

AGENDA

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL TO BE HELD IN PERSON AND VIRTUALLY AT WEST BRANCH CITY HALL, 121 N. FOURTH ST. ON MONDAY, JANUARY 16, 2023, BEGINNING AT 6:00 P.M.

PLEASE NOTE: All guests and parties in attendance are asked to sign in if they will be making any comments during meetings, so that the City Clerk may properly record your name in the minutes. Public comments are limited to 3 minutes in length while matters from the floor are limited to 10 minutes. All in attendance are asked to silence all cell phones and other electronic devices. Accommodations are available upon request to those who require alternately formatted materials or auxiliary aids to ensure effective communication and access to City meetings or hearings. All request for accommodations should be made with as much advance notice as possible, typically at least 10 business days in advance by contacting City Clerk Lori Ann Clover at (989) 345-0500. [DISCLAIMER: Views or opinions expressed by City Council Members or employees during meetings are those of the individuals speaking and do not represent the views or opinions of the City Council or the City as a whole.] [NOTICE: Audio and/or video may be recorded at public meetings of the City Council.]

- I. Call to order
- II. Roll call
- III. Pledge of Allegiance
- IV. Scheduled Matters from the Floor
 - A. County Update
 - B. Yvonne DeRoso City's property listings renewed
- V. Public hearing
- VI. Additions to the agenda
- VII. Public comment on agenda items only (limited to 3 minutes)
- VIII. Bids
- IX. Unfinished Business
- X. New Business
 - A. Bills
 - B. Excuse Council Member Pugh
 - C. Special Event – AKTION Club Carnival
 - D. Joint DDA, Council, and Planning Commission meeting February 6, 2023
 - E. Sole Source Vendor Request-bridge load rating evaluations and drawings
 - F. BS&A Software estimate
 - G. Utility billing adjustment-400 E Houghton Ave
 - H. City of West Branch Capital Improvement Plan – Draft
- XI. Approval of the minutes and summary from the regular meeting held January 3, 2023.
- XII. Consent Agenda
 - A. Treasurer's Report and Investment Summary
 - B. West Branch Police Department Report for December 2022
 - C. Minutes from the Planning Commission meeting held November 9, 2022
 - D. Minutes from the Land Bank Authority meeting held November 16, 2022

XIII. Communications

XIV. Reports

A. Mayor

B. Council

C. Manager

1. Sewer rate discussion

XV. Public comment any topic

XVI. Adjournment

UPCOMING MEETINGS-EVENTS

January 18 Airport 12:15 pm

January 24 DDA 12:00 pm

February 6 Council 6:00 pm

February 14 Planning 6:00 pm

February 15 Airport 12:15 pm

February 20 Council 6:00 pm

February 28 DDA 12:00 pm

*ATTACHED IS A
LIST OF THE
BILLS TO BE APPROVED
AT THIS COUNCIL MEETING*

BILLS	\$302,061.88
<i>BILLS AS OF 1/13/23</i>	<i>\$302,061.88</i>
<i>Additions to Bills as of</i>	<i>\$0</i>
<i>Paid but not approved</i>	<i>\$2,141.90</i>
TOTAL BILLS	\$304,203.78

**BILLS ARE AVAILABLE
AT THE MEETING
FOR COUNCIL'S REVIEW**

Vendor Name	Amount	Description
CHARTER COMMUNICATIONS	579.89	PHONE & INTERNET
CHERRY ROAD MEDIA	261.79	ADS
CINTAS	458.11	UNIFORMS
CITY OF WEST BRANCH	204.66	WATER BILLS
CONSUMERS ENERGY	23.49	ELECTRIC
CONSUMERS ENERGY	13,873.13	ELECTRIC
ELHORN ENGINEERING COMPANY	830.00	VARIOUS SUPPLIES
EMMET COUNTY SHERIFFS OFFICE	375.00	ERT TRAINING POLICE
FIVE STAR ENERGY SERVICES	228,866.40	SERVICE LINE REPLACEMENTS
FOSTER BLUE WATER OIL LLC	2,001.72	FUEL
GFL ENVIRONMENTAL	11,686.80	GARBAGE SERVICE JANUARY
GREAT LAKES TECH CONSULT LLC	75.00	IT SERVICES
GREG WANGLER AUTO REPAIR	825.46	#29
HACH COMPANY	240.87	WWTP SUPPLIES
HART PONTIAC GMC BUICK INC	175.42	PARTS
HOME DEPOT	108.22	VARIOUS SUPPLIES
HUTSON INC	319.89	VARIOUS PARTS
MERS OF MICHIGAN	33,118.44	RETIREMENT DECEMBER
MILLER OFFICE MACHINES	278.66	CONTRACT USAGE AND STAPLES
NORTH CENTRAL LABORATORIES	910.04	WWTP SUPPLIES
OFFICE CENTRAL	513.89	VARIOUS SUPPLIES
OGEMAW COUNTY TREASURER	2,300.00	2022 DRAIN ASSESSMENT AT LARGE
OGEMAW COUNTY VOICE	175.50	ADS DECEMBER
ON DUTY GEAR LLC	371.00	POLICE SUPPLIES
SAVE A LOT	117.27	VARIOUS SUPPLIES
SELLEY'S CLEANERS	31.50	POLICE DRY CLEANING
STEPHENSON & COMPANY PC	1,365.00	PREPARATION OF F-65
TRACTOR SUPPLY CREDIT PLAN	71.73	VARIOUS SUPPLIES
WEST BRANCH ACE HARDWARE	267.52	VARIOUS SUPPLIES
WEST BRANCH MASONIC LODGE #376	600.00	ANNUAL 2023
WEST BRANCH NAPA AUTO TRUCK	813.12	VARIOUS SUPPLIES
WEST BRANCH TOWNSHIP TREASURER	64.86	QUARTERLY SURCHARGE
WILLARD'S EQUIPMENT CO	79.50	WWTP PARTS #65
XPRESS COPY CENTER	78.00	BANNER REPRINT
TOTAL	302,061.88	



City of West Branch

121 N 4th St, West Branch, Michigan 48661
(989)345-0500 • Fax (989)345-4390 • www.westbranch.com

Special Event Permit

Event Name: W.B. ACTION CLUB CARNIVAL

Event Date: 7/22/2023 Start Time: 11 AM End Time: 5 PM

Name of Sponsoring Organization: ACTION CLUB

Address: 440 S. 3RD ST W.B. 48661

Contact Person: LIZ MORRIS Phone Number: 989 387 0134

Describe the purpose of this event: FUNDRAISER

Point of Assembly and/or proposed route (attach separate diagram if needed):

They would like to use Town Park for their carnival day.

If requesting a road closure Road closure Start time: _____ End time: _____

Road closure location _____

In an effort to help your event run smoothly you must make sure the following departments are aware of and/or can staff your event. **Please obtain signatures from each department listed advising us that they are aware:**

West Branch City Police - services NOT needed ☒ arrangements have been made ☐

[Signature]
Chief of Police

Ogemaw County Posse - services NOT needed ☐ arrangements have been made ☐

Chief of Police

West Branch City DPW - services NOT needed ☐ arrangement have been made ☐

[Signature]
DPW Superintendent



City of West Branch

121 N 4th St, West Branch, Michigan 48661
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Additional Terms and Conditions:

1. Sponsoring Organization agrees that it will fully comply with the terms of this permit and will also comply with all State, County, and Local ordinances that may pertain to the event.
2. Sponsoring Organization further agrees and understands that it shall hold harmless and indemnify the City, its officers, employees, contractors, subcontractors, representatives, and agents from and against any and all civil actions, claims, judgments, injuries and/or damages including attorney fees resulting and/or arising from the special event and/or from the actions and/or omissions of the special event.
3. Sponsoring Organization further agrees and understands that it shall hold harmless and indemnify the City, its officers, employees, contractors, subcontractors, representatives, and agents from and against any and all civil actions, claims, judgments, injuries and/or damages including attorney fees resulting and/or arising from the special event and/or from the actions and/or omissions from third parties hired or are volunteers of Sponsoring Organization.

Sponsor Organization signs this Agreement after having fully reviewed the terms and conditions set forth above and agree to be responsible for full compliance of such terms and conditions.

Claude D. Shumway
Applicant Signature "Denny"

1/11/2025
Date

For Office Use Only:

Permit Approved – Yes / No

Council meeting date _____

Manager / Clerk Signature

As one of the requirements of the redevelopment ready communities' program, City Council, the Planning Commission, and the DDA are to hold an annual joint meeting. It was voted upon by Council to hold the meeting annually on the first Monday of February. Typically, in the past, we have moved this meeting to the Police Station. We will need a motion to move it again this year if Council so chooses.

Sole Source Vendor Exception Requests

1/16/23

Pursuant to § 33.09 SOLE SOURCE VENDORS, “Supplies, materials, equipment and services may be purchased without formal bidding when the City Manager demonstrates in writing to the City Council that there is only one practical source for the supply, material, equipment or service.”

In this instance, City Manager John Dantzer is requesting City Council forego formal bidding and approve the selection of Spicer Group for City bridge load rating evaluations and drawings for the following reasons.

- Spicer Group is currently the engineering firm responsible for our annual bridge reporting.
- The State while conducting a bridge audit found an error in a previous load rating calculation requiring review to be done as quickly as possible.
- Two quotes for engineering firms the City has worked with were received and Spicer was the lower of the two.

January 9, 2022

John Dantzer, City Manager
City of West Branch
121 N. Fourth St.
West Branch, MI 48661

RE: Bridge Load Rating Calculations and Uploading to MiBridge
Letter Agreement for Professional Services
City of West Branch

John:

This document contains Spicer Group's proposal to perform the required MDOT Compliance Bridge Load Rating Calculations and uploading to MiBridge.

Background

MDOT is requiring the City of West Branch to revise their Load Rating Calculations for STR 8459 – Fourth Street over West Branch Rifle River and enter the information in MiBridge Electronic Reporting by 01/22/2023.

In addition, Spicer Group recommends revisions to the load ratings for STR 8460 – Valley St., STR 8461 – Seventh St. and STR 8462 – Second St. and a new drawing created for STR 8460 – Valley St. based on a review of the City of West Branch bridge documents in MiBridge.

Scope of Professional Services – Bridge Load Rating Evaluations and Drawings

Below is an outline of the load rating workscope needed to stay in compliance with MDOT:

1. **COMPLETE LOAD RATING CALCULATIONS – STR 8459**
 - Create Load Rating using MDOT CMP Culvert spreadsheet to reflect the comments in the email from Creightyn McMunn with MDOT.
 - Utilize existing available plans to input the bridge structural and geometric information.
 - Field verify that the condition of the structure is reflected in the analysis.
 - Perform Quality Control reviews of the analysis per FHWA/MDOT requirements.
 - Update the Federal Inventory and Operating Load Ratings
 - Complete the MiBridge Forms for Assumptions and Summaries.
 - Upload a copy of the load rating calculations to MiBridge.
2. **COMPLETE LOAD RATING CALCULATIONS – STR 8460, 8461, 8462**
 - Perform Load Rating Calculations using FHWA approved AASHTOWare analysis program where feasible.
 - Utilize existing available plans to input the bridge structural and geometric information required by AASHTOWare.
 - Field verify that the condition of the structure is reflected in the analysis.
 - Perform Quality Control reviews of the analysis per FHWA/MDOT requirements.
 - Update the Federal Inventory and Operating Load Ratings

- Complete the MiBridge Forms for Assumptions and Summaries.
 - Upload a copy of the load rating calculations to MiBridge.
3. CREATE BRIDGE DRAWINGS – STR 8460
- Complete Site Visit to take culvert measurements.
 - Develop a General Plan of Structure sheet per MDOT Bridge Advisory BA 2019-03.
 - Upload plan sheet to MiBridge.

Fee

Our proposed fee schedule follows. The lump sum fee will be billed once the final drawings and load ratings are uploaded to MiBridge.

Lump Sum in the amount of \$4,500.00

We have calculated these fees based on our understanding of the project. Should we approach the amount of the fee for any reason before we are finished with the work, if the scope changes or our understanding was incorrect, we will notify you and discuss with you the option of adjusting the amount of the fee or adjusting the scope of services.

If this proposal meets with your approval, please acknowledge this approval with an authorized signature below and return the enclosed copy to us. Upon receipt we will start the project promptly and complete the load rating for STR 8459 by 1/22/2023 and anticipate the completion of the rest of the scope of work in one month.

We deeply appreciate your confidence in Spicer, and we look forward to working with you and for you on your project.

Sincerely,



Daniel P. Zeddies, P.E.
Project Manager

SPICER GROUP, INC
230 S. Washington Avenue
Saginaw, MI 48607
Phone: (989) 245-1468
mailto: danielz@spicergroup.com

q:\proj2023\133782sg2023 - west branch load
ratings\133782pr2023 - proposal\Utrageement_west branch_2022
bridge load rating calculations.docx

Above proposal accepted and approved
by Owner.

CITY OF WEST BRANCH

By: _____
Authorized Signature

Date: _____



January 5, 2023

Via Email: citymanager@westbranch.com

John Dantzer, City Manager
City of West Branch
121 N. Fourth Street
West Branch, MI 48661

RE: Bridge and Culvert Load Rating Services

Dear John,

We understand that the City of West Branch has four bridge and culvert structures that meet the FHWA definition of a bridge and are managed under the National Bridge Inspection Standards. A recent review by MDOT has resulted in the need to update the load rating calculations for one of the structures, and the City plans to take the opportunity to update the calculations for all four structures. We have received the October 2022 inspection reports for the structures and understand that your inventory contains two concrete box culverts, one corrugated metal culvert and a timber bridge, all less than 30 foot overall span. Based on our understanding of the project, we propose the following scope of services to assist you:

- Review the existing plans for the four structures. We have assumed that construction plans and shop drawings are available for all four structures. If plans do not exist, we are available to make site visits and obtain dimensions to prepare schematics, however, those costs have not been included in our fees.
- Review previous and inspection reports for the structures.
- Review the previous load rating calculations for each structure.
- Prepare updated load rating calculations for each structure. Calculations for the corrugated metal culvert will utilize the most recent version of the MDOT spreadsheet for such structures. AASHTOWare will be utilized for the other structures.
- Input the updated information into MDOT's online database and provide the City with the results for its bridge file.

Engineering Budget

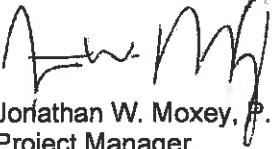
We propose to complete the above work for the following lump sum fees:

<i>Structure</i>	<i>Fee</i>
Fourth Street over West Branch Rifle River (SN 8459, CMP culvert)	\$1,400
Valley Street over West Branch Rifle River (SN 8460, conc box culvert)	\$2,400
Seventh Street over West Branch Rifle River (SN 8461, timber bridge)	\$1,600
Second Street over West Branch Rifle River (SN 8462, conc box culvert)	<u>\$2,400</u>
Total Proposed Fee	\$7,800

If this proposal is acceptable, we will prepare a Professional Services Agreement to be executed as authorization to proceed with the work. In the meantime, please feel free to contact me with any questions.

Sincerely,

FLEIS & VANDENBRINK


Jonathan W. Moxey, P. E.
Project Manager

Budgetary Estimate for Software and Services, Presented to...

City of West Branch, Ogemaw County MI

January 6, 2023

Quoted by: Keegan Nixon



Thank you for the opportunity to quote our software and services.

At BS&A, we are focused on delivering unparalleled service, solutions, support, and customer satisfaction. You'll see this in our literature, but it's not just a marketing strategy... it's a mindset deeply embedded in our DNA. Our goal is to provide such remarkable customer service that our customers feel compelled to remark about it.

*We are extremely proud of the many long-term customer relationships we have built. Our success is directly correlated with putting the customer first and consistently choosing to **listen**. Delivering unparalleled customer service is the foundation of our company.*

BS&A Software
14965 Abbey Lane Bath MI 48808
(855) BSA-SOFT / fax (517) 641-8960
bsasoftware.com

Cost Summary

Application and Annual Service Fee prices based on an approximate population of 2,351. Software is licensed for use only by municipality identified on the cover page. If used for additional entities or agencies, please contact BS&A for appropriate pricing. Prices listed are estimates based on information currently available. Actual pricing can be determined after a further review of the needs of the City of West Branch.

Applications

Community Development

Building Department .NET	\$3,275
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Data Conversions/Database Setup

Database Setup:

Building Department (per database)	\$3,000
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Project Management and Implementation Planning

Services include:

- Analyzing customer processes to ensure all critical components are addressed.
- Creating and managing the project schedule in accordance with the customer's existing processes and needs.
- Planning and scheduling training around any planned process changes included in the project plan.
- Modifying the project schedule as needed to accommodate any changes to the scope and requirements of the project that are discovered.
- Providing a central contact between the customer's project leaders, developers, trainers, IT staff, conversion staff, and other resources required throughout the transition period.
- Installing the software and providing IT consultation for network, server, and workstation configuration and requirements.
- Reviewing and addressing the specifications for needed customizations to meet customer needs (when applicable).

\$3,000



Implementation and Training

- \$1,000/day
- Days listed are estimates; you are billed for actual days used

Services include:

- Setting up users and user security rights for each application
- Performing final process and procedure review
- Configuring custom settings in each application to fit the needs of the customer
- Setting up application integration and workflow methods
- Onsite verification of converted data for balancing and auditing purposes
- Training and Go-Live

Software Setup	Days:	1		\$1,000
Community Development Applications	Days:	3		\$3,000
	Total:	4	Subtotal	\$4,000



Cost Totals

Not including Annual Service Fees

Applications	\$3,275
Data Conversions/Database Setup	\$3,000
Project Management and Implementation Planning	\$3,000
Implementation and Training	\$4,000
Total Estimated	\$13,275
<i>Travel Expenses</i>	<i>\$1,815</i>

Payment Schedule

- 1st Payment: **\$6,000** to be invoiced upon execution of this agreement.
2nd Payment: **\$3,275** to be invoiced at start of training.
3rd Payment: **\$5,815** to be invoiced upon completion of training.



