.00	34,888.50	25.0
893.000 Junior Baseball	3,500.00	3,500.00	3,500.00	0.00	0.00	0.00	100.0
893.500 MAPS Paine Pool	40,000.00	40,000.00	10,000.00	0.00	0.00	30,000.00	25.0
894.000 Manistee Recreation Assoc.	28,500.00	28,500.00	7,125.00	0.00	0.00	21,375.00	25.0
894.500 Manistee Saints	6,000.00	6,000.00	6,000.00	0.00	0.00	0.00	100.0
895.000 Man. Co. Historical Museum	10,500.00	10,500.00	5,250.00	0.00	0.00	5,250.00	50.0
896.000 PEG Studio	25,500.00	25,500.00	25,500.00	0.00	0.00	0.00	100.0
899.000 Veteran's Memorial Day	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
<b>APPROPRIATIONS</b>	<b>177,518.00</b>	<b>177,518.00</b>	<b>78,504.50</b>	<b>0.00</b>	<b>0.00</b>	<b>99,013.50</b>	<b>44.2</b>

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
Expenditures							
Expenditures	6,129,368.00	6,129,368.00	2,234,385.83	492,873.87	0.00	3,894,982.17	36.5
Net Effect for GENERAL FUND	-60,746.00	-60,746.00	1,844,238.06	848,758.61	0.00	-1,904,984.06	-3,036.0
Change in Fund Balance:			1,844,238.06				
Grand Total Net Effect:	-60,746.00	-60,746.00	1,844,238.06	848,758.61	0.00	-1,904,984.06	

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 573 - WATER &amp; SEWER UTILITY</b>							
Revenues							
Dept: 000							
539.000 State Grant Revenue	0.00	0.00	3,462.50	3,462.50	0.00	-3,462.50	0.0
608.000 Penalties	36,225.00	36,225.00	10,584.43	4,060.54	0.00	25,640.57	29.2
610.000 Water Ready to Serve	199,099.00	199,099.00	48,653.30	16,222.94	0.00	150,445.70	24.4
611.000 Sewer Ready to Serve	604,240.00	604,240.00	140,221.05	46,781.43	0.00	464,018.95	23.2
612.000 New Service	2,500.00	2,500.00	5,650.00	0.00	0.00	-3,150.00	226.0
626.000 Charge for Service	1,000.00	1,000.00	150.00	0.00	0.00	850.00	15.0
648.000 Water Sales	867,178.00	867,178.00	278,995.03	89,784.33	0.00	588,182.97	32.2
649.000 Sewer Sales	2,056,413.00	2,056,413.00	547,249.11	188,913.56	0.00	1,509,163.89	26.6
650.000 Meter Sales	3,500.00	3,500.00	2,824.00	256.00	0.00	676.00	80.7
664.000 Interest Income	1,500.00	1,500.00	1,107.44	408.14	0.00	392.56	73.8
667.000 Rental Income	69,922.00	69,922.00	10,580.00	5,290.00	0.00	59,342.00	15.1
669.000 Hydrant & Tunnel Rental	21,600.00	21,600.00	5,400.00	0.00	0.00	16,200.00	25.0
671.000 Other Revenue	3,500.00	3,500.00	1,820.00	510.00	0.00	1,680.00	52.0
676.000 Reimbursement	0.00	0.00	19,717.09	0.00	0.00	-19,717.09	0.0
680.000 Capital Cost Recovery	31,924.00	31,924.00	46,098.80	40,792.94	0.00	-14,174.80	144.4
699.000 Transfers In	457,680.00	457,680.00	0.00	0.00	0.00	457,680.00	0.0
Dept: 000	4,356,281.00	4,356,281.00	1,122,512.75	396,482.38	0.00	3,233,768.25	25.8

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 573 - WATER &amp; SEWER UTILITY</b>							
Revenues							
Revenues	4,356,281.00	4,356,281.00	1,122,512.75	396,482.38	0.00	3,233,768.25	25.8
Expenditures							
Dept: 100 GENERAL							
961.000 Utility Service Fee/COO	170,931.00	170,931.00	42,732.75	14,244.25	0.00	128,198.25	25.0
999.000 Transfers Out	457,680.00	457,680.00	212,326.44	0.00	0.00	245,353.56	46.4
GENERAL	628,611.00	628,611.00	255,059.19	14,244.25	0.00	373,551.81	40.6

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 573 - WATER &amp; SEWER UTILITY</b>							
Expenditures							
Dept: 541 ADMINISTRATION							
702.000 Salaries	68,625.00	68,625.00	9,657.60	3,219.20	0.00	58,967.40	14.1
704.000 Overtime	1,200.00	1,200.00	135.81	45.27	0.00	1,064.19	11.3
712.001 Costs - Social Security	4,576.00	4,576.00	612.04	204.02	0.00	3,963.96	13.4
712.002 Costs - Medicare	1,070.00	1,070.00	143.15	47.72	0.00	926.85	13.4
712.005 Costs - MERS Contribution	3,984.00	3,984.00	893.16	297.72	0.00	3,090.84	22.4
712.007 Costs - SUTA	274.00	274.00	0.00	0.00	0.00	274.00	0.0
712.009 Costs - Workers Compensation	1,055.00	1,055.00	55.68	13.95	0.00	999.32	5.3
712.010 Costs - Blue Cross Insurance	15,569.00	15,569.00	3,188.22	796.98	0.00	12,380.78	20.5
712.011 Costs - Life Insurance	265.00	265.00	37.80	9.45	0.00	227.20	14.3
712.013 Costs - HSA Contribution	4,500.00	4,500.00	3,000.00	0.00	0.00	1,500.00	66.7
712.014 Costs - Dental Insurance	1,170.00	1,170.00	232.92	58.23	0.00	937.08	19.9
712.015 Costs - Vision / Ancillary	531.00	531.00	118.00	29.50	0.00	413.00	22.2
728.000 SUPPLIES - Operating	10,900.00	10,900.00	623.53	308.49	0.00	10,276.47	5.7
735.000 Periodicals & Publications	150.00	150.00	0.00	0.00	0.00	150.00	0.0
801.000 Professional Services	5,000.00	5,000.00	1,634.00	0.00	0.00	3,366.00	32.7
820.000 Administration	320,496.00	320,496.00	80,124.00	26,708.00	0.00	240,372.00	25.0
831.000 Contractual Repairs & Maint.	4,300.00	4,300.00	334.00	334.00	0.00	3,966.00	7.8
850.000 Phone	8,000.00	8,000.00	5,870.19	1,940.49	0.00	2,129.81	73.4
860.000 Travel & Training	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
870.000 Memberships & Dues	300.00	300.00	0.00	0.00	0.00	300.00	0.0
900.000 Printing & Publishing	6,000.00	6,000.00	570.80	250.80	0.00	5,429.20	9.5
960.000 Bank Charges	8,000.00	8,000.00	2,362.15	770.85	0.00	5,637.85	29.5
970.000 Capital Outlay - under \$5,000	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
<b>ADMINISTRATION</b>	<b>469,965.00</b>	<b>469,965.00</b>	<b>109,593.05</b>	<b>35,034.67</b>	<b>0.00</b>	<b>360,371.95</b>	<b>23.3</b>

