



CITY OF LESLIE

602 W. Bellevue • P.O. Box 496 • Leslie, MI 49251-0496
Phone: 517-589-8236 • Fax: 517-878-6868 • Web Site: www.cityofleslie.org

LESLIE COUNCIL MEETING
7:00 PM TUESDAY, APRIL 28, 2020
LESLIE CITY HALL, 602 W. BELLEVUE STREET

Meeting to be held as a Virtual Meeting due to the COVID-19 pandemic, under the authority of Executive Order No. 2020-48 of the Office of the Governor of the State of Michigan.

AGENDA

- I. ROLL CALL.**
PLEDGE OF ALLEGIANCE.

- II. CONSENT AGENDA:**
 - A. Approval of the agenda.
Approval of the minutes of regular meeting on March 17, 2020.
Approval of the minutes of special meeting on April 9, 2020.
 - B. Payment of Bills – April 2020. Affirm check disbursements totaling \$95,194.76 for April 2020.
 - C. Communication:
 - a. Manager's Report.
 - b. March 2020 Financials.
 - c. March 2020 Police Department Report.
 - d. Leslie COVID-19 Emergency Preparedness Plan.

- III. PUBLIC COMMENT – Non-Agenda Items that cannot be handled During Regular Business Hours.**

- IV. COUNCIL COMMENT – Opportunity to respond to public comment period or make comments regarding items not on the agenda.**

- VI. ITEMS OF BUSINESS:**
 - A. Resolution No. 2020-07 Affirming the Mayoral Declaration of Local State of Emergency. Formally affirm the Mayoral declaration of the local state of emergency.
 - B. Resolution No. 2020-08 Authorizing the City Manager to approve purchase orders via email during Local State of Emergency. Authorize the city manager approve purchase orders via email during the local state of emergency period.
 - C. Resolution No. 2020-09 Contract Amendment No. 1 Wightman. Approve expanding the original contract with Wightman to include a community-wide asset management plan (CAMP) raising the original contract amount of \$55,000 to \$239,580.

This institution is an equal opportunity provider, and employer.



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- D. Microsoft 365 Migration Project. Approve moving the current Microsoft email and Office 365 applications from a commercial Microsoft cloud tenancy to a governmental Microsoft cloud tenancy to be compliant with regulations from national law enforcement agencies and ensure City of Leslie data reside in a more secure data center at a cost not to exceed \$7,550.80.
- E. 2020 Memorial Day Parade. A discussion to have or not have the Memorial Day Parade this year.

VIII. COUNCIL AGENDA:

- A. Committee Reports
- B. Manager's Report
- C. Motion to Adjourn

Boards and Commissions Openings:

Board of Review – Alternate – term expires January 31, 2022

Planning Commission – term expires November 1, 2020

Zoning Board of Appeals – term expires June 30, 2021

Next City Council meeting is scheduled for May 19, 2020 at 7:00 p.m.

**CITY OF LESLIE
REGULAR COUNCIL MEETING
MINUTES
MARCH 17, 2020**

Present: Johnson, Doane, Babin, Beegle, Fox & Owen.

Excused: None

Also Present: City Manager Montenegro, City Clerk Cox, DPW Director Ron Bogart, Brandon Christy & Karl Knoneberg.

Item 1 **Consent Agenda**

- A. Approval of Agenda
- B. Approval of the minutes of special meeting on March 3, 2020
- C. Payment of Bills – January 2020. Affirm check disbursements totaling \$36,529.96 for March 2020.
- D. Boards and Commissions Appointments. Approve the following Mayoral Boards and Commissions appointments.

Name	Board/Commission	Term Expires
Nancy Babin	City Board of Review	January 31, 2023
Barbara J. Winslow	LDFA	April 3, 2024
Robert Stacy	Planning Commission	November 1, 2021
Barbara J. Winslow	Zoning Board of Appeals	June 30, 2021

- E. Communication:
 - a. Manager’s Report.
 - b. February 2020 Financials.
 - c. February 2020 Police Department Report.
 - d. Code Enforcement Report.

Moved by Babin, seconded by Doane to approve consent agenda as amended.

ALL YEAS
MOTION CARRIED

Item 2 **Public Comment**

Brandon Christy, 024 Well

Item 4 **Council Comment**

None

Item 5 **Public Hearing**

- A. Ordinance No. 220 Amending Medical Marihuana License Application Submission Section 19-12. Hold a public hearing to amend Section 19-12 License Application Submission to remove capping of allowable number of grower, processor, and safety

compliance facilities of the *Leslie Code of Ordinances*.

Mayor Pro Tem Beegle opened public hearing at 7:12pm

-----No Public Comment-----

Mayor Pro Tem Beegle closed public hearing at 7:13pm

Moved by Johnson, seconded by Babin to approve Ordinance No. 220 amending Chapter 19 of the Leslie Code of Ordinances.

Roll Call Vote

Johnson-Yes

Doane-Yes

Babin- Yes

Beegle-Yes

Fox-Yes

Owen-Yes

MOTION CARRIES

Item 6

Items of Business

A. Mill Street Bridge

Moved by Babin, seconded by Johnson to accept revised drawings dated March 17, 2020 from C2AE for the Mill Street Bridge Project contingent that the City of Leslie will not incur any additional costs.

Roll Call Vote

Johnson-Yes

Doane-Yes

Babin- Yes

Beegle-Yes

Fox-Yes

Owen-Yes

MOTION CARRIES

Item 5

Adjournment

Moved by Owen, seconded by Doane to adjourn.

ALL YEAS

MOTION CARRIED

Time: 8:04p.m.


Clerk Chelsea Cox

A Special Electronic meeting of the Leslie City Council was held at 7:00 pm on Thursday, April 9, 2020 with Mayor Pro Tem Beegle presiding

Council Organization

- A. Mayor Pro Tem Beegle called the meeting to order at 7:00 pm
- C. Roll Call

PRESENT: Babin, Beegle, Johnson, Owen & Fox

ABSENT: Doane

Mayor Pro Tem Beegle led those present in the Pledge of Allegiance.

PURPOSE OF THIS MEETING: Leslie City Council will hold an online special meeting for the purpose of training and learning to use WebEx as their online meeting platform. No business will be discussed, or action taken as this is only training.

A. APPROVAL OF THE AGENDA.

Motion Johnson, second Owen to approve the agenda as presented.

ALL AYES

MOTION CARRIED

B. PUBLIC COMMENT

None

C. Leslie City Staff and Council tested the WebEx platform in order to digitally convene.

On March 18, 2020 Governor Whitmer signed Executive Order 2020-15 titled "Temporary authorization of remote participation in public meetings and hearings and temporary relief from monthly meeting requirements for school boards". The City of Leslie must continue to conduct public business during this state of emergency, including actions to respond to COVID-19, and the general public must be able to continue to participate in government decision making without unduly compromising public health, safety and welfare. To protect the public health, safety, and welfare and comply with Center for Disease Control and Prevention recommendations, local governing bodies may meet remotely and electronically.

D. Adjournment

Motion Babin, seconded by Owen

ALL AYES

MOTION CARRIED

Meeting adjourned at 7:39 PM.


Clerk Chelsea Cox

INVOICE SUMMARY

Date: 04/17/20

Page: 1

VENDOR	DESCRIPTION	AMOUNT	STATUS	JNLIZED?
AT&T	WWTP UTIL	301.52	Paid	Y
FOGG OIL COMPANY	LFD 1/2 TWP MONTHLY GAS SLIP:	455.56	Paid	Y
JEFFORY BROUGHTON COMMUNICAT	CAR 80 RADIO REPAIR	225.00	Paid	Y
PV BUSINESS SOLUTIONS	DPW SUPPLIES	298.50	Paid	Y
ABSOPURE	WWTP SUPPLIES	62.75	Paid	Y
RON BOGART	REIMBURSE-MVP SUPPLIES	167.50	Paid	Y
SUPERIOR IND. SALES, INC.	IRON REMOVAL PLANT CONTRACTE	1,681.30	Paid	Y
MUNICIPAL SUPPLY CO.	WATER SUPPLIES	5,396.46	Paid	Y
GRUA, TUPPER & YOUNG, PLC	ATTY FEES	1,802.00	Paid	Y
QUILL CORPORATION	SUPPLIES	396.22	Paid	Y
GRACON SERVICES, INC.	SWITCHVOX	1,332.00	Paid	Y
CHELSEA COX	REIMBURSE-SUPPLIES, ELECTION:	146.88	Paid	Y
ASSOCIATED GOVERNMENT SERVICI	PRMITS & INSPEC	315.00	Paid	Y
BRUCE HOWE	LFD SUPPLIES	108.06	Paid	Y
PITNEY BOWES CREDIT CORP	QTRLY POSTG MTR LEASE	158.64	Paid	Y
C2AE	MILL ST BRIDGE	3,483.81	Paid	Y
GRACON SERVICES, INC.	MARCH 2020 IT	455.70	Paid	Y
USA TODAY NETWORK	NOTICES	396.36	Paid	Y
RICOH USA INC	MONTHLY PER COPY FEE	37.12	Paid	Y
MICHIGAN TOWNSHIPS ASSOCIATI	MTA FOCUS	46.64	Paid	Y
RICOH USA, INC.	LCO LEASE COPY/SCANNER/FAX	290.04	Paid	Y
CARRIE FANCHER-HOWE	LFD EASTER EGGS	222.44	Paid	Y
SPARKLE WINDOW CLEANING	WINDOW CLEANING	105.00	Paid	Y
MICHIGAN DEPT OF ENVIRONMENT	WATER CONTRACTED SEVICE	16.00	Paid	Y
VICKI SMITH	MILEAGE	11.60	Paid	Y
DAWN KIBBEY	ELECTIONS MILEAGE	11.60	Paid	Y
ELHORN ENGINEERING CO.	SUPPLIES	679.00	Paid	Y
MICHIGAN RURAL WATER ASSOCIA'	WWTP CONTRACTED SERVICES	731.25	Paid	Y
MICHIGAN RURAL WATER ASSOCIA'	WATER TRIANING	620.00	Paid	Y
JACK DOHENY SUPPLIES, INC.	VACTOR REPAIR	1,048.06	Paid	Y
USA BLUEBOOK	WWTP SUPPLIES	998.88	Paid	Y
INDEPENDENT BANK	SAFE DEPOSIT BOX RENTAL	30.00	Paid	Y
GRACON SERVICES, INC.	DEKSTOP TECH HOURS	450.00	Paid	Y
AT&T	WEB HOSTING	11.96	Paid	Y
LOWES BUSINESS ACCOUNT	MARCH 2020	196.55	Paid	Y
WOW! BUSINESS	WOW MARCH	779.66	Paid	Y
VERIZON WIRELESS	CELL PHONES	331.21	Paid	Y
NORTH CENTRAL LABORATORIES	WWTP SUPPLIES	311.49	Paid	Y
AIRGAS USA, LLC	MVP SUPPLIES	43.15	Paid	Y
DARYL MOTES	CLOTHING ALLOWANCE	205.10	Paid	Y
USA BLUEBOOK	WATER SUPPLIES	160.04	Paid	Y
EATON FARM BUREAU COOP	WWTP SUPPLIES	91.96	Paid	Y
FIRST DUE FIRE SUPPLY	SUPPLIES-EQUIPMENT	352.80	Paid	Y
ROBERT ANTEKEIER, JR	CODE ENFORCEMENT	1,000.00	Paid	Y

INVOICE SUMMARY

Date: 04/17/20

Page: 2

VENDOR	DESCRIPTION	AMOUNT	STATUS	JNLIZED?
WIGHTMAN	WWTP IMPROVEMENTS *APPROVED 1	42,434.59	Paid	Y
COUNTY OF INGHAM	RADIO SYSTEM FEE	171.06	Paid	Y
VERIZON WIRELESS	LPD MODEMS	108.62	Paid	Y
BOUNDARY ASSESSING	MONTHLY ASSESSOR	1,400.00	Paid	Y
MICHIGAN PIPE AND VALVE	SUPPLIES	1,019.88	Paid	Y
BYRUM HARDWARE	LFD	267.35	Paid	Y
ALADDIN	NEW GAS GENERATOR FOR WWTP	9,268.20	Paid	Y
MIKA MEYERS	RURAL DEVELOPMEN SEWER PROJE	1,347.50	Paid	Y
CITY OF LESLIE	JAN-MARCH W/S BILLS	3,028.87	Paid	Y
QUILL CORPORATION	DPW, WWTP INK	205.97	Paid	Y
MML WORKERS' COMP FUND	QTRLY WORKERS' COMP PREMIUM	2,256.00	Paid	Y
GRACON SERVICES, INC.	MANAGED SERVICES APRIL 2020	455.70	Paid	Y
ELECTIONSOURCE	MARCH 10 ELECTION TESTING	950.00	Paid	Y
CIVICPLUS	CIVICPLUS ANNUAL	2,000.00	Paid	Y
FIRST DUE FIRE SUPPLY	ANNUAL FLOW TESTING FOR AIR 1	934.56	Paid	Y
STATE OF MICHIGAN	WWTP BOILER INSPECTION	120.00	Paid	Y
EJ USA, INC	SEWER SUPPLIES	346.14	Paid	Y
JEFFORY BROUGHTON COMMUNICAT	CAR 80 RADIO BOX PROGRAM	255.00	Paid	Y
JEFFORY BROUGHTON COMMUNICAT	PORTABLE RADIO MIC REPAIR	73.00	Paid	Y
RELIABLE AUTO SALES & SERVICI	CAR 80 OIL AND FILTER CHANGE	46.02	Paid	Y
TELEDYNE INSTRUMENTS, INC	WWTP CAPITOL EXP	556.60	Paid	Y
ELHORN ENGINEERING CO.	WELLS CHEMICALS	540.00	Paid	Y
RICOH USA INC	MONTHLY PER COPY FEE	33.14	Paid	Y
STATE OF MICHIGAN	DRINKING WATER SAMPLES	1,411.75	Paid	Y
	Total:	95,194.76		