Annual Service Fees

Unlimited support during your first year with the program is included in your purchase price. Thereafter, Service Fees are billed annually. After two (2) years, BS&A Software reserves the right to increase the Annual Service Fee by no more than the yearly Consumers Price Index (CPI).

Community Development	
Building Department .NET	\$655



Additional Information

Program Customization

BS&A strives to provide a flexible solution that can be tailored to each municipality's needs. However, in some cases, custom work may be required. Typical examples include:

- custom payment import/lock box import
- custom OCR scan-line
- custom journal export to an outside accounting system
- custom reports

If you require any custom work, please let us know so that we can better understand the scope of your request and include that in a separate proposal.

Additional Training - Building Department Report Designer

Most of our Building Department customers heavily use our Report Designer, which is included free with the program. Report Designer Training is not included in the training quoted on this proposal and is highly recommended. You may attend a class at our office in Bath Township, or we can train at your location. Report Designer Training is typically completed in one day.

Please check the option you are interested in. Report Designer Training will be scheduled after successful implementation and training of your Building Department software.

- ☐ Classroom training, \$205/person/day
- ☐ On-site training (unlimited attendees), \$1,000/day, travel not included



Fund 101

GL Number	Description	Balance
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*** Assets ***

101-000.000-000.000	POLICE	0.02
101-000.000-001.000	CASH CHECKING - CHEMICAL BANK	1,280,690.95
101-000.000-001.001	PAYROLL CHECKING	(0.04)
101-000.000-001.003	CHEMICAL BANK SAVINGS	157,629.38
101-000.000-002.400	MERCANTILE SAVINGS	296,792.87
101-000.000-003.400	HURON COMMUNITY BANK CHECKING	5,307.81
101-000.000-004.300	CERTIFICATE OF DEPOSIT A	100,000.00
101-000.000-004.400	CERTIFICATE OF DEPOSIT B	150,306.70
101-000.000-018.400	PETTY CASH	150.00
101-000.000-019.400	PETTY CASH - POLICE DEPT.	75.00
101-000.000-040.400	ACCOUNTS RECEIVABLE	9,005.00
101-000.000-040.401	ACCTS. REC. STATE OF MICHIGAN	43,692.00
101-000.000-040.402	ACCOUNTS RECEIVABLE - AR PROG	20,076.28
101-000.000-040.403	ACCOUNTS REC. OTHER GOVT UNIT	18,875.74
101-000.000-078.202	DUE FROM MAJOR STREET	15,041.73
101-000.000-078.203	DUE FROM LOCAL STREET	6,966.73
101-000.000-078.243	DUE FROM BROWNFIELD REDEVELOPMENT	1,000.00
101-000.000-078.701	DUE FROM TAX FUND	11,272.00
101-000.000-078.704	DUE FROM PAYROLL	27,397.17
101-000.000-086.000	INVENTORY	325,948.00

Total Assets

2,470,227.34

*** Liabilities ***

101-000.000-214.400	ESCROW ACCOUNT	74.12
101-000.000-214.701	DUE TO TAX FUND	(0.17)
101-000.000-216.000	MERS RETIREMENT	25,908.04
101-000.000-235.000	BC/BS FAMILY CONTINUATION	(9,173.34)
101-000.000-239.400	DUE TO CUSTOMER (OVERPAYMENT)	226.00
101-000.000-256.000	DEFERRED REVENUE	3,500.34
101-000.000-339.000	DEFERRED REVENUE	215,431.88

Total Liabilities

235,966.87

*** Fund Balance ***

101-000.000-375.000	RESTRICTED YOUTH SAFETY FUND	4,441.66
101-000.000-380.000	COMMITTED FUNDS RECYCLING	10,923.33
101-000.000-390.000	CARRY OVER	484,546.86
101-000.000-390.004	DESIGNATED ECONOMIC ADVANCE	193,983.43
101-000.000-390.005	DESIGNATED FORFEITURE FUNDS	0.39
101-000.000-390.008	ASSIGNED FOR NEXT YEARS BUDGET	13,847.00
101-000.000-390.009	COMMITTED INFRASTRUCTURE	615,000.00
101-000.000-391.000	NONSPENDABLE FUND BAL PREPAID	344,800.00
101-000.000-391.001	COMMITTED OPEB FUNDS	4,406.00

Total Fund Balance

1,671,948.67

Beginning Fund Balance

1,671,948.67

Net of Revenues VS Expenditures

562,311.80

Ending Fund Balance

2,234,260.47

Total Liabilities And Fund Balance

2,470,227.34

option 1
option 2



121 North Fourth Street, West Branch, Michigan 48661
 Phone 989-345-0500, Fax 989-345-4390, e-mail cityhall@westbranch.com
 The City of West Branch is an equal opportunity provider, employer, and lender

WATER/SEWER BILL
ADMINISTRATIVE ADJUSTMENT REQUEST FORM

Name and contact information of individual requesting the administrative adjustment:

Cherise Daniel, 3137 Margaret St., Auburn Hills, MI 48326

Name and property address for individual/entity responsible for water/sewer bill in question:

Cherise Daniel, 400 E., Houghton Ave., West Branch, MI 48661

Relationship/interest of party requesting the adjustment (example: property owner, tenant, office manager, etc.):
Property Owner

Are you requesting an administrative adjustment of the:

☐ Water portion of the bill only ☐ Sewer portion of the bill only ☒ Both the water & sewer portions

What period of time are you requesting an administrative adjustment of your bill be applied to:

Nov/Dec 2022

Has the Department of Public Works (DPW) performed an inspection of the property in question to look for possible problems/leaks, etc.? ☐ Yes ☒ No If yes, please indicate when, and describe results of the inspection:

See below***

Please use the following page [attach additional pages if needed] to explain in as much detail as possible any information that you believe would assist administrators attempting to determine whether an administrative adjustment is warranted in this instance. Also, please note that due to the fact that administrative adjustment requests are investigated by the administration and the DPW, responses to requests typically take about 14-21 business days, depending upon the complexity of the issues raised in the request. However, all bills disputed via a request for administrative adjustment are held in abeyance, meaning that they are not due and owing during this period of administrative review, nor are penalties or interest accumulated during this time.

Once a determination regarding a request for administrative adjustment is made, the requestor will be notified in writing as to the final decision, at which time the amount determined to be due and owing will be due at that time.

Pipe on base board heating broke approx., Nov., 22, 2022, hired HVAC Co. to replace
~~broken pipe and boiler maintenance, approx., repair date: Dec, 8, 2022,~~

~~Contractor: Nicholson Heating/Cooling, 1128 Stoney Ridge Rd., West Branch, MI 48661~~
Contact: Brian Nicholson, 989/685-8025

~~That location has been under remodel for conversion from Commercial to Residential, since~~
~~purchased, but due to ongoing issues with contractor, health issues and downstate~~
~~issues, beyond our control, we have not been able to relocate there, as planned. We are~~
hoping to reside there permanently summer of 2023. We hope.

*** Thank you, so much for your assistance, Cherise Daniel, 248/760-7314

NOTE—Only ONE (1) water and/or sewer bill adjustment per water customer for the life of the water customer. This rule applies to landlords who own multiple properties as well as individual homeowners. Landlords (as well as individual homeowners) are advised to do regular inspections of their property and perform maintenance as needed to avoid unnecessary plumbing leaks, etc. Water customers are also advised to regularly inspect toilets, sinks, etc. for leaks, as proper maintenance of all internal plumbing and fixtures is the responsibility of the property owner NOT the City of West Branch.

Cherise Daniel
Signature of individual requesting administrative adjustment

Dec 8, 2022
Date

If this form was mailed or faxed to you it must be returned to the City of West Branch, 121 N. Fourth St., West Branch, MI 48661 or faxed to (989) 345-4390 or scanned and emailed to cityhall@westbranch.com within three (3) business days of receipt in order to maintain status of any verbal indication that a bill would be held in abeyance during an administrative review period.

Failure to return this form with the required information within three (3) business days will cause your water/sewer bill to become immediately due and owing at the originally billed amount.

For office use only.

Decision

Signed

Date

Daniel
400 E Houghton Ave

	READ	GALLONS	BILL
November 2021	2	0	\$ 14.75
December 2021	2	0	\$ 14.75
January 2022	2	0	\$ 14.75
February 2022	2	0	\$ 14.75
March 2022	2	0	\$ 14.75
April 2022	2	0	\$ 14.75
May 2022	2	0	\$ 14.75
June 2022	2	0	\$ 14.75
July 2022	2	0	\$ 14.75
August 2022	2	0	\$ 14.75
September 2022	2	0	\$ 14.75
October 2022	2	0	\$ 14.75
Average		0	\$ 14.75
Actual November Read	31,000	29,000	\$ 598.23
Actual December Read	42,000	11,000	\$ 228.87
Adjustment Amount		40,000	\$ 797.60

Because the refund amount is greater than \$700 it must be approved by Council. They have not had a prior water adjustment approved

Adjusting back down to \$14.75 for the month of November and December. Total adjustment amount \$797.60. A pipe broke in the building and was repaired on December 8, 2022.

**City of West Branch
Capital Improvement Plan
Fiscal Years 2023-2028**

Draft only



City of West Branch Capital Improvements Plan

In accordance with Michigan Planning Enabling (PA 33 of 2008), we are pleased to present the City of West Branch 2023-2028 Capital Improvement Plan (CIP).

Traditionally, the City of West Branch has included its capital improvements in the annual budget as required by City Charter. However, the Planning Enabling Act calls for a long-term capital improvement plan to be reviewed annually. This document will serve as a planning guide for the next six (6) years. The CIP continues to be an exceptional tool that benefits our community by identifying the City's future needs. The CIP project location maps help to visualize infrastructure projects, and the supporting documentation provides prioritized and coordinated work plans that also help to direct the City's future needs.

A CIP is a multi-year planning instrument used to identify needs and financing sources for public infrastructure improvements. The purpose of a CIP is to facilitate the orderly planning of infrastructure improvements; to maintain, preserve, and protect the City of West Branch's existing infrastructure system; and to provide for the acquisition or scheduled replacement of equipment to ensure the efficient delivery of services to the community. The CIP is also utilized to ensure that capital improvements are fiscally sound and consistent with the goals and policies of the governing body and the residents of the community.

A comprehensive CIP is an essential tool for the planning and development of the social, physical, and economic wellbeing of the community. This process is a necessary step in an organized effort to strengthen the quality of public facilities and services; provide a framework for the realization of community goals and objectives; and provide a sound basis on which to build a healthy and vibrant community.

The CIP informs City of West Branch residents and stakeholders on how the municipality plans to address significant capital needs over the next six years. The CIP provides visual representations of the community's needs including maps that detail the timing, sequence, and location of capital projects. The CIP can also influence growth because infrastructure can impact development patterns.

Some of the many benefits that the CIP provides for the residents and stakeholders include:

- Optimize the uses of revenue
- Focus attention on community goals, needs, and capabilities
- Guide future growth and development
- Encourage efficient government
- Improve intergovernmental and regional cooperation
- Help maintain a sound and stable financial program
- Enhance opportunities for the participation in federal and/or state grant programs

The projects identified in the CIP represent the community's plan to serve residents and anticipate the needs of the dynamic community. Projects are guided by various development plans and policies established by the planning commission, governing body, and administration.

Plans and policies include:

- Master plan
- Downtown development plan
- Recreation plan
- Non-motorized transportation plan
- Goals and objectives of council
- Administrative policies

Mission Statement

The goal of the CIP is to implement the master plan and to assist in the City of West Branch's financial planning. The CIP is dynamic. Each year all projects included within the CIP are reviewed, a call for new projects is made, and adjustments are made to existing projects arising from changes in the amount of funding required, conditions, or time line. A new year of programming is also added each year to replace the year funded in the annual operating budget. The CIP will continue to develop over time by adding features to gradually improve quality and sophistication. Greater attention shall be devoted to provide more detailed information and individual project requests, program planning, fiscal analysis, fiscal policies, and developing debt strategy.

CIP and the Budget Process

The CIP plays a significant role in the implementation of a master plan by providing the link between planning and budgeting for capital projects. The CIP process precedes the budget process and is used to develop the capital project portion of the annual budget. Approval of the CIP by the planning commission does not mean that they grant final approval of all projects contained with the plan. Rather by approving the CIP, the planning commission acknowledges that these projects represent a reasonable interpretation of the upcoming needs for the community and that projects contained in the first year of the plan are suitable for inclusion in the upcoming budget.

Priority rankings do not necessarily correspond to funding sequence. For example, a road-widening project which is ranked lower than a park project may be funded before the park project because the road project has access to a restricted revenue source, whereas a park project may have to compete for funding from other revenue sources. A project's funding depends upon a number of factors – not only its merit, but also its location, cost, funding source, and logistics.

The City of West Branch should strive to maximize resources by maintaining a balance between operating and capital budgets. A continuous relationship exists between the CIP and the annual budget. A direct link can be seen between the two documents. Budget appropriations lapse at the end of the fiscal year as the operating budget is funded with recurring annual revenues such as taxes, licenses, fines, user fees, and interest income.

Capital Improvement Projects Defined

As used in the City of West Branch CIP, a capital improvements item/project is defined as a major, nonrecurring expenditure that includes one or more of the following:

1. The acquisition of land for a public purpose.
2. Any construction of a new facility including engineering design and other preconstruction

costs with an estimated cost in excess of \$10,000.

3. Any nonrecurring rehabilitation or major repair of all or part of a building, its grounds, a facility, or equipment, provided that such costs are more than \$10,000 and the improvement will have a useful life of three years or more.
4. Any purchase or replacement of major equipment valued in excess of \$10,000 with a useful life of three years or more.
5. Any major study requiring the employment of outside professional consultants in excess of \$10,000 related to a capital improvement project.

Prioritization of Projects

The City analyzes many aspects of a project when determining priority including:

- Relationship to master plan, downtown development plans, and other community planning documents
- City Council goals and objectives
- Community needs
- Relationship to other projects
- Fulfilling federal, state, or county requirements
- Impact on annual operating and maintenance costs
- Funding availability and opportunities
- Critical or emergency needs

Capital Improvements Plan

The following table identifies future project needs through 2026. This list is intended to be a very thorough documentation of the needs throughout the City; however it is not an exhaustive list. A project, need, or opportunity may arise that is not listed in the CIP. Exclusion from this list should not preclude the City from addressing this issue if necessary. The year and costs for each project is an estimate in most cases. In some cases, total costs have yet to be determined. However, this does not preclude planning for these projects.

The following table lists:

Department – The department or category of the project or purchase.

Project Description – A description of the capital project or equipment purchase.

Projected Costs – An estimate of the cost of the project and year in which the project will be undertaken.

Long-term project – A category for projects that do not have an estimated cost or timeframe. These projects could still be completed in the near future if funding becomes available. Many of these projects are currently being developed through discussions with boards or commissions, internally by staff, or through grant applications.

Anticipated Source of Funding – A listing of the projected sources of funding for each project.

2023-2028 Capital Improvement Plan
Project Descriptions

Parks:

Gathering Place	Build a park area in the downtown with a covered area, seating, and sidewalks. <i>Expected Year: 2023-2024</i> <i>Total Capital Cost: \$400,0000</i> <i>Funding Method: DNR/MEDC/DDA/Arts & Humanities Grant</i>
Irons Park	Upgrades to existing park including the addition of a handicap area. <i>Expected Year: 2025-2027</i> <i>Total Capital Cost: \$100,000</i> <i>Funding Method: MEDC/general fund/ADA grants</i>
Irons Park	Upgrades to existing park including the addition of an amphitheater. <i>Expected Year: 2024-2025</i> <i>Total Capital Cost: \$100,000</i> <i>Funding Method: MEDC/USDA/general fund</i>
Farmers Market	Purchase land, develop plans, and build downtown farmers market. <i>Expected Year: 2026-2027</i> <i>Total Capital Cost: \$200,000</i> <i>Funding Method: MEDC/USDA/general fund</i>

Equipment:

Backhoe	Replace the 1996 Ford backhoe with a new backhoe. <i>Expected Year: 2023-2024</i> <i>Total Capital Cost: \$125,000</i> <i>Funding Method: Equipment Fund</i>
Generators	Install generators at City Hall and City Police Department. <i>Expected Year: 2027-2028,</i> <i>Total Capital Cost: \$30,000</i> <i>Funding Method: General Fund</i>
Police Vehicles	Replace police vehicles <i>Expected Year: 2023, 2025, 2027</i> <i>Total Capital Cost: \$150,000</i> <i>Funding Method: USDA/Equipment Fund</i>
Vactor Truck	Rebuild the 2001 Elgin vactor truck. <i>Expected Year: 2024-2025</i> <i>Total Capital Cost: \$100,000</i> <i>Funding Method: Equipment Fund</i>
Loader	Replace the 1996 Front end loader. <i>Expected Year: 2025-2026</i>

Total Capital Cost: \$150,000
Funding Method: Equipment Fund

Streets:

Wright St.	Replace Deteriorating road with new asphalt. <i>Expected Year: 2023-2024</i> <i>Total Capital Cost: \$115,000</i> <i>Funding Method: Major Street Fund/MDOT</i>
Columbus Street	Replace deteriorating road with new asphalt. <i>Expected Year: 2025-2026</i> <i>Total Capital Cost: \$200,000</i> <i>Funding Method: Major Street Fund/IDC</i>
N. Fourth Street	Replace deteriorating road with new asphalt. <i>Expected Year: 2024-2025</i> <i>Total Capital Cost: \$200,000</i> <i>Funding Method: Major Street / Local Street Fund</i>
Business Loop	Connect 2 existing sidewalks along the I 75 business loop. <i>Expected Year: 2023-2024</i> <i>Total Capital Cost: \$55,000</i> <i>Funding Method: MDOT/Sidewalks/Business owners</i>
Progress St	Replace deteriorating road with new asphalt. <i>Expected Year: 2026-2027</i> <i>Total Capital Cost: \$250,000</i> <i>Funding Method: Major Street Fund/IDC</i>
Houghton Ave	Replace streetscape to coincide with MDOT road reconstruction. Project to include streetlights, benches, garbage cans, retaining walls, trees, sprinkler system and fencing. <i>Expected Year: 2024-2025</i> <i>Total Capital Cost: \$1,500,000</i> <i>Funding Method: DDA/General fund/USDA bond</i>

