CITY COUNCIL MEETING AGENDA

City Council Chambers - Lower Level – 7:00 P.M.
611 E. Grand River - Howell, MI 48843

Visit the City of Howell website at www.cityofhowell.org

Monday February 24, 2014

COUNCIL - MANAGER GOVERNMENT

Council members and other officials normally in attendance:

1. Dennis L. Perkins *City Attorney*
2. Nick Proctor *Council Member*
3. Jeffrey Hansen *Council Member*
4. Doug Heins *Council Member*
5. Shea Charles *City Manager*
6. Phillip Campbell *Mayor*
7. Jane Cartwright *Clerk*
8. Scott Niblock *Council Member*
9. Al Schlittler *Mayor Pro Tem*
10. Steven L. Manor *Council Member*

SEATING:
Above list arranged according to seating order; left to right.

1. Regular Meeting Called to Order
2. Pledge of Allegiance (all stand)
3. Approve Minutes, Regular Meeting held February 10, 2014
4. Citizens' Comments (items not on agenda)
5. Reports by Council Members Serving on Commissions
6. Council Correspondence
7. Life Saving Presentations
8. Discussion/Approval – Civic Event Application, Making Strides Cancer Walk, October 11, 2014
9. Discussion/Approval – Resolution No. 14-04, Declaration of Necessity, 2014 Neighborhood Sidewalk Project, Schedule Public Hearing
10. Discussion/Approval – Engineering Services Proposal, Design Standards, Detail Sheets & ROW Permitting
11. Award Bids/Purchases:
    A. WTP High Service Building Flow Meter, Archer Instrument & Control, $11,971
    B. WTP High Service Pump Rebuild, Professional Pump, $5,856
    C. Pump & Fuel Control System, Oscar W. Larson Co., $22,805
12. Approve payment of bills ending 2/24/2014 in the amount of $317,842.19 and payroll to cover the period which ended 2/22/2014
13. City Manager's Report:
    A. Retention of Executive Session Minutes
    B. No Turn on Red Signs
    C. Budget Work Session
14. Old Business
15. New Business

Visitors are cordially invited to attend all meetings of the Council.
If you wish to address the Council, you will be recognized by the Mayor.
Please refer to the printed guidelines on the back of the agenda.

16. Executive Session – Pending Litigation & Attorney/Client Communication

17. Adjournment

Public Comment Guidelines

Members of the public are permitted to address a meeting of Council upon recognition by the Mayor. Each person shall begin by stating their name and address and shall be permitted to speak once on each agenda item for three (3) minutes. Agenda item 4 allows for Citizens' Comments on any non-agenda item. Where the Agenda provides Public Hearing comment, each person addressing the Council shall be limited to five (5) minutes regarding the specific agenda Public Hearing item. The Mayor may allow additional time at his/her discretion.

All remarks shall be addressed to the Council as a body, and not to any member. No person, other than members of the Council and the person having the floor, shall be permitted to enter into any discussion, either directly or through the members of the Council. No questions shall be asked the Council Members, except through the Mayor. Any person making personal, impertinent or slanderous remarks, or who shall become boisterous, while addressing the Council, may be requested to leave the lectern.

Interested parties, or their authorized representatives, may address the Council by written communication in regard to any matter concerning the City's business or over which the Council has control at anytime by direct mail or by addressing the City Clerk, and copies will be distributed to Council Members.

Regular Meeting of the Howell City Council
Monday February 10, 2014
Howell City Council Chambers – Lower Level
611 E. Grand River
Howell, Michigan 48843
517-546-3502

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1. The regular meeting of the Howell City Council was called to order by Mayor Phillip Campbell at 7:00 p.m.

Council Members Present: Jeffrey Hansen, Doug Heins, Scott Niblock, Nick Proctor, Al Schlittler and Mayor Phillip Campbell.

Council Member Absent: Steven Manor

Also Present: City Manager Shea Charles, City Attorney Dennis L. Perkins and City Clerk Jane Cartwright.

Others in Attendance: Police Chief George Basar, Finance Director/Treasurer Catherine Stanislawski, DPS Director Erv Suida, Community Development Director Erin Perdu, DPW Superintendent Marcel Goch, Assessor Gladys Niemi, Michael Mulvahill, Pamela Murray, Robert McCraight, Duane Operka, Richard St. Onge, Kendra St. Onge, Ariana St. Onge, Kyra St. Onge, Rosemary Yenshaw, Sierra Yenshaw, Alexis Yenshaw, Nate Wilbur, Danny DiPietro.

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVED MINUTES:**
MOTION by Proctor, SUPPORT by Hansen, "To approve the minutes of the regular City Council meeting held January 27, 2014." MOTION CARRIED (6-0).

MOTION by Heins, SUPPORT by Hansen, "To approve the minutes of the executive session held January 27, 2014." MOTION CARRIED (6-0).

4. **CITIZENS' COMMENTS**
- None.

5. **REPORTS – COUNCIL MEMBERS SERVING ON COMMISSIONS**
- None.

6. **PRESENTATION – RESOLUTION NO. 14-03, APPRECIATION OF DANNY DIPIETRO**
Mayor Campbell read and presented Resolution 14-03, In Appreciation of Danny DiPietro, for his life saving efforts to assist a neighbor. MOTION by Heins,

SUPPORT by Schlittler, "To adopt Resolution No. 14-03, Appreciation of Danny DiPietro." MOTION CARRIED (6-0).

7. COUNCIL CORRESPONDENCE

None.

8. APPROVED – CIVIC EVENT APPLICATION, RIDE TO REMEMBER, MAY 17, 2014

Robert McCraight, representing Rolling Thunder Chapter 5, presented a plaque to the Mayor & City Council expressing their appreciation for the City of Howell's support with the annual Ride to Remember. MOTION by Heins, SUPPORT by Hansen, "To approve the Civic Event application submitted by Rolling Thunder Chapter 5 Michigan for the Ride to Remember scheduled for May 17, 2014 contingent upon receipt of certificate of insurance." MOTION CARRIED (6-0).

9. APPROVED – RESOLUTION NO. 14-02, PROPERTY TRANSFER, 340 S. NATIONAL

MOTION by Schlittler, SUPPORT by Proctor, "To adopt Resolution No. 14-02 to accept 340 S. National into the City pursuant to the Public Act 425 Agreement between the City of Howell and Marion Township." MOTION CARRIED (6-0).

10. DISCUSSED – CITY OF HOWELL WEBSITE REDESIGN

IT Director Pitera and Community Development Director Perdu presented the draft RFP for website redesign. They focused their research on companies that create and provide design services for local government websites. Staff is looking for guidance from City Council. Council suggested removing reference to the budgeted amount for the project (bottom of page 1). Discussion followed on responsive web design that allows viewing on any device; special design options for the Police Department page; and incorporation of a customer service portal, employee intranet, and an emergency alert system. Staff will finalize the RFP.

11. APPROVED – PAYMENT OF BILLS

MOTION by Hansen, SUPPORT by Schlittler, "To approve payment of bills ending February 10, 2014 in the amount of $397,321.54 and payroll to cover the period which ended February 8, 2014." Member Schlittler questioned the HRC invoice for curb design. Member Proctor questioned invoices for Alexander Chemical Corporation, Basic Corporation, BS&A Software support, CEI, Great Lakes Central Railroad, and Howell Western Wear (DDA billboard advertisement). MOTION CARRIED (6-0).

12. CITY MANAGER'S REPORT

- Schedule Budget Work Session. MOTION by Proctor, SUPPORT by Heins "To set a work session to discuss the 2014/2015 budget for 6:30 p.m. Thursday February 27, 2014." MOTION CARRIED (6-0). Council concurred to hold the work session at the Library Meabon Room.

- The minutes and information on the D-19 Charrette will be sent out tomorrow (additional information regarding the form based code).
- DPW will be hauling snow in the Central Business District Tuesday night, February 11th.
- A contractor working for DTE hit a gas main behind the Heart of Howell project.
- Member Niblock questioned the construction in the area of N. Michigan & M-59. City Manager Charles indicated it was the installation of the MHOG water main.

13. OLD BUSINESS

- Member Heins questioned the lease arrangement with the Recreation Authority for use of City property noting that the City assumes all the depreciation expense. City Manager Charles reviewed the history of their revenues indicating that Genoa & Marion Townships just recently became full members; he also noted that other assets are leased by the Authority under the same arrangement. Council suggested that staff find ways for the recreation authority to contribute to the maintenance and infrastructure repairs.
- MOTION by Hansen, SUPPORT by Niblock, "To excuse Member Steve Manor from the February 10, 2014 meeting." MOTION CARRIED (6-0).

14. NEW BUSINESS

- None.

15. ADJOURN

MOTION by Hansen, SUPPORT by Heins, "To adjourn the regular meeting of the City Council at 7:43 p.m. MOTION CARRIED (6-0).

_____

Phillip Campbell, Mayor

_____

Jane Cartwright, City Clerk

NOTES

CITY OF HOWELL
MEMORANDUM

TO: MAYOR & CITY COUNCIL

FROM: JANE CARTWRIGHT, CITY CLERK

DATE: FEBRUARY 19, 2014

RE: CIVIC EVENT APPLICATION, MAKING STRIDES CANCER WALK

Attached is the completed Civic Event application filed by the American Cancer Society for Making Strides Against Breast Cancer Walk, October 11, 2014. Staff has reviewed the application and recommends approval.

ACTION REQUESTED:

A motion to approve the Civic Event application submitted by the American Cancer Society for Making Strides Against Breast Cancer Walk scheduled for October 11, 2014 contingent upon receipt of certificate of insurance.

REVIEWED & APPROVED FOR SUBMISSION:



Shea Charles, City Manager

City of Howell
Civic Event Application

Complete and return this application to the City Clerk's Office

****A new application must be submitted each year.*

EVENT

Event Name:**Making Strides Against Breast Cancer of Howell**

Event Purpose:**Engage Howell/Livingston County residents in the fight against breast cancer**

SPONSORING ORGANIZATION INFORMATION

Legal Business Name: **American Cancer Society**

☒Non-Profit ☐For-Profit ☐City Operated/Sponsored ☐Co-Sponsored

Address:**20450 Civic Center Drive** City:**Southfield** State:**MI** Zip:**48076**

Mailing Address: **Same as above** City: State: Zip:

Telephone:**248-663-3401** Email Address:**amanda.vansant@cancer.org**

Contact Name:**Amanda Van Sant** Title:**Specialist, MSABC**

Telephone:**248-663-3494** Cell phone:**641-780-1099** Email

Address:**amanda.vansant@cancer.org**

CONTACT PERSON ON DAY OF EVENT

Name:**Amanda Van Sant** Title:**Specialist, MSABC**

Address:**20450 Civic Center Drive** City:**MI**

Telephone:**248-663-3494** Cell:**641-780-1099** Email

Address:**amanda.vansant@cancer.org**

TYPE OF EVENT (Check One)

☐Marathon/Race ☐Block Party ☐Political or Ballot Issue Event ☐Video or Film Production

☐Festival/Fair ☐Wedding ☒Other (describe):Walk

EVENT INFORMATION

Event Date(s): **October 11 2014** to **October 11 2014**

Rain Date(s): **October 11 2014** to **October 11 2014**

Event Location(s):**Howell Courthouse and amphitheater** **Describe and attach a map**

Event Hours:**8 a.m. to 12 p.m.**

Estimate date/time for set up:**Friday October 10 2014 5:00 p.m.**

Estimate date/time for clean up:**Saturday October 11 2014 12 p.m.**

Describe set up and clean up procedures:

Staff and volunteers will set up tents, tables, chairs and a start/finish line at the Howell Courthouse. Trash collection bins will be put out and collected at the end of the event.

EVENT INFORMATION (continued)

Estimated Attendance: **500**

Describe crowd control plans for this event:

Volunteers will help guide people and keep them in the Courthouse lawn. We will also have volunteers along the walk route to keep participants on course.

Describe the Civic Event's impact on adjacent commercial and residential property:

None

SIDEWALKS

Will sidewalks be used: ☒Yes ☐No *If yes, include a detailed map outlining the proposed sidewalk use.*

Describe sidewalk use:

Particpants will use sidewalks in accordance with traffic laws. Route marshals will manage foot traffic at major intersections and route turns.

STREETS

Will street closures be necessary: ☐Yes ☒No

If yes, include a detailed map including street closures and emergency vehicles access.

Describe street closures:

Street closed date/time: **Sunday January 2011 p.m.**

Street re-open date/time: **Sunday January 2011 p.m.**

If the proposed event is a parade, list the point of origin, path, termination point and the number of entries:

PARKING LOTS

Will parking lot closures be necessary: ☐Yes ☒No *If yes, include a detailed map indicating proposed closures.*

Parking Lot(s) Location:

Parking Lot(s) closure date/time: **Sunday January 2011 p.m.**

Parking Lot(s) re-open date/time: **Sunday January 2011 p.m.**

What parking arrangements are proposed to accommodate potential attendance:

Participants are encouraged to use public parking in and around the Courthouse. No special measures have been taken at this time.

MUSIC

Will music be provided/included during the event: ☒Yes ☐No *Music must conform to City Ordinance*

Describe type of music proposed: ☐Live ☒Amplification ☒Recorded ☐Loudspeakers

Proposed time music will begin: **8 a.m.** Proposed time music will end: **12 p.m.**

Proposed location of live band/disc jockey/loudspeakers/equipment:**Amphitheater**

Describe noise control:

We will comply with the level of amplified sound that is permitted.

EVENT INFORMATION (continued)

Will the event require the use of any of the following municipal equipment: ☐Yes ☒No

☐Trash Receptacles Quantity:

☐Barricades Quantity:

☐Traffic Cones Quantity:

☐Other (describe)

Will the following be constructed or located in the event area? *No stakes of any kind allowed on asphalt.*

☐Booths	Quantity:	☒Tables	Quantity:**25**
☒Tents	Quantity:**6-8**	☐Rides	Quantity:
☐Awnings	Quantity:	☒Portable Toilets	Quantity:**2-4**
☐Canopies	Quantity:	☐Other (describe)	

You must attach a plan of the proposed layout. Include the proposed location of booths, tents, tables, rides, routes, portable toilets, etc.

Will the event have kiddie rides, inflatable, (i.e. moonwalk), amusement rides, climbing walls, live animals, etc? ☐Yes ☒No *If yes, additional insurance coverage will be required.*

If yes, describe in detail the types of attractions proposed:

Will electric service be needed: ☒Yes ☐No If yes, describe in detail:**Sound**

Will other utilities be needed: ☐Yes ☒No If yes, describe in detail:

Will other City facilities be needed? ☐Yes ☒No If yes, describe in detail:

Will the event have food, beverage or concessions: ☒Yes ☐No *If yes, please attach copy of valid food license.*

Describe: **Participants will receive a bottled water, granola bar and apple upon completion of the walk.**

Do you plan to have alcohol served at this event: ☐Yes ☒No

If yes, Liquor Liability Insurance is required, as well as a Special License from the Michigan Liquor Control Commission.

If yes, describe measures to be taken to prohibit the sale of alcohol to minors.

Do you plan to have special event signs: ☒Yes ☐No *Signs must conform to City Ordinance*

Describe proposed locations for signs: **We would like to hang event signs from tents and put signage in the ground along the route to help identify our event. It will be picked up as the last participant passes.**

APPLICATION CHECK LIST

(Failure to provide necessary documentation will delay application review and approval)
I have attached the following items:

☒Completed Application

☒Event Map (includes detailed event layout and boundaries for all activities)

☒Detailed Plan showing road closures, sidewalk uses, etc.

☐Certificate of Insurance and Indemnification (due to City Clerk's office 30 days prior to the first doy of event)

☒Event Signage (description) **Banners and signage will include event logos, directional information and breast cancer information.**

☒Schedule of activities for event

☒Driver's License of Applicant

If a document is missing, please explain: **Certificate of Insurance will be sent in September.**

The applicant and sponsoring organization understands and agrees to:

Provide a certificate of insurance with all coverage deemed necessary for the event, name the City of Howell as an additional insured on all applicable policies, and submit the certificate to the City Clerk's Office no later than thirty (30) days prior to the event.

Execute an Indemnification Agreement on the sponsoring organizations letterhead and submit it to the City Clerk's Office at the time of application.

Comply with all City and County ordinances, policies and applicable State and Federal laws, and acknowledges that the civic events permit does not relieve the applicant or sponsoring organization from meeting any application requirements of law or other public bodies or agencies. All sponsors are required to comply with the Americans with Disabilities Act when applicable. The ADA does not require the City of Howell to take any action that would fundamentally alter the nature of its services, programs, activities and facilities, or impose undue financial or administrative burden.

Promptly pay any billing for City services which may be rendered or deemed necessary as part of the event and event approval.

Applicant and sponsoring organization further understands the approval of this civic event may include additional requirements and/or limitations based in the City's review of this application, in accordance with the City's Civic Event Policy. The applicant and sponsoring organization understands that it may be necessary to meet with City staff during the review of this application and the City Council approval will be necessary. The applicant agrees the sponsoring organization will operate the event in conformance with the written approval.

Applicant understands that he/she (or the sponsoring organization) is responsible for contacting the Michigan Liquor Control Commission and or the County Health Department to secure any and all permits required for this event.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of the Civic Event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.

Applicant Signature _____ Date 1/28/2014

COMPLETE THIS APPLICATION AND RETURN IT TO THE CITY CLERK'S OFFICE PRIOR TO THE APPLICATION DEADLINE. ***NOTE A NEW APPLICATION MUST BE SUBMITTED EACH YEAR.

INDEMNIFICATION AGREEMENT

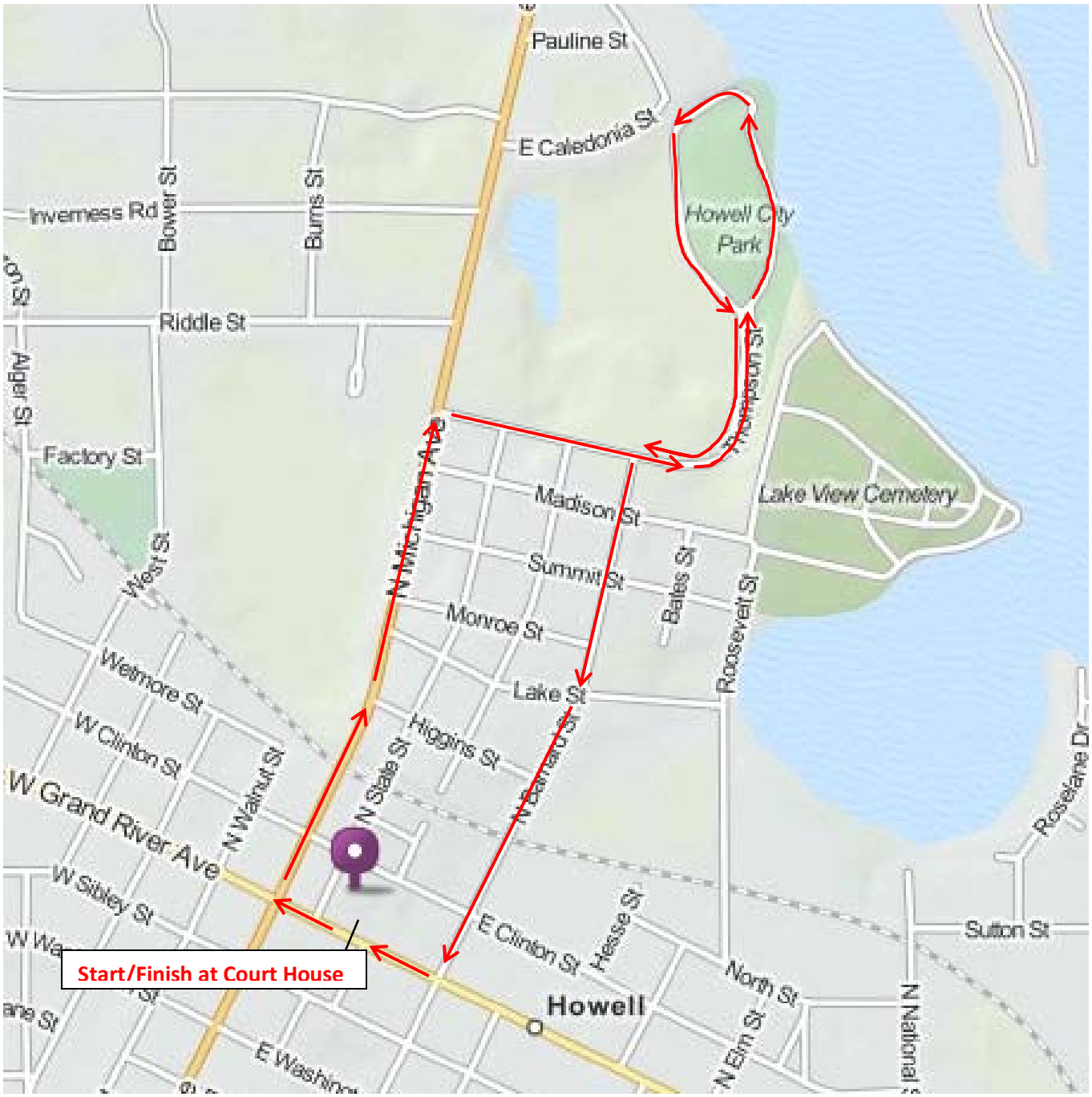
The **American Cancer Society**
agree(s) to defend, indemnify, and hold harmless the City of Howell, Michigan, from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the American Cancer Society
by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of the City of Howell or by third parties, or by the agents, servants, employees or factors of any of them.

Signature _____ Date 1/28/2014

Witness _____ Date 1/28/2014

Making Strides Against Breast Cancer of Howell

2014 Proposed Walk Route



Making Strides Against Breast Cancer of Howell
2014 Proposed Stage Schedule

Time	Activity
7:30 a.m.	Music begins on the Court House lawn
8:00 a.m.	Directional and mission announcements begin
8:15 a.m.	Warm up with Jazzercise
8:30 a.m.	Program speakers report to stage
8:40 a.m.	National Anthem
8:45 a.m.	Welcome Message
8:49 a.m.	Flagship/ Sponsor Message
8:52 a.m.	Flagship/ Sponsor Message
8:55 a.m.	Survivor Message
9:00 a.m.	Survivors release ribbon to start walk
9:00 – 11:00 a.m.	Music played and mission announcements continue until walkers depart

CITY OF HOWELL
MEMORANDUM

TO: MAYOR & CITY COUNCIL

FROM: ERVIN SUIDA, DPS DIRECTOR

DATE: FEBRUARY 18, 2014

RE: RESOLUTION NO. 14-04, DECLARATION OF NECESSITY FOR THE 2014 SIDEWALK PROGRAM AND SCHEDULE PUBLIC HEARING

Attached is the required resolution which declares the necessity and sets a public hearing for those assessed under the sidewalk program. This resolution is required under Section 1022.06 of the City Ordinance. Notices for this meeting have been sent to those impacted by the sidewalk program and assessment. The assessments reflect the discussion and consensus of Council at the January 27, 2014 meeting to follow the past practice of equally splitting the cost of sidewalk repairs with property owners, with the City absorbing the entire cost of ADA ramps. If Council proceeds and sets the public hearing, a notice of public hearing will be sent to the homeowners along with estimates of the total cost and options to construct themselves. These steps are also required under our current Ordinance.

As part of Ordinance 1022.06, Council is to set a date that property owners who chose to do the work themselves are required to complete the work by. It is my opinion that April 30, 2014 will allow them time to perform the work and our contractor time to add it to the list if they fail to perform. I will work with permitting and inspections on those people who may chose to do the work themselves.

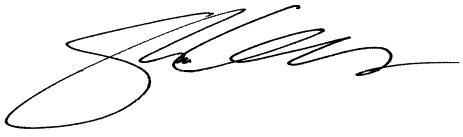
The contract for this project was put out for bid on February 14, 2014 and bids will be publicly opened on March 11, 2014. We are still on track for an April / May start with a completion of June 20, 2014.

ACTION REQUESTED:

A motion to adopt Resolution No. 14-04 declaring the necessity to construct and set a public hearing to review the sidewalk assessment roll for 7:00 pm on March 10, 2014.

A motion to set April 30, 2014 as the completion date for property owners who opt to perform the sidewalk replacement at their expense.

REVIEWED & APPROVED FOR SUBMISSION:



Shea Charles, City Manager

RESOLUTION NO. 14-04

A RESOLUTION TO SET PUBLIC HEARING TO REVIEW
SIDEWALK ASSESSEMENT ROLL
2014 NEIGHBORHOOD SIDEWALK PROJECT

WHEREAS, the City Council has determined that it is necessary to reconstruct certain sidewalks as set forth below (hereinafter referred to as the "Public Improvement") and,

WHEREAS, the Assessor has prepared a Sidewalk Assessment Roll (Exhibit A) for the purpose of assessing the cost of the public improvement more particularly described to the properties benefited by said public improvement, and the same has been presented to the City Council, numbered and filed with the City Clerk.

NOW THEREFORE BE IT RESOLVED:

1. Said sidewalk assessment roll shall be filed in the office of the City Clerk for public examination.

2. The City Council shall meet in Council Chambers, 611 East Grand River, Howell, Michigan, at 7:00 p.m. on March 10, 2014 for the purpose of hearing all persons interested in said improvements and in said Sidewalk Assessment Roll and reviewing the same.

3. The City Clerk is directed to publish the notice of said hearing once in the Livingston County Daily Press & Argus, a newspaper of general circulation in the City of Howell; and is further directed to cause notice of such hearing to be mailed by First Class Mail to each owner of person in interest in property in the Sidewalk Assessment District at the address shown on the current assessment roll of the City at least (10) full days prior to the date of such hearing.

4. The notice of said hearing to be published shall be in substantially the following form:

NOTICE OF HEARING TO REVIEW SIDEWALK ASSESSEMENT ROLL #14-04
CITY OF HOWELL
COUNTY OF LIVINGSTON, MICHIGAN

The Howell City Council has determined the necessity to repair and replace certain sidewalks as set forth below (hereinafter referred to as the "Public Improvement"). The total cost of the aforementioned improvement, not including engineering and inspection costs which will be covered by the City, is estimated to be $105,465.00 a portion of which will be assessed against the abutting property and a portion shall be covered by the City based on the installed square footage:

City of Howell Share -	$66,718.75
Property Owners Share -	$38,746.25

PLEASE TAKE FURTHER NOTICE that the City Council of the City of Howell will meet at City Hall, 611 East Grand River, Howell, Michigan at 7:00 p.m. on March 10, 2014 for the purpose of reviewing the list of sidewalks so affected and hearing any person so assessed who considers himself/herself aggrieved thereby and hear any objections thereto before confirming said Sidewalk Assessment Roll. The proposed Sidewalk Assessment Roll # 14-04 may be reviewed at the City Clerk's office, Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m. prior to the hearing.

Any persons objecting to this assessment may file his/her objections, in writing, with the City Clerk, or may make them in person at the above public hearing. Appearance and protest at the hearing in the assessment proceedings is required in order to appeal the amount of sidewalk assessment to the Michigan Tax Tribunal within 30 days after the confirmation of the sidewalk assessment roll if that assessment was protested at the hearing held for the purpose of confirming the roll.
ADOPTED by the Howell City Council at a regular meeting held on the February 24, 2014.

_____

Phillip Campbell, Mayor

_____

Jane Cartwright, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of Resolution No. 14-04, adopted by the City Council of the City of Howell, Livingston County, Michigan, at a regular meeting held on the 24th day of February, 2014 and that the meeting was held and the minutes therefore were filed in compliance with Act No. 267 of the Public Acts of 1976.

IF WITNESS WHEREOF, I have hereto affixed my official signature this 24th day of February 2014.