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 573 - WATER &amp; SEWER UTILITY</b>							
Expenditures							
Dept: 542 WATER OPERATION							
702.000 Salaries	131,560.00	131,560.00	24,957.61	9,804.81	0.00	106,602.39	19.0
704.000 Overtime	22,242.00	22,242.00	5,848.89	1,998.24	0.00	16,393.11	26.3
708.000 Holiday/Vacation/Sick Sellback	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
712.001 Costs - Social Security	8,602.00	8,602.00	1,815.51	701.07	0.00	6,786.49	21.1
712.002 Costs - Medicare	2,012.00	2,012.00	424.60	163.95	0.00	1,587.40	21.1
712.005 Costs - MERS Contribution	0.00	0.00	944.57	338.00	0.00	-944.57	0.0
712.007 Costs - SUTA	410.00	410.00	64.37	42.78	0.00	345.63	15.7
712.009 Costs - Workers Compensation	4,859.00	4,859.00	1,448.55	381.00	0.00	3,410.45	29.8
712.010 Costs - Blue Cross Insurance	25,515.00	25,515.00	11,766.75	3,013.47	0.00	13,748.25	46.1
712.011 Costs - Life Insurance	454.00	454.00	138.60	37.80	0.00	315.40	30.5
712.013 Costs - HSA Contribution	7,500.00	7,500.00	8,500.00	0.00	0.00	-1,000.00	113.3
712.014 Costs - Dental Insurance	1,739.00	1,739.00	858.81	218.34	0.00	880.19	49.4
712.015 Costs - Vision / Ancillary	1,062.00	1,062.00	324.50	88.50	0.00	737.50	30.6
715.000 Uniform & Cleaning Allowance	1,455.00	1,455.00	526.29	398.60	0.00	928.71	36.2
728.000 SUPPLIES - Operating	3,750.00	3,750.00	1,198.69	719.05	0.00	2,551.31	32.0
745.000 Chemicals	35,500.00	35,500.00	10,249.80	10,249.80	0.00	25,250.20	28.9
750.000 Meters	45,000.00	45,000.00	908.24	70.74	0.00	44,091.76	2.0
770.000 Vehicle Gas	7,500.00	7,500.00	1,930.55	549.18	0.00	5,569.45	25.7
801.000 Professional Services	28,000.00	28,000.00	3,350.00	0.00	0.00	24,650.00	12.0
822.000 Insurance	3,500.00	3,500.00	5,230.92	0.00	0.00	-1,730.92	149.5
824.000 Lab Testing	9,000.00	9,000.00	3,621.71	2,246.45	0.00	5,378.29	40.2
831.000 Contractual Repairs & Maint.	57,000.00	57,000.00	17,071.29	16,821.29	0.00	39,928.71	29.9
860.000 Travel & Training	2,500.00	2,500.00	360.00	360.00	0.00	2,140.00	14.4
870.000 Memberships & Dues	525.00	525.00	404.25	0.00	0.00	120.75	77.0
925.000 Electric	70,000.00	70,000.00	18,913.82	5,967.88	0.00	51,086.18	27.0
930.000 Repairs & Maintenance	58,900.00	58,900.00	66,613.49	65,793.34	0.00	-7,713.49	113.1
957.000 Motor Pool	36,050.00	36,050.00	9,012.51	3,004.17	0.00	27,037.49	25.0
970.000 Capital Outlay - under \$5,000	20,800.00	20,800.00	5,640.00	5,640.00	0.00	15,160.00	27.1
<b>WATER OPERATION</b>	<b>587,435.00</b>	<b>587,435.00</b>	<b>202,124.32</b>	<b>128,608.46</b>	<b>0.00</b>	<b>385,310.68</b>	<b>34.4</b>

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 573 - WATER &amp; SEWER UTILITY</b>							
Expenditures							
Dept: 543 SEWER - WWTP							
702.000 Salaries	175,365.00	175,365.00	29,352.00	9,784.00	0.00	146,013.00	16.7
704.000 Overtime	12,602.00	12,602.00	5,893.34	1,953.81	0.00	6,708.66	46.8
708.000 Holiday/Vacation/Sick Sellback	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
712.001 Costs - Social Security	11,493.00	11,493.00	2,107.01	701.68	0.00	9,385.99	18.3
712.002 Costs - Medicare	2,688.00	2,688.00	492.79	164.11	0.00	2,195.21	18.3
712.007 Costs - SUTA	547.00	547.00	0.00	0.00	0.00	547.00	0.0
712.009 Costs - Workers Compensation	4,250.00	4,250.00	957.60	241.16	0.00	3,292.40	22.5
712.010 Costs - Blue Cross Insurance	31,934.00	31,934.00	6,638.44	1,659.49	0.00	25,295.56	20.8
712.011 Costs - Life Insurance	605.00	605.00	151.20	37.80	0.00	453.80	25.0
712.013 Costs - HSA Contribution	9,000.00	9,000.00	6,000.00	0.00	0.00	3,000.00	66.7
712.014 Costs - Dental Insurance	2,399.00	2,399.00	485.20	121.30	0.00	1,913.80	20.2
712.015 Costs - Vision / Ancillary	1,416.00	1,416.00	354.00	88.50	0.00	1,062.00	25.0
715.000 Uniform & Cleaning Allowance	3,728.00	3,728.00	345.24	230.16	0.00	3,382.76	9.3
728.000 SUPPLIES - Operating	25,040.00	25,040.00	5,048.58	3,058.58	0.00	19,991.42	20.2
745.000 Chemicals	30,000.00	30,000.00	4,946.12	4,946.12	0.00	25,053.88	16.5
770.000 Vehicle Gas	4,250.00	4,250.00	745.46	199.69	0.00	3,504.54	17.5
801.000 Professional Services	24,500.00	24,500.00	10,022.40	10,022.40	0.00	14,477.60	40.9
822.000 Insurance	20,000.00	20,000.00	23,088.42	0.00	0.00	-3,088.42	115.4
824.000 Lab Testing	10,900.00	10,900.00	1,060.00	665.00	0.00	9,840.00	9.7
831.000 Contractual Repairs & Maint.	73,000.00	73,000.00	11,175.97	7,539.30	0.00	61,824.03	15.3
860.000 Travel & Training	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
870.000 Memberships & Dues	600.00	600.00	65.00	0.00	0.00	535.00	10.8
920.000 Gas	21,000.00	21,000.00	2,661.56	863.09	0.00	18,338.44	12.7
925.000 Electric	117,000.00	117,000.00	38,009.15	12,426.03	0.00	78,990.85	32.5
930.000 Repairs & Maintenance	86,500.00	86,500.00	12,663.37	8,806.56	0.00	73,836.63	14.6
957.000 Motor Pool	36,050.00	36,050.00	9,012.51	3,004.17	0.00	27,037.49	25.0
<b>SEWER - WWTP</b>	<b>710,867.00</b>	<b>710,867.00</b>	<b>171,275.36</b>	<b>66,512.95</b>	<b>0.00</b>	<b>539,591.64</b>	<b>24.1</b>

