MANISTEE CITY COUNCIL

MEETING AGENDA

WEDNESDAY, NOVEMBER 6, 2013 – 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.
XI. c.) Notification Regarding Next Work Session.
d.) Consideration of Sleighbell Parade and Old Christmas Weekend.

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 15, 2013 regular meeting as attached.

VI. Financial Report.

*a.) APPROVAL OF PAYROLL.

*b.) CASH BALANCES REPORT.

VII. Unfinished Business.

VIII. New Business.

a.) CONSIDERATION OF APPOINTING STREET ADMINISTRATOR.

Whereas, Section 13 (9) of Act 51, Public Acts of 1951 provided that each incorporated city and village to which funds are returned under the provisions of this section, that, "the responsibility for street improvements, maintenance, and traffic operations work, and the development, construction, or repair of off-street parking facilities and construction or repair of street lighting shall be coordinated by a single administrator to be designated by the governing body who shall be responsible for and shall represent the municipality in transactions with the State Transportation Department pursuant to this act."

At this time Council could take action to designate Jeffrey W. Mikula as the single Street Administrator for the City of Manistee in all transactions with the State Transportation Department as provided in Section 13 of Act 51.

b.) CONSIDERATION OF PURCHASING WATER DEPARTMENT SERVICE TRUCK.

The City of Manistee Department of Public Works has solicited bids to replace the existing 2004 Econoline Van which is currently used daily by the service person in the water department. The existing van is not rated for the heavy loads that we have subjected it to over the last 10 years. As such, the van requires frequent maintenance and has reached its useful service life. The proposed replacement is a 2014 one ton truck with a full service body. This new water service truck was included in the revised Motor Pool plan which was presented to Council at the 10/8/13 work session. Bids were solicited from the three local vendors. Two bids were received with the low bid of $33,613 submitted by Manistee Ford.

At this time Council could take action to approve the purchase of one F350 Truck with a Reading Service body from Manistee Ford. The bid amount is $33,613 less trade-in allowance of $1,600 for the existing van; for a total purchase price of $32,013.

c.) CONSIDERATION OF A RESOLUTION RECOGNIZING THE UNITED WAY AS A NON-PROFIT ORGANIZATION.

As part of their annual fundraising campaign the United Way would like to conduct a raffle. Prior to the State of Michigan issuing a license for this raffle the City of Manistee would need to recognize the United Way as a non-profit organization.

At this time Council could take action to recognize the Manistee United Way as a non-profit organization for the purpose of applying for a Charitable Gaming License through the State of Michigan.

IX. Notices, Communications, Announcements.

a.) A REPORT FROM THE HARBOR COMMISSION.

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

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

No action is required on this item.

b.) PRESENTATION OF FIRST QUARTER FINANCIAL REPORT BY FINANCE DIRECTOR ED BRADFORD.

*c.) NOTIFICATION REGARDING NEXT WORK SESSION.

There is no work session in November. A Council work session has been scheduled for Tuesday, December 10, 2013 at 7 p.m. A discussion will be conducted on the Street Asset Management Plan, project updates and such business as may come before the Council. No action is required on this item.

d.) CONSIDERATION OF VICTORIAN SLEIGHBELL PARADE AND OLD CHRISTMAS WEEKEND.

The Annual Victorian Sleighbell Parade and Old Christmas Weekend are scheduled for December 5-8, 2013. The Manistee Main Street DDA and Festival Committee are requesting various street closures and other assistance from City personnel. This annual event includes a parade on River Street followed by fireworks and other activities throughout the weekend that highlight our Victorian heritage. Public Safety Director Dave Bachman supports approval of this request.

At this time Council could take action to authorize the Annual Victorian Sleighbell Parade and Old Christmas Weekend for December 5-8, 2014.

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.

MDD:cl

COUNCIL AGENDA ATTACHMENTS:

Council Meeting Minutes – October 15, 2013
Cash Balances Report
Street Administrator Designation
Service Truck Purchase
United Way Non-Profit Status
Quarterly Financial Report
Sleighbell Weekend Request

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – October 15, 2013

A regular meeting of the Manistee City Council was called to order by her honor, Mayor Colleen Kenny on Tuesday, October 15, 2013 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, Robert Hornkohl, Robert Goodspeed, Catherine Zaring, and Beth Adams

ABSENT: Eric Gustad

ALSO PRESENT: City Manager – Mitch Deisch, City Attorney – George Saylor, City Clerk – Michelle Wright, DPW Director – Jeff Mikula, Finance Director – Ed Bradford, and Public Safety Director – Dave Bachman

CITIZEN COMMENTS ON AGENDA RELATED ITEMS.

None received.

CONSENT AGENDA.

• Minutes	-	October 1, 2013	-	Regular Meeting
	-	October 8, 2013	-	Work Session
• Payroll	-	September 16-29, 2013	-	$ 121,533.52
	-	Sept. 30 - Oct. 13, 2013	-	$ 115,448.03
• Monthly Bills	-	September 12, 2013	-	$1,283.357.68
	-	September 25, 2013 EFT	-	$ 4,773.82
	-	September 26, 2013	-	$ 136,092.22

- Notification Regarding Next Work Session

  There is no work session in November. A Council work session has been scheduled for Tuesday, December 10, 2013 at 7 p.m. A discussion will be conducted on the Street Asset Management Plan, project updates and such business as may come before the Council.

MOTION by Hornkohl, second by Goodspeed to approve the Consent Agenda as presented.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Hornkohl, Goodspeed, Zaring, and Adams
NAYS: None

PRESENTATION BY DAVID E. WILSON, CPA AND FINANCE DIRECTOR ED BRADFORD ON THE JUNE 30, 2013 AUDIT.

A brief overview of the June 30, 2013 audit was given by Mr. David Wilson CPA stating that the City of

Manistee had a clean (unqualified) audit opinion, no deficiencies in internal controls, and no instances of non-compliance under Government Accounting Standards. Finance Director Ed Bradford reported on the government-wide highlights and specifics on some of the larger funds.

CONSIDERATION OF PURCHASING A 2014 INTERNATIONAL WORKSTAR SALT/BLADE TRUCK.

The City of Manistee Department of Public Works has solicited bids to replace the oldest snow plow in the fleet. The proposed truck is a salt/blade truck and will be the public work's first response to ice and snow conditions. The proposed truck has an underbody scraper blade along with a paraglide wing blade. The box is stainless steel and is designed specifically for sand and salt applications.

This purchase was approved in the original 2013-2014 Motor Pool Budget approved by City Council in May of 2013; and was maintained as a priority in the revised 2013-2014 Motor Pool Budget as presented to City Council at their October 8, 2013 work session.

MOTION by Hornkohl, second by Zaring to approve the purchase of the 2014 International WorkStar 7400 from Wieland Sales in the amount of $154,479.00; and further authorize entering into an installment purchase agreement with West Shore Bank. An updated Motor Pool budget was given to Council which included a forecast of equipment replacement and cash flow. Kenny asked what could be done to minimize the amount of debt that will be incurred by the City in the future if this equipment replacement plan is followed.

After further discussion, roll call vote was taken. Motion passed unanimously.

AYES: Kenny, Cote, Hornkohl, Goodspeed, Zaring, and Adams
NAYS: None

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

Ms. Kathy Adair-Morin 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.

Michael Terry, executive director of the Ramsdell Theatre, gave an update on his first 30 days on the job as director.

OFFICIALS AND STAFF.

Deisch stated there was a demo this afternoon outside of City Hall on sidewalk slip and trip hazard removal; commented on the petition regarding Quincy Street repairs; an update on the Street Asset

Management Plan will be provided at the December 13th work session, including research of additional street revenue, updating the Road Soft program, and identifying street PASER rating levels.

Mikula showed a map of streets repaired in the last five years, approximately 11 miles.

COUNCILMEMBERS.

Zaring, who is on the Sleighbell Committee, commented on the deadlines for the event brochure and parade entries. They are still looking for sponsors.

Adams asked how the streets in her neighborhood were fixed a few years ago, felt it is holding up well. (Hot in Place)

Cote asked if there was any movement on the street straightening at Maple and Twelfth Streets.

ADJOURN.

MOTION to adjourn was made by Goodspeed, second by Hornkohl. Meeting adjourned at 8:38 p.m.

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

DRAFT

CASH TRANSACTIONS REPORT

DRAFT

YEAR: THROUGH SEPTEMBER

City of Manistee

10/30/2013

11:40 am

Account Number	Beginning Balance	Debit	Credit	Ending Balance
Fund: 101 - GENERAL FUND				
Dept: 000				
001.000 Cash	584,670.41	4,154,737.49	2,334,371.03	2,405,036.87
001.002 Cash - Escrow	63,085.15	1,520.00	8,678.14	55,927.01
004.000 Cash - Petty	800.00	0.00	0.00	800.00
017.000 MBIA Mi Class Inv	57,143.98	5.48	0.00	57,149.46
Total Dept: 000	705,699.54	4,156,262.97	2,343,049.17	2,518,913.34
Fund: 101	705,699.54	4,156,262.97	2,343,049.17	2,518,913.34
Fund: 202 - MAJOR STREET FUND				
Dept: 000				
001.000 Cash	96,801.62	230,994.20	280,490.19	47,305.63
Total Dept: 000	96,801.62	230,994.20	280,490.19	47,305.63
Fund: 202	96,801.62	230,994.20	280,490.19	47,305.63
Fund: 203 - LOCAL STREET FUND				
Dept: 000				
001.000 Cash	81,468.91	96,143.45	101,971.45	75,640.91
Total Dept: 000	81,468.91	96,143.45	101,971.45	75,640.91
Fund: 203	81,468.91	96,143.45	101,971.45	75,640.91
Fund: 204 - STREET IMPROVEMENT FUND				
Dept: 000				
001.000 Cash	92,623.86	675.57	70,208.69	23,090.74
Total Dept: 000	92,623.86	675.57	70,208.69	23,090.74
Fund: 204	92,623.86	675.57	70,208.69	23,090.74
Fund: 226 - CITY REFUSE FUND				
Dept: 000				
001.000 Cash	74,765.27	257,144.14	132,404.90	199,504.51
001.030 Cash Mgt Chk	98,868.51	12.46	0.00	98,880.97
Total Dept: 000	173,633.78	257,156.60	132,404.90	298,385.48
Fund: 226	173,633.78	257,156.60	132,404.90	298,385.48
Fund: 243 - BROWNFIELD REDEVELOPMENT AUTHO				
Dept: 000				
001.000 Cash	8,214.58	58,806.75	488.75	66,532.58
Total Dept: 000	8,214.58	58,806.75	488.75	66,532.58
Fund: 243	8,214.58	58,806.75	488.75	66,532.58
Fund: 245 - OIL & GAS FUND				
Dept: 000				
001.000 Cash	201,842.79	278,007.45	467,308.00	12,542.24
001.020 Money Market	160,448.05	0.00	0.00	160,448.05
Total Dept: 000	362,290.84	278,007.45	467,308.00	172,990.29
Fund: 245	362,290.84	278,007.45	467,308.00	172,990.29
Fund: 249 - BUILDING INSPECTOR				
Dept: 000				
001.000 Cash	16,736.40	2,493.93	5,109.98	14,120.35
Total Dept: 000	16,736.40	2,493.93	5,109.98	14,120.35
Fund: 249	16,736.40	2,493.93	5,109.98	14,120.35

Account Number	Beginning Balance	Debit	Credit	Ending Balance
Fund: 251 - EPA GRANT - PETROLEUM				
Dept: 000				
001.000 Cash	0.00	26,218.16	27,566.40	-1,348.24
Total Dept: 000	0.00	26,218.16	27,566.40	-1,348.24
Fund: 251	0.00	26,218.16	27,566.40	-1,348.24
Fund: 252 - EPA GRANT - HAZARDOUS				
Dept: 000				
001.000 Cash	0.00	2,890.00	20,560.55	-17,670.55
Total Dept: 000	0.00	2,890.00	20,560.55	-17,670.55
Fund: 252	0.00	2,890.00	20,560.55	-17,670.55
Fund: 275 - GRANT MANAGEMENT FUND				
Dept: 000				
001.000 Cash	215,471.74	251,660.00	459,654.83	7,476.91
Total Dept: 000	215,471.74	251,660.00	459,654.83	7,476.91
Fund: 275	215,471.74	251,660.00	459,654.83	7,476.91
Fund: 290 - PEG COMMISSION				
Dept: 000				
001.000 Cash	0.00	27,952.55	10,533.03	17,419.52
Total Dept: 000	0.00	27,952.55	10,533.03	17,419.52
Fund: 290	0.00	27,952.55	10,533.03	17,419.52
Fund: 296 - RAMSDELL THEATRE				
Dept: 000				
001.000 Cash	85,808.24	101,116.02	103,102.89	83,821.37
004.000 Cash - Petty	500.00	0.00	0.00	500.00
Total Dept: 000	86,308.24	101,116.02	103,102.89	84,321.37
Fund: 296	86,308.24	101,116.02	103,102.89	84,321.37
Fund: 297 - RAMSDELL RESTORATION PROJECT				
Dept: 000				
001.000 Cash	1,516.10	170.12	0.00	1,686.22
Total Dept: 000	1,516.10	170.12	0.00	1,686.22
Fund: 297	1,516.10	170.12	0.00	1,686.22
Fund: 430 - CAPITAL IMPROVEMENT FUND				
Dept: 000				
001.000 Cash	83,369.94	342,322.99	126,314.41	299,378.52
Total Dept: 000	83,369.94	342,322.99	126,314.41	299,378.52
Fund: 430	83,369.94	342,322.99	126,314.41	299,378.52
Fund: 490 - RENAISSANCE PARK				
Dept: 000				
001.000 Cash	6,713.14	0.49	1,871.96	4,841.67
Total Dept: 000	6,713.14	0.49	1,871.96	4,841.67
Fund: 490	6,713.14	0.49	1,871.96	4,841.67
Fund: 508 - BOAT RAMP FUND				
Dept: 000				
001.000 Cash	4,954.73	27,250.27	11,192.38	21,012.62
004.000 Cash - Petty	1,001.00	0.00	1,000.00	1.00

Account Number	Beginning Balance	Debit	Credit	Ending Balance
Total Dept: 000	5,955.73	27,250.27	12,192.38	21,013.62
Fund: 508	5,955.73	27,250.27	12,192.38	21,013.62
Fund: 573 - WATER & SEWER UTILITY				
Dept: 000				
001.000 Cash	625,067.76	1,070,311.54	1,176,800.89	518,578.41
001.002 Cash - Escrow	30,400.00	4,000.00	1,600.00	32,800.00
004.000 Cash - Petty	300.00	0.00	0.00	300.00
017.000 MBIA Mi Class Inv	488,613.29	46.97	0.00	488,660.26
Total Dept: 000	1,144,381.05	1,074,358.51	1,178,400.89	1,040,338.67
Fund: 573	1,144,381.05	1,074,358.51	1,178,400.89	1,040,338.67
Fund: 594 - MARINA FUND				
Dept: 000				
001.000 Cash	277.25	198,736.67	120,810.19	78,203.73
Total Dept: 000	277.25	198,736.67	120,810.19	78,203.73
Fund: 594	277.25	198,736.67	120,810.19	78,203.73
Fund: 661 - MOTOR POOL FUND				
Dept: 000				
001.000 Cash	489,970.18	70,046.60	204,292.39	355,724.39
001.002 Cash - Escrow	271,273.24	0.00	0.00	271,273.24
Total Dept: 000	761,243.42	70,046.60	204,292.39	626,997.63
Fund: 661	761,243.42	70,046.60	204,292.39	626,997.63
Fund: 703 - CURRENT TAX COLLECTION				
Dept: 000				
001.000 Cash	238,152.14	6,135,454.55	6,162,768.90	210,837.79
Total Dept: 000	238,152.14	6,135,454.55	6,162,768.90	210,837.79
Fund: 703	238,152.14	6,135,454.55	6,162,768.90	210,837.79
Fund: 704 - PAYROLL CLEARING FUND				
Dept: 000				
001.000 Cash	53,096.98	1,438,809.96	1,482,697.92	9,209.02
001.005 Cash - NEW Flex \ HRA	9,150.35	28,882.84	26,983.25	11,049.94
001.007 Cash - Federal & State Taxes	2.47	180,085.98	180,085.46	2.99
Total Dept: 000	62,249.80	1,647,778.78	1,689,766.63	20,261.95
Fund: 704	62,249.80	1,647,778.78	1,689,766.63	20,261.95
Fund: 705 - DELINQUENT TAX COLLECTION				
Dept: 000				
001.000 Cash	8,159.99	3,978.02	0.00	12,138.01
Total Dept: 000	8,159.99	3,978.02	0.00	12,138.01
Fund: 705	8,159.99	3,978.02	0.00	12,138.01
Grand Totals:	4,151,268.07	14,990,474.65	13,518,866.58	5,622,876.14

Michigan Department
of Transportation
2012 (03/13)

RESOLUTION FOR DESIGNATION OF STREET ADMINISTRATOR

This information is required by Act 51, P.A. 1951 as amended. Failure to supply this information will result in funds being withheld.