Fund 101 GENERAL FUND

GL Number	Description	Balance
*** Assets ***		
101-000-001.000	CASH ACCOUNT	821,864.24
101-000-004.000	INVESTMENT	535.41
101-000-010.000	TUTTLE PARK MAINTENANCE FUND	22,569.25
101-000-011.000	PETTY CASH - TREAS OFFICE	250.00
101-000-012.000	PETTY CASH - FRONT OFFICE	200.00
101-000-014.000	302 JUSTICE TRAINING FUND	466.62
101-000-015.000	POLICE FORFEITURE FUND	1,142.10
101-000-017.000	MBIA-CLASS INVESTMENTS	1,266.86
101-000-035.000	ACCOUNTS RECEIVABLE	6,530.43
101-000-078.000	DUE FROM STATE	40,141.00
101-000-084.000	DUE FROM OTHER FUNDS	1,702.23
101-000-084.248	DUE FROM DDA	1,450.48
101-000-084.250	DUE FROM LDFA	99,759.76
101-000-090.000	ADVANCE TO PAYROLL	5,000.00
101-000-091.000	ADVANCE TO FSA ACCT	1,536.32
101-000-123.000	PREPAID EXPENSES	21,212.89
Total Assets		1,025,627.59
*** Liabilities ***		
101-000-202.000	ACCOUNTS PAYABLE	19,054.15
101-000-257.000	ACCRUED SALARIES	35,507.00
101-000-307.248	NOTE PAYABLE TO DDA	150,000.00
101-484-307.248	NOTE PAYABLE TO DDA	(105,153.51)
101-484-308.248	INTEREST ON DDA NOTE	(2,020.00)
Total Liabilities		97,387.64
*** Fund Balance ***		
101-000-390.000	FUND BALANCE	684,416.60
101-000-396.000	302 JUSTICE TRAINING FUND BAL	1,444.92
101-000-397.000	POLICE FORFEITURE FUND BAL	1,141.97
Total Fund Balance		687,003.49
Beginning Fund Balance		687,003.49
Net of Revenues VS Expenditures		241,236.46
Fund Balance Adjustments		0.00
Ending Fund Balance		928,239.95
Total Liabilities And Fund Balance		1,025,627.59

REVENUE AND EXPENDITURE REPORT FOR CITY OF LESLIE

ser: CARRIE
 B: Leslie
 % Fiscal Year Completed: 75.14

PERIOD ENDING 03/31/2020

DESCRIPTION	2019-20		YTD BALANCE 03/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDTG USED
	ORIGINAL BUDGET	AMENDED BUDGET				

und 101 - GENERAL FUND						
revenues						
Dept 000						
01-000-402.000	535,162.00	535,162.00	502,630.73	4,478.74	32,531.27	93.92
TRAILER TAXES	433.00	433.00	140.00	0.00	293.00	32.33
LOCAL COMM STAB SHARE TAX	71,655.00	71,655.00	77,492.95	0.00	(5,837.95)	108.15
PENALTIES/INT ON PROP TAXES	3,000.00	3,000.00	4,819.77	2,540.55	(1,819.77)	160.66
ADMIN FEES ON PROP TAXES	25,000.00	25,000.00	21,042.04	1,776.75	3,957.96	84.17
LICENSES & PERMITS	300.00	300.00	48.00	0.00	252.00	16.00
CABLE TV FRANCHISE FEE	11,000.00	11,000.00	7,528.97	0.00	3,471.03	68.45
TWP REIMBURSEMENT-FIRE	68,000.00	68,000.00	10,358.04	0.00	57,641.96	15.23
STATE GRANT - 302 JUSTICE TRAI	500.00	500.00	0.00	0.00	500.00	0.00
STATE SHARED REVENUE	243,567.00	243,567.00	164,923.00	0.00	78,644.00	67.71
WOODLAWN CEM REIMBURSEMENT	56,000.00	56,000.00	31,292.86	0.00	24,707.14	55.88
DDA ADMIN CONTRIBUTION	20,000.00	20,000.00	20,000.00	0.00	0.00	100.00
LDFA ADMIN CONTRIBUTION	40,000.00	40,000.00	40,000.00	0.00	0.00	100.00
LDFA CONTRIB TO FIRE	14,000.00	14,000.00	14,000.00	0.00	0.00	100.00
LDFA ADMIN CONTRIBUTION	60,000.00	60,000.00	60,000.00	0.00	0.00	100.00
LDFA CONTRIB TO POLICE	10,000.00	10,000.00	10,000.00	0.00	0.00	100.00
INTEREST EARNED	8,000.00	8,000.00	11,923.05	1.74	(3,923.05)	149.04
SALE OF LAND IN BUSINESS/IND P	0.00	0.00	20,900.00	0.00	(20,900.00)	100.00
LESLIE PUBLIC SCHOOL-XING GUAR	8,000.00	8,000.00	4,000.00	0.00	4,000.00	50.00
MISC OTHER	21,714.00	21,714.00	56,178.43	50.00	(34,464.43)	258.72
LIQUOR CONTROL FEE	1,800.00	1,800.00	1,608.75	0.00	191.25	89.38
Total Dept 000	1,198,131.00	1,198,131.00	1,058,886.59	8,847.78	139,244.41	88.38
TOTAL REVENUES	1,198,131.00	1,198,131.00	1,058,886.59	8,847.78	139,244.41	88.38
Expenditures						
Dept 101 - COUNCIL						
01-101-703.000	6,000.00	6,000.00	6,575.00	0.00	(575.00)	109.58
FICA EXPENSE	550.00	550.00	502.98	0.00	47.02	91.45
SUPPLIES	100.00	100.00	384.00	0.00	(284.00)	384.00
MEMBERSHIPS	2,500.00	2,500.00	85.00	0.00	2,415.00	3.40
MISCELLANEOUS	0.00	0.00	250.00	0.00	(250.00)	100.00
TRAINING	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
Total Dept 101 - COUNCIL	12,650.00	12,650.00	7,796.98	0.00	4,853.02	61.64
Dept 172 - CITY MANAGER						
01-172-703.000	75,792.00	75,792.00	55,258.99	5,539.22	20,533.01	72.91
FICA EXPENSE	5,753.00	5,753.00	4,227.29	423.74	1,525.71	73.48
FRINGES	17,000.00	17,000.00	4,359.74	448.00	12,640.26	25.65
MEMBERSHIPS	900.00	900.00	783.04	0.00	116.96	87.00
UTILITIES	1,000.00	1,000.00	484.61	60.37	515.39	48.46
MISCELLANEOUS	500.00	500.00	19.47	0.00	480.53	3.89
TRAINING	4,000.00	4,000.00	3,575.07	0.00	424.93	89.38
Total Dept 172 - CITY MANAGER	104,945.00	104,945.00	68,708.21	6,471.33	36,236.79	65.47
Dept 210 - CITY ATTORNEY						
101-210-802.000	30,000.00	30,000.00	26,289.50	2,627.00	3,710.50	87.63

REVENUE AND EXPENDITURE REPORT FOR CITY OF LESLIE

ser: CARRIE
B: Leslie

PERIOD ENDING 03/31/2020

& Fiscal Year Completed: 75.14

L NUMBER	DESCRIPTION	2019-20		YTD BALANCE 03/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BGD USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL FUND							
Expenditures							
Total Dept 210 - CITY ATTORNEY							
		30,000.00	30,000.00	26,289.50	2,627.00	3,710.50	87.63
Dept 215 - CITY CLERK							
	SALARIES/WAGES-CITY CLERK	47,322.00	47,322.00	36,316.01	3,640.00	11,005.99	76.74
	FICA EXPENSE	3,186.00	3,186.00	2,612.09	261.17	573.91	81.99
	FRINGES	17,552.00	17,552.00	11,299.31	302.40	6,252.69	64.38
	MISCELLANEOUS	206.00	206.00	0.00	0.00	206.00	0.00
	TRAINING	4,500.00	4,500.00	634.98	35.38	3,865.02	14.11
	Total Dept 215 - CITY CLERK	72,766.00	72,766.00	50,862.39	4,238.95	21,903.61	69.90
Dept 247 - BOARD OF REVIEW							
	SALARIES/WAGES	500.00	500.00	440.00	380.00	60.00	88.00
	FICA EXPENSE	40.00	40.00	33.68	29.06	6.32	84.20
	Total Dept 247 - BOARD OF REVIEW	540.00	540.00	473.68	409.06	66.32	87.72
Dept 253 - FINANCE DIRECTOR/TREAS							
	SALARIES/WAGES-FIN DIR/TREAS	44,718.00	44,718.00	34,320.62	3,440.02	10,397.38	76.75
	FICA EXPENSE	4,261.00	4,261.00	2,583.99	258.82	1,677.01	60.64
	FRINGES	7,020.00	7,020.00	1,732.24	207.72	5,287.76	24.68
	MISCELLANEOUS	206.00	206.00	0.00	0.00	206.00	0.00
	TRAINING	4,500.00	4,500.00	2,702.03	0.00	1,797.97	60.05
	Total Dept 253 - FINANCE DIRECTOR/TREAS	60,705.00	60,705.00	41,338.88	3,906.56	19,366.12	68.10
Dept 257 - CITY ASSESSOR							
	SUPPLIES	500.00	500.00	938.99	0.00	(438.99)	187.80
	CONTRACTED SERVICES	16,800.00	16,800.00	12,600.00	1,400.00	4,200.00	75.00
	Total Dept 257 - CITY ASSESSOR	17,300.00	17,300.00	13,538.99	1,400.00	3,761.01	78.26
Dept 262 - ELECTIONS							
	SALARIES/WAGES-ELECTIONS	2,000.00	2,000.00	1,879.50	874.50	120.50	93.98
	SUPPLIES	800.00	800.00	2,520.80	111.50	(1,720.80)	315.10
	CONTRACTED SERVICES	1,800.00	1,800.00	455.00	0.00	1,345.00	25.28
	MISCELLANEOUS	400.00	400.00	34.80	0.00	365.20	8.70
	TRAINING	100.00	100.00	23.20	23.20	76.80	23.20
	Total Dept 262 - ELECTIONS	5,100.00	5,100.00	4,913.30	1,009.20	186.70	96.34
Dept 265 - CITY HALL							
	SALARIES/WAGES-CITY HALL	500.00	500.00	502.59	21.44	(2.59)	100.52
	FICA EXPENSE	29.00	29.00	37.15	1.57	(8.15)	128.10
	SUPPLIES	15,000.00	15,000.00	11,142.42	1,582.49	3,857.58	74.28
	BANK FEES	618.00	618.00	269.78	56.36	348.22	43.65
	CONTRACTED SERVICES	50,000.00	50,000.00	66,515.24	2,767.99	(16,515.24)	133.03
	CITY HALL PUBLISHING	3,090.00	3,090.00	2,934.10	600.36	155.90	94.95
	INSURANCE	1,751.00	1,751.00	1,467.77	0.00	283.23	83.82
	UTILITIES	11,330.00	11,330.00	7,375.11	238.57	3,954.89	65.09