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 573 - WATER &amp; SEWER UTILITY</b>							
Expenditures							
Dept: 544 SEWER COLLECTION (STREETS)							
702.000 Salaries	41,746.00	41,746.00	9,633.60	3,211.20	0.00	32,112.40	23.1
704.000 Overtime	1,750.00	1,750.00	453.90	67.74	0.00	1,296.10	25.9
708.000 Holiday/Vacation/Sick Sellback	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
712.001 Costs - Social Security	2,890.00	2,890.00	580.23	188.23	0.00	2,309.77	20.1
712.002 Costs - Medicare	676.00	676.00	135.71	44.03	0.00	540.29	20.1
712.007 Costs - SUTA	137.00	137.00	0.00	0.00	0.00	137.00	0.0
712.009 Costs - Workers Compensation	1,544.00	1,544.00	478.81	117.88	0.00	1,065.19	31.0
712.010 Costs - Blue Cross Insurance	12,041.00	12,041.00	4,018.26	1,004.49	0.00	8,022.74	33.4
712.011 Costs - Life Insurance	151.00	151.00	50.40	12.60	0.00	100.60	33.4
712.013 Costs - HSA Contribution	3,000.00	3,000.00	3,000.00	0.00	0.00	0.00	100.0
712.014 Costs - Dental Insurance	900.00	900.00	291.12	72.78	0.00	608.88	32.3
712.015 Costs - Vision / Ancillary	354.00	354.00	118.00	29.50	0.00	236.00	33.3
715.000 Uniform & Cleaning Allowance	2,366.00	2,366.00	288.37	242.37	0.00	2,077.63	12.2
728.000 SUPPLIES - Operating	5,000.00	5,000.00	76.88	58.90	0.00	4,923.12	1.5
745.000 Chemicals	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
801.000 Professional Services	35,000.00	35,000.00	0.00	0.00	0.00	35,000.00	0.0
831.000 Contractual Repairs & Maint.	15,300.00	15,300.00	0.00	0.00	0.00	15,300.00	0.0
860.000 Travel & Training	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
930.000 Repairs & Maintenance	18,000.00	18,000.00	812.81	181.80	0.00	17,187.19	4.5
957.000 Motor Pool	36,050.00	36,050.00	9,012.48	3,004.16	0.00	27,037.52	25.0
970.000 Capital Outlay - under \$5,000	4,800.00	4,800.00	400.00	400.00	0.00	4,400.00	8.3
<b>SEWER COLLECTION (STREETS)</b>	<b>188,205.00</b>	<b>188,205.00</b>	<b>29,350.57</b>	<b>8,635.68</b>	<b>0.00</b>	<b>158,854.43</b>	<b>15.6</b>

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 573 - WATER &amp; SEWER UTILITY</b>							
Expenditures							
Dept: 574 DEBT SERVICE							
960.000 Bank Charges	1,500.00	1,500.00	802.50	0.00	0.00	697.50	53.5
995.003 1997 B SRF Bond Interest	1,463.00	1,463.00	731.25	0.00	0.00	731.75	50.0
995.005 1998 B SRF Bond Interest	12,488.00	12,488.00	7,087.50	0.00	0.00	5,400.50	56.8
995.007 1999 B SRF Bond Interest	18,688.00	18,688.00	10,125.00	0.00	0.00	8,563.00	54.2
995.008 2005 W/S Refunding Interest	133,283.00	133,283.00	0.00	0.00	0.00	133,283.00	0.0
995.009 2006 SRF Bond Interest	28,393.00	28,393.00	14,196.57	0.00	0.00	14,196.43	50.0
995.010 2010 SRF Bond Interest	13,402.00	13,402.00	6,888.44	0.00	0.00	6,513.56	51.4
995.011 2010 DWRP Bond Interest	9,375.00	9,375.00	4,812.50	0.00	0.00	4,562.50	51.3
995.012 2010 Capital Imp Bond Interest	127,588.00	127,588.00	0.00	0.00	0.00	127,588.00	0.0
995.013 2011 SRF Bond Interest	27,769.00	27,769.00	13,884.68	0.00	0.00	13,884.32	50.0
995.014 2011 DWRP Bond Interest	9,314.00	9,314.00	4,656.94	0.00	0.00	4,657.06	50.0
995.015 2015 W/S Revenue Bond - Int	86,250.00	86,250.00	0.00	0.00	0.00	86,250.00	0.0
<b>DEBT SERVICE</b>	<b>469,513.00</b>	<b>469,513.00</b>	<b>63,185.38</b>	<b>0.00</b>	<b>0.00</b>	<b>406,327.62</b>	<b>13.5</b>

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 573 - WATER &amp; SEWER UTILITY</b>							
Expenditures							
Dept: 903 CAPITAL OUTLAY - over \$5,000							
987.002 2015 RenPk PS Generator	0.00	0.00	6,600.00	0.00	0.00	-6,600.00	0.0
987.003 2015 Industrial Park PS Upgrad	0.00	0.00	2,038.41	2,038.41	0.00	-2,038.41	0.0
987.004 2015 Sweetnam PS Upgrades	0.00	0.00	1,457.14	1,457.14	0.00	-1,457.14	0.0
987.006 2015 Riverbank Sewer Line	0.00	0.00	6,010.55	6,010.55	0.00	-6,010.55	0.0
987.007 2015 Sixth Ave Pump Station	0.00	0.00	6,729.92	6,729.92	0.00	-6,729.92	0.0
987.008 2015 Flow Monitoring	0.00	0.00	7,085.38	7,085.38	0.00	-7,085.38	0.0
CAPITAL OUTLAY - over \$5,000	0.00	0.00	29,921.40	23,321.40	0.00	-29,921.40	0.0

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 573 - WATER &amp; SEWER UTILITY</b>							
Expenditures							
Expenditures	3,054,596.00	3,054,596.00	860,509.27	276,357.41	0.00	2,194,086.73	28.2
Net Effect for WATER & SEWER UTILITY	1,301,685.00	1,301,685.00	262,003.48	120,124.97	0.00	1,039,681.52	20.1
Change in Fund Balance:			262,003.48				
Grand Total Net Effect:	1,301,685.00	1,301,685.00	262,003.48	120,124.97	0.00	1,039,681.52	