BY: _____

Howell City Clerk

EXHIBIT A

SIDEWALK ASSESSMENT ROLL #14-04

REPAIR AND REPLACE

ADDR	STREET	PARCEL NO	NAME	Est. Cost Owner	Est. Cost City	Estimated Total Cost
336	CALEDONIA W	4717-25-301-023	BURT, BRYAN M & MELISSA M	$80.00	$80.00	$160.00
1207	MICHIGAN N	4717-25-404-014	SHARICH, AMY R	$120.00	$120.00	$240.00
803	OAK CLUSTER DR	4717-26-101-001	GREENE, RANDALL W & REBECCA J	$0.00	$570.00	$570.00
821	OAK CLUSTER DR	4717-26-101-004	ODOM, BRANDON D & JESSICA A	$0.00	$735.00	$735.00
828	OAK CLUSTER CT	4717-26-101-005	HARRISON,PATRICK & KATHRYN	$212.00	$882.00	$1,094.00
822	OAK CLUSTER CT	4717-26-101-006	FELLOWS, STACIE	$40.00	$40.00	$80.00
816	OAK CLUSTER CT	4717-26-101-007	LEON, MICHAEL & ANDREA	$60.00	$60.00	$120.00
810	OAK CLUSTER CT	4717-26-101-008	COVE, DAVID R & KRISTEN S	$72.00	$72.00	$144.00
801	OAK CLUSTER CT	4717-26-101-010	FOSSHAGE, KEVIN J	$50.00	$50.00	$100.00
813	OAK CLUSTER CT	4717-26-101-012	TROSPER, DAVID & ELLA	$120.00	$120.00	$240.00
909	OAK CLUSTER CT	4717-26-101-017	MOORE, STEPHEN & DEBRA	$0.00	$0.00	$0.00
1003	OAK CLUSTER CT	4717-26-101-019	SCHUBBE, SPENCER & ANITA	$80.00	$80.00	$160.00
1020	OAK CLUSTER CT	4717-26-101-023	LIPPOWITHS, BRADLEY W	$160.00	$160.00	$320.00
1014	OAK CLUSTER CT	4717-26-101-024	BOUSE, MICHAEL L & LARA R	$40.00	$40.00	$80.00
910	OAK CLUSTER CT	4717-26-101-028	CORSTEN, DANIEL & JEANNE	$0.00	$670.00	$670.00
901	OAK CLUSTER DR	4717-26-101-029	BLOCK, ROBERT & MARY	$0.00	$720.00	$720.00
1001	OAK CLUSTER DR	4717-26-101-031	BOULANGER, MICHAEL J	$200.00	$200.00	$400.00
1006	OAK CLUSTER DR	4717-26-101-032	DUNCAN, JOHN & JOY ANN	$0.00	$685.00	$685.00
1603	OAK SQUIRE LN	4717-26-101-033	GUILMETTE, THOMAS & KIMBERLY	$88.00	$88.00	$176.00
1609	OAK SQUIRE LN	4717-26-101-034	KOOS, JOHN V & DENISE	$90.00	$90.00	$180.00
1615	OAK SQUIRE LN	4717-26-101-035	STRAND, LAURIE REVOCABLE TRUST	$80.00	$80.00	$160.00
1801	OAK SQUIRE LN	4717-26-101-038	FOLTZ, BRENDA	$176.00	$176.00	$352.00
1819	OAK SQUIRE LN	4717-26-101-041	GAMBOTT, MARGARET & BEHREND, EDWARD	$240.00	$240.00	$480.00
1831	OAK SQUIRE LN	4717-26-101-043	IMMEKUS, KURT & JANET	$120.00	$120.00	$240.00
1837	OAK SQUIRE LN	4717-26-101-044	REA, GINA	$248.00	$248.00	$496.00
1003	STILL VALLEY DR	4717-26-101-045	STEELE, WILLIAM G & LAURA L TRUST	$264.00	$1,199.00	$1,463.00
1903	OAK SQUIRE LN	4717-26-101-046	SCHAUFELE, KRISTIE	$160.00	$1,095.00	$1,255.00
1921	OAK SQUIRE LN	4717-26-101-049	WILLS, GERALD & MARCIA	$96.00	$96.00	$192.00
1938	OAK SQUIRE LN	4717-26-101-052	LAVIGNE, JOSEPH & JULIE	$216.00	$216.00	$432.00
1932	OAK SQUIRE LN	4717-26-101-053	KEYES, BRUCE & LISA	$40.00	$40.00	$80.00
1926	OAK SQUIRE LN	4717-26-101-054	DOBB, MARK & JENNIFER	$100.00	$100.00	$200.00
1920	OAK SQUIRE LN	4717-26-101-055	REICH, CHARLES & JAN	$80.00	$80.00	$160.00
1914	OAK SQUIRE LN	4717-26-101-056	YANKOULIDES, VINCENT & LORI	$120.00	$120.00	$240.00
1908	OAK SQUIRE LN	4717-26-101-057	BROWN, STEVEN & KATIE	$40.00	$40.00	$80.00
1902	OAK SQUIRE LN	4717-26-101-058	LACEY, DAVID R & TONYA M	$80.00	$1,315.00	$1,395.00
904	STILL VALLEY DR	4717-26-101-059	DERVISHI, SOKOL	$176.00	$176.00	$352.00

EXHIBIT A

SIDEWALK ASSESSMENT ROLL #14-04

REPAIR AND REPLACE

ADDR	STREET	PARCEL NO	NAME	Est. Cost Owner	Est. Cost City	Estimated Total Cost
810	STILL VALLEY DR	4717-26-101-060	JERUZAL, CHRISTOPHER & KATIE	$50.00	$50.00	$100.00
804	STILL VALLEY DR	4717-26-101-061	ISON, SCOT E & MARY J & KRAFT, MARY	$80.00	$80.00	$160.00
915	STILL VALLEY DR	4717-26-101-066	KOZARIAN, ALAN & KIMBERLEE	$88.00	$88.00	$176.00
1806	OAK SQUIRE LN	4717-26-101-071	TRUEMAN, THOMAS C & PEGGY A	$176.00	$846.00	$1,022.00
1810	OAK SQUIRE CT	4717-26-101-072	PASINI, STACY & SCOTT	$60.00	$60.00	$120.00
1812	OAK SQUIRE CT	4717-26-101-073	GOEBEL, MICHAEL J	$40.00	$775.00	$815.00
1815	OAK SQUIRE CT	4717-26-101-074	SUNDARAVARADAN, PARANTHAMAN	$40.00	$40.00	$80.00
1822	OAK SQUIRE CT	4717-26-101-079	MC CREIGHT, ORVILLE & KELLY	$45.00	$45.00	$90.00
1802	OAK SQUIRE CT	4717-26-101-082	ABDOO, JOHN L	$40.00	$40.00	$80.00
1716	OAK SQUIRE CT	4717-26-101-083	GIESA, JOHN & MELANIE	$40.00	$40.00	$80.00
1710	OAK SQUIRE CT	4717-26-101-084	ROLLI, BRENT & KATHY	$140.00	$140.00	$280.00
1610	OAK SQUIRE CT	4717-26-101-086	SETLAK, MATTHEW & KRISTIN	$88.00	$88.00	$176.00
1604	OAK SQUIRE CT	4717-26-101-087	DEVET, JONATHON B & COLEMAN, ERIN E	$176.00	$176.00	$352.00
1613	OAK SQUIRE CT	4717-26-101-090	WLADISCHKIN, PAUL & DEBORAH	$80.00	$80.00	$160.00
1701	OAK SQUIRE CT	4717-26-101-091	LOWE, STEPHEN & DEBBIE	$80.00	$80.00	$160.00
1705	OAK SQUIRE CT	4717-26-101-092	BAILEY, TOMMY N & JUDITH L	$40.00	$725.00	$765.00
1707	OAK SQUIRE CT	4717-26-101-093	LOGE, MARC & PATRICIA	$40.00	$40.00	$80.00
1708	OAK SQUIRE LN	4717-26-101-094	PASINI, ANDRE G & KERRI	$0.00	$670.00	$670.00
1702	OAK SQUIRE LN	4717-26-101-095	ZUCCHETTO, DAVID J & MICHELLE A	$120.00	$120.00	$240.00
1614	OAK SQUIRE LN	4717-26-101-096	MOORE, TERRY & HEATHER	$40.00	$40.00	$80.00
1608	OAK SQUIRE LN	4717-26-101-097	WINNINGHAM, MEGAN L	$40.00	$40.00	$80.00
908	OAK CLUSTER DR	4717-26-101-099	HEEG, JAMES R & AMELIA G	$0.00	$735.00	$735.00
820	OAK CLUSTER DR	4717-26-101-101	RUSSO, JOHN & LISA	$120.00	$120.00	$240.00
808	OAK CLUSTER DR	4717-26-101-103	PANFIL, ANDRA J	$230.00	$230.00	$460.00
1013	OAK CLUSTER DR	4717-26-102-106	SHAW, JAMES & DENA	$80.00	$80.00	$160.00
1125	OAK CLUSTER DR	4717-26-102-112	BECKER, JAMES L III & KATHRYN	$80.00	$80.00	$160.00
1131	OAK CLUSTER DR	4717-26-102-113	SPEZIA, ALEX M & JAMIE	$130.00	$130.00	$260.00
1213	OAK CLUSTER DR	4717-26-102-115	TATE, BRADFORD S & LINDSAY B	$344.00	$344.00	$688.00
1204	OAK CLUSTER DR	4717-26-102-118	MORGA, VINCENT & JULI	$60.00	$60.00	$120.00
1120	OAK CLUSTER DR	4717-26-102-120	KING, GEORGE & LINDA	$170.00	$170.00	$340.00
1102	OAK CLUSTER DR	4717-26-102-123	MCMILLAN, ELIZABETH	$90.00	$760.00	$850.00
1605	ACORN VALLEY DR	4717-26-102-124	CASTOR, TODD J & NICOLE L	$80.00	$80.00	$160.00
1611	ACORN VALLEY DR	4717-26-102-125	FLOYD, TRAVIS & STEPHANIE	$0.00	$685.00	$685.00
1113	VALLEY FOREST CT	4717-26-102-126	HUFF, THOMAS & SHARON	$80.00	$80.00	$160.00
1125	VALLEY FOREST CT	4717-26-102-128	BURTON, JANET	$50.00	$50.00	$100.00
1203	VALLEY FOREST CT	4717-26-102-129	KULIKOWSKI, ANDREW C & MICHELLE	$240.00	$240.00	$480.00

EXHIBIT A

SIDEWALK ASSESSMENT ROLL #14-04

REPAIR AND REPLACE

ADDR	STREET	PARCEL NO	NAME	Est. Cost Owner	Est. Cost City	Estimated Total Cost
1215	VALLEY FOREST CT	4717-26-102-131	HACKE, APRIL M	$128.00	$128.00	$256.00
1221	VALLEY FOREST CT	4717-26-102-132	BROWN, HEATHER M & SLEEPER, STEVEN	$48.00	$48.00	$96.00
1227	VALLEY FOREST CT	4717-26-102-133	GOODWIN, MATTHEW	$168.00	$168.00	$336.00
1228	VALLEY FOREST CT	4717-26-102-134	CRAFTS, RAYMOND & KATHY	$88.00	$88.00	$176.00
1222	VALLEY FOREST CT	4717-26-102-135	ATHAR, AIZAZ	$552.00	$552.00	$1,104.00
1216	VALLEY FOREST CT	4717-26-102-136	MARSHALL, DAVID C & PATRICIA C	$80.00	$80.00	$160.00
1707	WOODED VALLEY LN	4717-26-102-138	DOWNER, BRADLEY & AMY	$176.00	$836.00	$1,012.00
1825	WOODED VALLEY LN	4717-26-102-141	SWANSON, NILS E	$248.00	$248.00	$496.00
1831	WOODED VALLEY LN	4717-26-102-142	STONE, CAROL	$192.00	$192.00	$384.00
1837	WOODED VALLEY LN	4717-26-102-143	STEWART, KEITH & SARAH	$192.00	$192.00	$384.00
1201	STILL VALLEY DR	4717-26-102-147	CARRASCO, ADAM J & CANDICE M	$40.00	$710.00	$750.00
1207	STILL VALLEY DR	4717-26-102-148	LOWE, RONALD R & ROSA M	$392.00	$392.00	$784.00
1213	STILL VALLEY DR	4717-26-102-149	TOMASZEWSKI, ROBERT & KIMBERLEE	$60.00	$60.00	$120.00
1219	STILL VALLEY DR	4717-26-102-150	HUNG TRI & TWONG VAN HA	$88.00	$88.00	$176.00
1225	STILL VALLEY DR	4717-26-102-151	MILLER, PAUL R & KIMBERELY L	$25.00	$25.00	$50.00
1237	STILL VALLEY DR	4717-26-102-153	WILSON, NICHOLAS C & HEATHER D	$312.00	$312.00	$624.00
1232	STILL VALLEY DR	4717-26-102-155	BRENNAN, HUBERT F & BRENDA M	$80.00	$80.00	$160.00
1226	STILL VALLEY DR	4717-26-102-156	LIBERTY BAPTIST CHURCH	$45.00	$45.00	$90.00
1220	STILL VALLEY DR	4717-26-102-157	CHALIFOUR, TERESA	$45.00	$45.00	$90.00
1214	STILL VALLEY DR	4717-26-102-158	MULLALLY, EDWARD & COLLEEN	$272.00	$272.00	$544.00
1208	STILL VALLEY DR	4717-26-102-159	KELLOGG, BRIAN M & TANIA N	$40.00	$40.00	$80.00
1202	STILL VALLEY DR	4717-26-102-160	VANDERPLAS, NICHOLAS	$85.00	$85.00	$170.00
1104	STILL VALLEY DR	4717-26-102-161	DELEON, ALAIN & NELLY	$168.00	$168.00	$336.00
1856	WOODED VALLEY LN	4717-26-102-162	PSILLAKIS, MIGUEL & ANA CHRISTINA	$40.00	$710.00	$750.00
1850	WOODED VALLEY LN	4717-26-102-163	MYERS, ROGER & JANETTE	$216.00	$216.00	$432.00
1838	WOODED VALLEY LN	4717-26-102-165	ARNOLD, JOHN D	$88.00	$88.00	$176.00
1808	WOODED VALLEY LN	4717-26-102-170	MORAN, DAN & ANN MARIE	$80.00	$80.00	$160.00
1706	WOODED VALLEY LN	4717-26-102-171	DILLEY, DOUGLAS B & CAROLYN	$0.00	$670.00	$670.00
1705	ACORN VALLEY DR	4717-26-102-172	HOWE, STEWART & JOANN	$0.00	$670.00	$670.00
1821	ACORN VALLEY DR	4717-26-102-176	HANKINS, SUSAN N	$40.00	$40.00	$80.00
1827	ACORN VALLEY DR	4717-26-102-177	HILL, ADAM E & KATE	$40.00	$40.00	$80.00
1845	ACORN VALLEY DR	4717-26-102-180	MORGAN, MICHAEL W & VICTORIA	$40.00	$40.00	$80.00
1851	ACORN VALLEY DR	4717-26-102-181	RICHARDSON, KARIN M	$176.00	$1,111.00	$1,287.00
1905	ACORN VALLEY DR	4717-26-102-182	KUBITSKI, HAROLD JR.	$0.00	$1,035.00	$1,035.00
1934	ACORN VALLEY DR	4717-26-102-190	PRIESS, JASON & WELKER, AMBER	$40.00	$40.00	$80.00

EXHIBIT A

SIDEWALK ASSESSMENT ROLL #14-04

REPAIR AND REPLACE

ADDR	STREET	PARCEL NO	NAME	Est. Cost Owner	Est. Cost City	Estimated Total Cost
1910	ACORN VALLEY DR	4717-26-102-194	SHALOY, ROBERT D & PAMELA	$80.00	$80.00	$160.00
1904	ACORN VALLEY DR	4717-26-102-195	ARROYO, GUILLERMO & RIZA	$0.00	$1,035.00	$1,035.00
1015	STILL VALLEY DR	4717-26-102-197	TURCO, CHRISTINE L	$0.00	$935.00	$935.00
1840	ACORN VALLEY DR	4717-26-102-198	MARTINDALE, DAVID & TINA	$136.00	$136.00	$272.00
1834	ACORN VALLEY DR	4717-26-102-199	US BANK NATIONAL ASSOCIATION	$88.00	$88.00	$176.00
1828	ACORN VALLEY DR	4717-26-102-200	PARAS, RICO & MARY	$184.00	$184.00	$368.00
1810	ACORN VALLEY DR	4717-26-102-203	ABBOTT, GREGORY M & SARAH H	$88.00	$88.00	$176.00
1704	ACORN VALLEY DR	4717-26-102-206	WALLNER, LANI A.	$40.00	$40.00	$80.00
1610	ACORN VALLEY DR	4717-26-102-208	RICHARD, MICHELLE M	$88.00	$88.00	$176.00
1604	ACORN VALLEY DR	4717-26-102-209	RUPAR, KIRK & DENISE	$168.00	$168.00	$336.00
1018	OAK CLUSTER DR	4717-26-102-210	RUSSELL, CHRISTINE A	$0.00	$670.00	$670.00
	WOODED VALLEY LN	4717-26-102-212	ROLLING OAKS PARKS	$0.00	$240.00	$240.00
1734	TOWN COMMONS	4717-26-201-066	DAVIDSON, AMY R	$80.00	$80.00	$160.00
316	BROWNING DR	4717-35-101-001	TAVOLACCI, NANCY	$40.00	$40.00	$80.00
322	BROWNING DR	4717-35-101-002	HOOD, JONATHAN M	$90.00	$90.00	$180.00
412	BROWNING DR	4717-35-101-004	ROGERS, BRANDON S. & CORINNE	$40.00	$40.00	$80.00
418	BROWNING DR	4717-35-101-005	JEZIORSKI, MICHAEL	$40.00	$40.00	$80.00
424	BROWNING DR	4717-35-101-006	MARSHALL, DEBRA	$80.00	$80.00	$160.00
430	BROWNING DR	4717-35-101-007	ARTS, JOSHUA A & JENNIFER G	$170.00	$170.00	$340.00
442	BROWNING DR	4717-35-101-009	KEEFE, JOHN & THERESA	$48.00	$48.00	$96.00
443	BROWNING DR	4717-35-101-010	GRANT, WILLIAM & JUNE	$80.00	$80.00	$160.00
437	BROWNING DR	4717-35-101-011	REGNER, CRAIG & THERESE	$220.00	$220.00	$440.00
431	BROWNING DR	4717-35-101-012	MILLER, MICHAEL & ANDREA	$200.00	$200.00	$400.00
425	BROWNING DR	4717-35-101-013	VINIC, NORA E	$300.00	$300.00	$600.00
419	BROWNING DR	4717-35-101-014	ROUSE, LISA D	$288.00	$288.00	$576.00
1129	HEATHER HEATH DR	4717-35-101-018	NOWACZYK, DAVID J II & BROWN, KRIST	$50.00	$50.00	$100.00
1123	HEATHER HEATH DR	4717-35-101-019	LONSKEY, HAROLD & DEBRA	$216.00	$216.00	$432.00
404	UMBERLAND CT	4717-35-101-022	HANFLAND, JOHN	$0.00	$637.50	$637.50
440	UMBERLAND CT	4717-35-101-028	DEVET, BRIAN & DEBRA	$72.00	$72.00	$144.00
453	UMBERLAND CT	4717-35-101-031	SMITH, WILLIAM T & HOLLY B	$90.00	$90.00	$180.00
441	UMBERLAND CT	4717-35-101-033	HASH, DENNIS & STACEY	$170.00	$170.00	$340.00
435	UMBERLAND CT	4717-35-101-034	ALFORD, STEVEN & PATRICIA	$65.00	$65.00	$130.00
429	UMBERLAND CT	4717-35-101-035	DAVIS, HOWARD & JULIE	$80.00	$80.00	$160.00
423	UMBERLAND CT	4717-35-101-036	WOOD, SHARON	$40.00	$40.00	$80.00
411	UMBERLAND CT	4717-35-101-038	COOK, THERESA & ROBERT	$40.00	$40.00	$80.00
1073	HEATHER HEATH DR	4717-35-101-039	GATES, ROBERT L & ARLENE M TRUST	$220.00	$830.00	$1,050.00

EXHIBIT A

SIDEWALK ASSESSMENT ROLL #14-04

REPAIR AND REPLACE

ADDR	STREET	PARCEL NO	NAME	Est. Cost Owner	Est. Cost City	Estimated Total Cost
1067	HEATHER HEATH DR	4717-35-101-040	ZIEGEL, HOWARD W. AND ROSE MARY	$220.00	$220.00	$440.00
1061	HEATHER HEATH DR	4717-35-101-041	BREWER, LEISA	$50.00	$50.00	$100.00
1055	HEATHER HEATH DR	4717-35-101-042	STOREY, JOHN & CHAPMAN, LYNN M	$50.00	$50.00	$100.00
1043	HEATHER HEATH DR	4717-35-101-044	GRULKE, GALEN & PATRICIA	$90.00	$90.00	$180.00
1037	HEATHER HEATH DR	4717-35-101-045	HYDEN, WILLIAM & JANE	$160.00	$160.00	$320.00
1031	HEATHER HEATH DR	4717-35-101-046	LANGE, THOMAS E & JOYCE	$200.00	$200.00	$400.00
1025	HEATHER HEATH DR	4717-35-101-047	HOUSE, SCOTT A	$195.00	$195.00	$390.00
1019	HEATHER HEATH DR	4717-35-101-048	MASON,MICHAEL & RIMINI,ROBERT	$40.00	$40.00	$80.00
1013	HEATHER HEATH DR	4717-35-101-049	MAKI, ROBERT E & TONYA M	$40.00	$40.00	$80.00
1012	HEATHER HEATH DR	4717-35-101-050	NORRIS, CONNIE	$95.00	$95.00	$190.00
1018	HEATHER HEATH DR	4717-35-101-051	PARSONS, SHERI	$293.00	$293.00	$586.00
1024	HEATHER HEATH DR	4717-35-101-052	PAGELS, ROBERT & KAY	$80.00	$80.00	$160.00
1036	HEATHER HEATH DR	4717-35-101-054	BARNWELL, SARA E	$130.00	$130.00	$260.00
1048	HEATHER HEATH DR	4717-35-101-056	BRUNNER, DONALD & PATRICIA	$120.00	$120.00	$240.00
1054	HEATHER HEATH DR	4717-35-101-057	NOEL, DALE THOMAS & MARY	$100.00	$100.00	$200.00
1060	HEATHER HEATH DR	4717-35-101-058	GONIEA, EMERY & NANCY	$80.00	$80.00	$160.00
1066	HEATHER HEATH DR	4717-35-101-059	ACKERMAN, DOUGLAS & LAURIE	$40.00	$40.00	$80.00
1108	HEATHER HEATH DR	4717-35-101-061	FARMER, DUANE & TERESA	$50.00	$50.00	$100.00
1114	HEATHER HEATH DR	4717-35-101-062	GWINN, DARRELL & DANIELLE	$110.00	$110.00	$220.00
1120	HEATHER HEATH DR	4717-35-101-063	KNAPP, ANDREW J & TINA M	$158.00	$158.00	$316.00
1126	HEATHER HEATH DR	4717-35-101-064	MARSHALL, CHRISTOPHER A & TERESA L	$130.00	$130.00	$260.00
1132	HEATHER HEATH DR	4717-35-101-065	MILLER, KERRI R	$216.00	$216.00	$432.00
1138	HEATHER HEATH DR	4717-35-101-066	VELIANOFF, PAMELA	$40.00	$40.00	$80.00
1144	HEATHER HEATH DR	4717-35-101-067	MAYERNIK, MICHAEL J	$40.00	$975.00	$1,015.00
413	BROWNING DR	4717-35-101-068	GUBBINS, RICHARD A II	$50.00	$50.00	$100.00
407	BROWNING DR	4717-35-101-069	MURAD, HAMID, ANTHONY I, MARYAN	$290.00	$1,250.00	$1,540.00
703	GRAND RIVER W	4717-35-202-066	PHIPPS, PAUL & TUCK, KATHRYN A	$373.50	$373.50	$747.00
109	BROWNING DR	4717-35-401-001	TIMMERMANN, AMY M & TIMMERMANN, NED	$592.00	$592.00	$1,184.00
115	BROWNING DR	4717-35-401-002	FIRST UNITED METHODIST CHURCH	$380.00	$380.00	$760.00
123	BROWNING DR	4717-35-401-003	HONEY, ALLAN J	$260.00	$260.00	$520.00
131	BROWNING DR	4717-35-401-004	MARSHALL, SUMMER WILLIAMS	$420.00	$420.00	$840.00
139	BROWNING DR	4717-35-401-005	KRUEGER, JUDITH A	$80.00	$80.00	$160.00
211	BROWNING DR	4717-35-401-006	KETCHEL, JAMES P & KAREN J	$160.00	$1,045.00	$1,205.00
1144	BRAEVIEW	4717-35-401-007	BROWN, RUSSELL	$430.00	$430.00	$860.00
1136	BRAEVIEW	4717-35-401-008	EISELE, MICHAEL & JENNIFER	$150.00	$150.00	$300.00

EXHIBIT A

SIDEWALK ASSESSMENT ROLL #14-04

REPAIR AND REPLACE

ADDR	STREET	PARCEL NO	NAME	Est. Cost Owner	Est. Cost City	Estimated Total Cost
1128	BRAEVIEW	4717-35-401-009	JOHN, VINCENT	$260.00	$260.00	$520.00
1120	BRAEVIEW	4717-35-401-010	KING, ROSEMARY	$130.00	$130.00	$260.00
1106	BRAEVIEW	4717-35-401-012	PEARCE, JOHN L. & ARNETT, MARILYN	$255.00	$255.00	$510.00
1060	BRAEVIEW	4717-35-401-013	WARFIELD, BOBBY J & JENNIFER L	$350.00	$350.00	$700.00
1054	BRAEVIEW	4717-35-401-014	SIPPLE, JOSEPH S	$328.00	$328.00	$656.00
1046	BRAEVIEW	4717-35-401-015	HOWELL CHURCH OF CHRIST	$520.00	$520.00	$1,040.00
1038	BRAEVIEW	4717-35-401-016	CHARRON, PAULINE A	$290.00	$290.00	$580.00
1020	BRAEVIEW	4717-35-401-018	SYPEN, JAY JR	$120.00	$120.00	$240.00
1012	BRAEVIEW	4717-35-401-019	NIENDORF, LINDA	$610.00	$610.00	$1,220.00
1002	BRAEVIEW	4717-35-401-020	RODOCKER, LORI	$188.00	$188.00	$376.00
924	BRAEVIEW	4717-35-401-021	STEINBERGER, PAUL & MARGARET	$770.00	$770.00	$1,540.00
916	BRAEVIEW	4717-35-401-022	FUENTES, ELYSE	$384.00	$384.00	$768.00
405	ABERDEEN WAY	4717-35-401-023	MILNER, NONA TRUST	$984.00	$1,734.00	$2,718.00
413	ABERDEEN WAY	4717-35-401-024	CHAFY, MARIE	$296.00	$296.00	$592.00
421	ABERDEEN WAY	4717-35-401-025	VAN BLARICUM, LLOYD & BETTE	$200.00	$200.00	$400.00
501	ABERDEEN WAY	4717-35-401-026	GAUCHER, MELISSA A	$240.00	$240.00	$480.00
507	ABERDEEN WAY	4717-35-401-027	MIMNAUGH, JOHN A & TIFFANY M MIMNAU	$240.00	$240.00	$480.00
515	ABERDEEN WAY	4717-35-401-028	WILLIAMS, SARAH R	$350.00	$350.00	$700.00
521	ABERDEEN WAY	4717-35-401-029	SCHLAACK, MICHAEL & SUSAN	$480.00	$480.00	$960.00
522	ABERDEEN WAY	4717-35-401-030	MAHER, RAYMOND J & KATHLEEN M	$210.00	$210.00	$420.00
514	ABERDEEN WAY	4717-35-401-031	COWELS, MARK & ZAJAC, PATRICIA	$400.00	$400.00	$800.00
510	ABERDEEN WAY	4717-35-401-032	CLARK, SCOTT & DENISE	$586.00	$586.00	$1,172.00
420	ABERDEEN WAY	4717-35-401-033	KAAKE, MEILIN TRUST	$560.00	$1,145.00	$1,705.00
408	ABERDEEN WAY	4717-35-401-034	JONES, CHRISTOPHER	$1,058.00	$1,058.00	$2,116.00
1011	BRAEVIEW	4717-35-401-035	MCARTHUR, DIANA	$90.00	$90.00	$180.00
1017	BRAEVIEW	4717-35-401-036	WILSON, DIANE L	$480.00	$480.00	$960.00
1023	BRAEVIEW	4717-35-401-037	HAYES, CHANTAL M	$400.00	$400.00	$800.00
1031	BRAEVIEW	4717-35-401-038	FUHRMANN, SARAH	$120.00	$120.00	$240.00
1037	BRAEVIEW	4717-35-401-039	PERRY FAMILY TRUST	$400.00	$400.00	$800.00
1043	BRAEVIEW	4717-35-401-040	HOULE, JOEI L.	$160.00	$160.00	$320.00
1057	BRAEVIEW	4717-35-401-042	TURNBULL, JENNIFER	$100.00	$100.00	$200.00
1103	BRAEVIEW	4717-35-401-043	HUTTON, DELORIS C	$320.00	$1,040.00	$1,360.00
1109	BRAEVIEW	4717-35-401-044	ULMAN, GERALD K & ANDREA D	$400.00	$400.00	$800.00
1117	BRAEVIEW	4717-35-401-045	LIGHT, ANGELA	$290.00	$290.00	$580.00
1125	BRAEVIEW	4717-35-401-046	PACE, GARY	$120.00	$120.00	$240.00
1133	BRAEVIEW	4717-35-401-047	BYRNES, KEVIN & LORI	$135.00	$135.00	$270.00

EXHIBIT A

SIDEWALK ASSESSMENT ROLL #14-04

REPAIR AND REPLACE

ADDR	STREET	PARCEL NO	NAME	Est. Cost Owner	Est. Cost City	Estimated Total Cost
1139	BRAEVIEW	4717-35-401-048	LAM, LUONG & LE, BICH	$330.00	$330.00	$660.00
1147	BRAEVIEW	4717-35-401-049	BLANCHARD, THOMAS M & ERIN L	$738.00	$1,398.00	$2,136.00
310	BROWNING DR	4717-35-401-050	NADEAU, MICKEAL & MARY	$80.00	$80.00	$160.00
210	BROWNING DR	4717-35-401-056	BOVEE, STUART & MARILYN	$368.00	$368.00	$736.00
142	BROWNING DR	4717-35-401-057	SCHULTZ, KIRK A & ABIGAIL G A	$464.00	$464.00	$928.00
134	BROWNING DR	4717-35-401-058	HAMPTON, W ROBERT & MIECHIELS JANET	$360.00	$360.00	$720.00
126	BROWNING DR	4717-35-401-059	STEWART, CAROLYN (CALHOUN)	$136.00	$136.00	$272.00
118	BROWNING DR	4717-35-401-060	HOLLADAY, CONNIE	$80.00	$80.00	$160.00
110	BROWNING DR	4717-35-401-061	COX, JAMES & MARCIA	$240.00	$240.00	$480.00
	BROWNING DR	4717-35-401-062	SOUTHWEST SCHOOL	$560.00	$560.00	$1,120.00
704	CRANE W	4717-35-403-049	PRUITT, LORRIE K	$120.00	$120.00	$240.00
325	LAKE	4717-36-103-034	CRAWFORD, PAUL D	$200.00	$200.00	$400.00
227	COURT N	4717-36-103-046	EVANS, JURATE L & MORIARTY, GARNET	$437.50	$437.50	$875.00
402	MICHIGAN S	4717-36-303-024	SPALDING, ROBRET A/LLC	$0.00	$1,035.00	$1,035.00
314	CLINTON E	4717-36-308-066	SPALDING, ROBRET & JENNIFER	$593.75	$593.75	$1,187.50
326	CLINTON E	4717-36-308-067	326 EAST CLINTON LLC	$287.50	$287.50	$575.00
316	CHESTNUT N	4717-36-403-049	SCHULTZ, ROBERTA ET AL	$235.00	$235.00	$470.00
				$38,746.25	**$66,718.75**	**$105,465.00**

* Estimated square footage of 4" sidewalk @ $5.00 per SF / of 6" sidewalk @ $6.00 er SF.

City of Howell Share - $66,718.75

Property Owner Share - $38,746.25

CITY OF HOWELL
MEMORANDUM

TO: MAYOR & CITY COUNCIL

FROM: ERV SUIDA, DPS DIRECTOR

DATE: FEBRUARY 18, 2014

RE: HOWELL STANDARDS AND DETAILS PROPOSAL

Over the past several years Staff and I have been looking into revising and updating our construction specifications into engineering design standards and detail sheets. The current specifications are out of date, conflict with current ordinances, violate changing regulatory rules and are not user friendly. The last substantial update was 1995 with minor modifications made in 2001. These conflicts and inadequacies make simple tasks extremely difficult and require multiple reviews of various ordinances, rules and documents necessary.

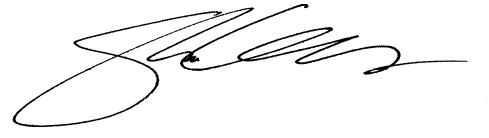
As our staff levels continue to shrink, having the proper information for potential developers, utility companies and our current residents is extremely important. The goal is to have standards that incorporate everything necessary for a multi-million dollar development or a resident pulling a sewer permit. The information should be ready and available, with clear and accurate information. The need for this work has been discussed over the past several years with it becoming more evident since the DPS has taken over the utility and ROW permitting.

Staff and I have taken some time to look at similar work HRC has performed for other communities and are extremely impressed with the level of detail and simplicity of use for both staff and the customer. As an example you can visit http://www.cityoffenton.org/pages/Engineering-Standards/8. I am comfortable recommending using HRC to provide this service for their proposed amount. Funds are available in the major and local funds in the storm sewer management department along with the water and sewer systems departments.

ACTION REQUESTED:

A motion to authorize HRC to develop engineer design standards, detail sheets and ROW permitting details for an estimated amount not to exceed $13,950.00.

REVIEWED & APPROVED FOR SUBMISSION:



Shea Charles, City Manager

HUBBELL, ROTH & CLARK, INC
Consulting Engineers

Principals
George E. Hubbell
Thomas E. Biehl
Walter H. Alix
Peter T. Roth
Keith D. McCormack
Nancy M.D. Faught
Daniel W. Mitchell
Jesse B. VanDeCreek
Roland N. Alix

Senior Associates
Gary J. Tressel
Kenneth A. Melchior
Randal L. Ford
William R. Davis
Dennis J. Benoit

Associates
Jonathan E. Booth
Michael C. MacDonald
Marvin A. Olane
Robert F. DeFrain
Marshall J. Grazioli
Thomas D. LaCross
James F. Burton
Jane M. Graham
Donna M. Martin
Charles E. Hart

February 5, 2014

City of Howell
611 East Grand River Avenue
Howell, MI 48843

Attn: Mr. Ervin Suida, DPS Director

Re: Engineering Services Proposal
Engineering Design Standards & Detail Sheets HRC Job No. 20100120.86
City of Howell

Dear Mr. Suida:

Per your request, this office has prepared the following proposal to update the existing City Engineering Design Standards, create new Construction Detail Sheets and City right-of-way (ROW) Permitting Detail Sheets. Our scope of work will include updating/creating the following documents:

Engineering Design Standards

Design Standards are intended to be used by the developer and their engineer to understand what the City of Howell is expecting their plans to include during the plan review process. We will be preparing a document that will include the City's current standards on the following sections:

- General
- Storm sewers
- Detention/retention
- Storm water quality management (including BMPs for MS4/Phase II Requirements)
- Paving – streets, driveways, sidewalks and safety paths
- Water mains
- Sanitary sewers
- Grading
- Record drawings (a.k.a. as-builts)

We will also create standard easement forms for public water main and sanitary sewer installations and prepare standard detention/retention basin maintenance agreements. These agreements, once executed by the developer, will afford the City the ability to require proper maintenance of detention/retention facilities. They will allow the City to take corrective action on the basin should the developer/association fail to do so. The agreements provide a provision for the City to be reimbursed for costs associated with this work should the intervention from the City of Howell be necessary.