REVENUE AND EXPENDITURE REPORT FOR CITY OF LESLIE

4/02/2020 08:12 AM

ser: CARRIE
 B: Leslie
 & Fiscal Year Completed: 75.14
 PERIOD ENDING 03/31/2020

L NUMBER	DESCRIPTION	2019-20		YTD BALANCE 03/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/20 INCR (DECR)	AVAILABLE		% BGDY USED
		ORIGINAL BUDGET	AMENDED BUDGET			NORM (ABNORM)	BALANCE	
und 101 - GENERAL FUND								
expenditures								
01-265-930.000	BUILDING MAINTENANCE	1,030.00	1,030.00	0.00	0.00	1,030.00	0.00	0.00
01-265-940.000	EQUIPMENT RENTAL	258.00	258.00	28.89	0.00	229.11	11.20	11.20
01-265-959.000	MISCELLANEOUS	100.00	100.00	60.40	0.00	39.60	60.40	60.40
01-265-970.000	CAPITAL EXPENDITURES	15,000.00	15,000.00	5,714.89	0.00	9,285.11	38.10	38.10
total Dept 265 - CITY HALL		98,706.00	98,706.00	96,048.34	5,328.78	2,657.66	97.31	97.31
dept 276 - CEMETERY								
01-276-703.000	SALARIES/WAGES-CEMETERY	52,000.00	52,000.00	41,764.35	4,219.52	10,235.65	80.32	80.32
01-276-714.000	FICA EXPENSE	3,821.00	3,821.00	3,194.78	322.73	626.22	83.61	83.61
01-276-744.000	SUPPLIES	103.00	103.00	0.00	0.00	103.00	0.00	0.00
01-276-912.000	INSURANCE	1,100.00	1,100.00	1,398.54	0.00	(298.54)	127.14	127.14
01-276-940.000	EQUIPMENT RENTAL	1,000.00	1,000.00	133.91	14.99	866.09	13.39	13.39
01-276-959.338	CEMETERY CHARGES	100.00	100.00	0.00	0.00	100.00	0.00	0.00
01-276-965.000	CONTRIBUTIONS TO OTHER	25,000.00	25,000.00	12,500.00	0.00	12,500.00	50.00	50.00
total Dept 276 - CEMETERY		83,124.00	83,124.00	58,991.58	4,557.24	24,132.42	70.97	70.97
dept 299 - CONTINGENCIES								
01-299-959.000	MISCELLANEOUS	0.00	0.00	1,917.99	0.00	(1,917.99)	100.00	100.00
01-299-959.336	MISC FIRE DEPT CHARGES	0.00	0.00	231.97	222.44	(231.97)	100.00	100.00
01-299-965.000	CONTRIBUTIONS TO OTHER	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00	0.00
total Dept 299 - CONTINGENCIES		4,000.00	4,000.00	2,149.96	222.44	1,850.04	53.75	53.75
dept 301 - POLICE SAFETY								
01-301-703.000	SALARIES/WAGES-POLICE	167,523.00	167,523.00	126,564.55	12,654.71	40,958.45	75.55	75.55
01-301-703.003	SALARIES POLICE PT	29,895.00	29,895.00	15,722.96	1,534.61	14,172.04	52.59	52.59
01-301-705.000	CROSSING GUARD WAGES	13,500.00	13,500.00	9,746.00	1,350.00	3,754.00	72.19	72.19
01-301-714.000	FICA EXPENSE	16,544.00	16,544.00	11,412.09	1,165.57	5,131.91	68.98	68.98
01-301-720.000	FRINGES	57,580.00	57,580.00	33,227.43	2,946.49	24,352.57	57.71	57.71
01-301-721.000	UNIFORMS & CLEANING	2,300.00	2,300.00	539.35	432.85	1,760.65	23.45	23.45
01-301-741.000	GAS & OIL	6,000.00	6,000.00	2,336.68	0.00	3,663.32	38.94	38.94
01-301-744.000	SUPPLIES	10,000.00	10,000.00	1,436.46	0.00	8,563.54	14.36	14.36
01-301-745.000	CROSSING GUARD SUPPLIES	100.00	100.00	53.94	0.00	46.06	53.94	53.94
01-301-810.000	CONTRACTED SERVICES	6,500.00	6,500.00	6,535.61	744.90	(35.61)	100.55	100.55
01-301-820.000	LABOR ATTORNEY	1,250.00	1,250.00	0.00	0.00	1,250.00	0.00	0.00
01-301-912.000	INSURANCE	11,000.00	11,000.00	11,711.65	0.00	(711.65)	106.47	106.47
01-301-920.000	UTILITIES	6,000.00	6,000.00	4,675.51	308.69	1,324.49	77.93	77.93
01-301-931.000	VEHICLE MAINTENANCE	3,000.00	3,000.00	2,249.83	0.00	750.17	74.99	74.99
01-301-940.000	EQUIPMENT RENTAL	15,000.00	15,000.00	171.48	0.00	14,828.52	1.14	1.14
01-301-960.000	TRAINING	3,500.00	3,500.00	303.08	0.00	3,196.92	8.66	8.66
01-301-970.000	CAPITAL EXPENDITURES	10,000.00	10,000.00	480.54	480.54	9,519.46	4.81	4.81
total Dept 301 - POLICE SAFETY		359,692.00	359,692.00	227,167.16	21,618.36	132,524.84	63.16	63.16
Dept 336 - FIRE								
101-336-703.000	SALARIES/WAGES-FIRE	12,000.00	12,000.00	9,235.00	0.00	2,765.00	76.96	76.96
101-336-714.000	FICA EXPENSE	1,100.00	1,100.00	706.52	0.00	393.48	64.23	64.23
101-336-721.000	UNIFORMS & CLEANING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00
101-336-741.000	GAS & OIL	2,700.00	2,700.00	854.32	210.42	1,845.68	31.64	31.64
101-336-744.000	SUPPLIES	20,000.00	20,000.00	7,666.65	162.28	12,333.35	38.33	38.33

PERIOD ENDING 03/31/2020
% Fiscal Year Completed: 75.14

DESCRIPTION	2019-20		2019-20		ACTIVITY FOR MONTH 03/31/20	YTD BALANCE		AVAILABLE	
	ORIGINAL BUDGET	AMENDED BUDGET	2019-20 NORM (ABNORM)	03/31/2020 NORM (ABNORM)		NORM (ABNORM)	BALANCE	% BDTG USED	
und 101 - GENERAL FUND									
Expenditures									
01-336-810.000	8,000.00	8,000.00	8,355.95	8,355.95	2,120.70	(355.95)	104.45		
01-336-912.000	6,000.00	6,000.00	3,784.18	3,784.18	0.00	2,215.82	63.07		
01-336-920.000	6,900.00	6,900.00	2,947.82	2,947.82	52.21	3,952.18	42.72		
01-336-930.000	9,000.00	9,000.00	1,240.08	1,240.08	1,021.58	7,759.92	13.78		
01-336-931.000	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00		
01-336-941.000	7,100.00	7,100.00	5,338.85	5,338.85	0.00	1,761.15	75.20		
01-336-941.000	200.00	200.00	0.00	0.00	0.00	200.00	0.00		
01-336-959.000	61,000.00	61,000.00	17,272.66	17,272.66	2,580.34	43,727.34	28.32		
01-336-959.336	3,000.00	3,000.00	62.50	62.50	0.00	2,937.50	2.08		
01-336-960.000	20,000.00	20,000.00	15,800.00	15,800.00	0.00	4,200.00	79.00		
01-336-970.000	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.00		
01-336-999.001	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.00		
01-336-999.661	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.00		
Total Dept 336 - FIRE	172,500.00	172,500.00	73,264.53	73,264.53	6,147.53	99,235.47	42.47		
Dept 441 - DEPT OF PUBLIC WORKS									
01-441-703.000	39,942.00	39,942.00	35,986.55	35,986.55	3,527.45	3,955.45	90.10		
01-441-703.002	3,500.00	3,500.00	3,041.33	3,041.33	326.82	458.67	86.90		
01-441-714.000	3,825.00	3,825.00	2,948.29	2,948.29	284.94	876.71	77.08		
01-441-720.000	12,017.00	12,017.00	14,229.08	14,229.08	776.82	(2,212.08)	118.41		
01-441-741.000	8,500.00	8,500.00	3,890.19	3,890.19	0.00	4,609.81	45.77		
01-441-741.000	7,000.00	7,000.00	3,564.36	3,564.36	335.60	3,435.64	50.92		
01-441-810.000	3,500.00	3,500.00	4,606.09	4,606.09	266.40	(1,106.09)	131.60		
01-441-820.000	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00		
01-441-912.000	7,500.00	7,500.00	8,100.96	8,100.96	0.00	(600.96)	108.01		
01-441-920.000	13,000.00	13,000.00	9,604.34	9,604.34	308.65	3,395.66	73.88		
01-441-930.000	1,000.00	1,000.00	805.02	805.02	0.00	194.98	80.50		
01-441-940.000	25,000.00	25,000.00	3,176.59	3,176.59	125.00	21,823.41	12.71		
01-441-959.000	500.00	500.00	233.23	233.23	0.00	266.77	46.65		
01-441-960.000	750.00	750.00	811.00	811.00	576.00	(61.00)	108.13		
01-441-970.000	10,000.00	10,000.00	1,030.70	1,030.70	0.00	8,969.30	10.31		
Total Dept 441 - DEPT OF PUBLIC WORKS	138,534.00	138,534.00	92,027.73	92,027.73	6,527.68	46,506.27	66.43		
Dept 448 - STREET LIGHTS									
01-448-920.000	33,000.00	33,000.00	24,036.74	24,036.74	0.00	8,963.26	72.84		
Total Dept 448 - STREET LIGHTS	33,000.00	33,000.00	24,036.74	24,036.74	0.00	8,963.26	72.84		
Dept 600 - CITY SIDEWALKS									
101-600-810.000	10,000.00	10,000.00	1,850.00	1,850.00	0.00	8,150.00	18.50		
Total Dept 600 - CITY SIDEWALKS	10,000.00	10,000.00	1,850.00	1,850.00	0.00	8,150.00	18.50		
Dept 601 - SIDEWALK MAINTENANCE									
101-601-703.000	704.00	704.00	0.00	0.00	0.00	704.00	0.00		
101-601-714.000	75.00	75.00	0.00	0.00	0.00	75.00	0.00		
101-601-940.000	750.00	750.00	0.00	0.00	0.00	750.00	0.00		
Total Dept 601 - SIDEWALK MAINTENANCE	1,529.00	1,529.00	0.00	0.00	0.00	1,529.00	0.00		

PERIOD ENDING 03/31/2020
 % Fiscal Year Completed: 75.14

DESCRIPTION	ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 03/31/2020	ACTIVITY FOR MONTH 03/31/20	AVAILABLE BALANCE	% EDGT USED
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND						
Expenditures						
Dept 721 - PLANNING COMMISSION						
001-721-960.000	500.00	500.00	535.00	0.00	(35.00)	107.00
Total Dept 721 - PLANNING COMMISSION	500.00	500.00	535.00	0.00	(35.00)	107.00
Dept 751 - PARKS						
001-751-703.000	14,758.00	14,758.00	8,277.57	294.06	6,480.43	56.09
001-751-703.000	1,249.00	1,249.00	603.82	20.96	645.18	48.34
001-751-714.000	2,866.00	2,866.00	809.37	0.00	2,056.63	28.24
001-751-720.000	4,500.00	4,500.00	329.73	0.00	4,170.27	7.33
001-751-744.000	10,000.00	10,000.00	444.88	0.00	9,555.12	4.45
001-751-810.000	1,000.00	1,000.00	45.00	0.00	955.00	4.50
001-751-810.002	1,200.00	1,200.00	994.69	0.00	205.31	82.89
001-751-912.000	2,500.00	2,500.00	2,258.66	0.00	241.34	90.35
001-751-920.000	500.00	500.00	0.00	0.00	500.00	0.00
001-751-930.000	7,500.00	7,500.00	2,442.67	0.00	5,057.33	32.57
001-751-940.000						
Total Dept 751 - PARKS	46,073.00	46,073.00	16,206.39	315.02	29,866.61	35.18
Dept 756 - POOL						
001-756-703.000	214.00	214.00	42.88	0.00	171.12	20.04
001-756-714.000	20.00	20.00	3.15	0.00	16.85	15.75
001-756-714.000	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
001-756-810.000	1,200.00	1,200.00	1,117.29	0.00	82.71	93.11
001-756-912.000	1,500.00	1,500.00	440.13	0.00	1,059.87	29.34
001-756-920.000	500.00	500.00	57.16	0.00	442.84	11.43
001-756-940.000	100.00	100.00	0.00	0.00	100.00	0.00
001-756-959.000						
Total Dept 756 - POOL	8,534.00	8,534.00	1,660.61	0.00	6,873.39	19.46
Dept 790 - LIBRARY						
001-790-703.000	513.00	513.00	168.24	0.00	344.76	32.80
001-790-714.000	70.00	70.00	12.30	0.00	57.70	17.57
001-790-810.000	1,500.00	1,500.00	33.44	0.00	1,466.56	2.23
001-790-912.000	750.00	750.00	756.00	0.00	(6.00)	100.80
001-790-930.000	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
001-790-940.000	500.00	500.00	171.48	0.00	328.52	34.30
Total Dept 790 - LIBRARY	4,833.00	4,833.00	1,141.46	0.00	3,691.54	23.62
Dept 851 - INSURANCE & BONDS						
001-851-912.000	8,300.00	8,300.00	8,648.70	0.00	(348.70)	104.20
Total Dept 851 - INSURANCE & BONDS	8,300.00	8,300.00	8,648.70	0.00	(348.70)	104.20
TOTAL EXPENDITURES	1,273,331.00	1,273,331.00	817,650.13	64,779.15	455,680.87	64.21
Fund 101 - GENERAL FUND:						

Fund 590 SEWER FUND

GL Number	Description	Balance
*** Assets ***		
590-000-001.000	CASH ACCOUNT	(28,028.15)
590-000-004.000	INVESTMENTS	428.70
590-000-016.000	BOND & INT REDEMPTION-2012 SEWER	62,202.79
590-000-016.010	BOND RESERVE ACCT - 2012 SEWER	1,592.01
590-000-016.020	REPAIR, REPLACE, IMPROVE ACCT-201	112,110.68
590-000-017.000	MBIA-CLASS INVESTMENTS	64,169.25
590-000-035.000	ACCOUNTS RECEIVABLE	102,801.23
590-000-123.000	PREPAID EXPENSES	4,514.39
590-000-152.000	FIXED ASSETS	5,787,820.84
590-000-153.000	ACCUMULATED DEPRECIATION	(2,811,848.09)
Total Assets		3,295,763.65
*** Liabilities ***		
590-000-202.000	ACCOUNTS PAYABLE	98,659.17
590-000-251.000	ACCRUED INTEREST	5,798.00
590-000-300.100	USDA RD BOND PAYABLE	1,265,000.00
Total Liabilities		1,369,457.17
*** Fund Balance ***		
590-000-390.000	FUND BALANCE	1,959,815.84
Total Fund Balance		1,959,815.84
Beginning Fund Balance		1,959,815.84
Net of Revenues VS Expenditures		(33,509.36)
Ending Fund Balance		1,926,306.48
Total Liabilities And Fund Balance		3,295,763.65