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 202 - MAJOR STREET FUND</b>							
Revenues							
Dept: 000							
539.000 State Grant Revenue	5,839.00	5,839.00	5,838.55	0.00	0.00	0.45	100.0
576.000 Act 51 Revenue	385,000.00	385,000.00	104,050.97	40,647.88	0.00	280,949.03	27.0
626.000 Charge for Service	185,000.00	185,000.00	26,757.88	0.00	0.00	158,242.12	14.5
664.000 Interest Income	100.00	100.00	83.21	24.26	0.00	16.79	83.2
699.000 Transfers In	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
Dept: 000	585,939.00	585,939.00	136,730.61	40,672.14	0.00	449,208.39	23.3
Revenues	585,939.00	585,939.00	136,730.61	40,672.14	0.00	449,208.39	23.3
Expenditures							
Dept: 000							
728.000 SUPPLIES - Operating	500.00	500.00	0.00	0.00	0.00	500.00	0.0
935.000 Traffic Services	12,000.00	12,000.00	232.65	232.65	0.00	11,767.35	1.9
936.000 Preservation Streets	150,000.00	150,000.00	35,521.96	14,090.70	0.00	114,478.04	23.7
937.000 Routine Maintenance Bridges	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
938.000 Winter Maintenance Streets	177,000.00	177,000.00	24,249.99	8,083.33	0.00	152,750.01	13.7
999.000 Transfers Out	191,369.00	191,369.00	62,836.70	0.00	0.00	128,532.30	32.8
Dept: 000	535,869.00	535,869.00	122,841.30	22,406.68	0.00	413,027.70	22.9
Expenditures	535,869.00	535,869.00	122,841.30	22,406.68	0.00	413,027.70	22.9
Net Effect for MAJOR STREET FUND	50,070.00	50,070.00	13,889.31	18,265.46	0.00	36,180.69	27.7
Change in Fund Balance:			13,889.31				
Grand Total Net Effect:	50,070.00	50,070.00	13,889.31	18,265.46	0.00	36,180.69	

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 203 - LOCAL STREET FUND</b>							
Revenues							
Dept: 000							
539.000 State Grant Revenue	5,839.00	5,839.00	5,838.55	0.00	0.00	0.45	100.0
576.000 Act 51 Revenue	138,000.00	138,000.00	36,105.97	14,110.42	0.00	101,894.03	26.2
664.000 Interest Income	80.00	80.00	16.90	5.01	0.00	63.10	21.1
676.000 Reimbursement	140,000.00	140,000.00	0.00	0.00	0.00	140,000.00	0.0
699.000 Transfers In	368,369.00	368,369.00	62,836.70	0.00	0.00	305,532.30	17.1
Dept: 000	652,288.00	652,288.00	104,798.12	14,115.43	0.00	547,489.88	16.1
Revenues	652,288.00	652,288.00	104,798.12	14,115.43	0.00	547,489.88	16.1
Expenditures							
Dept: 000							
728.000 SUPPLIES - Operating	500.00	500.00	304.80	0.00	0.00	195.20	61.0
935.000 Traffic Services	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
936.000 Preservation Streets	482,800.00	482,800.00	16,034.35	8,201.01	0.00	466,765.65	3.3
938.000 Winter Maintenance Streets	77,500.00	77,500.00	8,499.99	2,833.33	0.00	69,000.01	11.0
999.000 Transfers Out	81,369.00	81,369.00	62,836.70	0.00	0.00	18,532.30	77.2
Dept: 000	647,169.00	647,169.00	87,675.84	11,034.34	0.00	559,493.16	13.5
Expenditures	647,169.00	647,169.00	87,675.84	11,034.34	0.00	559,493.16	13.5
Net Effect for LOCAL STREET FUND	5,119.00	5,119.00	17,122.28	3,081.09	0.00	-12,003.28	334.5
Change in Fund Balance:			17,122.28				
Grand Total Net Effect:	5,119.00	5,119.00	17,122.28	3,081.09	0.00	-12,003.28	

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 594 - MARINA FUND</b>							
Revenues							
Dept: 000							
642.000 Sales	3,500.00	3,500.00	1,757.50	432.50	0.00	1,742.50	50.2
645.000 Charge for Sales - Fuel	90,900.00	90,900.00	77,318.68	18,239.24	0.00	13,581.32	85.1
646.000 Charge for Sales - Dockage	75,000.00	75,000.00	44,286.00	9,842.00	0.00	30,714.00	59.0
664.000 Interest Income	50.00	50.00	0.86	0.33	0.00	49.14	1.7
667.000 Rental Income	2,000.00	2,000.00	770.00	450.00	0.00	1,230.00	38.5
699.000 Transfers In	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	0.0
Dept: 000	211,450.00	211,450.00	124,133.04	28,964.07	0.00	87,316.96	58.7
Revenues	211,450.00	211,450.00	124,133.04	28,964.07	0.00	87,316.96	58.7
Expenditures							
Dept: 000							
704.000 Overtime	500.00	500.00	0.00	0.00	0.00	500.00	0.0
706.000 Part-Time	25,000.00	25,000.00	15,806.05	4,732.77	0.00	9,193.95	63.2
712.001 Costs - Social Security	1,581.00	1,581.00	979.97	293.43	0.00	601.03	62.0
712.002 Costs - Medicare	370.00	370.00	229.19	68.62	0.00	140.81	61.9
712.007 Costs - SUTA	367.00	367.00	256.02	68.17	0.00	110.98	69.8
712.009 Costs - Workers Compensation	895.00	895.00	668.06	167.54	0.00	226.94	74.6
728.000 SUPPLIES - Operating	7,500.00	7,500.00	2,774.32	1,310.13	0.00	4,725.68	37.0
730.000 SUPPLIES - Fuel	81,990.00	81,990.00	67,901.45	20,825.15	0.00	14,088.55	82.8
801.000 Professional Services	500.00	500.00	0.00	0.00	0.00	500.00	0.0
820.000 Administration	10,573.00	10,573.00	2,643.25	0.00	0.00	7,929.75	25.0
822.000 Insurance	1,750.00	1,750.00	1,664.42	0.00	0.00	85.58	95.1
831.000 Contractual Repairs & Maint.	3,500.00	3,500.00	980.93	510.32	0.00	2,519.07	28.0
892.500 Marketing	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
920.000 Gas	1,400.00	1,400.00	219.76	65.61	0.00	1,180.24	15.7
922.000 Water	8,000.00	8,000.00	3,236.85	1,404.15	0.00	4,763.15	40.5
925.000 Electric	15,000.00	15,000.00	3,610.67	1,163.63	0.00	11,389.33	24.1
930.000 Repairs & Maintenance	3,000.00	3,000.00	890.96	8.16	0.00	2,109.04	29.7
958.000 Sales Tax	4,000.00	4,000.00	3,313.69	2,169.21	0.00	686.31	82.8
960.000 Bank Charges	8,500.00	8,500.00	3,910.39	518.75	0.00	4,589.61	46.0
Dept: 000	178,426.00	178,426.00	109,085.98	33,305.64	0.00	69,340.02	61.1
Dept: 574 DEBT SERVICE							
998.001 Marina Bldg - Interest	9,581.00	9,581.00	0.00	0.00	0.00	9,581.00	0.0
998.003 Interest - Internal Loan	5,540.00	5,540.00	0.00	0.00	0.00	5,540.00	0.0
DEBT SERVICE	15,121.00	15,121.00	0.00	0.00	0.00	15,121.00	0.0
Expenditures	193,547.00	193,547.00	109,085.98	33,305.64	0.00	84,461.02	56.4
Net Effect for MARINA FUND	17,903.00	17,903.00	15,047.06	-4,341.57	0.00	2,855.94	84.0
Change in Fund Balance:			15,047.06				
Grand Total Net Effect:	17,903.00	17,903.00	15,047.06	-4,341.57	0.00	2,855.94	