MAIL TO: Michigan Department of Transportation, Financial Operations Division, P.O. Box 30050, Lansing, MI 48909.
or Fax to: 517-373-6266

NOTE: Indicate, if possible, where Street Administrator can usually be reached during normal working hours, if different than City or Village Office. List any other office held by the Administrator.

Councilperson or Commissioner _____
offered the following resolution and moved its adoption:

Whereas, Section 13(9) of Act 51, Public Acts of 1951 provided that each incorporated city and village to which funds are returned under the provisions of this section, that, "the responsibility for street improvements, maintenance, and traffic operations work, and the development, construction, or repair of off-street parking facilities and construction or repair of street lighting shall be coordinated by a single administrator to be designated by the governing body who shall be responsible for and shall represent the municipality in transactions with the State Transportation Department pursuant to this act."

Therefore, be it resolved, that this Honorable Body designate Jeffrey W. Mikula

_____ as the single Street Administrator for the City or Village of

Manistee _____ in all transactions with the State Transportation Department

as provided in Section 13 of the Act.

Supported by the Councilperson or Commissioner _____

Yeas _____

Nays _____

I hereby certify that the foregoing is a true and correct copy of a resolution made and adopted at a regular meeting

of the governing body of this municipality on the _____ day of

_____

CITY OR VILLAGE CLERK (SIGNATURE)	EMAIL ADDRESS mwright@manisteemi.gov		DATE
STREET ADMINISTRATOR (SIGNATURE)	EMAIL ADDRESS jmikula@manisteemi.gov		DATE
ADDRESS OF CITY OR VILLAGE OFFICE 70 Maple Street			P.O.BOX
CITY OR VILLAGE Manistee		ZIP CODE 49660	PHONE NUMBER (231) 723-7132

MEMO TO: Mitch Deisch, City Manager M Deisch

FROM: JWM Jeffrey W. Mikula, Public Works Director

DATE: October 17, 2013

SUBJECT: Truck Purchases

City of Manistee

DPW Director's Office
231-723-7132

When the Finance Director and I began reviewing the Public works fleet, we updated the age of the fleet, mileage and condition of each vehicle and piece of equipment. We also consulted the mechanic and staff to review internal priorities. The Motor pool Committee then revised the proposed purchases for the current year and projected out for the next 10+ years.

We have proposed an amended the 2013-14 Motor Pool purchase plan and reviewed this purchase at the October 8, 2013 Council Work Session.

We are requesting to replace the water department service van. This van is utilized every day. While the van has worked out well for the water department purposes, it is filled with copper fittings, meter bases and pipe. This large amount of weight has caused continuous issues with the brakes and transmission. The van is at the end of its service life. We have researched options and decided the best truck would be a one ton with a full utility service body. We solicited quotes from the three local dealerships and received quotes as follows:

Manistee Ford: $33,613.00

Watson Chrysler: $38,784.61

Yates Chevrolet: Did not Bid

Trade in allowance for the Econoline Van is $1,600.00 for a total purchase amount of $32,013.00

We have confirmed with the Finance Director that this purchase will be made with cash.

NGP530 VEHICLE ORDER CONFIRMATION 09/30/13 16:39:26

==> Dealer: F48642

2014 F-SERIES SD Page: 1 of 2

Order No: 0101 Priority: L2 Ord FIN: QF949 Order Type: 5B Price Level: 415

Ord PEP: 610A Cust/Flt Name: CITY F350 PO Number:

		RETAIL
F3B	F350 4X4SDR/CSR	$33615
	137" WHEELBASE	
F1	VERMILLION RED	
1	CLTH 40/20/40	100
S	STEEL	
610A	PREF EQUIP PKG	
	.XL TRIM	
	.TRAILER TOW PKG	
572	.AIR CONDITIONER	NC
	.AM/FM STER/CLK	
996	.6.2L EFI V8 ENG	NC
44P	6-SPD AUTOMATIC	NC
TBM	LT245 BSW AT 17	125
X3E	3.73 ELOCKING	390
90L	PWR EQUIP GROUP	895

		RETAIL
66D	LESS PICKUP BOX	$(625)
	JOB #1 BUILD	
17F	XL DECOR PKG	220
	10400# GVWR PKG	
213	ELECTRONIC SOF	185
41H	ENG BLK HEATER	NC
473	SNOW PLOW PKG	85

TOTAL BASE AND OPTIONS 36040

TOTAL 36040

THIS IS NOT AN INVOICE

*TOTAL PRICE EXCLUDES COMP PR

* MORE ORDER INFO NEXT PAGE *

F8=Next

CNGP530 VEHICLE ORDER CONFIRMATION 09/30/13 16:39:34

==> Dealer: F48642

2014 F-SERIES SD Page: 2 of 2

Order No: 0101 Priority: L2 Ord FIN: QF949 Order Type: 5B Price Level: 415

Ord PEP: 610A Cust/Flt Name: CITY F350 PO Number:

		RETAIL
	TRAILER HITCH	
	TELE TT MIR-PWR	
592	ROOF CLEAR LGTS	55
794	PRICE CONCESSN	
	REMARKS TRAILER	
	SP DLR ACCT ADJ	
	SP FLT ACCT CR	
	FUEL CHARGE	
B4A	NET INV FLT OPT	NC
	DEST AND DELIV	995

$ 22838.00
15 Title fee
$ 22,853.00

TOTAL BASE AND OPTIONS 36040

TOTAL 36040

THIS IS NOT AN INVOICE

*TOTAL PRICE EXCLUDES COMP PR

Options: Running Boards $285.00
upfitter Switches 110.00
(4 Toggle Switches)

F1=Help F2=Return to Order F7=Prev F3/F12=Veh Ord Menu

Attn Jeff

[redacted]

BILL TO:	SHIP TO:
MANISTEE FORD 3471 GRANT MANISTEE, MI 49660	MANISTEE FORD 3471 GRANT MANISTEE, MI 49660

Notes:

CUSTOMER ORDER NO.	ASSOCIATE	SHIP VIA	TERMS
Rob Pepera	HMATTHEWS	OTC	Net 30

VIN NO. / DESCRIPTION	UNIT NO.	IN SERVICE DATE	STOCK NO.

PART NUMBER	QUANTITY	UNITS	UNIT PRICE
TRKNS	1.000	EA	10,650.00

Reading U98SW

Notes: C2-50 Package
Reccessed Bumper LED Lights
ST-98 Steel Slide
Rhino Liner-Local TBD
RED COLOR
Sound Off Light EL3MBPDAC
Pintle Hitch/Receiver
Installed

Thanks for the opportunity, please call me at 616-340-9988 with questions.

Harry Matthews

$278 more for Sound off Light

$652 more for Pintle Hitch and Receiver

WATSON'S MANISTEE CHRYSLER

City of Manistee Truck Bid

Thank you for the opportunity to place a bid with the City of Manistee for 3 trucks. They are as follows.

One, ½ ton 4X4 truck with a short box, includes aluminum rims, chrome grill, and bumpers. Also included in the bid is an ECCO 5000 series 17 inch LED mini bar, 1 Back Rack with Work Lights, 1 American Truckboxes Pullout Bedbox with dual drawers and 1 American Truckboxes Low Profile Side Box with pull out drawer. Our bid is **$27,218.40** this includes Documentary and Title Fees.

One, ½ ton extended cab 4X4 truck, includes aluminum rims, chrome grill and bumpers. Included in the bid is an ECCO 5000 Series 17 inch LED mini bar, a Unity LED Post Mount Spotlight, 1 Back Rack with Work Lights and a Dee Zee Double Lid Crossover Utility Box. Our bid is **$26,076.99** this includes Documentary and Title Fees.

One, 1 ton 4X4 truck with chrome clad steel wheels, chrome grill, and bumpers. Also included in the bid is a bid equivalent Knapheide 696J1 body, and an ECCO 5000 series 17 inch LED mini bar. Our bid is **$38,784.61** this includes Documentary and Title Fees.

Delivery would be 6 to 8 weeks from Bid Acceptance.

Respectfully Submitted,

Charlie Ludwig
Watson's Manistee Chrysler

MANAGER'S OFFICE
OCT 31 2013
CITY OF MANISTEE

Thursday, October 31, 2013

Memo to: Mitch Deisch

From: Chief Bachman

Re: Agenda Request

Chartable Gaming License

Mitch;

The United Way of Manistee is planning to hold a raffle this fiscal year in conjunction with their annual campaign. The dates of the raffle are not firmed up yet as they need to jump through some hoops before the State will issue a license.

One hoop they need to jump involves council recognizing their non-profit status. Towards that end I have attached a resolution that needs to be completed after a council vote.

DB

MICHIGAN LOTTERY
Charitable Gaming Division
Box 30023, Lansing, MI 48909
OVERNIGHT DELIVERY:
101 E. Hillsdale, Lansing MI 48933
(517) 335-5780
www.michigan.gov/cg

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES

(Required by MCL.432.103(K)(ii))

At a _____ meeting of the _____
REGULAR OR SPECIAL — TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ on _____
DATE

at _____ a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from UNITED WAY OF MANISTEE of MANISTEE,
NAME OF ORGANIZATION — CITY

county of MANISTEE, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for _____.
APPROVAL/DISAPPROVAL

APPROVAL		DISAPPROVAL	
Yeas:	_____	Yeas:	_____
Nays:	_____	Nays:	_____
Absent:	_____	Absent:	_____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and adopted by the _____ at a _____
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD — REGULAR OR SPECIAL

meeting held on _____.
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

_____
PRINTED NAME AND TITLE

_____
ADDRESS

COMPLETION: Required.
PENALTY: Possible denial of application.

City of Manistee

Treasurer's Office

MANAGER'S OFFICE
OCT 30 2013
CITY OF MANISTEE

Memo to: Mitch Deisch, City Manager

From: Ed Bradford, Finance Director

Re: September 30, 2013 Financial Report

Date: October 30, 2013

This memo will serve as an update on where we are financially versus budget as of 9/30/2013 and any developments that may impact ongoing financial performance. It will focus on the primary city activities as captured by the following funds:

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

General Fund

General fund revenues are currently at 61.7% of budget. This is generally in line with expectations as property tax revenue is front loaded. Three areas of note are donations, where money for the Veteran's Memorial came in after the last fiscal year, an insurance settlement for the vandalism of the First Street restrooms, and increased EMS transport revenue. General fund expenditures are at 32.7% 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. Legal fees are higher than anticipated due to ongoing tax appeals and township water and sewer negotiations (which will be reimbursed by the water and sewer fund). Fire medical supplies and professional services are expected to rise as transport volume increases. The Fire motor pool contribution will increase by $35,000 to fund the new ambulance as approved by Council. Community Development wages and benefits will be reduced because the Director position was not replaced. Parks water usage is also up.

Water and Sewer

Water & sewer revenues are at 29.5% of budget. This is on target with expectations. The rate increase adopted as part of the budget seems to be generating additional revenue in line with expectations so far. Oaks Prison volumes have increased but are still below the contractual minimum billing, so revenue has not increased. Expenses are at 36% of budget. This is skewed up because of the timing of bond payments. Professional services are up for sewer because of the S2 grant stretching into this fiscal year. Overtime is also higher than expected at this point.

Refuse Fund
Revenue is at 58.2% of the budgeted total and has no unexpected items. Expenses are at 16.5% of budget. All expenditures are in line with expectations.

Marina
The Marina is at 52.0% of budgeted revenues. Dockage sales are flat compared to last year at this time. Fuel sales are down, but so is fuel expense which is related to generally lower price of gasoline and diesel this year. We need to increase boater volume at the Marina. Barring poor spring weather, at this point, revenues should be largely in line with expectations. Expenses are at 50.1% and tracking the budget fairly closely. It will take a few seasons of operating the facility to gain a good understanding of the new cost structure, particularly on the utility side.

Ramsdell Theatre
Revenues are currently at 24.6% of budget. This is flat with the prior year. The Ramsdell will continue to explore new programming and is beginning to reengage donors in an attempt to generate more revenue. Mike Terry has settled in as ED and is working to make the theatre more viable. His presence has been very helpful for the Theatre. Expenses are at 20.4% of budget. Contractual repairs and maintenance are up as we have been addressing some HVAC operational issues and adding some lighting controls.

Boat Launch
Boat Launch revenue is at 78.9% of budget. Launch revenue is up over $4,600 or 21% compared to last year. Most of the launch revenues occur in the fall. Expenses are at 55.8% of budget. Expenses should come in at or below budgeted amounts, with the caveat that if low water levels persist, additional maintenance may be needed in the spring. Time will tell.

Major Street Fund
The Major Street fund is at 6.8% of annual revenues. The timing and accounting treatment of payments from the state means revenues are rear loaded. Expenditures are at 55.0% of budget. This is skewed upwards because of the timing of bond payments. Some Kosciusko resurfacing payments to the MDOT budgeted last year stretched into this fiscal year, so Preservation Streets will be higher than expected. As is normal for this time of year, the performance of this fund will be tied to the severity of the winter.

Local Street Fund
The Local Street fund is at 34.5% 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 37.2% of budget, generally in line with expectations. As is normal for this time of year, the performance of this fund will be tied to the severity of the winter.

Oil & Gas Fund

Revenues are at 60.6% of budget. Investment results have been very positive this quarter as the stock market has continued to perform well. With persistently high crude oil prices, royalty income is likely to remain healthy and near budget. Expenses are at 93.2% of budget. Investment advisor fees are as expected and the annual transfer to the capital improvement fund has been made. The operating subsidy transfer to the water & sewer utility has also been made.

Capital Improvement Fund

Revenues are at 99.9% for the year. The annual transfer in from the Oil & Gas fund constitutes the bulk of the revenue. Expenses are at 35.3% of budget. Expenses so far relate to previously committed projects. Project expenditures do not occur uniformly throughout the year, and some projects span fiscal years. Budgeted projects are proceeding and in various stages of completion.