105 W. Grand River
Howell, Michigan 48843
Telephone 517 552 9199 **Fax** 517 552 6099
www.hrc-engr.com

Construction Standard Detail Sheets

Construction Standard Detail Sheets are intended to be attached to the approved set of plans and provide the developer's contractor with information on the City's requirements for utility installation and construction materials. We will be preparing standard details sheets on the following infrastructure items:

- Water mains
- Storm sewers
- Sanitary sewers
- Paving / sidewalks / safety paths

The construction details will be formatted on 24" x 36" plan sheets for each utility so that the applicable sheets can be easily attached to the approved set of construction plans. We have found that this minimizes conflicts in the field during construction, when the contractor orders materials and during the installation of the utilities.

ROW Permitting

HRC will prepare a set of 8½ x11 standard details that will be geared more toward "residential type work" within the City public road ROW. HRC will prepare sheets that include general details, specification and construction information on:

- Sidewalks
- Safety paths
- Driveways
- Road repair
- Curb & gutter removal/replacement
- Restoration

All of our work product will be supplied to the City of Howell in an electronic form so that they may be posted on the City's web site and be readily accessible for developers, their engineers and contractors.

We estimate that it will take approximately 110 to 130 hours to complete the work outlined above. We recommend the City establish a budget of $13,950 to complete this task. We will invoice the City on an hourly basis up to this amount, and it will not be exceeded without your authorization.

This office stands ready to commence work immediately upon being authorized and we expect that draft design standards and detail sheets would be ready for City review within four to six weeks.

If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.

Jonathan Booth, P.E.

JB/jb

pc: City of Howell; S. Charles
HRC; N. Faught, M. Darga, file

CITY OF HOWELL
MEMORANDUM

TO: MAYOR & CITY COUNCIL

FROM: ERV SUIDA, DPS DIRECTOR

DATE: FEBRUARY 18, 2014

RE: HIGH SERVICE BUILDING MAGMETER PURCHASE

The Howell Water Plant has budgeted funds in this fiscal year to replace the current effluent flow differential pressure flow meter, and upgrading it to an electromagnetic (magmeter) flow meter. This meter is located in the High Service Building and monitors ALL effluent flow leaving the ground storage reservoir and entering into the City's distribution system. The current differential pressure system has been in service since the plant startup in 1992. The current flow meter though still working has become more difficult to keep accurate, even with it being looked at and calibrated regularly throughout its lifetime. This new magmeter is a "Mount-Anywhere" style from Toshiba and meets the specific straight pipe restrictions that our flow meter location provides.

Staff has developed an RFP to seek sealed bids from qualified and reputable firms. The City received four proposals and publicly opened them on February 5, 2014 at 2:00 pm, they are as follows:

Archer Instrument & Control Cohoctah, MI	$ 11,971.00
Martin Control Services, Inc. Farmington Hills, MI	$ 12,500.00
T.H. Eifert Lansing, MI	$ 16,370.00
J.F. Cavanaugh Company Farmington Hills, MI	$ 21,900.00

Superior Fluid Systems and Peerless Midwest provided NO BID.

Based on the proposal staff is very comfortable recommending Archer Instrument & Controls of Cohoctah, to supply and perform the work. We currently have $15,000 budgeted in line item 591-564-970.000 for this project.

ACTION REQUESTED:

Approve Archer Instrumentation & Controls, Cohoctah Michigan to provide a Toshiba 16" Magmeter and perform the Mechanical work as described in Quote # 02042014TB Howell in the amount not to exceed $11,971.00.

REVIEWED & APPROVED FOR SUBMISSION:



Shea Charles, City Manager

BUDGETED & AVAILABLE:

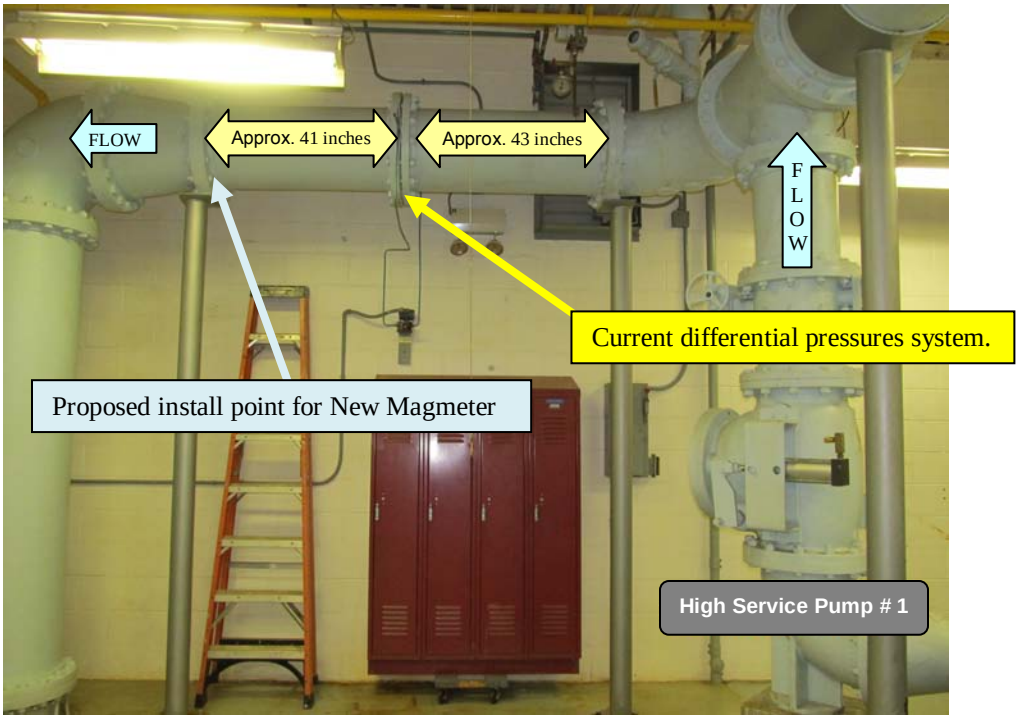


Catherine M. Stanislawski, Treasurer

HIGH SERVICE BUILDING



MAGMETER INSTALLATION



City of Howell = RFP#: 2-WTP-14
High Service Building Flow Meter Purchase & Installation

Company	Quoted Price	Information		Place	Grand TOTAL
Archer Instr. & Control Tim Bulbuk **Cohoctah, MI**	$ 7,326.00	Meter	Toshiba 16 inch Meter Series Model LF65QL1BECAAF2	**1**	$ 11,971.00
	$ 245.00	Shipping	0 downstream / 1.5 upstream = straight pipe requirements Includes Training		
	$ 4,400.00	Installation	North Star Installation, Pinckney MI & Power Process Piping, Plymouth MI		
Martin Control Services, Inc. Vincent Astorino **Farmington Hills MI**	$ 3,745.00	Meter	supplied by: SW Controls Inc., Mike Tedrow / Pete Howard	**2**	$ 12,500.00
	$ 200.00	Shipping	16 inch ABB WaterMaster FEW315, Includes training 2 downstream / 5 upstream = straight pipe requirements		
	$ 8,555.00	Installation	De Cal, Inc, Warren MI		
T.H. Eifert Tim Somerville **Lansing MI**	$ 9,600.00	Meter	Siemens Meter supplied by Hesco	**3**	$ 16,370.00
	Included	Shipping	Siemens Meter, SITRANS F M MAG 5100W meter by Siemens ? downstream / ? upstream = straight pipe requirements		
	$ 6,770.00	Installation	by T.H. Eifert, Lansing MI		
J.F. Cavanaugh Company Jerry Schmitt **Farmington Hills, MI**	$ 13,650.00	Meter	supplied by: Forberg Scientific, Robert James, Troy MI.	**4**	$ 21,900.00
	$ 250.00	Shipping	Endress+Hauser Meter / Promag 10W4H, DN400 16", 2 downstream / 5 upstream = straight pipe requirements		
	$ 8,000.00	Installation	by J.F. Cavanaugh Company, Farmington Hills MI		
~~**Superior Fluid Systems**~~ ~~Duane Brow~~ ~~**Riverview, MI**~~		Meter	**NO BID** Time Constraints on their part.	-	$ -
		Shipping			
		Installation			
~~**Peerless Midwest**~~ ~~Steve Studer~~ ~~**Ionia MI**~~		Meter	**NO BID** manufacture supplie of their flowmeter will not meet the upstream / downstream pipe diameter for this project.	-	$ -
		Shipping			
		Installation			
RFP#: 2-WTP-14 **Closing Feb. 5, 2014 2:00 PM**					

HOWELL
MICHIGAN

Water Treatment Plant 150 Marion Street · Howell, MI 48843 · (517) 546-5309 · FAX: (517)517-6019

1/15/2014

Dear Contractor / Supplier,

The City of Howell is seeking a sealed bid Request for Proposal (RFP) for purchase of a 16 inch Magmeter and meter installation. This is being done through one RFP.

This RFP is issued by invitation only.

We would like to have this project done this winter/spring or as soon as possible. Because this Magmeter installation affects the sole water supply to the City distribution system, time is critical for the continued fresh water supply to the City of Howell; this must be a turn-key operation and MUST happen in a timely manner.

We strongly recommend you plan a site visit, especially for the meter installation. Call Jim Webster or Brian Anderson at 517-546-5309 at the Water Plant to schedule.

Please deliver RFP to Howell City Hall Clerk office 3rd Floor (M-F 8:00am – 5:00 pm) or mail your sealed RFP to the City of Howell Clerks Office at 611 E. Grand River Ave. Howell MI, 48843, attention "City Clerk" with the Project name "HSB Flow Meter Purchase & Installation" & RFP Number "2-WTP-14" clearly marked on the envelope. RFP's must be received prior to the RFP deadline & bid opening which is February 5, 2014 at 2:00 PM. All of this information is located on page 2 of the RFP.

Sincerely

Jim Webster, Operations Manager
City of Howell Water Treatment Plant

City of Howell

Request for Proposal (RFP)

For

Water Treatment Plant
High Service Building 16” Flow Meter
Purchase & Installation

RFP #: 2-WTP-14

Overview

The RFP process invites suppliers to submit competitive bids for project work or products. This process encourages competition and provides prospects with fair and honest dealings with suppliers.

This RFP is issued by invitation only.

Proposal Information

This section identifies a scope of work so bidders can provide an accurate proposal.
If bidder requires clarification or additional information they must contact the projects manager in writing (email acceptable). This information, if pertinent to the bid will be sent to all other proposal holders.

Project Name	RFP Deadline & Bid Opening	RFP #
High Service Building 16" Flow Meter Purchase & Installation	**February 5, 2014 @ 2:00 PM**	**2-WTP-14**

Request summary

The City of Howell is seeking **sealed bids** for switching from the current differential pressure flow meter in the high service building with a 16" Magmeter. This bid is for the purchase of the 16" meter.

Scope

Submit quote using the following scope of work, alternates or additions to this scope must be clearly identified as such on the proposal. **All bids must show cost breakdowns & labor in detail.**

Scope of Work

MAGMETER PURCHASE - SCOPE OF WORK:

The City of Howell is switching from the current differential pressure flow meter to a 16" Electromagnetic Flow Meter (Magmeter) located in the High Service Building. This meter measures all water leaving the ground storage reservoir entering the City's distribution system. This section of the RFP is for the purchase of the meter with the installation scope of work found below.

Vendor shall furnish magnetic flow meter and all appurtenant materials, equipment, suitable for potable cold water pumping, complete and operable in accordance with manufacturer's requirements & recommendations. Meter and attachment parts in contact with drinking water supply shall be certified as suitable for contact with potable water in compliance with **ANSI/NSF Standard 61, Drinking Water System Components.**

SPECIFICATIONS:

At a minimum, the RFP shall include:

1. Brief overview (two pages maximum) of the proposed equipment,
2. Product description,
3. Detailed specifications,
4. Installation and installation planning requirements,
5. Description of operation (including necessary programming requirements),
6. Training on equipment following installation,
7. Support or Technical Assistance,
8. Warranty terms. A full copy of the meter and register warranty shall be provided with bid submittal

The meter must have the ability to electronically rotate the display. This meter is located 10 feet off the ground and the meter is to be mounted with display on the bottom of the meter with proper orientation so as to be readable from the floor.

Wiring requirements – contractor must install the meter.

Output signal: 4-20 mA

Scaling: 0 – 5 MGD or agreed upon scale with the City of Howell Water Plant.

Straight pipe requirements: with meter location - there is approx. 3 - 4 feet upstream and 0 feet downstream. See picture below with approximate dimensions.

Grounding rings to be included in quote.

This meter is located in a building with VFD's. Electrical suppression is required.

MAGMETER INSTALLATION - SCOPE OF WORK:

The City of Howell is switching from the current differential pressure flow meter to a 16" Electromagnetic Flow meter (Magmeter) located in the High Service Building. This meter measures all water leaving the ground storage reservoir entering the City's distribution system. This section of the RFP is for the Installation of the purchased meter found above.

SPECIFICATIONS:

At a minimum, the RFP shall include:

1. Brief overview of the proposed installation process (including time frame),
2. Description of spool piece proposed,
3. Detailed specifications,

Because this Magmeter installation affects the sole water supply to the City distribution system, time is critical for the continued fresh water supply to the City of Howell; this must be a turnkey operation and MUST happen in a timely manner.

Spool piece to be supplied by the installer. This spool must be a solid flanged type; no type of mega-flanged or flanged adapter is to be used.

Contractor will be responsible for providing proper type & length of spool piece for fitment.

Contractor will supply all required hardware for installation (nuts, bolts, gaskets, misc. pipe fittings etc.).

Wiring requirements – contractor must install the meter.

This meter is located 10 feet off the ground and the meter is to be mounted with display on the bottom of the meter with proper orientation so as to be readable from the floor.

Contact the Water Plant @ 517-546-5309 to set up a site visit.

Reservation of Rights:

This request for proposals is a solicitation for bid and not an offer to contract. The City reserves the right to reject any and all proposals. The City retains the right to abandon or terminate the RFP process at its discretion at any time. The City further reserves the right to issue clarifications and other directives concerning this request for proposals, to require clarification or further information with respect to any proposal, and to determine the final terms of any contract. Interviews may be required by the City with selected Contractors to clarify Contractor proposals. Acceptance of any proposal will be based upon factors including, but not limited to: costs for service, completeness of proposal, thoroughness of information provided, prior experience, installation warrantee, and customer service standards.

Project Management: City Howell Contact information for people in charge of this proposal.

Project Manager/ mailing address		
Jim Webster, WTP Operations Manager **and/or** Brian Anderson, Maintenance Coordinator		
Contact Information		
Email	**Phone #**	**Fax#**
jwebster@ci.howell.mi.us banderson@ci.howell.mi.us	517-546-5309	517-546-6019

Proposal Sheet **(This portion to be filled out by the bidder)**

Contractor / Supplier Company Name (Please provide complete name for the business).
Installation Contractor Company Name (Please provide complete name for the business).

Provide the contact information of the person responsible for this RFP who is authorized by this company to execute an agreement with the City of Howell.

Contact information		
Name	address	Email / phone numbers

Contractor or Supplier shall include a **separate proposal sheet on their company letterhead** that **identifies the scope of work and the cost breakdown** for each task. Bidder shall include the total cost of the work as outlined in their proposal sheet in the appropriate box below. Any options to this RFP by the Bidder shall be entered as an option with the associated cost spelled out below.

Magmeter Project	Company proposal number	TOTAL COST FROM PROPOSAL
NEW MAGMETER		$
Shipping		
Cost to SHIP meter to the Water Plant (150 Marion Street, Howell MI 48843)		$
Installation	**Company Name of Installer**	
INSTALLATION of above purchased meter		$
		Grand Total
GRAND TOTAL	TOTAL PROJECT (Meter, Shipping & Installation)	$

Schedule

Bidder is required to submit start dates, delivery dates and completion dates as outlined below. The City may reject a bid if these dates do not meet the needs as outlined within the scope of work.

Project	Project Start / delivery date	Completion Date / Work Days

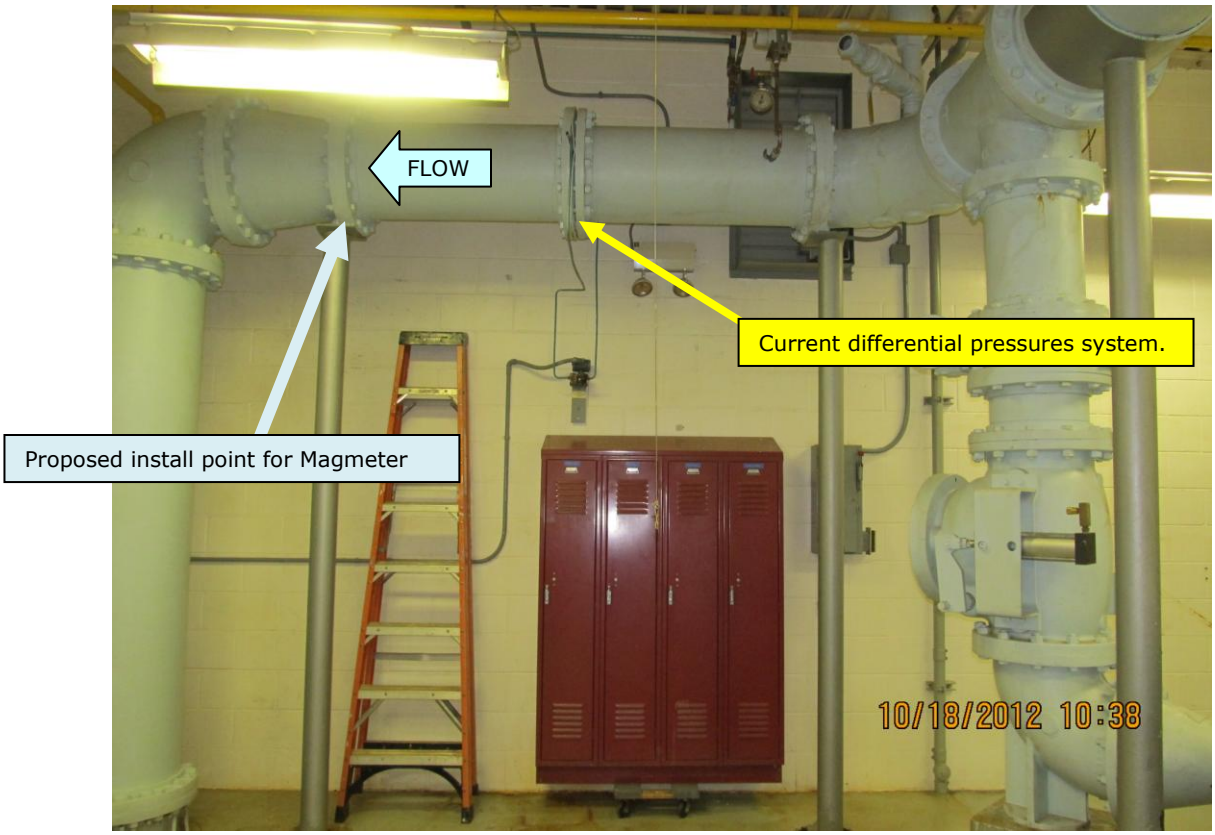
Delivery

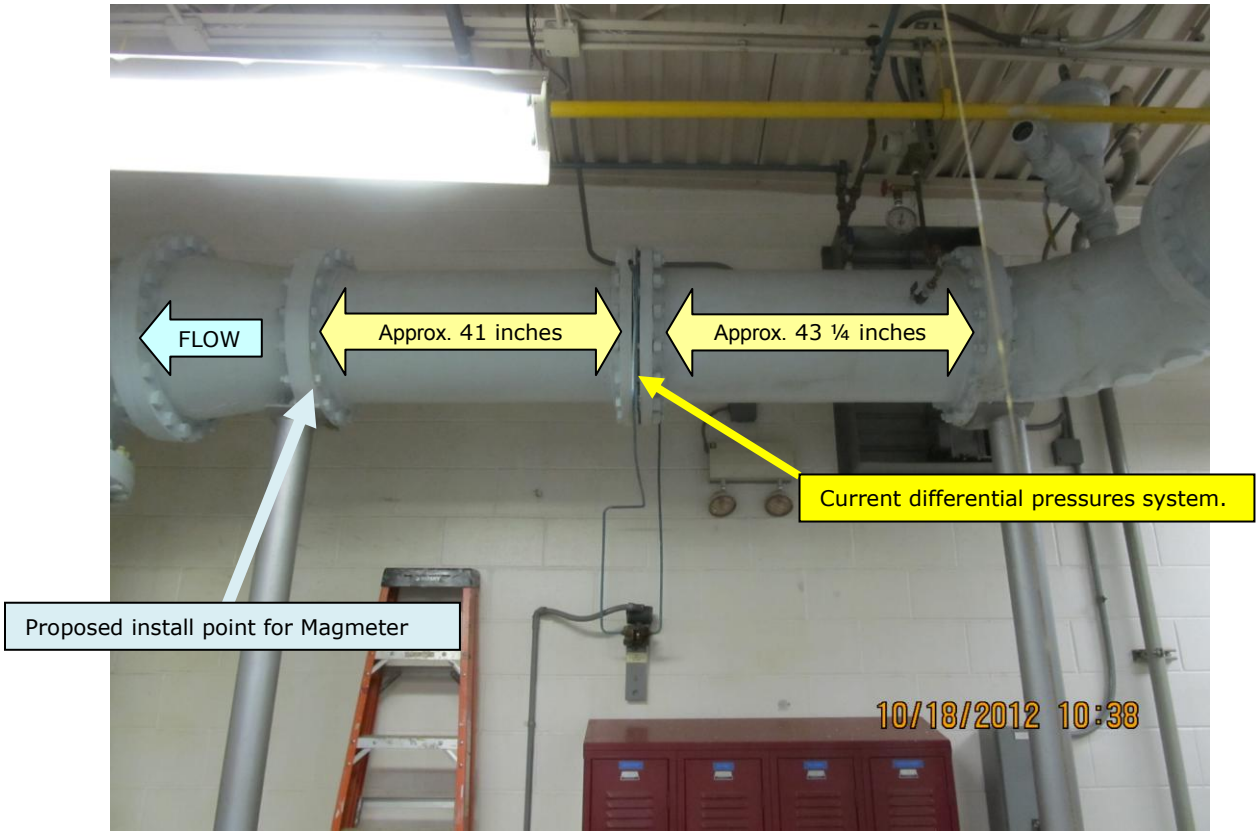
Please deliver or Mail your sealed RFP to the City of Howell Clerks Office at 611 E. Grand River Ave. Howell MI, 48843, attention to "City Clerk" with the *Project name* clearly marked on the envelope. RFP must be received prior to the date and time identified as the RFP deadline. This information is located on sheet one of this proposal.

Acknowledgement
The Contractor / Supplier acknowledge that this is a request for proposals and not an agreement to perform or supply work or materials. Once the City selects the successful bidder and council approves the RFP the City and Contractor / Supplier shall enter a contractual agreement to provide the services as outlined within the successful Bidders proposal. Bidders may also be required to submit at a minimum the following insurance requirements:
Insurance certificates: General Liability PD $500,000/500,000, PL $500,000/500,000, with the City of Howell as added insured on the policy. Not as certificate holder.

Workmen's Compensation - Michigan Statutory or acceptable in Michigan as full and exclusive coverage.
Proof of insurance on trucks and equipment.

Signature	Printed name	Date


FLOW
Current differential pressures system.
Proposed install point for Magmeter
10/18/2012 10:38


FLOW
Approx. 41 inches
Approx. 43 ¼ inches
Current differential pressures system.
Proposed install point for Magmeter
10/18/2012 10:38

Proposal Sheet **(This portion to be filled out by the bidder)**

Contractor / Supplier Company Name (Please provide complete name for the business)
Archer Instrumentation & Controls (Toshiba rep)
Installation Contractor Company Name (Please provide complete name for the business)
Northstar Instrumentation / & Power Process Piping
Electrical / Mechanical

Provide the contact information of the person responsible for this RFP who is authorized by this company to execute an agreement with the City of Howell.

Contact information		
Name	address	Email / phone numbers
Tim Bulbuk	2280 Byron LN Howell	archerinst@yahoo.com 517-304-2663 *

Contractor or Supplier shall include a **separate proposal sheet on their company letterhead** that **identifies the scope of work and the** for each task. Bidder shall include the total cost of the work as outlined in their proposal sheet in the appropriate box below. Any options to this RFP by the Bidder shall be entered as an option with the associated cost spelled out below.

Magmeter Project	Company proposal number	TOTAL COST FROM PROPOSAL
NEW MAGMETER	02042014TB1	$ 7,326 *
Shipping		
Cost to SHIP meter to the Water Plant (150 Marion Street, Howell MI 48843)		$ 245.00
Installation	Company Name of Installer	
INSTALLATION of above purchased meter		$ 4400.00
		Grand Total
GRAND TOTAL	TOTAL PROJECT (Meter, Shipping & Installation)	$ 11,971.00

option - Deduct 74.00 for remote mount style Meter. (Extra discount for IN stock item Delivery)
Also * Incl 480.00 for training (1 Day)

Toll Free: 888-604-5508
archerinst@yahoo.com

Schedule

Bidder is required to submit start dates, delivery dates and completion dates as outlined below. The City may reject a bid if these dates do not meet the needs as outlined within the scope of work.

Project	Project Start / delivery date	Completion Date / Work Days
2-WTP-14	3 wks ARO (March 7th)	March 7th, 2014

Delivery

Please deliver or Mail your sealed RFP to the City of Howell Clerks Office at 611 E. Grand River Ave. Howell MI, 48843, attention to "City Clerk" with the *Project name* clearly marked on the envelope. RFP must be received prior to the date and time identified as the RFP deadline. This information is located on sheet one of this proposal.

Acknowledgement
The Contractor / Supplier acknowledge that this is a request for proposals and not an agreement to perform or supply work or materials. Once the City selects the successful bidder and council approves the RFP the City and Contractor / Supplier shall enter a contractual agreement to provide the services as outlined within the successful Bidders proposal. Bidders may also be required to submit at a minimum the following insurance requirements:
Insurance certificates: General Liability PD $500,000/500,000, PL $500,000/500,000, with the City of Howell as added insured on the policy. Not as certificate holder.

Workmen's Compensation - Michigan Statutory or acceptable in Michigan as full and exclusive coverage.
Proof of insurance on trucks and equipment.

Signature	Printed name	Date
[signature]	Tim Bulbuk	02/04/2014

Scope overview: Project 2-WTP-14

We propose to furnish labor, materials, equipment, tools, consumables and supervision required to complete the installation of a 16" Electromagnetic Flow Meter and a 16" X 24" Ductile Iron Flange by Flange spool piece at the City of Howell, High Service Building, Howell, Michigan as detailed in the project documents as prepared by the City of Howell.

Product description
Toshiba magnetic flowmeters have lead by innovation, pioneering the Mount Anywhere(tm) uniform magnetic field technology which greatly reduces the amou8int of upstream and downstream piping required for an excellent and repeatable flow measurement.
We propose a mountAnywhere style meter with the new style converter incl rate and totalizer flow along with a spool pc that together will replace a section of piping in the High Service building.
The 4-20 ma output signal from the meter to the city's SCADA system. It will give an accurate flow measurement and will replace the older differential pressure device.
The power supply wiring and signal wiring of the exisitng D/p cell xmtr will be used.

TOSHIBA
Leading Innovation >>>

Toshiba International Corporation 10 Year Warranty Policy

This warranty statement is applicable to the following listed products only.

Magnetic Flow Meters:

LF6** Series Converters
LF4** Series Detectors
GF6** Series Detectors

THE TERM "COMPANY" AS HEREAFTER USED MEANS TOSHIBA INTERNATIONAL CORPORATION

WARRANTY: Unless a different warranty is stated herein or is affixed to the equipment, parts or software described herein by the manufacturer thereof or the Company or is specified in writing in any maintenance or operating instructions pertaining to such equipment, the Company warrants that all equipment, parts and software described herein and sold by the Company to the Purchaser will be free from defects in materials and workmanship. THIS WARRANTY SHALL EXPIRE ONE HUNDRED AND TWENTY (120) MONTHS AFTER THE DATE ON WHICH SUCH EQUIPMENT AND PARTS (EXCLUDING REPAIRED OR REPLACEMENT EQUIPMENT AND PARTS FURNISHED PURSUANT TO THIS WARRANTY) ARE SHIPPED BY THE COMPANY TO THE INITIAL PURCHASER. **THERE ARE NO OTHER WARRANTIES WHETHER EXPRESS, IMPLIED, STATUTORY OR OTHERWISE WHICH EXTEND BEYOND THE ABOVE DESCRIPTION HEREOF, INCLUDING WITHOUT LIMITATION, IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. ADDITIONALLY, PURCHASER ACKNOWLEDGES THAT THE COMPANY'S GENERAL LITERATURE AND PRODUCT INFORMATION DOES NOT CONSTITUTE WARRANTIES OF PERFORMANCE OR QUALITY AND THAT BEFORE ENTERING INTO A CONTRACT OF SALE, PURCHASER HAS EXAMINED OR REFUSED TO EXAMINE THE EQUIPMENT, PARTS AND SOFTWARE DESCRIBED HEREIN OR SAMPLES OR MODELS OF EACH AS FULLY AS DESIRED AND THAT THERE IS NO IMPLIED WARRANTY WITH REGARD TO ANY CONDITION OR DEFECT WHICH AN EXAMINATION OUGHT TO REVEAL.** The Company shall, at its sole discretion, repair, replace or update, free of charge, or refund the purchase price paid for any such equipment, part or, software which is defective under the terms of the foregoing warranty provided the Purchaser (1) promptly notifies the Company in writing of such defect, and (2) furnishes the Company satisfactory proof thereof, and (3) establishes that the equipment, part or software has been properly stored, assembled, installed, serviced, maintained, operated, and used within the limits of rated capacity and normal usage, and in accordance with current operating and maintenance instructions furnished by the Company, and (4) has not been altered or modified in any manner without the written consent of the Company, and (5) if requested by the Company, returns the defective equipment, part or software to the Company and pays all expenses incurred in connection with such return. The repaired, replacement or updated equipment, part or software shall be delivered, free of charge, to the Purchaser, F.O.B. the Company's warehouse or at Company option, F.O.B. a Company authorized service shop, not loaded on truck or other carrier. The Purchaser shall pay all cost applicable to the equipment, part or software following such delivery, including, without limitation, all handling, transportation, assembly, installation, insurance, testing, and inspection charges. THE FOREGOING OBLIGATION TO REPAIR, REPLACE, UPDATE OR REFUND THE PURCHASE PRICE PAID FOR THE EQUIPMENT, PARTS AND SOFTWARE SHALL BE THE SOLE AND EXCLUSIVE REMEDY OF THE PURCHASER, ITS CUSTOMERS AND USERS OF THE EQUIPMENT, PARTS OR SOFTWARE FOR THE BREACH OF THE FOREGOING WARRANTY. THE COMPANY SHALL HAVE NO OBLIGATION TO DISASSEMBLE ANY EQUIPMENT OR PART WHICH IS DEFECTIVE WITHIN THE TERMS OF THE ABOVE WARRANTY OR TO INSTALL ANY REPAIRED OR REPLACEMENT PART, EQUIPMENT OR SOFTWARE OR TO PAY ANY COSTS INCURRED IN CONNECTION WITH SUCH DISASSEMBLY OR INSTALLATION. THE COMPANY HEREBY EXPRESSLY DISCLAIMS ALL OTHER EXPRESS, STATUTORY AND

IMPLIED WARRANTIES, INCLUDING, WITHOUT LIMITATION, ALL EXPRESS, STATUTORY AND IMPLIED WARRANTIES SUCH AS MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE APPLICABLE TO REPAIRED OR REPLACED EQUIPMENT, PARTS AND SOFTWARE FURNISHED PURSUANT TO THE FOREGOING WARRANTY.