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 296 - RAMSDELL THEATRE</b>							
Revenues							
Dept: 000							
652.000 Sales - Movies/Opera	6,653.00	6,653.00	0.00	0.00	0.00	6,653.00	0.0
653.000 Sales - Performances	31,875.00	31,875.00	10,136.20	4,500.50	0.00	21,738.80	31.8
664.000 Interest Income	50.00	50.00	2.08	0.71	0.00	47.92	4.2
667.000 Rental Income	22,440.00	22,440.00	1,762.41	110.00	0.00	20,677.59	7.9
667.001 Rental Income - Ballroom	27,000.00	27,000.00	8,575.00	3,375.00	0.00	18,425.00	31.8
667.002 Rental Income - Theatre	4,700.00	4,700.00	0.00	0.00	0.00	4,700.00	0.0
667.003 Rental Income - Hardy Hall	1,600.00	1,600.00	150.00	150.00	0.00	1,450.00	9.4
671.000 Other Revenue	0.00	0.00	2,000.00	0.00	0.00	-2,000.00	0.0
674.000 Contributions/Donations	10,000.00	10,000.00	20.00	0.00	0.00	9,980.00	0.2
699.000 Transfers In	268,830.00	268,830.00	94,444.98	0.00	0.00	174,385.02	35.1
Dept: 000	373,148.00	373,148.00	117,090.67	8,136.21	0.00	256,057.33	31.4
Revenues	373,148.00	373,148.00	117,090.67	8,136.21	0.00	256,057.33	31.4
Expenditures							
Dept: 000							
702.000 Salaries	47,777.00	47,777.00	11,025.42	3,675.14	0.00	36,751.58	23.1
706.000 Part-Time	13,580.00	13,580.00	3,493.50	1,078.50	0.00	10,086.50	25.7
712.001 Costs - Social Security	3,804.00	3,804.00	931.08	305.03	0.00	2,872.92	24.5
712.002 Costs - Medicare	890.00	890.00	217.76	71.34	0.00	672.24	24.5
712.005 Costs - MERS Contribution	4,357.00	4,357.00	1,005.54	335.18	0.00	3,351.46	23.1
712.007 Costs - SUTA	137.00	137.00	50.30	15.53	0.00	86.70	36.7
712.009 Costs - Workers Compensation	2,158.00	2,158.00	194.76	35.65	0.00	1,963.24	9.0
712.010 Costs - Blue Cross Insurance	9,548.00	9,548.00	3,188.22	796.98	0.00	6,359.78	33.4
712.011 Costs - Life Insurance	113.00	113.00	86.96	21.74	0.00	26.04	77.0
712.013 Costs - HSA Contribution	3,000.00	3,000.00	3,000.00	0.00	0.00	0.00	100.0
712.014 Costs - Dental Insurance	720.00	720.00	232.92	58.23	0.00	487.08	32.4
712.015 Costs - Vision / Ancillary	354.00	354.00	118.00	29.50	0.00	236.00	33.3
728.000 SUPPLIES - Operating	10,000.00	10,000.00	815.38	481.34	0.00	9,184.62	8.2
752.000 Ramsdell - Movie / Opera Expen	4,090.00	4,090.00	0.00	0.00	0.00	4,090.00	0.0
753.000 Ramsdell - Performance Expense	28,381.00	28,381.00	11,001.89	2,498.84	0.00	17,379.11	38.8
801.000 Professional Services	8,500.00	8,500.00	10,000.00	10,000.00	0.00	-1,500.00	117.6
822.000 Insurance	2,000.00	2,000.00	4,159.67	0.00	0.00	-2,159.67	208.0
831.000 Contractual Repairs & Maint.	18,000.00	18,000.00	2,024.76	1,341.66	0.00	15,975.24	11.2
850.000 Phone	600.00	600.00	495.86	162.76	0.00	104.14	82.6
860.000 Travel & Training	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
870.000 Memberships & Dues	485.00	485.00	0.00	0.00	0.00	485.00	0.0
892.500 Marketing	5,000.00	5,000.00	388.00	70.00	0.00	4,612.00	7.8
900.000 Printing & Publishing	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
901.000 Postage	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
920.000 Gas	14,000.00	14,000.00	614.80	287.22	0.00	13,385.20	4.4
922.000 Water	480.00	480.00	140.04	46.68	0.00	339.96	29.2
925.000 Electric	15,000.00	15,000.00	4,746.92	1,464.14	0.00	10,253.08	31.6
930.000 Repairs & Maintenance	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
970.000 Capital Outlay - under \$5,000	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
Dept: 000	212,974.00	212,974.00	57,931.78	22,775.46	0.00	155,042.22	27.2
Dept: 574 DEBT SERVICE							
998.000 Ramsdell Theatre Roof - Int	3,147.00	3,147.00	1,045.55	0.00	0.00	2,101.45	33.2
998.002 Ramsdell Theatre HVAC - Intere	36,412.00	36,412.00	18,534.05	0.00	0.00	17,877.95	50.9
DEBT SERVICE	39,559.00	39,559.00	19,579.60	0.00	0.00	19,979.40	49.5
Expenditures	252,533.00	252,533.00	77,511.38	22,775.46	0.00	175,021.62	30.7
Net Effect for RAMSDELL THEATRE	120,615.00	120,615.00	39,579.29	-14,639.25	0.00	81,035.71	32.8
Change in Fund Balance:			39,579.29				

REVENUE/EXPENDITURE REPORT

City of Manistee

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For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Grand Total Net Effect:	120,615.00	120,615.00	39,579.29	-14,639.25	0.00	81,035.71	

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REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 508 - BOAT RAMP FUND</b>							
Revenues							
Dept: 000							
642.000 Sales	34,000.00	34,000.00	20,370.00	5,840.00	0.00	13,630.00	59.9
664.000 Interest Income	10.00	10.00	0.73	0.26	0.00	9.27	7.3
Dept: 000	34,010.00	34,010.00	20,370.73	5,840.26	0.00	13,639.27	59.9
Revenues	34,010.00	34,010.00	20,370.73	5,840.26	0.00	13,639.27	59.9
Expenditures							
Dept: 000							
728.000 SUPPLIES - Operating	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
801.000 Professional Services	500.00	500.00	0.00	0.00	0.00	500.00	0.0
820.000 Administration	2,381.00	2,381.00	2,381.00	0.00	0.00	0.00	100.0
850.000 Phone	330.00	330.00	290.01	92.01	0.00	39.99	87.9
892.500 Marketing	500.00	500.00	0.00	0.00	0.00	500.00	0.0
922.000 Water	1,600.00	1,600.00	605.88	211.95	0.00	994.12	37.9
925.000 Electric	3,500.00	3,500.00	1,463.59	547.65	0.00	2,036.41	41.8
930.000 Repairs & Maintenance	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
960.000 Bank Charges	600.00	600.00	278.51	117.07	0.00	321.49	46.4
970.000 Capital Outlay - under \$5,000	800.00	800.00	0.00	0.00	0.00	800.00	0.0
Dept: 000	13,711.00	13,711.00	5,018.99	968.68	0.00	8,692.01	36.6
Dept: 574 DEBT SERVICE							
998.003 Interest - Internal Loan	1,897.00	1,897.00	0.00	0.00	0.00	1,897.00	0.0
DEBT SERVICE	1,897.00	1,897.00	0.00	0.00	0.00	1,897.00	0.0
Expenditures	15,608.00	15,608.00	5,018.99	968.68	0.00	10,589.01	32.2
Net Effect for BOAT RAMP FUND	18,402.00	18,402.00	15,351.74	4,871.58	0.00	3,050.26	83.4
Change in Fund Balance:			15,351.74				
Grand Total Net Effect:	18,402.00	18,402.00	15,351.74	4,871.58	0.00	3,050.26	