Water:

Houghton Ave.	Replace water main from Fairview Rd. to Court St. for new transmission main. <i>Expected Year: 2024-2025</i> <i>Total Capital Cost: \$1,200,000</i> <i>Funding Method: MEDC/USDA/Water Fund/EGLE</i>
Iron Removal Plant	Construct an Iron Removal Plant and a new well for removal of arsenic. <i>Expected Year: 2023-2024</i> <i>Total Capital Cost: \$1,700,000</i> <i>Funding Method: MEDC/Water Fund/EDA/EGLE DWSRF</i>

M-30 Development	Construct a new road and utilities for development. <i>Expected Year: 2023-2028</i> <i>Total Capital Cost: \$1,000,000</i> <i>Funding Method: Major Street/Grants/Water Fund</i>
Tower Painting	Painting the 500,000 gallon water tower and necessary upgrades. <i>Expected Year: 2027-2028</i> <i>Total Capital Cost: \$200,000</i> <i>Funding Method: Grants/Bonds/Water Fund</i>
Well #5 Rehab	Rebuild Well # 5. Need new motor and cleaned. <i>Expected Year: 2023-2024</i> <i>Total Capital Cost: \$45,000</i> <i>Funding Method: Grants/Water Fund</i>
N. Fourth St.	Replace water main from Houghton Ave to Lindsay St. <i>Expected Year: 2024-2025</i> <i>Total Capital Cost: \$115,000</i> <i>Funding Method: Grants/Bonds/Water Fund</i>
Meter Change out	Replace all meters city wide due to failing reads. <i>Expected Year: 2023-2025</i> <i>Funding Method: Water Fund</i>
Tower	Erect new water tower to support housing development and joint venture with neighboring Ogemaw Township <i>Expected Year: 2024-2025</i> <i>Total Capital Cost: \$2,000,000</i> <i>Funding Method: Grants/Bonds/Water Fund</i>
Water main.	Replace aging, undersized, and failing water main at the following locations: Annie, Wright, N. Fourth, S. Seventh, S. Sixth, S. Eighth, Victory, Morrison, W. Ripley, S. First, Livingston, S. Burgess, Hall, Carpenter, Sidney, N. Third, N. Second, N. First, Fremont, N. Burgess, Page, Alto, E. Ripley Approximate lineal footage: 25,800 <i>Expected Year: 2023-2025</i> <i>Total Capital Cost: \$6,500,000</i> <i>Funding Method: Water Fund/EGLE DWSRF</i>
Water main.	Install new water main to complete loops and eliminate dead ends: Industrial, St., Annie St., Meid St., Alto Ct. Approximate lineal footage 2,500 <i>Expected Year: 2023-2025</i> <i>Total Capital Cost: \$545,000</i> <i>Funding Method: Water Fund/EGLE DWSRF</i>
Water valve.	Install new water valve to connect to Ogemaw Township for the combining and sharing of services

Expected Year: 2023-2024
Total Capital Cost: \$75,000
Funding Method: Water Fund/EGLE DWSRF

Water mixing valve. Install new water mixing valve in water tower to increase quality.
Expected Year: 2024-2026
Total Capital Cost: \$50,000
Funding Method: Water Fund/EGLE DWSRF

Water main. Install new water main to connect City water to Twp. water for joint venture:
Expected Year: 2023-2025
Total Capital Cost: \$425,000
Funding Method: Water Fund/EGLE DWSRF

Sewer:

N. Fourth St. Replace sanitary sewer river crossing due to deteriorating pipe.
Expected Year: 2025-2026
Total Capital Cost: \$90,000
Funding Method: Sewer Fund/CWSRF

Manholes. Replace various manhole units throughout the City due to deterioration and infiltration.
Expected Year: 2025-2026
Total Capital Cost: \$100,000
Funding Method: Sewer Fund/CWSRF

N. Fourth St. Replace storm sewer undersized causing flooding issues.
Expected Year: 2026-2027
Total Capital Cost: \$1,000,000
Funding Method: Sewer Fund/CWSRF

Buildings:

None

Department	Project Description	Capital Costs	2023	2024	2025	2026	2027	2028	Anticipated Source of Funding
Parks	Gathering place	\$400,000.00	\$400,000.00						DNR/MEDC/DDA/Arts
Parks	Irons Park ADA handicap addition	\$100,000.00				\$100,000.00			MEDC/Gem Fund/ADA
Parks	Irons Park amphitheater	\$100,000.00			\$100,000.00				MEDC/USDA/Gen Fund
Parks	Farmers Market	\$200,000.00					\$200,000.00		MEDC/USDA/Gen Fund
Equipment	Backhoe	125,000.00		\$125,000					Equipment Fund
Equipment	Generators at City Hall and PD	\$30,000.00						\$30,000.00	General Fund
Equipment	Police Vehicle	\$150,000.00	\$50,000.00		\$50,000.00		\$50,000.00		Equipment Fund/USDA
Equipment	Vector Truck rebuild	\$100,000.00			\$100,000.00				Equipment Fund
Equipment	Loader	\$150,000.00							Equipment Fund
Streets	Wright St.	\$115,000.00	\$115,000.00						Major Street/MDOT
Streets	Columbus	\$200,00.00				\$200,000.00			Major Street/IDC
Streets	N. 4th St.	\$200,000.00			\$200,000.00				Major Street/ Local Street
Streets	Progress St	\$250,000.00					\$250,000.00		Major Street/IDC
Streets	Houghton Ave streetscape	\$1,500,000.00		\$1,500,000.00					Gen Fund/DDA/USDA
Water	Houghton Ave. (Fairview to Court St.)	\$1,200,000.00		\$1,200,000.00					Water fun/EGLE/MEDC
Water	Iron Removal Plant	\$1,700,000.00		\$1,700,000.00					MEDC/Water/EDA/EGL
Water/Streets	M-30 Development Extension	\$1,000,000.00		\$1,000,000.00					Water/ Local St./bond
Water	Tower Painting	\$200,000.00					\$200,000.00		Water
Water	Well 5 Rehab	\$45,000.00	\$45,000.00						Water/EDA/EGL/MEDC
Water	New water tower	\$2,000,000.00			\$2,000,000.00				Water Fund/EGL
Water	Replace approx. 25,800lf aging main	\$6,500,000.00		\$2,250,000.00	\$2,250,000.00	\$2,000,000.00			Water Fund/EGL
Water	Meter Change out	\$100,000.00	\$50,000.00	\$50,000.00					Water
Sidewalk	Business loop sidewalk connection	\$55,000.00	\$55,000.00						MDOT/Sidewalk/Private
Water	Install new water main for looping	\$545,000.00		\$272,500.00	\$272,500.00				Water Fund/EGL
Water	Install new meter to connect to Twp.	\$75,000.00		\$75,000.00					Water Fund/Twp./EGL
Water	Install mixing valve in tower	\$50,000.00			\$50,000.00				Water Fund/EGL
Sewer	Replace 4th St. river crossing	\$90,000.00				\$90,000.00			Sewer Fund/EGL
Sewer	Repair manholes throughout City	\$100,000.00				\$100,000.00			Sewer Fund/EGL
Storm Sewer	Replace undersized Storm sewer 4th St	\$1,000,000.00					\$1,000,000.00		Sewer Fund/EGL
Water	Install water main to connect to Twp.	\$425,000.00		\$425,000.00					Water Fund/Twp./EGL

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON AND VIA VIDEO CONFERENCE
IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON TUESDAY, JANUARY 3, 2022.

Mayor Frechette called the meeting to order at 6:00 p.m.

Present: City Mayor Paul Frechette, Council Members Carol Adair, Joanne Bennett, Mike Jackson, Rusty Showalter, and Cathy Zimmerman.

Absent: Ellen Pugh present via Zoom (unable to vote - Michigan Open Meetings Act, MCL 15.261 et seq)

Other officers present: City Manager John Dantzer, City Clerk Lori Ann Clover, DPW Supervisor Mike Killackey, Chief Ken Walters, and County Commissioner Craig Scott (6:07 pm).

All stood for the Pledge of Allegiance.

* * * * *

MOTION BY ZIMMERMAN, SECOND BY BENNETT, TO APPROVE THE PAYMENT OF BILLS IN THE AMOUNT OF \$23,258.67.

Yes —Adair, Bennett, Frechette, Jackson, Showalter, Zimmerman

No – None

Absent – Pugh

Motion carried

* * * * *

MOTION BY SHOWALTER, SECOND BY BENNETT TO APPROVE RESOLUTION 23-01 MEETING PLACE AND TIME.

Yes —Adair, Bennett, Frechette, Jackson, Showalter, Zimmerman

No – None

Absent – Pugh

Motion carried

RESOLUTION #23-01

WHEREAS, the West Branch City Charter requires that the Council adopt a resolution stating the time and place of its regular meetings, and

WHEREAS, it is recommended that this be done on an annual basis,

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council will hold its regular meetings in the Council Chamber of City Hall, 121 N. Fourth St. unless there is a motion to change the meeting location due to special circumstances, and

FURTHER BE IT RESOLVED, that all regular Council meetings will begin at 6:00 p.m. unless the Charter dictates otherwise or there is a motion to change the meeting time due to special circumstances, and

FURTHER BE IT RESOLVED, that the West Branch City Council shall meet on the 1st and 3rd Monday of each month unless there is a motion to change the meeting date due to special circumstances.

* * * * *

MOTION BY ZIMMERMAN, SECOND BY SHOWALTER TO APPROVE RESOLUTION 23-02 STREET ADMINISTRATOR.

Yes —Adair, Bennett, Frechette, Jackson, Showalter, Zimmerman

No – None

Absent – Pugh

Motion carried

Resolution # 23-02

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 all shall represent the municipality in transactions with the State Transportation Department pursuant to this act.”

Now, therefore, be it resolved the Honorable Body designate City Manager, John Dantzer as the single Street Administrator for the City of West Branch for the calendar year of 2023 in all transactions with the State Transportation Department as provided in Section 13 of the Act.

* * * * *

MOTION BY SHOWALTER, SECOND BY ADAIR TO APPROVE RESOLUTION 23-03 ANNUAL BANKS AND SIGNERS.

Yes —Adair, Bennett, Frechette, Jackson, Showalter, Zimmerman

No – None

Absent – Pugh

Motion carried

Resolution # 23-02

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 all shall represent the municipality in transactions with the State Transportation Department pursuant to this act.”

Now, therefore, be it resolved the Honorable Body designate City Manager, John Dantzer as the single Street Administrator for the City of West Branch for the calendar year of 2023 in all transactions with the State Transportation Department as provided in Section 13 of the Act.

* * * * *

MOTION BY SHOWALTER, SECOND BY JACKSON TO APPROVE RESOLUTION 23-04 FEE SCHEDULE WITH THE EXEPTION OF THE COPIES BEING RAISED FROM \$0.10 PER COPY TO \$0.25.

Yes —Adair, Bennett, Frechette, Jackson, Showalter, Zimmerman

No – None

Absent – Pugh

Motion carried

RESOLUTION #23-04

WHEREAS, the City of West Branch levies fees to fund City operations, and

WHEREAS, to levy such fees, the City of West Branch Council must approve fees to be levied;
and

NOW, THEREFORE, BE IT RESOLVED, that the West Branch adopts the following fees,

City of West Branch Fee Schedule

2023

WATER/SEWER

hang 24 shut off hour notice	\$25.00
turn off during normal hours scheduled	\$30.00
turn off after normal hours	\$200.00
Sewer tap fee residential 6" or less (minimum) (+boring cost)	\$2,500.00
Water tap fee residential 1" or less (minimum) (+boring cost)	\$2,500.00
Water tap 4" or less fire suppression	\$4,000.00
Water tap larger than 4" fire suppression	\$5,000.00
Water ready to serve 3/4"	\$9.95
Water ready to serve 1"	\$17.69
Water ready to serve 1-1/2"	\$39.80
Water ready to serve 2"	\$70.76
Water ready to serve 3"	\$159.20
Water ready to serve 4"	\$283.02
Water per 1,000 gallons 0-10,000 gallons	\$5.23
Water per 1,000 gallons 10,0001-100,000 gallons	\$5.75
Water per 1,000 gallons 100,001+ gallons	\$6.28
Water debt per 1,000 gallons	\$1.30
Sewer ready to serve 3/4"	\$4.80
Sewer ready to serve 1"	\$8.54
Sewer ready to serve 1-1/2"	\$19.20
Sewer ready to serve 2"	\$34.14

Sewer ready to serve 3"	\$76.82
Sewer ready to serve 4"	\$136.56
Sewer per 1,000 gallons 0-10,000 gallons	\$5.05
Sewer per 1,000 gallons 10,001-100,000 gallons	\$5.54
Sewer per 1,000 gallons 100,001+ gallons	\$6.04
Sewer collections per 1,000 gallons 0-10,000 gallons	\$1.52
Sewer collections per 1,000 gallons 10,001-100,000 gallons	\$1.67
Sewer collect per 1,000 gallons 100,001+ gallons	\$1.82
Sewer debt per 1,000 gallons	\$6.26
Bulk water purchase per 1,000 gallons	\$10.41
Sprinkling meter used (includes tailpieces)	\$65.00
Sprinkling meter new (includes tailpieces)	\$162.00
Sprinkling meter new with tailpieces & cellular read	\$269.00

CEMETERY

Grave opening & closing cremains	\$250.00
Grave opening & closing full burial	\$500.00
Cemetery foundation 20" X 32"	\$150.00
Cemetery 20" X 44"	\$200.00
Cemetery 20" X 56"	\$250.00
Flat stone placement	\$75.00
Cemetery lot City resident	\$400.00
Cemetery lot non-City resident	\$800.00

COPIES

\$.10/ea

PERMITS AND LICENSING

Parking permit (per year)	\$60.00
Peddlers and solicitors standard license (per day)	\$10.00
Peddlers and solicitors standard license (6 months)	\$50.00
Fixed stand on private property	
Peddlers and solicitors event license (per event)	\$50.00
City event	
Peddlers and solicitors special use license (per day)	\$25.00
Peddlers and solicitors special use license (6 months)	\$125.00
Fixed stand on public property	
Peddlers and solicitors general license (per day)	\$10.00
Peddlers and solicitors general (6 months)	\$50.00
Door to door in City - no fixed stand	
Right of way permit	\$25.00
Farmers Market (per day)	\$5.00
Farmers Market (full season)	\$50.00
Demolition permit	\$25.00
Driveway/curb cut permit	\$25.00

ZONING

zoning permit residential	\$25.00
zoning permit commercial + consulting fees if needed	\$50.00
Special Use permit	\$250.00
Zoning Variance	\$250.00
Amendment to zoning ordinance	\$250.00
Sign permit (permanent or temporary)	\$25.00
Lot splits first one	\$75.00

COUNCIL CHAMBERS-MISC.

Council Chambers 1/2 day	\$50.00
Council Chambers full day	\$100.00
Refundable deposit	\$100.00
Each 1/2 hour beyond scheduled	\$25.00
Returned check fee	\$35.00
Returned ACH fee	\$15.00

PARKS

Large pavilion City resident	\$25.00
Large pavilion non-City resident	\$50.00
Small pavilion City resident	\$10.00
Small pavilion non-City resident	\$20.00
Gazebo City resident	\$20.00
Gazebo non-City resident	\$40.00
Little League Pavilion resident	\$20.00
Little League Pavilion non-resident	\$40.00

MOBILE STAGE RENTAL

Rental of stage (maximum 15-mile radius)	\$400.00
Additional set up/pick up/ delivery costs	\$75/hr.
Refundable deposit	\$200.00

TICKETS

General municipal infraction - first offense	\$50+costs
General municipal infraction - second offense	\$150+costs
General municipal infraction - third offense	\$500+costs
Parking too far from curb	\$25.00
Angle parking violations	\$25.00
Obstructing Traffic	\$50.00
Prohibited parking (signs unnecessary)	
(a) On sidewalk	\$25.00
(b) In front of drive	\$25.00
(c) Within intersection	\$25.00
(d) Within 15 feet of hydrant	\$50.00

(e) On crosswalk	\$25.00
(f) Within 20 feet of crosswalk or 15 feet of corner lot lines	\$25.00
(g) Within 20 feet of street side traffic sign or signal	\$25.00
(h) Within 50 feet of railroad crossing	\$25.00
(i) Within 20 feet of fire station entrance	\$25.00
(j) Within 75 feet of fire entrance on opposite side of street	
(signs required)	\$25.00
(k) Beside street excavation when traffic obstructed	\$50.00
(l) Double parking	\$50.00
(m) On bridge	\$25.00
(n) Within 200 feet of accident where Police in attendance	\$50.00
(o) Blocking emergency exit	\$50.00
(p) Blocking fire escape	\$50.00
In prohibited zone (signs required)	\$50.00
Parking in yellow zone (yellow paint on curb)	\$25.00
Parking in handicap zone without permit	\$100.00
Failure to display handicap sticker	\$25.00
In alley	\$25.00
Parking for prohibited purpose	
(a) Displaying vehicle for sale	\$25.00
(b) Working or repairing vehicle	\$25.00
(c) Displaying advertising	\$25.00
(d) Selling merchandise	\$25.00
(e) Storage over 24 hours	\$25.00
Wrong side of roadway	\$25.00
Loading zone violation	\$50.00
Bicycle parking violations	\$25.00
Prohibited overnight parking in City lot or on street	\$25.00
Illegal tampering/altering/transfer of any permit	\$500.00
Exhibition driving	\$100.00

BLIGHT

General municipal infraction - first offense	\$300+costs
General municipal infraction - second offense	\$400+costs
General municipal infraction - third offense	\$500+costs

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**MOTION BY BENNETT, SECOND BY ZIMMERMAN TO APPROVE THE RENEWAL FEE
ADJUSTMENT FOR EXISTING BANNERS TO \$125.00 WITH NEW SPONSORSHIP TO REMAIN AT
\$200.00.**

Yes —Adair, Bennett, Frechette, Jackson, Showalter, Zimmerman

No – None

Absent – Pugh

Motion carried

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MOTION BY JACKSON, SECOND BY FRECHETTE TO APPROVE THE MINUTES AND SUMMARY FROM THE REGULAR MEETING HELD DECEMBER 19, 2022.