City of Manistee

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Revenues							
Dept: 000							
402.000 Real & Personal Property Tax	2,863,753.00	2,863,753.00	2,732,122.48	202,976.14	0.00	131,630.52	95.4
411.000 Delinq Real Property Tax	215,698.00	215,698.00	0.00	0.00	0.00	215,698.00	0.0
420.000 Delinq Personal Property Tax	12,188.00	12,188.00	0.00	0.00	0.00	12,188.00	0.0
445.000 Tax Penalties & Interest	36,660.00	36,660.00	411.71	411.71	0.00	36,248.29	1.1
447.000 Tax Administration Fee	96,200.00	96,200.00	58,477.06	4,462.52	0.00	37,722.94	60.8
450.000 Business Registration	1,500.00	1,500.00	375.00	75.00	0.00	1,125.00	25.0
485.000 Permits	8,000.00	8,000.00	1,805.00	475.00	0.00	6,195.00	22.6
490.000 Franchise Fees	97,000.00	97,000.00	0.00	0.00	0.00	97,000.00	0.0
495.000 ROW Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.0
501.000 Federal Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.0
539.000 State Grant Revenue	19,000.00	19,000.00	0.00	0.00	0.00	19,000.00	0.0
539.001 Spotlight Grant Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
539.002 Crim Just Training Grant	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
570.000 Local Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.0
574.000 State Share Liquor Tax	8,600.00	8,600.00	7,945.85	0.00	0.00	654.15	92.4
575.000 State Shared Revenue	458,454.00	458,454.00	3,477.00	0.00	0.00	454,977.00	0.8
575.001 State EVIP	153,060.00	153,060.00	0.00	0.00	0.00	153,060.00	0.0
626.000 Charge for Service	49,000.00	49,000.00	6,107.52	765.66	0.00	42,892.48	12.5
627.000 Charge for Serv - Bldg. Insp.	15,000.00	15,000.00	3,750.00	0.00	0.00	11,250.00	25.0
628.000 Charge for Service - Boat Ramp	9,800.00	9,800.00	9,500.00	4,750.00	0.00	300.00	96.9
629.000 Charge for Serv - Inspections	10,000.00	10,000.00	160.00	110.00	0.00	9,840.00	1.6
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	14,800.00	14,800.00	3,700.00	0.00	0.00	11,100.00	25.0
634.000 Charge for Services - Refuse	67,400.00	67,400.00	19,900.00	1,750.00	0.00	47,500.00	29.5
635.000 Charge for Service - W&S	236,900.00	236,900.00	59,225.01	19,741.67	0.00	177,674.99	25.0
636.000 Charge for Service-Transport	201,000.00	201,000.00	55,986.67	33,707.15	0.00	145,013.33	27.9
640.000 Payment in Lieu of Taxes	184,163.00	184,163.00	113,049.00	40,810.61	0.00	71,114.00	61.4
642.000 Sales	4,200.00	4,200.00	478.75	111.50	0.00	3,721.25	11.4
651.000 Sales - Concessions	0.00	0.00	0.00	0.00	0.00	0.00	0.0
655.000 Fines & Forfeits	26,000.00	26,000.00	5,334.95	873.00	0.00	20,665.05	20.5
664.000 Interest Income	3,586.00	3,586.00	159.82	102.17	0.00	3,426.18	4.5
667.000 Rental Income	4,600.00	4,600.00	0.00	0.00	0.00	4,600.00	0.0
668.000 Riverfront Lease Income	20,844.00	20,844.00	0.00	0.00	0.00	20,844.00	0.0
671.000 Other Revenue	500.00	500.00	0.00	0.00	0.00	500.00	0.0
674.000 Contributions\Donations	1,000.00	1,000.00	7,115.55	0.00	0.00	-6,115.55	711.6
676.000 Reimbursement	141,263.00	141,263.00	7,747.85	5,103.10	0.00	133,515.15	5.5
687.000 Refunds	23,000.00	23,000.00	17,616.34	17,603.00	0.00	5,383.66	76.6
688.000 Refunds - W.C. Premium	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
695.000 Insurance Settlement	0.00	0.00	13,068.76	0.00	0.00	-13,068.76	0.0
699.000 Transfers In	425,135.00	425,135.00	321,142.50	321,142.50	0.00	103,992.50	75.5
Dept: 000	5,702,804.00	5,702,804.00	3,520,406.83	678,887.40	0.00	2,182,397.17	61.7

City of Manistee

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Revenues							
Revenues	5,702,804.00	5,702,804.00	3,520,406.83	678,887.40	0.00	2,182,397.17	61.7
Expenditures							
Dept: 100 GENERAL							
728.000 SUPPLIES - Operating	0.00	0.00	83.38	0.00	0.00	-83.38	0.0
799.000 Miscellaneous Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
801.000 Professional Services	28,000.00	28,000.00	5,261.50	1,000.00	0.00	22,738.50	18.8
822.000 Insurance	78,000.00	78,000.00	86,626.08	0.00	0.00	-8,626.08	111.1
855.000 Utilities - Cell Phones	13,500.00	13,500.00	4,617.56	1,470.52	0.00	8,882.44	34.2
859.000 Utilities - Data\Internet	5,000.00	5,000.00	924.61	231.15	0.00	4,075.39	18.5
899.500 Special Events	0.00	0.00	0.00	0.00	0.00	0.00	0.0
901.000 Postage	21,279.00	21,279.00	7,477.74	2,180.61	0.00	13,801.26	35.1
925.001 Electric - Street Lights	128,000.00	128,000.00	32,121.39	10,910.02	0.00	95,878.61	25.1
940.000 Rent	1,800.00	1,800.00	1,017.14	0.00	0.00	782.86	56.5
959.000 Bad Debt	500.00	500.00	0.00	0.00	0.00	500.00	0.0
960.000 Bank Charges	1,000.00	1,000.00	501.50	490.00	0.00	498.50	50.2
964.000 Refunds	558.00	558.00	0.00	0.00	0.00	558.00	0.0
970.000 Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
989.000 Computer Hardware & Software	6,000.00	6,000.00	854.25	469.63	0.00	5,145.75	14.2
992.002 Renaissance Park - Principal	0.00	0.00	0.00	0.00	0.00	0.00	0.0
992.004 Bond Principal (1999 DDA)	0.00	0.00	0.00	0.00	0.00	0.00	0.0
992.005 2003 Cap Imp Principal	125,000.00	125,000.00	125,000.00	0.00	0.00	0.00	100.0
992.006 2010 DDA Refunding - Principal	115,000.00	115,000.00	115,000.00	0.00	0.00	0.00	100.0
992.007 2010 Cap Imp Principal	215,000.00	215,000.00	215,000.00	0.00	0.00	0.00	100.0
992.008 2013 CI Refunding - Principal	25,000.00	25,000.00	25,000.00	25,000.00	0.00	0.00	100.0
997.004 Bond Interest (1999 DDA)	0.00	0.00	0.00	0.00	0.00	0.00	0.0
997.005 2003 Cap Imp Int	2,188.00	2,188.00	2,187.50	0.00	0.00	0.50	100.0
997.006 2010 DDA Refunding - Interest	25,863.00	25,863.00	13,650.00	0.00	0.00	12,213.00	52.8
997.007 2010 Cap Imp Interest	210,135.00	210,135.00	106,142.50	0.00	0.00	103,992.50	50.5
997.008 2013 CI Refunding - Interest	46,058.00	46,058.00	23,408.89	23,408.89	0.00	22,649.11	50.8
999.000 Transfers Out	107,000.00	107,000.00	11,750.01	3,916.67	0.00	95,249.99	11.0
GENERAL	1,154,881.00	1,154,881.00	776,624.05	69,077.49	0.00	378,256.95	67.2

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
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
712.007 Costs - SUTA	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.009 Costs - Workers Compensation	73.00	73.00	18.74	4.74	0.00	54.26	25.7
728.000 SUPPLIES - Operating	11,026.00	11,026.00	4,466.95	49.95	0.00	6,559.05	40.5
860.000 Travel & Training	6,750.00	6,750.00	1,379.92	70.00	0.00	5,370.08	20.4
LEGISLATIVE	46,970.00	46,970.00	13,146.04	2,551.50	0.00	33,823.96	28.0

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 172 MANAGER							
702.000 Salaries	143,755.00	143,755.00	29,722.38	10,808.14	0.00	114,032.62	20.7
703.000 Longevity Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
704.000 Overtime	0.00	0.00	0.00	0.00	0.00	0.00	0.0
708.000 Holiday/Vacation/Sick Sellback	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.001 Costs - Social Security	10,185.00	10,185.00	2,283.66	761.22	0.00	7,901.34	22.4
712.002 Costs - Medicare	2,382.00	2,382.00	534.06	178.02	0.00	1,847.94	22.4
712.004 Costs - ICMA Contribution	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.005 Costs - MERS Contribution	16,011.00	16,011.00	3,586.86	1,195.62	0.00	12,424.14	22.4
712.006 Costs - In Lieu of BC/BS	4,515.00	4,515.00	1,465.86	366.48	0.00	3,049.14	32.5
712.007 Costs - SUTA	500.00	500.00	0.00	0.00	0.00	500.00	0.0
712.009 Costs - Workers Compensation	608.00	608.00	181.32	45.38	0.00	426.68	29.8
712.010 Costs - Blue Cross Insurance	9,446.00	9,446.00	3,174.92	793.73	0.00	6,271.08	33.6
712.011 Costs - Life Insurance	460.00	460.00	149.60	37.40	0.00	310.40	32.5
712.012 Costs - HRA Payments/Fees	2,343.00	2,343.00	60.85	6.95	0.00	2,282.15	2.6
727.000 DON'T USE - Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.0
728.000 SUPPLIES - Operating	3,600.00	3,600.00	205.44	56.56	0.00	3,394.56	5.7
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.	1,000.00	1,000.00	179.12	42.01	0.00	820.88	17.9
860.000 Travel & Training	3,300.00	3,300.00	728.32	65.00	0.00	2,571.68	22.1
870.000 Memberships & Dues	1,200.00	1,200.00	1,208.00	0.00	0.00	-8.00	100.7
873.000 Education	0.00	0.00	0.00	0.00	0.00	0.00	0.0
900.000 Printing & Publishing	0.00	0.00	0.00	0.00	0.00	0.00	0.0
957.000 Motor Pool	9,000.00	9,000.00	2,250.00	750.00	0.00	6,750.00	25.0
970.000 Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
985.000 Lease Purchase	2,220.00	2,220.00	557.62	187.72	0.00	1,662.38	25.1
MANAGER	211,175.00	211,175.00	46,288.01	15,294.23	0.00	164,886.99	21.9

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 215 CLERK							
702.000 Salaries	110,244.00	110,244.00	23,321.10	8,480.40	0.00	86,922.90	21.2
703.000 Longevity Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
704.000 Overtime	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
706.000 Part-Time	5,000.00	5,000.00	1,264.50	0.00	0.00	3,735.50	25.3
708.000 Holiday/Vacation/Sick Sellback	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.001 Costs - Social Security	7,745.00	7,745.00	1,662.48	554.16	0.00	6,082.52	21.5
712.002 Costs - Medicare	1,811.00	1,811.00	388.80	129.60	0.00	1,422.20	21.5
712.004 Costs - ICMA Contribution	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.005 Costs - MERS Contribution	8,181.00	8,181.00	1,854.66	618.22	0.00	6,326.34	22.7
712.006 Costs - In Lieu of BC/BS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.007 Costs - SUTA	500.00	500.00	0.00	0.00	0.00	500.00	0.0
712.009 Costs - Workers Compensation	492.00	492.00	140.74	35.61	0.00	351.26	28.6
712.010 Costs - Blue Cross Insurance	9,446.00	9,446.00	3,174.92	793.73	0.00	6,271.08	33.6
712.011 Costs - Life Insurance	348.00	348.00	116.16	29.04	0.00	231.84	33.4
712.012 Costs - HRA Payments/Fees	2,343.00	2,343.00	130.97	6.95	0.00	2,212.03	5.6
727.000 DON'T USE - Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.0
728.000 SUPPLIES - Operating	3,450.00	3,450.00	125.19	26.02	0.00	3,324.81	3.6
735.000 Periodicals & Publications	150.00	150.00	0.00	0.00	0.00	150.00	0.0
740.000 Election Expense	4,700.00	4,700.00	767.40	101.10	0.00	3,932.60	16.3
801.000 Professional Services	3,100.00	3,100.00	128.25	42.75	0.00	2,971.75	4.1
831.000 Contractual Repairs & Maint.	7,500.00	7,500.00	6,649.20	30.00	0.00	850.80	88.7
860.000 Travel & Training	5,200.00	5,200.00	585.00	585.00	0.00	4,615.00	11.3
870.000 Memberships & Dues	485.00	485.00	0.00	0.00	0.00	485.00	0.0
873.000 Education	0.00	0.00	0.00	0.00	0.00	0.00	0.0
874.000 Retire. Costs - Blue Cross	0.00	0.00	0.00	0.00	0.00	0.00	0.0
900.000 Printing & Publishing	5,900.00	5,900.00	1,207.38	452.80	0.00	4,692.62	20.5
970.000 Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
985.000 Lease Purchase	3,000.00	3,000.00	735.00	735.00	0.00	2,265.00	24.5
CLERK	180,595.00	180,595.00	42,251.75	12,620.38	0.00	138,343.25	23.4

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 253 FINANCE / TREASURER							
702.000 Salaries	117,176.00	117,176.00	24,787.64	9,013.69	0.00	92,388.36	21.2
703.000 Longevity Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
704.000 Overtime	500.00	500.00	0.00	0.00	0.00	500.00	0.0
706.000 Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.0
708.000 Holiday/Vacation/Sick Sellback	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.001 Costs - Social Security	8,003.00	8,003.00	1,756.26	585.42	0.00	6,246.74	21.9
712.002 Costs - Medicare	1,872.00	1,872.00	410.70	136.90	0.00	1,461.30	21.9
712.004 Costs - ICMA Contribution	8,317.00	8,317.00	1,919.28	639.76	0.00	6,397.72	23.1
712.005 Costs - MERS Contribution	3,091.00	3,091.00	699.36	233.12	0.00	2,391.64	22.6
712.006 Costs - In Lieu of BC/BS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.007 Costs - SUTA	500.00	500.00	0.00	0.00	0.00	500.00	0.0
712.009 Costs - Workers Compensation	497.00	497.00	150.30	37.86	0.00	346.70	30.2
712.010 Costs - Blue Cross Insurance	11,457.00	11,457.00	3,851.72	962.93	0.00	7,605.28	33.6
712.011 Costs - Life Insurance	379.00	379.00	126.72	31.68	0.00	252.28	33.4
712.012 Costs - HRA Payments/Fees	2,877.00	2,877.00	20.85	6.95	0.00	2,856.15	0.7
727.000 DON'T USE - Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.0
728.000 SUPPLIES - Operating	3,800.00	3,800.00	1,043.65	527.98	0.00	2,756.35	27.5
735.000 Periodicals & Publications	1,225.00	1,225.00	0.00	0.00	0.00	1,225.00	0.0
801.000 Professional Services	32,500.00	32,500.00	9,500.00	0.00	0.00	23,000.00	29.2
831.000 Contractual Repairs & Maint.	7,500.00	7,500.00	6,491.37	0.00	0.00	1,008.63	86.6
860.000 Travel & Training	4,500.00	4,500.00	778.35	0.00	0.00	3,721.65	17.3
870.000 Memberships & Dues	605.00	605.00	210.00	105.00	0.00	395.00	34.7
873.000 Education	0.00	0.00	0.00	0.00	0.00	0.00	0.0
874.000 Retire. Costs - Blue Cross	0.00	0.00	0.00	0.00	0.00	0.00	0.0
900.000 Printing & Publishing	700.00	700.00	0.00	0.00	0.00	700.00	0.0
970.000 Capital Outlay	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
985.000 Lease Purchase	1,600.00	1,600.00	379.59	125.90	0.00	1,220.41	23.7
FINANCE / TREASURER	208,099.00	208,099.00	52,125.79	12,407.19	0.00	155,973.21	25.0