DESCRIPTION	2019-20		2019-20		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
	ORIGINAL BUDGET	AMENDED BUDGET	03/31/2020	NORM (ABNORM)	MONTH 03/31/20	INCR (DECR)	BALANCE	NORM (ABNORM)	% BDTG	USED
Fund 590 - SEWER FUND										
Revenues										
Dept 000										
590-000-636.000	1,545.00	1,545.00	1,660.00		1,540.00	(115.00)	107.44			
SEWER TAP FEES										
590-000-648.000	390,669.00	390,669.00	288,201.28		104,205.27	102,467.72	73.77			
SEWER SALES										
590-000-657.000	8,986.00	8,986.00	5,871.86		0.00	3,114.14	65.34			
SEWER PENALTIES										
590-000-664.002	4,120.00	4,120.00	1,590.95		1.89	2,529.05	38.62			
INT EARNED-SEWER										
590-000-694.000	300,000.00	300,000.00	20,346.12		0.00	279,653.88	6.78			
MISC OTHER										
590-000-699.250	388,000.00	388,000.00	120,000.00		0.00	268,000.00	30.93			
CONTRIBUTION FROM LDFA										
Total Dept 000	1,093,320.00	1,093,320.00	437,670.21		105,747.16	655,649.79	40.03			
TOTAL REVENUES	1,093,320.00	1,093,320.00	437,670.21		105,747.16	655,649.79	40.03			
Expenditures										
Dept 528 - SEWER PLANT										
590-528-703.000	52,959.00	52,959.00	61,464.55		6,159.72	(8,505.55)	116.06			
SALARIES/WAGES										
590-528-714.000	5,000.00	5,000.00	6,972.57		630.92	(1,972.57)	139.45			
FICA EXPENSE										
590-528-720.000	8,629.00	8,629.00	0.00		0.00	8,629.00	0.00			
FRINGES										
590-528-744.000	10,000.00	10,000.00	12,443.61		3,811.14	(2,443.61)	124.44			
SUPPLIES										
590-528-810.000	18,750.00	18,750.00	45,202.24		1,275.00	(26,452.24)	241.08			
CONTRACTED SERVICES										
590-528-912.000	6,386.00	6,386.00	7,003.07		0.00	(617.07)	109.66			
INSURANCE										
590-528-920.000	50,000.00	50,000.00	25,622.15		594.39	24,377.85	51.24			
UTILITIES SEWER PLANT										
590-528-940.000	5,000.00	5,000.00	461.66		0.00	4,538.34	9.23			
EQUIPMENT RENTAL										
590-528-959.000	5,000.00	5,000.00	68.35		0.00	4,931.65	1.37			
MISCELLANEOUS										
590-528-960.000	3,500.00	3,500.00	1,585.00		140.00	1,915.00	45.29			
TRAINING										
590-528-970.000	200,000.00	200,000.00	177,323.67		0.00	22,676.33	88.66			
CAPITAL EXPENDITURES										
Total Dept 528 - SEWER PLANT	365,224.00	365,224.00	338,146.87		12,611.17	27,077.13	92.59			
Dept 529 - SEWER COLLECTION										
590-529-703.000	27,146.00	27,146.00	26,903.63		2,314.35	242.37	99.11			
SALARIES/WAGES										
590-529-714.000	3,083.00	3,083.00	1,991.09		171.33	1,091.91	64.58			
FICA EXPENSE										
590-529-720.000	13,332.00	13,332.00	11,943.17		690.35	1,388.83	89.58			
FRINGES										
590-529-744.000	10,000.00	10,000.00	2,281.76		307.34	7,718.24	22.82			
SUPPLIES										
590-529-810.000	73,130.00	73,130.00	17,302.94		266.40	55,827.06	23.66			
CONTRACTED SERVICES										
590-529-912.000	2,060.00	2,060.00	723.21		0.00	1,336.79	35.11			
INSURANCE										
590-529-940.000	5,150.00	5,150.00	4,213.15		0.00	936.85	81.81			
EQUIPMENT RENTAL										
590-529-959.000	515.00	515.00	0.00		0.00	515.00	0.00			
MISCELLANEOUS										
590-529-960.000	1,500.00	1,500.00	1,314.00		384.00	186.00	87.60			
TRAINING										
590-529-970.000	100,000.00	100,000.00	18,966.00		0.00	81,034.00	18.97			
CAPITAL EXPENDITURES										
Total Dept 529 - SEWER COLLECTION	235,916.00	235,916.00	85,638.95		4,133.77	150,277.05	36.30			
Dept 558 - ADMINISTRATIVE										
590-558-965.010	30,000.00	30,000.00	30,000.00		0.00	0.00	100.00			
ADMIN SUPPORT										
590-558-993.011	26,000.00	26,000.00	0.00		0.00	26,000.00	0.00			
2012 WWTP DEBT SERVICE-PRIN										
590-558-995.000	35,420.00	35,420.00	17,393.75		0.00	18,026.25	49.11			
INT ON BOND DEBT										
590-558-999.002	18,650.00	18,650.00	0.00		0.00	18,650.00	0.00			
TRANSFER TO RRI - 2012 WWTP										
Total Dept 558 - ADMINISTRATIVE	110,070.00	110,070.00	47,393.75		0.00	62,676.25	43.06			
TOTAL EXPENDITURES	711,210.00	711,210.00	471,179.57		16,744.94	240,030.43	66.25			

Fund 591 WATER FUND

GL Number	Description	Balance
*** Assets ***		
591-000-001.000	CASH ACCOUNT	203,382.05
591-000-004.000	INVESTMENTS	511.89
591-000-006.010	2012 WATER BOND & INTEREST REDEMP	80,541.87
591-000-017.000	MBIA-CLASS INVESTMENTS	1,353.67
591-000-035.000	ACCOUNTS RECEIVABLE	115,606.86
591-000-123.000	PREPAID EXPENSES	2,424.67
591-000-152.000	FIXED ASSETS	5,147,926.35
591-000-153.000	ACCUMULATED DEPRECIATION	(1,156,475.51)
Total Assets		4,395,271.85
*** Liabilities ***		
591-000-202.000	ACCOUNTS PAYABLE	5,284.54
591-000-251.000	ACCRUED INTEREST	7,781.00
591-000-256.000	DEPOSIT ON HYDRANT RENTAL	15.00
591-000-300.000	REVENUE BONDS PAYABLE	1,587,277.00
Total Liabilities		1,600,357.54
*** Fund Balance ***		
591-000-390.000	FUND BALANCE	2,796,517.59
Total Fund Balance		2,796,517.59
Beginning Fund Balance		2,796,517.59
Net of Revenues VS Expenditures		(1,603.28)
Ending Fund Balance		2,794,914.31
Total Liabilities And Fund Balance		4,395,271.85

REVENUE AND EXPENDITURE REPORT FOR CITY OF LESLIE

ser: CARRIE
B: Leslie

PERIOD ENDING 03/31/2020

% Fiscal Year Completed: 75.14

L NUMBER	DESCRIPTION	2019-20		YTD BALANCE 03/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/20 INCR (DECR)	AVAILABLE	
		BUDGET	AMENDED BUDGET			NORM (ABNORM)	BALANCE USED
und 591 - WATER FUND							
revenues							
91-000-635.000	WATER TAP FEES	1,566.00	1,566.00	1,600.00	1,520.00	(34.00)	102.17
91-000-640.000	WATER TURN ON	1,545.00	1,545.00	1,680.00	35.00	(135.00)	108.74
91-000-647.000	WATER SALES	436,804.00	436,804.00	320,320.18	114,577.09	116,483.82	73.33
91-000-656.000	WATER PENALTIES	11,140.00	11,140.00	6,734.31	0.00	4,405.69	60.45
91-000-684.001	INT EARNED-WATER	618.00	618.00	4,750.26	1.78	(4,132.26)	768.65
91-000-669.000	HYDRANT RENTAL	7,265.00	7,265.00	5,035.56	1,678.52	2,229.44	69.31
91-000-669.001	TOWNSHIP HYDRANT RENTAL	7,274.00	7,274.00	0.00	0.00	7,274.00	0.00
91-000-694.000	MISC OTHER	300,000.00	300,000.00	0.00	0.00	300,000.00	0.00
Total Dept 000		766,212.00	766,212.00	340,120.31	117,812.39	426,091.69	44.39
TOTAL REVENUES		766,212.00	766,212.00	340,120.31	117,812.39	426,091.69	44.39
Expenditures							
Dept 556 - WELLS & IRON REMOVAL							
991-556-703.000	SALARIES/WAGES	24,813.00	24,813.00	17,419.11	1,203.32	7,393.89	70.20
991-556-714.000	FICA EXPENSE	2,100.00	2,100.00	1,262.08	86.41	837.92	60.10
991-556-720.000	FRINGES	6,800.00	6,800.00	6,278.52	267.71	521.48	92.33
991-556-744.000	SUPPLIES	15,000.00	15,000.00	9,221.20	1,482.95	9,778.80	34.81
991-556-810.000	CONTRACTED SERVICES	50,470.00	50,470.00	5,646.67	2,839.95	44,823.33	11.19
991-556-812.000	SDWA FEES	3,000.00	3,000.00	252.50	0.00	2,747.50	8.42
991-556-912.000	INSURANCE	2,575.00	2,575.00	2,093.77	0.00	481.23	81.31
991-556-920.000	UTILITIES	22,000.00	22,000.00	9,758.01	100.32	12,241.99	44.35
991-556-930.000	BUILDING MAINTENANCE	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
991-556-940.000	EQUIPMENT RENTAL	5,000.00	5,000.00	386.30	0.00	4,613.70	7.73
991-556-958.000	MISCELLANEOUS	3,500.00	3,500.00	140.00	0.00	3,360.00	4.00
991-556-970.000	CAPITAL EXPENDITURES	55,000.00	55,000.00	42,386.20	0.00	12,613.80	77.07
Total Dept 556 - WELLS & IRON REMOVAL		192,258.00	192,258.00	90,844.36	5,980.66	101,413.64	47.25
Dept 557 - WATER DISTRIBUTION							
591-557-703.000	SALARIES/WAGES	43,904.00	43,904.00	41,197.60	3,499.29	2,706.40	93.84
591-557-714.000	FICA EXPENSE	4,501.00	4,501.00	3,018.57	256.51	1,482.43	67.06
591-557-720.000	FRINGES	18,000.00	18,000.00	14,813.55	825.49	3,186.45	82.30
591-557-744.000	SUPPLIES	20,000.00	20,000.00	28,199.65	6,018.96	(8,199.65)	141.00
591-557-744.001	BULK SUPPLIES FOR RESALE	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
591-557-810.000	CONTRACTED SERVICES	20,600.00	20,600.00	6,740.40	16.00	13,859.60	32.72
591-557-912.000	INSURANCE	2,060.00	2,060.00	1,564.29	0.00	495.71	75.94
591-557-920.000	UTILITIES	1,545.00	1,545.00	1,098.07	49.99	446.93	71.07
591-557-940.000	EQUIPMENT RENTAL	10,000.00	10,000.00	4,165.09	262.92	5,834.91	41.65
591-557-960.000	TRAINING	4,000.00	4,000.00	5,657.01	830.00	(1,657.01)	141.43
591-557-970.000	CAPITAL EXPENDITURES	300,000.00	300,000.00	8,300.00	4,895.00	291,700.00	2.77
Total Dept 557 - WATER DISTRIBUTION		428,110.00	428,110.00	114,754.23	16,654.16	313,355.77	26.80
Dept 558 - ADMINISTRATIVE							
591-558-965.010	ADMIN SUPPORT	30,000.00	30,000.00	30,000.00	0.00	0.00	100.00
591-558-993.012	2012 WATER PROJ DEBT SERVICE	77,250.00	77,250.00	75,000.00	75,000.00	2,250.00	97.09
591-558-995.000	INT ON BOND DEBT	33,990.00	33,990.00	31,125.00	15,562.50	2,865.00	91.57
Total Dept 558 - ADMINISTRATIVE		141,240.00	141,240.00	136,125.00	90,562.50	5,115.00	96.38

PERIOD ENDING 03/31/2020

% Fiscal Year Completed: 75.14

2019-20 ORIGINAL BUDGET

2019-20 AMENDED BUDGET

YTD BALANCE 03/31/2020

ACTIVITY FOR MONTH 03/31/20

AVAILABLE BALANCE

% BDT USED

DESCRIPTION

L NUMBER

und 591 - WATER FUND expenditures

TOTAL EXPENDITURES

und 591 - WATER FUND:

TOTAL REVENUES

TOTAL EXPENDITURES

NET OF REVENUES & EXPENDITURES

761,608.00	761,608.00	341,723.59	113,197.32	419,884.41	44.87
766,212.00	766,212.00	340,120.31	117,812.39	426,091.69	44.39
761,608.00	761,608.00	341,723.59	113,197.32	419,884.41	44.87
4,604.00	4,604.00	(1,603.28)	4,615.07	6,207.28	34.82