Yes —Adair, Bennett, Frechette, Jackson, Showalter, Zimmerman

No – None

Absent – Pugh

Motion carried

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MOTION BY SHOWALTER, SECOND BY ADAIR TO RECEIVE AND FILE THE TREASURER’S REPORT AND INVESTMENT SUMMARY; MINUTES FROM THE WWTPA MEETING HELD SEPTEMBER 20, 2022; MINUTES FROM THE OGEMAW FIRE DEPARTMENT MEETING HELD OCTOBER 18, 2022; MINUTES FROM THE AIRPORT BOARD MEETING HELD NOVEMBER 16, 2022; AND MINUTES FROM THE DDA MEETING HELD NOVEMBER 22, 2022.

Yes —Adair, Bennett, Frechette, Jackson, Showalter, Zimmerman

No – None

Absent – Pugh

Motion carried

* * * * *

Communications shared included the 2022 AMAR Review from the state Tax Commission. A Certificate of Achievement was awarded to the City of West Branch for receiving a perfect score on their review. Member Showalter gave kudos on a job well done! Communication also included the West Branch Community Airport 2022 Year in Review.

* * * * *

MOTION BY FRECHETTE, SECOND BY SHOWALTER TO REAPPOINT SAMANTHA FABBRI AND AUTUM HUNTER TO THE DDA FOR A FOUR-YEAR TERM.

Yes —Adair, Bennett, Frechette, Jackson, Showalter, Zimmerman

No – None

Absent – Pugh

Motion carried

* * * * *

MOTION BY FRECHETTE, SECOND BY BENNETT TO EXCUSE MEMBER PUGH FROM THE MEETING.

Yes —Adair, Bennett, Frechette, Jackson, Showalter, Zimmerman

No – None

Absent – Pugh

Motion carried

* * * * *

Member Pugh gave a report via Zoom that the tally for the Salvation Army bell ringing was approximately \$35,000. They will be applying at Meijer through several programs they have also.

Commissioner Scott gave his report at the end of the meeting. There was a part time position in the clerk's office increased to cover maternity leave. They approved the Medical Marihuana 2023 oversite grant. New members were appointed to the various boards. A new clothes dryer was purchased for the correctional facility. An appointment for the administrative assistant was approved. The West Branch Camper and RV Park caretaker was appointed. Parks and Rec had a tree fall on the brand-new fence during the last wind storm. The state owns mineral rights at the Parks and Rec. The next commissioner meeting is Thursday at 9:00 am.

Lois Berquest was present and announced her support of City Council.

Mayor Frechette adjourned the meeting at 6:24 pm.

Paul Frechette, Mayor

Lori Ann Clover, Clerk

SUMMARY OF THE REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON AND VIA VIDEO CONFERENCE IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON TUESDAY, JANUARY 3, 2022.

Mayor Frechette called the meeting to order at 6:00 p.m.

Present: Mayor Frechette, Council Members Adair, Bennett, Jackson, Showalter, and Zimmerman.

Absent: Pugh (via Zoom)

Other officers present: Manager Dantzer, Clerk Clover, DPW Supervisor Killackey, Chief Walters, and Commissioners Surbrook and Scott.

All stood for the Pledge of Allegiance.

Council approved bills in the amount of \$23,258.67.

Council approved Resolution 23-01 Meeting place and time.

Council approved Resolution 23-02 Street Administrator.

Council approved Resolution 23-03 Annual banks and signers.

Council approved Resolution 23-04 Fee Schedule.

Council approved the Veteran Banner renewal fee adjustment.

Council approved the minutes and summary of minutes from the regular meeting held December 19, 2022.

Minutes from the WWTPA meeting held September 20, 2022; minutes from the Ogemaw Fire Department meeting held October 18, 2022; minutes from the Airport Board meeting held November 16, 2022; and minutes from the DDA Board meeting held November 22, 2022 as well as the Treasurer's report and Investment Summary were received and filed.

Communications shared were the 2022 AMAR Review from the State Tax Commission and the West Branch Community Airport 2022 Year in Review.

Council approved re-appointing Samantha Fabbri and Autum Hunter to the DDA.

Member Pugh gave a report.

Commissioner Scott gave a report.

Mrs. Berquest announced her support of City Council.

Mayor Frechette adjourned the meeting at 6:24 pm.

CASH SUMMARY BY BANK FOR WEST BRANCH
 FROM 01/01/2023 TO 01/31/2023

Bank Code		Beginning Balance	Total	Total	Ending
Fund	Description	01/01/2023	Debits	Credits	Balance
					01/31/2023
GEN1	GEN1 - GENERAL CHECKING				
101		1,279,553.90	39,079.80	37,942.75	1,280,690.95
150	CEMETERY PERPETUAL CARE	39,387.43	140.87	0.00	39,528.30
209	CEMETERY FUND	(1,816.79)	0.00	607.50	(2,424.29)
237	MARIJUANA FUND	1,500.00	0.00	0.00	1,500.00
243	BROWNFIELD REDEVELOPMENT AUTHORITY FU	1,964.95	0.00	0.00	1,964.95
248	DDA OPERATING FUND	326,730.67	4.68	200.00	326,535.35
251	INDUSTRIAL PARK FUND	5,017.25	0.00	134.98	4,882.27
276	HOUSING RESOURCE FUND	183,252.49	46.00	31.50	183,266.99
318	SEWER DEBT FUND	123,660.94	6,489.26	113.14	130,037.06
319	WATER DEBT FUND	99,040.84	1,263.30	75.73	100,228.41
372	PLANT REPLACEMENT FUND (R&I)	0.90	0.00	0.00	0.90
590	SEWER FUND	325,259.70	14,346.48	17,315.11	322,291.07
591	WATER FUND	823,104.96	9,376.65	8,216.20	824,265.41
592	WATER REPLACEMENT FUND	753,433.11	0.00	1,395.00	752,038.11
593	SEWER COLLECTION	260,600.15	1,589.46	2,208.39	259,981.22
561	EQUIPMENT FUND	(5,452.50)	6,577.81	3,402.45	(2,277.14)
704	PAYROLL CLEARING	24,778.75	48,197.16	48,197.16	24,778.75
705	IRONS PARK ENTERTAINMENT FUND	10,126.57	25.00	0.00	10,151.57
707	YOUTH SAFETY PROGRAM	115.00	0.00	0.00	115.00
	GEN1 - GENERAL CHECKING	4,250,258.32	127,136.47	119,839.91	4,257,554.88
M/LST	MAJOR/ LOCAL STREETS				
202	MAJOR STREET FUND	665,914.03	19,119.98	12,799.21	672,234.80
203	LOCAL STREET FUND	369,848.78	6,416.15	4,709.95	371,554.98
	MAJOR/ LOCAL STREETS	1,035,762.81	25,536.13	17,509.16	1,043,789.78
PAY	PAYROLL				
704	PAYROLL CLEARING	35,434.86	48,197.16	50,111.53	33,520.49
	PAYROLL	35,434.86	48,197.16	50,111.53	33,520.49
CHEM	SAVINGS				
101		459,730.06	0.00	0.00	459,730.06
150	CEMETERY PERPETUAL CARE	1,684.28	0.00	0.00	1,684.28
251	INDUSTRIAL PARK FUND	245.36	0.00	0.00	245.36
571	COLLECTION REPLACEMENT FUND	0.65	0.00	0.00	0.65
591	WATER FUND	26,426.52	0.00	0.00	26,426.52
592	WATER REPLACEMENT FUND	19,791.77	0.00	0.00	19,791.77
593	SEWER COLLECTION	3,184.93	0.00	0.00	3,184.93
561	EQUIPMENT FUND	103,547.51	0.00	0.00	103,547.51
	SAVINGS	614,611.08	0.00	0.00	614,611.08
TAX	TAXES				
701	TAX AGENCY	177,654.31	122,021.83	197,800.27	101,875.87
	TAXES	177,654.31	122,021.83	197,800.27	101,875.87
	TOTAL - ALL FUNDS	6,113,721.38	322,891.59	385,260.87	6,051,352.10

CASH SUMMARY BY ACCOUNT FOR WEST BRANCH
 FROM 01/01/2023 TO 01/31/2023
 FUND: ALL FUNDS
 INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 01/01/2023	Total Debits	Total Credits	Ending Balance 01/31/2023
Fund 101					
004.300	CERTIFICATE OF DEPOSIT A	100,000.00	0.00	0.00	100,000.00
004.400	CERTIFICATE OF DEPOSIT B	150,306.70	0.00	0.00	150,306.70
		<u>250,306.70</u>	<u>0.00</u>	<u>0.00</u>	<u>250,306.70</u>
Fund 150 CEMETERY PERPETUAL CARE					
004.300	CERTIFICATE OF DEPOSIT C	112,499.74	0.00	0.00	112,499.74
004.400	CERTIFICATE OF DEPOSIT D	115,271.06	0.00	0.00	115,271.06
	CEMETERY PERPETUAL CARE	<u>227,770.80</u>	<u>0.00</u>	<u>0.00</u>	<u>227,770.80</u>
Fund 251 INDUSTRIAL PARK FUND					
004.300	CERTIFICATE OF DEPOSIT A	100,000.00	0.00	0.00	100,000.00
004.400	CERTIFICATE OF DEPOSIT B	25,050.19	0.00	0.00	25,050.19
	INDUSTRIAL PARK FUND	<u>125,050.19</u>	<u>0.00</u>	<u>0.00</u>	<u>125,050.19</u>
Fund 661 EQUIPMENT FUND					
004.300	CERTIFICATE OF DEPOSIT A	150,000.00	0.00	0.00	150,000.00
004.400	CERTIFICATE OF DEPOSIT B	100,200.75	0.00	0.00	100,200.75
	EQUIPMENT FUND	<u>250,200.75</u>	<u>0.00</u>	<u>0.00</u>	<u>250,200.75</u>
	TOTAL - ALL FUNDS	<u>853,328.44</u>	<u>0.00</u>	<u>0.00</u>	<u>853,328.44</u>

REVENUE AND EXPENDITURE REPORT FOR WEST BRANCH
PERIOD ENDING 01/31/2023
% Fiscal Year Completed: 58.90

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2023 NORM (ABNORM)	01/31/2023 NORM (ABNORM)	MONTH 01/31/23 INCR (DECR)	BALANCE NORM (ABNORM)	% BDDT USED	
Fund 101									
Revenues									
Dept 000.000									
101-000.000-403.400	CURRENT PROPERTY TAX GEN.OP.	930,000.00	930,000.00	834,342.05	7,646.66	95,657.95	89.71		
101-000.000-404.400	CURRENT PROPERTY TAX REFUSE	188,000.00	188,000.00	166,940.79	1,529.99	21,059.21	88.80		
101-000.000-408.400	PERSONAL PROPERTY TAX LOSS REIMBURSEMENT	65,000.00	65,000.00	61,178.14	0.00	3,821.86	94.12		
101-000.000-446.400	PENALTIES AND INTEREST CUR.TA	13,000.00	13,000.00	7,784.95	1,122.97	5,215.05	59.88		
101-000.000-448.400	ADMINISTRATIVE FEES ON CUR.TA	30,000.00	30,000.00	25,182.03	1,929.94	4,817.97	83.94		
101-000.000-477.400	CABLE TV FRANCHISE FEES	36,000.00	36,000.00	18,370.26	0.00	17,629.74	51.03		
101-000.000-564.400	INDUSTRIAL PARK ADMIN FEE	1,000.00	1,000.00	583.31	83.33	416.69	58.33		
101-000.000-574.400	SALES (STATUTORY)	31,945.00	31,945.00	20,249.00	0.00	11,696.00	63.39		
101-000.000-575.400	REVENUE SHARING (CONSTITUTIONAL)	222,000.00	222,000.00	175,459.00	0.00	46,541.00	79.04		
101-000.000-577.400	LIQUOR LICENSE	3,500.00	3,500.00	4,316.95	0.00	(816.95)	123.34		
101-000.000-590.400	SEWER FUND ADMINISTRATION	50,000.00	50,000.00	29,162.00	4,166.00	20,838.00	58.32		
101-000.000-590.401	SEWER COLLECTION ADMIN.	16,000.00	16,000.00	9,333.31	1,333.33	6,666.69	58.33		
101-000.000-591.400	WATER FUND ADMINISTRATION	20,000.00	20,000.00	11,666.69	1,666.67	8,333.31	58.33		
101-000.000-592.400	LOCAL STREET ADMIN. FEE	4,400.00	4,400.00	2,566.69	366.67	1,833.31	58.33		
101-000.000-593.400	MAJOR STREET ADMIN. FEE	9,500.00	9,500.00	5,541.69	791.67	3,958.31	58.33		
101-000.000-594.400	CEMETERY ADMIN. FEE	1,000.00	1,000.00	583.31	83.33	416.69	58.33		
101-000.000-597.400	DDA ADMINISTRATIVE	2,400.00	2,400.00	1,400.00	200.00	1,000.00	58.33		
101-000.000-634.400	GRANT	0.00	0.00	1,941.54	0.00	(1,941.54)	100.00		
101-000.000-661.400	EQUIPMENT FUND ADMIN FEE	12,000.00	12,000.00	7,000.00	1,000.00	5,000.00	58.33		
101-000.000-664.400	INTEREST INCOME	300.00	300.00	16.88	0.00	283.12	5.63		
101-000.000-672.400	VETERAN BANNER CONTRIBUTIONS	2,800.00	2,800.00	1,525.00	125.00	1,275.00	54.46		
101-000.000-695.400	MISCELLANEOUS	12,000.00	12,000.00	17,684.78	50.00	(5,684.78)	147.37		
101-000.000-695.405	REFUSE RECYCLING DONATIONS	0.00	0.00	2,866.59	0.00	(2,866.59)	100.00		
Total Dept 000.000		1,650,845.00	1,650,845.00	1,405,694.96	22,095.56	245,150.04	85.15		
Dept 262.000 - ELECTIONS									
101-262.000-634.400	GRANT	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00		
101-262.000-695.400	MISCELLANEOUS	0.00	0.00	2,077.10	0.00	(2,077.10)	100.00		
Total Dept 262.000 - ELECTIONS		1,500.00	1,500.00	2,077.10	0.00	(577.10)	138.47		
Dept 265.000 - MUNICIPAL PROPERTIES									
101-265.000-695.400	MISCELLANEOUS	0.00	0.00	4,475.00	4,475.00	(4,475.00)	100.00		
Total Dept 265.000 - MUNICIPAL PROPERTIES		0.00	0.00	4,475.00	4,475.00	(4,475.00)	100.00		
Dept 301.000 - POLICE DEPARTMENT									
101-301.000-528.000	OTHER FEDERAL GRANTS	41,667.00	41,667.00	0.00	0.00	41,667.00	0.00		
101-301.000-578.400	IN-SERVICE TRAINING	500.00	500.00	305.60	0.00	194.40	61.12		
101-301.000-634.400	GRANT	0.00	9,820.00	18,174.52	0.00	(8,354.52)	185.08		
101-301.000-640.400	K-9 REVENUE	0.00	0.00	1,989.00	260.00	(1,989.00)	100.00		
101-301.000-654.400	TRAFFIC BUREAU	22,000.00	22,000.00	6,680.00	910.00	15,320.00	30.36		
101-301.000-655.400	ACCIDENT REPORTS	350.00	350.00	185.50	10.00	164.50	53.00		
101-301.000-656.400	DISTRICT COURT FINES	2,500.00	2,500.00	1,025.05	0.00	1,474.95	41.00		
101-301.000-693.400	NSF FEES	0.00	0.00	24.00	0.00	(24.00)	100.00		
101-301.000-695.400	MISCELLANEOUS	0.00	0.00	196.10	0.00	(196.10)	100.00		
101-301.000-695.415	OTHER GOV'T UNITS	57,100.00	57,100.00	0.00	0.00	57,100.00	0.00		
Total Dept 301.000 - POLICE DEPARTMENT		124,117.00	133,937.00	28,579.77	1,180.00	105,357.23	21.34		