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 226 - CITY REFUSE FUND</b>							
Revenues							
Dept: 000							
402.000 Real & Personal Property Tax	197,300.00	197,300.00	187,393.11	69,212.33	0.00	9,906.89	95.0
411.000 Delinq Real Property Tax	10,380.00	10,380.00	136.71	0.00	0.00	10,243.29	1.3
420.000 Delinq Personal Property Tax	200.00	200.00	180.23	23.46	0.00	19.77	90.1
626.000 Charge for Service	233,200.00	233,200.00	58,624.70	19,567.00	0.00	174,575.30	25.1
643.000 Yard Bags	12,250.00	12,250.00	2,628.00	1,268.00	0.00	9,622.00	21.5
644.000 Trash Bags	1,000.00	1,000.00	512.50	266.25	0.00	487.50	51.3
664.000 Interest Income	150.00	150.00	15.20	5.63	0.00	134.80	10.1
Dept: 000	454,480.00	454,480.00	249,490.45	90,342.67	0.00	204,989.55	54.9
Revenues	454,480.00	454,480.00	249,490.45	90,342.67	0.00	204,989.55	54.9
Expenditures							
Dept: 000							
728.000 SUPPLIES - Operating	2,500.00	2,500.00	132.45	0.00	0.00	2,367.55	5.3
755.000 Yard Bags	15,000.00	15,000.00	4,612.80	4,612.80	0.00	10,387.20	30.8
820.000 Administration	31,814.00	31,814.00	7,953.50	0.00	0.00	23,860.50	25.0
826.000 Refuse Contract Fees	331,593.00	331,593.00	61,548.71	61,548.71	0.00	270,044.29	18.6
827.000 Municipal Refuse Fees	24,000.00	24,000.00	3,069.90	1,677.38	0.00	20,930.10	12.8
828.000 Trash Haul Contract Fees	26,000.00	26,000.00	0.00	0.00	0.00	26,000.00	0.0
829.000 Trash Haul City	18,000.00	18,000.00	0.00	0.00	0.00	18,000.00	0.0
829.001 Yard Waste Contract Fees	8,000.00	8,000.00	0.00	0.00	0.00	8,000.00	0.0
829.002 Yard Waste City	36,000.00	36,000.00	9,000.00	3,000.00	0.00	27,000.00	25.0
Dept: 000	492,907.00	492,907.00	86,317.36	70,838.89	0.00	406,589.64	17.5
Expenditures	492,907.00	492,907.00	86,317.36	70,838.89	0.00	406,589.64	17.5
Net Effect for CITY REFUSE FUND	-38,427.00	-38,427.00	163,173.09	19,503.78	0.00	-201,600.09	-424.6
Change in Fund Balance:			163,173.09				
Grand Total Net Effect:	-38,427.00	-38,427.00	163,173.09	19,503.78	0.00	-201,600.09	

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 245 - OIL &amp; GAS FUND</b>							
Revenues							
Dept: 000							
664.000 Interest Income	250,000.00	250,000.00	56,949.13	56,948.53	0.00	193,050.87	22.8
665.001 Unrealized Gain\Losson Investm	275,000.00	275,000.00	-676,624.57	-676,624.57	0.00	951,624.57	-246.0
666.000 Oil Royalties	80,000.00	80,000.00	7,249.15	4,013.60	0.00	72,750.85	9.1
Dept: 000	605,000.00	605,000.00	-612,426.29	-615,662.44	0.00	1,217,426.29	-101.2
Revenues	605,000.00	605,000.00	-612,426.29	-615,662.44	0.00	1,217,426.29	-101.2
Expenditures							
Dept: 000							
728.000 SUPPLIES - Operating	200.00	200.00	0.00	0.00	0.00	200.00	0.0
801.000 Professional Services	52,000.00	52,000.00	13,278.45	13,278.45	0.00	38,721.55	25.5
999.000 Transfers Out	457,680.00	457,680.00	57,680.00	0.00	0.00	400,000.00	12.6
Dept: 000	509,880.00	509,880.00	70,958.45	13,278.45	0.00	438,921.55	13.9
Expenditures	509,880.00	509,880.00	70,958.45	13,278.45	0.00	438,921.55	13.9
Net Effect for OIL & GAS FUND	95,120.00	95,120.00	-683,384.74	-628,940.89	0.00	778,504.74	-718.4
Change in Fund Balance:			-683,384.74				
Grand Total Net Effect:	95,120.00	95,120.00	-683,384.74	-628,940.89	0.00	778,504.74	

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 430 - CAPITAL IMPROVEMENT FUND</b>							
Revenues							
Dept: 000							
664.000 Interest Income	200.00	200.00	0.91	0.01	0.00	199.09	0.5
699.000 Transfers In	457,680.00	457,680.00	57,680.00	0.00	0.00	400,000.00	12.6
Dept: 000	457,880.00	457,880.00	57,680.91	0.01	0.00	400,199.09	12.6
Revenues	457,880.00	457,880.00	57,680.91	0.01	0.00	400,199.09	12.6
Expenditures							
Dept: 000							
970.000 Capital Outlay - under \$5,000	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	0.0
979.003 Ramsdell - Roof Note	69,880.00	69,880.00	17,469.98	0.00	0.00	52,410.02	25.0
979.004 Ramsdell - HVAC Note	108,950.00	108,950.00	54,475.00	0.00	0.00	54,475.00	50.0
979.019 Marina Bldg Note Support	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	0.0
979.020 First St Bond	72,640.00	72,640.00	0.00	0.00	0.00	72,640.00	0.0
979.023 Rotary Park Grnt Match FY14/15	0.00	0.00	20,000.00	0.00	0.00	-20,000.00	0.0
979.025 Fire Rear Garage Door FY13/14	0.00	0.00	2,059.76	628.76	0.00	-2,059.76	0.0
979.026 Wayfinding Signs FY 15/16	7,500.00	7,500.00	0.00	0.00	0.00	7,500.00	0.0
979.027 Simunitions FY 15/16	7,500.00	7,500.00	2,809.30	2,809.30	0.00	4,690.70	37.5
979.028 Heart Monitor FY 15/16	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.0
999.000 Transfers Out	180,000.00	180,000.00	56,079.36	0.00	0.00	123,920.64	31.2
Dept: 000	551,470.00	551,470.00	152,893.40	3,438.06	0.00	398,576.60	27.7
Expenditures	551,470.00	551,470.00	152,893.40	3,438.06	0.00	398,576.60	27.7
Net Effect for CAPITAL IMPROVEMENT FUND	-93,590.00	-93,590.00	-95,212.49	-3,438.05	0.00	1,622.49	101.7
Change in Fund Balance:			-95,212.49				
Grand Total Net Effect:	-93,590.00	-93,590.00	-95,212.49	-3,438.05	0.00	1,622.49	