Fund 202 MAJOR STREET FUND

GL Number	Description	Balance
*** Assets ***		
202-000-001.000	CASH ACCOUNT	323,563.67
202-000-017.000	MBIA-CLASS INVESTMENTS	1,426.63
202-000-035.000	ACCOUNTS RECEIVABLE	28,614.61
202-000-123.000	PREPAID EXPENSES	42.70
	Total Assets	353,647.61
*** Liabilities ***		
	Total Liabilities	0.00
*** Fund Balance ***		
202-000-390.000	FUND BALANCE	295,475.39
	Total Fund Balance	295,475.39
	Beginning Fund Balance	295,475.39
	Net of Revenues VS Expenditures	58,172.22
	Ending Fund Balance	353,647.61
	Total Liabilities And Fund Balance	353,647.61

ser: CARRIE
 B: Leslie
 PERIOD ENDING 03/31/2020
 % Fiscal Year Completed: 75.14
 2019-20 ORIGINAL BUDGET 2019-20 AMENDED BUDGET YTD BALANCE 03/31/2020 NORM (ABNORM) ACTIVITY FOR MONTH 03/31/20 INCR (DECR) AVAILABLE BALANCE NORM (ABNORM) % BDTG USED

L NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 03/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDTG USED
Fund 202 - MAJOR STREET FUND							
revenues							
002-000-539.002	MDOT GRANT MILL STREET BRIDGE	854,500.00	854,500.00	0.00	0.00	854,500.00	0.00
02-000-546.000	GAS & WEIGHT TAX	150,000.00	150,000.00	130,406.01	15,135.69	19,593.99	86.94
02-000-610.000	BUILD MICHIGAN	3,500.00	3,500.00	2,617.50	290.83	882.50	74.79
02-000-864.000	INTEREST EARNED	2,300.00	2,300.00	3,769.96	1.99	(1,469.96)	163.91
02-000-699.011	LDFA CONT FOR MILL ST BRIDGE C	207,100.00	207,100.00	0.00	0.00	207,100.00	0.00
02-000-699.012	LDFA CONT FOR MILL ST BRIDGE E	146,900.00	146,900.00	0.00	0.00	146,900.00	0.00
Total Dept 000		1,364,300.00	1,364,300.00	136,793.47	15,428.51	1,227,506.53	10.03
TOTAL REVENUES							
Total Dept 000		1,364,300.00	1,364,300.00	136,793.47	15,428.51	1,227,506.53	10.03
expenditures							
Dept 451 - CONSTRUCTION							
02-451-810.000	CONTRACTED SERVICES MILL ST BR	1,061,600.00	1,061,600.00	0.00	0.00	1,061,600.00	0.00
02-451-810.003	MILL ST BRIDGE ENGINEERING	146,900.00	146,900.00	0.00	0.00	146,900.00	0.00
Total Dept 451 - CONSTRUCTION		1,208,500.00	1,208,500.00	0.00	0.00	1,208,500.00	0.00
Dept 463 - ROUTINE MAINTENANCE							
02-463-703.000	SALARIES/WAGES-MS RM	29,794.00	29,794.00	26,717.40	2,456.96	3,076.60	89.67
02-463-714.000	FICA EXPENSE	2,521.00	2,521.00	2,075.51	313.70	445.49	82.33
02-463-720.000	FRINGES	6,748.00	6,748.00	6,855.23	307.43	(107.23)	101.59
02-463-744.000	SUPPLIES	4,500.00	4,500.00	5,599.95	3,902.34	(1,099.95)	124.44
02-463-810.000	CONTRACTED SERVICES	20,000.00	20,000.00	4,975.50	0.00	15,024.50	24.88
02-463-810.000-RR	CROSSIN	3,389.00	3,389.00	3,388.50	0.00	0.50	99.99
02-463-940.000	EQUIPMENT RENTAL	20,000.00	20,000.00	13,935.30	734.43	6,064.70	69.68
Total Dept 463 - ROUTINE MAINTENANCE		86,952.00	86,952.00	63,547.39	7,714.86	23,404.61	73.08
Dept 474 - TRAFFIC SERVICE							
02-474-703.000	SALARIES/WAGES-MS TR	1,281.00	1,281.00	1,648.30	0.00	(367.30)	128.67
02-474-714.000	FICA EXPENSE	106.00	106.00	120.48	0.00	(14.48)	113.66
02-474-744.000	SUPPLIES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
02-474-810.000	CONTRACTED SERVICES	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
02-474-940.000	EQUIPMENT RENTAL	500.00	500.00	3,643.83	0.00	(3,143.83)	728.77
Total Dept 474 - TRAFFIC SERVICE		6,387.00	6,387.00	5,412.61	0.00	974.39	84.74
Dept 478 - WINTER MAINTENANCE							
02-478-703.000	SALARIES/WAGES-MS WM	5,307.00	5,307.00	1,817.30	578.88	3,489.70	34.24
02-478-714.000	FICA EXPENSE	479.00	479.00	131.44	41.39	347.56	27.44
02-478-720.000	FRINGES	756.00	756.00	1,377.38	64.99	(621.38)	182.19
02-478-744.000	SUPPLIES	6,000.00	6,000.00	3,467.56	0.00	2,532.44	57.79
02-478-940.000	EQUIPMENT RENTAL	5,000.00	5,000.00	566.42	170.52	4,433.58	11.33
Total Dept 478 - WINTER MAINTENANCE		17,542.00	17,542.00	7,360.10	855.78	10,181.90	41.96
Dept 484 - ADMINISTRATION							
02-484-810.000	CONTRACTED SERVICES	3,200.00	3,200.00	2,301.15	0.00	898.85	71.91

User: CARRIE
DB: Leslie

PERIOD ENDING 03/31/2020

% Fiscal Year Completed: 75.14

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 03/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/20 INCR (DECR)	AVAILABLE	
		ORIGINAL BUDGET	2019-20 AMENDED BUDGET			NORM (ABNORM)	BALANCE % BDET USED

Fund 202 - MAJOR STREET FUND

Expenditures							
202-484-960.000	TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
202-484-965.000	CONTRIBUTIONS TO OTHER	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
Total Dept 484 - ADMINISTRATION		29,200.00	29,200.00	2,301.15	0.00	26,898.85	7.88
TOTAL EXPENDITURES		1,348,581.00	1,348,581.00	78,621.25	8,570.64	1,269,959.75	5.83

Fund 202 - MAJOR STREET FUND:

TOTAL REVENUES							
1,364,300.00		1,364,300.00		136,793.47	15,428.51	1,227,506.53	10.03
1,348,581.00		1,348,581.00		78,621.25	8,570.64	1,269,959.75	5.83
NET OF REVENUES & EXPENDITURES		15,719.00	15,719.00	58,172.22	6,857.87	(42,453.22)	370.08

Fund 203 LOCAL STREET FUND

GL Number	Description	Balance
*** Assets ***		
203-000-001.000	CASH ACCOUNT	71,188.09
203-000-035.000	ACCOUNTS RECEIVABLE	10,046.57
203-000-123.000	PREPAID EXPENSES	42.70
Total Assets		81,277.36
*** Liabilities ***		
Total Liabilities		0.00
*** Fund Balance ***		
203-000-390.000	FUND BALANCE	84,851.30
Total Fund Balance		84,851.30
Beginning Fund Balance		84,851.30
Net of Revenues VS Expenditures		(3,573.94)
Ending Fund Balance		81,277.36
Total Liabilities And Fund Balance		81,277.36

REVENUE AND EXPENDITURE REPORT FOR CITY OF LESLIE
 PERIOD ENDING 03/31/2020
 % Fiscal Year Completed: 75.14

GL NUMBER	DESCRIPTION	2019-20		2019-20		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET	03/31/2020	NORM (ABNORM)	MONTH 03/31/20	INCR. (DECR)	NORM	ABNORM	% BDDT	USED
Fund 203 - LOCAL STREET FUND											
Revenues											
Dept 000											
203-000-546.000	GAS & WEIGHT TAX	50,893.00	50,893.00	45,886.95		5,314.04		5,006.05		90.16	
203-000-610.000	BUILD MICHIGAN	1,300.00	1,300.00	816.88		102.11		483.12		62.84	
203-000-653.000	METRO ACT MAINTENANCE FEE	7,500.00	7,500.00	500.00		0.00		7,000.00		6.67	
203-000-664.000	INTEREST EARNED	0.00	0.00	969.09		0.00		(969.09)		100.00	
203-000-699.000	CONTRIBUTIONS FROM OTHER FND	25,000.00	25,000.00	0.00		0.00		25,000.00		0.00	
Total Dept 000		84,693.00	84,693.00	48,172.92		5,416.15		36,520.08		56.88	
TOTAL REVENUES											
		84,693.00	84,693.00	48,172.92		5,416.15		36,520.08		56.88	
Expenditures											
Dept 463 - ROUTINE MAINTENANCE											
203-463-703.000	SALARIES/WAGES-LS RM	21,414.00	21,414.00	15,014.42		1,044.41		6,399.58		70.11	
203-463-714.000	FICA EXPENSE	1,813.00	1,813.00	1,092.68		74.01		720.32		60.27	
203-463-720.000	FRINGES	5,546.00	5,546.00	5,665.89		259.96		(119.89)		102.16	
203-463-744.000	SUPPLIES	5,000.00	5,000.00	4,471.95		3,737.55		528.05		89.44	
203-463-810.000	CONTRACTED SERVICES	15,000.00	15,000.00	4,225.49		0.00		10,774.51		28.17	
203-463-940.000	EQUIPMENT RENTAL	10,000.00	10,000.00	8,030.24		29.98		1,969.76		80.30	
Total Dept 463 - ROUTINE MAINTENANCE		58,773.00	58,773.00	38,500.67		5,145.91		20,272.33		65.51	
Dept 474 - TRAFFIC SERVICE											
203-474-703.000	SALARIES/WAGES-LS TR	1,117.00	1,117.00	1,627.45		0.00		(510.45)		145.70	
203-474-714.000	FICA EXPENSE	103.00	103.00	118.99		0.00		(15.99)		115.52	
203-474-744.000	SUPPLIES	1,500.00	1,500.00	0.00		0.00		1,500.00		0.00	
203-474-940.000	EQUIPMENT RENTAL	500.00	500.00	3,643.83		0.00		(3,143.83)		728.77	
Total Dept 474 - TRAFFIC SERVICE		3,220.00	3,220.00	5,390.27		0.00		(2,170.27)		167.40	
Dept 478 - WINTER MAINTENANCE											
203-478-703.000	SALARIES/WAGES-LS WM	4,987.00	4,987.00	1,538.58		578.88		3,448.42		30.85	
203-478-714.000	FICA EXPENSE	412.00	412.00	110.25		41.14		301.75		26.76	
203-478-720.000	FRINGES	1,333.00	1,333.00	1,177.37		59.15		155.63		88.32	
203-478-744.000	SUPPLIES	4,000.00	4,000.00	2,216.96		0.00		1,783.04		55.42	
203-478-940.000	EQUIPMENT RENTAL	1,000.00	1,000.00	511.61		247.06		488.39		51.16	
Total Dept 478 - WINTER MAINTENANCE		11,732.00	11,732.00	5,554.77		926.23		6,177.23		47.35	
Dept 484 - ADMINISTRATION											
203-484-810.000	CONTRACTED SERVICES	1,200.00	1,200.00	2,301.15		0.00		(1,101.15)		191.76	
Total Dept 484 - ADMINISTRATION		1,200.00	1,200.00	2,301.15		0.00		(1,101.15)		191.76	
TOTAL EXPENDITURES											
		74,925.00	74,925.00	51,746.86		6,072.14		23,178.14		69.06	
Fund 203 - LOCAL STREET FUND:											
TOTAL REVENUES		84,693.00	84,693.00	48,172.92		5,416.15		36,520.08		56.88	

ser: CARRIE
 B: Leslie
 PERIOD ENDING 03/31/2020
 % Fiscal Year Completed: 75.14

L NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 03/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDT USED
	und 203 - LOCAL STREET FUND	74,925.00	74,925.00	51,746.86	6,072.14	23,178.14	69.06
	TOTAL EXPENDITURES	9,768.00	9,768.00	(3,573.94)	(655.99)	13,341.94	36.59
	NET OF REVENUES & EXPENDITURES						

Fund 245 PUBLIC IMPROVEMENT FUND

GL Number	Description	Balance
*** Assets ***		
245-000-001.000	CASH ACCOUNT	166,189.14
245-000-017.000	MBIA-CLASS INVESTMENTS	1,985.86
Total Assets		168,175.00
*** Liabilities ***		
Total Liabilities		0.00
*** Fund Balance ***		
245-000-390.000	Fund Balance	166,026.59
Total Fund Balance		166,026.59
Beginning Fund Balance		166,026.59
Net of Revenues VS Expenditures		2,148.41
Ending Fund Balance		168,175.00
Total Liabilities And Fund Balance		168,175.00

PERIOD ENDING 03/31/2020
% Fiscal Year Completed: 75.14

L NUMBER	DESCRIPTION	2019-20		YTD BALANCE 03/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/20 INCR (DECR)	AVAILABLE	
		ORIGINAL BUDGET	2019-20 AMENDED BUDGET			NORM (ABNORM)	% BDGT USED
und 245 - PUBLIC IMPROVEMENT FUND							
venues							
ept 000							
445-000-664.000	INTEREST EARNED	1,500.00	1,500.00	2,148.41	2.65	(648.41)	143.23
otal Dept 000		1,500.00	1,500.00	2,148.41	2.65	(648.41)	143.23
TOTAL REVENUES		1,500.00	1,500.00	2,148.41	2.65	(648.41)	143.23
und 245 - PUBLIC IMPROVEMENT FUND:							
TOTAL REVENUES		1,500.00	1,500.00	2,148.41	2.65	(648.41)	143.23
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		1,500.00	1,500.00	2,148.41	2.65	(648.41)	143.23