Archer Instrumentation & Controls

Cohoctah, MI 48816
PH: 517 304-2663
Toll Free 1-888-604-5508

City of Howell
150 Marion St.
Attn: Jim Webster

02/04/2014

Phone: 517-546-5309

Quote# **02042014TB1, Howell**

Subject: High Service Building 16" Flow Meter -Purchase and Installation

We look forward to supplying Toshiba's magnetic flow meters
I've adjusted the quote to reflect material that is readily available from Toshiba's warehouse in Houston.

Item	Qty	Description	Price each
		Magnetic Flow Meter	
		Integral style:	
1	1	Toshiba 16" Magnetic Flow meter Series Model LF654QL1BECAAF2 Mount Anywhere™ series flow meter Spool style, **integral** style incl converter 16" 150 # ANSI class Flanged end connections Hard Rubber liner, NSF approved, 316 SS electrodes . Toshiba lay length of 19.69" , with series LF610 display Includes 316SS grounding rings,	$ 6,680.00
		Remote Style (Recommended approach)	
1 Alt	1	Toshiba 16" Magnetic Flow meter Series Model LF434QBCECAAB Mount Anywhere™ series flow meter Spool style, **remote** style for use with separate converter below 16" 150 # ANSI class Flanged end connections. Hard Rubber liner, NSF approved, 316 SS electrodes . Toshiba lay length of 19.69" , Weight 462# Includes 316SS grounding rings, Factory stock	$ 5,370.00

2	1	Toshiba LF622 series magnetic flow converter for use with above detector , Digital display, NEMA 4X, cFMUS approved for Class I , Div II areas, 120 VAC / 60 Hz,	$ 1,158.00
3	1	Toshiba Cable-**2A**-15ft Mag. Cable For use w/ item 1 ALT above	$ 39.00
4	1	Toshiba Cable-**3A**-15ft Mag.Cable For use with item 1 ALT above	$ 39.00
Services & Misc.			
5	1	Start up/ Training per day Includes in field commissioning of meter and on-hands training by local representative	$ 480.00
6	1	Estimated shipping cost & Insurance for 16" magnetic Flow meter meter.	$ 245.00

When ordering, please use the following Vendor information:

Archer Inst. & Controls
PO Box 294
Cohoctah, MI 48816

Terms: Net 30 Days, Archer / Toshiba std terms and conditions to apply
FOB: Houston, TX, Freight prepaid and ADD,
Shipment: 3 week after receipt of order
Quote valid through May 4th, 2014 Items currently Houston Stock

We look forward to working with you on this project.
Project contact: Tim Bulbuk at 1-888-604-5508
Orders as well as inquiries may be sent via e-mail to: archerinst@yahoo.com

Kind Regards,

Tim Bulbuk
Archer Instrumentation & Controls
PO Box 294
Cohoctah, MI, 48816

Call Toll-Free 1-888-604-5508

CITY OF HOWELL
MEMORANDUM

TO: MAYOR & CITY COUNCIL

FROM: ERV SUIDA, DPS DIRECTOR

DATE: FEBRUARY 19, 2014

RE: HIGH SERVICE PUMP #2 REBUILD

The Howell Water Plant has budgeted funds in this fiscal year to remove and rebuild Pump #2 in the High Service Building. This pump is used for pumping treated water into the distribution system and filling the north water tower. The High Service Building has four pumps that provide over 1,000 GPM per pump and are cycled on and off based on demand in the system. These pumps are critical to the system and provide the system with the pressure required for our fire hydrants, to meet the demands of industry and bring potable water to our homes.

Pump #2 has been in service since the plant start up in 1992 and while is still working has lost much of its efficiency. Rebuilding these pumps prior to a failure is considered good responsible maintenance in the industry. This rebuild will return the pump back to OEM standards and will regain any lost efficiencies as a result of 22 years of wear and tear. In 2009 staff rebuilt Pump #4 at a cost of $4,795; in 2012 Pump #1 was rebuilt at a cost of $5,488.00.

Staff developed an RFP to seek sealed bids from qualified and reputable firms. The City received four proposals and publicly opened them on February 19, 2014 at 2:00 pm, they are as follows:

Professional Pump Belleville, MI	$5,856.00
Peerless Midwest Grand Blanc, MI	$9,713.00
Northern Pump & Well Lansing, MI	$8,052.00
Kerr Pump & Supply Oak Park, MI	No Bid
Kennedy Industries Milford, MI	$10,200.00

Based on the proposal staff is very comfortable recommending Professional Pump of Belleville Michigan to perform the work. Professional Pump was the successful bidder for Pump #4 in 2009 and Pump #1 in 2012 and they did an excellent job. We currently have $7,000 budgeted in line item 591-564-970.000 for this project.

ACTION REQUESTED:

Approve Professional Pump Inc. of Belleville MI to perform the Mechanical work as described in the RFP for an amount not to exceed $5,856.00.

REVIEWED & APPROVED FOR SUBMISSION:

Shea Charles, City Manager

BUDGETED & AVAILABLE:

Catherine M. Stanislawski, Treasurer

HIGH SERVICE BUILDING



HIGH SERVICE PUMPS



High Service Pump #2 Rebuild

2014

Company	Quoted Price	Information	TOTAL	Place
Professional Pump Chris Hawkins **Belleville MI**	**$ 5,856.00**	Proposal Quote#: 021714-CFO-4	**$ 5,856.00**	**1**
Northern Pump & Well Dave Stinson **Lansing MI**	**$ 8,052.00**	Proposal Quote#: 14-Q 387	**$ 8,052.00**	**2**
Peerless Midwest Steve Studer **Ionia MI**	**$ 9,713.00**	Proposal Quote#: 2014-043	**$ 9,713.00**	**3**
Kennedy Industries John Hunter **Milford MI**	**$ 10,200.00**	JOB #: 51887	**$ 10,200.00**	**4**
Kerr Pump & Supply Jim Fenner **Oak Park MI**	**$ -**	**NO BID**	**$ -**	**-**

RFP #: 3-WTP-14 **Closing Date: 02/19/2014 at 2:00 PM**

Repair of Allis Chalmers pump, model 8000, 8x6x12L, serial #= 1-64759-1-1

QUESTIONS

1 _____

2 _____

3 _____

HOWELL
MICHIGAN

Water Treatment Plant 150 Marion Street · Howell, MI 48843 · (517) 546-5309 · FAX: (517)517-6019

1/28/2014

Dear Prospective Contractor,

The City of Howell – Water Treatment Plant is seeking a sealed bid Request for Proposal (RFP) for our High Service Pump #2 Rebuild. More information is located in the Scope of work section on the attached RFP. **This RFP is issued by invitation only**.

Please contact us with any questions or to make an appointment for a site visit.
Call Jim Webster or Brian Anderson at 517-546-5309.

Please deliver (M-F 8:00am – 5:00 pm) or mail your sealed RFP to the City of Howell Clerks Office at 611 E. Grand River Ave. Howell MI, 48843, attention to "City Clerk" with "High Service Pump #2 Rebuild" & RFP #: "3-WTP-14" clearly marked on the envelope. RFP's must be received prior to the RFP deadline which is February 19, 2014 at 2:00 PM. At this deadline a public Bid Opening will take place on the third floor of City Hall. All of this information is located on page 2 of the RFP.

We thank you for your interest in this proposal and look forward to working with you in the future.

Sincerely
Jim Webster, Operations Manager
City of Howell Water Treatment Plant

PROFESSIONAL PUMP INC

41300 Coca Cola Drive
Belleville, MI 48111
Office 734.394.7878
Fax 734.394.7867
Toll free 888.770.PUMP
www.professionalpump.com

February 18, 2014 QUOTE # 021714-CFO-4

City of Howell WWTP
Marion Street
Howell, MI. 48843

Attention: Brian Anderson/Jim Webster

Ref. HIGH SERVICE PUMP REPAIR

Thank you for giving Professional Pump Inc. the opportunity to quote your pump requirements. The following quote is for:

Repair of an Allis Chalmers pump, model 8000, 8x6x12L, serial number TBD

Scope of Work:

- *The pump will be removed from base plate and transported to our facility for inspection and repair.*
- *Disassemble unit and blast clean for inspection.*
- *Inspect and record all bearing fits and running clearances.*
- *Perform any machining necessary to establish proper running clearance between impeller and casing rings.*
- *Ceramic coat casing internals to eliminate future corrosion and increase pump efficiency.*
- *Replace inboard and outboard ball bearings, shaft sleeves, packing and all necessary gaskets.*
- *Replace current lip seals with upgraded labyrinth type seals.*
- *Replace coupling insert.*
- *Assemble rotating assemble and balance impeller to manufacturers' specifications.*
- *Assemble rotating element in casing and establish free rotation.*
- *Paint unit and deliver to plant.*
- *Install repaired pump and perform laser alignment of pump and motor.*
- *PROVIDE ALL NECESSARY PARTS AND LABOR TO ACCOMPLISH THE ABOVE SCOPE OF WORK.*

****** ANY ADDITIONAL PARTS OR LABOR REQUIRED, BEYOND THE SCOPE OF WORK ABOVE, WILL BE QUOTED AT TIME OF INSPECTION. *****

NET PRICE: $ 5,856.00
DELIVERY: 1-2 WEEKS ARO
FOB: SP
TERMS: NET 30 DAYS (Upon approved credit)

This quote is valid for 30 days. Payment terms Net 30 days upon approved credit. All Manufacturers warranties apply

Again, thank you for giving Professional Pump, Inc the opportunity to quote your pump requirements. ***This quote will be held for 6 MONTH'S. All pump repairs have standard 90 warranties from date of invoice.*** If you have any questions regarding this quote or would like to proceed, please contact me at any time or check one of the boxes below and fill in the information. Fax this quote back to (734)-394-7867, "Attn: Chris Hawkins".

☐ **Approval of repair of item(s)**

Approval Signature	**Date**	**Purchase Order #**

Please feel free to contact me with any questions or comments regarding this or any other matter.

Sincerely,

C.F. O'Donohue

Christopher F. O'Donohue
Engineered Sales
Professional Pump, Inc.
Visit us on our web site www.professionalpump.com email – codonohue@professionalpump.com
Office 734-394-7878 Office fax 734 394-7867 Cellular (734) 709-7167

cc: Chris Hawkins

HOWELL
MICHIGAN

City of Howell

Request for Proposal (RFP)

For

Water Treatment Plant
High Service Pump #2 Rebuild

RFP #: 3-WTP-14

Overview: The RFP process invites suppliers to submit competitive bids for project work or products. This process encourages competition and provides prospects with fair and honest dealings with suppliers. RFP issued by invitation only.

Proposal Information

This section identifies a scope of work so bidders can provide an accurate proposal. If bidder requires clarification or additional information they must contact the projects manager in writing (email acceptable).

This information, if pertinent to the bid will be sent to all other proposal holders.

Project Name	RFP Deadline & Bid Opening	RFP number
High Service Pump #2 Rebuild	**February 19, 2014 2:00 PM**	**3-WTP-14**

Request summary

The City of Howell is seeking **sealed bids** for pulling High Service Pump #2, Inspecting and bringing pump back to OEM specifications. The Scope of Work is below. At the RFP deadline there will be a public bid opening in the City Clerk's office, third floor of Howell City Hall.

Scope: Please submit the quote using the below scope of work, alternates to this scope must be clearly identified on the proposal.

Scope of work proposed

HIGH SERVICE PUMP # 2 INFORMATION:

ITT / Allis Chalmers pump; Model: 150; Type: 8000; Size: 8x6x12L; GPM: 1,100; Serial #: 1-64759-1-1 RPM: 1780; Head: 150 Ft.; Max. Field Hydro-Test Pressure = 175 PSI; Impeller Diameter: 12.625 inches; Year: 1990; Frame: F20-C1; Inner Bearing: 6206; Outer Bearing: 5206.

SCOPE OF WORK:

A complete rebuild of HS Pump #2 including:

1. Contractor to remove pump and reinstall after rebuild.
2. Contractor to inspect all aspects of the pump.
3. Pump is to be brought up to OEM specifications.
4. Perform any machining necessary to return to proper running clearance between impeller and casing rings.
5. Ceramic coat casing internals (including top & bottom case halves) to eliminate future corrosion and increase pump efficiency.
6. Replace all bearings, seals, packing and all necessary gaskets.
7. Replace outer casing bolts.
8. Replace the flex coupler.
9. Assemble and balance impeller to manufacturers' specifications.
10. Assemble rotating element in casing and establish free rotation.
11. Paint and color to be supplied by the Howell water plant.
12. Reinstall repaired pump and perform laser alignment of pump and motor.
13. Adjust packing glands for proper leakage.

PROVIDE ALL NECESSARY PARTS AND LABOR TO ACCOMPLISH THE ABOVE SCOPE OF WORK.

Reservation of Rights:

This request for proposals is a solicitation for bid and not an offer to contract. The **City of Howell reserves the right to reject any or all proposals**. The City retains the right to abandon or terminate the RFP process at its discretion at any time. The City further reserves the right to issue clarifications and other directives concerning this request for proposals, to require clarification or further information with respect to any proposal, and to determine the final terms of any contract. Interviews may be required by the City with selected Contractors to clarify Contractor proposals. Acceptance of any proposal will be based upon factors including, but not limited to: costs for service, completeness of proposal, thoroughness of information provided, prior experience, installation warrantee, and customer service standards.

Project Management: The City's contact information for the person's and department in charge of this proposal.

Project Manager/ mailing address		
Jim Webster, WTP Operations Manager **and/or** Brian Anderson, WTP Maintenance Coordinator		
Contact information		
Email	**Phone #**	**Fax#**
banderson@ci.howell.mi.us jwebster@ci.howell.mi.us	**517-546-5309**	**517-546-6019**

Proposal Sheet: **(This portion to be filled out by the bidder)** Please provide complete name for the business.

Contractor / Supplier Company name
Professional Pump, Inc.

Provide the contact information of the person responsible for this RFP who is authorized by this company to execute an agreement with the City of Howell.

Contact information		
Name	address	Email / phone numbers
Chris O'Donohue	41300 Coca Cola Drive, Belleville, MI 48111	codonohue@professionalpump.com

Contractor or Supplier shall include a **separate proposal sheet on their company letterhead** that **identifies the scope of work and the cost breakdown** for each task. Bidder shall include the total cost of the work as outlined in their proposal sheet in the appropriate box below. Any alternates to this RFP by the Bidder shall be entered as an alternate with the associated cost spelled out below.

Project	Company proposal number	TOTAL COST FROM PROPOSAL
High Service Pump #2 Rebuild	**021714-CFO-4 (3-WTP-14)**	$5856.00 Ea.
Any Alternates		
		$

Schedule: Bidder is required to submit start dates, delivery dates and completion dates as outlined below. The City may reject a bid if these dates do not meet the needs as outlined within the scope of work.

Project	Project Start / delivery date	Completion Date / Work Days
High Service Pump #2 Rebuild	To be scheduled by City of Howell and PPI	Completion of repair 2 Weeks After pump pump pick-up.

Delivery

Please deliver or Mail your sealed RFP to the City of Howell Clerks Office at 611 E. Grand River Ave. Howell MI, 48843, attention to "City Clerk" with the Project name clearly marked on the envelope. RFP must be received prior to the date and time identified as the RFP deadline. This information is located on page two of this proposal.

Acknowledgement: The Contractor / Supplier acknowledge that this is a request for proposals and not an agreement to perform or supply work or materials. Once the City selects the successful bidder and council approves the RFP the City and Contractor / Supplier shall enter a contractual agreement to provide the services as outlined within the successful Bidders proposal. Bidders may also be required to submit at a minimum the following insurance requirements:

Insurance certificates: General Liability PD $500,000/500,000, PL $500,000/500,000, with the City of Howell as added insured on the policy. Not as certificate holder.

Workmen's Compensation: Michigan Statutory or acceptable in Michigan as full and exclusive coverage. Proof of insurance on trucks and equipment.

Signature	Printed name	Date
	Chris O'Donohue	2/17/14

CITY OF HOWELL
MEMORANDUM

TO: MAYOR & CITY COUNCIL

FROM: MARCEL GOCH, DPW SUPERINTENDENT

DATE: FEBRUARY 18, 2014

RE: PUMP & FUEL CONTROL SYSTEM

Currently the DPS has a fuel transfer station that is approximately 25 years of age. This station provides service to all DPS, Police Department and the Fire Authority vehicles. Around 1999-2000 we installed an electronic recording system in an effort to record usage more accurately but have found that mechanically this system has started to show signs of its age as well.

The DPS has budgeted $35,000 for the replacement of a new Pump & Fuel Control System. This would include an electronic display dual product discharge pump, electronic control reading system with encoded chip keys & programmer and all software needed to operate the system. In an effort to save money some of the existing hardware and hoses will be reused since they were recently replaced.

There are two companies that perform this type of work so quotes have been obtained from both of them. See quotes below:

Oscar W. Larson Co.	$22,805.00
R.W. Mercer Co.	$24,460.00

I have attached for your consideration the quotes from both companies along with photos of the current fuel station.

ACTION REQUESTED:

A motion authorizing Oscar W. Larson Company to remove and dispose of the existing fuel system and install, program and train the DPS in the usage of the new system for the amount not to exceed $22,805.

REVIEWED & APPROVED FOR SUBMISSION: **BUDGETED & AVAILABLE:**

Shea Charles, City Manager

Catherine M. Stanislawski, Treasurer

THE OSCAR W. LARSON COMPANY

Corporate Office: 10100 Dixie Highway, Clarkston, MI 48348

Ph: (248) 620-0070 – (248) 549-3610 * Fx: (248) 620-0071 – (248) 620-0072

6568 Clay Avenue SW, Grand Rapids, MI 49548 Ph: (616) 698-0001 – Fx: (616) 698-2265
1360 Pineview, Gaylord, MI 49735 Ph: (989) 732-4190 – Fx: (989) 732-3377
1816 N. Telegraph Road, Dearborn, MI 48124 Ph: (810) 217-6524 – Fx: (313) 278-6030
26670 Glenwood, Suite B, Perrysburg, OH 43551 Ph: (419) 873-0555 – Fx: (419) 873-0559
2246 Research Drive, Fort Wayne, IN 46808 Ph: (260) 496-9870 – Fx: (260) 496-9480
6462 Oaklandon Road, Indianapolis, IN 46236 Ph: (317) 337-9473 – Fx: (317) 337-9474

PEI Member

1946-2014 Celebrating Over 68 Years of Excellence

EQUIPMENT * INSTALLATION * SERVICE

We Offer Layout, Installation and Service on all Liquid Handling Jobs

To:	City of Howell DPW 150 Marion Street Howell, Michigan	Date:	February 7, 2014 (Revised)
		Phone:	517 546-7510
Attention:	Marcel	Email:	mgoch@ci.howell.mi.us

Conditions:
1) This proposal is open for 30 days from the date stated above. However, prices of components, equipment and raw materials may increase before the date such items are ordered. If so, such increases will be added to the quoted cost. THE OSCAR W. LARSON COMPANY will itemize such costs upon receipt of a signed Proposal. If such cost increases are unacceptable to Customer, Customer may elect to cancel order under the terms of the Master Services Agreement.
2) This Proposal and the Master Services Agreement constitute the full and complete agreement of the parties, and any inconsistent terms stated in any acceptance, invoice, purchase order, or any other document whatsoever are ineffective. This provision conforms to the requirements of RC 1302.10 (B) (1).
3) Contract documents incorporated by reference as though fully stated herein:
1) The Master Services Agreement 2) This Proposal

Special Terms: 25% upon acceptance of proposal, 25% on commencement, balance prior to start-up (or) upon completion of proposal (Based on Approved Credit).

SUBJECT: Fuel System Upgrade

SCOPE OF WORK

1. Remove and properly dispose of the existing dual product suction pump and the fuel management system.
2. Supply and install one (1) new Wayne dual product, dual hose mechanical pump with lighted display and 10:1 pulsar, and two (2) Red Jacket high hose retrievers with new hanging hardware.
3. Supply and install one (1) new Fuel Master fuel management system including pedestal mounted unit, one (1) Windows based software program, one (1) phone line simulator, one (1) ProKee encoder, and one hundred (100) ProKees.
4. All equipment to be installed at the same location as existing and utilizing all existing piping, conduit, wiring, and communication lines.
5. Start up the system, purge and calibrate the dispenser, and provide up to four (4) hours of on site training.

TOTAL PRICE..... $22,805.00

- *Price is based on downloading software onto owner's PC and City of Howell's IT employee connecting communication line inside building to owner's PC for proper operation.*
- *Price is based on your tax exemption.*

Note: *On July 1, 2013 NFPA 70 2011 became effective. State and local electrical inspectors may now require the use of a disconnecting device to de-energize and open all wiring, power and communications, which leads to or through fuel dispensers. If the local inspection authority requires us to upgrade your existing device, additional costs will be incurred by you to comply with the new NFPA requirement (NFPA 70 Art 514.11(a)). In most cases the cost to upgrade would be between $3,000.00 - $6,000.00.*

ACCEPTANCE: This Proposal, when accepted by the purchaser, and approved by a Corporate Officer of the Oscar W. Larson Company, will constitute a contract between us, subject to all terms and conditions contained in the Master Services Agreement. It is expressly agreed that there are no promises, agreements, or understanding, oral or written, not specified in this proposal and the Master Services Agreement.

Company Name

By: _____

Its: _____

NEWCONTR 4.30.98 (REVISED 01.02.13.SR)

Randy Spiller, Project Manager **02/07/14**

The Oscar W. Larson Company

By: _____

Its: Bruce F. Larson, President

Date: _____

R.W. MERCER CO.
TRUST, PERFORMANCE, AND PRIDE!

PETROLEUM CONSTRUCTION PROPOSAL/CONTRACT

2322 Brooklyn Rd.	4585 Executive Drive	3366 Three Mile Rd., NW	12502 Globe Street	3124 Commerce Center Dr.	2801 Dickerson Rd.	4020 Merchant Rd.
Jackson, MI 49203	Portage, MI 49002	Walker, MI 49544	Livonia, MI 48152	Saginaw, MI 48601	Gaylord, MI 49734	Ft. Wayne, IN 46818
(517) 787-2960 ph.	(269) 321-2280 ph.	(616) 453-7444 ph.	(734) 542-0600 ph.	(989) 753-4016 ph.	(989) 732-2971 ph.	(260) 489-3566 ph.
(517) 787-8111 fax	(269) 321-2285 fax	(616) 453-7813 fax	(734) 542-1038 fax	(989) 753-9360 fax	(989) 732-5329 fax	(260) 489-0738 fax

Legal Company Name
City of Howell

Proposal Submitted to	Phone	Fax	Date
Marcel Goch	**517-546-7510**		**2/5/14**
Street Address	Job Name	Job #	Job Phone
150 Marion	**City of Howell**		
City, State, Zip Code	Job Location - Address		
Howell, MI 48843	**150 Marion, Howell, MI 48843**		
Contact Email	Shipment Terms/FOB Point	Proposal Submitted By:	
mgoch@ci.howell.mi.us		**Dan Messerly**	

We appreciate the opportunity to submit the following proposal.

Please review the following Scope of Work: New Pump & Fuel Control System Project

1) **Remove existing fuel pump and control system.**

2) **Provide and install GasBoy Model 9853KTW2 dual product – electronic display pump. (Re-install existing hose retrievers and hanging hardware.)**

3) **Provide and install PetroVend K-800 Hybrid system, with FSC 3000. Island terminal to be equipped with a Chip Key reader. Includes (100) factory encoded Chip Keys.**

4) **Provide electrical material and labor for project. Assumes using existing conduit and wire for pump, and using existing conduit to office area to pull new wire for the fuel site controller.**

5) **System start-up and training.**

TOTAL BID: $ 24,460.00

Alt. No. 1: To provide a Chip Key encoder – add $ 1,295.00
Prices stated are firm for 15 days from the date of this proposal.

We propose to furnish the above, in accordance with the specifications as referenced below, for the **TOTAL SUM** of:
Twenty-four thousand, four hundred sixty and 00/100 dollars …… $24,460.00

Payment to be made as follows:
25% down with signed contract, major equipment due on shipment from manufacturer, balance due net 10 days on completion billing.

Acceptance: Customer hereby accepts the Terms and Conditions set forth on the reverse side of this contract. Customer is responsible for all sales, use and other governmental taxes and charges, which are not included in the price unless expressly stated. R.W. Mercer Co. is authorized to perform the work as specified. This proposal may be revoked before acceptance.

Proposed:	**R.W. Mercer Co.**	**Accepted:**	**City of Howell**
By:	_____	By:	_____
Title:	_____	Title:	_____
Date:	_____	Date:	_____

**Standard R.W. Mercer Co. Terms and Conditions will apply including winter/frost clauses.*

Wayne
A GE Energy Business

RELIANCE® G6200
MECHANICAL FLEET DISPENSER







Wayne Reliance G6200 Series Mechanical Fleet Dispensers

Fueling capabilities you can depend on down the road

Keeping your fleet on the move depends on reliable, fast access to fuel. Time spent waiting for an available dispenser or struggling with slow or inefficient fueling equipment can negatively impact your productivity. And any downtime caused by maintenance or repair issues not only increases inefficiencies, it raises your Total Cost of Ownership.

Wayne delivers fueling equipment you can count on to deliver consistent performance today and tomorrow. We've built the Reliance G6200 Series Mechanical Fleet Dispenser for reliability and durability by combining time-proven components with a durable cabinet. It stands up to years of rugged use in the harshest conditions.

Superior performance gets vehicles on the road faster

Engineered for fast fueling capabilities, the Reliance G6200 dispenser offers high flow rates up to 22 GPM*. Large capacity inlet/outlet castings, one-inch internal filters and discharge connections provide superior flow performance. The one horsepower motor on suction models offers extra capacity which extends the life of the motor. Plus, the micro-accurate positive displacement two-piston meter is weights and measures sealable and provides precise measurement at any flow rate.

**Flow rates are maximum test rates at discharge. Actual rates will depend upon application and accessories, and if applicable the submersible pump.*





Exceptionally adaptable to your needs

The Reliance G6200 dispenser gives you flexible configuration choices so you can select a dispenser that matches your needs. The one-inch hose discharge includes a ¾-inch adapter allowing all models to be easily adapted to either hose size for standard gasoline or high flow diesel applications. Choose from remote dispenser, suction pump or satellite configurations
in addition to a wealth of other options.

- High hose masts and internal retractors keep hoses out of fueling lane
- Pulsers support connection to popular fuel control systems
- Panel lighting enhances register viewing at night
- Factory-installed Healy VAC vapor recovery for ORVR and EVR applications
- E85 option offers compatibility with ethanol fuel
- Stainless steel cabinet lasts in corrosive environments
- Lane-oriented nozzle boot conveniently positions nozzle on front bevel

Durable construction withstands years of rugged conditions and use

We've constructed the Reliance G6200 dispenser using the toughest materials. As a result, it holds up under severe exposure and hard use for many years. The attractive powder-coated finish survives the elements, and cabinet panels and supports are made from corrosion-resistant galvannealed steel. Tough 14-gauge side panels and 18-gauge doors make the dispenser ideal for rough fleet environments. Also, the Reliance G6200 dispenser does not require gaskets for weather-sealing which can deteriorate and lose effectiveness over time.

Convenient, simple installation and maintenance

Simple installation and low maintenance are among the many ways the Reliance G6200 dispenser improves productivity and reduces operation costs. A single AC power line feed makes retrofitting to existing installations easy. Its hinged doors can be removed if necessary by simply pushing a button for simple access during routine maintenance. The gear-type pumping units (suction models) endure years of hard use, and the reliable mechanical registers require little maintenance. Additionally, vertical strainer removal minimizes spills during maintenance, and an adjustable v-link belt in suction models simplifies motor tension adjustment.

Ready for tomorrow's fuels today

The UL-listed Reliance E85** (E/ model prefix) employs special elastomers, electroless nickel-plating, hard anodizing, stainless steel, black iron piping and a special ethanol-compatible filter to provide compatibility with E85 fuel. The E85 option is available for all remote dispenser models and is also compatible with standard petroleum products like gasoline and diesel. Dispense E85 today or utilize standard fuels with the peace of mind that you are prepared for conversion to alternative fuels in the future.

Reliance G6200 Models

The Wayne G6200 fuel dispenser comes in a wide range of model selections so you can choose the dispenser that fits seamlessly within your environment and meets your fleet fueling requirements.

Model Number	Type	Hoses	Products	Pumps	Motors	Solenoid Valves
Suction Pumps						
/G6201P/2GJK	Single	1	1	1	(1) 1 HP	Option
/G6202P/2GJK/W1	Twin I	2	1	1	(1) 1 HP	1" (2.5 cm)
/G6205P/2GJK	Twin I HS	2	1	2	(2) 1 HP	Option
/G6203P/2GJK	Twin II	2	2	2	(2) 1 HP	Option
Remote Dispensers						
/G6201D/2GJK/W1	Single	1	1	N/A	N/A	1" (2.5 cm)
/G6202D/2GJK/W1	Twin I	2	1	N/A	N/A	1" (2.5 cm)
/G6203D/2GJK/W1	Twin II	2	2	N/A	N/A	1" (2.5 cm)
Satellites						
/V287S/KR	Single	1	1	N/A	N/A	1.5" (3.8 cm)
/V288S/K	Twin	2	2	N/A	N/A	1.5" (3.8 cm)

Model Number Format: */ Base Model / Suffix 1 Options / Suffix 2 Options (e.g. / G6201P / 2GJK / A)*
All non-satellite models include the following options as standard: 1" piping [2], internal filter [G], AC j-box [J], and hose hanger [K]. Option suffixes are noted in the specifications in [ ]. A "//" (e.g. [//A]) indicates a suffix 2 option.

***Note: "E/" models are UL Listed for ethanol blends up to E85 as well as gasoline and diesel.*
Select only hose and nozzle accessories that are expressly compatible with the fuel type being dispensed.

Standard features deliver a solid solution

Equipped with a rich set of standard features, the Reliance G6200 dispenser offers exceptional value. Based on years of experience and industry leadership, Wayne incorporates outstanding features into every dispenser.

- Internal filters help ensure product purity
- All user controls meet American Disability Act requirements
- Nozzle boots fit both standard and vapor recovery nozzles
- Satellite piping connections are provided for use with satellite dispensers

Reliance G6200 Specifications

Performance: Up to 22 GPM (83 lpm) per hose (exception: Twin I suction is 22 GPM per one hose operating, or 12 GPM (45 lpm) per hose with both operating).