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 01/31/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 01/31/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDC USED
Fund 101							
Revenues							
Dept 441.000 - PUBLIC WORKS DEPARTMENT							
101-441.000-673.400	DDA MAINTENANCE	8,600.00	8,600.00	0.00	0.00	8,600.00	0.00
101-441.000-695.400	MISCELLANEOUS	5,000.00	5,000.00	22,075.52	0.00	(17,075.52)	441.51
101-441.000-695.410	MDOT REVENUE	20,000.00	20,000.00	5,160.60	0.00	14,839.40	25.80
Total Dept 441.000 - PUBLIC WORKS DEPARTMENT		33,600.00	33,600.00	27,236.12	0.00	6,363.88	81.06
Dept 528.000 - SOLID WASTE							
101-528.000-674.000	CONTRIBUTIONS AND DONATIONS	500.00	500.00	3,851.36	274.12	(3,351.36)	770.27
Total Dept 528.000 - SOLID WASTE		500.00	500.00	3,851.36	274.12	(3,351.36)	770.27
Dept 721.000 - PLANNING AND ZONING							
101-721.000-657.400	PLANNING AND ZONING	750.00	750.00	1,325.00	50.00	(575.00)	176.67
Total Dept 721.000 - PLANNING AND ZONING		750.00	750.00	1,325.00	50.00	(575.00)	176.67
Dept 751.000 - PARKS AND RECREATION							
101-751.000-405.400	RENT REVENUE - 5120	1,000.00	1,000.00	490.00	100.00	510.00	49.00
101-751.000-409.400	VENDING MACHINES	500.00	500.00	0.00	0.00	500.00	0.00
101-751.000-695.400	MISCELLANEOUS	0.00	0.00	2,000.00	0.00	(2,000.00)	100.00
Total Dept 751.000 - PARKS AND RECREATION		1,500.00	1,500.00	2,490.00	100.00	(990.00)	166.00
TOTAL REVENUES		1,812,812.00	1,822,632.00	1,475,729.31	28,174.68	346,902.69	80.97
Expenditures							
Dept 101.000 - LEGISLATIVE							
101-101.000-703.700	SALARIES AND WAGES	9,600.00	9,600.00	7,900.00	0.00	1,700.00	82.29
101-101.000-714.700	MANDATORY MEDICARE	140.00	140.00	114.56	0.00	25.44	81.83
101-101.000-715.700	SOCIAL SECURITY (EMPLOYER)	600.00	600.00	489.80	0.00	110.20	81.63
101-101.000-720.700	WORKERS COMPENSATION PREMIUM	10.00	10.00	7.50	0.00	2.50	75.00
101-101.000-811.700	MEMBERSHIP AND DUES	1,610.00	1,670.00	1,667.00	0.00	3.00	99.82
101-101.000-865.700	PROFESSIONAL DEVELOPMENT	6,415.00	6,415.00	3,125.94	0.00	3,289.06	48.73
101-101.000-956.700	EXPENSES	1,725.00	1,665.00	857.32	205.19	807.68	51.49
Total Dept 101.000 - LEGISLATIVE		20,100.00	20,100.00	14,162.12	205.19	5,937.88	70.46
Dept 172.000 - CITY MANAGER'S OFFICE							
101-172.000-702.700	PROMOTION/BONUS	50.00	50.00	50.00	0.00	0.00	100.00
101-172.000-703.700	SALARIES AND WAGES	79,000.00	79,000.00	41,260.03	3,027.63	37,739.97	52.23
101-172.000-708.700	SICK LEAVE PAYOUT	0.00	45.00	45.00	0.00	0.00	100.00
101-172.000-714.700	MANDATORY MEDICARE	1,153.00	1,153.00	598.92	43.90	554.08	51.94
101-172.000-715.700	SOCIAL SECURITY (EMPLOYER)	4,898.00	4,898.00	2,560.91	187.71	2,337.09	52.28
101-172.000-716.700	BC/BS HEALTH INSURANCE PREMIUM	16,019.00	16,019.00	7,769.75	(177.29)	8,249.25	48.50
101-172.000-717.700	LIFE INSURANCE PREMIUM	216.00	216.00	108.00	0.00	108.00	50.00
101-172.000-718.700	MERS RETIREMENT (EMPLOYER)	25,548.00	25,503.00	10,899.15	646.70	14,603.85	42.74
101-172.000-718.701	EMPLOYER DEFERED COMP.	1,200.00	1,200.00	629.49	46.15	570.51	52.46
101-172.000-719.700	LONG TERM DISABILITY	680.00	680.00	349.49	0.00	330.51	51.40
101-172.000-720.700	WORKERS COMPENSATION PREMIUM	315.00	315.00	172.54	12.66	142.46	54.77

GL NUMBER	DESCRIPTION	2022-23		2022-23		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET	2022-23	2022-23	01/31/2023 NORM (ABNORM)	01/31/23 INCR (DECR)	MONTH 01/31/23 NORM (ABNORM)	% BGD USED		
Fund 101											
Expenditures											
101-172.000-724.700	UNEMPLOYMENT INS. BENEFIT	10.00	10.00			1.82	1.82	8.18	18.20		
101-172.000-727.700	OPERATING SUPPLIES	1,000.00	1,000.00			0.00	0.00	1,000.00	0.00		
101-172.000-811.700	MEMBERSHIP AND DUES	1,100.00	1,100.00			730.57	0.00	369.43	66.42		
101-172.000-853.700	TELEPHONE/RADIO COMMUNICATION	600.00	600.00			326.33	0.00	273.67	54.39		
101-172.000-865.700	PROFESSIONAL DEVELOPMENT	5,500.00	5,500.00			(363.68)	0.00	5,863.68	(6.61)		
101-172.000-941.700	EQUIPMENT RENTAL	1,000.00	1,000.00			583.31	83.33	416.69	58.33		
101-172.000-956.700	EXPENSES	1,000.00	1,000.00			11.02	0.00	988.98	1.10		
Total Dept 172.000 - CITY MANAGER'S OFFICE		139,289.00	139,289.00			65,732.65	3,872.61	73,556.35	47.19		
Dept 201.000 - INTERNAL SERVICES											
101-201.000-702.700	PROMOTION/BONUS	75.00	75.00			75.00	0.00	0.00	100.00		
101-201.000-703.700	SALARIES AND WAGES	28,000.00	28,000.00			13,987.75	1,016.40	14,012.25	49.96		
101-201.000-714.700	MANDATORY MEDICARE	409.00	409.00			202.82	14.74	206.18	49.59		
101-201.000-715.700	SOCIAL SECURITY (EMPLOYER)	1,736.00	1,736.00			867.25	63.02	868.75	49.96		
101-201.000-720.700	WORKERS COMPENSATION PREMIUM	105.00	105.00			90.88	4.25	14.12	86.55		
101-201.000-724.700	UNEMPLOYMENT INS. BENEFIT	15.00	15.00			1.11	0.61	13.89	7.40		
101-201.000-727.700	OPERATING SUPPLIES	4,330.00	4,330.00			1,867.05	53.10	2,462.95	43.12		
101-201.000-741.700	POSTAGE	4,000.00	4,000.00			2,209.94	34.99	1,790.06	55.25		
101-201.000-801.700	CONTRACTUAL SERVICES	4,000.00	4,000.00			1,104.70	52.00	2,895.30	27.62		
101-201.000-865.700	PROFESSIONAL DEVELOPMENT	500.00	500.00			209.38	0.00	290.62	41.88		
101-201.000-901.700	PRINTING AND PUBLISHING	1,300.00	1,300.00			294.52	0.00	1,005.48	22.66		
101-201.000-956.700	EXPENSES	1,500.00	1,500.00			145.87	0.00	1,354.13	9.72		
Total Dept 201.000 - INTERNAL SERVICES		45,970.00	45,970.00			21,056.27	1,239.11	24,913.73	45.80		
Dept 209.000 - PROPERTY ASSESSMENT REVIEW											
101-209.000-703.700	SALARIES AND WAGES	950.00	950.00			60.00	0.00	890.00	6.32		
101-209.000-714.700	MANDATORY MEDICARE	15.00	15.00			0.88	0.00	14.12	5.87		
101-209.000-715.700	SOCIAL SECURITY (EMPLOYER)	60.00	60.00			3.72	0.00	56.28	6.20		
101-209.000-720.700	WORKERS COMPENSATION PREMIUM	5.00	5.00			0.13	0.00	4.87	2.60		
101-209.000-809.700	PROPERTY ASSESSMENT REVIEW	12,000.00	12,000.00			7,898.00	0.00	4,102.00	65.82		
101-209.000-865.700	PROFESSIONAL DEVELOPMENT	250.00	250.00			0.00	0.00	250.00	0.00		
101-209.000-901.700	PRINTING AND PUBLISHING	150.00	150.00			0.00	0.00	150.00	0.00		
Total Dept 209.000 - PROPERTY ASSESSMENT REVIEW		13,430.00	13,430.00			7,962.73	0.00	5,467.27	59.29		
Dept 215.000 - CITY CLERK											
101-215.000-702.700	PROMOTION/BONUS	50.00	50.00			50.00	0.00	0.00	100.00		
101-215.000-703.700	SALARIES AND WAGES	47,250.00	47,250.00			24,804.37	1,823.71	22,445.63	52.50		
101-215.000-714.700	MANDATORY MEDICARE	690.00	690.00			359.66	26.44	330.34	52.12		
101-215.000-715.700	SOCIAL SECURITY (EMPLOYER)	2,930.00	2,930.00			1,537.87	113.07	1,392.13	52.49		
101-215.000-716.700	BC/BS HEALTH INSURANCE PREMIUM	5,600.00	5,600.00			2,716.52	(62.06)	2,883.48	48.51		
101-215.000-717.700	LIFE INSURANCE PREMIUM	150.00	150.00			85.50	0.00	64.50	57.00		
101-215.000-718.700	MERS RETIREMENT (EMPLOYER)	9,240.00	9,240.00			4,489.09	31.62	4,750.91	48.58		
101-215.000-718.701	EMPLOYER DEFERED COMP.	1,200.00	1,200.00			629.49	46.15	570.51	52.46		
101-215.000-719.700	LONG TERM DISABILITY	475.00	475.00			258.95	0.00	216.05	54.52		
101-215.000-720.700	WORKERS COMPENSATION PREMIUM	190.00	190.00			105.25	7.83	84.75	55.39		
101-215.000-724.700	UNEMPLOYMENT INS. BENEFIT	10.00	10.00			1.12	1.12	8.88	11.20		
101-215.000-727.700	OPERATING SUPPLIES	500.00	500.00			221.69	0.00	278.31	44.34		
101-215.000-811.700	MEMBERSHIP AND DUES	60.00	75.00			75.00	0.00	0.00	100.00		
101-215.000-853.700	TELEPHONE/RADIO COMMUNICATIONS	720.00	720.00			359.58	47.06	360.42	49.94		
101-215.000-865.700	PROFESSIONAL DEVELOPMENT	1,000.00	1,000.00			670.18	0.00	329.82	67.02		

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 01/31/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 01/31/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101							
Expenditures							
101-215.000-956.700	EXPENSES	250.00	235.00	0.00	0.00	235.00	0.00
Total Dept 215.000 - CITY CLERK		70,315.00	70,315.00	36,364.27	2,034.94	33,950.73	51.72
Dept 228.000 - TECHNOLOGY							
101-228.000-801.700	CONTRACTUAL SERVICES	14,500.00	14,500.00	9,589.67	192.00	4,910.33	66.14
101-228.000-956.700	EXPENSES	2,100.00	2,100.00	0.00	0.00	2,100.00	0.00
Total Dept 228.000 - TECHNOLOGY		16,600.00	16,600.00	9,589.67	192.00	7,010.33	57.77
Dept 253.000 - CITY TREASURER							
101-253.000-702.700	PROMOTION/BONUS	50.00	50.00	50.00	0.00	0.00	100.00
101-253.000-703.700	SALARIES AND WAGES	55,500.00	55,500.00	29,023.16	2,133.89	26,476.84	52.29
101-253.000-714.700	MANDATORY MEDICARE	810.00	810.00	420.83	30.94	389.17	51.95
101-253.000-715.700	SOCIAL SECURITY (EMPLOYER)	3,441.00	3,441.00	1,799.41	132.30	1,641.59	52.29
101-253.000-716.700	BC/BS HEALTH INSURANCE PREMIUM	5,600.00	5,600.00	2,716.52	(62.06)	2,883.48	48.51
101-253.000-717.700	LIFE INSURANCE PREMIUM	150.00	150.00	99.60	0.00	50.40	66.40
101-253.000-718.700	MERS RETIREMENT (EMPLOYER)	9,360.00	9,360.00	4,563.01	36.86	4,796.99	48.75
101-253.000-719.700	EMPLOYER DEFERED COMP.	1,200.00	1,200.00	618.40	46.15	581.60	51.53
101-253.000-720.700	LONG TERM DISABILITY	550.00	550.00	281.76	0.00	268.24	51.23
101-253.000-721.700	WORKERS COMPENSATION PREMIUM	235.00	235.00	122.88	9.12	112.12	52.29
101-253.000-724.700	UNEMPLOYMENT INS. BENEFIT	10.00	10.00	1.31	1.31	8.69	13.10
101-253.000-727.700	OPERATING SUPPLIES	500.00	500.00	119.65	(1.64)	380.35	23.93
101-253.000-803.700	AUDIT	30,000.00	30,000.00	27,490.00	0.00	2,510.00	91.63
101-253.000-811.700	MEMBERSHIP AND DUES	75.00	100.00	99.00	0.00	1.00	99.00
101-253.000-853.700	TELEPHONE/RADIO COMMUNICATIONS	720.00	720.00	359.58	47.06	360.42	49.94
101-253.000-865.700	PROFESSIONAL DEVELOPMENT	1,000.00	1,000.00	543.27	0.00	456.73	54.33
101-253.000-956.700	EXPENSES	250.00	225.00	0.00	0.00	225.00	0.00
101-253.000-956.800	BANKING FEES	200.00	200.00	30.86	0.00	169.14	15.43
Total Dept 253.000 - CITY TREASURER		109,651.00	109,651.00	68,339.24	2,373.93	41,311.76	62.32
Dept 262.000 - ELECTIONS							
101-262.000-704.700	WAGES - PART-TIME	2,000.00	2,903.50	2,903.50	0.00	0.00	100.00
101-262.000-714.700	MANDATORY MEDICARE	29.00	32.00	31.28	0.00	0.72	97.75
101-262.000-715.700	SOCIAL SECURITY (EMPLOYER)	125.00	134.00	133.77	0.00	0.23	99.83
101-262.000-720.700	WORKERS COMPENSATION PREMIUM	5.00	13.00	12.18	0.00	0.82	93.69
101-262.000-727.700	OPERATING SUPPLIES	1,000.00	726.00	478.65	0.00	247.35	65.93
101-262.000-801.700	CONTRACTUAL SERVICES	1,000.00	1,000.00	942.00	0.00	58.00	94.20
101-262.000-956.700	EXPENSES	1,700.00	1,050.50	105.45	0.00	945.05	10.04
Total Dept 262.000 - ELECTIONS		5,859.00	5,859.00	4,606.83	0.00	1,252.17	78.63
Dept 265.000 - MUNICIPAL PROPERTIES							
101-265.000-703.700	SALARIES AND WAGES	7,500.00	7,495.00	3,844.86	278.39	3,650.14	51.30
101-265.000-710.700	OVERTIME	50.00	50.00	0.00	0.00	50.00	0.00
101-265.000-714.700	MANDATORY MEDICARE	110.00	110.00	55.78	4.04	54.22	50.71
101-265.000-715.700	SOCIAL SECURITY (EMPLOYER)	465.00	465.00	238.30	17.24	226.70	51.25
101-265.000-716.700	BC/BS HEALTH INSURANCE PREMIUM	1,100.00	1,100.00	551.35	(8.55)	548.65	50.12
101-265.000-718.700	MERS RETIREMENT (EMPLOYER)	125.00	125.00	64.01	4.71	60.99	51.21
101-265.000-718.701	EMPLOYER DEFERED COMP.	0.00	65.00	64.87	4.89	0.13	99.80
101-265.000-720.700	WORKERS COMPENSATION PREMIUM	350.00	300.00	154.13	11.84	145.87	51.38