Fund 248 DDA Fund

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH ACCOUNT	257,482.51
248-000-017.000	MBIA-CLASS INVESTMENTS	1,459.10
248-000-060.101	NOTE RECEIVABLE FROM GEN FUND	150,000.00
Total Assets		408,941.61
*** Liabilities ***		
248-000-214.000	DUE TO OTHER FUNDS	499.01
248-000-214.101	DUE TO GENERAL FUND	1,293.73
Total Liabilities		1,792.74
*** Fund Balance ***		
248-000-390.000	FUND BALANCE	239,682.19
Total Fund Balance		239,682.19
Beginning Fund Balance		239,682.19
Net of Revenues VS Expenditures		167,466.68
Ending Fund Balance		407,148.87
Total Liabilities And Fund Balance		408,941.61

PERIOD ENDING 03/31/2020
% Fiscal Year Completed: 75.14

L NUMBER	DESCRIPTION	2019-20		YTD BALANCE 03/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/20 INCR (DECR)	AVAILABLE		
		ORIGINAL BUDGET	AMENDED BUDGET			NORM (ABNORM)	% BDTG USED	
Fund 248 - DDA Fund								
revenues								
dept 000								
48-000-400.101	NOTE PAYMENT FOR 602 W BELLEVU	0.00	0.00	105,153.51	0.00	(105,153.51)	100.00	
48-000-405.000	TIF CAPTURE	94,760.00	94,760.00	96,814.00	0.00	(2,054.00)	102.17	
48-000-441.000	LOCAL COMM STAB SHARE TAX	25,750.00	25,750.00	0.00	0.00	25,750.00	0.00	
48-000-664.000	INTEREST EARNED	1,030.00	1,030.00	3,960.04	2.00	(2,930.04)	384.47	
48-000-696.000	MERCHANT BANNER SALES	1,133.00	1,133.00	0.00	0.00	1,133.00	0.00	
total Dept 000		122,673.00	122,673.00	205,927.55	2.00	(83,254.55)	167.87	
TOTAL REVENUES		122,673.00	122,673.00	205,927.55	2.00	(83,254.55)	167.87	
expenditures								
dept 000								
48-000-714.000	FICA EXPENSE DDA	0.00	0.00	41.74	0.00	(41.74)	100.00	
total Dept 000		0.00	0.00	41.74	0.00	(41.74)	100.00	
Fund 898 - DDA ACTIVITY								
dept 898-714.000	FICA EXPENSE	0.00	0.00	729.81	91.65	(729.81)	100.00	
48-898-944.000	PUBLIC RELATIONS	13,390.00	13,390.00	200.00	0.00	13,190.00	1.49	
48-898-946.000	CHRISTMAS DECORATIONS	3,000.00	3,000.00	187.81	0.00	2,812.19	6.26	
48-898-947.000	DOWNTOWN MAINTENANCE	3,000.00	3,000.00	904.80	0.00	2,095.20	30.16	
48-898-949.000	FACADE GRANTS	3,657.00	3,657.00	0.00	0.00	3,657.00	0.00	
48-898-959.010	SPECIAL PROJECTS CONTINGENCY	23,175.00	23,175.00	5,772.96	0.00	17,402.04	24.91	
48-898-959.030	BANNER EXPENSE	2,000.00	2,000.00	39.00	0.00	1,961.00	1.95	
48-898-965.010	ADMIN SUPPORT	34,625.00	34,625.00	30,584.75	1,198.13	4,040.25	88.33	
total Dept 898 - DDA ACTIVITY		82,847.00	82,847.00	38,419.13	1,289.78	44,427.87	46.37	
TOTAL EXPENDITURES		82,847.00	82,847.00	38,460.87	1,289.78	44,386.13	46.42	
Fund 248 - DDA Fund:								
TOTAL REVENUES		122,673.00	122,673.00	205,927.55	2.00	(83,254.55)	167.87	
TOTAL EXPENDITURES		82,847.00	82,847.00	38,460.87	1,289.78	44,386.13	46.42	
NET OF REVENUES & EXPENDITURES		39,826.00	39,826.00	167,466.68	(1,287.78)	(127,640.68)	420.50	

Fund 250 LDFA Fund

GL Number	Description	Balance
*** Assets ***		
250-000-001.000	CASH ACCOUNT	486,005.97
250-000-017.000	MBIA-CLASS INVESTMENTS	3,128.12
Total Assets		489,134.09
*** Liabilities ***		
250-000-214.000	DUE TO OTHER FUNDS	166.34
250-000-214.101	DUE TO GENERAL FUND	99,759.76
Total Liabilities		99,926.10
*** Fund Balance ***		
250-000-390.000	FUND BALANCE	806,956.50
Total Fund Balance		806,956.50
Beginning Fund Balance		806,956.50
Net of Revenues VS Expenditures		(417,748.51)
Ending Fund Balance		389,207.99
Total Liabilities And Fund Balance		489,134.09

REVENUE AND EXPENDITURE REPORT FOR CITY OF LESLIE

4/02/2020 08:12 AM

ser: CARRIE
 B: Leslie
 PERIOD ENDING 03/31/2020
 & Fiscal Year Completed: 75.14

L NUMBER	DESCRIPTION	2019-20		YTD BALANCE 03/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/20 INCR (DECR)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET			NORM (ABNORM)	BALANCE	
Fund 250 - LDFA Fund								
revenues								
50-000-405.000	TIF CAPTURE	66,950.00	66,950.00	28,851.16	0.00	38,098.84	43.09	
50-000-441.000	LOCAL COMM STAB SHARE TAX	9,270.00	9,270.00	0.00	0.00	9,270.00	0.00	
50-000-664.000	INTEREST EARNED	7,983.00	7,983.00	8,856.23	4.24	(873.23)	110.94	
50-000-694.000	MISC OTHER	0.00	0.00	120.00	0.00	(120.00)	100.00	
Total Dept 000		84,203.00	84,203.00	37,827.39	4.24	46,375.61	44.92	
TOTAL REVENUES		84,203.00	84,203.00	37,827.39	4.24	46,375.61	44.92	
expenditures								
50-000-714.000	FICA EXPENSE LDFA	0.00	0.00	13.92	0.00	(13.92)	100.00	
Total Dept 000		0.00	0.00	13.92	0.00	(13.92)	100.00	
Dept 897 - LDFA ACTIVITY								
50-897-714.000	FICA EXPENSE	0.00	0.00	243.29	30.55	(243.29)	100.00	
50-897-942.000	INGHAM COUNTY EDC	9,500.00	9,500.00	8,770.00	0.00	730.00	92.32	
50-897-943.000	SPECIAL PROJECTS	500.00	500.00	13,019.41	0.00	(12,519.41)	2,603.88	
50-897-943.000	SPECIAL PROJECTS	350,000.00	350,000.00	242,337.54	3,483.81	107,662.46	69.24	
50-897-944.000	PUBLIC RELATIONS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	
50-897-959.000	MISCELLANEOUS	1,500.00	1,500.00	275.00	0.00	1,225.00	18.33	
50-897-959.000	MISCELLANEOUS	0.00	0.00	3,388.50	0.00	(3,388.50)	100.00	
50-897-965.010	TRANSFERS TO OTHER FUNDS	0.00	0.00	120,000.00	0.00	(120,000.00)	100.00	
50-897-965.010	ADMIN SUPPORT	44,875.00	44,875.00	43,528.24	399.37	1,346.76	97.00	
50-897-965.020	FIRE DEPT CONTRIBUTION	14,000.00	14,000.00	14,000.00	0.00	0.00	100.00	
50-897-965.050	POLICE DEPT CONTRIBUTION	10,000.00	10,000.00	10,000.00	0.00	0.00	100.00	
Total Dept 897 - LDFA ACTIVITY		435,375.00	435,375.00	455,561.98	3,913.73	(20,186.98)	104.64	
TOTAL EXPENDITURES		435,375.00	435,375.00	455,575.90	3,913.73	(20,200.90)	104.64	
Fund 250 - LDFA Fund:								
TOTAL REVENUES		84,203.00	84,203.00	37,827.39	4.24	46,375.61	44.92	
TOTAL EXPENDITURES		435,375.00	435,375.00	455,575.90	3,913.73	(20,200.90)	104.64	
NET OF REVENUES & EXPENDITURES		(351,172.00)	(351,172.00)	(417,748.51)	(3,909.49)	66,576.51	118.96	

Fund 661 MOTOR VEHICLE POOL FUND

GL Number	Description	Balance
*** Assets ***		
661-000-000.000		55.77
661-000-001.000	CASH ACCOUNT	229,899.62
661-000-004.000	INVESTMENT	421.14
661-000-017.000	MBIA-CLASS INVESTMENTS	1,797.24
661-000-152.000	FIXED ASSETS	2,144,618.03
661-000-153.000	ACCUMULATED DEPRECIATION	(1,166,029.55)
Total Assets		1,210,762.25
*** Liabilities ***		
661-000-202.000	ACCOUNTS PAYABLE	246.36
Total Liabilities		246.36
*** Fund Balance ***		
661-000-390.000	FUND BALANCE	1,435,928.39
Total Fund Balance		1,435,928.39
Beginning Fund Balance		1,435,928.39
Net of Revenues VS Expenditures		(225,412.50)
Fund Balance Adjustments		0.00
Ending Fund Balance		1,210,515.89
Total Liabilities And Fund Balance		1,210,762.25

DESCRIPTION	2019-20		2019-20		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
	BUDGET	AMENDED BUDGET	03/31/2020	NORM (ABNORM)	03/31/2020	NORM (ABNORM)	MONTH 03/31/20	INCR (DECR)	BALANCE	% BDTG USED
fund 661 - MOTOR VEHICLE POOL FUND										
revenues										
ept 000										
61-000-664.000	6,800.00	6,800.00	4,385.93		2,414.07		2.42	2,414.07	64.50	
61-000-668.001	75,000.00	75,000.00	43,355.11		31,644.89		1,584.90	31,644.89	57.81	
61-000-694.000	277,575.00	277,575.00	0.00		277,575.00		0.00	277,575.00	0.00	
total Dept 000	359,375.00	359,375.00	47,741.04		311,633.96		1,587.32	311,633.96	13.28	
TOTAL REVENUES	359,375.00	359,375.00	47,741.04		311,633.96		1,587.32	311,633.96	13.28	
expenditures										
ept 301 - POLICE SAFETY										
61-301-931.000	3,399.00	3,399.00	0.00		3,399.00		0.00	3,399.00	0.00	
61-301-970.000	40,000.00	40,000.00	0.00		40,000.00		0.00	40,000.00	0.00	
total Dept 301 - POLICE SAFETY	43,399.00	43,399.00	0.00		43,399.00		0.00	43,399.00	0.00	
ept 441 - DEPT OF PUBLIC WORKS										
SALARIES/WAGES-DPW MVP	17,044.00	17,044.00	10,643.86		6,400.14		252.30	6,400.14	62.45	
FICA EXPENSE	1,526.00	1,526.00	757.03		768.97		17.46	768.97	49.61	
FRINGES	5,755.00	5,755.00	5,665.87		89.13		212.74	89.13	98.45	
GAS & OIL	10,000.00	10,000.00	4,311.92		5,688.08		0.00	5,688.08	43.12	
SUPPLIES	10,000.00	10,000.00	10,622.14		(622.14)		1,122.77	(622.14)	106.22	
CONTRACTED SERVICES	9,000.00	9,000.00	6,478.66		2,521.34		1,553.32	2,521.34	71.99	
EQUIPMENT RENTAL	1,700.00	1,700.00	0.00		1,700.00		0.00	1,700.00	0.00	
TRAINING	500.00	500.00	0.00		500.00		0.00	500.00	0.00	
CAPITAL EXPENDITURES	232,000.00	232,000.00	234,674.06		(2,674.06)		0.00	(2,674.06)	101.15	
total Dept 441 - DEPT OF PUBLIC WORKS	287,525.00	287,525.00	273,153.54		14,371.46		3,158.59	14,371.46	95.00	
TOTAL EXPENDITURES	330,924.00	330,924.00	273,153.54		57,770.46		3,158.59	57,770.46	82.54	
fund 661 - MOTOR VEHICLE POOL FUND:										
TOTAL REVENUES	359,375.00	359,375.00	47,741.04		311,633.96		1,587.32	311,633.96	13.28	
TOTAL EXPENDITURES	330,924.00	330,924.00	273,153.54		57,770.46		3,158.59	57,770.46	82.54	
NET OF REVENUES & EXPENDITURES	28,451.00	28,451.00	(225,412.50)		253,863.50		(1,571.27)	253,863.50	792.28	
TOTAL REVENUES - ALL FUNDS	5,090,527.00	5,090,527.00	2,326,112.89		2,764,414.11		255,194.70	2,764,414.11	45.69	
TOTAL EXPENDITURES - ALL FUNDS	5,032,710.00	5,032,710.00	2,540,748.85		2,491,961.15		221,070.13	2,491,961.15	50.48	
NET OF REVENUES & EXPENDITURES	57,817.00	57,817.00	(214,635.96)		272,452.96		34,124.57	272,452.96	371.23	