Note: Specified rates are maximum test rates at the discharge. Actual flow rates will depend upon the installation conditions, dispenser accessories, and for remote dispensers, size of the submersible pump.

Compatibility: For dispensing low viscosity petroleum fuels - diesel; biodiesel blends up to 20%; gasoline, including oxygenated blends; kerosene; AvGas^, and jet fuel^. See E85 option and Approvals. Fuel must meet the applicable ASTM standard.

^Note: Confirm with fuel supplier on any fluid path metal restrictions before use. Install the proper filtration and water separation equipment necessary for aviation fueling.

Register: Non-computer mechanical register with power reset with interlock. Displays on both sides of cabinet. Maximum 999.9 gallons.

Totalizer: Non-resettable totalizer up to 9999999.9. Displays on front dial face.

Meter: Reliable, micro-accurate 2-piston positive displacement design. Weights & Measures sealable.

Pumping Unit++: Positive displacement, self-priming, gear-type pumping unit with integral centrifugal air separator and adjustable bypass valve. Suction strainers at inlet connection.

Motor++: 1-HP continuous duty with thermal overload protection. Adjustable V-link belt connects to pump pulley.

Electrical: 115VAC, 60Hz operation. Motors – 115/230VAC 50/60Hz.

Internal Filter [G]: Adapter with ten-micron filter helps ensure product purity.

Inlet Connection: 1½" NPT (3.8 cm).

Discharge: 1" NPT (2.5 cm) with ¾" reducing bushing.

Solenoid Valve: 1" (2.5 cm) two-stage valve. Standard on remote dispensers and Twin I suction. Also provides slow flow control for fuel control systems. With E85 option, valve is single stage.

Satellite Connection: Discharge assembly includes 1" NPT (2.5 cm) internal port for satellite piping connection on remote dispensers.

Cabinet Finish: Extremely durable powder-coated finish gives outstanding appearance and toughness. Sides, top, bezel, and base painted metallic silver. Doors painted blue (optional black, brown, green, red, silver, yellow, or white). Black register face.

Cabinet Construction: All panels are fabricated from heavy gauge galvannealed steel. 14-gauge side panels and 18-gauge doors. Top of bezel provides space for product id decals (specify w/ order).

Nozzle Boot and Hook: Side location is standard for access from either fueling lane. Fits standard U.L. interchangeable automatic nozzles. Hook may be adjusted for an OPW 11-VF long spout balanced vapor recovery nozzle. On/off handle for dispenser activation. Optional nozzle boot hood kit for fitting short spout balanced vapor recovery nozzles.

Hose Hanger [K]: Keeps hose off the island when not in use.

Actual Dimensions: 32.25" W x 19.38" D x 54.38" H (81.9cm W x 49.2cm D x 138.1cm H)

Approvals: C-UL-US -includes diesel; biodiesel blends to B5; gasoline including ethanol blends to E10 (to E85 with E85 option - UL only); & kerosene.

U.S. Weights & Measures - includes diesel; biodiesel; gasoline including oxygenated blends; kerosene; AvGas; and Jet Fuel.

Options

Pulsers: Transmit electrical pulses for each register revolution for connection to fuel control systems. 10:1 [7A] and 100:1 [7B] ratio options available.

E85 [E/ prefix]: Remote dispensers only. Utilizes nickel-plating, hard anodizing, stainless steel, black iron piping, special elastomers, and a special filter for E85 compatibility. UL listed for ethanol blends up to E85 as well as gasoline and diesel.

Hose Mast Kit+ [//J]: Raises hose to ease hose handling and help keep stored hose out of the fueling lane. Optional hose mast clamp kit+ (p/n 890898-001) for Goodyear® vapor recovery hose.

Light [//A]: Illuminates register faces and backlights the translucent product id panels that are included with the light option. One bulb per side.

Lane-Oriented Nozzle Boot [5]: Locates nozzle boot with lift-to-start hook on front bevel. Fits standard UL interchangeable nozzles and Emco Wheaton 4015 and Husky V short spout balance vapor recovery nozzles. Hook extension kits+ for OPW 11VF (p/n 892081-001) and Healy 400 (p/n 892080-001) long spout vapor recovery nozzles. Register displays on side of cabinet with applicable nozzle boot.

Stainless Steel Panels: Ideal for very corrosive environments. All exterior panels [//S], all panels except painted galvannealed steel doors [//S1], or stainless steel doors only [//S2].

HealyVac Vapor Recovery: Remote dispensers only. Factory-installed Healy vapor recovery components for ORVR and EVR applications. One hose [D3] or two-hose [D4] options. Does not include hanging hardware.

Electrical Options: 230VAC 50/60 Hz. operation [Z]. For light option @ 50 Hz, also add [//C].

Other Options: Liter measure [8], internal hose retractor [//H], hand crank kit+ [3], reversed accumulative totalizer [//F], inlet check valve [//M], external filter kit+ (p/n 889921-001), solenoid valves [//W1] on suction models, & short spout vapor recovery nozzle boot hood kit+ (p/n 892101-001).

/V287S and /V288S Satellite Specifications

Cabinet Finish: Metallic silver sides and top with blue doors (optional black, brown, green, red, silver, yellow, or white doors).

Cabinet Construction: Heavy gauge galvannealed steel.

Inlet Connection: 1½" NPT (3.8 cm)

Solenoid Valve: 1½" (3.8 cm) two-stage.

Electrical: 120VAC, 60 Hz.

Discharge: 1" NPT (2.5 cm)

Nozzle Boot: Fits UL interchangeable nozzles. Lane-orientation. Lift nozzle hook to start operation.

Hose Hanger [K]: Keeps hose off the island when not in use.

Actual Dimensions: 35" W x 20" D x 41.5" H (88.9cm W x 50.8cm D x 105.4cm H)

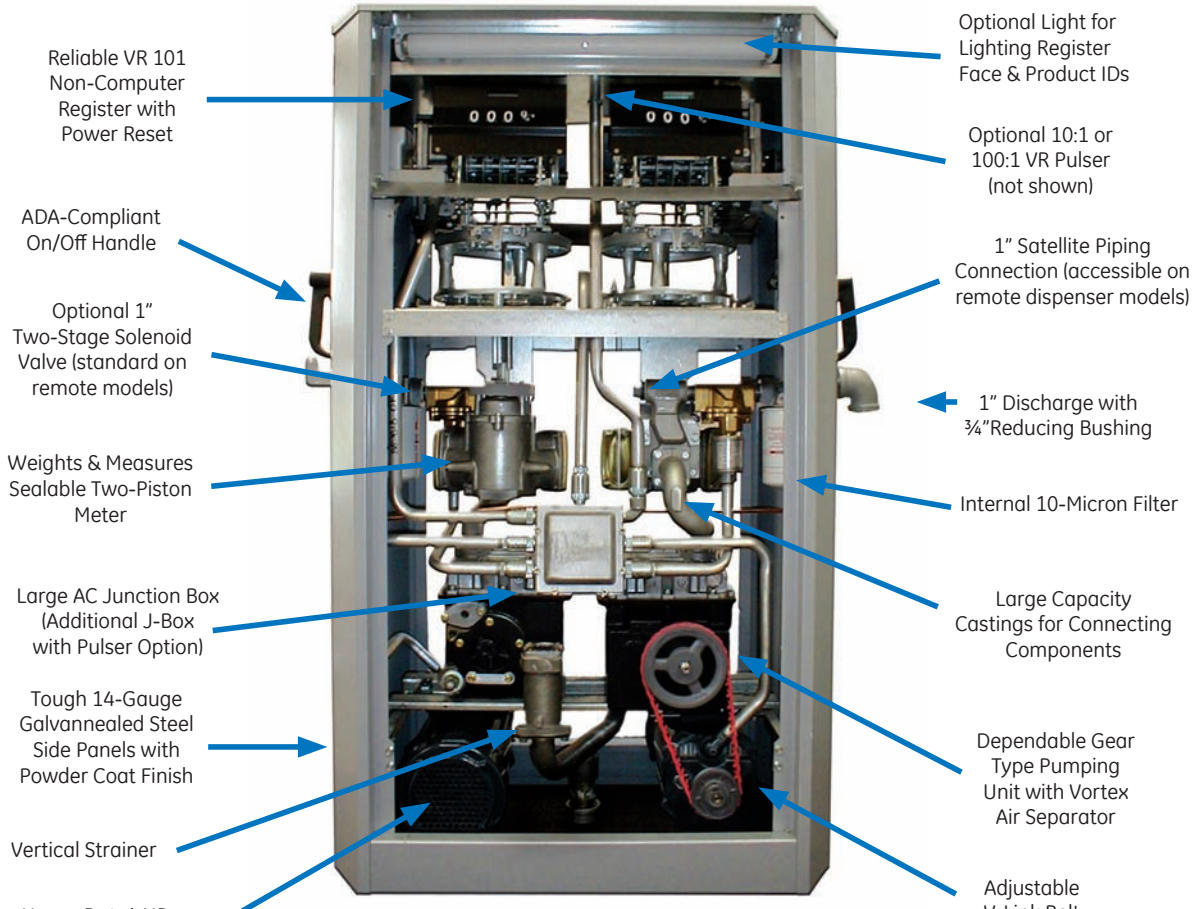
Approvals: C-UL-US –includes diesel; biodiesel blends to B5; gasoline including ethanol blends to E10 (to E85 with E85 option – UL only); & kerosene. U.S. Weights & Measures – includes diesel; biodiesel; gasoline including oxygenated blends; kerosene; AvGas; and Jet Fuel.

Options: All stainless steel cabinet [//S], stainless steel sides and top with painted doors [//S1], or stainless steel doors only [//S2]. External filter kit+ (p/n 889921-001).

++Note: Applies to suction models only
+Note: Kits require field assembly



All remote dispensers include a satellite connection as standard so that they can be piped to an opposing satellite dispenser for the convenient fueling of truck saddle tanks or vehicles positioned with their tank on the opposite side.



/G6205P/2GJK Model

About Wayne

Wayne, a GE Energy Business, is a global leader in the design, manufacture, and servicing of fueling forecourt solutions where reliability and uptime are critical. Dispensers, payment platforms, control systems, and technology from Wayne play an essential role in traditional and alternative fueling sites around the world.

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Perkasie, Pennsylvania, USA
T. +01 215 257 1046

Wayne
A GE Energy Business

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www.wayne.com

FuelMaster® 2500 Plus



NEXT GENERATION FUEL MANAGEMENT


UNLEADED
DIESEL
1
2
No Smoking


UNLEADED
DIESEL
GALLONS
GALLONS


DIESEL
UNLEADED
028 7/10
GALLONS
004 8/10
GALLONS
TOKHEIM
2


DIESEL
UNLEADED
2
1
No Smoking


PHOENIX
AFC
EMCO
ELECTRONICS
1
2
3
4
5
6
7
8
9
CLEAR
0
ENTER


UNLEADED
DIESEL
1
2
No Smoking

CITY OF HOWELL

2/25/2014

		Amount	Description
Fifth Third	**$**	**2,000.00**	**Health savings contribution**
TOTAL	**$**	**2,000.00**	
BALANCE FORWARD	**$**	**315,842.19**	
TOTAL	**$**	**317,842.19**	*******
PAYROLL ENDING 2-8-2014	**$**	**130,628.22**	**Included ********

CITY OF HOWELL
CREDIT CARD DETAIL - JAN 2014

Card	Vendor	Acct No	Amount	Description
REID S CHARLES	MOES BARBAR SHOP	248-728-740.000	58.18	DDA budget meeting
REID S CHARLES	MARCOS PIZZA #1153	248-728-740.000	80.24	Meeting DDA Dir interviews
REID S CHARLES	DIAMONDS STEAK & SEAFO	248-728-740.000	71.52	Meeting DDA Dir interviews
REID S CHARLES	CBI MALWAREBYTES CORP	101-228-980.005	24.95	Software
POLICE DEPARTMENT	MERITLINE.COM	101-301-727.000	221.14	Inkjet cartridges
MIKE PITERA	WEBSITE FORGE	101-228-850.008	29.00	Website Hosting
MIKE PITERA	AMAZON MKTPLACE PMTS	101-265-740.019	39.16	Council Chambers microphone
MIKE PITERA	CDW GOVERNMENT	101-172/228-980	120.02	Switch and cables
MIKE PITERA	CDW GOVERNMENT	101-228-980.007	160.24	Backup tapes
FINANCE DEPARTMENT	MI STATE POLICE ICHAT	101-301-727.000	20.00	Background checks
FINANCE DEPARTMENT	GOVERNMENT FINANCE OFF	101-191-801.000	435.00	GFOA statement submission
FINANCE DEPARTMENT	MICHIGAN MUNICIPLE LEA	101-172-860.000	110.00	Conference - Charles
D.D.A	ACG DOWNTWN BOOK	248-729-727.000	109.50	Board member handbooks
			1,478.95	

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
53-RD DIST	53-RD DISTRICT COURT	02/20/2014	14-1051	GEN	APPEARANCE BOND FOR JESSE LEE KREMER	
61637	204 S HIGHLANDER WAY	02/25/2014		N		500.00
02/19/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		500.00
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
101-000-265.000	APPEARANCE BONDS			500.00		
					VENDOR TOTAL:	500.00
A&L PARTS	A & L PARTS PLUS	02/05/2014	16-012817	GEN	REPLACEMENT LIGHTS FOR TRAILER	
61504	754 S MICHIGAN AVE	02/25/2014		N		20.98
02/05/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		20.98
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
590-564-740.019	OPER SUPP/SMALL EQUIPMENT			20.98		
A&L PARTS	A & L PARTS PLUS	02/07/2014	16-013262	GEN	BLADE GUIDE	
61577	754 S MICHIGAN AVE	02/25/2014		N		23.00
02/07/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		23.00
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
640-441-775.000	MAINTENANCE SUPPLIES			23.00		
					VENDOR TOTAL:	43.98
ALEX CHEM	ALEXANDER CHEMICAL CORPORATION	01/20/2014	SLS 10014009	GEN	CHEMICALS	
61455	16932 COLLECTION CENTER DR	02/25/2014		N		1,275.00
01/20/2014	CHICAGO IL, 60693	/ /	0.0000	N		0.00
		02/25/2014		N		1,275.00
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
591-564-775.004	CHEMICALS			1,275.00		
ALEX CHEM	ALEXANDER CHEMICAL CORPORATION	02/01/2014	SLS 10014327	GEN	CHEMICALS	
61562	16932 COLLECTION CENTER DR	02/25/2014		N		5,337.05
02/01/2014	CHICAGO IL, 60693	/ /	0.0000	N		0.00
		02/25/2014		N		5,337.05
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
590-564-775.004	CHEMICALS			5,337.05		

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
					VENDOR TOTAL:	6,612.05
ANGELO'S W	ANGELO'S WHOLESALE SUPPLIES	02/11/2014	315137	GEN	RUBBER EDGING AND BLADE GUIDES FOR P	
61578	30023 WIXOM RD	02/25/2014		N		411.50
02/11/2014	WIXOM MI, 48393	/ /	0.0000	N		0.00
		02/25/2014		N		411.50
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
640-441-775.000	MAINTENANCE SUPPLIES				411.50	
					VENDOR TOTAL:	411.50
BLUECROSS	BLUE CROSS BLUE SHIELD OF MI	02/17/2014	MEDICARE3-2014	GEN	MARCH 2014 MEDICARE ADVANTAGE	
61629	P.O. BOX 553914	02/25/2014		N		5,539.52
02/17/2014	DETROIT MI, 48255-3914	/ /	0.0000	Y		0.00
		02/25/2014		N		5,539.52
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
101-000-083.001	DF FORMER EMPLOYEE/HLTH INS				1,246.39	
101-290-714.001	CITY SHARE MED INS RETIREE				4,293.13	
					5,539.52	
					VENDOR TOTAL:	5,539.52
BCBS	BLUE CROSS BLUE SHIELD OF MICHIGAN	02/17/2014	MARCH 2014	GEN	REITREE MEDICAL/DENTAL INSURANCE	
61630	PO BOX 674416	02/25/2014		N		9,213.32
02/17/2014	DETROIT MI, 48267-4416	/ /	0.0000	Y		0.00
		02/25/2014		N		9,213.32
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
101-000-083.001	DF FORMER EMPLOYEE/HLTH INS				1,301.85	
101-290-714.001	CITY SHARE MED INS RETIREE				7,923.30	
101-000-083.001	DF FORMER EMPLOYEE/HLTH INS				(11.83)	
					9,213.32	
BCBS	BLUE CROSS BLUE SHIELD OF MICHIGAN	02/17/2014	MARCH 2014/RET	GEN	RETIREE DENTAL	
61631	PO BOX 674416	02/25/2014		N		695.44
02/17/2014	DETROIT MI, 48267-4416	/ /	0.0000	Y		0.00
		02/25/2014		N		695.44
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
101-000-083.001	DF FORMER EMPLOYEE/HLTH INS				695.44	
BCBS	BLUE CROSS BLUE SHIELD OF MICHIGAN	02/17/2014	MARCH/2014 ACT	GEN	MARCH 2014 MED/DENTAL ACTIVE EMPLOYE	
61632	PO BOX 674416	02/25/2014		N		44,387.01

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
02/17/2014	DETROIT MI, 48267-4416	/ /	0.0000	Y		0.00
		02/25/2014		N		44,387.01

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-270-804.006	MI CLAIMS TAX	2,557.55
101-290-714.000	EMPLOYEE MEDICAL INSURANCE	41,829.46
		44,387.01

VENDOR TOTAL: 54,295.77

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
BOB MAXEY	BOB MAXEY FORD OF HOWELL	01/30/2014	58620	GEN	ELECTRICAL PARTS	
61456	2798 E GRAND RIVER	02/25/2014		N		45.92
01/30/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		45.92

Open

GL NUMBER	DESCRIPTION	AMOUNT
640-441-775.000	MAINTENANCE SUPPLIES	45.92

VENDOR TOTAL: 45.92

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
BODMAN LLP	BODMAN PLC	01/29/2014	502834	GEN	PROFESSIONAL SERVICES	
61505	6TH FLOOR AT FORD FIELD 1901 ST ANTOINE ST	02/25/2014		N		110.00
01/29/2014	DETROIT MI, 48226	/ /	0.0000	N		0.00
		02/25/2014		N		110.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-270-801.000	PROFESSIONAL SERVICES	110.00

VENDOR TOTAL: 110.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
BOWMAN EXC	BOWMAN EXCAVATION, INC.	02/13/2014	21433	GEN	SNOW HAULING	
61586	920 W MARR RD	02/25/2014		N		560.00
02/13/2014	HOWELL MI, 48855	/ /	0.0000	N		0.00
		02/25/2014		N		560.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-286-775.000	MAINTENANCE SUPPLIES	80.00
202-497-775.000	MAINTENANCE SUPPLIES	400.00
202-478-740.007	OPERATING SUPP/SALT/SAND/CHL	80.00
		560.00

VENDOR TOTAL: 560.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
BUCK RIDGE	BUCK RIDGE TRUCKING, L.L.C.	02/13/2014	12515	GEN	SNOW HAULING	
61587	2555 CEDAR LAKE RD.	02/25/2014		N		560.00
02/13/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		Y		560.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-286-775.000	MAINTENANCE SUPPLIES	80.00
202-497-775.000	MAINTENANCE SUPPLIES	400.00
202-478-740.007	OPERATING SUPP/SALT/SAND/CHL	80.00
		560.00

VENDOR TOTAL: 560.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
CARLISLE	CARLISLE/WORTMAN ASSOCIATES INC	01/31/2014	2131765	GEN	FORM BASED CODE FOR S MICHIGAN	
61563	605 S MAIN ST SUITE 1	02/25/2014		N		4,195.00
02/01/2014	ANN ARBOR MI, 48104	/ /	0.0000	N		0.00
		02/25/2014		N		4,195.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-722-967.000	PROJECT COSTS	4,195.00

VENDOR TOTAL: 4,195.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
HOWELLCITY	CITY OF HOWELL	01/31/2014	10940 2/14	GEN	WATER/SEWER FOR 611 E GRAND RIVER	
61500		02/25/2014		N		58.55
01/31/2014	,	/ /	0.0000	N		0.00
		02/25/2014		N		58.55
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-265-920.002	UTILITIES - WAT / SEW	58.55

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
HOWELLCITY	CITY OF HOWELL	01/31/2014	10941 1-14	GEN	611 E GRAND RIVER #0001	
61502		02/25/2014		N		285.52
01/31/2014	,	/ /	0.0000	N		0.00
		02/25/2014		N		285.52
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-265-920.002	UTILITIES - WAT / SEW	285.52

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
HOWELLCITY	CITY OF HOWELL	01/31/2014	10942 1-14	GEN	WATER / SEWER FOR DRIVE THRU	
61501		02/25/2014		N		33.05
01/31/2014	,	/ /	0.0000	N		0.00
		02/25/2014		N		33.05
Open						

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
GL NUMBER	DESCRIPTION			AMOUNT		
101-265-920.002	UTILITIES - WAT / SEW			33.05		
HOWELLCITY	CITY OF HOWELL	01/30/2014	11574/2-14	GEN	150 MARION ST	
61566		02/25/2014		N		121.10
01/30/2014	,	/ /	0.0000	N		0.00
		02/25/2014		N		121.10
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
641-441-920.002	UTILITIES - WAT / SEW			121.10		
HOWELLCITY	CITY OF HOWELL	01/30/2014	11575/2-14	GEN	150 MARION ST #1	
61565		02/25/2014		N		176.05
01/30/2014	,	/ /	0.0000	N		0.00
		02/25/2014		N		176.05
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
640-441-920.002	UTILITIES - WAT / SEW			176.05		
HOWELLCITY	CITY OF HOWELL	01/30/2014	14532/2-14	GEN	154 MARION ST	
61567		02/25/2014		N		197.85
01/30/2014	,	/ /	0.0000	N		0.00
		02/25/2014		N		197.85
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
640-441-920.002	UTILITIES - WAT / SEW			197.85		
				VENDOR TOTAL:		872.12
CLEANLITES	CLEANLITES RECYCLING, INC. MI	01/31/2014	0000055400	GEN	DISPOSAL OF PCB LIGHT BALLAST & FIXT	
61582	665 HULL RD., P.O. BOX 212	02/25/2014		N		758.50
01/31/2014	MASON MI, 48854	/ /	0.0000	N		0.00
		02/25/2014		N		758.50
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
101-751-930.009	REPAIR & MAINT - EQUIPMENT			758.50		
				VENDOR TOTAL:		758.50
CLEAR RATE	CLEAR RATE COMMUNICATIONS, INC.	01/30/2014	2748891	GEN	COMMUNICATIONS FOR CITY DEPTS	
61568	P.O. BOX 27308	02/25/2014		N		1,454.59
01/30/2014	LANSING MI, 48909-7308	/ /	0.0000	N		0.00
		02/25/2014		N		1,454.59
Open						

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount

GL NUMBER	DESCRIPTION	AMOUNT
101-265-850.000	COMMUNICATIONS - TELEPHONES	828.61
591-564-850.000	COMMUNICATIONS - TELEPHONES	93.77
590-564-850.000	COMMUNICATIONS - TELEPHONES	144.10
590-536-850.007	COMMUNICATIONS - ALARMS	222.39
641-441-850.000	COMMUNICATIONS - TELEPHONES	165.72
		1,454.59

VENDOR TOTAL: 1,454.59

CONSUMERS CONSUMERS ENERGY 01/30/2014 FEB 2014 GEN GAS USAGE FOR JAN 2014
61457 02/25/2014 N 10,504.47
01/30/2014 LANSING MI, 48937-0001 / / 0.0000 N 0.00
02/11/2014 N 10,504.47
PD CK# 79069 02/11/2014

GL NUMBER	DESCRIPTION	AMOUNT
101-265-920.001	UTILITIES - GAS CITY HALL	13.20
101-265-920.001	UTILITIES - GAS CITY HALL #2	2,477.12
101-276-920.001	UTILITIES - GAS 803 ROOSEVELT	442.52
591-564-920.001	UTILITIES - GAS 150 MARION ST	1,079.80
641-441-920.001	UTILITIES - GAS 150 MARION ST	1,619.71
640-441-920.001	UTILITIES - GAS VACTOR BLDG	361.64
641-441-920.001	UTILITIES - GAS VACTOR BLDG	295.89
640-441-920.001	UTILITIES - GAS 152 MARION ST	666.59
591-564-920.001	UTILITIES - GAS HIGH SERVICE BLDG	601.86
590-564-920.001	UTILITIES - GAS 1191 PINCKNEY RD	2,946.14
		10,504.47

CONSUMERS CONSUMERS ENERGY 02/06/2014 FEB/14 GEN CITY GAS UTILITIES
61507 02/25/2014 N 22.91
02/06/2014 LANSING MI, 48937-0001 / / 0.0000 N 0.00
02/25/2014 N 22.91
Open

GL NUMBER	DESCRIPTION	AMOUNT
590-536-920.004	UTILITIES - GAS 1420 W GR RVR	0.67
590-536-920.004	UTILITIES - PUMP STATION	22.24
		22.91

CONSUMERS CONSUMERS ENERGY 02/08/2014 JAN 2014 GEN GAS- UTILITIES
61515 02/25/2014 N 22.91
02/08/2014 LANSING MI, 48937-0001 / / 0.0000 N 0.00
02/11/2014 N 22.91
PD CK# 79131 02/11/2014

GL NUMBER	DESCRIPTION	AMOUNT

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
590-536-920.004	UTILITIES - PUMP STATION 601 WEST ST				22.24	
590-536-920.004	UTILITIES - GAS 1420 W GR RVR				0.67	
					22.91	
					VENDOR TOTAL:	10,550.29
CORRIGAN	CORRIGAN OIL COMPANY	02/03/2014	5864787-IN	GEN	FUEL - DPW	
61569	775 N SECOND ST	02/25/2014		N		7,148.66
02/03/2014	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		02/25/2014		N		7,148.66
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
640-441-751.000	GASOLINE & DIESEL FUEL				7,148.66	
CORRIGAN	CORRIGAN OIL COMPANY	02/05/2014	5866966-IN	GEN	DIESEL FUEL - WTP & DPW	
61570	775 N SECOND ST	02/25/2014		N		9,351.37
02/05/2014	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		02/25/2014		N		9,351.37
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
591-564-751.000	GASOLINE & DIESEL FUEL				1,477.54	
640-441-751.000	GASOLINE & DIESEL FUEL				7,873.83	
					9,351.37	
CORRIGAN	CORRIGAN OIL COMPANY	02/06/2014	5867509	GEN	OIL SUPPLIES	
61588	775 N SECOND ST	02/25/2014		N		2,162.50
02/06/2014	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		02/25/2014		N		2,162.50
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
640-441-751.001	VEHICLE OIL & VARIOUS SUPPLIES				2,162.50	
					VENDOR TOTAL:	18,662.53
D&G EQUIP	D & G EQUIPMENT INC	01/28/2014	138171	GEN	GUARD FOR HEDGE TRIMMER	
61458	2 INDUSTRIAL PARK DR	02/25/2014		N		11.67
01/28/2014	WILLIAMSTON MI, 48895	/ /	0.0000	N		0.00
		02/25/2014		N		11.67
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
101-757-740.019	OPER SUPP/SMALL EQUIPMENT				11.67	
D&G EQUIP	D & G EQUIPMENT INC	01/31/2014	138970	GEN	PARTS FOR PLOW	
61583	2 INDUSTRIAL PARK DR	02/25/2014		N		103.73

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
01/31/2014	WILLIAMSTON MI, 48895	/ /	0.0000	N		0.00
		02/25/2014		N		103.73

Open

GL NUMBER	DESCRIPTION	AMOUNT
640-441-775.000	MAINTENANCE SUPPLIES	103.73

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
D&G EQUIP	D & G EQUIPMENT INC	02/03/2014	139379	GEN	BELT AND GEAR LUBE FOR SNOW BLOWER	
61589	2 INDUSTRIAL PARK DR	02/25/2014		N		25.65
02/03/2014	WILLIAMSTON MI, 48895	/ /	0.0000	N		0.00
		02/25/2014		N		25.65

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-444-740.019	OPER SUPP/SMALL EQUIPMENT	17.33
640-441-775.000	MAINTENANCE SUPPLIES	8.32
		25.65

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
D&G EQUIP	D & G EQUIPMENT INC	02/10/2014	140949	GEN	OIL AND FILTERS	
61590	2 INDUSTRIAL PARK DR	02/25/2014		N		77.02
02/03/2014	WILLIAMSTON MI, 48895	/ /	0.0000	N		0.00
		02/25/2014		N		77.02

Open

GL NUMBER	DESCRIPTION	AMOUNT
640-441-775.000	MAINTENANCE SUPPLIES	77.02

VENDOR TOTAL: 218.07

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
MISC	DAUS, SUSAN	02/16/2014	02162014	GEN	REIMBURSE VACUUM	
61591		02/25/2014		N		45.64
02/16/2014	,	/ /	0.0000	Y		0.00
		02/25/2014		N		45.64

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-740.019	OPER SUPP/SMALL EQUIPMENT	45.64

VENDOR TOTAL: 45.64

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
DET EDIS	DTE	01/30/2014	6750986	GEN	1191 PINCKNEY RD- WWTP	
61558		02/25/2014		N		8,296.72
	P.O. BOX 630795					
01/30/2014	CINCINNATI OH, 45263-0795	/ /	0.0000	Y		0.00
		02/11/2014		N		8,296.72

PD CK# 79137 02/18/2014

GL NUMBER	DESCRIPTION	AMOUNT
590-564-920.000	UTILITIES - ELECTRICITY	8,296.72

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
					VENDOR TOTAL:	8,296.72
DET EDISON	DTE ENERGY	01/30/2014	FEB 2014	GEN	CITY UTILITIES	
61557	P O BOX 740786	02/25/2014		N		9,875.67
01/30/2014	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		02/11/2014		N		9,875.67

PD CK# 79138 02/18/2014

GL NUMBER	DESCRIPTION	AMOUNT
590-536-920.004	1420 W GRAND RIVER AVE LIFT STA(HS)	494.14
590-536-920.004	1021 OAK CLUSTER LIFT STA	122.99
101-276-920.000	920 ROOSEVELT - CEMETERY BLDG	202.11
591-564-920.005	601 HENRY ST WELL	583.09
101-751-920.007	UTILITIES / ELEC / BARNARD	39.39
590-536-920.004	511 WARBLER WAY LIFT STATION	202.46
590-536-920.004	737 E WASHINGTON LIFT STATION	229.59
590-536-920.004	935 W GRAND RIVER LIFT STATION	192.43
591-564-920.000	144 MARION ST WTP	180.98
591-564-920.005	416 THOMPSON WELL	102.95
591-564-920.005	3255 NORTON RD WELL #5	1,492.74
591-564-920.005	3147 NORTON RD WELL # 6	2,492.52
590-536-920.004	425 AUBREY ST LIFT STATION	83.18
590-536-920.004	603 ROOSEVELT ST LIFT STATION	133.33
590-536-920.004	1502 MCPHERSON PARK LIFT STATION	129.09
226-528-920.000	201 W CLINTON ST COMPACTOR	48.74
101-751-920.000	1100 CITY PARK DR	51.11
591-564-920.005	3145 NORTON RD WELL #4	2,028.13
591-564-920.005	3175 NORTON RD WELL #8	1,066.70
		9,875.67

DET EDISON	DTE ENERGY	01/22/2014	FEB 2014	GEN	CITY BLDGS, LIFT STATIONS AND WELLS	
61513	P O BOX 740786	02/25/2014		N		20,117.69
01/22/2014	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		02/11/2014		N		20,117.69