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 257 ASSESSOR							
702.000 Salaries	67,857.00	67,857.00	14,354.34	5,219.76	0.00	53,502.66	21.2
703.000 Longevity Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
704.000 Overtime	0.00	0.00	0.00	0.00	0.00	0.00	0.0
706.000 Part-Time	3,120.00	3,120.00	197.63	197.63	0.00	2,922.37	6.3
708.000 Holiday/Vacation/Sick Sellback	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.001 Costs - Social Security	4,975.00	4,975.00	1,023.97	349.49	0.00	3,951.03	20.6
712.002 Costs - Medicare	1,163.00	1,163.00	239.48	81.74	0.00	923.52	20.6
712.004 Costs - ICMA Contribution	7,464.00	7,464.00	1,722.54	574.18	0.00	5,741.46	23.1
712.005 Costs - MERS Contribution	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.007 Costs - SUTA	500.00	500.00	5.20	5.20	0.00	494.80	1.0
712.009 Costs - Workers Compensation	732.00	732.00	217.24	54.59	0.00	514.76	29.7
712.010 Costs - Blue Cross Insurance	11,457.00	11,457.00	3,851.72	962.93	0.00	7,605.28	33.6
712.011 Costs - Life Insurance	269.00	269.00	89.98	22.44	0.00	179.02	33.4
712.012 Costs - HRA Payments/Fees	2,877.00	2,877.00	737.61	46.95	0.00	2,139.39	25.6
727.000 DON'T USE - Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.0
728.000 SUPPLIES - Operating	2,050.00	2,050.00	370.57	5.25	0.00	1,679.43	18.1
735.000 Periodicals & Publications	1,180.00	1,180.00	0.00	0.00	0.00	1,180.00	0.0
801.000 Professional Services	7,100.00	7,100.00	642.78	19.86	0.00	6,457.22	9.1
831.000 Contractual Repairs & Maint.	2,445.00	2,445.00	1,457.50	0.00	0.00	987.50	59.6
860.000 Travel & Training	1,635.00	1,635.00	757.50	107.50	0.00	877.50	46.3
865.000 Vehicle Allowance	1,800.00	1,800.00	450.00	150.00	0.00	1,350.00	25.0
870.000 Memberships & Dues	560.00	560.00	0.00	0.00	0.00	560.00	0.0
873.000 Education	0.00	0.00	0.00	0.00	0.00	0.00	0.0
900.000 Printing & Publishing	0.00	0.00	0.00	0.00	0.00	0.00	0.0
970.000 Capital Outlay	100.00	100.00	570.87	0.00	0.00	-470.87	570.9
ASSESSOR	117,284.00	117,284.00	26,688.93	7,797.52	0.00	90,595.07	22.8

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 265 MUNICIPAL BUILDINGS							
727.000 DON'T USE - Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.0
728.000 SUPPLIES - Operating	7,000.00	7,000.00	941.08	180.89	0.00	6,058.92	13.4
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.	7,000.00	7,000.00	1,171.22	234.00	0.00	5,828.78	16.7
850.000 Phone	9,600.00	9,600.00	2,453.38	1,231.13	0.00	7,146.62	25.6
920.000 Gas	6,500.00	6,500.00	427.64	143.95	0.00	6,072.36	6.6
920.336 Gas - Fire Dept	4,500.00	4,500.00	135.00	38.03	0.00	4,365.00	3.0
920.441 Gas - DPW	20,000.00	20,000.00	251.47	120.61	0.00	19,748.53	1.3
920.446 Gas - Bridge	1,200.00	1,200.00	77.03	0.00	0.00	1,122.97	6.4
922.000 Water	2,700.00	2,700.00	813.97	246.61	0.00	1,886.03	30.1
922.336 Water - Fire	850.00	850.00	283.53	118.10	0.00	566.47	33.4
922.441 Water - DPW	2,500.00	2,500.00	946.39	381.74	0.00	1,553.61	37.9
922.446 Water - Bridge	700.00	700.00	141.57	43.82	0.00	558.43	20.2
925.000 Electric	22,000.00	22,000.00	6,970.21	2,321.39	0.00	15,029.79	31.7
925.336 Electric - Fire	4,500.00	4,500.00	1,089.16	357.16	0.00	3,410.84	24.2
925.441 Electric - DPW	13,500.00	13,500.00	3,020.35	1,661.96	0.00	10,479.65	22.4
925.446 Electric - Bridge	2,800.00	2,800.00	474.55	171.88	0.00	2,325.45	16.9
930.000 Repairs & Maintenance	8,000.00	8,000.00	1,355.00	0.00	0.00	6,645.00	16.9
931.000 Repairs\Maintenance - Building	0.00	0.00	0.00	0.00	0.00	0.00	0.0
940.000 Rent	0.00	0.00	0.00	0.00	0.00	0.00	0.0
970.000 Capital Outlay	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
MUNICIPAL BUILDINGS	118,850.00	118,850.00	20,551.55	7,251.27	0.00	98,298.45	17.3

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 266 ATTORNEY							
802.000 Professional Services - GWSH	50,000.00	50,000.00	8,100.00	4,050.00	0.00	41,900.00	16.2
803.000 Prof Serv - Atty (tax/labor)	30,000.00	30,000.00	24,275.94	18,822.50	0.00	5,724.06	80.9
ATTORNEY	80,000.00	80,000.00	32,375.94	22,872.50	0.00	47,624.06	40.5

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 285 CITY ENGINEER							
799.000 Miscellaneous Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
801.000 Professional Services	12,000.00	12,000.00	6,000.00	0.00	0.00	6,000.00	50.0
CITY ENGINEER	12,000.00	12,000.00	6,000.00	0.00	0.00	6,000.00	50.0

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 290 BOARDS & COMMISSIONS							
712.001 Costs - Social Security	100.00	100.00	15.50	0.00	0.00	84.50	15.5
712.002 Costs - Medicare	25.00	25.00	3.63	0.00	0.00	21.37	14.5
712.009 Costs - Workers Compensation	5.00	5.00	1.06	0.00	0.00	3.94	21.2
880.000 Beautification Committee	0.00	0.00	0.00	0.00	0.00	0.00	0.0
881.000 Board of Review	2,000.00	2,000.00	284.65	0.00	0.00	1,715.35	14.2
882.000 Brownfield Redevelopment Autho	0.00	0.00	0.00	0.00	0.00	0.00	0.0
883.000 Harbor Commission	250.00	250.00	18.87	0.00	0.00	231.13	7.5
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 & Beautification Comm	850.00	850.00	0.00	0.00	0.00	850.00	0.0
887.000 Planning Commission	6,000.00	6,000.00	407.10	0.00	0.00	5,592.90	6.8
888.000 Tree Commission	350.00	350.00	0.00	0.00	0.00	350.00	0.0
889.000 Zoning Board of Appeals	1,300.00	1,300.00	0.00	0.00	0.00	1,300.00	0.0
BOARDS & COMMISSIONS	12,630.00	12,630.00	730.81	0.00	0.00	11,899.19	5.8

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 301 POLICE							
702.000 Salaries	584,204.00	584,204.00	122,105.91	44,939.01	0.00	462,098.09	20.9
703.000 Longevity Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
704.000 Overtime	15,000.00	15,000.00	5,717.17	1,430.42	0.00	9,282.83	38.1
704.001 Spotlight Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.0
706.000 Part-Time	21,960.00	21,960.00	2,750.00	1,000.00	0.00	19,210.00	12.5
708.000 Holiday/Vacation/Sick Sellback	18,000.00	18,000.00	2,871.41	1,294.95	0.00	15,128.59	16.0
712.001 Costs - Social Security	1,926.00	1,926.00	186.00	62.00	0.00	1,740.00	9.7
712.002 Costs - Medicare	9,886.00	9,886.00	2,285.70	758.79	0.00	7,600.30	23.1
712.004 Costs - ICMA Contribution	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.005 Costs - MERS Contribution	46,031.00	46,031.00	11,528.67	3,790.80	0.00	34,502.33	25.0
712.006 Costs - In Lieu of BC/BS	9,030.00	9,030.00	4,371.17	1,095.40	0.00	4,658.83	48.4
712.007 Costs - SUTA	3,518.00	3,518.00	78.90	26.30	0.00	3,439.10	2.2
712.009 Costs - Workers Compensation	14,533.00	14,533.00	4,370.84	1,118.19	0.00	10,162.16	30.1
712.010 Costs - Blue Cross Insurance	101,316.00	101,316.00	31,805.94	6,920.49	0.00	69,510.06	31.4
712.011 Costs - Life Insurance	1,823.00	1,823.00	634.92	158.73	0.00	1,188.08	34.8
712.012 Costs - HRA Payments/Fees	25,552.00	25,552.00	6,842.63	1,299.21	0.00	18,709.37	26.8
715.000 Uniform & Cleaning Allowance	9,500.00	9,500.00	2,631.66	256.28	0.00	6,868.34	27.7
727.000 DON'T USE - Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.0
728.000 SUPPLIES - Operating	12,500.00	12,500.00	4,308.17	1,194.58	0.00	8,191.83	34.5
735.000 Periodicals & Publications	200.00	200.00	0.00	0.00	0.00	200.00	0.0
770.000 Vehicle Gas	20,500.00	20,500.00	4,274.49	1,299.36	0.00	16,225.51	20.9
775.000 DON'T USE - Supplies Veh/Equi	0.00	0.00	0.00	0.00	0.00	0.00	0.0
795.000 Spotlight Grant Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.0
801.000 Professional Services	4,500.00	4,500.00	1,992.00	66.00	0.00	2,508.00	44.3
831.000 Contractual Repairs & Maint.	8,689.00	8,689.00	1,249.61	530.16	0.00	7,439.39	14.4
860.000 Travel & Training	6,500.00	6,500.00	2,407.28	738.35	0.00	4,092.72	37.0
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
873.000 Education	0.00	0.00	0.00	0.00	0.00	0.00	0.0
874.000 Retire. Costs - Blue Cross	0.00	0.00	0.00	0.00	0.00	0.00	0.0
900.000 Printing & Publishing	1,100.00	1,100.00	118.97	68.97	0.00	981.03	10.8
930.000 Repairs & Maintenance	11,000.00	11,000.00	2,099.38	1,756.57	0.00	8,900.62	19.1
932.000 DON'T USE - Repairs/ Radios	0.00	0.00	0.00	0.00	0.00	0.00	0.0
957.000 Motor Pool	31,000.00	31,000.00	7,749.99	2,583.33	0.00	23,250.01	25.0
970.000 Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
985.000 Lease Purchase	0.00	0.00	0.00	0.00	0.00	0.00	0.0
POLICE	963,568.00	963,568.00	223,580.81	72,787.89	0.00	739,987.19	23.2

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 336 FIRE							
702.000 Salaries	412,534.00	412,534.00	86,295.36	31,522.94	0.00	326,238.64	20.9
703.000 Longevity Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
704.000 Overtime	30,000.00	30,000.00	8,761.84	3,688.39	0.00	21,238.16	29.2
706.000 Part-Time	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
708.000 Holiday/Vacation/Sick Sellback	30,000.00	30,000.00	1,645.60	1,253.82	0.00	28,354.40	5.5
712.001 Costs - Social Security	310.00	310.00	0.00	0.00	0.00	310.00	0.0
712.002 Costs - Medicare	6,948.00	6,948.00	1,597.83	526.75	0.00	5,350.17	23.0
712.004 Costs - ICMA Contribution	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.005 Costs - MERS Contribution	74,916.00	74,916.00	18,329.07	6,325.74	0.00	56,586.93	24.5
712.006 Costs - In Lieu of BC/BS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.007 Costs - SUTA	2,501.00	2,501.00	0.00	0.00	0.00	2,501.00	0.0
712.009 Costs - Workers Compensation	15,548.00	15,548.00	5,052.83	1,312.20	0.00	10,495.17	32.5
712.010 Costs - Blue Cross Insurance	89,860.00	89,860.00	30,210.76	7,552.69	0.00	59,649.24	33.6
712.011 Costs - Life Insurance	1,348.00	1,348.00	476.52	119.13	0.00	871.48	35.4
712.012 Costs - HRA Payments/Fees	24,458.00	24,458.00	5,449.98	459.63	0.00	19,008.02	22.3
715.000 Uniform & Cleaning Allowance	6,000.00	6,000.00	2,417.05	1,572.41	0.00	3,582.95	40.3
716.000 Food Allowance	6,240.00	6,240.00	6,786.33	0.00	0.00	-546.33	108.8
727.000 DON'T USE - Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.0
728.000 SUPPLIES - Operating	7,300.00	7,300.00	3,792.73	1,697.54	0.00	3,507.27	52.0
732.000 SUPPLIES - Medical	4,000.00	4,000.00	3,738.06	349.01	0.00	261.94	93.5
735.000 Periodicals & Publications	1,150.00	1,150.00	67.00	0.00	0.00	1,083.00	5.8
770.000 Vehicle Gas	7,040.00	7,040.00	2,073.80	645.21	0.00	4,966.20	29.5
775.000 DON'T USE - Supplies Veh/Equi	0.00	0.00	0.00	0.00	0.00	0.00	0.0
790.000 Fire Prevention	2,200.00	2,200.00	1,875.51	1,483.23	0.00	324.49	85.3
801.000 Professional Services	15,000.00	15,000.00	5,039.75	3,469.56	0.00	9,960.25	33.6
831.000 Contractual Repairs & Maint.	3,900.00	3,900.00	1,506.69	973.23	0.00	2,393.31	38.6
860.000 Travel & Training	8,300.00	8,300.00	2,393.03	787.95	0.00	5,906.97	28.8
870.000 Memberships & Dues	400.00	400.00	165.00	0.00	0.00	235.00	41.3
873.000 Education	17,000.00	17,000.00	20.00	20.00	0.00	16,980.00	0.1
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	800.00	800.00	151.30	0.00	0.00	648.70	18.9
930.000 Repairs & Maintenance	12,100.00	12,100.00	1,669.22	671.87	0.00	10,430.78	13.8
931.000 Repairs\Maintenance - Building	0.00	0.00	0.00	0.00	0.00	0.00	0.0
932.000 DON'T USE - Repairs/ Radios	0.00	0.00	0.00	0.00	0.00	0.00	0.0
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	27,000.00	27,000.00	6,750.00	2,250.00	0.00	20,250.00	25.0
970.000 Capital Outlay	8,200.00	8,200.00	0.00	0.00	0.00	8,200.00	0.0
985.000 Lease Purchase	0.00	0.00	198.74	198.74	0.00	-198.74	0.0
FIRE	856,853.00	856,853.00	206,864.00	68,130.04	0.00	649,989.00	24.1