Fund 249 BUILDING DEPARTMENT FUND

GL Number	Description	Balance
*** Assets ***		
249-000-001.000	CASH ACCOUNT	(714.93)
Total Assets		(714.93)
*** Liabilities ***		
Total Liabilities		0.00
*** Fund Balance ***		
249-000-390.000	Fund Balance	1,097.21
Total Fund Balance		1,097.21
Beginning Fund Balance		1,097.21
Net of Revenues VS Expenditures		(1,812.14)
Ending Fund Balance		(714.93)
Total Liabilities And Fund Balance		(714.93)

ser: CARRIE
 B: Leslie
 PERIOD ENDING 03/31/2020
 % Fiscal Year Completed: 75.14

DESCRIPTION	2019-20		YTD BALANCE 03/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/20		AVAILABLE BALANCE		% BDT USED
	ORIGINAL BUDGET	AMENDED BUDGET		INCR (DECR)	NORM (ABNORM)			
fund 249 - BUILDING DEPARTMENT FUND								
revenues								
ept 000								
49-000-607.000	12,000.00	12,000.00	10,825.00	346.50	1,175.00	90.21		
49-000-699.000	4,120.00	4,120.00	0.00	0.00	4,120.00	0.00		
total Dept 000	16,120.00	16,120.00	10,825.00	346.50	5,295.00	67.15		
TOTAL REVENUES	16,120.00	16,120.00	10,825.00	346.50	5,295.00	67.15		
expenditures								
ept 371 - INSPECTORS								
49-371-703.000	3,600.00	3,600.00	2,908.62	291.54	691.38	80.80		
49-371-714.000	309.00	309.00	222.52	22.30	86.48	72.01		
49-371-810.000	10,000.00	10,000.00	9,506.00	3,030.00	494.00	95.06		
total Dept 371 - INSPECTORS	13,909.00	13,909.00	12,637.14	3,343.84	1,271.86	90.86		
TOTAL EXPENDITURES	13,909.00	13,909.00	12,637.14	3,343.84	1,271.86	90.86		
fund 249 - BUILDING DEPARTMENT FUND:								
TOTAL REVENUES	16,120.00	16,120.00	10,825.00	346.50	5,295.00	67.15		
TOTAL EXPENDITURES	13,909.00	13,909.00	12,637.14	3,343.84	1,271.86	90.86		
NET OF REVENUES & EXPENDITURES	2,211.00	2,211.00	(1,812.14)	(2,997.34)	4,023.14	81.96		



**Leslie Police Department
Police Log/Information Summary
March 2020**



There were 38 log entries for the month of March 2020.

3/2 at 3:30pm Sgt Bennehoff was contacted regarding a complaint of trespassing at 714 Mill St.

3/2 at 6:30pm Sgt Bennehoff responded to a call of a traffic hazard in the area of Hull and Race, where it was reported that someone was riding a bike in the roadway.

3/3 at 6:30pm Sgt Bennehoff responded to Dollar General regarding a retail fraud.

3/4 at 1:00pm Officer Service was called to 714 Mill St to assist checking a vacant trailer with an open door.

3/4 at 4:45pm Officer Service responded to 714 Mill St to receive information regarding damage to windows.

3/4 at 9:35pm Officer Service was assisted by ICSO in the 100 block of Spring St on an ongoing family dispute.

3/6 at 10:00am Sgt Bennehoff went to LMS at 400 Kimball St to assist with a student misuse of electronic device.

3/7 at 5:00am Sgt Bennehoff responded to investigate a business B&E/UDAA in the 800 block of W Bellevue.

3/7 at 5:00pm Sgt Bennehoff received information regarding a domestic dispute in the 100 block of S. Main St.

3/10 at 7:30pm Officer Service was called to 704 E Bellevue regarding a kid complaint civil dispute.

3/11 at 10:00am Sgt Bennehoff went to the 400 block of Kirby St to receive information regarding an assault allegation involving two six year olds, which had occurred in the past at school.

3/11 at 11:38am Sgt Bennehoff assisted ICSO with a medical/DOA call in the 4200 block of Cooper Rd. He arrived administered Narcan and performed CPR prior to the patient being transported by ambulance.

3/11 at 6:00pm Sgt Bennehoff responded to Dollar General on a retail fraud complaint.

3/11 at 7:15pm Officer Butski received information in the 400 block of Kimball about a civil/domestic complaint of telephone harassment.

3/13 at 6:30pm Officer Service was called to the 200 block of W Bellevue on a suspicious situation.

3/14 at 10:15pm Officer Service responded to the 300 block of S Sherman on a medical call.

3/16 at 5:45pm Sgt Bennehoff responded to the 300 block of W Bellevue on a report of an assault and property damage.

3/17 at 9:30am Sgt Bennehoff responded to the 300 block of S Sherman on a request for medical wellness check.

3/17 at 1:00pm Sgt Bennehoff assisted WOW with traffic while they installed overhead wire in the area of Mill & Blair.

3/17 at 1:30pm Sgt Bennehoff received information, in the 200 block of S Sherman, regarding damage to a storage building.

3/17 at 7:00pm Sgt Bennehoff was contacted regarding a civil dispute in the 400 block of Church St.

3/18 at 8:11am Chief Delamarter responded to Maple & Oak where a motorist had observed a small child walking alone.

3/18 at 9:05am Chief Delamarter was requested to do a wellness check in the 400 block of Doty St.

3/18 at 7:45pm Officer Service responded to a domestic dispute in the 600 block of Rice St.

3/19 at 12:10pm Officer Service responded to 714 Mill St regarding a dispute over a carless/noisy vehicle complaint.

3/22 at 8:45am Sgt Bennehoff assisted ICSO in the 2100 block of Kinneville on a firearms complaint

3/23 at 9:00pm Officer Service went to the 200 block of N Main to assist with troubled youth/parent dispute.

3/24 at 7:34am Chief Delamarter responded to the 200 block of Church St on the report of a young child alone at the road side.

2

3/24 at 8:01am Chief Delamarter responded to McDonalds to assist with a disabled vehicle blocking the drive thru area.

3/24 at 8:36am Chief Delamarter responded to the area of Hull & Bellevue on the report of a 10 year old girl on a bike.

3/24 at 9:47am Chief Delamarter received information regarding a civil domestic property dispute in the 100 block of E Bellevue.

3/24 at 4:30pm Officer Service received information regarding a LFA at 4415 Hull Rd.

3/25 at 6:30pm Sgt Bennehoff received information regarding allegations of an assault in the 600 block of Rice St.

3/26 at 11:41am Chief Delamarter and Sgt Bennehoff responded to a verbal domestic dispute in the 100 block of Russell St.

3/27 at 1:00pm Officer Service was contacted at the PD regarding damage to a vehicle in the city lot at Commercial and Carney.

3/28 at 11:00pm Officer Service responded to a noise complaint in the 300 block of S. Sherman.

3/29 at 11:30am Officer Service responded to Depot and Bellevue where high winds had blown down a street light.

3/31 at 10:00am Chief Delamarter received/investigated information regarding a business in the 800 block of Rice St that might possibly be operating in violation of Michigan Executive Order No. 2020-21.

CITY OF LESLIE

RESOLUTION NO. 2020-07

A RESOLUTION OF THE LESLIE CITY COUNCIL CONFIRMING AND CONTINUING THE LOCAL STATE OF EMERGENCY DECLARED BY MAYOR PRO-TEM PAM BEEGLE ON THE 18TH DAY OF MARCH, 2020.

WHEREAS, A local state of emergency exists in the City of Leslie due to the COVID-19 Coronavirus Pandemic; and

WHEREAS, Mayor Pro-Tem Pam Beegle declared a local State of Emergency in accordance with Section 10 of the Emergency Management Act and the City Charter effective March 18, 2020.

NOW, THEREFORE BE IT RESOLVED:

SECTION 1: The City Council of the City of Leslie, Michigan concurs with and confirms the State of Emergency declared by Mayor Pro-Tem Pam Beegle on the 18th day of March, 2020; and

SECTION 2: The City Council of The City of Leslie, in accordance with Section 10 of the Emergency Management Act and the City Charter hereby further consents to and authorizes the continuation of this local state of emergency until terminated by further action of the City Council and to coincide with timelines established by Executive Order 2020-33 issued by Governor Whitmer.

IT IS HEREBY CERTIFIED that the City Council of the City of City of Leslie adopted the foregoing resolution at a regular meeting on the 21st day of April, 2020 by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION DECLARED ADOPTED

CERTIFICATION

I, Chelsea Cox, City Clerk of the City of Leslie, do hereby certify that the foregoing is true and correct copy of a Resolution adopted by the City Council of the City of Leslie at a regular meeting held on April 21, 2020.

Chelsea Cox, City Clerk

602 W. Bellevue
Leslie, Michigan 49251

CITY OF LESLIE

602 W. Bellevue • P.O. Box 496 • Leslie, MI 49251-0496
Phone: 517-589-8236 • Fax: 517-878-6868 • Web Site: www.cityofleslie.org

2020 Declaration of a Local State of Emergency March 18th, 2020

Gov. Gretchen Whitmer has declared a state of emergency in Michigan and issued an executive order relating to mitigation and prevention of the spread of the COVID-19 virus. Taking into consideration the public health, welfare and safety of our community and our employees, and to help protect Leslie's most vulnerable population from the rapid transmission of the Coronavirus, COVID-19, the office of Mayor, under the authority of the Leslie City Charter, and Section 10 of Public Act 390, as amended, hereby declares that a local state of emergency now exists in the City of Leslie. This local state of emergency will now put in place the following measures, effective immediately and shall coincide with *Executive Order 2020-33 Expanded Emergency and Disaster Declaration* issued by Governor Whitmer.

- All in-person city meetings are canceled during the state of Emergency. In the interest of the continuance of city business, the Mayor may grant special permission for a meeting to be held following the guidelines then in place for conducting public meetings and assemblies.
- The Leslie City Manager's office is hereby granted discretionary authority to temporarily close Leslie City Hall, and place on leave all non-essential, non-emergency personnel. The City Manager shall also exercise sole discretion for which employees will be designated as non-essential. Essential and emergency services will continue.
- Bob Delamarter, Leslie Chief of Police, will serve as emergency liaison for emergency management in the City of Leslie.

The Mayor reserves the right to make changes to the foregoing measures as the situation evolves and circumstances dictate. At this time, all citizens and local businesses are strongly encouraged to follow established CDC and WHO guidelines as well as those from the Ingham County Health Department. This state of emergency does not affect private entities or other public entities not under the governing authority of the City of Leslie.

City officials believe the forgoing action is reasonable and responsible. This is a rapidly changing situation which the City administrative staff and emergency management will continue to monitor and communicate about. We encourage our residents to be safe and considerate of others.

Pam Beegle, Mayor Pro-Tem

CITY OF LESLIE

602 W. Bellevue • P.O. Box 496 • Leslie, MI 49251-0496
Phone: 517-589-8236 • Fax: 517-878-6868 • Web Site: www.cityofleslie.org

What does the Mayor's Declaration/State of Emergency mean for me?

City Hall Office and the Police Department are closed to the public until further notice. This measure is being implemented to protect staff and the general public.

What if I need to pay a utility bill?

- You may mail a payment to City Hall, 602 W. Bellevue, PO Box 496, Leslie, MI 49251.
- You may use our online bill payment found at www.leslie.org
- You may drop it in our drop box in the City Hall Parking Lot.
- Still have questions? Call 517.589.8236 and we will assist you.

What else has changed?

- The City of Leslie will pause water meter appointments.
- All in-person city meetings are canceled until further notice.
- The City of Leslie will stop issuing permits for events taking place within the next 60 days.
- The City of Leslie will cancel upcoming events, gatherings and, meetings on city property until further notice including City Council meetings and all Boards/Commissions meetings.

Have Questions?

City Hall: 517.589.8236

Department of Public Works: 517-589-5115, Cell 517.416.2072

Police: 517.589.9700

Fire: 517-589-8670 (non-emergency)

911 for Emergencies

CITY OF LESLIE

RESOLUTION NO. 2020-08

A RESOLUTION TEMPORARILY AUTHORIZING THE CITY MANAGER TO APPROVE PURCHASE ORDERS THROUGH EMAIL

WHEREAS, Governor Whitmer declared a state of emergency on March 10, 2020 and extended the local declaration through Executive Order 2020-33 due to the pandemic outbreak of COVID-19; and

WHEREAS, Governor Whitmer signed the “Stay Home, Stay Safe” Executive Order 2020-21 directing all Michigan businesses and operations to temporarily suspend in-person operations that are not necessary to sustain or protect life and directed Michiganders to stay home unless they are considered essential services; and

WHEREAS, under Executive Order 2020-21, all public and private gatherings of any number of people occurring among persons outside a single household are temporarily prohibited; and

WHEREAS, purchase orders between \$500 - \$5,000 require the signature of the department head and the city manager prior to purchase as stipulated in Section 2-270(b) (2) of the *Leslie Code of Ordinances*; and

WHEREAS, measures enacted by Governor Whitmer due to COVID-19 have required the city manager to work from home and therefore she does not have the ability to sign purchase orders in person.

NOW, THEREFORE BE IT RESOLVED that the Leslie City Council does hereby temporarily authorize the city manager to sign purchase orders through written consent in an email, which shall be attached to the purchase order and submitted for payment as long as the measures enacted by the Governor exist.

IT IS HEREBY CERTIFIED that the City Council of the City of City of Leslie adopted the foregoing resolution at a regular meeting on the 21st day of April, 2020 by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION DECLARED ADOPTED

CERTIFICATION

I, Chelsea Cox, City Clerk of the City of Leslie, do hereby certify that the foregoing is true and correct copy of a Resolution adopted by the City Council of the City of Leslie at a regular meeting held on April 21, 2020.