PD CK# 79132 02/11/2014

GL NUMBER	DESCRIPTION	AMOUNT
101-265-920.000	611 E GRAND RIVER	4,830.92
590-536-920.004	601 WEST ST LIFT STA	344.36
590-536-920.004	1401 N MICHIGAN LIFT STA	344.20
591-564-920.000	148 MARION	12,032.19
640-441-920.000	148 MARION	661.11
641-441-920.000	148 MARION	528.89
590-536-920.004	1420 W GRAND RIVER AVE LIFT STA	474.45
590-536-920.004	1021 OAK CLUSTER LIFT STA	126.14
101-276-920.000	920 ROOSEVELT - CEMETERY BLDG	204.81
591-564-920.005	601 HENRY ST WELL	570.62

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
				20,117.69		
					VENDOR TOTAL:	29,993.36
ETNA SUPP	ETNA SUPPLY COMPANY	01/31/2014	S100922136	GEN	3 " METER	
61579	P O BOX 897	02/25/2014		N		405.00
	529-32ND STREET SE					
01/31/2014	GRAND RAPIDS MI, 49548-2392	/ /	0.0000	N		0.00
		02/25/2014		N		405.00
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
590-536-970.001	WATER METERS			202.50		
591-536-970.001	WATER METERS			202.50		
				405.00		
ETNA SUPP	ETNA SUPPLY COMPANY	02/10/2014	S100982511.001	GEN	METERS	
61592	P O BOX 897	02/25/2014		N		1,017.11
	529-32ND STREET SE					
02/10/2014	GRAND RAPIDS MI, 49548-2392	/ /	0.0000	N		0.00
		02/25/2014		N		1,017.11
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
591-536-970.001	WATER METERS			508.56		
590-536-970.001	WATER METERS			508.55		
				1,017.11		
					VENDOR TOTAL:	1,422.11
FIFER INVE	FIFER INVESTIGATIONS, LLC	01/31/2014	01-31-2014	GEN	BACKGROUND CHECK	
61571	P.O. BOX 871533	02/25/2014		N		1,941.25
01/31/2014	CANTON MI, 48187-6533	/ /	0.0000	N		0.00
		02/25/2014		Y		1,941.25
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
101-270-801.000	PROFESSIONAL SERVICES			1,941.25		
					VENDOR TOTAL:	1,941.25
FIFTH THIR	FIFTH THIRD BANK	01/31/2014	JAN 2014	GEN	CREDIT CARD - SEE ATTTACHED	
61499	P.O. BOX 740523	02/25/2014		N		1,478.95
01/31/2014	CINCINNATI OH, 45274-0523	/ /	0.0000	N		0.00
		02/11/2014		N		1,478.95
PD CK# 79077 02/11/2014						
GL NUMBER	DESCRIPTION			AMOUNT		

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
248-728-740.000	OPERATING SUPPLIES			209.94		
101-228-980.005	EQUIP /COMPUTER SOFTWARE			24.95		
101-172-860.000	CONFERENCE /TRANSPORTATION			110.00		
101-191-801.000	PROFESSIONAL SERVICES			435.00		
101-301-727.000	OFFICE SUPPLIES			241.14		
248-728-727.000	OFFICE SUPPLIES			109.50		
101-228-980.007	EQUIP / NETWORK COMP HDW			187.33		
101-172-727.000	OFFICE SUPPLIES			92.93		
101-265-740.019	OPER SUPP/SMALL EQUIPMENT			39.16		
101-228-850.008	COMMUNICATIONS - INTERNET			29.00		
				1,478.95		
					VENDOR TOTAL:	1,478.95
FIRST ADVA	FIRST ADVANTAGE LNS OCC.HEALTH SOLU	02/01/2014	229163	GEN	EMPLOYEE TESTING	
61633	P.O. BOX 742576	02/25/2014		N		90.81
02/01/2014	ATLANTA GA, 30374-2576	/ /	0.0000	N		0.00
		02/25/2014		N		90.81
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
101-270-835.000	PHYSICALS / MEDICAL EXPENSE			90.81		
					VENDOR TOTAL:	90.81
FISHER, DA	FISHER, DAVID	02/07/2014	2-2014	GEN	BOARD OF REVIEW 2/2014	
61620	203 ISBELL	02/25/2014		N		133.47
02/07/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		133.47
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
101-247-712.002	BOARD OF REVIEW WAGES			133.47		
					VENDOR TOTAL:	133.47
FLATTERY	FLATTERY, WILLIAM	02/07/2014	2/2014	GEN	BOARD OF REVIEW 2-2014	
61619	241 VICTORIA PARK CT	02/25/2014		N		133.47
02/07/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		Y		133.47
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
101-247-712.002	BOARD OF REVIEW WAGES			133.47		
					VENDOR TOTAL:	133.47
SOUTHWEST	FLEETPRIDE, INC.	02/07/2014	59155768	GEN	MISC PARTS (CLEVIS)	

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
61593	P.O BOX 281811	02/25/2014		N		61.19
02/07/2014	ATLANTA GA, 30384--181	/ /	0.0000	N		0.00
		02/25/2014		N		61.19
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
640-441-775.000	MAINTENANCE SUPPLIES			61.19		
					VENDOR TOTAL:	61.19
GIBBONS, P	GIBBONS, PATRICK K	02/05/2014	02-5-14	GEN	MILEAGE /PARKING EXPO	
61508		02/25/2014		N		49.29
02/05/2014	,	/ /	0.0000	N		0.00
		02/25/2014		N		49.29
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
590-564-860.000	CONFERENCE /TRANSPORTATION			49.29		
					VENDOR TOTAL:	49.29
GRAINGER	GRAINGER	01/29/2014	9352229802	GEN	STOCK SCREWS/NUTS ETC	
61459	DEPT 825552573	02/25/2014		N		8.87
01/29/2014	PALATINE IL, 60038-0001	/ /	0.0000	N		0.00
		02/25/2014		N		8.87
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
591-564-775.000	MAINTENANCE SUPPLIES			8.87		
GRAINGER	GRAINGER	01/29/2014	9352229810	GEN	STOCK SCREWS/NUTS ETC.	
61462	DEPT 825552573	02/25/2014		N		130.17
01/29/2014	PALATINE IL, 60038-0001	/ /	0.0000	N		0.00
		02/25/2014		N		130.17
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
591-564-775.000	MAINTENANCE SUPPLIES			130.17		
GRAINGER	GRAINGER	01/29/2014	9352558465	GEN	STOCK SCREWS/NUTS ETC	
61461	DEPT 825552573	02/25/2014		N		22.90
01/29/2014	PALATINE IL, 60038-0001	/ /	0.0000	N		0.00
		02/25/2014		N		22.90
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
591-564-775.000	MAINTENANCE SUPPLIES			22.90		
GRAINGER	GRAINGER	01/29/2014	9352800792	GEN	STOCK SCREWS/NUTS ETC.	

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
61460	DEPT 825552573	02/25/2014		N		14.23
01/29/2014	PALATINE IL, 60038-0001	/ /	0.0000	N		0.00
		02/25/2014		N		14.23

Open

GL NUMBER	DESCRIPTION	AMOUNT
591-564-775.000	MAINTENANCE SUPPLIES	14.23

VENDOR TOTAL: 176.17

GRUNDYS AC	GRUNDY'S ACE HARDWARE	02/05/2014	75392	GEN	BOLTS	
61465	1250 E GRAND RIVER	02/25/2014		N		8.40
02/05/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		8.40

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-276-775.000	MAINTENANCE SUPPLIES	8.40

GRUNDYS AC	GRUNDY'S ACE HARDWARE	02/05/2014	75422	GEN	DRILL BIT	
61466	1250 E GRAND RIVER	02/25/2014		N		11.49
02/05/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		11.49

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-276-775.000	MAINTENANCE SUPPLIES	11.49

GRUNDYS AC	GRUNDY'S ACE HARDWARE	02/03/2014	75449	GEN	PAINTING MATERIALS	
61463	1250 E GRAND RIVER	02/25/2014		N		25.93
02/03/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		25.93

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-775.000	MAINTENANCE SUPPLIES	25.93

GRUNDYS AC	GRUNDY'S ACE HARDWARE	02/05/2014	75462	GEN	BATTERIES	
61464	1250 E GRAND RIVER	02/25/2014		N		2.29
02/05/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		2.29

Open

GL NUMBER	DESCRIPTION	AMOUNT
591-564-775.000	MAINTENANCE SUPPLIES	2.29

VENDOR TOTAL: 48.11

GUNNERS	GUNNERS METERS & PARTS INC	01/31/2014	70795	GEN	METER HEADS

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
61581	454 N CASS AVE	02/25/2014		N		1,150.00
01/31/2014	PONTIAC MI, 48342	/ /	0.0000	N		0.00
		02/25/2014		N		1,150.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-536-970.001	WATER METERS	575.00
591-536-970.001	WATER METERS	575.00
		1,150.00

GUNNERS	GUNNERS METERS & PARTS INC	01/31/2014	70889	GEN	METER HEADS	
61580	454 N CASS AVE	02/25/2014		N		372.00
01/31/2014	PONTIAC MI, 48342	/ /	0.0000	N		0.00
		02/25/2014		N		372.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-536-970.001	WATER METERS	186.00
591-536-970.001	WATER METERS	186.00
		372.00

VENDOR TOTAL: 1,522.00

HASLOCK &	HASLOCK & SONS, INC	02/07/2014	7806	GEN	SNOW HAULING	
61626	5275 W COON LAKE RD	02/25/2014		N		1,120.00
02/07/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		1,120.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
202-497-775.000	MAINTENANCE SUPPLIES	480.00
202-497-775.000	MAINTENANCE SUPPLIES	320.00
202-478-740.007	OPERATING SUPP/SALT/SAND/CHL	160.00
101-286-775.000	MAINTENANCE SUPPLIES	160.00
		1,120.00

VENDOR TOTAL: 1,120.00

HOW HARDW	HOWELL HARDWARE	02/05/2014	068078	GEN	BOLTS	
61467	1076 S MICHIGAN AVE	02/25/2014		N		19.17
02/05/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/11/2014		N		19.17

PD CK# 79088 02/11/2014

GL NUMBER	DESCRIPTION	AMOUNT
101-276-775.000	MAINTENANCE SUPPLIES	19.17

HOW HARDW	HOWELL HARDWARE	01/29/2014	068080	GEN	FASTENERS

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
61469	1076 S MICHIGAN AVE	02/25/2014		N		2.38
01/29/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/11/2014		N		2.38

PD CK# 79088 02/11/2014

GL NUMBER	DESCRIPTION	AMOUNT
101-276-775.000	MAINTENANCE SUPPLIES	2.38

HOW HARDW	HOWELL HARDWARE	01/29/2014	068085	GEN	BOLTS EXCHANGED	
61468	1076 S MICHIGAN AVE	02/25/2014		N		0.60
01/29/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/11/2014		N		0.60

PD CK# 79088 02/11/2014

GL NUMBER	DESCRIPTION	AMOUNT
101-276-775.000	MAINTENANCE SUPPLIES	0.60

HOW HARDW	HOWELL HARDWARE	02/05/2014	068168	GEN	MISC SUPPLIES	
61474	1076 S MICHIGAN AVE	02/25/2014		N		19.49
02/05/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		19.49

Open

GL NUMBER	DESCRIPTION	AMOUNT
591-564-775.000	MAINTENANCE SUPPLIES	19.49

HOW HARDW	HOWELL HARDWARE	01/29/2014	068170	GEN	CREDIT BATTERY	
61470	1076 S MICHIGAN AVE	02/25/2014		N		(3.99)
01/29/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		(3.99)

Open

GL NUMBER	DESCRIPTION	AMOUNT
591-564-775.000	MAINTENANCE SUPPLIES	(3.99)

HOW HARDW	HOWELL HARDWARE	02/06/2014	068182	GEN	DREMEL TOOL BRUSH	
61506	1076 S MICHIGAN AVE	02/25/2014		N		12.37
02/06/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		12.37

Open

GL NUMBER	DESCRIPTION	AMOUNT
591-564-775.000	MAINTENANCE SUPPLIES	12.37

VENDOR TOTAL: 50.02

USPS	HOWELL POSTMASTER	02/07/2014	02-07-2014	GEN	WATER SEWER BILLS	
61489	325 S MICHIGAN	02/25/2014		N		271.03
02/07/2014	HOWELL MI, 48843	/ /	0.0000	Y		0.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
		02/06/2014		N		271.03

PD CK# 79058 02/06/2014

GL NUMBER	DESCRIPTION	AMOUNT
590-536-730.000	POSTAGE	135.51
591-290-730.000	POSTAGE	135.52
		271.03

VENDOR TOTAL: 271.03

HOW TOW UT	HOWELL TOWNSHIP UTILITIES	02/07/2014	JAN 2014	GEN	SEWER CHARGE	
61601	3525 BYRON RD.	02/25/2014		N		351.51
02/07/2014	HOWELL MI, 48855	/ /	0.0000	N		0.00
		02/25/2014		N		351.51

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-536-964.005	HOWELL TWP PMT - MCDONALDS	351.51

VENDOR TOTAL: 351.51

JACK DOHEN	JACK DOHENY SUPPLIES INC	02/04/2014	A70389	GEN	VACTOR PARTS	
61595	BOX 609	02/25/2014		N		110.25
02/04/2014	NORTHVILLE MI, 48167	/ /	0.0000	N		0.00
		02/25/2014		N		110.25

Open

GL NUMBER	DESCRIPTION	AMOUNT
640-441-775.000	MAINTENANCE SUPPLIES	110.25

VENDOR TOTAL: 110.25

KEITH PLUM	KEITH PLUMBING	02/08/2014	11579	GEN	BARNARD CENTER BACK UP	
61596	306 N BARNARD ST P O BOX 318	02/25/2014		N		290.00
02/08/2014	HOWELL MI, 48844	/ /	0.0000	N		0.00
		02/25/2014		N		290.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-931.003	BLDG MAINTENANCE - BARNARD	290.00

VENDOR TOTAL: 290.00

KNAPHEIDE	KNAPHEIDE TRUCK EQUIPMENT	02/05/2014	1100245	GEN	HYDRAULIC CYLINDER	
61597	1200 S AVERILL	02/25/2014		N		696.68
02/05/2014	FLINT MI, 48503	/ /	0.0000	N		0.00
		02/25/2014		N		696.68

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
640-441-775.000	MAINTENANCE SUPPLIES				696.68	
KNAPHEIDE	KNAPHEIDE TRUCK EQUIPMENT	02/06/2014	1100277	GEN	PLOW PIN	
61598	1200 S AVERILL	02/25/2014		N		64.81
02/06/2014	FLINT MI, 48503	/ /	0.0000	N		0.00
		02/25/2014		N		64.81
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
640-441-775.000	MAINTENANCE SUPPLIES				64.81	
					VENDOR TOTAL:	761.49
LINCOLN NA	LINCOLN NATIONAL LIFE INSURANCE	02/17/2014	MARCH 2014	GEN	DISABILITY AND LIFE INSURANCE	
61628	P.O. BOX 0821	02/25/2014		N		2,971.50
02/17/2014	CAROL STREAM IL, 60132-0821	/ /	0.0000	N		0.00
		02/25/2014		N		2,971.50
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
101-000-081.000	DF OTHER GOVERNMENT UNITS				206.73	
101-000-081.001	DUE FROM REC AUTHORITY				139.79	
101-290-714.002	EMP DISABILITY / LIFE INSURANCE				2,624.98	
					2,971.50	
					VENDOR TOTAL:	2,971.50
LIV BUSIN	LIVINGSTON BUSINESS FORMS	01/13/2014	31665	GEN	BUSINESS CARDS -PERDU	
61448	P.O.BOX 677	02/25/2014		N		60.00
01/13/2014	HOWELL MI, 48844	/ /	0.0000	N		0.00
		02/25/2014		N		60.00
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
101-722-727.000	OFFICE SUPPLIES				60.00	
					VENDOR TOTAL:	60.00
LIV CO BLD	LIVINGSTON COUNTY BLDG SERVICES	01/31/2014	DEC 2013	GEN	JANITORIAL SERVICES FOR DEC 2013	
61599	420 S HIGHLANDER WAY	02/25/2014		N		4,643.75
01/31/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		4,643.75
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
101-265-804.001	CONTRACT SERV - JANITOR				3,058.32	

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
101-265-930.003	REP & MAINT - BOILER / AIR			309.44		
101-751-931.000	BUILDING MAINTENANCE			340.23		
101-751-931.003	BLDG MAINTENANCE - BARNARD			52.13		
641-441-804.001	CONTRACT SERV - JANITOR			746.83		
641-441-931.000	BUILDING MAINTENANCE			84.67		
591-564-931.000	BUILDING MAINTENANCE			52.13		
				4,643.75		
					VENDOR TOTAL:	4,643.75
HOMETOWN	LIVINGSTON COUNTY PRESS & ARGUS NEW	01/30/2014	0000174172	GEN	CITY COUNCIL PROCEEDINGS 12-23 (INV#	
61560	P.O. BOX 773964 3964 SOLUTIONS CENTER	02/25/2014		N		75.00
02/01/2014	CHICAGO IL, 60677-3009	/ /	0.0000	N		0.00
		02/11/2014		N		75.00
PD CK# 79140 02/18/2014						
GL NUMBER	DESCRIPTION			AMOUNT		
101-101-900.000	PRINTING & PUBLISHING			75.00		
HOMETOWN	LIVINGSTON COUNTY PRESS & ARGUS NEW	02/01/2014	0000177547	GEN	COUNCIL PROCEEDINGS 1-13-14 (INV#000	
61561	P.O. BOX 773964 3964 SOLUTIONS CENTER	02/25/2014		N		105.00
02/01/2014	CHICAGO IL, 60677-3009	/ /	0.0000	N		0.00
		02/11/2014		N		105.00
PD CK# 79140 02/18/2014						
GL NUMBER	DESCRIPTION			AMOUNT		
101-101-900.000	PRINTING & PUBLISHING			105.00		
					VENDOR TOTAL:	180.00
MARCYS LAU	MARCY'S LAUNDRY & DRY CLEANING CNTR	01/31/2014	01/31/2014	GEN	UNIFORM CLEANING	
61572	920 E GRAND RIVER	02/25/2014		N		251.15
01/31/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		251.15
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
101-301-741.002	UNIFORMS/CLEANING/ RENTAL			251.15		
					VENDOR TOTAL:	251.15
MARK'S TRE	MARK'S TREE SERVICE	02/13/2014	2014 TREE TRIM #	GEN	TREE REMOVAL AND 2ND TRIM	
61615	8485 BENTLEY LAKE RD	02/25/2014		N		7,200.00
02/13/2014	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		02/25/2014		N		7,200.00
Open						

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount

GL NUMBER	DESCRIPTION	AMOUNT
101-285-804.027	CONTRACT SERV-TREE TRIMMING	4,500.00
101-285-804.027	CONTRACT SERV-TREE TRIMMING	2,700.00
		7,200.00

VENDOR TOTAL: 7,200.00

MISC	MARZOLF, JAMES	02/05/2014	02-4-2014	GEN	JOINT EXPO	
61475	2823 GRAMER RD	02/25/2014		N		33.12
02/05/2014	WEBBERVILLE MI, 48892	/ /	0.0000	Y		0.00
		02/25/2014		N		33.12
Open						

GL NUMBER	DESCRIPTION	AMOUNT
591-564-860.000	CONFERENCE /TRANSPORTATION	33.12

VENDOR TOTAL: 33.12

MGIA TRADE	MGIA TRADE SHOW & CONVENTION	02/07/2014	2014/LAROWE	GEN	2014 TRADE SHOW REGISTRATION - LAROW	
61622	30600 TELEGRAPH RD	02/25/2014		N		115.00
	SUITE 3360					
02/07/2014	BINGHAM FARMS MI, 48025	/ /	0.0000	N		0.00
		02/19/2014		N		115.00
PD CK# 79143 02/20/2014						

GL NUMBER	DESCRIPTION	AMOUNT
101-276-860.000	CONFERENCE /TRANSPORTATION	115.00

VENDOR TOTAL: 115.00

MI/ASSOC/M	MI/ASSOC/MUN/CEMETERIES INC	02/01/2014	2014	GEN	MEMBERSHIP 2014 - LAROWE	
61605	C/O KIRK CAITHAMER, MAMC TREASUER	02/25/2014		N		35.00
	400 S HARRISON					
02/01/2014	LUDINGTON MI, 49431	/ /	0.0000	Y		0.00
		02/25/2014		N		35.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-276-840.005	DUES & MEMBERSHIP/GRAVE MAINT	35.00

VENDOR TOTAL: 35.00

MI CAT	MICHIGAN CAT	02/07/2014	SD3844927	GEN	LABOR AND PARTS FOR BACKHOE	
61600	DEPT #77576	02/25/2014		N		1,560.20
	P.O. BOX 77000					
02/07/2014	DETROIT MI, 48277-0576	/ /	0.0000	N		0.00
		02/25/2014		N		1,560.20

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
Open						

GL NUMBER	DESCRIPTION	AMOUNT
640-441-930.006	REPAIR & MAINT. VEHICLES	402.60
640-441-775.000	MAINTENANCE SUPPLIES	1,157.60
		1,560.20

VENDOR TOTAL: 1,560.20

MI PIPE	MICHIGAN PIPE & VALVE	01/29/2014	L477222	GEN	REPAIR CLAMPS	
61476	P.O. BOX 4370	02/25/2014		N		375.00
01/29/2014	JACKSON MI, 49204-4370	/ /	0.0000	N		0.00
		02/25/2014		N		375.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
591-536-775.000	MAINTENANCE SUPPLIES	375.00

VENDOR TOTAL: 375.00

MI RURAL W	MICHIGAN RURAL WATER ASSOCIATION	02/07/2014	T14-0027	GEN	TEMPORARY TRAFFIC CONTROL TRAINING	
61602	P O BOX 960	02/25/2014		N		585.00
02/07/2014	HARRISON MI, 48625-0960	/ /	0.0000	Y		0.00
		02/25/2014		N		585.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
641-441-957.000	EDUCATION / TRAINING	585.00

VENDOR TOTAL: 585.00

NORTH EAST	NORTH EASTERN UNIFORMS & EQUIPMENT	02/10/2014	2636	GEN	UNIFORMS HATS	
61606	125 51ST STREET #600	02/25/2014		N		25.00
02/10/2014	PITTSBURGH PA, 15201-2709	/ /	0.0000	N		0.00
		02/25/2014		N		25.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-301-741.000	UNIFORMS/CLOTHING ALLOWANCE	25.00

VENDOR TOTAL: 25.00

NORTHWEST	NORTHWEST PIPE & SUPPLY INC	01/22/2014	4197	GEN	MARION TWP GENERATOR	
61509	6430 GRAND RIVER	02/25/2014		N		29.27
01/22/2014	BRIGHTON MI, 48114	/ /	0.0000	N		0.00
		02/25/2014		N		29.27
Open						

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
GL NUMBER	DESCRIPTION			AMOUNT		
590-536-930.011	REPAIR & MAINT - PUMP MARION TWP			29.27		
					VENDOR TOTAL:	29.27
OFFICE DEP	OFFICE DEPOT	01/31/2014	692855509001	GEN	MEMO BOOKS, POST ITS, TONER	
61584	P O BOX 633211	02/25/2014		N		52.07
01/31/2014	CINCINNATI OH, 45263-3211	/ /	0.0000	N		0.00
		02/25/2014		N		52.07
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
590-564-727.000	OFFICE SUPPLIES			8.30		
591-564-727.000	OFFICE SUPPLIES			3.39		
641-441-727.000	OFFICE SUPPLIES			40.38		
				52.07		
OFFICE DEP	OFFICE DEPOT	02/01/2014	692855554001	GEN	TISSUE AND WIPES	
61607	P O BOX 633211	02/25/2014		N		13.51
02/01/2014	CINCINNATI OH, 45263-3211	/ /	0.0000	N		0.00
		02/25/2014		N		13.51
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
641-441-727.000	OFFICE SUPPLIES			13.51		
OFFICE DEP	OFFICE DEPOT	02/12/2014	699901251001	GEN	KITCHEN SUPPLIES AND OFFICE SUPPLIES	
61609	P O BOX 633211	02/25/2014		N		69.34
02/12/2014	CINCINNATI OH, 45263-3211	/ /	0.0000	N		0.00
		02/25/2014		N		69.34
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
101-172-727.000	OFFICE SUPPLIES			69.34		
OFFICE DEP	OFFICE DEPOT	02/12/2014	699911627001	GEN	OFFICE SUPPLIES	
61610	P O BOX 633211	02/25/2014		N		39.14
02/12/2014	CINCINNATI OH, 45263-3211	/ /	0.0000	N		0.00
		02/25/2014		N		39.14
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
101-301-727.000	OFFICE SUPPLIES			39.14		
OFFICE DEP	OFFICE DEPOT	02/01/2014	699911831001	GEN	POST IT NOTES	
61608	P O BOX 633211	02/25/2014		N		11.67
02/01/2014	CINCINNATI OH, 45263-3211	/ /	0.0000	N		0.00
		02/25/2014		N		11.67
Open						

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
GL NUMBER	DESCRIPTION				AMOUNT	
101-301-727.000	OFFICE SUPPLIES				11.67	
					VENDOR TOTAL:	185.73
PAT SHIELD	PAT SHIELDS,LLC	02/18/2014	02182014	GEN	SNOW HAULING	
61624	4632 N LATSON RD	02/25/2014		N		80.00
02/18/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		Y		80.00
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
101-286-775.000	MAINTENANCE SUPPLIES				80.00	
PAT SHIELD	PAT SHIELDS,LLC	02/07/2014	02-18-2014	GEN	SNOW HAULING	
61623	4632 N LATSON RD	02/25/2014		N		240.00
02/07/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		Y		240.00
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
202-497-775.000	MAINTENANCE SUPPLIES				240.00	
PAT SHIELD	PAT SHIELDS,LLC	02/07/2014	02182014-MAJOR	GEN	SNOW REMOVAL- MAJOR ST	
61625	4632 N LATSON RD	02/25/2014		N		80.00
02/07/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		Y		80.00
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
202-478-740.007	OPERATING SUPP/SALT/SAND/CHL				80.00	
PAT SHIELD	PAT SHIELDS,LLC	02/07/2014	BL96 2-14	GEN	SNOW HAULING	
61627	4632 N LATSON RD	02/25/2014		N		480.00
02/07/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		Y		480.00
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
202-497-775.000	MAINTENANCE SUPPLIES				480.00	
					VENDOR TOTAL:	880.00
PERF/BONDS	PAULSON'S CONSTRUCTION	02/05/2014	PB13-171	GEN	1023 BURNS - REFUND BOND	
61485	115 UNIVERSTIY DR	02/25/2014		N		500.00
02/05/2014	HOWELL MI, 48843	/ /	0.0000	Y		0.00
		02/18/2014		N		500.00
PD CK# 79141 02/18/2014						

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
GL NUMBER	DESCRIPTION				AMOUNT	
101-000-283.000	DEV ESCROW				500.00	
					VENDOR TOTAL:	500.00
PAYROLL	PAYROLL FUND	02/08/2014	2-8-2014	GEN	PAY ENDING 2-8-2014	
61514		02/25/2014		N		130,628.22
02/08/2014	,	/ /	0.0000	N		0.00
		02/11/2014		N		130,628.22
PD CK# 79133 02/11/2014						
GL NUMBER	DESCRIPTION				AMOUNT	
101-000-001.002	PAYROLL CHECKING				130,628.22	
					VENDOR TOTAL:	130,628.22
PSYBUS	PSYBUS	01/24/2014	14690	GEN	POLICE CANDIDATE TESTING	
61574	PSYCHOLOGICAL CONSULTANTS TO BUSINE 29201 TELEGRAPH,STE 600	02/25/2014		N		585.00
01/24/2014	SOUTHFIELD MI, 48034	/ /	0.0000	N		0.00
		02/25/2014		N		585.00
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
101-270-801.000	PROFESSIONAL SERVICES				585.00	
PSYBUS	PSYBUS	01/30/2014	14700	GEN	POLICE CANDIDATE TESTING	
61573	PSYCHOLOGICAL CONSULTANTS TO BUSINE 29201 TELEGRAPH,STE 600	02/25/2014		N		585.00
01/30/2014	SOUTHFIELD MI, 48034	/ /	0.0000	N		0.00
		02/25/2014		N		585.00
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
101-270-801.000	PROFESSIONAL SERVICES				585.00	
					VENDOR TOTAL:	1,170.00
REGAL RECY	REGAL RECYCLING INC	01/28/2014	39985	GEN	CHANNEL STEEL FOR LEAF BOX	
61477	645 LUCY RD.	02/25/2014		N		30.00
01/28/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		30.00
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
640-441-775.000	MAINTENANCE SUPPLIES				30.00	
REGAL RECY	REGAL RECYCLING INC	02/12/2014	40513	GEN	METAL FOR PUSHER	

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
61611	645 LUCY RD.	02/25/2014		N		24.00
02/12/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		24.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
640-441-775.000	MAINTENANCE SUPPLIES	24.00

VENDOR TOTAL: 54.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
RJ THOMAS	RJ THOMAS MFG.CO.,INC.	02/10/2014	00164759	GEN	PICNIC TABLES	
61603	P.O. BOX 946	02/25/2014		N		4,232.90
	5648 HIGHWAY 59 SOUTH					
02/10/2014	CHEROKEE IA, 51012-0946	/ /	0.0000	N		0.00
		02/25/2014		N		4,232.90
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-751-970.004	CAPITOL OUTLAY / PARKS	4,232.90

VENDOR TOTAL: 4,232.90

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
SPARTAN TI	SPARTAN TIRE & SERVICE CENTER	01/28/2014	11030	GEN	TIRE TUBES AND DISPOSAL	
61479	716 S MICHIGAN AVE	02/25/2014		N		98.87
01/28/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		98.87
Open						

GL NUMBER	DESCRIPTION	AMOUNT
640-441-775.002	MAINTENANCE SUPPLIES - TIRES	79.87
640-441-930.006	REPAIR & MAINT. VEHICLES	19.00
		98.87

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
SPARTAN TI	SPARTAN TIRE & SERVICE CENTER	01/28/2014	11528	GEN	TIRES	
61478	716 S MICHIGAN AVE	02/25/2014		N		906.08
01/28/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		906.08
Open						