# City of Manistee

## Investment Report

9/30/2015

### INVESTMENTS BY TYPE

Cash on Hand	\$ 2,251	0.0%
Checking	\$ 4,355,080	26.3%
Money Market	\$ 307,868	1.9%
CD	\$ -	0.0%
Investment Pool	\$ 3,262,467	19.7%
Internal Loan	\$ 368,489	2.2%
Bonds	\$ 2,637,850	15.9%
Equities	\$ 5,645,312	34.1%

**Total \$ 16,579,317 100.0%**

### INVESTMENTS BY CUSTODIAN

PNC	\$ 3,546,943	21.4%
Huntington	\$ 709,113	4.3%
Northwestern	\$ 99,024	0.6%
West Shore Bank	\$ -	0.0%
Flagstar	\$ -	0.0%
Michigan CLASS	\$ 3,262,467	19.7%
Honor State Bank	\$ -	0.0%
UBS	\$ -	0.0%
City	\$ 370,740	2.2%
Charles Schwab	\$ 8,591,030	51.8%

**Total \$ 16,579,317 100.0%**

### INVESTMENTS BY MATURITY (est)

Available	\$ 7,927,666	47.8%
Equities	\$ 5,645,312	34.1%
CD's 0-2 years	\$ -	0.0%
CD's 2+ years	\$ -	0.0%
<1 year bonds	\$ -	0.0%
1-3 years bonds	\$ 865,361	5.2%
3-5 years bonds	\$ 612,221	3.7%
5-7 years bonds	\$ 691,834	4.2%
7-10 years bonds	\$ 146,708	0.9%
>10 years bonds	\$ 321,727	1.9%
Internal Loan	\$ 368,489	2.2%

**Total \$ 16,579,317 100.0%**

### COMMENTS:

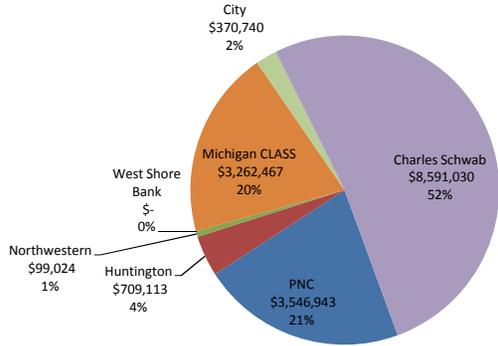
The first quarter of the fiscal year saw a significant decline in the equity markets. Both the DOW and S&P 500 were down over 9% from where they started June 1. Since that time, they have recovered almost 80% of the losses.



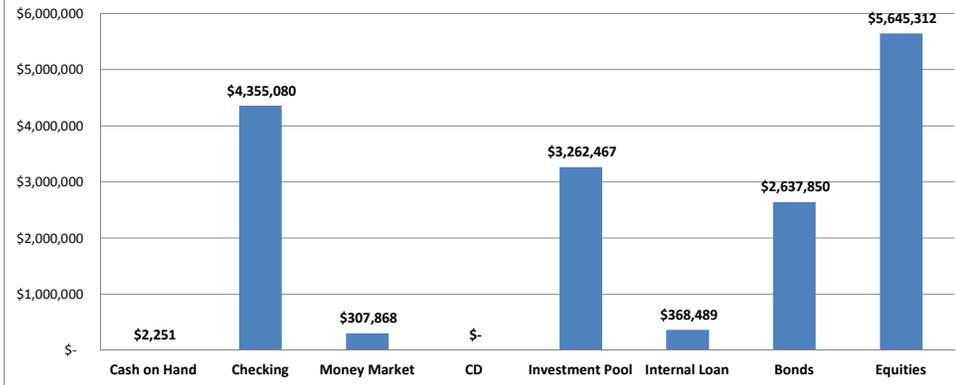
This volatility impacts short term results in the Oil & Gas fund, as can be seen on the accompanying chart. However, the outlook for equities is still positive and even with this recent turndown, performance of the portfolio is strong with a compounded 9.5% return since inception 3/31/09.

Interest rates on deposits continue to be extremely low due to Federal Reserve policy. Because of this, we are using our accounts to generate "earnings credits" which pay a better rate and are used to partially offset bank charges. Bank CD rates are under 1/4% for one year! The Fed has indicated more of a willingness to raise rates, but has not yet set a firm date for doing so. Recent oil price declines have helped to keep inflation under control and likely delayed a rate