For the Period: 7/1/2013 to 9/30/2013

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 441 PUBLIC WORKS							
702.000 Salaries	483,195.00	483,195.00	83,492.26	30,451.37	0.00	399,702.74	17.3
703.000 Longevity Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
704.000 Overtime	27,000.00	27,000.00	2,940.85	1,471.64	0.00	24,059.15	10.9
706.000 Part-Time	26,936.00	26,936.00	12,008.00	4,366.00	0.00	14,928.00	44.6
708.000 Holiday/Vacation/Sick Sellback	7,500.00	7,500.00	2,812.33	937.44	0.00	4,687.67	37.5
712.001 Costs - Social Security	34,677.00	34,677.00	6,638.70	2,243.25	0.00	28,038.30	19.1
712.002 Costs - Medicare	8,110.00	8,110.00	1,552.70	524.66	0.00	6,557.30	19.1
712.004 Costs - ICMA Contribution	2,835.00	2,835.00	579.44	191.88	0.00	2,255.56	20.4
712.005 Costs - MERS Contribution	6,523.00	6,523.00	214.74	72.68	0.00	6,308.26	3.3
712.006 Costs - In Lieu of BC/BS	4,515.00	4,515.00	1,465.86	366.48	0.00	3,049.14	32.5
712.007 Costs - SUTA	3,457.00	3,457.00	344.68	114.84	0.00	3,112.32	10.0
712.009 Costs - Workers Compensation	29,785.00	29,785.00	7,712.23	1,990.27	0.00	22,072.77	25.9
712.010 Costs - Blue Cross Insurance	82,472.00	82,472.00	26,402.16	6,600.54	0.00	56,069.84	32.0
712.011 Costs - Life Insurance	1,094.00	1,094.00	264.00	66.00	0.00	830.00	24.1
712.012 Costs - HRA Payments/Fees	21,108.00	21,108.00	748.50	509.50	0.00	20,359.50	3.5
715.000 Uniform & Cleaning Allowance	4,900.00	4,900.00	397.14	117.04	0.00	4,502.86	8.1
727.000 DON'T USE - Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.0
728.000 SUPPLIES - Operating	11,400.00	11,400.00	1,430.50	545.04	0.00	9,969.50	12.5
735.000 Periodicals & Publications	250.00	250.00	0.00	0.00	0.00	250.00	0.0
770.000 Vehicle Gas	74,000.00	74,000.00	14,888.61	4,562.78	0.00	59,111.39	20.1
775.000 DON'T USE - Supplies Veh/Equi	0.00	0.00	0.00	0.00	0.00	0.00	0.0
801.000 Professional Services	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
831.000 Contractual Repairs & Maint.	10,000.00	10,000.00	1,120.15	0.00	0.00	8,879.85	11.2
860.000 Travel & Training	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	0.0
870.000 Memberships & Dues	465.00	465.00	0.00	0.00	0.00	465.00	0.0
873.000 Education	0.00	0.00	0.00	0.00	0.00	0.00	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	300.00	300.00	0.00	0.00	0.00	300.00	0.0
930.000 Repairs & Maintenance	80,000.00	80,000.00	14,987.81	7,561.38	0.00	65,012.19	18.7
931.000 Repairs\Maintenance - Building	0.00	0.00	0.00	0.00	0.00	0.00	0.0
932.000 DON'T USE - Repairs/ Radios	0.00	0.00	0.00	0.00	0.00	0.00	0.0
955.000 Christmas Decorations	7,500.00	7,500.00	0.00	0.00	0.00	7,500.00	0.0
957.000 Motor Pool	72,000.00	72,000.00	18,000.00	6,000.00	0.00	54,000.00	25.0
970.000 Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
985.000 Lease Purchase	0.00	0.00	0.00	0.00	0.00	0.00	0.0
PUBLIC WORKS	1,004,522.00	1,004,522.00	199,000.66	68,942.79	0.00	805,521.34	19.8

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 748 COMMUNITY DEVELOPMENT OFFICE							
702.000 Salaries	208,011.00	208,011.00	36,200.52	10,791.21	0.00	171,810.48	17.4
703.000 Longevity Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
704.000 Overtime	750.00	750.00	0.00	0.00	0.00	750.00	0.0
706.000 Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.0
708.000 Holiday/Vacation/Sick Sellback	0.00	0.00	3,392.84	0.00	0.00	-3,392.84	0.0
712.001 Costs - Social Security	14,287.00	14,287.00	2,904.77	715.31	0.00	11,382.23	20.3
712.002 Costs - Medicare	3,341.00	3,341.00	679.34	167.29	0.00	2,661.66	20.3
712.004 Costs - ICMA Contribution	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.005 Costs - MERS Contribution	13,564.00	13,564.00	3,042.63	600.11	0.00	10,521.37	22.4
712.006 Costs - In Lieu of BC/BS	4,515.00	4,515.00	1,465.86	366.48	0.00	3,049.14	32.5
712.007 Costs - SUTA	999.00	999.00	30.76	0.00	0.00	968.24	3.1
712.009 Costs - Workers Compensation	1,547.00	1,547.00	788.31	155.32	0.00	758.69	51.0
712.010 Costs - Blue Cross Insurance	32,359.00	32,359.00	8,849.43	1,756.66	0.00	23,509.57	27.3
712.011 Costs - Life Insurance	427.00	427.00	101.42	19.80	0.00	325.58	23.8
712.012 Costs - HRA Payments/Fees	8,097.00	8,097.00	321.36	166.61	0.00	7,775.64	4.0
727.000 DON'T USE - Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.0
728.000 SUPPLIES - Operating	3,410.00	3,410.00	1,553.15	779.98	0.00	1,856.85	45.5
735.000 Periodicals & Publications	250.00	250.00	0.00	0.00	0.00	250.00	0.0
801.000 Professional Services	0.00	0.00	0.00	0.00	0.00	0.00	0.0
831.000 Contractual Repairs & Maint.	1,300.00	1,300.00	64.93	32.42	0.00	1,235.07	5.0
860.000 Travel & Training	2,200.00	2,200.00	350.00	0.00	0.00	1,850.00	15.9
865.000 Vehicle Allowance	4,400.00	4,400.00	900.00	200.00	0.00	3,500.00	20.5
870.000 Memberships & Dues	200.00	200.00	0.00	0.00	0.00	200.00	0.0
900.000 Printing & Publishing	200.00	200.00	0.00	0.00	0.00	200.00	0.0
970.000 Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
985.000 Lease Purchase	0.00	0.00	0.00	0.00	0.00	0.00	0.0
COMMUNITY DEVELOPMENT OFFICE	299,857.00	299,857.00	60,645.32	15,751.19	0.00	239,211.68	20.2

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 751 PARKS & RECREATION							
702.000 Salaries	84,043.00	84,043.00	17,193.17	6,483.20	0.00	66,849.83	20.5
703.000 Longevity Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
704.000 Overtime	6,500.00	6,500.00	8,714.52	2,719.17	0.00	-2,214.52	134.1
706.000 Part-Time	49,020.00	49,020.00	19,596.75	2,811.00	0.00	29,423.25	40.0
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	8,684.00	8,684.00	3,062.69	727.76	0.00	5,621.31	35.3
712.002 Costs - Medicare	2,031.00	2,031.00	716.29	170.21	0.00	1,314.71	35.3
712.003 Costs - Retirement	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.004 Costs - ICMA Contribution	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.005 Costs - MERS Contribution	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.006 Costs - In Lieu of BC/BS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.007 Costs - SUTA	2,133.00	2,133.00	580.22	73.94	0.00	1,552.78	27.2
712.009 Costs - Workers Compensation	3,702.00	3,702.00	1,753.97	318.15	0.00	1,948.03	47.4
712.010 Costs - Blue Cross Insurance	18,892.00	18,892.00	6,349.84	1,587.46	0.00	12,542.16	33.6
712.011 Costs - Life Insurance	158.00	158.00	52.80	13.20	0.00	105.20	33.4
712.012 Costs - HRA Payments/Fees	4,685.00	4,685.00	61.70	13.90	0.00	4,623.30	1.3
715.000 Uniform & Cleaning Allowance	920.00	920.00	99.00	0.00	0.00	821.00	10.8
727.000 DON'T USE - Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.0
728.000 SUPPLIES - Operating	11,000.00	11,000.00	3,679.92	1,342.14	0.00	7,320.08	33.5
735.000 Periodicals & Publications	0.00	0.00	0.00	0.00	0.00	0.00	0.0
770.000 Vehicle Gas	7,000.00	7,000.00	2,993.83	760.59	0.00	4,006.17	42.8
775.000 DON'T USE - Supplies Veh/Equi	0.00	0.00	0.00	0.00	0.00	0.00	0.0
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.	67,600.00	67,600.00	9,275.48	5,492.27	0.00	58,324.52	13.7
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	135.00	135.00	0.00	0.00	0.00	135.00	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	77.14	28.33	0.00	922.86	7.7
920.751 Gas - Parks	0.00	0.00	0.00	0.00	0.00	0.00	0.0
922.000 Water	5,000.00	5,000.00	6,672.40	1,835.76	0.00	-1,672.40	133.4
925.000 Electric	19,000.00	19,000.00	5,791.14	1,610.08	0.00	13,208.86	30.5
930.000 Repairs & Maintenance	39,000.00	39,000.00	17,884.87	7,065.64	0.00	21,115.13	45.9
931.000 Repairs\Maintenance - Building	0.00	0.00	0.00	0.00	0.00	0.00	0.0
957.000 Motor Pool	36,000.00	36,000.00	9,000.00	3,000.00	0.00	27,000.00	25.0
970.000 Capital Outlay	0.00	0.00	2,478.98	0.00	0.00	-2,478.98	0.0
PARKS & RECREATION	371,003.00	371,003.00	116,034.71	36,052.80	0.00	254,968.29	31.3

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
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	2,500.00	2,500.00	2,500.00	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
894.000 Manistee Recreation Assoc.	28,500.00	28,500.00	7,125.00	0.00	0.00	21,375.00	25.0
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	19,125.00	0.00	0.00	100.0
897.000 Ramsdell Restoration	0.00	0.00	0.00	0.00	0.00	0.00	0.0
898.000 SSCENT	0.00	0.00	0.00	0.00	0.00	0.00	0.0
899.000 Veteran's Memorial Day	1,000.00	1,000.00	1,000.00	1,000.00	0.00	0.00	100.0
APPROPRIATIONS	131,018.00	131,018.00	63,004.50	20,125.00	0.00	68,013.50	48.1

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Expenditures	5,769,305.00	5,769,305.00	1,885,912.87	431,661.79	0.00	3,883,392.13	32.7
Grand Total Net Effect:	-66,501.00	-66,501.00	1,634,493.96	247,225.61	0.00	-1,700,994.96	

City of Manistee

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 573 - WATER & SEWER UTILITY							
Revenues							
Dept: 000							
501.002 Abandoned Well Manage. Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.0
539.000 State Grant Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
608.000 Penalties	36,225.00	36,225.00	10,538.05	4,302.76	0.00	25,686.95	29.1
610.000 Bond Debt	360,000.00	360,000.00	90,542.80	30,257.40	0.00	269,457.20	25.2
612.000 New Service	2,500.00	2,500.00	6,637.50	6,387.50	0.00	-4,137.50	265.5
626.000 Charge for Service	1,000.00	1,000.00	250.00	50.00	0.00	750.00	25.0
648.000 Water Sales	1,060,525.00	1,060,525.00	360,991.98	131,929.55	0.00	699,533.02	34.0
649.000 Sewer Sales	1,802,185.00	1,802,185.00	503,769.95	176,298.61	0.00	1,298,415.05	28.0
650.000 Meter Sales	3,500.00	3,500.00	1,314.68	105.00	0.00	2,185.32	37.6
664.000 Interest Income	1,000.00	1,000.00	46.97	11.06	0.00	953.03	4.7
667.000 Rental Income	69,922.00	69,922.00	11,086.80	3,705.90	0.00	58,835.20	15.9
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	812.00	370.00	0.00	2,688.00	23.2
676.000 Reimbursement	0.00	0.00	15,729.57	0.00	0.00	-15,729.57	0.0
680.000 Capital Cost Recovery	31,836.00	31,836.00	7,958.79	2,652.93	0.00	23,877.21	25.0
687.000 Refunds	0.00	0.00	0.00	0.00	0.00	0.00	0.0
695.000 Insurance Settlement	0.00	0.00	0.00	0.00	0.00	0.00	0.0
699.000 Transfers In	467,308.00	467,308.00	125,000.00	125,000.00	0.00	342,308.00	26.7
Dept: 000	3,861,101.00	3,861,101.00	1,140,079.09	481,070.71	0.00	2,721,021.91	29.5
Revenues	3,861,101.00	3,861,101.00	1,140,079.09	481,070.71	0.00	2,721,021.91	29.5
Expenditures							
Dept: 100 GENERAL							
724.000 Accrued Absence Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
799.000 Miscellaneous Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
963.000 Amortization Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
964.000 Refunds	0.00	0.00	0.00	0.00	0.00	0.00	0.0
968.000 Depreciation	0.00	0.00	0.00	0.00	0.00	0.00	0.0
999.000 Transfers Out	342,308.00	342,308.00	205,852.34	205,852.34	0.00	136,455.66	60.1
GENERAL	342,308.00	342,308.00	205,852.34	205,852.34	0.00	136,455.66	60.1
Dept: 541 ADMINISTRATION							
702.000 Salaries	111,961.00	111,961.00	22,732.65	7,939.00	0.00	89,228.35	20.3
703.000 Longevity Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
704.000 Overtime	1,200.00	1,200.00	248.79	0.00	0.00	951.21	20.7
708.000 Holiday/Vacation/Sick Sellback	0.00	0.00	1,544.90	909.88	0.00	-1,544.90	0.0
712.001 Costs - Social Security	7,530.00	7,530.00	1,689.54	555.88	0.00	5,840.46	22.4
712.002 Costs - Medicare	1,761.00	1,761.00	395.12	130.00	0.00	1,365.88	22.4
712.005 Costs - MERS Contribution	8,295.00	8,295.00	1,840.77	578.76	0.00	6,454.23	22.2
712.007 Costs - SUTA	500.00	500.00	0.00	0.00	0.00	500.00	0.0
712.009 Costs - Workers Compensation	2,603.00	2,603.00	559.29	136.42	0.00	2,043.71	21.5
712.010 Costs - Blue Cross Insurance	20,902.00	20,902.00	7,026.64	1,756.66	0.00	13,875.36	33.6
712.011 Costs - Life Insurance	79.00	79.00	133.32	31.68	0.00	-54.32	168.8
712.012 Costs - HRA Payments/Fees	5,220.00	5,220.00	9,207.71	4,815.84	0.00	-3,987.71	176.4
727.000 DON'T USE - Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.0
728.000 SUPPLIES - Operating	11,000.00	11,000.00	1,713.37	421.81	0.00	9,286.63	15.6
735.000 Periodicals & Publications	500.00	500.00	0.00	0.00	0.00	500.00	0.0
801.000 Professional Services	150.00	150.00	110.90	0.00	0.00	39.10	73.9
820.000 Administration	236,836.00	236,836.00	59,225.01	19,741.67	0.00	177,610.99	25.0
831.000 Contractual Repairs & Maint.	4,300.00	4,300.00	91.59	30.53	0.00	4,208.41	2.1
850.000 Phone	8,000.00	8,000.00	1,198.10	0.00	0.00	6,801.90	15.0
860.000 Travel & Training	2,500.00	2,500.00	384.00	384.00	0.00	2,116.00	15.4
870.000 Memberships & Dues	300.00	300.00	0.00	0.00	0.00	300.00	0.0
873.000 Education	0.00	0.00	0.00	0.00	0.00	0.00	0.0
900.000 Printing & Publishing	6,000.00	6,000.00	1,028.94	746.05	0.00	4,971.06	17.1
959.000 Bad Debt	0.00	0.00	0.00	0.00	0.00	0.00	0.0
960.000 Bank Charges	7,000.00	7,000.00	2,096.87	690.70	0.00	4,903.13	30.0
970.000 Capital Outlay	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0