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET	01/31/2023 NORM (ABNORM)	01/31/2023 INCR (DECR)	MONTH 01/31/23 INCR (DECR)	BALANCE NORM (ABNORM)			
Fund 101										
Expenditures										
101-265.000-724.700	UNEMPLOYMENT INS. BENEFIT	5.00	5.00	0.47	0.17	4.53	9.40			
101-265.000-727.700	OPERATING SUPPLIES	4,275.00	4,165.00	998.65	0.00	3,166.35	23.98			
101-265.000-801.700	CONTRACTUAL SERVICES	0.00	19,800.00	7,920.00	0.00	11,880.00	40.00			
101-265.000-853.700	TELEPHONE/RADIO COMMUNICATION	2,760.00	2,760.00	1,379.70	0.00	1,380.30	49.99			
101-265.000-922.700	PUBLIC UTILITIES	18,500.00	18,500.00	10,278.70	1,804.56	8,221.30	55.56			
101-265.000-941.700	EQUIPMENT RENTAL	2,200.00	2,200.00	328.42	14.20	1,871.58	14.93			
101-265.000-956.700	EXPENSES	200.00	300.00	271.01	0.00	28.99	90.34			
Total Dept 265.000 - MUNICIPAL PROPERTIES		37,640.00	57,440.00	26,150.25	2,131.49	31,289.75	45.53			
Dept 266.000 - LEGAL ASSISTANCE										
101-266.000-801.700	CONTRACTUAL SERVICES	26,000.00	26,000.00	0.00	0.00	26,000.00	0.00			
101-266.000-804.700	PROSECUTOR FEES	300.00	300.00	0.00	0.00	300.00	0.00			
101-266.000-956.700	EXPENSES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00			
Total Dept 266.000 - LEGAL ASSISTANCE		27,300.00	27,300.00	0.00	0.00	27,300.00	0.00			
Dept 284.000 - COMMUNITY PROMOTIONS										
101-284.000-703.700	SALARIES AND WAGES	2,000.00	2,000.00	64.00	0.00	1,936.00	3.20			
101-284.000-710.700	OVERTIME	100.00	115.00	113.79	0.00	1.21	98.95			
101-284.000-714.700	MANDATORY MEDICARE	29.00	29.00	2.57	0.00	26.43	8.86			
101-284.000-715.700	SOCIAL SECURITY (EMPLOYER)	124.00	124.00	11.01	0.00	112.99	8.88			
101-284.000-716.700	BC/BS HEALTH INSURANCE PREMIUM	1,200.00	1,195.00	551.35	(8.55)	643.65	46.14			
101-284.000-718.700	MERS RETIREMENT (EMPLOYER)	58.00	43.00	2.07	0.00	40.93	4.81			
101-284.000-718.701	EMPLOYER DEFERED COMP.	0.00	5.00	1.57	0.00	3.43	31.40			
101-284.000-720.700	WORKERS COMPENSATION PREMIUM	115.00	115.00	4.44	0.00	110.56	3.86			
101-284.000-724.700	UNEMPLOYMENT INS. BENEFIT	5.00	5.00	0.07	0.00	4.93	1.40			
101-284.000-801.700	CONTRACTUAL SERVICES	1,000.00	1,000.00	315.00	0.00	685.00	31.50			
101-284.000-881.700	CHAMBER OF COMMERCE	400.00	450.00	450.00	0.00	0.00	100.00			
101-284.000-882.700	RECOGNITION DINNER	2,000.00	4,750.00	3,879.16	20.45	870.84	81.67			
101-284.000-883.700	CHRISTMAS DECORATIONS	2,800.00	0.00	0.00	0.00	0.00	0.00			
101-284.000-884.700	VETERAN BANNER EXPENSE	2,800.00	2,800.00	195.00	0.00	2,605.00	6.96			
101-284.000-901.700	PRINTING AND PUBLISHING	1,200.00	1,200.00	930.65	58.90	269.35	77.55			
101-284.000-941.700	EQUIPMENT RENTAL	2,000.00	2,000.00	442.68	0.00	1,557.32	22.13			
101-284.000-956.700	EXPENSES	3,000.00	3,000.00	300.00	0.00	2,700.00	10.00			
Total Dept 284.000 - COMMUNITY PROMOTIONS		18,831.00	18,831.00	7,263.36	70.80	11,567.64	38.57			
Dept 299.000 - CITY SERVICES										
101-299.000-922.700	PUBLIC UTILITIES	37,105.00	37,105.00	16,020.93	255.60	21,084.07	43.18			
101-299.000-980.700	HYDRANT RENTAL (TRANSFER TO WATER)	17,995.00	17,995.00	0.00	0.00	17,995.00	0.00			
Total Dept 299.000 - CITY SERVICES		55,100.00	55,100.00	16,020.93	255.60	39,079.07	29.08			
Dept 301.000 - POLICE DEPARTMENT										
101-301.000-702.700	PROMOTION/BONUS	350.00	350.00	325.00	0.00	25.00	92.86			
101-301.000-703.700	SALARIES AND WAGES	313,000.00	313,000.00	147,567.03	14,269.01	165,432.97	47.15			
101-301.000-705.700	CHIEF OF POLICE	69,400.00	69,400.00	36,523.13	2,676.82	32,876.87	52.63			
101-301.000-706.700	COMMUNITY POLICING	100.00	0.00	0.00	0.00	0.00	0.00			
101-301.000-708.700	SICK LEAVE PAYOUT	250.00	250.00	0.00	0.00	250.00	0.00			
101-301.000-710.700	OVERTIME	10,500.00	10,500.00	7,201.13	2,282.67	3,298.87	68.58			
101-301.000-713.700	EMP. HEALTH OPTION	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00			

PERIOD ENDING 01/31/2023
& Fiscal Year Completed: 58.90

GL NUMBER	DESCRIPTION	2022-23	2022-23		YTD BALANCE 01/31/2023	ACTIVITY FOR		AVAILABLE BALANCE NORM (ABNORM)	% BDC USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 01/31/23		INCR (DECR)			
Fund 101									
Expenditures									
101-301.000-714.700	MANDATORY MEDICARE	5,583.00	5,583.00	2,783.13	278.81	2,799.87	49.85		
101-301.000-715.700	SOCIAL SECURITY (EMPLOYER)	23,709.00	23,709.00	11,900.46	1,192.15	11,808.54	50.19		
101-301.000-716.700	BC/BS HEALTH INSURANCE PREMIU	49,449.00	49,449.00	25,810.32	(676.54)	23,638.68	52.20		
101-301.000-717.700	LIFE INSURANCE PREMIUM	1,105.00	1,105.00	555.60	0.00	549.40	50.28		
101-301.000-718.700	MERS RETIREMENT (EMPLOYER)	80,000.00	80,000.00	44,828.47	279.73	35,171.53	56.04		
101-301.000-718.701	EMPLOYER DEFERED COMP.	7,500.00	7,500.00	4,033.66	323.05	3,466.34	53.78		
101-301.000-719.700	LONG TERM DISABILITY	3,200.00	3,200.00	1,649.28	0.00	1,550.72	51.54		
101-301.000-720.700	WORKERS COMPENSATION PREMIUM	9,100.00	9,100.00	5,086.03	503.31	4,013.97	55.89		
101-301.000-724.700	UNEMPLOYMENT INS. BENEFIT	100.00	85.00	16.53	11.56	68.47	19.45		
101-301.000-727.700	OPERATING SUPPLIES	5,000.00	5,000.00	3,115.50	350.14	1,884.50	62.31		
101-301.000-801.700	CONTRACTUAL SERVICES	5,000.00	4,000.00	1,136.35	0.00	2,863.65	28.41		
101-301.000-811.700	MEMBERSHIP AND DUES	1,100.00	1,100.00	600.00	0.00	500.00	54.55		
101-301.000-817.700	UNIFORMS	6,000.00	6,000.00	3,281.56	0.00	2,718.44	54.69		
101-301.000-853.700	TELEPHONE/RADIO COMMUNICATION	5,000.00	5,000.00	2,615.00	47.06	2,385.00	52.30		
101-301.000-941.700	EQUIPMENT RENTAL	9,500.00	9,500.00	5,250.00	750.00	4,250.00	55.26		
101-301.000-955.700	DATA PROCESSING	4,700.00	6,000.00	5,907.00	0.00	93.00	98.45		
101-301.000-956.700	EXPENSES	3,650.00	13,470.00	12,871.98	0.00	598.02	95.56		
101-301.000-956.702	YOUTH SAFETY EXPENSE	2,000.00	2,000.00	(88.51)	0.00	2,088.51	(4.43)		
101-301.000-956.703	K-9 EXPENSES	100.00	100.00	1,726.98	565.00	(1,626.98)	1,726.98		
101-301.000-956.707	FORFEITURE EXPENSE	400.00	0.00	0.00	0.00	0.00	0.00		
101-301.000-957.700	EDUCATION AND TRAINING LOCAL	5,000.00	5,215.00	5,212.31	0.00	2.69	99.95		
101-301.000-957.701	EDUCATION 302	1,000.00	1,000.00	1,000.00	0.00	0.00	100.00		
101-301.000-968.700	STING	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00		
Total Dept 301.000 - POLICE DEPARTMENT		628,796.00	638,616.00	330,907.94	22,852.77	307,708.06	51.82		
Dept 336.000 - FIRE									
101-336.000-703.700	SALARIES AND WAGES	125.00	125.00	125.00	0.00	0.00	100.00		
101-336.000-714.700	MANDATORY MEDICARE	5.00	5.00	1.81	0.00	3.19	36.20		
101-336.000-715.700	SOCIAL SECURITY (EMPLOYER)	10.00	10.00	7.75	0.00	2.25	77.50		
101-336.000-720.700	WORKERS COMPENSATION PREMIUM	5.00	5.00	0.52	0.00	4.48	10.40		
101-336.000-975.700	BUDGETED PERCENTAGE	27,000.00	27,000.00	0.00	0.00	27,000.00	0.00		
Total Dept 336.000 - FIRE		27,145.00	27,145.00	135.08	0.00	27,009.92	0.50		
Dept 345.000 - CROSSING GUARDS									
101-345.000-702.700	PROMOTION/BONUS	75.00	75.00	50.00	0.00	25.00	66.67		
101-345.000-704.700	WAGES - PART-TIME	7,125.00	7,125.00	3,569.45	148.12	3,555.55	50.10		
101-345.000-714.700	MANDATORY MEDICARE	104.00	104.00	51.76	2.15	52.24	49.77		
101-345.000-715.700	SOCIAL SECURITY (EMPLOYER)	442.00	442.00	221.33	9.19	220.67	50.07		
101-345.000-718.700	MERS RETIREMENT (EMPLOYER)	15.00	13.00	1.16	0.00	11.84	8.92		
101-345.000-718.701	EMPLOYER DEFERED COMP.	0.00	2.00	1.73	0.00	0.27	86.50		
101-345.000-720.700	WORKERS COMPENSATION PREMIUM	235.00	235.00	129.61	5.38	105.39	55.15		
101-345.000-724.700	UNEMPLOYMENT INS. BENEFIT	5.00	5.00	2.12	0.09	2.88	42.40		
101-345.000-956.700	EXPENSES	45.00	45.00	0.00	0.00	45.00	0.00		
Total Dept 345.000 - CROSSING GUARDS		8,046.00	8,046.00	4,027.16	164.93	4,018.84	50.05		
Dept 441.000 - PUBLIC WORKS DEPARTMENT									
101-441.000-702.700	PROMOTION/BONUS	250.00	275.00	275.00	0.00	0.00	100.00		
101-441.000-703.700	SALARIES AND WAGES	66,200.00	66,175.00	36,274.91	2,622.82	29,900.09	54.82		
101-441.000-710.700	OVERTIME	1,700.00	1,700.00	1,317.33	87.44	382.67	77.49		
101-441.000-713.700	EMP. HEALTH OPTION	1,500.00	1,500.00	786.89	57.69	713.11	52.46		

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 01/31/2023		ACTIVITY FOR MONTH 01/31/23		AVAILABLE BALANCE		% BDDT USED
				NORM (ABNORM)	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)			
Fund 101										
Expenditures										
101-441.000-714.700	MANDATORY MEDICARE	991.00	991.00	560.73		40.14		430.27	56.58	
101-441.000-715.700	SOCIAL SECURITY (EMPLOYER)	4,210.00	4,210.00	2,397.33		171.61		1,812.67	56.94	
101-441.000-716.700	BC/BS HEALTH INSURANCE PREMIUM	24,000.00	24,000.00	9,648.99		(149.56)		14,351.01	40.20	
101-441.000-717.700	LIFE INSURANCE PREMIUM	690.00	690.00	405.30		0.00		284.70	58.74	
101-441.000-718.700	MERS RETIREMENT (EMPLOYER)	54,100.00	54,100.00	37,097.03		49.80		17,002.97	68.57	
101-441.000-718.701	EMPLOYER DEFERED COMP.	4,800.00	4,800.00	771.69		51.30		4,028.31	16.08	
101-441.000-719.700	LONG TERM DISABILITY	2,089.00	2,089.00	1,302.55		0.00		786.45	62.35	
101-441.000-720.700	WORKERS COMPENSATION PREMIUM	2,475.00	2,475.00	1,549.85		122.59		925.15	62.62	
101-441.000-724.700	UNEMPLOYMENT INS. BENEFIT	10.00	10.00	3.83		1.81		6.17	38.30	
101-441.000-727.700	OPERATING SUPPLIES	7,000.00	7,000.00	4,864.07		331.22		2,135.93	69.49	
101-441.000-801.700	CONTRACTUAL SERVICES	2,000.00	2,000.00	1,018.57		0.00		981.43	50.93	
101-441.000-817.700	UNIFORMS	2,400.00	2,400.00	1,657.37		91.12		742.63	69.06	
101-441.000-853.700	TELEPHONE/RADIO COMMUNICATION	5,682.00	5,682.00	2,078.25		235.30		3,603.75	36.58	
101-441.000-865.700	PROFESSIONAL DEVELOPMENT	2,500.00	2,500.00	728.00		60.00		1,772.00	29.12	
101-441.000-941.700	EQUIPMENT RENTAL	12,000.00	12,000.00	7,956.24		200.40		4,043.76	66.30	
101-441.000-956.700	EXPENSES	600.00	600.00	216.09		0.00		383.91	36.02	
Total Dept 441.000 - PUBLIC WORKS DEPARTMENT		195,197.00	195,197.00	110,910.02		3,973.68		84,286.98	56.82	
Dept 528.000 - SOLID WASTE										
101-528.000-703.700	SALARIES AND WAGES	17,400.00	17,450.00	9,080.56		649.60		8,369.44	52.04	
101-528.000-710.700	OVERTIME	0.00	0.00	46.91		0.00		(46.91)	100.00	
101-528.000-714.700	MANDATORY MEDICARE	254.00	254.00	132.37		9.42		121.63	52.11	
101-528.000-715.700	SOCIAL SECURITY (EMPLOYER)	1,079.00	1,079.00	565.92		40.28		513.08	52.45	
101-528.000-716.700	BC/BS HEALTH INSURANCE PREMIUM	4,320.00	4,270.00	1,929.80		(29.91)		2,340.20	45.19	
101-528.000-718.700	MERS RETIREMENT (EMPLOYER)	375.00	375.00	158.22		10.98		216.78	42.19	
101-528.000-718.701	EMPLOYER DEFERED COMP.	0.00	300.00	152.16		11.42		147.84	50.72	
101-528.000-720.700	WORKERS COMPENSATION PREMIUM	1,400.00	1,100.00	379.23		27.63		720.77	34.48	
101-528.000-724.700	UNEMPLOYMENT INS. BENEFIT	5.00	5.00	0.95		0.37		4.05	19.00	
101-528.000-764.700	REFUSE/RECYCLING EXPENSE	5,500.00	5,500.00	4,714.55		0.00		785.45	85.72	
101-528.000-801.700	CONTRACTUAL SERVICES	162,000.00	162,000.00	59,198.01		0.00		102,801.99	36.54	
101-528.000-801.800	CONTRACTUAL SERVICES RECYCLE	7,500.00	7,500.00	2,005.17		0.00		5,494.83	26.74	
101-528.000-922.700	PUBLIC UTILITIES	1,200.00	1,200.00	273.03		41.71		926.97	22.75	
101-528.000-941.700	EQUIPMENT RENTAL	12,000.00	12,000.00	9,314.47		37.39		2,685.53	77.62	
Total Dept 528.000 - SOLID WASTE		213,033.00	213,033.00	87,951.35		798.89		125,081.65	41.29	
Dept 537.000 - AIRPORT										
101-537.000-703.700	SALARIES AND WAGES	550.00	550.00	400.00		0.00		150.00	72.73	
101-537.000-710.700	OVERTIME	180.00	180.00	0.00		0.00		180.00	0.00	
101-537.000-714.700	MANDATORY MEDICARE	11.00	11.00	5.80		0.00		5.20	52.73	
101-537.000-715.700	SOCIAL SECURITY (EMPLOYER)	45.00	45.00	24.80		0.00		20.20	55.11	
101-537.000-718.700	MERS RETIREMENT (EMPLOYER)	5.00	5.00	0.00		0.00		5.00	0.00	
101-537.000-720.700	WORKERS COMPENSATION PREMIUM	15.00	15.00	0.73		0.00		14.27	4.87	
101-537.000-724.700	UNEMPLOYMENT INS. BENEFIT	5.00	5.00	0.00		0.00		5.00	0.00	
101-537.000-941.700	EQUIPMENT RENTAL	500.00	500.00	0.00		0.00		500.00	0.00	
101-537.000-975.700	BUDGETED PERCENTAGE	50,000.00	50,000.00	26,088.75		0.00		23,911.25	52.18	
Total Dept 537.000 - AIRPORT		51,311.00	51,311.00	26,520.08		0.00		24,790.92	51.68	
Dept 721.000 - PLANNING AND ZONING										
101-721.000-703.700	SALARIES AND WAGES	2,100.00	2,100.00	1,500.00		0.00		600.00	71.43	
101-721.000-714.700	MANDATORY MEDICARE	31.00	31.00	21.76		0.00		9.24	70.19	

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE 01/31/2023	ACTIVITY FOR MONTH 01/31/23		AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET		NORM (ABNORM)	INCR (DECR)		
Fund 101								
Expenditures								
101-721.000-715.700	SOCIAL SECURITY (EMPLOYER)	130.00	130.00	93.00	0.00	37.00	71.54	
101-721.000-720.700	WORKERS COMPENSATION PREMIUM	10.00	10.00	4.28	0.00	5.72	42.80	
101-721.000-801.700	CONTRACTUAL SERVICES	0.00	1,300.00	1,300.00	0.00	0.00	100.00	
101-721.000-865.700	PROFESSIONAL DEVELOPMENT	1,600.00	300.00	0.00	0.00	300.00	0.00	
101-721.000-901.700	PRINTING AND PUBLISHING	400.00	215.00	130.90	0.00	84.10	60.88	
101-721.000-956.700	EXPENSES	200.00	385.00	384.00	0.00	1.00	99.74	
Total Dept 721.000 - PLANNING AND ZONING		4,471.00	4,471.00	3,433.94	0.00	1,037.06	76.80	
Dept 728.000 - ECONOMIC DEVELOPMENT								
101-728.000-945.700	EDC DUES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	
Total Dept 728.000 - ECONOMIC DEVELOPMENT		1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	
Dept 751.000 - PARKS AND RECREATION								
101-751.000-703.700	SALARIES AND WAGES	25,400.00	25,400.00	13,197.45	928.02	12,202.55	51.96	
101-751.000-710.700	OVERTIME	3,700.00	3,700.00	1,953.19	291.51	1,746.81	52.79	
101-751.000-714.700	MANDATORY MEDICARE	425.00	425.00	219.65	17.67	205.35	51.68	
101-751.000-715.700	SOCIAL SECURITY (EMPLOYER)	1,804.00	1,804.00	939.33	75.61	864.67	52.07	
101-751.000-716.700	BC/BS HEALTH INSURANCE PREMIUM	4,750.00	4,750.00	2,756.77	(42.73)	1,993.23	58.04	
101-751.000-718.700	MERS RETIREMENT (EMPLOYER)	500.00	500.00	253.80	20.59	246.20	50.76	
101-751.000-718.701	EMPLOYER DEFERED COMP.	0.00	250.00	247.29	19.13	2.71	98.92	
101-751.000-720.700	WORKERS COMPENSATION PREMIUM	885.00	885.00	557.57	45.24	327.43	63.00	
101-751.000-724.700	UNEMPLOYMENT INS. BENEFIT	5.00	5.00	2.01	0.74	2.99	40.20	
101-751.000-727.700	OPERATING SUPPLIES	5,000.00	4,450.00	423.84	0.00	4,026.16	9.52	
101-751.000-922.700	PUBLIC UTILITIES	6,840.00	6,840.00	4,262.69	126.94	2,577.31	62.32	
101-751.000-933.700	PLAYGROUND EQUIPMENT MAIN.	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	
101-751.000-941.700	EQUIPMENT RENTAL	15,000.00	15,000.00	7,944.44	193.49	7,055.56	52.96	
101-751.000-956.700	EXPENSES	0.00	300.00	293.00	0.00	7.00	97.67	
Total Dept 751.000 - PARKS AND RECREATION		65,309.00	65,309.00	33,051.03	1,676.21	32,257.97	50.61	
Dept 851.000 - INSURANCE AND RISK MANAGEMENT								
101-851.000-716.700	BC/BS HEALTH INSURANCE PREMIUM	1,000.00	250.00	0.00	0.00	250.00	0.00	
101-851.000-818.700	INS. PREMIUM - LIABILITY	14,500.00	15,250.00	15,248.41	0.00	1.59	99.99	
Total Dept 851.000 - INSURANCE AND RISK MANAGEMENT		15,500.00	15,500.00	15,248.41	0.00	251.59	98.38	
Dept 965.000 - TRANSFERS								
101-965.000-973.700	425 AGREEMENTS	25,000.00	25,000.00	15,484.18	0.00	9,515.82	61.94	
Total Dept 965.000 - TRANSFERS		25,000.00	25,000.00	15,484.18	0.00	9,515.82	61.94	
Dept 965.209 - TRANSFER TO CEMETERY								
101-965.209-999.701	TRANS. FROM ECON. ADVANCEMENT	17,222.00	17,222.00	8,500.00	0.00	8,722.00	49.36	
Total Dept 965.209 - TRANSFER TO CEMETERY		17,222.00	17,222.00	8,500.00	0.00	8,722.00	49.36	
TOTAL EXPENDITURES		1,812,115.00	1,841,735.00	913,417.51	41,842.15	928,317.49	49.60	