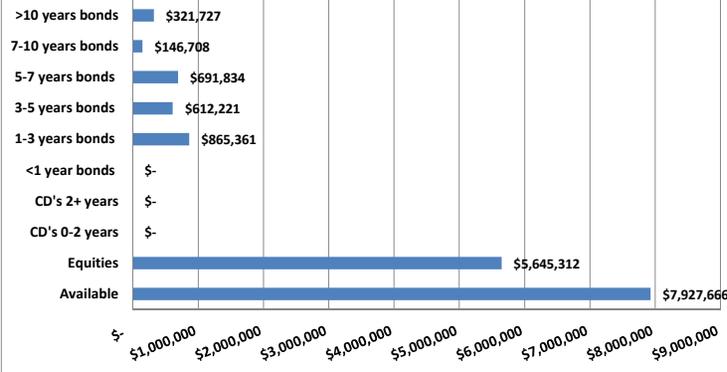
### Investments by Custodian



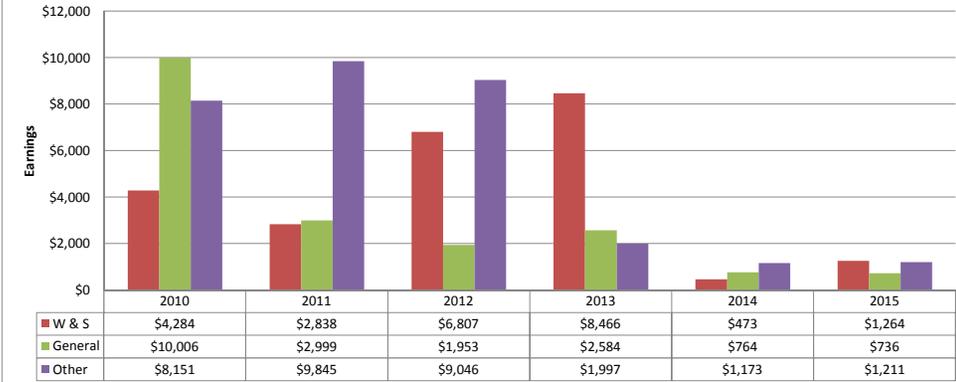
### Investments by Type



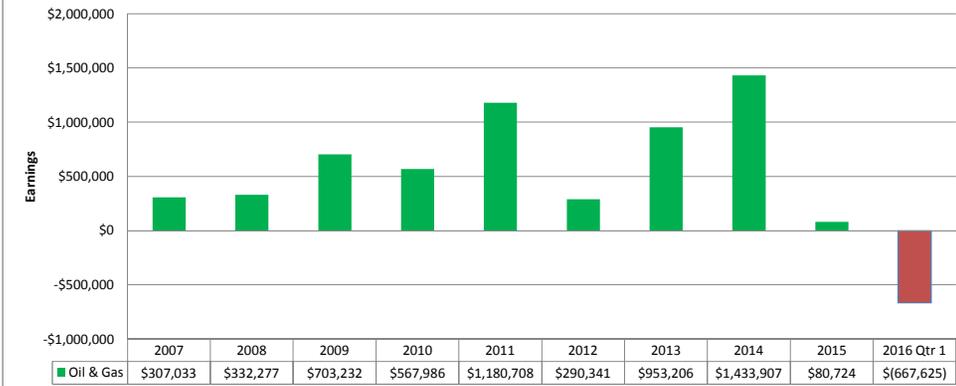
### Investments by Maturity



### Investment Earnings



### Oil & Gas Investment Earnings



# Memorandum



TO: Ben Bifoss, City Manager

FROM: Denise Blakeslee, Planning & Zoning Administrator 

DATE: October 26, 2015

RE: Event Signage

Denise Blakeslee  
Planning & Zoning  
Administrator  
70 Maple Street  
Manistee, MI 49660  
231.398.2805  
dblakeslee@manisteemi.gov  
www.manisteemi.gov

Ben, we have received a request from the organizers of TurkeyBowl 2015 for the placement of ten signs on private property for their event. City Council has the opportunity to approve exceptions to the sign ordinance under Section 2101.A.8 of the ordinance that reads:

8. *The Historic District Commission and City council may approve exceptions to this Article 21 for historically approved signage or community events, respectively.*

Attached are is a copy of the event form and event flyer explaining their event. They are asking to place signs out as soon as approval is received and will remove them after the event.



Denise Blakeslee, Planning & Zoning Administrator

City Hall

70 Maple Street

Manistee, MI 49660

231.398.2805 (phone)

dblakeslee@manisteemi.gov

## SPECIAL EVENT SIGNAGE REQUEST

Please Print

Under Section 2101.A.8 City Council may approve exceptions to Article 21 Signs of the City of Manistee Zoning Ordinance for signage for community events. Permission must be granted from private property owners before signs can be installed for Council approved events. Requests must be received no later than 10 days before the next regularly scheduled Council Meeting to be placed on the agenda.

*Under no circumstance are signs to be installed in the City right-of-way (area between the sidewalk and curb if there is no curb signs need to be placed at least 15 feet from the edge of the street. If your event is proposing to post signs to promote your event you must complete the following:*

### EVENT SIGNAGE

Event Name: Manistee Turkeybowl

Date of Event: 11/25/15

Reoccurring Event (specify): Yearly (Day before Thanksgiving)

### SIGNAGE INFORMATION

Number of Signs Proposed: 10

Types of Sign(s): Yard Signs

Size of Sign(s): 18 x 24"

Proposed Location of Sign(s): On Personal Property

Date Signs to be installed: ASAP

Date Signs to be removed: 11/25/15

### CONTACT INFORMATION

Person(s)/Organization(s) Making Request: Neil Chesbro, Kenny Kott, Charles Kalk

Main Contact Person: Neil Chesbro

Address: 176 Lincoln St Manistee, MI

Phone: 231-233-2451

Cell:

Email: chesebn@gmail.com

### AUTHORIZATION

*I hereby certify that the locations for the proposed signage have been authorized by the owner(s) of the property and that signs will not be placed in the MDOT or City Right-of-way. All information submitted on this application is accurate to the best of my knowledge.*

Signature: W. L.

Date: 10/26/15

### Office Use Only

Request complete/Forward to City Council for Consideration

Notes:

Signature: Denise Blakeslee

Date: 10.26.15

# TURKEYBOWL 2015!!! Annual Community Food Drive



**Game is November 25<sup>th</sup>  
6pm at Manistee High School Football Field**

**There will be giveaways sponsored by local businesses to those who  
bring any non-perishable food item or monetary donation!!**

To register as a player or more information about the event, visit  
[www.manisteeTurkeyBowl.org](http://www.manisteeTurkeyBowl.org) or contact:

Neil Chesebro	233-2491
Manistee Recreation Association	723-9274

**Find us on Facebook!! "Manistee Turkeybowl Annual Fundraiser"**

## *Overview*

Started 5 years ago, a simple event known as the "Turkeybowl" has evolved into a major charitable event for our community. It began as a simple tackle football game among family and friends during the holidays, but has quickly developed into something much more...

Registered players are separated into 2 teams, and engage in a friendly football game. There is no cost to attend, but each player/spectator is required to bring at least one non-perishable item to donate, in place of an entry-fee to the game. These goods will then be donated to local food pantries in Manistee County. We had over 40 participants and many spectators in 2014 alone, and nearly 1000 pounds of non-perishable food items were collected!!

## *Community Support*

The event has been sponsored by local businesses who donated t-shirts for teams, as well as trophies for the winning team and MVP.

Due to poor weather conditions last year and the field under nearly a foot of snow, the game was nearly cancelled. Area locals graciously donated hours of their time by bringing their personal tractors down to plow the field so we could play.

Local vendors have also donated giveaways for the event along with hot chocolate and coffee.

## *How to get involved*

To donate: Simply bring your non-perishable goods to the game where volunteers will be collecting and loading items into trucks provided by ServPro of Manistee. Complimentary hot chocolate and coffee will be available. Feel free to bring a grill and tailgate!

If you will not be able to attend the game but would still like to donate, there will be boxes for non-perishable food items at the Manistee Recreation Association, Vogue Theatre, and Snyder's Shoes among other locations. Monetary donations will also be accepted at the Manistee Recreation Association.

To play: Register on the Manistee Turkeybowl website at [www.manisteeturkeybowl.org](http://www.manisteeturkeybowl.org) and you will be contacted with more information.

For more questions or more information, check out the website [www.manisteeturkeybowl.org](http://www.manisteeturkeybowl.org), or contact one of the following:

Neil Chesebro (231) 233-2491

Kenny Kott (231) 723-9274

Charles Kolk (231) 794-9919

Thank you for supporting those in need throughout Manistee County!!!

**Find us on Facebook!! "Manistee Turkeybowl Annual Fundraiser"**