For the Period: 7/1/2013 to 9/30/2013

Fund: 573 - WATER & SEWER UTILITY

Expenditures

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
ADMINISTRATION	437,637.00	437,637.00	111,227.51	38,868.88	0.00	326,409.49	25.4
Dept: 542 WATER OPERATION							
702.000 Salaries	127,662.00	127,662.00	26,560.86	9,848.00	0.00	101,101.14	20.8
703.000 Longevity Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
704.000 Overtime	6,000.00	6,000.00	5,805.01	2,012.08	0.00	194.99	96.8
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	8,360.00	8,360.00	2,140.33	718.23	0.00	6,219.67	25.6
712.002 Costs - Medicare	1,955.00	1,955.00	500.55	167.96	0.00	1,454.45	25.6
712.005 Costs - MERS Contribution	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.007 Costs - SUTA	750.00	750.00	0.00	0.00	0.00	750.00	0.0
712.009 Costs - Workers Compensation	4,530.00	4,530.00	1,570.67	396.56	0.00	2,959.33	34.7
712.010 Costs - Blue Cross Insurance	30,348.00	30,348.00	7,806.19	2,087.38	0.00	22,541.81	25.7
712.011 Costs - Life Insurance	238.00	238.00	79.20	19.80	0.00	158.80	33.3
712.012 Costs - HRA Payments/Fees	7,562.00	7,562.00	201.70	33.90	0.00	7,360.30	2.7
715.000 Uniform & Cleaning Allowance	1,155.00	1,155.00	160.00	0.00	0.00	995.00	13.9
727.000 DON'T USE - Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.0
728.000 SUPPLIES - Operating	4,000.00	4,000.00	328.95	122.24	0.00	3,671.05	8.2
745.000 Chemicals	35,500.00	35,500.00	5,039.09	0.00	0.00	30,460.91	14.2
750.000 Meters	24,000.00	24,000.00	3,249.18	3,249.18	0.00	20,750.82	13.5
770.000 Vehicle Gas	6,500.00	6,500.00	2,558.29	940.21	0.00	3,941.71	39.4
775.000 DON'T USE - Supplies Veh/Equi	0.00	0.00	0.00	0.00	0.00	0.00	0.0
801.000 Professional Services	15,000.00	15,000.00	5,250.39	600.00	0.00	9,749.61	35.0
822.000 Insurance	3,500.00	3,500.00	4,890.17	0.00	0.00	-1,390.17	139.7
824.000 Lab Testing	9,000.00	9,000.00	1,873.26	1,093.74	0.00	7,126.74	20.8
831.000 Contractual Repairs & Maint.	21,000.00	21,000.00	3,461.40	50.90	0.00	17,538.60	16.5
860.000 Travel & Training	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
870.000 Memberships & Dues	525.00	525.00	375.00	0.00	0.00	150.00	71.4
874.000 Retire. Costs - Blue Cross	0.00	0.00	0.00	0.00	0.00	0.00	0.0
925.000 Electric	62,000.00	62,000.00	20,848.43	6,734.18	0.00	41,151.57	33.6
930.000 Repairs & Maintenance	57,000.00	57,000.00	3,496.15	1,033.07	0.00	53,503.85	6.1
957.000 Motor Pool	35,000.00	35,000.00	8,750.01	2,916.67	0.00	26,249.99	25.0
970.000 Capital Outlay	48,000.00	48,000.00	0.00	0.00	0.00	48,000.00	0.0
WATER OPERATION	514,085.00	514,085.00	104,944.83	32,024.10	0.00	409,140.17	20.4
Dept: 543 SEWER - WWTP							
702.000 Salaries	170,090.00	170,090.00	36,041.64	13,128.00	0.00	134,048.36	21.2
703.000 Longevity Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
704.000 Overtime	7,000.00	7,000.00	5,717.72	2,226.44	0.00	1,282.28	81.7
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	11,166.00	11,166.00	2,733.71	927.80	0.00	8,432.29	24.5
712.002 Costs - Medicare	2,611.00	2,611.00	639.35	216.99	0.00	1,971.65	24.5
712.005 Costs - MERS Contribution	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.006 Costs - In Lieu of BC/BS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.007 Costs - SUTA	999.00	999.00	0.00	0.00	0.00	999.00	0.0
712.009 Costs - Workers Compensation	3,962.00	3,962.00	1,338.66	342.85	0.00	2,623.34	33.8
712.010 Costs - Blue Cross Insurance	19,328.00	19,328.00	6,497.48	1,624.37	0.00	12,830.52	33.6
712.011 Costs - Life Insurance	317.00	317.00	105.60	26.40	0.00	211.40	33.3
712.012 Costs - HRA Payments/Fees	7,562.00	7,562.00	949.06	20.85	0.00	6,612.94	12.6
715.000 Uniform & Cleaning Allowance	3,208.00	3,208.00	471.44	153.44	0.00	2,736.56	14.7
727.000 DON'T USE - Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.0
728.000 SUPPLIES - Operating	25,000.00	25,000.00	3,496.99	1,834.99	0.00	21,503.01	14.0
745.000 Chemicals	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.0
770.000 Vehicle Gas	7,200.00	7,200.00	1,077.88	263.82	0.00	6,122.12	15.0
775.000 DON'T USE - Supplies Veh/Equi	0.00	0.00	0.00	0.00	0.00	0.00	0.0
801.000 Professional Services	21,500.00	21,500.00	2,798.50	2,798.50	0.00	18,701.50	13.0
822.000 Insurance	29,000.00	29,000.00	19,954.25	0.00	0.00	9,045.75	68.8
824.000 Lab Testing	10,900.00	10,900.00	2,385.08	200.96	0.00	8,514.92	21.9
831.000 Contractual Repairs & Maint.	60,000.00	60,000.00	6,595.58	0.00	0.00	53,404.42	11.0
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	450.00	450.00	0.00	0.00	0.00	450.00	0.0

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 573 - WATER & SEWER UTILITY							
Expenditures							
Dept: 543 SEWER - WWTP							
874.000 Retire. Costs - Blue Cross	0.00	0.00	0.00	0.00	0.00	0.00	0.0
920.000 Gas	21,000.00	21,000.00	2,524.34	768.65	0.00	18,475.66	12.0
925.000 Electric	117,000.00	117,000.00	35,010.85	11,558.86	0.00	81,989.15	29.9
930.000 Repairs & Maintenance	117,500.00	117,500.00	8,828.12	1,135.32	0.00	108,671.88	7.5
931.000 Repairs\Maintenance - Building	0.00	0.00	0.00	0.00	0.00	0.00	0.0
957.000 Motor Pool	35,000.00	35,000.00	8,750.01	2,916.67	0.00	26,249.99	25.0
970.000 Capital Outlay	41,000.00	41,000.00	8,119.42	8,119.42	0.00	32,880.58	19.8
SEWER - WWTP	747,793.00	747,793.00	154,035.68	48,264.33	0.00	593,757.32	20.6
Dept: 544 SEWER COLLECTION (STREETS)							
702.000 Salaries	80,998.00	80,998.00	17,471.14	6,483.20	0.00	63,526.86	21.6
703.000 Longevity Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
704.000 Overtime	3,500.00	3,500.00	5,328.12	1,942.18	0.00	-1,828.12	152.2
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	5,448.00	5,448.00	1,478.80	503.58	0.00	3,969.20	27.1
712.002 Costs - Medicare	1,274.00	1,274.00	345.85	117.77	0.00	928.15	27.1
712.005 Costs - MERS Contribution	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.006 Costs - In Lieu of BC/BS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.007 Costs - SUTA	500.00	500.00	0.00	0.00	0.00	500.00	0.0
712.009 Costs - Workers Compensation	2,800.00	2,800.00	1,079.56	277.95	0.00	1,720.44	38.6
712.010 Costs - Blue Cross Insurance	22,913.00	22,913.00	7,703.44	1,925.86	0.00	15,209.56	33.6
712.011 Costs - Life Insurance	158.00	158.00	52.80	13.20	0.00	105.20	33.4
712.012 Costs - HRA Payments/Fees	5,755.00	5,755.00	374.70	306.90	0.00	5,380.30	6.5
715.000 Uniform & Cleaning Allowance	1,432.00	1,432.00	376.60	73.60	0.00	1,055.40	26.3
728.000 SUPPLIES - Operating	2,500.00	2,500.00	215.39	190.39	0.00	2,284.61	8.6
745.000 Chemicals	8,000.00	8,000.00	0.00	0.00	0.00	8,000.00	0.0
775.000 DON'T USE - Supplies Veh/Equi	0.00	0.00	0.00	0.00	0.00	0.00	0.0
801.000 Professional Services	12,000.00	12,000.00	28,681.51	0.00	0.00	-16,681.51	239.0
831.000 Contractual Repairs & Maint.	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
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	450.00	450.00	0.00	0.00	0.00	450.00	0.0
873.000 Education	0.00	0.00	0.00	0.00	0.00	0.00	0.0
930.000 Repairs & Maintenance	13,000.00	13,000.00	1,596.41	213.65	0.00	11,403.59	12.3
932.000 DON'T USE - Repairs/ Radios	0.00	0.00	0.00	0.00	0.00	0.00	0.0
957.000 Motor Pool	35,000.00	35,000.00	8,750.01	2,916.67	0.00	26,249.99	25.0
970.000 Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
SEWER COLLECTION (STREETS)	209,228.00	209,228.00	73,454.33	14,964.95	0.00	135,773.67	35.1
Dept: 574 Water & Sewer Bond & Interest							
960.000 Bank Charges	500.00	500.00	240.75	0.00	0.00	259.25	48.2
962.000 Accrued Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
995.002 1997 A Bond Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.0
995.003 1997 B SRF Bond Interest	2,813.00	2,813.00	1,406.25	0.00	0.00	1,406.75	50.0
995.004 1998 A Bond Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.0
995.005 1998 B SRF Bond Interest	19,181.00	19,181.00	10,406.25	0.00	0.00	8,774.75	54.3
995.006 1999 A Bond Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.0
995.007 1999 B SRF Bond Interest	24,875.00	24,875.00	13,187.50	0.00	0.00	11,687.50	53.0
995.008 2005 W/S Refunding Interest	174,345.00	174,345.00	0.00	0.00	0.00	174,345.00	0.0
995.009 2006 SRF Bond Interest	32,699.00	32,699.00	16,349.69	0.00	0.00	16,349.31	50.0
995.010 2010 SRF Bond Interest	15,875.00	15,875.00	7,575.94	0.00	0.00	8,299.06	47.7
995.011 2010 DWRF Bond Interest	10,375.00	10,375.00	5,312.50	0.00	0.00	5,062.50	51.2
995.012 2010 Capital Imp Bond Interest	134,704.00	134,704.00	0.00	0.00	0.00	134,704.00	0.0
995.013 2011 SRF Bond Interest	30,519.00	30,519.00	15,259.68	0.00	0.00	15,259.32	50.0
995.014 2011 DWRF Bond Interest	10,314.00	10,314.00	5,156.94	0.00	0.00	5,157.06	50.0
998.005 DON'T USE -2006 WWTP Expan Int	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Water & Sewer Bond & Interest	456,200.00	456,200.00	74,895.50	0.00	0.00	381,304.50	16.4
Expenditures	2,707,251.00	2,707,251.00	724,410.19	339,974.60	0.00	1,982,840.81	26.8

City of Manistee

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Net Effect for WATER & SEWER UTILITY	1,153,850.00	1,153,850.00	415,668.90	141,096.11	0.00	738,181.10	36.0
Change in Fund Balance:			415,668.90				
Grand Total Net Effect:	1,153,850.00	1,153,850.00	415,668.90	141,096.11	0.00	738,181.10	

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 226 - CITY REFUSE FUND							
Revenues							
Dept: 000							
402.000 Real & Personal Property Tax	191,000.00	191,000.00	181,520.80	13,398.35	0.00	9,479.20	95.0
411.000 Delinq Real Property Tax	14,000.00	14,000.00	0.00	0.00	0.00	14,000.00	0.0
420.000 Delinq Personal Property Tax	200.00	200.00	0.00	0.00	0.00	200.00	0.0
614.000 Dumpster Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.0
626.000 Charge for Service	180,000.00	180,000.00	47,428.16	15,857.92	0.00	132,571.84	26.3
643.000 Yard Bags	12,250.00	12,250.00	2,312.00	380.00	0.00	9,938.00	18.9
644.000 Trash Bags	700.00	700.00	544.00	156.00	0.00	156.00	77.7
664.000 Interest Income	250.00	250.00	33.27	11.50	0.00	216.73	13.3
671.000 Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
699.000 Transfers In	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 000	398,400.00	398,400.00	231,838.23	29,803.77	0.00	166,561.77	58.2
Revenues	398,400.00	398,400.00	231,838.23	29,803.77	0.00	166,561.77	58.2
Expenditures							
Dept: 000							
755.000 Yard Bags	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	0.0
799.000 Miscellaneous Expense	2,500.00	2,500.00	299.10	0.00	0.00	2,200.90	12.0
820.000 Administration	29,600.00	29,600.00	7,400.00	0.00	0.00	22,200.00	25.0
826.000 Refuse Contract Fees	310,761.00	310,761.00	56,711.05	28,244.08	0.00	254,049.95	18.2
827.000 Municipal Refuse Fees	23,500.00	23,500.00	2,663.30	1,322.03	0.00	20,836.70	11.3
828.000 Trash Haul Contract Fees	31,000.00	31,000.00	0.00	0.00	0.00	31,000.00	0.0
829.000 Trash Haul City	16,800.00	16,800.00	0.00	0.00	0.00	16,800.00	0.0
829.001 Yard Waste Contract Fees	34,291.00	34,291.00	7,510.00	3,755.00	0.00	26,781.00	21.9
829.002 Yard Waste City	21,000.00	21,000.00	5,250.00	1,750.00	0.00	15,750.00	25.0
999.000 Transfers Out	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 000	484,452.00	484,452.00	79,833.45	35,071.11	0.00	404,618.55	16.5
Expenditures	484,452.00	484,452.00	79,833.45	35,071.11	0.00	404,618.55	16.5
Grand Total Net Effect:	-86,052.00	-86,052.00	152,004.78	-5,267.34	0.00	-238,056.78	

City of Manistee

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 594 - MARINA FUND							
Revenues							
Dept: 000							
539.000 State Grant Revenue	24,000.00	24,000.00	0.00	0.00	0.00	24,000.00	0.0
570.000 Local Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.0
642.000 Sales	4,000.00	4,000.00	3,030.74	473.00	0.00	969.26	75.8
645.000 Charge for Sales - Fuel	120,875.00	120,875.00	89,830.36	13,802.94	0.00	31,044.64	74.3
646.000 Charge for Sales - Dockage	92,000.00	92,000.00	52,883.98	9,297.00	0.00	39,116.02	57.5
664.000 Interest Income	100.00	100.00	5.03	2.11	0.00	94.97	5.0
667.000 Rental Income	0.00	0.00	360.00	200.00	0.00	-360.00	0.0
671.000 Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
674.000 Contributions\Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.0
695.000 Insurance Settlement	0.00	0.00	0.00	0.00	0.00	0.00	0.0
699.000 Transfers In	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	0.0
Dept: 000	280,975.00	280,975.00	146,110.11	23,775.05	0.00	134,864.89	52.0
Revenues	280,975.00	280,975.00	146,110.11	23,775.05	0.00	134,864.89	52.0
Expenditures							
Dept: 000							
702.000 Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.0
704.000 Overtime	0.00	0.00	50.07	0.00	0.00	-50.07	0.0
706.000 Part-Time	26,000.00	26,000.00	16,232.05	4,880.15	0.00	9,767.95	62.4
712.001 Costs - Social Security	1,643.00	1,643.00	1,109.85	302.56	0.00	533.15	67.6
712.002 Costs - Medicare	384.00	384.00	259.58	70.77	0.00	124.42	67.6
712.007 Costs - SUTA	13.00	13.00	470.77	128.34	0.00	-457.77	3621.3
712.009 Costs - Workers Compensation	914.00	914.00	794.97	168.86	0.00	119.03	87.0
727.000 DON'T USE - Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.0
728.000 SUPPLIES - Operating	9,500.00	9,500.00	3,006.71	347.79	0.00	6,493.29	31.6
730.000 SUPPLIES - Fuel	112,925.00	112,925.00	75,842.44	10,221.09	0.00	37,082.56	67.2
801.000 Professional Services	500.00	500.00	780.00	0.00	0.00	-280.00	156.0
810.000 Prof Services - Engineering	0.00	0.00	0.00	0.00	0.00	0.00	0.0
820.000 Administration	14,800.00	14,800.00	3,700.00	0.00	0.00	11,100.00	25.0
822.000 Insurance	1,750.00	1,750.00	1,556.18	0.00	0.00	193.82	88.9
831.000 Contractual Repairs & Maint.	1,500.00	1,500.00	1,578.07	906.50	0.00	-78.07	105.2
850.000 Phone	0.00	0.00	0.00	0.00	0.00	0.00	0.0
892.500 Marketing	4,000.00	4,000.00	790.00	0.00	0.00	3,210.00	19.8
920.000 Gas	1,200.00	1,200.00	212.82	72.93	0.00	987.18	17.7
922.000 Water	3,000.00	3,000.00	1,762.73	674.60	0.00	1,237.27	58.8
925.000 Electric	13,000.00	13,000.00	5,477.46	1,663.60	0.00	7,522.54	42.1
930.000 Repairs & Maintenance	27,000.00	27,000.00	755.45	3.79	0.00	26,244.55	2.8
931.000 Repairs\Maintenance - Building	0.00	0.00	0.00	0.00	0.00	0.00	0.0
958.000 Sales Tax	4,000.00	4,000.00	2,951.79	1,065.01	0.00	1,048.21	73.8
959.000 Bad Debt	0.00	0.00	0.00	0.00	0.00	0.00	0.0
960.000 Bank Charges	8,000.00	8,000.00	6,053.31	589.33	0.00	1,946.69	75.7
962.000 Accrued Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
964.000 Refunds	0.00	0.00	0.00	0.00	0.00	0.00	0.0
968.000 Depreciation	0.00	0.00	0.00	0.00	0.00	0.00	0.0
970.000 Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
998.001 Marina Bldg - Interest	10,990.00	10,990.00	0.00	0.00	0.00	10,990.00	0.0
998.003 Interest - Internal Loan	5,043.00	5,043.00	0.00	0.00	0.00	5,043.00	0.0
Dept: 000	246,162.00	246,162.00	123,384.25	21,095.32	0.00	122,777.75	50.1
Expenditures	246,162.00	246,162.00	123,384.25	21,095.32	0.00	122,777.75	50.1
Net Effect for MARINA FUND	34,813.00	34,813.00	22,725.86	2,679.73	0.00	12,087.14	65.3
Change in Fund Balance:			22,725.86				
Grand Total Net Effect:	34,813.00	34,813.00	22,725.86	2,679.73	0.00	12,087.14	