GL NUMBER	DESCRIPTION	AMOUNT
640-441-775.002	MAINTENANCE SUPPLIES - TIRES	906.08

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
SPARTAN TI	SPARTAN TIRE & SERVICE CENTER	01/28/2014	11708	GEN	TIRES, CHANGE & DISPOSAL	
61480	716 S MICHIGAN AVE	02/25/2014		N		202.00
01/28/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		202.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
640-441-775.002	MAINTENANCE SUPPLIES - TIRES			167.00		
640-441-930.006	REPAIR & MAINT. VEHICLES			35.00		
				202.00		
SPARTAN TI	SPARTAN TIRE & SERVICE CENTER	02/12/2014	11794	GEN	REPAIR LOOSE TIRE	
61613	716 S MICHIGAN AVE	02/25/2014		N		10.00
02/12/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		10.00
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
640-441-930.006	REPAIR & MAINT. VEHICLES			10.00		
SPARTAN TI	SPARTAN TIRE & SERVICE CENTER	02/12/2014	11901	GEN	CHANGE, BAL & DISPOSAL	
61612	716 S MICHIGAN AVE	02/25/2014		N		18.00
02/12/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		18.00
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
640-441-930.006	REPAIR & MAINT. VEHICLES			18.00		
					VENDOR TOTAL:	1,234.95
DEQ	STATE OF MICHIGAN	02/01/2014	856592	GEN	INDUSTRIAL SW ANNUAL PERMIT FEE / MI	
61575	CASHIER OFFICE- SWPF	02/25/2014		N		260.00
	P.O. BOX 30657					
02/01/2014	LANSING MI, 48909-8157	/ /	0.0000	Y		0.00
		02/25/2014		N		260.00
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
590-564-840.001	REGULATORY FEES			260.00		
DEQ	STATE OF MICHIGAN	02/01/2014	857013	GEN	STORM WATER PERMIT FEE	
61604	CASHIER OFFICE - SWPF	02/25/2014		N		2,000.00
	P.O. BOX 30657					
02/01/2014	LANSING MI, 48909-8157	/ /	0.0000	Y		0.00
		02/25/2014		N		2,000.00
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
202-538-840.001	REGULATORY FEES			1,000.00		
203-538-840.001	REGULATORY FEES			1,000.00		
				2,000.00		
					VENDOR TOTAL:	2,260.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
SWANNS	SWANN'S CLOTHING STORE	02/01/2014	7132	GEN	CLOTHING ALLOWANCE - MARZOLF	
61481	214 N WALNUT	02/25/2014		N		42.00
02/01/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		42.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
591-564-741.000	UNIFORMS/CLOTHING ALLOWANCE	42.00

SWANNS	SWANN'S CLOTHING STORE	02/13/2014	7148	GEN	WINTER CLOTHING ALLOWANCE - SCHLUSLE	
61614	214 N WALNUT	02/25/2014		N		20.98
02/13/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		20.98
Open						

GL NUMBER	DESCRIPTION	AMOUNT
641-441-741.000	UNIFORMS/CLOTHING ALLOWANCE	20.98

VENDOR TOTAL: 62.98

TEGGERDINE	TEGGERDINE, DAVID	02/07/2014	02-2014	GEN	BOARD OF REVIEW 02/07/2014	
61618	809 S MICHIGAN	02/25/2014		N		133.47
02/07/2014	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/25/2014		N		133.47
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-247-712.002	BOARD OF REVIEW WAGES	133.47

VENDOR TOTAL: 133.47

MISC	VANGUARD TITLE	02/10/2014	02/10/2014	GEN	UB REFUND FOR 617 N MICHIGAN	
61510	6200 19 MILE RD	02/25/2014		N		0.00
02/10/2014	STERLING HEIGHTS MI, 48314	02/11/2014	0.0000	Y		0.00
		02/25/2014		N		97.22
Open						

GL NUMBER	DESCRIPTION	AMOUNT
226-528-635.000	3301-CURB CART1	54.02
590-536-643.001	2205-5/8 S RTS	23.81
591-536-644.000	1000-WTR USAGE	1.61
591-536-643.000	1205-5/8 W RTS	16.33
590-536-644.001	2000-SEW USG PL	1.10
590-536-644.005	2005-SEW USG.CM	0.35
		97.22

MISC	VANGUARD TITLE	02/10/2014	02/10/2014	GEN	UB REFUND FOR 621 N MICHIGAN	
61511	6200 19 MILE RD	02/25/2014		N		0.00
02/10/2014	STERLING HEIGHTS MI, 48314	02/11/2014	0.0000	Y		0.00

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
		02/25/2014		N		88.58

Open

GL NUMBER	DESCRIPTION	AMOUNT
226-528-635.000	3301-CURB CART1	32.06
591-536-644.000	1000-WTR USAGE	16.26
591-536-643.000	1205-5/8 W RTS	10.34
590-536-644.001	2000-SEW USG PL	11.13
590-536-644.005	2005-SEW USG.CM	3.72
590-536-643.001	2205-5/8 S RTS	15.07
		88.58

VENDOR TOTAL: 185.80

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
VERIZON WI	VERIZON WIRELESS	02/01/2014	9719047702	GEN	PD PHONES	
61636	P O BOX 15062	02/25/2014		N		590.24
02/01/2014	ALBANY NY, 12212-5062	/ /	0.0000	N		0.00
		02/25/2014		N		590.24

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-301-850.000	COMMUNICATIONS - TELEPHONES	590.24

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
VERIZON WI	VERIZON WIRELESS	02/01/2014	DPW 2-2014	GEN	2 WAY RADIOS	
61559	P O BOX 15062	02/25/2014		N		213.61
02/01/2014	ALBANY NY, 12212-5062	/ /	0.0000	N		0.00
		02/25/2014		N		213.61

Open

GL NUMBER	DESCRIPTION	AMOUNT
641-441-850.000	COMMUNICATIONS - TELEPHONES	213.61

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
VERIZON WI	VERIZON WIRELESS	01/30/2014	JAN 2014	GEN	CELLULAR COMMUNICATIONS	
61486	P O BOX 15062	02/25/2014		N		437.27
01/30/2014	ALBANY NY, 12212-5062	/ /	0.0000	N		0.00
		02/25/2014		N		437.27

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-101-956.000	MISCELLANEOUS	52.69
101-228-850.005	COMMUNICATIONS - CELL PHONES	52.69
101-172-850.000	COMMUNICATIONS - TELEPHONES	52.69
101-722-850.005	COMMUNICATIONS - CELL PHONES	33.10
640-441-850.000	COMMUNICATIONS - TELEPHONES	105.38
641-441-850.000	COMMUNICATIONS - TELEPHONES	35.18
101-276-850.005	COMMUNICATIONS - CELL PHONES	35.18
590-564-850.000	COMMUNICATIONS - TELEPHONES	35.18
591-564-850.000	COMMUNICATIONS - TELEPHONES	35.18

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
						437.27
					VENDOR TOTAL:	1,241.12
VWR INT	VWR INTERNATIONAL LLC	01/14/2014	8056391965	GEN	LAB CHEMICALS	
61482	P O BOX 640169	02/25/2014		N		71.34
01/14/2014	PITTSBURGH PA, 15264-0169	/ /	0.0000	N		0.00
		02/25/2014		N		71.34
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
591-564-775.003	LABORATORY SUPPLIES				71.34	
VWR INT	VWR INTERNATIONAL LLC	01/14/2014	8056396848	GEN	LAB CHEMICALS & SUPPLIES	
61484	P O BOX 640169	02/25/2014		N		570.97
01/14/2014	PITTSBURGH PA, 15264-0169	/ /	0.0000	N		0.00
		02/25/2014		N		570.97
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
591-564-775.003	LABORATORY SUPPLIES				570.97	
VWR INT	VWR INTERNATIONAL LLC	01/14/2014	8056396849	GEN	LAB SUPPLIES	
61483	P O BOX 640169	02/25/2014		N		390.65
01/14/2014	PITTSBURGH PA, 15264-0169	/ /	0.0000	N		0.00
		02/25/2014		N		390.65
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
591-564-775.003	LABORATORY SUPPLIES				390.65	
VWR INT	VWR INTERNATIONAL LLC	02/13/2014	8056655407	GEN	LAB SUPPLIES	
61616	P O BOX 640169	02/25/2014		N		95.84
02/13/2014	PITTSBURGH PA, 15264-0169	/ /	0.0000	N		0.00
		02/25/2014		N		95.84
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
591-564-775.003	LABORATORY SUPPLIES				95.84	
VWR INT	VWR INTERNATIONAL LLC	02/07/2014	8056655408	GEN	LAB SUPPLIES	
61617	P O BOX 640169	02/25/2014		N		113.04
02/07/2014	PITTSBURGH PA, 15264-0169	/ /	0.0000	N		0.00
		02/25/2014		N		113.04
Open						
GL NUMBER	DESCRIPTION				AMOUNT	
591-564-775.003	LABORATORY SUPPLIES				113.04	

Vendor Code / Ref # / Invoice Date	Vendor name / Address / City/State/Zip	Post Date / CK Run Date / Disc. Date / Due Date	Invoice / PO / Disc. %	Bank / Hold / Sep CK / 1099	Invoice Description	Gross Amount / Discount / Net Amount
					VENDOR TOTAL:	1,241.84
MISC 61621 02/07/2014	WEBSTER, JIM ,	02/07/2014 02/25/2014 / / 02/25/2014	02-12-2014 0.0000	GEN N Y N	MILEAGE REIMBURSEMENT FOR MEETING IN	30.51 0.00 30.51
Open						
GL NUMBER	DESCRIPTION			AMOUNT		
591-564-860.000	CONFERENCE /TRANSPORTATION			30.51		
					VENDOR TOTAL:	30.51
					TOTAL - ALL VENDORS:	315,842.19

CITY OF HOWELL
MEMORANDUM

TO: MAYOR & CITY COUNCIL

FROM: JANE CARTWRIGHT, CITY CLERK

DATE: FEBRUARY 20, 2014

RE: RETENTION OF CLOSED SESSION MINUTES

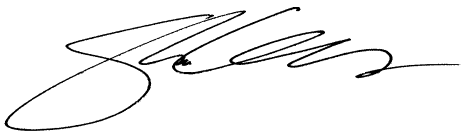
At the January 13, 2014 meeting, City Council questioned the retention of the closed session minutes. General Retention Schedule #24 adopted by the Howell City Council August 10, 2009 outlines that closed session minutes may be destroyed 1 year and 1 day after approval of the minutes of the regular meeting at which the closed session was approved.

As you know, closed session minutes are not open to the public and can only be disclosed by court order. They are very brief and only required to reflect the date, time, place, members present/absent, and the purpose of the closed session. With that in mind, I believe the retention period contained in Schedule #24 is appropriate.

Retention schedules list minimum guidelines for destruction of records however they have been developed after extensive research by Record Management Services in conjunction with the Michigan Municipal League, and approved by the State of Michigan Administrative Board. If City Council would like to increase the retention period for closed session minutes, they could do so by a policy change.

I have enclosed Resolution No. 09-26 (approval of retention schedules), the appropriate section of Retention #24, and guidelines from Michigan Municipal League on closed session minutes for your review.

REVIEWED & APPROVED FOR SUBMISSION:



Shea Charles, City Manager

RESOLUTION NO. 09-26

WHEREAS, the City of Howell adopted the Records Management Handbook General Record Retention and Disposal Schedule #8 on March 24, 2003; and,

WHEREAS, the State of Michigan Records Management Services has since developed updated individual schedules which have been approved for local government use by the State of Michigan Administrative Board; and,

WHEREAS, portions of General Record Retention and Disposal Schedule #8 have been superseded by the individual retention schedules.

NOW THEREFORE BE IT RESOLVED that the following record retention schedules developed by Records Management Services and approved by the State of Michigan Administrative Board are hereby adopted by the Howell City Council to use in conjunction with General Schedule #8 and Chapter 210 of the Howell City Code:

- General Schedule #1 – Non-Record Materials
- General Schedule #11 – Law Enforcement Agencies
- General Schedule #23 – Elections Records
- General Schedule #24 – City Clerks
- General Schedule #26 – Human Resources
- General Schedule #31 – Financial Records

Adopted this 10th day of August, 2009.

GERALDINE K. MOEN, MAYOR

JANE CARTWRIGHT, CLERK

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of Resolution No. 09-26, adopted by the City Council of the City of Howell, Livingston County, Michigan, at a regular meeting held on the 10th day of August, 2009 and that the meeting was held and the minutes were filed in compliance with Act No. 267 of the Public Acts of 1976.

IN WITNESS WHEREOF, I have affixed my official signature this 10th day of August, 2009.

BY:
Howell City Clerk

General Retention Schedule #24
City and Village Clerks

Item Number	Series Title and Description	Total Retention

Council/Commission

200 Meeting Records--Open Sessions — PERM

These records document the proceedings of the city or village council/commission and any subcommittees or advisory committees. They include the approved minutes and agenda packets containing any materials that are distributed to members for review (such as budgets, ordinances, resolutions, action items, policies, contracts, etc). They may include full transcriptions of the proceedings, and topical indexes. This series does not include meeting notices (see item #203), bulletins, clippings, citizen requests (see item #204) or documentation of meeting-related expenditures. These records are preserved permanently to document the institutional memory of the city or village. Cities and villages are encouraged to contact the Archives of Michigan for assistance if they cannot retain these records permanently.

201 Meeting Notes and Audio or Video Recordings — EVT

Notes and audio or visual recordings of meetings of a public body of the city or village made for the purpose of transcribing the minutes may be destroyed after the meeting at which the minutes are approved by the public body. EVT = one day after the date that the meeting minutes are approved. (MCL 15.269).

202 Meeting Records--Closed Session — EVT

These records consist of minutes taken during a closed session of the council/commission, including any audio or visual recordings. Approved closed session minutes must be sealed and retained by the clerk, are not available to the public, and shall only be disclosed if required by a civil action filed in circuit court or the court of appeals under sections 10, 11, or 13 of the Open Meetings Act. **EVT = Closed session meeting records may be destroyed 1 year and 1 day after approval of the minutes of the regular meeting at which the closed session was approved.**

203 Meeting Records--Official Boards, Committees and Commissions — PERM

These records document the proceedings of the official boards, committees and commissions (such as an historical commission, arts commission, development authority, board of review, civil service board, etc.). Members of these boards are appointed by the city or village council/commission. These records include the approved minutes and agenda packets containing any materials that are distributed to members

OMA - Closed Meeting Minutes

ONE PAGER PLUS

The Michigan Open Meetings Act (OMA) provides that all meetings of a public body shall be open to the public and be held in a place available to the general public. (MCL 15.261 et seq.) The OMA also provides, however, for those situations in which a public body may meet in closed or executive session. (MCL 15.268) This discussion is limited to the minutes taken during a closed session and assumes that the public body met in a properly closed session.

Are minutes required to be taken?

Yes. The OMA requires that a separate set of minutes shall be taken at the closed session. According to an opinion of the Michigan attorney general, the minutes must reflect the date, time, place, members present and absent, and purpose of the closed session. (OAG No. 6817)

Who may take the minutes?

The clerk or designated secretary of the public body.

Are the minutes available to the public?

No. The minutes may only be disclosed if required by court order in a civil action filed in accordance with MCL 15.270, 15.271 or 15.273. OAG No. 6353 provides that disclosure may not be made even if the person requesting the closed session subsequently waives or withdraws the request and consents to disclosure.

Who approves the minutes? When?

The public body. The public body may meet in closed session to approve the minutes of a closed session if that decision is made in an open session of the public body.

May the minutes be destroyed?

The minutes may be destroyed one year and one day after approval of the minutes of the regular meeting at which the closed session was approved.

Are the minutes subject to the Michigan freedom of information act?

The minutes of a closed session are exempt from disclosure under the Michigan freedom of information act unless required by court order in accordance with the open meetings act.

michigan municipal league

1675 Green Road
PO Box 1487
Ann Arbor, MI 48106-1487

TEL 734.662.3246 800.653.2483
FAX 734.662.8083
WEB www.mml.org

City of Howell
Police Department

Memorandum

To: Mayor and City Council

From: George Basar
Chief of Police

Date: February 19. 2014

Subject: No Turn on Red – S. Michigan & Sibley

Council has inquired about the possibility and propriety of placing restricted times on the No Turn on Red signs located at S. Michigan and Sibley. To answer this question staff has looked into the history of the placement of these signs as well as the current rules regulating the placement of these signs.

History

Staff has located Traffic Control Order 217 (attached) that was originally authored on July 1, 1987. The TCO is brief but directs No Turn on Red Signs between 7:00 a.m. and 7:00 p.m. be erected at Grand River and Michigan, Grand River and Walnut and Grand River and Sibley. The TCO does not designate where the signs should be placed, how many signs and controlling which traffic directions. It should be noted that this TCO predates any key staff currently employed.

Upon checking the above locations it was found that No Turn on Red signs are currently located on all four corners of Grand River and Michigan as well as all four corners of S. Michigan and Sibley. Neither of these locations show the restricted times. There are no signs on any corner at the location of Grand River and Walnut. In speaking with long time employees and some residents, no one can recall ever seeing time restrictions on the signs. Further, staff has not been able to locate any documentation either rescinding or modifying the 1987 TCO.

Contact with MDOT

Since no explanation can be found as to why the 1987 TCO was not carried out, staff speculated that MDOT may have some answers because all of the named locations are on state trunk lines. In speaking with the traffic engineer at MDOT it was learned this may likely have been the case. Since the streets in question are on state trunk lines and are at signalized intersections, MDOT

controls and has jurisdiction over all four corners of the intersections and therefore makes the decisions on any necessary signage. The decision is based upon MDOT standards and the standards in the Manual of Uniform Traffic Control Devices (MUTCD). MDOT advises that they take into consideration not only traffic flow and traffic volume but also pedestrian traffic at the intersections and in the area.

While there is no historical documentation that can be located it is speculated between staff and MDOT that after the 1987 traffic control order was authored that MDOT likely interceded and therefore the placement of signs was never carried out as stated in the TCO.

Additionally, the traffic engineer seems to recall that many years ago there was a request to restrict the times on the No Turn on Red signs at S. Michigan and Sibley and that the request was denied by MDOT.

Options

The first option would be to remain status quo. Neither the Police Department nor the City has received a complaint from the public about the signage until the recent inquiry.

The second option would be to petition MDOT and ask them to consider conducting a review and analysis of the intersection in question to determine if the signage can or should be modified or removed.

CITY OF HOWELL, MICHIGAN
TRAFFIC CONTROL ORDER
No. 217

TO ESTABLISH: No right turn on red signs 7 A.M. - 7 P.M. at the following intersections:

ERECT: No right turn on red 7 A.M. - 7 P.M. signs at:

1) BL I-96 Grand River Ave. & Michigan Ave.

2) BL I-96 W. Grand River & Walnut St.

3) S. Michigan Ave. and Sibley St.

Signs to be erected at locations indicated by the Traffic Engineer.

This order was issued by the Traffic Engineer and approved by the City Council on June 22, 1987.

Certified to by _____
City Clerk

Date 7/1/87

c: City Council
City Clerk
City Manager
Police Chief
Director of Public Works
District Court

CITY OF HOWELL
MEMORANDUM

TO: MAYOR & CITY COUNCIL

FROM: SHEA CHARLES, CITY MANAGER

DATE: FEBRUARY 20, 2014

RE: BUDGET WORK SESSION

City staff is preparing for the Budget Work Session scheduled for Thursday, February 27th at 6:30 p.m. at the Howell Carnegie District Library Meabon Room. While setting the work session various council members expressed a desire for information regarding historical trends on costs & revenues and prioritizing future capital projects. Staff is preparing a historical analysis of revenues and expenditures, an updated financial forecast as well bringing back the capital improvement information presented at the last session.

Staff and I are seeking feedback if this meets Council's expectation or are there other topics/areas the Council would like to discuss?



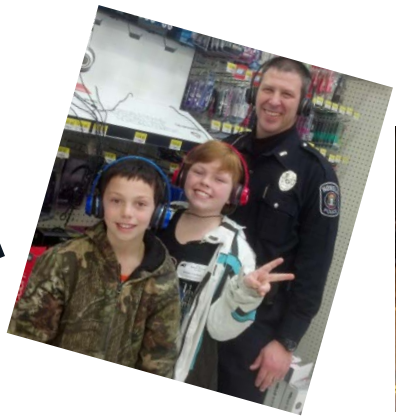
Shea Charles
City Manager

NOTES

Howell Police Department

2013 Annual Report

Chief George G. Basar
Captain John E. Kowalski
1/28/2014





GEORGE G. BASAR
Chief of Police

Howell Police Department

611 E. Grand River Avenue
Howell, MI 48843
(517) 546-1330 Fax: (517) 546-2114

January 20, 2014

Shea Charles
City Manager
Howell City Hall
611 E. Grand River
Howell, MI 48843

Dear Mr. Charles:

It is my distinct pleasure to submit to you Howell Police Department's Annual Report for calendar year 2013.

Although 2013 proved to be a challenging year, I am pleased with the accomplishments and progress summarized within this publication. Furthermore, I trust that you, along with City Council members and residents of Howell, will find this report to be informative and a fair representation of the dedication and commitment to service that the sworn and civilian members of the Howell Police Department exhibit on a daily basis.

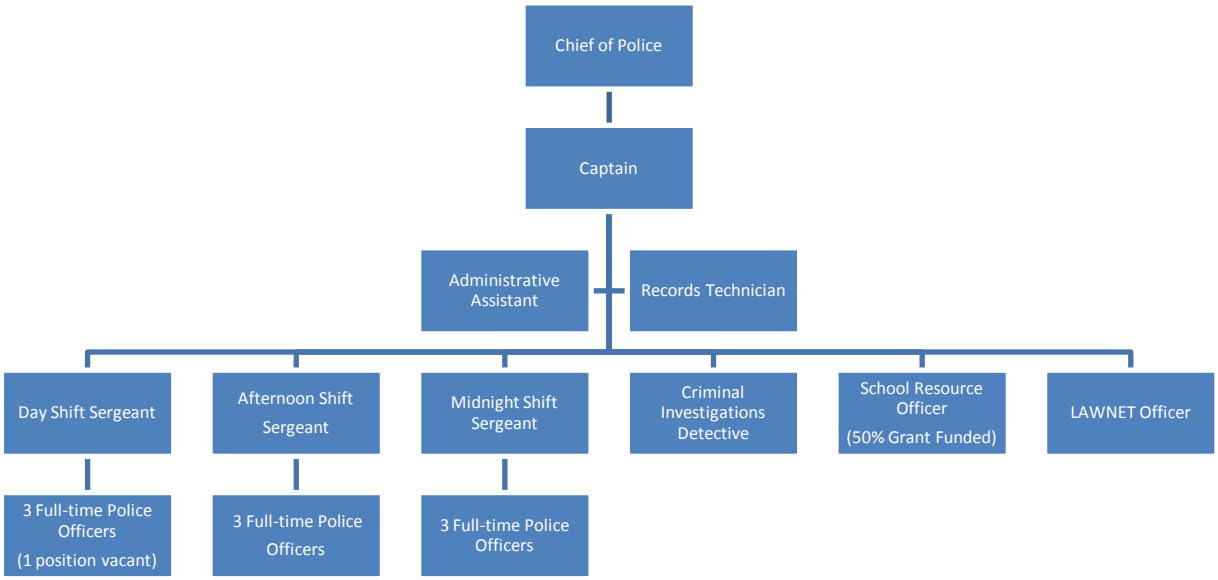
Respectfully,

George G. Basar
Chief of Police

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HOWELL POLICE DEPARTMENT ORGANIZATIONAL CHART



Total Employees = 19
16 sworn officers (one vacancy)
2 civilian personnel

ROSTER OF THE HOWELL POLICE DEPARTMENT

Name	Hire Date
Basar, George	4/17/2006
Kowalski, John	2/26/2007
Woods, Jeffrey	7/1/1993
Mannor, Scott	9/14/2001
Kelleher, Matt	10/29/1997
Miller, Paul	4/4/2004
Lockhart, Darren	6/19/1995
Mitts, Gary	11/18/1996
Rupp, Steve	7/27/1998
Small, L. Renae	8/3/1998
Banfield, Don	4/30/2001
Fogo, David	7/29/2002
Spyke, Nick	9/18/2006
Dunn, Mike	6/4/2007
Lorenz, Luke	7/14/2008
Kobel, Chase	12/1/2008
Smith, Barbara	3/22/2003
Lockhart, Kym	6/13/2003

ADMINISTRATION

The Howell Police Department administration is commanded by the Chief of Police and the Police Captain. Administrative personnel are supported by an Administrative Assistant, who also functions as a Records Technician.

The Department administrators are responsible for some of the following annual functions; budget development, budget management, personnel administration, policies and procedures, rules and regulations, payroll, personnel records, grants management, special events, purchasing, Michigan Commission on Law Enforcement Standards (MCOLES) rosters and compliance, reporting and oversight of law enforcement distribution of (302) training funds, training, planning, personnel scheduling, discipline, media coordination and supervision of Departmental personnel and equipment.

The Chief of Police also serves on the LAWNET advisory board, as one of the three local law enforcement representatives to the Livingston County Homeland Security Local Planning Team, a member of the Livingston County 911 Advisory Oversight Board, and as the law enforcement representative to the Livingston County 911 Needs Assessment Advisory Panel. In addition, the Chief serves on a variety of boards and committees at both the state and national levels including; Past President of the Michigan Association of Chiefs of Police (MACP), MACP Legislative Chairman, MACP liaison to the Michigan Municipal League (MML) and represents the State of Michigan on the International Association of Chiefs of Police SACOP committee.

The Captain is responsible for oversight of the operations of the Department, over a 24-hour period. Other duties include research and development, statistical analysis of crime, calls for service and resource deployment. The Captain also assists in monitoring the budget, prepares and monitors grants, assists in development and writing of departmental policy, oversees professional standards, conducts internal investigations, and functions as the second in command. The Captain also is involved with the planning of city events such as the annual Balloonfest, Melonfest, Legend of Sleepy Howell, and the Fantasy of Lights Parade. He is also the county representative for the Civilian Emergency Response Team (CERT), where he instructs the Law Enforcement block of CERT training. He is also a certified Homeland Security Incident Command instructor.

PATROL DIVISION

The Howell Police Department is a full service Department. The uniform patrol division is divided into three – 8 hour shifts; midnights, days and afternoons. All three shifts are supervised by a Sergeant. The shifts are staffed as follows:

- Day Shift – one sergeant and three patrol officers
- Afternoon Shift – one sergeant and three patrol officers
- Midnight Shift – one sergeant and three patrol officers*

**The midnight shift is currently working with 2 patrol officers due to a retirement in 2013*

The city has been divided into three patrol districts: North, Central and South. An officer from each shift has been assigned to each of the districts and is held accountable for the activity that occurs within their district. This gives the officers geographical responsibility and accountability and creates an ownership mentality for issues affecting the area where they are assigned.

The Sergeants are responsible for overall supervision and direction of the workforce on their assigned shifts, respond to calls for police service as needed, review and approve police reports, train and evaluate assigned personnel, begin and oversee problem solving initiatives.

The Sergeants assume additional duties as illustrated:

Sergeant Woods	*Sergeant Mannor*	*Sergeant Kelleher*
Departmental Scheduling	Firearms/Range	Building Maintenance/Quartermaster
Property Room	Field Training Officer Program	Legend of Sleepy Howell
Training Records	LEIN Terminal Agency Coordinator	Bicycle Program
Melon Festival	Balloon Festival	Radar/Laser Training
Memorial Day Parade	Fantasy of Lights Parade	Preliminary Breath Test Calibration
Crime Free Multi-Housing Program	Crime Free Multi-Housing Program	Run Against Drugs

In addition to their shift duties, Sergeants are also responsible for oversight and coordination of various programs, and an ever-growing list of special events.

<u>Patrol Officers</u>

Officer Jeffrey Wilson retired on March 18, 2013 after nearly 24 years of full-time and 5 years part-time service.

At this writing the Howell Police Department is in the process of hiring a replacement officer.

GRANTS

COPS Grant

In early April, a resubmission of the COPS Hiring Recovery Program (CHRP) grant was completed and put forward to the Department of Justice. This grant was authorized as a result of the American Recovery and Reinvestment Act of 2009, made available through the U.S. Department of Justice, Office of Community Oriented Policing Services. This grant was capped at a $125,000 maximum and also mandated that any police officers hired under the grant would be retained for at least 12 months following a 36 month grant period.

At this writing, the Federal Government has not awarded this grant and the status is in limbo due to Federal budget issues.

RAP Grant

During 2013, it was apparent that the Howell Police Department's in-car video was near the end of its shelf life and was in need of replacing. Additionally, the extended warranty for the server, DVR's, cameras, work stations, and all components had expired and were no longer supported by L-3.

The total cost of this replacement equipment was $56,668.

To help off-set the costs of complete replacement, on June 26, 2013, a RAP Grant was authored and submitted to the Michigan Municipal Risk Management Authority (MMRMA). On October 11, 2013, the Howell Police Department was awarded $3,250, toward replacement costs. The remaining $52,150 was funded by drug forfeiture money.

POLICE RECORDS BUREAU

As stated in earlier reports, in 2010, the City of Howell partnered with all public safety departments (Police, Fire, Emergency Medical System and Central Dispatch) in Livingston County and implemented a county-wide shared Records Management System and Computer Aided Dispatch (CAD) system. The system is managed by the Information Technology department of Livingston County and ultimately answers to the Livingston County 911 oversight board.

A "shared system" simply means that data entered by one department is entered into a global database and is shared with other partners. This information sharing is instrumental to those in other agencies as prior law enforcement contacts, arrests, traffic citations, accidents, etc., can be readily viewed by police officers on duty.

Because this is a global system and the name module is shared with multiple agencies, errors can and do occur. This is often caused by field officers who erroneously link, or merge two separate, but similar names into a single name file

The task of monitoring and correcting the errors fall onto the Records Clerks, who must spend considerable time to untangle the merge and separate the two names. Since this system was launched, Records Clerks from all agencies have merged or modified 12,000 name records. Therefore during 2013 this process is now more of a maintenance issue. This process takes considerable time. During 2013, records personnel unmerged approximately 30 name records and corrected over 100 involvements.

At times, one individual may have several records in the Records Management System. This may be attributed to an error in spelling, entering a middle initial instead of a middle name, an incorrect date of birth, etc. When two or more records of one person are discovered, those records must be merged into one record. During 2013, records personnel merged approximately 200 records.

The Howell Police Department continues to submit the Michigan Incident Crime Reporting (MICR) data to the State electronically. The acceptable bench mark error rate as established by the State is less than 5%. The Howell Police Department consistently has an error rate of 0.1, registering a 0% error rate with the State.

Records personnel utilize the Case Management module within OSSI Reporting System to track and manage the disposition of all 120 vehicles impounded by the Howell Police Department in 2013. This includes reviewing and confirming proper ownership, the release of impounded vehicles, assuring the removal of impounded vehicles from the Law Enforcement Information Network (LEIN), and the management of the auction of all unclaimed and abandoned vehicles and the proper reporting to the State of Michigan.

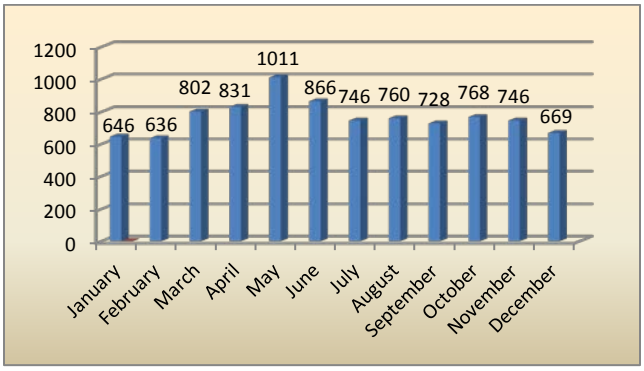
During 2013, the Howell Police Department underwent a State audit involving the Law Enforcement Information Network (LEIN). The auditor passed the Department with high marks and positive reviews.

Finally, the Records Bureau received and processed 185 Freedom of Information (FOIA) requests.

REPORTS

The Howell Police Department is committed to providing outstanding service to the citizens of the City of Howell. Oftentimes, the value of a police department is perceived by the response time of its officers. While this is not, and should never be the sole measure of a police department's efficiency, CAD Response Time Reports indicate an average time of 4.55 minutes, from the time the call is dispatched to Howell Units, and their arrival on scene.

During 2012, the officers in the uniform division responded to and authored reports on 9,209 calls for police service. These incidents encompass all aspects of police activities – not exclusively criminal incidents.