Chelsea Cox, City Clerk

602 W. Bellevue
Leslie, Michigan 49251

CITY OF LESLIE

RESOLUTION NO. 2020-09

AUTHORIZING THE EXECUTION OF AMENDMENT NO. 1 TO AN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES WITH WIGHTMAN

WHEREAS, the City of Leslie, Ingham County, Michigan, entered into an agreement with Wightman by the adoption of Resolution No. 2019-24 on August 20, 2019 for the Wastewater Treatment Plant Improvements Project USDA-RD Application and Preliminary Engineering Report; and

WHEREAS, the City, City Manager and DPW Director desires to expand the contract to include a community-wide asset management plan (CAMP) approach for coordinated water, wastewater, storm, transportation and land-use planning.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Leslie, Ingham County, Michigan that:

- FIRST: The City of Leslie has determined that it is advisable, necessary and in the public interest to expand the contract approved by Resolution No. 2019-24 on August 20, 2019 with Wightman to include additional services in the amount of \$184,580 for a total amount not to exceed \$239,580.
- SECOND: The Mayor Pro-Tem, and City Clerk are instructed and authorized to sign the necessary Contract Amendment No. 1 as an agreement for Professional Engineering Services between the City of Leslie and Wightman.
- THIRD: The accounts payable department is authorized to submit payment to Wightman, in the amount of \$55,000, plus Amendment No 1 in the amount of \$184,580, for a total amount not to exceed \$239,580.

Roll Call Vote.

AYES:

NAYES:

ABSENT:



March 12, 2020

Susan Montenegro, City Manager
City of Leslie
602 West Bellevue Street
Leslie, Michigan 49251

**Re: CITY OF LESLIE WASTEWATER SYSTEM IMPROVEMENTS PROJECT
USDA-RD FUNDING APPLICATION AND PRELIMINARY ENGINEERING REPORT
AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT**

Dear Ms. Montenegro:

Thank you for the opportunity to submit a proposed amendment to our authorized professional services agreement for the City of Leslie Wastewater System Improvements Project. Our original proposal was dated August 9, 2019 and accepted (with negotiated amendments) on September 17, 2019.

Section I - Background

As discussed over the past few months, our original scope of work was intended to concentrate on deficiencies at the wastewater treatment plant, leading to completion of a Preliminary Engineering Report (PER) and a Funding Application to USDA-RD for proposed Wastewater System Improvements. The PER process requires the City to identify anticipated service populations and wastewater flows for a 20-year planning period. We analyzed population data, historic wastewater flow rates, and design capacities for City’s treatment facilities, and found that excessive “clear water” infiltration and inflow (I/I) conditions have routinely exceeded the wastewater treatment plant capacity, required bypass pumping to avoid sewer backups, and/or resulted in discharge permit violations. We expect that Michigan Department of Environment, Great Lakes, and Energy (EGLE) will require reduction of I/I or an increase in WWTP design capacity before granting a construction permit for the proposed improvements.

To assist the City in identifying a coordinated approach to Wastewater System Improvements, we initiated a preliminary Infiltration/Inflow Analysis for the collection system. Our initial findings were outlined in a document entitled “Summary Report – Preliminary Infiltration and Inflow Analysis for the City of Leslie, Michigan,” dated February 14, 2020. This report identified four (4) Priority Segments within the City’s wastewater collection system that are believed to contribute significant I/I and our recommendations for additional evaluations.

In discussions on likely collection system improvements, it has become clear that the City would benefit from a coordinated approach to infrastructure investment. Repair or replacement of sanitary sewers may require partial or full replacement of road surfaces. Storm sewer improvement may be required to coordinate I/I reduction. And many of the watermain segments are undersized for fire flow and pressure distribution purposes. A systematic approach to prioritizing road, water and sewer improvements will deliver the most cost-effective investment of limited financial resources.

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GOWIGHTMAN.COM

Section II – Scope of Services

We propose to amend our original scope of services to provide a Community-Wide Asset Management Plan approach to identification, evaluation, and planning for critical public infrastructure. Following is an outline of our proposed scope:

1. Wastewater System Improvements (original authorization), including\$55,000
 - a. Preliminary Study, including population trends and 20-year design flows
 - b. Wastewater Treatment Plant Condition Assessments
 - c. Capital Improvement Plan (CIP)
2. Geographic Information System (GIS) Mapping, including\$39,450
 - a. Data Acquisition Assistance, including Equipment Evaluations and Training
 - b. Sanitary Sewer Inventory and Mapping
 - c. Water System Inventory and Mapping
 - d. Storm Sewer System Inventory and Mapping
3. Water System Asset Management Plan, including\$35,755
 - a. Condition Assessments of Existing Assets
 - b. Hydraulic Modeling and Analysis
 - c. Capital Improvement Plan (CIP)
4. Sanitary Collection System Asset Management Plan, including\$35,175
 - a. Infiltration/Inflow Analysis and Sewer System Evaluations for Targeted Areas
 - b. Targeted Manhole Inspections and Topographic Survey
 - c. Capital Improvement Plan (CIP)
5. Transportation Asset Management Plan, including\$18,770
 - a. Visual Inspections of Road Surfaces within City Limits
 - b. Pavement Surface Evaluation and Rating (PASER) Evaluations
 - c. Capital Improvement Plan (CIP) and Priority Rankings
6. Land Use Planning, including\$12,450
 - a. Review Existing Master Plan and Planning Updates
 - b. Evaluate Infrastructure Systems for Support of Land Use Planning Goals
 - c. Meetings with Planning Commission and City Council to Coordinate Priority Projects
7. Preliminary Engineering Report (PER), including\$15,330
 - a. Coordinate Project Recommendations for 2020 System Improvements
 - b. Identify Capital and O&M Costs Requirements for Critical Improvements
 - c. Coordinate Environmental Report per USDA-RD Funding Requirements
8. Assist City with Funding Applications for Selected Projects, including\$27,650
 - a. Support City’s Financial Advisor and Bond Counsel w/ Financial Evaluations
 - b. Prepare Online Funding Applications for USDA-RD Water and Wastewater Projects
 - c. Assist with Publication of Public Notices and Other Required Documents
 - d. Develop and Implement a Public Engagement Program to Assist with Communication

Total Community-Wide Asset Management Plan Professional Services Budget: \$239,580



Section III – Schedule

The City of Leslie has identified deficiencies within its wastewater collection and treatment system, which if not corrected, may lead to property damage, environmental contamination, and discharge permit violations. We will continue to work closely with City Staff, including yourself and Ron Bogart, to collect necessary information, discuss findings, and develop a coordinated capital improvements project to address the most critical immediate needs.

Implementation of these improvements is necessary for restoring system capacity and reducing O&M costs. We will continue to place a priority on developing a Preliminary Engineering Report and funding application to USDA-RD for the proposed wastewater system project, with a revised target of July 2020 for the completed funding application. Review of the application will likely require 3-4 months and therefore we might anticipate a response from USDA-RD in October or November of this year. Design for permitting, bidding and construction can begin immediately after funding is committed.

On a parallel track we will also work with City Staff to develop a Community-Wide Asset Management Plan for a more comprehensive and long-term evaluations of existing and proposed water, sewer, transportation and land use assets. The CAMP process will proceed on a more deliberate pace in order to include all stakeholders, but likely can be substantially complete by year's end.

Section IV – USDA-RD Funding for Study and Report Phase Services

To confirm our previous discussions, professional services outlined in this amendment will be eligible for reimbursement through USDA-RD funding. The USDA-RD funding application process requires that the City and Wightman include an EJCDC Standard Form of Agreement Between Owner and Engineer for Professional Services (E-510), which covers the full range of Basic Services, including the following:

1. Study and Report Phase
2. Preliminary Design Phase
3. Final Design Phase
4. Bidding or Negotiating Phase
5. Construction Phase
6. Post-Construction Phase

All professional services performed under this amendment will be identified as the Study and Report Phase. At the time a USDA-RD funding application is submitted (currently targeted as July 2020), we will evaluate the scope of services required to complete this Study and Report Phase, adjust the fee schedule accordingly, and incorporate the cumulative amount as a single fee for the Study and Report Phase.

This process gives you the assurance of knowing the range of our Study and Report services upfront, maintains your ability to authorize any or all portions of the work at the appropriate times, maximizes the opportunity to coordinate planning efforts across all related underground/paving asset classes, and



Ms. Susan Montenegro, City Manager
March 12, 2020
Page 4

preserves the City's ability to pay for these coordinated services through USDA-RD funding (which will be spread across your enterprise funds, rather than drawn from the City's general budget).

We are extremely excited to partner with the City on these projects. If this proposal is acceptable, please sign below to authorize the commencement of work and return a copy to our office.

If you have any questions or comments, please feel free to contact me.

Very truly yours,

WIGHTMAN & ASSOCIATES, INC.



Alan C. Smaka, PE
asmaka@gowightman.com

This proposal is approved and accepted by:

By: _____

Date: _____

Title: _____





Client Name: City of Leslie
Project Title: Microsoft 365 Migration Project

Prepared by: Michael K. Grady
Date of Publication: March 20 2020

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**City of Leslie
Microsoft 365 Migration Project**

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City of Leslie Microsoft 365 Migration Project

Project overview:

The City of Leslie, (CoL) currently is operating its Microsoft licensing for email and O365 applications in a commercial Microsoft cloud tenancy. Municipalities of all sizes from local government, County including the State of Michigan are strongly recommended to store their data and access Microsoft applications within Microsoft's Government Cloud Computing (GCC) platform. By changing the Microsoft tenancy from commercial to GCC, the City of Leslie will be assured that it will be compliant with regulations from national law enforcement agencies such as the FBI, NCIC, etc. The GCC tenancy will also ensure that CoL's data will reside in more secure and domestic data center and not exposed to the commercial cloud users and customers.

Gracon Services, Inc. (GSI), has the expertise and experience to assist CoL with migrating to the Microsoft GCC platform.

Project scope:

GSI will work with the CoL to prioritize the migration of the users data to Microsoft GCC cloud platform, including:

- *Meet with the CoL authorized representatives to outline the priority and order in which the migration should occur.*
- *Provide the tenancy registration services to establish CoL as an authorized government member of the GCC platform.*
- *Outline the necessary new license subscriptions and make recommendations of different subscription levels for the Police Department.*
- *Migrate the email and user data to the new GCC accounts.*
- *Assist CoL with any missing data or emails that have occurred during the migration.*
- *Load the new software onto each workstation and configure for its use.*
- *Document the new licensing subscription model.*

In scope:

- Create the new City of Leslie Microsoft Government Cloud Computing tenancy membership.
- Provide the subscription licensing to CoL.
- GSI will install and configure the migration utility software necessary.
- Install and configure subscription software onto each computing as directed in all departments within the City.
- Test end-user access to the new GCC platform.

Out of scope:

- Validate or verify the end-user emails and data after the migration.

City of Leslie
Microsoft 365 Migration Project

- Provide any integration between the Microsoft 365 applications, Outlook and any 3rd party applications.

Deliverables produced:

See above

Estimated cost:

Qty.	Item	Price	Total Price
Network Software			
11 each	Transend Migration Licenses (Quote #10413 sent 03/19/2020)	\$22.80	\$250.80
Sub-Total			\$250.80
Network Installation Services			
64 hours	Engineering Services – <i>only hours actually worked will be invoiced. The hours quoted is our best estimate.</i>	\$100.00	\$6,400.00
12 hours	Desktop Services – <i>only hours actually worked will be invoiced. The hours quoted is our best estimate.</i>	75.00	\$900.00
Sub-Total			\$7,300.00
TOTAL			\$7,550.80

*Travel time will be charged “one-way” per site visit.

City of Leslie is responsible for providing all legally licensed software.

Any remaining hours may be used against future projects.

Any work performed after 5pm on a weekday or at any time on a weekend is billed at time and one-half.

Estimated effort hours:

See table above

Estimated duration:

Milestone	Date
Start of project	To be determined
End of project	To be determined

City of Leslie
Microsoft 365 Migration Project

Project assumptions:

GSI assumes that CoL will provide all legally licensed software for this project. (The subscription licensing recommendations will be sent separately from this proposal. We will need the full cooperation of CoL personnel to migrate their data and emails to the new GCC platform. It will be the responsibility of CoL employees to verify that all migrated data and emails are correct in the new accounts.

In order to identify and estimate the required tasks and timing for the project, certain assumptions and premises need to be made. Based on the current knowledge today, the project assumptions are listed below. If an assumption is invalidated at a later date, then the activities and estimates in the project plan should be adjusted accordingly.

- GSI will have ample access to facilities.
- GSI can perform some the work remotely if necessary.
- CoL will provide all necessary user names and passwords as requested.

Project risks:

During the migration from Microsoft’s commercial cloud to the GCC cloud platform data can be corrupted or lost including emails. It will be the responsibility of CoL and its employees to make sure the new account information and emails are correct. There may be a brief interruption to user access to their data while the final migration takes place.

Project risks are characteristics, circumstances, or features of the project environment that may have an adverse effect on the project or the quality of its deliverables. Known risks identified with this project have been included below. A plan will be put into place to minimize or eliminate the impact of each risk to the project.

Risk area	Level (H/M/L)	Risk plan
Loss of data during the migration.	L	CoL and GSI will make sure that the commercial accounts stay intact for a period of time after the migration to the GCC platform has occurred.
Interruption to user access to the data and email.	M	GSI will inform the CoL of any planned interruptions to access and services.

Project approval signatures:

City of Leslie Project Manager – Susan Montenegro

Date

GSI Project Manager – Michael K. Grady

Date