City of Manistee

For the Period: 7/1/2013 to 9/30/2013

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 296 - RAMSDELL THEATRE							
Revenues							
Dept: 000							
539.000 State Grant Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
642.000 Sales	500.00	500.00	0.00	0.00	0.00	500.00	0.0
651.000 Sales - Concessions	3,000.00	3,000.00	322.00	0.00	0.00	2,678.00	10.7
652.000 Sale - Movies	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
653.000 Sales - Performances	28,000.00	28,000.00	810.00	810.00	0.00	27,190.00	2.9
664.000 Interest Income	50.00	50.00	4.88	3.12	0.00	45.12	9.8
667.000 Rental Income	30,000.00	30,000.00	8,040.30	3,801.75	0.00	21,959.70	26.8
667.001 Rental Income - Ballroom	24,000.00	24,000.00	7,980.00	1,695.00	0.00	16,020.00	33.3
667.002 Rental Income - Theatre	4,500.00	4,500.00	895.00	0.00	0.00	3,605.00	19.9
667.003 Rental Income - Hardy Hall	2,000.00	2,000.00	935.00	425.00	0.00	1,065.00	46.8
667.004 Rental Income - Studio	200.00	200.00	0.00	0.00	0.00	200.00	0.0
671.000 Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
674.000 Contributions\Donations	11,500.00	11,500.00	25.00	25.00	0.00	11,475.00	0.2
699.000 Transfers In	310,830.00	310,830.00	83,694.99	3,916.67	0.00	227,135.01	26.9
Dept: 000	417,580.00	417,580.00	102,707.17	10,676.54	0.00	314,872.83	24.6
Revenues	417,580.00	417,580.00	102,707.17	10,676.54	0.00	314,872.83	24.6
Expenditures							
Dept: 000							
702.000 Salaries	40,000.00	40,000.00	865.39	865.39	0.00	39,134.61	2.2
704.000 Overtime	0.00	0.00	0.00	0.00	0.00	0.00	0.0
706.000 Part-Time	10,660.00	10,660.00	2,404.50	882.00	0.00	8,255.50	22.6
708.000 Holiday/Vacation/Sick Sellback	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.001 Costs - Social Security	3,141.00	3,141.00	216.79	109.38	0.00	2,924.21	6.9
712.002 Costs - Medicare	735.00	735.00	50.70	25.58	0.00	684.30	6.9
712.005 Costs - MERS Contribution	2,916.00	2,916.00	63.09	63.09	0.00	2,852.91	2.2
712.007 Costs - SUTA	250.00	250.00	91.53	45.96	0.00	158.47	36.6
712.009 Costs - Workers Compensation	1,733.00	1,733.00	99.35	34.67	0.00	1,633.65	5.7
712.010 Costs - Blue Cross Insurance	9,446.00	9,446.00	0.00	0.00	0.00	9,446.00	0.0
712.011 Costs - Life Insurance	79.00	79.00	0.00	0.00	0.00	79.00	0.0
712.012 Costs - HRA Payments/Fees	1,095.00	1,095.00	0.00	0.00	0.00	1,095.00	0.0
724.000 Accrued Absence Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
727.000 DON'T USE - Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.0
728.000 SUPPLIES - Operating	12,000.00	12,000.00	4,231.42	2,263.80	0.00	7,768.58	35.3
751.000 Ramsdell - Concession Expense	3,000.00	3,000.00	250.67	0.00	0.00	2,749.33	8.4
752.000 Ramsdell - Movie Expense	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
753.000 Ramsdell - Performance Expense	10,750.00	10,750.00	559.78	559.78	0.00	10,190.22	5.2
799.000 Miscellaneous Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
801.000 Professional Services	8,000.00	8,000.00	1,377.00	715.00	0.00	6,623.00	17.2
822.000 Insurance	2,000.00	2,000.00	3,858.08	0.00	0.00	-1,858.08	192.9
827.000 Municipal Refuse Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.0
831.000 Contractual Repairs & Maint.	6,500.00	6,500.00	5,287.37	2,826.77	0.00	1,212.63	81.3
850.000 Phone	540.00	540.00	139.48	47.39	0.00	400.52	25.8
860.000 Travel & Training	0.00	0.00	0.00	0.00	0.00	0.00	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	498.00	50.00	0.00	4,502.00	10.0
900.000 Printing & Publishing	1,500.00	1,500.00	63.00	63.00	0.00	1,437.00	4.2
901.000 Postage	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
920.000 Gas	16,000.00	16,000.00	365.52	149.06	0.00	15,634.48	2.3
922.000 Water	500.00	500.00	71.22	27.11	0.00	428.78	14.2
925.000 Electric	19,000.00	19,000.00	4,209.24	1,229.88	0.00	14,790.76	22.2
930.000 Repairs & Maintenance	8,000.00	8,000.00	2,471.87	808.84	0.00	5,528.13	30.9
931.000 Repairs\Maintenance - Building	0.00	0.00	0.00	0.00	0.00	0.00	0.0
962.000 Accrued Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
964.000 Refunds	0.00	0.00	0.00	0.00	0.00	0.00	0.0
968.000 Depreciation	0.00	0.00	0.00	0.00	0.00	0.00	0.0
970.000 Capital Outlay	45,000.00	45,000.00	3,799.97	0.00	0.00	41,200.03	8.4
980.000 Construction	0.00	0.00	0.00	0.00	0.00	0.00	0.0
998.000 Ramsdell Theatre Roof - Int	10,733.00	10,733.00	2,307.14	0.00	0.00	8,425.86	21.5

City of Manistee

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 296 - RAMSDELL THEATRE							
Expenditures							
Dept: 000							
998.002 Ramsdell Theatre HVAC - Intere	43,870.00	43,870.00	21,083.98	0.00	0.00	22,786.02	48.1
Dept: 000	266,433.00	266,433.00	54,365.09	10,766.70	0.00	212,067.91	20.4
Expenditures	266,433.00	266,433.00	54,365.09	10,766.70	0.00	212,067.91	20.4
Grand Total Net Effect:	151,147.00	151,147.00	48,342.08	-90.16	0.00	102,804.92	

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 508 - BOAT RAMP FUND							
Revenues							
Dept: 000							
539.000 State Grant Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
642.000 Sales	33,000.00	33,000.00	26,059.00	3,760.00	0.00	6,941.00	79.0
664.000 Interest Income	25.00	25.00	1.27	0.78	0.00	23.73	5.1
671.000 Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
698.000 Bond/Note Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 000	33,025.00	33,025.00	26,060.27	3,760.78	0.00	6,964.73	78.9
Revenues	33,025.00	33,025.00	26,060.27	3,760.78	0.00	6,964.73	78.9
Expenditures							
Dept: 000							
702.000 Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.0
704.000 Overtime	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.001 Costs - Social Security	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.002 Costs - Medicare	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.007 Costs - SUTA	0.00	0.00	0.00	0.00	0.00	0.00	0.0
712.009 Costs - Workers Compensation	0.00	0.00	0.00	0.00	0.00	0.00	0.0
727.000 DON'T USE - Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.0
728.000 SUPPLIES - Operating	2,500.00	2,500.00	177.82	0.00	0.00	2,322.18	7.1
801.000 Professional Services	500.00	500.00	0.00	0.00	0.00	500.00	0.0
820.000 Administration	9,800.00	9,800.00	9,500.00	4,750.00	0.00	300.00	96.9
827.000 Municipal Refuse Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.0
850.000 Phone	230.00	230.00	66.35	22.60	0.00	163.65	28.8
892.500 Marketing	500.00	500.00	0.00	0.00	0.00	500.00	0.0
922.000 Water	750.00	750.00	489.43	357.68	0.00	260.57	65.3
925.000 Electric	2,100.00	2,100.00	969.92	449.19	0.00	1,130.08	46.2
930.000 Repairs & Maintenance	1,500.00	1,500.00	134.72	21.47	0.00	1,365.28	9.0
960.000 Bank Charges	500.00	500.00	246.58	149.38	0.00	253.42	49.3
968.000 Depreciation	0.00	0.00	0.00	0.00	0.00	0.00	0.0
970.000 Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
998.003 Interest - Internal Loan	2,393.00	2,393.00	0.00	0.00	0.00	2,393.00	0.0
Dept: 000	20,773.00	20,773.00	11,584.82	5,750.32	0.00	9,188.18	55.8
Expenditures	20,773.00	20,773.00	11,584.82	5,750.32	0.00	9,188.18	55.8
Grand Total Net Effect:	12,252.00	12,252.00	14,475.45	-1,989.54	0.00	-2,223.45	

REVENUE/EXPENDITURE REPORT

City of Manistee

10/30/2013
11:45 am

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 202 - MAJOR STREET FUND							
Revenues							
Dept: 000							
539.000 State Grant Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
576.000 Act 51 Revenue	365,000.00	365,000.00	37,384.30	37,384.30	0.00	327,615.70	10.2
626.000 Charge for Service	182,000.00	182,000.00	0.00	0.00	0.00	182,000.00	0.0
641.000 Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	0.0
664.000 Interest Income	100.00	100.00	33.20	5.85	0.00	66.80	33.2
676.000 Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00	0.0
699.000 Transfers In	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
Dept: 000	552,100.00	552,100.00	37,417.50	37,390.15	0.00	514,682.50	6.8
Revenues	552,100.00	552,100.00	37,417.50	37,390.15	0.00	514,682.50	6.8
Expenditures							
Dept: 000							
799.000 Miscellaneous Expense	500.00	500.00	0.00	0.00	0.00	500.00	0.0
935.000 Traffic Services	9,000.00	9,000.00	250.00	-4,780.00	0.00	8,750.00	2.8
936.000 Preservation Streets	127,000.00	127,000.00	58,877.57	39,710.89	0.00	68,122.43	46.4
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	147,500.00	147,500.00	24,249.99	8,083.33	0.00	123,250.01	16.4
960.000 Bank Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.0
981.000 Construction Streets	0.00	0.00	0.00	0.00	0.00	0.00	0.0
982.000 Construction Bridges	0.00	0.00	0.00	0.00	0.00	0.00	0.0
992.003 Bond Principal (1999 MDOT)	125,000.00	125,000.00	130,000.00	0.00	0.00	-5,000.00	104.0
997.003 Bond Interest (1999 MDOT)	17,163.00	17,163.00	6,987.50	0.00	0.00	10,175.50	40.7
999.000 Transfers Out	80,629.00	80,629.00	60,920.73	60,920.73	0.00	19,708.27	75.6
Dept: 000	511,792.00	511,792.00	281,285.79	103,934.95	0.00	230,506.21	55.0
Expenditures	511,792.00	511,792.00	281,285.79	103,934.95	0.00	230,506.21	55.0
Grand Total Net Effect:	40,308.00	40,308.00	-243,868.29	-66,544.80	0.00	284,176.29	

REVENUE/EXPENDITURE REPORT

10/30/2013
11:45 am

City of Manistee

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 203 - LOCAL STREET FUND							
Revenues							
Dept: 000							
501.000 Federal Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.0
539.000 State Grant Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
576.000 Act 51 Revenue	130,000.00	130,000.00	13,405.72	13,405.72	0.00	116,594.28	10.3
626.000 Charge for Service	0.00	0.00	0.00	0.00	0.00	0.00	0.0
641.000 Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	0.0
664.000 Interest Income	50.00	50.00	25.84	9.35	0.00	24.16	51.7
676.000 Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00	0.0
699.000 Transfers In	85,629.00	85,629.00	60,920.73	60,920.73	0.00	24,708.27	71.1
Dept: 000	215,679.00	215,679.00	74,352.29	74,335.80	0.00	141,326.71	34.5
Revenues	215,679.00	215,679.00	74,352.29	74,335.80	0.00	141,326.71	34.5
Expenditures							
Dept: 000							
799.000 Miscellaneous Expense	500.00	500.00	0.00	0.00	0.00	500.00	0.0
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	60,250.00	60,250.00	11,750.01	3,916.67	0.00	48,499.99	19.5
938.000 Winter Maintenance Streets	72,000.00	72,000.00	8,499.99	2,833.33	0.00	63,500.01	11.8
981.000 Construction Streets	0.00	0.00	0.00	0.00	0.00	0.00	0.0
999.000 Transfers Out	80,629.00	80,629.00	60,920.73	60,920.73	0.00	19,708.27	75.6
Dept: 000	218,379.00	218,379.00	81,170.73	67,670.73	0.00	137,208.27	37.2
Expenditures	218,379.00	218,379.00	81,170.73	67,670.73	0.00	137,208.27	37.2
Grand Total Net Effect:	-2,700.00	-2,700.00	-6,818.44	6,665.07	0.00	4,118.44	

REVENUE/EXPENDITURE REPORT

City of Manistee

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 245 - OIL & GAS FUND							
Revenues							
Dept: 000							
664.000 Interest Income	250,000.00	250,000.00	56,904.65	56,462.20	0.00	193,095.35	22.8
665.001 Unrealized Gain\Losson Investm	275,000.00	275,000.00	300,513.19	300,513.19	0.00	-25,513.19	109.3
666.000 Oil Royalties	110,000.00	110,000.00	27,564.53	8,604.84	0.00	82,435.47	25.1
671.000 Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 000	635,000.00	635,000.00	384,982.37	365,580.23	0.00	250,017.63	60.6
Revenues	635,000.00	635,000.00	384,982.37	365,580.23	0.00	250,017.63	60.6
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	47,000.00	47,000.00	12,167.68	12,167.68	0.00	34,832.32	25.9
999.000 Transfers Out	467,308.00	467,308.00	467,308.00	342,308.00	0.00	0.00	100.0
Dept: 000	514,508.00	514,508.00	479,475.68	354,475.68	0.00	35,032.32	93.2
Expenditures	514,508.00	514,508.00	479,475.68	354,475.68	0.00	35,032.32	93.2
Net Effect for OIL & GAS FUND	120,492.00	120,492.00	-94,493.31	11,104.55	0.00	214,985.31	-78.4
Change in Fund Balance:			-94,493.31				
Grand Total Net Effect:	120,492.00	120,492.00	-94,493.31	11,104.55	0.00	214,985.31	