REVENUE AND EXPENDITURE REPORT FOR WEST BRANCH

PERIOD ENDING 01/31/2023

% Fiscal Year Completed: 58.90

GL NUMBER	DESCRIPTION	2022-23		2022-23		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	2022-23		01/31/2023 NORM (ABNORM)		MONTH 01/31/23 INCR (DECR)		NORM (ABNORM)	BALANCE	
Fund 101												
Fund 101:												
TOTAL REVENUES		1,812,812.00	1,822,632.00			1,475,729.31		28,174.68		346,902.69		80.97
TOTAL EXPENDITURES		1,812,115.00	1,841,735.00			913,417.51		41,842.15		928,317.49		49.60
NET OF REVENUES & EXPENDITURES		697.00	(19,103.00)			562,311.80		(13,667.47)		(581,414.80)	2,943.58	



West Branch Police Department

Chief Kenneth W. Walters

130 Page St.

West Branch, Michigan 48661

Phone: 989-345-2627 Fax: 989-345-0083

E-mail: police@westbranch.com

1/2/2023

Honorable Mayor and Council,

This is the December and 2022 end report. For the month of December, the department handled 131 Law Enforcement complaints. The department further handled 28 blight / ordinance violations for the month of December. Our office further made four Felony and/or High Misdemeanor arrests for the month. The most serious being; Felon armed with a Firearm while committing a Domestic Assault.

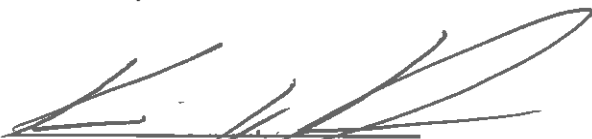
During the month of December, our officers participated in numerous community events. Highlights being the Shop with a Hero program, which our office raised over \$5,000 for, and our annual Holiday food box program, reaching out to those less fortunate.

Moving into 2023, I have two priorities that I wish to expand on and grow for the department. The first being our School Resources Officer. Blake is doing a wonderful job, however, this first year has been a learning experience for both of us. Now that we have our "feet wet" per se, it's time to develop better youth safety programs and further develop better resources for troubled students and their parents, using the court system only as a last resort. Secondly, we have a methamphetamine problem in our community. This is not uncharacteristic or out of the norm, as it is a problem throughout the State of Michigan. However, it needs addressed more aggressively. We are currently arresting the same individuals over and over. Moving into 2023, it is my plan to work closer with

STING and our Federal partners, in tracing the local sources and shutting them down permanently whether by arrest, asset seizure, or both.

Lastly, and as always, please feel free to reach out to me at any time with your questions, ideas, or any concerns.

Sincerely,

A handwritten signature in black ink, appearing to be 'K. Walters', written over a horizontal line.

Chief Kenneth W. Walters

Offense Count Report

Page: 1

Report Criteria:

Start Offense	End Offense	Officer	
01000	99009	ALL	
DECEMBER 2022	TOTAL 2022	TOTAL 2021	TOTAL 2020
12/01/2022-12/31/2022	01/01/2022-12/31/2022	01/01/2021-12/31/2021	01/01/2020-12/31/2020

Offense	Description	DECEMBER 2022	TOTAL 2022	TOTAL 2021	TOTAL 2020
11001	SEXUAL PENETR'N PENIS/VAGINA CSC1	0	1	1	0
11002	SEXUAL PENETR'N PENIS/VAGINA CSC3	0	0	0	2
11007	SEXUAL CONTACT FORCIBLE CSC2	0	1	0	0
11008	SEXUAL CONTACT FORCIBLE CSC4	0	1	1	1
13001	NONAGGRAVATED ASSAULT	2	19	19	27
13002	AGGRAVATED/FELONIOUS ASSAULT	0	2	4	2
13003	INTIMIDATION/STALKING	0	3	2	3
20000	ARSON	0	0	0	1
22001	BURGLARY - FORCED ENTRY	0	1	1	1
22002	BURGLARY - ENTRY W/OUT FORCE(INTENT	0	0	1	2
22003	BURGLARY - UNLAWFUL ENTRY(NO INTENT	0	3	0	2
23002	LARCENY - PURSE SNATCHING	0	0	2	0
23003	LARCENY - THEFT FROM BUILDING	0	1	2	7
23005	LARCENY - THEFT FROM MOTOR VEHICLE	0	3	9	3
23007	LARCENY - OTHER	1	9	8	11
24001	MOTOR VEHICLE THEFT	0	1	1	0
25000	FORGERY/COUNTERFEITING	0	1	1	0
26001	FRAUD - FALSE PRETENSE/SWINDLE/CONF	0	0	0	1
26002	FRAUD - CREDIT CARD/ATM	1	1	1	1
26003	FRAUD - IMPERSONATION	1	1	1	0
26005	FRAUD - WIRE	0	0	1	0
26006	FRAUD - BAD CHECKS	0	2	1	0
26007	FRAUD - IDENTITY THEFT	0	4	0	0
27000	EMBEZZLEMENT	0	3	0	0
28000	STOLEN PROPERTY	0	1	0	0
29000	DAMAGE TO PROPERTY	2	12	15	15
30002	RETAIL FRAUD - THEFT	0	1	0	3
35001	VIOLATION OF CONTROLLED SUBSTANCE	0	9	4	2
36004	SEX OFFENSE - OTHER	0	0	3	0
38001	FAMILY - ABUSE/NEGLECT NONVIOLENT	0	0	2	0
38003	FAMILY - OTHER	0	0	1	0
41002	LIQUOR VIOLATIONS - OTHER	0	1	1	0
42000	DRUNKENNESS	0	0	1	0
48000	OBSTRUCTING POLICE	0	2	5	3
49000	ESCAPE/FLIGHT	0	1	0	0
50000	OBSTRUCTING JUSTICE	3	37	29	29
52001	WEAPONS OFFENSE - CONCEALED	0	1	0	1
52003	WEAPONS OFFENSE - OTHER	0	0	2	1
53001	DISORDERLY CONDUCT	0	0	1	4
54001	HIT & RUN MOTOR VEHICLE ACCIDENT	0	0	0	6
54002	OUIL OR OUID	0	13	4	6
54003	DRIVING LAW VIOLATIONS	4	46	10	25
57001	TRESPASS	4	14	21	18
70000	JUVENILE RUNAWAY	1	6	0	4
70001	Incorrigible	0	1	0	1
70004	Juvenile Issues	0	1	3	0

Offense Count Report

Report Criteria:

Start Offense	End Offense	Officer	
01000	99009	ALL	
DECEMBER 2022	TOTAL 2022	TOTAL 2021	TOTAL 2020
12/01/2022-12/31/2022	01/01/2022-12/31/2022	01/01/2021-12/31/2021	01/01/2020-12/31/2020

Offense	Description	DECEMBER 2022	TOTAL 2022	TOTAL 2021	TOTAL 2020
72000	ANIMAL CRUELTY	0	1	0	0
73000	MISCELLANEOUS CRIMINAL OFFENSE	0	2	4	15
75000	SOLICITATION	0	1	0	0
90001	Vehicle Lockouts	6	69	88	103
90002	Motorist Assists	0	9	15	13
90003	Assist E.M.S.	15	108	120	105
90005	City Ordinance Violations	0	7	29	41
90006	Prisoner Transports	1	1	0	0
90007	Parking Complaints	0	2	4	1
90008	ANIMAL COMPLAINTS	1	12	13	5
91001	Delinquent Minors	1	8	15	3
91002	Runaway	0	1	2	0
91003	K-9 Assists	3	16	7	0
91004	Abandoned Vehicle	2	3	2	3
92003	Walk Away (Ment. & Host.)	0	4	5	4
92004	Insanity	4	23	30	34
92005	MIP Civil	0	1	0	0
93001	PROPERTY DAMAGE ACCIDENT/PI	8	54	51	43
93002	Accident, Non-Traffic	3	26	32	18
93003	Civil Traffic Violations	0	1	0	0
93004	Parking Violations	0	1	1	1
93006	Traffic Policing	0	5	21	9
93007	Traffic Safety Public Relations	0	11	35	13
93008	Inspections/Investigations -Breathalyzer	0	0	1	4
94001	Valid Alarm Activations	0	0	3	3
94002	False Alarm Activations	9	81	63	51
95001	Accident, Fire	0	3	1	1
95003	Inspection, Fire	0	1	3	0
95004	Hazardous Condition	0	1	6	2
97001	Accident, Traffic	0	1	0	0
97003	Accident, Other Shooting	0	1	0	1
97006	Accident, All Other	0	0	2	2
98002	Inspections/Investigations -Motor Vehicles	0	1	0	1
98003	Inspections/Investigations -Property	0	1	7	8
98004	Inspections/Investigations -Other	4	27	7	5
98006	Civil Matters/Family Disputes	3	47	88	81
98007	Suspicious Situations/Subjects	9	109	178	191
98008	Lost/Found Property	1	13	13	10
98009	Inspections/Investigations -Drug Overdose	0	2	3	2
99001	Suicide	0	0	0	1
99002	Natural Death	1	5	5	6
99004	Natural Disaster	0	0	0	1
99007	PR Activities	3	14	4	22
99008	General Assistance	33	384	283	206
99009	General Non-Criminal	5	36	35	56
Totals:		131	1296	1334	1247

<u>CODE ENFORCEMENT 2022:</u>						
<u>Address</u>	<u>Date</u>	<u>Offense</u>	<u>Action Taken / Comments</u>	<u>Officer</u>		
543 Progress Street	5/3/2022	Blight- Trash Complaint	Photos taken/ Voicemail left for construction foreman	JA		
	5/5/2022	Blight- Trash Complaint	Redcheck/ Trash cleaned up/ closed	JA		
134 S 2nd Street	5/5/2022	Blight- Trash & Unregistered Trailer	Photos taken/ Notice sent	JA		
	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA		
	5/24/2022	Blight- Trash & Unregistered Trailer	No change on blight/ No answer at the door	JA		
	5/24/2022	Blight- Lawn Violation	Lawn not cut/ Contractor contacted to cut lawn	JA		
	5/24/2022	Blight- Lawn Violation	Contractor cut the lawn/ closed	JA		
	5/31/2022	Blight- Trash & Unregistered Trailer	No change on blight/ Citation issued #903439	JA		
	6/14/2022	Blight- Trash & Unregistered Trailer	No change on blight/ Updated photos/ Will cite when owner back in State	JA		
	6/14/2022	Blight- Lawn Violation	Lawn not cut/ Photos taken/ Contractor contacted to cut lawn	JA		
	6/15/2022	Blight- Lawn Violation	Contractor cut the lawn/ closed	JA		
	7/22/2022	Blight- Trash & Unregistered Trailer	Trailer removed/ Other blight remains	JA		
511 Victory Street	7/28/2022	Blight- Lawn Violation	Lawn not cut/ Photos taken/ Contractor contacted to cut the lawn	JA		
	7/28/2022	Blight- Lawn Violation	Contractor cut the lawn/ closed	JA		
	10/4/2022	Blight- Trash & Unregistered Trailer	Updated photos/ Little trash left	JA		
	11/15/2022	Blight- Trash	Served owner with 7 day letter from previous citation	JA		
	11/22/2022	Blight- Trash	City citation paid	JA		
	5/10/2022	Blight- Unregistered/ Junk Vehicles	Updated photos/ One vehicle removed/ Will recheck	JA		
	5/18/2022	Blight- Unregistered/ Junk Vehicles	Tx with owner- last vehicle to be removed in a week	JA		
Vacant Lot/ Fairview Road Parcel number 052-304-007-00	5/24/2022	Blight- Unregistered/ Junk Vehicles	Last junk vehicle removed/ closed	JA		
	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA		
376 State Street	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA		
	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA		
372 State Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA		
	5/24/2020	Blight- Lawn Violation	Lawn cut/ closed	JA		
284 N Burgess Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA		
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA		
	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA		
311 State Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Verbal notice given	JA		
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA		
315 State Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Verbal notice given	JA		
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA		
250 N 2nd Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA		
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA		
129 Lindsay Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA		

	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA
424 W Wright Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA
450 Morrison Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA
403 S 6th Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Verbal notice given	JA
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA
340 Court Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Verbal notice given	JA
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA
152 Alto Court	5/18/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/24/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
243 N Burgess Street	5/18/2022	Blight- Trash Compliant	2 previous City citations unpaid- District Court warning letter sent via mail	JA
	5/24/2022	Blight- Trash Compliant	Changed noted/ Unreg. Camper removed/ will re-check	JA
	5/24/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/27/2022	Blight- Trash Compliant	No response to warning letter- 2 State citations issued #27320 & 27321	JA
	6/1/2022	Blight- Lawn Violation	Front yard cut, back not cut/ owner states will be done/ Recheck 6/3/2022	JA
	6/6/2022	Blight- Lawn Violation	No change on the back yard/ Photo taken/ Contractor contacted to cut	JA
	6/8/2022	Blight- Lawn Violation	Contractor cut the lawn/ Lawn Violation Closed	JA
	10/4/2022	Blight- Trash Compliant	Updated photos/ Little trash left	JA
141 Alto Court	5/24/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/31/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
105 N Burgess Street	5/24/2022	Blight- Lawn Violation	Verbal notice given	JA
	5/31/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
210 N Burgess Street	5/24/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/31/2022	Blight- Lawn Violation	Lawn Cut/ Closed	JA
270 N Burgess Street	5/24/2022	Blight- Lawn Violation	Photos taken/ Verbal notice given	JA
	5/31/2022	Blight- Lawn Violation	Lawn Cut/ Closed	JA
	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
279 N Burgess Street	5/24/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/6/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
201 N 8th Street	5/31/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/6/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
323 N 3rd Street	5/31/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/10/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
321 Siderly Street	5/31/2022	Blight- Lawn Violation	Photos taken/ Verbal notice given	JA
	6/6/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA

317 S Burgess Street	5/31/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/6/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
S 1st Street vacant lot	5/31/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
Parcel ID No. # 052-126-003-00	6/10/2022	Blight- Lawn Violation	Lawn not cut/ Contractor contacted to cut	JA
	6/10/2022	Blight- Lawn Violation	Contractor cut the lawn/ Closed	JA
	7/28/2022	Blight- Lawn Violation	Lawn not cut/ Photos taken/ Contractor contacted to cut	JA
	7/29/2022	Blight- Lawn Violation	Contractor cut the lawn/ Closed	JA
122 N Valley Street	5/31/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/6/2022	Blight- Lawn Violation	Lawn not cut/ Photo taken/ Contractor contacted to cut lawn on 6/7/2022	JA
	6/7/2022	Blight- Lawn Violation	Contractor cut the lawn/ Closed	JA
164 N Valley Street	5/31/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/6/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
301 W Houghton Ave	6/1/2022	Blight- Lawn Violation	Photo taken/ Verbal Notice	JA
	6/6/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
214 Court Street	6/1/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/10/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
419 N 3rd Street	6/2/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/10/2022	Blight- Lawn Violation	Front yard cut, back/ side yard not cut/ Will recheck 6/14/2022	JA
	6/14/2022	Blight- Lawn Violation	No change/ Photos taken/ Contractor contacted to cut the lawn	JA
	6/14/2022	Blight- Lawn Violation	Contractor cut the lawn/ Closed	JA
	8/25/2022	Blight- Lawn Violation	Lawn not cut/ Photos taken/ Contractor contacted to cut the lawn	JA
	8/26/2022	Blight- Lawn Violation	Contractor cut the lawn/ Closed	JA
149 Page Street	6/2/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/10/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
235 N 1st Street	6/14/2022	Blight- Brush Violation	Brush out early and in the roadway/ Notice Posted/ Will recheck	JA
	6/21/2022	Blight- Brush Violation	Brush removed from the roadway/ Closed	JA
301 S 4th Street	6/14/2022	Blight- Lawn Violation	Photos taken/ Verbal notice given	JA
	6/21/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
312 E Houghton Avenue	7/12/2022	Blight- Lawn Violation	Photos taken/ Notice Sent	JA
	7/22/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
798 Victory Street	7/13/2022	Blight- Lawn Violation	Photos taken/ Notice Sent	JA
	7/26/2022	Blight- Lawn Violation	Lawn cut/ Complaint of weeds on the side of the house/ Advised owner	JA
	7/29/2022	Blight- Lawn Violation	Weeds on the side of the house cut/ Closed	JA
394 N 2nd Street	8/5/2022	Blight- Unsafe building	Still in legal process/ Switch from Estate	JA
	8/25/2022	Blight- Unsafe building	Legal paperwork complete/ Start quick claim next week	JA
	10/11/2022	Blight- Unsafe building	Tx with buyer- Collecting signatures to transfer property	JA
	11/15/2022	Blight- Unsafe building	Still in process of switching ownership	JA
320 State Street	8/5/2022	Blight- Trash complaint	Demolished building/ Photos taken/ Notice sent with CAP	JA
	8/25/2022	Blight- Trash complaint	Tx with owner- will have CAP completed Monday	JA