Monthly Incident Reports authored during 2013

Incident/Offense Summary

The OSSI Records Management System is designed to comply with National Incident Based Reporting System (NIBRS) guidelines, and the tables located in the system are promulgated by the Livingston County Department of Information Technology. Criminal data is electronically submitted monthly to the State, which in turn reports it to the Federal Government for the compilation of Uniform Crime Reporting (UCR) data.

The current reporting capabilities of the OSSI system do not provide for the output of statistical information at the local level in a format the same as UCR data. Final UCR data will not be available from the federal government until late spring.

Therefore, incident reporting data is broken down into the generic categories of violent, non-violent and general non-criminal incidents:

- Violent crimes include Homicide, Kidnapping, Criminal Sexual Conduct (CSC), Robbery and Assault (this category now also includes domestic assaults, intimidation and stalking).
- Non-violent crimes include Arson, Extortion, Burglary, Larceny, Vehicle Theft, Fraud, Forgery, Uttering and Publishing, Embezzlement, Stolen Property, Malicious Destruction of Property, Retail Fraud, and Drug Offenses.
- General non-criminal types of incidents are those that do not fall into the violent and non-violent categories. They may be local ordinance violations, but more importantly, they include those customer based services provided to the community that are over and above traditional police services. This value added service philosophy is what makes the City of Howell unique.

A chart of the offenses responded to by the Howell Police Department is as follows:

Violent Crimes	
0	Homicide
0	Kidnapping/Abduction
20	CSC
2	Robbery
197	Assault (including Domestic Assaults, Intimidation and Stalking)

Non-Violent Crimes	
2	Arson
1	Extortion
20	Burglary
162	Larceny
11	Vehicle Theft
44	Fraud, Forgery, U&P
5	Embezzlement
85	MDOP
48	Drug Offenses
391	All Other Offenses
8221	General non-criminal

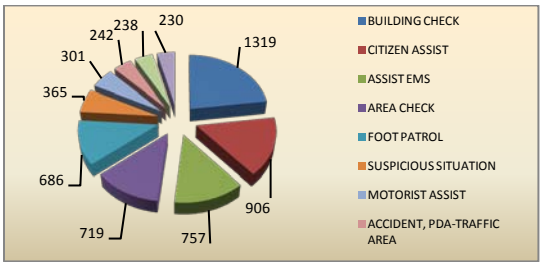
Totals	
219	Violent Crimes
769	Non-Violent Crimes
8221	General non-criminal
9209	Total Calls for Police Service

Based upon a comparison of these generic categories only, for 2013 we are showing a decrease of violent crimes by -8.0%. Non-violent incidents decreased by 10.2%. Likewise, general non-criminal reports decreased by 6.9%.

Since the generic categories do not represent a direct correlation to UCR data no direct inference can be made with regard to an overall increase or decrease in crime. Until the actual UCR data is released in the spring, we will not be able to make that direct comparison.

Below is an overview of some of the General non-criminal incidents that form the foundation of the "customer service" that we provide to the citizens of Howell. We pride ourselves in the fact that we often go above and beyond compared to services provided by other departments in the county. This service philosophy illustrates the commitment to the citizens, and is a cornerstone of a proactive Community Policing philosophy.

Therefore it is no surprise that the top 8 of the top 10 Calls for Police Service initiated in 2013 are service-type in nature:



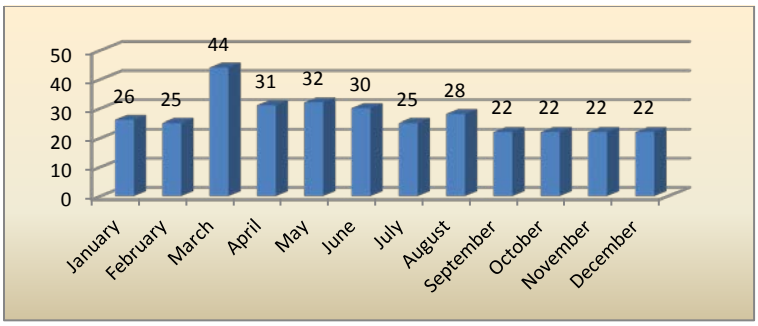
Another example of our quality customer service is residential vacation checks. The Howell Police Department has provided this service in the past, and it is designed to give residents peace of mind when leaving their home vacant for a period of time. Officers on patrol routinely check these properties to ensure their security. In the past, this service was largely unreported. The OSSI Records Management System now provides a convenient tracking mechanism. During 2013, Howell Police Officers conducted 2,165 residential vacation checks.

The protection of property is not limited to residential areas. The Howell Police Department, unlike many law enforcement agencies in Livingston County, routinely patrols and performs commercial building checks in our city. During business hours, officers routinely walk, oftentimes stopping in to chat with merchants to identify and address any problems and/or concerns. After business hours, Officers will exit their patrol vehicle and physically check doors of commercial properties on foot.

During 2013, a total of 1,319 Building Checks were conducted and as a result, 100 open buildings were discovered.

ARRESTS

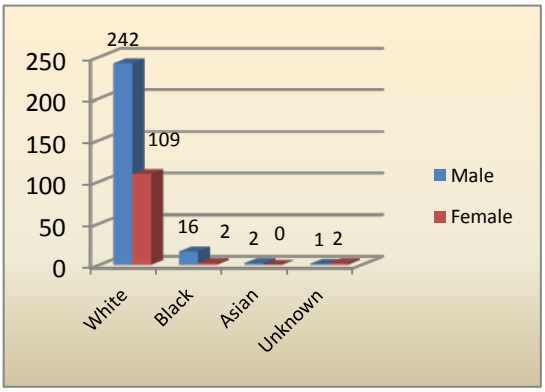
The Howell Police Officers executed 329 ***physical*** arrests in 2013. Of these arrests, 98 were for felony and 405 were for misdemeanor offenses. The difference in numbers is because some subjects were charged with multiple offenses at the time of arrest. The below chart indicates the number of physical arrests by month of the year:

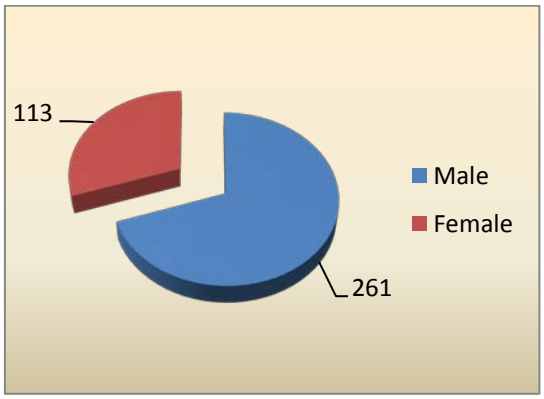


To comply with MICR reporting rules, an arrest record must be created for State reportable offenses and entered into the RMS system once criminal charges are obtained, regardless whether or not the subject was ***physically*** arrested. Because of this rule, the number of arrests entered into RMS is actually larger than the physical arrests. The total number of arrests the Howell Police Department reported to MICR during 2013 is 374.

Based upon the *total number of* arrests in the OSSI Arrest Module, 261 were male suspects and 113 were female.

As illustrated below, the racial make-up of arrested suspects is 242 white males, 109 white females, 16 black males, 2 black females, 2 Asian males, 0 Asian female, 1 unknown male and 2 unknown* females.
(Unknown race are those multi racial, and other races such as Pacific Islanders, etc.)





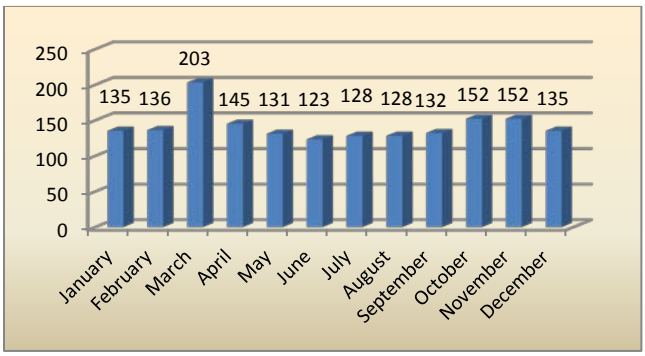
During 2012, the Howell Police Department obtained 475 criminal charges. Of these, 362 were for misdemeanor offenses and 113 were for felony offenses.

TRAFFIC ENFORCEMENT

The purpose of traffic enforcement is to keep the motoring public safe, facilitate the safe movement of vehicles, bicycles, and pedestrians throughout the City, and to prevent injuries and fatalities that result from unsafe driving. Although fees and points are associated with specific offenses, the primary goal of traffic enforcement is to help change a person's future behavior by providing a penalty for unsafe driving.

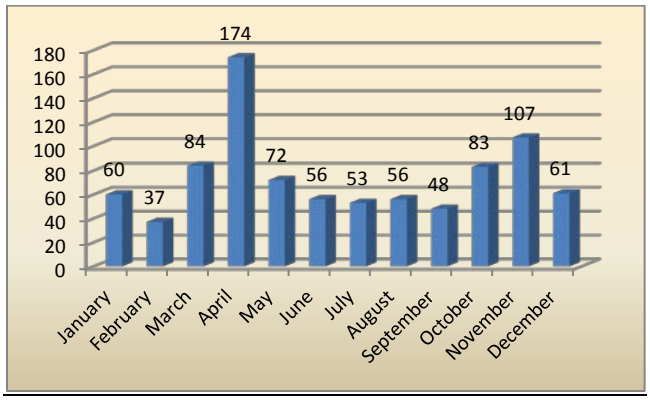
Another benefit of high visibly traffic enforcement is its effect on crime reduction and deterrence.

During 2013, Howell Police Officers initiated 1,951 traffic stops, which resulted in the issuance of 1,700 Uniform Traffic Citations.



Monthly traffic citations issued during 2013

During 2012, Howell Police Officers issued 891 parking citations.



Monthly parking citations issued during 2013

Traffic Crashes

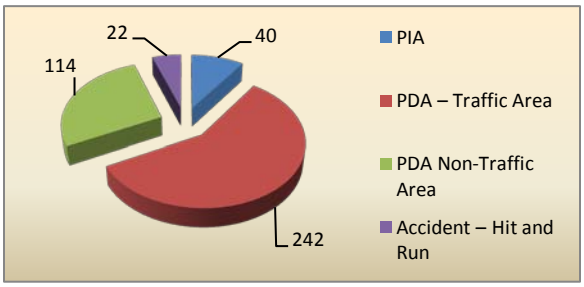
During 2013, the Howell Police Department responded to 304 reportable crashes, of which 40 resulted in personal injuries; there were no fatalities. Reportable crashes are those that occur on a public street or a highway and are divided into three categories:

- Personal Injury Accident. This is a crash that occurs and injury(s) are sustained as a result of the crash.
- Property Damage Accident – PDA – Traffic area. This is when a crash occurs and results in only property damage.
- Property Damage Accident – Hit and Run**.** This is a crash that occurs and one vehicle leaves the scene

The personal injury has four levels of severity:

- Fatal Injury – Any injury which results in death.
- Incapacitating Injury – Any injury other than fatal which prevents normal activities and generally requires hospitalization.
- Non-incapacity Injury – Any injury not incapacitating but evident to others at the scene.
- Possible Injury – No visible injury but complaint of pain or momentary unconsciousness

Non-reportable crashes are titled PDA Non-Traffic Area, and are those crashes which take place on private property, such as parking lots, and are not reported as traffic crashes to the State of Michigan.



2012 reportable and non-reportable crashes



Howell Police Officers investigate a serious injury crash

CRIMINAL INVESTIGATIONS

The Criminal Investigation Division (CID) is staffed by one Detective. This three year assignment is designed to provide job enrichment and personal growth as well as increase the knowledge of police officers in the area of criminal investigations. Once the assignment is complete, the officer will take the training, knowledge and experiences that were gained, back to the road patrol where he/she can apply that knowledge to road patrol duties. Additionally, the officer will act as a mentor and to share his/her expertise with other officers.

Effective September 1, 2013, Officer Paul Miller was assigned investigative responsibilities, replacing Detective David Fogo, who completed his rotation in the CID and was reassigned to uniform patrol duties.

During his tenure, Detective Fogo performed his criminal investigations in an outstanding manner. He routinely went above and beyond in his assigned investigations. The annual statics listed in this report represent a combination of both Detective Miller and Detective Fogo's work.

During 2013, the Criminal Investigations was assigned 71 criminal investigations and was involved in 12 joint investigations with other law enforcement agencies. Some of these cases were extremely complex, required substantial investigation, and involved multiple suspects, multiple crimes and multiple jurisdictions.

The following is an example of the most common types of cases investigated:

- 17 Criminal Sexual Conduct Investigations
- 8 Death Investigations
- 6 Fraud Investigations

The Detective also assists the road patrol officers (who also carry their own investigative case load) with the interviewing of witnesses and suspects during business hours, authoring, swearing to, and executing search warrants and swearing to arrest warrants. The Detective is on call during off-duty hours and responds at all hours to process crime scenes, interview witnesses, or initiate criminal investigations.

Oftentimes, the Detective is charged with the responsibility for "further" investigations directed by the Prosecutor's Office when preparing for criminal trials. This even occurs at a time while a trial is actually in progress. The Detective will conduct follow up investigations, interviews, gather required data, serve subpoenas, and coordinate witnesses for trial.

The Detective attends monthly meetings with other criminal investigators within the county to exchange information on crimes, suspects and intelligence. He schedules and attends Care House interviews (an interviewing process for juvenile victims of sexual crimes, abuse and neglect) and is responsible for management of the property room, where thousands of pieces of property and evidence are processed into and out each year.

The following are cases in 2013 of note:

- An investigation was initiated after information was received regarding child sexually abusive material. Suspected child pornography was found on a subject's cellphone after the suspect left his phone at work. The images were eventually examined by the National Center for Missing and Exploited Children and were identified as child pornography. The suspect was ultimately charged by the prosecutor's office.

- While conducting a joint investigation with the Bureau of Alcohol, Tobacco and Firearms, information was developed of a Criminal Sexual Conduct (CSC) incident that involved an adult and juvenile. This case was investigated and criminal charges of CSC were obtained.
- The Detective Bureau initiated an investigation into a complaint of a child being sexually assaulted by a direct family member. Further investigation revealed that this had occurred numerous times. Criminal charges of CSC were obtained.
- The Detective Bureau assisted the road patrol with an investigation into an Armed Robbery. During the initial complaint, the victim reported picking up a friend who later robbed him at gun point and then fled the scene. Eventually, the suspect was located and taken into custody. After he was arrested, he was charged with armed robbery by the prosecutor's office
- While conducting an investigation into a Breaking and Entering into an elementary school, information led to a Malicious Destruction of Property crime that had occurred on an adjoining street. It was discovered that the suspects involved in the Breaking and Entering were also responsible for the Malicious Destruction of Property. After the suspects were identified, they were charged with the crime.
- After responding to a house fire on Clinton Street, an elderly man was located deceased inside the residence. Detectives assisted the Howell Fire Department with drafting a search warrant and investigating the incident which was later found to be accidental.
- Two criminal investigations of fraud were initiated by the Detective Bureau that involved two separate victims. Each of the victims advised that they responded to a listing on Craigslist for a new apartment and provided money to an individual who was posing as an apartment complex employee. After the suspect received the money and "application" from the victims, the suspect claimed to deny their "application" for residency. The victims reported receiving no refunded money although the suspect claimed it was sent. The suspect was ultimately charged by the prosecutor's office with several counts of fraud.
- The Detective Bureau assisted the FBI and Michigan State Police with a robbery task force detail that involved two male suspects responsible for a string of bank robberies that occurred between Lansing and Brighton. The investigation eventually led to both suspects arrests.
- The Detective Bureau assisted the Fire Department with an Arson investigation after two detached garages on W. Clinton was discovered fully engulfed in flames. Both fires were eventually extinguished and ruled arsons. Evidence was collected from the scene and sent to the crime laboratory for analysis. The incident is still under investigation.
- A death investigation was initiated when an infant became unresponsive while in a family members vehicle. A family member pulled into the parking lot of the Livingston County Sheriff's Department to summon help. The infant was transported to a local hospital and died shortly after. Investigation determined that the infant had an extensive medical history and had died from natural causes.
- The Detective Bureau is conducting a joint investigation with the FBI and several other law enforcement agencies into the Breaking and Entering of several cellphone stores. The case is still under investigation.

LAWNET

The Livingston and Washtenaw Narcotics Enforcement Team (LAWNET), is headed by the Michigan State Police. It is a multi-jurisdictional taskforce of police officers that is divided into two teams – one assigned to Washtenaw County and one assigned to Livingston County. The teams focus their enforcement efforts on the illicit narcotics trade in both counties and works to curtail the sale and use of illegal drugs. The Howell Police Department has one officer assigned to LAWNET's Livingston County team.

Like the Detective, this assignment is a 3-year rotation designed to provide job enrichment and personal growth as well as increase the knowledge of police officers in the area of criminal investigations. Once the assignment is complete, the officer will take the training, knowledge and experiences that were gained, back to the road patrol where he/she can apply that knowledge to road patrol duties.

Financing for the Howell officer comes from a combination of federal funds provided through a Bureau of Justice Assistance Byrne Memorial Grant and local matching funds. Additionally, a portion of his overtime costs are covered by Federal High Intensity Drug Trafficking Awareness (HIDTA) funds, up to the limit of that grant.

LAWNET officers are working closely with informants and community members to identify those persons and locations engaged in trafficking narcotics. As a result of their investigations, LAWNET Officers assigned to Livingston County have seized quantities of marijuana, marijuana plants, cocaine, heroin, hashish, crack cocaine, Ecstasy, Vicodin and an assortment of other prescription medications that were being illegally sold on the streets.

Officers assigned to LAWNET also augment manpower and assist the local police departments with a wide range of other needs, including but not limited to, stolen property recovery, fugitive apprehensions, search and seizures, surveillance, and undercover operations as well as assisting with high risk or high profile incidents.

By departments working directly with LAWNET, it gives the team an added advantage when it comes to developing informants and obtaining information within the community. The information is then used to build strong cases to hopefully curtail narcotics problems before they grow out of control.

In 2013, the Livingston County Team was responsible for the following:

- 31.9 pounds of marijuana
- 898 live marijuana plants
- 178 pills/doses of unknown/misc pills
- 107.5 grams (3.8 ounces) of cocaine
- 123 doses of Vicodin
- 44 grams (1.5 ounces) of Synthetic Cannabinoids
- 18 grams (.63 ounces) of Hashish
- 17.8 grams (.62 ounces) of crack cocaine
- 16.7 grams (.59 ounces) of Ecstasy does of 12.9 ounces of hash oil
- 57 doses of Oxycontin/Morphine
- 4 doses of Steroids
- 3.2 grams (.12 ounces) of heroin

In addition, the following was forfeited as results of various narcotic investigations:

- $16,731 in cash
- 3 vehicles
- Narcotic paraphernalia, packaging and manufacturing items
- Marijuana growing equipment
- Methamphetamine manufacturing equipment

During 2013, LAWNET opened 86 new investigations and executed 42 physical arrests.

LAWNET has cautioned area departments about two new types of drugs that have been discovered.

The first, named Krokodil, (Desomorphime) is a substance that originated in Russia within the last decade but has now spread to the US. The drug is highly addictive and was produced as a cheaper way to get the same high as that obtained from using Heroin.

The drug is made up from combining substances with codeine (such as powdered codeine tablets) along with gasoline, paint thinner, butane, red phosphorus, and hydrochloric acid. The combination makes it so that the drug can be injected through the veins. The high from Krokodil lasts for about an hour and a half.

The name originated from the green tint that occurs around the injection site as well as the scales that appear on the skin due to use. The drug causes vein collapse, tissue damage, and gangrene. Due to the decay of the flesh and veins, this creates the potential for open sores with bone exposed and little to no feeling around the wound site. The life expectancy of a user is only 2 to 3 years.

The cost of Heroin in the US currently ranges from $20 - $30 for an average dose while Krokodil averages $8. There have been confirmed cases in the United States as recent as October, 2013, where five individuals hospitalized in the Chicago area from Krokodil use. There are also reported incidents of Krokodil use and medical treatment in Arizona and Utah.

Currently Desomorphine has no accepted medical use in the US according to the DEA.

The second drug is known as Kratom (Mitragyna Speciosa), which is a substance that is being sold in several Livingston County smoke shops and gas stations, is said to be a generic form of synthetic Vicodin or Morphine. Having the same effects, but is legal to obtain and use with no restrictions on age of purchase.

This substance is commonly converted from leaves into pill form where the leaves from the Mitragyna Speciosa plant are ground up and sealed inside the capsule for oral consumption. The plant is a green leafy plant in the coffee family that is typically 3-15 meters tall. The leaves contain Mitragynine and are commonly chewed as an opiate substitute.

This substance is widely and commonly used in Thiland and South-East Asia. This is not a new substance overseas and has been in use for a long time. The classification of the effects are listed as; Stimulant, Depressant, Intoxicant. The substance also is known by the following names: Kratom, Ketum, Kakuam, Ithang, and Thom.

LAWNET officers have conducted a handful of undercover purchases of this substance from local businesses but prosecution has been denied due to lack of any presence of “controlled substances”.

Further information on the Kratom substance is that it is not illegal in the United States but has been mentioned in attempts to ban synthetic forms of narcotics. The DEA has the substance listed as a "Drug and Chemical of Concern".



Kratom purchased by LAWNET officers in Livingston County

Other items of interest are as follows:

- LAWNET officers received a tip from a Detective from the Virginia Beach Police Package Interdiction Team that a package of marijuana was being sent to the Howell area from California. A search warrant was obtained and a seizure of the package was conducted. In the package, LAWNET officers discovered 10 pounds of packaged marijuana. The suspect (recipient) did not show up for the package and is still unknown at this time.



10 lbs of marijuana recovered that was destined for the Howell area.

- LAWNET officers conducted an investigation into a subject suspected of selling cocaine. After witnessing a possible narcotic transaction, a traffic stop was conducted with the intent to execute an arrest. The subject fled, but was apprehended a short time later. A large amount of cocaine, money, and some marijuana were seized.



Cocaine and money seized as a result of an investigation

- LAWNET officers executed a street level arrest in the Howell City area following surveillance on a narcotics transaction that took place in Howell Township. During the investigation with the assistance of the Howell Police Department, K2 and Marijuana were seized.



K-2 recovered as a result of a search warrant and a traffic stop

- LAWNET officers assisted the Howell Police with the seizure of an inactive Methamphetamine "one pot" lab located in the woods behind Grand River. Most components were present to operate the lab, minus pseudoephedrine and lithium strips. JNET officers (Meth Techs) arrived and dismantled the items.

- LAWNET officers assisted a second police agency with a joint investigation. This investigation led to a search warrant in which 60 pounds of marijuana was seized. Subsequent investigation led to the seizure of 430 marijuana plants. It is estimated that this was an approximately $3 million operation between narcotics and property.



Marijuana plants seized

- LAWNET officers investigated a report involving a methamphetamine lab located within the city limits. Further investigation resulted in the seizure of a one pot laboratory and several components. Two subjects were arrested on separate charges.

- LAWNET officers received a tip that a fugitive wanted on felony charge was in a residence in the Howell City area. LAWNET officers established surveillance on the residence and observed the subject inside. He was arrested after attempting to flee the residence, and was lodged at the Livingston County Jail.

- LAWNET officers entered into a joint investigation with the Brighton and Howell Police Departments that were investigating the passing of counterfeit money. The investigation led to a residence in Howell City. A search warrant was obtained and executed, which resulted in the seizure of electronic equipment used to produce counterfeit money, counterfeit money, and the drug Suboxone.

SCHOOL RESOURCE OFFICER

The School Resource Officer (SRO) is a four year assignment. The officer works as a liaison to the Howell Public Schools and works directly with the schools located within the city limits. The SRO plays a pivotal role in addressing issues and coordinating efforts involving the safety and security of the schools, students and staff.

As a police representative within the schools, the SRO also performs police related duties and enforcement functions as appropriate and acts as a role model to students.



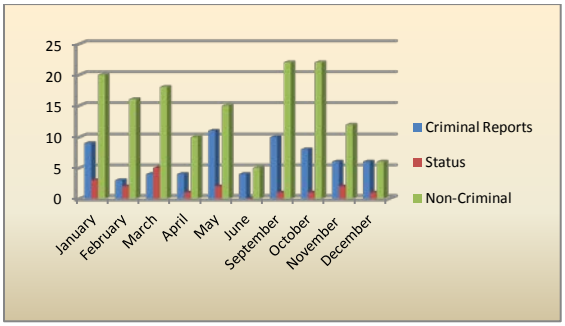
Assistant Principal Jennifer Goodwin and Officer Lockhart while monitoring the Howell High School Homecoming Dance.

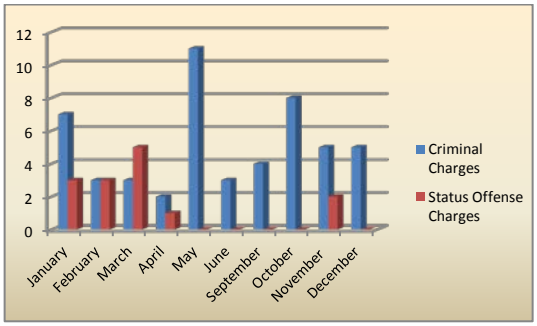
In addition, the SRO attends major sporting events, high school dances, school board meetings and regularly attends the monthly meetings of the Livingston County School Resource Officers.

The SRO also conducts follow-up investigations when incidents are generated by the patrol division that either involve Howell Area Students or are directly related to the Howell School District.

Financing for the School Resource officer comes from a combination of local funds and a 50% match of the officer's salary and fringe benefits by the Howell Public Schools. Additionally, the School District covers 100% of the SRO's overtime necessarily spent on school related issues, functions or events.

During 2013, the SRO responded to 65 criminal offenses, 146 non-criminal incidents, and 18 status offenses.





As a result of the above, 51 criminal and 14 status offense charges were obtained.

TRAINING

The Howell Police Department strives to keep its employees abreast of the new trends and changes in the law enforcement profession. The Department takes advantage of training opportunities as often as budget and staffing will permit. The following chart illustrates the training Police Officers have undergone in 2013:

Date	*Location*	*Training/Event*	*Attendee*
February 14, 2013	Wayne State Regional Police Academy	MCOLES Training	Sgt. Woods and Kym Lockhart
March 12, 2013	Banquet and Conference Training Center, DeWitt, MI	LEIN TAC Training	Sgt. Mannor and Kym Lockhart
May 14 – 14, 2013	Washtenaw Community College	Using Social Networks as an Investigative Tool Training	Detective Miller
May 22, 2013	Mason Police Department	Michigan Liquor Law Training	Detective Miller
May 23, 2013	University of Michigan	Advanced Criminal Patrol Tactics Training	Officer Spyke
June 7, 2013	Howell Gun Clum	Firearms Training	All Sworn Personnel
June 18- - June 20, 2013	Mount Pleasant, MI	Schools Educators Police Liaison Association Training	Officers Lockhart and Fogo
June 25 – 27, 2013	Ingham County Sheriff's Department	Child Abuse Training	Detective Miller
August 1, 2013	Novi, MI	Michigan Child Death Review Training	Detective Miller
October 9, 2013	Livingston County 911 Center	Basic LEIN Training	Officer Mitts
October 15, 2013	Livingston County 911 Center	Sungard Training	Sergeant Woods, Kelleher and Kym Lockhart
October 24, 2013	Howell Gun Club	Firearms Training	All Sworn Personnel
October 28 – 29, 2013	Macomb Police Academy	Advanced Techniques in Property Room Management Training	Detective Miller
November 13 – 14, 2013	Dearborn Police Department	Craigslist Investigation Training	Detective Miller
December 3, 2013	Michigan State Police Academy, Lansing, MI	Standard Field Sobriety Tests Training	Officers Spyke, Fogo and Lorenz

SPECIAL EVENTS

The Howell Police Department participated in twenty-five special events during 2012. Some of the events are an annual occurrence, such as the Balloonfest, Melonfest, Legend of Sleepy Howell, and the Fantasy of Lights Parade.

The larger events require the Police Department's direct involvement in the planning and logistics, as well as policing the actual event. Some smaller events such as a Ride to Remember, Free Dental Day, CROP Walk, Homecoming Parade and Domestic Violence Candlelight Vigil, require police participation, but on a lesser scale.

In the management of large events, a significant amount of staff and administrative time is involved in the planning, preparation, support and execution of the event. Each event is assigned to a Sergeant who acts as the Department's liaison and all planning and committee meetings are attended. Oversight is provided by the Captain.

The special events are an important aspect to the overall image of the City of Howell. They generate increased visitation of citizens – both from Howell and surrounding communities. These visitors often comment at the scope and magnitude of the events, but also at the diverse shopping and dining opportunities that are available.

These popular and positive community events also place a strain on departmental resources particularly in these times of diminishing budgets and reductions in personnel. As a result the department has partnered with a variety of organizations and relied heavily on their volunteer base to assist in management of the various events.

Events such as Balloonfest, Legend of Sleepy Howell and the Fantasy of Lights now routinely include support from members of the Citizens Emergency Response Team (CERT), the National Guard, the Chamber of Commerce, and the Howell Recreation Authority, the Downtown Development Authority, civic organizations and general citizen volunteers. These volunteers are assigned posts that historically were held by police officers. This support frees our limited number of police officers to attend to more critical functions such as security and traffic control.

During 2013, 463.25 overtime hours and 161.95 straight time hours, for a total of 765.20 staffing hours were expended directly on special events.

The total cost for special events in 2013 was $48,913.26.

COMMUNITY POLICING

Community policing is a philosophy that combines organizational strategies, and the use of partnerships and problem-solving techniques, to proactively address conditions that affect issues of "quality of life" in a community as well as those that may give rise to public safety issues such as crime, social disorder, and the fear and perception of crime.

Therefore, policing in a community is much more than merely enforcing the laws or ordinances. Good Community Policing also entails how an agency interacts with the community and works in partnership to achieve its collective mission and goals and to create an environment where people what to live, work and play.

With reduced staffing levels we have been forced to reduce many of our proactive policing activities. With less staff and the continual demands of 911 we have been forced into a more reactive mode of policing. This results in the uniform patrol officer's attention being redirected to responding to 911 calls for police service rather than having the necessary time to devote to more proactive policing strategies. Despite these challenges we have strived to maintain the partnerships that were developed in previous years. Some examples of those partnerships include; the Department of Public Works, the Howell Chamber of Commerce, the Downtown Development Authority, cooperative arrangements with other Livingston County Police agencies, the Michigan Department of Corrections, Livingston County Probation and Parole, Community Mental Health, The Livingston Prisoner Re-entry Initiative, and a host of others in an effort to maintain our proactive Community Policing philosophy.

During 2013, Howell Police Officers have also continued to maintain the Crime Free Multi-Housing Program by meeting with apartment managers on a bi-monthly basis. In these meetings, any real or potential problems are identified and mutually agreed solutions are launched. Unfortunately, due to staffing we have not been able to expand the program and have only been able to maintain it at its current level. Other, on-going community policing programs such as Shop with a Cop, the Senior Christmas, have continued as well.

SUMMARY

As demonstrated in this report the men and women of the Howell Police Department have continued to provide outstanding police service to the citizen's of Howell despite the reduced staffing levels and the continuation of economic challenges.

I am proud of our team, both sworn and civilian and proud of their individual and collective commitment to the Howell community and to the provision of quality police services.

Given the current state of the economy and future financial forecasts we are certain to face additional challenges and availability of resources. Despite those obstacles we will continue to work toward the goals that we have set. What won't change will be the continued commitment to quality, with the ultimate goal to make the Howell Police Department the premier police agency in Livingston County.