REVENUE/EXPENDITURE REPORT

City of Manistee

10/30/2013
12:47 pm

For the Period: 7/1/2013 to 9/30/2013

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 430 - CAPITAL IMPROVEMENT FUND							
Revenues							
Dept: 000							
539.000 State Grant Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
570.000 Local Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.0
664.000 Interest Income	200.00	200.00	14.99	11.16	0.00	185.01	7.5
671.000 Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
674.000 Contributions\Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.0
676.000 Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00	0.0
699.000 Transfers In	342,308.00	342,308.00	342,308.00	342,308.00	0.00	0.00	100.0
Dept: 000	342,508.00	342,508.00	342,322.99	342,319.16	0.00	185.01	99.9
Revenues	342,508.00	342,508.00	342,322.99	342,319.16	0.00	185.01	99.9
Expenditures							
Dept: 000							
799.000 Miscellaneous Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
831.000 Contractual Repairs & Maint.	0.00	0.00	0.00	0.00	0.00	0.00	0.0
970.000 Capital Outlay	66,700.00	66,700.00	0.00	0.00	0.00	66,700.00	0.0
979.001 Ramsdell HVAC Eng - FY 11/12	0.00	0.00	0.00	0.00	0.00	0.00	0.0
979.002 Ramsdell HVAC Const- FY 11/12	0.00	0.00	0.00	0.00	0.00	0.00	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- FY 11/12	108,950.00	108,950.00	54,475.00	0.00	0.00	54,475.00	50.0
979.005 First Str Beach House-FY 11/12	0.00	0.00	0.00	0.00	0.00	0.00	0.0
979.006 Council EGov - FY 11/12	0.00	0.00	0.00	0.00	0.00	0.00	0.0
979.007 Parks Wayfind Sign - FY 11/12	0.00	0.00	0.00	0.00	0.00	0.00	0.0
979.008 Wireless Network - FY 11/12	0.00	0.00	0.00	0.00	0.00	0.00	0.0
979.009 Playground Equipment- FY 11/12	0.00	0.00	0.00	0.00	0.00	0.00	0.0
979.010 Ramsdell Ren/Equip - FY 11/12	0.00	0.00	0.00	0.00	0.00	0.00	0.0
979.011 Fish Cleaning Station-FY 11/12	0.00	0.00	0.00	0.00	0.00	0.00	0.0
979.012 DDA Maintenance - FY 11/12	0.00	0.00	0.00	0.00	0.00	0.00	0.0
979.013 BS&A Software Upgrade	0.00	0.00	0.00	0.00	0.00	0.00	0.0
979.014 Cyclical Computer Upgrades	0.00	0.00	0.00	0.00	0.00	0.00	0.0
979.015 Ramsdell Theatre Steps	0.00	0.00	0.00	0.00	0.00	0.00	0.0
979.016 Energy Efficiency Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.0
979.017 WebSite	0.00	0.00	0.00	0.00	0.00	0.00	0.0
979.018 Server Upgrade - FY 11/12	0.00	0.00	0.00	0.00	0.00	0.00	0.0
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 \ Maple St Bridge Bnd	71,980.00	71,980.00	0.00	0.00	0.00	71,980.00	0.0
999.000 Transfers Out	0.00	0.00	54,369.43	54,369.43	0.00	-54,369.43	0.0
Dept: 000	357,510.00	357,510.00	126,314.41	54,369.43	0.00	231,195.59	35.3
Expenditures	357,510.00	357,510.00	126,314.41	54,369.43	0.00	231,195.59	35.3
Grand Total Net Effect:	-15,002.00	-15,002.00	216,008.58	287,949.73	0.00	-231,010.58	

City of Manistee

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 661 - MOTOR POOL FUND							
Revenues							
Dept: 000							
664.000 Interest Income	400.00	400.00	46.58	13.25	0.00	353.42	11.6
670.001 Equipment Rental - Bldg. Insp.	0.00	0.00	0.00	0.00	0.00	0.00	0.0
670.002 Equipment Rental - City Mgr.	9,000.00	9,000.00	2,250.00	750.00	0.00	6,750.00	25.0
670.003 Equipment Rental - Fire	27,000.00	27,000.00	6,750.00	2,250.00	0.00	20,250.00	25.0
670.004 Equipment Rental - Parks	36,000.00	36,000.00	9,000.00	3,000.00	0.00	27,000.00	25.0
670.005 Equipment Rental - Police	31,000.00	31,000.00	7,749.99	2,583.33	0.00	23,250.01	25.0
670.006 Equipment Rental - Public Work	72,000.00	72,000.00	18,000.00	6,000.00	0.00	54,000.00	25.0
670.007 Equipment Rental - StreetSewer	35,000.00	35,000.00	8,750.01	2,916.67	0.00	26,249.99	25.0
670.008 Equipment Rental - Water	35,000.00	35,000.00	8,750.01	2,916.67	0.00	26,249.99	25.0
670.009 Equipment Rental - WWTP	35,000.00	35,000.00	8,750.01	2,916.67	0.00	26,249.99	25.0
671.000 Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
673.000 Sale of Asset	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
695.000 Insurance Settlement	0.00	0.00	0.00	0.00	0.00	0.00	0.0
699.000 Transfers In	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 000	285,400.00	285,400.00	70,046.60	23,346.59	0.00	215,353.40	24.5
Revenues	285,400.00	285,400.00	70,046.60	23,346.59	0.00	215,353.40	24.5
Expenditures							
Dept: 000							
799.000 Miscellaneous Expense	500.00	500.00	0.00	0.00	0.00	500.00	0.0
822.000 Insurance	36,000.00	36,000.00	36,250.33	0.00	0.00	-250.33	100.7
962.000 Accrued Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
968.000 Depreciation	0.00	0.00	0.00	0.00	0.00	0.00	0.0
971.001 DPW - Plow Trucks	160,000.00	160,000.00	0.00	0.00	0.00	160,000.00	0.0
971.002 DPW - Loader (Big)	0.00	0.00	0.00	0.00	0.00	0.00	0.0
971.003 DPW - Sidewalk Tractor/Blower	0.00	0.00	0.00	0.00	0.00	0.00	0.0
971.004 DPW - Pickup	0.00	0.00	0.00	0.00	0.00	0.00	0.0
971.005 DPW - Dump Truck	0.00	0.00	0.00	0.00	0.00	0.00	0.0
971.006 DPW - Loader (Small)	0.00	0.00	0.00	0.00	0.00	0.00	0.0
971.007 DPW - Hot Patch Trailer	0.00	0.00	0.00	0.00	0.00	0.00	0.0
971.008 DPW - Aerial Lift	16,386.00	16,386.00	0.00	0.00	0.00	16,386.00	0.0
971.009 DPW - Sweeper	33,000.00	33,000.00	0.00	0.00	0.00	33,000.00	0.0
971.010 DPW - Snow Blower	0.00	0.00	0.00	0.00	0.00	0.00	0.0
971.011 DPW - Skid Steer	0.00	0.00	0.00	0.00	0.00	0.00	0.0
971.012 DPW - Chipper	0.00	0.00	0.00	0.00	0.00	0.00	0.0
971.013 DPW - Sidewalk Spreader	0.00	0.00	0.00	0.00	0.00	0.00	0.0
971.014 DO NOT USE - DPW Plow Truck	0.00	0.00	0.00	0.00	0.00	0.00	0.0
971.015 DO NOT USE - DPW Sing	0.00	0.00	0.00	0.00	0.00	0.00	0.0
972.001 PARKS - Mowers	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	0.0
972.002 PARKS - Beach Cleaner	0.00	0.00	0.00	0.00	0.00	0.00	0.0
972.003 PARKS - Pickup	0.00	0.00	0.00	0.00	0.00	0.00	0.0
972.004 PARKS - Gator	0.00	0.00	0.00	0.00	0.00	0.00	0.0
973.001 POLICE - Patrol Car	0.00	0.00	0.00	0.00	0.00	0.00	0.0
973.002 POLICE - 4x4	0.00	0.00	0.00	0.00	0.00	0.00	0.0
973.003 POLICE - Polaris Beach Patrol	0.00	0.00	0.00	0.00	0.00	0.00	0.0
973.004 POLICE - Escape/Detective Car	0.00	0.00	0.00	0.00	0.00	0.00	0.0
974.001 FIRE - Chief Car	0.00	0.00	0.00	0.00	0.00	0.00	0.0
974.002 FIRE - Rescue Ambulance	0.00	0.00	0.00	0.00	0.00	0.00	0.0
974.003 FIRE - Pumper	24,850.00	24,850.00	0.00	0.00	0.00	24,850.00	0.0
974.004 FIRE - Pickup	0.00	0.00	0.00	0.00	0.00	0.00	0.0
974.005 FIRE - Aerial Lift Truck	0.00	0.00	0.00	0.00	0.00	0.00	0.0
975.001 WATER - Pickup	0.00	0.00	0.00	0.00	0.00	0.00	0.0
975.002 WATER - Cargo Van	0.00	0.00	0.00	0.00	0.00	0.00	0.0
976.001 WWTP - Pickup	0.00	0.00	0.00	0.00	0.00	0.00	0.0
977.001 WS - Vactor	27,000.00	27,000.00	0.00	0.00	0.00	27,000.00	0.0
977.002 WS - Backhoe	0.00	0.00	0.00	0.00	0.00	0.00	0.0
978.001 GENERAL - Car	0.00	0.00	0.00	0.00	0.00	0.00	0.0
978.002 MANAGER - Car	26,000.00	26,000.00	23,232.70	0.00	0.00	2,767.30	89.4
991.000 Principle portion of payments	0.00	0.00	0.00	0.00	0.00	0.00	0.0

City of Manistee

For the Period: 7/1/2013 to 9/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 661 - MOTOR POOL FUND							
Expenditures							
Dept: 000							
999.000 Transfers Out	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 000	338,736.00	338,736.00	59,483.03	0.00	0.00	279,252.97	17.6
Expenditures	338,736.00	338,736.00	59,483.03	0.00	0.00	279,252.97	17.6
Net Effect for MOTOR POOL FUND	-53,336.00	-53,336.00	10,563.57	23,346.59	0.00	-63,899.57	-19.8
Change in Fund Balance:			10,563.57				
Grand Total Net Effect:	-53,336.00	-53,336.00	10,563.57	23,346.59	0.00	-63,899.57	

City of Manistee

P. O. Box 358 • Manistee, Michigan 49660-0358 • www.manisteemi.gov

MANAGER'S OFFICE
OCT 31 2013
CITY OF MANISTEE

CITY HALL
70 Maple Street

CITY MANAGER
231.398.2801

CITY ASSESSOR
231.398.2802

BUILDING INSPECTOR
231.398.2806

PLANNING, ZONING & COMMUNITY DEV.
231.398.2805

CITY CLERK
231.398.2803

CITY TREASURER
231.398.2804

WATER BILLING
231.723.2559

ADMINISTRATION
FAX 231.723.1546

CLERK/TREASURER
FAX 231.723.5410

POLICE DEPARTMENT
70 Maple Street
231.723.2533
FAX 231.398.2012

FIRE DEPARTMENT
281 First Street
231.723.1549
FAX 231.723.3519

PUBLIC WORKS
280 Washington St.
231.723.7132
FAX 231.723.1803

PARKS DEPARTMENT
231.723.4051

WATER MAINTENANCE
231.723.3641

WASTEWATER PLANT
50 Ninth St.
231.723.1553

Thursday, October 31, 2013

Memo to: Mitch Deisch

From: Chief Bachman

Re: Agenda Request

Sleighbell Parade

Mitch;

I have received a request from Catherine Zarring the chair person for the Old Christmas Weekend festivities. In her request she is asking for permission to close off streets and host a parade and other festival activities including fireworks at the end of the parade.

As you know this is a signature event for our community and city staff contributes significant resources and manpower to make it successful.

I know of no reason to deny the request and recommend it's approval.

DB

COOLCITY Neighborhood

PURE MICHIGAN

Downtown Manistee

Manistee Main Street
Downtown Development
Authority
11 Cypress Street
Manistee, MI 49660
231-398-3262

MANAGER'S OFFICE
OCT 31 2013
CITY OF MANISTEE

DATE: October 30, 2013

TO: Mr. Mitch Deisch and Manistee City Council

FROM: Manistee Main Street DDA

RE: 2013 Victorian Sleighbell Parade and Old Christmas Weekend

The 25th Annual Victorian Sleighbell Parade and Old Christmas Weekend will be held December 5-8, 2013. The Manistee Main Street DDA requests your permission to have the following streets closed for the festival:

Saturday, December 7, 2013 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.

We also request:

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 well sanded on Saturday as close to parade time as possible for the safety of both pedestrians and horses.
3. Side streets/sidewalks coming down the hills also need to be sanded for pedestrian traffic.
4. Closure of the parking lot at the SW corner of Division and River Streets. We would like to use that lot for parade staging as well as the sled dog display and/or horse display.
5. Assistance with crowd/traffic control right before and during the parade on Saturday Dec, 7th
6. Misc. Assistance from DPW, including securing/mounting the large trees, placing the chestnut grills, etc. To be arranged directly with DPW Director Mikula.
7. Per CZ request, use of marina second floor space for Santahouse. MD

Surrey Wagon Rides will again take place on Saturday, December 7, 12 p.m.- 4 p.m.
Route: River Street to Water Street - Water Street to First Street - First Street to Division Street - Division Street to River Street

Thank you for your outstanding support and cooperation of this event, as well as others held in Historic Manistee, the Victorian Port City. The Department of Public Works and the Public Safety Department in particular are extremely helpful with these events, and without them it would be extremely difficult to pull off events like Sleighbell Weekend. It is an outstanding example of community spirit, and those departments should be commended.

Sincerely,

Catherine Zaring
Chair, Victorian Sleighbell Parade & Old Christmas Weekend

City of Manistee

POLICE DEPARTMENT
231-723-2533
citypd@manistee.com

DAVID M. BACHMAN
Chief of Police

70 Maple Street • P.O. Box 358 • Manistee, Michigan 49660-1557

Name of Special Event: Victorian Sleighbell Parade

Date of Special Event: December 7, 2013

Time of Special Event: 5:30 pm

Number of Units Participating

Marching/Walking: 30 Driven: 30 Other:

Assembly/Starting Location: Division and River Street

Destination/Finishing Point: River Street by the Fountain

Route that the Special Event will Follow: West on River Street to the Fountain

Please close River Street at 1 pm until 7:30 pm.

Person(s) / Organization(s) making request: Manistee Main Street/DDA Victorian Sleighbell Parade and Old Christmas Weekend Committee.

Contact Person:

Name: Catherine Zaring, Chair

Address: 11 Cypress Street
Manistee MI 49660

Telephone Work: 231-510-3691 Home: Same

Signature of Contact Person:

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.

paradereq.

City of Manistee

POLICE DEPARTMENT
231-723-2533
citypd@manistee.com

DAVID M. BACHMAN
Chief of Police

70 Maple Street • P.O. Box 358 • Manistee, Michigan 49660-1557

Name of Special Event: Sleighbell Festival Fireworks

Date of Special Event: December 7, 2013

Time of Special Event: Following Parade approximately 7 pm

Number of Units Participating

Marching/Walking: _____ Driven: _____ Other: _____

Assembly/Starting Location: In the field by the Fountain on River Street.

Destination/Finishing Point: _____

Route that the Special Event will Follow: _____

Fireworks will be shot off by West Shore Fireworks. The owners of the horses will be instructed they will need to leave the area immediately followig the parade for safety. Please have an officer at Maple and River and First Street to notify Committee that horses are clear of the area.

Person(s) / Organization(s) making request:

Manistee Main Street/DDA Victorian Sleighbell Parade & Old Christmas Weekend Committee.

Contact Person:

Name: Catherine Zaring, Chair

Address: 11 Cypress Street
Manistee MI 49660

Telephone Work: 231-510-3691 Home: _____

Signature of Contact Person: _____

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.

paradereq.