	8/29/2022	Blight- Trash complaint	Received CAP/ Demo permit in place till 10/8/2022	JA
	10/11/2022	Blight- Trash complaint	Updated photos- Progress noted/ Tx with owner- still working on it	JA
	11/15/2022	Blight- Trash complaint	Tx with owner- Paid for cleanup/ On the schedule	JA
	12/14/2022	Blight- Trash complaint	Debris cleaned/ removed from the property. Closed	JA
607 S Valley Street	8/25/2022	Blight- Unsafe Building	Emailed for an update on the project/ Waiting for bids from local contractors	JA
208 S 3rd Street	10/18/2022	Blight- Accessory uses	Reported permanent living in a camper/ Notice sent	JA
	11/28/2022	Blight- Accessory uses	Owner currently incarcerated	JA
101 Plaza Dr Ste A	10/19/2022	Blight- Trash complaint	Reported boxes piled up/ Photos taken/ Notice sent	JA
	10/30/2022	Blight- Trash complaint	Boxes removed- closed	JA
720 Annie Street	11/29/2022	Blight- Accessory uses	Reported permanent living in a camper/ checked- renovating/ Notice sent as a warning/ Closed	JA
115 Sidney Street	12/5/2022	Blight- Trash complaint	Trash accumulation/ Photos taken/ Spoke w/ homeowner, advised clearing out home- just put out yesterday/ Plans on taking to landfill this week/ Will recheck	JA
	12/20/2022	Blight- Trash complaint	Debris removed from the front of the house/ Some remaining in the rear of the of the house/ Spoke w/ homeowner- still working on it.	JA
140 State Street	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
242 State Street	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
306 State Street	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
340 State Street	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
372 State Street	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
376 State Street	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
406 State Street	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
426 State Street	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
325 Fairview Road	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
317 Fairview Road	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
295 Fairview Road	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
443 E Houghton Ave	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
435 E Houghton Ave	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
412 E Houghton Ave	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
411 E Houghton Ave	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
403 E Houghton Ave	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA

335 E Houghton Ave	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
410 E Houghton Ave	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
440 E Houghton Ave	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
444 E Houghton Ave	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
124 E Houghton Ave	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
400 E Houghton Ave	12/28/2022	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
		<div> <div> <i>JA</i> </div> <div> Date: <i>1/2/2023</i> </div> </div>		
		Lieutenant Joseph Adams:		
		West Branch Police Department		

SPECIAL MEETING OF THE WEST BRANCH PLANNING COMMISSION HELD IN THE COUNCIL CHAMBERS
OF CITY HALL, 121 NORTH FOURTH STREET, ON TUESDAY, NOVEMBER 9, 2022.

Chairperson Cori Lucynski called the meeting to order at 6:00 p.m.

Present: Bob David, Yvonne DeRoso, Josh Erickson, Kara Fachting, Cori Lucynski, and Mike Jackson.

Absent: Rusty Showalter

Others officers in attendance: City Manager/zoning administrator, John Dantzer

* * * * *

All stood for the Pledge of Allegiance.

* * * * *

Chairperson Lucynski opened the public hearing at 6:03 pm to take comment on the special use permit for Mark Lewandowski, DDS. Chairperson Lucynski noted the reason for the public hearing was to take comment on the special use to build an addition to a dentist office in the mixed-use district. She further noted that a special use was already approved once but the owner would like to add a second addition to the plans with the second addition being larger than 500sf which required another hearing.

Manager/administrator Dantzer shared the only correspondence he received was from the Little League who were in support of approval of the special use permit.

Brandy Sikorski spoke to the Commission and noted she had no issues with the addition but had concerns with the lots lines and would like to see a survey required.

Member Fachting noted she was glad to see the improvement and noted that she believed the issue of property lines should be left to the property owners and that it was the Commissions job to only rule on what is presented to them.

The Commission discussed survey requirements and it was the consensus that they could not require surveys unless it was determined to have setback concerns. It was also the consensus that the building met all setback requirements as presented.

Member Jackson noted the plan called for a green belt area but the type of material used for the green belt was not noted.

The Commission also discussed any possible buffer requirements. It was noted that they had a combination of fencing, trees, and distance that could be used to satisfy the buffer requirements.

The Commission discussed traffic concerns with the plans showing two driveways being that close to each other with them both being used for entrances and exits. It was the consensus that two driveways that close to each other created a safety hazard.

No one else wished to speak on the subject.

MOTION BY FACHTING, SECOND BY JACKSON, TO APPROVE THE CLOSING OF THE PUBLIC HEARING AT 6:34 PM.

Yes — David, DeRoso, Erickson, Fachting, Jackson, Lucynski

No – None Absent –Showalter Motion carried

*** * * * ***

MOTION BY DAVID, SECOND BY ERICKSON, TO EXCUSE MEMBER SHOWALTER FROM THE MEETING.

Yes — David, DeRoso, Erickson, Fachting, Jackson, Lucynski

No – None Absent –Showalter Motion carried

*** * * * ***

MOTION BY DAVID, SECOND BY JACKSON, TO APPROVE THE MINUTES FROM THE MEETING HELD OCTOBER 11, 2022.

Yes — David, DeRoso, Erickson, Fachting, Jackson, Lucynski

No – None Absent –Showalter Motion carried

*** * * * ***

MOTION BY FACHTING, SECOND BY LUCYNSKI, TO APPROVE THE SPECIAL USE PERMIT SUBMITTED BY DR. LEWANDOWSKI FOR THE PROPERTIES AT 416, 420, AND 426 HOUGHTON AVE BECAUSE THE USE IS APPROPRIATE FOR THE AREA.

Yes — David, DeRoso, Erickson, Fachting, Jackson, Lucynski

No – None Absent –Showalter Motion carried

*** * * * ***

MOTION BY LUCYNSKI, SECOND BY DEROSO, TO APPROVE ZONING PERMIT ZP22-26 FOR MARK LEWANDOWSKI AS SUBMITTED CONTINGENT UPON ONE OF THE DRIVEWAYS BEING USED FOR ENTRANCE ONLY AND THE OTHER BEING FOR EXIT ONLY AND THE PARKING SPOTS NOT BEING REDUCED TO LESS THAN WHAT IS ALLOWED BY ORDINANCE.

Yes — David, DeRoso, Erickson, Fachting, Jackson, Lucynski

No – None Absent –Showalter Motion carried

*** * * * ***

Member David asked if the new sign that was installed at the KofC Hall was approved.
Manager/administrator Dantzer noted he would look into it.

Member DeRoso noted the contractors broke ground for the first Victorian Manor duplex. Member DeRoso also noted the City received approval from MyMichigan to construct a for sale sign on their property at the entrance to the housing property.

* * * * *

Meeting was adjourned at 6:56 pm

*Ogemaw County
Land Bank Authority
Meeting Minutes
11/16/2022*

Caren Piglowski called the meeting to order at 11:01 a.m. Present: Sue Delahanty, Liz Steinhurst, Caren Piglowski, John Dantzer, Denise Simmons, Alan Bruder, David Ryan. All recited The Pledge of Allegiance to the American Flag.

Committee meeting minutes of 10/12/2022 were reviewed. Motion by John Dantzer support by Sue Delahanty to approve the minutes. Ayes all, motion approved.

Caren Piglowski presented the current financial activity report.

Caren Piglowski presented the two bid proposals received for demolition project #01-23 at 2436 E. Fourth Street, Prescott. The bids were opened by Liz Steinhurst. The first bid opened was from Swanson's Excavating in the amount of \$9200.00. The second bid opened was from Timber Mitt, Inc. in the amount of \$9850.00. Motion by Dave Ryan support by Denise Simmons to hire Swanson's Excavating contingent upon verification the bid includes the removal of the deteriorated shed at the back of the property. Ayes all, motion approved. Caren Piglowski to verify the bid inclusion and contact attorney to have contract created.

Discussion regarding tree falling during wind storm onto neighboring property. Homeowner has not filed a complaint with Caren Piglowski, no claim has been filed with LBA insurance. A verbal complaint was received from Dan Darling regarding loose debris from Fourth Street project blowing in street and onto his property. Dave Ryan picked up the debris and secured loose debris on the project property to resolve complaint.

Sue Delahanty provided an update from the Blight Elimination Grant Committee. The property must be owned by the Land Bank to be included in the grant. There will be a grant team meeting held by zoom on 11/30/2022. There was discussion regarding the review of potential foreclosed properties that may be available to the Land Bank next spring. Caren Piglowski will send a list of properties to the LBA members for review.

Three LBA board member terms are expiring on 12/31/2022. Alan Bruder and Denise Simmons agreed to continue as board members. Motion by Alan Bruder, supported by Dave Ryan to replace board member Dave Reasoner with LeeAnn Fischer. Ayes all, motion approved. Caren Piglowski will contact the County Administrator to have the terms approved by the Ogemaw County Board of Commissioners.

There was discussion regarding the creation of an ethics policy for the Land Bank. The County Administrator is creating an ethics policy for the Ogemaw County Board of Commissioners. The Land Bank will mirror the county policy for adoption. There was discussion regarding the review of the current by-laws. This review will begin after completion of the Blight Elimination Grant Program process.

There was discussion regarding the sale price of property at 2408 E. First Street, Prescott currently listed as \$9,900.00. Motion by Dave Ryan, supported by Alan Bruder to reduce the sale price to \$3000.00. Ayes all, motion approved. Caren Piglowski will update the sale flyer. Dave Ryan will distribute the updated flyer in the E. First Street, Prescott area.

Next meeting scheduled for December 14, 2022 at 11:00 a.m.

Meeting adjourned 11:40 a.m.

Minutes prepared by Caren Piglowski

The Board discussed the possibility of increasing sewer rates in order to put aside more money in the R&I account each year. It was noted currently they are only putting \$8,000 a year into the reserve and replacement account and with the costs for maintenance and upkeep of the facility continuing to rise, they may need to look at increasing that amount. It was discussed to try and get that amount closer to \$20,000 a year. Based on calculations provided by member Dantzer, it was anticipated that a \$.25 increase per 1,000 gallons would yield approximately \$21,000 additional in funds each year. The board also discussed looking into a formal rate study for the rate increase. It was the consensus to go with the number provided by member Dantzer and to monitor what the increase would yield in additional revenue. It was noted that all three boards (City Council of West Branch, Ogemaw Township Board, and Ogemaw Township Board) would have to approve the rate increase and that the Authority could only approve a recommendation of rates.

Motion by Dantzer, second by Morris, to approve the recommendation of \$.25/1,000 gallons for the sewer rate fees.

Yes –Dantzer, Morris, Stephens

No – None

Absent –Frechette, Pugh

Motion carried

NEWS RELEASE

BUREAU OF LABOR STATISTICS

U. S. D E P A R T M E N T O F L A B O R



**Transmission of material in this release is embargoed until
8:30 a.m. (ET) Thursday, January 12, 2023**

USDL-23-0017

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CONSUMER PRICE INDEX – DECEMBER 2022

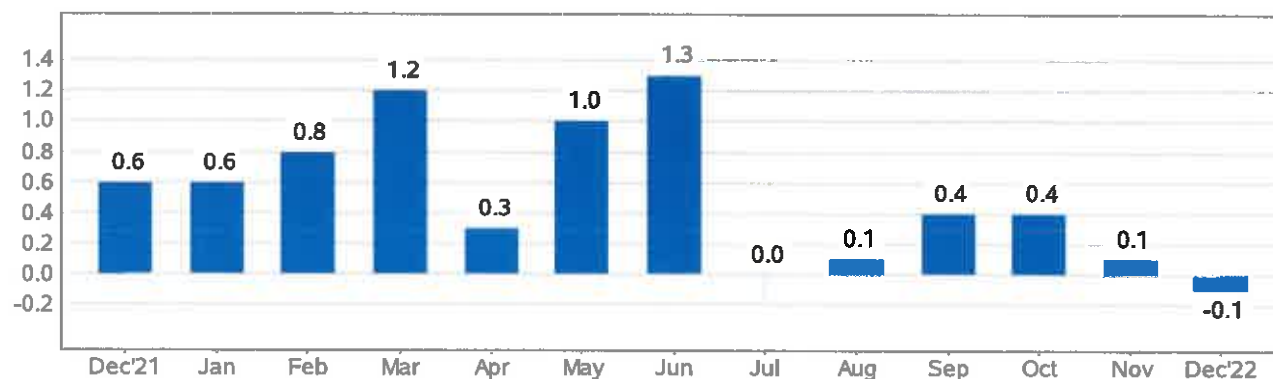
The Consumer Price Index for All Urban Consumers (CPI-U) declined 0.1 percent in December on a seasonally adjusted basis, after increasing 0.1 percent in November, the U.S. Bureau of Labor Statistics reported today. Over the last 12 months, the all items index increased 6.5 percent before seasonal adjustment.

The index for gasoline was by far the largest contributor to the monthly all items decrease, more than offsetting increases in shelter indexes. The food index increased 0.3 percent over the month with the food at home index rising 0.2 percent. The energy index decreased 4.5 percent over the month as the gasoline index declined; other major energy component indexes increased over the month.

The index for all items less food and energy rose 0.3 percent in December, after rising 0.2 percent in November. Indexes which increased in December include the shelter, household furnishings and operations, motor vehicle insurance, recreation, and apparel indexes. The indexes for used cars and trucks, and airline fares were among those that decreased over the month.

The all items index increased 6.5 percent for the 12 months ending December; this was the smallest 12-month increase since the period ending October 2021. The all items less food and energy index rose 5.7 percent over the last 12 months. The energy index increased 7.3 percent for the 12 months ending December, and the food index increased 10.4 percent over the last year; all of these increases were smaller than for the 12-month period ending November.

Chart 1. One-month percent change in CPI for All Urban Consumers (CPI-U), seasonally adjusted, Dec. 2021 - Dec. 2022
Percent change



**CITY OF WEST BRANCH
CITY COUNCIL MEETING
JANUARY 3, 2023**

PLEASE TAKE NOTICE that the West Branch City Council meeting scheduled for Monday, January 3, 2023 at 6:00 pm will be conducted both in person and virtually (online and/or by phone), due to health concerns surrounding Coronavirus/COVID-19 pandemic.

Public comment will be handled by the "Raise Hand" method as instructed below within Participant Controls.

To comply with the Americans with Disabilities Act (ADA), any citizen requesting accommodation to attend this meeting, and/or to obtain this notice in alternate formats, please contact the City Clerk by phone at (989) 345-0500 from 8:00 am-4:30 pm Monday- Friday or by email at clerk@westbranch.com, at least five business days prior to the meeting.

Zoom Instructions for Participants

To join the conference by phone:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID number** (also provided below) when prompted using your touch-tone (DTMF) keypad.

Before a videoconference:

1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. Details, phone numbers, and links to videoconference or conference call is provided below. The details include a link to "**Join via computer**" as well as phone numbers for a conference call option. It will also include the 9-digit Meeting ID.

To join the videoconference:

2. At the start time of your meeting, enter the link to **join via computer**. You may be instructed to download the Zoom application.
3. You have an opportunity to test your audio at this point by clicking on "Test Computer Audio." Once you are satisfied that your audio works, click on "Join audio by computer."

You may also join a meeting without the link by going to join.zoom.us on any browser and entering the Meeting ID provided below.

If you are having trouble hearing the meeting, you can join via telephone while remaining on the video conference:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID number** (also provided below) when prompted using your touch-tone (DTMF) keypad.
3. If you have already joined the meeting via computer, you will have the option to enter your 2-digit participant ID to be associated with your computer.

Participant controls in the lower left corner of the Zoom screen:



Using the icons in the lower left corner of the Zoom screen, you can:

- Mute/Unmute your microphone (far left)
- Turn on/off camera (“Start/Stop Video”)
- Invite other participants
- View Participant list – opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand during Call to the Public
- Change your screen name that is seen in the participant list and video window
- Share your screen

Somewhere (usually upper right corner on your computer screen) on your Zoom screen you will also see a choice to toggle between “speaker” and “gallery” view. “Speaker view” shows the active speaker. “Gallery view” tiles all of the meeting participants.

Meeting Information:

Topic: WB City Council Zoom Meeting

Time: Jan 16, 2023 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82598034623?pwd=YTVLQVMzTGNNkZHE5a29LVlc0SXFmQT09>

Meeting ID: 825 9803 4623

Passcode: 479375

One tap mobile

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Dial by your location

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+1 646 558 8656 US (New York)

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+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 9128 US (San Jose)

+1 689 278 1000 US

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

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Meeting ID: 825 9803 4623

Passcode: 479375

Find your local number: <https://us02web.zoom.us/j/kod7PddY>